



**CITY OF PORT WASHINGTON, OZAUKEE COUNTY, WI
COMMON COUNCIL MEETING
TUESDAY, AUGUST 6, 2024 AT 6:30 P.M.
Port Washington City Hall, 100 W. Grand Avenue,
Port Washington, WI 53074
Council Chambers**

AGENDA

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. CONSENT AGENDA

All items listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which event the item will be removed and considered at this point on the agenda.

A. Approve Minutes of Previous Meeting

4. MAYOR'S BUSINESS

A. Proclamation for Years of Service for Catherine Kiener

5. OFFICERS/STAFF REPORT

A. Update on the Proposed Safety Building Project

B. Report on the 2025 – 2034 Financial Outlook

6. PUBLIC COMMENTS/APPEARANCES

Your comments are welcome. Please limit comments to three (3) minutes. If you need more time, contact the City Administrator, and ask that your topic be placed on a Common Council Agenda.

7. FROM STANDING COUNCIL COMMITTEES

A. GENERAL GOVERNMENT AND FINANCE COMMITTEE

1. Review 2025 Budget Philosophy

B. PERSONNEL COMMITTEE

1. Consideration and Possible Action on Job Classification Changes

8. FROM CITY BOARDS/COMMISSIONS

A. PLAN COMMISSION

- 1. Public Hearing To Consider A Conditional Use Grant Request By Ansay International And Anneran Holdings LLC For A Warehouse Use At 216 S. Montgomery Street**
- 2. Ordinance 2024-8: An Ordinance Rezoning Land Within the City of Port Washington and Amending the Official Zoning Map; Property at 551 N. Wisconsin Street from RM-1 Single and Two-Family Residence and CCM-Central City Mixed with OOS-Office & Special Service Overlay to CCM-Central City Mixed with OOS-Office & Special Service Overlay, MKE Mustache Properties LLC, Applicant- 1st Reading**

9. UNFINISHED BUSINESS

10. NEW BUSINESS

11. PUBLIC COMMENTS/APPEARANCES

12. MOTION TO CONVENE IN CLOSED SESSION - per Wis. Stat. § 19.85(1)(C) for the purpose of considering employment, promotion, compensation and other terms and conditions of employment or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

13. RECONVENE INTO OPEN SESSION to take action relating to closed session discussions or deliberations, if any.

14. ADJOURNMENT

Special Accommodations: *Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk's Office at (262) 284-5585 or cityclerk@portwashingtonwi.gov. Every effort will be made to arrange accommodations for all meetings, please provide notice at least one (1) business day prior to a meeting.*

Notice of Possible Quorum: *Notice is hereby given that Common Council members or members of other governmental bodies who are not members of this board, commission or committee may be present at this meeting to gather information about a subject over which they have decision-making authority. In that event this meeting may also constitute a simultaneous meeting of the Council or of such other governmental bodies. Whether a simultaneous meeting is occurring depends on whether the presence of one or more Council members or members of such other governmental bodies results in a quorum of the Council or of such other governmental bodies and, if there is a quorum, whether any agenda items listed above involve matters within the Council's or the other governmental bodies' jurisdiction. If a simultaneous meeting is occurring, no action other than information gathering will be taken at the simultaneous meeting. [*State ex rel. Badke vs. Greendale Village Board*, 173 Wis. 2d 553 (1993).]*

NOTE: *To help protect public health, persons desiring to monitor this meeting remotely by telephone conference, rather than in person, may call (262) 268-4270, and then dial the Pass/Access Code of 9801 when prompted to do so.*



CITY OF PORT WASHINGTON, OZAUKEE COUNTY, WI
COMMON COUNCIL MEETING
MONDAY, JULY 15, 2024 AT 5:00 P.M.
Port Washington City Hall, 100 W. Grand Avenue, Port Washington, WI 53074

MINUTES

1. **ROLL CALL-** Mayor Ted Neitzke IV convened the meeting of the Common Council at 5:00 p.m. Members present were Alderpersons Deborah Postl, Paul Neumyer, Mike Gasper, Dan Benning, Jonathan Pleitner, Patrick Tearney, and John Sigwart. Also present was City Administrator Melissa Pingel, City Clerk Susan Westerbeke, City Attorney Eric Eberhardt, Public Works Director Rob Vanden Noven, Director of Planning and Development Bob Harris.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG-** The Pledge of Allegiance was recited.
3. **CONSENT AGENDA-** Approve Minutes of Previous Meeting and Accept Monthly Invoices. MOTION MADE BY ALD. POSTL, SECONDED BY ALD. NEUMYER TO APPROVE AND ACCEPT THE CONSENT AGENDA AS PRESENTED. Motion carried unanimously.
4. **MAYOR'S BUSINESS-** None.
5. **OFFICERS/STAFF REPORT-** None.
6. **PUBLIC COMMENTS/APPEARANCES-** None.
7. **FROM STANDING COUNCIL COMMITTEES-** None.
8. **FROM CITY BOARDS/COMMISSIONS**
 - A. **BOARD OF PUBLIC WORKS**
 1. **Consideration and Possible Action on Hiring Kraus Anderson to Perform a Facility Condition Assessment for the Public Library, City Hall, Pool Building and Recreation Office, Senior Center, Fire and Police Departments, Eghart House, and 1860 Light Station.** - The City Administrator reviewed the proposal for the facility assessment. MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. BENNING TO APPROVE HIRING KRAUS ANDERSON TO PERFORM A FACILITY CONDITION ASSESSMENT FOR THE PUBLIC LIBRARY, CITY HALL, POOL BUILDING AND RECREATION OFFICE, SENIOR CENTER, FIRE AND POLICE DEPARTMENTS, EGHART HOUSE AND 1860 LIGHT STATION AS PRESENTED. Motion carried unanimously.
9. **UNFINISHED BUSINESS-** None.
10. **NEW BUSINESS-** None.
11. **PUBLIC COMMENTS/APPEARANCES-** None.
12. **MOTION TO CONVENE** in closed session per Wis. Stats. § 19.85(1)(e), for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to-wit: discuss and formulate negotiating strategies for, and consider retaining financial advisors and attorneys to provide advice regarding, a potential economic development project involving the City of Port Washington.- The Mayor read the closed session item. MOTION MADE BY ALD. POSTL, SECONDED BY ALD. NEUMYER TO CONVENE IN CLOSE SESSION AT 5:06 P.M. ROLL CALL VOTE TAKEN. AYE: POSTL, NEUMYER, GASPER, BENNING, PLEITNER, TEARNEY, SIGWART. Motion carried unanimously.
13. **MOTION TO CONVENE** in closed session per Wis. Stats. § 19.85(1)(e), for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to-wit: discuss and formulate negotiating strategies, including the terms and conditions for sale and development of the approximately 39-acre parcel of City-owned vacant land, commonly known as the former Schanen Farm, located along the south side of STH 33 approximately one-quarter mile west of CTH LL (Tax Parcel No. 16-030-15-002.00).- The Mayor read the closed session item. MOTION MADE BY ALD. POSTL, SECONDED BY ALD. NEUMYER TO CONVENE IN CLOSE SESSION AT 5:07 P.M. ROLL CALL VOTE TAKEN. AYE: POSTL, NEUMYER, GASPER, BENNING, PLEITNER, TEARNEY, SIGWART. Motion carried unanimously.

- 14. RECONVENE INTO OPEN SESSION** to take action relating to the closed session items, if any. MOTION MADE BY ALD. POSTL, SECONDED BY ALD. NEUMYER AT 6:27 P.M. TO RECONVENE INTO OPEN SESSION. ROLL CALL VOTE TAKEN: AYE: POSTL, NEUMYER, GASPER, BENNING, PLEITNER, TEARNEY, SIGWART. Motion carried unanimously.
- MOTION MADE BY ALD. BENNING, SECONDED BY ALD. PLEITNER THAT THE CITY ADMINISTRATOR BE AUTHORIZED AND DIRECTED TO HIRE THE FIRM OF EHLERS AND ASSOCIATES, INC. AS FINANCIAL ADVISOR, AND THE LAW FIRMS OF VON BRIESEN & ROPER, S.C. AND QUARLES AND BRADY LLP AS SPECIAL LEGAL COUNSEL, TO PROVIDE PROFESSIONAL SERVICES AND ADVICE TO THE CITY REGARDING A POTENTIAL ECONOMIC DEVELOPMENT PROJECT INVOLVING THE CITY, UPON WHICH TERMS AND CONDITIONS SET FORTH IN THOSE FIRMS' RESPECTIVE ENGAGEMENT LETTERS DISCUSSED IN CLOSED SESSION TODAY. Motion carried unanimously.
- 15. ADJOURNMENT-** MOTION MADE BY ALD. POSTL, SECONDED BY ALD. NEUMYER TO ADJOURN AT 6:30 P.M. Motion carried unanimously.

Respectfully submitted,
Susan L. Westerbeke, City Clerk

City of Port Washington 2025 – 2034 Financial Outlook

8/6/24

In preparation for the 2025 budget process



2025-2034 Financial Outlook

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2025-2034 Financial Outlook

Overview

The primary objective of this analysis is to be able to use this perspective to help evaluate the various fiscal impacts that would occur as a result of implementing the attached prospective capital infrastructure project schedule. We undertake this process not to be able to solve all of the future potential challenges, but in order to better understand the context in which the numerous project planning and annual budgetary decisions will be made in the coming months, and future years.

2025-2034 Capital Project Planning Schedule [\(Appendix A\)](#)

This schedule's main focus is on the projected future needs for the city's major capital projects that will require debt financing over the next several years. The current plan includes over \$75 million of general capital projects. This includes:

- \$21,000,000 for roadway related projects
- \$ 2,800,000 for lighthouse restoration and other lakefront projects
- \$ 2,000,000 for projects from the downtown plan
- \$40,000,000 for facilities related projects
- \$ 1,750,000 for police equipment replacement
- \$ 6,800,000 for fire and EMS equipment
- \$15,000,000 for a new public safety facility
- \$ 3,000,000 for streets equipment replacement
- \$ 1,300,000 for parks equipment and improvements

This schedule also includes:

- \$20,000,000 in wastewater infrastructure projects
- \$ 2,500,000 in Marina projects
- \$10,000,000 in water equipment and infrastructure projects

This plan also includes over \$17,000,000 in other projects that will need to be funded through non-debt financing sources.

2025-2034 Financial Outlook

Overview

Key Indicators

There are several key indicators that this plan will help evaluate:

- 1) The debt service requirements to implement these projects as proposed, and their tax levy impact
- 2) The city's debt capacity under State Statutes and municipal policy objectives
- 3) The city's levy limit outlook under current State Statutes
- 4) The city's operational forecasts based on current fiscal trends
- 5) The projected financial performance of the city's TID districts

Appendix A: 2025-2034 Project Planning Schedule

The project planning schedule does not represent a budget or the City Council's approval to move forward with these projects.

This schedule does provide staff with a guide to begin planning for these efforts and to bring them forward for approval in a timeline that will facilitate implementation. It also provides staff with a guide to assist in moving forward with the financing that would be required to implement these items.

Those items currently planned for 2025 will be presented as part of the 2025 capital budgets for further review and approval.

This schedule will be reviewed by staff and updated annually to reflect any additionally identified needs, updated costs, or changes in anticipated project schedules.

2025-2034 Financial Outlook

Debt Service

This plan begins by looking at the city’s current tax levy supported debt service schedule found below on **line 1**. Then the projected future tax levy debt service needs that would likely be required to implement the proposed capital project schedules found in appendix A are shown on **line 2**. The result is a projected total debt service need for the city which includes the anticipated costs to implement the proposed capital project schedule.

Budget Year	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Tax Levy Debt Service										
1 Existing Debt Schedule	4,363,000	3,803,300	3,346,500	3,179,800	3,181,900	3,155,500	3,141,300	2,689,600	1,749,200	424,300
2 Future Debt - Per Project Plan	-	1,908,000	3,467,100	4,035,000	4,603,300	5,176,800	5,682,200	6,215,000	6,509,400	7,002,700
3 Total Projected Debt Service	4,363,000	5,711,300	6,813,600	7,214,800	7,785,200	8,332,300	8,823,500	8,904,600	8,258,600	7,427,000
4 \$ Change in Debt Service	577,600	1,348,300	1,102,300	401,200	570,400	547,100	491,200	81,100	(646,000)	(831,600)
5 % Chg in Debt Service	15.26%	30.90%	19.30%	5.89%	7.91%	7.03%	6.31%	0.97%	-7.32%	-9.34%
6 Gross Debt Service cost per household (\$300,000 assessed value - 2024 base year)	\$1,003 \$133	\$1,313 \$310	\$1,566 \$253	\$1,659 \$92	\$1,790 \$131	\$1,915 \$126	\$2,028 \$113	\$2,047 \$19	\$1,899 -\$149	\$1,707 -\$191

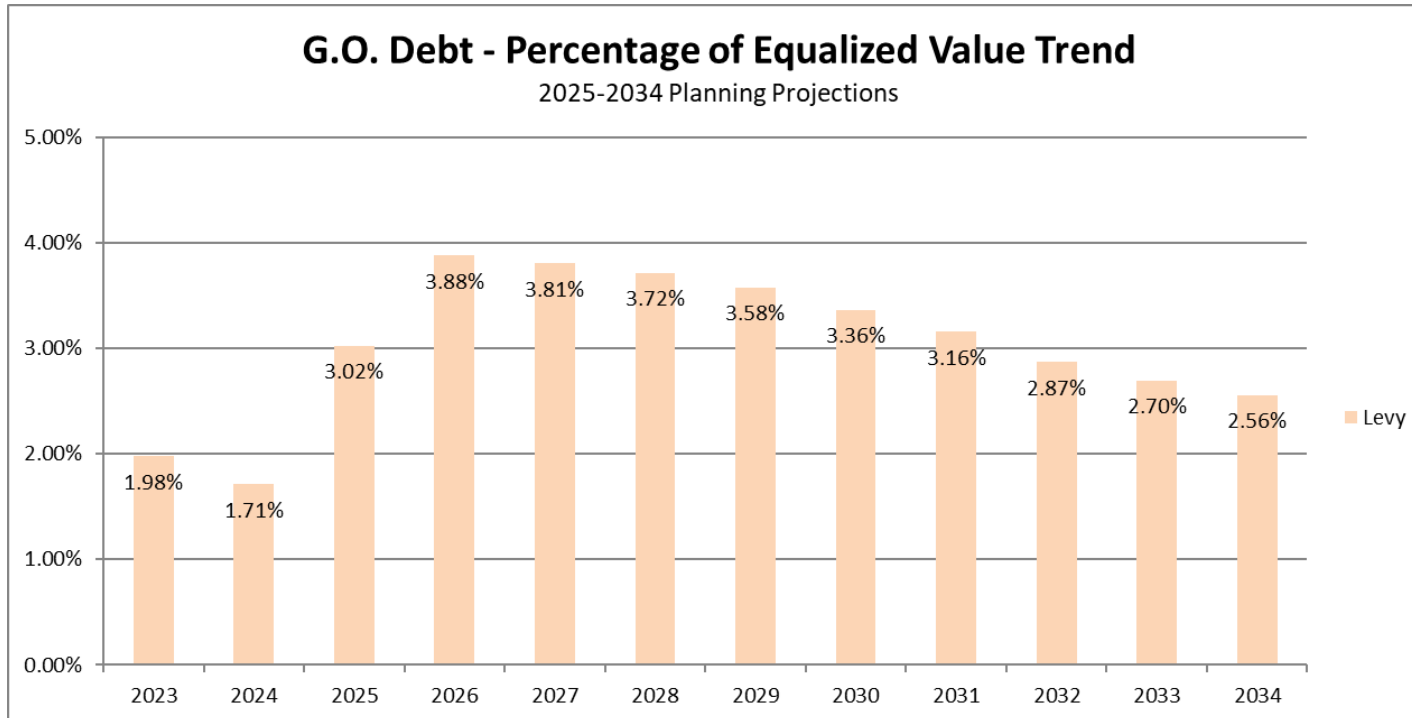
Approximately \$600 of the projected tax levy debt service increases relate to the contemplated \$35,000,000 Public Safety Facility.

2025-2034 Financial Outlook

Debt Capacity

The total projected debt service amounts from the previous schedule can then also be used, in addition to other debt information, to help calculate the total amounts of the city's outstanding General Obligation (G.O.) debt and look at the city's trends in debt service capacity. In accordance with Wisconsin Statutes, the total general obligation indebtedness of the city may not exceed 5.0% of the total equalized value of property within the city's jurisdiction. This is also referred to as the city's Direct Debt Burden.

As illustrated in the table below, even with the proposed projects in appendix A, the city will still be compliant with the debt limit.



2025-2034 Financial Outlook

Levy Limits

The city's property tax levy for operations and capital is limited by State Statute to increase no more than the growth factor equivalent to the city's net new construction percentage after an adjustment for debt service. The schedule below evaluates the city's levy limit capacity outlook. This schedule is based on the current State of Wisconsin Levy Limit worksheets model.

For purposes of this financial plan, we have assumed the city will be able to increase taxes 1.0% per year due to net new construction (line 8) during the forecast period, and that the current law will remain in effect for all future years. Under these regulations, line 13 shows the city's maximum allowable levy limit.

However, line 10 also shows the amount of abated G.O. debt service that the city is currently levying for operational needs. As these balances diminish and eventually expire in the next 7-10 years, this will result in additional budgetary challenges.

Budget Year	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
1 Prior Year's Tax Levy Limit	\$ 7,317,615	\$ 9,105,197	\$ 10,444,442	\$ 11,523,697	\$ 11,987,252	\$ 12,536,949	\$ 13,113,790	\$ 13,651,081	\$ 13,778,425	\$ 13,178,825
2 Plus - Personal Property Aids	14,880	14,880	14,880	14,880	14,880	14,880	14,880	14,880	14,880	14,880
3 Plus Unused Prior Year Adjustment	-	-	-	-	-	-	-	-	-	-
4 Plus TID Closure adjustment (est.)				\$ 23,171						
Less: Prior Year's Tax Levy										
6 Limit adj. for Debt Service	(4,220,000)	(4,796,788)	(6,092,800)	(7,128,390)	(7,524,440)	(8,029,360)	(8,560,976)	(9,052,590)	(9,133,800)	(8,487,605)
7 Sub-total	3,112,495	4,323,289	4,366,522	4,433,358	4,477,692	4,522,469	4,567,694	4,613,371	4,659,505	4,706,100
8 Growth Factor (PY AV)	1.15%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
9 Sub-total	3,148,289	4,366,522	4,410,187	4,477,692	4,522,469	4,567,694	4,613,371	4,659,505	4,706,100	4,753,161
Adjustments:										
Levy Limit Adjustment	1,175,000									
Less - Personal Property Aids	(14,880)	(14,880)	(14,880)	(14,880)	(14,880)	(14,880)	(14,880)	(14,880)	(14,880)	(14,880)
10 Abated G.O. Debt Service	433,788	381,500	314,790	309,640	244,160	228,676	229,090	229,200	229,005	80,064
11 Tax Levy for Debt Service	4,363,000	5,711,300	6,813,600	7,214,800	7,785,200	8,332,300	8,823,500	8,904,600	8,258,600	7,427,000
12 Total P&I on post- 2005 G.O. Debt	4,796,788	6,092,800	7,128,390	7,524,440	8,029,360	8,560,976	9,052,590	9,133,800	8,487,605	7,507,064
13 Maximum Allowable Levy	\$ 9,105,197	\$ 10,444,442	\$ 11,523,697	\$ 11,987,252	\$ 12,536,949	\$ 13,113,790	\$ 13,651,081	\$ 13,778,425	\$ 13,178,825	\$ 12,245,345

2025-2034 Financial Outlook

Levy Limits

The following table on [page 9](#) shows the long term budgetary impact based on a planning estimate of 2.0% annual increases in operating and capital costs [line 20](#) and a 1% increase in net new construction. The resulting shortfalls displayed on [line 15](#) are the cumulative impacts of costs increasing at a rate higher than net new construction.

Each year staff works to address the current year funding gap in order to present the City Council with a balanced budget that complies with the State of Wisconsin Levy Limits. While this does reset the shortfall to zero each year, these trends do illustrate the ongoing budgetary challenges that must be addressed under these circumstances.

In order to more accurately calculate the tax levy impact that these amounts would have on property owners, the estimated incremental values of the TID's on [lines 23-25](#) are subtracted from the total assessed value of the city. This then derives the "net assessed value" which is the tax base that supports the local tax levies. The incremental values within the TID districts generate the tax incremental revenues for the TID's.

The resulting estimated tax rates are then calculated and shown on [line 28](#). Then the estimated tax impact that this levy would have on a \$300,000 homeowner are shown on [lines 30-32](#).

2025-2034 Financial Outlook

Levy Limits

Budget Year	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
13 Maximum Allowable Levy	\$ 9,105,197	\$ 10,444,442	\$ 11,523,697	\$ 11,987,252	\$ 12,536,949	\$ 13,113,790	\$ 13,651,081	\$ 13,778,425	\$ 13,178,825	\$ 12,245,345
14 Levy Used in Planning	\$ 9,103,000	\$ 10,546,100	\$ 11,745,096	\$ 12,244,926	\$ 12,915,928	\$ 13,565,643	\$ 14,161,510	\$ 14,349,370	\$ 13,812,265	\$ 13,091,739
15 Surplus / (Shortfall) levy capacity	\$ 2,197	\$ (101,658)	\$ (221,399)	\$ (257,674)	\$ (378,979)	\$ (451,853)	\$ (510,429)	\$ (570,945)	\$ (633,440)	\$ (846,394)
16 % reserve capacity to Moderate Levy	0.0%	-1.0%	-1.9%	-2.1%	-2.9%	-3.3%	-3.6%	-4.0%	-4.6%	-6.5%
17 Projected Debt Service Tax Levy	4,363,000	5,711,300	6,813,600	7,214,800	7,785,200	8,332,300	8,823,500	8,904,600	8,258,600	7,427,000
18 Levy used for Operations & Capital	\$ 4,740,000	\$ 4,834,800	\$ 4,931,496	\$ 5,030,126	\$ 5,130,728	\$ 5,233,343	\$ 5,338,010	\$ 5,444,770	\$ 5,553,665	\$ 5,664,739
19 Change in Operating/Capital Levy	1,234,000	94,800	96,696	98,630	100,603	102,615	104,667	106,760	108,895	111,073
20 % Chg in Operating/Capital Levy	35.2%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
21 <u>Assessed Values (\$1,000's) 2% annual gro</u>	Est. 1/1/24									
22 Total Assessed 1/1 prior year (AV)	1,360,000	1,387,200	1,414,944	1,443,243	1,472,108	1,501,550	1,531,581	1,562,213	1,593,457	1,625,326
23 TID 2 increment value (EV)	(60,000)	(61,200)	(62,424)	(63,672)	(64,946)	(66,245)	(67,570)	(68,921)	(70,300)	(71,706)
24 TID 3 increment value (EV)	(5,193)	(5,297)	(5,403)	-	-	-	-	-	-	-
25 TID 4 increment value (EV)	(3,540)	(3,611)	(3,683)	(3,757)	(3,832)	(3,909)	(3,987)	(4,067)	(4,148)	(4,231)
26 Net Assessed Value *	1,291,267	1,317,092	1,343,434	1,375,813	1,403,330	1,431,396	1,460,024	1,489,225	1,519,009	1,549,389
* The net assessed value is the total assessed value less the TID incremental values. The net assessed value is the tax base that supports the City tax levy. The TID incremental values generate the revenues to support T										
	354	368	368	383	383	383	398	414	398	398
27 City Only Tax Rate										
28 Per \$1,000 <u>net assessed value</u>	7.049666	8.007109	8.742593	8.900136	9.203774	9.477211	9.699504	9.635464	9.092945	8.449613
29 Estimated City Tax Bill for a										
30 \$300,000 home (2024 base)	\$ 2,115	\$ 2,402	\$ 2,623	\$ 2,670	\$ 2,761	\$ 2,843	\$ 2,910	\$ 2,891	\$ 2,728	\$ 2,535
31 Change from prior year	403	287	221	47	91	82	67	(19)	(163)	(193)
32 % Change from prior year	23.5%	13.6%	9.2%	1.8%	3.4%	3.0%	2.3%	-0.7%	-5.6%	-7.1%

2025-2034 Financial Outlook

Operational Forecast

The schedule below summarizes the revenues and expenditures for the General Fund, Library, Capital Projects, and Debt Service funds. The capital projects revenues and expenditures lines are based on the supplemental schedule in the next section.

This schedule starts with the current budget followed by future revenue and expenditure projections. The future projections are based primarily on other revenues increasing at a rate of 1% per year while expenditures increase at a rate of 2% per year. As a result of this structural imbalance, with baseline expenditures expected to increase at a higher rate than non-tax revenues, a cumulative funding gap would develop over time.

	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Property Taxes										
Property Tax Levy - All Funds	\$ 9,103,000	\$ 10,546,100	\$ 11,745,096	\$ 12,244,926	\$ 12,915,928	\$ 13,565,643	\$ 14,161,510	\$ 14,349,370	\$ 13,812,265	\$ 13,091,739
Other Revenues (non-tax)										
General Fund (1%)	7,685,040	7,761,890	7,839,509	7,917,904	7,997,083	8,077,054	8,157,824	8,239,403	8,321,797	8,405,015
Library (1%)	127,588	128,864	130,153	131,454	132,769	134,097	135,437	136,792	138,160	139,541
Capital Projects (schedule)	26,400,000	19,960,000	4,530,000	4,305,000	4,295,000	3,250,000	3,845,000	2,335,000	3,775,000	3,365,000
Debt Service (abated)	433,788	381,500	314,790	309,640	244,160	228,676	229,090	229,200	229,005	80,064
Total Revenues	<u>43,749,416</u>	<u>38,778,354</u>	<u>24,559,548</u>	<u>24,908,924</u>	<u>25,584,940</u>	<u>25,255,469</u>	<u>26,528,862</u>	<u>25,289,764</u>	<u>26,276,227</u>	<u>25,081,359</u>
Expenditures										
General Fund (2%)	\$ 11,847,634	\$ 12,084,587	\$ 12,326,279	\$ 12,572,804	\$ 12,824,260	\$ 13,080,746	\$ 13,342,361	\$ 13,609,208	\$ 13,881,392	\$ 14,159,020
Library (2%)	705,162	719,265	733,650	748,323	763,290	778,555	794,127	810,009	826,209	842,734
Capital Projects (schedule)	26,501,490	20,063,520	4,635,590	4,412,702	4,404,856	3,362,053	3,959,294	2,451,580	3,893,912	3,486,290
Debt Service (projected)	4,796,788	6,092,800	7,128,390	7,524,440	8,029,360	8,560,976	9,052,590	9,133,800	8,487,605	7,507,064
Total Expenditures	<u>43,851,074</u>	<u>38,960,172</u>	<u>24,823,909</u>	<u>25,258,270</u>	<u>26,021,766</u>	<u>25,782,330</u>	<u>27,148,371</u>	<u>26,004,597</u>	<u>27,089,118</u>	<u>25,995,107</u>
Prospective Funding Gap	<u>(101,658)</u>	<u>(181,818)</u>	<u>(264,362)</u>	<u>(349,346)</u>	<u>(436,826)</u>	<u>(526,861)</u>	<u>(619,510)</u>	<u>(714,833)</u>	<u>(812,891)</u>	<u>(913,749)</u>

2025-2034 Financial Outlook

Capital Projects Forecasts

The Capital Projects Fund schedule shown on the following page organizes revenues and expenditures based on the nature of their funding sources. Annual capital funding sources include capital reserves, property taxes, and other various revenues sources. Debt financed funding sources include bond proceeds, grants, and other project specific funding offsets.

Capital projects (non-infrastructure) (partially funded by property taxes and other annual revenues)

The city's project plan includes equipment replacement needs, major facilities maintenance, and other various non-infrastructure projects or one-time initiatives are ideally funded through annual revenues. Staff estimates that approximately \$800,000 of ongoing annual funding would be necessary in order to be able to meet these needs over an extended period of time. As the city works towards this funding goal, some of these items will continue to be purchased through other financing options.

The city maintains more than \$17 million in vehicles, equipment, and other capital assets used to provide services to the community which must be periodically replaced. The items whose replacement costs must be funded within the capital budget include \$9,000,000 in Fire and EMS apparatus, \$1,000,000 in Police vehicles, \$4,500,000 of DPW general vehicles, \$2,500,000 in other operational equipment. **Appendix A** provides a summary of the currently projected needs.

In order to effectively manage the replacement of these items, the estimated useful life and anticipated replacement dates for each asset is reviewed and updated by department heads each year. Based on this input, these items are then prioritized and incorporated in the annual capital budget in a way that attempts to manage the annual funding levels needed to replace these assets in a fiscally sustainable manner. Detailed listings of these items are attached in **Appendix B** for vehicle replacement and **Appendix C** for equipment replacement.

5-Year Plan debt finance projects (funded primarily through bond proceeds)

Appendix A also identifies the various other capital projects which will need to be funded primarily through debt financing. These items include street and alley projects, truck and heavy equipment replacement, and other general projects including the lighthouse restoration and a proposed new public safety facility. This appendix also includes project schedules for the Sewer and Water utilities which will be funded through separate revenue bonds or utility reserves.

2025-2034 Financial Outlook

Capital Projects Fund

Account Group	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Revenues											
Annual Capital Funding Sources											
Property Taxes (2.0% growth)	\$ 99,500	\$ 101,490	\$ 103,520	\$ 105,590	\$ 107,702	\$ 109,856	\$ 112,053	\$ 114,294	\$ 116,580	\$ 118,912	\$ 121,290
Reserves / Other One-time Revenues	450,000	200,000	240,000	-	-	-	-	-	-	-	-
Total Annual Capital Revenues	549,500	301,490	343,520	105,590	107,702	109,856	112,053	114,294	116,580	118,912	121,290
Bond Proceeds / Reserves	4,431,000	26,200,000	19,720,000	4,530,000	4,305,000	4,295,000	3,250,000	3,845,000	2,335,000	3,775,000	3,365,000
Total Revenue	4,980,500	26,501,490	20,063,520	4,635,590	4,412,702	4,404,856	3,362,053	3,959,294	2,451,580	3,893,912	3,486,290
Expenditures											
General Annual Capital needs	\$ 549,500	\$ 301,490	\$ 343,520	\$ 105,590	\$ 107,702	\$ 109,856	\$ 112,053	\$ 114,294	\$ 116,580	\$ 118,912	\$ 121,290
Debt financed projects (NET)											
Roadway Projects	2,540,000	2,875,000	1,480,000	3,065,000	505,000	3,015,000	525,000	3,115,000	525,000	3,115,000	505,000
Lakefront Projects		1,360,000	520,000	-	1,000,000	-	-	-	-	-	-
Downtown Plan		-	-	-	-	40,000	300,000	-	-	200,000	1,500,000
Facilities	210,000	20,385,000	15,800,000	730,000	290,000	530,000	1,150,000	-	950,000	-	-
Other items	60,000	340,000	470,000	80,000	-	-	-	-	-	-	-
Police Equipment	150,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000
Fire/EMS Equipment	341,000	175,000	1,050,000	-	2,200,000	-	1,000,000	135,000	700,000	-	1,200,000
Streets Equipment	715,000	650,000	-	385,000	90,000	300,000	115,000	435,000	-	300,000	-
Parks Equipment	415,000	255,000	240,000	110,000	60,000	250,000	-	-	-	-	-
Sub-total Debt financed projects	4,431,000	26,200,000	19,720,000	4,530,000	4,305,000	4,295,000	3,250,000	3,845,000	2,335,000	3,775,000	3,365,000
Total Expenditures	4,980,500	26,501,490	20,063,520	4,635,590	4,412,702	4,404,856	3,362,053	3,959,294	2,451,580	3,893,912	3,486,290

2025-2034 Financial Outlook

TID Projections

The status of the city's TID's impacts both the city's levy limit as well as the projected tax impact of future projects and pending tax relief as a result of the increased property values within each district. The following schedules reflect the current status and projected closing dates for each of the city's TIF districts.

Tax Incremental District #2						Moderate assumptions													
Cash Flow Projections						Property appreciation factor		2.00%		Created: 8/3/2010, Mandatory Close: 2037									
4/5/2024						Tax rate appreciation factor		1.50%											
Budget / Revenue Year	Property Valuation Estimates					Taxes	Revenue Estimates			Expenditure Estimates				Cash Position / Debt				Budget / Revenue Year	
	PY equalized value	Change / EV Increase	Projected Equalized Value	Base Value	Increment Value	Projected Equalized Tax Rate / 1,000	Incremental Revenues	Other Revenues	Total Revenues	Debt Service	Other Expenditures	Total Expenditures	Annual Change	Cumulative Ending Cash Balances	Year-end Outstanding Debt	Year-end Outstanding PayGo	Difference		
2022	38,270,200	18,511,900	56,782,100	14,787,800	41,994,300	16.35	\$ 385,000	\$ 15,000	\$ 400,000	\$ 390,000	\$ 30,000	\$ 420,000	\$ (20,000)	\$ 1,200,000	\$ 3,016,100	\$ 4,260,500	\$ (6,076,600)	2022	
2023	56,782,100	11,028,700	67,810,800	14,787,800	53,023,000	15.45	\$ 650,000	\$ 95,000	\$ 745,000	\$ 388,000	\$ 1,310,000	\$ 1,698,000	\$ (953,000)	\$ 240,000	\$ 2,710,800	\$ 3,980,500	\$ (6,451,300)	2023	
2024	67,810,800	1,356,216	69,167,016	14,787,800	54,379,216	14.12	\$ 748,685	\$ 90,000	\$ 838,685	\$ 385,000	\$ 330,000	\$ 715,000	\$ 123,685	\$ 363,685	\$ 2,391,800	\$ 3,680,500	\$ (5,708,615)	2024	
2025	69,167,016	6,383,340	75,550,356	14,787,800	60,762,556	14.74	\$ 801,710	\$ 15,000	\$ 816,710	\$ 378,800	\$ 350,000	\$ 728,800	\$ 87,910	\$ 451,594	\$ 2,072,500	\$ 3,360,500	\$ (4,981,406)	2025	
2026	75,550,356	1,511,007	77,061,363	14,787,800	62,273,563	14.67	\$ 891,428	\$ 15,000	\$ 906,428	\$ 327,600	\$ 370,000	\$ 697,600	\$ 208,828	\$ 660,422	\$ 1,851,100	\$ 3,020,500	\$ (4,211,178)	2026	
2027	77,061,363	1,541,227	78,602,591	14,787,800	63,814,791	14.60	\$ 909,117	\$ 15,000	\$ 924,117	\$ 262,200	\$ 390,000	\$ 652,200	\$ 271,917	\$ 932,338	\$ 1,576,300	\$ 2,660,500	\$ (3,304,462)	2027	
2028	78,602,591	1,572,052	80,174,643	14,787,800	65,386,843	14.53	\$ 927,050	\$ 15,000	\$ 942,050	\$ 253,200	\$ 415,000	\$ 668,200	\$ 273,850	\$ 1,206,188	\$ 1,372,200	\$ 2,275,500	\$ (2,441,512)	2028	
2029	80,174,643	1,603,493	81,778,135	14,787,800	66,990,335	14.46	\$ 945,231	\$ 15,000	\$ 960,231	\$ 244,170	\$ 440,000	\$ 684,170	\$ 276,061	\$ 1,482,249	\$ 1,166,250	\$ 1,865,500	\$ (1,549,501)	2029	
2030	81,778,135	1,635,563	83,413,698	14,787,800	68,625,898	14.39	\$ 963,664	\$ 15,000	\$ 978,664	\$ 228,675	\$ 465,000	\$ 693,675	\$ 284,989	\$ 1,767,238	\$ 971,100	\$ 1,430,500	\$ (634,362)	2030	
2031	83,413,698	1,668,274	85,081,972	14,787,800	70,294,172	14.31	\$ 982,353	\$ 15,000	\$ 997,353	\$ 229,100	\$ 490,000	\$ 719,100	\$ 278,253	\$ 2,045,491	\$ 770,700	\$ 970,500	\$ 304,291	2031	
2032	85,081,972	1,701,639	86,783,611	14,787,800	71,995,811	14.24	\$ 1,001,301	\$ 15,000	\$ 1,016,301	\$ 229,200	\$ 520,000	\$ 749,200	\$ 267,101	\$ 2,312,592	\$ 565,050	\$ 480,500	\$ 1,267,042	2032	
2033	86,783,611	1,735,672	88,519,284	14,787,800	73,731,484	14.17	\$ 1,020,512	\$ 15,000	\$ 1,035,512	\$ 229,000	\$ 510,500	\$ 739,500	\$ 296,012	\$ 2,063,251	\$ 354,125	\$ -	\$ 1,709,126	2033	
2034	88,519,284	1,770,386	90,289,669	14,787,800	75,501,869	14.11	\$ 1,039,992	\$ 15,000	\$ 1,054,992	\$ 80,065	\$ -	\$ 80,065	\$ 974,927	\$ 3,020,418	\$ 287,920	\$ -	\$ 2,732,498	2034	
2035	90,289,669	1,805,793	92,095,463	14,787,800	77,307,663	14.04	\$ 1,059,743	\$ 15,000	\$ 1,074,743	\$ 77,575	\$ -	\$ 77,575	\$ 997,168	\$ 3,309,760	\$ 221,420	\$ -	\$ 3,088,340	2035	

2025-2034 Financial Outlook

TID Projections

Tax Incremental District #3				Moderate assumptions													
Cash Flow Projections				Property appreciation factor		2.00%		Created: 8/4/2015, Mandatory Close: 2035									
4/5/2024				Tax rate appreciation factor		1.50%											
Budget / Revenue Year	Property Valuation Estimates				Taxes		Revenue Estimates			Expenditure Estimates				Cash Position / Debt			Budget / Revenue Year
	PY equalized value	Change / Inflationary Increase	Projected Equalized Value	Base Value	Increment Value	Projected Equalized Tax Rate / 1,000	Incremental Revenues	Other Revenues	Total Revenues	Debt Service	Other Expenditures	Total Expenditures	Annual Change	Cumulative Ending Cash Balances	Year-end Outstanding Debt	Difference	
2022	11,473,000	774,200	12,247,200	8,863,600	3,383,600	16.35	\$ 42,500	\$ 5,000	\$ 47,500	\$ 58,000	\$ 30,000	\$ 88,000	\$ (40,500)	\$ (85,000)	\$ 305,000	\$ (390,000)	2022
2023	12,247,200	1,707,900	13,955,100	8,863,600	5,091,500	15.45	\$ 52,250	\$ 5,000	\$ 57,250	\$ 57,250	\$ 10,000	\$ 67,250	\$ (10,000)	\$ (95,000)	\$ 255,000	\$ (350,000)	2023
2024	13,955,100	279,102	14,234,202	8,863,600	5,370,602	14.12	\$ 71,892	\$ 5,000	\$ 76,892	\$ 56,125	\$ 10,000	\$ 66,125	\$ 10,767	\$ (84,233)	\$ 205,000	\$ (289,233)	2024
2025	14,234,202	284,684	14,518,886	8,863,600	5,655,286	14.74	\$ 79,178	\$ 5,000	\$ 84,178	\$ 55,000	\$ 10,000	\$ 65,000	\$ 19,178	\$ (65,055)	\$ 155,000	\$ (220,055)	2025
2026	14,518,886	290,378	14,809,264	8,863,600	5,945,664	14.67	\$ 82,967	\$ 5,000	\$ 87,967	\$ 53,875	\$ 10,000	\$ 63,875	\$ 24,092	\$ (40,963)	\$ 105,000	\$ (145,963)	2026
2027	14,809,264	296,185	15,105,449	8,863,600	6,241,849	14.60	\$ 86,799	\$ 5,000	\$ 91,799	\$ 52,625	\$ 10,000	\$ 62,625	\$ 29,174	\$ (11,788)	\$ 55,000	\$ (66,788)	2027
2028	15,105,449	302,109	15,407,558	8,863,600	6,543,958	14.53	\$ 90,677	\$ 5,000	\$ 95,677	\$ 56,375	\$ 10,000	\$ 66,375	\$ 29,302	\$ 17,513	\$ -	\$ 17,513	2028
2029	15,407,558	308,151	15,715,709	8,863,600	6,852,109	14.46	\$ 94,599	\$ 5,000	\$ 99,599	\$ -	\$ 10,000	\$ 10,000	\$ 89,599	\$ 107,112	\$ -	\$ 107,112	2029
2030	15,715,709	314,314	16,030,023	8,863,600	7,166,423	14.39	\$ 98,568	\$ 5,000	\$ 103,568	\$ -	\$ 10,000	\$ 10,000	\$ 93,568	\$ 200,681	\$ -	\$ 200,681	2030

2025-2034 Financial Outlook

TID Projections

Tax Incremental District #4				Moderate assumptions													
Cash Flow Projections				Property appreciation factor		2.00%						Created: 11/5/2019, Mandatory Close: 2047					
7/1/2024				Tax rate appreciation factor		1.50%											
Property Valuation Estimates				Taxes		Revenue Estimates			Expenditure Estimates				Cash Position / Debt				
Budget / Revenue Year	PY equalized value	Change / Inflationary Increase	Projected Equalized Value	Base Value	Increment Value	Projected Equalized Tax Rate / 1,000	Incremental Revenues	Other Revenues	Total Revenues	Debt Service	Other Expenditures	Total Expenditures	Annual Change	Cumulative Ending Cash Balances	Year-end Outstanding Debt	Difference	Budget / Revenue Year
2022	2,751,200	(42,900)	2,708,300	-	2,708,300	16.35	\$ 45,000	\$ -	\$ 45,000	\$ -	\$ 42,750	\$ 42,750	\$ 2,250	\$ 10,000	\$ 711,594	\$ (701,594)	2022
2023	2,708,300	762,500	3,470,800	-	3,470,800	15.45	\$ 41,950	\$ -	\$ 41,950	\$ -	\$ 39,853	\$ 39,853	\$ 2,098	\$ 2,800	\$ 671,742	\$ (668,942)	2023
2024	3,470,800	69,416	3,540,216	-	3,540,216	14.12	\$ 49,008	\$ -	\$ 49,008	\$ -	\$ 46,557	\$ 46,557	\$ 2,450	\$ 5,250	\$ 625,184	\$ (619,934)	2024
2025	3,540,216	70,804	3,611,020	-	3,611,020	14.74	\$ 52,193	\$ -	\$ 52,193	\$ -	\$ 49,584	\$ 49,584	\$ 2,610	\$ 7,860	\$ 575,601	\$ (567,741)	2025
2026	3,611,020	72,220	3,683,241	-	3,683,241	14.67	\$ 52,976	\$ -	\$ 52,976	\$ -	\$ 50,327	\$ 50,327	\$ 2,649	\$ 10,509	\$ 525,273	\$ (514,765)	2026
2027	3,683,241	73,665	3,756,906	-	3,756,906	14.60	\$ 53,771	\$ -	\$ 53,771	\$ -	\$ 51,082	\$ 51,082	\$ 2,689	\$ 13,197	\$ 474,191	\$ (460,994)	2027
2028	3,756,906	75,138	3,832,044	-	3,832,044	14.53	\$ 54,577	\$ -	\$ 54,577	\$ -	\$ 51,848	\$ 51,848	\$ 2,729	\$ 15,926	\$ 422,343	\$ (406,416)	2028
2029	3,832,044	76,641	3,908,685	-	3,908,685	14.46	\$ 55,396	\$ -	\$ 55,396	\$ -	\$ 52,626	\$ 52,626	\$ 2,770	\$ 18,696	\$ 369,717	\$ (351,021)	2029
2030	3,908,685	78,174	3,986,858	-	3,986,858	14.39	\$ 56,227	\$ -	\$ 56,227	\$ -	\$ 53,416	\$ 53,416	\$ 2,811	\$ 21,507	\$ 316,301	\$ (294,794)	2030
2031	3,986,858	79,737	4,066,595	-	4,066,595	14.31	\$ 57,070	\$ -	\$ 57,070	\$ -	\$ 54,217	\$ 54,217	\$ 2,854	\$ 24,361	\$ 262,084	\$ (237,723)	2031
2032	4,066,595	81,332	4,147,927	-	4,147,927	14.24	\$ 57,926	\$ -	\$ 57,926	\$ -	\$ 55,030	\$ 55,030	\$ 2,896	\$ 27,257	\$ 207,054	\$ (179,797)	2032
2033	4,147,927	82,959	4,230,886	-	4,230,886	14.17	\$ 58,795	\$ -	\$ 58,795	\$ -	\$ 55,855	\$ 55,855	\$ 2,940	\$ 30,197	\$ 151,199	\$ (121,002)	2033
2034	4,230,886	84,618	4,315,504	-	4,315,504	14.11	\$ 59,677	\$ -	\$ 59,677	\$ -	\$ 56,693	\$ 56,693	\$ 2,984	\$ 33,181	\$ 94,505	\$ (61,325)	2034
2035	4,315,504	86,310	4,401,814	-	4,401,814	14.04	\$ 60,572	\$ -	\$ 60,572	\$ -	\$ 57,544	\$ 57,544	\$ 3,029	\$ 36,209	\$ -	\$ 36,209	2035
2036	4,401,814	88,036	4,489,850	-	4,489,850	13.97	\$ 61,481	\$ -	\$ 61,481	\$ -	\$ -	\$ -	\$ 61,481	\$ 97,690	\$ -	\$ 97,690	2036
2037	4,489,850	89,797	4,579,647	-	4,579,647	13.90	\$ 62,403	\$ 280,000	\$ 342,403	\$ -	\$ -	\$ -	\$ 342,403	\$ 440,094	\$ -	\$ 440,094	2037
2038	4,579,647	91,593	4,671,240	-	4,671,240	13.83	\$ 63,339	\$ -	\$ 63,339	\$ -	\$ -	\$ -	\$ 63,339	\$ 503,433	\$ -	\$ 503,433	2038

2025-2034 Financial Outlook

Wastewater Utility

Current Rates and Customer Information

General rates for the wastewater utility are shown below:

General Rate Data	Bi-monthly	Annual
Service charge	\$ 41.04	\$246.24
Plus Volumetric per 100 Cubic Feet	\$ 3.68	\$30.08
Last Rate Increase	1/1/23	
Bi-monthly Bill (800 Cubic Feet Usage)	\$70.48	\$422.88

Long Range Plan Notes

- In 2023 the city approved a \$12.8 million treatment plant project that will be completed during 2024-2025.
- The city also continues to have substantial capital investment planned for Sanitary Sewer infrastructure in the coming years. This plan includes the assumption that some major projects will require future sewer revenue bond borrowings to fund these projects.
- These borrowings require that utility rates be set at a level so that operating revenues will cover debt service by 125%. In addition, the utility may also be required to set aside separate bonding cash reserves. The fiscal schedule on the next page includes estimates of these needs and trends over time.

Recommended Future Rates

The City's Sewer Utility rates are reviewed by the staff on an annual basis. The city targets cash reserves for this fund to be approximately 25% of operating revenues, as customers are billed bi-monthly for the previous period's consumption, while utility vendors are paid monthly.

In 2022 the city approved a 7.2% net rate increase effective 1/1/23 in order to begin preparing for the upcoming projects. Additional rate increases will also be needed in order to continue to fund operating cost increases and capital improvements in the coming years.

Rate increases of 4% in 2025 and 6% in 2027 and every other year thereafter are currently projected to be necessary in order to support these efforts.

2025-2034 Financial Outlook

Wastewater Utility

	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Revenues										
User Fees	\$ 3,029,990	\$ 3,059,968	\$ 3,273,843	\$ 3,306,240	\$ 3,537,335	\$ 3,572,346	\$ 3,822,047	\$ 3,859,883	\$ 4,284,087	\$ 4,326,505
Other Revenues	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Total Revenues	3,229,990	3,259,968	3,473,843	3,506,240	3,737,335	3,772,346	4,022,047	4,059,883	4,484,087	4,526,505
Expenses										
Treatment Expense (3%)	\$ 1,350,330	\$ 1,390,840	\$ 1,432,566	\$ 1,475,544	\$ 1,519,810	\$ 1,565,405	\$ 1,612,367	\$ 1,660,738	\$ 1,710,561	\$ 1,761,878
Depreciation	1,012,900	1,019,600	1,093,600	1,106,200	1,146,200	1,156,200	1,236,200	1,246,200	1,166,200	1,246,200
Other Expenses (3%)	257,500	265,225	273,182	281,377	289,818	298,513	307,468	316,692	326,193	335,979
Interest Expense	307,700	294,700	281,625	380,900	359,000	441,800	416,940	396,400	704,550	652,750
Total Expenses	2,928,430	2,970,365	3,080,973	3,244,021	3,314,828	3,461,918	3,572,975	3,620,030	3,907,504	3,996,807
Net Change in Equity	301,560	289,603	392,870	262,219	422,507	310,428	449,072	439,853	576,583	529,698
Rate increase included above	4.00%	0.00%	6.00%	0.00%	6.00%	0.00%	6.00%	0.00%	10.00%	0.00%
DS Revenue coverage 125% mini	398%	167%	184%	151%	167%	135%	148%	146%	108%	107%
* - The Sewer Utility budgets on a full accrual method. The estimated cash position of the utility is also affected by capital purchases and principal repayment of bonds and is shown below.										
Self-funded capital costs	995,000	1,860,000	1,130,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Bond principal payments	100,000	665,000	680,000	775,000	795,000	972,500	1,000,000	1,030,000	1,560,000	1,620,500
Estimated cash position	\$ 3,501,880	\$ 2,286,083	\$ 1,962,553	\$ 1,555,972	\$ 1,329,679	\$ 823,807	\$ 509,079	\$ 1,618,606	\$ 738,755	\$ 485,077
Cash Reserves Target 25% Reve	\$ 807,500	\$ 815,000	\$ 868,500	\$ 876,600	\$ 934,300	\$ 943,100	\$ 1,005,500	\$ 1,015,000	\$ 1,121,000	\$ 1,131,600

2025-2034 Financial Outlook

Water Utility

Current Rates and Customer Information

General rates for the water utility are shown below:

Public Fire Fees (3/4")	\$ 25.50	\$153.00
Plus Volumetric per 100 Cubic Feet	\$ 5.77	\$276.96
Last Full Rate Increase	9/1/23	
Bi-monthly Bill (800 Cubic Feet Usage)	\$89.66	\$358.64
	No. of	Consumption
Five Year Estimate	Customers	100 Cubic Ft
Residential Customers	4,675	237,000
Multi-Family	61	20,000
Commercial	401	53,000
Industrial	35	146,000
Public Authority	59	19,000
	<u>5,231</u>	<u>475,000</u>

Long Range Plan Notes

- In 2023 the city approved a \$21.5 million treatment plant project that will be completed during 2024-2025. This project was the outcome of changing DNR requirements and the need to replace out-of-date equipment.
- Significant future capital projects are also included in the plan for water main replacements done in conjunction with road projects and other stand along water main projects.

Future Rate outlook

In 2023 the Public Service Commission (PSC) issued a 43.8% overall water rate increase to be effective on 9/1/23. Also, as part of that rate case, the PSC will require a 22.5% rate increase upon completion of the water treatment plant upgrade project. Staff currently anticipates that this will be sometime in 2026.

The City's Water Utility rates are reviewed and designed by the Public Service Commission (PSC).

"The PSC makes sure that the rates utilities charge are based on what it actually costs to produce the heat, electricity, or water. The PSC also makes sure the utilities are charging their customers enough to stay in business and make the repairs and improvements they need, so the heat, electricity, or water is always there when you need it."

The City also targets cash reserves for this fund to be approximately 25% of operating revenues, as customers are billed bi-monthly for the previous period's consumption, while utility vendors are paid monthly.

Based upon projected estimates in the water utility, additional rate increases of about 6% will be will also be needed every other year beginning in 2028 in order to continue to fund operating cost increases and capital improvements in the coming years.

2025-2034 Financial Outlook

Water Utility

	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Revenues										
User Fees	\$ 4,142,000	\$ 5,073,950	\$ 5,073,950	\$ 5,378,388	\$ 5,378,388	\$ 5,701,092	\$ 5,701,092	\$ 6,043,157	\$ 6,043,157	\$ 6,405,745
Other Revenues	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Total Revenues	<u>4,542,000</u>	<u>5,473,950</u>	<u>5,473,950</u>	<u>5,778,388</u>	<u>5,778,388</u>	<u>6,101,092</u>	<u>6,101,092</u>	<u>6,443,157</u>	<u>6,443,157</u>	<u>6,805,745</u>
Expenses										
Water Operations (3%)	\$ 1,908,590	\$ 1,965,847	\$ 2,024,822	\$ 2,085,566	\$ 2,148,134	\$ 2,212,578	\$ 2,278,955	\$ 2,347,324	\$ 2,417,744	\$ 2,490,276
PILOT expenses	575,458	671,830	690,713	772,547	763,876	771,795	861,996	867,761	857,166	967,246
Depreciation	825,000	855,000	877,500	877,500	895,500	918,000	933,000	933,000	948,000	948,000
Other Expenses (5%)	\$ 241,535	\$ 248,781	\$ 256,244	\$ 263,931	\$ 271,849	\$ 280,004	\$ 288,404	\$ 297,056	\$ 305,968	\$ 315,147
Interest Expense	655,220	627,220	598,220	568,520	538,720	508,970	477,630	448,470	421,870	394,220
Total Expenses	<u>4,205,803</u>	<u>4,368,678</u>	<u>4,447,499</u>	<u>4,568,064</u>	<u>4,618,079</u>	<u>4,691,347</u>	<u>4,839,985</u>	<u>4,893,611</u>	<u>4,950,748</u>	<u>5,114,889</u>
Net Change in Equity	336,197	1,105,272	1,026,451	1,210,324	1,160,309	1,409,745	1,261,107	1,549,546	1,492,409	1,690,856
Rate increase included above	0.00%	22.50%	0.00%	6.00%	0.00%	6.00%	0.00%	6.00%	0.00%	6.00%
DS Revenue coverage 125% minimum		148%	143%	152%	148%	162%	152%	184%	179%	191%
* - The Water Utility budgets on a full accrual method. The estimated cash position of the utility is also affected by capital purchases and principal repayment of bonds and is shown below										
Self-funded capital costs	1,500,000	500,000	1,500,000	-	1,200,000	1,500,000	1,000,000	-	1,000,000	-
Bond principal payments	1,100,000	1,127,000	1,155,000	1,183,000	1,216,500	1,245,250	1,279,340	1,143,750	1,173,500	1,193,500
Self-funded bond reserves	-	-	-	-	-	-	-	-	-	-
Estimated cash position	<u>2,115,697</u>	<u>2,448,970</u>	<u>1,697,921</u>	<u>2,602,744</u>	<u>2,242,053</u>	<u>1,824,548</u>	<u>1,739,315</u>	<u>3,941,540</u>	<u>2,508,963</u>	<u>3,269,904</u>
Cash Reserves Target 25% Rev	<u>\$ 1,135,500</u>	<u>\$ 1,368,500</u>	<u>\$ 1,368,500</u>	<u>\$ 1,444,600</u>	<u>\$ 1,444,600</u>	<u>\$ 1,525,300</u>	<u>\$ 1,525,300</u>	<u>\$ 1,610,800</u>	<u>\$ 1,610,800</u>	<u>\$ 1,701,400</u>

2025-2034 Project Planning Schedule											
FINAL VERSION											
Updated 7/29/24											
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	SUB TOTAL
Section 1 - Funding supported											
Valley Creek											
1-1	Valley Creek design	1,500,000									1,500,000
1-2	<i>Pending Grant Availability</i>	<i>(1,500,000)</i>									<i>(1,500,000)</i>
1-3	Valley Creek - Local Matching	200,000	200,000	200,000	200,000	200,000					1,000,000
1-4	<i>Parks / Stormwater / Other funding</i>	<i>(200,000)</i>	<i>(200,000)</i>	<i>(200,000)</i>	<i>(200,000)</i>	<i>(200,000)</i>					<i>(1,000,000)</i>
1-5	Valley Creek Construction			3,000,000	3,000,000	3,000,000					9,000,000
1-6	<i>Pending Grant Availability</i>			<i>(3,000,000)</i>	<i>(3,000,000)</i>	<i>(3,000,000)</i>					<i>(9,000,000)</i>
Downtown Plan											
1-7	Downtown Wayfinding	10,000	150,000								160,000
1-8	Downtown Street Light improvements	30,000	450,000								480,000
1-9	Bury Alley Power & Com. Lines		1,000,000								1,000,000
1-10	Main Street Alley - pavers			285,000							285,000
1-11	Grand Avenue - Sidewalk Widening					70,000	1,200,000				1,270,000
1-12	Main Street - pavers					75,000	600,000				675,000
1-13	Wisconsin Street Bike Track					45,000	300,000				345,000
	<i>Potential TID funding</i>	<i>(40,000)</i>	<i>(1,600,000)</i>	<i>(285,000)</i>	<i>0</i>	<i>(190,000)</i>	<i>(2,100,000)</i>				<i>(4,215,000)</i>
Park Improvements											
1-14	Hill School Basketball Court	65,000									65,000
1-15	Fish Cleaning Station - S. Wisconsin	32,000									32,000
1-16	Security Cameras Upper Lake/Kolbach	35,000									35,000
1-17	Bley Park Basketball Court		35,000								35,000
1-18	South Beach Pavillion		75,000								75,000
1-19	Dugout Shelters Municipal Field			40,000							40,000
1-20	Stacker Park basketball court			65,000							65,000
	<i>Open Spaces Fund support</i>	<i>(132,000)</i>	<i>(110,000)</i>	<i>(105,000)</i>							<i>(347,000)</i>
											0
Funding Supported Sub Totals:		0	0	0	0	0	0	0	0	0	-

2025-2034 Project Planning Schedule											
FINAL VERSION											
<u>Updated 7/29/24</u>											
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	SUB TOTAL
Section 2 - Annual Funding											
Facilities Maintenance											
2-1	Library needs / facility study	10,000									10,000
2-2	Senior Center needs / facility study	10,000									10,000
2-3	City Hall HVAC Controls	25,000									25,000
2-4	Community Center needs / Facility study		20,000								20,000
2-5	City Hall needs / facility study		10,000								10,000
2-6	Swimming Pool needs / facilities study		10,000								10,000
Parks Division											
2-7	Torro Mower	35,000									35,000
2-8	John Deer Gang Mower		50,000								50,000
2-9	John Deer Gator #1		15,000								15,000
	Future Equipment needs				30,000		40,000	20,000			90,000
Streets Division											
2-10	UTV - New equipment	25,000									25,000
2-11	Forklift - new equipment	15,000									15,000
2-12	Loader Front Plow	25,000									25,000
2-13	Pickup broom for skid loader	12,000									12,000
2-14	Replace Line Painters		40,000								40,000
2-15	Replace Falcon Hot Box				30,000						30,000

2025-2034 Project Planning Schedule												
FINAL VERSION												
<u>Updated 7/29/24</u>												
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034		
	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	SUB TOTAL	
Section 2 - Annual Funding (cont.)												
Fire / EMS Services												
2-16	Addition of MDT to Fire/EMS Vehicles	17,850									17,850	
2-17	Fire Equipment - ATV			40,000							40,000	
2-18	Replacement of Thermal Cameras			35,000							35,000	
Other items												
2-19	Stormwater Ordinance updates	90,000									90,000	
2-20	<i>Grant Contributions (48%)</i>	<i>(50,000)</i>									<i>(50,000)</i>	
2-21	GIS system upgrades	25,000									25,000	
2-22	Engineering Survey Equipment	10,000									10,000	
2-23	IT Projects - City Hall Servers	60,000									60,000	
2-24	IT Projects - Fortigate Upgrades		50,000								50,000	
2-25	IT Projects - Phone System Upgrade		150,000								150,000	
											0	
Annual Funding Sub Totals:		309,850	345,000	75,000	60,000	0	0	40,000	20,000	0	0	849,850

2025-2034 Project Planning Schedule												
FINAL VERSION		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Updated 7/29/24		Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	SUB TOTAL
Section 3 - Debt Financed												
Roadway Projects												
3-1	Street projects	2,700,000	140,000	2,650,000	140,000	2,500,000	160,000	3,000,000	160,000	3,000,000	140,000	14,590,000
3-2	Alley Projects		240,000		250,000		250,000		250,000		250,000	1,240,000
3-3	General Sidewalk projects	115,000	115,000	115,000	115,000	115,000	115,000	115,000	115,000	115,000	115,000	1,150,000
3-4	CTH LL Sidewalk - Sunset to bike trail		250,000									250,000
3-5	CTH LL Sidewalk - Aster to termination					400,000						400,000
3-6	Spring St and Garfield Box Culverts	80,000	900,000									980,000
	<i>Wastewater contribution (25%)</i>	<i>(20,000)</i>	<i>(225,000)</i>									<i>(245,000)</i>
3-7	Sunset & CTH LL Intersection		300,000	1,500,000								1,800,000
	<i>Pending Grant Availability (80%)</i>		<i>(240,000)</i>	<i>(1,200,000)</i>								<i>(1,440,000)</i>
Lakefront projects												
3-8	Lighthouse Painting	2,600,000										2,600,000
	<i>Pending Grant Availability (50%)</i>	<i>(1,300,000)</i>										<i>(1,300,000)</i>
3-9	Upper Lake Park Horizontal Drains	100,000										100,000
	<i>Grant Contributions (40%) WCMGNT</i>	<i>(40,000)</i>										<i>(40,000)</i>
3-10	Beach Revetment / nourishment		1,040,000									1,040,000
	<i>Pending Grant Availability (50%)</i>		<i>(520,000)</i>									<i>(520,000)</i>
3-11	Bluff Stabilization / Grading				5,000,000							5,000,000
	<i>Pending Grant Availability (80%)</i>				<i>(4,000,000)</i>							<i>(4,000,000)</i>
Downtown Plan												
3-12	Grand Avenue - Intersection treatments					40,000	300,000					340,000
3-13	Grand Avenue - Round About									200,000	1,500,000	1,700,000

2025-2034 Project Planning Schedule												
FINAL VERSION		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
<u>Updated 7/29/24</u>		Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	SUB TOTAL
Section 3 - Debt Financed (cont.) 2												
Facilities												
3-14	Public Safety Complex	20,000,000	15,000,000									35,000,000
3-15	Senior Center Windows		150,000									150,000
3-16	Senior Center Furnaces			100,000								100,000
3-17	Senior Center HVAC			70,000								70,000
3-18	Senior Center Tuckpointing					30,000						30,000
3-19	Senior Center Roof								450,000			450,000
3-20	Streets HVAC Replacements				40,000							40,000
3-21	Streets Department roof						850,000					850,000
3-22	Library HVAC Replacements	275,000										275,000
3-23	City Hall HVAC Replacements			130,000								130,000
3-24	City Hall Boilers Replacements			80,000								80,000
3-25	Pool Entrance repairs	50,000										50,000
3-26	Swimming Pool upgrades					500,000						500,000
3-27	Bathhouse roof replacement						300,000					300,000
Upper Lake Park												
3-28	ULPI - Move road	40,000	400,000									440,000
3-29	ULPI - New walkways	20,000	250,000									270,000
3-30	ULPI - Bathrooms			350,000								350,000
3-31	ULPI - Grading & Landscaping				250,000							250,000
3-32	ULPI - Site amenities								500,000			500,000

2025-2034 Project Planning Schedule												
FINAL VERSION		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
<u>Updated 7/29/24</u>		Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	SUB TOTAL
Section 3 - Debt Financed (cont.) 3												
Other items												
3-33	Pierre Lane Bridge - moved to 2025	140,000										140,000
3-34	Stormwater pond improvements	90,000										90,000
3-35	Traffic safety	110,000	80,000	80,000								270,000
3-36	Parking lot (behind Pasta Shoppe)		120,000									120,000
3-37	Pebble House rehabilitation		270,000									270,000
Section 11 - Police Department												
3-38	Vehicle Replacement	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000	1,600,000
Section 13 - Fire / EMS Services												
3-39	Brush Truck 457 - 1992 GMC	175,000										175,000
3-40	Fire Truck 461 - 1999 Pierce (ordered)		1,050,000									1,050,000
3-41	Fire Truck 460 - 1997 Pierce Arial				2,200,000							2,200,000
3-42	2006 Dasher replacement						1,000,000					1,000,000
3-43	2008 Dasher replacement										1,200,000	1,200,000
3-44	2010 Boston Whaler							675,000				675,000
	<i>Pending Grant Availability (80%)</i>							(540,000)				(540,000)
3-45	EMS Ambulances (2)								700,000			700,000
Section 10 - Streets Division												
3-46	Sign Truck - Replaces 2005 Chevy	130,000										130,000
3-47	Traffic Signal upgrades	100,000										100,000
3-48	Replace 2021 Elgin Sweeper	420,000										420,000
3-49	Replace 2000 Freightliner			300,000								300,000
3-50	Replace 2015 GMC Sierra			85,000								85,000
	Future Equipment needs				90,000	300,000	115,000	435,000		300,000		1,240,000

2025-2034 Project Planning Schedule											
FINAL VERSION	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
<u>Updated 7/29/24</u>	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	SUB TOTAL
Section 3 - Debt Financed (cont.) 4											
Section 12 - Parks Division											
3-51 Replace 2004 Ford Truck	70,000										70,000
3-52 Replace 2020 Wacker Loader	120,000										120,000
3-53 Replace Stump Grinder		100,000									100,000
3-54 Replace 2016 Chevy Truck		60,000									60,000
Future Equipment needs			40,000	60,000	50,000						150,000
3-55 Lions Park Playground Equipment	65,000										65,000
3-56 White Pines Playground Equipment		80,000									80,000
3-57 Stacker Park Playground Equipment			70,000								70,000
3-58 Add Splash Pad to park location					200,000						200,000
<u>Debt Financed Sub Totals:</u>	26,200,000	19,720,000	4,530,000	4,305,000	4,295,000	3,250,000	3,845,000	2,335,000	3,775,000	3,365,000	75,620,000

2025-2034 Project Planning Schedule												
FINAL VERSION		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Funded By Utility		Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	SUB TOTAL
Section 4 - Sewer Projects												
4-1	Sewer Televising	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	750,000
4-2	Sanitary Sewer Lining	425,000	425,000	425,000	425,000	425,000	425,000	425,000	425,000	425,000	425,000	4,250,000
4-3	Streets project related manholes	50,000		50,000		50,000		50,000		50,000		250,000
4-4	Spring St and Garfield Box Culverts	20,000	225,000									245,000
4-5	Spring Street Interceptor	1,100,000										1,100,000
4-6	Valley Creek crossing protections	170,000										170,000
4-7	Mineral Spring crossing protections		110,000									110,000
4-8	Main projects (Terrace Drive)		80,000	530,000								610,000
4-9	Main projects (Westview / Portview)		300,000	1,990,000								2,290,000
4-10	Main projects (Jackson St)				310,000	1,333,000						1,643,000
4-11	Main projects (Southside)							1,200,000	5,300,000			6,500,000
4-12	West Sludge Thickener	100,000										100,000
4-13	Remote site drying bed		80,000									80,000
4-14	Lift Station 1			800,000								800,000
4-15	Lift Station 2				630,000							630,000
4-16	Lift Station 3	100,000				350,000						450,000
4-17	Lift Station 6						510,000					510,000
Sub Total Sewer:		2,040,000	1,295,000	3,870,000	1,440,000	2,233,000	1,010,000	1,750,000	5,800,000	550,000	500,000	20,488,000

2025-2034 Project Planning Schedule												
FINAL VERSION		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Funded By Utility		Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	SUB TOTAL
Section 5 - Marina Projects												
5-1	Replace Fuel Lines	150,000										150,000
5-2	Replace Marina Retaining Wall	24,000										24,000
5-3	Fish Cleaning Station - Drainage Imp.	75,000										75,000
	<i>Grant supported</i>	<i>(75,000)</i>										<i>(75,000)</i>
5-4	Resurface Marina Parking lots		500,000									500,000
	<i>Grant supported 50%</i>		<i>(250,000)</i>									<i>(250,000)</i>
5-5	Replace North Building Roof			30,000								30,000
5-6	Enclose North Building Portico			50,000								50,000
5-7	North Building 2nd story				1,000,000							1,000,000
5-8	Replace North Slip Decking						850,000					850,000
	Dredge Pier 5							200,000				200,000
												0
Sub Total Water:		<i>174,000</i>	<i>250,000</i>	<i>80,000</i>	<i>1,000,000</i>	<i>0</i>	<i>850,000</i>	<i>200,000</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>2,554,000</i>

2025-2034 Project Planning Schedule												
FINAL VERSION		2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Funded By Utility		Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	Projects	SUB TOTAL
Section 6 - Water Projects												
6-1	Streets project related mains	915,000		1,330,000		1,500,000		1,500,000		1,500,000		6,745,000
6-2	Large Water Meter Replacements		125,000	125,000								250,000
6-3	Main projects (Southside)	150,000										150,000
6-4	Water main - Webster spur	100,000										100,000
6-5	Water System Master Plan	120,000										120,000
6-6	Additional Equipment - Skid Steer	80,000										80,000
6-7	Replacement - Backhoe Loader		160,000									160,000
6-8	Additional Water Utility Truck		90,000									90,000
6-9	Replace Superintendent Truck		70,000									70,000
6-10	Additional Equipment - Valve Trailer			100,000								100,000
6-11	Water tower mixers				100,000							100,000
6-12	Booster Station Improvements					200,000	1,500,000					1,700,000
												0
Sub Total Water:		1,365,000	445,000	1,555,000	100,000	1,700,000	1,500,000	1,500,000	0	1,500,000	0	9,665,000

APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

Valley Creek – Design / Improvements / Construction

Items 1-1 to 1-6, project year(s) 2025-2028, estimated costs: \$1,500,000 - \$10,000,000

The vast majority of these project efforts will move forward in conjunction with the availability of grant funding opportunities.

While this project is largely reliant on grant funding, we are budgeting for some potential grant match during the next 5 years. A budgeted amount for local share helps considerably with obtaining grants. Having money budgeted will also provide for emergency repairs that could be required by future intense storm events

This project is being developed to reduce the bank erosion occurring along Valley Creek, protect sanitary sewers crossing and running alongside the creek, protect existing watermain from being undermined, protect the bike path from failure, reduce the potential for flooding of E. Norport Drive, Hales Trail, and N. Lake Street, and remove invasive species growing along the corridor. This project also has the potential to better connect the stream corridor to Upper Lake Park. Reconstruction of E. Norport Drive and improvements at Birchwood Hills Nature Preserve are also part of this project. This is a complicated project requiring interdisciplinary design. While it is reliant on grant funding, we are budgeting a potential grant match during the next 5 years. A budgeted amount for local share helps considerably with obtaining grants. Having money budgeted will also provide for emergency repairs that could be required by future intense storm events.



APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

Downtown Wayfinding

Item 1-7 , project years 2025- 2026, estimated costs: \$160,000

A recommendation in the Downtown & Lakefront Plan, new and more visible wayfinding signage (vehicular and pedestrian) is planned for yet to be determined locations throughout downtown Port Washington. The intent for improved wayfinding signage is to better direct residents and visitors to both downtown attractions and additional parking locations to improve parking turnover in high demand areas east of Wisconsin Street.



APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

Downtown Street Light Improvements

Item 1-8 , project years 2025-2026, estimated costs: \$480,000

This project will convert the approximately 30 existing street lights in the downtown area to LED bulbs, upgrade the existing metal poles which have corroded bases and upgrade the wiring to current code and standards. A carbon reduction program grant from the Wisconsin DOT is being pursued for this project.



APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

Pebble House Alley - Bury Utility Lines

Item 1-9, project year: 2026, estimated costs: \$1,000,000

The bowling alley site is being proposed for redevelopment which will include condominiums with rear balconies. This project is being proposed to facilitate the development and improve the appearance of the alley.



APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

Main Street Alley - pavers

Item 1-10, project year: 2027, estimated costs: \$285,000

This item is a part of the planned Main Street alley improvement project for the public alley located east and west between N. Wisconsin Street and N. Franklin Street, between E. Main Street and E. Grand Avenue.

As part of our alley program, the alley south of main street from Wisconsin Street to Franklin Street will be paved with a special treatment for the pavement. This may consist of pavers, colored concrete, patterns, or an edge treatment

This project could potentially be funded by amending TIF #2 as part of a future re-development of the former Willy's Lanes bowling alley property or as a part of the regular alley improvement cycle.



APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

Grand Avenue Sidewalk Widening

Item 1-11 , project year 2029-2030, estimated costs: \$1,270,000

The existing Grand Avenue curb to curb width is 46 feet and the pedestrian zone of sidewalk and tree lane is approximately 10 feet. This project, a recommendation in the Downtown & Lakefront Plan, would decrease the curb-to-curb width to 42 feet and increase the pedestrian zone to 14 feet to reduce the current non-ADA compliant sidewalk cross slope



APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

Main Street Pavers

Item 1-12 , project year 2029-2030, estimated costs: \$675,000

A recommendation in the Downtown & Lakefront Plan, this project would accentuate E. Main Street as the city’s “festival and farmer’s market block” and convert approximately 375 feet of E. Main Street from E. Wisconsin Street to N. Franklin Street into a curbless shared street (“woonerf”) defined by the elimination of traditional curb, gutter and tree lane, and a merging of the sidewalk and street into a continuous plaza style design with pavers and additional tree plantings matching that of Franklin Street.

If feasible, extending this treatment between Franklin Street and the Heart of the Harbor plaza should be considered. This project could potentially be funded by amending TIF #2 as part of a future re-development of the former Willy’s Lanes bowling alley property.



APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

Wisconsin Street Bike Track

Item 1-13 , project year 2029-2030, estimated costs: \$345,000

A two-way bike track approximately 1,440 feet in length along the west side of Wisconsin Street from the Chestnut Street alley to Jackson Street. A recommendation from the Downtown & Lakefront Plan, the purpose of the bicycle track would be to provide a protected dedication bike lane in the gap between the two Ozaukee Interurban trail connection in downtown Port Washington.



APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

Hill School Basketball Court Resurface

Item 1-14 , project year 2025, estimated costs: \$65,000

The project costs will be supported by funding through the parks & open spaces fund impact fees.

This is our only double court in the City and it is far past the effort of repairing. This is a project we would do in house with support from the street department.



APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

Fish Cleaning Station

Item 1-15, project year 2025, estimated costs: \$32,000

The project costs will be supported by funding through the parks & open spaces fund impact fees.

The fish cleaning station has been having more frequent consistent problems due to mechanical issues. The cost to overhaul the grinder is not cost-efficient compared to the replacement cost. The bathrooms are also in need of updates and are very hard to clean for staff. This would include new bathroom fixtures, and a new epoxy floor.



APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

Security Cameras

Item 1-16, project year 2025, estimated costs: \$35,000

The project costs will be supported by funding through the parks & open spaces fund impact fees.

We are looking to add security cameras to upper lake park near the beer garden and possibility playground. We would also like to add them to Kolbach park. We have made several new updates to these parks and put a lot of money into projects. This would help deter vandalism and add security to the areas.

APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

Bley Park Basketball Court

Item 1-17, project year 2026, estimated costs: \$35,000

The project costs will be supported by funding through the parks & open spaces fund impact fees.

We are looking to add a half-court basketball court in addition to all of the other improvements recently made to this park. This will add another feature for a wider range of children to utilize the park.



APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

South Beach Pavilion

Item 1-18 , project year 2026, estimated costs: \$75,000

The project costs will be supported by funding through the parks & open spaces fund impact fees.

South beach is our most heavily used beach given the easy accessibility to the beach. We are looking to add a rentable pavilion off the parking lot that won't disrupt the view. This will make a nice, shaded area for people to gather. We would purchase the material and install this in house.



Example of Pavilion Proposed for South Beach

APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

Dugout shelters at municipal field

Item 1-19 , project year 2027, estimated costs: \$40,000

The project costs will be supported by funding through the parks & open spaces fund impact fees.

There are currently no dugout shelters at the municipal ball field. This will provide a better playing experience for the teams who utilize the field.



Example of baseball dugout proposed for municipal ballfield.

APPENDIX A

Project Implementation Schedule – Section 1 – Funding Supported

Stacker Park basketball and fence replacement

Item 1-20 , project year 2027, estimated costs: \$65,000

The project costs will be supported by funding through the parks & open spaces fund impact fees.

This basketball court has been repaired several times and due for replacement. This would include a fence on the east side of the court. This work would be done in house with the cooperation of the street department.



APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

Library Needs / Facility Study

Item 2-1 , project year 2025, estimated costs: \$10,000

With the City's current facilities aging and in need of repairs, it is time to reevaluate the Library's needs and to develop a facility assessment and programming needs study to be able to continue to provide the desired services in the future.

Senior Center Needs / Facility Study

Item 2-2 , project year 2025, estimated costs: \$10,000

With the City's current facilities aging and in need of repairs, it is time to reevaluate the Senior Centers needs and to develop a facility assessment and programming needs study to be able to continue to provide the desired services in the future.

City Hall HVAC Controls Replacement

Item 2-3, project year 2025, estimated costs: \$25,000

City Hall's HVAC control system is not functioning properly and should be replaced.

APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

Community Center Needs / Facility Study

Item 2-4 , project year 2026, estimated costs: \$20,000

In 2020 the City of Port Washington Parks and Recreation Departments developed a CORP for the years 2021 – 2026 to identify areas of need an interest within the community parks and recreational programming. Over the course of this period the staff has worked to make many improvements and focus on community needs. With the plan coming to an end, it is time to reevaluate the communities needs and to develop a facility assessment and programming needs study to be able to continue to provide the desired services in the future.

City Hall Needs / Facility Study

Item 2-5 , project year 2026, estimated costs: \$10,000

With the City's current facilities aging and in need of repairs, it is time to reevaluate the City Hall's needs and to develop a facility assessment and programming needs study to be able to continue to provide the desired services in the future.

Swimming Pool Needs / Facilities Study

Item 2-6 , project year 2026, estimated costs: \$10,000

With the City's current facilities aging and in need of repairs, it is time to reevaluate the Swimming Pool facilities needs and to develop a facility assessment and programming needs study to be able to continue to provide the desired services in the future.

APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

Toro Gang Mower

Item 2-7 , project year 2025, estimated costs: \$35,000

This is one of our most heavily used pieces of equipment. We run two large mowers together to cover mowing all the parks during the growing season. It is critical these are running consistently without breakdowns. Because of the heavy usage and high importance in our summer season we have these on a 5–6-year replacement cycle.



APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

Replace John Deere Gang Mower

Item 2-8 , project year 2026, estimated costs: \$50,000

This is one of our most heavily used pieces of equipment, responsible for mowing all of the main areas of the parks. It runs steadily throughout the week from April through October. We have this on a 5 year rotation.



APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

Replace John Deere Gator

Item 2-9 , project year 2026, estimated costs: \$15,000

This UTV will be 14 years old, and we would like to replace it before it is no longer reliable or worth any value in trade.



APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

UTV (additional equipment)

Item 2-10 , project year 2025, estimated costs: \$25,000

The UTV would be used mostly by the engineering department throughout the spring, summer, and fall for inspections. During road projects that are under construction or new subdivision development it is often hard to get a vehicle into the project area or find a spot to park. The UTV would allow easier access and more off-road capability for new developments. The street department could use it for festival setup, beach access, and snow removal of city stairs and pedestrian alleys. Estimated cost \$25,000.



APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

Forklift (new equipment - used)

Item 2-11 project year 2025, estimated costs: \$15,000

We are looking at purchasing a used forklift that would be dedicated to staying at the municipal building. We get a lot of deliveries throughout the year and move a lot of trailers, and equipment at the building and in the yard. Typically, if available we use the skid loader to Wacker wheel loader. A lot of times these are out in the field and not at the building so people have to come back to unload deliveries. Having a forklift at the building it would always be available for deliveries. This would also be very helpful for the mechanics in the shop moving equipment and materials.



Loader Front Plow

Item 2-12 project year 2025, estimated costs: \$25,000

The moldboard (cutting edge) on the front plow of our 2016 loader is severely bent causing the plow to leave a lot of snow behind after scrapping. It is beyond repair and when plowing leaves a lot of snow behind which causes higher uses of salt. We would like to purchase a new Metal Pless front plow for this loader which scrapes down to bare pavement and needs very little salting.



APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

Pickup broom for skid loader

Item 2-13 project year 2025, estimated costs: \$12,000

This attachment would be for picking up heavy debris on construction sites. We would use it for the cold planer which leaves all the millings behind when grinding. This would make for clean and efficient pickup. It's a broom bucket combination. The broom sweeps debris directly into the bucket which can then be dumped into a truck.



APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

Line Painters

Item 2-14 , project year 2026, estimated costs: \$40,000

The City has two-line painters which are used to paint all parking stalls, stop bars, crosswalks, and stencils in the city. One line painter is a 2011 and other the other is a 2014. These painters are for latex paint but there is a possibility we would upgrade to epoxy painters. We are looking to replace both of these painters.



Hot Box Trailer

Item 2-15 , project year 2028, estimated costs: \$30,000

This piece of equipment was shared with Grafton DPW. Grafton bought their own upgraded hot box in 2022, so we now own this hot box trailer outright. The hotbox is a 2005 and needs to be replaced. The hot box is used to carry material for filling potholes. It heats the material to the correct temperature for application.



APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

Mobile Data Terminals

Item 2-16 , project year 2025, estimated costs: \$17,850

Similar to the computer-aided dispatch (CAD) software utilized by local law enforcement, the Ozaukee County Sheriff's Department purchased access to ProPhoenix Public Safety for all fire departments. This CAD provides real-time information to dispatchers and responders, including details about the incident, location maps, notes on hazards or special conditions, and updates on the status of responding units. Such information is invaluable for making informed decisions during calls for service. In large-scale events involving multiple agencies, CAD can help facilitate coordination and communication among different response teams. It ensures that all involved parties can access the same information and collaborate effectively.

By providing accurate location data and status updates, CAD systems enhance the safety of responders on scene. It also improves accountability by clearly recording dispatch decisions and actions taken during each incident. The introduction of new technology will help the fire department collect data on response times, incident types, resource usage, and other metrics. The department can use this data to analyze performance, identify trends, and make data-driven decisions to improve operations and resource allocation over time. To utilize the CAD platform, each fire department vehicle must be equipped with a mobile data terminal (MDT). This consists of a computer or tablet, rugged case, charging system, and vehicle mount. This will also require an ongoing commitment for cellular data on each of the MDTs.



APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

Replacement of ATV

Item 2-17 project year 2027, estimated costs: \$40,000

The current UTV 454, a Polaris Ranger 6x6, was purchased in part through grant funding with WE Energies. This unit was built to take a fair amount of abuse and was frequently used to complete tasks unsuitable for other fire apparatus. It has been used as an off-road vehicle during grass/brush fires or as a transporting unit to get victims off the beach or down the bike path. UTV 454 also serves as a first response vehicle during any of the City's large festivals.

Being a multi-purpose vehicle has presented challenges for the current UTV, meaning it can complete a lot of functions, but is not designed to do many of them well. For example, a 6-wheel-drive vehicle is not conducive to driving on city streets or maneuvering within festival crowds. The current UTV only has two seats, so additional crew members or patients are left to ride unrestrained in the rear bed.

New fire service UTVs are built with “drop-in” skid units, meaning the rear bed can be customized depending on the call-for-service type. Options include fire pumps, manpower/equipment transport, or even an EMS stretcher load. Updated units also have doors for protection from the elements.



APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

Replacement of Thermal Cameras

Item 2-18 project year 2027, estimated costs: \$35,000

While working at a structure fire, a thermal imaging camera (TIC) is indispensable. This vital tool helps firefighters see through smoke and monitor the fire's spread and ultimately save lives. Thermal imaging cameras can be essential in non-emergency situations as well. They are often used to identify potentially hidden electrical fires behind a wall, limiting the amount of damage made to the home by the fire department during overhaul and investigation.

Utilizing heat signatures, thermal imaging cameras can also be helpful when searching for a missing person, especially in low-light conditions. New thermal imaging camera models can live-stream data to the incident commander, allowing them to make tactical decisions based on what firefighters are doing inside the structure. They also can record video enabling the data to be used later in a training environment. New thermal imaging cameras would replace older models currently in service on frontline department vehicles.



APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

Stormwater Management (year 2)

Items 2-19 to 2-20, project year(s) 2024-2025, estimated costs: \$90,000

Staff expects a reimbursement of approximately \$50,000 from grant funding based on the 2024-2025 budget of \$110,000 for this project.

The City is budgeting for the second year of a two-year consultant assistance contract for preparation of updated erosion control and storm water ordinances, updated system maps, and a storm water pollution prevention plan. This budget also includes TMDL compliance which is anticipated for the NE Lakeshore TMDL including:

- Development of a compliance plan (identify projects to meet the requirements)
- Implementation of projects
- Maintenance of storm water quality models
- Review of development projects and incorporation into our storm water models.



APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

GIS system Upgrades

Item 2-21, project year 2025, estimated costs: \$25,000

The Department of Public Work needs to continue to invest into our GIS system to maintain institutional knowledge, assist with planning and design, record inspections and maintenance projects, and transfer information from the field to the office and between divisions.

Future GIS improvements include

- Stormwater best management practices inspections
- Catch Basin cleaning, sanitary backups, sewer cleaning, tree pruning, tree planting, and tree removal
- Allow PASER (road pavement) ratings to be entered into the GIS and transferred to WISLR (DOT database of pavement ratings).
- Illicit Discharge and detection inspections to be entered in the field and transferred to the GIS.
- Allow public interaction on road projects to include general comments of the design, request storm sewer and sanitary sewer laterals.
- Lead service line inventory with public access
- Field survey of missing assets

Engineering Survey Equipment

Item 2-22, project year 2025, estimated costs: \$10,000

The department will continue to invest in tools to collect and record information including:

- Survey data collectors (\$8000 can attach to a tablet which is good for field personnel locating assets also interns can use it as a GPS to have two crews out).
- Drones (\$4000) This is a survey quality drone. Also good for stormwater inspections, construction overview, bridge and tower inspections where access is difficult, etc).
- 3D Scanners (\$4200, scans a structure and provides 3D survey data).
- Aerial Photo processing (converts aerial photos & drone shots to survey data) (\$3500 This is a quick way to gather topographic information).

APPENDIX A

Project Implementation Schedule – Section 2 – Annually Funded

IT Projects – City Hall Servers

Item 2-23, project year 2025, estimated costs: \$60,000

The city's existing servers are near the end of their lifespan. The physical server hosts will be replaced with new server hardware and the virtual servers will be replaced with new virtual servers running the latest Operating System and software.

IT Projects – Fortigate Upgrades

Item 2-23, project year 2026, estimated costs: \$60,000

The current Fortinet firewall hardware installed at each of the city's main departmental buildings is reaching End of Life and will no longer be supported by the manufacturer. Each unit will be replaced with a newer generation Fortinet firewall.

IT Projects – Phone System Upgrade

Item 2-23, project year 2026, estimated costs: \$150,000

The city's Mitel PBX phone system is aged and becoming less reliable and more costly to support. The city will replace the aging on-premises PBX system with a new on-prem system or a cloud-based, virtual phone system.

APPENDIX A

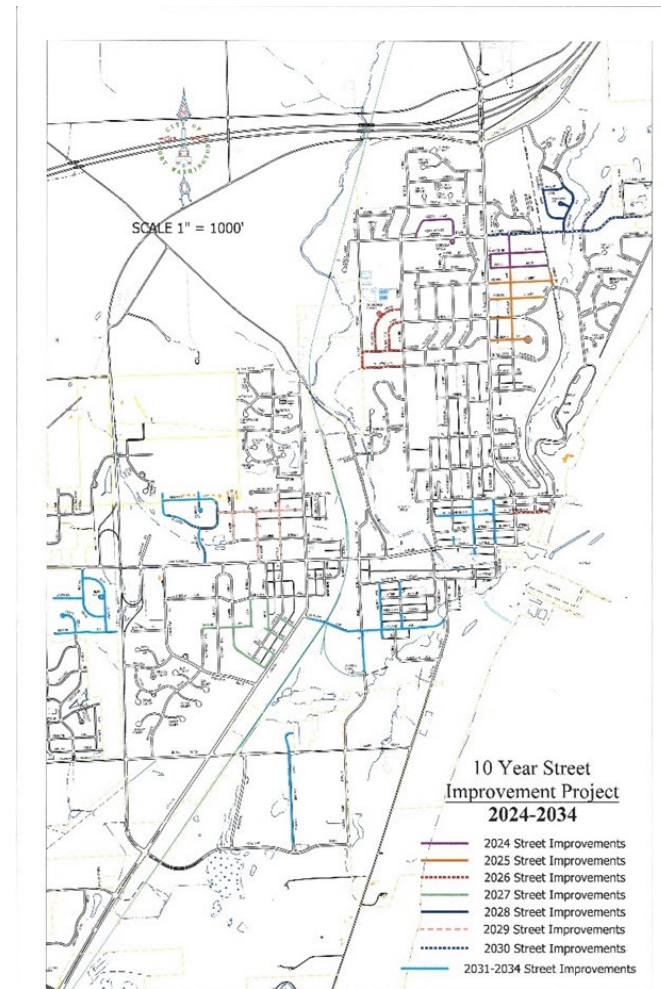
Project Implementation Schedule – Section 3 – Debt Financed

LOCAL ROAD PROGRAMS

Items 3-1, Construction in odd calendar years, estimated costs: \$2,700,000 per project

The City's 10-year street improvement plan adopted by the Board of Public Works at the July 11, 2023 meeting identifies the streets that are planned to be reconstructed/resurfaced over the next decade. See the attached map. The plan identifies roads to be reconstructed based on their Pavement Surface Evaluation and Rating (PASER) score. Roads identified with a PASER score of 3 (approx.. 9 miles) or less are on this list. The second criteria are roads with frequent water main breaks. Other criteria include street classification (arterial, collector, local, cul de sac), drainage problems, proximity to other streets in need of repair, and other stakeholder input.

There are approximately 55 miles of roads in the City. Approximately 33% have a PASER score of 4 or less, or 18 miles. Those roads are split roughly equal between scores of 3 and 4. We are currently reconstructing about 1 mile annually. The expected life of a road is approximately 40 years. This means that we should be replacing 2-2.5% (1.1-1.4 miles per year). The price per foot (road, sidewalk, and storm sewer) of 2023 project is \$333/lf.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

ALLEY RECONSTRUCTION PROGRAM

Item 3-2, Construction in odd calendar years, estimated costs: \$250,000 per project

The City also has an alley reconstruction program whereby failing asphalt alleys are replaced primarily with concrete in order to best improve drainage and meet the varying grades of adjacent driveways.

The City budgets \$250,000 annually for this program which replaces approximately 1,350 lineal feet (by 12' wide) of alley. There are approximately 6,400 LF of alley that currently need to be replaced.

The cost of new alleys is approximately \$180/LF. The map below shows alleys with a condition rating of 4 or less. These are our priority alleys.



APPENDIX A

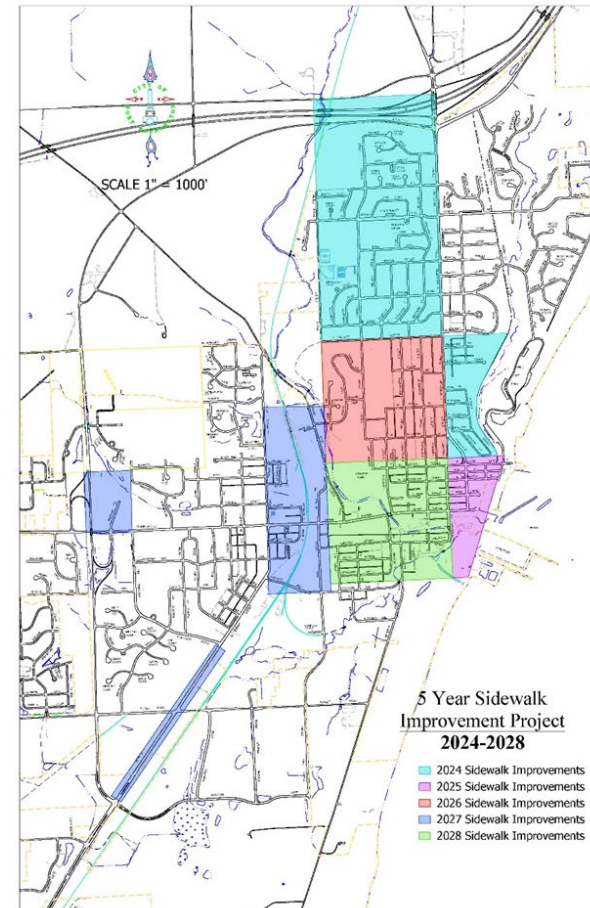
Project Implementation Schedule – Section 3 – Debt Financed

SIDEWALK PROGRAM

Item 3-3, project year: ongoing, estimated costs: \$115,000 per year

There are approximately 100 miles of public sidewalk pavement within the City of Port Washington. To ensure these walks remain in good condition, the Department of Public Works administers an annual sidewalk replacement program. Sidewalks replaced with street projects are not part of this program.

The City’s program is currently a replacement only program. In future years, horizontal saw cutting and jacking maintenance methods may be included. Also included in this program is to update the City’s Bike/Ped plan in 2024 utilizing a WisDOT TAP (Transportation Alternatives Program) grant (\$15,000 local share).



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

CTH LL Sidewalk - Sunset to bike trail

Item 3-4, project year: 2026, estimated costs: \$250,000

There is a sidewalk gap from the Woods at White Pine Subdivision to Grand Avenue and from Sunset Road to the Interurban Bike Trail. In order to provide a shorter path from Greystone to the Interurban without traveling on Sunset a sidewalk is proposed to connect Sunset Road and the Interurban Bike Trail. This project will eliminate the gaps and provide safer walking and biking opportunities for City residents.

This project is proposed to be designed by City staff.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

CTH LL Sidewalk - Aster to termination

Item 3-5, project year: 2029, estimated costs: \$400,000

We have frequent requests from residents of the Woods at White Pine to connect their sidewalk to the existing sidewalk on CTH LL. This is the shortest connection to downtown and businesses on Grand Avenue without driving. Currently their access to the sidewalk is by using the shoulder of CTH LL. The speed limit is 35 mph here, but traffic generally travels much faster. The right turn lane onto Aster Street from northbound CTH LL will be eliminated and a crosswalk will be added.

This project is proposed to be designed by City staff.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Spring Street and Garfield Box Culverts

Items 3-6, project year(s): 2025-2026, estimated costs: \$980,000

This project will be supported by 25% funding from the sewer utility.

This project is necessary to correct flooding concerns identified after the 9-inch rain event in August 2018 in which approximately 7 homes had water in their basements. 25% of this project is funded by the sewer utility because basement flooding results in sewer surcharging which contributes to SSO's (sanitary sewer overflows) and affects health and safety. This project is currently planned to be designed in 2024 and constructed during 2025 pending the success of grant applications.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

County Highway LL – Sunset Intersection

Item 3-7, project year(s): 2026-2027, estimated costs: \$1,800,000

This project is contingent upon receiving 90% project grant funding Highway Safety Improvement Program (HSIP).

This intersection has seen several serious vehicle accidents. We were requested by the Fire Department to review this intersection. Because this is a county highway, we will need to work cooperatively with the County. There is the possibility of receiving grants from Wisconsin DOT for improvements to this intersection because of safety (Highway Safety Improvement Program – 10% local match). The graphic below shows the number of injury accidents in the last 10 years. The severity of the injury goes from blue (less severe) to orange (most severe). A green dot shows a non-injury accident. A red dot would indicate a fatality



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Lighthouse Painting

Items 3-8, project year: 2025, estimated costs: \$2,600,000

Staff is currently exploring grant opportunities to help offset at least 50% of this projects costs.

This project has been a long-term goal of the City and is important to the community. The existing paint contains lead. Therefore, the lighthouse needs to be encapsulated while removing the old paint. Specifications and drawings for the lighthouse improvements have been developed.

Timing of this project is critical for bidding and construction because of the weather. There is a limited time during the summer that weather conditions are conducive to painting the lighthouse. Only as much area of the lighthouse can have paint removed that can be painted in the same day. Otherwise, the steel will start corroding.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Upper Lake Park Horizontal Drains

Items 3-9, project year: 2025, estimated costs: \$100,000

This project will be supported by 40% funding from a WCMGMT grant.

A June 2022 landslide at the approximate middle of the beach and several smaller landslides at the entrance to the beach resulted in the beach being closed during 2022. The clay bluff is exposed to two failure mechanisms: erosion at the toe and sand/silt seams moving water on the face of the bluff. Because of the landslide, Upper Lake Park Road is approximately 10' from the top edge of the bluff at its closest location.

The first phase is Installation of drain tiles and road relocation scheduled for 2025. The road relocation will be included with other improvements to Upper Lake Park. The drain tiles will intercept the silt seams in the upper portion of the park and drain that water to the toe of the bluff via directionally drilled drain lines.

APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Beach Revetment / Nourishment

Item 3-10, project year: 2026, estimated costs: \$1,040,000

This project is contingent upon receiving 50% project grant funding

A June 2022 landslide at the approximate middle of the beach and several smaller landslides at the entrance to the beach resulted in the beach being closed during 2022. The clay bluff is exposed to two failure mechanisms: erosion at the toe and sand/silt seams moving water on the face of the bluff. Because of the landslide, Upper Lake Park Road is approximately 10' from the top edge of the bluff at its closest location. This project will move the road, relieve the water pressure in the sand/silt seam, provide a revetment at the toe, and placement of sand as beach nourishment to help reduce the rate of erosion of the bluff. The design for this plan will occur in 2024 and is 40% funded by a Coastal Management grant. Implementation of the design will be completed in phases.

The remaining phases will occur when grants/funding becomes available. Toe revetment and beach nourishment can be completed any time but should be completed during a low water period of Lake Michigan which is the Lake's current state and expected to continue to be in that state for another 5 years if historical trends continue.

The revetment and beach nourishment will help protect the toe of the bluff from wave erosion.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Bluff Stabilization / Grading

Items 3-11, project year: 2028, estimated costs: \$5,000,000

Staff is currently exploring grant opportunities to help offset at least 80% of this projects costs.

A June 2022 landslide at the approximate middle of the beach and several smaller landslides at the entrance to the beach resulted in the beach being closed during 2022. The clay bluff is exposed to two failure mechanisms: erosion at the toe and sand/silt seams moving water on the face of the bluff. Because of the landslide, Upper Lake Park Road is approximately 10' from the top edge of the bluff at its closest location. This project will move the road, relieve the water pressure in the sand/silt seam, provide a revetment at the toe, and placement of sand as beach nourishment to help reduce the rate of erosion of the bluff. The design for this plan will occur in 2024 and is 40% funded by a Coastal Management grant. Implementation of the design will be completed in phases.

Grading the slope back to a stable condition and adding a path down the face of the bluff is the remaining element and most expensive. This will allow ADA access to the beach from Upper Lake Park and double as an emergency access route and maintenance road.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Grand Avenue Intersection Treatments

Item 3-12 , project year(s) 2029-2030, estimated costs: \$340,000

Intersection improvements to Grand Avenue between Milwaukee Street and Webster S. Webster streets are a recommendation from the Downtown & Lakefront Plan. Intersection improvements will consist of the use of decorative pavers matching those of the Franklin Street intersections, curb extensions to reduce pedestrian crossing widths, and a raised intersection at N. Webster Street.



Example of a raised intersection with curb extensions (Source: NACTO)

APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Grand Avenue Compact Roundabout

Item 3-2 , project year 2033-2034, estimated costs: \$1,700,000

The Downtown & Lakefront Plan has recommended placing a compact roundabout at the intersection of Grand and N. Wisconsin Street. This would eliminate the current traffic control lights and allow for a reduction in traffic speeds.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Public Safety Complex

Item 3-14, project years: 2025-2026, estimated costs: \$35,000,000

The Common Council approved hiring Bray Architects to design a public safety building to house the Fire Department, Police Department and Municipal Court. The proposed building is approximately 60,000 sf with an estimated cost of \$35,000,000. An ad hoc committee consisting of representatives from Police, Fire, Administration, Public Works, Common Council, and the Police and Fire Commission has been working with Bray since August 2023 to develop the proposed layout and design which is intended to meet the needs of the two departments for the next 50 years, based on current population projections and projected increases in calls for service.

Design work is anticipated to be complete in time for early spring 2025 bidding and construction to be completed by early summer 2026



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Senior Center Windows

Item 3-15 , project year 2026, estimated costs: \$150,000

This project was originally approved to be completed in 2024 after city staff received estimates from several companies. However in the current year when contractors quoted on the project additional issues were found that must be taken care of and the budget number came in well over the approved CIP. Additional work includes lead paint removal, wood frame replacement and window replacement. The Senior Center building is outdated and needs repair. Many of the windows are not industrial, allow drafts, and some even leak during rain storms.

Completing this project will improve the energy efficiency of the building as well as the value of the property for the city.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Senior Center Furnace Replacement

Item 3-16 , project year 2027, estimated costs: \$100,000

When the senior center was purchased, it was determined that 5 furnaces would be needed to replace the old boiler system to maintain the heating of the facility. The City of Port Washington has a maintenance contract with Basset Mechanical who over recent years has identified the furnaces are reaching the end of their expected life expectancy and recommend the city begin to plan for replacement.

Basset Mechanical has quoted a total replacement of the furnaces at \$85,000 in 2022.

Senior Center HVAC Replacement

Item 3-17 , project year 2027, estimated costs: \$70,000

In 2022 Basset Mechanical did a major mechanical assessment of the city's facilities. They identified the HVAC system at the Senior Center as likely to need replacement in the near future. Basset Mechanical has estimated a replacement cost of \$65,000 in 2022.

Senior Center Tuckpointing

Item 3-18 , project year 2029, estimated costs: \$30,000

The Senior Center has also been identified that the building will need tuckpointing done.

APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Senior Center Roof

Item 3-19 , project year 2032, estimated costs: \$450,000

The Senior Center roof is beginning to show signs of wear. We recently had a contractor evaluate the condition of the roof and he suggested getting new shingles in about 8 years.

Streets Department HVAC Replacement

Item 3-20 , project year 2028, estimated costs: \$40,000

In 2022 Basset Mechanical did a major mechanical assessment of the city's facilities. They identified the HVAC system at the Senior Center as likely to need replacement in the near future. Basset Mechanical has estimated a replacement cost of \$35,000 in 2022.

APPENDIX A


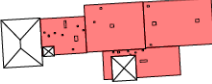

Project Implementation Schedule – Section 3 – Debt Financed

Street Department Roof Replacement

Item 3-21 , project year 2030, estimated costs: \$850,000

The large rubber roof sections of the Street Department facility are nearing the end of their lifecycle. These sections are due for a tear off and new rubber roof installed.

We are currently working with an architect firm doing a needs analysis of the municipal building site. Depending on what comes out of that study and the decision made by the board of public works and common council this project could change drastically.

 City of Port Washington – Streets Department - Facility Plan				
Facility Roof Description	Square Footage	Roof Type	Estimated Roofing Budget Year	Budget
 Flat Roof Sections A, B, C, & D	27,900	Adhered EPDM	2028	\$810,000
 Steep Slope Roof Sections E, F, & G	7,600	Asphaltic Shingle	2035	\$305,000

APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Library HVAC Replacement

Item 3-22, project year 2025, estimated costs: \$275,000

In 2022 Basset Mechanical did a major mechanical assessment of the city's facilities. They identified the HVAC system at the Senior Center as likely to need replacement in the near future. Basset Mechanical has estimated a replacement cost of \$200,000 in 2022.

This project was originally scheduled for 2024 but was deferred to 2025.

City Hall HVAC Replacement

Item 3-23, project year 2027, estimated costs: \$130,000

In 2022 Basset Mechanical did a major mechanical assessment of the city's facilities. They identified the HVAC system at the Senior Center as likely to need replacement in the near future. Basset Mechanical has estimated a replacement cost of \$120,000 in 2022.

City Hall Boilers Replacement

Item 3-24, project year 2027, estimated costs: \$80,000

In 2022 Basset Mechanical did a major mechanical assessment of the city's facilities. They identified the HVAC system at the Senior Center as likely to need replacement in the near future. Basset Mechanical has estimated a replacement cost of \$75,000 in 2022.

APPENDIX A

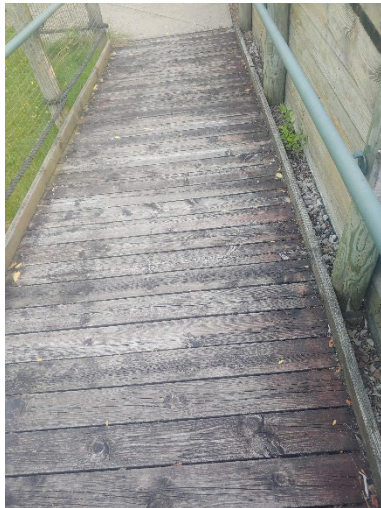
Project Implementation Schedule – Section 3 – Debt Financed

Pirate’s Hollow Front Entrance Repair

Item 3-25 , project year 2025, estimated costs: \$50,000

The Pirate’s Hollow Bath House was built in 1998 along with the boardwalk entry way. Guests of Pirate’s Hollow come down the boardwalk to the entrance of the pool. This is the only handicap accessible means of getting into the pool from the main parking lot. The Pool is in the Cities Comprehensive Outdoor plan as something that needs to be looked at and addressed to determine a long-term plan for the facility.

The boardwalk entry way provides a handicap accessible entrance to the community members as well as fitting the theme of the park. Over time the boardwalk has begun to shift and deteriorate and could soon become a safety hazard. The retaining walls used to prevent the surrounding soil from collapsing on the boardwalk are beginning to lean into the boardwalk which will eventually result in collapse. As the condition worsens the integrity and safety of the boardwalk.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Swimming Pool Upgrade

Item 3-26 , project year 2029, estimated costs: \$500,000

Pirate’s Hollow was renovated in 1998 and is approaching 25 years of serving the community. Most pools require maintenance and upgrades to remain functional and relevant at this point in their lifespan. The facility has begun to show wear and tear over these years and will begin to need a new surface and mechanical repairs/replacement. Amenities such as slides need routine maintenance such as a new gel coat to ensure their longevity while others such as the spray features will begin to show signs of rust. These features have likely been rusting on the inside due to the exposure to the weather and water chemistry from normal operations.

Upgrades to these amenities and performing necessary maintenance will not only help to ensure the longevity of the pool but bring renewed interest to the use of the facility.

Recreation Center and Bathhouse Roof

Item 3-27 , project year 2030, estimated costs: \$300,000

The Pirate’s Hollow Bathhouse, Recreation Center Building and Shed all had shingles done in 1998 when the renovation of the buildings and pool took place. Shingles are approaching 25 years of age and are beginning to show signs of wear.

APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

ULPI - Move road

Item 3-28, project year(s): 2025-2026, estimated costs: \$440,000

Potential projects for Upper Lake Park include relocating the road to protect it from failing due to bluff failure and to open the park to more park like uses and minimize the use of the circular drive as a racetrack. This project would make the road a narrow two way street with traffic calming features in the vicinity of Possibility Playground and other park attractions. This will include the development of parking lots near planned improvements.

ULPI - New walkways

Item 3-29, project year(s): 2025-2026, estimated costs: \$270,000

Potential projects for Upper Lake Park include multiuse trails and walkways that will be developed in the park after the road is relocated. This will move pedestrian traffic off the road while still maintaining enjoyable views of the park.

ULPI - Bathrooms

Item 3-30, project year: 2027, estimated costs: \$350,000

Potential projects for Upper Lake Park include new and upgraded bathrooms to be added.

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Project Implementation Schedule – Section 3 – Debt Financed

ULPI - Grading & Landscaping

Item 3-31, project year: 2028, estimated costs: \$250,000

Potential projects for Upper Lake Park include grading and landscaping to be performed as necessary to ensure appropriate drainage, improve aesthetics around planned features, provide a wind break, and improve the ecology of the park.

ULPI - Site amenities

Item 3-32, project year: 2032, estimated costs: \$500,000

Potential projects for Upper Lake Park include site amenities includes placing benches and rest areas in appropriate locations, bubblers, fire pits, bike racks, pavilions, viewing decks, rope course.

APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Pierre Lane Bridge

Item 3-33, project year: 2025, estimated costs: \$140,000

The abutments of this bridge are spalling and exposing the rebar. The exposed rebar is corroded. This project is to develop specifications and perform the necessary repairs to the bridge to protect the steel reinforcement. Originally budgeted in 2024, this project was deferred to 2025 due to increased costs and funding availability.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Stormwater Pond Improvements

Item 3-34, project year 2025, estimated costs: \$90,000

The City is budgeting for the second year of a two-year consultant assistance contract (\$110,000) for preparation of updated erosion control and storm water ordinances, updated system maps, and a storm water pollution prevention plan.

Other projects and activities include:

- Misty Ridge Pond Improvements to comply with the Milwaukee River TMDL
- Parkway Court storm sewer additional length
- Park Street storm sewer outfall
- Lake Street storm sewer lining
- County Highway LL inlet and outlet improvements

APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Traffic Safety Improvements

Item 3-35, project year(s) 2025-2027, estimated costs: \$270,000

The Traffic Safety Committee has reviewed several intersections of concern.

- Interurban Trail and CTH LL (south side)
- Interurban Trail and S. Spring Street
- N. Webster and Grand Avenue
- N. Webster and Jackson Street
- Interurban Trail and Sunset Drive
- Interurban Trail and CTH LL (north side)

Improvements being considered include better signage, pavement markings, bump outs, and rapid flashing beacons. Other options are to reduce the number of vehicle lanes, change the crossing to be perpendicular. The Bike/Ped plan consultant is expected to offer additional alternatives.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Parking lot (Behind The Pasta Shoppe)

Item 3-36, project year: 2026, estimated costs: \$120,000 per year

This parking lot is starting to show signs of stress and failure. However, this site is a potential redevelopment site and if continues as a parking lot it should be considered to add storm water quality improvements to any reconstruction. Reconstruction of this lot also requires cooperation with several private entities who also own a portion of the lot. This parking lot sees a fair amount of use during the day and should be kept up. Other than sealing the lot and upgrading landscaping, this project should be in the 5-10 year window.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Pebble House Restoration

Item 3-37, project year: 2026, estimated costs: \$270,000

The two-story house was built by Edward Dodge in 1848, in the Greek Revival style with walls of rubble-stone faced with cobblestone arranged in colored bands, and also a pitched roof typical for houses built in that particular style. While originally a private residence, it served as the Wisconsin Electric Co. guard house for many decades before being given to the City of Port Washington and moved to its current location circa 1982. Currently, it serves as the Visitor's Center for the city of Port Washington. Featured in Ripley's Believe it or Not in March 1936 for its unique construction, it was added to the National Register of Historic Places on July 24, 1975.

Presently, the windows, doors, and roof need replacement, and the masonry exterior is in need of tuckpointing. The major expense is for the roof, which is concrete shingled and costs in excess of \$170,000 to replace. It is well beyond its 60 year life expectancy. Restoring the building to comply with State of Wisconsin Historic Standards will also add to the cost.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

SQUAD CAR REPLACEMENT

Item 3-38 , project year: ongoing, estimated costs: \$150,000 per year

The Port Washington Police Department typically replaces two (2) vehicles per year as part of the departments ongoing vehicle replacement program. In 2025, the department will be replacing Squads 2 & 12.

Squad 2 is a 2018 Chevy Traverse and is used as an unmarked patrol vehicle. Squad 12 is a 2018 Ford Explorer Interceptor and is part of the departments regular patrol vehicle fleet. The current squad 2 will then reassigned to replace squad 8, the high mileage 2017 Ford Explorer school / training vehicle.

Project Cost Estimates – These squads will be replaced with one (1) new Ford Explorer interceptor unit and one civilian variant of the Ford Explorer.

- 2024 pricing on the cars would be approximately \$45,000 each.
- 2024 pricing for upfits of two vehicles would be approximately \$17,000 per vehicle.
- The cost of propane conversion kits, extended warranties and decals would be approximately \$12,000 per vehicle.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Replace Brush Truck #457

Item 3-39 , project year 2025, estimated costs: \$175,000

Purchased in 1992, Brush Truck 457 is the longest-serving vehicle in the Port Washington Fire Department fleet. This purpose-built vehicle is used to fight brush/wildland fires or combat fires in areas that are difficult to access. It is also frequently used to trailer fire department boats and the UTV. Brush trucks carry a small water tank and fewer hoses than most standard fire apparatus. NFPA 1906: Standard for Wildland Fire Apparatus requires a Type 6 apparatus to have a minimum of 150 gallons of water onboard, with the capability of pumping at least 50 gallons per minute.

The compact size of these vehicles allows them to operate in off-road conditions and rough terrain. However, given its relatively low wheelbase of BT 457, the off-road environment has taken a toll on the current vehicle's suspension. Unlike standard fire apparatus, brush fire trucks often feature "pump-and-roll" capabilities that allow them to flow water while driving. This makes it easier to cover a large fire area. Updated brush fire vehicles often feature high-pressure pump systems enabling them to extinguish more fire while using less water. These trucks also carry foam systems, backpacks, hand tools, and other specialized wildland firefighting equipment.



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Project Implementation Schedule – Section 3 – Debt Financed

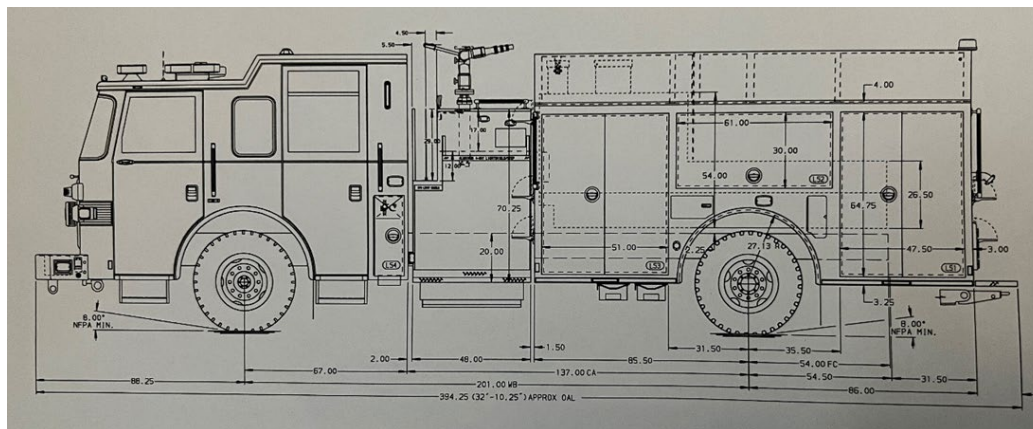
Replacement of Engine #461

Item 3-40 , project year 2026, estimated costs: \$1,050,000

This equipment was ordered in 2024 with expected delivery in 2026

In an attempt to consolidate apparatus, the new Engine 461 will serve as the replacement for two engines within the fire department's fleet, saving the City almost one million dollars in vehicle capital over the next decade. Engine 462, a 1992 Pierce Dash, was sold last year to a non-profit that in turn donated it to a fire department in Mexico. Engine 464, a 1999 Pierce Saber will reach its 25th year of frontline service in 2024. NFPA 1901, the Automotive Fire Apparatus Standard, recommends that pumping apparatus serve no longer than 15 years in frontline status, with the ability to serve an additional 10 years in reserve. E464 currently serves as the department's "water supply" engine, meaning that it primarily connects to a hydrant and pumps water to another engine.

With the advent of large-diameter supply hose and updates to the department's operational plan, most engines can complete this task independently. The new truck will be designated an "attack" engine, a truck that is the first to respond to fire, technical rescue situations, vehicle accidents and other hazardous situations. It will be equipped with advanced equipment including thermal imaging cameras, extrication tools, and battery-powered ventilation fans. The new engine will also be equipped with a foam tank, used for the extinguishment of flammable chemicals. The current Engine 465 would move to reserve status, with Pumper-Tanker 463 serving in a water supply capacity.



The total cost of this equipment has been updated to include the in-service auxiliary items needed to place the unit into service per the city's asset acquisition and capitalization policy. Those items include the appropriate fire hoses and nozzles, extrication tools, and battery powered smoke exhaust fans.

APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Replacement of Ariel Ladder Truck #460

Item 3-41 , project year 2028, estimated costs: \$2,200,000

Truck 460, a 1996 Pierce Lance, will reach its 31st year of service in 2027, serving more than double the recommended frontline length of service afforded by NFPA 1901. Maintaining an aerial apparatus, or “truck,” is also required by the Insurance Services Office (ISO) to preserve the City’s Fire Protection Class 3 rating. TK 460 is a specialized piece of apparatus in the department’s fleet, and the only tower ladder in the northern part of Ozaukee County. With a platform ladder that reaches 100 feet, it can complete rescues and fire attack operations on some of the highest buildings in Port Washington and surrounding communities.

When TK 460 was placed in service in 1996, there were only two building in Port Washington above three stories, the old hospital and powerplant. Today, there are over a dozen similar buildings either existing or approved for construction, including the 10-story condo building on Lake Street.

Used at most barn fires, especially those with defensive operations, the tower ladder provides a safe and stable platform to flow almost 2000 gpm through a large master stream. This prevents a firefighter from having to essential “dangle” at the end of a straight-stick ladder. An aerial apparatus has many other jobs on a fire scene, as it typically carries a large compliment of ground ladders, search/rescue, and ventilation tools. Modern aerial apparatus have upgraded suspension components and safety features making the largest vehicle easier to maneuver. A replacement for TK 460, would also be able to extend below grade. This would foreseeably allow technical rescuers along the bluff or other scenarios to use the extended platform to as an anchor point to rappel down and extract the victim from above.

The total cost of this equipment has been updated to include the in-service auxiliary items needed to place the unit into service per the city’s asset acquisition and capitalization policy. Those items may include the appropriate fire hoses and nozzles, extrication tools, and battery powered smoke exhaust fans.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Replacement of 2006 Dasher

Item 3-42 , project year 2030, estimated costs: \$1,000,000

In an effort to balance out the scheduling of the replacement of the Fire Departments heavy equipment, the replacement of this unit has been tentatively scheduled for 2030.

Replacement of 2008 Dasher

Item 3-43 , project year 2034, estimated costs: \$1,200,000

In an effort to balance out the scheduling of the replacement of the Fire Departments heavy equipment, the replacement of this unit has been tentatively scheduled for 2034.

Replacement of 2010 Boston Whaler Boat

Item 3-44 , project year 2031, estimated costs: \$675,000

This equipment is aging, and the replacement of this unit has been tentatively scheduled for 2031.

The Replacement of this unit may be contingent on the ability to secure significant grant funding support.

APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Replacement of EMS Ambulances (2)

Item 3-45 project year 2032, estimated costs: \$700,000

Ambulances are the workhorse of the modern fire department, transporting almost 7,000 sick or injured citizens during their service life. Modern ambulances are essentially small emergency rooms equipped with advanced life support equipment. They also are designed with advanced safety features to keep the crew and patient safe in an accident.

Traditionally, ambulances in the department's fleet have been purchased a few years apart. When the new ambulance arrives, it is used almost exclusively as it tends to have significant upgrades over the previous version. For example, the current A451 was the first with a Power-LOAD System, which helps load and remove the stretcher from the ambulance with mechanical assistance. Using only one vehicle means putting a lot of miles on that ambulance in a relatively short time.

The departments current ambulances were purchased in 2018 and 2021.

Attempting to purchase identical ambulances together will make it easier to rotate the ambulances without losing key components or safety features. In theory, this will extend the overall service life of both units going forward. The new ambulances would be classified as Type I ambulances, meaning they are mounted on a diesel truck chassis providing better longevity and fuel economy. Type I ambulances can be equipped with 4-wheel drive, making them a better choice for Wisconsin's difficult driving conditions.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Sign Truck

Item 3-46 , project year 2025, estimated costs: \$130,000

The truck to be replaced is a 2005 Chevy 1500 2WD. The truck's primary purpose is for sign installation and line painting. The replacement truck would have much more tool storage, and sign materials would always be on the truck. It would also have a bucket lift for working on light poles and putting up Christmas decorations, banners, flags, etc., so the existing Hi-Ranger would not need to be replaced and could be removed from the fleet.



Current 2005 Chevy



New Sign Truck

APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Traffic Signal Upgrades

Item 3-47 , project year 2025, estimated costs: \$100,000

The current traffic signal control box which was installed in 1990 at the intersection of E. Grand Ave and Wisconsin is at the end of its life cycle and needs to be replaced. This would also include the installation of cameras and abandoning the loop detector system.

The intersection of Spring and Grand would get new upright traffic signals which are in poor condition. These are steel poles that have severe rust and are at risk of failing if not replaced. There would be some minor upgrades to the control cabinet and include the installation of cameras and abandoning the loop detector system.

The intersection of N. Wisconsin and 7 hills would have some minor upgrades to the control cabinet and the installation of traffic cameras abandoning the loop detector system.

APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Replace 2021 Elgin Sweeper

Item 3-48 , project year 2025, estimated costs: \$420,000

We purchased this sweeper in 2021 and it hasn't performed as desired. It really struggles in spring and summer monthly sweeping picking up any sort of stones, gravel, or small asphalt chunks.

The objective is to have clean streets but even taking multiple passes in these areas things are left behind. We also use the sweeper for picking up asphalt millings when we contract with the county to grind our roads. We use our old sweeper as this machine will not pick up the millings. It does ok with leaves if it follows directly behind the pushing crew but really struggles with larger piles. We are currently demoing two different sweepers that are pure vacuum sweepers that should be able to handle the work we demand of this machine.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Replace 2000 Freightliner - 5 Yard Dump Truck

Item 3-49 , project year 2027, estimated costs: \$300,000

The truck that is due for replacement is a 2000 freightliner 5-yard dump truck with a plow, wing, and salter. The truck is used in summer for hauling asphalt, concrete, dirt, gravel etc. In winter it is used for snow plowing. The proposed truck would have the same uses but would be set up with a more efficient brine application to help conserve salt usage.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Replacement for 2015 GMC Sierra

Item 3-50 , project year 2027, estimated costs: \$85,000

This would replace a 2015 GMC Sierra with a plow and dump body. These trucks are used for hauling all kinds of materials, as well as pulling the skid loader and other equipment. We only have two of these smaller dump trucks which get used daily. This truck also plows alleys in the wintertime. This truck being replaced is on a good schedule of replacement.



Unit #8 One Ton Dump Truck

APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Replace 2004 Dump Truck

Item 3-51, project year: 2025, estimated costs: \$70,000

This dump truck will be 21 years old and is well past our replacement schedule. It has gone through several repairs and a new vehicle will be more reliable and allow us to use it in more situations.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Replace 2020 Wacker Loader

Item 3-52, project year: 2025, estimated costs: \$120,000

We purchased this machine in 2021 and it has done the job in forestry, but it has also had mechanical and stability issues. We have had it overheat numerous times, and it can also tip easily under heavy loads. After further research with other communities, we feel the Avant loader would be a far more efficient and safer machine for our needs.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Replace Stump Grinder

Item 3-53, project year: 2026, estimated costs: \$100,000

The Stump Grinder is 12 years old and is having more frequent mechanical issues. We will be going with a self-propelled track style machine that allows us more access and less damage to stumps in difficult areas.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Replace 2016 Chevrolet Silverado

Item 3-54, project year: 2026, estimated costs: \$60,000

This truck will be 10 years old and falls in line with our replacement schedule to avoid costly repairs and down time.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Replace play equipment at Lions Park

Item 3-55, project year: 2025, estimated costs: \$65,000

The swings and sand pit are over 20 years old and in need of replacement. We will add equipment that open to residents of a wider range in age and ability.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Replace play equipment at White Pines Park

Item 3-56, project year: 2026, estimated costs: \$80,000

The white pines subdivision has grown expansively since this original playground was put in. It is very limited, and we would be looking to add a few pieces of new equipment. This will also help suit a larger age range of children.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Stacker Park playground replacement

Item 3-57, project year: 2027, estimated costs: \$70,000

This playground equipment will be 25 years old and in need of replacement before safety becomes an issue. We would look to replace it with equipment that would offer more to residents in a wider range of age and ability.



APPENDIX A

Project Implementation Schedule – Section 3 – Debt Financed

Splash Pad- Location TBD

Item 3-58, project year: 2029, estimated costs: \$200,000

This project would be new to the city and would offer water features offering people of all ages and abilities to recreate and keep cool in the summer months. This would not require on site staff or lifeguards.



Example of splash pad

APPENDIX A

Project Implementation Schedule – Section 4 – Sewer Utility

Sewer Televising and Spot Repair

Item 4-1, project years: ongoing, estimated costs: \$75,000 per year

This project will be funded through utility reserves

The city has been televising the sewer mains prior to road projects to determine if repairs are needed prior to lining. The sewer utility is planning to increase that to 8 miles per year. This is approximately 15% of the sewer utility. This will help identify sewer problems and potential blocked lines prior to the line becoming fully blocked or a sewer main structurally failing. Because the sewer will need to be cleaned prior to televising, this also helps the utility meet its goal of jetting 25% of the sewer lines every year.

APPENDIX A

Project Implementation Schedule – Section 4 – Sewer Utility

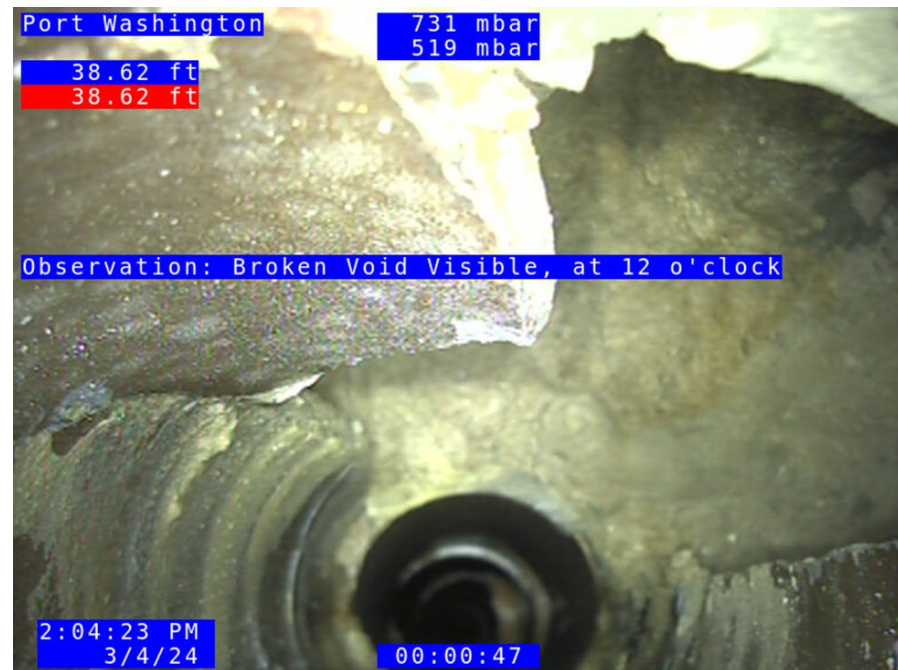
Sanitary Sewer Lining

Item 4-2, project years: ongoing, estimated costs: \$425,000 per year

These project costs will be funded through Utility reserves.

The City has a policy of lining sewer mains that are located on the yearly street reconstruction projects. Because the City has a significant inflow and infiltration (I/I) problem, the city will start lining an additional mile of sewer main annually. Per the 2021 Compliance Maintenance Annual Report (CMAR), the Wastewater Plant's hourly peaking factor is 6.4. This is the ratio between the highest hourly flow rate divided by the average daily flow rate. It is typical to have at least one day during the year where peak flows exceed 15 MGD versus the average daily flow of 1.1 MGD.

The city has been televising the sewer mains prior to road projects to determine if repairs are needed prior to lining. The sewer utility is planning to increase that to 8 miles per year. This is approximately 15% of the sewer utility. This will help identify sewer problems and potential blocked lines prior to the line becoming fully blocked or a sewer main structurally failing. Because the sewer will need to be cleaned prior to televising, this also helps the utility meet its goal of jetting 25% of the sewer lines every year.



APPENDIX A

Project Implementation Schedule – Section 4 – Sewer Utility

Streets Project Related Mains

Item 4-3, project years: ongoing, estimated costs: \$50,000 per year

These project costs will be funded through Utility reserves.

These costs are for repairs to the system encountered during street construction projects

Spring Street and Garfield Box Culverts

Items 4-4, project year(s): 2025-2026, estimated costs: \$980,000 (\$245,000)

This project will be supported by 25% funding from the sewer utility.

This project is necessary to correct flooding concerns identified after the 9-inch rain event in August 2018 in which approximately 7 homes had water in their basements. 25% of this project is funded by the sewer utility because basement flooding results in sewer surcharging which contributes to SSO's (sanitary sewer overflows) and affects health and safety. This project is currently planned to be designed in 2024 and constructed during 2025 pending the success of grant applications.



APPENDIX A

Project Implementation Schedule – Section 4 – Sewer Utility

Special Main Projects – Spring Street

Item 4-5, project year: 2025, estimated costs: \$1,000,000

This project will be funded through Utility reserves.

This sewer interceptor has been identified as being undersized and causing basement backups in the area of First Avenue. It also runs below an industrial building. The new sewer interceptor will help eliminate the sewer backups and move it from below the building.

Creek Crossing Protection – Valley Creek

Item 4-6 , project year: 2025, estimated costs: \$170,000

This project will be funded through utility reserves

There are three sewer crossings of City creeks (one in Valley Creek and two in Mineral Springs Creek) that have been exposed due to undercutting of the creek beds. These sewers need to be protected and secured before failure occurs. This project is intended to be designed and permitted in 2024 with 2025 construction.

APPENDIX A

Project Implementation Schedule – Section 4 – Sewer Utility

Creek Crossing Protection – Mineral Springs

Item 4-7 , project year: 2026, estimated costs: \$110,000

This project will be funded through utility reserves

There are three sewer crossings of City creeks (one in Valley Creek and two in Mineral Springs Creek) that have been exposed due to undercutting of the creek beds. These sewers need to be protected and secured before failure occurs. This project is intended to be designed and permitted in 2024 with 2025 construction.

Special Main Projects – Terrace Drive

Item 4-8 , project year(s): 2026-2027, estimated costs: \$610,000

This project will be funded through revenue bonds or utility reserves

This sewer interceptor is undersized and needs capacity to be increased to serve potential subdivisions to the north, including Whitetail Hills, Ansay, and north of IH-43. Funding mechanisms such as hookup fees, special assessments, or developer charges.

This project can be delayed until development occurs.

In year 1 are the engineering and design costs, year 2 are the construction costs

APPENDIX A

Project Implementation Schedule – Section 4 – Sewer Utility

Special Main Projects – Westview and Portview

Item 4-9 , project year(s): 2026-2027, estimated costs: \$2,290,000

This project will be funded through revenue bonds.

This sewer interceptor is undersized and needs capacity to be increased to serve potential subdivisions to the near west (Panarusky, Freier, Witzlieb). Funding mechanisms such as hookup fees, special assessments, or developer charges may be implemented.

This project can be delayed until development occurs.

In year 1 are the engineering and design costs, year 2 are the construction costs

Special Main Projects – Jackson Street

Item 4-10 , project year(s): 2028-2029, estimated costs: \$1,643,000

This project will be funded through revenue bonds or utility reserves

This sewer interceptor is undersized. When Lift Station 2 is running at full capacity, sewer manhole lids are forced off the manholes. This is somewhat controlled by turning down the speed of the pumps with the variable frequency drive. Eventually a storm will come that requires full speed operation. If development projects don't occur in the near future, this project can be moved up for earlier completion.

In year 1 are the engineering and design costs, year 2 are the construction costs

APPENDIX A

Project Implementation Schedule – Section 4 – Sewer Utility

Special Main Projects - Southside

Item 4-11 , project year: 2031-2032, estimated costs: \$6,500,000

This project will be funded through revenue bonds or developer payments

This sewer project is to serve the potential Tillman subdivision, Cedar Winery Subdivision, and Stonecroft subdivisions. The downstream portion of this interceptor is also undersized, and capacity will need to be increased to accommodate these future subdivisions.

This project can be delayed until development occurs.

Aerobic Sludge Thickener Refurbishment

Item 4-12, project year: 2025, estimated costs: \$100,000

This project will be funded through utility reserves

This project addresses refurbishing (replacing failing parts) an item that runs every day during the week for 2 to 4 hours each day. The last time this piece of equipment was rebuilt was in 2006. It is a critical piece of equipment for processing our sludge before it is sent to the digester. The rubber on the steel rolls has started to delaminate. The goal will be to replace or refurbish the critical components to achieve an excellent condition rating for the entire machine.

This piece of equipment was operating fine when the upgrade project was put together and is not included in that project.



APPENDIX A

Project Implementation Schedule – Section 4 – Sewer Utility

Remote Site Drying Bed Improvements

Item 4-13, project year: 2026, estimated costs: \$80,000

This project will be funded through utility reserves

The existing drying bed site is inefficient and plugs easily. There is a substantial amount of sand and grit that makes its way to the sanitary system and ends up in the wet wells of lift station 2. Originally designed for sanitary sewer spoils, this drying bed is now used for cleaning out street sweepers and the jetter after storm sewer cleaning, contributing to more grit and sand getting into our sanitary sewer.

We are currently reviewing other sites and cities to see what is out there and get opinions on what is best for our situation. We may be able to save \$ by having our street crew assist in the construction.



Figure 2-Remote Site Drying Bed

Lift Station 1

Item 4-14, project year: 2027, estimated costs: \$800,000

This project will be funded through utility reserves

Lift Station 1 – Recommended improvements include:

- Normal flow pump replacement
- Wet weather flow pump replacement
- Painting
- New Generator
- Upgrade electrical and controls

APPENDIX A

Project Implementation Schedule – Section 4 – Sewer Utility

Lift Station 2

Item 4-15, project year: 2028, estimated costs: \$630,000

This project will be funded through utility reserves

Lift Station 2 – Recommended improvements include:

- Upgrade VFD's
- Mechanical upgrades
- Electrical and controls upgrades

Lift Station 3

Item 4-16, project year(s): 2025/2029, estimated costs: \$450,000

This project will be funded through utility reserves

Lift Station 3 – Recommended improvements include:

- New generator (2025)
- Electrical and Controls upgrades (2025)

- Pump replacements (2029)
- New stairs (2029)
- Painting (2029)

APPENDIX A

Project Implementation Schedule – Section 4 – Sewer Utility

Lift Station 6

Item 4-17, project year: 2030, estimated costs: \$510,000

This project will be funded through utility reserves

Lift Station 6 – Recommended improvements include:

- Pump replacement
- New wet well roof
- Painting
- Electrical and Controls upgrades

APPENDIX A

Project Implementation Schedule – Section 5 - Marina

REPLACE FUEL LINES AND DISPENSERS ON THE FUEL DOCK

Item 5-1, project year: 2025, estimated costs: \$150,000

These project costs will be funded through Marina reserves

Marina needs to replace the fuel lines running out to the fuel dock as well as the dispensers on the fuel dock and is hoping to accomplish this in spring of 2025. These items were part of the original bid for the new Underground Storage Tanks that were installed in Spring of 2023, however, had to be removed to keep the cost down. The lines and dispensers are approaching 15 years old and should be upgraded.



APPENDIX A

Project Implementation Schedule – Section 5 - Marina

Replace Marina Retaining Wall

Item 5-2, project year: 2025, estimated costs: \$24,000

These project costs will be funded through Marina reserves

Replace 114 feet of the retaining wall that shows signs of wear north of the North Building to the end of the Marina property line. Work to be done by the Streets Department.

APPENDIX A

Project Implementation Schedule – Section 5 - Marina



APPENDIX A

Project Implementation Schedule – Section 5 - Marina



APPENDIX A

Project Implementation Schedule – Section 5 - Marina

INSTALL PERMEABLE PAVERS BY THE FISH CLEANING STATION

Item 5-3, project year: 2025, estimated costs: \$75,000

These project costs will be grant supported.

The Marina would like to install a 100 x 50-foot section of permeable pavers around the fish cleaning station in spring 2024. The water from the fish cleaning station runs and ponds in the parking lot causing a horrible odor if not rinsed away. The permeable pavers will aid in proper drainage around the fish cleaning station helping to eliminating odors from standing water, ensuring a more pleasant experience for our boaters and fishermen. Installation of permeable pavers is highly encouraged by the Wisconsin Clean Marina Program as one of their best practices for storm water management and green infrastructure. The Marina is looking into grants from the Fund for Lake Michigan as well as other avenues to fund this project through the Wisconsin Clean Marina Program.



APPENDIX A

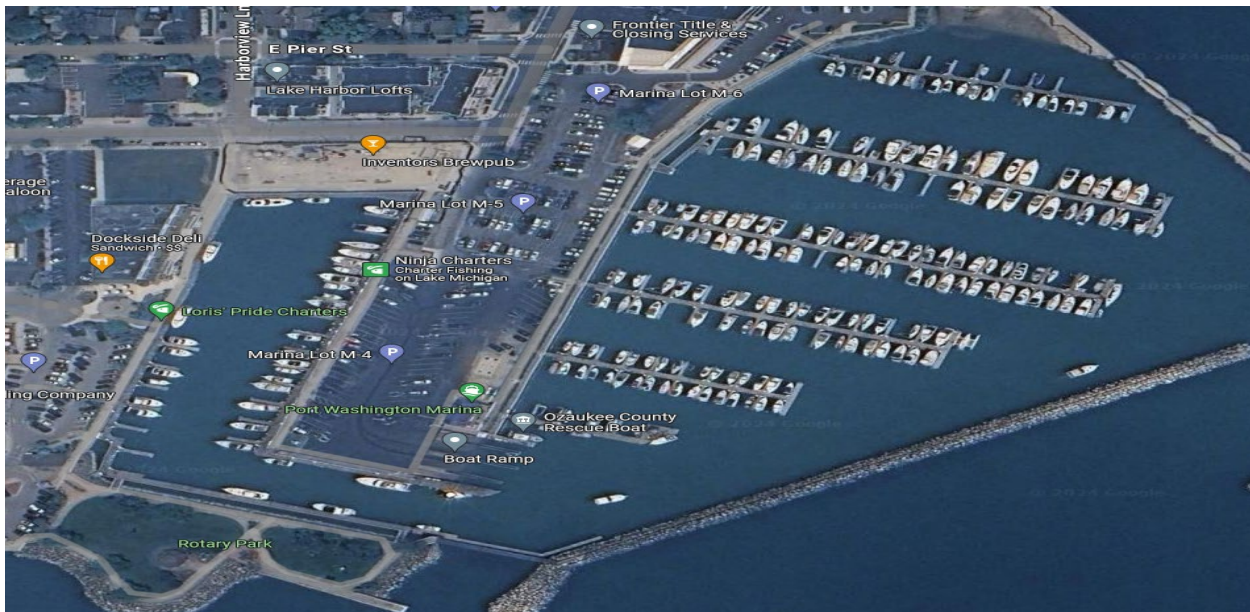
Project Implementation Schedule – Section 5 - Marina

RESURFACE MARINA PARKING LOTS

Item 5-4, project year: 2026, estimated costs: \$500,000

These project costs may be eligible for TID #2 or other grant funding support.

The vehicle with trailer parking lot and tenant parking lots have not been resurfaced since the marina was built and needs serious attention. The Marina prides itself on being a first-class operation with beautiful docks and stunning landscaping. Having well-kept and maintained neat looking parking lots adds to the aesthetics. The Marina is looking to resurface Marina Lot M-4, M-5, and M-6 as seen on the map below. This project could be done in conjunction with the city and the Wisconsin Clean Marina Program's plan to improve water quality and stormwater runoff best management practices.



APPENDIX A

Project Implementation Schedule – Section 5 - Marina

REPLACE NORTH BUILDING ROOF

Item 5-5, project year: 2027, estimated costs: \$30,000

These project costs will be funded through Marina reserves

The North Building Roof is reaching its life expectancy and should be replaced. The Marina would like to install a blue metal roof to match the blue metal roofs of the Marina Control Building and the Fish Cleaning Station and would like to see the project done in 2027.



APPENDIX A

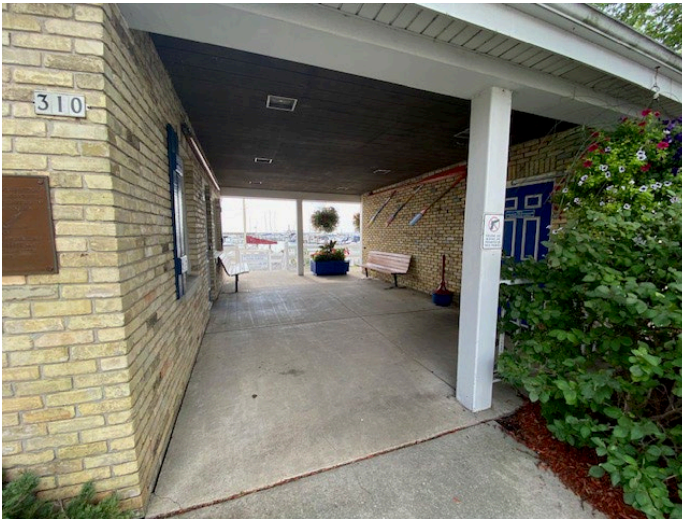
Project Implementation Schedule – Section 5 - Marina

ENCLOSE NORTH BUILDING PORTICO AREA

Item 5-6, project year: 2027, estimated costs: \$50,000

These project costs will be funded through Marina reserves

The Marina would like to enclose the portico area of the North Building, giving our tenants and guests a more spacious lounge and gathering area.



Open the current lounge, providing a larger space for tenants and guests to gather, adding additional seating and tables.

APPENDIX A

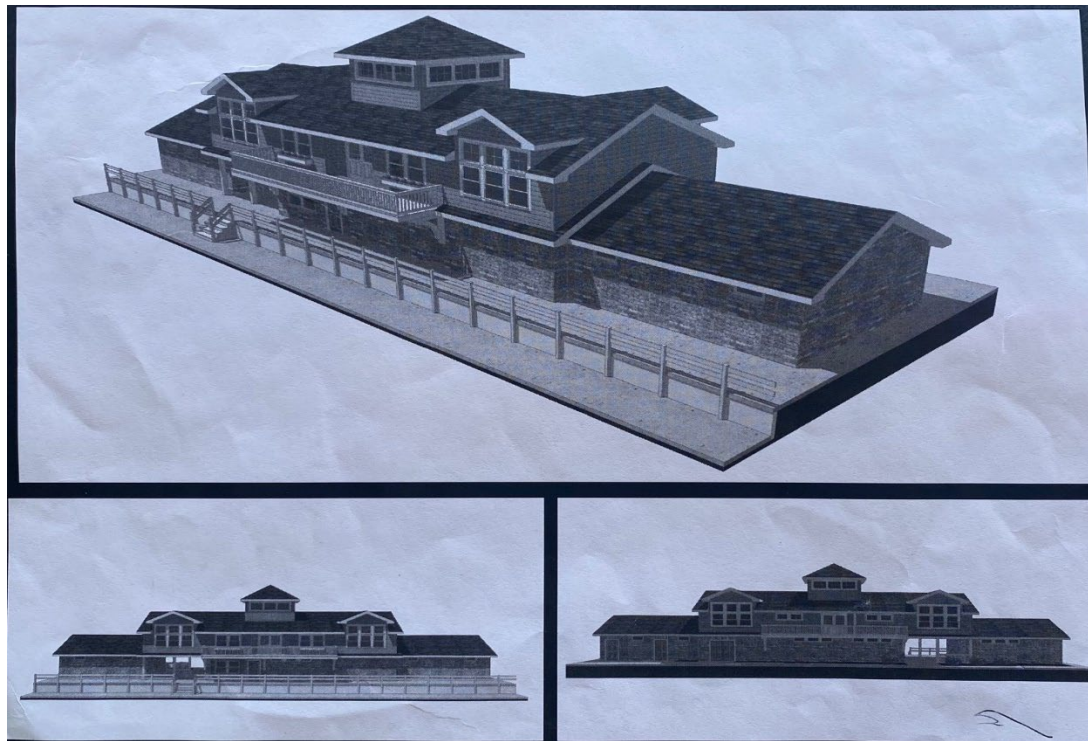
Project Implementation Schedule – Section 5 - Marina

Complete North Building Remodel and Addition of Second Floor

Item 5-7, project year: 2028, estimated costs: \$1,000,000

These project costs would be debt financed.

The Marina would like to do an entire remodel of the tenant restrooms and showers and add a second-floor addition to the North Building instead of piecemealing it together with a new roof and enclosing the portico entryway if approval is granted. It would be wonderful to offer our tenants and guests more space indoors to gather. Rough plans as seen below were put together for the Marina several years ago.



APPENDIX A

Project Implementation Schedule – Section 5 - Marina

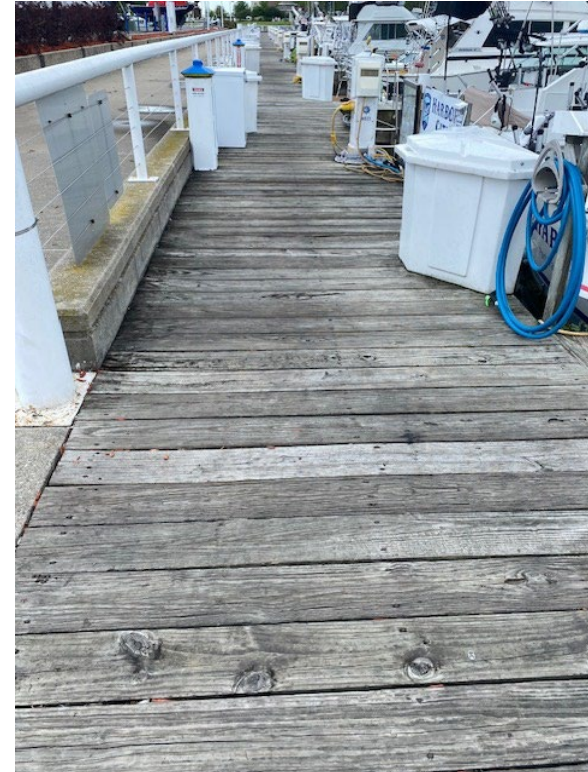
FUTURE REPLACEMENT OF NORTH SLIP DECKING

Item 5-8, project year: 2030, estimated costs: \$850,000

These project costs would be debt financed.

Marina Staff were asked to put the replacement cost of the decking around the North Slip for this large upcoming expenditure. These estimates do not include the cost of installation. Looking to do this project after we pay off the Main Marina Debt Service in 2029.

- Cost for 2x8x8 Southern Yellow Pine Kiln Dried Green Treated boards to cover approximately 20,428 square feet at a cost of approximately \$53,086.50 (\$12.55 per board) for lumber. Depending on conditions, pressure treated wood can last 10-40 years.
- Cost for 2x8x8 IPE boards to cover approximately 20,428 square feet at a cost of approximately \$706,410 (\$166.96 per board) for lumber. Lifespan of more than 75 years.



APPENDIX A

Project Implementation Schedule – Section 6 – Water Utility

Streets Project Related Mains

Item 6-1, project year: ongoing, estimated costs: \$915,000 - \$1,500,000 per year

These project costs will be funded through Utility reserves.

The City intends to replace roughly one mile of roads each year. During road reconstruction, water mains that are 50+ years old and non-PVC are replaced. Most roads that are chosen to be replaced have multiple water main breaks and have cost the city large amounts of money for repair. The city is also targeting any neighborhoods that might have public and private lead service lines. Replacing water mains helps eliminate lead from our system. Replacing all service lines containing lead is at the top of the Utilities list. Replacing sections of water main each year gets us to a lead-free system.



There are on average 15 water main, and service breaks a year. This causes damage to the streets as well as customer property. Replacing areas with historic breaks helps eliminate any danger caused by a break, especially in cold months. New water main ties directly into replacing old, damaged roads. This makes for a safer, cleaner road and eliminates old lead and iron pipes from the ground. The impact on replacing sections of mains with heavy breaks is great. Thousands of dollars are spent every year on labor, supplies and materials used in the repair of broken water mains. Thousands more would be needed if repairs were not done by staff. Over 60% of the City has PVC pipe as a water main material. Street projects are carefully planned and bid out. The lowest bid is chosen. The City works with the design and construction contractors to ensure each project meets our strategic plan.

APPENDIX A

Project Implementation Schedule – Section 6 – Water Utility

Large Water Meter Replacement

Item 6-2, project years: 2026-2027, estimated costs: \$250,000

These project costs will be funded through Utility reserves.

The Water Utility has transitioned from a walking/driving based meter reading system, to an Advanced Metering Infrastructure (AMI). This has significantly decreased the amount of time needed to read meters. The Utility wishes to replace all large (1.5" & above) manual read meters by 2027.

These meters contain moving parts that require testing and costly repairs. The new Sensus meters have no moving parts and can track pressure and water temperature. They contain a battery-operated endpoint used to send a signal to a fixed based tower. Once the tower receives this signal it is downloaded into a software program. This program allows for real time reads and eliminates the need for manual or radio reads.



Special Main Projects – Southside

Item 6-3, project year: 2025, estimated costs: \$150,000

These project costs will be funded through Utility reserves.

This water main project is to serve potential subdivisions on the south side of the City – primarily the Tillman property. This project was engineered in 2024 and ready to construct but could be delayed until development occurs. Having this main extension completed prior to development would ensure that they would be required to connect to city services.

APPENDIX A

Project Implementation Schedule – Section 6 – Water Utility

Special Main Projects – Webster spur

Item 6-4, project year: 2025, estimated costs: \$120,000

These project costs will be funded through Utility reserves.

This water main project serves the City’s swimming pool and recreation department facilities and the fire hydrant in that area. This main has a history a breaking and is in need of replacement.

Water System Master Plan

Item 6-5, project years: 2025, estimated costs: \$120,000

These project costs will be funded through Utility reserves

A system wide master plan has not been completed for the Water Utility since 2006. Along with the upgrade to the Water Treatment Plant, the city has seen significant growth. An updated Master Plan will help establish a prioritized capital improvement plan over a 20-year period that will address current system deficiencies, support growth, and optimize system performance.

The process used to create a comprehensive Master Plan is:

- Establish Performance Parameters
- Demand and Growth Forecasting
- Desktop Storage & Supply Capacity Analysis
- Computerized Distribution System Hydraulic Model
- Facility Condition Assessment
- Pipeline Condition Assessment and Priority Scoring
- Prioritized Capital Improvement Plan

This new Master Plan would be started in January of 2025. Draft recommendations would be developed by mid-June in order to support the 2026 budget process. A full Master Plan Report and presentation would take place in September 2025.

APPENDIX A

Project Implementation Schedule – Section 6 – Water Utility

Additional Equipment - Skid Steer Loader

Item 6-6, project year: 2025, estimated costs: \$80,000

These project costs will be funded through Utility reserves.

The Water Treatment Plant currently receives half of the chemicals used in the treatment process via 55-gallon drums. The Utility does not have the ability to unload and safely move these drums into the plant. Field staff consistently borrow equipment from the Street Department. Shipping times and dates are challenging, so equipment is not always available when needed. This is the same process for all large shipping orders that come to the Plant. The Water and Wastewater Plants are currently plowed by the Street Department staff and equipment.

A skid loader would give the Water Utility the ability to handle all needs with shipping, snow removal and would help in the field with emergency construction services (water main breaks, service line breaks, main line valve breaks).



APPENDIX A

Project Implementation Schedule – Section 6 – Water Utility

Equipment Replacement - Backhoe Loader

Item 6-7, project year: 2026, estimated costs: \$160,000

These project costs will be funded through Utility reserves.

The Water Utilities current backhoe loader is from 2002 and has well over 4,000 hours on it. The machine is in fair to poor condition and has lost some lifting power. This backhoe is used for emergency and non-emergency water mains as well as other digging projects. The Water Utility wishes to replace the backhoe loader in 2026.



APPENDIX A

Project Implementation Schedule – Section 6 – Water Utility

Additional Water Utility Truck

Item 6-8, project year: 2026, estimated costs: \$90,000

These project costs will be funded through Utility reserves.

Operators need reliable trucks, equipped with the tools and resources to complete emergency and non-emergency jobs as efficiently as possible.

Staff are affected by not having the proper tools and equipment available to complete emergency and non-emergency jobs. A utility truck provides the ability to equip operators with all the tools needed for many specific operations. This cuts down on extra time spent loading and unloading trucks, lifting heavy equipment, and driving across town to share tools. A better equipped truck helps with the physical wear and tear of everyday operations.

The Water Utility currently has three field trucks and five field operators. A fourth utility truck would be added to the fleet. This truck would be set up with a utility body with the intention of pulling a valve maintenance trailer to be purchased in 2027. The current truck used by the Water Utility Superintendent is not able to be set up as an emergency response vehicle. It is undersized for the tools needed to respond to a water emergency. This truck will be replaced with a fleet pickup, allowing for a larger bed and tool cabinets. This truck will also be used as an option for transportation to out of town utility training and classes.



APPENDIX A

Project Implementation Schedule – Section 6 – Water Utility

Replace Superintendent Truck

Item 6-9, project year: 2026, estimated costs: \$70,000

These project costs will be funded through Utility reserves.

Operators need reliable trucks, equipped with the tools and resources to complete emergency and non-emergency jobs as efficiently as possible.

Staff are affected by not having the proper tools and equipment available to complete emergency and non-emergency jobs. A utility truck provides the ability to equip operators with all the tools needed for many specific operations. This cuts down on extra time spent loading and unloading trucks, lifting heavy equipment, and driving across town to share tools. A better equipped truck helps with the physical wear and tear of everyday operations.

The Water Utility currently has three field trucks and five field operators. A fourth utility truck would be added to the fleet. This truck would be set up with a utility body with the intention of pulling a valve maintenance trailer to be purchased in 2027. The current truck used by the Water Utility Superintendent is not able to be set up as an emergency response vehicle. It is undersized for the tools needed to respond to a water emergency. This truck will be replaced with a fleet pickup, allowing for a larger bed and tool cabinets. This truck will also be used as an option for transportation to out of town utility training and classes.



APPENDIX A

Project Implementation Schedule – Section 6 – Water Utility

Additional Equipment - Valve Maintenance Trailer

Item 6-10, project year: 2027, estimated costs: \$100,000

These project costs will be funded through Utility reserves.

The water distribution system has almost 2,000 main line and hydrant valves located throughout the City. The WDNR requires each public water system to have an effective valve exercising program. Currently field staff maintenance and operate roughly 500 valves per year. This is mostly done by hand, which takes more time and is hard on the operators.

The Water Utility wishes to purchase a valve maintenance machine in 2027. This machine will be mounted on a trailer to be pulled by a fleet utility truck. This machine will be able to exercise hard to turn valves that would otherwise be difficult for an operator to do by hand. The trailer will also have a vacuum system and pressure washer mounted on it. This will let operators clean out valve boxes during inspections.



Water Tower Mixers

Item 6-11, project year: 2028, estimated costs: \$100,000

These project costs will be funded through Utility reserves.

Water Tower Mixers are valuable equipment to help prevent the freezing of water towers. A frozen water tower is likely to split the steel stank rendering the tower unusable. The ice in a partially frozen water tower will tear off the cathodic protection inside of the water tower. A mixer also helps to distribute the temperature and distribute the residual disinfectant uniformly.

APPENDIX A

Project Implementation Schedule – Section 6 – Water Utility

Booster Station Improvements

Item 6-12, project years: 2029-2030, estimated costs: \$1,700,000

These project costs will be funded through Utility reserves

The Water Utility maintains two remote booster stations in the water distribution system. Both booster stations have had no recent modifications or improvements. The electrical and mechanical components of each station have become outdated. There is no source of backup power at either station. The Utility intends to use the updated Water System Master Plan to help determine what changes or upgrades might be needed at each station. An engineering firm would be contracted to develop a needs assessment which would lead to design, and engineering of any changes needed. Any changes made to either booster station would be completed after the Water Treatment Plant upgrade is completed.



APPENDIX B - Capital Asset Vehicles Inventory

7/30/2024

Dept	Category	ID#	Year / Make	Description	Year	Expected	Original	Replace	Replace													
					Purchased	Life	Price	Cost	Year	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034		
ENGINEERING	Light Truck / SUV	246	2014 FORD	EXPLORER SPORT UTILITY	2014	15	26,728	50,000	2029	-	-	-	-	-	-	50,000	-	-	-	-	-	-
ENGINEERING	Vehicles	SELL	2003 CHEVROLET	IMPALA 4 DR AUTO BLACK	2008	15	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ENGINEERING	Light Truck / SUV	254	2017 DODGE	DODGE RAM 1500 DARK BLUE (from water)	2017	15	16,068	60,000	2032	-	-	-	-	-	-	-	-	-	60,000	-	-	-
ENGINEERING Total								110,000														
EMS	Ambulance	451	2018 FORD	LIFE LINE SUPERLINER TYPE III AMBULANCE	2018	8	213,720	350,000	2032	-	-	-	-	-	-	-	-	-	350,000	-	-	-
EMS	Ambulance	452	2021 FORD	E450/LIFE LINE AMBULANCE-RED	2021	8	214,092	350,000	2032	-	-	-	-	-	-	-	-	-	350,000	-	-	-
EMS	Light Truck / SUV	458	2020 CHEVROLET	SILVERADO PICKUP - Command	2020	12	38,031	75,000	2035	-	-	-	-	-	-	-	-	-	-	-	-	-
EMS	Light Truck / SUV	SELL	2014 CHEVROLET	SUBURBAN 1500 - Medic - old 455	2014	10	37,218	-	2024	-	-	-	-	-	-	-	-	-	-	-	-	-
EMS	Light Truck / SUV	455	2024 CHEVROLET	TAHOE - Medic vehicle	2024	10	58,806	60,000	2034	-	-	-	-	-	-	-	-	-	-	-	-	60,000
FIRE	Heavy Truck	460	1997 PIERCE	LANCE AERIAL PLATFORM TRK	1997	20	586,914	2,200,000	2028	-	-	-	-	2,200,000	-	-	-	-	-	-	-	-
FIRE	Heavy Truck	464	1999 PIERCE	PIERCE SABER (already ordered)	1999	20	230,000	1,050,000	2026	-	-	-	1,050,000	-	-	-	-	-	-	-	-	-
FIRE	Heavy Truck	465	2006 PIERCE	DASH PUMPER	2006	20	412,165	1,000,000	2030	-	-	-	-	-	-	1,000,000	-	-	-	-	-	-
FIRE	Heavy Truck	463	2008 PIERCE	DASH PUMPER TANKER	2008	20	506,313	1,000,000	2034	-	-	-	-	-	-	-	-	-	-	-	-	1,000,000
FIRE	Heavy Truck	453	2014 PIERCE	ARROW XT HEAVY RESCUE SQUAD	2014	20	587,368	950,000	2034	-	-	-	-	-	-	-	-	-	-	-	-	950,000
FIRE	Heavy Truck	467	2019 KENWORTH	FIRE TRUCK-TANKER	2019	20	395,435	1,000,000	2039	-	-	-	-	-	-	-	-	-	-	-	-	-
FIRE	Heavy Truck	457	1992 GMC	3500 PICKUP - BRUSH	1992	20	15,000	175,000	2025	-	175,000	-	-	-	-	-	-	-	-	-	-	-
FIRE	Light Truck / SUV	456	2013 CHEVROLET	SUBURBAN 1500 - Command	2013	12	48,000	60,000	2024	60,000	-	-	-	-	-	-	-	-	-	-	-	-
FIRE Total								8,270,000														
LIBRARY	Light Truck / SUV	284	2020 RAM	RAM-VAN-PROMASTER CITY	2022	15	34,354	50,000	2037	-	-	-	-	-	-	-	-	-	-	-	-	-
LIBRARY Total								50,000														
MARINA	Light Truck / SUV	178	2003 FORD	TRUCK F-150	2003	20	17,071	50,000	2026	-	-	50,000	-	-	-	-	-	-	-	-	-	-
MARINA	Light Truck / SUV	226	2008 GMC	CANYON 2 DR RED TRUCK	2010	20	19,995	50,000	2030	-	-	-	-	-	-	50,000	-	-	-	-	-	-
MARINA Total								100,000														
PARK & FORESTRY	Light Truck / SUV		2022 GMC 3500	Sierra 3500 White double	2022	12	49,476	60,000	2034	-	-	-	-	-	-	-	-	-	-	-	-	60,000
PARK & FORESTRY	Light Truck / SUV		2023 GMC 3500	Sierra White 3500 crew	2023	12	53,135	65,000	2035	-	-	-	-	-	-	-	-	-	-	-	-	-
PARK & FORESTRY	Light Truck / SUV		2023 GMC 2500	Sierra White 2500 crew	2023	12	52,000	65,000	2035	-	-	-	-	-	-	-	-	-	-	-	-	-
PARK & FORESTRY	Light Truck / SUV		2004 FORD	F-350 SUPER DUTY TRUCK	2005	12	29,500	70,000	2025	-	70,000	-	-	-	-	-	-	-	-	-	-	-
PARK & FORESTRY	Light Truck / SUV		2016 CHEVROLET	BLACK PICK UP TRUCK	2018	12	18,070	60,000	2030	-	-	-	-	-	-	60,000	-	-	-	-	-	-
PARK & FORESTRY	Light Truck / SUV	185	2004 GMC	SIERRA 4X4 PICKUP (from sewer)	2004	12	15,305	40,000	2027	-	-	-	40,000	-	-	-	-	-	-	-	-	-
PARK & FORESTRY	Light Truck / SUV		2019 FORD	F-250 PICK UP TRUCK-AGATE BLACK	2019	12	39,235	50,000	2031	-	-	-	-	-	-	-	-	50,000	-	-	-	-
PARK & FORESTRY	Spec. Truck	SELL	2012 DODGE	RAM 3500 DUMP TRUCK/BLACK/PLOW	2012	12	44,793	-	2024	-	-	-	-	-	-	-	-	-	-	-	-	-
PARK & FORESTRY	Spec. Truck	512	2023 CHEVY	Silverado 5500 MD (white)	2024	12	91,408	100,000	2036	-	-	-	-	-	-	-	-	-	-	-	-	-
PARK & FORESTRY	Spec. Truck		2021 CHEVROLET	SILVERADO WHITE DUMP TRUCK	2021	12	50,700	65,000	2033	-	-	-	-	-	-	-	-	-	-	65,000	-	-
RECREATION	Light Truck / SUV	SELL	2016 FORD	EXPLORER SPORT UTILITY TRUCK	2016	12	29,511	-	2024	-	-	-	-	-	-	-	-	-	-	-	-	-
RECREATION	Light Truck / SUV	255	2017 DODGE	DODGE RAM 1500 DARK BLUE (from water)	2017	12	16,068	60,000	2029	-	-	-	-	-	-	60,000	-	-	-	-	-	-
PARK & FORESTRY Total								635,000														
POLICE	Vehicles	13	2015 DODGE	CARAVAN-SILVER	2015	12	24,699	50,000	2028	-	-	-	-	50,000	-	-	-	-	-	-	-	-
POLICE	Vehicles	SELL	2017 FORD - replaced in 2024	EXPLORER SPORT UTILITY - old #11	2017	6	28,181	-	2024	-	-	-	-	-	-	-	-	-	-	-	-	-
POLICE	Vehicles	11	2024 FORD	INTERCEPTOR SUV - patrol	2024	6	44,175	80,000	2030	-	-	-	-	-	-	80,000	-	-	-	-	-	-
POLICE	Vehicles	8	2017 FORD	INTERCEPTOR SUV - Unmarked (school)	2018	6	28,239	80,000	2028	-	-	-	-	80,000	-	-	-	-	-	-	-	-
POLICE	Vehicles	2	2018 CHEVROLET	TRAVERSE AWD - Captain	2018	6	35,568	75,000	2025	-	75,000	-	-	-	-	-	-	-	-	-	-	-
POLICE	Vehicles	12	2018 FORD	INTERCEPTOR SUV - Lieutenants	2018	6	31,763	75,000	2025	-	75,000	-	-	-	-	-	-	-	-	-	-	-
POLICE	Vehicles	6	2024 FORD	INTERCEPTOR SUV - patrol	2024	6	30,217	80,000	2030	-	-	-	-	-	-	80,000	-	-	-	-	-	-
POLICE	Vehicles	SELL	2019 FORD - replaced in 2024	INTERCEPTOR SUV - old #6	2019	6	30,217	-	2024	-	-	-	-	-	-	-	-	-	-	-	-	-
POLICE	Vehicles	7	2019 FORD	INTERCEPTOR SUV - patrol	2019	6	30,217	75,000	2024	75,000	-	-	-	-	-	-	-	-	-	-	-	-
POLICE	Vehicles	9	2019 FORD	INTERCEPTOR SUV - patrol - totaled	2019	6	44,175	75,000	2024	75,000	-	-	-	-	-	-	-	-	-	-	-	-
POLICE	Vehicles	5	2020 FORD	INTERCEPTOR SUV - patrol	2020	6	34,305	80,000	2026	-	-	80,000	-	-	-	-	-	-	-	-	-	-
POLICE	Vehicles	4	2021 FORD	INTERCEPTOR SUV - patrol	2021	6	33,964	80,000	2027	-	-	-	80,000	-	-	-	-	-	-	-	-	-
POLICE	Vehicles	10	2021 FORD	INTERCEPTOR SUV - patrol	2021	6	33,964	80,000	2026	-	-	80,000	-	-	-	-	-	-	-	-	-	-
POLICE	Vehicles	3	2022 FORD	INTERCEPTOR SUV - Unmarked	2022	6	34,318	80,000	2027	-	-	-	80,000	-	-	-	-	-	-	-	-	-
POLICE	Vehicles	1	2022 FORD	INTERCEPTOR SUV - Chief	2022	6	36,975	80,000	2028	-	-	-	-	80,000	-	-	-	-	-	-	-	-
POLICE	Motorcycle	14	2007 Harley Davidson	Road/Street Cycle	2007	20	18,000	35,000	2035	-	-	-	-	-	-	-	-	-	-	-	-	-
POLICE Total								1,025,000														

APPENDIX B - Capital Asset Vehicles Inventory

7/30/2024

Dept	Category	ID#	Year / Make	Description	Year	Expected	Original	Replace	Replace																
					Purchased	Life	Price	Cost	Year	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034					
STREET	Spec. Truck	26	2009 FREIGHTLINER	M2106-VACALL SWEEPER - VS-13S VAC0001083	2009	15	111,902	350,000	2030	-	-	-	-	-	-	-	350,000	-	-	-	-	-			
STREET	Spec. Truck	25	2022 FREIGHTLINER	M2 BUSINESS CLASS & 2021 ELGIN REGENX	2021	15	253,898	420,000	2025	-	420,000	-	-	-	-	-	-	-	-	-	-	-			
STREET	Heavy Truck	2	2000 FREIGHTLINER	FL80 DUMP TRUCK	2000	15	89,350	300,000	2027	-	-	-	300,000	-	-	-	-	-	-	-	-	-			
STREET	Heavy Truck	1	2002 FREIGHTLINER	TRUCK	2001	15	102,939	310,000	2024	310,000	-	-	-	-	-	-	-	-	-	-	-	-			
STREET	Heavy Truck	15	2006 FREIGHTLINER	M2-70	2005	15	91,210	300,000	2029	-	-	-	-	-	300,000	-	-	-	-	-	-	-			
STREET	Heavy Truck	11	2014 FREIGHTLINER	TRUCK	2013	15	79,792	300,000	2031	-	-	-	-	-	-	-	-	300,000	-	-	-	-			
STREET	Heavy Truck	19	2014 FREIGHTLINER	TRUCK	2013	15	79,792	300,000	2033	-	-	-	-	-	-	-	-	-	-	300,000	-	-			
STREET	Heavy Truck	3	2022 MACK	GRANITE DUMP TRUCK	2022	15	207,409	300,000	2042	-	-	-	-	-	-	-	-	-	-	-	-	-			
STREET	Heavy Truck	18	2022 MACK	GRANITE DUMP TRUCK-5 YARD	2022	15	207,410	300,000	2042	-	-	-	-	-	-	-	-	-	-	-	-	-			
STREET	Light Truck / SUV	12	2005 CHEVROLET	LD 1500	2005	12	13,225	130,000	2025	-	130,000	-	-	-	-	-	-	-	-	-	-	-			
STREET	Light Truck / SUV	4	2009 GMC	SIERRA 4WD REG CAB	2009	12	31,936	75,000	2031	-	-	-	-	-	-	-	-	-	75,000	-	-	-			
STREET	Light Truck / SUV	0	2011 DODGE	RAM 1500 DARK BLUE PICKUP	2011	12	19,456	60,000	2031	-	-	-	-	-	-	-	-	-	60,000	-	-	-			
STREET	Light Truck / SUV	8	2015 GMC	SIERRA 350 CB - ORANGE	2014	12	27,674	85,000	2027	-	-	-	85,000	-	-	-	-	-	-	-	-	-			
STREET	Light Truck / SUV	7	2019 FORD	TRUCK ORANGE	2018	12	34,294	85,000	2030	-	-	-	-	-	-	-	85,000	-	-	-	-	-			
STREET	Light Truck / SUV	6	2021 CHEVROLET	SILVERADO 5500	2022	12	50,148	60,000	2034	-	-	-	-	-	-	-	-	-	-	-	-	60,000			
STREET	Spec. Truck	SELL	2010 STERLING	ACTERRA C & C - ORANGE (BUCKET TRUCK)	2007	15	48,556	-	2024	-	-	-	-	-	-	-	-	-	-	-	-	-			
STREET	Spec. Truck	9	2023 CHEVY SILVERADO	ARBOR PRO ARIEL TOWER TRUCK	2024	15	253,912	350,000	2039	-	-	-	-	-	-	-	-	-	-	-	-	-			
STREET	Spec. Truck	20	2019 FORD	F550 CHIPPER BODY AND HOIST ORANGE	2019	10	31,123	90,000	2028	-	-	-	-	90,000	-	-	-	-	-	-	-	-			
STREET	Spec. Truck	17	2024 CHEVY	SILVERADO 3500HD	2023	15	69,156	70,000	2038	-	-	-	-	-	-	-	-	-	-	-	-	-			
STREET Total								3,885,000																	
WASTEWATER	Light Truck / SUV	240	2013 CHEVROLET	SILVERADO	2013	15	30,420	40,000	2028	-	-	-	-	40,000	-	-	-	-	-	-	-	-			
WASTEWATER	Light Truck / SUV	5	2020 FORD	F350 SUPER DUTY	2020	12	60,000	50,000	2032	-	-	-	-	-	-	-	-	-	50,000	-	-	-			
WASTEWATER	Light Truck / SUV	?	2023 GMC	SIERRA 1500 PICK-UP	2023	12	45,253	50,000	2035	-	-	-	-	-	-	-	-	-	-	-	-	-			
WASTEWATER	Spec. Truck	280	2022 KENWORTH	SEWER TRUCK-JETTER MPCR2V0CVC3K	2021	12	440,000	450,000	2033	-	-	-	-	-	-	-	-	-	-	-	450,000	-			
WASTEWATER Total								590,000																	
WATER	Heavy Truck	16	2002 FREIGHTLINER	TRUCK	2002	20	96,439	350,000	2024	350,000	-	-	-	-	-	-	-	-	-	-	-	-			
WATER	Light Truck / SUV	257	2018 DODGE - Dan's truck	RAM TRUCK-TRUE BLUE	2018	12	18,211	70,000	2030	-	-	-	-	-	-	-	70,000	-	-	-	-	-			
WATER	Light Truck / SUV	231	2023 FORD	F-250 BLUE PICK-UP TRUCK	2023	12	45,253	60,000	2035	-	-	-	-	-	-	-	-	-	-	-	-	-			
WATER	Light Truck / SUV	254	2024 FORD	SUPER DUTY F-250 SRW XL PICK-UP	2024	12	54,598	75,000	2036	-	-	-	-	-	-	-	-	-	-	-	-	-			
WATER	Light Truck / SUV	255	2024 FORD	SUPER DUTY F-250 SRW XL PICK-UP	2024	12	54,598	75,000	2036	-	-	-	-	-	-	-	-	-	-	-	-	-			
WATER	Equipment		1994 KARAVAN	UTILITY TRAILER	1994	20	2,200	15,000	2038	-	-	-	-	-	-	-	-	-	-	-	-	-			
WATER	Equipment		2017 KARAVAN	UTILITY TRAILER	2018	20	2,200	15,000	2038	-	-	-	-	-	-	-	-	-	-	-	-	-			
WATER	Heavy Equipment	272	2002 John Deer 310 SG	Loader Backhoe	2003	20	80,000	160,000	2026	-	-	160,000	-	-	-	-	-	-	-	-	-	-			
WATER Total								820,000																	
Grand Total								15,485,000					870,000	945,000	1,420,000	585,000	2,540,000	410,000	1,775,000	485,000	810,000	815,000	2,130,000		

APPENDIX C - Capital Asset Equipment Inventory

7/30/2024

Dept	Category	ID#	Year / Make	Description	Year	Expected	Original	Replace	Replace														
					Purchased	Life	Price	Cost	Year	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034			
FIRE	Equipment	ATV454	2006 POLARIS RANGER	6x6 ATV	2006	20	10,928	35,000	2027	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-
FIRE	Equipment	ATV454-A	2006 TRITON UT-12	12' TRAILER	2006	20	2,029	5,000	2027	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-
FIRE	Equipment		Thermal Imaging Cameras	Thermal Imaging Cameras	2015	10	15,000	35,000	2027	-	-	-	35,000	-	-	-	-	-	-	-	-	-	-
FIRE	Equipment	MA469	2010 BOSTON WHALER	25' FIRE BOAT	2010	20	122,700	650,000	2031	-	-	-	-	-	-	-	-	-	650,000	-	-	-	-
FIRE	Equipment	MA469-A	2010 BOATMASTER	25' TRAILER	2010	20	9,276	25,000	2031	-	-	-	-	-	-	-	-	-	-	25,000	-	-	-
FIRE	Equipment	MA468	2013 J.P. MARINE	19' INFLATABLE RESCUE BOAT	2013	15	9,615	40,000	2024	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-
FIRE	Equipment	MA468-A	2013 SHORELANDER	14' TRAILER	2013	20	1,033	5,000	2033	-	-	-	-	-	-	-	-	-	-	-	-	5,000	-
FIRE Total								795,000															
MARINA	Equipment	N/A	1984 Boston Whaler	18' Boat	1984	50	10,000	50,000	2034	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000
MARINA	Equipment	N/A	1984 Mercury	150hp motor	1984	30	5,000	18,000	2034	-	-	-	-	-	-	-	-	-	-	-	-	-	18,000
MARINA	Equipment	N/A	1975 Boston Whaler	167" Boat	1975	50	10,000	50,000	2031	-	-	-	-	-	-	-	-	-	-	-	50,000	-	-
MARINA	Equipment	N/A	2001 Mercury	50hp motor	2001	30	5,000	8,000	2031	-	-	-	-	-	-	-	-	-	-	-	8,000	-	-
MARINA	Equipment	N/A	2022 Club Carts (4)	4 Marina Golf Carts	2022	15	32,520	48,000	2037	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MARINA Total								174,000															
PARK & FORESTRY	Equipment	N/A	2020 Wacker Loader	WL32 - Replace with Avant Loader in 2025	2020	15	60,000	120,000	2025	-	120,000	-	-	-	-	-	-	-	-	-	-	-	-
PARK & FORESTRY	Equipment	N/A	2021 Kubota Tractor	LX3310	2021	10	41,600	50,000	2031	-	-	-	-	-	-	-	-	-	-	-	50,000	-	-
PARK & FORESTRY	Equipment	N/A	2021 Snowblower	LX2970	2021	10	7,000	10,000	2031	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-
PARK & FORESTRY	Equipment	N/A	Stump grinder	Old unit shared with Grafton	2005	20	35,000	100,000	2026	-	-	100,000	-	-	-	-	-	-	-	-	-	-	-
PARK & FORESTRY	Equipment	N/A	John Deere Gang Mower	1600 Turbo	2021	5	56,671	50,000	2026	-	-	50,000	-	-	-	-	-	-	-	-	-	-	-
PARK & FORESTRY	Equipment	N/A	Toro 4100 Groundsmaster	4100D	2020	5	54,177	35,000	2025	-	35,000	-	-	-	-	-	-	-	-	-	-	-	-
PARK & FORESTRY	Equipment	N/A	Kubota Zero Turn	ZD1211	2018	10	15,000	30,000	2028	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-
PARK & FORESTRY	Equipment	N/A	Toro Front Deck Mower	3280D	2011	15	20,000	- never	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PARK & FORESTRY	Equipment	N/A	John Deere Gator	HPX615E	2021	12	11,600	15,000	2031	-	-	-	-	-	-	-	-	-	-	-	15,000	-	-
PARK & FORESTRY	Equipment	N/A	Diamond C DET207	20' x 102" tilt bed trailer	2024	20	12,195	15,000	2046	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PARK & FORESTRY	Equipment	N/A	John Deere Gator	825 Gas XUV	2016	12	10,000	15,000	2026	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-
PARK & RECREATION Total								440,000															
POLICE	Equipment	N/A	2023 TC 400 speed sign	Speed Sign	2023	15	7,215	8,000	2037	-	-	-	-	-	-	-	-	-	-	-	-	-	-
POLICE	Equipment	N/A							2024	-	-	-	-	-	-	-	-	-	-	-	-	-	-
POLICE Total								8,000															
STREET	Heavy Equipment	35	2009 John Deere	John Deere 624K Loader	2009	20	195,500	300,000	2029	-	-	-	-	-	300,000	-	-	-	-	-	-	-	-
STREET	Heavy Equipment	23	2016 CAT	CAT 938M Wheelloader	2016	20	206,414	300,000	2036	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Heavy Equipment	52	2020 CAT	Cat 308 Excavator	2020	15	109,900	125,000	2035	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Heavy Equipment	22	2022 CAT	CAT 938M Wheel Loader	2022	20	277,895	310,000	2042	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Heavy Equipment		2023 CASE	CASE TRACTOR LOADER / BACKHOE	2023	20	121,022	150,000	2043	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	10	2018 Bobcat	Bobcat Toolcat 5600	2018	10	66,672	75,000	2028	-	-	-	-	75,000	-	-	-	-	-	-	-	-	-
STREET	Equipment	13	2024 PC305	COLD PLANER	2024	15	27,162	35,000	2039	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	13	2024 BANDIT	18XP GAS CHIPPER	2024	10	75,000	75,000	2034	-	-	-	-	-	-	-	-	-	-	-	-	-	75,000
STREET	Equipment	21	2022 Larue	Larue D40 Snowblower	2022	20	175,499	210,000	2042	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	24	2019 Bandit	2019 Bandit 18XP Chipper	2019	10	52,518	85,000	2029	-	-	-	-	-	85,000	-	-	-	-	-	-	-	-
STREET	Equipment	27	2003 John Deere - sold 3/4/24	John Deere 5520 Tractor and Tiger Mowers	2003	20	54,570	155,000	2024	155,000	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	28	2021 CAT	CAT 259D3 Track Loader	2021	10	61,745	85,000	2031	-	-	-	-	-	-	-	-	-	-	-	85,000	-	-
STREET	Equipment	29	2022 Case	CASE 580 Super N WT	2022	15	119,460	140,000	2037	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	30	2022 Wacker	Wacker RD12A Roller	2022	15	18,200	25,000	2037	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	31	2022 Sullair	Sullair 185 Air compressor	2022	20	24,744	40,000	2042	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	34	2020 Crafc	Crafc Super-shot 125 crack filler	2020	15	55,938	65,000	2035	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	40	2019 Felling	Felling FT-24-2 TA Equipment Trailer	2019	20	22,367	26,000	2039	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	43	2021 Diamond C	Diamond C HDT207 Skid loader trailer	2021	20	7,100	13,000	2041	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	45	2010 Powerliner	Line Painter	2010	15	7,475	20,000	2026	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	46	2014 Powerliner	Line Painter	2014	15	10,915	20,000	2026	-	-	20,000	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	47	2020 Summa	Summa Sign Cutter	2020	15	6,285	8,000	2035	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	48	2021 John Beam	John Beam Tire Balancer	2021	20	5,623	7,000	2041	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	49	2021 John Beam	John Beam Tire Changer	2021	20	5,454	7,000	2041	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET	Equipment	50	Falcon Hot Box	previous shared with Grafton	2007	20	5,454	30,000	2028	-	-	-	-	30,000	-	-	-	-	-	-	-	-	-
STREET	Equipment	51	1990 Miller	Miller Welder	1990	20	7,000	13,000	2034	-	-	-	-	-	-	-	-	-	-	-	-	-	13,000
STREET	Equipment	53	2020 VSI	VSI 500 Gallon De-icing unit	2020	10	15,520	18,000	2030	-	-	-	-	-	-	18,000	-	-	-	-	-	-	-
STREET	Equipment	52A	2020 CAT	CAT HM208 Mulching Head	2020	15	22,415	27,000	2035	-	-	-	-	-	-	-	-	-	-	-	-	-	-
STREET Total								2,364,000															
Grand Total								3,971,000	195,000	155,000	365,000	75,000	135,000	385,000	18,000	893,000	136,000						

AGENDA ITEM MEMORANDUM

City of Port Washington

TO: General Government and Finance Committee

FROM: Mark Emanuelson, Finance Director / Treasurer

DATE: August 6, 2024

SUBJECT: Overview of the City's Budgeting Philosophy & Practices administrative policy.

ISSUE: A regular review of the administrative policies that staff uses as a guide for budget development provides additional context for budgetary processes.

STAFF RECOMMENDATION: N/A

RECOMMENDED MOTION: N/A.

BACKGROUND/DISCUSSION: As part of the city's strategic plan, ranking priorities to identify funding sources, the finance department has prepared the attached budgeting philosophy & practices document to provide guidance to the city's departments for budgetary development.

This document is also used by the finance department as the baseline for core budgeting practices and decisions throughout the development of the city's annual proposed budget.

STRATEGIC PLAN:

1. **Strategic Direction:** Ranking priorities to identify funding sources
2. **Impact on Strategic Direction:** Guides staff and the city in preparing and adopting sustainable operating budgets prepared in compliance with accounting best practices.

LEGAL:

1. **City Attorney Review:** N/A.
2. **Legal Comments & Conclusions:** N/A
3. **Statutory References:** N/A

FISCAL IMPACT:

1. **Amount of Recommendation/Cost of Project:**
 - Initial Project Cost Estimate: N/A
 - Approved Budget Project Cost: N/A
 - Prior Year Expenditures: N/A
 - Total Project Costs to Date: N/A
2. **Source of Funding:** Capital reserves
3. **Operating and Maintenance Cost:** N/A

BOARD/COMMITTEE/COMMISSION RECOMMENDATION: None.

PUBLIC OUTREACH: None

IF APPROVED, NEXT STEPS: N/A

ATTACHMENTS: Budgeting Philosophy & Practices administrative policy



Administrative Policy Budgeting Philosophy & Practices

August 14, 2023

OBJECTIVE

The objective of this policy is to identify the various practices that the City will use when preparing the annual budget. These practices are further intended to summarize the major goals and objectives which make up the financial framework under which the City's budgets are developed.

These practices are also governed by the applicable Federal and State laws, rules, and regulations, the generally accepted accounting principles and practices as promulgated by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA), and the Government Finance Officers Association (GFOA).

DEFINITIONS

Balance Budget: A budget where the total revenues are equal to the total expected expenditures.

Fund Balance: The difference between assets and liabilities in governmental funds (i.e., general fund, special revenue funds, capital projects funds, debt service funds and permanent funds). In governmental funds, this will be largely cash reserves.

Levy Limits: The maximum allowable amount the city may levy in property taxes under state law.

Expenditure Restraint Funding: The supplemental funding from the state to qualified municipalities who meet the requirements of the program and do not exceed the defined program expenditure limits.

Sustainable revenues: Revenues that are based on typical ongoing activities and do not include windfall revenues based on unusual or one-time expectations that are not likely to be reliable ongoing revenue sources.

Cost Recovery model: A method of evaluating the extent that fees should cover the various costs of providing certain services. Usually evaluated as a percentage of costs recovered.

One-Time Revenues: Revenues which are atypical or uncommon in the course of normal operations and are not sustainable in the long term to support core operational activity expenditures.

Cost Allocations: A process whereby certain costs are charged to other departments or funds in order to reflect the true and full cost of services more accurately.

Expenditure Restraint Funding: The supplemental funding from the state to qualified municipalities who meet the requirements of the program and do not exceed the defined program expenditure limits.

Sustainable revenues: Revenues that are based on typical ongoing activities and do not include windfall revenues based on unusual or one-time expectations that are not likely to be reliable ongoing revenue sources.

Cost Recovery model: A method of evaluating the extent that fees should cover the various costs of providing certain services. Usually evaluated as a percentage of costs recovered.

One-Time Revenues: Revenues which are atypical or uncommon in the course of normal operations and are not sustainable in the long term to support core operational activity expenditures.

Cost Allocations: A process whereby certain costs are charged to other departments or funds in order to reflect the true and full cost of services more accurately.

One-Time Expenditures: Expenditures which are infrequent or unique in nature that are in addition to normal operating expenses. These can include substantial facility maintenance or repairs, various studies or planning activities, or other items for non-capital related expenditures.

Capital Assets: Items with useful lives greater than 3 years and which are above the minimum capitalization cost thresholds for the type of asset will be capitalized. The minimum costs for vehicles and operating equipment are \$10,000, infrastructure and buildings / building improvements is \$50,000.

Useful Life: The amount of time, in years, that an asset is expected to be in service.

POLICY STATEMENTS

Balanced Budget:

The City shall adopt a balanced budget for the General Fund, and authorize the required appropriations for all budgeted funds, prior to December 1st of each year for the following fiscal year. Appropriations are made on a fund level basis.

Budget Amendments:

At the City Council's discretion, it may choose to amend the budget due to unforeseen and changing circumstances. In accordance with Wisconsin Statute Section 65.90(5)(a), amendments to budgeted appropriations must be approved by a two-thirds vote of the City Council.

Fund Balances:

The annual budget will be developed in a manner that the projected outcomes will also produce results that will be consistent with the City's Fund balance policy. The appropriate fund balances will allow the City to be able to respond to unforeseen situations, as well as to positively impact the investment credit rating of the city.

Levy Limits:

The annual budget shall be prepared to comply with the State of Wisconsin Levy Limit restrictions.

Expenditure Restraint:

The annual budget shall be prepared so that the city will qualify for the State of Wisconsin Expenditure Restraint Program funding if applicable.

Annual Revenues:

The annual budgets shall be developed based on sustainable ongoing revenue estimates. When preparing forecasts for the annual budget, staff will submit conservative and objective revenue estimates using generally accepted forecasting techniques that include the use of historical data, trend analysis, and considers the impact of changing economic conditions on the City's revenue sources.

This approach produces revenue estimates that are as reliable as possible and reduces the likelihood of actual revenues falling short of budget estimates during the year.

Fees for Services:

The establishment of any approved fees for certain services shall be reviewed annually and evaluated using one of the city's established cost recovery models to determine if they may need to be adjusted based on increased costs or desired target cost recovery metrics.

One-Time Revenues:

The annual operating budget shall not include unsustainable one-time or windfall revenues. These revenues, if received, will be recorded in the capital budget to help fund future projects and reduce the tax levy needed for those activities.

Annual Expenditures:

The annual budget shall be developed based on expenditure estimates using past trends of the city's underlying costs for providing services and other known changes in expectations.

Staff Recruitment and Retention:

Staff will develop a budget that includes metrics for ongoing staff recruitment and retention.

Cost management:

On an ongoing basis, staff also works to minimize the costs of purchasing materials and providing services while still maintaining quality and performance. Staff will utilize the City's purchasing policy as a method to acquire suitable products and services at the most cost-effective price for the city.

Cost Allocations:

The City shall use consistent and reasonable cost allocation methods for the purpose of cost sharing. This will be done to attribute any significant general fund expenditures which also provide benefit to the City's Enterprise or other funds, to those funds as a cost of services provided.

One-Time Expenditures:

The annual operating budget shall not include costs for special projects or initiatives that are not part of the ongoing annual cost of providing services. Special one-time project costs shall be accounted for in the capital budget and will be funded separately.

Long Term Financial Planning:

To assist the City Council in developing strategies to achieve the long-term financial goals of the City, the

City Council shall be presented on an annual basis, a 5-year financial plan forecasting the financial resources that will be required to support the future operations of the City.

Debt Management:

The City shall only issue debt when needed to facilitate meeting the long-term capital needs of the City, and not to fund current operations. The issuance of debt shall be made under the guidance of an experienced financial consulting firm and shall not exceed the statutory debt limits for the City.

Capital Planning:

Prior to the consideration of the annual operating budgets, the City Council will be presented for their review, a capital improvement plan for the pending or proposed capital projects that may be needed within the next 5 years. This plan may also include various projects that are in addition to normal operations that will require additional funding consideration.

The approved projects and funding levels for the following year will then be transferred from the CIP to the capital budget for the next fiscal year unless further modified by the City Council as part of the operations budgeting and appropriations process.

Debt Financing:

The city will only use debt financing for projects that are both capital in nature in accordance with the City’s capitalization policy and have an expected useful life for a period of time that exceeds the term of the debt financing. The typical minimum debt financing term is 10 years going up to 20 years.

Other Capital / One Time Project Financing:

Other projects which do not qualify for debt financing will be supported by other revenue sources. These sources may include accumulated reserves from one-time or other windfall revenues, the proceeds from the sale of replaced or surplus equipment, or other annual revenues such as property taxes.

Accounting & Reporting:

The City’s accounting and financial reporting systems will be maintained in conformance with the applicable Federal and State laws, rules, and regulations, and the generally accepted accounting principles and practices as promulgated by the Governmental Accounting Standards Board (GASB).

ADOPTION AND APPROVAL

These Budgeting Philosophy & Practices have been recommended as a guide for all future budgeting.

Applicability: All revenues, expenditures, and budgeted funds

Effective Date: Beginning Fiscal Year 2024 budget

AGENDA ITEM MEMORANDUM

City of Port Washington

TO: Common Council

FROM: Emily Blakeslee, ACA/HR Director

DATE: August 6, 2024

SUBJECT: Consideration and Possible Action on Job Classification Changes

ISSUE: Should the Common Council approve job classification changes for the City Clerk and Deputy Clerk positions?

STAFF RECOMMENDATION: Staff recommends Common Council approve job classification changes for the City Clerk and Deputy positions.

RECOMMENDED MOTION: “I move to accept Staff’s recommendation.”

BACKGROUND/DISCUSSION: In an effort to ensure the City’s workforce is operating as efficiently and effectively as possible, Staff reviewed the organizational structure, current job descriptions, and current actual duties of City Administration staff. This review found that the City Clerk’s current job classification is insufficient to properly capture their contributions to the City. Further, it is Staff’s recommendation that a restructure of reporting responsibilities for select roles will allow the City to provide quicker, more reliable service to the community.

The restructured position would be titled Director of Administration / City Clerk and would, in addition to their responsibilities as City Clerk, formally assume the management of communications, IT, and network security. The position would also directly oversee all administrative support staff at City Hall.

Using the methodology recommended by GovHR and adopted by this body in 2023, the restructured position grades out into a Grade 11 [joining the Assistant City Administrator, Director of Public Works, Finance Director, Police Chief, and Fire Chief].

Job Analysis	Director of Administration / City Clerk
Prep & Train	90
Certifications	10
Experience	100
Decision Making	115
Policy	85
Planning	95
Contact	100
Supervision	80
Work Conditions	30
Tech Used	75
	<hr/> <hr/> 780

Staff recommends, if approved, that the incumbent be moved to a salary of \$105,000.

It is further Staff’s recommendation that the Deputy Clerk position be expanded to facilitate the overall Administration department restructure. The restructured position would be titled Management Analyst / Deputy Clerk and would, in addition to their responsibilities as Deputy Clerk, assume additional responsibilities with the management of City-wide communications, enhanced analytical support, and special projects for the City Administrator. The position would also assist the Director of Administration / City Clerk with the management of administrative support staff at City Hall.

Using the same methodology as above, the restructured position grades out into a Grade 5.

Job Analysis	Management Analyst / Deputy Clerk
Prep & Train	80
Certifications	10
Experience	50
Decision Making	55
Policy	40
Planning	65
Contact	60
Supervision	40
Work Conditions	15
Tech Used	65
	<u>480</u>

Staff recommends, if approved, that the incumbent be moved to a salary of \$72,500.

LEGAL:

- 1. City Attorney Review:** No

FISCAL IMPACT:

- 1. Amount of Recommendation/Cost of Project:**
 Initial Project Cost Estimate: \$4,981.85
 Approved Budget Project Cost: NA
 Total Project Costs to Date: NA
- 2. Source of Funding:** After accounting for the Interim salary and recruiting costs, the City “saved” \$10,486.63 in total salary for the City Administrator position remaining vacant. This allows the Administration department budget to remain at a net positive for 2024 even with this increase.
- 3. Operating and Maintenance Cost:** Ongoing salary to be approved by Common Council each budget cycle.

BOARD/COMMITTEE/COMMISSION RECOMMENDATION: Unanimously approved by Personnel committee.

IF APPROVED, NEXT STEPS: The table of organization will be updated to reflect the new title and reporting responsibilities immediately.

ATTACHMENTS:

- 1.** Job Description(s)
- 2.** GovHR Methodology



Position: Director of Administration / City Clerk
Reports To: City Administrator

Classification: Exempt, Grade 11
Last Revised: 6/25/2024

GENERAL SUMMARY OF DUTIES: The Director of Administration / City Clerk is responsible for directing, planning, organizing, and overseeing activities and operations for the Administration Department to include Information Technology, Building and Facility Security, and Communications, and for maintaining accurate City files and public records, directing the administration of Local, State and Federal Elections, and performing the statutory duties of the Clerk's Office per Wisconsin State Statute. The individual in this role will be responsible for a wide range of clerical and election related duties including agenda distribution, transcribing minutes, licensing and permitting, archiving of City records, processing voter registrations, issuing absentee ballots, preparing election locations, and processing requests for public records. The Director of Administration / City Clerk provides complex administrative and operational support for the City Administrator, the Mayor, Common Council, and various appointed commission/committee members.

This position serves as the City's Public Records Officer and Records Custodian. The Director of Administration / City Clerk further serves as a member of the City's Senior Leadership Team.

ESSENTIAL RESPONSIBILITIES:

- Manages the operations of the City Clerk's Office, Elections division, and Communications division including preparation of annual division budgets; Authorizes and monitors expenditures; Plans, coordinates, assigns, and reviews work, supervises division staff and evaluates performance; Manages data of the Clerk's Office, Elections division, and Communications division and prepares reports and analytics as needed.
- Directs and administers all official elections with the City to include reviewing and certifying candidate nomination papers and petitions, supervising voter registration and the absentee voting process, recruiting, training, and supervising poll workers, and transmitting official election results.
- Maintains Voter Registration files in WisVote to include registering new voters, recording changes of address, issuing absentee ballots, conducting election integrity audits, and maintaining records as prescribed by statute.
- Reviews and processes official documents, legal notices, adopted resolutions, ordinances, and minutes required for public meetings; Assures the accuracy of documentation files, official records, and Municipal Code; Manages the publication of official notices, agendas, ordinances, and resolutions; Oversees record management program including retention and disposition of official documents.
- Coordinates with department leads to compile, prepare, review, and distribute Common Council and Board, Committee, and Commission (BCC) meeting agenda information packets.
- Performs oath of office procedures and administers the oath of office; Serves as a City Notary Public; Serves as custodian of the corporate Seal of the City.
- Processes annual Alcohol, Tobacco, Cabaret, Amusement, Operator, Sellers & Solicitor and Event applications, permits, and licenses.
- Serves as the City's Network Administrator and coordinates all information technology (IT) needs to include network capabilities and capacity, employee email and computer login information, technical equipment / software / program stock and acquisition, and vendor contract maintenance; Manages City facilities security program and access rights.
- Manages the City's digital, brand, and communications strategies and messaging; Maintains the City website.

- Performs special projects for the Administrator; Develops collaborative relationships with community leaders, elected officials, residents, and coworkers.
- Other responsibility as assigned.

SUPERVISORY RESPONSIBILITY:

- Management Analyst / Deputy Clerk
- Administration Specialist(s)

SKILLS & QUALIFICATIONS:

- Strong project management and organizational skills in which attention to detail and the ability to prioritize and manage multiple tasks/projects simultaneously on time is essential.
- Exceptional interpersonal skills and ability to navigate organizations to build relationships and garner support; ability to work collaboratively with cross-functional teams.
- Exceptional communication skills and situational adaptability; capable of clearly conveying City standards.
- Ability to work independently and efficiently, exercise initiative, resourcefulness, and good judgement.
- Flexible and comfortable working under pressure in a fast-paced environment.
- Must have a working knowledge and understanding of how to apply all relevant laws and regulations relating to elections, licensing, and permitting within the United States and the State of Wisconsin.
- Must have a working knowledge and understanding of the functions of public agencies, including the role of an elected Council and appointed boards and commissions and practice of Robert's Rules of Order.
- Ability to maintain a high level of confidentiality and work with sensitive materials.
Ability to work occasional flexible hours for night Common Council meetings, Elections, and/or City-declared emergencies.

COMPETENCIES:

- Ensures Accountability
- Communicates Effectively
- Balances Stakeholders
- Instills Trust
- Drives Results
- Organizational Savvy

EDUCATION & EXPERIENCE:

- Required
 - Bachelor's degree in Business, Public Administration, Communications, or a related field
 - Eight (8) or more years of experience in a municipal clerk's office
 - Three (3) or more years of experience administering elections
 - Valid Wisconsin driver's license
 - Notary Public in the State of Wisconsin or ability to obtain within three (3) months of hire
 - Wisconsin Certified Municipal Clerk (WCMC) status
 - Must be bondable
 - Previous experience with WisVote or ability to obtain certification within one (1) month of hire
 - Highly proficient in the use of the Microsoft Office Suite of Products: Excel, PowerPoint, Word, Outlook
- Preferred
 - Master's degree in Business, Public Administration, Communication, or similar field
 - Wisconsin Certified Municipal Clerk (WCMC) designation

WORK ENVIRONMENT:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- Physical: Sufficient physical ability to work in an office setting; sit for prolonged periods of time; regularly stand, walk, reach, twist, turn, kneel, bend, squat, and/or stoop; perform duties requiring grasping, repetitive hand movement, and fine coordination; and operate office equipment.
- Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents and to operate office equipment. Hearing: Hear in the normal audio range with or without correction.
- Environment: Standard office setting; frequent interaction with City staff; work with intense deadlines.

ABOUT PORT WASHINGTON:

The City's population of 12,353 resides within seven square miles including four miles of waterfront. The City provides full-city services including Public Safety (Police, Fire, EMS), Engineering, Public Works, Water and Sewer utilities, Building Inspections, Community Development, Parks and Recreation, Marina, Senior Center, Library, Finance, Clerk and Administration. We are a welcoming destination for living, working, and visiting that – combined with our core values of accountability, innovation, trust, industriousness, and friendship – create an environment with opportunities to make a positive impact for our community.

COMMITMENT TO DIVERSITY, EQUITY, INCLUSION, AND BELONGING (DEIB):

The City is committed to building a culture where difference is valued and where everyone feels empowered to bring their full, authentic selves to work. We believe that every person brings a unique perspective and lived experience that advances our mission and vision to be the Premier Community on the Great Lakes. We commit to centering Diversity, Equity, Inclusion, and Belonging in our community, our workforce, and our decision-making. These are more than just words. They are guiding principles that shine a path forward to foster a culture based on mutual respect and passion for the community we serve.

EQUAL EMPLOYMENT OPPORTUNITY:

The City is proud to be an equal opportunity employer. In all aspects of employment, including the decision to hire, promote, discipline, or discharge, the choice will be based on merit, competence, performance, and business needs. We do not discriminate based on race, color, religion, creed, marital status, age, national origin, ancestry, physical or mental disability, pregnancy or family status, genetic information, gender, sexual orientation, gender identity or expression, veteran or military status, or any other status protected under federal, state, or local law.

EMPLOYEE ACKNOWLEDGEMENT:

I have read this job description, – or had it read to me – and I fully understand all my job duties and responsibilities. I can perform the duties and responsibilities as outlined, with or without reasonable accommodation. I understand that the above is intended to describe the general content of and requirements for performance of the role. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements. My job duties and responsibilities may change on a temporary or regular basis according to business needs and if so, I will be required to perform such additional duties and responsibilities.

Further, I understand that nothing in this document constitutes an employment contract or promise of continued work for any length of time. As with all City employees, my employment is considered at-will and either myself or the City is free to terminate the relationship at any time.

Incumbent Signature

Date

Department Head Signature

Date



Position: Management Analyst / Deputy Clerk
Reports To: Director of Administration / City Clerk

Classification: Non-Exempt, Grade 5
Last Revised: 6/25/2024

GENERAL SUMMARY OF DUTIES: The Management Analyst / Deputy Clerk is responsible for performing a variety of highly technical, analytical, and administrative support for various City projects while primarily supporting the City Administrator and City Clerk. The individual in this role is responsible for maintaining accurate City files and public records and assists in the administration of Local, State and Federal Elections. The individual in this role will be responsible for a wide range of clerical and election related duties including agenda distribution, transcribing minutes, licensing and permitting, archiving of city records, processing voter registrations, issuing absentee ballots, preparing election locations, assisting with the maintenance of the City website, and processing requests for public records. The Management Analyst / Deputy Clerk assists the public daily and ensures a friendly, welcoming, and consistently excellent standard of customer service.

ESSENTIAL RESPONSIBILITIES:

- Conducts administrative and operational analyses involving City initiatives, programs, and/or projects by applying appropriate research techniques and gathering/analyzing data to make highly developed recommendations.
- Manages and creates documents, correspondence, and calendars for the City Clerk, City Administrator, Elected Officials, Municipal Court, and Boards, Commissions, and Committees (BCCs).
- Manages the planning and execution of various internal and external events, meetings, workshops, and seminars for staff, the Common Council, and BCC members to include arranging for meeting space, ensuring audio-visual capabilities, ordering and setting up catering, and preparing agendas and briefing materials.
- Responds, researches, and provides solutions to elevated and/or sensitive inquiries, issues, concerns, and/or complaints from residents, regulatory agencies, and/or members of the business community.
- Archives City records and legal documents to include ordinances, resolutions, agreements, Municipal code, election records, and other documents in accordance with state and local retention policies and statutes.
- Prepares and distributes agendas, meeting packets, minutes for Common Council and BCC meetings.
- Maintains Voter Registration files in WisVote to include registering new voters, recording changes of address, issuing absentee ballots, conducting election integrity audits, and maintaining records as prescribed by statute.
- Processes annual Alcohol, Tobacco, Cabaret, Amusement, Operator, Sellers & Solicitor and Event applications, permits, and licenses.
- Publishes and posts all legal notices, ordinances, and resolutions; follows all required deadlines for Federal, State, County, and Municipal filings.
- Completes various clerical duties including processing departmental invoices, ordering office supplies, filing, managing software program accounts, and providing customer service.
- Assumes the duties of the City Clerk in the City Clerk's absence.
- Other responsibility as assigned.

SUPERVISORY RESPONSIBILITY:

- Administration Specialist(s)

SKILLS & QUALIFICATIONS:

- Strong project management and organizational skills in which attention to detail and the ability to prioritize and manage multiple tasks/projects simultaneously on time is essential.

- Exceptional interpersonal skills and ability to navigate organizations to build relationships and garner support; ability to work collaboratively with cross-functional teams.
- Exceptional communication skills and situational adaptability; capable of clearly conveying City standards.
- Ability to work independently and efficiently, exercise initiative, resourcefulness, and good judgement.
- Flexible and comfortable working under pressure in a fast-paced environment.
- Must have a working knowledge and understanding of how to apply all relevant laws and regulations relating to elections, licensing, and permitting within the United States and the State of Wisconsin.
- Must have a working knowledge and understanding of the functions of public agencies, including the role of an elected Council and appointed boards and commissions and practice of Robert's Rules of Order.
- Ability to maintain a high level of confidentiality and work with sensitive materials.
- Ability to work occasional flexible hours for night Common Council meetings, Elections, and/or City-declared emergencies.

COMPETENCIES:

- Ensures Accountability
- Communicates Effectively
- Customer Focus
- Manages Conflict
- Optimizes Work Processes
- Decision Quality

EDUCATION & EXPERIENCE:

- Required
 - Bachelor's degree in Business, Public Administration, Political Science, or a related field
 - Three (3) or more years of administrative experience, municipal government experience preferred
 - Valid Wisconsin driver's license
 - Notary Public in the State of Wisconsin or ability to obtain within three (3) months of hire
 - Previous experience with WisVote or ability to obtain certification within one (1) month of hire
 - Proficient in the use of the Microsoft Office Suite of Products: Excel, PowerPoint, Word, Outlook
- Preferred
 - Master's degree in Business, Public Administration, Political Science, or similar field
 - Wisconsin Certified Municipal Clerk (WCMC) designation

WORK ENVIRONMENT:

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The City is proud to be an equal opportunity employer. In all aspects of employment, including the decision to hire, promote, discipline, or discharge, the choice will be based on merit, competence, performance, and business needs. We do not discriminate based on race, color, religion, creed, marital status, age, national origin, ancestry, physical or mental disability, pregnancy or family status, genetic information, gender, sexual orientation, gender identity or expression, veteran or military status, or any other status protected under federal, state, or local law.

EMPLOYEE ACKNOWLEDGEMENT:

I have read this job description, – or had it read to me – and I fully understand all my job duties and responsibilities. I can perform the duties and responsibilities as outlined, with or without reasonable accommodation. I understand that the above is intended to describe the general content of and requirements for performance of the role. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements. My job duties and responsibilities may change on a temporary or regular basis according to business needs and if so, I will be required to perform such additional duties and responsibilities.

Further, I understand that nothing in this document constitutes an employment contract or promise of continued work for any length of time. As with all City employees, my employment is considered at-will and either myself or the City is free to terminate the relationship at any time.

Incumbent Signature

Date

Department Head Signature

Date

GovHR USA, LLC

Classification and
Compensation Manual



Factor 1: Education		Factor 2: Work Experience		Factor 3: Level of Discretion				
1	20	1	25		Minor	Moderate	Serious	Critical
2	40	2	50	Little	10	20	35	55
3	50	3	75	Some	15	25	45	70
4	60	4	100	Often	25	45	55	80
5	80	5	125	High	45	55	75	100
6	90			Very High	50	60	90	115
7	100							
License/ Certificate	+10							

Factor 4: Policy Development	
1	15
2	30
3	40
4	60
5	75
6	85
7*	100

Factor 5: Planning	
1	35
2	50
3	65
4	80
5	95
6*	110

Factor 6: Contact with Others	
1	15
2	30
3	45
4	60
5	75
6	85
7	100

Factor 7: Work of Others	
No Supv	0
1	10
2	25
3	40
4	65
5	80
6	85
7	95
8	105*

Factor 8: Working Conditions		
1	Office work only. Good working conditions with almost complete absence of physically demanding, unpleasant, strenuous, and/or hazardous elements.	15
2	Minimal external work or occasional exposure to physically demanding, unpleasant, strenuous, and/or hazardous situations.	30
3	Frequent exposure to physically demanding, unpleasant, strenuous, and/or hazardous elements.	45
4	Regular exposure to particularly physically demanding, unpleasant, strenuous, and/or hazardous elements, such as, dealing with inclement weather, operating heavy equipment, etc.	60
5	Continuous exposure to life threatening public safety situations which could jeopardize personal safety.	75

Factor 9: Technology	
1	0
2	10
3	30
4	50
5A	65
5B	65
6	75
7	85

* These responses reserved for the highest-level of organization-wide authority, i.e. the Administrator/Manager



JOB EVALUATION INSTRUMENT
FACTOR 1: EDUCATION

This factor measures the minimum level of education required by the job that is normally acquired through formal instruction.

Level	Definition	Point Value
1	Level of knowledge that is below what is normally attained through high school graduation.	20
2	High school degree or equivalent (GED).	40
3	High school, plus elementary technical training, acquired on the job or through one year or less of technical or business school.	50
4	Extensive technical or specialized training such as that which would be acquired by an Associates Degree or two years of technical or business school.	60
5	Completion of four-year college degree program.	80
6	Additional professional level of education beyond a four-year college program, such as a CPA or Professional Engineer (P.E.) training.	90
7	Completion of graduate coursework equal to a Master's Degree or higher.	100
Add on to any level as needed	License or certificate required to perform job duties	10

JOB EVALUATION INSTRUMENT
FACTOR 2: WORK EXPERIENCE

This factor measures the amount of work experience an employee would need to possess before assuming full responsibility for the position and performing the work effectively.

Level	Definition	Point Value
1	Less than one year experience is required.	25
2	Between one year and three years experience is required.	50
3	Between four to six years experience is required.	75
4	Between seven to ten years experience is required.	100
5	More than ten years experience is required.	125

JOB EVALUATION INSTRUMENT
FACTOR 3: INDEPENDENT JUDGMENT & DECISION MAKING

This factor measures the level of discretion or judgment the individual exercises in making decisions and the potential impact of such decisions or judgments on the overall success of the organization and impact on the community.

Level of Discretion	Potential Impact of Erroneous Decisions or Judgment			
	Minor: Some inconvenience and delays but minor costs in terms of time, money, or public/employee good will.	Moderate: Moderate costs in time, money, or public/employee good will would be incurred. Delays in important projects/schedules likely	Serious: Important goals would not be achieved and the financial, employee, or public relations posture of the Organization would be seriously affected	Critical: Critical goals and objectives of the Organization would be adversely and very seriously affected. Error could likely result in critical financial loss, property damage, or bodily harm/loss of life
LITTLE: Little discretion or independent judgment exercised	10	20	35	55
SOME: Some discretion or judgment exercised, but supervisor is normally available	15	25	45	70
OFTEN: Job often requires making decisions in absence of specific policies and/or guidance from supervisors, but some direct guidance is received from supervisors	25	45	55	80
HIGH: High level of discretion with decisions restricted only by Departmental policies and little direct guidance from supervisors	45	55	75	100
VERY HIGH: Very high level of discretion with decisions only restricted by the broadest policies of the Organization	50	60	90	115

JOB EVALUATION INSTRUMENT
FACTOR 4: RESPONSIBILITY FOR POLICY DEVELOPMENT

This factor is a measure of the extent to which the position requires the employee to participate in the development of policies and procedures both within the department and between departments in the organization.

Level	Definition	Point Value
1	Position involves only the execution of policies or existing standard operating procedures.	15
2	May provide some input to supervisor when policies or standard operating procedures are updated.	30
3	Position involves some development of policies/procedures for the Department and/or the interpretation or explanation of departmental policies for others in the organization or residents.	40
4	Position involves significant or primary responsibility for the development of policies and procedures for a division or organizational component of a department, as well as the interpretation, execution and recommendation of changes to department policies.	60
5	Position involves significant or primary responsibility for the development of policies and procedures for an entire department, plus occasional participation in the development of policies which affect other departments in the organization.	75
6	Position involves the primary responsibility for the development of departmental policies and procedures and regular participation in the development of policies that affect other departments and occasionally involves participation in the development of organization-wide policies.	85
7	Position involves primary responsibility for the overall development of organization-wide policies.	100

JOB EVALUATION INSTRUMENT
FACTOR 5: PLANNING

This factor measures the degree to which the incumbent plans, either their own daily work or for the use of resources (manpower, equipment, supplies, etc.) in the attainment of departmental objectives and organization-wide goals.

Level	Definition	Point Value
1	Position requires that my daily work load and activities are assigned to me by my supervisor.	35
2	Position requires that I plan my own daily work load and work independently according to established procedures or standards.	50
3	Position requires that I plan my own daily work load and those of others in the department (first-level supervision).	65
4	Position requires an above average ability to analyze data and develop departmental plans, including plans where a number of difficult, technical and/or administrative problems must be addressed (Manager/Division level planning).	80
5	Position requires a high level of analytical ability to develop plans for a department or complex situation, including plans that involve integrating/involving/impacting other departments (Department Head level planning).	95
6	An extremely high level of planning and analysis is required for the entire organization. Work at this level often includes strategic planning for the organization, long range (five years or more) plans, etc (City Manager/Administrator level).	110

JOB EVALUATION INSTRUMENT
FACTOR 6: CONTACT WITH OTHERS

This factor considers the extent to which the employee requires meeting and dealing with the public and influencing other persons, as well as the level of authority the employee has to make commitments on behalf of the organization.

Level	Definition	Point Value
1	Position involves interaction with fellow workers on routine matters with relatively little public contact.	15
2	Position involves frequent internal and external contact, but generally on routine matters such as furnishing or obtaining information.	30
3	Position involves frequent internal contact and regular contact with outsiders generally on routine matters, including contacts with irate outsiders which require some public relations skill for taking complaints for others to follow up upon.	45
4	Position involves frequent internal and external contacts which require public relations skills in handling complaints. Contacts involve non-routine problems and require in-depth discussion and/or persuasion in order to resolve the problem. Handles more difficult contacts that are referred by front line employees.	60
5	Position involves frequent internal and external contacts which require skill in dealing with, and influencing others, and initiating changes in policy/procedures to address the issue so as to avoid having to deal with the issue again in the future.	75
6	Position involves frequent internal and external contacts in which position acts as the spokesperson for the department and is authorized to make commitments of significant resources on behalf of the department.	85
7	Position involves frequent internal and external contacts where position represents the entire organization and is authorized to make commitments in matters of broad or critical interest to the entire organization.	100

JOB EVALUATION INSTRUMENT
FACTOR 7: WORK OF OTHERS

This factor measures the extent to which the employee is responsible for determining work levels and work content for other employees.

Level	Size of Group	Point Value
0	No responsibility for the work of others.	0
1	Responsible for assigning work to an employee or employees, without acting in a supervisory role.	10
2	Responsible for the supervision of one full time or several part time employees.	25
3	Responsible for the supervision of two to five full time (or full time equivalent) employees.	40
4	Responsible for the supervision of six to 15 full time (or full time equivalent) employees.	65
5	Responsible for direct and/or indirect supervision of 16 to 29 full time (or full time equivalent) employees.	80
6	Responsible for direct and/or indirect supervision of 30 to 50 full time (or full time equivalent) employees.	85
7	Responsible for direct and/or indirect supervision of more than 51 full time (or full time equivalent) employees.	95
8	Responsible for direct and indirect supervision of the entire organization.	105

JOB EVALUATION INSTRUMENT
FACTOR 8: WORKING CONDITIONS

This factor considers the physical conditions surrounding the job that are beyond the employee's control, but which may be physically demanding, unpleasant, strenuous, and/or hazardous, and may impact the employee's physical well-being.

Level	Definition	Point Value
1	Office work only. Good working conditions with almost complete absence of physically demanding, unpleasant, strenuous, and/or hazardous elements.	15
2	Minimal external work or occasional exposure to physically demanding, unpleasant, strenuous, and/or hazardous situations.	30
3	Frequent exposure to physically demanding, unpleasant, strenuous, and/or hazardous elements.	45
4	Regular exposure to particularly physically demanding, unpleasant, strenuous, and/or hazardous elements such as dealing with inclement weather, operating heavy equipment, etc.	60
5	Continuous exposure to life threatening public safety situations which could jeopardize personal safety.	75

JOB EVALUATION INSTRUMENT
FACTOR 9: USE OF TECHNOLOGY/SPECIALIZED EQUIPMENT

This factor considers the extent to which the employee utilizes and supports technology, enhancing the efficiency and communication on behalf of the organization.

Level	Definition	Point Value
1	Position has no responsibility for, or use of, technology.	0
2	Position has some basic use of computers for data entry, and some use of the telephone, copier, etc.	10
3	Position has daily use of computers for data entry and use of the telephone, radios, fax machine, copier, etc. Position has daily use of light equipment such as push mowers, weed whackers, pole saws, custodial equipment, etc.	30
4	Position has daily use of computers, the Internet, Smartphones, etc. to create databases, spreadsheets, or reports. Position designs and creates customized reports, presentations, and/or documents using advanced software skills.	50
5A	Position provides routine consultation and technology support for everyday computer programming and/or software requests/questions to others in the organization; is an applications super user; or uses specialized software such as GIS, SCADA or telecommunications software.	65
5B	Position uses, repairs, and/or troubleshoots specialized equipment such as HVAC, lighting, gas flares, blowers, engines, heavy equipment, diagnostic equipment, large vehicles (vacuum trucks, street sweepers, fire apparatus) and/or medical or public safety equipment.	65
6	Position is responsible for advanced computer programming, system security, maintenance, training, and purchasing of items such as computers, printers, scanners, etc., for the computer system for the organization (IT personnel).	75
7	Position is responsible for the overall direction and supervision of the staff that are responsible for the computer and technology needs of the organization, including responsibility for developing technology policies for the organization (IT personnel).	85

CITY OF PORT WASHINGTON
COMMON COUNCIL
TUESDAY, AUGUST 6, 2024
6:30 P.M. (Council Chambers at City Hall)

NOTICE IS HEREBY GIVEN that a Public Hearing will be held before the Common Council of the City of Port Washington on **TUESDAY, AUGUST 6, 2024** at 6:30 P.M. The Public Hearing will be held in the Council Chambers at City Hall, 100 W. Grand Avenue, Port Washington, WI.

NOTICE IS FURTHER GIVEN that the subject of the hearing is **TO CONSIDER A CONDITIONAL USE GRANT REQUEST BY ANSAY INTERNATIONAL AND ANNERAN HOLDINGS LLC FOR A WAREHOUSE USE AT 216 S MONTGOMERY STREET**. Interested persons may review the application and conditional use documents at the Department of Planning & Development located in the lower level of City Hall, 100 W Grand Avenue.

Dated this 12th day of July 2024

Robert Harris
Director of Planning and Development

Publish: July 18 and July 25

AGENDA ITEM MEMORANDUM

City of Port Washington

TO: Common Council

FROM: Bob Harris, Director of Planning & Development

DATE: August 6, 2024

SUBJECT: Ordinance 2024-8: An Ordinance Rezoning Land Within the City of Port Washington and Amending the Official Zoning Map. (Consideration and Possible Action to Rezone a Split-Zoned Property at 551 N Wisconsin Street from RM-1 Single and Two-Family Residence and CCM – Central City Mixed with OOS – Office & Special Service Overlay to CCM – Central City Mixed with OOS – Office & Special Service Overlay; MKE Mustache Properties LLC, Applicant) – 1st Reading

ISSUE: The Common Council is being asked to rezone property at 551 N. Wisconsin Street for the purpose of applying a uniform zoning classification of CCM – Central City Mixed with OOS – Office & Special Service Overlay to the Subject parcel.

STAFF RECOMMENDATION: No recommendation as this is a 1st Reading of the Ordinance.

RECOMMENDED MOTION: N/A

BACKGROUND/DISCUSSION:

The Subject parcel is a single lot but with two different base zoning designations – a condition not permitted for various reasons. To remedy this situation the applicant is petitioning to rezone the entirety of the Subject property to the CCM / OOS designation.

The current CCM/OOS zoning originates from a 1994 rezoning via Ordinance 94-13, when the Subject property was rezoned from B-1 to its current zoning.

It is unclear as to why the split zoning condition exists – Ordinance 94-13 does not contain a legal description or a parcel map, only the property address and the current business name at the time. There is no record of a land division or combination preceding or following the 1994 rezoning, nor does historical aerial photography indicate a reason for the split zoning.

ISSUES:

Zoning:

- Current Zoning: CCM with an OOS Overlay, and RM-1 Single and Two Family Residential
- Proposed Zoning: CCM – Central City Mixed with an OOS Overlay
- Rezoning the Subject parcel as proposed would bring the entirety of the lot in conformity with its historical and proposed use as a mixed-use restaurant and bar with second floor residential.
- The principal structure containing the proposed primary use is currently zoned to allow the mixed use subject to an approved Conditional Use grant by the Common Council.
- The western half of the property is zoned RM-1 and covers a portion of the detached garage and parking lot.

Context / Surrounding Area:

- The Subject property is a mixed-use commercial property located on a node of N. Wisconsin Street that is comprised of a small number of commercial uses adjacent to primarily single and two family residential uses.
- Specifically, the Property is adjacent to a single-family residence to the south and adjoined to a former commercial property now being occupied as a residence. The property backs into N. Harrison Street, which is primarily single-family residential.
- The Patio Bar and Grill is located less than 200 feet north. A commercial printing use is located directly opposite the Property on the east side of Wisconsin Street.

Rezoning Approval Criteria: In making its decision the Common Council shall give consideration and satisfy themselves as to the following:

- Is the proposed rezoning consistent or generally consistent with the future land use recommendations contained within the comprehensive plan and the future land use map?
- Does the proposed rezoning meet the intent of the zoning district(s) it will be rezoned to?
- In this case, does the proposed amendment correct an error made in the original ordinance?

Staff Comments: The proposed rezoning reflects more of an “administrative action” rather than the typical zoning amendment in which a property is rezoned from one zoning classification to another. In this case, the Property contains different base zoning classifications with an undefined boundary between the two and a remedy is needed since split zoning parcels such as this are not permitted. In regard to the decision criteria suggested above, staff finds the following:

- The proposed rezoning to CCM / OSS overlay is consistent with the City’s future land use plan map.
- The property meets the intent of both the CCM zoning district and the OSS overlay.
- Based upon examination of the zoning map and other evidence, the rezoning request corrects an error made in the mapping of the previous rezoning.

STRATEGIC PLAN:

- 1) Strategic Direction: SD 4: Catalyzing Development to Generate Revenue
- 2) Impact on Strategic Direction: An approved rezoning will assist in the improvement and re-occupancy of a previously vacant commercial space in Port Washington.

LEGAL:

1. **City Attorney Review:** Yes

FISCAL IMPACT: N/A

PLAN COMMISSION RECOMMENDATION: At its July 18, 2024 meeting, the Plan Commission unanimously recommended approving Ordinance 2024-8.

PUBLIC OUTREACH: This item was heard before a regular meeting of the Plan Commission at its July 18, 2024 meeting and following public hearing noticing requirements, a public hearing on this matter is scheduled for August 20, 2024 prior to any final action by the Common Council.

IF APPROVED, NEXT STEPS: None for the Common Council

ATTACHMENTS:

- 1) Ordinance 2024-8
- 2) Zoning and Land Use Map

**CITY OF PORT WASHINGTON, WISCONSIN
ORDINANCE 2024 - 8**

**AN ORDINANCE REZONING LAND WITHIN THE CITY OF PORT WASHINGTON
AND AMENDING THE OFFICIAL ZONING MAP**

WHEREAS, MKE Mustache Properties LLC, a Wisconsin limited liability company, has applied for rezoning of that certain parcel of land located at 551 N. Wisconsin Street, in the City of Port Washington, Wisconsin, as depicted in Exhibit A and as more particularly described in Exhibit B, which exhibits are attached hereto and incorporated by reference herein, from RM-1 (Single and Two Family Residence) and CCM Multiple Family (Central City Mixed) with OOS Office and Special Service Overlay zoning districts, to CCM Multiple Family (Central City Mixed) with OOS Office and Special Service Overlay zoning district; and

WHEREAS, the City Plan Commission has reviewed all standards required to be considered by the Zoning Ordinance of the City of Port Washington and has recommended that said land be rezoned by the Common Council of the City of Port Washington; and

WHEREAS, all notices of said rezoning request and public hearing thereon have been given as required by said Zoning Ordinance and § 62.23(7)(d), Wis. Stats., and such public hearing was held before the Common Council on August 20, 2024; and

WHEREAS, the Common Council has determined that the rezoning of said land will promote the public health, safety, and general welfare of the community, and has directed that the zoning districts and Official Zoning Map of the City of Port Washington be amended to reflect the above-described zoning changes,

NOW, THEREFORE, the Common Council of the City of Port Washington, Wisconsin, do ordain as follows:

Section 1. That certain parcel of land located at 551 N. Wisconsin Street, in the City of Port Washington, Wisconsin, as depicted in Exhibit A and as more particularly described in Exhibit B, which exhibits are attached hereto and incorporated by reference herein, is hereby rezoned from RM-1 (Single and Two Family Residence) and CCM Multiple

Family (Central City Mixed) with OOS Office and Special Service Overlay zoning districts, to CCM Multiple Family (Central City Mixed) with OOS Office and Special Service Overlay zoning district.

Section 2. Pursuant to §§ 485-16, et seq., and 485-85 of the Zoning Ordinance of the City of Port Washington, the Official Zoning Map shall be amended accordingly.

Section 3. This Ordinance shall become effective upon passage and publication.

Passed and approved this 20th day of August, 2024.

Theodore Neitzke IV, Mayor

ATTEST:

Susan L. Westerbeke, City Clerk

EXHIBIT A
MAP OF REZONED LAND



EXHIBIT B
LEGAL DESCRIPTION OF REZONED LAND

Being located in Section 28, Township 11 North, Range 22 East, Ozaukee County, Wisconsin, and being further described as follows:

Lot Two, in Block Eight (8), in Northwest Addition to the City of Port Washington, Ozaukee County, Wisconsin, excepting therefrom the North 18 feet thereof.

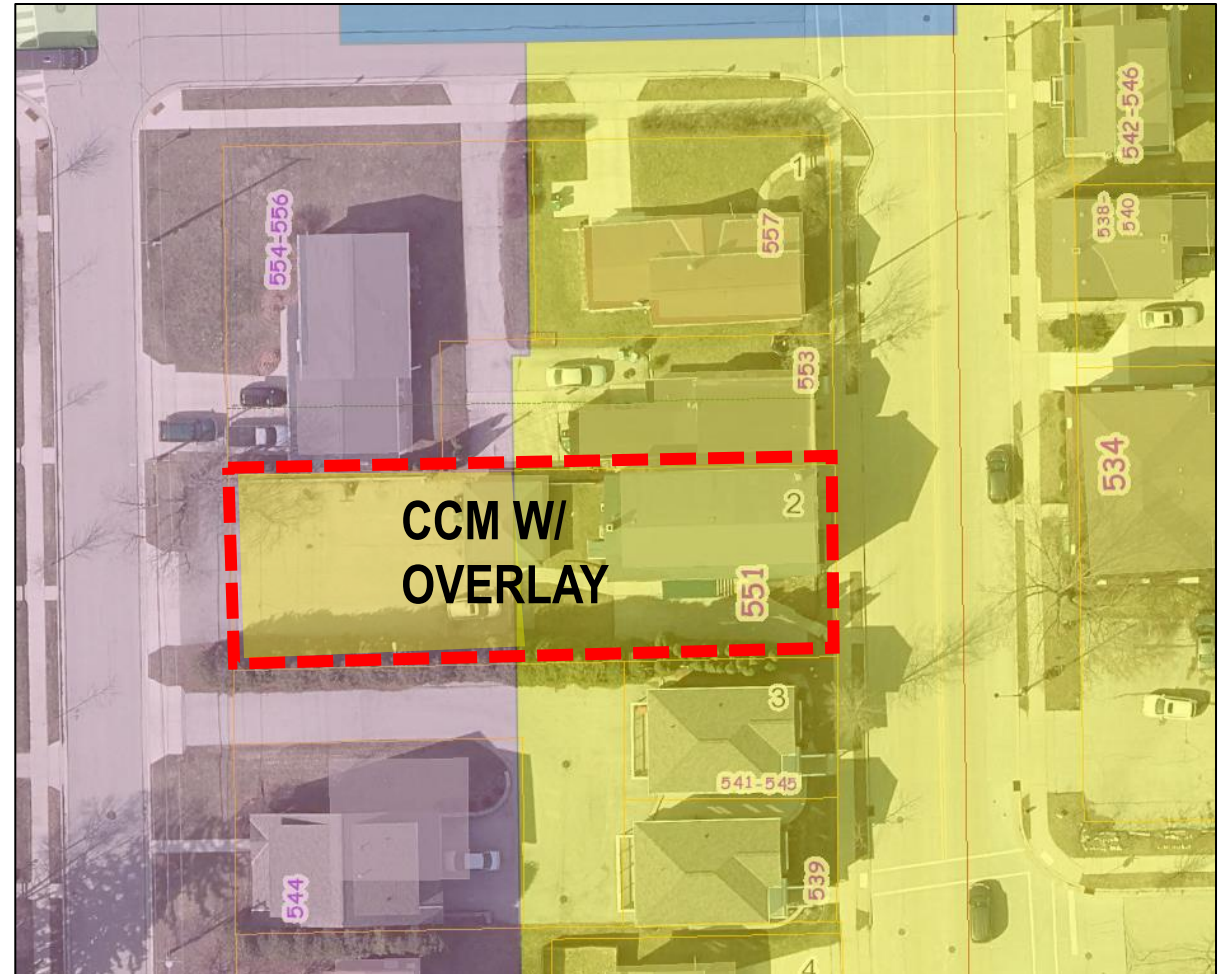
FOR INFORMATIONAL PURPOSES ONLY:

Street address: 551 N. Wisconsin Street
 Port Washington, WI 53074
Tax Key No: 16-093-08-02-002

551 N WISCONSIN ST – CURRENT ZONING



551 N WISCONSIN ST – PROPOSED ZONING



551 N WISCONSIN ST – FUTURE LAND USE MAP



LEGEND

- Parcel
- Future Land Use
 - Business Park and Industrial
 - Commercial
 - High Density Residential
 - Medium Density Residential
 - Mixed Use Traditional Neighborhood
 - Parks and Open Space
 - Primary Environmental Corridor
 - Small Lot Traditional Neighborhood
 - Government, Institutional, and Utilities
 - Port Washington Sanitary Sewer District
 - Port Washington Corporate Boundary