



**MINUTES**  
**COMMITTEE #1**  
**REVENUES, DISBURSEMENTS, WATER AND WASTEWATER**  
**April 14, 2022**

**Committee #1 - Revenues, Disbursements, Water and Wastewater met on Tuesday, April 14, 2022 at 9:00 am in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.**

Committee Members present: Rob Kiefer, John Monarski, and Paul Nadreau.

Mayor/Other Council Members present: Chuck Hull and Jason Hiess.

Others present: Finance Manager/Treasurer Lynne Bauer, Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, City Planner/Transit Manager Brad Hentschel, Fire Chief Lee Douglas, Police Chief Matt Kelm, Parks, Recreation, and Forestry Director John Jimenez, Library Director Joe Niese, Police Lt. Brian Micolichuk, Police Lt. Ryan Douglas, Fire MPO/Paramedic Greg Bowe, FF/CC-Paramedic John Goodman, Street and Utility Maintenance Manager Rick Ruf, Utility Office Manager Connie Freagon, Lead Custodian Scot Michels, and City Clerk Bridget Givens.

Call to Order: 9:00 am

**1. Discuss utilizing room tax funds for fireworks display on July 2nd. Possible recommendations to the Council.**

Parks, Recreation and Forestry Director Jimenez appeared to request room tax funds for a fireworks display on July 2<sup>nd</sup> to coincide with scheduled music at Riverfront Park. The quote received was for a 20-minute display. Finance Manager/Treasurer Bauer indicated not enough room tax has been generated yet this year to cover the cost, but based upon projections, there should be enough generated by the end of the year to fund the request.

**Motion by Monarski/Kiefer** to recommend Council approve the use of room tax funds for a fireworks display on July 2<sup>nd</sup> in an amount not to exceed \$10,000. **All present voting aye, motion carried.**

**2. Discuss disposal of old equipment from radio project upgrade. Possible recommendations to the Council.**

Fire Chief Douglas informed the Committee that there is unused equipment in the water towers following the radio system upgrade. According to GenComm, the equipment has some value. GenComm is willing to inventory the equipment which would allow the City to place it on the municipal auction site. It was requested that sale proceeds be split accordingly between the Fire and Police Departments and placed in the requisite Sale of Scrap accounts.

**Motion by Nadreau/Monarski** to recommend Council approve placing old equipment from the radio project upgrade on the auction site with proceeds going in the appropriate Sale of Scrap accounts. **All present voting aye, motion carried.**

**3. Discuss sale of old Fire Department boat. Possible recommendations to the Council.**

The Fire Department has taken delivery of their new boat and will be going through training with the DNR and Sheriff's Department. Once training is complete, the new boat will be deployed and the old boat will be decommissioned. At that time, Chief Douglas would like to place the old boat on the municipal auction site. He is requesting that any proceeds be used for the purchase of a radio for the new boat with the remainder placed in the Fire Department Sale of Scrap account.

**Motion by Monarski/Kiefer** to recommend Council approve the sale of the old Fire Department boat with the proceeds being used to purchase a radio for the new boat and the remainder being placed in the Fire Department Sale of Scrap account. **All present voting aye, motion carried.**

**4. Discuss revisions to the city ordinance related to repayment of special assessments. Possible recommendations to the Council.**

The Committee discussed options for extending the payback periods for Special Assessments. Different payment scenarios were presented. Finance Manager/Treasurer Bauer was not comfortable with any time periods that exceeded the life of the bond.

Ordinance language revisions were reviewed with Director of Public Works/City Engineer/Utilities Manager Rubenzer requesting that Section 3.081, Special Assessments; Deferral of Payment be deleted in its entirety.

**Motion by Kiefer/Monarski** to recommend Council approve removing Section 3.081, Special Assessments; Deferral of Payment from the Municipal Code. **All present voting aye, motion carried.**

The Committee continued discussion relative to appropriate repayment plans, the effect of assessments on corner lots, and individuals dealing with multiple assessments.

**Motion by Kiefer/Nadreau** to recommend Council approve the following schedule for the repayment of special assessments:

Less than \$500	one year
\$501 - \$2,500	five years
\$2,501 - \$7,500	ten years
\$7,501 - \$12,500	fifteen years
\$12,501 and up	twenty years

**All present voting aye, motion carried.**

Additional ordinance language changes were recommended.

**Motion by Kiefer/Monarski** to recommend Council approve removing the second sentence of Special Assessment Procedures, Section 3.08(8). **All present voting aye, motion carried.**

Bauer also advised the Committee that Assistant City Engineer McElroy questioned if the City should continue to collect the additional 0.5 percent over the bond interest rate as that is something he frequently receives questions about. This is common practice for a majority of communities, and the Committee felt this should continue.

**5. Discuss the Passport Parking program and funding for this program. Possible recommendations to the Council.**

Police Chief Kelm indicated the system the City is currently using for tracking and issuing parking tickets is at its end of life. He distributed a packet of information and proposal for the Passport Parking program. Benefits of the program were highlighted including the ability of the program to grow with the City. The Committee discussed current citation amounts and indicated the need for increases.

Chief Kelm was directed to research all final costs with new projections based on an increase in fees and to bring the proposal back for consideration at a future Committee Meeting.

**No action taken.**

**6. Discuss funding for Police Department overhead garage door timers. Possible recommendations to the Council.**

Police Chief Kelm presented a proposal for the installation of countdown timers on the garage doors at the Police Department. The intent of the timers would be to provide the officers with a visual of when the doors are open and it is safe to back out of the garage. There have been issues with doors being hit and panels being damaged that is prompting the request. It was suggested the officers try backing into the stalls to see if this solves the issue.

**No action taken.**

**7. Discuss department equipment needs for 2022 and possible timeline for ordering and funding. Possible recommendations to the Council.**

The Committee was advised of issues with bonding and ordering equipment based upon the long lead times for delivery. Street and Utility Maintenance Manager Ruf noted that plow trucks ordered by the end of June will not be delivered until fall of 2023. Based upon these issues, it may be necessary for the Committee to authorize ordering equipment that will not be delivered until the following year with the understanding it should be included in the next year's borrowing.

Brian Reilly from Ehlers will be present for a meeting the second week of May to discuss the City's options.

**No action taken.**

**8. Adjournment**

**Motion by Monarski/Nadreau to adjourn at 10:15 am. All present voting aye, motion carried.**

**Minutes submitted by,  
Lynne Bauer, Finance Manager/Treasurer**

## 3.08 - SPECIAL ASSESSMENT PROCEDURES .

- (1) SCOPE. (Am. #2017-11) In addition to other methods provided by law, special assessments for any public work or improvement or any current service may be levied in accordance with the provisions of this section as provided by Ch. 66.0701, Wis. Stats.
- (2) PRELIMINARY RESOLUTION. Whenever the governing body shall determine that any public work or improvement or current service shall be financed in whole or in part by special assessments levied under this section, it shall adopt a preliminary resolution declaring this intention. The preliminary resolution shall describe generally the contemplated purpose, the limits of the proposed assessment district, the number of installments in which the special assessments may be paid, the rate of interest to be charged on the unpaid balance, and, if the Common Council so desires, the terms on which any of the assessments may be deferred while no use of the improvements is made in connection with the property. If the special assessments are to be determined and levied after the completion of the work, the preliminary resolution shall so state. The preliminary resolution shall also direct the Director of Public Works to prepare a report, including a schedule of assessments for each improvement, and to file said report with the City Clerk. Upon adoption, the City Clerk shall mail a copy of the preliminary resolution to every interested person whose post office address is known or can be ascertained with reasonable diligence.
- (3) NOTICE AND PUBLIC HEARING. (Am. #84-16) Upon receiving the report from the Director of Public Works, the City Clerk shall publish Class 1 notice of public hearing on said special assessments in the official newspaper. The hearing shall be held at the Council Chambers in the City Hall at a time set by the Clerk in such notice and the hearing shall commence not less than 10 and not more than 40 days after such publication. A copy of such notice shall also be mailed, at least 10 days before the hearing or proceeding, to every interested person whose post office address is known or can be ascertained with reasonable diligence.
- (4) FINAL RESOLUTION. (Am. Res. #0-00-15; Am. #2009-06) After the hearing has been conducted, the Council shall, if it desires to levy a special assessment as proposed, adopt a final resolution accepting the report of the Director of Public Works presented, or as modified, pertaining to the construction of the public improvements for which the special assessments are to be levied. The resolution shall also direct the Director of Public Works to cause such work to be done, either by contract or by the City itself without submitting the same for bids, as desired by the Council. The resolution shall

also contain provisions that payments for the improvement shall be made by assessing the cost to the property as indicated in the accepted report, that the assessment may be paid in cash or in annual installments to the City Treasurer hereinafter set forth with deferred payments bearing interest at the rate of interest hereinafter set forth on the unpaid balance. Upon adoption of this resolution, the City Clerk shall publish the same in the official newspaper as a Class 1 notice under Ch. 985, Wis. Stats., and a copy of such resolution shall be mailed to every interested person whose post office address is known or can be ascertained with reasonable diligence.

(5) SPECIAL ASSESSMENT A LIEN. Any special assessment levied under this section shall be a lien against the property assessed from the date of the final resolution of the Council determining the amount of such levy.

(6) WAIVER OF NOTICE AND HEARING. The City Council may, without any notice or hearing, levy and assess the whole or any part of the cost of any public works or improvement as a special assessment upon the property specially benefited thereby, whenever notice and hearing thereon is waived in writing by all the owners of property affected by such special assessment.

(7) APPEALS. (Am. #2017-11) Any person against whose property a special assessment is levied under this section may appeal therefrom in the manner prescribed by §66.0703 (12), Wis. Stats., within 40 days of the date of the final determination of the governing body. Section 66.0701(2), Wis. Stats., shall govern the appeal period.

(8) PAYMENT. (Am. #85-18; Res. #0-00-15) Assessments levied under this section may be paid in full up to March 1 of the year following construction, without an interest charge. Assessments unpaid after such last day of February in the year following construction, shall include a charge of  $\frac{1}{4}$  of 1 percent per month, interest, until paid, retroactive to January 1 in the year following construction and will be placed on the tax roll with such interest charged in the year following construction.

(9) INSTALLMENT PAYMENTS. (Am. #91-32; #2009-06) Special assessments levied under this section may be paid in annual installments in the following manner. If the amount due is less than \$500, in a single payment. If the amount due is at least \$500 but less than \$2,500, in 5 annual installments with deferred payments bearing interest at the rate of 0.5 percent over the City general obligation bond (GOB) rate on a per annum basis on the unpaid balance. If the amount due is \$2,500 or more, in 10 annual installments with deferred payments bearing interest at the rate of 0.5 percent over the City general obligation bond (GOB) rate on a per annum basis on the unpaid

balance. All such installments shall be made on the same date of each year and in the same percentage as real estate taxes are to be paid, which is  $\frac{1}{2}$  of the installment on or before July 31. However, if the special assessment is less than \$500, it shall be paid in full on or before January 31.

(10) PROCEDURE WHERE NO SPECIAL ASSESSMENT HAS BEEN LEVIED. (Rep. & recr. #O-03-05; Am. #2014-07)

- (a) When no special assessment has been previously levied by the City for sanitary sewer mains or water mains, a connection fee shall be charged against the abutting property when a connection is made to each main. The laying of a sanitary sewer lateral pipe or a water service pipe from the main to the boulevard area shall also be considered a connection and shall require the payment of the connection fee.
- (b) When an individual desires to connect to a sewer main or a water main, the individual shall apply to the City Engineer and/or the Public Utility Manager, respectively, who shall approve or reject the application to connect.
- (c) Upon approval of such application and before any connection is allowed to the sanitary sewer system or water system by the property owner, the applicant shall pay a connection fee. Each connection fee shall be determined by multiplying the current front foot special assessment rate for sanitary sewer or water main construction times the actual frontage of the parcel for which the connection is being made times a ratio determined by dividing the remaining life of each main pipe by the expected life span of 75 years. Such connection fee shall be paid in full to the City Treasurer or, at the written request of the owner, it may be placed on the tax roll and collected in the usual manner for special assessments. The revenue obtained from such fees shall be deposited in the Water, Wastewater, Stormwater Utility Fund or the City General Fund as appropriate.
- (d) The applicant shall present proof of payment of the connection fee or proof of the request to have it collected as a special assessment to the Director of Public Works/City Engineer who then may issue the necessary street opening permits, as provided in §8.06.
- (e) When the City causes a connection to be made to a sanitary sewer main or a water main, a connection fee for each shall be levied against the abutting property and collected by use of the special assessment process specified in this chapter.
- (f)

Each connection fee shall be determined by multiplying the current front foot special assessment rate for sanitary sewer or water main times the actual frontage of the parcel for which the connection is being made times a ratio determined by dividing the remaining life of each main pipe by the expected life span of 75 years.

(11) CURRENT SERVICES. (Am. #2017-11) Special charges for current services shall be levied pursuant to §66.0627, Wis. Stats.

(12) ANNEXATIONS. (Cr. #92-15; Am. #96-15)

- (a) Upon annexation, all deferred special assessments for sanitary sewer mains, watermains, street grading, graveling and paving, curb and gutter, driveways, sidewalks and storm sewer laterals shall become due, owing and payable in the same manner and to the same extent as if those assessments were validly assessed against said property on the effective date of annexation, except as previously provided. Deferred assessments for sanitary sewer and watermains, sewer laterals and water services shall be due, owing and payable at the charge or per foot assessment rate prevailing on the effective date of annexation. Deferred assessments for all other improvement shall be due, owing and payable at the charge or per foot assessment rate prevailing at the time the deferred assessment was passed and became effective.
- (b) All deferred assessments shall be payable in installments where installment payments authorized by City ordinances would have been available to any owner of property within the City for such improvements on the effective date of the annexation ordinance, although the annexing property owners may at their option elect to pay the total amount due, owing and payable immediately.
- (c) Where special assessments are paid on an installment basis, the carrying charges and interest rate in effect upon the effective date of annexation shall apply irrespective of whether or not that date controls in determining the appropriate charge or per foot assessment rate.
- (d) Petitions for annexation shall contain a provision that, in consideration for City approval of the petition for annexation, petitioners agree to the terms of this subsection and waive any rights, if any, which they may have to contest the amounts due, owing and payable or the manner of payments previously enumerated, except for potential mathematical errors in calculations. However, the failure of any property owner to agree as above set forth shall not in and of itself void the obligations specified in this subsection.

## 3.081 - SPECIAL ASSESSMENTS;DEFERMENT OF PAYMENT. (Cr. #77-20)

- (1) GRANT BY CITY COUNCIL. The City Council may by resolution direct the City Treasurer to pay all or any part of special assessments or special charges levied upon property extended upon the current or next succeeding tax roll against property owned by and upon which reside worthy, indigent persons In accordance with the provisions of §74.77, Wis. Stats. Such deferred amount shall bear annual interest at the rate of 6% per year.
- (2) APPLICATION. Application for any such deferment shall be made to the City Council upon a form provided by the City and shall be verified by the applicant. The application shall contain the age and employment status of the applicant, a complete schedule of the applicant's assets, liability and income from all sources and any other pertinent information which will assist the City in evaluating such application. All such information shall be considered and treated as confidential, privileged information and shall not be made public without the applicant's consent.
- (3) REVIEW COMMITTEE AND PROCEDURE. (Am. #90-12; #07-25) Each application shall be considered by Committee No. 1 of the City Council which shall act as a Special Assessment Deferment Committee. The Committee shall be assisted by the Director of Public Works and other City staff as required in its deliberations. The Committee may require that the applicant appear before it to answer questions of the Committee regarding the application. The Committee shall consider the net worth, family status, amount of proposed special assessments or special charges and all other factors having a bearing on the worthiness and indigence of the applicant and shall make its recommendation thereon to the City Council. Any deferment of payment recommended by the Special Assessment Deferment Committee or granted by the City Council shall not exceed a period of 5 years.
- (4) GRANT OF APPLICATION NOT DEEMED A WAIVER. (Am. #2017-11) The granting of an application by the City Council to defer payment of a special assessment under this section shall not be deemed to be a waiver of the requirement that in the event of an appeal of the special assessment under §66.0703(12), Wis. Stats., the assessment shall be paid in full as a condition to the maintenance of such appeal as provided by §66.0703(12)(f), Wis. Stats. The granting of an application hereunder shall not be deemed to waive the right of the City to reassess any invalid special assessment under the provisions of §66.0725, Wis. Stats. Such conditions shall be agreed to by the applicant prior to the granting of the application.

3.082 - SPECIAL ASSESSMENTS; DEFERMENT OF PAYMENT ON SIDEWALK CONSTRUCTION, REPAIR OR REMOVAL. (Cr. #7723; Am. #2017-11)

Pursuant to §66.0907(3)(f), Wis. Stats., the Council provides that the expense of laying, removing and replacing sidewalks for the current year and succeeding years under the provisions of §66.0907, Wis. Stats., may be paid in annual installments. The number of installments, interest rate, calculation and manner of payment and collection shall be the same as for other special assessments as set forth in §3.08 of this Municipal Code as it now exists or is amended from time to time hereafter.

### Passport Parking Program Benefits

- The Passport Parking Program is a comprehensive program covering all aspects of parking enforcement
  - App/Web based issuance of parking tickets using mobile printer for Parking Enforcement Worker and existing thermal printers for officers
  - On-line payment processing
  - Integrated back end software for data management and tracking delinquent payments
- Reductions of manual dual entry will save employee time
- Current program is significantly out of date and is a point of weakness in cyber security for the city
- Current parking ticket costs are believed to be significantly lower than comparable cities and insufficient to consistently generate voluntary compliance
- Program provides opportunity for growth including License Plate Readers, pay for parking lots, rental of parking stalls, etc.

### Passport Parking Costs

#### Service

- Per ticket cost
  - \$5.50 per ticket (\$3.00 automatically collected by Passport from violator)
  - 2452 tickets issued in 2021
    - \$13,486 total cost/yr
    - \$7,356/yr automatically collected by Passport from violator
    - \$6,130/yr remaining to be paid either by violator or city
- Per letter cost
  - \$1.58 per letter for delinquent citation notices
- Payment Processing
  - \$0.05/transaction

#### Hardware

- \$600 for Printer
- \$500 - \$1,200 for 100 rolls of printer paper

<b>City of Eau Claire</b>	
2 hour	\$ 15.00
Calendar Parking (winter)	\$ 30.00
24hr Parking	\$ 20.00
Handicap	\$ 150.00

<b>City of Menomonie</b>	
Metered Parking (2-8hrs)	\$10 to \$15
Overnight (winter)	\$ 15.00
signed 2a-7a	\$ 15.00
Handicap	\$ 250.00

<b>City of Altoona</b>	
2 Hour by Schools only	\$ 30.00
Calendar Parking (winter)	\$ 30.00
No 4 Hour	\$ -
Handicap	\$ 150.00

<b>City of Rice Lake</b>	
2 hour	\$ 25.00
Winter Parking	\$ 25.00
24hrs	\$ 25.00
Handicap	\$ 150.00

<b>City of Chippewa Falls</b>	
2 hour	\$ 6.00
Winter Parking	\$ 15.00
24hrs	\$ 15.00
Handicap	\$ 50.00

## 2021

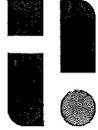
Ordinance Description	Current Cost	Price Increase	New Cost	% Inc	2021 YTD Tickets	YTD Fine Totals	Updated *NEW* YTD Fine Totals	Price Increase Total
2 Hour Zone	\$ 6.00	\$ 4.00	\$ 10.00	67%	1197	\$ 7,182	\$ 11,970	\$ 4,788
24 Hour Zone	\$ 15.00	\$ 5.00	\$ 20.00	33%	119	\$ 1,785	\$ 2,380	\$ 595
2am-6am	\$ 15.00	\$ 10.00	\$ 25.00	67%	803	\$ 12,045	\$ 20,075	\$ 8,030
30 Minute Zone	\$ 4.00	\$ -	\$ 4.00	0%	3	\$ 12	\$ 12	\$ -
4 Hour Zone	\$ 8.00	\$ 4.00	\$ 12.00	50%	236	\$ 1,888	\$ 2,832	\$ 944
8 Hour Zone	\$ 10.00	\$ 5.00	\$ 15.00	50%	6	\$ 60	\$ 90	\$ 30
Handicapped Parking	\$ 50.00	\$ 25.00	\$ 75.00	50%	18	\$ 900	\$ 1,350	\$ 450
Improper Parking	\$ 15.00	\$ 10.00	\$ 25.00	67%	13	\$ 195	\$ 325	\$ 130
Keys in Unattended Vehicle	\$ 50.00	\$ -	\$ 50.00	0%	9	\$ 450	\$ 450	\$ -
Loading Zone	\$ 15.00	\$ 10.00	\$ 25.00	67%	0	\$ -	\$ -	\$ -
Posted Private	\$ 20.00	\$ 5.00	\$ 25.00	25%	4	\$ 80	\$ 100	\$ 20
Prohibited Parking	\$ 15.00	\$ 10.00	\$ 25.00	67%	44	\$ 660	\$ 1,100	\$ 440
<b>Totals</b>	<b>\$ 223.00</b>	<b>\$ 88.00</b>			<b>2452</b>	<b>\$ 25,257</b>	<b>\$ 40,684</b>	<b>\$ 15,427</b>

## 2019

Ordinance Description	Current Cost	Price Increase	New Cost	% Inc	2019 YTD Tickets	YTD Fine Totals	Updated *NEW* YTD Fine Totals	Price Increase Total
2 Hour Zone	\$ 6.00	\$ 4.00	\$ 10.00	67%	1074	\$ 6,444	\$ 10,740	\$ 4,296
24 Hour Zone	\$ 15.00	\$ 5.00	\$ 20.00	33%	89	\$ 1,335	\$ 1,780	\$ 445
2am-6am	\$ 15.00	\$ 10.00	\$ 25.00	67%	924	\$ 13,860	\$ 23,100	\$ 9,240
30 Minute Zone	\$ 4.00	\$ -	\$ 4.00	0%	1	\$ 4	\$ 4	\$ -
4 Hour Zone	\$ 8.00	\$ 4.00	\$ 12.00	50%	198	\$ 1,584	\$ 2,376	\$ 792
8 Hour Zone	\$ 10.00	\$ 5.00	\$ 15.00	50%	37	\$ 370	\$ 555	\$ 185
Handicapped Parking	\$ 50.00	\$ 25.00	\$ 75.00	50%	12	\$ 600	\$ 900	\$ 300
Improper Parking	\$ 15.00	\$ 10.00	\$ 25.00	67%	41	\$ 615	\$ 1,025	\$ 410
Keys in Unattended Vehicle	\$ 50.00	\$ -	\$ 50.00	0%	8	\$ 400	\$ 400	\$ -
Loading Zone	\$ 15.00	\$ 10.00	\$ 25.00	67%	3	\$ 45	\$ 75	\$ 30
Posted Private	\$ 20.00	\$ 5.00	\$ 25.00	25%	19	\$ 380	\$ 475	\$ 95
Prohibited Parking	\$ 15.00	\$ 10.00	\$ 25.00	67%	108	\$ 1,620	\$ 2,700	\$ 1,080
<b>Totals</b>	<b>\$ 223.00</b>	<b>\$ 88.00</b>			<b>2514</b>	<b>\$ 27,257</b>	<b>\$ 44,130</b>	<b>\$ 16,873</b>

# 2018

Ordinance Description	Current Cost	Price Increase	New Cost	% Inc	2018 YTD Tickets	YTD Fine Totals	Updated *NEW* YTD Fine Totals	Price Increase Total
2 Hour Zone	\$ 6.00	\$ 4.00	\$ 10.00	67%	1230	\$ 7,380	\$ 12,300	\$ 4,920
24 Hour Zone	\$ 15.00	\$ 5.00	\$ 20.00	33%	73	\$ 1,095	\$ 1,460	\$ 365
2am-6am	\$ 15.00	\$ 10.00	\$ 25.00	67%	651	\$ 9,765	\$ 16,275	\$ 6,510
30 Minute Zone	\$ 4.00	\$ -	\$ 4.00	0%	0	\$ -	\$ -	\$ -
4 Hour Zone	\$ 8.00	\$ 4.00	\$ 12.00	50%	191	\$ 1,528	\$ 2,292	\$ 764
8 Hour Zone	\$ 10.00	\$ 5.00	\$ 15.00	50%	21	\$ 210	\$ 315	\$ 105
Handicapped Parking	\$ 50.00	\$ 25.00	\$ 75.00	50%	10	\$ 500	\$ 750	\$ 250
Improper Parking	\$ 15.00	\$ 10.00	\$ 25.00	67%	27	\$ 405	\$ 675	\$ 270
Keys in Unattended Vehicle	\$ 50.00	\$ -	\$ 50.00	0%	10	\$ 500	\$ 500	\$ -
Loading Zone	\$ 15.00	\$ 10.00	\$ 25.00	67%	1	\$ 15	\$ 25	\$ 10
Posted Private	\$ 20.00	\$ 5.00	\$ 25.00	25%	15	\$ 300	\$ 375	\$ 75
Prohibited Parking	\$ 15.00	\$ 10.00	\$ 25.00	67%	189	\$ 2,835	\$ 4,725	\$ 1,890
<b>Totals</b>	<b>\$ 223.00</b>	<b>\$ 88.00</b>			<b>2418</b>	<b>\$ 24,533</b>	<b>\$ 39,692</b>	<b>\$ 15,159</b>



# Passport

Item		Price (\$USD)
<b>Passport's Enforcement System</b>	<ul style="list-style-type: none"> <li>→ OpsMan Mobile Application               <ul style="list-style-type: none"> <li>◆ Real-time monitoring, scofflaw notifications, electronic chalking, and ticket issuance</li> </ul> </li> <li>→ Client Portal Software               <ul style="list-style-type: none"> <li>◆ Back-office software for end-to-end citation management</li> </ul> </li> <li>→ Ongoing upgrades and enhancements</li> </ul>	<p><b>Per Ticket Paid Fee:</b> \$3.00/citation paid/paid by the violator</p> <p><b>Per Ticket Written Fee:</b> \$2.50 paid by the city</p>
<b>Delinquent Citation Noticing</b>	<ul style="list-style-type: none"> <li>→ Automatic Notification Mailing</li> <li>→ Registered Owner Lookups</li> <li>→ Printed Materials</li> <li>→ Postage</li> </ul>	<p><b>Fee per Letter Sent:</b> \$1.58</p>
<b>Hardware</b> (If needed)	<ul style="list-style-type: none"> <li>→ Zebra ZQ320 Bluetooth Printers               <ul style="list-style-type: none"> <li>◆ Charger</li> <li>◆ Battery</li> <li>◆ Shoulder Strap</li> <li>◆ 1 Roll of Paper</li> </ul> </li> <li>→ Estimated Paper Cost               <ul style="list-style-type: none"> <li>◆ 70 citations/roll</li> <li>◆ Minimum 100 roll order</li> </ul> </li> </ul>	<p><b>Cost per Handheld:</b> <i>(Passport recommends the Operator procure Androids separately from a local service provider for price and maintenance flexibility)</i></p> <p><b>Cost per Printer estimate:</b> \$600.00</p> <p><b>Custom Paper estimate:</b> \$12.00/roll</p> <p><b>Blank Paper estimate:</b> \$5.00/roll</p>
<b>Payment Processing</b>	Gateway → Passport Gateway	\$0.05/transaction
(Optional, if currently in contract with another 3rd party company)	Merchant Processing → Secure Payment Processing	2.9% + \$0.20/transaction



# Passport

<b>Passport Parkng App</b>	→ Android Application	<b>Per transaction fee</b> \$0.25 (Paid by the Parker) *estimate before scoping	
	→ iOS Application		
	→ Mobile-Optimized Website		
	→ Unlimited ongoing enhancements		
<b>Service Delivery</b>	Project Management	→ Dedicated Project Manager	<b>Implementation Fee</b> \$18,000 Waived
		→ Implementation Specialist	
		→ Project Plan	
		→ Detailed Discovery	
		→ Weekly Calls	
	Configurations	→ Citation setup	<b>Included</b>
		→ Administrator role creation and setup	
	Training	→ Passport Overview	<b>Included</b> (Remote)
		→ Enforcement Introduction	
		→ OpsMan Mobile	
→ Payment Portal (RM-CPay)			
→ Customer Support			
Integrations	→ Client Portal	<b>Included</b>	
	→ Unlimited access to 40+ active integrations		
Client Support	→ Product Support Specialists for technical support 7 days a week	<b>Included</b>	
	→ Dedicated Client Success Manager		

1. Passport's pricing assumes purchase of all listed products and services and the scope as Passport currently understands it. Passport is assuming the Operator issues 2,500 citations a year and that there will be an increase in the citation fees charged. Passport is open to negotiation should the structure change or vary. Passport reserves the right to update its pricing accordingly. This price proposal is valid up to 60 days from receipt.



## Mobile License Plate Recognition (MLPR) Pricing Estimate

Item		Price (USD)
<b>Licensing</b>	→ Subscription for AutoVu Managed Service 2.0	\$5,002.56 annually
	→ AutoVu Managed Service Upgrade to Pay-by-Plate Multi	
	→ 1x AutoVu Managed Service 1 Patroller Connection	

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# Passport

<b>Mobile Vehicle Hardware</b> 1 Unit(s)	<b>Mobile LPR Hardware and Professional Services</b> <ul style="list-style-type: none"> <li>→ AutoVu SharpZ3 Dual Base Kit</li> <li>→ AutoVu Overtime Kit</li> <li>→ Mapping License</li> <li>→ One year Warranty</li> <li>→ Hardware Shipping</li> </ul> <b>Mobile Computing Package</b> <ul style="list-style-type: none"> <li>→ In-vehicle Hardware and Software</li> <li>→ Includes Fz-G1 Tablet with embedded 4G LTE component for wireless connectivity</li> <li>→ Tablet Docking Station and Vehicle Antenna</li> <li>→ Hardware Shippings</li> <li>→ Permit Zone Configurations</li> </ul>	\$31,794.56
<b>Implementation / Labor</b>	<ul style="list-style-type: none"> <li>→ Project Management Services</li> <li>→ Onsite and Remote Training, Completed in Two Phases:           <ul style="list-style-type: none"> <li>◦ <b>One:</b> 4 hours of onsite training on LPR Mobile Vehicle Software and hardware</li> <li>◦ <b>Two:</b> 2-hour remote web-based training on LPR Security Center back-end software.</li> </ul> </li> <li>→ Mobile Installation</li> <li>→ Travel for Onsite Services</li> </ul>	\$6,540.00

# Passport

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<b>Support</b>	→ Mobile support	\$1,944.00 covers 5 years
	◦ Remote LPR vehicle support	
	◦ Phone, e-mail, and remote working sessions	
	→ Security Center Software support	
	◦ Phone, e-mail, and remote working sessions	

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<b>Extended Warranty (Optional)</b>	→ Return and Repair Coverage	\$9,928.38 covers 5 years
	→ Covers AutoVu vehicle hardware, Genetec Patroller software upgrades	

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**MLPR Totals:**

Option 1: Standard Pricing

**One-time Total**

\$45,204.38

**Annual Recurring Total**

\$5,002.56

**Total Year One Cost**

\$50,206.94

Option 2: Finance

**60 Month Lease**

\$1,244.81

Other terms and options are available.  
Contact your sales representative for more information.

- Why Finance?
  - Low upfront costs to preserve working capital
  - Predictable, low monthly payments spreading out cost
  - Acquire the best solution for you, not only what you can afford
  - Bundle hardware, software, and services into a single transaction to simplify payments

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**Software Terms:** 50% of year one total (software) due at signed contract. 50% of year one total (software) due at 'go live date'.

'Go live date' = transactions being processed through the system, citations or permits.

**Hardware Terms:** 50% of year one total due at signed contract. 50% of year one total due upon delivery.

**Cellular Data:** The customer is responsible for providing an activated SIM card for cell service.

**Genetec Warranty:** Not ratified by Passport. Further information and terms of the Genetec hardware warranty is provided in supporting documentation.

**Overhead Door Company Of The Chippewa Valley**

4901 Lyle Lane/ P.O. Box 1083  
 Eau Claire, WI 54702-1083  
 Phone: 715-874-4565/ 800-622-9091  
 Fax: 715-874-4560  
 Building Contractor Reg. #1106662

The Genuine. The Original.



Proposal #: 1-13123

PROPOSAL SUBMITTED TO: CITY OF CHIPPEWA FALLS			Date 3/25/2022	Attention SCOTT/DAVE
STREET			Job Name CITY OF CHIPPEWA FALLS	
City	State	ZipCode	Job Location POLICE DEPT.	
Phone Number	Fax Number		Job Phone	

FURNISH NECESSARY MATERIAL AND LABOR TO ACCOMPLISH THE FOLLOWING:  
 THREE (3) DOUGLASS TECHNOLOGIES MODIFIED COUNTDOWN TIMERS

NOTE;  
 THIS PRICE IS GOOD FOR THIS PROJECT ONLY, WE WERE GIVEN 2021 PRICING IN ADDITON TO A VERY SPECIAL DISCOUNT FROM DOUGLASS TECHNOLOGIES. FUTURE PROJECTS WILL BE PRICED AT WHATEVER PRICING IS AT THAT TIME.

CURRENTLY A ONE DOOR/ONE DISPLAY TIMER WOULD GO FOR \$2600.00 INSTALLED

We hereby propose to complete in accordance with above specification, for the sum of:

**Four Thousand Five Hundred Dollars and No Cents**

**\$4500.00**

Signature

TIM WHITE, PRESIDENT  
 tim@ohdco.com

e-mail

Direct Dial: 715-874-4565

**TERMS AND CONDITIONS**

Payment to be made as follows: 10 DAYS UPON COMPLETION

Prices subject to change if not accepted in 30 days.

BY OTHERS: Jamb, spring pads, all wiring to motors and control stations, unless otherwise stated above, are not included. This proposal is based on working off concrete floors in an opening clear of obstructions. Purchaser agrees that doors shall remain in Seller's possession until paid in full. In the event Purchaser breaches or defaults under the terms and provisions of this Agreement, the Purchaser shall be responsible for the costs of collection, including reasonable attorneys fees. As required by the Wisconsin law Overhead Door hereby notifies owner that by furnishing labor and or materials for installation on the owner's land could have lien rights on owner's land and buildings if not paid. The Seller shall be entitled to full and final payment on the Purchase. There shall be a 1 1/2% service charge per month for all payments due and owing after 30 days. (Agreements are contingent upon strikes, accidents, or delays beyond our control.) Minor scratches & dents are not considered a defect.

ACCEPTANCE: Terms, Price, and specifications on all pages of this proposal are hereby accepted and the work authorized.

Purchaser: \_\_\_\_\_

Signature

Title

Date of Acceptance

# 2022 – 2031 Equipment Replacement Plan

## 2022

2 - One Ton Trucks	\$85,000.00
1 – Track type Backhoe	\$250,000.00
1 – Wood Chipper account.	Purchased from Scrap \$55,653.00
1 – Air Compressor	\$30,000.00
1 – Spray Patch Truck	\$250,000.00

## 2023

2 – Plow Trucks	\$350,000.00
1 – Ex Mark Lawn Mower	\$13,000.00
1 – Hot Melt Kettle	\$45,000.00

## 2024

1 – Front End Loader	\$180,000.00
1 – Snow Blower	\$150,000.00
1 - Skid Loader	\$65,000.00

## 2025

1 – Large Roller	\$175,000.00
1 - Shop Service Truck	\$70,000.00
1 – Paint Truck	\$80,000.00
1 – Ex Mark	\$15,000.00

## 2026

1 – Oil Distributor	\$200,000.00
1 – Motor Grader	\$325,000.00

## 2027

1 – Paver	\$200,000.00
1 – Front End Loader	\$200,000.00
1 – Ex Mark	\$17,000.00

## 2028

1 – Skid Loader	\$65,000.00
1 – Plow Truck	\$190,000.00
1 – Backup generator	\$50,000.00

## 2029

1 – Tractor Snow blower	\$40,000.00
1 – Front End Loader	\$170,000.00
1 – Chip Spreader	\$100,000.00
1 - 9 Wheel Roller	\$120,000.00

## 2030

2 – Plow trucks	\$400,000.00
1 - Hot patch Trailer	\$50,000.00
1 – Ex Mark	\$18,000.00

## 2031

1 – Spray patch truck	\$300,000.00
1 – Bucket Truck	\$200,000.00

# Parks, Rec. and Forestry 10 Year Equipment Replacement Plan

## 2022

1 – 12' turf Mower	\$20,000.00
1 – One Ton Truck	\$43,000.00
1 – Zero Turn Lawn Mower	\$13,000.00
1 – Half Ton Truck	\$35,000.00

## 2023

1 – Compact Tractor	\$55,000.00
1 - Zero Turn Lawn Mower	\$13,000.00
1 – Polaris Ranger	\$12,000.00

## 2024

1 – Compact Loader	\$95,000.00
1 – Zero Turn Mower	\$14,000.00

## 2025

1 – 42" Mower w/bagger	\$5,000.00
1 – John Deere Gator	\$15,000.00
1 – Tool Cat	\$60,000.00

## 2026

1 – 60" Snowblower	
1 – 42" Mower w/bagger	\$5,000.00
1 – John Deere Gator	\$15,000.00

## 2027

1 - Zero Turn Lawn Mower	\$15,000.00
1 – John Deere Gator	\$17,000.00

## 2028

1 – V – Spreader	\$12,000.00
1 – Zero Turn Mower	\$15,000.00

## 2029

1 - Zero Turn Lawn Mower & bagger	\$20,000.00
1 - Zero Turn Lawn Mower	\$15,000.00
1 – John Deere Gator	\$17,000.00

## 2030

1 - Zero Turn Lawn Mower	\$15,000.00
1 – 72" Snow Blower	\$20,000.00
1 – One Ton Truck	\$55,000.00
1 – Bunker Rake	\$20,000.00

## 2031

1 - Zero Turn Lawn Mower	\$17,000.00
1 – John Deere Gator	\$20,000.00

## To be replaced as needed

1 – 16' Traller
1 – 18' Traller
1 – 20' Traller

2022 OMITTED BUDGET REQUESTS - OCTOBER 21, 2021

DEPARTMENT	OTHER FUNDING SOURCE	POTENTIAL BOND FUNDING	2022 APPROVED FUNDING	2022 Request/Estimated Cost	Ip.
CITY CLERK - ELECTIONS				\$ 33,500	16 BADGER BOOK STATIONS - ELECTRONIC POLL BOOK SOFTWARE
TOTAL				\$ 33,500	
DATA PROCESSING				\$ 16,000	REPLACEMENT OF PC'S
				\$ 10,000	REPLACEMENT OF 29 MITEL PHONES
				\$ 8,000	CITY HALL SECURITY CAMERAS
	\$ 11,100			\$ 11,100	COUNCIL CHAMBERS POLYCOM REPLACEMENT (\$5,200-\$11,100)
TOTAL				\$ 45,100	
FIRE DEPARTMENT				\$ 5,500	CHIP SEAL COATING OF ASPHALT SURFACES AT STATION #1
	\$ 30,500			\$ 30,500	COMMAND VEHICLE - REPLACE 2011 FORD F-150
	\$ 15,000			\$ 15,000	FIRE INSPECTOR VEHICLE - REPLACE 2013 FORD EXPLORER (EST. COST REFLECTS TRADE-IN OF \$15,000)
TOTAL				\$ 51,000	
PARKS & RECREATION DEPT				\$ 31,000	DEPT ADMINISTRATIVE VEHICLE
				\$ 81,583	LARGE MAMMAL EXHIBIT IMPROVEMENTS
				\$ 8,000	NEW MAINTENANCE WORKSHOP
				\$ 9,300	ROBOTIC POOL CLEANER
				\$ 15,000	TREE PLANTING (REQUEST FOR \$1,500-\$15,000)
TOTAL				\$ 144,883	
PLANNING				\$ 32,000	COMPREHENSIVE PLAN UPDATE
TOTAL				\$ 32,000	
POLICE DEPARTMENT	\$ 9,000			\$ 9,000	DRONE - TO BE FUNDED THROUGH DONATIONS
				?	INSTALLATION/SET-UP OF NEW WATCHGUARD IN-CAR AND BODY CAMERA WEB-BASED SYSTEM
				\$ 38,000	INVESTIGATOR SQUAD REPLACEMENT
				?	FRONT WALL REPLACEMENT/REINFORCEMENT
				\$ 52,500	FLOORING (REQUEST FOR \$20,500-\$52,500)
TOTAL				\$ 99,500	
STREET DEPT				\$ 11,000	PEA GRAVEL (OVER BUDGET \$10,000 LAST 4 YRS BUT OFFSET BY GAS/DIESEL/OIL BUDGET TO DATE)
				\$ 10,400	JANITORIAL SERVICES (recurring costs)
				\$ 25,000	OIL - (OVER BUDGET \$20,000 LAST 4 YRS BUT OFFSET BY GAS/DIESEL/OIL BUDGET TO DATE)
TOTAL				\$ 46,400	
CITY HALL				\$ 36,000	CITY HALL SPLIT SYSTEMS OUTDOOR/INDOOR UNITS
				\$ 36,000	
TOTALS	\$ - \$ 65,600	\$ -	\$ -	\$ 488,383	