



MINUTES
COMMITTEE #1
REVENUES, DISBURSEMENTS, WATER AND WASTEWATER
and
COMMITTEE #2
LABOR NEGOTIATIONS, PERSONNEL, POLICY AND ADMINISTRATION
March 7, 2023

Committee #1 - Revenues, Disbursements, Water and Wastewater and Committee #2 – Labor Negotiations, Personnel, Policy and Administration met on Tuesday, March 7, 2023 at 9:00 am in the Council Chambers, City Hall, 30 West Central Street, Chippewa Falls, WI.

Committee Members present: John Monarski, Rob Kiefer, and Paul Nadreau. Absent was Chuck Hull.
Mayor/Other Council Members present: None
Others present: Finance Manager/Treasurer Lynne Bauer; City Engineer/Public Works Director/Utility Manager Rick Rubenzer; City Planner/Transit Manager Brad Hentschel; Police Chief Matt Kelm; Fire Chief Jason Thom; Parks, Recreation, and Forestry Director John Jimenez; Assistant City Engineer Bill McElroy; Street and Utilities Maintenance Manager Rick Ruf; Utilities Office Manager Connie Freagon; Attorney Steven Weld; and City Clerk Bridget Givens.

Call to Order: 9:00 am

Motion by Kiefer/Monarski to move Item #7 to Item #1 on the agenda. All present voting aye, motion carried.

1. Discuss Police Department therapy dog program proposal. Possible recommendations to the Council.

The City of Altoona K-9 handler appeared with their therapy dog. Chief Kelm advised of the benefits of the program including de-escalating situations, providing comfort to those in distress including children, and increasing positive public interactions with the Police Department. Anticipated costs of the program were discussed with Kelm indicating a majority of the expenses could be covered through donations. The ongoing operational costs could be absorbed in his existing budget. It was noted that the therapy dog would be trained so other officers could bring the dog on calls. Discussion would need to be had with the union relative to compensation for the handler. The dog would need to be trained for one year prior to taking the test to become a licensed therapy dog. The Committee appeared to support the proposal, but additional information from the union is needed.

No action taken.

2. Discuss stormwater utility rate study. Possible recommendations to the Council.

City Engineer/Public Works Director/Utility Manager Rubenzer presented two options for a stormwater utility rate inflationary factor increase of 3% or 5%. The last rate increase was implemented in 2018. Residential and commercial impacts were discussed.

Nadreau questioned if it would be possible to start with the lesser increase this year and re-evaluate another increase next year.

Motion by Kiefer/Monarski to recommend Council approve implementing the stormwater utility rate study with a 5% inflationary factor increase. **All present voting aye, except Nadreau who voted no, motion carried.**

3. Discuss revisions to Senior Engineering Technician job description and placement on Administrative Pay Grid. Possible recommendations to the Council.

Rubenzler advised the Committee that the Senior Engineering Technician is retiring after 38 years with the City. An updated job description was presented which changes to position title to Civil Engineer. It was noted that Rubenzler will be proposing a reorganization of the Engineering Department within the next month. In addition to changing the job description and increasing responsibilities, Rubenzler is recommending the position be placed at Step 14 Mid or E on the Administrative Pay Grid.

Motion by Nadreau/Kiefer to recommend Council approve the revised job description as presented and place the position at Step 14 E on the Administrative Pay Grid. **All present voting aye, except Monarski who voted no, motion carried.**

4. Discuss cost of removal or restoration of outdoor pool slide. Possible recommendations to the Council.

Parks, Recreation, and Forestry Director Jimenez presented two quotations to the Committee to either restore or remove the existing slide. It was noted that the Pool Committee has been meeting prior to the Park Board Meetings each month and plans to hold a listening session in April to accept public input on future options for the pool. Without knowing what option the Pool Committee is going to recommend, it was thought it would not be prudent to invest funds in the slide at this point.

No action taken.

5. Discuss funding for Avenu Insights maintenance contract. Possible recommendations to the Council.

The City currently contracts with Avenu Insights for our financial software. The City has been with the company since 1985 and has historically seen contractual increases from 3-4% annually. A 5% increase was included in the 2023 budget, but the renewal came in at 7%. Utility Office Manager Freagon attempted to negotiate a better rate and was informed that all customers received the same, flat-rate increase across the board.

Motion by Kiefer/Nadreau to recommend Council approve funding for the Avenu Insights maintenance contract shortage from omitted budget funds. **All present voting aye, motion carried.**

6. Discuss funding for Chippewa County IT professional services contract. Possible recommendations to the Council.

Freagon advised that an omitted budget request was previously submitted and approved for the labor portion of the contract with Chippewa County IT. There is now an increase in hardware and systems costs.

Motion by Kiefer/Monarski to recommend Council approve funding for the increase in the Chippewa County IT professional services contract with funding to come from omitted budget funds. **All present voting aye, motion carried.**

7. Discuss solutions and potential ordinance changes for the overpayment of parking fines. Possible recommendations to the Council.

Chief Kelm stated that the City has received a number of overpayments on parking fines dating back to 2008. As the City prepares to implement the Passport Parking Program, he would like to clean up the overpayments and update the City's ordinance to dictate how overpayments will be addressed in the future. Currently there is roughly \$460 in overpayments that have been received. Attorney Ferg advised there is a process for unclaimed funds that will have to be followed.

Motion by Monarski/Kiefer to recommend Council approve moving forward as advised by the City Attorney on the procedure for unclaimed funds, and to direct the City Attorney to update ordinance to deal with parking fine overpayments in the future. **All present voting aye, motion carried.**

8. Motion by Kiefer/Monarski to go into Closed Session under Wis. Stats. Sec. 19.85(1)(e) for "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting public business with competitive or bargaining implications" to:

- a. **Discuss labor negotiation issues and strategies; and to include the Committee/Council Members, Mayor, City Attorney, Attorney Weld, Bauer, Thom and Givens; may return to Open Session.**

Roll Call Vote: Aye – Kiefer, Monarski, Nadreau. Motion carried.

The Committee discussed item (a) above.

Motion by Kiefer/Monarski to return to Open Session. All present voting aye, motion carried.

9. Adjournment.

Motion by Monarski/Nadreau to adjourn at 10:37 am. All present voting aye, motion carried.

**Minutes submitted by,
John Monarski, Chair**

Chippewa Falls Police Department Therapy Dog Program

The use of therapy dogs has exploded in recent years. Councilors use of therapy dogs has led to nursing homes, schools and health care facilities using them and now they are becoming common in law enforcement agencies as well. Local departments such as Altoona PD, Bloomer PD, Dunn Co SO and Eau Claire PD have all started therapy dog programs.

Therapy dogs are very low cost compared to the benefits they provide. Therapy dogs require less initial and ongoing training than traditional police patrol K9s. With donations, this is even more the case. A therapy dog working in law enforcement provides many benefits including encouraging positive public interactions with police (especially children), providing comfort to victims and witnesses in distress, and community members experiencing mental crisis. They also help reducing stress in the workplace.

Providing comfort to victims or witnesses of a crime and their families is of great value in our community. Therapy dogs are specifically are bred and trained to do exactly that. Law enforcement has more contact with people in need of comfort than most other entities. Therapy dogs can also help deescalate situations helping to prevent injury to officers and community members.

At the national level the degree of apprehension members of the public feel towards police is much higher than it has been in the past. Dogs are an excellent way to foster a positive interaction with the community and the police. Therapy dogs are specially are bred and trained this way, unlike a patrol dog, therapy dogs can be held, petted, etc.

Law enforcement is a high stress job, for all employees, sworn and non-sworn. Creating a work environment that minimizes stress is very advantageous for employee retention and mental/emotional well-being. These have real world financial value as the retention of experienced employees against the cost of replacement is very significant. Minimizing stress in the work place also leads to reduced absences and increased productivity.

Finally, while the therapy dog will have a primary handler, a therapy dog could still be used by other designated officer(s) when the primary handler is off, such as due to injury or an extended leave. This not the case with a traditional Patrol K9.

Cost Breakdown

Initial Equipment Expenses: \$3,000 one time

\$3,000 Harness, Leash, Dog Brush, Food/Water Dishes, Dog Beds, Dog Waste Scooper, Badge, Vehicle harness, Crates, Cold weather gear, Vehicle temperature protection

Initial Training Expenses: \$500 one time

Donated Australian Labradoodle Dog - Blueberry Cottage Labradoodles ALAA (\$3000)
\$500 Therapy Dog training course registration and testing

Ongoing Operational Costs: \$80/yr*

Donated Boarding (\$750)
Donated Dog Food (\$1,440)
Donated Grooming (\$650)
Donated Veterinarian Check-ups (\$600)
\$30 Annual Recertification Cost (\$30)
\$50 Misc

*Donated boarding & grooming would also apply to K9 Leo, which can help off-set these costs.

Ongoing Handler(s) Compensation Costs: To be determined with Union

**CITY OF CHIPPEWA FALLS, WISCONSIN
STORM WATER UTILITY RATE STUDY**

CITY OF CHIPPEWA FALLS, WISCONSIN
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City of Chippewa Falls
Chippewa Falls, Wisconsin

Per your request, we have recalculated service charge rates of the City of Chippewa Falls Storm Water Utility. These rates were last adjusted January 1, 2018. Our recalculations are based on information provided by the City and estimates developed by us with Utility personnel assistance. Our recalculations have resulted in the following proposed changes to the Utility's current rates:

| Customer/Land Use Type: | Current Rates* | Proposed Rates* | Change | |
|-------------------------|----------------|-----------------|---------|--------|
| | | | \$ | % |
| Residential | \$ 3.47 | \$ 4.66 | \$ 1.19 | 34.29% |
| Commercial | 45.11 | 60.56 | 15.45 | 34.25% |
| Industrial | 35.12 | 47.15 | 12.03 | 34.25% |
| Multi-family | 29.01 | 38.95 | 9.94 | 34.26% |
| Institutional | 45.11 | 60.56 | 15.45 | 34.25% |

* Charge per acre/per month; residential = per household/per month

Rate Adjustment Impact:

| | | |
|---|------------|--------------|
| Total Annual Revenue Generated by Rates | \$ 777,470 | \$ 1,043,753 |
| Additional Annual Revenue Generated | | \$ 266,283 |
| Net Revenue Increase Percentage | | 34.2% |

The current fees generate approximately \$777,470 annually, while cash outflows in 2022 are estimated to be \$966,015 and expected to increase to \$1,021,161 in 2023 and \$1,043,638 in 2024. When determining the estimated 2022-2024 cash requirements, the following key factors were considered:

- Number of users will increase slightly in 2022-2024 compared to 2021
- Inflationary factor of 5% was used for 2023 and 2024 O&M expenditures
- Expected projects to occur in 2022-2024 are anticipated to be financed through additional debt, structured similar to current outstanding debt
- Capital replacement fund goal of \$11,025 monthly

The above rate adjustments represent results based on current and estimated activity within the Storm Water Utility fund. Additional modification to the rates may be necessary if actual results differ significantly than estimated in the rate adjustment calculations.

2024 CASH REQUIREMENT

| | Estimated 2024 | Cash Requirement Costs | | | | |
|---|-------------------|------------------------|------------|------------|------------|------------|
| | | Base Year 2022 | 2021 | 2020 | 2019 | 2018 |
| OPERATIONS | | | | | | |
| Street Cleaning and Flushing | \$ 214,988 | \$ 195,000 | \$ 109,396 | \$ 94,251 | \$ 113,410 | \$ 82,393 |
| Snow Removal | 49,613 | 45,000 | 24,658 | 32,565 | 108,230 | 53,859 |
| Storm Sewer Maintenance | 71,663 | 65,000 | 59,401 | 59,988 | 44,525 | 61,580 |
| Storm Pond Maintenance | 1,654 | 1,500 | 995 | 666 | 883 | 1,110 |
| Yard Waste | 52,369 | 47,500 | 46,426 | 31,761 | 11,542 | 34,101 |
| Total Operation | 390,285 | 354,000 | 240,876 | 219,231 | 278,590 | 233,043 |
| CUSTOMER ACCOUNT EXPENSE | | | | | | |
| Billing and Collection | 49,613 | 45,000 | 169,091 | 40,764 | 38,036 | 34,969 |
| Uncollectible Accounts | 221 | 200 | 4,099 | 52 | - | - |
| Total Customer Account Expense | 49,833 | 45,200 | 173,190 | 40,816 | 38,036 | 34,969 |
| ADMINISTRATIVE AND GENERAL | | | | | | |
| Administrative and General Salaries | 187,425 | 170,000 | 167,878 | 169,176 | 181,409 | 171,002 |
| Outside Services Employed | 20,396 | 18,500 | 15,697 | 18,380 | 15,161 | 13,998 |
| Miscellaneous Expense | 27,563 | 25,000 | 24,319 | 19,084 | 17,810 | 15,641 |
| Total Administrative and General | 235,384 | 213,500 | 207,894 | 206,640 | 214,380 | 200,641 |
| Total O&M Expenses | 675,502 | 612,700 | \$ 621,960 | \$ 466,687 | \$ 531,006 | \$ 468,653 |
| OTHER CASH REQUIREMENTS: | | | | | | |
| Debt Service: | | | | | | |
| Principal Retirement | | | | | | |
| 2016A Bonds | 5,000 | 5,000 | | | | |
| 2017A Bonds | 90,000 | 90,000 | | | | |
| 2020B Bonds | 10,000 | 15,000 | | | | |
| 2018A Bonds | 40,000 | 40,000 | | | | |
| 2019A Bonds | 10,000 | 5,000 | | | | |
| 2021A Bonds | 25,000 | 20,000 | | | | |
| Future Borrowing for projects - estimated | | | | | | |
| Interest Expense | | | | | | |
| 2016A Bonds | 1,744 | 1,944 | | | | |
| 2017A Bonds | 5,400 | 10,800 | | | | |
| 2020B Bonds | 4,400 | 4,900 | | | | |
| 2018A Bonds | 13,993 | 15,833 | | | | |
| 2019A Bonds | 4,800 | 5,100 | | | | |
| 2021A Bonds | 6,500 | 7,439 | | | | |
| Future Borrowing for projects - estimated | | | | | | |
| Capital Replacement | 132,300 | 132,300 | | | | |
| Total Cash Requirement | 1,043,638 | \$ 966,015 | | | | |
| Funding at Current Rates | (777,470) | | | | | |
| Rates (Over)/Under Funding Expenses | \$ 266,168 | | | | | |
| Estimated with Adjusted Rates | | | | | | |
| Total Cash Requirement | 1,043,638 | | | | | |
| Funding at Adjusted Rates | (1,043,753) | | | | | |
| Rates (Over)/Under Funding Expenses | \$ (115) | | | | | |

2023 CASH REQUIREMENT

| | Estimated 2023 | Cash Requirement Costs | | | |
|---|-------------------|------------------------|------------|------------|------------|
| | | Base Year 2022 | 2021 | 2020 | 2019 |
| OPERATIONS | | | | | |
| Street Cleaning and Flushing | \$ 204,750 | \$ 195,000 | \$ 109,396 | \$ 94,251 | \$ 113,410 |
| Snow Removal | 47,250 | 45,000 | 24,658 | 32,565 | 108,230 |
| Storm Sewer Maintenance | 68,250 | 65,000 | 59,401 | 59,988 | 44,525 |
| Storm Pond Maintenance | 1,575 | 1,500 | 985 | 666 | 883 |
| Yard Waste | 49,875 | 47,500 | 46,426 | 31,761 | 11,542 |
| Total Operation | 371,700 | 354,000 | 240,876 | 219,231 | 278,590 |
| CUSTOMER ACCOUNT EXPENSE | | | | | |
| Billing and Collection | 47,250 | 45,000 | 169,091 | 40,764 | 38,036 |
| Uncollectible Accounts | 210 | 200 | 4,099 | 52 | - |
| Total Customer Account Expense | 47,460 | 45,200 | 173,190 | 40,816 | 38,036 |
| ADMINISTRATIVE AND GENERAL | | | | | |
| Administrative and General Salaries | 178,500 | 170,000 | 167,878 | 169,176 | 181,409 |
| Outside Services Employed | 19,425 | 18,500 | 15,697 | 18,380 | 15,161 |
| Miscellaneous Expense | 26,250 | 25,000 | 24,319 | 19,084 | 17,810 |
| Total Administrative and General | 224,175 | 213,500 | 207,894 | 206,640 | 214,380 |
| Total O&M Expenses | 643,335 | 612,700 | \$ 621,960 | \$ 486,687 | \$ 531,006 |
| OTHER CASH REQUIREMENTS: | | | | | |
| Debt Service: | | | | | |
| Principal Retirement | | | | | |
| 2016A Bonds | 5,000 | 5,000 | | | |
| 2017A Bonds | 90,000 | 90,000 | | | |
| 2020B Bonds | 10,000 | 16,000 | | | |
| 2018A Bonds | 40,000 | 40,000 | | | |
| 2019A Bonds | 5,000 | 5,000 | | | |
| 2021A Bonds | 20,000 | 20,000 | | | |
| Future Borrowing for projects - estimated | | | | | |
| Interest Expense | | | | | |
| 2016A Bonds | 1,944 | 1,944 | | | |
| 2017A Bonds | 8,100 | 10,800 | | | |
| 2020B Bonds | 4,800 | 4,900 | | | |
| 2018A Bonds | 14,933 | 15,833 | | | |
| 2019A Bonds | 4,950 | 5,100 | | | |
| 2021A Bonds | 7,100 | 7,439 | | | |
| Future Borrowing for projects - estimated | | | | | |
| Capital Replacement | 132,300 | 132,300 | | | |
| Total Cash Requirement | 1,021,161 | \$ 966,015 | | | |
| Funding at Rate | (777,470) | | | | |
| Rates (Over)/Under Funding Expenses | \$ 243,691 | | | | |
| Estimated with Adjusted Rates | | | | | |
| Total Cash Requirement | 1,021,161 | | | | |
| Funding at Rate | (1,043,753) | | | | |
| Rates (Over)/Under Funding Expenses | \$ (22,592) | | | | |

2022 CASH REQUIREMENT

| | Estimated 2022 | Cash Requirement Costs | | | | |
|-------------------------------------|-------------------|------------------------|------------|-----------|------------|-----------|
| | | Base Year 2022 | 2021 | 2020 | 2019 | 2018 |
| OPERATIONS | | | | | | |
| Street Cleaning and Flushing | \$ 195,000 | \$ 195,000 | \$ 109,396 | \$ 94,251 | \$ 113,410 | \$ 82,393 |
| Snow Removal | 45,000 | 45,000 | 24,658 | 32,565 | 108,230 | 53,859 |
| Storm Sewer Maintenance | 65,000 | 65,000 | 59,401 | 59,988 | 44,525 | 61,580 |
| Storm Pond Maintenance | 1,500 | 1,500 | 955 | 666 | 883 | 1,110 |
| Yard Waste | 47,500 | 47,500 | 46,426 | 31,761 | 11,542 | 34,101 |
| Total Operation | 354,000 | 354,000 | 240,876 | 219,231 | 278,590 | 233,043 |
| CUSTOMER ACCOUNT EXPENSE | | | | | | |
| Billing and Collection | 45,000 | 45,000 | 169,091 | 40,764 | 38,036 | 34,969 |
| Uncollectible Accounts | 200 | 200 | 4,099 | 52 | - | - |
| Total Customer Account Expense | 45,200 | 45,200 | 173,190 | 40,816 | 38,036 | 34,969 |
| ADMINISTRATIVE AND GENERAL | | | | | | |
| Administrative and General Salaries | 170,000 | 170,000 | 167,878 | 169,176 | 181,409 | 171,002 |
| Outside Services Employed | 18,500 | 18,500 | 15,697 | 18,380 | 15,161 | 13,998 |
| Miscellaneous Expense | 25,000 | 25,000 | 24,319 | 19,084 | 17,810 | 15,641 |
| Total Administrative and General | 213,500 | 213,500 | 207,894 | 206,640 | 214,380 | 200,641 |
| Total O&M Expenses | 612,700 | 612,700 | 621,960 | 456,687 | 531,005 | 468,653 |
| OTHER CASH REQUIREMENTS: | | | | | | |
| Debt Service: | | | | | | |
| Principal Retirement | | | | | | |
| 2016A Bonds | 5,000 | 5,000 | | | | |
| 2017A Bonds | 90,000 | 90,000 | | | | |
| 2020B Bonds | 15,000 | 15,000 | | | | |
| 2018A Bonds | 40,000 | 40,000 | | | | |
| 2019A Bonds | 5,000 | 5,000 | | | | |
| 2021A Bonds | 20,000 | 20,000 | | | | |
| Interest Expense | | | | | | |
| 2016A Bonds | 1,944 | 1,944 | | | | |
| 2017A Bonds | 10,800 | 10,800 | | | | |
| 2020B Bonds | 4,900 | 4,900 | | | | |
| 2018A Bonds | 15,833 | 15,833 | | | | |
| 2019A Bonds | 5,100 | 5,100 | | | | |
| 2021A Bonds | 7,439 | 7,439 | | | | |
| Capital Replacement | 132,300 | 132,300 | | | | |
| Total Cash Requirement | 966,015 | 966,015 | | | | |
| Funding at Rate | (777,470) | | | | | |
| Rates (Over)/Under Funding Expenses | \$ 188,545 | | | | | |
| Estimated with Adjusted Rates | 959,715 | | | | | |
| Total Cash Requirement | (1,043,753) | | | | | |
| Funding at Rate | \$ (84,038) | | | | | |

CITY OF CHIPPEWA FALLS, WISCONSIN
STORM WATER UTILITY RATE STUDY

CITY OF CHIPPEWA FALLS, WISCONSIN
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City of Chippewa Falls
Chippewa Falls, Wisconsin

Per your request, we have recalculated service charge rates of the City of Chippewa Falls Storm Water Utility. These rates were last adjusted January 1, 2018. Our recalculations are based on information provided by the City and estimates developed by us with Utility personnel assistance. Our recalculations have resulted in the following proposed changes to the Utility's current rates:

| Customer/Land Use Type: | Current Rates* | Proposed Rates* | Change | |
|-------------------------|----------------|-----------------|---------|--------|
| | | | \$ | % |
| Residential | \$ 3.47 | \$ 4.52 | \$ 1.05 | 30.26% |
| Commercial | 45.11 | 58.76 | 13.65 | 30.26% |
| Industrial | 35.12 | 45.75 | 10.63 | 30.27% |
| Multi-family | 29.01 | 37.79 | 8.78 | 30.27% |
| Institutional | 45.11 | 58.76 | 13.65 | 30.26% |

* Charge per acre/per month; residential = per household/per month

Rate Adjustment Impact:

| | | |
|---|------------|--------------|
| Total Annual Revenue Generated by Rates | \$ 777,470 | \$ 1,012,654 |
| Additional Annual Revenue Generated | | \$ 235,184 |
| Net Revenue Increase Percentage | | 30.2% |

The current fees generate approximately \$777,470 annually, while cash outflows in 2022 are estimated to be \$959,715 and expected to increase to \$1,002,607 in 2023 and \$1,011,850 in 2024. When determining the estimated 2022-2024 cash requirements, the following key factors were considered:

- Number of users will increase slightly in 2022-2024 compared to 2021
- Inflationary factor of 3% was used for 2023 and 2024 O&M expenditures
- Expected projects to occur in 2022-2024 are anticipated to be financed through additional debt, structured similar to current outstanding debt
- Capital replacement fund goal of \$10,500 monthly

The above rate adjustments represent results based on current and estimated activity within the Storm Water Utility fund. Additional modification to the rates may be necessary if actual results differ significantly than estimated in the rate adjustment calculations.

2024 CASH REQUIREMENT

| | Estimated 2024 | Cash Requirement Costs | | | |
|---|-------------------|------------------------|------------|------------|------------|
| | | Base Year 2022 | 2021 | 2020 | 2019 |
| OPERATIONS | | | | | |
| Street Cleaning and Flushing | \$ 206,876 | \$ 195,000 | \$ 109,396 | \$ 94,251 | \$ 113,410 |
| Snow Removal | 47,741 | 45,000 | 24,658 | 32,565 | 108,230 |
| Storm Sewer Maintenance | 68,959 | 65,000 | 59,401 | 59,988 | 44,525 |
| Storm Pond Maintenance | 1,591 | 1,500 | 995 | 666 | 883 |
| Yard Waste | 50,393 | 47,501 | 46,426 | 31,761 | 11,542 |
| Total Operation | 375,559 | 354,000 | 240,876 | 219,231 | 278,590 |
| CUSTOMER ACCOUNT EXPENSE | | | | | |
| Billing and Collection | 47,741 | 45,000 | 169,091 | 40,764 | 38,036 |
| Uncollectible Accounts | 212 | 200 | 4,099 | 52 | - |
| Total Customer Account Expense | 47,953 | 45,200 | 173,190 | 40,816 | 38,036 |
| ADMINISTRATIVE AND GENERAL | | | | | |
| Administrative and General Salaries | 180,353 | 170,000 | 167,878 | 169,176 | 181,409 |
| Outside Services Employed | 19,627 | 18,500 | 15,697 | 18,380 | 15,161 |
| Miscellaneous Expense | 26,523 | 25,000 | 24,319 | 19,084 | 17,810 |
| Total Administrative and General | 226,503 | 213,500 | 207,894 | 206,640 | 214,380 |
| Total O&M Expenses | 650,013 | 612,700 | \$ 621,960 | \$ 466,687 | \$ 531,006 |
| OTHER CASH REQUIREMENTS: | | | | | |
| Debt Service: | | | | | |
| Principal Retirement | | | | | |
| 2016A Bonds | 5,000 | 5,000 | | | |
| 2017A Bonds | 90,000 | 90,000 | | | |
| 2020B Bonds | 10,000 | 15,000 | | | |
| 2018A Bonds | 40,000 | 40,000 | | | |
| 2019A Bonds | 10,000 | 5,000 | | | |
| 2021A Bonds | 10,000 | 20,000 | | | |
| Future Borrowing for projects - estimated | 25,000 | | | | |
| Interest Expense | | | | | |
| 2016A Bonds | 1,744 | 1,944 | | | |
| 2017A Bonds | 5,400 | 10,800 | | | |
| 2020B Bonds | 4,400 | 4,900 | | | |
| 2018A Bonds | 13,993 | 15,833 | | | |
| 2019A Bonds | 4,800 | 5,100 | | | |
| 2021A Bonds | 6,500 | 7,439 | | | |
| Future Borrowing for projects - estimated | 9,000 | | | | |
| Capital Replacement | 125,000 | 125,000 | | | |
| Total Cash Requirement | 1,011,850 | \$ 959,715 | | | |
| Funding at Current Rates | (777,470) | | | | |
| Rates (Over)/Under Funding Expenses | \$ 234,380 | | | | |
| Estimated with Adjusted Rates | | | | | |
| Total Cash Requirement | 1,011,850 | | | | |
| Funding at Adjusted Rates | (1,012,654) | | | | |
| Rates (Over)/Under Funding Expenses | \$ (805) | | | | |

2023 CASH REQUIREMENT

| | Estimated 2023 | Cash Requirement Costs | | | | |
|---|-------------------|------------------------|------------|------------|------------|------------|
| | | Base Year 2022 | 2021 | 2020 | 2019 | 2018 |
| OPERATIONS | | | | | | |
| Street Cleaning and Flushing | \$ 200,850 | \$ 195,000 | \$ 109,396 | \$ 94,251 | \$ 113,410 | \$ 82,393 |
| Snow Removal | 46,350 | 45,000 | 24,598 | 32,665 | 108,230 | 53,859 |
| Storm Sewer Maintenance | 66,950 | 65,000 | 59,401 | 59,988 | 44,525 | 61,580 |
| Storm Pond Maintenance | 1,545 | 1,500 | 995 | 866 | 883 | 1,110 |
| Yard Waste | 48,925 | 47,500 | 46,426 | 31,781 | 11,542 | 34,101 |
| Total Operation | 364,620 | 354,000 | 240,876 | 219,231 | 278,590 | 233,043 |
| CUSTOMER ACCOUNT EXPENSE | | | | | | |
| Billing and Collection | 46,350 | 45,000 | 169,091 | 40,764 | 38,036 | 34,969 |
| Uncollectible Accounts | 206 | 200 | 4,099 | 52 | - | - |
| Total Customer Account Expense | 46,556 | 45,200 | 173,190 | 40,816 | 38,036 | 34,969 |
| ADMINISTRATIVE AND GENERAL | | | | | | |
| Administrative and General Salaries | 175,100 | 170,000 | 167,878 | 169,176 | 181,409 | 171,002 |
| Outside Services Employed | 19,055 | 18,500 | 15,697 | 18,380 | 15,161 | 13,998 |
| Miscellaneous Expense | 25,750 | 25,000 | 24,319 | 19,084 | 17,810 | 15,641 |
| Total Administrative and General | 219,905 | 213,500 | 207,894 | 206,640 | 214,380 | 200,641 |
| Total O&M Expenses | 631,081 | 612,700 | \$ 621,960 | \$ 466,687 | \$ 531,006 | \$ 488,653 |
| OTHER CASH REQUIREMENTS: | | | | | | |
| Debt Service: | | | | | | |
| Principal Retirement | | | | | | |
| 2016A Bonds | 5,000 | 5,000 | | | | |
| 2017A Bonds | 90,000 | 90,000 | | | | |
| 2020B Bonds | 10,000 | 15,000 | | | | |
| 2018A Bonds | 40,000 | 40,000 | | | | |
| 2019A Bonds | 5,000 | 5,000 | | | | |
| 2021A Bonds | 20,000 | 20,000 | | | | |
| Future Borrowing for projects - estimated | | | | | | |
| Interest Expense | | | | | | |
| 2016A Bonds | 1,844 | 1,944 | | | | |
| 2017A Bonds | 8,100 | 10,800 | | | | |
| 2020B Bonds | 4,600 | 4,900 | | | | |
| 2018A Bonds | 14,933 | 15,833 | | | | |
| 2019A Bonds | 4,950 | 5,100 | | | | |
| 2021A Bonds | 7,100 | 7,439 | | | | |
| Future Borrowing for projects - estimated | | | | | | |
| Capital Replacement | 126,000 | 126,000 | | | | |
| Total Cash Requirement | 1,002,607 | | | | | |
| Funding at Rate | (777,470) | | | | | |
| Rates (Over)/Under Funding Expenses | \$ 225,137 | | | | | |
| Estimated with Adjusted Rates | | | | | | |
| Total Cash Requirement | 1,002,607 | | | | | |
| Funding at Rate | (1,012,654) | | | | | |
| Rates (Over)/Under Funding Expenses | \$ (10,047) | | | | | |

2022 CASH REQUIREMENT

| | Estimated 2022 | Cash Requirement Costs | | | | |
|-------------------------------------|-------------------|------------------------|------------|-----------|------------|-----------|
| | | Base Year 2022 | 2021 | 2020 | 2019 | 2018 |
| OPERATIONS | | | | | | |
| Street Cleaning and Flushing | \$ 195,000 | \$ 195,000 | \$ 109,396 | \$ 94,251 | \$ 113,410 | \$ 82,393 |
| Snow Removal | 45,000 | 45,000 | 24,658 | 32,565 | 108,230 | 53,859 |
| Storm Sewer Maintenance | 65,000 | 65,000 | 59,401 | 59,988 | 44,525 | 61,580 |
| Storm Pond Maintenance | 1,500 | 1,500 | 995 | 666 | 883 | 1,110 |
| Yard Waste | 47,500 | 47,500 | 46,426 | 31,761 | 11,542 | 34,101 |
| Total Operation | 354,000 | 354,000 | 240,876 | 219,231 | 278,590 | 233,043 |
| CUSTOMER ACCOUNT EXPENSE | | | | | | |
| Billing and Collection | 45,000 | 45,000 | 169,091 | 40,764 | 38,036 | 34,969 |
| Uncollectible Accounts | 200 | 200 | 4,099 | 52 | - | - |
| Total Customer Account Expense | 45,200 | 45,200 | 173,190 | 40,816 | 38,036 | 34,969 |
| ADMINISTRATIVE AND GENERAL | | | | | | |
| Administrative and General Salaries | 170,000 | 170,000 | 167,878 | 169,176 | 181,409 | 171,002 |
| Outside Services Employed | 18,500 | 18,500 | 15,697 | 18,380 | 15,161 | 13,998 |
| Miscellaneous Expense | 25,000 | 25,000 | 24,319 | 19,084 | 17,810 | 15,641 |
| Total Administrative and General | 213,500 | 213,500 | 207,894 | 206,640 | 214,380 | 200,641 |
| Total O&M Expenses | 612,700 | 612,700 | 621,960 | 466,687 | 531,006 | 488,653 |
| OTHER CASH REQUIREMENTS: | | | | | | |
| Debt Service: | | | | | | |
| Principal Retirement | | | | | | |
| 2016A Bonds | 5,000 | 5,000 | | | | |
| 2017A Bonds | 90,000 | 90,000 | | | | |
| 2020B Bonds | 15,000 | 15,000 | | | | |
| 2018A Bonds | 40,000 | 40,000 | | | | |
| 2019A Bonds | 5,000 | 5,000 | | | | |
| 2021A Bonds | 20,000 | 20,000 | | | | |
| Interest Expense | | | | | | |
| 2016A Bonds | 1,944 | 1,944 | | | | |
| 2017A Bonds | 10,800 | 10,800 | | | | |
| 2020B Bonds | 4,900 | 4,900 | | | | |
| 2018A Bonds | 15,833 | 15,833 | | | | |
| 2019A Bonds | 5,100 | 5,100 | | | | |
| 2021A Bonds | 7,439 | 7,439 | | | | |
| Capital Replacement | 126,000 | 126,000 | | | | |
| Total Cash Requirement | 959,715 | 959,715 | | | | |
| Funding at Rate | (777,470) | | | | | |
| Rates (Over)/Under Funding Expenses | \$ 182,245 | | | | | |

| | |
|-------------------------------------|-------------|
| Estimated with Adjusted Rates | 959,715 |
| Total Cash Requirement | (1,012,654) |
| Funding at Rate | \$ (52,939) |
| Rates (Over)/Under Funding Expenses | \$ (52,939) |

CITY OF CHIPPEWA FALLS JOB DESCRIPTION

Job Title: Senior Engineering Technician *Civil Engineer*
Department: Engineering Department
Reports To: Director of Public Works *City Engineer*
FLSA Status: Non-Exempt
Prepared Date: March 23, 2001 March 3023
Salary Grade: 13 Maximum \$82,712.03 to 14E \$76,715.42

SUMMARY

Performs engineering duties as directed by the Director of Public Works *City Engineer*.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Provides field supervision *and staking* of public works projects such as street reconstruction, paving, new streets, intersections, parking areas, sanitary sewer, storm sewer and water main.

Prepares plans, specifications and cost estimates of public works projects.

Schedules projects with contractors to coordinate field surveying and inspection workload.

Maintains records of public works construction.

Conducts investigations, troubleshoots and completes reports of engineering problems.

Assists in preliminary field survey for public works projects.

Reviews Contractor's requests for payment.

Provides information *and reviews and issues permits* to the public, other departments and public utility companies.

Prepares plans for approved state and federally funded highway projects within the City and may supervise technician or aides in this plan preparation. Supervises marking locations of City underground utilities requested through the Diggers Hot Line. Performs "locates" as needed.

Orders materials for public works construction and maintenance projects and maintains inventory.

Reviews and corrects plats, surveys and plans to show as built condition.

Maintains assessor's maps, City maps, *City Official Map* water main *Utility* maps and other permanent records.

Prepares Governmental Accounting Standards Board(GASB) Annual report.

Coordinates work between utilities and various City departments

Job description Senior Technician to Civil Engineer 2023

Confers with property owners, utility companies and others.

Operates personal computer using AutoCadd and other engineering software. *Remove and put under Computer Skills or leave here and add Civil 3d in both places*

Provides public with miscellaneous grades for houses, sidewalks, drives, etc.

Writes legal descriptions for deeds and easements.

Performs land title and legal description research for City property and rights-of-way.

Supervises maintenance of Emergency Warning Signals.

Prepares annual street mileage report and documentation and submits to WisDOT for highway aids.

Rates City streets using the "PASER" rating systems.

Prepares annual corporate City Limits description for the Secretary of State.

Coordinates the sewer televising program. *Remove as this task is now done by the Wastewater Supervisor*

Administers annual concrete construction repair contracts.

Administers the City-wide sidewalk inspection, repair and replacement program, including those duties and responsibilities in Chapter 66.0907 (3) (b) through (3) (f) of Wisconsin Statutes.

Works with the Federal government in preparing the census. *Remove and place with GIS Specialist JD*

Snow Manager

Serves as City Engineer in their absence

Related work and other functions that may be assigned.

SUPERVISORY RESPONSIBILITIES

Directly supervises one to four employees in the Engineering Department. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include training employees, planning, assigning and directing work, appraising performance, disciplining employees, addressing complaints and resolving problems.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

COMPUTER SKILLS

Must be proficient in the use of personal computers in an office environment. Knowledge of, *and proficiency in AutoCadd, Civil 3D and* ability to use word processing, spreadsheet and database programs. Ability to work in a network environment. Should also have a basic understanding of Internet/e-mail access and use.

EDUCATION AND/OR EXPERIENCE

Bachelor's degree (B.S.) From four-year college or university and one to three years related experience and/or training or equivalent combination of education and experience. *Wisconsin Professional Engineer License or ability to obtain Desirable.*

LANGUAGE SKILLS

Ability to read, analyze and interpret common scientific and technical journals, financial reports, and legal documents. Ability to respond to common inquiries or complaints from citizens, regulatory agencies or members of the business community. Ability to write speeches and articles for publication that conform to prescribed style and format. Ability to effectively present information to top management and public groups.

MATHEMATICAL SKILLS

Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios and proportions to practical situations.

REASONING ABILITY

Ability to define problems, collect data, establish facts and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

CERTIFICATES, LICENSES, REGISTRATIONS

Valid driver's license.

PHYSICAL DEMANDS

The physical demands described here 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 functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand, walk and use hands to finger, handle, or feel. The employee is occasionally required to sit, reach with hands and arms, climb or balance, stoop, kneel, crouch or crawl and taste or smell. The employee must occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, depth perception and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to outside weather

conditions. The employee is occasionally exposed to high, precarious places, fumes or airborne particles and toxic or caustic chemicals. The noise level in the work environment is usually loud.



Quotation

| Date | Quote # | Quote Expires |
|-----------|---------|---------------|
| 1/19/2023 | 12172 | 2/15/2023 |

City of Chippewa Falls
 Parks and Rec Dept
 30 W Central Street
 Chippewa Falls, WI 54729

| Project | PO No |
|------------|-------|
| Demolition | |

| Description | Total |
|---|--------------------------|
| Provide all materials, labor, equipment, and expertise to perform: Remove and discard waterslide and waterslide tower. Cut off concrete footings below surrounding grade. Payment Terms: Net 15 upon project completion. | 13,250.00 |
| To indicate acceptance of quoted work and associated payment terms, please sign below By: _____ Date _____ | Total \$13,250.00 |

Fischer Bros. LLC

4750 W Park Avenue
 Chippewa Falls, WI 54729

Phone: 715-861-5232

Cell: 715-214-8152

Email: deb@waterslidesrestoration.com



Quotation

| | | |
|-----------|---------|---------------|
| Date | Quote # | Quote Expires |
| 1/19/2023 | 12171 | 2/15/2023 |

City of Chippewa Falls
 Parks and Rec Dept
 30 W Central Street
 Chippewa Falls, WI 54729

| | |
|----------------------|-------|
| Project | PO No |
| Complete Restoration | |

| Description | Total |
|---|--------------------------|
| <p>Provide all materials, labor, equipment, and expertise to perform Turnkey Restoration of waterslide system situated within the Bernard F. Willi Outdoor Pool in Chippewa Falls.</p> <p>The following steps will be taken to complete this Turnkey Restoration: Restore interior surface of waterslide using marine grade polyester gelcoat. Restore exterior surface of waterslide using industrial epoxy basecoat and aliphatic urethane topcoat. Restore entire slide tower and slide support system. Powdercoat guardrails, ADA rails, decking, and steps. Modify 2 concrete piers.</p> <p>Notes: All components of the slide system may have new colors selected (slide exterior, steel components, guardrails, aluminum decking and steps) slide interior to be white. All coating systems and restoration techniques deployed in the restoration of this slide system are a substantial improvement over what the original manufacturer used when the system was manufactured. The newly restored slide system will not only be far more aesthetically pleasing than it is at present, but will be substantially better than it ever has been. The restoration option in this case, is actually a far less expensive alternative to purchasing a new slide system, and it is just as good. Work can be completed prior to scheduled opening of pool if contract is in place by the expiration date of this quote.</p> <p>Payment Terms: 35% Deposit with PO to secure position in our busy Restoration Schedule. Progress billing once project begins, to correspond with actual onsite progress and materials stored. Remaining balance due Net 15.</p> | 79,550.00 |
| <p>To indicate acceptance of quoted work and associated payment terms, please sign below</p> <p>By: _____ Date _____</p> | Total \$79,550.00 |

Fischer Bros. LLC

4750 W Park Avenue
 Chippewa Falls, WI 54729

Phone: 715-861-5232

Cell: 715-214-8152

Email: deb@watersliderestoration.com

9/28/2022

Date

2023 Omitted Budget Request

Prepared by: Connie Freagon
Department: I. T.
Account Number: 10.51440.5219
Account Name: Professional Services
Dollar Amount Requested: \$5,616.00

USE this form to submit items you did not include in your line item budget requests due to the 0% increase directive.

Chippewa County Intergovernmental Agreement for IT Services.

Committee 1 met 5/3/22 and approved an annual scheduled 5% increase in labor in 2023, 2024, and 2025. 2023 technical support increase \$2,234.

2023 increase in shared hardware and systems cost net increase \$4,451. Increases in:

- Wiscnet internet service – first increase in several years
- Fortinet firewall – new, approved in 2021
- Camera servers replaced
- Email archive system replaced

| | |
|------------------------------|-----------------|
| <u>Total cost</u> | <u>\$72,160</u> |
| City Portion | \$61,269 |
| <u>Budget at 0% increase</u> | <u>\$55,653</u> |
| Omitted request | \$ 5,616 |

Comments by Reviewer: