

CITY OF MENASHA, WISCONSIN



2020 Operating Budget and 2020 – 2024 Capital Improvements Program (CIP) Budget

*(Working Document for November 2019
budget workshop meetings)*

**CITY OF MENASHA
2020 OPERATING BUDGET AND
2020-2024 CAPITAL IMPROVEMENTS PROGRAM (CIP) BUDGET**

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TO: Menasha Citizens and Members of the Common Council
FROM: Donald Merkes, Mayor
DATE: 15 October 2019

RE: 2020 Budget

We have a lot to be proud of here in Menasha, new and refreshed amenities, significant residential and commercial development, upgrades in services and an overall new sense of pride in the community. This has been especially visible in the downtown, where we continue to support redevelopment. This past summer, Menasha got its chance to show off with a taping of *Around the Corner* a PBS documentary on Wisconsin cities. With a January premiere the rest of the State will know what we already know, Menasha is a great place to be.

That status hasn't come by chance or easily. Dedicated employees at the City work tirelessly to provide services, plan events, build infrastructure and keep us safe. The Menasha School District works to ensure that they are *"reaching every student every day"*. Non-profit organizations throughout the City ensure that those in need are not left behind and neighborhoods are represented. Residents look after their neighbors and elected officials are dedicated to continuous improvement. Menasha is an integral part of what makes the Fox Cities such a desirable place to live.

This budget is a statement of those values that we have as a city, community and region.

While a budget is much more than just numbers and a financial statement, finances are the heart of any budget. The 2020 budget brings new assessments which have lowered the assessed tax rate. With the change in assessments, I want everyone to know that this budget will not collect even a single dollar more in property taxes this year. In fact, our tax levy is actually slightly lower than 2019. This is in large part due to the closure of one of our TIF districts proving that investments such as these pay off in the long run, bringing millions of dollars of new tax base to Menasha. In addition, we continue to pay off debt. Our debt is 35% lower than in 2011 (over \$15 million) as of today. Even with decreased funding and new mandates from the State, Menasha's finances continue to move in a positive direction.

Our largest project in 2020 will be breaking ground on a new public works facility, having secured financing through the USDA. Updating of this facility has been delayed for nearly two decades due to the City's financial ability to afford it. This crucial piece of infrastructure ensures that our team will be ready to plow, pave or pickup at a moment's notice. In addition, it allows us to continue the cooperative agreements with Menasha Schools and Menasha Utilities to maintain their fleets, saving all three entities money. In 2019 we received grant funding for Broad Street and Lake Park Road. We are happy to report that a grant funding the reconstruction of Racine Street has been awarded to Menasha just a few weeks ago. The \$5 million project will be constructed in 2025. Until that time we will continue to provide funding to smooth the rough patches and improve drivability on one of the community's main thoroughfares. In addition to these road projects, the City has budgeted over \$1.5 million in street construction for multiple streets in 2020. All of these projects are included in your property taxes with no special assessments and no additional fees.

With a flurry of retirements in the Police Department over the past few years, officers that were hired about the same time as I was taking office, nearly 12 years ago, are now taking leadership roles. As these new leaders add their observations and experience to everyday operations, you can rest assured that our philosophy of not just responding to issues in the community, but serving and working to solve problems is still strong. Our Police Department responds to over 13,500 calls each year from traffic mishaps and disputes to more serious issues keeping us safe and secure all in a professional manner. On the other side of the building, our Fire Department continues to have some of the best response times in the area, providing piece of mind that they are there if and when you are in need.

In 2019, Rock the Block will have infused over \$1 million into our community's housing stock. Helping low to moderate income families improve their home and quality of life. The program encourages neighbors to get involved in their neighborhoods and requires sweat equity, but more importantly creates pride in their home and neighborhood. With the closure of TIF 5, Menasha will be extending a new program, Strong Neighborhoods Menasha, to all residents of the community in 2020. This new program will provide a mixture of grants and forgivable matching loans up to \$15,000 to rehab, improve, and convert to single family homes to people who commit to live in our community for the next 5 years. Housing is the most valuable component of our City, therefore keeping homes in all parts of the City in good condition and well maintained is good for all of us.

In addition, our Health and Community Development departments will continue their partnership with Menasha Utilities to get the lead out of privately owned water laterals in the Menasha. Our community was the third in the entire state to commit to funding $\frac{2}{3}$ of the cost of replacement and a payment plan for the remaining $\frac{1}{3}$. No child should risk lead poisoning due to lack of ability to fund a water line replacement.

Last year the Parks Department expanded a key segment of trail on the east side of Menasha, 2020 anticipates extending Nature's Way trail opening the conservancy and neighborhoods further east to safe bike and pedestrian travel. In addition we will add pedestrian crossing lights at Melissa & Plank Rd. We will continue to implement the Jefferson Park plan with enhancements to the shore wall, parking, pool, and preparation for a new playground. Additionally, we look to enhance and expand the successful collaboration that began last year between the Recreation Department, Library, and Senior Center. Knowing just how important having activities in our community is to the quality of life and desirability of neighborhoods, this budget expands the part time position of Recreation Coordinator to full time providing a greater focus on this desire from our community.

Our award winning Library continues to shine year over year enhancing continuing the vision of Elisha D. Smith to provide books and resources to the community. In addition to all the programing that they do, knowing that libraries are changing, the Library Board will be embarking on a facility study this coming year to ensure that Menasha remains on the cutting edge of the library's mission "*Connecting people with one another and to resources for lifetime learning*" for future generations.

This budget continues to embrace the values of Menasha residents, provide the services we expect and offers strategic opportunities to improve our quality of life within a framework that supports both our residents and employees. **With good planning we were able to provide for these measures without increasing our tax levy at all from 2019.** With the adoption of this budget we will continue building upon our successes with a vision for the future.

Sincerely,

A handwritten signature in black ink, appearing to read 'Donald Merkes', with a long horizontal line extending to the right.

Donald Merkes, Mayor

CITY OF MENASHA DIRECTORY OF OFFICIALS 2019 – 2020

MAYOR
Donald Merkes

PRESIDENT OF THE COMMON COUNCIL
Stan Sevenich

COUNCIL MEMBERS

Aldermanic District #1:	Rebecca Nichols
Aldermanic District #2:	James Taylor
Aldermanic District #3:	Stan Sevenich
Aldermanic District #4:	Mark Langdon
Aldermanic District #5:	Steve Krueger
Aldermanic District #6:	Thomas Grade
Aldermanic District #7:	Ted Grade
Aldermanic District #8:	Randy Ropella

CITY OFFICERS

City Attorney	Pamela Captain
City Clerk	Deborah Galeazzi
Administrative Services Director	John Jacobs
Public Works Director	Adam Alix
Police Chief	Tim Styka
Fire Chief	Kevin Kloehn
Health Director	Nancy McKenney
Community Development Director	Sam Schroeder
Library Director	Vicki Lenz
Parks & Recreation Director	Brian Tungate

INTRODUCTION & SUMMARY

CITY OF MENASHA

Comparison of Annual Budgets, Annual Tax Levies, and Annual Tax Rates For Budget Years 2016 - 2020

BUDGET COMPARISON (2020 Budget/2019 Levy)

DATE: 10/15/2019 - ESTIMATE

PREPARED BY: COMPTROLLER/TREASURER

ATTACHMENT A

	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	
<u>EXPENDITURES-GENERAL FUND (100)</u>						
GENERAL GOVERNMENT	\$ 1,435,723	\$ 1,425,600	\$ 1,532,220	\$ 1,549,568	\$ 1,592,927	2.80%
PUBLIC SAFETY	8,141,798	8,367,704	8,415,745	8,635,037	8,715,489	0.93%
HEALTH & HUMAN SERVICES	919,914	928,972	933,243	1,026,771	1,027,140	0.04%
PUBLIC WORKS	2,919,630	2,941,872	3,015,249	2,996,162	3,039,888	1.46%
CULTURE, RECREATION & EDUCATION	3,020,636	3,076,672	3,221,510	3,209,172	3,355,694	4.57%
CONSERVATION & DEVELOPMENT	319,167	356,718	360,844	490,796	445,002	-9.33%
OTHER FINANCING USES / MISCELLANEOUS	-	-	51,000	4,000	20,000	400.00%
TOTAL	16,756,868	17,097,538	17,529,811	17,911,506	18,196,140	1.59%
<u>REVENUES-GENERAL FUND (100)</u>						
TAXES	\$ (872,320)	\$ (871,394)	\$ (894,002)	\$ (893,385)	\$ (905,016)	
INTERGOVERNMENTAL REVENUE	(4,566,841)	(4,595,454)	(4,670,606)	(4,762,908)	(5,175,611)	
LICENSES AND PERMITS	(517,876)	(474,210)	(412,745)	(425,365)	(430,904)	
FINES, FORFEITS & PENALTY	(124,000)	(107,000)	(107,500)	(117,000)	(121,000)	
PUBLIC CHARGES FOR SERVICES	(468,725)	(467,007)	(477,025)	(512,495)	(530,241)	
INTERGOVERNMENTAL CHARGES	(1,416,031)	(1,513,318)	(1,504,742)	(1,549,504)	(1,616,643)	
MISCELLANEOUS REVENUES	(235,350)	(235,635)	(223,635)	(270,022)	(223,516)	
OTHER FINANCING SOURCES	(152,323)	(87,622)	(124,622)	(143,401)	(148,450)	
TOTAL	(8,353,466)	(8,351,640)	(8,414,877)	(8,674,080)	(9,151,381)	5.50%
APPLICATION OF FUND BALANCE	(155,000)	(155,000)	(290,573)	(350,323)	(220,000)	
TAX LEVY-GENERAL FUND	8,248,402	8,590,898	8,824,361	8,887,103	8,824,759	-0.70%
<u>CAPITAL PROJECTS FUND (470)</u>						
EXPENDITURES-CITY	\$ 1,337,150	\$ -	\$ 3,128,748			
EXPENDITURES-DEVELOPMENT AGREEMENT	751,685		2,522,090			
OTHER FINANCING SOURCES	(2,088,835)	-	(5,650,838)			
TAX LEVY-CAPITAL PROJECTS FUND	-	-	-	-	-	
<u>DEBT SERVICE FUND (310)</u>						
EXPENDITURES	\$ 4,148,527	\$ 4,308,273	\$ 8,961,211	\$ 4,301,334		
TAXES	(660,367)	(663,388)	(668,424)	(659,622)		
INTERGOVERNMENTAL REVENUE	-	-	-	-		
SPECIAL ASSESSMENTS	(145,000)	(167,500)	(392,055)	(338,800)		
MISCELLANEOUS REVENUES	(7,600)	(10,000)	(19,500)	(18,000)		
OTHER FINANCING SOURCES	(2,015,038)	(2,169,048)	(6,892,135)	(2,234,912)		
APPLICATION OF FUND BALANCE	(350,000)	(350,000)	-	-		
TAX LEVY-DEBT SERVICE FUND	970,522	948,337	989,097	1,050,000	1,100,000	4.76%
<u>POST EMPLOYMENT SICK LEAVE RESERVE (260)</u>						
EXPENDITURES	\$ 60,000	\$ 60,000	\$ 60,000			
REVENUES	-	-	(28,500)			
APPLICATION OF FUND BALANCE	-	-	28,500			
TAX LEVY-POST EMPLOYMENT SICK LEAVE	60,000	60,000	60,000	-	-	N/A
<u>RECYCLING FUND (266)</u>						
EXPENDITURES	\$ 447,494	\$ 404,238	\$ 445,775	\$ 456,777	\$ 444,154	
INTERGOVERNMENTAL REVENUE	(55,545)	(66,860)	(71,000)	(71,000)	(70,200)	
PUBLIC CHARGES FOR SERVICES	(4,100)	(4,650)	(5,025)	(6,530)	(4,100)	
INTERGOVERNMENTAL CHARGES	(8,000)	(6,000)	(16,000)	(5,000)	(5,000)	
MISCELLANEOUS REVENUES	(16,000)	(7,500)	(12,500)	(10,000)	(8,000)	
APPLICATION OF FUND BALANCE	-	-	-	(39,736)	(20,000)	
TAX LEVY-RECYCLING FUND	363,849	319,228	341,250	324,511	336,854	3.80%
TOTAL TAX LEVY-ALL FUNDS	\$ 9,642,773	\$ 9,918,463	\$ 10,214,708	\$ 10,261,614	\$ 10,261,613	0.00%
EQUALIZED TAX RATE - LEVY/TID OUT						
	\$ 10.3135	\$ 10.2686	\$ 10.1595	\$ 9.7882	\$ 9.6216	-1.70%
EQUALIZED VALUATION - TID IN						
	\$ 1,010,047,700	\$ 1,051,001,800	\$ 1,117,040,500	\$ 1,177,560,800	\$ 1,196,723,000	1.63%
EQUALIZED VALUATION - TID OUT						
	\$ 934,965,600	\$ 965,899,500	\$ 1,005,433,600	\$ 1,048,370,100	\$ 1,066,521,500	
ASSESSED TAX RATE						
	\$ 10.3383	\$ 10.5701	\$ 10.8184	\$ 10.8899	\$ 9.6429	-11.45%
ASSESSED VALUATION - TID IN						
	\$ 1,008,794,700	\$ 1,021,514,200	\$ 1,054,407,500	\$ 1,054,967,700	\$ 1,194,077,335	13.19%
ASSESSED VALUATION - TID OUT						
					\$ 1,064,163,677	Estimate

FUND 100

GENERAL FUND

**CITY OF MENASHA
EXPENDITURES SUMMARY
2020 OPERATING BUDGET - General Fund only**

Budget Account	2018 Actual	2019 Estimate	2019 Amended Budget	2020 Proposed Budget	2020 Amount Budget Change	2020 % Budget Change	% of Total
<u>EXPENDITURES</u>							
General Government	\$ 1,503,285	\$ 1,506,319	\$ 1,549,568	\$ 1,592,927	\$ 43,359	2.80%	8.75%
Public Safety	8,239,069	8,410,475	8,635,037	8,715,489	80,452	0.93%	47.90%
Public Works	3,057,271	3,038,836	2,996,162	3,039,888	43,726	1.46%	16.71%
Health & Human Services	904,372	996,290	1,026,771	1,027,140	369	0.04%	5.64%
Culture, Recreation, & Education	3,207,353	3,167,044	3,209,172	3,355,694	146,522	4.57%	18.44%
Conservation & Development	322,482	456,010	490,796	445,002	(45,794)	-9.33%	2.45%
Miscellaneous / Other	85,805	0	4,000	20,000	16,000	0.00%	0.11%
Contingency Reserve	0	0	0	0	0	N/A	0.00%
TOTAL EXPENDITURES	\$ 17,319,637	\$ 17,574,974	\$ 17,911,506	\$ 18,196,140	\$ 284,634	1.59%	100.00%

**CITY OF MENASHA
2020 BUDGET SUMMARY
(General Fund)**

<u>Budget Account</u>	<u>2018 Actual</u>	<u>2019 Estimate</u>	<u>2019 Amended Budget</u>	<u>2020 Proposed Budget</u>	<u>2020 Amount Budget Change</u>	<u>2020 % Budget Change</u>
<u>GENERAL GOVERNMENT</u>						
<u>Common Council</u>						
Common Council	\$ 78,035	\$ 78,966	\$ 74,676	\$ 74,664	\$ (12)	
	<u>\$ 78,035</u>	<u>\$ 78,966</u>	<u>\$ 74,676</u>	<u>\$ 74,664</u>	<u>\$ (12)</u>	-0.02%
<u>Mayor's Office</u>						
Mayor's Office	\$ 97,828	\$ 95,727	\$ 100,240	\$ 99,486	\$ (754)	
	<u>\$ 97,828</u>	<u>\$ 95,727</u>	<u>\$ 100,240</u>	<u>\$ 99,486</u>	<u>\$ (754)</u>	-0.75%
<u>City Attorney</u>						
City Attorney	\$ 159,661	\$ 171,297	\$ 178,794	\$ 178,744	\$ (50)	
	<u>\$ 159,661</u>	<u>\$ 171,297</u>	<u>\$ 178,794</u>	<u>\$ 178,744</u>	<u>\$ (50)</u>	-0.03%
<u>Property Insurance</u>						
Property Insurance	\$ 74,500	\$ 81,950	\$ 81,950	\$ 90,145	\$ 8,195	
	<u>\$ 74,500</u>	<u>\$ 81,950</u>	<u>\$ 81,950</u>	<u>\$ 90,145</u>	<u>\$ 8,195</u>	10.00%
<u>City Clerk</u>						
City Clerk	\$ 107,160	\$ 115,250	\$ 117,373	\$ 115,849	\$ (1,524)	
Elections	73,388	51,433	54,956	82,535	\$ 27,579	
	<u>\$ 180,548</u>	<u>\$ 166,683</u>	<u>\$ 172,329</u>	<u>\$ 198,384</u>	<u>\$ 26,055</u>	15.12%
<u>Neenah-Menasha Municipal Court</u>						
Municipal Court	\$ 3,400	\$ 3,500	\$ 3,500	\$ 3,600	\$ 100	
	<u>\$ 3,400</u>	<u>\$ 3,500</u>	<u>\$ 3,500</u>	<u>\$ 3,600</u>	<u>\$ 100</u>	2.86%
<u>Administrative Services</u>						
Finance/Comptroller/Treasurer	\$ 438,445	\$ 469,562	\$ 476,191	\$ 491,112	\$ 14,921	
Personnel/Human Resources	204,167	202,366	213,615	212,126	\$ (1,489)	
Assessor	75,780	79,500	78,165	78,975	\$ 810	
	<u>\$ 718,392</u>	<u>\$ 751,428</u>	<u>\$ 767,971</u>	<u>\$ 782,213</u>	<u>\$ 14,242</u>	1.85%
<u>Other General Government</u>						
Illegal Taxes/Tax Refunds	\$ 17,601	\$ 848	\$ 6,000	\$ 6,000	\$ -	
Uncollectible Debt	15,334	14,600	9,500	8,700	\$ (800)	
Room Taxes	173	0	0	0	\$ -	
Employees Safety Committee	28,615	32,685	28,581	34,444	\$ 5,863	
	<u>\$ 61,723</u>	<u>\$ 48,133</u>	<u>\$ 44,081</u>	<u>\$ 49,144</u>	<u>\$ 5,063</u>	11.49%
<u>Municipal Building</u>						
Operations	\$ 129,198	\$ 108,635	\$ 126,027	\$ 116,547	\$ (9,480)	
	<u>\$ 129,198</u>	<u>\$ 108,635</u>	<u>\$ 126,027</u>	<u>\$ 116,547</u>	<u>\$ (9,480)</u>	-7.52%
<u>Total General Government</u>	<u>\$ 1,503,285</u>	<u>\$ 1,506,319</u>	<u>\$ 1,549,568</u>	<u>\$ 1,592,927</u>	<u>\$ 43,359</u>	<u>2.80%</u>
<u>PUBLIC SAFETY</u>						
<u>Menasha Police</u>						
Operations	\$ 4,557,794	\$ 4,651,881	\$ 4,823,489	\$ 4,792,966	\$ (30,523)	
Crossing Guards	19,832	21,770	22,750	24,176	\$ 1,426	
Community Service Officers	40,749	43,483	43,583	47,249	\$ 3,666	
Auxiliary Police	7,358	11,125	15,251	15,251	\$ -	
Jail/Prisoner Meal Charge	12,380	9,750	14,000	12,000	\$ (2,000)	
Code Enforcement	70,074	74,826	75,513	77,254	\$ 1,741	
	<u>\$ 4,708,187</u>	<u>\$ 4,812,835</u>	<u>\$ 4,994,586</u>	<u>\$ 4,968,896</u>	<u>\$ (25,690)</u>	-0.51%
<u>Neenah-Menasha Fire & Rescue</u>						
Operations	\$ 3,369,373	\$ 3,447,521	\$ 3,444,021	\$ 3,546,907	\$ 102,886	
	<u>\$ 3,369,373</u>	<u>\$ 3,447,521</u>	<u>\$ 3,444,021</u>	<u>\$ 3,546,907</u>	<u>\$ 102,886</u>	2.99%
<u>Emergency Government</u>						
Operations	\$ 602	\$ 350	\$ 975	\$ 650	\$ (325)	
	<u>\$ 602</u>	<u>\$ 350</u>	<u>\$ 975</u>	<u>\$ 650</u>	<u>\$ (325)</u>	-33.33%
<u>Building Inspections</u>						
Building Inspections	\$ 137,317	\$ 125,730	\$ 171,219	\$ 173,882	\$ 2,663	
Sealer Weights & Measures	23,590	24,039	24,236	25,154	\$ 918	
	<u>\$ 160,907</u>	<u>\$ 149,769</u>	<u>\$ 195,455</u>	<u>\$ 199,036</u>	<u>\$ 3,581</u>	1.83%
<u>Total Public Safety</u>	<u>\$ 8,239,069</u>	<u>\$ 8,410,475</u>	<u>\$ 8,635,037</u>	<u>\$ 8,715,489</u>	<u>\$ 80,452</u>	<u>0.93%</u>

**CITY OF MENASHA
2020 BUDGET SUMMARY
(General Fund)**

<u>Budget Account</u>	<u>2018 Actual</u>	<u>2019 Estimate</u>	<u>2019 Amended Budget</u>	<u>2020 Proposed Budget</u>	<u>2020 Amount Budget Change</u>	<u>2020 % Budget Change</u>
<u>PUBLIC WORKS</u>						
<u>Operations</u>						
Engineering	\$ 209,353	\$ 167,904	\$ 172,583	\$ 183,170	\$ 10,587	
Street Construction	651,538	587,333	720,545	736,686	\$ 16,141	
Street Excavation	96,195	83,039	-	-	\$ -	
Snow & Ice Removal	374,309	463,114	361,306	355,919	\$ (5,387)	
Snow Hauling	62	-	-	-	\$ -	
Street Signs-Markings	232,512	209,904	213,617	231,531	\$ 17,914	
Sidewalks & Crosswalks	129,626	145,113	140,170	141,226	\$ 1,056	
Sidewalk Excavation	5,964	32,309	-	-	\$ -	
Street Lighting	183,564	162,972	166,777	176,359	\$ 9,582	
Parking Lots	35,850	48,325	48,123	38,695	\$ (9,428)	
Canal Maint.-Construction	1,002	963	1,020	1,028	\$ 8	
Refuse Collection/Disposal	621,007	609,308	908,431	903,189	\$ (5,242)	
Refuse Commercial Overflow	267,741	272,226	-	-	\$ -	
Weed Cutting	36,543	38,738	44,457	42,365	\$ (2,092)	
	<u>\$ 2,845,266</u>	<u>\$ 2,821,248</u>	<u>\$ 2,777,029</u>	<u>\$ 2,810,168</u>	<u>\$ 33,139</u>	<u>1.19%</u>
<u>Other Public Works</u>						
Valley Transit Subsidy	\$ 200,805	\$ 206,388	\$ 207,933	\$ 218,520	\$ 10,587	
Dial-A-Ride Subsidy	11,200	11,200	11,200	11,200	\$ -	
	<u>\$ 212,005</u>	<u>\$ 217,588</u>	<u>\$ 219,133</u>	<u>\$ 229,720</u>	<u>\$ 10,587</u>	<u>4.83%</u>
<u>Total Public Works</u>	<u>\$ 3,057,271</u>	<u>\$ 3,038,836</u>	<u>\$ 2,996,162</u>	<u>\$ 3,039,888</u>	<u>\$ 43,726</u>	<u>1.46%</u>
<u>HEALTH & HUMAN SERVICES</u>						
<u>Health Department</u>						
Administration	\$ 484,491	\$ 534,736	\$ 543,203	\$ 560,480	\$ 17,277	
Environmental Health	73,259	83,974	85,969	86,581	\$ 612	
Health Screening/60 Plus	23,545	23,944	23,526	25,531	\$ 2,005	
Prevention Program	12,072	10,955	6,218	4,694	\$ (1,524)	
Radon Grant	562	-	-	-	\$ -	
School Health Aides	37,268	41,693	41,818	43,069	\$ 1,251	
Dental Program	47,529	52,369	58,468	57,958	\$ (510)	
Communicable Diseases	4,749	3,360	3,285	3,500	\$ 215	
Lead-free Delivery Grant	2,821	8,841	7,150	9,987	\$ 2,837	
Lead Prevention Grant	3,739	4,108	2,959	2,962	\$ 3	
Immunization Grant	7,910	8,228	9,442	8,356	\$ (1,086)	
Maternal Child Health	13,967	14,335	14,281	11,589	\$ (2,692)	
Dental Sealant Program	12,063	14,362	12,776	15,794	\$ 3,018	
Opioid Grant	-	30,000	-	-	\$ -	
Bio-Terrorism	40,132	19,935	36,035	45,664	\$ 9,629	
Twenty-Four/Seven	2,474	2,979	40,753	3,328	\$ (37,425)	
	<u>\$ 766,581</u>	<u>\$ 853,819</u>	<u>\$ 885,883</u>	<u>\$ 879,493</u>	<u>\$ (6,390)</u>	<u>-0.72%</u>
<u>Other Human Services</u>						
Senior Center	\$ 98,925	\$ 102,161	\$ 102,160	\$ 104,015	\$ 1,855	
Animal Impoundment	5,919	7,500	6,000	7,500	\$ 1,500	
Resthaven Cemetery	32,947	32,810	32,728	36,132	\$ 3,404	
	<u>\$ 137,791</u>	<u>\$ 142,471</u>	<u>\$ 140,888</u>	<u>\$ 147,647</u>	<u>\$ 6,759</u>	<u>4.80%</u>
<u>Total Health & Human Services</u>	<u>\$ 904,372</u>	<u>\$ 996,290</u>	<u>\$ 1,026,771</u>	<u>\$ 1,027,140</u>	<u>\$ 369</u>	<u>0.04%</u>

**CITY OF MENASHA
2020 BUDGET SUMMARY
(General Fund)**

<u>Budget Account</u>	<u>2018 Actual</u>	<u>2019 Estimate</u>	<u>2019 Amended Budget</u>	<u>2020 Proposed Budget</u>	<u>2020 Amount Budget Change</u>	<u>2020 % Budget Change</u>
<u>CULTURE, RECREATION, & EDUCATION</u>						
<u>Public Library</u>						
Operations	\$ 1,571,145	\$ 1,618,366	\$ 1,640,930	\$ 1,716,006	\$ 75,076	
	<u>1,571,145</u>	<u>\$ 1,618,366</u>	<u>\$ 1,640,930</u>	<u>\$ 1,716,006</u>	<u>\$ 75,076</u>	4.58%
<u>Park & Recreation - Operations</u>						
Parks Department	\$ 1,009,536	\$ 884,469	\$ 895,968	\$ 921,833	\$ 25,865	
Recreation Department	302,354	326,339	317,181	362,320	\$ 45,139	
Swimming Pool	217,019	224,124	236,866	234,910	\$ (1,956)	
Heckrodt Wetland Reserve	-	-	-	-	\$ -	
	<u>1,528,909</u>	<u>\$ 1,434,932</u>	<u>\$ 1,450,015</u>	<u>\$ 1,519,063</u>	<u>\$ 69,048</u>	4.76%
<u>Other Park & Recreation</u>						
Civic Commemorations	\$ 31,578	\$ 29,850	\$ 30,000	\$ 30,000	\$ -	
Lift Bridges	75,721	83,896	88,227	90,625	\$ 2,398	
	<u>107,299</u>	<u>\$ 113,746</u>	<u>\$ 118,227</u>	<u>\$ 120,625</u>	<u>\$ 2,398</u>	2.03%
<u>Total Culture, Recreation, & Education</u>	<u>\$ 3,207,353</u>	<u>\$ 3,167,044</u>	<u>\$ 3,209,172</u>	<u>\$ 3,355,694</u>	<u>\$ 146,522</u>	4.57%
<u>CONSERVATION AND DEVELOPMENT</u>						
<u>Community Development</u>						
Administration	\$ 231,795	\$ 282,835	\$ 289,829	\$ 289,676	\$ (153)	
Urban Redevelopment	11,529	59,375	72,880	32,380	\$ (40,500)	
	<u>\$ 243,324</u>	<u>\$ 342,210</u>	<u>\$ 362,709</u>	<u>\$ 322,056</u>	<u>\$ (40,653)</u>	-11.21%
<u>Forestry</u>						
Forestry	\$ 79,158	\$ 113,800	\$ 128,087	\$ 122,946	\$ (5,141)	
	<u>\$ 79,158</u>	<u>\$ 113,800</u>	<u>\$ 128,087</u>	<u>\$ 122,946</u>	<u>\$ (5,141)</u>	-4.01%
<u>Total Conservation & Development</u>	<u>\$ 322,482</u>	<u>\$ 456,010</u>	<u>\$ 490,796</u>	<u>\$ 445,002</u>	<u>\$ (45,794)</u>	-9.33%
<u>MISCELLANEOUS / OTHER</u>						
<u>Miscellaneous</u>						
Accrued Wages & Fringes	\$ 69,805	\$ -	\$ 4,000	\$ -	\$ (4,000)	
Retirement Payout - Library	-	-	-	20,000	\$ 20,000	
HRA Administration Fees	16,000	-	-	-	\$ -	
	<u>\$ 85,805</u>	<u>\$ -</u>	<u>\$ 4,000</u>	<u>\$ 20,000</u>	<u>\$ 16,000</u>	400.00%
<u>Other Financing Uses</u>						
Transfers to Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -	
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	N/A
<u>Total Miscellaneous / Other</u>	<u>\$ 85,805</u>	<u>\$ -</u>	<u>\$ 4,000</u>	<u>\$ 20,000</u>	<u>\$ 16,000</u>	400.00%
<u>CONTINGENCY RESERVE</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	N/A
<u>TOTAL GENERAL FUND BUDGET</u>	<u>\$17,319,637</u>	<u>\$17,574,974</u>	<u>\$17,911,506</u>	<u>\$ 18,196,140</u>	<u>\$ 284,634</u>	1.59%
2019 Original Budget =				\$ 17,766,506		
Budget Increase or (Decrease)				<u>\$ 284,634</u>		

REVENUES

**CITY OF MENASHA
REVENUE SUMMARY
2020 OPERATING BUDGET - General Fund only**

	2018 ACTUAL	2019 Y-T-D (thru 10/15/19)	2019 ESTIMATE	2019 AMENDED BUDGET	2020 PROPOSED BUDGET	2020 AMOUNT BUDGET CHANGE	2020 % BUDGET CHANGE	% OF TOTAL
ACCOUNT DESCRIPTION								
Property Taxes	8,828,984	8,888,324	8,888,324	8,887,103	8,824,759	(62,344)	-0.70%	48.50%
Other Taxes	875,693	689,082	892,303	893,385	905,016	11,631	1.30%	4.98%
Licenses & Permits	403,976	283,824	400,160	425,365	430,904	5,539	1.30%	2.37%
Intergovernmental Revenues	4,720,022	1,594,032	4,826,608	4,762,908	5,175,611	412,703	8.66%	28.44%
Public Charges for Services	486,713	490,892	541,601	512,495	530,241	17,746	3.46%	2.91%
Fines & Penalties	122,094	88,315	117,000	117,000	121,000	4,000	3.42%	0.66%
Miscellaneous Revenue	257,974	106,353	289,108	270,022	223,516	(46,506)	-17.22%	1.23%
Intergov't Charges for Services	1,512,170	1,034,492	1,562,175	1,549,504	1,616,643	67,139	4.33%	8.88%
Other Financing Sources	143,139	127,622	127,622	143,401	148,450	5,049	3.52%	0.82%
Applied Fund Balances	0	0	0	350,323	220,000	(130,323)	-37.20%	1.21%
TOTAL REVENUES	17,350,765	13,302,936	17,644,901	17,911,506	18,196,140	284,634	1.59%	100.00%

CITY OF MENASHA
REVENUE DETAIL - as of 10/15/2019
2020 OPERATING BUDGET - General Fund only

ACCOUNT DESCRIPTION		2018 ACTUAL	2019 Y-T-D (at 10/15/19)	2019 ESTIMATE	2019 AMENDED BUDGET	2020 PROPOSED BUDGET	2020 BUDGET CHANGE
<u>TAXES:</u>							
<u>PROPERTY TAXES</u>							
Property Taxes-General Fund only	411-00	8,828,984	8,888,324	8,888,324	8,887,103	8,824,759	
TAXES		8,828,984	8,888,324	8,888,324	8,887,103	8,824,759	(62,344)
<u>OTHER TAXES:</u>							
<u>PAYMENTS IN LIEU OF TAXES</u>							
Taxes from Menasha Utilities-Water	413-00	693,514	525,379	700,506	707,385	714,516	
Taxes from Housing Authority	414-00	16,037	16,722	16,722	14,000	16,500	
PAYMENTS IN LIEU OF TAXES		709,551	542,101	717,228	721,385	731,016	9,631
<u>OTHER TAXES</u>							
Mobile Home Property Taxes	412-00	144,690	111,658	139,575	150,000	145,000	
Interest & Penalties on Taxes	415-00	21,452	35,323	35,500	22,000	29,000	
OTHER TAXES		166,142	146,981	175,075	172,000	174,000	2,000
OTHER TAXES		875,693	689,082	892,303	893,385	905,016	11,631
<u>LICENSES & PERMITS:</u>							
<u>LICENSES</u>							
Liquor & Malt Beverage	421-01	22,115	19,555	19,555	22,000	21,000	
Tavern Operators	421-02	6,260	14,175	16,500	18,000	7,000	
Cigarette	421-03	1,700	1,900	1,900	1,700	1,900	
Restaurant	421-04	20,901	19,568	19,568	20,790	20,000	
Amusement Devices	421-05	1,740	1,700	1,700	1,750	1,700	
Heating	421-07	1,740	1,890	1,890	1,800	1,900	
Cable TV	421-08	191,876	94,704	189,500	185,000	189,000	
Weights & Measures	421-09	27,841	24,549	24,549	27,000	25,154	
Retail Food	421-10	8,484	12,190	12,190	8,200	12,000	
Tattoo Parlor	421-11	571	292	292	600	300	
Sundry	421-12	475	400	425	600	450	
Dog	421-13	7,201	3,825	7,200	7,500	7,200	

CITY OF MENASHA
REVENUE DETAIL - as of 10/15/2019
2020 OPERATING BUDGET - General Fund only

ACCOUNT DESCRIPTION		2018 ACTUAL	2019 Y-T-D (at 10/15/19)	2019 ESTIMATE	2019 AMENDED BUDGET	2020 PROPOSED BUDGET	2020 BUDGET CHANGE
<u>LICENSES & PERMITS (cont.):</u>							
<u>LICENSES (cont.)</u>							
Cat	421-14	828	711	750	600	700	
Lodging	421-15	409	599	599	500	600	
LICENSES		292,141	196,058	296,618	296,040	288,904	(7,136)
<u>PERMITS</u>							
Building	422-01	37,330	0	0	0	0	
Building - Residential	422-01-01	0	21,592	25,000	18,700	25,000	
Building - Commercial	422-01-02	0	12,270	14,400	28,300	26,240	
Electrical	422-02	14,972	0	0	0	0	
Electrical - Residential	422-02-01	0	8,194	9,400	7,700	9,500	
Electrical - Commercial	422-02-02	0	2,878	3,225	11,300	11,300	
Plumbing	422-03	13,807	0	0	0	0	
Plumbing - Residential	422-03-01	0	7,779	9,160	7,000	9,200	
Plumbing - Commerical	422-03-02	0	1,954	2,355	10,000	10,000	
Street Excavation	422-04	4,100	1,400	4,000	4,500	4,000	
Heating	422-05	19,176	0	0	0	0	
Heating - Residential	422-05-01	0	9,755	11,610	7,600	11,700	
Heating - Commercial	422-05-02	0	2,192	2,365	11,400	11,400	
Mobile Home	422-06	1,212	0	0	0	1,235	
Zoning	422-07	2,940	2,710	3,235	4,500	3,500	
Recreational Fire	422-08	10,380	10,360	10,360	10,600	10,400	
Sign	422-09	3,950	2,900	4,500	3,000	4,500	
Temp. Restaurant	422-10	352	5	5	400	100	
Erosion Control	422-11	1,500	1,200	1,350	2,100	1,350	
Swimming Pool	422-12	1,816	2,177	2,177	1,900	2,175	
Street Use	422-13	25	75	75	25	75	
Outdoor Service	422-15	275	325	325	300	325	
PERMITS		111,835	87,766	103,542	129,325	142,000	12,675
LICENSES & PERMITS		403,976	283,824	400,160	425,365	430,904	5,539

CITY OF MENASHA
REVENUE DETAIL - as of 10/15/2019
2020 OPERATING BUDGET - General Fund only

<u>ACCOUNT DESCRIPTION</u>		<u>2018 ACTUAL</u>	<u>2019 Y-T-D (at 10/15/19)</u>	<u>2019 ESTIMATE</u>	<u>2019 AMENDED BUDGET</u>	<u>2020 PROPOSED BUDGET</u>	<u>2020 BUDGET CHANGE</u>
<u>INTERGOVERNMENTAL REVENUES:</u>							
<u>FEDERAL GRANTS</u>							
Law Enforcement	431-01	2,298	1,125	1,700	1,700	1,700	
<u>FEDERAL GRANTS</u>		<u>2,298</u>	<u>1,125</u>	<u>1,700</u>	<u>1,700</u>	<u>1,700</u>	<u>0</u>
<u>STATE GRANTS</u>							
State Shared Revenues	432-01	3,722,715	883,285	3,729,917	3,726,183	3,715,790	
Computer Exemption Aid	432-02	39,865	58,155	58,155	40,451	401,180	
Fire Insurance Tax	432-03	45,959	51,442	51,442	46,200	56,500	
Payment for Municipal Services	432-04	117,855	0	107,620	116,000	107,500	
Law Enforcement	432-05	37,122	33,390	32,000	25,000	27,500	
Highway Transportation Aids	432-08	557,546	406,399	541,866	542,115	601,020	
Connecting Highway Aids	432-09	62,492	46,837	62,449	62,450	62,294	
Other	432-13	132	127	127	135	125	
Public Health	432-14	108,297	25,955	146,995	108,337	115,103	
Senior Citizen	432-16	25,741	18,721	25,741	25,741	25,741	
Personal Property Exemption Aid	432-19	0	68,596	68,596	68,596	61,158	
<u>STATE GRANTS</u>		<u>4,717,724</u>	<u>1,592,907</u>	<u>4,824,908</u>	<u>4,761,208</u>	<u>5,173,911</u>	<u>412,703</u>
<u>INTERGOVERNMENTAL REVENUES</u>		<u>4,720,022</u>	<u>1,594,032</u>	<u>4,826,608</u>	<u>4,762,908</u>	<u>5,175,611</u>	<u>412,703</u>

CITY OF MENASHA
REVENUE DETAIL - as of 10/15/2019
2020 OPERATING BUDGET - General Fund only

ACCOUNT DESCRIPTION		2018 ACTUAL	2019 Y-T-D (at 10/15/19)	2019 ESTIMATE	2019 AMENDED BUDGET	2020 PROPOSED BUDGET	2020 BUDGET CHANGE
<u>PUBLIC CHARGES FOR SERVICES</u>							
<u>GENERAL GOV'T REVENUE</u>							
Clerk	441-01	7,779	5,350	6,200	6,200	6,500	
Treasurer	441-02	15,940	12,062	15,000	16,500	15,500	
Data Processing	441-03	875	925	1,125	1,000	1,183	
Room Taxes	441-43	625	140	500	400	500	
GENERAL GOV'T REVENUE		25,219	18,477	22,825	24,100	23,683	(417)
<u>PUBLIC SAFETY REVENUE</u>							
Law Enforcement	441-05	3,297	1,256	2,500	3,000	3,000	
Fire Protection	441-06	1,300	300	1,000	1,500	1,500	
PUBLIC SAFETY REVENUE		4,597	1,556	3,500	4,500	4,500	0
<u>PUBLIC WORKS REVENUE</u>							
Street - Miscellaneous	441-07	2,205	900	1,050	2,000	1,200	
Snow Removal Service	441-08	4,015	1,197	3,000	2,500	3,200	
Engineering	441-09	3	1	10	50	50	
Street Lighting	441-10	175	0	0	175	3,000	
Street Patching	441-11	14,815	50,287	50,300	16,500	23,000	
Parking Lot Stickers	441-12	1,502	484	1,500	1,500	1,500	
Garbage & Refuse	441-13	134,826	163,276	165,000	165,000	165,000	
Solid Waste Disposal	441-14	33,419	33,522	33,600	33,500	33,600	
Weed Cutting	441-16	1,964	5,701	5,600	3,000	5,100	
PUBLIC WORKS REVENUE		192,924	255,368	260,060	224,225	235,650	11,425
<u>HEALTH & HUMAN SERVICES</u>							
Cemetery	441-17	8,125	13,675	13,500	10,000	10,000	
Public Health	441-18	58,912	35,830	59,444	56,170	61,508	
Senior Center	441-27	2,256	1,886	2,200	1,600	2,200	
HEALTH & HUMAN SERVICES		69,293	51,391	75,144	67,770	73,708	5,938

CITY OF MENASHA
REVENUE DETAIL - as of 10/15/2019
2020 OPERATING BUDGET - General Fund only

ACCOUNT DESCRIPTION		2018 ACTUAL	2019 Y-T-D (at 10/15/19)	2019 ESTIMATE	2019 AMENDED BUDGET	2020 PROPOSED BUDGET	2020 BUDGET CHANGE
<u>PUBLIC CHARGES FOR SERVICES (cont.)</u>							
<u>PUBLIC LIBRARY</u>							
Library Fines	441-19	13,100	8,776	10,000	12,000	12,000	
Library Vending Services	441-20	8,581	6,563	6,750	7,700	7,700	
PUBLIC LIBRARY		21,681	15,339	16,750	19,700	19,700	0
<u>PARK & REC. REVENUE</u>							
Parks	441-23	19,426	17,098	19,000	21,000	19,000	
Pool	441-24	55,517	55,382	55,382	56,000	56,000	
Recreation	441-25	51,836	32,616	42,000	48,000	50,000	
Boat Launch	441-26	25,257	24,843	25,000	25,000	25,000	
Boat Slip Rental	441-28	429	329	329	1,000	500	
Pool Concession	441-30	12,689	14,611	14,611	13,500	15,000	
Special Events - Admin. Fees	441-41	7,845	3,882	7,000	7,700	7,500	
PARK & REC. REVENUE		172,999	148,761	163,322	172,200	173,000	800
<u>PUBLIC CHARGES FOR SERVICES</u>		486,713	490,892	541,601	512,495	530,241	17,746
<u>FINES & PENALTIES:</u>							
Damage Award - Law Enforcement	451-00	307	0	0	0	0	
Damage Award - Parks	452-00	315	0	0	0	0	
Court Penalty & Costs	453-00	70,958	55,783	67,000	64,000	69,000	
Parking Violations	454-00	50,514	32,532	50,000	53,000	52,000	
FINES & PENALTIES		122,094	88,315	117,000	117,000	121,000	4,000
<u>MISCELLANEOUS:</u>							
<u>INVESTMENT INCOME</u>							
Interest on Investments	461-01	46,879	2	34,000	34,000	35,000	
INVESTMENT INCOME		46,879	2	34,000	34,000	35,000	1,000
<u>RENTAL REVENUE</u>							
Property Rentals	462-01	47,335	35,937	38,476	47,822	28,866	
RENTAL REVENUE		47,335	35,937	38,476	47,822	28,866	(18,956)

CITY OF MENASHA
REVENUE DETAIL - as of 10/15/2019
2020 OPERATING BUDGET - General Fund only

ACCOUNT DESCRIPTION		2018 ACTUAL	2019 Y-T-D (at 10/15/19)	2019 ESTIMATE	2019 AMENDED BUDGET	2020 PROPOSED BUDGET	2020 BUDGET CHANGE
<u>MISCELLANEOUS (cont.):</u>							
<u>SALE OF CITY PROPERTY</u>							
Sale of Property - All Other	463-01	1,096	0	100,000	100,000	0	
Sale of Property - Land	463-02	0	0	18,450	0	75,000	
Sale of Property - Law Enforcement	463-03	9,607	826	8,000	8,000	8,000	
Sale of Property - Refuse	463-04	181	44	44	200	150	
Sale of Property - Fire Department	463-07	0	0	0	0	0	
SALE OF CITY PROPERTY		10,884	870	126,494	108,200	83,150	(25,050)
<u>INSURANCE RECOVERIES</u>							
Other Equipment	464-01	333	0	0	0	0	
Law Enforcement Equipment	464-02	0	7,238	7,238	0	0	
Highway Equipment	464-03	34,794	18,238	17,800	9,000	10,000	
INSURANCE RECOVERIES		35,127	25,476	25,038	9,000	10,000	1,000
<u>DONATIONS & GIFTS</u>							
Donations & Gifts	465-00	16,000	16,000	16,000	16,000	16,000	
DONATIONS & GIFTS		16,000	16,000	16,000	16,000	16,000	0
<u>MISCELLANEOUS</u>							
Misc. General Revenue	466-00	101,749	28,019	49,000	55,000	50,000	
MISCELLANEOUS		101,749	28,019	49,000	55,000	50,000	(5,000)
<u>CREDIT CARD FEES</u>							
Credit Card Fees	468-00	0	49	100	0	500	
CREDIT CARD FEES		0	49	100	0	500	500
MISCELLANEOUS		257,974	106,353	289,108	270,022	223,516	(46,506)

CITY OF MENASHA
REVENUE DETAIL - as of 10/15/2019
2020 OPERATING BUDGET - General Fund only

ACCOUNT DESCRIPTION		2018 ACTUAL	2019 Y-T-D (at 10/15/19)	2019 ESTIMATE	2019 AMENDED BUDGET	2020 PROPOSED BUDGET	2020 BUDGET CHANGE
<u>INTERGOV'T CHARGES FOR SERVICES</u>							
<u>Local Government:</u>							
<u>General Government</u>							
City Attorney	481-14	12,000	12,000	12,000	12,000	12,000	
Personnel	481-16	4,533	0	0	0	0	
<u>Public Safety</u>							
Law Enforcement	481-01	257,510	146,088	258,825	255,000	262,000	
Fire Department	481-02	69,178	40,569	40,569	28,800	20,000	
<u>Public Works</u>							
Mass Transit	481-03	155,030	58,446	164,326	164,326	174,451	
Street Miscellaneous	481-04	1,417	0	0	1,000	0	
Street Patching	481-05	85,258	40,658	40,000	50,000	60,000	
Garbage & Refuse	481-06	37,680	38,100	38,100	37,680	37,680	
Snow Removal/Plowing	481-18	1,335	2,633	2,800	1,200	1,500	
<u>Park & Recreation</u>							
Parks	481-17	41	0	0	0	0	
<u>Public Health</u>							
Public Health	481-07	267,074	150,000	300,785	300,000	320,000	
<u>Public Library</u>							
Library Tax	481-08	478,513	427,045	550,423	550,423	555,332	
Library Grants	481-19	0	0	0	0	20,000	
<u>Community Development</u>							
Economic Development	481-10	16,741	16,735	16,735	16,741	16,735	
Local Government		1,386,310	932,274	1,424,563	1,417,170	1,479,698	62,528

CITY OF MENASHA
REVENUE DETAIL - as of 10/15/2019
2020 OPERATING BUDGET - General Fund only

<u>ACCOUNT DESCRIPTION</u>		<u>2018</u> <u>ACTUAL</u>	<u>2019</u> <u>Y-T-D</u> <u>(at 10/15/19)</u>	<u>2019</u> <u>ESTIMATE</u>	<u>2019</u> <u>AMENDED</u> <u>BUDGET</u>	<u>2020</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>2020</u> <u>BUDGET</u> <u>CHANGE</u>
<u>INTERGOV'T CHARGES FOR SERVICES (cont.)</u>							
<u>State Government</u>							
<u>Public Health</u>							
Public Health	482-01	49,840	33,190	53,808	44,000	46,320	
<u>Public Works</u>							
Lift Bridges	482-02	76,020	69,028	83,804	88,334	90,625	
State Government		125,860	102,218	137,612	132,334	136,945	4,611
<u>INTERGOV'T CHARGES FOR SERVICES</u>		1,512,170	1,034,492	1,562,175	1,549,504	1,616,643	67,139
<u>OTHER FINANCING SOURCES</u>							
<u>FUND TRANSFERS</u>							
Transfer from Marina Fund	492-03	5,000	5,000	5,000	5,000	5,000	
Transfer from TIF #4 Fund	492-05	9,295	9,670	9,670	9,670	10,485	
Transfer from TIF #7 Fund	492-08	9,295	9,670	9,670	9,670	10,485	
Transfer from TIF #8 Fund	492-09	9,295	9,670	9,670	9,670	10,485	
Transfer from TIF #9 Fund	492-10	11,410	11,785	11,785	11,785	12,779	
Transfer from TIF #10 Fund	492-11	9,295	9,670	9,670	9,670	10,485	
Transfer from TIF #3 Fund	492-13	18,517	0	0	0	0	
Transfer from TIF #11 Fund	492-34	11,410	11,785	11,785	11,785	12,779	
Transfer from TIF #12 Fund	492.35	35,157	35,532	35,532	35,532	38,532	
Transfer from TIF #13 Fund	492-43	24,465	24,840	24,840	24,840	26,935	
Transfer from TIF #14 Fund	492-45	0	0	0	0	10,485	
Transfer from Other TIF's	492-47	0	0	0	15,779	0	
FUND TRANSFERS		143,139	127,622	127,622	143,401	148,450	5,049
OTHER FINANCING SOURCES		143,139	127,622	127,622	143,401	148,450	5,049

CITY OF MENASHA
REVENUE DETAIL - as of 10/15/2019
2020 OPERATING BUDGET - General Fund only

<u>ACCOUNT DESCRIPTION</u>		<u>2018</u> <u>ACTUAL</u>	<u>2019</u> <u>Y-T-D</u> <u>(at 10/15/19)</u>	<u>2019</u> <u>ESTIMATE</u>	<u>2019</u> <u>AMENDED</u> <u>BUDGET</u>	<u>2020</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>2020</u> <u>BUDGET</u> <u>CHANGE</u>
<u>APPLIED FUND BALANCES</u>							
<u>SPECIAL FINANCING</u>							
Applied General Fund Balance	499-00-00	0	0	0	200,000	200,000	
Applied Fund Balance-Carryover	499-01-00	0	0	0	145,000	0	
Fund Balance Carryover-Health	499-01-02	0	0	0	5,323	0	
Fund Balance Carryover-Library	499-01-03	0	0	0	0	20,000	
<u>APPLIED FUND BALANCES</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>350,323</u>	<u>220,000</u>	<u>(130,323)</u>
<u>TOTAL REVENUES</u>		<u>17,350,765</u>	<u>13,302,936</u>	<u>17,644,901</u>	<u>17,911,506</u>	<u>18,196,140</u>	<u>284,634</u> 1.59%

GENERAL GOVERNMENT

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Common Council	Don Merkes
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0405-513	10/15/2019

RESPONSIBILITIES

Cities are governed by a common council consisting of alderperson and the mayor. A common council serves as the legislative arm of city government. It decides policy matters. The common council enacts ordinances, resolutions and motions; approves and amends the annual budget; levies taxes; approves the paying of claims made against the city; grants licenses issued by the city; and enters into contracts on behalf of the city. The council also appoints or confirms the appointments of certain city officers.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Common Council meetings are now closed captioned and available on Sunday evenings at 6PM on Spectrum Cable as well as the City's website

2020 OBJECTIVES

Coordinate development opportunities, parks plan, and policy changes

Common Council Meetings are taped and closed captioned for the community

Costs to record and close caption are on average

\$225 to film and format for airing or placing on the website per meeting (27 meetings annually approx \$6,000)

\$150 to close caption meetings as per requirement to air on public access channel (27 meetings annually approx \$4,000)

MAJOR CHANGES FROM 2019 BUDGET

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	ALDERMEN	8.00	8.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	TOTAL	8.00	8.00
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Common Council						
100-0405-513.10-02	Salaries	41,863	41,821	33,778	41,821	41,821
100-0405-513.15-05	FICA	3,202	3,199	2,584	3,199	3,199
100-0405-513.15-08	Workers Comp	62	75	61	75	67
100-0405-513.21-06	Management	0	0	165	165	0
100-0405-513.21-08	Recording Fees	8,717	9,000	8,754	10,000	9,000
100-0405-513.29-01	Printing	6,109	4,400	212	4,400	4,400
100-0405-513.29-02	Publishing	11,805	9,600	8,418	13,000	9,600
100-0405-513.29-07	Inhouse Info Tech Service	1,056	1,337	669	1,337	1,333
100-0405-513.30-10	Office	220	175	146	175	175
100-0405-513.30-18	Department	210	200	193	200	200
100-0405-513.32-01	Dues/Memberships/Licenses	4,122	4,369	4,369	4,369	4,369
100-0405-513.33-01	Mileage	109	0	0	0	0
100-0405-513.33-02	Registrations	215	250	225	225	250
100-0405-513.33-03	Lodging/Meals	345	250	0	0	250
* Common Council		78,035	74,676	59,574	78,966	74,664
** General Fund		78,035	74,676	59,574	78,966	74,664

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Office of the Mayor	PREPARED BY Donald Merkes
	FUNCTION General Government	BUDGET NUMBER 100-0101-511	DATE 10/15/2019

RESPONSIBILITIES

The duties of the Mayor are prescribed in the Wisconsin State Statutes and Menasha Ordinance including presiding over meetings of the Common Council, serving on the Planning Commission, and serving on the Utility Commission. In addition, the Mayor's office coordinates operations of all city departments, develops and reviews the city budget, provides direction for the City's economic development and long range plans, participate in sale and purchase of property, interpret legislation, and communicating data regarding the community with elected officials including the members of the Common Council.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

1. Continued growth of City's equalized value to \$1.19 Billion,
2. Completion of Province Terrace Trail, received awards for Loop the Lake trail, and maintained status as Tree City USA..
3. Completion of over \$3.4 Million in road reconstruction projects throughout the community.
4. Recruitment and hiring of Recreation Supervisor to enhance parks

2020 OBJECTIVES

1. Initiate Strong Neighborhoods programing that strengthens the City's housing stock and neighborhoods.
2. Continue financial planning efforts to reduce overall debt while continuing growth of the community and encouraging economic development.
3. Promote efforts to increase and improve waterfront access as it relates to the City's brand positon.
4. Ensure that the City's street, utility, and green infrastructure, as well as buildings, are maintained.
5. Develop strategies to cross promote, share services, and provide improved customer experience with MUSD and others

MAJOR CHANGES FROM 2019 BUDGET

CITY OF MENASHA 2020 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Office of the Mayor	Donald Merkes
			FUNCTION	BUDGET NUMBER	DATE
			General Government	100-0101-511	10/15/2019
<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Administrative Assistant	0.20	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Farm Market Intern	0.05	0.05
INTERGOV REVENUE	\$0.00	\$0.00	Mayor	1.00	1.00
LICENSES & PERMITS	\$0.00	\$0.00	TOTAL	1.25	1.25
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Office of the Mayor						
100-0101-511.10-01	Wages	2,754	3,000	909	3,000	2,000
LEVEL	TEXT	TEXT AMT				
TOTB	FARM FRESH MARKET	2,000				
		2,000				
100-0101-511.10-02	Salaries	73,010	73,950	57,526	70,000	73,865
100-0101-511.10-03	Overtime/Doubletime	210	0	35	40	0
100-0101-511.15-01	Health	7,488	7,907	5,941	7,907	8,141
100-0101-511.15-02	Life	118	119	88	119	212
100-0101-511.15-03	Dental	558	558	415	558	395
100-0101-511.15-04	Retirement	4,906	4,844	3,802	4,800	4,986
100-0101-511.15-05	FICA	5,550	5,605	4,431	5,500	5,592
100-0101-511.15-07	Vision	65	65	49	65	65
100-0101-511.15-08	Workers Comp	107	133	104	130	118
100-0101-511.15-10	Banked Sick Leave	0	83	0	83	75
100-0101-511.21-06	Management	0	0	0	0	350
LEVEL	TEXT	TEXT AMT				
TOTB	SERVICE FEE FOR TWO ELECTRONICS RECYCLING EVENTS	300				
	SUSTAINABILITY WEBSITE	50				
		350				
100-0101-511.22-01	Telephone	152	150	78	150	150
100-0101-511.29-01	Printing	0	200	0	100	0
100-0101-511.29-07	Inhouse Info Tech Service	2,649	3,126	1,563	3,126	3,037
100-0101-511.30-10	Office	41	50	8	50	50
100-0101-511.30-11	Postage	25	50	20	30	50
100-0101-511.30-16	Promotional	0	100	49	50	100
100-0101-511.33-01	Mileage	0	100	0	0	100
100-0101-511.33-02	Registrations	0	100	19	19	100
100-0101-511.33-03	Lodging/Meals	91	100	0	0	100
100-0101-511.34-01	Mileage	104	0	0	0	0
*	Office of the Mayor	97,828	100,240	75,037	95,727	99,486
**	General Fund	97,828	100,240	75,037	95,727	99,486

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	City Attorney	Pamela Captain
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0201-512	10/15/2019

RESPONSIBILITIES

Provide legal services to the City including ordinance prosecution, claims processing, review of documents, draft ordinances, legislation, contracts and policies, represent the City in legal matters, adviser to Common Council, Mayor, boards, committees, commissions and Department Heads. Analyze and interpret state and federal legislation to determine its impact on the City. In addition, act as parliamentarian, troubleshoot citizen complaints, act as liaison to other governmental agencies, public information officer. Purchase liability and property insurances. Act as CVMIC representative and Risk Manager. Supervise City Clerk.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Assist Community Development in updating forms/procedures for Housing Program; Update special assessment process and develop forms

2020 OBJECTIVES

Police Union Contract; Assist with management training consistent with CVMIC recommended actions; Develop and implement a city-wide customer service improvement program; assist with public work facility construction project

MAJOR CHANGES FROM 2019 BUDGET

20	<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
	TAXES	\$0.00	\$0.00	Admin Asst-Deputy City C	0.20	0.20
	SPECIAL ASSESSMENTS	\$0.00	\$0.00	Attorney	0.92	0.92
	INTERGOV REVENUE	\$0.00	\$0.00	HR Admin Asst-Payroll Cl	0.00	0.00
	LICENSES & PERMITS	\$0.00	\$0.00			
	FINES & FORFEITS	\$0.00	\$0.00			
	PUBLIC CHARGES	\$0.00	\$0.00			
	MISCELLANEOUS	\$0.00	\$0.00			
	TOTAL	\$0.00	\$0.00	TOTAL	1.12	1.12

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
City Attorney						
100-0201-512.10-01	Wages	0	0	909	2,425	8,604
100-0201-512.10-02	Salaries	114,271	118,437	93,167	116,012	113,173
100-0201-512.10-03	Overtime/Doubletime	210	400	35	100	400
100-0201-512.15-01	Health	13,279	14,032	10,835	14,032	14,380
100-0201-512.15-02	Life	578	616	443	616	640
100-0201-512.15-03	Dental	1,232	1,232	948	1,232	848
100-0201-512.15-04	Retirement	7,670	7,758	6,136	7,758	8,220
100-0201-512.15-05	FICA	8,592	8,863	7,021	8,863	9,093
100-0201-512.15-07	Vision	111	111	85	111	111
100-0201-512.15-08	Workers Comp	168	213	169	213	195
100-0201-512.15-10	Banked Sick Leave	0	1,019	523	1,019	1,055
100-0201-512.21-01	Legal	6,817	14,000	3,198	6,500	10,000
100-0201-512.21-07	Court Reporter	0	500	0	500	500
100-0201-512.22-01	Telephone	455	800	284	800	800
100-0201-512.29-01	Printing	169	200	0	200	200
100-0201-512.29-07	Inhouse Info Tech Service	2,638	3,113	1,557	3,113	3,025
100-0201-512.30-10	Office	60	300	8	300	300
100-0201-512.30-11	Postage	60	200	39	200	200
100-0201-512.30-18	Department	30	1,500	0	1,500	1,500
100-0201-512.32-01	Dues/Memberships/Licenses	883	750	481	750	750
100-0201-512.32-02	Periodicals/Subscriptions	1,211	1,500	35	1,500	1,500
100-0201-512.33-01	Mileage	10	200	0	200	200
100-0201-512.33-03	Lodging/Meals	0	50	0	50	50
100-0201-512.34-01	Mileage	143	500	87	500	500
100-0201-512.34-02	Registrations	983	1,500	535	1,500	1,500
100-0201-512.34-03	Lodging/Meals	250	900	318	900	900
100-0201-512.34-04	Other Expenses	159-	100	0	100	100
*	City Attorney	159,661	178,794	126,813	170,994	178,744
**	General Fund	159,661	178,794	126,813	170,994	178,744

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Property Insurance						
100-0208-512.51-03	Property	74,500	81,950	40,975	81,950	90,145
*	Property Insurance	74,500	81,950	40,975	81,950	90,145
**	General Fund	74,500	81,950	40,975	81,950	90,145

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	City Clerk	Deborah Galeazzi
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0203-512	10/15/2019

RESPONSIBILITIES

Maintains custody of City seal; attests and signs official documents; prepare and file necessary reports pertaining to City business; files and indexes all council actions and administrates all City Clerk duties per State Statutes. Responsible for preparing and keeping Common Council and Committee minutes; update City ordinances in the Municipal Code; issuing and maintaining liquor licenses; assist residents as needed.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Advance training for Clerk and additional training of new Deputy Clerk
Assisting residents
Day to day operation of the Clerk's office

2020 OBJECTIVES

Operate within budget
Preparing and implementing new policies
Comprehensive review of fees

MAJOR CHANGES FROM 2019 BUDGET

Clerk/Deputy Clerk training
Clerk/Deputy Clerk attend WMCA Conference

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Administrative Asst	0.38	0.45
SPECIAL ASSESSMENTS	\$0.00	\$0.00	City Clerk	1.00	0.75
INTERGOV REVENUE	\$0.00	\$0.00	TOTAL	1.38	1.20
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
City Clerk						
100-0203-512.10-01	Wages	0	0	2,044	3,615	19,359
100-0203-512.10-02	Salaries	72,528	76,356	56,809	72,741	56,682
100-0203-512.10-03	Overtime/Doubletime	472	300	79	100	300
100-0203-512.15-01	Health	12,616	13,330	9,789	13,330	13,745
100-0203-512.15-02	Life	371	402	283	402	411
100-0203-512.15-03	Dental	1,138	1,138	840	1,138	810
100-0203-512.15-04	Retirement	4,891	5,001	3,797	5,001	5,133
100-0203-512.15-05	FICA	5,468	5,722	4,435	5,722	5,696
100-0203-512.15-07	Vision	106	106	77	106	106
100-0203-512.15-08	Workers Comp	107	137	104	137	122
100-0203-512.15-10	Banked Sick Leave	0	655	262	655	658
100-0203-512.21-08	Recording Fees	870	1,000	360	1,000	1,000
100-0203-512.22-01	Telephone	200	200	103	200	200
100-0203-512.29-01	Printing	0	1,000	0	500	500
100-0203-512.29-02	Publishing	674	1,000	718	1,000	1,000
100-0203-512.29-07	Inhouse Info Tech Service	5,921	6,976	3,488	6,976	6,827
100-0203-512.30-10	Office	114	300	82	300	300
100-0203-512.30-11	Postage	244	350	289	350	350
100-0203-512.30-15	Tools & Equipment	0	1,400	0	1,000	500
100-0203-512.30-18	Department	0	200	120	200	300
100-0203-512.32-01	Dues/Memberships/Licenses	130	150	130	130	150
100-0203-512.34-01	Mileage	84	50	0	50	100
100-0203-512.34-02	Registrations	602	800	210	210	800
100-0203-512.34-03	Lodging/Meals	624	800	387	387	800
* City Clerk		107,160	117,373	84,406	115,250	115,849
** General Fund		107,160	117,373	84,406	115,250	115,849

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Elections	Deborah Galeazzi
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0204-512	10/15/2019

RESPONSIBILITIES

Responsible for all elections per State Statutes. Each election has numerous steps including ballot proofing, voting machine testing, absentee voting, polling place setup, election inspector training, maintain voting records.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Conducted one election in 2019.

Continued training with election changes.

Research electronic poll books.

2020 OBJECTIVES

Keeping current on changes in election laws and procedures.

Run fair and efficient elections.

Training for election inspectors to ensure they are certified as required by the Wisconsin Election Commission.

Maintain voting equipment.

MAJOR CHANGES FROM 2019 BUDGET

Four elections to be held in 2020.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Administrative Assistant	0.00	0.15
SPECIAL ASSESSMENTS	\$0.00	\$0.00	City Clerk	0.00	0.25
INTERGOV REVENUE	\$0.00	\$0.00	Poll Workers	0.67	0.67
LICENSES & PERMITS	\$0.00	\$0.00	Street Personnel	0.18	0.18
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
			TOTAL	0.85	1.25
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Elections						
100-0204-512.10-01	Wages	6,855	2,029	3,010	3,010	8,550
100-0204-512.10-02	Salaries	24,173	25,452	18,935	25,452	18,894
100-0204-512.10-03	Overtime/Doubletime	158	150	26	23	500
100-0204-512.10-08	Wages-Temp Help	20,455	14,300	3,290	3,290	28,000
100-0204-512.15-01	Health	4,595	5,169	3,638	5,169	5,315
100-0204-512.15-02	Life	126	137	95	137	144
100-0204-512.15-03	Dental	404	423	302	423	299
100-0204-512.15-04	Retirement	1,736	1,800	1,331	1,800	1,853
100-0204-512.15-05	FICA	1,966	2,056	1,551	2,056	2,050
100-0204-512.15-07	Vision	38	40	28	40	40
100-0204-512.15-08	Workers Comp	126	123	81	123	107
100-0204-512.15-10	Banked Sick Leave	0	218	89	218	237
100-0204-512.20-02	Vending/Catering	1,657	500	0	0	2,000
100-0204-512.24-01	Office Equipment	925	2,000	0	1,000	1,000
100-0204-512.24-04	Specialized Equipment	2,758	3,000	2,922	3,000	3,000
100-0204-512.29-01	Printing	499	1,000	131	131	1,000
100-0204-512.29-02	Publishing	313	500	66	500	500
100-0204-512.29-05	Vehicle/Equipment Rental	105	300	0	0	500
100-0204-512.29-06	Building Rental	1,500	1,000	300	300	2,000
100-0204-512.29-07	Inhouse Info Tech Service	3,379	3,959	1,980	3,959	3,946
100-0204-512.30-10	Office	245	500	57	500	500
100-0204-512.30-11	Postage	1,321	1,000	239	500	1,500
100-0204-512.30-18	Department	0	1,000	238	500	100
100-0204-512.34-01	Mileage	54	0	0	0	100
100-0204-512.34-02	Registrations	0	200	0	0	200
100-0204-512.34-03	Lodging/Meals	0	100	0	0	200
100-0204-512.99-99	Budget Adjustment	0	12,000-	0	0	0
* Elections		73,388	54,956	38,309	52,131	82,535
** General Fund		73,388	54,956	38,309	52,131	82,535

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Municipal Court						
100-0205-512.25-01	Other Municipal Entities	3,400	3,500	3,490	3,500	3,600
*	Municipal Court	3,400	3,500	3,490	3,500	3,600
**	General Fund	3,400	3,500	3,490	3,500	3,600

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Comptroller/Treasurer	John Jacobs
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0401-513	10/15/2019

RESPONSIBILITIES

Carrying out the duties of the Comptroller and Treasurer for the City as enumerated in the Wisconsin State Statutes,

Tax billing and records management,

Administering the City's debt program,

Monitoring cash flow,

Creating and delivering financial reports to the Mayor, Common Council, State Agencies, and other interested parties,

Completing all regulatory required financial reporting,

Coordinating and compiling the annual City budget, and

Collection, disbursement, accounting, and investing of all City funds.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

2018 Audit Fieldwork completed prior to May 15, 2019,

Continued with the debt plan which included a plan to shuffle our existing debt and a plan to finance the new Public Works Facility

Completed the 2018 Department of Revenue Annual Financial Report accurately and timely,

Completed the TIF status reports, presented TID status information in conjunction with the Community Development Department to the Common Council and filed the TID Annual Report with the DOR in August,

Closure of TID 5.

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Comptroller/Treasurer	John Jacobs
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0401-513	10/15/2019

2020 OBJECTIVES

Complete the annual 2019 audit fieldwork prior to the DOR regulatory report being due on 5/15/2020, and release the 2019 annual audit report, in final form, by 8/15/2020,

Continuing monitoring debt and prepare the City to return to the bond market in the future,

Continue to monitor the TIF's to make sure all are able to close in a neutral or positive position,

Review/recommend updates to the City's fund balance policy,

Complete all regulatory reporting accurately and timely,

Account for and monitor all City funds,

Closure of TIF 6, and

Research and implement migration to new property tax collection software program beginning with the December 2020 tax roll, since the City of Neenah tax software program will be discontinued for the City of Menasha to utilize after August 2020.

MAJOR CHANGES FROM 2019 BUDGET

None

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Administrative Services Di	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Finance Clerks	2.00	2.00
INTERGOV REVENUE	\$0.00	\$0.00	Finance Manager	1.00	1.00
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	4.00	4.00

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Comptroller/Treasurer						
100-0401-513.10-01	Wages	87,429	92,389	74,103	91,820	97,919
100-0401-513.10-02	Salaries	174,070	180,956	144,548	179,575	187,197
100-0401-513.10-03	Overtime/Doubletime	585	1,000	397	500	1,000
100-0401-513.15-01	Health	43,973	46,525	37,142	46,920	47,106
100-0401-513.15-02	Life	598	631	456	610	935
100-0401-513.15-03	Dental	3,322	3,322	2,630	3,322	2,222
100-0401-513.15-04	Retirement	17,560	17,904	14,348	17,805	19,245
100-0401-513.15-05	FICA	19,692	20,541	16,263	20,195	21,301
100-0401-513.15-07	Vision	352	352	279	352	350
100-0401-513.15-08	Workers Comp	384	492	394	490	456
100-0401-513.15-10	Banked Sick Leave	0	2,348	1,320	2,421	2,468
100-0401-513.21-03	Accounting/Financial	17,977	25,500	19,110	24,600	22,000
100-0401-513.22-01	Telephone	485	550	249	290	350
100-0401-513.29-01	Printing	2,635	3,500	573	3,200	3,500
100-0401-513.29-07	Inhouse Info Tech Service	59,638	69,706	34,853	69,706	71,288
100-0401-513.30-10	Office	592	1,000	239	650	1,000
100-0401-513.30-11	Postage	5,304	6,000	1,663	5,200	5,600
100-0401-513.30-12	Computer	0	0	0	0	3,600
100-0401-513.30-19	Office Furnishings	2,256	500	0	0	500
100-0401-513.32-01	Dues/Memberships/Licenses	420	600	410	410	500
100-0401-513.32-02	Periodicals/Subscriptions	0	150	0	0	150
100-0401-513.33-01	Mileage	0	75	0	0	75
100-0401-513.33-03	Lodging/Meals	0	50	0	0	50
100-0401-513.34-01	Mileage	74	300	107	125	300
100-0401-513.34-02	Registrations	720	1,000	515	600	1,000
100-0401-513.34-03	Lodging/Meals	379	800	771	771	1,000
*	Comptroller/Treasurer	438,445	476,191	350,370	469,562	491,112
**	General Fund	438,445	476,191	350,370	469,562	491,112

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Personnel	Candi Huber
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0202-512	10/15/2019

RESPONSIBILITIES

Work with all departments and employees on employment related matters,

Administer the Personnel Policy Handbook,

Ensure compliance with State and Federal laws and regulations,

Lead in recruitment and hiring for the City,

Provide support and training opportunities for departments,

Responsible for completing bi-weekly payrolls and all accompanying recording and reporting, and

Administer employment benefits.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Completed all regulatory reporting, including: ACA (new), EEOC, WRS, etc.

Led the recruitment process for all open positions, brought on-board 7 new hires,

Completed position analysis' when appropriate,

Continuing with audits on all payroll and benefits and making necessary changes.

Items in progress

Implementation of Onboard, through NeoGov, an electronic onboarding solution to go paperless (provided through CVMIC),

Continue with the Wellness Committee to promote healthy living, Creating a calendar of events through entire year,

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Personnel	PREPARED BY Candi Huber
	FUNCTION General Government	BUDGET NUMBER 100-0202-512	DATE 10/15/2019

Setting up the 2020 Open Enrollment Process, and

Working on updating policies and procedures and rewriting a new employee handbook that will be distributed to all employees in 2020.

2020 OBJECTIVES

Work with department heads and employees on personnel matters,

Complete an HR audit with CVMIC to identify and address deficiencies,

Implement the 2020 CVMIC work plan, including citywide training,

Continue with citywide performance evaluations with all departments,

Complete all payroll and required reporting accurately and timely,

Administer all benefits,

Conduct a wage/salary study to ensure the appropriate wages coincide with the job duties, city-wide, and

Create and merge all positions on one pay scale instead of separate wage scales.

MAJOR CHANGES FROM 2019 BUDGET

None

FUNDING SOURCES	2019 FUNDING	2020 FUNDING	POSITION TITLE	2019 # OF FTE'S	2020 # OF FTE'S
TAXES	\$0.00	\$0.00	HR Admin Asst-Payroll Cl	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Human Resource Coordin	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00	Human Resource Speciali	0.00	0.00
LICENSES & PERMITS	\$0.00	\$0.00	Personnel Director	0.00	0.00
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
			TOTAL	2.00	2.00
TOTAL	\$0.00	\$0.00			

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Personnel						
100-0202-512.10-01	Wages	0	0	8,324	53,000	55,851
100-0202-512.10-02	Salaries	117,223	121,968	89,659	67,497	69,500
100-0202-512.10-03	Overtime/Doubletime	1,117	1,400	697	1,300	800
100-0202-512.15-01	Health	31,175	32,996	24,325	28,000	26,668
100-0202-512.15-02	Life	233	287	193	263	434
100-0202-512.15-03	Dental	2,477	2,477	1,961	2,270	1,663
100-0202-512.15-04	Retirement	7,929	7,989	6,464	7,963	8,510
100-0202-512.15-05	FICA	8,715	8,984	7,268	9,001	9,194
100-0202-512.15-07	Vision	252	252	190	216	217
100-0202-512.15-08	Workers Comp	173	220	177	220	202
100-0202-512.15-10	Banked Sick Leave	0	1,045	584	1,045	1,089
100-0202-512.21-01	Legal	0	1,500	0	0	1,500
100-0202-512.21-05	Medical	12,444	10,500	7,853	10,300	10,000
100-0202-512.21-06	Management	4,352	4,000	3,039	4,000	4,000
100-0202-512.22-01	Telephone	243	275	125	165	300
100-0202-512.29-01	Printing	286	300	410	500	500
100-0202-512.29-03	Advertising	0	1,000	574	1,000	1,000
100-0202-512.29-07	Inhouse Info Tech Service	5,411	6,392	3,196	6,392	6,098
100-0202-512.30-10	Office	413	500	337	500	500
100-0202-512.30-11	Postage	243	500	132	500	500
100-0202-512.30-12	Computer	0	0	0	0	1,800
100-0202-512.30-16	Promotional	10,649	6,000	2,595	5,000	6,000
100-0202-512.30-18	Department	0	200	0	200	200
100-0202-512.30-19	Office Furnishings	0	500	0	500	800
100-0202-512.32-01	Dues/Memberships/Licenses	25	700	25	700	500
100-0202-512.32-02	Periodicals/Subscriptions	0	300	0	300	300
100-0202-512.34-01	Mileage	82	400	140	400	500
100-0202-512.34-02	Registrations	688	1,900	125	200	2,900
100-0202-512.34-03	Lodging/Meals	37	1,000	445	800	600
100-0202-512.34-04	Other Expenses	0	30	34	134	0
*	Personnel	204,167	213,615	158,872	202,366	212,126
**	General Fund	204,167	213,615	158,872	202,366	212,126

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Assessor	PREPARED BY John Jacobs
	FUNCTION General Government	BUDGET NUMBER 100-0402-513	DATE 10/15/2019

RESPONSIBILITIES

The City-appointed Assessor has the statutory duty to determine values and prepare, sign and defend the annual property assessment roll.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Completed a city wide revaluation as planned,
Completed all regulatory meetings, reports, and recordings, and
Assisted City staff, when requested, with special information requests.

2020 OBJECTIVES

Accurately assess properties in the City of Menasha,
Complete all required tasks per the assessment agreement, and
Work with city departments to coordinate reporting and recording.

MAJOR CHANGES FROM 2019 BUDGET

None

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Assessor						
100-0402-513.10-07	Per Diem	275	500	500	500	500
100-0402-513.21-04	Computer	235	400	235	235	400
100-0402-513.21-07	Court Reporter	100	200	125	125	200
100-0402-513.21-09	Appraisal	60,740	61,000	50,617	60,740	61,000
100-0402-513.22-01	Telephone	99	120	51	65	100
100-0402-513.25-01	Other Municipal Entities	4,580	4,500	4,294	4,294	4,000
100-0402-513.29-01	Printing	0	250	411	411	250
100-0402-513.29-07	Inhouse Info Tech Service	7,634	9,095	4,548	9,095	9,461
100-0402-513.30-11	Postage	2,117	2,000	3,957	4,000	2,100
100-0402-513.30-12	Computer	0	0	0	0	800
100-0402-513.34-02	Registrations	0	100	0	0	100
100-0402-513.34-04	Other Expenses	0	0	35	35	64
* Assessor		75,780	78,165	64,773	79,500	78,975
** General Fund		75,780	78,165	64,773	79,500	78,975

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Illegal Tax/Tax Refund						
100-0406-513.73-01	Award & Claim Settlements	17,601	6,000	848	848	6,000
*	Illegal Tax/Tax Refund	17,601	6,000	848	848	6,000
**	General Fund	17,601	6,000	848	848	6,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Uncollectable Debt						
100-0414-513.26-01	Accounts Receivable	15,334	9,500	141	14,600	8,700
*	Uncollectable Debt	15,334	9,500	141	14,600	8,700
**	General Fund	15,334	9,500	141	14,600	8,700

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Room Tax						
100-0415-513.20-11	Room Tax	173	0	0	0	0
*	Room Tax	173	0	0	0	0
**	General Fund	173	0	0	0	0

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Employeees Safety Co	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0901-515	10/15/2019

RESPONSIBILITIES

- Comply with state and federal safe work place regulations
- Educate employees on safe work policies, practices, and work environment
- Conduct monthly safety committee meetings for City Hall, Public Works Facility and Police

SERVICES PROVIDED

This program manages the City Safety Program for employees. Services:

- Maintains compliance with all Division of Safety and Professional Services and Occupational Safety and Health Administration employee safety regulations.
- Provides and assures employee safety training
- Conducts annual respiratory fit testing and hearing screening.
- Investigates all reported employee injury reports.
- Conducts monthly safety meetings (DPW/Parks, MPD, City Hall).
- Processes Cities and Villages Mutual Insurance Company (CVMIC) grant requests

2019 ACCOMPLISHMENTS

- New employee and summer help safety training.
- Conducted monthly safety meetings
- Facility Safety walk through inspections
- Maintained electronic Safety Data Sheet (SDS) information on City intranet
- Maintained certification as American Heart CPR/First Aid instructor
- Conducted respiratory fit tests and hearing screening for all affected employees.
- Maintained all training and PPE annual testing documentation.
- Developed drug-related incident procedures; offered personal protective equipment kits, and delivered training to City law enforcement and others on safety procedures to avoid drug related occupational hazards
- City of Menasha Safety Coordinator, as a member of the Opioid Crisis Response Team, worked with Cities and Villages Mutual Insurance to covert a webinar titled: Protecting Municipal Employees from Opioid (Fentanyl) Exposure into an online learning tool; assisted with Opioid Crisis Response training for 100 staff.
- Trained Menasha Police, Public Works, Parks in the proper use of Naloxone (Narcan).
- Organized Active Shooter Response Training for City Hall and Library staff.

2020 OBJECTIVES

- Review and revise City of Menasha Safety Manual.
- Insure all employees have read the Safety Manual.
- Attempt to reduce employee workplace injuries and provide interventions to minimize future injuries.
- Review and revise procedures, offer personal protective equipment kits, and deliver training to City law enforcement and others on safety procedures to avoid drug related occupational hazards.

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Employees Safety Co	PREPARED BY Nancy McKenney
	FUNCTION General Government	BUDGET NUMBER 100-0901-515	DATE 10/15/2019
• Provide recommendation on safety equipment purchases using CVMIC grant.			

MAJOR CHANGES FROM 2019 BUDGET

The supply line reflects leveraging of potential CVMIC grant opportunities (50-50 match).

FUNDING SOURCES	2019 FUNDING	2020 FUNDING	POSITION TITLE	2019 # OF FTE'S	2020 # OF FTE'S
TAXES	\$0.00	\$0.00	Public Health Educatoer	0.05	0.05
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Registered Sanitarian	0.15	0.15
INTERGOV REVENUE	\$0.00	\$0.00	TOTAL	0.20	0.20
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Employees Safety Comm						
100-0901-515.10-01	Wages	0	3,190	11,054	14,043	14,883
100-0901-515.10-02	Salaries	13,839	10,853	0	0	0
100-0901-515.10-03	Overtime/Doubletime	110	0	0	0	0
100-0901-515.15-01	Health	2,309	2,142	1,685	2,142	2,193
100-0901-515.15-02	Life	23	34	19	34	38
100-0901-515.15-03	Dental	246	205	160	205	138
100-0901-515.15-04	Retirement	935	920	724	920	1,005
100-0901-515.15-05	FICA	1,030	1,043	821	1,043	1,103
100-0901-515.15-07	Vision	22	19	15	19	19
100-0901-515.15-08	Workers Comp	429	532	419	532	469
100-0901-515.15-10	Banked Sick Leave	0	121	69	121	129
100-0901-515.21-05	Medical	1,856	1,628	1,419	1,420	1,600
100-0901-515.29-07	Inhouse Info Tech Service	566	594	297	594	592
100-0901-515.30-11	Postage	0	25	0	25	25
100-0901-515.30-18	Department	7,250	7,250	7,882	11,587	12,250
LEVEL	TEXT	TEXT AMT				
TOTB	50% CVMIC GRANT(\$6000 CITY \$6000 CVMIC)	12,000				
	DEPARTMENT SUPPLIES	250				
		12,250				
100-0901-515.34-04	Other Expenses	0	25	0	0	0
*	Employees Safety Comm	28,615	28,581	24,564	32,685	34,444
**	General Fund	28,615	28,581	24,564	32,685	34,444

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Municipal Buildings	PREPARED BY Adam Alix Thad Brown
	FUNCTION General Government	BUDGET NUMBER 100-1001-514	DATE 10/9/2019

RESPONSIBILITIES

The funds in this account provide for the supplies, services, maintenance, repair and operation of City Hall.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Installation of additional way finding signage on second floor. Reorganized the first floor storage room with new shelving.

2020 OBJECTIVES

MAJOR CHANGES FROM 2019 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Depty Dir Municipal Opera	0.03	0.03
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Facilites Technician	0.00	0.10
INTERGOV REVENUE	\$0.00	\$0.00	Public Works Superintend	0.03	0.02
LICENSES & PERMITS	\$0.00	\$0.00	Facilities Technician Electr	0.27	0.27
FINES & FORFEITS	\$0.00	\$0.00	TOTAL	0.33	0.42
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Buildings Maintenance						
100-1001-514.10-01	Wages	18,507	15,651	6,623	9,000	21,800
100-1001-514.10-02	Salaries	4,298	4,103	3,226	4,100	3,958
100-1001-514.10-03	Overtime/Doubletime	417	350	125	150	250
100-1001-514.10-08	Wages-Temp Help	180	0	0	0	0
100-1001-514.15-01	Health	5,343	6,631	3,001	4,000	8,505
100-1001-514.15-02	Life	44	26	21	30	28
100-1001-514.15-03	Dental	377	396	189	251	339
100-1001-514.15-04	Retirement	1,495	1,317	655	871	1,756
100-1001-514.15-05	FICA	1,682	1,470	737	981	1,886
100-1001-514.15-07	Vision	38	37	18	24	49
100-1001-514.15-08	Workers Comp	684	762	373	496	819
100-1001-514.15-10	Banked Sick Leave	0	169	44	169	222
100-1001-514.19-03	Uniform/Clothing Allow	111	96	59	96	126
100-1001-514.20-01	Janitorial	209	500	595	650	500
100-1001-514.20-04	Mechanical Systems	1,047	1,050	0	0	0
100-1001-514.22-01	Telephone	1,223	2,000	633	1,300	1,500
100-1001-514.22-03	Electricity	7,032	7,000	4,249	4,400	500
100-1001-514.22-04	Heat	4,198	3,000	2,393	2,400	0
100-1001-514.22-05	Water/Sewer	5,380	4,800	3,813	4,000	0
100-1001-514.22-06	Storm Water	40	40	30	40	0
100-1001-514.24-01	Office Equipment	0	250	71	250	250
100-1001-514.24-03	Buildings	3,559	3,000	2,238	3,000	3,000
100-1001-514.24-04	Specialized Equipment	897	1,000	216	865	1,000
100-1001-514.24-05	Small Projects	0	0	2,594	2,600	1,000
100-1001-514.29-05	Vehicle/Equipment Rental	9,120	6,000	3,616	6,000	6,000
100-1001-514.29-06	Building Rental	56,070	56,080	28,035	56,080	56,080
100-1001-514.29-07	Inhouse Info Tech Service	1,309	1,534	767	1,534	1,529
100-1001-514.30-10	Office	2,859	3,500	1,746	2,800	3,000
100-1001-514.30-11	Postage	225	300	0	100	300
100-1001-514.30-13	Housekeeping	668	450	154	450	450
100-1001-514.30-15	Tools & Equipment	1,656	1,000	138	1,000	500
100-1001-514.30-18	Department	317	350	435	500	500
100-1001-514.32-02	Periodicals/Subscriptions	213	215	218	218	250
100-1001-514.34-02	Registrations	0	300	180	180	300
100-1001-514.34-03	Lodging/Meals	0	150	0	100	150
100-1001-514.82-01	Buildings	0	2,500	0	0	0
*	Buildings Maintenance	129,198	126,027	67,192	108,635	116,547
**	General Fund	129,198	126,027	67,192	108,635	116,547

PUBLIC SAFETY

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Police Department	Tim Styka
	FUNCTION	BUDGET NUMBER	DATE
	Public Safety	100-0801-521	10/11/2019

RESPONSIBILITIES

The responsibilities of the police department are directed by our mission statement to be a "model of modern police services built upon a strong partnership with the community using respect, creativity and technology to find solutions and improve the quality of life and safety for all." At the core of our mission is a strong level of trust with the community which is based upon open communication and respect for those we serve.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

A new employee scheduling system was implemented. As the system is fine tuned it will reduce staff time in maintaining the schedule and decrease the time it takes to process payroll.

The "elert" system notifying property owners of police contact at the places they own was relaunched in 2019.

Lt. Nick Thorn graduated from the Wisconsin Command College and Lt. Matt Albrecht graduated from the FBI National Academy, providing both supervisors advanced management training.

The Special Events process was modified to assist event holders to plan for contingency issues for their events.

A credit card processing system is now in use for community members to pay for a variety of different transactions using credit/debit cards.

An online retrieval system for crash reports was released. This allows people that were involved in crashes, or their insurance companies, to retrieve a copy of their crash instantly once the report was submitted to the State.

Completed the transfer of all of the evidence into the new evidence program.

Formalized the position of Property Evidence Custodian.

2020 OBJECTIVES

Provide the community efficient and effective police services using our core principals of LEED (Listening, Explain, Equity and Dignity).

Continue management training for the command staff with Lt. Hanchek attending the Wisconsin Command College in 2019-20.

Due to Ford changing the police vehicle we will be deploying a new powertrain in the 2020 vehicle that is purchased.

Explore a new K-9 Tracking system for training and deployment records.

Achieve full staffing.

Successfully complete our first WILEAG reaccreditation.

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Police Department	PREPARED BY Tim Styka
	FUNCTION Public Safety	BUDGET NUMBER 100-0801-521	DATE 10/11/2019

Review and possibly change the OIC program.

Fishing the building/hallway updates.

Reestablish the bike patrol program with 2 new e-bikes.

Explore the expansion of the wellness program and physical fitness opportunities.

Research alternatives to our current body cameras.

Review our current firearms and associated equipment to ensure what we are currently using is following best practices.

Collaborate with Public Works on the feasibility of a traffic camera system.

MAJOR CHANGES FROM 2019 BUDGET

FUNDING SOURCES	2019 FUNDING	2020 FUNDING	POSITION TITLE	2019 # OF FTE'S	2020 # OF FTE'S
TAXES	\$0.00	\$0.00	Captain	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Chief	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00	Lieutenants	6.00	6.00
LICENSES & PERMITS	\$0.00	\$0.00	Maintenance Superintend	0.25	0.25
FINES & FORFEITS	\$0.00	\$0.00	Patrol Officers	23.00	23.00
PUBLIC CHARGES	\$0.00	\$0.00	Support Staff	6.50	6.50
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	37.75	37.75

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Police						
100-0801-521.10-01	Wages	280,918	332,716	253,908	319,797	364,642
100-0801-521.10-02	Salaries	2,189,162	2,254,743	1,787,164	2,227,299	2,287,720
100-0801-521.10-03	Overtime/Doubletime	249,764	196,200	189,104	234,797	202,086
100-0801-521.10-05	Differential	9,356	10,000	7,553	9,479	10,000
100-0801-521.10-06	Holiday	130,104	141,750	89,448	135,252	141,750
100-0801-521.10-08	Wages-Temp Help	19,604	35,691	22,700	31,684	26,844
100-0801-521.15-01	Health	464,213	511,069	332,060	453,051	486,239
100-0801-521.15-02	Life	1,864	2,382	1,388	2,003	2,195
100-0801-521.15-03	Dental	37,318	37,633	25,973	35,682	24,229
100-0801-521.15-04	Retirement	338,094	357,115	257,892	349,808	350,992
100-0801-521.15-05	FICA	213,738	227,289	169,011	219,262	232,710
100-0801-521.15-07	Vision	3,588	4,319	2,729	3,953	3,805
100-0801-521.15-08	Workers Comp	55,729	69,319	51,111	67,482	64,590
100-0801-521.15-10	Banked Sick Leave	0	21,127	11,095	21,127	23,355
100-0801-521.19-01	Education Reimbursement	0	0	0	0	2,000
100-0801-521.19-03	Uniform/Clothing Allow	23,079	25,000	18,279	24,150	25,000
100-0801-521.19-04	Uniform/Dry Clean Allow	8,380	9,500	3,937	8,800	9,500
100-0801-521.20-01	Janitorial	20,108	21,000	15,249	21,000	21,500
100-0801-521.20-04	Mechanical Systems	2,245	3,000	2,036	2,800	3,000
100-0801-521.20-06	Lawn Care	190	200	143	200	200
100-0801-521.20-12	Credit Card Fees	0	0	114	550	0
100-0801-521.21-04	Computer	0	0	876	0	0
100-0801-521.21-05	Medical	5,125	4,000	3,360	4,600	4,500
100-0801-521.21-06	Management	8,729	12,500	11,376	12,600	10,000
100-0801-521.22-01	Telephone	18,030	21,500	12,639	19,250	21,500
100-0801-521.22-03	Electricity	16,765	19,000	12,040	17,500	19,000
100-0801-521.22-04	Heat	6,250	7,000	3,561	6,750	7,000
100-0801-521.22-05	Water/Sewer	4,377	4,500	3,343	4,600	4,600
100-0801-521.22-06	Storm Water	1,013	1,050	762	1,016	1,050
100-0801-521.24-01	Office Equipment	1,302	1,500	461	1,400	1,500
100-0801-521.24-02	Tools & Equipment	7,055	7,300	8,630	8,400	8,000
100-0801-521.24-03	Buildings	22,982	17,500	12,727	17,500	18,500
100-0801-521.24-04	Specialized Equipment	307	500	0	500	500
100-0801-521.24-05	Small Projects	9,332	500	237	500	2,500
100-0801-521.25-01	Other Municipal Entities	384	500	0	250	500
100-0801-521.29-01	Printing	1,477	2,200	1,717	2,400	2,400
100-0801-521.29-04	Vehicle Repair	58,675	59,200	44,120	57,250	59,300
100-0801-521.29-05	Vehicle/Equipment Rental	614	0	29	29	0
100-0801-521.29-07	Inhouse Info Tech Service	105,803	133,950	66,975	133,950	133,307
100-0801-521.30-10	Office	4,184	4,250	2,198	4,150	4,500
100-0801-521.30-11	Postage	2,577	2,200	1,388	2,200	2,200
100-0801-521.30-12	Computer	18,723	12,750	7,670	11,500	18,050
100-0801-521.30-13	Housekeeping	4,707	3,200	1,635	2,900	3,200
100-0801-521.30-15	Tools & Equipment	27,308	30,000	15,431	30,000	31,000
100-0801-521.30-18	Department	10,678	7,500	5,093	4,200	8,500

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BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
100-0801-521.32-01	Dues/Memberships/Licenses	3,861	4,600	4,686	5,000	4,600
100-0801-521.32-02	Periodicals/Subscriptions	84	400	61	150	400
100-0801-521.33-03	Lodging/Meals	75	350	201	350	350
100-0801-521.34-02	Registrations	12,346	18,000	12,234	15,500	18,000
100-0801-521.34-03	Lodging/Meals	5,189	7,500	3,373	7,100	8,000
100-0801-521.34-04	Other Expenses	419	1,200	421	1,000	1,200
100-0801-521.38-01	Fuel	36,491	36,000	24,678	35,125	36,000
100-0801-521.80-03	Motorized Equipment	98,599	138,786	72,020	67,985	75,000
100-0801-521.80-05	Other Equipment	16,879	4,000	8,097	8,050	5,452
*	Police	4,557,794	4,823,489	3,582,933	4,651,881	4,792,966
**	General Fund	4,557,794	4,823,489	3,582,933	4,651,881	4,792,966

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Crossing Guard Patrol	PREPARED BY Tim Styka
	FUNCTION Public Safety	BUDGET NUMBER 100-0802-521	DATE 10/10/2019

RESPONSIBILITIES

Crossing Guards are responsible for the safety of pedestrians as they go to and from school. They are positioned in areas near the schools which have a high volume of traffic or are at a location which large numbers of pedestrians cross which necessitate the need for an official to help with the street crossing process.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Safely crossed hundreds of children and adults in the community on a daily basis.

Continued to work with staff to provide equipment and training to ensure recognized safe work practices.

The start of the 2019 school year we were able to fill all of the positions.

2020 OBJECTIVES

At the start of the 2019 school year we were able to fill all of the positions. However, by October we have had a number of vacancies requiring CSOs, the Code Enforcement Specialist and Officers to cover intersections. We will continue to work on recruiting and training to fill each location on a consistent basis. In addition, we have budgeted for an increase in wages.

MAJOR CHANGES FROM 2019 BUDGET

The increase in the budget will allow from an increase from \$11/hr to \$13/hr. This will allow us to be more competitive and we hope to address the issues of retaining people.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Crossing Guard	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	TOTAL	0.00	0.00
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

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BUDGET PREPARATION WORKSHEET
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Crossing Guard						
100-0802-521.10-03	Overtime/Doubletime	0	0	142	142	0
100-0802-521.10-08	Wages-Temp Help	17,672	19,750	12,345	18,926	21,125
100-0802-521.15-01	Health	0	0	15	15	0
100-0802-521.15-02	Life	0	0	2	2	0
100-0802-521.15-03	Dental	0	0	3	3	0
100-0802-521.15-04	Retirement	0	0	7	7	0
100-0802-521.15-05	FICA	1,352	1,450	955	1,350	1,616
100-0802-521.15-08	Workers Comp	406	600	336	550	485
100-0802-521.19-04	Uniform/Dry Clean Allow	0	100	0	100	100
100-0802-521.30-18	Department	402	500	120	450	500
100-0802-521.33-03	Lodging/Meals	0	350	0	225	350
*	Crossing Guard	19,832	22,750	13,925	21,770	24,176
**	General Fund	19,832	22,750	13,925	21,770	24,176

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Community Service Offi	Tim Styka
	FUNCTION	BUDGET NUMBER	DATE
	Public Safety	100-0803-521	10/10/2019

RESPONSIBILITIES

The Community Service Officer is responsible for animal complaints, traffic concern & hazards, traffic direction, park patrol, vehicle lockouts and parking enforcement. These are part-time positions held by people that are attending school for criminal justice/law enforcement.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

As of October 10th, CSOs have worked over 2800 hours this year. The program is an essential part of providing a high level of service to the community.

We continue to use the program to develop candidates for police officer positions. The program is serving as a valuable recruiting tool for full time police officer positions.

2020 OBJECTIVES

Continue to recruit, train and develop personnel in the position.

Evaluate the programs offered and update/change programs as needed to meet the needs of the community.

Explore develop the program with FVTC to provide an internship opportunity for CSOs who are also students at the school.

MAJOR CHANGES FROM 2019 BUDGET

Recruitment for CSO positions has become highly competitive. In addition, there are fewer people interested in exploring a position in law enforcement. As a result, we have set the budget to allow for an increase from \$10.50/hr to \$11.50/hr (\$12.50 when working a special event).

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	.	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Community Service Office	0.00	0.00
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.00	0.00

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BUDGET WORKSHEET 2020

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Community Svc Officer						
100-0803-521.10-08	Wages-Temp Help	36,205	38,325	32,280	38,325	41,975
100-0803-521.15-05	FICA	2,770	2,850	2,469	2,850	3,211
100-0803-521.15-08	Workers Comp	831	1,308	865	1,308	963
100-0803-521.19-03	Uniform/Clothing Allow	693	600	30	500	600
100-0803-521.30-15	Tools & Equipment	250	500	136	500	500
*	Community Svc Officer	40,749	43,583	35,780	43,483	47,249
**	General Fund	40,749	43,583	35,780	43,483	47,249

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Auxiliary Police	Tim Styka
	FUNCTION	BUDGET NUMBER	DATE
	Public Safety	100-0804-521	10/10/2019

RESPONSIBILITIES

This Auxiliary Police Unit helps supplement the mission of the Department by providing services to the community at events like the annual Easter Egg Hunt, high school football games, 4th of July, parades and many other events throughout the year.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Auxiliary officers worked long hours, often times in adverse conditions, during weekends, nights and holidays to help ensure that events in Menasha are enjoyable and safe.

The group currently has 13 members, 6 were hired in 2019.

Officer Joel Nelson and Officer John Abrahamson continue to coordinate the unit.

2020 OBJECTIVES

Recruitment in law enforcement continues to be extremely challenging. Our goal is to be at 20 members in 2020 in order to adequately staff events throughout the year.

We are proposing increasing the rate of pay from \$10.50 to \$12.50 for working special events in order to attract and retain unit members. This can be accomplished with no change to the budget.

Participate in community events and fundraisers for the group.

MAJOR CHANGES FROM 2019 BUDGET

None

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Auxiliary Police Officer	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	TOTAL	0.00	0.00
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Auxiliary Police						
100-0804-521.10-08	Wages-Temp Help	6,094	11,000	5,337	7,500	11,000
100-0804-521.15-05	FICA	466	842	408	525	842
100-0804-521.15-08	Workers Comp	222	409	209	250	409
100-0804-521.30-15	Tools & Equipment	576	2,500	1,070	2,500	2,500
100-0804-521.33-02	Registrations	0	500	420	450	500
* Auxiliary Police		7,358	15,251	7,444	11,225	15,251
** General Fund		7,358	15,251	7,444	11,225	15,251

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Jail/Prisoner Meal Chg	Tim Styka
	FUNCTION	BUDGET NUMBER	DATE
	Public Safety	100-0805-521	10/10/2019

RESPONSIBILITIES

This is the account that pays for the jail housing costs for offenders who have warrants issued for their arrest from the Municipal Court. Generally these warrants are issued when a person does not pay their fine for violating a municipal ordinance.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

2020 OBJECTIVES

MAJOR CHANGES FROM 2019 BUDGET

There is a slight decrease in this budget as less people have been requiring jail housing due to the inability to pay a warrant. This does tend to be the case when the economy is strong.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Jail/Prisoner Meal Charge						
100-0805-521.25-01	Other Municipal Entities	12,380	14,000	3,927	9,750	12,000
*	Jail/Prisoner Meal Charge	12,380	14,000	3,927	9,750	12,000
**	General Fund	12,380	14,000	3,927	9,750	12,000

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Code Enforcement	Sam Schroeder
	FUNCTION	BUDGET NUMBER	DATE
	Public Safety	100-0811-521	10/9/2019

RESPONSIBILITIES

The Code Enforcement Officer is responsible for the enforcement of City Code violations. The employee regularly inspects properties for violations that impact quality of life, health and property value issues. The employee will also assist in the duties of a CSO when one is unavailable.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

- Investigated over 550 complaints with a compliance rate of 98%
- New to 2019, taking the lead and more proactively enforcement of grass and weed complaints. To date, observed and corrected over 200 toxic weed and grass violations at a 94% completion rate.
- Worked closely with Community Development, PD, and the Health Department to ensure and support well rounded compliance of code violation
- Assist Habitat for Humanity leading into Menasha's Rock the Block program to identify issues that Habitat could assist in resolving.

2020 OBJECTIVES

- Assist in updating the municipal code including housing, zoning and building chapters to ensure the City adopts enforceable and well-rounded ordinances.
- Assist and market to residents available programs including the upcoming Housing Program, the CDBG Program and the Lead Lateral Replacement opportunities.
- Maintaining a good working environment with the residents of Menasha through assistance and education.
- Continue to assist and work closely with Menasha Police Department where and when needed.
- Continue to identify and implement efficiencies with the CES position and the Community Development Department.

MAJOR CHANGES FROM 2019 BUDGET

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Code Enforcement Officer	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00			
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.00	1.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Code Enforcement						
100-0811-521.10-01	Wages	51,575	52,985	42,602	52,985	54,802
100-0811-521.10-03	Overtime/Doubletime	0	0	38	38	0
100-0811-521.15-01	Health	6,240	6,589	5,260	6,589	6,731
100-0811-521.15-02	Life	385	419	315	419	448
100-0811-521.15-03	Dental	1,238	1,238	978	1,238	831
100-0811-521.15-04	Retirement	3,456	3,470	2,795	3,470	3,699
100-0811-521.15-05	FICA	3,931	4,015	3,223	4,015	4,134
100-0811-521.15-07	Vision	109	109	86	109	109
100-0811-521.15-08	Workers Comp	1,587	2,008	1,614	2,008	1,726
100-0811-521.15-10	Banked Sick Leave	0	455	254	455	474
100-0811-521.19-03	Uniform/Clothing Allow	55	200	0	0	200
100-0811-521.29-04	Vehicle Repair	0	1,500	0	1,250	1,500
100-0811-521.30-15	Tools & Equipment	0	1,000	0	750	1,000
100-0811-521.34-02	Registrations	425	425	500	500	500
100-0811-521.34-03	Lodging/Meals	1,073	1,100	0	1,000	1,100
* Code Enforcement		70,074	75,513	57,665	74,826	77,254
** General Fund		70,074	75,513	57,665	74,826	77,254

**CITY OF NEENAH
2020 OPERATING BUDGET REQUEST
PROGRAM COMMENTS**

Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn

Mission Statement:

Neenah-Menasha Fire Rescue consists of committed professionals whose mission is to provide the highest standard of service through fire suppression, prevention, education, emergency medical response, technical rescue and community interaction to preserve the quality of life and property for all of those within the Cities of Neenah and Menasha.

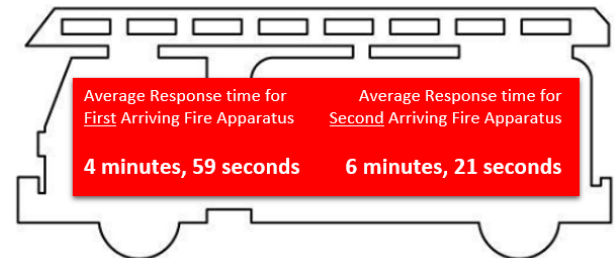
Vision Statement:

Our vision at Neenah-Menasha Fire Rescue is to have a positive, motivated, educated department. We strive to meet the community demands. We will accomplish this with an organized and defined structure. We encourage change, use resources to the full extent and work closely with outside agencies.

Our department activities can be broken down into three major divisions: Operations, Training and Prevention

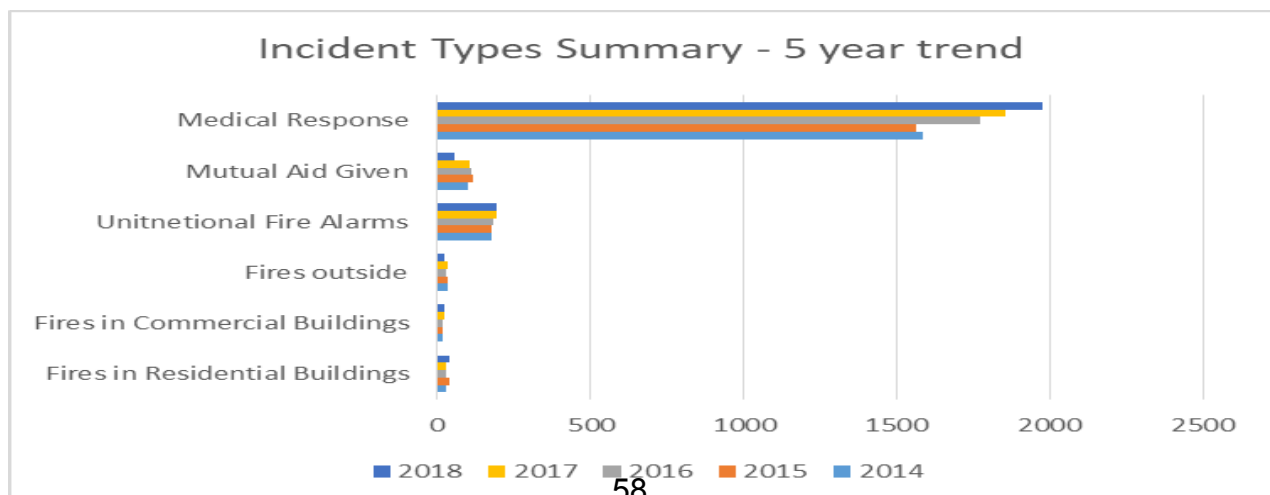
Operations

Neenah – Menasha Fire Rescue maintains and operates out of four fire stations strategically placed in Neenah and Menasha to ensure an excellent response time to all areas of the cities. Each station is staffed with full-time lifesaving crews that consist of 1 Fire Officer, 1 Driver and 1 – 2 Firefighters per fire truck. Additionally our department operates a full service water rescue service, special operations (technical rescue) service and a light/medium duty crash rescue service.



Emergency response includes many different types of calls. Below is a summary of the incidents for the past five years.

- **Medical Responses** continue to increase throughout Neenah and Menasha. As our medical response becomes increasingly important, our training level has also increased.
- **Mutual Aid Given** is when we assist another community with providing our apparatus and personnel. (Note: Auto-aid with Appleton was suspended in June of 2018)
- **Rescues** are any call where we are requested to remove someone from harm. They include, but are not limited to water, ice, trench, high angle, confined space and crash rescue.
- **Unintentional Fire Alarms** are typically received from residential facilities. They are alarms where the alarm system functioned as designed but there was not a fire.
- **Fires outside** include both natural and intentionally started fires. Recreational burning (fire pits) as well as grass and other outside fires.
- **Fires in Commercial Buildings** are those calls where often an alarm system notifies us and there is actually a fire. Commercial property loss is much greater than residential property loss.
- **Fires in Residential Buildings** include single family, multi-family and assisted living facilities.



**CITY OF NEENAH
2020 OPERATING BUDGET REQUEST
PROGRAM COMMENTS**

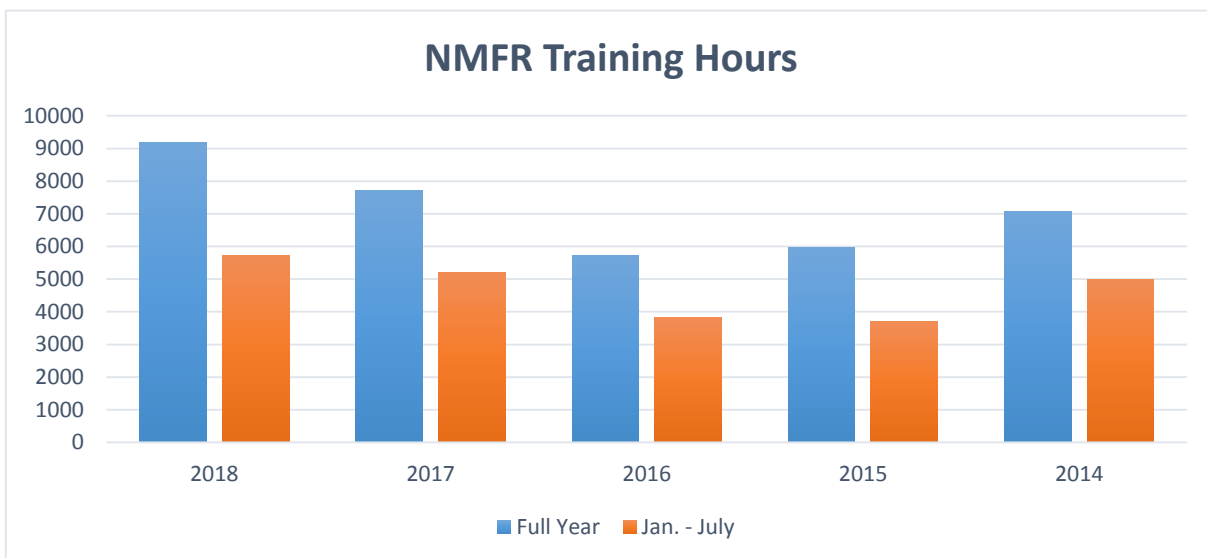
Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn

In June of 2018 our auto aid with the Appleton Fire Department was suspended due to a change made by Outagamie County. We continue to work with Appleton FD as needed for structure fires via our Mutual Aid Agreements. We hope to have the needed technology completed between Winnebago and Outagamie County so we may resume automatic aid in the future. This agreement has proven beneficial for both cities. *D/C Voss*

Training

Training: By definition is “the action of teaching a person or animal a particular skill or type of behavior”. Fire and Rescue training is not practicing until you get it right, it is practicing until you can’t get it wrong. Since 2015, we have hired 12 new firefighters. Training “new” firefighters are only one portion of the department’s training needs. For every new entry level firefighter, there are “new” Drivers, Inspectors, Captains and Shift Commanders. This demand for training all levels of our department will always be critical for a well-run department. Looking towards the future of training in our department, the next 3-5 years we will replace 20 firefighters. To prepare for the future we have transitioned from “lesson plans” to Job Performance Requirements (JPR’s). JPR’s spell out how each “task” is to be completed. This affords our members to all be trained to our required level, on all 3 shifts at all 4 stations, in a consistent manner. To highlight some 2019 training that has been completed to date: One month recruit class, forcible entry, Rapid Intervention Team “RIT” firefighter rescue, swift water rescue, Rescue Task Force “RTF”, automotive extrication along with school bus extrication, mental health awareness and emergency medical service “EMS”.

Many of these training evolutions have been with neighboring departments, either hosted by NMFR or Appleton FD, Fox Crossing FD, Town of Neenah FD, City of Menasha Police Department, City of Neenah Police Department and Gold Cross Ambulance Service.



In 2018, NMFR staff averaged **135** hours of training. We are currently on pace of **200+** hours of training per employee for 2019.

**CITY OF NEENAH
2020 OPERATING BUDGET REQUEST
PROGRAM COMMENTS**

Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn

Training topics include, but are not limited to:

- Structural Fire Attack
- Wild Land Fire Attack
- Pump Operations – Water Movement
- High Rise – Aerial Operations
- Shore & Boat Based Open Water Rescue
- Shore & Boat Based Ice Rescue
- Emergency Medical Training
- SCUBA Dive Rescue – Open Water & Ice
- Active Shooter
- Vehicle extrication training
- Technical Rescue – Trench, Building Collapse, High Angle
- Mental Health – EAP, PTSD & Suicide Awareness

In the Training Division, there is a tremendous amount to do. I am very fortunate to have so many subject matter experts (SME) on the department. These SME's are great assets to our department, I am able to schedule training to be given to the rest of the department by these individuals. As stated above, *"training is not practicing until you get it right, it is practicing until you can't get it wrong"*. We are on pace to have near 18,000 hours of training in 2019. That sounds like an unimaginable amount of training, but when lives are at stake, our citizens and firefighters deserve to be trained to the highest level possible. **A/C Peglow**

Fire Prevention, Fire Investigations and Public Education

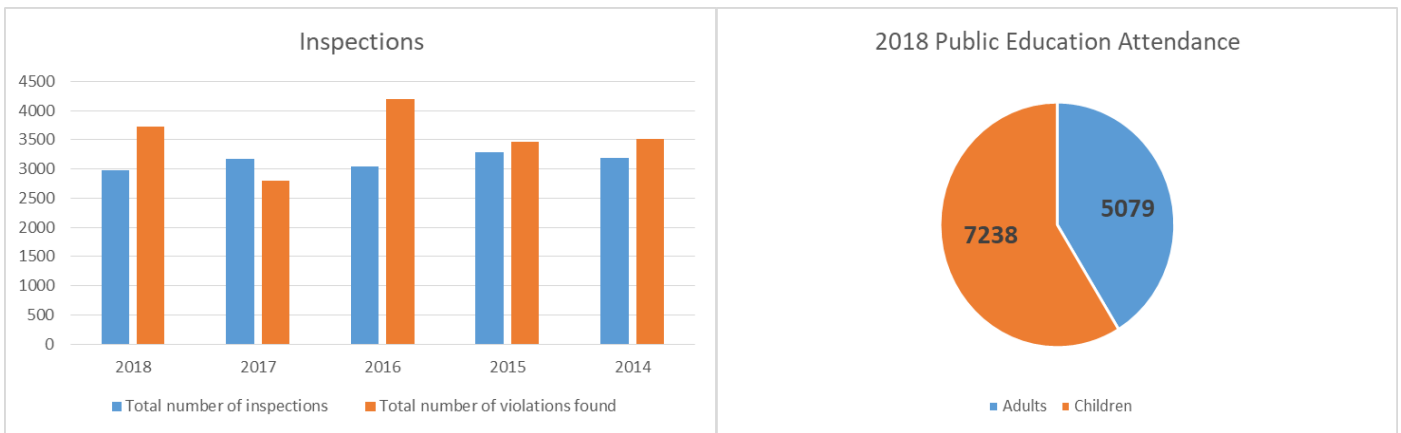
Neenah-Menasha Fire Rescue is very proud of our Fire Prevention Bureau, which includes all aspects of fire prevention, fire investigations and public education. Fire prevention is not simply conducting fire inspections. It also includes detailed review of all new construction, remodeling of existing structures, refurbishing older facilities, as well as changes to any and all fire detection and suppression systems in all commercial properties and multi-family residential facilities. Over the past several years, both Neenah and Menasha have had several significant construction projects throughout the two communities. We have worked very closely with property owners, architects, engineers, developers and building officials to ensure that all projects are completed with fire and life safety as our number one priority. Each year NMFR conducts in excess of 3,000 inspections to assist property and business owners with identifying potential fire and life safety concerns. NMFR is required, by Wisconsin State Statute, to perform fire inspections for all commercial businesses and multi-family (3 family or more) residential structures, within our jurisdiction, two times annually (with few exceptions). This is also a requirement to receive the 2% dues funding from the State of Wisconsin. In 2019, the City of Neenah's 2% dues was \$84,975.48, and the City of Menasha's was \$45,958.92.

The Fire Prevention Bureau also oversees all fire investigations. Wisconsin State Statute 165.55 requires that every fire shall be investigated for cause, origin and circumstances. NMFR conducts investigations of every fire that occurs within our jurisdiction. These investigations are conducted by the Shift Inspector/Investigator and/or the Assistant Chief/Fire Marshal depending on the size and complexity of the incident. Some of the smaller fires are investigated by the Company Officer themselves. If it is determined or suspected that a fire is incendiary or criminal in nature, law enforcement is contacted and a joint investigation is conducted. The size and complexity of the fire may require that NMFR request assistance from the Wisconsin Department of Criminal Investigations (DCI) to assist with in-depth evidence collection and sampling to be sent to the state crime lab for analysis.

We also continue to be very pro-active in our fire prevention/public safety educational programs, as well as, the juvenile fire setter intervention programs. Our Public Education Team, along with line personnel, provide public education programs and fire/life safety presentations and information to more than 10,000 children and adults annually. We continue to conduct fire safety programs at each and every public and private elementary school in the Neenah and Menasha Schools Districts during fire prevention month in October. NMFR has installed in excess of 391 smoke detectors in single-family residential homes throughout the cities of Neenah and Menasha at no cost to the residents or NMFR, as all of the smoke detectors have been donated to NMFR's smoke detector program. We provide educational presentations and information for elderly residential and health care facilities. We meet with and provide information for industrial, commercial and residential facilities, to assist them with creating and maintaining proper fire and life safety emergency action plans. Public education and fire prevention are both difficult to gain a true perspective of the quantifiable numbers of fires prevented and/or lives saved due to the information shared and lessons learned during the presentations. However, we are very confident that maintaining the outstanding level of service that we provide, certainly makes a huge difference and is without a doubt saving lives and property within the communities of Neenah and Menasha. **A/C Green**

**CITY OF NEENAH
2020 OPERATING BUDGET REQUEST
PROGRAM COMMENTS**

Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn



2019 Accomplishments:

- Meet the department's growing need for training all personnel.
- Had multiple training events with different agencies (Neenah Police, Menasha Police, Gold Cross Ambulance, Appleton Fire Department, Town of Neenah Fire Department and Fox Crossing Fire Department).
- Improved our training records management.
- Continued to improve on communication with City Officials.
- Continued to improve on communication with all NMFR staff.
- Continued to explore opportunities with neighboring communities.
- Continued to improve working relationship with all City Departments.
- Updated our Strategic Plan.
- Goal setting with Shift Commanders and Administration Staff.
- Participated in two Coffee with a Cop and Firefighter community events.
- Took old SCBA Equipment out of service and sold old equipment.
- Put new Engine 36 into service and sold the old engine.
- Reviewed and updated all Standard Operating Guidelines and Policies.
- Peer Support Team established for our department.
- Participated in several community events such as Rock the Block, Corny Walk, Community Fest, Neenah High School Career Day, Fox Cities Expo Career Fair, NPD's Family Fun Night, etc.
- Updated Neenah and Menasha Municipal Fire Codes.
- Joint Arson Investigation Training with Fox Crossing Fire Department.
- Developed and implemented a fitness & safety program with Shattuck Middle School students.
- Conducted a department-wide survey.
- Successfully completed the International Organization for Standardization (ISO) audit.
- Successfully completed the State of Wisconsin 2% Dues Audit.

**CITY OF NEENAH
2020 OPERATING BUDGET REQUEST
PROGRAM COMMENTS**

Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn

2019/2020 Goals:

- Meet the department's growing need for training all personnel.
- To have at least 6 training events with multi agencies involved (Neenah Police, Menasha Police, Gold Cross Ambulance, Appleton Fire Department, Town of Neenah Fire Department and Fox Crossing Fire Department).
- Improve our training records.
- Complete the Fire Officer training/promotional process book.
- Complete the Shift Inspector training/promotional process book.
- Complete the 2nd Fire Officer's Academy as part of our succession planning.

Major Increases/Decreases in 2020 Operating Budget Request: Listed below are major increases/decreases \$1,500 and over. Increases/decreases less than \$1,500 are not listed below.

Salaries (0101): Increase of \$161,820 per the City of Neenah Finance Department.

Overtime (0104): Increase of \$30,000. Funds are used for emergency calls, training for staff, staffing for community events and to maintain staffing levels. In 2020, there is a possibility of 3 retirements and we will need to backfill these positions until new firefighters are trained and can begin their line staff positions.

FLSA Overtime Wages (0106): Increase of \$3,000 per the City of Neenah Finance Department.

Health Insurance (0110): Increase of \$8,990 per the City of Neenah Finance Department.

Fringes (0111): Increase of \$36,610 per the City of Neenah Finance Department.

Schools/Seminars/Training (0115): Increase of \$11,000. In the next three years, one-third of our department will retire and their knowledge will leave with them. Funds are used for employee development, leadership development and maintaining required certifications. Succession planning is in place to make sure the experience and knowledge is passed down to the new leadership.

Clothing Allowance (0117): Increase of \$2,000. Funds are used for clothing allowance as outlined in Local 275's Labor Agreement, name tags, badges and brass for new hire and promotions. There could be up to three retirements in 2020.

License Renewal (0118): Increase of \$11,900. Monies are used for required recertification of First Responder certification. This is a bi-annual renewal.

Maintenance of Motor Vehicles (0213): Increase of \$10,000. Funds are used for preventative maintenance and repairs of all apparatus, staff vehicles, Boat 35, UTV, etc. Increase is also based on actual usage spent over the last few years.

Maintenance of Joint Buildings (0214): Increase of \$1,500. Funds are used for small repairs at all four stations. Funds are also used for repair/replace station maintenance equipment such as lawnmowers, snow blowers, sidewalk salt, etc. for all four stations.

Professional Services (0238): Increase of \$13,000. Funds are used for required annual physicals and testing for staff members (65) who are required to wear a respirator for their position. Chest x-rays are performed every 5 years and are due in 2020. EKG's are performed bi-annually and are due in 2020.

Auto/Physical Damage Ins. (0247): Increase of \$5,000 per the City of Neenah Finance Department.

Neenah City I/S Services (0255): Increase of \$7,510 per the City of Neenah IS Department.

Neenah City H/R Services (0257): Increase of \$5,100 per the City of Neenah Finance Department.

**CITY OF NEENAH
2020 OPERATING BUDGET REQUEST
PROGRAM COMMENTS**

Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn

Public Relation Services (0262): Increase of \$1,500. Additional funds are needed due to the increased request to maintain our free smoke alarm program, increased requests for public education events in both Cities and maintain our public education programs in the elementary schools and to continue to achieve our goal, set by both Mayors, to be more visible in the public. Additional monies are needed to meet these goals.

Gas & Oil (0310): Increase of \$3,870. 5% increase per the City of Neenah Finance Department. However, additional funds are needed to purchase bulk oil and fluids as it is cheaper for us to purchase fluids this way for preventative maintenance for all of our vehicles.

Small Equipment (0344): Increase of \$2,000. Additional funds are needed to purchase new equipment for EMS training along with a new treadmill. Per Local 275's Labor Agreement new exercise equipment purchases are split 50/50 between Local 275 and NMFR. We have staff that can provide the training in-house which saves money as we do not need to hire an outside instructor.

Personal Protective Equipment (0348): Increase of \$10,000. In 2020, all turn-out boots have reached their end of life cycle and need to be replaced. In addition, funds are used for scheduled replacement/repairs of all turn-out gear, helmets, gloves, and shields along with purchasing gear for new employees. In 2020, there are up to three staff members who may retire.

Personal Protective Equipment (2314-0348): Increase of \$2,690 in our *Special Operations* PPE budget. Funds are needed to replace equipment that has reached its end of life cycle.

**CITY OF NEENAH
2020 OPERATING BUDGET REQUEST
SUPPLEMENTARY DETAIL WORKSHEET
FOR CAPITAL OUTLAY**

Department/Office: Neenah-Menasha Fire Rescue	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehn

Object Code No.	Description and Justification	Detail Amounts Within Object	Total of Object Code
	<u>CAPITAL OUTLAY</u>		
8108	<u>Office Furniture & Equipment</u> To replace old office/living furniture as necessary for the four stations. This remains the same as the 2020 budget. Total projected cost \$2,500.	\$2,500	\$2,500
8113	<u>Communication Equipment</u> Funds are used monthly for the cost of the air cards for the MDC's and purchase of radio headsets used in all vehicles. Increase of \$900. Total projected cost is \$3,900.	\$3,900	\$3,900
8114	<u>Computer Software Outlay</u> Costs associated with the purchase of anticipated new and/or additional software licenses needed. Total project cost is \$1,000.	\$1,000	\$1,000
8115	<u>Computer Hardware Outlay</u> To replace computers in 2020 upon failure or based on Neenah IS's recommendation and to fund the sequel server change over for Firehouse Records Management System. This project pushed back to 2020. Total projected cost \$9,520.	\$9,520	\$9,520
8133	<u>All Other Equipment</u> These funds are used to replace major equipment relating such as nozzles, adaptors, hose, ladders, large equipment. This includes water rescue and in-house EMS training. Total projected cost \$22,000.	\$22,000	\$22,000
8149	<u>Household Purchases</u> This is requested by the Joint Finance & Personnel Committee to budget purchases and repairs that are needed in the future for various household items (refrigerators, stoves, chairs, washer, dryers, etc.) for all four fire stations. Increase is needed due to increased cost of replacing items. Total projected cost is \$9,000.	\$9,000	\$9,000

**Neenah-Menasha Fire Rescue
Cost Distribution Formula
As of 12/31/18**

Item No.	Formula Item	Total	Proportionate Share	25% Weighted Factor	Weighted Share Neenah	Weighted Share Menasha
1.	* Population-Neenah	26,137	59.61%	0.25	0.1490	
	* Population-Menasha	17,713	40.39%	0.25		0.1010
	Population as of 1/1/18	43,850	100.00%			
2.	* Equalized Value (w/TIF)-Neenah	2,209,662,100	64.47%	0.25	0.1612	
	* Equalized Value (w/TIF)-Menasha	1,217,592,424	35.53%	0.25		0.0888
	Equalized Value as of 1/1/18	3,427,254,524	100.00%			
3.	* Service Calls-Neenah	1,633	57.81%	0.25	0.1445	
	* Service Calls-Menasha	1,192	42.19%	0.25		0.1055
	Service Calls during 2018	2,825	100.00%			
4.	* Square Miles-Neenah	9.60	55.30%	0.25	0.1383	
	* Square Miles-Menasha	7.76	44.70%	0.25		0.1117
	Square Miles as of 12/31/18	17.36	100.00%			
Total Weighted Factors					0.5930	0.4070
Total Proposed Cost Distribution Formula - 2018 Factor for 2020 Budget					59.30%	40.70%
Previous Year Cost Distribution Formula					59.53%	40.47%
Increase (decrease) from previous year					-0.23%	0.23%

a Menasha - Equalized Value

Equalized Value	1,177,560,800
UW-Fox Valley (from Dept. of Admin.)	40,031,624
	1,217,592,424

b Menasha service calls include 50 automatic aid calls by NMFR into the City of Appleton. The City of Appleton made 58 calls into the City of Menasha.

c Sq. Ft. of All Buildings has been removed as a factor effective the 2014 Factor for the 2016 Budget.

* Updated for 2018.

NEENAH MENASHA FIRE & RESCUE

Comparison of 2019 Budget & 2020 Budget

OPERATING BUDGET:

	2019 Adopted Budget	City of Menasha share	2019 Estimate	City of Menasha share	2020 Department Requested Budget	City of Menasha share	2020 Change in Budget from previous year	2020 Change in Menasha's share
Fire Operations - (2301)	\$ 8,470,110		\$ 8,511,270		\$ 8,597,990		\$ 127,880	
Regional Special Operations Response Team - (2314)	\$ 13,210		\$ 16,840		\$ 28,410		\$ 15,200	
Joint Fire Commission - (2320)	\$ 4,500		\$ 3,500		\$ 4,500		\$ -	
Special Reserves & Escrows - (2326) "wage/fringe adjustments"	\$ -		\$ -		\$ 58,650		\$ 58,650	
Water Rescue Services - (2479)	\$ -		\$ -		\$ -		\$ -	
SUBTOTAL	\$ 8,487,820	\$ 8,487,820	\$ 8,531,610	\$ 8,531,610	\$ 8,689,550	\$ 8,689,550	\$ 201,730	2.38%
Adjustment	\$ -		\$ (43,790)		\$ -		\$ -	
TOTAL OPERATING BUDGET - Expenditures	\$ 8,487,820	\$ 8,487,820	\$ 8,487,820	\$ 8,487,820	\$ 8,689,550	\$ 8,689,550	\$ 201,730	2.38%
City of Menasha's share %	x	40.47%	x	40.47%	x	40.70%		
City of Menasha's share ONLY		\$ 3,435,021		\$ 3,435,021		\$ 3,536,647		\$ 101,626 2.96%
PLUS: Building Maintenance - Menasha share		\$ 9,000		\$ 12,500		\$ 10,260		\$ 1,260
TOTAL OPERATING BUDGET - Menasha share ONLY		\$ 3,444,021		\$ 3,447,521		\$ 3,546,907		\$ 102,886 2.99%

CAPITAL BUDGET:

	2019 Adopted Budget	City of Menasha share	2019 Estimate	City of Menasha share	2020 Department Requested Budget	City of Menasha share	
Fire Equipment Replacement Program	\$ 25,000	\$ 10,118	\$ 25,000	\$ 10,118	\$ 25,000	\$ 10,175	
Replace Fire Squad #32	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 32,560	
Confined Space Training Prop	\$ -	\$ -	\$ -	\$ -	\$ 21,000	\$ 8,547	
PPF-LED Troffer Upgrade - NM side - 100% Menasha	\$ -	\$ -	\$ -	\$ -	\$ 8,500	\$ 8,500	
Station 35 Apparatus Bay Floor Sealing - 100% Menasha	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	
Station 36 Parking Lot Seal - 100% Menasha	\$ 6,500	\$ 6,500	\$ -	\$ -	\$ 6,500	\$ 6,500	
Station 36 Apparatus Bay Floor Sealing - 100% Menasha	\$ 13,500	\$ 13,500	\$ -	\$ -	\$ -	\$ -	
TOTAL CAPITAL BUDGET	\$ 45,000	\$ 30,118	\$ 25,000	\$ 10,118	\$ 166,000	\$ 91,282	\$ 61,164

ACCOUNT NUMBER		ACCOUNT DESCRIPTION		2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund		Fire						
100-0501-522.24-03		Buildings		10,077	9,000	12,068	12,500	10,260
LEVEL	TEXT	TEXT AMT						
TOTB	MISC BUILDING MAINTENANCE - (2) MENASHA STATIONS	10,260						
		10,260						
100-0501-522.25-01		Other Municipal Entities		3,359,296	3,435,021	2,862,520	3,435,021	3,536,647
*	Fire			3,369,373	3,444,021	2,874,588	3,447,521	3,546,907
**	General Fund			3,369,373	3,444,021	2,874,588	3,447,521	3,546,907

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2020**

ACCOUNT #	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 BUDGET	2019 YTD (9 MONTHS)	2019 ESTIMATE	2020 DEPT REQUEST	2020 PROPOSED	BUDGET CHANGE
FIRE DEPARTMENT								
<u>FIRE OPERATIONS (2301-712)</u>								
0101	Salaries	5,225,318	5,395,850	3,768,484	5,395,060	5,557,670	5,525,170	
0104	Overtime Wages	90,563	130,000	95,662	160,000	160,000	126,000	
0105	Reimbursement / Overtime	0	0	(4,026)	(4,030)	0	0	
0106	FLSA Overtime Wages	51,636	47,000	43,009	50,000	50,000	50,000	
0110	Health Insurance	835,131	876,120	662,898	884,990	885,110	885,110	
0111	Fringes	1,326,142	1,304,010	915,491	1,311,550	1,340,620	1,225,120	
0115	Schools/Seminars/Training	10,329	16,000	16,358	16,360	27,000	21,000	
0116	Test/Certification for Eq	3,916	10,000	6,644	9,500	10,000	10,000	
0117	Clothing Allowance	33,155	32,000	31,805	32,000	34,000	34,000	
0118	License Renewal	5,717	100	983	990	12,000	3,000	
0123	Auto Allowance	0	0	0	0	0	0	
0128	Empl Recognition Awards	650	600	600	600	1,550	1,550	
	Personal Services	7,582,557	7,811,680	5,537,908	7,857,020	8,077,950	7,880,950	69,270
0202	Outside Printing	628	880	98	880	930	930	
0203	Postage	256	660	235	660	700	700	
0204	Conferences & Meetings	598	2,000	327	1,800	2,060	2,060	
0206	Advertising & Publication	175	200	0	200	200	200	
0207	Dues & Memberships	1,033	1,030	1,165	1,170	1,250	1,250	
0209	Maintenance of PPE/SCBA	3,379	3,170	1,532	3,170	3,200	3,200	
0210	Maint of Computer Hardwre	0	500	16	1,200	500	500	
0211	Maint of Other Equipment	2,075	3,600	1,088	2,600	3,710	3,710	
0213	Maint of Motor Vehicles	43,325	35,000	37,687	45,000	45,000	45,000	
0214	Maint of Buildings	2,435	6,000	3,344	6,000	7,500	6,800	
0215	Maint of Radio Equipment	6,522	6,500	5,915	6,000	6,700	6,700	
0216	Maint of Operating Equip	2,120	3,100	1,093	2,600	3,200	3,200	
0218	Maint of Software	14,350	12,000	11,754	12,000	12,870	12,870	
0221	Telephone	8,780	9,000	7,409	9,000	9,000	9,000	
0222	Electricity	49,417	49,360	29,975	49,360	50,350	50,350	
0223	Natural Gas	19,224	25,050	11,834	25,050	25,550	23,050	
0224	Water & Sewer	10,862	12,160	7,034	12,160	12,770	12,770	
0226	Storm Water	3,058	3,100	1,965	3,100	3,100	3,100	
0227	Cellular Telephone	4,525	4,560	4,283	4,560	5,900	5,900	
0232	Auditing Services	1,800	1,860	1,950	1,950	2,050	2,050	
0236	Outside Services	12,660	13,020	9,138	13,020	13,020	13,020	
0237	Pest Control	440	600	19	400	600	600	
0238	Professional Services	21,594	22,000	6,820	22,000	35,000	35,000	
0241	Tree Planting & Landscape	1,162	1,200	211	1,200	1,200	700	
0242	Permits	0	30	0	0	0	0	
0246	Liability Insurance	32,611	35,000	34,104	34,110	35,000	35,000	
0247	Auto/Physical Damage Ins	13,967	15,000	18,419	18,420	20,000	15,000	
0250	Maint of Training Tower	945	1,600	37	1,000	1,650	1,650	
0252	Rental of Equipment	312	320	207	320	390	390	
0254	Printer / Copies	2,981	3,250	2,160	2,160	3,240	3,240	
0255	Neenah City I/S Services	140,880	144,190	108,143	134,000	151,700	151,700	
0256	Neenah City Finance Ser.	23,800	24,400	18,300	24,400	25,100	25,100	
0257	Neenah City H/R Services	47,000	51,500	38,625	51,500	56,600	56,600	
0262	Public Relations/Services	5,599	7,500	1,218	8,000	9,000	8,000	
0293	Maint of Motor Veh/Fleet	0	100	0	0	100	100	
0294	Oil and Fluids/Fleet	0	100	0	0	100	100	
0296	Maint of Equipment/Fleet	0	100	0	0	100	100	
	Contractual Services	478,513	499,640	366,105	498,990	549,340	539,640	40,000

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2020**

ACCOUNT #	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 BUDGET	2019 YTD (9 MONTHS)	2019 ESTIMATE	2020 DEPT REQUEST	2020 PROPOSED	BUDGET CHANGE
<u>FIRE OPERATIONS (2301-712) cont.</u>								
0301	Office Supplies	2,081	2,060	776	2,060	2,120	2,120	
0306	Cleaning/Janitor Supplies	12,037	14,000	7,805	14,000	15,000	15,000	
0308	Books and Periodicals	10	500	0	0	500	500	
0310	Gasoline & Oil	27,551	27,000	23,603	27,000	30,870	30,870	
0319	Safety Supplies	4,326	6,500	1,402	6,500	6,700	6,700	
0320	Small Tools	917	1,030	477	1,030	1,060	1,060	
0325	Consumable supplies	1,868	2,060	3,055	3,060	3,000	3,000	
0326	Photography Supplies	403	500	66	250	500	500	
0333	All Other Supplies	2,455	3,600	1,070	3,600	3,710	3,710	
0344	Small Equipment	8,222	7,800	5,592	7,800	9,800	8,800	
0347	Small Computer Hardware	355	620	217	320	620	620	
0348	Per Protective Equipment	38,162	45,000	10,026	45,000	55,000	55,000	
0350	Training Supplies	1,491	2,500	410	2,500	4,100	3,600	
	Supplies & Materials	99,878	113,170	54,499	113,120	132,980	131,480	18,310
	OPERATIONS	8,160,948	8,424,490	5,958,512	8,469,130	8,760,270	8,552,070	127,580
							Percent Budget Change	1.51%
<u>CAPITAL OUTLAY (2301-712)</u>								
8108	Office Furniture & Equip	3,318	2,500	616	2,500	2,500	2,500	
8113	Communication Equipment	3,841	3,000	2,561	3,000	3,900	3,900	
8114	Computer Software Outlay	112	1,000	2,280	2,280	1,000	1,000	
8115	Computer Hardware Outlay	2,894	9,520	1,556	4,760	9,520	9,520	
8133	All Other Equipment	17,682	20,600	4,679	20,600	22,000	20,000	
8149	Household Purchases	8,881	9,000	3,415	9,000	9,000	9,000	
	Capital Outlay	36,728	45,620	15,107	42,140	47,920	45,920	300
	CAPITAL OUTLAY	36,728	45,620	15,107	42,140	47,920	45,920	300
FIRE OPERATIONS/CAPITAL OUTLAY		8,197,676	8,470,110	5,973,619	8,511,270	8,808,190	8,597,990	127,880
							Percent Budget Change	1.51%
<u>REG SPEC OPER RESP TEAM (2314-172)</u>								
0104	Overtime Wages	26,215	22,000	3,588	11,000	22,000	18,000	
0105	Reimbursement / Overtime	(20,880)	(21,060)	(1,136)	(4,000)	(4,000)	(4,000)	
0111	Fringes	6,066	4,870	794	2,440	5,120	4,120	
	Personal Services	11,401	5,810	3,246	9,440	23,120	18,120	12,310
0216	Maint of Operating Equip	0	900	340	900	900	900	
	Contractual Services	0	900	340	900	900	900	0
0320	Small Tools	49	500	42	500	500	500	
0348	Per Protective Equipment	964	5,000	0	5,000	7,690	6,990	
0350	Training Supplies	0	500	16	500	500	500	
	Supplies & Materials	1,013	6,000	58	6,000	8,690	7,990	1,990
8133	All Other Equipment	3,136	500	72	500	1,400	1,400	
	Capital Outlay	3,136	500	72	500	1,400	1,400	900
REG SPEC OPER RESP TEAM		15,550	13,210	3,716	16,840	34,110	28,410	15,200
							Percent Budget Change	115.06%

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2020**

ACCOUNT #	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 BUDGET	2019 YTD (9 MONTHS)	2019 ESTIMATE	2020 DEPT REQUEST	2020 PROPOSED	BUDGET CHANGE
JOINT FIRE COMMISSION (2320-712)								
0203	Postage	0	500	0	0	500	500	
0206	Advertising & Publication	0	1,000	0	500	1,000	1,000	
0236	Outside Services	3,577	2,500	0	2,500	2,500	2,500	
0261	Misc Expenditures	417	500	260	500	500	500	
	Contractual Services	3,994	4,500	260	3,500	4,500	4,500	0
	JOINT FIRE COMMISSION	3,994	4,500	260	3,500	4,500	4,500	0
Percent Budget Change								0.00%
SPECIAL RESERVES & ESCROW (2326-712)								
0101	Salaries	0	0	0	0	7,020	7,020	
0110	Health Insurance	0	0	0	0	50,000	50,000	
0111	Fringes	0	0	0	0	1,630	1,630	
	SPECIAL RESERVES & ESCROW	0	0	0	0	58,650	58,650	58,650
WATER RESCUE SERVICES (2479-712)								
0104	Overtime Wages	1,865	0	0	0	0	0	
0111	Fringes	469	0	0	0	0	0	
0115	Schools/Seminars/Training	891	0	0	0	0	0	
0118	License Renewal	0	0	0	0	0	0	
	Personal Services	3,225	0	0	0	0	0	0
0209	Maintenance of PPE/SCBA	1,723	0	0	0	0	0	
0216	Maint of Operating Equip	69	0	0	0	0	0	
	Contractual Services	1,792	0	0	0	0	0	0
0344	Small Equipment	1,718	0	0	0	0	0	
0348	Per Protective Equipment	5,091	0	0	0	0	0	
	Supplies & Materials	6,809	0	0	0	0	0	0
8133	All Other Equipment	2,565	0	0	0	0	0	
	Capital Outlay	2,565	0	0	0	0	0	0
	WATER RESCUE SERVICES	14,391	0	0	0	0	0	0
Percent Budget Change								#DIV/0!
FIRE DEPARTMENT		8,231,611	8,487,820	5,977,595	8,531,610	8,905,450	8,689,550	201,730
Percent Budget Change								2.38%
REVENUES								
	Boat Launch Fee	1,166	2,400	0	2,410	2,400	2,400	
	Interest on Investments	27,483	28,000	26,324	28,000	28,000	32,100	
	P-Card Rebate	7,475	4,000	2,679	4,000	4,000	4,000	
	Sale of Equipment	0	2,000	21,148	21,150	2,000	2,000	
	Consumable Supplies	0	500	0	0	500	500	
	Revenues	36,124	36,900	50,151	55,560	36,900	41,000	4,100
Percent Budget Change								11.11%
NET FIRE DEPARTMENT		8,195,487	8,450,920	5,927,444	8,476,050	8,868,550	8,648,550	197,630
								2.34%

ACCOUNT	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 BUDGET	2019 Y-T-D 9 MONTHS	2019 DEPT ESTIMATE	2020 DEPT REQUEST	2020 MAYOR RECOMMEND	REQUEST % CHANGE
Fire Department								
Fire								
2301-712-0101	Salaries	5,225,318	5,395,850	3,768,484	5,395,060	5,557,670	5,525,170	2.40
2301-712-0104	Overtime Wages	90,563	130,000	95,662	160,000	160,000	126,000	3.08-
2301-712-0105	Reimbursement / Overtime	0	0	4,026-	4,030-	0	0	.00
2301-712-0106	FLSA Overtime Wages	51,636	47,000	43,009	50,000	50,000	50,000	6.38
2301-712-0110	Health Insurance	835,131	876,120	662,898	884,990	885,110	885,110	1.03
2301-712-0111	Fringes	1,326,142	1,304,010	915,491	1,311,550	1,340,620	1,225,120	6.05-
2301-712-0115	Schools/Seminars/Training	10,329	16,000	16,358	16,360	27,000	21,000	31.25
2301-712-0116	Test/Certification for Eq	3,916	10,000	6,644	9,500	10,000	10,000	.00
2301-712-0117	Clothing Allowance	33,155	32,000	31,805	32,000	34,000	34,000	6.25
2301-712-0118	License Renewal	5,717	100	983	990	12,000	3,000	900.00
2301-712-0123	Auto Allowance	0	0	0	0	0	0	.00
2301-712-0128	Empl Recognition Awards	650	600	600	600	1,550	1,550	158.33
*	Personal Services	7,582,557	7,811,680	5,537,908	7,857,020	8,077,950	7,880,950	.89
2301-712-0202	Outside Printing	628	880	99	880	930	930	5.68
2301-712-0203	Postage	256	660	235	660	700	700	6.06
2301-712-0204	Conferences & Meetings	598	2,000	327	1,800	2,060	2,060	3.00
2301-712-0206	Advertising & Publication	175	200	0	200	200	200	.00
2301-712-0207	Dues & Memberships	1,033	1,030	1,165	1,170	1,250	1,250	21.36
2301-712-0209	Maintenance of PPE/SCBA	3,379	3,170	1,532	3,170	3,200	3,200	.95
2301-712-0210	Maint of Computer Hardwre	0	500	16	1,200	500	500	.00
2301-712-0211	Maint of Other Equipment	2,075	3,600	1,088	2,600	3,710	3,710	3.06
2301-712-0212	Maint of Office Equipment	0	0	0	0	0	0	.00
2301-712-0213	Maint of Motor Vehicles	43,325	35,000	37,687	45,000	45,000	45,000	28.57
2301-712-0214	Maint of Buildings	2,435	6,000	3,344	6,000	7,500	6,800	13.33
2301-712-0215	Maint of Radio Equipment	6,522	6,500	5,915	6,000	6,700	6,700	3.08
2301-712-0216	Maint of Operating Equip	2,120	3,100	1,093	2,600	3,200	3,200	3.23
2301-712-0218	Maint of Software	14,350	12,000	11,754	12,000	12,870	12,870	7.25
2301-712-0221	Telephone	8,780	9,000	7,409	9,000	9,000	9,000	.00
2301-712-0222	Electricity	49,417	49,360	29,975	49,360	50,350	50,350	2.01
2301-712-0223	Natural Gas	19,224	25,050	11,834	25,050	25,550	23,050	7.98-
2301-712-0224	Water & Sewer	10,862	12,160	7,034	12,160	12,770	12,770	5.02
2301-712-0225	Commercial Dumpster	0	0	0	0	0	0	.00
2301-712-0226	Storm Water	3,058	3,100	1,965	3,100	3,100	3,100	.00
2301-712-0227	Cellular Telephone	4,525	4,560	4,283	4,560	5,900	5,900	29.39
2301-712-0232	Auditing Services	1,800	1,860	1,950	1,950	2,050	2,050	10.22
2301-712-0236	Outside Services	12,660	13,020	9,138	13,020	13,020	13,020	.00
2301-712-0237	Pest Control	440	600	19	400	600	600	.00
2301-712-0238	Professional Services	21,594	22,000	6,820	22,000	35,000	35,000	59.09
2301-712-0241	Tree Planting & Landscape	1,162	1,200	211	1,200	1,200	700	41.67-
2301-712-0242	Permits	0	30	0	0	0	0	100.00-
2301-712-0246	Liability Insurance	32,611	35,000	34,104	34,110	35,000	35,000	.00
2301-712-0247	Auto/Physical Damage Ins	13,967	15,000	18,419	18,420	20,000	15,000	.00
2301-712-0250	Maint of Training Tower	945	1,600	37	1,000	1,650	1,650	3.13
2301-712-0252	Rental of Equipment	312	320	207	320	390	390	21.88

ACCOUNT	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 BUDGET	2019 Y-T-D 9 MONTHS	2019 DEPT ESTIMATE	2020 DEPT REQUEST	2020 MAYOR RECOMMEND	REQUEST & CHANGE
2301-712-0254	Printer / Copies	2,981	3,250	2,160	2,160	3,240	3,240	.31-
2301-712-0255	Neenah City I/S Services	140,880	144,190	108,143	134,000	151,700	151,700	5.21
2301-712-0256	Neenah City Finance Ser.	23,800	24,400	18,300	24,400	25,100	25,100	2.87
2301-712-0257	Neenah City H/R Services	47,000	51,500	38,625	51,500	56,600	56,600	9.90
2301-712-0262	Public Relations/Services	5,599	7,500	1,218	8,000	9,000	8,000	6.67
2301-712-0292	FVTC Reimbursements	0	0	0	0	0	0	.00
2301-712-0293	Maint of Motor Veh/Fleet	0	100	0	0	100	100	.00
2301-712-0294	Oil and Fluids/Fleet	0	100	0	0	100	100	.00
2301-712-0296	Maint of Equipment/Fleet	0	100	0	0	100	100	.00
*	Contractual Services	478,513	499,640	366,105	498,990	549,340	539,640	8.01
2301-712-0301	Office Supplies	2,081	2,060	776	2,060	2,120	2,120	2.91
2301-712-0306	Cleaning/Janitor Supplies	12,037	14,000	7,805	14,000	15,000	15,000	7.14
2301-712-0308	Books and Periodicals	10	500	0	0	500	500	.00
2301-712-0310	Gasoline & Oil	27,551	27,000	23,603	27,000	30,870	30,870	14.33
2301-712-0319	Safety Supplies	4,326	6,500	1,402	6,500	6,700	6,700	3.08
2301-712-0320	Small Tools	917	1,030	477	1,030	1,060	1,060	2.91
2301-712-0325	Consumable supplies	1,868	2,060	3,055	3,060	3,000	3,000	45.63
2301-712-0326	Photography Supplies	403	500	66	250	500	500	.00
2301-712-0333	All Other Supplies	2,455	3,600	1,070	3,600	3,710	3,710	3.06
2301-712-0343	Small Program Packages	0	0	0	0	0	0	.00
2301-712-0344	Small Equipment	8,222	7,800	5,592	7,800	9,800	8,800	12.82
2301-712-0347	Small Computer Hardware	355	620	217	320	620	620	.00
2301-712-0348	Per Protective Equipment	38,162	45,000	10,026	45,000	55,000	55,000	22.22
2301-712-0350	Training Supplies	1,491	2,500	410	2,500	4,100	3,600	44.00
*	Supplies & Materials	99,878	113,170	54,500	113,120	132,980	131,480	16.18
2301-712-0800	Mayor's Executive Adj	0	0	0	0	0	0	.00
*	Mayor's Executive Adj	0	0	0	0	0	0	.00
2301-712-8108	Office Furniture & Equip	3,318	2,500	616	2,500	2,500	2,500	.00
2301-712-8113	Communication Equipment	3,841	3,000	2,561	3,000	3,900	3,900	30.00
2301-712-8114	Computer Software Outlay	112	1,000	2,280	2,280	1,000	1,000	.00
2301-712-8115	Computer Hardware Outlay	2,894	9,520	1,556	4,760	9,520	9,520	.00
2301-712-8133	All Other Equipment	17,682	20,600	4,679	20,600	22,000	20,000	2.91-
2301-712-8149	Household Purchases	8,881	9,000	3,415	9,000	9,000	9,000	.00
*	Capital Outlay	36,728	45,620	15,107	42,140	47,920	45,920	.66
**	Fire	8,197,676	8,470,110	5,973,620	8,511,270	8,808,190	8,597,990	1.51

ACCOUNT	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 BUDGET	2019 Y-T-D 9 MONTHS	2019 DEPT ESTIMATE	2020 DEPT REQUEST	2020 MAYOR RECOMMEND	REQUEST % CHANGE
	Reg Spec Oper Resp Team							
2314-712-0104	Overtime Wages	26,215	22,000	3,588	11,000	22,000	18,000	18.18-
2314-712-0105	Reimbursement / Overtime	20,880-	21,060-	1,136-	4,000-	4,000-	4,000-	81.01-
2314-712-0111	Fringes	6,066	4,870	794	2,440	5,120	4,120	15.40-
*	Personal Services	11,401	5,810	3,246	9,440	23,120	18,120	211.88
2314-712-0216	Maint of Operating Equip	0	900	340	900	900	900	.00
*	Contractual Services	0	900	340	900	900	900	.00
2314-712-0320	Small Tools	49	500	42	500	500	500	.00
2314-712-0348	Per Protective Equipment	964	5,000	0	5,000	7,690	6,990	39.80
2314-712-0350	Training Supplies	0	500	16	500	500	500	.00
*	Supplies & Materials	1,013	6,000	58	6,000	8,690	7,990	33.17
2314-712-8133	All Other Equipment	3,136	500	72	500	1,400	1,400	180.00
*	Capital Outlay	3,136	500	72	500	1,400	1,400	180.00
**	Reg Spec Oper Resp Team	15,550	13,210	3,717	16,840	34,110	28,410	115.06

ACCOUNT	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 BUDGET	2019 Y-T-D 9 MONTHS	2019 DEPT ESTIMATE	2020 DEPT REQUEST	2020 MAYOR RECOMMEND	REQUEST % CHANGE
	Joint Fire Commission							
2320-712-0203	Postage	0	500	0	0	500	500	.00
2320-712-0206	Advertising & Publication	0	1,000	0	500	1,000	1,000	.00
2320-712-0236	Outside Services	3,577	2,500	0	2,500	2,500	2,500	.00
2320-712-0261	Misc Expenditures	417	500	260	500	500	500	.00
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*	Contractual Services	3,994	4,500	260	3,500	4,500	4,500	.00
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**	Joint Fire Commission	3,994	4,500	260	3,500	4,500	4,500	.00

ACCOUNT	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 BUDGET	2019 Y-T-D 9 MONTHS	2019 DEPT ESTIMATE	2020 DEPT REQUEST	2020 MAYOR RECOMMEND	REQUEST % CHANGE
	Special Reserves & Escrow							
2326-712-0101	Salaries	0	0	0	0	7,020	7,020	.00
2326-712-0110	Health Insurance	0	0	0	0	50,000	50,000	.00
2326-712-0111	Fringes	0	0	0	0	1,630	1,630	.00

*	Personal Services	0	0	0	0	58,650	58,650	.00

**	Special Reserves & Escrow	0	0	0	0	58,650	58,650	.00

***	Fire Department	8,217,220	8,487,820	5,977,597	8,531,610	8,905,450	8,689,550	2.38

ACCOUNT	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 BUDGET	2019 Y-T-D 9 MONTHS	2019 DEPT ESTIMATE	2020 DEPT REQUEST	2020 MAYOR RECOMMEND	REQUEST % CHANGE
Other								
Water Rescue Services								
2479-712-0104 Overtime Wages		1,865	0	0	0	0	0	.00
2479-712-0105 Reimbursement / Overtime		0	0	0	0	0	0	.00
2479-712-0111 Fringes		469	0	0	0	0	0	.00
2479-712-0115 Schools/Seminars/Training		891	0	0	0	0	0	.00
2479-712-0118 License Renewal		0	0	0	0	0	0	.00
* Personal Services		3,225	0	0	0	0	0	.00
2479-712-0207 Dues & Memberships		0	0	0	0	0	0	.00
2479-712-0209 Maintenance of PPE/SCBA		1,723	0	0	0	0	0	.00
2479-712-0215 Maint of Radio Equipment		0	0	0	0	0	0	.00
2479-712-0216 Maint of Operating Equip		69	0	0	0	0	0	.00
2479-712-0261 Misc Expenditures		0	0	0	0	0	0	.00
* Contractual Services		1,792	0	0	0	0	0	.00
2479-712-0333 All Other Supplies		0	0	0	0	0	0	.00
2479-712-0344 Small Equipment		1,718	0	0	0	0	0	.00
2479-712-0348 Per Protective Equipment		5,091	0	0	0	0	0	.00
* Supplies & Materials		6,809	0	0	0	0	0	.00
2479-712-8113 Communication Equipment		0	0	0	0	0	0	.00
2479-712-8133 All Other Equipment		2,565	0	0	0	0	0	.00
* Capital Outlay		2,565	0	0	0	0	0	.00
** Water Rescue Services		14,391	0	0	0	0	0	.00
*** Other		14,391	0	0	0	0	0	.00
		8,231,611	8,487,820	5,977,597	8,531,610	8,905,450	8,689,550	2.38

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Emergency Government						
100-0502-522.22-01	Telephone	602	675	309	350	350
100-0502-522.24-01	Office Equipment	0	100	0	0	100
100-0502-522.30-10	Office	0	100	0	0	100
100-0502-522.30-18	Department	0	100	0	0	100
*	Emergency Government	602	975	309	350	650
**	General Fund	602	975	309	350	650

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Inspector	Sam Schroeder
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0301-523	10/9/2019

RESPONSIBILITIES

The City residential building inspector/housing specialist is a dual position that combines functions of a residential building plan review and inspection services and the in-house operation of the communities housing programs. This position provides increased consistency and enhanced customer service. Commercial plan review and inspection will continue to be a contracted service. This position became a full-time city employee in 2017.

SERVICES PROVIDED

Currently the City of Menasha is fortunate having only one full time residential building inspector that is certified in all residential areas including building, HVAC, electrical, and plumbing. In addition to having certificates in housing quality standards whereas this inspector is able to certify Community Development Block Grant (CDBG) loans in-house.

2019 ACCOMPLISHMENTS

- Continue to implement full in-house process for issuance of residential permits, including permit intake, review, issuance, inspection and occupancy.
- Implemented the updated permit fees
- To date (Oct. 9, 2019), the City has approved 13 new SF/TF homes and has approved more than 4,000 permits in 2019 including remodels and commercial developments.

2020 OBJECTIVES

- Complete the Commercial Building Certificate giving our Residential Inspector the ability to assist in Commercial projects
- Implement and assist in the administration of the Strong Neighborhood Menasha Housing Program
- Update the Housing Code and Building Code ordinances.
- Continue to work to fill the Commercial Inspection gap to allow Menasha to provide the best possible services

MAJOR CHANGES FROM 2019 BUDGET

The major budget change in the inspection department from previous years is the current unknown of commercial building inspections. Following the termination of the SafeBuilt contract, Menasha was unable to secure a new service provider. While we will be working to fill that gap, at this time we will primarily rely on the State for all Commercial Inspections, with the assistance of our Residential Inspector. Please note that should we not be providing this service, the Community Development Department may bring forward a temporary request to reduce the commercial permit fees to strictly an administration fee estimated at \$50.00 per permit.

CITY OF MENASHA 2020 OPERATIONS BUDGET			FUND General Fund	BUDGET NAME Inspector	PREPARED BY Sam Schroeder
			FUNCTION General Government	BUDGET NUMBER 100-0301-523	DATE 10/9/2019
<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Building Inspector/Housin	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	TOTAL	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Inspector						
100-0301-523.10-02	Salaries	57,766	59,339	47,681	59,339	61,928
100-0301-523.15-01	Health	19,545	20,720	16,493	20,720	20,925
100-0301-523.15-02	Life	34	102	48	102	106
100-0301-523.15-03	Dental	1,238	1,238	980	1,238	831
100-0301-523.15-04	Retirement	3,870	3,887	3,123	3,887	4,180
100-0301-523.15-05	FICA	4,092	4,215	3,375	4,215	4,347
100-0301-523.15-07	Vision	143	143	114	143	143
100-0301-523.15-08	Workers Comp	1,778	2,249	1,807	2,249	1,951
100-0301-523.15-10	Banked Sick Leave	0	509	284	509	535
100-0301-523.19-03	Uniform/Clothing Allow	0	100	71	71	100
100-0301-523.21-06	Management	33,086	55,000	3,053	10,000	55,000
100-0301-523.22-01	Telephone	658	1,140	433	800	1,000
100-0301-523.29-01	Printing	0	500	0	500	0
100-0301-523.29-05	Vehicle/Equipment Rental	4,522	8,000	2,889	8,000	8,000
100-0301-523.29-07	Inhouse Info Tech Service	8,536	10,577	5,289	10,577	11,086
100-0301-523.30-18	Department	1,167	1,500	743	1,200	1,500
100-0301-523.32-01	Dues/Memberships/Licenses	275	450	100	450	700
100-0301-523.32-02	Periodicals/Subscriptions	0	50	230	230	50
100-0301-523.34-02	Registrations	607	1,500	447	1,500	1,500
* Inspector		137,317	171,219	87,160	125,730	173,882
** General Fund		137,317	171,219	87,160	125,730	173,882

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Sealer of Wgths & Meas	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Public Safety	100-0902-524	10/15/2019

RESPONSIBILITIES

This program monitors the accuracy of gas pumps, scanners, different types of scales used in the business community, measuring and timing devices (such as laundromat clothes dryers), and other measuring devices used by various business establishments in Menasha.

SERVICES PROVIDED

The Sealer of Weights and Measures is required by State Statute for municipalities with populations over 5,000.

- Wisconsin Statute Chapter 93 - Department of Agriculture, Trade and Consumer Protection
- Wisconsin Statute Chapter 98 - Weights and Measures
- Wisconsin Statute Chapter 100 - Marketing; Trade Practices

Services include:

- Participating in State surveys, and investigations related to consumer protection issues (e.g. credit card skimmers).
- Inspecting all business devices for consumer protection (E.g. gas pumps, price scanners, scales, and package weights).

2019 ACCOMPLISHMENTS

- An estimated 600 devices inspected and 17 complaints investigated for compliance with allowed tolerances per Wisconsin State Statutes.
- Enforced City of Menasha Ordinance and Wisconsin State Statutes in cases of non-compliance to applicable consumer protection laws.

2020 OBJECTIVES

- Inspect all devices present within the City of Menasha.
- Ensure compliance to applicable Weights and Measures laws.
- Conduct package checking to ensure customers are receiving quantities advertised.
- Ensure residents of the City of Menasha are receiving the goods and services they are purchasing in the quantities and rates offered.

MAJOR CHANGES FROM 2019 BUDGET

None

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Public Health Educator	0.05	0.05
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Registered Sanitarian/Sea	0.15	0.15
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.20	0.20

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Sealer Weights & Measures						
100-0902-524.10-01	Wages	0	3,190	11,054	14,043	14,883
100-0902-524.10-02	Salaries	13,839	10,853	0	0	0
100-0902-524.10-03	Overtime/Doubletime	110	0	0	0	0
100-0902-524.15-01	Health	2,309	2,142	1,685	2,142	2,193
100-0902-524.15-02	Life	23	34	19	34	38
100-0902-524.15-03	Dental	246	205	160	205	138
100-0902-524.15-04	Retirement	935	920	724	920	1,005
100-0902-524.15-05	FICA	1,030	1,043	821	1,043	1,103
100-0902-524.15-07	Vision	22	19	15	19	19
100-0902-524.15-08	Workers Comp	429	532	419	532	469
100-0902-524.15-10	Banked Sick Leave	0	121	69	121	129
100-0902-524.24-04	Specialized Equipment	486	500	0	385	500
100-0902-524.29-05	Vehicle/Equipment Rental	2,606	2,500	1,883	2,600	2,600
100-0902-524.29-07	Inhouse Info Tech Service	1,342	1,516	758	1,516	1,588
100-0902-524.30-10	Office	0	0	25	25	25
100-0902-524.30-11	Postage	64	75	39	65	75
100-0902-524.30-18	Department	9	297	27	100	100
100-0902-524.33-02	Registrations	140	150	0	150	150
100-0902-524.33-03	Lodging/Meals	0	114	0	114	114
100-0902-524.33-04	Other Expenses	0	25	0	25	25
*	Sealer Weights & Measures	23,590	24,236	17,698	24,039	25,154
**	General Fund	23,590	24,236	17,698	24,039	25,154

PUBLIC WORKS

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Engineering	Adam Alix Corey Gordon
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1002-541	10/15/2019

RESPONSIBILITIES

The Engineering Department is responsible for the management of public works improvement projects within the City, including streets, bridges, sewers, buildings, et. al. Staff duties include responsibility for planning, design work, surveying, drafting, mapping, construction administration, traffic analysis, grant procurement, utility coordination, record keeping and response to citizens' requests and questions.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Provided design, surveying, staking and inspection for all Public Works construction projects which included the paving of Broad Street, Province Terrace, Jennie Street, Province Link, Midway Crossing, Melissa Street, Greenwood Drive & Court, Frederick Street, Lawndale Street & Court, Grove Street, Woodland Place, Willow Lane, Phase II & III of the Ponds subdivision and the Province Terrace Trail boardwalk. Continued management of sanitary sewer industrial monitoring program. Administered storm water regulation program, including erosion and sediment control, illicit discharge and construction management. Provided in house traffic engineering services. Update 5-year Capital Improvement Program as it relates to future infrastructure needs.

2020 OBJECTIVES

→ Continue with sanitary sewer I/I removal program and with implementation of the Stormwater Management plan. Perform all tasks for implementing 2020 capital projects. Continue work with lean processes to improve efficiency of the department.

MAJOR CHANGES FROM 2019 BUDGET

Some of TIF #9 wages and salaries were moved back to this budget.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Clerk Steno II	0.20	0.25
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Dir. Of Public Works	0.25	0.30
INTERGOV REVENUE	\$0.00	\$0.00	Engineering Aid III	0.35	0.45
LICENSES & PERMITS	\$0.00	\$0.00	Deputy Director of Engine	0.20	0.15
FINES & FORFEITS	\$0.00	\$0.00	Civil Engineer	0.20	0.20
PUBLIC CHARGES	\$0.00	\$0.00	Part Time	0.00	0.00
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.20	1.35

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Engineering						
100-1002-541.10-01	Wages	83,783	58,904	52,165	60,665	52,927
LEVEL	TEXT	TEXT AMT				
TOTB	#100-1002-541 (ENGINEERING 20-25%)					
	#100-1003-541 (STREET CONSTRUCTION 15-20%)					
	#601-1002-541 (SANITARY SEWERS 25-30%)					
	#625-1002-541 (STORM SEWERS 25-35%)					
	#485-1002-541 (T.I.D. #9 0%)					
	#492-1002-541 (T.I.D. #12 0-5%)					
100-1002-541.10-02	Salaries	37,602	24,644	19,270	24,000	40,690
100-1002-541.10-03	Overtime/Doubletime	1,888	2,500	1,253	1,600	2,500
100-1002-541.15-01	Health	23,220	16,565	12,221	16,750	22,428
100-1002-541.15-02	Life	366	277	131	200	209
100-1002-541.15-03	Dental	2,108	1,331	960	1,305	952
100-1002-541.15-04	Retirement	8,256	5,636	4,260	5,650	6,489
100-1002-541.15-05	FICA	9,034	6,286	4,936	6,267	7,026
100-1002-541.15-07	Vision	167	119	96	125	158
100-1002-541.15-08	Workers Comp	3,289	2,942	2,201	2,950	2,842
100-1002-541.15-10	Banked Sick Leave	0	718	326	718	809
100-1002-541.19-03	Uniform/Clothing Allow	54	225	0	225	225
100-1002-541.21-02	Engineering	263	2,750	0	0	0
100-1002-541.22-01	Telephone	2,257	3,100	1,558	2,400	2,500
100-1002-541.29-01	Printing	0	0	98	98	0
100-1002-541.29-05	Vehicle/Equipment Rental	17,188	19,000	15,102	21,000	19,000
100-1002-541.29-07	Inhouse Technology Svcs	14,004	16,751	8,376	16,751	16,615
100-1002-541.30-10	Office	406	500	258	500	500
100-1002-541.30-11	Postage	319	200	173	200	200
100-1002-541.30-15	Tools & Equipment	840	3,000	3,373	3,400	2,500
100-1002-541.30-18	Department	2,502	2,550	1,357	2,000	2,250
100-1002-541.32-01	Dues/Memberships/Licenses	82	285	0	100	100
100-1002-541.32-02	Periodicals/Subscriptions	32	0	0	0	0
100-1002-541.33-01	Mileage	112	0	0	0	0
100-1002-541.34-02	Registrations	1,351	4,000	634	1,000	2,000
100-1002-541.34-03	Lodging/Meals	230	300	0	0	250
*	Engineering	209,353	172,583	128,748	167,904	183,170
**	General Fund	209,353	172,583	128,748	167,904	183,170

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Street Construction	PREPARED BY Adam Alix Corey Gordon
	FUNCTION Public Works	BUDGET NUMBER 100-1003-541	DATE 10/9/2019

RESPONSIBILITIES

This budget accounts for the maintenance and reconstruction of streets and roads within the City. Preventive maintenance through timely pavement repair, crack filling, etc., is key for containment of future costs in this account. Prudent scheduling of needed street improvements is essential for controlling future budgets.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Through public bid, the following streets were improved: Broad Street, Province Terrace, Jennie Street, Province Link, Midway Crossing, Melissa Street, Greenwood Drive & Court, Frederick Street, Lawndale Street & Court, Grove Street, Woodland Place, Willow Lane, and Phase II & III of the Ponds subdivision.

2020 OBJECTIVES

Implement the street projects included in the Capital Improvement Program. Continue the preventive maintenance efforts with increase pavement crack sealing seal operations to extend street life.

MAJOR CHANGES FROM 2019 BUDGET

Increased crack filling amounts to implement new strategy to help extend street life.

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<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer	1.45	0.55
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.04	0.04
INTERGOV REVENUE	\$0.00	\$0.00	Dir. Of Public Works	0.15	0.15
LICENSES & PERMITS	\$0.00	\$0.00	Engineering Aids	0.60	0.50
FINES & FORFEITS	\$0.00	\$0.00	Deputy Director of Engine	0.00	0.15
PUBLIC CHARGES	\$0.00	\$0.00	Lead Person	0.50	0.50
MISCELLANEOUS	\$0.00	\$0.00	Light Equipment Operator	0.05	0.05
TOTAL	\$0.00	\$0.00	Public Works Admin Assis	0.20	0.20
			Public Works Superintend	0.08	0.08
			Summer Help	0.14	0.17
			Truck Driver	0.26	1.10
			TOTAL	3.47	3.49

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Street Construction						
100-1003-541.10-01	Wages	104,843	166,611	96,182	131,000	157,735
100-1003-541.10-02	Salaries	10,186	24,581	18,578	23,119	30,345
100-1003-541.10-03	Overtime/Doubletime	1,804	1,000	1,427	1,992	1,500
100-1003-541.10-08	Wages-Temp Help	2,643	3,000	971	975	1,848
100-1003-541.15-01	Health	19,817	33,483	19,347	23,210	41,218
100-1003-541.15-02	Life	197	367	228	319	286
100-1003-541.15-03	Dental	1,760	2,817	1,697	2,116	2,032
100-1003-541.15-04	Retirement	7,616	12,523	7,216	9,400	13,134
100-1003-541.15-05	FICA	8,627	14,422	8,361	10,725	14,577
100-1003-541.15-07	Vision	161	260	175	216	311
100-1003-541.15-08	Workers Comp	3,470	7,041	3,964	5,130	5,940
100-1003-541.15-10	Banked Sick Leave	0	1,644	592	1,589	1,670
100-1003-541.19-03	Uniform/Clothing Allow	393	678	84	678	645
100-1003-541.20-10	Pavement Maintenance	56,999	57,000	73,640	73,640	70,000
LEVEL	TEXT	TEXT AMT				
TOTB	CRACK FILLING		70,000			
			70,000			
100-1003-541.21-02	Engineering	0	750	0	0	0
100-1003-541.24-05	Small Projects	0	20,000	0	16,000	30,000
LEVEL	TEXT	TEXT AMT				
TOTB	RACINE STREET OVERLAY		30,000			
			30,000			
100-1003-541.29-05	Vehicle/Equipment Rental	66,743	80,000	40,121	50,000	60,000
100-1003-541.29-07	Inhouse Technology Svcs	3,274	3,836	1,918	3,836	3,823
100-1003-541.30-15	Tools & Equipment	6,961	7,000	1,744	5,000	5,000
LEVEL	TEXT	TEXT AMT				
TOTB	MISC TOOLS		3,000			
	SAW BLADES		2,000			
			5,000			
100-1003-541.30-18	Department	75,764	67,500	26,743	51,000	62,500
LEVEL	TEXT	TEXT AMT				
TOTB	CONCRETE, ASPHALT, STONE, ETC		35,000			
	CRUSHER RENTAL		22,500			
	MISC.-TOP SOIL, ETC		5,000			
			62,500			
100-1003-541.34-02	Registrations	0	500	20	20	500
100-1003-541.80-05	Other Equipment	0	0	2,000	2,000	0

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
100-1003-541.82-02 Construction			280,280	215,532	117,596	175,368	233,622
LEVEL	TEXT		TEXT AMT				
TOTB	STATE STREET- SIXTH TO NINTH STREET		109,198				
	ABBEY AVENUE		124,424				
			233,622				
*	Street Construction		651,538	720,545	422,604	587,333	736,686
**	General Fund		651,538	720,545	422,604	587,333	736,686

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Street Excavation						
100-1004-541.10-01	Wages	27,345	0	20,964	21,000	0
100-1004-541.10-03	Overtime/Doubletime	20	0	192	195	0
100-1004-541.15-01	Health	5,482	0	4,387	4,386	0
100-1004-541.15-02	Life	28	0	16	16	0
100-1004-541.15-03	Dental	379	0	315	315	0
100-1004-541.15-04	Retirement	1,841	0	1,391	1,395	0
100-1004-541.15-05	FICA	2,019	0	1,570	1,570	0
100-1004-541.15-07	Vision	42	0	35	36	0
100-1004-541.15-08	Workers Comp	844	0	805	806	0
100-1004-541.15-10	Banked Sick Leave	0	0	319	320	0
100-1004-541.29-05	Vehicle/Equipment Rental	23,869	0	9,465	11,000	0
100-1004-541.30-18	Department	34,326	0	41,515	42,000	0
* Street Excavation		96,195	0	80,974	83,039	0
** General Fund		96,195	0	80,974	83,039	0

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Snow & Ice Removal	PREPARED BY Thad Brown Adam Alix
	FUNCTION Public Works	BUDGET NUMBER 100-1006-541	DATE 10/15/2019

RESPONSIBILITIES

This account represents the total cost of snow removal and ice control on City streets and parking lots. Costs include labor, equipment operation and materials, such as salt and chips. The average seasonal snowfall for our area is 45 inches. Service responsibilities area to maintain streets and sidewalks in good traveling condition, according to established policy.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

The 2018 - 2019 season experienced approximately 68" of snow while using just slightly over 1,000 tons of salt.

2020 OBJECTIVES

Continue providing quality snow and ice control and removal service, including anti-icing operations which will prevent the formation of ice on streets when properly performed. Try to better utilize our inventory of road salt and continue to look at environmentally friendly alternatives to road salt.

MAJOR CHANGES FROM 2019 BUDGET

No significant changes.

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<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.01	0.01
INTERGOV REVENUE	\$0.00	\$0.00	Heavy Equipment Operat	0.70	0.70
LICENSES & PERMITS	\$0.00	\$0.00	Light Equipment Operator	0.30	0.30
FINES & FORFEITS	\$0.00	\$0.00	PW Superintendent	0.08	0.08
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.09	1.09

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Snow & Ice Removal						
100-1006-541.10-01	Wages	56,937	57,479	68,056	73,362	59,419
100-1006-541.10-02	Salaries	6,531	6,622	5,331	6,477	5,978
100-1006-541.10-03	Overtime/Doubletime	38,401	24,000	27,875	31,000	24,000
100-1006-541.15-01	Health	26,456	22,419	23,862	35,179	21,620
100-1006-541.15-02	Life	144	66	107	160	113
100-1006-541.15-03	Dental	1,788	1,340	1,605	2,371	862
100-1006-541.15-04	Retirement	6,857	5,771	6,662	9,828	6,034
100-1006-541.15-05	FICA	7,512	6,641	7,495	11,060	6,739
100-1006-541.15-07	Vision	198	155	176	260	149
100-1006-541.15-08	Workers Comp	3,033	2,429	3,725	5,492	2,816
100-1006-541.15-10	Banked Sick Leave	0	549	62	549	565
100-1006-541.19-03	Uniform/Clothing Allow	342	300	289	300	300
100-1006-541.29-05	Vehicle/Equipment Rental	146,334	125,000	160,151	175,000	130,000
100-1006-541.29-07	Inhouse Technology Svcs	3,362	4,001	2,001	4,001	4,094
100-1006-541.30-11	Postage	149	100	110	110	100
100-1006-541.30-15	Tools & Equipment	18,018	18,000	4,670	18,000	18,000
LEVEL	TEXT	TEXT AMT				
TOTB	PLOW BLADE INVENTORY	18,000				
		18,000				
88	100-1006-541.30-18 Department	58,247	85,934	89,965	89,965	75,130
LEVEL	TEXT	TEXT AMT				
TOTB	1000 TONS SEASONAL FILL 1000 TONS@74.13	74,130				
	200 TONS - RESERVE-NOT INCLUDED IN BUDGET					
	ABRASIVES, MISC. SUPPLIES	1,000				
		75,130				
	100-1006-541.34-02 Registrations	0	500	0	0	0
*	Snow & Ice Removal	374,309	361,306	402,142	463,114	355,919
**	General Fund	374,309	361,306	402,142	463,114	355,919

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Snow Hauling						
100-1007-541.10-01	Wages	43	0	0	0	0
100-1007-541.15-01	Health	11	0	0	0	0
100-1007-541.15-03	Dental	1	0	0	0	0
100-1007-541.15-04	Retirement	3	0	0	0	0
100-1007-541.15-05	FICA	3	0	0	0	0
100-1007-541.15-08	Workers Comp	1	0	0	0	0
*	Snow Hauling	62	0	0	0	0
**	General Fund	62	0	0	0	0

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Street Signs/Markings	Adam Alix Thad Brown
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1008-541	10/15/2019

RESPONSIBILITIES

This account contains all costs for signing and marking of streets, traffic signal installation and maintenance, and electricity to operate traffic signals and the Sign Shop. Major expenditures include street paint and signs, repair of traffic signals, installation of new signals, and electricity.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Restriping of Jefferson park boat launch, installation of new City signage for LP and Broad Street two way traffic. Installation of detector loop at Seventh and Racine Streets.

2020 OBJECTIVES

Keep looking at the reflectivity of all street signs per minimum retroreflectivity standards.

MAJOR CHANGES FROM 2019 BUDGET

No significant changes.

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<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Depty Dir Municipal Opera	0.01	0.01
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Facilities Tech/Electrician	0.05	0.10
INTERGOV REVENUE	\$0.00	\$0.00	Light Equipment Operator	0.30	0.30
LICENSES & PERMITS	\$0.00	\$0.00	Public Works Superintend	0.04	0.04
FINES & FORFEITS	\$0.00	\$0.00	Summer Laborer	0.29	0.23
PUBLIC CHARGES	\$0.00	\$0.00	Traffic Tech	0.97	0.97
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.66	1.65

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Street Signs-Markings						
100-1008-541.10-01	Wages	94,730	75,739	66,015	81,000	81,412
100-1008-541.10-02	Salaries	4,292	4,048	3,271	3,987	3,696
100-1008-541.10-03	Overtime/Doubletime	1,216	1,500	1,073	1,296	1,200
100-1008-541.10-08	Wages-Temp Help	3,488	6,000	4,309	4,309	5,280
100-1008-541.15-01	Health	26,723	28,283	21,702	25,747	29,042
100-1008-541.15-02	Life	97	104	76	96	194
100-1008-541.15-03	Dental	1,657	1,690	1,319	1,546	1,156
100-1008-541.15-04	Retirement	5,788	5,324	4,635	5,500	5,826
100-1008-541.15-05	FICA	7,028	6,386	5,533	6,600	6,650
100-1008-541.15-07	Vision	190	194	149	175	196
100-1008-541.15-08	Workers Comp	2,733	3,296	2,796	3,400	2,885
100-1008-541.15-10	Banked Sick Leave	0	204	491	500	735
100-1008-541.19-03	Uniform/Clothing Allow	318	395	412	412	410
100-1008-541.20-10	Pavement Maintenance	1,393	15,000	0	0	10,000
LEVEL	TEXT	TEXT AMT				
TOTB	TRAFFIC LINES PAINTING			10,000		
				10,000		
100-1008-541.22-01	Telephone	93	120	69	95	120
100-1008-541.22-03	Electricity	9,053	9,500	6,136	8,000	9,500
100-1008-541.22-04	Heat	994	1,000	594	925	1,000
100-1008-541.22-05	Water/Sewer	551	1,200	765	952	1,000
100-1008-541.24-03	Buildings	766	500	229	375	500
100-1008-541.24-04	Specialized Equipment	7,588	9,500	15,190	17,000	9,500
LEVEL	TEXT	TEXT AMT				
TOTB	TRAFFIC SIGNAL ANNUAL MAINTENANCE			3,500		
	WASHINGTON & RIVER SIGNAL HEAD			3,000		
	MISCELLANEOUS TRAFFIC SIGNAL MAINTENANCE			1,300		
	CONFLICT MONITORS			1,700		
				9,500		
100-1008-541.29-05	Vehicle/Equipment Rental	25,526	19,000	16,375	23,872	23,000
100-1008-541.29-07	Inhouse Technology Svcs	2,625	3,134	1,567	3,134	3,229
100-1008-541.30-15	Tools & Equipment	8,613	6,500	1,339	5,000	5,000
LEVEL	TEXT	TEXT AMT				
TOTB	CONES/BARRELS/TALL CONES			5,000		
				5,000		
100-1008-541.30-18	Department	17,299	15,000	15,363	16,000	15,000
LEVEL	TEXT	TEXT AMT				
TOTB	PAINT, GLASS BEADS, TRAFFIC SIGNAL & SIGN MATERIAL			15,000		

ACCOUNT NUMBER		ACCOUNT DESCRIPTION		2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
				15,000				
100-1008-541.80-05		Other Equipment		9,751	0	0	0	15,000
LEVEL	TEXT	TEXT		AMT				
TOTB	PEDESTRIAN CROSSING LIGHTS-PLANK @ MELISSA			15,000				
				15,000				
*	Street Signs-Markings			232,512	213,617	169,408	209,921	231,531
**	General Fund			232,512	213,617	169,408	209,921	231,531

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Sidewalks & Crosswalks	Adam Alix Thad Brown
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1009-541	10/15/2019

RESPONSIBILITIES

This budget is responsible for replacing, repairing, and constructing sidewalk in the City.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Continued to bring crosswalks on City rehabilitated/reconstructed streets up to ADA compliance. City crews replaced sidewalk on in the 13th Ward area in addition to other isolated locations.

2020 OBJECTIVES

Continue with bringing the City's crosswalks up to ADA compliance and continue with the City's sidewalk replacement program.

MAJOR CHANGES FROM 2019 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer	0.65	0.30
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.01	0.01
INTERGOV REVENUE	\$0.00	\$0.00	Heavy Equipment Operat	0.00	0.00
LICENSES & PERMITS	\$0.00	\$0.00	Lead Person	0.35	0.35
FINES & FORFEITS	\$0.00	\$0.00	Light Equipment Operator	0.00	0.00
PUBLIC CHARGES	\$0.00	\$0.00	PW Superintendent	0.02	0.02
MISCELLANEOUS	\$0.00	\$0.00	Truck Driver	0.00	0.35
TOTAL	\$0.00	\$0.00	TOTAL	1.03	1.03

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Sidewalks and Crosswalks						
100-1009-541.10-01	Wages	40,592	53,200	46,020	53,000	53,252
100-1009-541.10-02	Salaries	2,019	2,239	1,794	2,177	2,092
100-1009-541.10-03	Overtime/Doubletime	42	200	83	125	100
100-1009-541.10-08	Wages-Temp Help	88	0	11	11	0
100-1009-541.15-01	Health	11,183	6,559	10,176	12,930	11,423
100-1009-541.15-02	Life	56	63	43	64	57
100-1009-541.15-03	Dental	795	568	731	900	554
100-1009-541.15-04	Retirement	2,882	3,644	3,142	3,635	3,743
100-1009-541.15-05	FICA	3,153	4,204	3,550	4,094	4,195
100-1009-541.15-07	Vision	87	56	80	99	85
100-1009-541.15-08	Workers Comp	1,313	2,109	1,817	2,024	1,746
100-1009-541.15-10	Banked Sick Leave	0	478	525	600	479
100-1009-541.19-03	Uniform/Clothing Allow	324	0	6	250	300
100-1009-541.29-05	Vehicle/Equipment Rental	32,570	33,500	32,103	42,204	36,500
100-1009-541.30-15	Tools & Equipment	1,403	3,000	362	1,000	1,000
100-1009-541.30-18	Department	22,066	20,000	18,037	20,000	25,700
LEVEL	TEXT	TEXT AMT				
TOTB	CONCRETE, REBAR, ETC.	17,000				
	DETECTOR PLATES	8,000				
	STATE STREET PROJECT	700				
		25,700				
100-1009-541.80-05	Other Equipment	0	0	2,000	2,000	0
100-1009-541.82-02	Construction	11,053	10,350	0	0	0
*	Sidewalks and Crosswalks	129,626	140,170	120,480	145,113	141,226
**	General Fund	129,626	140,170	120,480	145,113	141,226

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Sidewalk Excavation						
100-1011-541.10-01	Wages	3,890	0	14,839	15,000	0
100-1011-541.15-01	Health	578	0	3,994	4,000	0
100-1011-541.15-02	Life	2	0	25	27	0
100-1011-541.15-03	Dental	47	0	271	300	0
100-1011-541.15-04	Retirement	262	0	977	1,000	0
100-1011-541.15-05	FICA	291	0	1,096	1,100	0
100-1011-541.15-07	Vision	5	0	30	32	0
100-1011-541.15-08	Workers Comp	120	0	565	570	0
100-1011-541.15-10	Banked Sick Leave	0	0	279	280	0
100-1011-541.29-05	Vehicle/Equipment Rental	626	0	3,167	5,000	0
100-1011-541.30-18	Department	143	0	0	5,000	0
*	Sidewalk Excavation	5,964	0	25,243	32,309	0
**	General Fund	5,964	0	25,243	32,309	0

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Street Lighting	Adam Alix Thad Brown
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1012-541	10/15/2019

RESPONSIBILITIES

Funds in this account are for the cost of electricity, maintenance and replacement of City-owned street lights.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

City crews continued to installed LED bulbs on Main Street decorative poles. Coordinated the replacement of street light pole on Washington Street at Nicolet Blvd.

2020 OBJECTIVES

Start the replacement of new decorative street lights on Main Street.

MAJOR CHANGES FROM 2019 BUDGET

Increased wages for Main Street decorative street light replacement.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Facilities Technican / Elec	0.08	0.10
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Truck Driver	0.00	0.05
INTERGOV REVENUE	\$0.00	\$0.00	Common Laborer	0.00	0.10
LICENSES & PERMITS	\$0.00	\$0.00	TOTAL	0.08	0.25
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund							
Street Lighting							
100-1012-541.10-01		Wages	7,545	4,637	3,152	4,400	14,272
100-1012-541.10-03		Overtime/Doubletime	558	200	106	159	200
100-1012-541.15-01		Health	2,639	1,657	1,130	1,250	2,721
100-1012-541.15-02		Life	10	5	4	5	15
100-1012-541.15-03		Dental	169	99	67	75	208
100-1012-541.15-04		Retirement	546	317	214	285	977
100-1012-541.15-05		FICA	597	355	243	320	1,076
100-1012-541.15-07		Vision	15	9	6	9	31
100-1012-541.15-08		Workers Comp	244	184	122	180	456
100-1012-541.15-10		Banked Sick Leave	0	40	36	40	123
100-1012-541.19-03		Uniform/Clothing Allow	24	24	15	24	30
100-1012-541.22-03		Electricity	148,179	150,000	107,105	144,400	145,000
100-1012-541.24-02		Tools & Equipment	605	0	0	0	0
100-1012-541.24-04		Specialized Equipment	17,993	5,500	4,950	5,500	5,500
LEVEL	TEXT	TEXT	AMT				
TOTB	MISCELLANEOUS REPAIRS		1,500				
	KERNAN AVE. STREETLIGHT		4,000				
			5,500				
100-1012-541.29-05		Vehicle/Equipment Rental	1,327	1,000	1,227	1,575	3,000
100-1012-541.30-15		Tools & Equipment	0	250	54	250	250
100-1012-541.30-18		Department	3,113	2,500	4,164	4,500	2,500
*	Street Lighting		183,564	166,777	122,595	162,972	176,359
**	General Fund		183,564	166,777	122,595	162,972	176,359

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Parking Lots & Meters	Adam Alix Thad Brown
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1013-541	10/15/2019

RESPONSIBILITIES

This budget is responsible for the maintenance of parking lots which includes snow removal, as well as providing supplies and printing for the monthly parking permits.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

2020 OBJECTIVES

Seal the Marina Place Parking Ramp's deck

MAJOR CHANGES FROM 2019 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Light Equipment Operator	0.20	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Works Superintend	0.01	0.01
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund							
Parking Lots							
100-1013-541.10-01	Wages		7,292	11,268	10,609	13,000	11,646
100-1013-541.10-02	Salaries		700	804	645	783	713
100-1013-541.10-03	Overtime/Doubletime		1,985	1,000	850	1,276	1,000
100-1013-541.10-08	Wages-Temp Help		0	0	176	176	0
100-1013-541.15-01	Health		2,586	4,351	3,147	4,599	4,253
100-1013-541.15-02	Life		11	1	6	10	1
100-1013-541.15-03	Dental		170	260	198	290	169
100-1013-541.15-04	Retirement		671	857	797	1,164	902
100-1013-541.15-05	FICA		733	958	907	1,326	969
100-1013-541.15-07	Vision		19	30	22	32	29
100-1013-541.15-08	Workers Comp		280	496	457	671	421
100-1013-541.15-10	Banked Sick Leave		0	103	10	10	107
100-1013-541.19-03	Uniform/Clothing Allow		48	60	63	63	60
100-1013-541.21-06	Management		3,621	9,500	8,149	8,500	1,500
LEVEL	TEXT		TEXT	AMT			
TOTB	RAMP DECK SEALER			1,500			
				1,500			
100-1013-541.22-03	Electricity		527	425	293	425	425
100-1013-541.22-06	Storm Water		4,441	4,510	2,959	4,500	4,500
100-1013-541.29-05	Vehicle/Equipment Rental		10,483	11,000	8,990	11,000	11,000
100-1013-541.30-18	Department		2,283	2,500	0	500	1,000
*	Parking Lots		35,850	48,123	38,278	48,325	38,695
**	General Fund		35,850	48,123	38,278	48,325	38,695

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Canal Maint-Construction						
100-1014-543.22-05	Water/Sewer	160	170	107	121	170
100-1014-543.22-06	Storm Water	842	850	491	842	858
*	Canal Maint-Construction	1,002	1,020	598	963	1,028
**	General Fund	1,002	1,020	598	963	1,028

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Refuse Collect/Dispose	Adam Alix Thad Brown
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1016-543	10/15/2019

RESPONSIBILITIES

The Sanitation Department is responsible for the collection and disposal of all residential and some of the commercial refuse generated within the City.

SERVICES PROVIDED
2019 ACCOMPLISHMENTS

Completed with commercial dumpster conversions to front load.

2020 OBJECTIVES
MAJOR CHANGES FROM 2019 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer	2.80	3.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.06	0.06
INTERGOV REVENUE	\$0.00	\$0.00	PW Superintendent	0.07	0.07
LICENSES & PERMITS	\$0.00	\$0.00	PWF Adminstrative Assist	0.20	0.20
FINES & FORFEITS	\$0.00	\$0.00	Sanitation Workers	1.00	1.00
PUBLIC CHARGES	\$0.00	\$0.00	Summer Laborer	0.29	0.23
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	4.42	4.56

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Refuse Collect-Dispose						
100-1016-543.10-01	Wages	125,082	201,172	99,608	124,600	228,439
100-1016-543.10-02	Salaries	20,260	19,786	14,597	19,387	10,392
100-1016-543.10-03	Overtime/Doubletime	511	500	88	131	500
100-1016-543.10-08	Wages-Temp Help	32	5,775	1,379	1,380	3,168
100-1016-543.15-01	Health	30,583	36,318	22,589	28,350	39,020
100-1016-543.15-02	Life	405	531	240	332	361
100-1016-543.15-03	Dental	3,188	3,881	2,025	2,523	2,736
100-1016-543.15-04	Retirement	9,836	14,473	7,511	9,160	16,155
100-1016-543.15-05	FICA	10,809	16,909	8,610	10,476	18,010
100-1016-543.15-07	Vision	307	377	198	247	425
100-1016-543.15-08	Workers Comp	4,229	8,274	4,096	4,973	7,366
100-1016-543.15-10	Banked Sick Leave	0	1,899	664	1,290	2,064
100-1016-543.19-03	Uniform/Clothing Allow	1,070	1,080	654	1,080	1,155
100-1016-543.22-01	Telephone	0	1,000	0	0	0
100-1016-543.25-01	Other Municipal Entities	200,312	268,300	152,204	202,500	256,300
LEVEL	TEXT	TEXT AMT				
TOTB	6000 TONS @ 42.00	252,000				
	DNR LICENSE	4,300				
		256,300				
100-1016-543.29-01	Printing	63	1,000	370	370	1,000
100-1016-543.29-05	Vehicle/Equipment Rental	204,764	315,000	124,489	192,520	305,000
100-1016-543.29-07	Inhouse Info Tech Service	1,964	2,301	1,151	2,301	2,294
100-1016-543.30-11	Postage	1	0	0	0	100
100-1016-543.30-15	Tools & Equipment	5,351	7,700	6,483	6,484	7,000
LEVEL	TEXT	TEXT AMT				
TOTB	REFUSE CARTS/CART PARTS	7,000				
		7,000				
100-1016-543.30-18	Department	1,586	1,500	292	500	1,000
100-1016-543.32-01	Dues/Memberships/Licenses	654	655	704	704	704
*	Refuse Collect-Dispose	621,007	908,431	447,952	609,308	903,189
**	General Fund	621,007	908,431	447,952	609,308	903,189

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Commercial Overflow						
100-1017-543.10-01	Wages	80,498	0	66,896	83,400	0
100-1017-543.10-03	Overtime/Doubletime	208	0	244	300	0
100-1017-543.10-08	Wages-Temp Help	2,606	0	1,210	1,210	0
100-1017-543.15-01	Health	16,068	0	11,979	14,439	0
100-1017-543.15-02	Life	193	0	146	172	0
100-1017-543.15-03	Dental	1,686	0	1,355	1,821	0
100-1017-543.15-04	Retirement	5,433	0	4,415	5,393	0
100-1017-543.15-05	FICA	6,203	0	5,121	6,316	0
100-1017-543.15-07	Vision	164	0	137	184	0
100-1017-543.15-08	Workers Comp	2,560	0	2,589	3,181	0
100-1017-543.15-10	Banked Sick Leave	0	0	400	610	0
100-1017-543.25-01	Other Municipal Entities	42,750	0	39,189	46,750	0
100-1017-543.29-05	Vehicle/Equipment Rental	109,372	0	72,162	108,250	0
100-1017-543.30-18	Department	0	0	125	200	0
* Commercial Overflow		267,741	0	205,968	272,226	0
** General Fund		267,741	0	205,968	272,226	0

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Weed Control	Adam Alix Thad Brown
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1018-543	10/15/2019

RESPONSIBILITIES

This budget is responsible for the cutting and control of weeds on both public and noncompliant private property within the City.

SERVICES PROVIDED
2019 ACCOMPLISHMENTS
2020 OBJECTIVES
MAJOR CHANGES FROM 2019 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Light Equipment Operator	0.22	0.22
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Works Superintend	0.01	0.01
INTERGOV REVENUE	\$0.00	\$0.00	Summer Help	0.22	0.09
LICENSES & PERMITS	\$0.00	\$0.00	TOTAL	0.45	0.32
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Weed Cutting						
100-1018-543.10-01	Wages	11,713	12,395	7,819	10,500	12,811
100-1018-543.10-02	Salaries	875	1,005	804	977	891
100-1018-543.10-03	Overtime/Doubletime	95	0	4	4	0
100-1018-543.10-08	Wages-Temp Help	1,756	4,389	2,079	2,500	2,112
100-1018-543.15-01	Health	3,503	4,817	3,159	3,955	4,688
100-1018-543.15-02	Life	24	43	35	49	42
100-1018-543.15-03	Dental	232	288	198	247	187
100-1018-543.15-04	Retirement	854	878	567	700	925
100-1018-543.15-05	FICA	1,063	1,304	785	886	1,142
100-1018-543.15-07	Vision	26	33	22	28	32
100-1018-543.15-08	Workers Comp	418	674	405	458	499
100-1018-543.15-10	Banked Sick Leave	0	115	86	115	118
100-1018-543.19-03	Uniform/Clothing Allow	70	66	46	69	68
100-1018-543.29-05	Vehicle/Equipment Rental	15,514	17,000	13,440	17,000	18,000
100-1018-543.30-15	Tools & Equipment	400	1,200	595	1,000	600
LEVEL	TEXT	TEXT AMT				
TOTB	WEED EATER/BACK PACK SPRAYER/MISCELLANEOUS	600				
		600				
100-1018-543.30-18	Department	0	250	0	250	250
*	Weed Cutting	36,543	44,457	30,044	38,738	42,365
**	General Fund	36,543	44,457	30,044	38,738	42,365

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Valley Transit Subsidy	Sam Schroeder
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-0302-542	10/10/2019

RESPONSIBILITIES

Valley Transit provides safe, customer-focused public transportation options that connect our communities to enhance the quality of life.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Ridership

Valley Transit ridership is slightly down (2%) in the first six months of 2019. During January and February of 2019, the Fox Cities experienced several days of extreme weather conditions which effected Valley Transit's ridership. Most people chose to stay home while schools and businesses were closed several days.

Legislative Issues

Valley Transit faces funding challenges every year and has been able to find solutions to keep the system operating without service cuts or major increases in costs to the local funding partners. Staff continues to look for a stable source of local funding to offset the swings in funding at the State and federal level.

Federal Funding

During 2015, congress passed the FAST Act (Fixing America's Surface Transportation) to improve the nation's surface transportation infrastructure. The five-year legislation reforms and strengthens transportation programs and provides long-term certainty and more flexibility for State and local governments. The FAST Act increases dedicated bus funding, provides both stable formula funding and a competitive grant program to address bus and bus facility needs and provides flexibility for recipients in the use of federal funds to maintain facilities and equipment in a state of good repair. The FAST Act is set to expire in 2020. Congress will most certainly enact legislation beyond the FAST Act. Valley Transit will work through the Wisconsin Public Transportation Association and American Public Transportation Association to challenge legislators for improved funding opportunities.

New Fleet

Valley Transit replaced nine buses during 2019.

Audit

Valley Transit received no findings in the 2018 financial audit conducted in early 2019.

2020 OBJECTIVES

Valley Transit's Strategic Plan was completed in early 2015 and updated in 2019. The plan includes recommendations for near-term, three, five and ten years. A near-term action plan and schedule has been developed and is being implemented. The focus of the near-term plan is to make sure the existing services function as efficiently and effectively as possible before adding additional services. Valley Transit has performance measures and tracking mechanisms in place which build on existing strengths of the system and address weaknesses. Improving on-time performance will continue to be a major focus in 2020.

Valley Transit's Transit Development Plan (TDP) is expected to be complete in 2019. In 2020, the plan will be reviewed to determine the feasibility of recommendations with an implementation plan to follow.

Valley Transit will continue to focus on strengthening the partnership with advocacy groups in the Fox Cities and increasing communication with Valley Transit

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Valley Transit Subsidy	Sam Schroeder
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-0302-542	10/10/2019
stakeholders. Staff will continue to refine and improve the communication tools used to give potential riders information on how to use the system. Implementation of a bus tracking application for smart phones to provide real-time bus schedules to passengers was completed in 2018. During 2020, Valley Transit will continue to market the app, encouraging customers to utilize the new software. As part of the effort to increase ridership, Valley Transit will be working on partnerships with area businesses to increase ridership by their employees.			

MAJOR CHANGES FROM 2019 BUDGET		
FUNDING SOURCES	2019 FUNDING	2020 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund		Valley Transit Subsidy					
100-0302-542.25-01		Other Municipal Entities	200,805	207,933	154,791	206,388	218,520
LEVEL	TEXT	TEXT AMT					
TOTB	VALLEY TRANSIT - ESTIMATED NET COST OF \$44,069	218,520					
		218,520					
*		Valley Transit Subsidy	200,805	207,933	154,791	206,388	218,520
**		General Fund	200,805	207,933	154,791	206,388	218,520

ACCOUNT NUMBER		ACCOUNT DESCRIPTION		2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund		Dial A Ride Subsidy						
100-0303-542.25-01		Other Municipal Entities		11,200	11,200	11,200	11,200	11,200
LEVEL	TEXT	TEXT AMT						
TOTB	DIAL A RIDE SERVICE	11,200						
		11,200						
*		Dial A Ride Subsidy		11,200	11,200	11,200	11,200	11,200
**		General Fund		11,200	11,200	11,200	11,200	11,200

HEALTH & HUMAN SERVICES

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Health Department	PREPARED BY Nancy McKenney
	FUNCTION Health and Human Servi	BUDGET NUMBER 100-0903-531	DATE 10/15/2019

RESPONSIBILITIES

Responsibilities:

- **Communicable Disease Control** includes follow-up on reportable communicable diseases. The Menasha Health Department also provides monthly immunization clinics (state-provided vaccines for children) and annual influenza vaccine clinics to prevent communicable diseases.
- **Public Health Nursing Services** are available to all ages upon request of the individual, family member, Menasha Police Department, county agencies, and medical providers on a wide range of health concerns. Services include telephone contacts, office visits, or home visits, and are an opportunity to assess, consult, monitor, and link individuals and families to community agencies and resources. Examples include: 1) visits to older adults to assess concerns and monitor health conditions in-home that are not covered by any insurance and are usually short term, such as medication set-up and instruction; 2) prenatal care coordination to promote healthy birth outcomes; 3) mother, infant, and child health visits at the request of the medical provider or parents for a wide variety of concerns such as safe sleep, feeding tips and monitoring infant and child weights. Working with individuals and families promotes healthy growth and development, prevents accidental injury, unnecessary hospitalizations, child and adult neglect and abuse.
- **School Health Services:** The Menasha Health Department has a strong working relationship with the Menasha Joint School District and provides all of the school health services. These services include: 1) student health screenings such as vision, hearing, and oral health; 2) developing individual health plans for students with medical needs (e.g. allergies, diabetes, asthma, attention deficit hyperactivity disorder, feeding tubes and medications needing to be given at school); 3) individual health conferences with students and staff (the adolescent student who is pregnant or the staff person who has been asked to have a medical condition monitored by the school nurse); 4) monitoring illnesses in the school setting to determine if there is a disease occurring in the community such as influenza; 5) referring parents to appropriate resources in the community; 6) providing classroom education on infection control, communicable diseases such as sexually transmitted diseases, growth and development, and 6) staff education on emergency medications, procedures, and the blood borne pathogen standard as required by law.
- The Menasha Health Department maintains a **Medical Alert Equipment List** of homes with life-saving medical equipment for Menasha Utilities. The public health director maintains the list for Menasha Utilities so that they know who would be at risk if there was no power to that resident's home. The residents with life-saving medical equipment can plan for service interruptions. As medical information is exchanged, health information and privacy are protected.
- Completion of a **community health needs assessment**, developing a **community health improvement plan**, and implementation of that plan.
- Completed **Safe Child Passenger Seat Checks** on a bi-monthly basis at fitting stations and by appointment for residents of Menasha when requested.
- Annual **CPR and First Aid** instruction for City of Menasha and Menasha Joint School District employees.
- Convene **Board of Health, Committee on Aging, and Medical Advisory Board** meetings.

SERVICES PROVIDED

Menasha Health Department provides the following services:

- Communicable Disease Control
- Public Health Nursing Services (home visits, consultations, referral and assistance, case management)
- School Health Services – Menasha Joint School District and parochial schools upon request
- Medical Alert Equipment List of homes for Menasha Utilities
- Community Health Assessment and Improvement Planning
- Health Education to Community Groups
- Safe Child Passenger Checks (Car Seat Checks)

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Health Department	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0903-531	10/15/2019
• CPR and First Aid Instruction for City & School District employees • Convene the Board of Health, Medical Advisory Board and Committee on Aging meetings			

2019 ACCOMPLISHMENTS

Accomplishments

- Staff maintained Certified CPR/First Aid Instructor status
- Revised Health Department Mission, Vision and Values and Goals
- Maintained a Facebook page
- Completed required communicable disease follow-up:
 - 211 cases January 1, 2018 – December 31, 2019
 - 127 cases from January 2019 – September 2019
- Managed latent tuberculosis cases by directly observing weekly medication administration
- Participated in the Winnebago County Childhood Death Review and Overdose Fatality Review Teams
- Completed 70 mother, infant, child, and adult health home visits
- Offered monthly vaccine clinics at the Menasha Health Department
 - 331 vaccinations were provided at the Menasha Health Department in 2018
- Offered annual influenza vaccine clinic at Menasha City Center.
 - 356 influenza vaccinations were provided at the 2018 annual influenza vaccine clinic, a significant increase from 2017
 - 27 volunteers were trained on influenza vaccination clinic protocol
- Offered annual influenza vaccine clinic outreach to local businesses
 - 224 people participated in their workplace onsite influenza vaccine clinic in 2018
- Completed Medicaid billing for vaccine administration and other services
- Worked with public and private schools, parents and guardians to assure pre-kindergarten through 12th grade were current on vaccines:
 - 95 percent of children in Menasha public and private schools were up to date on vaccinations during the 2018-2019 school year
- Contracted with the Department of Children and Families to provide refugees who resettled in Menasha with health screenings
- Completed 4,740 annual health screenings for children in Menasha's public and private schools
 - 1,756 children received vision screening (in coordination with the Lion's Club)
 - 1,138 children received hearing screening
 - 1,830, children received oral health screening
 - 16 children received other health screening
- 1,390 students visited with a school health nurse in the 2018-2019 school year.
- Completed community health assessment and reporting with Fox Valley Community Health Improvement Coalition (health systems and adjacent local health departments)
- Completed radio interviews with WHBY (Fox Cities Community Health Assessment Report Highlights and Measles)
- Certified 129 City and Menasha Joint School District employees in CPR and First Aid
- Completed 30 car seat fittings for families during bi-monthly car seat checks, community events and by appointment at the health department.

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Health Department	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0903-531	10/15/2019

2020 OBJECTIVES

- Partner with health systems and adjacent health departments to complete a community health assessment
- Explore public health grant opportunities
- Develop the Health Department Face Book and web presence to enhance public communication
- Maintain services to the community with current staffing levels
- Complete community health assessments and reports with adjacent health systems and health departments

MAJOR CHANGES FROM 2019 BUDGET

None

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Dental Hygienist	0.32	0.32
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Deputy Health Officer/Pub	0.20	0.33
INTERGOV REVENUE	\$0.00	\$0.00	Hispanic Interpreter	0.08	0.05
LICENSES & PERMITS	\$0.00	\$0.00	Housekeeping	0.00	0.00
FINES & FORFEITS	\$0.00	\$0.00	PH Director	1.00	1.00
PUBLIC CHARGES	\$0.00	\$0.00	PHN I	2.55	2.70
MISCELLANEOUS	\$0.00	\$0.00	PHN II	0.00	0.00
TOTAL	\$0.00	\$0.00	Public Health Aide	1.00	1.00
			Vision/Hearing Screener (	0.11	0.11
			TOTAL	5.26	5.51

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Health Department						
100-0903-531.10-01	Wages	116,057	125,298	190,512	245,285	138,499
100-0903-531.10-02	Salaries	197,806	211,132	70,726	89,449	213,385
100-0903-531.10-03	Overtime/Doubletime	1,078	1,376	329	1,376	1,376
100-0903-531.10-08	Wages-Temp Help	973	4,193	658	4,193	4,319
100-0903-531.15-01	Health	47,502	51,918	43,247	51,918	56,676
100-0903-531.15-02	Life	1,244	1,387	952	1,387	1,651
100-0903-531.15-03	Dental	3,903	3,966	3,862	4,964	3,368
100-0903-531.15-04	Retirement	20,131	21,320	16,540	21,320	23,309
100-0903-531.15-05	FICA	23,322	25,072	19,193	24,520	26,156
100-0903-531.15-07	Vision	371	390	342	439	440
100-0903-531.15-08	Workers Comp	8,254	11,365	8,636	11,138	9,878
100-0903-531.15-10	Banked Sick Leave	0	2,892	1,244	2,892	3,089
100-0903-531.21-05	Medical	2,100	2,100	1,750	2,100	2,100
100-0903-531.22-01	Telephone	738	875	379	475	875
100-0903-531.24-01	Office Equipment	0	125	0	125	125
100-0903-531.24-03	Buildings	155	125	32	125	125
100-0903-531.24-04	Specialized Equipment	575	1,000	1,011	1,445	1,400
100-0903-531.29-01	Printing	0	200	0	50	200
100-0903-531.29-05	Vehicle/Equipment Rental	5,829	7,000	5,360	7,369	7,400
100-0903-531.29-06	Building Rental	14,018	14,020	7,009	14,020	14,020
100-0903-531.29-07	Inhouse Info Tech Service	25,758	31,069	15,535	31,069	30,547
100-0903-531.30-10	Office	0	300	210	300	300
100-0903-531.30-11	Postage	906	1,000	398	700	950
100-0903-531.30-13	Housekeeping	147	125	25	125	125
100-0903-531.30-15	Tools & Equipment	68	2,300	1,625	1,935	2,150
100-0903-531.30-18	Department	9,966	16,928	5,242	10,033	10,300
100-0903-531.32-01	Dues/Memberships/Licenses	1,211	1,300	415	1,300	1,300
100-0903-531.33-01	Mileage	932	1,000	684	1,000	1,000
100-0903-531.33-02	Registrations	380	360	0	360	360
100-0903-531.33-03	Lodging/Meals	0	152	31	152	152
100-0903-531.33-04	Other Expenses	0	0	0	0	2,090
100-0903-531.34-01	Mileage	0	300	0	300	200
100-0903-531.34-02	Registrations	1,065	2,090	2,747	2,747	2,090
100-0903-531.34-03	Lodging/Meals	0	500	0	100	500
100-0903-531.34-04	Other Expenses	2	25	7	25	25
* Health Department		484,491	543,203	398,701	534,736	560,480
** General Fund		484,491	543,203	398,701	534,736	560,480

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Environmental Health	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0904-531	10/15/2019

RESPONSIBILITIES

- Agent of the state for all inspection and licensing of retail food and all recreational licensing in the city.
- Agent of the state for inspection and licensing of mobile home parks
- Licensing, inspection, and education on safe food handling for temporary food booths.
- Asbestos inspections per contractual agreement with the DNR
- Inspection/follow-up on potential state and local health code violations received by citizen/other complaint.
- Follow-up on environmental health hazards.
- Assists with follow-up on animal bites (rabies control).

SERVICES PROVIDED

Menasha Health Department is a designated Agent of the State for the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP), Department of Natural Resources (DNR), Department of Safety and Professional Services (DSPS), and Department of Health Services (DHS).

DATCP inspections include:

- Restaurants
- Retail Food
- Swimming Pools
- Hotel and Motels
- Tourist Rooming Houses
- School Food Service
- Mobile Home Parks

DSPS inspections include:

- Tattoo Parlors

DNR inspections include:

- Asbestos and commercial building demolition compliance inspections

DHS human health hazard investigations include:

- Lead,
- Asbestos
- Water
- Indoor and Outdoor Air Quality
- Vector Control
- Odor
- Rabies Control

2019 ACCOMPLISHMENTS

2018-19 major accomplishments

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Environmental Health	PREPARED BY Nancy McKenney
	FUNCTION Health and Human Servi	BUDGET NUMBER 100-0904-531	DATE 10/15/2019
• Collaborated with Menasha Utilities on Home Lead Risk Data Base; offered filters, assessment and technical assistance • Maintained agent contract and all records related to licenses and inspections conducted. • Investigated all complaints related to human health hazards saws • Took enforcement actions related to human health hazard laws. • 411 inspections and human health hazard investigations • 38 dog bite follow ups • Bridges of Fox River Consortium (Menasha-DePere) mutually beneficial for workforce capacity • Completed Certifications: Lead Risk Assessor; Asbestos Inspector; Asbestos Supervisor • Completed HERC Region 6 Go-Team Training: <i>Weapons of Mass Destruction</i> • 15 Department of Natural Resource Inspections, resulting 3 enforcement actions • Standardized by the DATCP in the Wisconsin Food Code			
2020 OBJECTIVES			
• Manage Environmental Health Consortia with the City of De Pere. • Maintain Lead Safe Menasha Program as a resource to families in Menasha. • Apply for an FDA Program Standards grant • Maintain Wisconsin Department of Agriculture Trade and Consumer Protection agent contract • Maintain Wisconsin Department of Administration Manufactured Home Park contract • Maintain Wisconsin Department of Natural Resources Asbestos Compliance Contract • Maintain State environmental certifications in asbestos and lead. • Maintain standardization in the Wisconsin Food Code. • Investigate all human health hazard complaints.			
MAJOR CHANGES FROM 2019 BUDGET			
None			

CITY OF MENASHA 2020 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Environmental Health	Nancy McKenney
			FUNCTION	BUDGET NUMBER	DATE
			Health and Human Servi	100-0904-531	10/15/2019
<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	1 person	0.00	0.70
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Health Educator	0.10	0.00
INTERGOV REVENUE	\$0.00	\$0.00	Registered Sanitarian	0.60	0.00
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.70	0.70

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Environmental Health						
100-0904-531.10-01	Wages	4,166	0	41,177	53,141	55,563
100-0904-531.10-02	Salaries	41,521	53,141	0	0	0
100-0904-531.10-03	Overtime/Doubletime	485	0	0	0	0
100-0904-531.15-01	Health	7,400	8,716	6,727	8,716	8,925
100-0904-531.15-02	Life	72	157	84	157	175
100-0904-531.15-03	Dental	774	879	669	879	590
100-0904-531.15-04	Retirement	3,094	3,481	2,692	3,481	3,751
100-0904-531.15-05	FICA	3,418	3,926	3,045	3,926	4,092
100-0904-531.15-07	Vision	69	77	59	77	77
100-0904-531.15-08	Workers Comp	1,420	2,014	1,560	2,014	1,750
100-0904-531.15-10	Banked Sick Leave	0	456	222	456	480
100-0904-531.22-01	Telephone	522	625	320	490	525
100-0904-531.29-05	Vehicle/Equipment Rental	6,614	7,000	3,183	7,000	7,000
100-0904-531.29-07	Inhouse Info Tech Service	1,132	1,188	594	1,188	1,184
100-0904-531.30-10	Office	0	10	25	25	25
100-0904-531.30-11	Postage	148	200	121	200	200
100-0904-531.30-15	Tools & Equipment	280	175	151	175	175
100-0904-531.30-18	Department	171	2,105	196	250	250
100-0904-531.32-01	Dues/Memberships/Licenses	475	475	300	475	475
100-0904-531.33-01	Mileage	547	290	167	290	290
100-0904-531.33-02	Registrations	150	150	0	150	150
100-0904-531.33-03	Lodging/Meals	108	100	13	100	100
100-0904-531.33-04	Other Expenses	9	20	0	20	20
100-0904-531.34-02	Registrations	520	600	560	600	600
100-0904-531.34-03	Lodging/Meals	164	164	0	164	164
100-0904-531.34-04	Other Expenses	0	20	0	0	20
*	Environmental Health	73,259	85,969	61,865	83,974	86,581
**	General Fund	73,259	85,969	61,865	83,974	86,581

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Health Screen/60+	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0905-531	10/15/2019

RESPONSIBILITIES

This is a grant funded program designed to:

- Coordinate all health screenings, health education, and health monitoring of older adult population
- Collaborate with the Menasha Senior Center to assess, plan, implement, and evaluate the Health Screening/60+ program.

SERVICES PROVIDED

A Menasha Public Health Nurse provides or coordinates with health care providers to offer older adult health screenings, education & wellness activities. Services include:

- Skin Cancer Screening
- Oral Health Screening
- Hearing Screening
- Vascular screening
- Medical Laboratory Tests
- Tai Chi Classes
- Stepping On Classes
- Healthy Living with Diabetes Classes
- Lunch and Learns
- Walking Club
- Memory Café
- Ask the Pharmacist
- Blood Pressure Screening

2019 ACCOMPLISHMENTS

- Maintained regular Wellness Room hours at the Senior Center to offer preventive services including: health education, blood pressure, and other health screening.
- Coordinated with medical systems to offer health and wellness clinics.
- Coordinated with a certified massage therapist to offer chair massages at the Senior Center.
- Coordinated Walking Club, a 12 week program designed to promote health eating and exercise.
- Coordinated with the Memory Café to offer to programs to Menasha residents.
- Increased screenings offered including: Dental, Vascular Health, Skin Cancer
- Partnered with WI Institute of Urology for Prostate Screening and Hometown Pharmacy for Influenza Vaccinations
- Successfully implemented Tai Chi; Stepping On; and Healthy Living with Diabetes (evidence based prevention programs)
- Convened State Health Plan Community Dialogue (see also 0906 Prevention)
- From January 1, 2018-December 31, 2018: 1,157 people received 1,839 health services
- From January 1 2019-September 30, 2019: 909 people received 1,204 health services

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Health Screen/60+	PREPARED BY Nancy McKenney
	FUNCTION Health and Human Servi	BUDGET NUMBER 100-0905-531	DATE 10/15/2019

2020 OBJECTIVES

The Menasha Health Department will:

- Integrate the seven dimensions of wellness into the new public health nurse orientation and Health Screening – 60 Plus program plans (emotional, intellectual/cognitive, physical, professional/vocational, social, spiritual, and environmental).
- Maintain regular wellness room hours at the Senior Center with a public health nurse.
- Maintain collaboration with medical systems to offer health screening and wellness clinics.
- Incorporate hearing screening.
- Coordinate Lunch and Learns and Walking Club, a 12 week program designed to promote health eating and exercise.
- Maintain collaboration with the Memory Café to offer to programs to Menasha residents.
- Apply for the Winnebago County grant funding to operate the Health Screening - 60 Plus program

MAJOR CHANGES FROM 2019 BUDGET

None

FUNDING SOURCES	2019 FUNDING	2020 FUNDING	POSITION TITLE	2019 # OF FTE'S	2020 # OF FTE'S
TAXES	\$0.00	\$0.00	PHN	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Screening Coordinator	0.28	0.31
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.28	0.31

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Health Screening/60 Plus						
100-0905-531.10-01	Wages	17,064	17,984	14,420	17,984	19,020
100-0905-531.10-02	Salaries	1,268	0	0	0	0
100-0905-531.15-01	Health	182	0	1,451	1,825	2,212
100-0905-531.15-02	Life	2	0	0	0	0
100-0905-531.15-03	Dental	3	0	0	0	0
100-0905-531.15-04	Retirement	85	0	0	0	0
100-0905-531.15-05	FICA	1,381	1,376	1,012	1,376	1,458
100-0905-531.15-07	Vision	6	0	35	44	44
100-0905-531.15-08	Workers Comp	567	682	547	0	600
100-0905-531.15-10	Banked Sick Leave	0	155	83	155	165
100-0905-531.21-05	Medical	1,115	1,980	1,835	1,835	1,980
LEVEL	TEXT	TEXT AMT				
TOTB	LAB CHARGES ARE COVERED BY RECIPIENT FEES	1,980				
		1,980				
100-0905-531.24-04	Specialized Equipment	0	60	0	0	0
100-0905-531.30-11	Postage	0	20	8	20	0
100-0905-531.30-18	Department	1,624	884	400	500	52
100-0905-531.32-01	Dues/Memberships/Licenses	0	75	0	0	0
100-0905-531.33-01	Mileage	116	150	145	162	0
100-0905-531.33-03	Lodging/Meals	132	0	8	8	0
100-0905-531.34-02	Registrations	0	160	35	35	0
*	Health Screening/60 Plus	23,545	23,526	19,979	23,944	25,531
**	General Fund	23,545	23,526	19,979	23,944	25,531

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Prevention Program	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0906-531	10/15/2019

RESPONSIBILITIES

This is a grant funded program targeting prevention of chronic disease, through promoting physical activity and nutrition and community health planning.

SERVICES PROVIDED

In partnership with Menasha area residents, businesses, and health systems the Menasha Health Department Prevention Program completes community health assessments and plans as required by the Wisconsin Statutes 251.05(3) and DHS 140.06.

In partnership with Menasha area residents, businesses, health systems and City departments, the Menasha Health Department Prevention Program promotes outdoor physical activity and nutrition and other priorities as identified by community health assessments.

2019 ACCOMPLISHMENTS

- The Fox Cities Community Health Assessment Report was released in cooperation with adjacent health departments and health systems.
- The Health Department successfully applied for and received a State Health Plan Community Dialogue grant to convene sessions with 70 community adult residents. The Community Dialogues yielded information to inform state health assessments and local community health plans.
- The 5th Annual Corny Community Walk was held with over 197 participants in cooperation with Menasha business sponsors, Menasha Park and Recreation, Neenah-Menasha Fire and Rescue, and the Menasha Police Department.

2020 OBJECTIVES

- Finalize the Menasha Community Health Plan as required by State Statute.
 - Facilitate the 6th Annual Corny Community Walk to promote physical activity and nutrition to promote Menasha walking trails and parks as an accessible resource to increase physical activity.
- Performance Management

MAJOR CHANGES FROM 2019 BUDGET

Grant allocations were lower than anticipated (population based formula)

FUNDING SOURCES	2019 FUNDING	2020 FUNDING	POSITION TITLE	2019 # OF FTE'S	2020 # OF FTE'S
TAXES	\$0.00	\$0.00	Public Health Educator	0.05	0.05
SPECIAL ASSESSMENTS	\$0.00	\$0.00			
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.05	0.05

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Prevention Program						
100-0906-531.10-01	Wages	3,142	2,900	4,751	5,344	3,214
100-0906-531.10-02	Salaries	1,453	0	732	732	0
100-0906-531.10-03	Overtime/Doubletime	309	0	0	0	0
100-0906-531.10-08	Wages-Temp Help	0	0	9	9	0
100-0906-531.15-01	Health	606	330	738	808	337
100-0906-531.15-02	Life	12	2	9	11	2
100-0906-531.15-03	Dental	50	23	58	63	15
100-0906-531.15-04	Retirement	323	190	307	346	217
100-0906-531.15-05	FICA	320	220	376	421	243
100-0906-531.15-07	Vision	12	3	6	7	3
100-0906-531.15-08	Workers Comp	308	110	205	225	101
100-0906-531.15-10	Banked Sick Leave	0	25	206	218	28
100-0906-531.20-05	Entertainment	400	400	400	400	0
100-0906-531.30-15	Tools & Equipment	0	0	667	668	0
100-0906-531.30-18	Department	3,419	1,965	1,846	1,846	534
100-0906-531.33-01	Mileage	0	50	0	0	0
100-0906-531.33-03	Lodging/Meals	468	0	200	200	0
100-0906-531.34-02	Registrations	1,200	0	0	0	0
100-0906-531.34-03	Lodging/Meals	50	0	0	0	0
* Prevention Program		12,072	6,218	10,510	11,298	4,694
** General Fund		12,072	6,218	10,510	11,298	4,694

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Radon Grant						
100-0907-531.10-01	Wages	63	0	0	0	0
100-0907-531.15-05	FICA	5	0	0	0	0
100-0907-531.30-18	Department	494	0	0	0	0
* Radon Grant		562	0	0	0	0
** General Fund		562	0	0	0	0

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	School Health Aides	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0908-531	10/15/2019

RESPONSIBILITIES

Under the direction of the public health (school) nurse, the school health aides provide health-related services for school-aged children. School health aides work in the schools primarily during the lunch hour distributing medications and providing other health related services to students.

SERVICES PROVIDED

School health aides work in the schools primarily during the lunch hour distributing medications and providing other health related services to students.

2019 ACCOMPLISHMENTS

- Provided annual training for all school health aides.

2020 OBJECTIVES

- Continue school health aide services.
- Maintain school health aide annual training.

MAJOR CHANGES FROM 2019 BUDGET

None

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	School Health Aide (4)	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	School Health Aide (5)	1.38	1.38
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.38	1.38

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
School Health Aides						
100-0908-531.10-01	Wages	0	0	0	36,919	38,027
100-0908-531.10-08	Wages-Temp Help	33,657	36,919	25,346	0	0
100-0908-531.15-05	FICA	2,575	2,938	1,939	2,938	3,026
100-0908-531.15-08	Workers Comp	1,036	1,836	961	1,836	1,891
100-0908-531.30-18	Department	0	50	0	0	50
100-0908-531.34-02	Registrations	0	75	0	0	75
*	School Health Aides	37,268	41,818	28,246	41,693	43,069
**	General Fund	37,268	41,818	28,246	41,693	43,069

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Dental Program	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0909-531	10/15/2019

RESPONSIBILITIES

This is a United Way grant funded program that, along with the Dental Sealant Program, prevents tooth decay, the most common chronic disease in children. This program serves preschool and school-aged children in the Menasha School District.

SERVICES PROVIDED

Menasha Healthy Smiles services include:

- Oral Health Education
- Oral Health Screenings
- Topical Fluoride Application
- Classroom Oral Health Education
- Parent follow up and referral for treatment and emergency conditions.

2019 ACCOMPLISHMENTS

2018-2019 School Year Accomplishments

Dental Screenings

- 1,830 Children had oral screenings
 - 1,293 Preschool and Elementary
 - 283 Middle school
 - 284 High school
- 124 (6.8%) were referred to a dental provider

Fluoride Varnish Application

- With parental permission, 1,009 fluoride varnishes are provided to students in the Menasha Schools, Head Start program, Menasha Parks and Recreation “Tiny Tots” program, Salvation Army Children’s Learning Center, and UW-Fox Valley Children’s Center.

Maintained a dental consultation and referral network with Menasha private dental practices, Tri-County Community Dental Clinic, and Partnership Community Health Center

Dental Health Education

- 81 classrooms participated in dental health/nutrition education
- Children received individualized oral hygiene instructions

School/Community Outreach

- Approximately 1,000 people participated

Grant Funding Application

- Successfully approved for admission as a United Way of the Fox Cities grantee

2020 OBJECTIVES

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Dental Program	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0909-531	10/15/2019

During the School Year the Menasha Health Department will:

- Offer screening, topical fluoride varnish application, referral, oral health education, school and community outreach to children and families in the Menasha Joint School District.
- Strengthen the dental consultation and referral network.
- Evaluate the cost effectiveness of this prevention program
- Apply for continued program funding.
- Record and evaluate data to guide continuous quality improvement
- Implement results based accountability.

MAJOR CHANGES FROM 2019 BUDGET

None

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Dental Assistant	0.03	0.14
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Dental Hygenist	0.29	0.52
INTERGOV REVENUE	\$0.00	\$0.00	Public Health Educator	0.00	0.07
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.32	0.73

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Dental Program						
100-0909-531.10-01	Wages	30,927	32,356	26,524	32,356	36,919
LEVEL	TEXT	TEXT AMT				
TOTB	EXPENSES OFFSET BY MEDICAL ASSISTANT REIMBUR \$3045		36,919			
			36,919			
100-0909-531.10-03	Overtime/Doubletime	1	0	0	0	0
100-0909-531.10-08	Wages-Temp Help	0	3,707	0	3,707	3,819
LEVEL	TEXT	TEXT AMT				
TOTB	WAGES OFFSET BY MEDICAL ASSISTANCE REIMBURSEMENT		3,819			
			3,819			
100-0909-531.15-01	Health	3,330	3,624	5,208	6,548	7,008
100-0909-531.15-02	Life	35	92	31	44	105
100-0909-531.15-03	Dental	249	256	517	648	455
100-0909-531.15-04	Retirement	2,001	2,119	1,667	2,078	2,492
100-0909-531.15-05	FICA	2,346	2,748	1,996	2,442	2,790
100-0909-531.15-07	Vision	30	30	46	58	60
100-0909-531.15-08	Workers Comp	952	1,311	1,005	1,311	1,163
100-0909-531.15-10	Banked Sick Leave	0	279	153	279	319
100-0909-531.21-05	Medical	2,030	0	0	648	0
100-0909-531.21-06	Management	47	0	0	0	0
100-0909-531.30-10	Office	151	0	0	0	0
100-0909-531.30-13	Housekeeping	65	0	0	0	0
100-0909-531.30-18	Department	5,169	11,791	48	2,095	2,673
LEVEL	TEXT	TEXT AMT				
TOTB	SUPPLY COSTS OFFSET BY MEDICAL ASSISTANCE REIMBURS		2,000			
	ALL OTHER DENTAL SUPPLIES		673			
			2,673			
100-0909-531.33-01	Mileage	121	80	75	80	80
100-0909-531.33-02	Registrations	75	75	75	75	75
*	Dental Program	47,529	58,468	37,345	52,369	57,958
**	General Fund	47,529	58,468	37,345	52,369	57,958

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Communicable Disease	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0910-531	10/15/2019

RESPONSIBILITIES

This program assists MHD in disease surveillance, contact tracing, staff development and training, improving communication among health care professionals, public education and outreach, and other infection control measures as required under Wisconsin Statutes.

SERVICES PROVIDED
2019 ACCOMPLISHMENTS

- Conducted communicable disease follow up
- Contact tracing
- Developed public communication and social media outreach

2020 OBJECTIVES

- Conduct communicable disease activities
- Develop social media and other forms of communicable disease prevention messages

MAJOR CHANGES FROM 2019 BUDGET

None

FUNDING SOURCES	2019 FUNDING	2020 FUNDING	POSITION TITLE	2019 # OF FTE'S	2020 # OF FTE'S
TAXES	\$0.00	\$0.00	Public Health Educator	0.01	0.04
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Health Nurse	0.03	0.00
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.04	0.04

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Communicable Diseases						
100-0910-531.10-01	Wages	1,356	2,320	2,033	2,331	2,572
100-0910-531.10-02	Salaries	1,944	0	0	0	0
100-0910-531.15-01	Health	781	263	261	330	269
100-0910-531.15-02	Life	10	2	2	2	2
100-0910-531.15-03	Dental	51	19	18	19	13
100-0910-531.15-04	Retirement	222	152	133	189	174
100-0910-531.15-05	FICA	218	176	152	177	194
100-0910-531.15-07	Vision	6	2	2	3	2
100-0910-531.15-08	Workers Comp	123	88	77	89	81
100-0910-531.15-10	Banked Sick Leave	0	20	28	20	23
100-0910-531.30-11	Postage	38	0	0	0	0
100-0910-531.30-18	Department	0	243	0	200	170
* Communicable Diseases		4,749	3,285	2,706	3,360	3,500
** General Fund		4,749	3,285	2,706	3,360	3,500

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Lead Free Delivery Gran	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0911-531	10/15/2019

RESPONSIBILITIES

The goal of Lead Free by Delivery is to shift from secondary and tertiary prevention to primary prevention of lead exposure, promoting the reduction or elimination of lead sources in children's environments before they are exposed. The project will pilot an upstream lead poisoning prevention program with healthcare providers who see clients during healthcare visits; enhance a database so families can identify homes.

SERVICES PROVIDED

- Secured grant for \$10,000
- Converted to a publically available Menasha Lead Hazard Data Base
- Worked with Partnership Community Health Center to promote childhood lead poisoning prevention
- Capstone for UWO Nurse Practitioner Student Intern

2019 ACCOMPLISHMENTS

- Made the [Menasha Home Lead Risks Data Base](#) publically available to families on the City of Menasha Health Department website.
- Trained health care providers at Partnership Community Health Center to promote childhood lead poisoning prevention
- Offered water filters and replacement filters to families with lead or galvanized service laterals at discounted cost
- Secured a second Lead Safe Menasha grant for 2019-2020 for \$10,000
- Capstone for UWO Nurse Practitioner Student Intern

2020 OBJECTIVES

Goal: To reduce the number of lead-poisoned children under age six years by reducing or eliminating sources of lead in children's environments before they are exposed.

Objectives:

- In collaboration with Partnership Community Health Center, ensure City of Menasha clients who are pregnant, of childbearing age, and/or have an infant will receive Lead Free by Delivery education.
- in collaboration with a GIS Consultant, IT Specialist, and Associate Planner, will create a map using the Menasha Home Lead Risks data and make this tool publically available.
- Project staff, along with internal and external partners, will develop a sustainable lead hazard remediation plan for the City of Menasha.

MAJOR CHANGES FROM 2019 BUDGET

New Grant - similar funding

CITY OF MENASHA 2020 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Lead Free Delivery Gran	Nancy McKenney
			FUNCTION	BUDGET NUMBER	DATE
			Health and Human Servi	100-0911-531	10/15/2019
<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	PHN	0.02	0.03
SPECIAL ASSESSMENTS	\$0.00	\$0.00			
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.02	0.03

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Lead-free Delivery Grant						
100-0911-531.10-01	Wages	0	2,900	2,985	2,985	3,069
100-0911-531.10-02	Salaries	0	0	1,553	1,553	0
100-0911-531.10-08	Wages-Temp Help	67	0	17	17	277
100-0911-531.15-01	Health	0	330	697	697	1,054
100-0911-531.15-02	Life	0	2	7	7	1
100-0911-531.15-03	Dental	0	23	55	55	8
100-0911-531.15-04	Retirement	0	190	297	297	108
100-0911-531.15-05	FICA	5	220	303	303	122
100-0911-531.15-07	Vision	0	3	6	6	1
100-0911-531.15-08	Workers Comp	0	110	116	116	51
100-0911-531.15-10	Banked Sick Leave	0	25	281	281	14
100-0911-531.21-04	Computer	1,600	0	0	0	0
100-0911-531.21-05	Medical	750	0	0	0	5,000
100-0911-531.30-18	Department	399	3,347	376	376	282
100-0911-531.34-03	Lodging/Meals	0	0	336	336	0
*	Lead-free Delivery Grant	2,821	7,150	7,029	7,029	9,987
**	General Fund	2,821	7,150	7,029	7,029	9,987

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Lead Prevention Grant	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0913-531	10/15/2019

RESPONSIBILITIES

This is a grant funded program to provide case management services to families with a possible lead poisoned child.

SERVICES PROVIDED

- Review all blood lead level (BLL) reports from the Sate Laboratory of Hygiene and medical providers
- Provide information and offer technical assistance in accordance with federal and state guidance
- Coordinate with parents and medical providers as indicated by BLL reports
- Provide home visits and assist with lead hazard investigations as indicated by reports

2019 ACCOMPLISHMENTS

- Reviewed all reports sent from the State Laboratory of Hygiene
- Provided information and offered technical assistance to families whose child's blood lead level was between 5mcg – 10 mcg
- Provided home visits and lead hazard investigations as indicated.

2020 OBJECTIVES

- Attend the statewide Childhood Lead Poisoning Prevention Conference as offered.
- Provide case management services to families with a possible lead poisoned child in accordance with federal and state guidance.

MAJOR CHANGES FROM 2019 BUDGET

None

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	PHN	0.03	0.03
SPECIAL ASSESSMENTS	\$0.00	\$0.00	TOTAL	0.03	0.03
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

PREPARED 10/15/19, 20:22:01
PROGRAM GM601L
BUDGET WORKSHEET 2020

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

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ACCOUNTING PERIOD 01/2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Lead Prevention Grant						
100-0913-531.10-01	Wages	3,192	2,460	2,822	3,398	2,129
100-0913-531.15-02	Life	2	2	2	3	2
100-0913-531.15-03	Dental	6	0	54	76	27
100-0913-531.15-04	Retirement	214	161	185	223	144
100-0913-531.15-05	FICA	227	176	213	257	153
100-0913-531.15-08	Workers Comp	98	93	107	129	67
100-0913-531.15-10	Banked Sick Leave	0	22	20	22	18
100-0913-531.30-18	Department	0	45	0	0	422
* Lead Prevention Grant		3,739	2,959	3,403	4,108	2,962
** General Fund		3,739	2,959	3,403	4,108	2,962

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Immunization Grant	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0914-531	10/15/2019

RESPONSIBILITIES

This is a grant funded program to assure infants 24 months of age are up to date on recommended vaccines.

SERVICES PROVIDED

- Participate in the State Vaccine for Children Program
- Offer monthly vaccine clinics
- Promote childhood vaccinations to prevent communicable diseases
- Support the Annual Influenza Vaccine Clinic
- Enter vaccines in the Wisconsin Immunization Registry

2019 ACCOMPLISHMENTS

- Notified families of recommended vaccination for infants 24 months of age.
- Offered monthly vaccine clinics to families.
- Supported Annual Influenza Vaccine Clinic
- By December 31, 2018, over 76% of children residing in the Menasha Health Department jurisdiction who turn 24 months of age completed recommended vaccines.
- Year to Date 2019, 80% of children residing in the Menasha Health Department jurisdiction who turn 24 months of age completed recommended vaccines.

2020 OBJECTIVES

- Notified families of recommended vaccination for infants 24 months of age.
- Offered monthly vaccine clinics to families.
- Meet or exceed 2019 benchmark of children residing in Menasha Health Department jurisdiction who turn 24 months of age and complete recommended vaccines.

MAJOR CHANGES FROM 2019 BUDGET

None

FUNDING SOURCES	2019 FUNDING	2020 FUNDING	POSITION TITLE	2019 # OF FTE'S	2020 # OF FTE'S
TAXES	\$0.00	\$0.00	PHN Hrly	0.04	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	PHN Salary	0.05	0.11
INTERGOV REVENUE	\$0.00	\$0.00	Public Health Aide	0.01	0.00
LICENSES & PERMITS	\$0.00	\$0.00	TOTAL	0.10	0.11
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Immunization Grant						
100-0914-531.10-01	Wages	4,986	6,347	3,764	5,046	6,713
100-0914-531.15-01	Health	38	0	376	517	781
100-0914-531.15-05	FICA	379	486	264	353	515
100-0914-531.15-07	Vision	1	0	9	13	15
100-0914-531.15-08	Workers Comp	153	241	143	193	212
100-0914-531.15-10	Banked Sick Leave	0	54	23	54	58
100-0914-531.30-18	Department	2,142	2,036	473	1,772	62
100-0914-531.33-01	Mileage	0	0	2	2	0
100-0914-531.34-01	Mileage	47	80	0	80	0
100-0914-531.34-02	Registrations	20	160	0	160	0
100-0914-531.34-03	Lodging/Meals	142	38	0	38	0
100-0914-531.34-04	Other Expenses	2	0	0	0	0
* Immunization Grant		7,910	9,442	5,054	8,228	8,356
** General Fund		7,910	9,442	5,054	8,228	8,356

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Maternal Child Health	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0915-531	10/15/2019

RESPONSIBILITIES

This is a grant funded program to provide community based services for early childhood in partnership with other local agencies that work specifically with mothers and early childhood populations such as daycares and workplaces.

SERVICES PROVIDED

Promote breastfeeding friendly childcare centers and business (workplaces).

2019 ACCOMPLISHMENTS

- Worked with the Wisconsin Breast Feeding Coalition, Breastfeeding Alliance of Northeast Wisconsin, and Weight of the Fox Valley to support maternal and child health in the community, region and state.
- Assisted childcare centers and workplaces to complete steps to become a breast feeding friendly worksite.
- Provided resources and training to support childcare sites in becoming breast feeding friendly.

2020 OBJECTIVES

- Work with coalitions and partners to support maternal and child health in the community, region and state.
- Assist child care centers and workplaces to become breast feeding friendly worksites.

MAJOR CHANGES FROM 2019 BUDGET

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	PHN (Salary)	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Health Educator	0.18	0.13
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.18	0.13

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Maternal Child Health						
100-0915-531.10-01	Wages	7,032	10,440	8,378	10,487	8,357
100-0915-531.10-03	Overtime/Doubletime	1	0	0	0	0
100-0915-531.15-01	Health	769	1,186	929	1,186	875
100-0915-531.15-02	Life	4	7	5	7	6
100-0915-531.15-03	Dental	58	84	65	84	40
100-0915-531.15-04	Retirement	471	684	549	686	564
100-0915-531.15-05	FICA	535	791	635	795	632
100-0915-531.15-07	Vision	7	10	8	10	7
100-0915-531.15-08	Workers Comp	216	396	317	397	263
100-0915-531.15-10	Banked Sick Leave	0	90	53	90	72
100-0915-531.30-18	Department	4,694	114	0	244	424
100-0915-531.32-01	Dues/Memberships/Licenses	0	130	0	0	0
100-0915-531.33-01	Mileage	180	186	55	186	186
100-0915-531.34-02	Registrations	0	125	0	69	125
100-0915-531.34-03	Lodging/Meals	0	38	93	94	38
* Maternal Child Health		13,967	14,281	11,087	14,335	11,589
** General Fund		13,967	14,281	11,087	14,335	11,589

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Dental Sealant Program	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0916-531	10/15/2019

RESPONSIBILITIES

This program is supported by Seal a Smile grant funds, (administered by the Children’s Health Alliance of Wisconsin), and Medical Assistance reimbursement. The Dental Sealant Program, along with the Dental Program, prevents tooth decay, the most common chronic disease in children. This program serves school-aged children in the Menasha School District. With parental permission, services include: dental screening, dental sealants, and topical fluoride applications, parent follow up and referral for treatment needs.

SERVICES PROVIDED

Services: Dental screening; dental sealants; oral hygiene instructions; fluoride varnish application; referral and coordination with parents of children have treatment needs.

2019 ACCOMPLISHMENTS

2018-19 School Year Accomplishments

- Successfully competed and was awarded a Wisconsin Seal a Smile grant .
- Distributed parental permission, all children in the Menasha School District:
- Dental screening (significant increase in participation from the previous year)
 - Screened 291 children for tooth decay and to determine the need for sealants (39% increase from 2017-18)
 - Screened 291 children for inflammation, abscesses and any other oral manifestations of disease
 - Completed 818 dental sealant applications on 198 children (significant increase from 2017-18)
- 291 children received Individual oral hygiene instructions
- 291 children received fluoride varnish applications
- Maintained a dental referral network of private practice dentists; Tri County Community Dental Clinic and Partnership Community Health Center.
- Partnered with Menasha Joint School District to put all consent forms online.

2020 OBJECTIVES

- Promote the Menasha Seal a Smile program to improve participation.
- Continue to offer dental screenings, sealants and fluoride treatments by parental permission for all children in the Menasha School District.
- Continue to provide individual oral hygiene instructions.
- Maintain and strengthen dental consultation and referral network.
- Apply for annual funding.
- Record and evaluate data for continuous quality improvement.

MAJOR CHANGES FROM 2019 BUDGET

The Seal a Smile grant allocation has increased.

CITY OF MENASHA 2020 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Dental Sealant Program	Nancy McKenney
			FUNCTION	BUDGET NUMBER	DATE
			Health and Human Servi	100-0916-531	10/15/2019
<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Dental Assistant	0.06	0.06
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Dental Hygienist	0.13	0.14
INTERGOV REVENUE	\$0.00	\$0.00	TOTAL	0.19	0.20
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Dental Sealant Program						
100-0916-531.10-01	Wages	8,216	7,664	6,857	8,331	8,728
LEVEL	TEXT	TEXT AMT				
TOTB	WI SEAL A SMILE GRANT AND MEDICAL ASSISTANT REIMBU	8,728				
		8,728				
100-0916-531.10-08	Wages-Temp Help	0	1,743	0	1,743	1,796
100-0916-531.15-01	Health	790	856	1,313	1,650	1,760
100-0916-531.15-02	Life	9	24	8	12	27
100-0916-531.15-03	Dental	59	60	133	166	116
100-0916-531.15-04	Retirement	482	502	394	491	589
100-0916-531.15-05	FICA	623	721	516	721	957
100-0916-531.15-07	Vision	7	7	12	15	15
100-0916-531.15-08	Workers Comp	253	377	260	377	461
100-0916-531.15-10	Banked Sick Leave	0	66	36	66	76
100-0916-531.30-18	Department	1,542	600	587	600	1,169
100-0916-531.32-01	Dues/Memberships/Licenses	0	0	75	76	0
100-0916-531.33-01	Mileage	0	20	113	114	0
100-0916-531.33-02	Registrations	0	0	0	0	100
100-0916-531.34-01	Mileage	0	54	0	0	0
100-0916-531.34-03	Lodging/Meals	82	82	82	0	0
*	Dental Sealant Program	12,063	12,776	10,386	14,362	15,794
**	General Fund	12,063	12,776	10,386	14,362	15,794

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Opiod Grant	PREPARED BY Nancy McKenney
	FUNCTION Health and Human Servi	BUDGET NUMBER 100-0917-531	DATE 10/15/2019

RESPONSIBILITIES

Opioid Crisis Response grant is funded by the Department of Health Services, Division of Public Health.

SERVICES PROVIDED

The Opioid Crisis Response grant program is a collaboration between Neenah-Menasha Fire Rescue; Menasha Police Department; Menasha Health Department; Unity Recovery Services; Gold Cross Ambulance Services; and Cities and Villages Mutual Insurance Company (CVMIC).

Services:

- Partner with CVMIC to reformat *“Protecting Municipal Employees from Opioid (Fentanyl) Exposure”* into a video and learning tool, available on the CVMIC Learning Link (Learning Management System).
- Develop procedures and employee training for those who respond to substance use-related events.
- Develop the Menasha Community Addiction Assistance (MCAAP) Program to assist individuals and families who are affected by substance use.
- Convene Introductory MCAAP training to learn about addiction and recovery.
- Link community residents experiencing substance use challenges to a recovery coach and community resources.

2019 ACCOMPLISHMENTS

Developed the Menasha Community Addiction Assistance Program (MCAAP) in cooperation with the Menasha Health, Police, Fire and Rescue, Library, Gold Cross Ambulance Services, Unity Recovery and the PRISM team,

Employee Safety Training and Procedures

- Protecting Municipal Employees from Opioid (Cities and Villages Mutual Insurance Company TRAINING)
- Suspected Opioid Response Incident PPES
- Narcan Administration

Menasha Community Addiction Assistance Program (MCAAP) Resources

- MCAAP Introductory Training Agenda
- MCAAP Introduction Curriculum
- MCAAP Review Process
- Introduction to MCAAP Power Point

2020 OBJECTIVES

As grant funding is available, strengthen all aspects of the Menasha Community Addiction Assistance Program. Funds would be used to strengthen all aspects of the Menasha Community Addiction Assistance Program.

MAJOR CHANGES FROM 2019 BUDGET

Pending grant funds.

CITY OF MENASHA 2020 OPERATIONS BUDGET			FUND General Fund	BUDGET NAME Opiod Grant	PREPARED BY Nancy McKenney
			FUNCTION Health and Human Servi	BUDGET NUMBER 100-0917-531	DATE 10/15/2019
FUNDING SOURCES	2019 FUNDING	2020 FUNDING			
TAXES	\$0.00	\$0.00			
SPECIAL ASSESSMENTS	\$0.00	\$0.00			
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Opioid Grant						
100-0917-531.10-03	Overtime/Doubletime	0	0	890	890	0
100-0917-531.15-01	Health	0	0	119	119	0
100-0917-531.15-03	Dental	0	0	9	9	0
100-0917-531.15-04	Retirement	0	0	104	105	0
100-0917-531.15-05	FICA	0	0	67	67	0
100-0917-531.15-07	Vision	0	0	1	1	0
100-0917-531.15-08	Workers Comp	0	0	22	22	0
100-0917-531.21-05	Medical	0	0	7,630	7,630	0
100-0917-531.21-06	Management	0	0	12,000	12,000	0
100-0917-531.30-18	Department	0	0	762	9,157	0
* Opioid Grant		0	0	21,604	30,000	0
** General Fund		0	0	21,604	30,000	0

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Bio-Terrorism	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0918-531	10/15/2019

RESPONSIBILITIES

This is a grant-funded program to maintain emergency preparedness.

SERVICES PROVIDED

- Maintain emergency preparedness and readiness to respond to public health emergencies.
- Manage the City of Menasha Influenza Vaccine Clinic as an emergency preparedness and response exercise.
- Coordinate and conduct public health emergency preparedness activities in cooperation with local emergency management, emergency medical services, and other emergency responders.
- Participate in the Region 6 Fox Valley Area Healthcare Emergency Readiness Coalition (HERC).
- Participate in the Northeast Wisconsin Public Health Emergency Preparedness Consortium.

2019 ACCOMPLISHMENTS

- Managed the Annual City of Menasha Influenza Vaccine Clinic, which is also an emergency preparedness exercise at the City Center at 100 Main Street.
 - 350 vaccinations in 2018
 - 27 volunteers were trained on influenza vaccination clinic protocol
- Maintained public health emergency preparedness training
- Participated as members and on the Board of Directors in the Region 6 Fox Valley Area Healthcare Emergency Readiness Coalition (HERC).
- Participated in Northeast Wisconsin Public Health Emergency Preparedness Consortium to coordinate emergency preparedness efforts.
- Environmental health staff is trained as a member of the HERC "Go Team."

2020 OBJECTIVES

- Continue to manage the City of Menasha Influenza Vaccine Clinic as an emergency preparedness and response exercise.
- Maintain coordination and conduct public health emergency preparedness activities in cooperation with local emergency management, emergency medical services, and other emergency responders.
- Continue to participate in the Region 6 Fox Valley Area Healthcare Emergency Readiness Coalition (HERC).
- Continue to participate in the Northeast Wisconsin Public Health Emergency Preparedness Consortium.
- Respond as requested to public health emergencies.

MAJOR CHANGES FROM 2019 BUDGET

None

CITY OF MENASHA 2020 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Bio-Terrorism	Nancy McKenney
			FUNCTION	BUDGET NUMBER	DATE
			Health and Human Servi	100-0918-531	10/15/2019
<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Dental Hygienist	0.07	0.02
SPECIAL ASSESSMENTS	\$0.00	\$0.00	PHN hrly	0.00	0.00
INTERGOV REVENUE	\$0.00	\$0.00	Public Health Educator	0.15	0.25
LICENSES & PERMITS	\$0.00	\$0.00	TOTAL	0.22	0.27
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Bio-Terrorism						
100-0918-531.10-01	Wages	17,357	20,347	21,776	25,455	17,319
100-0918-531.10-02	Salaries	1,239	0	1,021	1,022	0
100-0918-531.10-03	Overtime/Doubletime	501	0	0	0	0
100-0918-531.10-08	Wages-Temp Help	0	0	594	595	0
100-0918-531.15-01	Health	2,138	2,306	3,054	3,580	1,934
100-0918-531.15-02	Life	16	22	35	39	15
100-0918-531.15-03	Dental	165	163	254	290	95
100-0918-531.15-04	Retirement	1,233	1,333	1,462	1,733	1,169
100-0918-531.15-05	FICA	1,445	1,542	1,744	2,056	1,309
100-0918-531.15-07	Vision	20	19	26	29	16
100-0918-531.15-08	Workers Comp	578	771	869	1,026	546
100-0918-531.15-10	Banked Sick Leave	0	175	238	323	150
100-0918-531.19-06	Relocation Allowance	1,503	0	0	0	0
100-0918-531.21-06	Management	6,000	6,000	5,000	6,000	6,000
100-0918-531.30-11	Postage	13	0	0	0	0
100-0918-531.30-18	Department	5,024	382	2,182	2,182	17,111
100-0918-531.33-01	Mileage	127	100	189	189	0
100-0918-531.33-02	Registrations	100	250	299	299	0
100-0918-531.33-04	Other Expenses	23	25	7	7	0
100-0918-531.34-02	Registrations	2,625	2,600	1,025	1,025	4
100-0918-531.34-03	Lodging/Meals	25	0	164	164	0
*	Bio-Terrorism	40,132	36,035	39,939	46,014	45,664
**	General Fund	40,132	36,035	39,939	46,014	45,664

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Twenty-Four/Seven Cov	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0919-531	10/15/2019

RESPONSIBILITIES

This program is grant funded and provides staff with telephone and specialized equipment (e.g. I-pad) to facilitate business communication.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Provided staff with cell phones to facilitate business communication.

2020 OBJECTIVES

Provide Bioterrorsim staff with upgraded telephones to facilitate business communication.

MAJOR CHANGES FROM 2019 BUDGET

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Twenty-Four/Seven						
100-0919-531.22-01	Telephone	2,474	40,753	1,987	2,979	3,328
*	Twenty-Four/Seven	2,474	40,753	1,987	2,979	3,328
**	General Fund	2,474	40,753	1,987	2,979	3,328

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Senior Center	Nancy McKenney
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0920-531	10/15/2019

RESPONSIBILITIES

The Menasha Senior Center is fully accredited by the National Institute of Senior Centers. It is operated by the Neenah-Menasha YMCA under a collaborative agreement with the City of Menasha. The Senior Center is supported in part, by a grant from Winnebago County. Responsibilities include:

- Maintaining Menasha's state of the art Senior Center, where anyone 55 years and older, may engage in social, educational, and recreational activities.
- Offering Senior Center participants opportunities to pursue improved health, stronger economic security, enhanced well-being, and increased societal participation.
- Facilitating counseling services, information on available health, housing, financial, and other personal services.
- Promoting the Menasha Senior Center to individuals 55 years and older to increase awareness and participation in activities and services offered at the Senior Center.
- Convening the City of Menasha, Committee on Aging.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

- Revised the Menasha Senior Center mission, vision and goals to include the eight dimensions of wellness.
- Convened monthly Committee on Aging meetings.
- Developed Strategic Plan (Mission, Vision, Values, Goals, and Objectives)
- In FY 2018, there were 19,622 visits to the Senior Center, by 9,053 people.

2020 OBJECTIVES

- Continue collaborative partnership with the Neenah-Menasha YMCA, as operations agent for the Menasha Senior Center.
- Maintain Winnebago County Senior Center grant to support Senior Center operations.
- Seek additional funding opportunities to support Senior Center operations and programs.
- Integrate the eight dimensions of wellness into program planning.
- Implement continuous quality improvement into program evaluation.

MAJOR CHANGES FROM 2019 BUDGET

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Activity Coordinator	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Supervisor	0.00	0.00
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.00	0.00

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund							
Senior Center							
100-0920-531.10-01		Wages	818	0	27	27	0
100-0920-531.10-03		Overtime/Doubletime	10	0	0	0	0
100-0920-531.15-01		Health	110	0	11	11	0
100-0920-531.15-02		Life	7	0	0	0	0
100-0920-531.15-03		Dental	15	0	1	1	0
100-0920-531.15-04		Retirement	56	0	2	2	0
100-0920-531.15-05		FICA	63	0	2	2	0
100-0920-531.15-07		Vision	1	0	0	1	0
100-0920-531.15-08		Workers Comp	25	0	1	2	0
100-0920-531.15-10		Banked Sick Leave	0	0	1	1	0
100-0920-531.20-07		Pest Control	0	0	0	350	0
100-0920-531.21-06		Management	91,693	93,527	70,145	93,527	95,333
LEVEL	TEXT	TEXT	AMT				
TOTB	YMCA		95,333				
			95,333				
100-0920-531.22-01		Telephone	0	0	14	0	0
100-0920-531.22-04		Heat	0	0	19	0	0
100-0920-531.24-03		Buildings	4,668	7,500	1,424	7,104	7,500
LEVEL	TEXT	TEXT	AMT				
TOTB	SENIOR CENTER DOOR/LOCK SET REPLACEMENT		5,000				
	MISC OTHER		2,500				
			7,500				
100-0920-531.29-05		Vehicle/Equipment Rental	754	500	74	500	500
100-0920-531.29-07		Inhouse Info Tech Service	509	433	217	433	482
100-0920-531.30-13		Housekeeping	191	200	25	200	200
100-0920-531.30-18		Department	5	0	0	0	0
*	Senior Center		98,925	102,160	71,963	102,161	104,015
**	General Fund		98,925	102,160	71,963	102,161	104,015

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Animal Impoundment	Tim Styka
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0806-532	10/10/2019

RESPONSIBILITIES

This budget provides for the funding paid to Fox Valley Humane Society for caring for stay animals located within the City.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Approximately 50 animals who were not claimed by their owners were cared for by the shelter.

2020 OBJECTIVES

MAJOR CHANGES FROM 2019 BUDGET

We continue to decrease this budget. The changes made to the program in 2016 have saved the City thousands of dollars in animal costs over the past few years. We are further reducing this budget another \$3000 for 2020.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Animal Impoundment						
100-0806-532.25-01	Other Municipal Entities	5,919	10,500	3,680	7,500	7,500
100-0806-532.99-99	Budget Adjustment	0	4,500-	0	0	0
*	Animal Impoundment	5,919	6,000	3,680	7,500	7,500
**	General Fund	5,919	6,000	3,680	7,500	7,500

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Resthaven Cemetery	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Health and Human Servi	100-0701-533	10/10/2019

RESPONSIBILITIES

Ensure that the city's two cemetery sites are properly administrated and maintained.

SERVICES PROVIDED
2019 ACCOMPLISHMENTS

- Increased turf care maintenance efforts

2020 OBJECTIVES

- Continue high level of turf and flower care

MAJOR CHANGES FROM 2019 BUDGET

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Park Laborer	0.20	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Summer Laborer	0.07	0.00
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.27	0.20

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Resthaven Cemetery						
100-0701-533.10-01	Wages	8,494	10,896	5,993	6,500	11,265
100-0701-533.10-03	Overtime/Doubletime	571	200	212	225	200
100-0701-533.10-08	Wages-Temp Help	1,382	1,575	7,351	8,000	5,226
100-0701-533.15-01	Health	2,832	4,144	1,722	3,175	4,185
100-0701-533.15-02	Life	19	11	17	37	13
100-0701-533.15-03	Dental	213	248	127	236	167
100-0701-533.15-04	Retirement	617	714	404	685	774
100-0701-533.15-05	FICA	766	889	1,014	1,381	1,198
100-0701-533.15-07	Vision	23	29	14	26	29
100-0701-533.15-08	Workers Comp	316	473	509	696	526
100-0701-533.15-10	Banked Sick Leave	0	93	24	93	97
100-0701-533.19-03	Uniform/Clothing Allow	60	60	6	60	60
100-0701-533.22-03	Electricity	138	400	66	300	300
100-0701-533.22-06	Storm Water	705	1,300	412	1,200	1,300
100-0701-533.24-03	Buildings	14	200	0	200	200
100-0701-533.29-05	Vehicle/Equipment Rental	12,452	7,000	5,273	7,000	7,500
100-0701-533.29-07	Inhouse Info Tech Service	1,919	2,346	1,173	2,346	2,442
100-0701-533.30-15	Tools & Equipment	0	150	0	150	150
100-0701-533.30-18	Department	2,426	2,000	492	500	500
* Resthaven Cemetery		32,947	32,728	24,809	32,810	36,132
** General Fund		32,947	32,728	24,809	32,810	36,132

CULTURE & RECREATION

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Public Library	Vicki Lenz
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	100-0601-551	10/9/2019

RESPONSIBILITIES

The Elisha D. Smith Public Library connects people with one another and to resources for lifelong learning.

SERVICES PROVIDED

The library:

- Helps families prepare their children for school,
- Supports school curriculum,
- Provides access to information, popular materials, & trusted digital resources,
- Helps people with technology and personal business tasks,
- Creates a place for community members to gather,
- Promotes cultural awareness, and
- Preserves local history.

2019 ACCOMPLISHMENTS

At the start of the year, an additional study room on the main floor was completed. Library trustees completed a five-year strategic plan for the library. McKenzie Brandt was named the library's Volunteer of the Year. In addition to regular monthly art exhibits and displays, the library hosted a special exhibit called (In)visible: Homelessness in Our Community. During the first nine months of 2019 the library:

- Checked out 301,016 items,
- Hosted 226 programs with a total attendance of 15,579,
- Had 95,395 visits (10,600/month, 2,510/week),
- Answered 35,469 questions,
- Had 13,680 people use public internet computers,
- Had 1,388 uses of its meeting rooms,
- And had volunteers work 1,241 hours.

2020 OBJECTIVES

The library's strategic plan includes these objectives:

- Reach out to underserved members of the library's service area to promote the library.
- Develop a marketing and communications plan to elevate awareness of the library's services throughout our community.
- Continue to be responsive to library patrons' suggestions, needs, and use trends.
- Provide our community with the best possible resources in multiple formats based on demand and emerging trends.
- Explore and implement new programs to encourage library use.
- Help more community members become adopters of online resources.

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Public Library	Vicki Lenz
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	100-0601-551	10/9/2019
• Increase annual expenditures on new materials. • Preserve and celebrate Menasha’s rich history. • Establish a larger endowment fund to ensure the long-term viability of the library. • Strengthen existing partnerships with local schools, businesses, non-profit agencies, and government agencies.			

MAJOR CHANGES FROM 2019 BUDGET

There are no major changes in the library budget, other than an increase in funds used to purchase library materials (30-14). This line item lost ground over the past ten years, and library board trustees have made it their focus.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Administrative Assistant	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Assistant Librarian	1.50	1.50
INTERGOV REVENUE	\$0.00	\$0.00	Building Deputy Director	0.03	0.03
LICENSES & PERMITS	\$0.00	\$0.00	Building Superintendent	0.03	0.03
FINES & FORFEITS	\$0.00	\$0.00	Custodian	1.06	1.06
PUBLIC CHARGES	\$0.00	\$0.00	Director	1.00	1.00
MISCELLANEOUS	\$0.00	\$0.00	Librarian	3.00	3.00
TOTAL	\$0.00	\$0.00	Library Assistant	4.20	3.75
			Library Clerk	2.00	2.00
			Library Page	0.75	0.55
			Supervisor	3.00	3.00
			TOTAL	17.57	16.92

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Public Library						
100-0601-551.10-01	Wages	529,161	574,832	441,785	554,832	589,957
100-0601-551.10-02	Salaries	323,149	306,029	251,096	306,029	314,720
100-0601-551.10-03	Overtime/Doubletime	5,646	7,995	4,871	7,995	3,283
100-0601-551.10-08	Wages-Temp Help	223	0	6,161	6,300	7,273
100-0601-551.10-09	Wages-Premium Pay	0	0	0	0	21,522
100-0601-551.15-01	Health	120,086	121,990	91,543	127,334	123,381
100-0601-551.15-02	Life	2,112	2,048	1,622	2,048	2,844
100-0601-551.15-03	Dental	11,257	10,506	8,270	10,506	7,442
100-0601-551.15-04	Retirement	53,316	52,527	42,321	52,527	58,687
100-0601-551.15-05	FICA	62,360	66,473	52,112	66,473	72,067
100-0601-551.15-07	Vision	1,071	992	728	992	942
100-0601-551.15-08	Workers Comp	2,907	3,244	2,834	3,244	3,162
100-0601-551.15-09	Unemployment Comp	0	301	0	0	0
100-0601-551.15-10	Banked Sick Leave	0	6,838	3,877	7,929	7,685
100-0601-551.19-03	Uniform/Clothing Allow	90	100	120	120	100
100-0601-551.20-01	Janitorial	19,044	19,625	14,526	19,625	20,214
100-0601-551.20-05	Entertainment	3,015	3,500	2,976	3,500	4,500
100-0601-551.21-03	Accounting/Financial	570	580	580	580	600
100-0601-551.21-06	Management	255	400	56	100	10,400
LEVEL	TEXT	TEXT AMT				
TOTB	LIBRARY FACILITIES STUDY	10,000				
	ALL OTHER	400				
		10,400				
100-0601-551.22-01	Telephone	502	350	137	250	350
100-0601-551.22-03	Electricity	40,720	44,000	32,607	40,000	30,000
100-0601-551.22-04	Heat	14,411	15,000	10,667	13,000	15,000
100-0601-551.22-05	Water/Sewer	7,638	7,500	6,526	6,200	7,500
100-0601-551.22-06	Storm Water	1,643	1,700	1,233	1,700	1,700
100-0601-551.22-07	Fiber Optic	0	760	506	760	760
100-0601-551.24-01	Office Equipment	5,120	6,500	6,228	6,500	6,500
100-0601-551.24-03	Buildings	32,886	20,850	15,418	20,000	30,000
LEVEL	TEXT	TEXT AMT				
TOTB	LED INTERIOR CONVERSION	5,000				
	FREIGHT ELEVATOR REPAIRS	5,000				
	ALL OTHER	20,000				
		30,000				
100-0601-551.24-04	Specialized Equipment	11,415	7,500	7,493	7,500	8,000
100-0601-551.25-01	Other Municipal Entities	83,607	86,100	84,566	84,566	84,563
100-0601-551.29-02	Publishing	8	500	0	0	500
100-0601-551.29-05	Vehicle/Equipment Rental	2,194	3,000	1,412	3,000	3,000
100-0601-551.29-07	Inhouse Info Tech Service	6,336	7,423	3,712	7,423	7,399

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
100-0601-551.30-10	Office	5,376	10,804	3,093	10,804	7,000
100-0601-551.30-11	Postage	3,011	3,200	1,690	3,000	3,050
100-0601-551.30-13	Housekeeping	9,654	8,900	2,423	8,900	9,700
100-0601-551.30-14	Library Materials	178,923	195,000	115,996	195,000	212,000
100-0601-551.30-15	Tools & Equipment	35	500	710	710	750
100-0601-551.30-16	Promotional	6,310	7,500	3,849	7,500	9,000
100-0601-551.30-18	Department	13,839	15,000	13,276	15,000	15,000
100-0601-551.30-19	Office Furnishings	119	8,500	4,846	8,500	500
100-0601-551.32-01	Dues/Memberships/Licenses	1,301	1,000	2,455	2,458	1,500
100-0601-551.33-01	Mileage	710	750	388	600	750
100-0601-551.33-02	Registrations	842	500	15	50	850
100-0601-551.33-03	Lodging/Meals	1,726	900	154	500	1,800
100-0601-551.33-04	Other Expenses	1,225	100	22	50	1,300
100-0601-551.34-01	Mileage	190	650	397	500	200
100-0601-551.34-02	Registrations	700	1,100	870	785	750
100-0601-551.34-03	Lodging/Meals	608	800	2,143	2,143	650
100-0601-551.34-04	Other Expenses	4	150	715	720	100
100-0601-551.51-03	Property	5,830	6,413	3,207	6,413	7,055
*	Public Library	1,571,145	1,640,930	1,252,232	1,624,666	1,716,006
**	General Fund	1,571,145	1,640,930	1,252,232	1,624,666	1,716,006

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Parks Department	PREPARED BY Brian Tungate
	FUNCTION Culture and Recreation	BUDGET NUMBER 100-0703-553	DATE 10/10/2019

RESPONSIBILITIES

Plan and manage the City's network of parks, trails, and open spaces.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

- Replaced Memorial Building roof
- Constructed pickleball courts in Smith Park
- Renovated the Smith Park pavilion restrooms
- Added poured-in-place surfacing at the Hart Park playground
- Rehabilitate the Tayco Street fountain by year's end
- Added sculptures to Jefferson and Shepard Parks
- Constructed the Province Terrace trail with over \$100,000 in grant funds
- Complete the 2020-2024 Outdoor Recreation Plan by year's end
- Continued building a shorewall cap in Jefferson Park

2020 OBJECTIVES

- Reconstruct a parking lot near the Jefferson Park pavilion (per Vision Plan)
- Replace the west diamond at Jefferson Park with open space (site of future large playground)
- Add two half-court basketball courts near Jefferson School
- Crack fill and seal trails in Jefferson and Barker Farm parks
- Continue building a shorewall cap in Jefferson Park
- Regrade/seed a section of Smith and Shepard Parks to improve drainage

MAJOR CHANGES FROM 2019 BUDGET

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Admin. Asst. (Garage)	0.20	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Arborist	0.25	0.10
INTERGOV REVENUE	\$0.00	\$0.00	Deputy Dir. Of Muni Oper	0.10	0.10
LICENSES & PERMITS	\$0.00	\$0.00	DPW Laborer	0.15	0.15
FINES & FORFEITS	\$0.00	\$0.00	DPW/Park Superintenden	0.08	0.08
PUBLIC CHARGES	\$0.00	\$0.00	Facility Tech/Electrician	0.15	0.08
MISCELLANEOUS	\$0.00	\$0.00	Park Laborers (5)	3.68	4.10
TOTAL	\$0.00	\$0.00	Park Lead	0.75	0.50
			Seasonal Laborers (4)	1.15	1.72
			Summer Laborers (3)	1.26	0.69

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Parks Department	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	100-0703-553	10/10/2019
TOTAL			
		7.77	7.72

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Parks Department						
100-0703-553.10-01	Wages	289,440	266,433	214,785	266,000	284,928
100-0703-553.10-02	Salaries	74,364	23,584	17,326	22,851	14,143
100-0703-553.10-03	Overtime/Doubletime	21,257	17,500	16,254	17,500	17,500
100-0703-553.10-08	Wages-Temp Help	42,776	62,015	51,615	57,000	73,680
100-0703-553.15-01	Health	102,769	100,201	74,214	90,560	101,212
100-0703-553.15-02	Life	1,113	591	715	917	1,188
100-0703-553.15-03	Dental	7,454	6,773	5,089	6,215	4,374
100-0703-553.15-04	Retirement	23,808	20,383	17,168	21,336	22,644
100-0703-553.15-05	FICA	29,433	26,125	22,230	27,499	29,103
100-0703-553.15-07	Vision	799	716	555	678	727
100-0703-553.15-08	Workers Comp	11,566	13,023	10,952	13,523	12,445
100-0703-553.15-09	Unemployment Comp	6,082	10,000	6,660	8,000	8,000
100-0703-553.15-10	Banked Sick Leave	0	2,487	1,506	2,487	2,582
100-0703-553.19-03	Uniform/Clothing Allow	1,587	1,560	756	1,560	1,479
100-0703-553.20-06	Lawn Care	874	1,000	1,470	1,500	1,000
100-0703-553.20-07	Pest Control	611	600	651	650	650
100-0703-553.20-09	Sanitation	4,479	5,000	4,834	5,000	5,500
100-0703-553.21-02	Engineering	8,204	6,000	7,294	8,000	6,000
100-0703-553.22-01	Telephone	2,213	2,700	988	1,750	2,250
100-0703-553.22-03	Electricity	33,532	35,000	25,795	34,775	35,000
100-0703-553.22-04	Heat	3,432	4,000	1,929	3,800	4,000
100-0703-553.22-05	Water/Sewer	24,332	18,000	16,294	23,600	24,000
100-0703-553.22-06	Storm Water	19,796	18,600	13,998	19,000	19,000
100-0703-553.24-02	Tools & Equipment	20,450	6,500	10,592	10,700	6,500
100-0703-553.24-03	Buildings	30,529	27,500	16,855	25,000	22,500
100-0703-553.24-04	Specialized Equipment	4,695	1,500	0	500	4,000
LEVEL	TEXT	TEXT AMT				
TOTB	INCLUDES SOCCER GOALS AT BARKER FARM PARK	4,000				
		4,000				
100-0703-553.24-05	Small Projects	5,861	8,500	12,127	12,127	12,500
LEVEL	TEXT	TEXT AMT				
TOTB	INCLUDES DRAIN TILE FOR RIGHT FIELD AT KOSLO PARK	12,500				
		12,500				
100-0703-553.29-01	Printing	3,672	3,500	3,498	4,000	3,500
100-0703-553.29-04	Vehicle Repair	8,205	0	0	12,000	10,000
100-0703-553.29-05	Vehicle/Equipment Rental	142,967	140,000	92,607	135,000	135,000
100-0703-553.29-07	Inhouse Info Tech Service	4,981	5,847	2,924	5,847	5,878
100-0703-553.30-10	Office	71	500	0	250	250
100-0703-553.30-11	Postage	3	200	1,583	50	100
100-0703-553.30-13	Housekeeping	3,639	2,600	581	2,600	2,600
100-0703-553.30-15	Tools & Equipment	2,915	9,000	4,175	7,500	5,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
100-0703-553.30-18	Department	52,061	44,000	20,893	29,900	38,000
100-0703-553.32-01	Dues/Memberships/Licenses	60	280	0	100	100
100-0703-553.34-02	Registrations	452	750	685	345	500
100-0703-553.34-03	Lodging/Meals	179	500	349	349	500
100-0703-553.38-01	Fuel	1,439	2,500	3,716	4,000	3,500
100-0703-553.82-02	Construction	17,436	0	0	0	0
* Parks Department		1,009,536	895,968	683,663	884,469	921,833
** General Fund		1,009,536	895,968	683,663	884,469	921,833

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Recreation Department	Brian Tungate Megan Sackett
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	100-0702-552	10/10/2019

RESPONSIBILITIES

Plan and manage recreation programs for the community.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

- Hired a part-time Recreation Supervisor
- Started an adult exercise program at the Senior Center
- Offered popular pickleball instruction and open play programming

2020 OBJECTIVES

- Improve the quality and promotion of existing programs with the goal of increasing registration
- Continue program collaboration with other city departments and neighboring service providers
- Explore initiating a Fox Cities pickleball league with neighboring communities

MAJOR CHANGES FROM 2019 BUDGET

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Director	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Park/Rec Admin. Asst.	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00	Recreation Supervisor	0.50	0.60
LICENSES & PERMITS	\$0.00	\$0.00	Seasonal/PT Workers	2.26	2.26
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	4.76	4.86

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Recreation Department						
100-0702-552.10-01	Wages	42,915	59,560	43,162	55,927	45,653
100-0702-552.10-02	Salaries	84,358	86,607	69,611	86,607	119,983
100-0702-552.10-03	Overtime/Doubletime	88	75	106	106	0
100-0702-552.10-08	Wages-Temp Help	61,444	56,750	55,054	62,400	60,900
LEVEL	TEXT	TEXT AMT				
TOTB	INCLUDES SEASONAL RECREATION STAFF					
100-0702-552.15-01	Health	39,089	41,441	34,149	41,400	45,891
100-0702-552.15-02	Life	536	747	476	747	807
100-0702-552.15-03	Dental	2,477	2,477	2,051	2,477	1,850
100-0702-552.15-04	Retirement	8,817	8,567	7,394	8,567	11,180
100-0702-552.15-05	FICA	13,807	15,529	12,200	15,900	16,546
100-0702-552.15-07	Vision	287	287	238	287	319
100-0702-552.15-08	Workers Comp	4,547	6,098	5,078	6,098	5,771
100-0702-552.15-09	Unemployment Comp	2,008	0	0	0	0
100-0702-552.15-10	Banked Sick Leave	0	1,122	717	1,122	1,432
100-0702-552.20-03	Temp Staffing	1,095	1,900	1,177	1,800	4,500
LEVEL	TEXT	TEXT AMT				
TOTB	INCLUDES EVENT DECORATIONS,BUS TRANSPORTATION					
100-0702-552.20-05	Entertainment	2,721	2,700	2,640	2,700	2,700
100-0702-552.22-01	Telephone	1,132	1,400	774	1,300	1,400
100-0702-552.29-01	Printing	7,229	6,700	5,536	7,100	8,000
LEVEL	TEXT	TEXT AMT				
TOTB	INCLUDES PROGRAM BROCHURES, FLYERS					
100-0702-552.29-03	Advertising	955	600	623	623	700
100-0702-552.29-05	Vehicle/Equipment Rental	194	500	0	500	500
100-0702-552.29-07	Inhouse Info Tech Service	10,547	12,521	6,261	12,521	12,813
100-0702-552.30-10	Office	1,004	1,100	835	1,100	3,100
LEVEL	TEXT	TEXT AMT				
TOTB	INCLUDES FURNITURE FOR REC SUPERVISOR					
100-0702-552.30-11	Postage	6,151	4,000	1,722	5,800	5,900
100-0702-552.30-15	Tools & Equipment	0	0	55	55	0
100-0702-552.30-18	Department	9,221	8,300	8,622	8,800	9,300
LEVEL	TEXT	TEXT AMT				
TOTB	PROGRAM SUPPLIES AND EQUIPMENT					
100-0702-552.32-01	Dues/Memberships/Licenses	488	1,200	1,272	1,272	1,275
100-0702-552.34-02	Registrations	979	700	570	930	1,400
LEVEL	TEXT	TEXT AMT				
TOTB	STATE CONFERENCE AND PROFESSIONAL TRAINING					
100-0702-552.34-03	Lodging/Meals	265	300	0	200	400

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
100-0702-552.99-99	Budget Adjustment	0	4,000-	0	0	0
*	Recreation Department	302,354	317,181	260,323	326,339	362,320
**	General Fund	302,354	317,181	260,323	326,339	362,320

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Swimming Pool	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	100-0704-552	10/10/2019

RESPONSIBILITIES

Operate an outdoor aquatic facility for residents to enjoy.

SERVICES PROVIDED
2019 ACCOMPLISHMENTS

- Served nearly 18,000 pool patrons through open swim and lesson programs (similar to 2018)
- Updated the pool staff manual
- Acclimated the Recreation Supervisor to the pool operation
- Benefitted from an experienced, quality lifeguard and management staff
- Had an assistant manager trained to teach lifeguarding in 2020
- Trained four additional certified pool operators

2020 OBJECTIVES

- Remove asbestos ceiling tiles in the bathhouse
- Have multiple park staff oversee the chemistry of the pool
- Re-tile sections of the male and female showers/changing rooms

MAJOR CHANGES FROM 2019 BUDGET

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Fac./Pool Tech	0.20	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Seasonal Part-Time Staff	4.03	4.03
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	4.23	4.23

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Swimming Pool						
100-0704-552.10-01	Wages	12,521	17,399	13,648	16,000	10,889
100-0704-552.10-02	Salaries	0	0	0	0	4,060
100-0704-552.10-03	Overtime/Doubletime	1,018	0	350	350	300
100-0704-552.10-08	Wages-Temp Help	73,395	74,849	72,486	72,500	76,895
100-0704-552.15-01	Health	3,245	4,144	5,406	5,500	4,724
100-0704-552.15-02	Life	43	3	19	23	41
100-0704-552.15-03	Dental	240	248	324	340	191
100-0704-552.15-04	Retirement	1,242	644	1,373	1,400	1,029
100-0704-552.15-05	FICA	6,498	7,133	6,572	6,750	7,011
100-0704-552.15-07	Vision	24	29	37	38	33
100-0704-552.15-08	Workers Comp	2,592	3,534	3,271	3,360	2,902
100-0704-552.15-10	Banked Sick Leave	0	85	55	85	129
100-0704-552.19-03	Uniform/Clothing Allow	0	60	50	60	60
100-0704-552.20-01	Janitorial	3,371	3,800	3,966	3,966	4,000
100-0704-552.20-04	Mechanical Systems	982	3,200	1,210	1,210	3,000
100-0704-552.20-07	Pest Control	185	300	185	185	200
100-0704-552.22-01	Telephone	212	300	109	139	275
100-0704-552.22-03	Electricity	9,821	11,500	8,640	9,500	10,500
100-0704-552.22-04	Heat	5,304	7,900	3,102	4,500	6,000
100-0704-552.22-05	Water/Sewer	30,896	30,000	30,257	32,000	30,000
100-0704-552.22-07	Fiber Optic	0	5,400	3,591	5,400	5,400
100-0704-552.24-03	Buildings	4,963	7,000	5,150	7,000	6,000
100-0704-552.24-04	Specialized Equipment	13,827	7,000	1,660	3,500	7,000
LEVEL	TEXT	TEXT AMT				
TOTB	INCLUDES LOUNGE CHAIR REPLACEMENT					
	100-0704-552.24-05 Small Projects	6,404	3,800	2,437	2,500	3,800
	100-0704-552.29-01 Printing	51	100	160	160	100
	100-0704-552.29-05 Vehicle/Equipment Rental	2,341	2,000	3,152	3,152	2,000
	100-0704-552.29-07 Inhouse Info Tech Service	4,214	4,938	2,469	4,938	4,921
	100-0704-552.30-10 Office	2,150	2,300	2,417	2,417	2,400
LEVEL	TEXT	TEXT AMT				
TOTB	GUARD UNIFORMS, LESSON EQUIPMENT, OFFICE SUPPLIES					
	100-0704-552.30-13 Housekeeping	550	1,500	0	750	1,000
	100-0704-552.30-15 Tools & Equipment	1,761	6,500	3,362	3,500	5,500
	100-0704-552.30-17 Concessions	7,088	8,500	10,219	10,219	10,350
	100-0704-552.30-18 Department	21,145	21,500	23,885	24,000	23,000
LEVEL	TEXT	TEXT AMT				
TOTB	POOL CHEMICAL EXPENSES					
	100-0704-552.32-01 Dues/Memberships/Licenses	532	750	1,497	1,497	750
	100-0704-552.34-02 Registrations	404	450	1,311	1,311	450
*	Swimming Pool	217,019	236,866	212,370	228,250	234,910

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Civic Commemorations	PREPARED BY Don Merkes
	FUNCTION Culture and Recreation	BUDGET NUMBER 100-0408-552	DATE 10/15/2019

RESPONSIBILITIES

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Coordination of Festival Foods Fireworks

2020 OBJECTIVES

Continue Festival Foods fireworks, coordinate neighborhood event

MAJOR CHANGES FROM 2019 BUDGET

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Civic Commemorations						
100-0408-552.21-06	Management	29,850	29,000	29,600	29,600	30,000
100-0408-552.30-16	Promotional	1,728	1,000	250	250	0
*	Civic Commemorations	31,578	30,000	29,850	29,850	30,000
**	General Fund	31,578	30,000	29,850	29,850	30,000

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Lift Bridges	PREPARED BY Adam Alix Thad Brown
	FUNCTION Culture and Recreation	BUDGET NUMBER 100-1019-552	DATE 10/15/2019

RESPONSIBILITIES

This account includes the cost of materials, labor, equipment and utilities to operate the lift bridges at Racine Street and Tayco Street. The State of Wisconsin reimburses the City for these costs.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

2020 OBJECTIVES

MAJOR CHANGES FROM 2019 BUDGET

No significant changes.

FUNDING SOURCES	2019 FUNDING	2020 FUNDING	POSITION TITLE	2019 # OF FTE'S	2020 # OF FTE'S
TAXES	\$0.00	\$0.00	Bridge Tenders	1.38	1.38
SPECIAL ASSESSMENTS	\$0.00	\$0.00	PW Superintendent	0.06	0.06
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00			
			TOTAL	1.44	1.44

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Lift Bridges						
100-1019-552.10-02	Salaries	3,918	4,503	3,608	4,470	3,993
100-1019-552.10-03	Overtime/Doubletime	12,704	10,331	11,976	12,452	11,736
100-1019-552.10-08	Wages-Temp Help	38,391	42,086	37,669	39,650	45,325
100-1019-552.15-01	Health	1,094	1,160	924	1,167	377
100-1019-552.15-02	Life	4	5	3	4	7
100-1019-552.15-03	Dental	69	69	55	70	17
100-1019-552.15-04	Retirement	264	972	237	289	287
100-1019-552.15-05	FICA	4,192	4,875	4,060	4,188	4,668
100-1019-552.15-07	Vision	8	8	6	8	3
100-1019-552.15-08	Workers Comp	602	1,118	653	691	674
100-1019-552.15-09	Unemployment Comp	740	8,500	5,135	7,703	8,500
100-1019-552.15-10	Banked Sick Leave	0	39	22	39	35
100-1019-552.19-03	Uniform/Clothing Allow	17	17	17	17	17
100-1019-552.20-07	Pest Control	735	750	605	757	757
100-1019-552.22-01	Telephone	76	60	259	428	500
100-1019-552.22-03	Electricity	9,977	10,500	6,928	8,836	10,500
100-1019-552.22-05	Water/Sewer	1,325	1,200	945	1,093	1,200
100-1019-552.29-05	Vehicle/Equipment Rental	246	250	6	250	250
100-1019-552.29-07	Inhouse Info Tech Service	1,309	1,534	767	1,534	1,529
100-1019-552.30-13	Housekeeping	31	150	0	150	150
100-1019-552.30-18	Department	19	100	0	100	100
*	Lift Bridges	75,721	88,227	73,875	83,896	90,625
**	General Fund	75,721	88,227	73,875	83,896	90,625

CONSERVATION & DEVELOPMENT & MISC.

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Community Developmen	Sam Schroeder
	FUNCTION	BUDGET NUMBER	DATE
	Conservation and Devel	100-0304-562	10/15/2019

RESPONSIBILITIES

The Community Development Department is responsible for the maintenance and enhancement of the overall character of the community by managing progression of the property tax base and ensuring orderly growth, promoting high quality development and redevelopment, and maintaining and improving existing neighborhood character and quality.

This is accomplished through implementation of the adopted brand positioning statement, various planning documents, the City of Menasha Year 2030 Comprehensive Plan, general land use planning, zoning administration, building code administration, redevelopment coordination, growth management, bike and pedestrian planning and implementation, economic development, business retention and recruitment, administration of housing and business loan programs, grants administration, historic preservation, TIF development and administration, and land records management.

The department serves in an advisory and coordinating capacity for public works projects, local and regional development policy, Plan Commission, Housing Authority, Board of Appeals, Landmarks Commission, Redevelopment Authority, TIF Joint Review Boards, and other planning and development organizations.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Community & Economic Development:

- Managed the City's Housing Program, administered by Community Housing Coordinators.
- Facilitated Habitat for Humanity's Rock the Block residential rehab program.
- Managed the Building Inspector functions
- Continued to incorporate Code Enforcement Specialist into the Community Development Department.
- Coordination and management of all Tax Increment Districts (TID #s 4-14) including the creation of TIF 14 and the early closure of TIF 5 to create the Strong Neighborhoods Menasha Housing Program.
- Facilitated Land Purchase Agreements with builders in Lake Park Villas.
- Facilitated preparation of development agreements with Woodland Development, LLC, and Vans Realty and Construction.
- Represented the city/RDA on the Lake Park Villas Phase II Homeowners' Association and created the Second Restated Covenants.
- Prepared site improvement agreements and financial guarantees for development sites.
- Administered development agreements with the Ponds of Menasha, Cypress Homes, PJC Group LLC, Gilbert Development Company, LLC, Woodland Dev. LLC, Van's Realty and Construction, LLC
- Executed the sale of 140 Main Street and 1300 Wittman Drive bringing one new development and one redevelopment on previously held City property.
- Marketed city and RDA owned properties.
- Assisted building owners/brokers with prospects for business location.
- Facilitated the development or redevelopment of numerous projects throughout the city including new business development and redevelopment, existing business relocation and expansion.
- Represented the City with various outside agencies and boards such as the Fox Cities Regional Partnership, Fox Cities Convention and Visitors Bureau, Fox Cities Economic Development Professionals Group, WI Lakes Council, Fox WI Heritage Parkway, Neighborhood Partners Network of the Fox Valley, Menasha Business Group, NE Chapter American Planning Association, etc.
- Completion of the 2019 Water Street Plan

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Community Developmen	Sam Schroeder
	FUNCTION	BUDGET NUMBER	DATE
	Conservation and Devel	100-0304-562	10/15/2019
• Execution of the 2019 Hotel Study (in-progress) • Processed building alterations and façade improvement grant/loan applications related to projects in the City’s Historic Districts. • Coordinated planning and design development for the Province Terrace Trail. • Continue to work with Parks Department to purchase and naturalize the Lawson Canal. • Continued planning efforts for future trail extensions and expansions. • Updated department website pages for implementation of new city website. <u>Grant Writing and Administration:</u> • Continue to research grant opportunity in addition to working with Winnebago County Industrial Development Board and Menasha Utilities to ensure annual grants are received. <u>Zoning, Land Records, and Socioeconomic Data:</u> • Zoning Administration, including sign regulations, zone changes, project/site plan review, special use permits, variance requests, and zoning enforcement. • Creation of maps and data sets for various city departments and outside agencies upon request. • Assigned and re-assigned addresses for numerous lots throughout the city. • Coordinated land records information with Associated Appraisal, the City’s assessment contractor. • Worked diligently to research and bring forward new GIS technologies to allow for greater transparency to the community <u>Stormwater Coordination:</u> • Assisted the Engineering Division with property information as related to the calculation of stormwater fees. • In coordination with the Engineering Division, administration of Erosion Control and Stormwater Management ordinances through site plan and project review, and long term maintenance agreements. • Participated in regional stormwater planning and management. • Prepared stormwater maintenance agreements and financial guarantees for development sites. • Participated in NEWSC-Council (Northeast WI Stormwater Coalition).			
2020 OBJECTIVES			
• Work to improve the city’s quality of life and tax base by continuing to focus on projects and initiatives that spur development and redevelopment, including the conservation and rehabilitation of housing stock. • Continue implementation of branding/marketing efforts to implement the adopted brand statement as well as integrating the brand statement into policy goals and objectives. • Develop and improve standard operating procedures for functions of the department to provide clear and concise direction to citizens and the development community. • Maintain and improve a customer friendly environment for all citizens, appraisers, real estate professionals, businesses, developers, lenders, and contractors. • Update and advance projects that help implement the goals, objectives, and policies of the City of Menasha Year 2030 Comprehensive Plan. • Develop specific area development and redevelopment plans reflecting the vision of the Menasha community that include well defined goals, objectives and			

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Community Developmen	Sam Schroeder
	FUNCTION	BUDGET NUMBER	DATE
	Conservation and Devel	100-0304-562	10/15/2019

implementation strategies.

- Implement the new Menasha Housing Program created by the early closure of TIF #5
- Continue to implement the 2018 Downtown Vision Plan and the 2019 Water Street Corridor Plan
- Work with neighboring communities to build future relationships to allow for all communities to fairly provide and receive the best possible services and growth.
- Provide staff support and guidance to a Plan Commission, Landmarks Commission, Board of Appeals, Redevelopment Authority, Housing Authority, TIF Joint Review Boards (Winnebago & Calumet County) and Common Council.
- Continue to reach out to prospective developers and market the City of Menasha
- Redevelopment of Gilbert/RR Donnelley Site.
- Redevelopment of the Brin Building site.
- Redevelopment of the former Whiting Paper Mill Site
- Work closely with Fox River Navigation System Authority to attempt to reopen the Menasha Lock
- Update Municipal Code as it relates to land uses.
- Continue to enhance and train the skills of individual staff members of the Community Development Department to bring forward positive change to our Community.

MAJOR CHANGES FROM 2019 BUDGET

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Building Inspector/Housin	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Comm. Dev. Coordinator	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00	Community Dev. Director	0.65	0.65
LICENSES & PERMITS	\$0.00	\$0.00	Intern	0.23	0.23
FINES & FORFEITS	\$0.00	\$0.00	Principal Planner	0.59	0.59
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	3.47	3.47

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Community Development						
100-0304-562.10-01	Wages	55,024	56,266	45,218	56,266	58,170
100-0304-562.10-02	Salaries	67,335	82,118	65,739	82,118	94,543
100-0304-562.10-03	Overtime/Doubletime	307	400	353	400	400
100-0304-562.10-08	Wages-Temp Help	0	4,500	0	0	0
100-0304-562.15-01	Health	34,920	38,076	30,325	38,076	38,499
100-0304-562.15-02	Life	114	155	103	155	176
100-0304-562.15-03	Dental	2,243	2,318	1,835	2,318	1,556
100-0304-562.15-04	Retirement	8,219	9,064	7,291	9,064	10,308
100-0304-562.15-05	FICA	8,719	9,903	7,899	9,903	10,888
100-0304-562.15-07	Vision	260	269	213	269	269
100-0304-562.15-08	Workers Comp	187	249	200	249	244
100-0304-562.15-10	Banked Sick Leave	0	1,188	664	1,188	1,321
100-0304-562.21-02	Engineering	23,500	15,500	0	16,000	20,000
LEVEL	TEXT	TEXT AMT				
TOTB	2020 UPDATE SELECT CHAPTERS W/IN COMP. PLAN	20,000				
		20,000				
100-0304-562.21-06	Management	5,300	10,000	5,650	10,000	10,000
100-0304-562.21-08	Recording Fees	2,305	120	30	30	120
100-0304-562.21-09	Appraisal	75	3,000	0	0	3,000
100-0304-562.21-10	Marketing	9,460	12,000	1,471	12,000	15,000
LEVEL	TEXT	TEXT AMT				
TOTB	MARKETING OPPORTUNITIES & CITY PROMOTION EFFORTS	14,000				
	HISTORIC PRESERVATION/EDUCATION/MARKETING	1,000				
		15,000				
100-0304-562.22-01	Telephone	923	1,440	817	1,400	1,400
100-0304-562.22-03	Electricity	243	300	159	300	300
100-0304-562.29-01	Printing	0	200	0	200	0
100-0304-562.29-05	Vehicle/Equipment Rental	473	0	586	586	0
100-0304-562.29-07	Inhouse Info Tech Service	8,701	10,313	5,157	10,313	10,632
100-0304-562.30-10	Office	807	1,500	380	1,300	1,500
100-0304-562.30-11	Postage	839	1,000	499	800	1,000
100-0304-562.30-15	Tools & Equipment	0	500	500	500	500
100-0304-562.30-18	Department	22	600	500	600	600
100-0304-562.32-01	Dues/Memberships/Licenses	554	1,900	544	600	1,900
100-0304-562.33-01	Mileage	729	1,800	481	1,200	1,800
100-0304-562.33-02	Registrations	340	600	553	1,000	1,500
100-0304-562.33-03	Lodging/Meals	196	1,800	56	1,000	1,800
100-0304-562.33-04	Other Expenses	0	100	0	0	100
100-0304-562.34-01	Mileage	0	150	0	0	150
100-0304-562.34-02	Registrations	0	2,000	0	0	2,000
LEVEL	TEXT	TEXT AMT				

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TOTB	DIRECTOR SCHROEDER - LEADERSHIP FOX CITIES		2,000 2,000			
100-0304-562.80-02	Land Purchase	0	25,000	14,043	25,000	0
100-0304-562.99-99	Budget Adjustment	0	4,500-	0	0	0
*	Community Development	231,795	289,829	191,266	282,835	289,676
**	General Fund	231,795	289,829	191,266	282,835	289,676

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BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2020

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ACCOUNTING PERIOD 01/2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Urban Redevelopment						
100-0305-562.22-03	Electricity	257	250	216	250	250
100-0305-562.22-05	Water/Sewer	166	200	144	200	200
100-0305-562.22-06	Storm Water	279	400	184	300	400
100-0305-562.70-01	Acquisition/Rehab/Conv	10,827	72,030	6,000	58,625	31,530
LEVEL	TEXT	TEXT	AMT			
YE19	2019:LEAD LATERAL & 18' PAINT&RESTORE CARRY OVER		58,625			
			58,625			
LEVEL	TEXT	TEXT	AMT			
TOTB	LEAD LATERAL REPLACEMENT GRANT		31,530			
			31,530			
*	Urban Redevelopment	11,529	72,880	6,544	59,375	32,380
**	General Fund	11,529	72,880	6,544	59,375	32,380

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Forestry	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Conservation and Devel	100-0706-561	10/10/2019

RESPONSIBILITIES

Manage the City's urban forest.

SERVICES PROVIDED
2019 ACCOMPLISHMENTS

- Recognized by National Arbor Day Foundation as a Tree City, USA for the 36th consecutive year
- Terrace tree planting program conducted in Districts 3 & 4 and 5 & 6
- Removed approximately 80 ash trees in fair/poor condition
- Removed approximately 80 tree stumps
- Planted over 200 terrace and park trees
- Began treating approximately 60 large ash trees in good condition and desired locations

2020 OBJECTIVES

- Pursue annual Tree City, USA designation
- Emerald Ash Borer management plan - remove approximately 40 fair/poor condition ash trees. Consider chemically treating some ash trees if proven to be cost effective.
- Residential terrace tree planting in Districts 5 & 6
- Continue tree replacement planting Districts 3 & 4 (some removals expected in 5 & 6 later in the year)
- Continue collaborations with UW-Fox Valley and Menasha Utilities
- Accept a \$5,000 ATC grant for planting along the new LP trail
- Continue goal of planting approximately 125 terrace and park trees per year (majority along LP)

Note that .30 of Arborist position is in Stormwater-Forestry

(625-0706-561.10-01)

MAJOR CHANGES FROM 2019 BUDGET

FUNDING SOURCES	2019 FUNDING	2020 FUNDING	POSITION TITLE	2019 # OF FTE'S	2020 # OF FTE'S
TAXES	\$0.00	\$0.00	Arborist	0.40	0.45
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Park Laborer(new)	0.00	0.50
INTERGOV REVENUE	\$0.00	\$0.00	Park Lead	0.10	0.10
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.50	1.05

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund						
Forestry						
100-0706-561.10-01	Wages	27,489	49,706	27,724	45,150	49,541
100-0706-561.10-03	Overtime/Doubletime	553	300	184	300	300
100-0706-561.10-08	Wages-Temp Help	1,341	0	44	44	0
100-0706-561.15-01	Health	6,745	17,753	6,849	10,822	14,948
100-0706-561.15-02	Life	13	46	26	45	143
100-0706-561.15-03	Dental	510	1,146	426	675	707
100-0706-561.15-04	Retirement	1,926	3,256	1,834	2,991	3,364
100-0706-561.15-05	FICA	2,161	3,658	2,062	3,366	3,590
100-0706-561.15-07	Vision	23	129	48	77	115
100-0706-561.15-08	Workers Comp	625	1,884	1,040	1,696	1,570
100-0706-561.15-10	Banked Sick Leave	0	425	104	425	428
100-0706-561.19-03	Uniform/Clothing Allow	135	315	108	315	255
100-0706-561.20-06	Lawn Care	1,105	1,000	1,000	1,000	1,000
LEVEL	TEXT	TEXT AMT				
TOTB	LARGE TREE TRIMMING					
100-0706-561.29-05	Vehicle/Equipment Rental	32,361	40,000	38,291	40,000	40,000
100-0706-561.29-07	Inhouse Info Tech Service	2,106	2,469	1,235	2,469	2,460
100-0706-561.30-15	Tools & Equipment	24	2,100	2,016	2,100	2,000
100-0706-561.30-18	Department	1,282	2,500	841	1,500	1,500
LEVEL	TEXT	TEXT AMT				
TOTB	TREES					
100-0706-561.32-01	Dues/Memberships/Licenses	45	100	275	275	275
100-0706-561.34-02	Registrations	426	1,000	0	500	500
100-0706-561.34-03	Lodging/Meals	288	300	0	250	250
*	Forestry	79,158	128,087	84,107	114,000	122,946
**	General Fund	79,158	128,087	84,107	114,000	122,946

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
General Fund							
		Misc Other					
100-1199-519.10-01		Wages	69,805	0	0	0	0
100-1199-519.10-02		Salaries	0	0	0	0	20,000
LEVEL	TEXT	TEXT AMT					
TOTB	LIBRARY - RETIREMENT PAYOUT	20,000					
	(FUNDED BY CARRYFORWARD FUNDS FROM 2019 UNUSED)	20,000					
100-1199-519.15-01		Health	16,000	4,000	0	0	0
*	Misc Other		85,805	4,000	0	0	20,000
**	General Fund		85,805	4,000	0	0	20,000

SPECIAL REVENUE FUNDS

FUND 203

**FAÇADE
IMPROVEMENT**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Facade Improvement						
203-0000-461.01-00	On Investments	592	517	517	517	439
203-0000-466.00-00	Misc General Revenue	1,874	1,949	1,949	1,949	2,027
*	Facade Improvement	2,466	2,466	2,466	2,466	2,466
**	Facade Improvement	2,466	2,466	2,466	2,466	2,466

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Facade Improvement						
Housing Rehab Program						
203-0306-562.70-01	Acquisition/Rehab/Conv	0	0	2,500	0	0
*	Housing Rehab Program	0	0	2,500	0	0
Facade Improvement Progr						
203-0307-562.70-01	Acquisition/Rehab/Conv	9,301	10,000	0	2,500	10,000
LEVEL	TEXT	TEXT AMT				
TOTB	HISTORIC FACADE IMPROVEMENT PROGRAM	10,000				
		10,000				
*	Facade Improvement Progr	9,301	10,000	0	2,500	10,000
**	Facade Improvement	9,301	10,000	2,500	2,500	10,000

FUND 207

MARINA

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Marina Fund	Marina Operations	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	207-0707-552	10/10/2019

RESPONSIBILITIES

Administer this non-levy, contracted facility

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

- Despite a relatively wet summer, Harbormaster Schabach continued to operate a successful marina

2020 OBJECTIVES

- Replace existing underground fuel tanks with one above ground tank*
- Increase revenues through seasonal rent increase and fuel sales to help offset new tank expense
- Replace west Main Street steps

* State is mandating tank and fuel dispenser containment upgrades by 2020

MAJOR CHANGES FROM 2019 BUDGET

105

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Facility Tech. (electrician)	0.04	0.04
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Park Laborer	0.25	0.30
INTERGOV REVENUE	\$0.00	\$0.00	Lead Person	0.00	0.10
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.29	0.44

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Marina						
207-0000-441.35-00	Annual Slip Rentals	95,237	98,500	90,819	90,820	92,000
207-0000-441.36-00	Transient Slip Rentals	1,668	1,800	1,185	1,185	1,500
207-0000-441.37-00	Marina Concession	1,453	1,500	1,241	1,250	1,400
207-0000-441.38-00	Gasoline Sales	96,321	91,000	73,805	76,000	83,000
207-0000-466.00-00	Misc General Revenue	0	0	128	0	0
* Marina		194,679	192,800	167,178	169,255	177,900
** Marina		194,679	192,800	167,178	169,255	177,900

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Marina						
Trans to General Fund						
207-0412-591.25-02	Other Municipal Funds	5,000	5,000	5,000	5,000	5,000
*	Trans to General Fund	5,000	5,000	5,000	5,000	5,000
Marina Operations						
207-0707-552.10-01	Wages	18,753	17,550	5,846	7,600	22,116
207-0707-552.10-03	Overtime/Doubletime	341	200	172	200	200
207-0707-552.10-08	Wages-Temp Help	116	2,614	890	900	1,866
207-0707-552.15-01	Health	4,560	7,554	1,793	2,356	6,742
207-0707-552.15-02	Life	52	14	20	30	60
207-0707-552.15-03	Dental	349	435	134	177	324
207-0707-552.15-04	Retirement	1,118	1,222	395	515	1,574
207-0707-552.15-05	FICA	1,289	1,475	510	640	1,765
207-0707-552.15-07	Vision	23	47	14	18	51
207-0707-552.15-08	Workers Comp	497	764	256	321	761
207-0707-552.15-10	Banked Sick Leave	0	175	22	76	191
207-0707-552.19-03	Uniform/Clothing Allow	15	72	66	53	117
207-0707-552.21-06	Management	53,478	54,750	49,960	54,750	55,000
LEVEL	TEXT	TEXT AMT				
TOTB	HARBORMASTER COMPENSATION					
207-0707-552.22-03	Electricity	9,468	10,500	5,740	10,500	10,500
207-0707-552.22-04	Heat	451	500	269	500	500
207-0707-552.22-05	Water/Sewer	5,758	4,600	3,934	5,350	5,500
207-0707-552.22-06	Storm Water	772	800	483	775	800
207-0707-552.22-07	Fiber Optic	0	700	455	700	700
207-0707-552.24-02	Tools & Equipment	5,694	3,000	702	750	3,000
207-0707-552.24-03	Buildings	9,840	6,500	3,624	3,650	3,500
207-0707-552.29-01	Printing	0	1,000	0	0	1,000
207-0707-552.29-05	Vehicle/Equipment Rental	3,215	3,500	921	3,000	3,500
207-0707-552.29-07	Inhouse Info Tech Service	1,064	1,246	623	1,246	1,242
207-0707-552.30-11	Postage	117	250	157	250	250
207-0707-552.30-13	Housekeeping	0	500	114	500	500
207-0707-552.30-15	Tools & Equipment	0	12,000	0	2,000	2,000
207-0707-552.30-18	Department	928	3,800	1,648	2,000	2,000
207-0707-552.32-01	Dues/Memberships/Licenses	416	450	198	416	450
207-0707-552.38-01	Fuel	87,361	87,000	62,118	72,500	80,330
207-0707-552.51-03	Property	138	152	76	152	152
207-0707-552.82-02	Construction	0	0	0	0	127,500
LEVEL	TEXT	TEXT AMT				
TOTB	MARINA STAIRS REPLACEMENT - WEST END	7,500				
	MARINA FUELING SYSTEM - TANKS/DISPENSER	120,000				
		127,500				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
*	Marina Operations	205,813	223,370	141,140	171,925	334,191
**	Marina	210,813	228,370	146,140	176,925	339,191

FUND 208

TIF PROJECT #3

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 3						
Trans to General Fund						
208-0412-591.25-02	Other Municipal Funds	16,917	0	0	0	0
*	Trans to General Fund	16,917	0	0	0	0
**	TIF Project 3	16,917	0	0	0	0

FUND 209

PARK DEVELOPMENT

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Park Develop Fund	Park Development Fund	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	209-0703-553	10/10/2019

RESPONSIBILITIES

A non-levy fund established with fees collected from residential development. Funds are to be used for parks and recreation land acquisition, development and upgrades to existing parks.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

2020 OBJECTIVES

- Complete engineering/design work at old Donnelly and canal properties in cooperation with Community Development redevelopment plans
- Investigate grant opportunities for restoring the canal
- Complete acquisition of the blighted Lawson Canal parcel from the Neenah/Menasha Water Plant Company.

MAJOR CHANGES FROM 2019 BUDGET

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Park Development						
209-0000-441.23-00	Park	9,350	11,000	7,700	7,700	7,700
209-0000-461.01-00	On Investments	2,015	1,600	0	1,700	1,700
*	Park Development	11,365	12,600	7,700	9,400	9,400
**	Park Development	11,365	12,600	7,700	9,400	9,400

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Park Development						
Parks Department						
209-0703-553.21-02	Engineering	3,892	25,000	5,070	5,070	5,000
209-0703-553.30-18	Department	0	0	1,401	1,401	0
209-0703-553.80-02	Land Purchase	0	10,000	0	0	0
209-0703-553.82-02	Construction	10,729	5,000	11,105	13,605	6,000
* Parks Department		14,621	40,000	17,576	20,076	11,000
** Park Development		14,621	40,000	17,576	20,076	11,000

FUND 210

FARM FRESH MARKET

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Farm Fresh Market						
210-0000-441.44-00	Farm Fresh Market	1,323	2,000	1,070	1,100	2,000
210-0000-465.00-00	Donations & Gifts	2,600	2,500	0	1,000	2,500
*	Farm Fresh Market	3,923	4,500	1,070	2,100	4,500
**	Farm Fresh Market	3,923	4,500	1,070	2,100	4,500

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Farm Fresh Market						
Farm Fresh Market						
210-0103-511.10-01	Wages	0	2,864	1,706	2,864	0
210-0103-511.10-02	Salaries	0	0	0	0	1,015
210-0103-511.15-01	Health	0	0	190	268	134
210-0103-511.15-02	Life	0	0	1	5	1
210-0103-511.15-03	Dental	0	0	15	25	6
210-0103-511.15-04	Retirement	0	0	112	165	69
210-0103-511.15-05	FICA	0	219	110	165	78
210-0103-511.15-07	Vision	0	0	2	5	1
210-0103-511.15-08	Workers Comp	0	5	65	95	32
210-0103-511.15-10	Banked Sick Leave	0	0	27	50	9
210-0103-511.20-05	Entertainment	2,280	500	0	500	500
210-0103-511.29-03	Advertising	2,560	1,500	0	1,000	1,000
210-0103-511.30-11	Postage	0	250	0	250	250
210-0103-511.30-16	Promotional	573	7,000	625	1,000	1,000
210-0103-511.30-18	Department	281	500	0	500	500
* Farm Fresh Market		5,694	12,838	2,853	6,892	4,595
** Farm Fresh Market		5,694	12,838	2,853	6,892	4,595

FUND 260

POST EMPLOYMENT SICK LEAVE RESERVE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Post Employment Sick						
260-0000-411.00-00	General Property Taxes	60,000	0	0	0	0
260-0000-466.00-00	Misc General Revenue	29,052	95,400	32,657	65,000	66,196
*	Post Employment Sick	89,052	95,400	32,657	65,000	66,196
**	Post Employment Sick	89,052	95,400	32,657	65,000	66,196

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
	Post Employment Sick					
	Public Library					
260-0601-551.15-01	Health	5,213	0	0	0	0
*	Public Library	5,213	0	0	0	0
	Parks Department					
260-0703-553.15-01	Health	6,270	0	0	0	0
*	Parks Department	6,270	0	0	0	0
	Police					
260-0801-521.15-01	Health	24,278	0	0	0	0
*	Police	24,278	0	0	0	0
	Engineering					
260-1002-541.10-01	Wages	0	0	8,756	8,756	0
*	Engineering	0	0	8,756	8,756	0
	Street Construction					
260-1003-541.10-01	Wages	0	0	1,545	1,545	0
*	Street Construction	0	0	1,545	1,545	0
	Misc Other					
260-1199-519.15-01	Health	0	80,000	0	0	70,000
*	Misc Other	0	80,000	0	0	70,000
**	Post Employment Sick	35,761	80,000	10,301	10,301	70,000

FUND 263

**CDBG REVOLVING
LOAN**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
CDBG Revolving Loan						
263-0000-461.01-00	On Investments	1,468	2,500	0	1,500	1,500
263-0000-461.04-00	On CDBG RLF Funds	0	0	0	2,700	2,700
263-0000-466.00-00	Misc General Revenue	110,946	50,000	37,041	37,000	25,000
*	CDBG Revolving Loan	112,414	52,500	37,041	41,200	29,200
**	CDBG Revolving Loan	112,414	52,500	37,041	41,200	29,200

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
CDBG Revolving Loan						
Housing Rehab Program						
263-0306-562.21-08	Recording Fees	0	0	30	30	120
263-0306-562.34-02	Registrations	1,099	1,100	65	300	1,100
263-0306-562.70-01	Acquisition/Rehab/Conv	1,355	75,000	52,215	81,000	75,000
LEVEL	TEXT	TEXT AMT				
TOTB	COMMUNITY DEVELOPMENT BLOCK GRANT FUND	75,000				
		75,000				
*	Housing Rehab Program	2,454	76,100	52,310	81,330	76,220
**	CDBG Revolving Loan	2,454	76,100	52,310	81,330	76,220

FUND 266

RECYCLING

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Recycling						
266-0000-411.00-00	General Property Taxes	341,250	324,511	324,511	324,511	336,854
266-0000-432.11-00	Recycling	70,100	71,000	70,152	70,152	70,200
266-0000-441.14-00	Solid Waste Disposal	469	500	28	100	500
266-0000-441.15-00	Recycling	3,705	6,030	3,420	3,600	3,600
266-0000-463.05-00	Recyclable Materials	9,990	10,000	5,835	6,800	8,000
266-0000-481.12-00	Recycling	28,969	5,000	4,204	4,114	5,000
266-0000-481.13-00	Solid Waste Disposal	0	0	189	0	0
* Recycling		454,483	417,041	408,339	409,277	424,154
** Recycling		454,483	417,041	408,339	409,277	424,154

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Recycling Fund	Recycling, Solid Waste	Adam Alix Thad Brown
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	266-1027-543	10/15/2019

RESPONSIBILITIES

This budget reflects costs associated with the collection and processing of all residential recycling goods; including recyclables dropped off at PWF recycling facility.

SERVICES PROVIDED
2019 ACCOMPLISHMENTS

Project to recycle approximately 1550 tons of co-mingle recyclables. All drop site materials are being hauled by City staff eliminating outside vendor contract.

2020 OBJECTIVES
MAJOR CHANGES FROM 2019 BUDGET

Increased costs for handling drop site materials due to market conditions.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer	1.20	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.04	0.04
INTERGOV REVENUE	\$0.00	\$0.00	PW Superintendent	0.03	0.03
LICENSES & PERMITS	\$0.00	\$0.00	PWF Administrative Assis	0.20	0.20
FINES & FORFEITS	\$0.00	\$0.00	Sanitation Worker	0.00	1.00
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.47	1.27

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Recycling						
Recycling-Solid Waste						
266-1027-543.10-01	Wages	53,818	61,787	60,082	74,300	67,181
266-1027-543.10-02	Salaries	13,574	14,504	10,283	13,294	5,496
266-1027-543.10-03	Overtime/Doubletime	518	300	182	300	300
266-1027-543.10-08	Wages-Temp Help	102	0	22	22	0
266-1027-543.15-01	Health	16,358	19,923	9,352	12,350	10,335
266-1027-543.15-02	Life	257	360	105	141	470
266-1027-543.15-03	Dental	1,524	1,695	824	1,077	1,042
266-1027-543.15-04	Retirement	4,563	5,017	3,138	4,500	4,926
266-1027-543.15-05	FICA	4,959	5,516	3,965	5,570	5,527
266-1027-543.15-07	Vision	144	151	81	106	138
266-1027-543.15-08	Workers Comp	1,846	2,584	1,544	2,295	2,025
266-1027-543.15-10	Banked Sick Leave	0	758	289	739	629
266-1027-543.19-03	Uniform/Clothing Allow	379	330	319	330	300
266-1027-543.21-06	Management	2,584	4,500	341	500	2,500
266-1027-543.22-01	Telephone	0	500	0	0	500
266-1027-543.25-01	Other Municipal Entities	9,324	15,095	15,665	22,625	24,680
LEVEL	TEXT	TEXT AMT				
TOTB	1400 TONS OF SINGER STREAM @\$10.00/TON	14,000				
	DROP SITE PROCESSING FEE	8,400				
	12 TONS OF TIRE DISPOSAL @ \$190/TON	2,280				
		24,680				
266-1027-543.25-03	Other Govment-Electronics	1,135	1,000	445	610	1,200
266-1027-543.29-01	Printing	8,801	7,000	259	6,250	6,500
266-1027-543.29-05	Vehicle/Equipment Rental	106,636	110,500	61,718	99,452	105,500
266-1027-543.29-07	Inhouse Info Tech Service	3,928	4,603	2,302	4,603	4,588
266-1027-543.30-11	Postage	993	3,000	122	1,000	1,200
266-1027-543.30-15	Tools & Equipment	21,036	4,000	4,102	4,102	5,500
LEVEL	TEXT	TEXT AMT				
TOTB	CARTS	5,500				
		5,500				
266-1027-543.30-18	Department	847	1,500	1,096	1,100	1,000
266-1027-543.51-03	Property	318	350	175	350	385
*	Recycling-Solid Waste	253,644	264,973	176,411	255,616	251,922
**	Recycling	253,644	264,973	176,411	255,616	251,922

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Recycling Fund	Recycling, Yard Waste	Adam Alix Thad Brown
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	266-1028-543	10/15/2019

RESPONSIBILITIES

This budget reflects costs associated with the collection and processing of all City yard waste. A portion of yard waste activities is charged to the Storm Water Utility.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Continued to improve the City owned dump site located along side the former Badger Highways site for composting activities. Added second automated leaf collection vehicle.

2020 OBJECTIVES

Continue to look to other opportunities to reduce volume of yard wastes the City handles and processes.

MAJOR CHANGES FROM 2019 BUDGET

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer	0.40	0.40
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.02	0.02
INTERGOV REVENUE	\$0.00	\$0.00	Heavy Equipment Operat	0.00	0.00
LICENSES & PERMITS	\$0.00	\$0.00	Light Equipment Operator	0.40	0.40
FINES & FORFEITS	\$0.00	\$0.00	PW Superintendent	0.05	0.05
PUBLIC CHARGES	\$0.00	\$0.00	PWF Administrative Assis	0.09	0.09
MISCELLANEOUS	\$0.00	\$0.00	Summer Laborer	0.13	0.13
			Truck Driver	0.04	0.04
			Yard Attendent	0.09	0.09
TOTAL	\$0.00	\$0.00	TOTAL	1.22	1.22

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Recycling							
Recycling-Yard Waste							
266-1028-543.10-01		Wages	39,865	41,883	50,631	43,000	53,350
266-1028-543.10-02		Salaries	9,063	14,690	10,434	14,500	5,448
266-1028-543.10-03		Overtime/Doubletime	310	1,100	995	1,100	770
266-1028-543.10-08		Wages-Temp Help	1,968	3,707	2,066	2,533	3,823
266-1028-543.15-01		Health	10,878	21,314	15,710	10,129	11,605
266-1028-543.15-02		Life	65	50	79	51	102
266-1028-543.15-03		Dental	860	1,321	1,247	799	862
266-1028-543.15-04		Retirement	2,962	3,706	4,089	2,584	4,021
266-1028-543.15-05		FICA	3,429	4,430	4,731	3,036	4,645
266-1028-543.15-07		Vision	89	146	131	85	142
266-1028-543.15-08		Workers Comp	1,323	1,966	2,159	1,411	1,723
266-1028-543.15-10		Banked Sick Leave	0	562	360	562	509
266-1028-543.19-03		Uniform/Clothing Allow	208	238	235	236	238
266-1028-543.21-06		Management	3,630	3,740	3,865	3,865	3,740
LEVEL	TEXT		TEXT AMT				
TOTB	GRINDER RENTAL			3,740			
				3,740			
266-1028-543.22-06		Storm Water	510	510	869	510	510
266-1028-543.29-05		Vehicle/Equipment Rental	73,881	66,440	110,115	75,095	72,600
266-1028-543.30-11		Postage	66	70	110	59	44
266-1028-543.30-15		Tools & Equipment	1,328	1,400	0	1,232	1,295
LEVEL	TEXT		TEXT AMT				
TOTB	SHARE OF CHAIN SAW			250			
	HAND TOOLS & RAKES			250			
	SHARE OF LEAF MACHINE IMPELLOR			795			
				1,295			
266-1028-543.30-18		Department	259	880	10	880	880
266-1028-543.51-03		Property	271	314	157	273	345
*	Recycling-Yard Waste		150,965	168,467	207,993	161,940	166,652
**	Recycling		150,965	168,467	207,993	161,940	166,652

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Recycling Fund	Recycling, Appliances	Adam Alix Thad Brown
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	266-1029-543	10/15/2019

RESPONSIBILITIES

This budget provides for the collection and processing of all waste appliances in the City.

SERVICES PROVIDED
2019 ACCOMPLISHMENTS
2020 OBJECTIVES

Continue current service level.

MAJOR CHANGES FROM 2019 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer	0.10	0.15
SPECIAL ASSESSMENTS	\$0.00	\$0.00	PW Superintendent	0.01	0.01
INTERGOV REVENUE	\$0.00	\$0.00	Summer Laborer	0.07	0.00
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.18	0.16

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Recycling						
Recycling-Appliances						
266-1029-543.10-01	Wages	6,179	5,448	7,252	8,000	8,448
266-1029-543.10-02	Salaries	566	643	515	588	570
266-1029-543.10-03	Overtime/Doubletime	102	0	0	0	0
266-1029-543.10-08	Wages-Temp Help	46	1,386	0	0	0
266-1029-543.15-01	Health	2,161	2,336	1,760	1,179	3,193
266-1029-543.15-02	Life	12	6	10	14	8
266-1029-543.15-03	Dental	207	134	161	108	127
266-1029-543.15-04	Retirement	460	399	509	568	609
266-1029-543.15-05	FICA	503	537	572	647	631
266-1029-543.15-07	Vision	19	15	18	15	22
266-1029-543.15-08	Workers Comp	212	283	291	327	284
266-1029-543.15-10	Banked Sick Leave	0	61	36	80	78
266-1029-543.19-03	Uniform/Clothing Allow	32	30	2	30	45
266-1029-543.25-01	Other Municipal Entities	3,538	4,500	1,319	3,319	4,000
LEVEL	TEXT	TEXT AMT				
TOTB	FREON BASED APPLIANCE DISPOSAL FEES	4,000				
		4,000				
	266-1029-543.29-05 Vehicle/Equipment Rental	7,076	7,500	4,498	6,982	7,500
	266-1029-543.51-03 Property	53	59	30	59	65
*	Recycling-Appliances	21,166	23,337	16,973	21,916	25,580
**	Recycling	21,166	23,337	16,973	21,916	25,580

FUND 204

STRONG

NEIGHBORHOODS

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Strong Neighborhoods Prog							
204-0000-492.06-00 TIF #5 Fund			0	0	0	701,189	0
LEVEL	TEXT	TEXT AMT					
YE19	AFFORDABLE HOUSING EXTENSION	291,189					
	TIF 5 CLOSURE FUNDS	410,000					
		701,189					
*	Strong Neighborhoods Prog		0	0	0	701,189	0
**	Strong Neighborhoods Prog		0	0	0	701,189	0

ACCOUNT NUMBER		ACCOUNT DESCRIPTION		2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Strong Neighborhoods Prog								
Strong Neighborhoods Prog								
204-0308-562.21-10 Marketing				0	0	0	0	1,500
204-0308-562.70-01 Acquisition/Rehab/Conv				0	0	0	0	300,000
LEVEL	TEXT	TEXT		AMT				
TOTB	HOUSING GRANTS			50,000				
	HOUSING LOANS			100,000				
	PROPERTY ACQUISITION			150,000				
				300,000				
*	Strong Neighborhoods Prog			0	0	0	0	301,500
**	Strong Neighborhoods Prog			0	0	0	0	301,500

FUND 821

**LIBRARY
ENDOWMENT**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Library Endowment						
821-0000-461.01-00	On Investments	17,793-	30,000	0	18,000	18,000
821-0000-465.00-00	Donations & Gifts	36,612	30,000	0	37,000	37,000
*	Library Endowment	18,819	60,000	0	55,000	55,000
**	Library Endowment	18,819	60,000	0	55,000	55,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Library Endowment						
Public Library						
821-0601-551.30-16	Promotional	51,898	45,000	0	45,000	45,000
*	Public Library	51,898	45,000	0	45,000	45,000
**	Library Endowment	51,898	45,000	0	45,000	45,000

FUND 822

**HATTIE MINER
SCHOLARSHIP**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Hattie Miner Scholarship						
822-0000-461.01-00	On Investments	342	325	0	325	325
*	Hattie Miner Scholarship	342	325	0	325	325
**	Hattie Miner Scholarship	342	325	0	325	325

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
	Hattie Miner Scholarship					
	Hattie Miner Scholarship					
822-0413-554.30-16	Promotional	2,250	2,500	3,250	3,250	3,250
*	Hattie Miner Scholarship	2,250	2,500	3,250	3,250	3,250
**	Hattie Miner Scholarship	2,250	2,500	3,250	3,250	3,250

FUND 824

**PUBLIC SAFETY
DONATIONS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Public Safety						
824-0000-465.01-00 K9		5,879	3,500	4,452	4,451	3,500
824-0000-465.03-00 Honor Guard		0	500	0	0	500
*	Public Safety	5,879	4,000	4,452	4,451	4,000
**	Public Safety	5,879	4,000	4,452	4,451	4,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Public Safety						
Police						
824-0801-521.30-15	Tools & Equipment	0	0	65	65	0
*	Police	0	0	65	65	0
K9						
824-0807-521.21-05	Medical	1,128	750	270	750	750
824-0807-521.21-06	Management	10,356	2,000	1,251	1,500	2,000
824-0807-521.30-15	Tools & Equipment	2,392	1,500	1,165	1,500	1,500
824-0807-521.30-18	Department	0	250	50	250	250
*	K9	13,876	4,500	2,736	4,000	4,500
Honor Guard						
824-0809-521.19-03	Uniform/Clothing Allow	0	250	0	125	0
824-0809-521.30-15	Tools & Equipment	85	250	0	125	250
*	Honor Guard	85	500	0	250	250
**	Public Safety	13,961	5,000	2,801	4,315	4,750

FUND 826

**PARK & REC
DONATIONS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Park & Rec Donation						
826-0000-465.00-00	Donations & Gifts	15,553	15,000	16,427	16,500	15,000
*	Park & Rec Donation	15,553	15,000	16,427	16,500	15,000
**	Park & Rec Donation	15,553	15,000	16,427	16,500	15,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Park & Rec Donation						
Recreation Department						
826-0702-552.20-05	Entertainment	1,769	500	300	300	500
826-0702-552.29-03	Advertising	201	500	836	900	900
826-0702-552.30-18	Department	6,841	6,000	3,412	5,000	6,000
*	Recreation Department	8,811	7,000	4,548	6,200	7,400
Parks Department						
826-0703-553.30-18	Department	210	5,000	3,223	3,600	1,800
826-0703-553.82-02	Construction	16,750	5,000	5,769	5,769	5,000
*	Parks Department	16,960	10,000	8,992	9,369	6,800
Forestry						
826-0706-561.30-18	Department	1,288	6,500	0	0	1,500
*	Forestry	1,288	6,500	0	0	1,500
**	Park & Rec Donation	27,059	23,500	13,540	15,569	15,700

ENTERPRISE FUNDS

FUND 601

SEWAGE UTILITY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Sewage Fund						
601-0000-441.31-00	Sewage-Utility Customer	1,687,260	1,800,000	1,142,327	1,709,725	1,725,000
601-0000-441.32-00	Sewage-Commercial User	90,155	100,000	68,978	92,450	93,000
601-0000-441.33-00	Sewage-Industrial User	183,283	190,000	121,188	182,000	183,000
601-0000-441.34-00	Sewage-Other Municipality	0	0	47,567	47,567	47,500
601-0000-461.01-00	On Investments	29,172	17,000	0	25,000	22,000
601-0000-466.00-00	Misc General Revenue	25,759	0	111,562	111,562	0
601-0000-481.11-00	Sewage/Utility	163,769	170,000	96,183	149,100	150,000
*	Sewage Fund	2,179,398	2,277,000	1,587,805	2,317,404	2,220,500
**	Sewage Fund	2,179,398	2,277,000	1,587,805	2,317,404	2,220,500

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Sewage Fund	San Sewer Maint/Const	Adam Alix Corey Gordon
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	601-1020-543	10/15/2019

RESPONSIBILITIES

This budget provides for the design, construction, reconstruction, maintenance, and repair of the sanitary sewer system. It includes such work as reconstruction of existing mains, cleaning and flushing of sewer mains, inspection and repair of lift stations, maintenance to the system, engineering design, field surveys and compliance monitoring of industries.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Televised sewer mains and laterals to assess pipe conditions prior to construction. Completed the Sewer System Evaluation Survey (SSES) for Phase 5a of the City. Implemented sanitary lateral improvement program in conjunction with street improvement projects.

2020 OBJECTIVES

Continue concentrated I/I removal projects and Sewer System Evaluation Survey (SSES). Continue industrial monitoring program to ensure equitable charges for all City sewer users.

MAJOR CHANGES FROM 2019 BUDGET

Melissa Street relining and Abbey Avenue reconstruction projects.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Assistant Sewer Equipme	0.45	0.50
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.03	0.03
INTERGOV REVENUE	\$0.00	\$0.00	PW Superintendent	0.05	0.05
LICENSES & PERMITS	\$0.00	\$0.00	Sewer Equipment Operat	0.45	0.50
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
			TOTAL	0.98	1.08
TOTAL	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Sewage Fund						
Comptroller/Treasurer						
601-0401-513.21-03	Accounting/Financial	1,300	1,300	1,300	1,300	1,300
601-0401-513.25-02	Other Municipal Funds	224,186	230,000	155,413	233,013	233,000
*	Comptroller/Treasurer	225,486	231,300	156,713	234,313	234,300
Debt Service-Interest						
601-0410-571.61-02	Interest	66,642	60,737	31,862	60,737	54,689
*	Debt Service-Interest	66,642	60,737	31,862	60,737	54,689
Uncollectable Debt						
601-0414-513.26-01	Accounts Receivable	409	0	0	0	0
*	Uncollectable Debt	409	0	0	0	0
Engineering						
601-1002-541.10-01	Wages	75,684	77,532	65,734	77,500	62,723
601-1002-541.10-02	Salaries	23,720	24,644	18,721	24,458	47,706
601-1002-541.10-03	Overtime/Doubletime	1,251	1,250	1,571	1,750	1,250
601-1002-541.15-01	Health	19,530	21,063	14,338	19,240	27,134
601-1002-541.15-02	Life	298	361	170	250	250
601-1002-541.15-03	Dental	1,665	1,664	1,147	1,568	1,174
601-1002-541.15-04	Retirement	6,737	6,775	5,018	6,500	7,538
601-1002-541.15-05	FICA	7,380	7,560	5,814	7,370	8,161
601-1002-541.15-07	Vision	143	140	114	160	194
601-1002-541.15-08	Workers Comp	2,811	3,521	2,589	3,390	3,208
601-1002-541.15-10	Banked Sick Leave	0	1,017	407	1,000	955
601-1002-541.19-03	Uniform/Clothing Allow	36	55	0	55	55
601-1002-541.29-05	Vehicle/Equipment Rental	6,048	9,000	4,993	9,000	9,000
*	Engineering	145,303	154,582	120,616	152,241	169,348
San Sewer Maint/Const						
601-1020-543.10-01	Wages	51,078	49,626	46,403	56,119	57,665
601-1020-543.10-02	Salaries	5,541	6,100	4,884	6,053	5,675
601-1020-543.10-03	Overtime/Doubletime	2,187	2,000	1,307	1,500	2,000
601-1020-543.10-08	Wages-Temp Help	328	0	0	0	0
601-1020-543.15-01	Health	13,375	17,121	13,496	17,421	17,608
601-1020-543.15-02	Life	55	61	52	72	71
601-1020-543.15-03	Dental	1,003	1,207	1,118	1,415	868
601-1020-543.15-04	Retirement	3,952	3,781	3,463	4,166	4,411

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
601-1020-543.15-05	FICA	4,379	4,213	3,898	4,679	4,735
601-1020-543.15-07	Vision	104	124	112	140	132
601-1020-543.15-08	Workers Comp	1,821	2,188	1,981	2,385	2,058
601-1020-543.15-10	Banked Sick Leave	0	554	187	450	547
601-1020-543.16-01	WRS	4,939	0	0	4,073	0
601-1020-543.19-03	Uniform/Clothing Allow	321	300	272	300	300
601-1020-543.21-02	Engineering	68,014	52,300	29,499	57,875	62,300
LEVEL	TEXT	TEXT	AMT			
TOTB	TELEVISED INSPECTIONS		30,000			
	INDUSTRIAL SEWER MONITORING		30,000			
	DIGGER'S HOTLINE		2,300			
			62,300			
601-1020-543.22-01	Telephone	3,869	3,500	1,362	2,300	2,500
601-1020-543.22-03	Electricity	2,784	3,400	2,549	3,100	3,400
601-1020-543.24-04	Specialized Equipment	9	5,000	34	1,500	3,000
LEVEL	TEXT	TEXT	AMT			
TOTB	LIFT STATION REPAIRS		3,000			
			3,000			
601-1020-543.24-05	Small Projects	25,262	65,000	0	0	65,000
LEVEL	TEXT	TEXT	AMT			
TOTB	MISC MANHOLE, SEWER REPAIRS CONTINGENCY-VARIOUS		65,000			
			65,000			
601-1020-543.29-02	Publishing	13	0	0	0	0
601-1020-543.29-05	Vehicle/Equipment Rental	88,499	70,000	68,204	80,000	90,000
601-1020-543.29-07	Inhouse Info Tech Service	2,292	2,685	1,343	2,685	2,676
601-1020-543.30-11	Postage	1,008	0	466	650	750
601-1020-543.30-15	Tools & Equipment	2,960	8,500	231	3,500	3,500
LEVEL	TEXT	TEXT	AMT			
TOTB	SEWER JET HEADS		3,000			
	MISCELLANEOUS		500			
			3,500			
601-1020-543.30-18	Department	9,004	11,000	7,826	11,000	11,000
LEVEL	TEXT	TEXT	AMT			
TOTB	CASTINGS, PIPE, STONE ETC		7,500			
	GAS MONITOR SENSORS/CYLINDERS		1,500			
	LIFT STATION SUPPLIES/PARTS		2,000			
			11,000			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
601-1020-543.34-02	Registrations	99	250	184	184	250
601-1020-543.51-03	Property	3,010	3,311	1,656	3,311	3,642
601-1020-543.54-00	Depreciation	136,570	0	0	0	0
601-1020-543.80-05	Other Equipment	0	10,000	8,934	8,934	0
601-1020-543.82-02	Construction	0	140,000	5,875	6,000	431,225
LEVEL	TEXT	TEXT AMT				
TOTB	I/I HOME GRANT PROGRAM	50,000				
	LATERAL REPAIR/REHAB/RECONSTRUCTION	90,000				
	MELISSA STREET RELINING	50,000				
	ABBAY AVE SANITARY	137,500				
	CONSERVATION NORTH	103,725				
		431,225				
*	San Sewer Maint/Const	432,476	462,221	205,336	279,812	775,313
	Sewer Treatment Plant					
	601-1021-543.21-01 Legal	9,298	11,500	3,954	9,000	11,500
	601-1021-543.25-01 Other Municipal Entities	970,494	1,034,182	712,724	980,000	1,021,317
*	Sewer Treatment Plant	979,792	1,045,682	716,678	989,000	1,032,817
**	Sewage Fund	1,850,108	1,954,522	1,231,205	1,716,103	2,266,467

FUND 625

STORMWATER UTILITY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Storm Water Utility						
625-0000-422.11-00	Erosion Control	2,544	2,000	3,381	3,500	2,500
625-0000-422.16-00	Post Construction Review	4,361	2,000	5,307	5,307	3,000
625-0000-441.09-00	Engineering	0	5,000	8,908	8,908	5,000
625-0000-441.39-00	Storm Water-Utility Cust	1,537,171	1,650,000	1,026,091	1,536,000	1,550,000
625-0000-461.01-00	On Investments	20,111	8,200	0	17,000	15,000
625-0000-466.00-00	Misc General Revenue	0	3,000	0	0	0
625-0000-493.00-00	Capital Contributions	21,736	0	0	0	0
*	Storm Water Utility	1,585,923	1,670,200	1,043,687	1,570,715	1,575,500
**	Storm Water Utility	1,585,923	1,670,200	1,043,687	1,570,715	1,575,500

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Storm Water Utility						
City Attorney						
625-0201-512.10-02	Salaries	9,252	9,464	7,606	9,464	9,838
625-0201-512.15-01	Health	1,046	1,154	884	1,154	1,128
625-0201-512.15-02	Life	50	53	38	53	55
625-0201-512.15-03	Dental	99	99	78	99	66
625-0201-512.15-04	Retirement	619	620	498	620	664
625-0201-512.15-05	FICA	694	708	567	708	733
625-0201-512.15-07	Vision	9	9	7	9	9
625-0201-512.15-08	Workers Comp	14	17	14	17	16
625-0201-512.15-10	Banked Sick Leave	0	94	45	94	85
* City Attorney		11,783	12,218	9,737	12,218	12,594
Community Development						
625-0304-562.10-02	Salaries	20,046	24,313	19,464	24,313	28,619
625-0304-562.15-01	Health	4,276	4,895	3,740	4,895	4,755
625-0304-562.15-02	Life	9	17	10	17	22
625-0304-562.15-03	Dental	283	297	235	297	199
625-0304-562.15-04	Retirement	1,342	1,593	1,275	1,593	1,932
625-0304-562.15-05	FICA	1,445	1,772	1,405	1,772	2,090
625-0304-562.15-07	Vision	33	35	27	35	35
625-0304-562.15-08	Workers Comp	30	44	35	44	46
625-0304-562.15-10	Banked Sick Leave	0	242	117	242	248
625-0304-562.22-03	Electricity	119	150	82	150	150
* Community Development		27,583	33,358	26,390	33,358	38,096
Comptroller/Treasurer						
625-0401-513.10-01	Wages	2,262	2,369	1,900	0	2,511
625-0401-513.10-02	Salaries	4,503	4,640	3,706	0	4,877
625-0401-513.10-03	Overtime/Doubletime	15	0	10	0	0
625-0401-513.15-01	Health	1,128	1,245	952	0	1,212
625-0401-513.15-02	Life	15	16	12	0	24
625-0401-513.15-03	Dental	85	85	67	0	57
625-0401-513.15-04	Retirement	454	459	368	0	499
625-0401-513.15-05	FICA	510	527	417	0	552
625-0401-513.15-07	Vision	9	9	7	0	9
625-0401-513.15-08	Workers Comp	10	13	10	0	12
625-0401-513.15-10	Banked Sick Leave	0	70	34	70	64
625-0401-513.21-03	Accounting/Financial	1,350	1,350	1,350	1,350	1,350
625-0401-513.25-01	Other Municipal Entities	22,255	24,000	14,025	22,000	23,000
* Comptroller/Treasurer		32,596	34,783	22,858	23,420	34,167

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Information Systems						
625-0403-513.10-02	Salaries	1,511	2,620	2,079	0	2,643
625-0403-513.15-01	Health	327	533	351	0	691
625-0403-513.15-02	Life	4	6	4	0	3
625-0403-513.15-03	Dental	31	43	29	0	29
625-0403-513.15-04	Retirement	101	172	127	0	178
625-0403-513.15-05	FICA	109	192	154	0	201
625-0403-513.15-07	Vision	3	4	3	0	5
625-0403-513.15-08	Workers Comp	2	5	4	0	4
625-0403-513.15-10	Banked Sick Leave	0	26	10	26	23
*	Information Systems	2,088	3,601	2,761	26	3,777
Debt Service-Interest						
625-0410-571.61-02	Interest	13,198	6,838	6,360	0	0
*	Debt Service-Interest	13,198	6,838	6,360	0	0
Uncollectable Debt						
625-0414-513.26-01	Accounts Receivable	239	0	0	0	0
*	Uncollectable Debt	239	0	0	0	0
Forestry						
625-0706-561.10-01	Wages	40,646	25,772	29,099	35,750	35,481
625-0706-561.10-03	Overtime/Doubletime	11	250	76	100	100
625-0706-561.10-08	Wages-Temp Help	1,545	750	957	1,633	3,243
625-0706-561.15-01	Health	13,894	7,520	10,315	12,860	9,717
625-0706-561.15-02	Life	110	16	48	61	91
625-0706-561.15-03	Dental	906	557	641	796	499
625-0706-561.15-04	Retirement	2,762	1,688	1,942	2,388	2,402
625-0706-561.15-05	FICA	3,059	1,932	2,202	2,781	2,815
625-0706-561.15-07	Vision	131	59	73	90	79
625-0706-561.15-08	Workers Comp	1,561	1,005	1,130	1,424	1,232
625-0706-561.15-10	Banked Sick Leave	0	256	77	256	307
625-0706-561.19-03	Uniform/Clothing Allow	90	90	72	90	180
625-0706-561.20-06	Lawn Care	1,679	2,500	2,500	2,500	2,500
625-0706-561.22-05	Water/Sewer	680	0	0	0	0
625-0706-561.29-05	Vehicle/Equipment Rental	20,697	6,000	11,112	20,000	20,000
625-0706-561.30-18	Department	7,029	8,000	11,907	16,892	12,000
LEVEL	TEXT	TEXT AMT				
TOTB	TREES	8,000				

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
EAB TREATMENT			4,000 12,000			
* Forestry		94,800	56,395	72,151	97,621	90,646
Engineering						
625-1002-541.10-01	Wages	59,516	80,998	68,638	80,775	69,507
625-1002-541.10-02	Salaries	23,719	24,644	18,720	24,458	56,458
625-1002-541.10-03	Overtime/Doubletime	1,353	1,500	1,649	1,800	1,500
625-1002-541.15-01	Health	15,891	22,144	15,168	22,295	31,611
625-1002-541.15-02	Life	235	365	172	365	292
625-1002-541.15-03	Dental	1,408	1,726	1,196	1,725	1,367
625-1002-541.15-04	Retirement	5,660	6,920	5,213	7,000	8,503
625-1002-541.15-05	FICA	6,189	7,704	6,021	7,725	9,179
625-1002-541.15-07	Vision	115	147	118	160	225
625-1002-541.15-08	Workers Comp	2,303	3,605	2,702	3,600	3,659
625-1002-541.15-10	Banked Sick Leave	0	1,052	424	1,052	1,089
625-1002-541.19-03	Uniform/Clothing Allow	40	75	0	75	75
625-1002-541.21-02	Engineering	1,713	4,500	0	4,500	4,500
625-1002-541.22-01	Telephone	533	600	412	600	600
625-1002-541.29-05	Vehicle/Equipment Rental	10,848	9,000	6,430	9,000	9,000
625-1002-541.29-07	Inhouse Technology Svcs	4,668	5,706	2,853	5,706	5,774
625-1002-541.30-10	Office	121	150	62	150	125
625-1002-541.30-15	Tools & Equipment	215	1,150	1,122	1,150	1,150
625-1002-541.30-18	Department	269	750	437	500	5,500
LEVEL	TEXT	TEXT AMT				
TOTB	SIGNAGE/PLANTS/RAIN GARDEN		3,000			
	EDUCATIONAL MATERIALS		2,000			
	MISC OTHER SUPPLIES		500			
			5,500			
625-1002-541.34-02	Registrations	74	1,500	546	550	2,000
625-1002-541.51-03	Property	620	682	341	682	750
* Engineering		135,490	174,918	132,224	173,868	212,864
Street Construction						
625-1003-541.10-01	Wages	52,183	61,410	43,204	48,000	57,648
625-1003-541.10-02	Salaries	2,040	2,239	1,794	2,225	7,092
625-1003-541.10-03	Overtime/Doubletime	32	200	20	20	100
625-1003-541.15-01	Health	14,027	24,169	12,780	16,043	21,044
625-1003-541.15-02	Life	99	31	42	54	37
625-1003-541.15-03	Dental	971	1,384	843	1,062	837

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Storm Water Utility	Street Clean/Flush	Adam Alix Thad Brown
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	625-1005-541	10/15/2019

RESPONSIBILITIES

This account includes the cost of materials, labor, and equipment to sweep and clean City streets on a regular basis through the Spring, Summer, and Fall. Residential streets are to be swept once per month, main City routes more frequently, and the sweeper is available upon request or as necessary for emergencies.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

2020 OBJECTIVES

Continue current service level.

MAJOR CHANGES FROM 2019 BUDGET

Increased equipment and labor costs to meet Stormwater best management practices.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Deputy Director of Munici	0.01	0.01
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Light Equipment Operator	0.45	0.55
INTERGOV REVENUE	\$0.00	\$0.00	PW Superintendent	0.03	0.03
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.49	0.59

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
625-1003-541.15-04	Retirement	3,642	4,182	2,964	3,721	4,040
625-1003-541.15-05	FICA	3,964	4,577	3,303	4,149	4,241
625-1003-541.15-07	Vision	108	160	93	116	144
625-1003-541.15-08	Workers Comp	1,682	2,420	1,699	2,139	1,885
625-1003-541.15-10	Banked Sick Leave	0	632	178	189	516
625-1003-541.19-03	Uniform/Clothing Allow	311	327	300	327	297
625-1003-541.29-05	Vehicle/Equipment Rental	19,695	39,750	21,035	25,500	30,500
625-1003-541.30-15	Tools & Equipment	3,552	4,000	165	1,700	2,000
LEVEL	TEXT	TEXT AMT				
TOTB	CURB FORMS		2,000			
			2,000			
625-1003-541.30-18	Department	14,198	22,500	23,472	25,000	23,000
LEVEL	TEXT	TEXT AMT				
TOTB	C & G CONCRETE & SUPPLIES		20,000			
	CRUSHING STONE		3,000			
			23,000			
625-1003-541.80-05	Other Equipment	0	0	1,589	1,589	0
625-1003-541.82-02	Construction	0	285,855	0	285,836	293,844
LEVEL	TEXT	TEXT AMT				
TOTB	MANITOWOC STREET		43,660			
	ABBAY AVE		13,860			
	STATE ST		5,598			
	SEVENTH ST		30,648			
	NINTH ST		30,534			
	DEPERE ST		53,119			
	CONSERVATION NORTH		116,425			
			293,844			
*	Street Construction	116,504	453,836	113,481	417,670	447,225
Street Cleaning						
625-1005-541.10-01	Wages	22,563	25,353	28,338	32,000	32,027
625-1005-541.10-02	Salaries	2,810	3,092	2,475	3,100	2,880
625-1005-541.10-03	Overtime/Doubletime	81	0	61	100	100
625-1005-541.15-01	Health	7,323	10,554	11,277	12,123	11,949
625-1005-541.15-02	Life	29	6	18	22	4
625-1005-541.15-03	Dental	466	604	670	720	476
625-1005-541.15-04	Retirement	1,712	1,863	2,035	2,091	2,363
625-1005-541.15-05	FICA	1,843	2,019	2,237	2,297	2,458
625-1005-541.15-07	Vision	54	70	78	83	82

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
625-1005-541.15-08	Workers Comp	777	1,078	1,169	1,198	1,103
625-1005-541.15-10	Banked Sick Leave	0	283	245	283	301
625-1005-541.19-03	Uniform/Clothing Allow	146	135	143	143	165
625-1005-541.25-01	Other Municipal Entities	5,516	7,920	0	7,000	8,000
LEVEL	TEXT	TEXT AMT				
TOTB	LANDFILL TIPPING FEE 190 TONS @ \$42.00/TON		8,000			
			8,000			
625-1005-541.29-05	Vehicle/Equipment Rental	90,041	90,000	103,993	115,000	120,000
625-1005-541.29-07	Inhouse Technology Svcs	1,637	1,918	959	1,918	1,911
625-1005-541.30-18	Department	1,700	3,000	2,648	3,250	4,250
LEVEL	TEXT	TEXT AMT				
TOTB	SWEEPER GUTTER BROOMS, ETC		3,250			
			3,250			
625-1005-541.51-03	Property	371	408	204	408	449
*	Street Cleaning	137,069	148,303	156,550	181,736	188,518
	Snow & Ice Removal					
625-1006-541.10-01	Wages	14,428	16,902	20,585	21,000	17,469
625-1006-541.10-02	Salaries	4,617	4,935	3,946	4,885	4,802
625-1006-541.10-03	Overtime/Doubletime	1,104	1,500	1,420	1,420	1,500
625-1006-541.15-01	Health	5,437	7,786	7,079	7,942	7,249
625-1006-541.15-02	Life	52	69	43	49	61
625-1006-541.15-03	Dental	353	446	451	508	289
625-1006-541.15-04	Retirement	1,354	1,430	1,706	1,910	1,604
625-1006-541.15-05	FICA	1,476	1,579	1,906	2,135	1,710
625-1006-541.15-07	Vision	40	52	50	57	50
625-1006-541.15-08	Workers Comp	597	828	962	1,075	749
625-1006-541.15-10	Banked Sick Leave	0	217	36	217	192
625-1006-541.19-03	Uniform/Clothing Allow	175	90	65	90	90
625-1006-541.29-05	Vehicle/Equipment Rental	26,125	16,000	31,845	31,850	17,500
625-1006-541.51-03	Property	1,220	1,342	671	1,342	1,476
*	Snow & Ice Removal	56,978	53,176	70,765	74,480	54,741
	Storm Sewers & Drains					
625-1010-541.10-01	Wages	47,210	65,281	37,849	55,400	71,001
625-1010-541.10-02	Salaries	7,802	8,554	6,847	8,483	8,010
625-1010-541.10-03	Overtime/Doubletime	405	500	375	500	500
625-1010-541.10-08	Wages-Temp Help	724	10,406	0	0	0
625-1010-541.15-01	Health	13,076	23,385	10,551	14,785	22,418

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Storm Water Utility	Storm Sewers/Drains M	Adam Alix Corey Gordon
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	625-1010-541	10/15/2019

RESPONSIBILITIES

The Storm Sewer Account reflects costs involved in the design, planning, maintenance and construction of storm sewer systems throughout the City. Funds are used to remedy drainage/flooding problems, install sewers prior to street reconstruction, and construct storm sewers and storm water management facilities in conjunction with new development or regulatory compliance.

SERVICES PROVIDED

2019 ACCOMPLISHMENTS

Accomplished established goals in City's WPEDS permit. Passed a Storm Water Impact Fee In-Lieu of providing on-site storm water best management practices to aid in future development. Designed and bid Province Terrace Pond Modifications to bring pond within current WDNR Standards and aid future development in the area. Worked with a number of residents and completed 4 Rear Yard Drain Grant projects. Worked with Consultant to trouble shoot and provide a solution to water by-passing waterfall between Lake Park Villas Ponds 1 and 2. Televised storm sewer on Ninth St, Eighth St, Seventh St and State St ahead of proposed street construction.

2020 OBJECTIVES

Continue to monitor potential sites for future storm water management facility in compliance with NR216 and Lower Fox River Total Maximum Daily Load (TMDL) requirements. Complete design and construction of modifications to waterfall structure between Lake Park Villas Ponds 1 and 2. Work with Consultant to provide a Storm Water Analysis of the 5 Lake Park Villas Ponds. Relay storm sewer along Broad St and DePere St in areas of failing pipe. Continue work with Residents requesting help through the Rear Yard Drain Grant Program. Televis storm sewer and inlet leads on future street projects.

MAJOR CHANGES FROM 2019 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Assistant Sewer Equipme	0.50	0.45
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.04	0.04
INTERGOV REVENUE	\$0.00	\$0.00	Light Equipment Operator	0.18	0.18
LICENSES & PERMITS	\$0.00	\$0.00	PW Superintendent	0.07	0.07
FINES & FORFEITS	\$0.00	\$0.00	Sewer Equipment Operat	0.50	0.50
PUBLIC CHARGES	\$0.00	\$0.00	Truck Driver	0.00	0.10
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.29	1.34

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
625-1010-541.15-02	Life	63	106	50	61	111
625-1010-541.15-03	Dental	998	1,591	820	1,145	1,076
625-1010-541.15-04	Retirement	3,731	4,836	2,964	4,244	5,367
625-1010-541.15-05	FICA	4,146	6,483	3,329	4,770	5,732
625-1010-541.15-07	Vision	104	167	86	102	167
625-1010-541.15-08	Workers Comp	1,732	3,212	1,683	2,407	2,505
625-1010-541.15-10	Banked Sick Leave	0	734	210	250	682
625-1010-541.19-03	Uniform/Clothing Allow	404	354	340	354	354
625-1010-541.21-02	Engineering	7,478	39,850	20,967	30,000	27,350
LEVEL	TEXT	TEXT AMT				
TOTB	DIGGERS HOTLINE		2,350			
	SEWER TELEVISIONING/CLEANING		15,000			
	LAKE PARK VILLA PONDS		10,000			
			27,350			
625-1010-541.21-04	Computer	1,307	0	0	0	0
625-1010-541.21-06	Management	3,553	5,000	1,076	2,500	5,000
LEVEL	TEXT	TEXT AMT				
TOTB	STORMWATER POND O&M		5,000			
			5,000			
625-1010-541.24-05	Small Projects	0	20,000	17,816	20,000	35,000
LEVEL	TEXT	TEXT AMT				
TOTB	REAR LOT DRAINAGE GRANT PROGRAM		15,000			
	MISCELLANEOUS STORM REPAIRS		20,000			
			35,000			
625-1010-541.25-01	Other Municipal Entities	3,000	3,000	3,000	3,000	3,000
LEVEL	TEXT	TEXT AMT				
TOTB	WDNR ANNUAL STORMWATER PERMIT		3,000			
			3,000			
625-1010-541.29-05	Vehicle/Equipment Rental	79,203	71,000	42,383	60,000	71,000
625-1010-541.29-07	Inhouse Technology Svcs	1,637	1,918	959	1,918	1,911
625-1010-541.30-11	Postage	1	0	20	20	0
625-1010-541.30-15	Tools & Equipment	1,025	2,500	1,022	2,500	2,000
625-1010-541.30-18	Department	9,931	35,000	15,625	17,500	25,000
LEVEL	TEXT	TEXT AMT				
TOTB	CASTINGS & SUPPLIES		10,000			
	CONCRETE, MOTAR, STONE, ETC.		6,000			
	PRECAST BASINS & RISERS		5,500			
	PIPE AND ACCESSORIES		3,500			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
		25,000				
625-1010-541.32-01	Dues/Memberships/Licenses	1,650	1,650	1,650	1,650	1,650
LEVEL	TEXT	TEXT AMT				
TOTB	NEWSC		1,650			
			1,650			
625-1010-541.51-03	Property	159	175	88	175	193
625-1010-541.54-00	Depreciation	126,644	0	0	0	0
625-1010-541.82-02	Construction	0	455,000	0	220,931	456,400
LEVEL	TEXT	TEXT AMT				
TOTB	BROAD STREET PIPEBURST PROJECT		35,000			
	STORM INLETS/MANHOLES/PIPE REPAIRS		30,000			
	STORM PORTION OF DEPERE STREET		38,400			
	STORM PORTION OF ABBEY STREET		88,000			
	LAKE PARK VILLA POND REHABILITATION		90,000			
	NINTH STREET POND		175,000			
			456,400			
*	Storm Sewers & Drains	315,983	760,702	169,710	452,695	746,427
	Parking Lots					
625-1013-541.10-01	Wages	2,127	3,380	3,852	4,025	3,494
625-1013-541.10-03	Overtime/Doubletime	53	0	198	200	0
625-1013-541.15-01	Health	654	1,298	959	1,150	1,256
625-1013-541.15-02	Life	4	0	4	5	0
625-1013-541.15-03	Dental	44	74	69	70	50
625-1013-541.15-04	Retirement	147	221	267	278	236
625-1013-541.15-05	FICA	159	247	302	315	251
625-1013-541.15-07	Vision	5	9	8	8	9
625-1013-541.15-08	Workers Comp	78	128	150	157	110
625-1013-541.15-10	Banked Sick Leave	0	34	1	34	30
625-1013-541.19-03	Uniform/Clothing Allow	18	18	18	18	18
625-1013-541.29-05	Vehicle/Equipment Rental	9,928	6,000	13,203	13,500	11,000
*	Parking Lots	13,217	11,409	19,031	19,760	16,454
	Recycling-Yard Waste					
625-1028-543.10-01	Wages	49,337	52,988	3,295	50,400	55,929
625-1028-543.10-02	Salaries	11,417	7,567	6,058	11,414	7,050
625-1028-543.10-03	Overtime/Doubletime	314	1,400	0	980	980
625-1028-543.10-08	Wages-Temp Help	2,505	4,718	2,181	3,223	4,817

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
625-1028-543.15-01	Health	13,845	23,747	2,521	12,891	11,648
625-1028-543.15-02	Life	83	29	11	66	60
625-1028-543.15-03	Dental	1,094	1,360	166	1,018	882
625-1028-543.15-04	Retirement	3,667	3,966	624	3,288	4,317
625-1028-543.15-05	FICA	4,250	4,799	854	3,865	5,047
625-1028-543.15-07	Vision	114	157	19	109	152
625-1028-543.15-08	Workers Comp	1,620	2,474	432	1,796	2,167
625-1028-543.15-10	Banked Sick Leave	0	602	55	158	546
625-1028-543.19-03	Uniform/Clothing Allow	265	302	298	300	302
625-1028-543.21-06	Management	4,620	4,760	4,760	4,760	4,760
LEVEL	TEXT	TEXT AMT				
TOTB	SHARE OF GRINDER	4,760				
		4,760				
625-1028-543.22-06	Storm Water	649	650	0	650	650
625-1028-543.29-05	Vehicle/Equipment Rental	94,031	84,560	0	95,575	92,400
625-1028-543.30-11	Postage	83	90	0	75	56
625-1028-543.30-15	Tools & Equipment	1,691	1,400	0	1,568	1,568
625-1028-543.30-18	Department	329	1,120	0	1,120	1,120
625-1028-543.51-03	Property	315	331	166	347	364
*	Recycling-Yard Waste	190,229	197,020	21,440	193,603	194,815
**	Storm Water Utility	1,147,757	1,946,557	823,458	1,680,455	2,040,324

INTERNAL SERVICE FUNDS

FUND 731

**PUBLIC WORKS
FACILITY**

CITY OF MENASHA 2020 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	City Garage Fund	City Garage	Adam Alix Thad Brown
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	731-1022-541	10/15/2019

RESPONSIBILITIES

Budgeted funds in this account represent costs associated with the management, operation, maintenance, and repair of the Public Works Facility complex, as well as expenses for parts, tires, fuel, internal service and outside repairs for all City owned motorized equipment as well as the Menasha Utilities' and Menasha Joint School Districts' motorized equipment.

SERVICES PROVIDED
2019 ACCOMPLISHMENTS

Fabricated a used refuse truck into another fully automated leaf collection vehicle.

2020 OBJECTIVES

Start the construction of our new Public Works Facility.

MAJOR CHANGES FROM 2019 BUDGET

Projected fuel costs account for most of the increase.

<u>FUNDING SOURCES</u>	<u>2019 FUNDING</u>	<u>2020 FUNDING</u>	<u>POSITION TITLE</u>	<u>2019 # OF FTE'S</u>	<u>2020 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	City Mechanic I	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	City Mechanic II	2.00	2.00
INTERGOV REVENUE	\$0.00	\$0.00	City Mechanic III	1.00	1.00
LICENSES & PERMITS	\$0.00	\$0.00	Depty Dir Municipal Opera	0.45	0.45
FINES & FORFEITS	\$0.00	\$0.00	Heavy Equipment Operat	0.30	0.30
PUBLIC CHARGES	\$0.00	\$0.00	Lead Person	0.00	0.00
MISCELLANEOUS	\$0.00	\$0.00	PW Administrative Assist	0.20	0.20
			PW Superintendent	0.18	0.18
			Truck Driver	0.45	0.45
TOTAL	\$0.00	\$0.00	TOTAL	4.58	4.58

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Public Works Facility						
731-0000-462.02-00	Street Machine	1,092,643	1,060,000	825,155	1,237,000	1,200,000
731-0000-463.01-00	Other Property	9,876	4,000	29	100	4,000
731-0000-466.00-00	Misc General Revenue	1,482	0	0	0	0
*	Public Works Facility	1,104,001	1,064,000	825,184	1,237,100	1,204,000
**	Public Works Facility	1,104,001	1,064,000	825,184	1,237,100	1,204,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Public Works Facility						
Public Works Facility						
731-1022-541.10-01	Wages	223,489	231,151	192,167	231,588	249,827
731-1022-541.10-02	Salaries	61,978	60,735	47,455	60,425	50,809
731-1022-541.10-03	Overtime/Doubletime	2,866	3,500	3,105	3,500	3,500
731-1022-541.10-08	Wages-Temp Help	133	0	355	355	0
731-1022-541.15-01	Health	71,221	78,577	59,583	78,611	73,660
731-1022-541.15-02	Life	615	816	553	816	823
731-1022-541.15-03	Dental	4,749	4,898	3,751	4,900	3,195
731-1022-541.15-04	Retirement	19,411	19,347	15,979	19,355	20,529
731-1022-541.15-05	FICA	21,331	21,743	18,009	21,752	22,262
731-1022-541.15-07	Vision	535	545	421	545	529
731-1022-541.15-08	Workers Comp	8,637	10,877	8,898	10,882	9,307
731-1022-541.15-10	Banked Sick Leave	0	2,904	1,359	2,904	2,599
731-1022-541.19-03	Uniform/Clothing Allow	956	945	669	945	975
731-1022-541.19-05	Tool Allowance	900	900	600	900	900
731-1022-541.20-01	Janitorial	20,410	20,000	19,112	21,100	21,400
LEVEL	TEXT	TEXT AMT				
TOTB	COVERAL, RAGS, MATS & RESTROOM SUPPLIES					
	CONTRACTED CLEANING					
731-1022-541.20-04	Mechanical Systems	3,111	3,200	3,111	3,111	3,110
731-1022-541.20-07	Pest Control	857	0	578	873	900
731-1022-541.20-08	Storage Services	1,814	2,000	1,814	1,814	2,000
731-1022-541.21-06	Management	2,228	3,800	1,754	2,500	2,785
LEVEL	TEXT	TEXT AMT				
TOTB	OIL FILTER DISPOSAL FEES	600				
	MISCELLANEOUS SERVICES	500				
	INVENTORY FEE FOR FUEL	485				
	FIRE EXTINGUISHER INSPECTION	1,200				
		2,785				
731-1022-541.22-01	Telephone	2,830	2,500	1,870	3,000	3,250
731-1022-541.22-03	Electricity	14,391	15,500	10,598	14,500	15,500
731-1022-541.22-04	Heat	18,311	20,000	11,811	17,000	20,000
731-1022-541.22-05	Water/Sewer	10,355	9,500	8,647	11,000	11,000
731-1022-541.22-06	Storm Water	14,287	14,300	10,714	14,300	14,300
731-1022-541.22-07	Fiber Optic	0	7,150	4,762	7,150	7,150
731-1022-541.24-01	Office Equipment	0	250	0	0	250
731-1022-541.24-02	Tools & Equipment	1,958	3,000	362	1,500	2,000
731-1022-541.24-03	Buildings	17,346	8,500	944	5,000	5,000
731-1022-541.24-04	Specialized Equipment	2,857	2,500	440	1,500	2,500
731-1022-541.24-06	Fuel Station	5,241	5,300	3,501	5,000	5,000
LEVEL	TEXT	TEXT AMT				
TOTB	TANK TIGHTNESS TESTING	700				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
	FUEL PUMP REPAIRS		1,000			
	AIMS FUELING SYSTEM MODULES/RINGS		3,300			
			5,000			
731-1022-541.29-01	Printing	0	0	281	281	300
731-1022-541.29-04	Vehicle Repair	12,743	25,000	10,948	17,500	20,000
731-1022-541.29-05	Vehicle/Equipment Rental	37,810	40,000	26,852	40,000	40,000
731-1022-541.29-07	Inhouse Technology Svcs	6,815	5,835	2,918	5,835	6,076
731-1022-541.30-10	Office	1,103	1,000	923	1,200	1,200
731-1022-541.30-11	Postage	122	125	61	125	100
731-1022-541.30-13	Housekeeping	1,469	2,000	327	2,000	2,000
731-1022-541.30-15	Tools & Equipment	11,539	6,750	5,856	6,750	8,425
LEVEL	TEXT	TEXT AMT				
TOTB	JUMPER PACK, TORQUE STIX, CORDLESS BATT		1,025			
	CALIPER SPREADER, WHEEL STRAIGHTNER, SHOPFAN, PLUS		1,000			
	MILLER 220 WELDER		4,000			
	INSITE LAP TOP		1,200			
	RENEW INSITE/MAC SCOUT SCANNER UPDATE		1,200			
			8,425			
731-1022-541.30-18	Department	29,532	34,000	22,787	28,500	33,000
731-1022-541.32-01	Dues/Memberships/Licenses	149	350	802	802	550
731-1022-541.33-03	Lodging/Meals	0	300	0	0	0
731-1022-541.34-02	Registrations	220	2,000	311	1,000	2,000
LEVEL	TEXT	TEXT AMT				
TOTB	UW WISCONSIN PUBLIC WORKS TRAINING		2,000			
			2,000			
731-1022-541.38-01	Fuel	151,281	161,300	105,731	164,091	190,000
LEVEL	TEXT	TEXT AMT				
TOTB	DIESEL 50000 GALS @ \$3.25		162,500			
	NO LEAD 10000 GALS @ 2.75		27,500			
			190,000			
731-1022-541.38-02	Tires	43,911	45,000	30,703	45,000	45,000
731-1022-541.38-03	Parts	152,786	106,000	112,299	135,170	120,000
731-1022-541.38-04	Parts-Outside Repairs	55	29,000	22,109	25,000	20,000
731-1022-541.51-03	Property	18,359	20,195	10,098	20,195	22,215
*	Public Works Facility	1,000,711	1,033,293	785,928	1,040,275	1,065,926
**	Public Works Facility	1,000,711	1,033,293	785,928	1,040,275	1,065,926

FUND 733

**PROPERTY &
LIABILITY INSURANCE**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Property and Liab Ins						
733-0000-466.00-00	Misc General Revenue	117,394	137,196	58,599	130,106	139,720
*	Property and Liab Ins	117,394	137,196	58,599	130,106	139,720
**	Property and Liab Ins	117,394	137,196	58,599	130,106	139,720

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Property and Liab Ins						
Property and Liab Ins						
733-0206-512.21-01	Legal	1,129	0	3,084	5,000	5,000
733-0206-512.51-03	Property	35,275	39,995	37,555	37,555	42,400
733-0206-512.51-04	Liability	57,204	58,142	58,142	58,142	59,305
733-0206-512.51-05	Vehicle	20,709	22,602	22,716	22,716	24,567
733-0206-512.51-06	Computer Equipment	4,342	4,872	4,474	4,474	4,700
733-0206-512.51-07	Boiler	1,026	1,067	1,221	1,221	1,446
733-0206-512.51-08	Crime	693	707	830	830	872
733-0206-512.51-09	Public Liability	1,666	1,833	2,652	2,652	2,917
733-0206-512.51-10	Employment Practice Liab	6,848	7,053	6,610	6,610	6,941
733-0206-512.51-11	Underground Storage Tanks	4,640	5,618	3,965	3,965	4,200
733-0206-512.51-12	Volunteer	141	145	141	141	148
733-0206-512.51-13	Pollution Legal Liability	1,902	1,997	1,791	1,997	1,970
733-0206-512.73-01	Award & Claim Settlements	3,208-	25,000	11,710	20,000	25,000
*	Property and Liab Ins	132,367	169,031	154,891	165,303	179,466
**	Property and Liab Ins	132,367	169,031	154,891	165,303	179,466

FUND 734

HRA HEALTH INSURANCE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
HRA Health Insurance Fund						
734-0000-466.00-00	Misc General Revenue	112,620	0	0	136,000	108,000
*	HRA Health Insurance Fund	112,620	0	0	136,000	108,000
**	HRA Health Insurance Fund	112,620	0	0	136,000	108,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
HRA Health Insurance Fund						
HRA Health Insurance						
734-0416-513.15-01	Health	138,230	0	232-	108,000	108,000
734-0416-513.21-06	Management	0	0	4,487	0	0
*	HRA Health Insurance	138,230	0	4,255	108,000	108,000
**	HRA Health Insurance Fund	138,230	0	4,255	108,000	108,000

FUND 735

**SELF-FUNDED
DENTAL INSURANCE**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Self-Funded Dental Ins						
735-0000-466.00-00	Misc General Revenue	129,698	132,000	98,518	121,000	77,646
*	Self-Funded Dental Ins	129,698	132,000	98,518	121,000	77,646
**	Self-Funded Dental Ins	129,698	132,000	98,518	121,000	77,646

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
	Self-Funded Dental Ins					
	Self-Funded Dental					
735-0207-512.15-03	Dental	112,971	115,000	76,168	114,200	115,000
735-0207-512.21-06	Management	7,464	7,500	4,763	7,200	7,500
*	Self-Funded Dental	120,435	122,500	80,931	121,400	122,500
**	Self-Funded Dental Ins	120,435	122,500	80,931	121,400	122,500

FUND 741

STREET EQUIPMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Street Equipment						
741-0000-441.38-00	Gasoline Sales	7,538	8,000	5,557	8,350	8,200
741-0000-461.01-00	On Investments	683	525	0	750	700
741-0000-462.02-00	Street Machine	568,626	575,000	416,915	625,000	600,000
741-0000-463.01-00	Other Property	3,917	4,500	0	4,000	4,000
741-0000-463.06-00	Highway Property	14,318	0	0	0	0
*	Street Equipment	595,082	588,025	422,472	638,100	612,900
**	Street Equipment	595,082	588,025	422,472	638,100	612,900

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Street Equipment							
Street Machinery							
741-1023-541.54-01		Buildings	18,309	0	0	0	0
741-1023-541.54-02		Motorized Equipment	385,362	0	0	0	0
741-1023-541.80-03		Motorized Equipment	0	534,000	0	477,211	549,000
LEVEL	TEXT		TEXT	AMT			
TOTB	#0011 LOWBED DUMP-PLOW & SALTER (2006)		100,000				
	#2008 REPLACE PICKUP TRUCK WITH HEALTH SUV (2005)		24,000				
	#1003 REFUSE TRUCK - USED (2004)		220,000				
	#0071 PICK UP TRUCK (2004)		30,000				
	POLE SETTING ATTACHMENT		15,000				
	#12 REPLACE END LOADER (2003)		160,000				
			549,000				
*	Street Machinery		403,671	534,000	0	477,211	549,000
**	Street Equipment		403,671	534,000	0	477,211	549,000

FUND 743

INFORMATION TECHNOLOGY

CITY OF MENASHA
IT Budget Comparison 2015 - 2016 - 2017 - 2018 - 2019 - 2020

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>Change from 2019-2020</u>	<u>%-Change</u>
IT Budget- Global	\$ 415,727	\$ 388,312	\$ 388,540	\$ 389,860	\$ 400,890	\$ 402,637	\$ 1,747	0.44%
IT Budget with Department IT Added	\$ 463,536	\$ 418,422	\$ 439,116	\$ 417,710	\$ 443,250	\$ 448,897	\$ 5,647	1.27%
<u>Departments</u>								
Police	\$ 157,641	\$ 147,446	\$ 144,008	\$ 148,184	\$ 146,700	\$ 151,357	\$ 4,657	3.17%
Public Works	\$ 72,644	\$ 66,163	\$ 80,140	\$ 66,861	\$ 73,806	\$ 70,699	\$ (3,107)	-4.21%
Community Development	\$ 21,697	\$ 16,957	\$ 30,772	\$ 21,257	\$ 21,390	\$ 21,718	\$ 328	1.53%
Parks	\$ 36,770	\$ 36,518	\$ 34,401	\$ 30,689	\$ 35,967	\$ 36,356	\$ 389	1.08%
Health	\$ 44,570	\$ 36,163	\$ 36,419	\$ 35,012	\$ 36,667	\$ 33,911	\$ (2,756)	-7.52%
Finance	\$ 76,160	\$ 68,430	\$ 67,706	\$ 72,507	\$ 69,706	\$ 74,888	\$ 5,182	7.43%
Assessor	\$ 11,756	\$ 10,124	\$ 9,915	\$ 9,281	\$ 9,095	\$ 10,261	\$ 1,166	12.82%
City Clerk	\$ 13,182	\$ 11,994	\$ 11,649	\$ 11,307	\$ 12,335	\$ 10,773	\$ (1,562)	-12.66%
Attorney	\$ 3,637	\$ 3,378	\$ 4,080	\$ 3,207	\$ 3,113	\$ 3,025	\$ (88)	-2.83%
Senior Center	\$ 688	\$ 650	\$ 647	\$ 620	\$ 433	\$ 482	\$ 49	11.32%
Personnel/Human Resources	\$ 8,924	\$ 6,921	\$ 6,841	\$ 6,578	\$ 6,392	\$ 7,898	\$ 1,506	23.56%
Library	\$ 9,937	\$ 8,917	\$ 7,881	\$ 7,703	\$ 8,183	\$ 8,159	\$ (24)	-0.29%
Mayor	\$ 3,649	\$ 3,391	\$ 3,344	\$ 3,220	\$ 3,126	\$ 3,037	\$ (89)	-2.85%
Council	\$ 2,281	\$ 1,370	\$ 1,313	\$ 1,284	\$ 1,337	\$ 1,333	\$ (4)	-0.30%
Apply Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -	0.00%
TOTAL	\$ 463,536	\$ 418,422	\$ 439,116	\$ 417,710	\$ 443,250	\$ 448,897	\$ 5,647	1.27%
check	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Information Technology						
743-0000-466.00-00	Misc General Revenue	320,665	385,890	193,106	385,890	387,637
*	Information Technology	320,665	385,890	193,106	385,890	387,637
**	Information Technology	320,665	385,890	193,106	385,890	387,637

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Information Technology						
Information Systems						
743-0403-513.10-02	Salaries	80,077	102,185	83,289	103,297	106,082
743-0403-513.10-08	Wages-Temp Help	1,496	14,999	0	0	0
743-0403-513.15-01	Health	16,406	20,770	13,879	17,363	22,134
743-0403-513.15-02	Life	168	237	149	164	135
743-0403-513.15-03	Dental	1,479	1,661	1,134	1,361	1,123
743-0403-513.15-04	Retirement	5,361	6,693	5,080	6,382	7,161
743-0403-513.15-05	FICA	5,946	8,637	6,193	7,902	8,056
743-0403-513.15-07	Vision	138	159	110	136	194
743-0403-513.15-08	Workers Comp	121	211	140	186	170
743-0403-513.15-10	Banked Sick Leave	0	1,017	223	916	917
743-0403-513.21-04	Computer	50,855	43,563	22,245	50,000	55,350
743-0403-513.22-01	Telephone	692	1,000	432	800	1,000
743-0403-513.22-07	Fiber Optic	0	6,000	3,662	5,664	6,100
743-0403-513.24-04	Specialized Equipment	100,083	141,067	86,066	141,067	153,897
743-0403-513.29-01	Printing	14,416	20,500	10,578	15,000	18,000
743-0403-513.29-05	Vehicle/Equipment Rental	0	100	0	0	100
743-0403-513.30-10	Office	96	350	29	200	300
743-0403-513.30-11	Postage	0	50	0	0	50
743-0403-513.30-12	Computer	80	100	40	100	100
743-0403-513.30-15	Tools & Equipment	21,019	26,875	8,248	23,000	17,450
743-0403-513.30-19	Office Furnishings	0	300	140	300	300
743-0403-513.32-01	Dues/Memberships/Licenses	50	50	50	50	150
743-0403-513.33-01	Mileage	324	800	139	500	600
743-0403-513.34-02	Registrations	125	800	100	200	600
743-0403-513.34-03	Lodging/Meals	164	750	164	500	600
743-0403-513.34-04	Other Expenses	0	500	0	100	400
743-0403-513.51-03	Property	1,378	1,516	758	1,516	1,668
743-0403-513.54-03	Computer Equipment	5,883	0	0	0	0
*	Information Systems	306,357	400,890	242,848	376,704	402,637
**	Information Technology	306,357	400,890	242,848	376,704	402,637

Technology Budget 2020

		Global	Dept Specific
<u>743-0403-513-1002 - Salaries</u>			
Inc. Deferred Comp	Salaries	\$106,082	
		\$106,082	
<u>743-0403-513-1008 - Temp Wages/Intern</u>			
	Wages	\$0	
		\$0	
<u>743-0403-513-1501 - Health</u>			
	Health	\$22,134	
		\$22,134	
<u>743-0403-513-1502 - Life Insurance</u>			
	Life Insurance	\$135	
		\$135	
<u>743-0406-513-1503 - Dental</u>			
	Dental	\$1,123	
		\$1,123	
<u>743-0403-513-1504 - Retirement</u>			
	Retirement	\$7,161	
		\$7,161	
<u>743-0403-513-1505 - FICA</u>			
	FICA	\$8,056	
		\$8,056	
<u>743-0403-513-1507 - Vision</u>			
	Vision	\$194	
		\$194	
<u>743-0403-513-1508 - Workers Comp</u>			
	Workers Comp	\$170	
		\$170	
<u>743-0403-513-1510 - Banked Sick Leave</u>			
	Banked Sick Leave	\$917	
		\$917	
<u>Total of Accounts 1001 through 1510</u>		\$145,972	

<u>743-0403-513-2104 - IT Professional Services (Global)</u>		
Cable Projects/Specialized Assistance/Security	\$2,500	
Website - Annual Hosting (Revize)	\$4,000	
Wiscnet Internet member fee	\$1,650	
Wiscnet Internet Access 1G	\$3,000	
Spectrum Internet Backup 10 MB	\$2,200	
Outside services	\$42,000	
	\$55,350	

<u>743-0403-513-2201 - Telephone (Global)</u>		
Telephone	\$1,000	
	\$1,000	

<u>743-0403-513-2207 - Fiber (Global)</u>		
Telephone	\$6,100	
	\$6,100	

743-0403-513-2404 - Repair/Maint of Software & Hardware

Police		
247	MorphoTrak Live ID Maintenance	\$175
	LiveScan Finger Printer Maintenance	\$1,000
	AccessData PC Forensic Maintenance	\$2,200
	Cop Logic - DORS Maintenance	\$1,300
	RSA Maintenance	\$800
	Arbitrator 360 Squad Video Maintenance	\$500
	NetMotion Cellular Connectivity Maintenance	\$2,300
	Law Records Management System Maintenance	\$6,000
	T2 Parking System Maintenance	\$7,750
	T2 Online Fees	\$1,200
	Scheduling Software	\$3,200
	Traffic I-Cloud	\$1,200
	TWAS	\$1,000
	VieView Body Camera Maintenance	\$7,200
	BEAST - Evidence Room Software Maintenance	\$675
		\$36,500 Police

Engineering		
	CarteGraph Maintenance	\$1,600
	AutoDesk Maintenance	\$5,000
	Plotter Maintenance	\$1,300
		\$7,900 Eng

City Garage		
	Syn-Tech FuelMaster Maintenance	\$650
	Cummings Diagnostic	\$750
	Weather Sentry Subscription	\$1,800
	TrafficTech Maintenance	\$1,700
	Fleetsoft Maintenance	\$2,000
		\$6,900 PWF

Com Dev		
	Adobe Pro Software	\$400
	ARC GIS Maintenance	\$2,500
	Building Inspection Software Maintenance	\$6,000
		\$8,900 Com Dev

Parks and Rec				
	Anticipated Rec Desk Usage	\$3,500		
	ARCPad Maintenance	\$325		
	Pontem Cemetery App. Maintenance	\$1,200	\$5,025	Parks
Health				
	Adobe Pro Software	\$400		
	WinWam Sanitarian Application Maintenance	\$700	\$1,100	Health
Finance				
	City of Neenah Tax Services	\$15,500		
	Plan-It (CIP Budget)	\$1,500		
	HTE Training	\$1,000		
	Sungard NaviLine Maintenance/Training	\$34,272	\$52,272	Finance
Assessor				
	MarketDrive Maintenance	\$4,400	\$4,400	Assessor
Global				
248	Adobe Acrobat Pro/Acronis/Misc.	\$2,000		
	BOSS Maintenance	\$1,800		
	Access Point Maintenance	\$200		
	Barracuda Spam/Web Filter Energizer/ Repl Agreements	\$3,000		
	VM Back-Up Software and Core Switch Maintenance	\$1,000		
	Domain Name Renewal	\$500		
	E-Mail Archiver Maint.	\$5,000		
	E-Set - Antivirus	\$1,300		
	Guardian Tracking	\$3,600		
	Microsoft Licensing	\$4,800		
	Microsoft Server Licensing	\$3,000		
	SSL Certificate Commail	\$200		
	Unitel Phone System	\$800		
	Vmware licensing for Virtualizing 10 PCs	\$2,500		
	Virtual Server Maintenance	\$1,200		
		\$30,900	\$122,997	\$153,897 Total in IT Budget
743-0403-513-29-01 - Printing				
	Printing Services for Entire City - Printers and Copiers	\$18,000		
		\$18,000		
743-0403-513-2905 - Vehicle/Equipment Rental				
	Vehicle/Equipment Rental	\$100		
		\$100		
743-0403-513-3010 - Office Supplies				
	Office Supplies	\$300		
		\$300		
743-0403-513-3011 - Postage				
	Postage	\$50		
		\$50		

<u>743-0403-513-3012 - Computer Recycle</u>		
Computer Recycle	\$100	
	\$100	
<u>743-0403-513-30-15 - Supplies/Tools + Equipment/Infrastructure (Global)</u>		
Police Server Room (2) Switches	\$5,400	
PWF Switch	\$0	(will do in 2021, after new PWF building has been constructed)
MCC Switch	\$2,700	
(1) Replacement VM Servers - Backup Server at MCC	\$3,500	
PC	\$850	
Emergency Replacement	\$5,000	
	\$17,450	
<u>743-0403-513-3019 - Office Furniture</u>		
Replacement Chair	\$300	
	\$300	
<u>743-0403-513-3201 - Membership Dues</u>		
GIPAW Dues	\$150	
	\$150	
<u>743-0403-513-3301 - Mileage</u>		
Mileage	\$600	
	\$600	
<u>743-0403-513-3402 - Registrations</u>		
Registrations	\$600	
	\$600	
<u>743-0403-513-3403 - Lodging/Meals</u>		
Lodging/Meals	\$600	
	\$600	
<u>743-0403-513-3404 - Other Expenses</u>		
Other Expenses	\$400	
	\$400	
<u>743-0403-513-5103 - Liability</u>		
Liability	\$1,668	
	\$1,668	

Total for 2019 IT Budget		\$279,640		
Applied Fund Balance		(\$15,000)		
Less Printing		(\$18,000)		
Total Global		\$246,640		
Assessor	2.000%	\$4,933	<u>2020</u>	<u>2019</u>
City Attorney	1.000%	\$2,466	\$128	\$146
Clerk	4.000%	\$9,866	\$559	\$639
Common Council	0.500%	\$1,233	\$907	\$1,037
Community Development	4.750%	\$11,715	\$100	\$100
Finance	4.750%	\$11,715	\$1,103	\$1,261
Health	7.325%	\$18,066	\$950	\$978
HR	12.000%	\$29,597	\$3,214	\$3,673
Library	2.000%	\$4,933	\$1,165	\$1,443
Mayor	3.000%	\$7,399	\$0	\$0
Park and Rec	1.000%	\$2,466	\$571	\$652
Police	9.500%	\$23,431	\$1,300	\$1,481
Public Works	37.250%	\$91,874	\$4,933	\$5,638
Senior Center	15.500%	\$38,229	\$3,020	\$3,452
	0.175%	\$432	\$50	\$0
	100.00%	\$246,640	\$18,000	\$20,500
Dept Specific Items in IT Budget		\$122,997		
Applied Fund Balance		\$15,000		
Printing		\$18,000		
TOTAL IT Budget 2020		\$402,637		

2020 Technology Service Cost for Police Department

			<u>IT Budget</u>	<u>Dept Budget</u>	
251	Repair/Maint of Software & Hardware				
	Police	MorphoTrak Live ID Maintenance	\$175		
	Police	LiveScan Finger Printer Maintenance	\$1,000		
	Police	AccessData PC Forensic Maintenance	\$2,200		
	Police	Cop Logic - DORS Maintenance	\$1,300		
	Police	RSA Maintenance	\$800		
	Police	Arbitrator 360 Squad Video Maintenance	\$500		
	Police	NetMotion Cellular Connectivity Maintenance	\$2,300		
	Police	T2 Parking System	\$7,750		
	Police	T2 Online Fees	\$1,200		
	Police	Scheduling Software	\$3,200		
	Police	Traffic I-Cloud	\$1,200		
	Police	TWAS	\$1,000		
	Police	BEAST - Evidence Room Software Maintenance	\$675		
	Police	VieView Body Cam Maintenance	\$7,200		
	Police	Law Records Management System Maintenance	\$6,000		
			\$36,500		
	Supplies - Tools and Equipment				
	Police	3 Replacement ToughBook for Squad		\$10,800	
	Police	2 Pentax Thermal Printers for Squads		\$500	
	Police	PC Replacements (6) - Patrol Room		\$6,000	
	Police	Replacement Monitors		\$750	
				\$18,050	
	Printing				
	Police	Printing Services	\$4,933		
	In-house Technology Services				
	Police	Technology Services	\$91,874		
	2020 Total Technology Cost for Police		\$133,307	\$18,050	\$151,357

2020 Technology Costs for Public Works

Repair/Maint of Software & Hardware		IT Budget	Dept Budget
Engineering	CarteGraph Maintenance	\$1,600	
Engineering	AutoDesk Maintenance	\$5,000	
Engineering	Plotter Maintenance	\$1,300	
City Garage	Syn-Tech FuelMaster Maint.	\$650	
City Garage	Cummins Diagnostic Maintenance	\$750	
City Garage	Weather Sentry Subscription	\$1,800	
City Garage	TrafficTech Maintenance	\$1,700	
City Garage	Fleetsoft Maintenance	\$2,000	
		\$14,800	
Supplies - Tools and Equipment			
City Garage	(1) Replacement PCs - move to 2021 budget		\$0
Engineering	(3) Replacement PCs - move to 2021 budget		\$0
Refuse/Recycling	GPS Hardware		\$7,500
			\$7,500
Fiber Optic Services			
City Garage	Fiber Optic Services		\$7,150
			\$7,150
Printing			
Public Works	Printing Services	\$3,020	
Inhouse Technology Services			
Public Works	Storm Sewers/Drains Maint	\$1,911	5.00%
Public Works	Municipal Buildings	\$1,529	4.00%
Public Works	Lift Bridges	\$1,529	4.00%
Public Works	San Sewer Maint/Const	\$2,676	7.00%
Public Works	Recycling, Solid waste	\$4,588	12.00%
Public Works	Storm Sewers/Street Clean/ Flush	\$1,911	5.00%
Public Works	Refuse Collect / Dispose	\$2,294	6.00%
Public Works	Street Signs / Markings	\$1,529	4.00%
Public Works	Removal of Snow and Ice	\$2,294	6.00%
Public Works	Engineering / Public Works	\$11,469	30.00%
Public Works	City Garage	\$2,676	7.00%
Public Works	Repr of Streets / Alleys	\$3,823	10.00%
		\$38,229	100%
2020 Total Technology Cost for Public Works		\$56,049	\$14,650
			\$70,699

2020 Technology Costs for Com Dev

		IT Budget	Dept Budget
Repair/Maint of Software & Hardware			
Building Inspection	Adobe Pro Software	\$400	
Building Inspection	Building Inspection Software	\$6,000	
Com Dev	ARCVIEW Maintenance	\$2,500	
		\$8,900	
Supplies - Tools and Equipment			
Building and Plumbing Inspection			\$0
Building Inspections	(1) Replacement PC - Move to 2021 budget		\$0
			\$0
Printing			
Com Dev	Printing services	\$1,103	
		\$1,103	
Inhouse Technology Services			
Com Dev	Technology Services	\$7,029	60.00%
Building and Plumbing Inspection	Technology Services	\$4,686	40.00%
		\$11,715	100%
2020 Total Technology Cost for Com Dev		\$21,718	\$0 \$21,718

2020 Technology Costs for Parks and Rec

		IT Budget	Dept Budget
Repair/Maint of Software & Hardware			
Parks and Rec	Anticipated Rec Desk Usage	\$3,500	
Parks and Rec	ARCPad Maintenance	\$325	
Resthaven	Pontem Cemetery App. Maintenance	\$1,200	
		\$5,025	
Supplies - Tools and Equipment			
Marina	Security Cameras for Marina		\$500
			\$500
Fiber Optic Services			
Swimming Pool	Fiber Optic Services		\$5,400
Marina	Fiber Optic Services		\$700
			\$6,100
Printing			
Parks and Rec	Printing Services	\$1,300	
		\$1,300	
Inhouse Technology Services			
Swimming Pool	Technology Services	\$4,921	21.00%
Forestry	Technology Services	\$2,460	10.50%
Resthaven Cemetery	Technology Services	\$1,242	5.30%
Recreation Department	Technology Services	\$8,013	34.20%
Parks Department	Technology Services	\$5,553	23.70%
Marina Operations	Technology Services	\$1,242	5.30%
		\$23,431	100%

2020 Total Technology Cost for Parks and Rec \$29,756 \$6,600 \$36,356

2020 Technology Costs for Health

			IT Budget	Dept Budget
Repair/Maint of Software & Hardware				
Health	Adobe Pro Software		\$400	
Health-Sealer of Weights & Measures	WinWam Sanitarian Maint.		\$700	
			\$1,100	
Supplies - Tools and Equipment				
Health	(1) Replacement PCs - Move to 2021			\$0
Health	(0) Replacement laptops			\$0
Printing				
Health	Printing Services		\$3,214	
			\$3,214	
Inhouse Technology Services				
Health	Employee Safety Committee	\$592		2.00%
Health	Environmental Health	\$1,184		4.00%
Health	Health Department	\$26,933		91.00%
Health	Sealer of Weights and Measures	\$888		3.00%
		\$29,597		100%
2020 Total Technology Cost for Health			\$33,911	\$0 \$33,911

2020 Technology Costs for Finance

			IT Budget	Dept Budget	
Repair/Maint of Software & Hardware					
Finance		Plan-It (CIP Budget)	\$1,500		
Finance		City of Neenah Tax Services	\$15,500		
Finance		Sungard NavilLine Maint./Training	\$35,272		
			\$52,272		
Tools and Equipment					
Finance		(4) Replacement PCs		\$3,600	
Printing					
Finance		Printing Services	\$950		
			\$950		
Inhouse Technology Services					
Finance		Technology Services	\$18,066		
			\$18,066		
2020 Total Technology Cost for Finance			\$71,288	\$3,600	\$74,888

2020 Technology Costs for Assessor

		<u>IT Budget</u>	<u>Dept. Budget</u>	
Repair/Maint of Software & Hardware				
Assessor	MarketDrive Maintenance	\$4,400		
		\$4,400		
Tools and Equipment				
Assessor	(1) Replacement PC		\$800	
Printing				
Assessor	Printing Services	\$128		
		\$128		
Inhouse Technology Services				
Assessor	Technology Services	\$4,933		
		\$4,933		
2020 Total Technology Cost for Assessor		\$9,461	\$800	\$10,261

2020 Technology Costs for City Clerk

		<u>IT Budget</u>	<u>Dept Budget</u>	
Printing				
City Clerk	Printing Services	\$907		
		<u>\$907</u>		
Tools and Equipment				
City Clerk				
Inhouse Technology Services				
City Clerk	Technology Services	\$5,920	60.00%	
Elections	Technology Services	\$3,946	40.00%	
		<u>\$9,866</u>	100%	
2020 Total Technology Cost for City Clerk		\$10,773	\$0	\$10,773

2020 Technology Costs for City Attorney

		<u>IT Budget</u>	<u>Dept. Budget</u>	
	Printing Attorney	Printing Services	\$559	
			\$559	
	Tools and Equipment			
	Inhouse Technology Services Attorney	Technology Services	\$2,466	
			\$2,466	
	2020 Total Technology Cost for Attorney		\$3,025	\$0 \$3,025

2020 Technology Costs for Human Resources

		IT Budget	Dept. Budget	
Printing				
Human Resources	Printing Services	\$1,165		
		\$1,165		
Tools and Equipment				
Human Resources	(2) Replacement PCs		\$1,800	
Inhouse Technology Services				
Human Resources	Technology Services	\$4,933		
		\$4,933		
2020 Total Technology Cost for Human Resources		\$6,098	\$1,800	\$7,898

2020 Technology Costs for Library

Account - 2907 - Inhouse Technology Services		IT Budget	Dept. Budget	
Printing Library	Printing		\$0	
Fiber Optic Services Library	Fiber Optic Services		\$760	
			\$760	
Library	Technology Services	\$7,399		
		\$7,399		
2020 Total Technology Cost for Library		\$7,399	\$760	\$8,159

	IT Budget	<u>Dept. Budget</u>	
Printing Mayor	Printing Services	\$571	
		<u>\$571</u>	
Tools and Equipment			
e Technology Services Mayor	Technology Services	\$2,466	
2020 Total Technology Cost for Mayor	\$3,037	\$0	\$3,037

2020 Technology Costs for Senior Center

		<u>IT Budget</u>	<u>Dept. Budget</u>	
Printing				
Senior Center	Printing Services	\$50		
		<u>\$50</u>		
Inhouse Technology Services				
Senior Center	Technology Services	\$432		
		<u>\$432</u>		
2020 Total Technology Cost for Senior Center		\$482	\$0	\$482

2020 Technology Costs for Common Council

	<u>IT Budget</u>	<u>Dept. Budget</u>	
Printing Common Council	Printing Services	\$100	
		<u>\$100</u>	
Inhouse Technology Services Common Council	Technology Services	\$1,233	
		<u>\$1,233</u>	
2020 Total Technology Cost for Common Council	\$1,333	\$0	\$1,333

DEBT SERVICE FUNDS

FUND 310

DEBT SERVICE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Debt Service						
310-0000-411.00-00	General Property Taxes	989,097	1,050,000	1,050,000	1,050,000	1,100,000
310-0000-413.00-00	Tax from Municipal Util	646,688	659,622	500,460	667,626	680,626
310-0000-432.02-00	Computers	0	0	0	0	225,000
310-0000-461.01-00	On Investments	6,446	12,000	0	6,400	6,000
310-0000-461.02-00	On Special Assessments	8,533	6,000	7,941	7,950	6,500
310-0000-461.03-00	On RDA Note	388,540	388,540	0	388,540	388,540
310-0000-471.00-00	Street Construction	201,156	230,000	119,742	172,000	200,000
310-0000-472.00-00	Sanitary Sewer	739	800	739	739	730
310-0000-473.00-00	Curb & Gutter	76,029	65,000	69,397	100,000	75,000
310-0000-474.00-00	Sidewalk	9,109	7,800	11,895	11,895	7,100
310-0000-475.00-00	Storm Sewer	10,346	5,000	2,025	3,000	1,400
310-0000-476.00-00	City Water	638	700	638	638	638
310-0000-477.00-00	Engineering	28,717	29,000	20,972	31,000	31,000
310-0000-478.00-00	Street Lighting	113	500	113	113	113
310-0000-479.00-00	Driveway Apron	0	0	20,075	31,500	24,000
310-0000-491.00-00	Bond/Note Proceeds	0	0	0	4,090,000	0
LEVEL	TEXT	TEXT AMT				
YE19	REFINANCE	4,157,702				
		4,157,702				
310-0000-492.01-00	Sewage Fund	0	600,000	0	600,000	550,000
310-0000-492.06-00	TIF #5 Fund	164,785	164,785	483,070	483,070	0
310-0000-492.07-00	TIF #6 Fund	328,571	217,107	217,107	217,107	217,112
310-0000-492.08-00	TIF #7 Fund	101,023	101,087	101,087	101,087	101,081
310-0000-492.09-00	TIF #8 Fund	61,336	61,167	61,167	61,167	61,183
310-0000-492.10-00	TIF #9 Fund	477,380	477,485	477,485	477,485	477,476
310-0000-492.30-00	Menasha Utility	0	208,744	0	0	208,744
310-0000-492.34-00	TIF #11 Fund	58,435	58,435	58,435	58,435	58,435
310-0000-492.35-00	TIF #12 Fund	0	0	0	0	201,896
310-0000-492.43-00	TIF #13 Fund	43,545	43,545	43,545	43,545	43,545
310-0000-492.46-00	Capital Improvements Fund	538,696	0	0	0	0
*	Debt Service	4,139,922	4,387,317	3,245,893	8,603,297	4,666,119
**	Debt Service	4,139,922	4,387,317	3,245,893	8,603,297	4,666,119

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BUDGET PREPARATION WORKSHEET
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Debt Service						
Debt Service-Principal						
310-0409-571.61-01	Principal	4,084,670	3,275,275	4,079,926	8,178,184	3,690,586
*	Debt Service-Principal	4,084,670	3,275,275	4,079,926	8,178,184	3,690,586
Debt Service-Interest						
310-0410-571.61-02	Interest	985,917	1,026,059	843,392	973,345	936,808
*	Debt Service-Interest	985,917	1,026,059	843,392	973,345	936,808
**	Debt Service	5,070,587	4,301,334	4,923,318	9,151,529	4,627,394

CAPITAL PROJECTS FUNDS (CIP)

FUND 456

TIF PROJECT #4

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 4						
456-0000-416.00-00	Tax Increment-City Purp	69,250	79,192	77,546	77,546	100,797
456-0000-432.02-00	Computers	1,789	1,700	1,832	1,832	1,832
456-0000-432.19-00	Personal Proprty	0	0	569	569	753
456-0000-461.01-00	On Investments	170	150	0	150	150
*	TIF Project 4	71,209	81,042	79,947	80,097	103,532
**	TIF Project 4	71,209	81,042	79,947	80,097	103,532

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 4						
Comptroller/Treasurer						
456-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150
Trans to General Fund						
456-0412-591.25-02	Other Municipal Funds	9,295	9,295	9,670	9,670	10,485
*	Trans to General Fund	9,295	9,295	9,670	9,670	10,485
Marina Operations						
456-0707-552.82-02	Construction	0	50,000	0	0	0
*	Marina Operations	0	50,000	0	0	0
**	TIF Project 4	9,445	59,445	9,670	9,820	10,635

FUND 457

TIF PROJECT #5

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 5						
457-0000-416.00-00	Tax Increment-City Purp	308,848	297,369	291,189	291,189	0
457-0000-432.02-00	Computers	554,602	550,000	568,023	568,023	0
457-0000-432.19-00	Personal Proprty	0	0	2,536	2,536	0
457-0000-461.01-00	On Investments	22,600	12,000	0	12,000	0
* TIF Project 5		886,050	859,369	861,748	873,748	0
** TIF Project 5		886,050	859,369	861,748	873,748	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 5						
Comptroller/Treasurer						
457-0401-513.21-03	Accounting/Financial	0	0	0	3,000	0
LEVEL	TEXT	TEXT	AMT			
YE19	FINAL AUDIT FEE		3,000			
			3,000			
457-0401-513.25-01	Other Municipal Entities	150	150	150	1,038,211	0
LEVEL	TEXT	TEXT	AMT			
YE19	DEPT OF REVENUE FEE		150			
	TIF CLOSURE PAYMENT TO OTHER ENTITIES		1,038,061			
			1,038,211			
*	Comptroller/Treasurer	150	150	150	1,041,211	0
Transfer to Debt Service						
457-0411-591.25-02	Other Municipal Funds	164,785	164,785	483,070	658,070	0
LEVEL	TEXT	TEXT	AMT			
YE19	DEBT SERVICE PAYMENT		483,070			
	TRANSFER TO DEBT SERVICE FUND DUE TO TIF CLOSURE		175,000			
			658,070			
*	Transfer to Debt Service	164,785	164,785	483,070	658,070	0
Trans to Strong Neighborh						
457-0482-591.25-02	Other Municipal Funds	0	0	0	701,189	0
LEVEL	TEXT	TEXT	AMT			
YE19	TRANS TO STRONG NEIGHBORHOODS FUND/TIF CLOSURE		701,189			
			701,189			
*	Trans to Strong Neighborh	0	0	0	701,189	0
**	TIF Project 5	164,935	164,935	483,220	2,400,470	0

FUND 470

CAPITAL IMPROVEMENTS

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Capital Improvements						
470-0000-432.10-00	Engineering	0	811,563	0	0	0
470-0000-432.12-00	Park Development	395,722	0	0	0	0
470-0000-463.02-00	Land	87,500	0	0	0	0
470-0000-464.01-00	Other Equipment	0	0	29,136	29,136	0
470-0000-465.00-00	Donations & Gifts	471,951	511,000	0	0	0
470-0000-466.00-00	Misc General Revenue	77,373	0	3,114	3,114	14,250
LEVEL	TEXT	TEXT AMT				
TOTB	MENASHA UTILITY REIMBURSEMENTS - NINTH STREET	14,250				
		14,250				
470-0000-491.00-00	Bond/Note Proceeds	3,119,088	12,298,752	0	0	15,163,826
LEVEL	TEXT	TEXT AMT				
TOTB	GENERAL OBLIGATION DEBT ISSUE - CITY	1,626,076				
	GENERAL OBLIGATION DEBT ISSUE - DEVELOPERS	2,797,750				
	USDA LOAN PROCEEDS - INTERIM FINANCING FROM					
	LOCAL BANK	10,740,000				
		15,163,826				
470-0000-492.38-00	2008 Capital Projects	0	25,000	0	0	0
470-0000-492.48-00	Transfer from Info Tech	0	0	0	0	25,000
*	Capital Improvements	4,151,634	13,646,315	32,250	32,250	15,203,076
**	Capital Improvements	4,151,634	13,646,315	32,250	32,250	15,203,076

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Capital Improvements						
City Clerk						
470-0203-512.30-15	Tools & Equipment	0	10,000	0	0	0
*	City Clerk	0	10,000	0	0	0
Community Development						
470-0304-562.80-02	Land Purchase	3,141	0	0	0	0
470-0304-562.82-01	Buildings	32,585	0	0	0	0
470-0304-562.82-02	Construction	12,676	0	0	0	0
*	Community Development	48,402	0	0	0	0
Information Systems						
470-0403-513.80-05	Other Equipment	0	100,000	74,962	0	25,000
LEVEL	TEXT	TEXT AMT				
TOTB	GIS INTEGRATED PARCEL MANAGEMENT SYSTEM	25,000				
		25,000				
*	Information Systems	0	100,000	74,962	0	25,000
Common Council						
470-0405-513.80-05	Other Equipment	0	27,800	24,647	0	0
*	Common Council	0	27,800	24,647	0	0
Transfer to Debt Service						
470-0411-591.25-02	Other Municipal Funds	538,696	0	0	0	0
*	Transfer to Debt Service	538,696	0	0	0	0
Fire						
470-0501-522.30-15	Tools & Equipment	32,250	10,118	665	0	10,175
LEVEL	TEXT	TEXT AMT				
TOTB	FIRE EQUIP REPLACEMENT-THERMAL IMAGING CAMERAS, RADIO, HAZMAT MONITORS, AED UNITS, ETC	10,175				
		10,175				
470-0501-522.80-03	Motorized Equipment	220,532	0	0	0	32,560

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
LEVEL	TEXT	TEXT	AMT				
TOTB	REPLACE FIRE SQUAD #32		32,560				
			32,560				
	470-0501-522.82-01	Buildings	0	20,000	0	0	48,547
LEVEL	TEXT	TEXT	AMT				
TOTB	PPF-LED TROFFER UPGRADE-NM SIDE		8,500				
	BUILD CONFINED SPACE TRAINING PROP		8,547				
	STATION 36 - PARKING LOT SEALING		6,500				
	STATION 35 - APPARATUS BAY FLOOR SEALING		25,000				
			48,547				
*	Fire		252,782	30,118	665	0	91,282
	Public Library						
	470-0601-551.80-05	Other Equipment	0	27,000	21,125	27,000	12,000
LEVEL	TEXT	TEXT	AMT				
TOTB	REPLACE SELF-CHECKOUT MACHINE SOFTWARE		12,000				
			12,000				
	470-0601-551.82-01	Buildings	37,359	48,000	17,552	48,000	12,500
LEVEL	TEXT	TEXT	AMT				
TOTB	LIBRARY CHILLER EXPANSION TANK		7,500				
	HEATING PUMP VFD'S		5,000				
			12,500				
*	Public Library		37,359	75,000	38,677	75,000	24,500
	Parks Department						
	470-0703-553.80-05	Other Equipment	89,847	0	0	38,637	0
	470-0703-553.82-01	Buildings	41,163	50,500	38,637	98,221	0
	470-0703-553.82-02	Construction	1,325,544	949,500	69,366	0	572,500
LEVEL	TEXT	TEXT	AMT				
TOTB	JEFFERSON PARK (2) BASKETBALL HALF-COURTS		40,000				
	SHEPARD PARK GRADING & SEEDING		20,000				
	JEFFERSON PARK PARKING LOT		380,000				
	JEFFERSON PARK SHORELINE CAP		25,000				
	JEFFERSON PARK WEST END GRADING & SEEDING		73,000				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
	SMITH PARK GRADING & SEEDING		15,000			
	JEFFERSON TRAIL CRACKFILL/SEAL		7,500			
	BARKER FARM TRAIL CRACKFILL/SEAL		6,000			
	GILBERT SHELTER PAVEMENT REPAIR		6,000			
			572,500			
* Parks Department		1,456,554	1,000,000	108,003	136,858	572,500
	Swimming Pool					
470-0704-552.82-01	Buildings	0	0	0	0	45,000
LEVEL	TEXT	TEXT	AMT			
TOTB	POOL BATHHOUSE REHABILITATION		45,000			
			45,000			
* Swimming Pool		0	0	0	0	45,000
	Police					
470-0801-521.80-01	Computer Equipment	30,201	0	0	0	0
470-0801-521.82-01	Buildings	19,662	30,000	0	0	0
* Police		49,863	30,000	0	0	0
	Buildings Maintenance					
470-1001-514.82-01	Buildings	710	0	0	0	0
* Buildings Maintenance		710	0	0	0	0
	Engineering					
470-1002-541.21-02	Engineering	30,506	0	0	0	0
470-1002-541.80-02	Land Purchase	29,475	0	0	0	0
* Engineering		59,981	0	0	0	0
	Street Construction					
470-1003-541.10-01	Wages	397	0	0	0	0
470-1003-541.15-01	Health	45	0	0	0	0
470-1003-541.15-03	Dental	3	0	0	0	0
470-1003-541.15-04	Retirement	27	0	0	0	0
470-1003-541.15-05	FICA	30	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
470-1003-541.15-08	Workers Comp	12	0	0	0	0
470-1003-541.82-02	Construction	665,832	2,628,228	497,031	649,156	3,570,864
LEVEL	TEXT	TEXT AMT				
TOTB	LISBON AVE - TAYCO ST TO PACIFIC ST	56,495				
	MANITOWOC STREET - BROAD ST TO THIRD ST	157,059				
	SEVENTH STREET - RACINE ST TO APPLETON RD	166,771				
	NINTH STREET - APPLETON RD TO MELISSA ST	162,702				
	DEPERE STREET - NINTH TO APPLETON RD	215,087				
	RACINE STREET - DESIGN ONLY	15,000				
	CONSERVATION NORTH	544,850				
	GOSLING WAY EAST	715,000				
	LAKE PARK HEIGHTS SUBDIVISION	1,212,900				
	GRASSY MEADOWS LANE SUBDIVISION	325,000				
		3,570,864				
*	Street Construction	666,346	2,628,228	497,031	649,156	3,570,864
	Sidewalks and Crosswalks					
470-1009-541.30-18	Department	0	5,000	5,507	5,508	0
470-1009-541.82-02	Construction	176,264	102,969	7,191	31,808	158,930
LEVEL	TEXT	TEXT AMT				
TOTB	MANITOWOC STREET - BROAD ST TO THIRD ST	23,139				
	SEVENTH STREET - RACINE ST TO APPLETON RD	15,637				
	NINTH STREET - APPLETON RD TO MELISSA ST	30,538				
	DEPERE STREET - NINTH TO APPLETON RD	26,616				
	SIDEWALK REPLACEMENT	30,000				
	MIDWAY ROAD SIDEWALK	33,000				
		158,930				
*	Sidewalks and Crosswalks	176,264	107,969	12,698	37,316	158,930
	Street Lighting					
470-1012-541.82-02	Construction	79,713	0	0	0	0
*	Street Lighting	79,713	0	0	0	0
	Public Works Facility					
470-1022-541.82-01	Buildings	95,486	10,740,000	289,774	300,000	10,740,000
*	Public Works Facility	95,486	10,740,000	289,774	300,000	10,740,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
**	Capital Improvements	3,462,156	14,749,115	1,046,457	1,198,330	15,228,076

FUND 471

TIF PROJECT #6

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 6						
471-0000-416.00-00	Tax Increment-City Purp	433,922	442,761	430,559	438,559	510,617
471-0000-432.02-00	Computers	2,596	2,400	2,659	2,659	2,659
471-0000-432.19-00	Personal Proprty	0	0	3,564	3,564	5,003
471-0000-461.01-00	On Investments	6,150	4,300	0	4,300	4,300
* TIF Project 6		442,668	449,461	436,782	449,082	522,579
** TIF Project 6		442,668	449,461	436,782	449,082	522,579

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 6						
Comptroller/Treasurer						
471-0401-513.25-01	Other Municipal Entities	150	150	150	150	150
*	Comptroller/Treasurer	150	150	150	150	150
Transfer to Debt Service						
471-0411-591.25-02	Other Municipal Funds	328,571	217,107	217,107	217,107	217,112
*	Transfer to Debt Service	328,571	217,107	217,107	217,107	217,112
**	TIF Project 6	328,721	217,257	217,257	217,257	217,262

FUND 481

TIF PROJECT #7

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 7						
481-0000-416.00-00	Tax Increment-City Purp	104,857	107,746	105,507	105,507	122,571
481-0000-432.19-00	Personal Proprty	0	0	861	861	0
481-0000-462.01-00	Property	4,000	4,000	4,000	4,000	4,000
*	TIF Project 7	108,857	111,746	110,368	110,368	126,571
**	TIF Project 7	108,857	111,746	110,368	110,368	126,571

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 7						
Comptroller/Treasurer						
481-0401-513.25-01	Other Municipal Entities	150	150	150	150	150
*	Comptroller/Treasurer	150	150	150	150	150
Transfer to Debt Service						
481-0411-591.25-02	Other Municipal Funds	101,023	101,087	101,087	101,087	101,081
*	Transfer to Debt Service	101,023	101,087	101,087	101,087	101,081
Trans to General Fund						
481-0412-591.25-02	Other Municipal Funds	9,295	0	9,670	9,670	10,485
*	Trans to General Fund	9,295	0	9,670	9,670	10,485
Parks Department						
481-0703-553.24-05	Small Projects	12,057	0	0	0	0
481-0703-553.82-02	Construction	0	6,500	0	0	6,500
*	Parks Department	12,057	6,500	0	0	6,500
Parking Lots						
481-1013-541.21-06	Management	9,256	0	0	0	0
*	Parking Lots	9,256	0	0	0	0
**	TIF Project 7	131,781	107,737	110,907	110,907	118,216

FUND 484

TIF PROJECT #8

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 8						
484-0000-416.00-00	Tax Increment-City Purp	38,166	39,975	39,144	39,144	96,299
484-0000-432.19-00	Personal Proprty	0	0	313	313	0
484-0000-461.01-00	On Investments	1,061	220	0	220	220
484-0000-463.02-00	Land	69,790	0	0	0	0
* TIF Project 8		109,017	40,195	39,457	39,677	96,519
** TIF Project 8		109,017	40,195	39,457	39,677	96,519

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 8						
Comptroller/Treasurer						
484-0401-513.25-01	Other Municipal Entities	150	150	150	150	150
*	Comptroller/Treasurer	150	150	150	150	150
Transfer to Debt Service						
484-0411-591.25-02	Other Municipal Funds	61,336	61,167	61,167	61,167	61,183
*	Transfer to Debt Service	61,336	61,167	61,167	61,167	61,183
Trans to General Fund						
484-0412-591.25-02	Other Municipal Funds	9,295	9,295	9,670	9,670	10,485
*	Trans to General Fund	9,295	9,295	9,670	9,670	10,485
**	TIF Project 8	70,781	70,612	70,987	70,987	71,818

FUND 485

TIF PROJECT #9

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 9						
485-0000-416.00-00	Tax Increment-City Purp	964,791	990,337	944,542	944,542	919,618
485-0000-432.02-00	Computers	1,098	1,000	1,124	1,124	1,124
485-0000-432.19-00	Personal Proprty	0	0	676	676	1,414
485-0000-461.01-00	On Investments	18,572	14,500	0	14,500	14,500
485-0000-466.00-00	Misc General Revenue	0	0	109,949	109,949	0
485-0000-491.00-00	Bond/Note Proceeds	0	2,438,457	0	2,438,457	0
*	TIF Project 9	984,461	3,444,294	1,056,291	3,509,248	936,656
**	TIF Project 9	984,461	3,444,294	1,056,291	3,509,248	936,656

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 9						
Community Development						
485-0304-562.10-02	Salaries	11,773	14,143	11,323	14,143	0
485-0304-562.15-01	Health	2,566	2,988	2,282	2,988	0
485-0304-562.15-02	Life	5	10	6	10	0
485-0304-562.15-03	Dental	169	180	142	180	0
485-0304-562.15-04	Retirement	788	926	742	926	0
485-0304-562.15-05	FICA	844	1,025	811	1,025	0
485-0304-562.15-07	Vision	20	21	17	21	0
485-0304-562.15-08	Workers Comp	17	25	20	25	0
485-0304-562.15-10	Banked Sick Leave	0	141	68	141	0
485-0304-562.21-02	Engineering	1,828	10,000	0	0	0
485-0304-562.21-08	Recording Fees	0	90	0	0	0
485-0304-562.21-10	Marketing	6,000	6,000	6,000	6,000	0
485-0304-562.22-06	Storm Water	762	800	508	800	0
485-0304-562.80-02	Land Purchase	0	600,000	0	120,000	0
485-0304-562.82-02	Construction	0	125,000	0	75,000	0
* Community Development		24,772	761,349	21,919	221,259	0
Comptroller/Treasurer						
485-0401-513.25-01	Other Municipal Entities	150	150	150	150	150
* Comptroller/Treasurer		150	150	150	150	150
Transfer to Debt Service						
485-0411-591.25-02	Other Municipal Funds	477,380	477,485	477,485	477,485	477,476
* Transfer to Debt Service		477,380	477,485	477,485	477,485	477,476
Trans to General Fund						
485-0412-591.25-02	Other Municipal Funds	11,410	0	11,785	11,785	12,779
* Trans to General Fund		11,410	0	11,785	11,785	12,779
Parks Department						
485-0703-553.21-02	Engineering	53,459	65,000	53,360	66,360	0
485-0703-553.82-02	Construction	0	1,529,500	744,193	1,194,193	0
* Parks Department		53,459	1,594,500	797,553	1,260,553	0
Engineering						

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
485-1002-541.10-01	Wages	11,092	18,628	15,576	18,600	0
485-1002-541.10-02	Salaries	4,744	4,929	3,744	4,895	0
485-1002-541.10-03	Overtime/Doubletime	250	0	325	350	0
485-1002-541.15-01	Health	3,005	4,853	3,333	4,850	0
485-1002-541.15-02	Life	46	90	41	85	0
485-1002-541.15-03	Dental	270	395	276	390	0
485-1002-541.15-04	Retirement	1,076	1,543	1,163	1,510	0
485-1002-541.15-05	FICA	1,178	1,725	1,344	1,710	0
485-1002-541.15-07	Vision	22	28	26	30	0
485-1002-541.15-08	Workers Comp	435	813	610	810	0
485-1002-541.15-10	Banked Sick Leave	0	234	96	234	0
485-1002-541.19-03	Uniform/Clothing Allow	7	15	0	15	0
* Engineering		22,125	33,253	26,534	33,479	0
Street Construction						
485-1003-541.10-01	Wages	4,054	0	0	0	0
485-1003-541.15-01	Health	901	0	0	0	0
485-1003-541.15-02	Life	13	0	0	0	0
485-1003-541.15-03	Dental	63	0	0	0	0
485-1003-541.15-04	Retirement	272	0	0	0	0
485-1003-541.15-05	FICA	298	0	0	0	0
485-1003-541.15-07	Vision	7	0	0	0	0
485-1003-541.15-08	Workers Comp	128	0	0	0	0
485-1003-541.82-02	Construction	0	713,577	571,272	599,802	0
* Street Construction		5,736	713,577	571,272	599,802	0
Sidewalks and Crosswalks						
485-1009-541.10-01	Wages	2,459	8,751	959	1,200	0
485-1009-541.15-01	Health	522	2,178	206	299	0
485-1009-541.15-02	Life	1	8	1	1	0
485-1009-541.15-03	Dental	55	211	20	29	0
485-1009-541.15-04	Retirement	157	573	60	79	0
485-1009-541.15-05	FICA	169	621	68	85	0
485-1009-541.15-07	Vision	5	18	2	2	0
485-1009-541.15-08	Workers Comp	74	332	35	46	0
485-1009-541.15-10	Banked Sick Leave	0	87	5	87	0
485-1009-541.19-03	Uniform/Clothing Allow	0	51	0	51	0
485-1009-541.29-05	Vehicle/Equipment Rental	0	1,800	484	750	0
485-1009-541.30-18	Department	0	4,000	3,888	3,888	0
485-1009-541.82-02	Construction	0	110,380	67,210	67,210	0
* Sidewalks and Crosswalks		3,442	129,010	72,938	73,727	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
	Street Lighting					
485-1012-541.82-02	Construction	0	20,000	0	0	0
*	Street Lighting	0	20,000	0	0	0
**	TIF Project 9	598,474	3,729,324	1,979,636	2,678,240	490,405

FUND 487

TIF PROJECT #10

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 10						
487-0000-416.00-00	Tax Increment-City Purp	62,375	51,220	50,156	50,156	66,364
487-0000-432.02-00	Computers	11,558	11,000	11,837	11,837	11,837
487-0000-432.19-00	Personal Proprty	0	0	512	512	3,857
487-0000-461.01-00	On Investments	2,194	1,200	0	1,200	1,200
487-0000-491.00-00	Bond/Note Proceeds	0	421,500	0	421,500	0
*	TIF Project 10	76,127	484,920	62,505	485,205	83,258
**	TIF Project 10	76,127	484,920	62,505	485,205	83,258

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 10						
Community Development						
487-0304-562.10-01	Wages	4,019	0	0	0	0
487-0304-562.10-02	Salaries	0	0	0	0	4,300
487-0304-562.15-01	Health	1,015	0	0	0	1,046
487-0304-562.15-02	Life	9	0	0	0	4
487-0304-562.15-03	Dental	61	0	0	0	42
487-0304-562.15-04	Retirement	270	0	0	0	290
487-0304-562.15-05	FICA	298	0	0	0	300
487-0304-562.15-07	Vision	7	0	0	0	7
487-0304-562.15-08	Workers Comp	117	0	0	0	7
487-0304-562.15-10	Banked Sick Leave	0	0	0	0	37
487-0304-562.21-02	Engineering	0	1,500	0	0	1,500
487-0304-562.21-10	Marketing	3,000	24,500	3,000	24,500	6,000
LEVEL	TEXT	TEXT AMT				
TOTB	MARKETING&PROMOTION: FC REGIONAL PARTNERSHIP	6,000				
		6,000				
	487-0304-562.29-05 Vehicle/Equipment Rental	6,411	0	0	0	0
	487-0304-562.82-02 Construction	1,658	0	0	0	0
*	Community Development	16,865	26,000	3,000	24,500	13,533
Urban Redevelopment						
487-0305-562.22-05	Water/Sewer	22	0	107	160	200
487-0305-562.22-06	Storm Water	149	0	218	400	400
487-0305-562.70-01	Acquisition/Rehab/Conv	0	100,000	0	100,000	250,000
LEVEL	TEXT	TEXT AMT				
TOTB	TACYO ST CORRIDOR REVITALIZATION EFFORTS	250,000				
		250,000				
	487-0305-562.82-02 Construction	162,224	17,500	13,129	13,129	0
*	Urban Redevelopment	162,395	117,500	13,454	113,689	250,600
Comptroller/Treasurer						
487-0401-513.25-01	Other Municipal Entities	150	150	150	150	150
*	Comptroller/Treasurer	150	150	150	150	150
Civic Commemorations						
487-0408-552.30-16	Promotional	0	0	0	0	2,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
LEVEL	TEXT	TEXT	AMT			
TOTB	REPLACE DAMAGED MAIN STREET BANNERS		2,000			
			2,000			
*	Civic Commemorations	0	0	0	0	2,000
	Trans to General Fund					
487-0412-591.25-02	Other Municipal Funds	9,295	9,295	9,670	9,670	10,485
*	Trans to General Fund	9,295	9,295	9,670	9,670	10,485
	Street Lighting					
487-1012-541.30-18	Department	0	50,000	0	50,000	50,000
LEVEL	TEXT	TEXT	AMT			
TOTB	DOWNTOWN STREET LIGHT REPLACEMENT		50,000			
			50,000			
*	Street Lighting	0	50,000	0	50,000	50,000
**	TIF Project 10	188,705	202,945	26,274	198,009	326,768

FUND 489

TIF PROJECT #11

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 11						
489-0000-416.00-00	Tax Increment-City Purp	58,962	78,077	76,455	76,455	87,406
489-0000-432.02-00	Computers	360	300	368	368	368
489-0000-432.19-00	Personal Proprty	0	0	629	629	0
*	TIF Project 11	59,322	78,377	77,452	77,452	87,774
**	TIF Project 11	59,322	78,377	77,452	77,452	87,774

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 11						
Community Development						
489-0304-562.21-02	Engineering	0	1,500	0	0	1,500
*	Community Development	0	1,500	0	0	1,500
Urban Redevelopment						
489-0305-562.21-02	Engineering	0	3,000	0	0	3,000
489-0305-562.73-01	Award & Claim Settlements	0	18,000	17,995	17,995	18,000
LEVEL	TEXT	TEXT AMT				
TOTB	PJC GROUP DEVELOPMENT INCENTIVE (GILBERT)	18,000				
		18,000				
*	Urban Redevelopment	0	21,000	17,995	17,995	21,000
Comptroller/Treasurer						
489-0401-513.25-01	Other Municipal Entities	150	150	150	150	150
*	Comptroller/Treasurer	150	150	150	150	150
Transfer to Debt Service						
489-0411-591.25-02	Other Municipal Funds	58,435	58,435	58,435	58,435	58,435
*	Transfer to Debt Service	58,435	58,435	58,435	58,435	58,435
Trans to General Fund						
489-0412-591.25-02	Other Municipal Funds	11,410	11,410	11,785	11,785	12,779
*	Trans to General Fund	11,410	11,410	11,785	11,785	12,779
Parks Department						
489-0703-562.21-02	Engineering	967	8,000	0	3,750	5,000
*	Parks Department	967	8,000	0	3,750	5,000
**	TIF Project 11	70,962	100,495	88,365	92,115	98,864

FUND 492

TIF PROJECT #12

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 12						
492-0000-416.00-00	Tax Increment-City Purp	590,205	920,218	877,666	877,666	978,015
492-0000-432.02-00	Computers	365	350	374	374	374
492-0000-432.19-00	Personal Proprty	0	0	413	413	374
492-0000-491.00-00	Bond/Note Proceeds	770,912	431,419	0	431,419	0
* TIF Project 12		1,361,482	1,351,987	878,453	1,309,872	978,763
** TIF Project 12		1,361,482	1,351,987	878,453	1,309,872	978,763

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 12						
Community Development						
492-0304-562.10-02	Salaries	8,987	10,528	8,429	10,528	11,875
492-0304-562.15-01	Health	2,068	2,507	1,913	2,507	2,429
492-0304-562.15-02	Life	3	8	4	8	10
492-0304-562.15-03	Dental	134	147	116	147	99
492-0304-562.15-04	Retirement	602	690	552	690	802
492-0304-562.15-05	FICA	637	752	592	752	848
492-0304-562.15-07	Vision	15	17	13	17	17
492-0304-562.15-08	Workers Comp	13	19	15	19	19
492-0304-562.15-10	Banked Sick Leave	0	105	51	105	103
492-0304-562.21-02	Engineering	0	1,500	0	0	1,500
492-0304-562.21-06	Management	0	5,000	0	0	5,000
492-0304-562.21-10	Marketing	6,000	6,000	6,000	6,000	6,000
LEVEL	TEXT	TEXT AMT				
TOTB	MARKETING&PROMOTION - FC REGIONAL PARTNERSHIP	6,000				
		6,000				
492-0304-562.21-11	Development Assistance	270,000	270,000	0	270,000	270,000
LEVEL	TEXT	TEXT AMT				
TOTB	DEVELOPER'S INCENTIVE TO RDA	270,000				
		270,000				
*	Community Development	288,459	297,273	17,685	290,773	298,702
Urban Redevelopment						
492-0305-562.21-11	Development Assistance	408,025	540,000	471,899	471,899	489,000
LEVEL	TEXT	TEXT AMT				
TOTB	THE PONDS OF MENASHA DEVELOPMENT INCENTIVE	489,000				
		489,000				
*	Urban Redevelopment	408,025	540,000	471,899	471,899	489,000
Comptroller/Treasurer						
492-0401-513.25-01	Other Municipal Entities	150	150	150	150	150
*	Comptroller/Treasurer	150	150	150	150	150
Transfer to Debt Service						

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
492-0411-591.25-02	Other Municipal Funds	0	0	0	0	201,896
*	Transfer to Debt Service	0	0	0	0	201,896
492-0412-591.25-02	Trans to General Fund Other Municipal Funds	35,157	35,157	35,532	35,532	38,532
*	Trans to General Fund	35,157	35,157	35,532	35,532	38,532
Engineering						
492-1002-541.10-01	Wages	11,104	25,337	21,248	25,500	11,874
492-1002-541.10-02	Salaries	4,744	4,929	3,744	4,705	3,929
492-1002-541.10-03	Overtime/Doubletime	250	0	436	450	0
492-1002-541.15-01	Health	3,005	5,541	3,561	4,745	4,998
492-1002-541.15-02	Life	46	118	57	89	66
492-1002-541.15-03	Dental	270	480	319	450	248
492-1002-541.15-04	Retirement	1,077	1,982	1,446	1,895	1,065
492-1002-541.15-05	FICA	1,179	2,235	1,684	2,160	1,185
492-1002-541.15-07	Vision	22	36	30	42	39
492-1002-541.15-08	Workers Comp	435	1,067	773	1,025	313
492-1002-541.15-10	Banked Sick Leave	0	301	121	301	137
492-1002-541.19-03	Uniform/Clothing Allow	7	15	0	15	0
492-1002-541.29-05	Vehicle/Equipment Rental	0	0	0	0	2,000
*	Engineering	22,139	42,041	33,419	41,377	25,854
Street Construction						
492-1003-541.10-01	Wages	7,140	4,376	2,188	2,200	0
492-1003-541.10-08	Wages-Temp Help	0	0	676	700	0
492-1003-541.15-01	Health	1,818	1,089	851	900	0
492-1003-541.15-02	Life	21	3	4	7	0
492-1003-541.15-03	Dental	134	105	51	55	0
492-1003-541.15-04	Retirement	480	287	142	145	0
492-1003-541.15-05	FICA	523	311	211	215	0
492-1003-541.15-07	Vision	15	9	6	8	0
492-1003-541.15-08	Workers Comp	257	166	108	115	0
492-1003-541.15-10	Banked Sick Leave	0	43	22	25	0
492-1003-541.21-02	Engineering	0	118	65	100	0
492-1003-541.29-05	Vehicle/Equipment Rental	8,703	1,800	2,789	3,950	0
492-1003-541.30-18	Department	1,254	12,000	12,000	12,000	12,000
LEVEL	TEXT	TEXT AMT				
TOTB	TREES	12,000				
		12,000				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
492-1003-541.82-02	Construction	31,839	352,915	216,640	352,000	0
*	Street Construction	52,184	373,222	235,753	372,420	12,000
	Sidewalks and Crosswalks					
492-1009-541.10-01	Wages	504	4,376	235	330	0
492-1009-541.10-08	Wages-Temp Help	74	0	0	0	0
492-1009-541.15-01	Health	62	1,089	49	70	0
492-1009-541.15-02	Life	0	4	0	1	0
492-1009-541.15-03	Dental	4	105	5	8	0
492-1009-541.15-04	Retirement	34	287	14	20	0
492-1009-541.15-05	FICA	43	311	16	22	0
492-1009-541.15-07	Vision	0	9	0	0	0
492-1009-541.15-08	Workers Comp	18	166	8	10	0
492-1009-541.15-10	Banked Sick Leave	0	43	3	3	0
492-1009-541.29-05	Vehicle/Equipment Rental	318	1,800	1,535	1,535	0
492-1009-541.30-18	Department	0	650	0	0	0
492-1009-541.82-02	Construction	131,699	53,504	0	53,504	10,000
*	Sidewalks and Crosswalks	132,756	62,344	1,865	55,503	10,000
	Street Lighting					
492-1012-541.82-02	Construction	0	25,000	0	0	0
*	Street Lighting	0	25,000	0	0	0
**	TIF Project 12	938,870	1,375,187	796,303	1,267,654	1,076,134

FUND 493

TIF PROJECT #13

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 13						
493-0000-416.00-00	Tax Increment-City Purp	15,986	451,777	442,387	442,387	452,682
493-0000-432.02-00	Computers	1,192	1,100	1,221	1,221	1,221
493-0000-432.19-00	Personal Proprty	0	0	2,626	2,626	709
*	TIF Project 13	17,178	452,877	446,234	446,234	454,612
**	TIF Project 13	17,178	452,877	446,234	446,234	454,612

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TIF Project 13							
Community Development							
493-0304-562.21-11 Development Assistance			0	305,000	420,268	420,268	435,464
LEVEL	TEXT		TEXT	AMT			
TOTB	MENASHA DOWNTOWN DEVELOPMENT INCENTIVE			435,464			
				435,464			
*	Community Development		0	305,000	420,268	420,268	435,464
Comptroller/Treasurer							
493-0401-513.25-01 Other Municipal Entities			150	150	150	150	150
*	Comptroller/Treasurer		150	150	150	150	150
Transfer to Debt Service							
493-0411-591.25-02 Other Municipal Funds			43,545	43,545	43,545	43,545	43,545
*	Transfer to Debt Service		43,545	43,545	43,545	43,545	43,545
Trans to General Fund							
493-0412-591.25-02 Other Municipal Funds			24,465	24,465	24,840	24,840	26,935
*	Trans to General Fund		24,465	24,465	24,840	24,840	26,935
**	TIF Project 13		68,160	373,160	488,803	488,803	506,094

FUND 494

TIF 14

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
TID #14						
	Community Development					
494-0304-562.10-02	Salaries	0	0	0	0	12,159
494-0304-562.15-01	Health	0	0	0	0	1,854
494-0304-562.15-02	Life	0	0	0	0	9
494-0304-562.15-03	Dental	0	0	0	0	79
494-0304-562.15-04	Retirement	0	0	0	0	821
494-0304-562.15-05	FICA	0	0	0	0	895
494-0304-562.15-07	Vision	0	0	0	0	14
494-0304-562.15-08	Workers Comp	0	0	0	0	19
494-0304-562.15-10	Banked Sick Leave	0	0	0	0	105
494-0304-562.21-06	Management	0	0	13,000	13,000	0
*	Community Development	0	0	13,000	13,000	15,955
	Comptroller/Treasurer					
494-0401-513.25-01	Other Municipal Entities	0	0	0	1,000	150
*	Comptroller/Treasurer	0	0	0	1,000	150
	Trans to General Fund					
494-0412-591.25-02	Other Municipal Funds	0	0	0	0	10,485
*	Trans to General Fund	0	0	0	0	10,485
**	TID #14	0	0	13,000	14,000	26,590

OTHER FUNDS/ COMPONENT UNITS

FUND 501

REDEVELOPMENT AUTHORITY

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Redevelopment Authority						
501-0000-466.00-00	Misc General Revenue	2,200	0	1,400	1,400	0
501-0000-481.10-00	Economic Development	270,000	270,000	0	270,000	270,000
*	Redevelopment Authority	272,200	270,000	1,400	271,400	270,000
**	Redevelopment Authority	272,200	270,000	1,400	271,400	270,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUAL	2019 ADJUSTED BUDGET	2019 YEAR TO DATE ACTUAL	2019 YEAR END PROJECTION	2020 DEPARTMENT REQUEST
Redevelopment Authority						
Community Development						
501-0304-562.21-01	Legal	991	5,000	0	0	5,000
501-0304-562.21-02	Engineering	0	40,000	2,128	40,000	40,000
501-0304-562.21-08	Recording Fees	0	3,000	0	0	3,000
501-0304-562.21-10	Marketing	0	2,500	993	1,000	2,500
501-0304-562.21-11	Development Assistance	0	42,000	0	0	0
501-0304-562.22-03	Electricity	11,958	16,200	4,748	6,500	8,000
501-0304-562.22-05	Water/Sewer	6,489	9,600	4,287	6,000	7,000
501-0304-562.22-06	Storm Water	11,293	13,764	9,673	12,000	14,000
501-0304-562.32-01	Dues/Memberships/Licenses	34,000	32,148	24,782	32,148	31,260
LEVEL	TEXT	TEXT AMT				
TOTB	PRORATED RDA SHARE OF HOA COMMON AREA DUES	31,260				
		31,260				
501-0304-562.74-01	Sale of Land	27,956	25,000	60,429	61,000	67,000
LEVEL	TEXT	TEXT AMT				
TOTB	LOSS ON SALE- DEV.INC.- BLD. CREDIT- CLOSING COST	67,000				
		67,000				
*	Community Development	92,687	189,212	107,040	158,648	177,760
	Debt Service-Principal					
501-0409-571.61-01	Principal	0	193,711	0	193,711	204,365
*	Debt Service-Principal	0	193,711	0	193,711	204,365
	Debt Service-Interest					
501-0410-571.61-02	Interest	204,928	194,829	0	194,829	184,175
*	Debt Service-Interest	204,928	194,829	0	194,829	184,175
**	Redevelopment Authority	297,615	577,752	107,040	547,188	566,300

OTHER INFORMATION/ APPENDIX

2020-2024

CAPITAL

IMPROVEMENTS

PROGRAM (CIP)

BUDGET

City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

DEPARTMENT SUMMARY

Department	2020	2021	2022	2023	2024	Total
Administration		30,000				30,000
Community Development Dept	3,017,900	413,560				3,431,460
Equipment Replacement	549,000	580,000	550,000	615,000	615,000	2,909,000
Fire Department	91,282	91,341	319,900	30,525	42,735	575,783
Health Department	5,000					5,000
Information Systems	25,000					25,000
Parks & Recreation Department	745,000	858,000	424,000	770,000	4,910,000	7,707,000
Police Department	75,000	395,000	173,500	103,000	135,000	881,500
Public Library	44,500	85,000	37,500	100,000		267,000
Public Works Department	12,591,685	1,753,635	1,463,820	2,126,425	5,512,335	23,447,900
TIF District - Future	100,000	550,000				650,000
TIF District #07	6,500					6,500
TIF District #10	300,000	50,000	1,062,550	50,000	50,000	1,512,550
TIF District #11	58,000	1,525,000	400,000			1,983,000
TIF District #12	25,000					25,000
TOTAL	17,633,867	6,331,536	4,431,270	3,794,950	11,265,070	43,456,693

City of Menasha, Wisconsin

Capital Improvements Plan

2020 thru 2024

PROJECTS BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Administration								
Electronic Poll Books	ADM-2021-001	3		30,000				30,000
Administration Total				30,000				30,000
Community Development Dept								
Grassy Meadows Lane	SUB-2020-001	3	325,000					325,000
Lake Park Heights Subdivision	SUB-2020-002	3	1,212,900					1,212,900
Gosling Way East	SUB-2020-003	3	715,000					715,000
Conservation North	SUB-2020-004	2	765,000					765,000
North Woodland Hills - North	SUB-2021-001	3		413,560				413,560
Community Development Dept Total			3,017,900	413,560				3,431,460
Equipment Replacement								
Replace #1003 Solid Waste Truck (2004)	E-2020-001	3	220,000					220,000
Replace #2008 Pickup Truck w/ Health SUV (2005)	E-2020-002	3	24,000					24,000
Pole Setting Attachment	E-2020-003	2	15,000					15,000
Replace #11 LowBed Dump Truck (2006)	E-2020-004	3	100,000					100,000
Replace #71 Pickup Truck (2004)	E-2020-005	3	30,000					30,000
Replace #12 End Loader (2003)	E-2020-006	3	160,000					160,000
Replace #1004 Solid Waste Truck (2006)	E-2021-001	3		200,000				200,000
Replace #2003 Pickup Truck (2005)	E-2021-002	3		30,000				30,000
Replace #3058 Tractor (1997)	E-2021-003	3		70,000				70,000
Replace #2015 Pickup Truck (2008)	E-2021-004	3		30,000				30,000
Replace #3 LowBed Dump Truck (2008)	E-2021-005	3		100,000				100,000
Replace #0005 Bucket Truck (2001)	E-2021-006	3		75,000				75,000
Replace #9 Utility Truck (2003)	E-2021-007	3		75,000				75,000
Replace #3007 Pickup Truck (2006)	E-2022-001	3			35,000			35,000
Replace #2014 Passenger Vehicle (2011)	E-2022-002	3			25,000			25,000
Replace #9037 Snow Throw Equipment (1992)	E-2022-003	3			105,000			105,000
Replace #2013 Pickup Truck (2006)	E-2022-004	3			30,000			30,000
Replace #24 Mechanical Sweeper (2002)	E-2022-005	3			220,000			220,000
Replace #2004 Passenger Vehicle (2009)	E-2022-006	3			20,000			20,000
Replace #2 Pickup Truck (2005)	E-2022-007	3			30,000			30,000
Replace #9027 Leaf Machine (2001)	E-2022-008	3			85,000			85,000
Replace #3003 Pickup Truck (2011)	E-2023-001	3				35,000		35,000
Replace #1002 Solid Waste Truck (2012)	E-2023-002	3				300,000		300,000
Replace #26 Dump Truck (2002)	E-2023-003	3				210,000		210,000
Replace #3004 LowBed Dump Truck (2005)	E-2023-004	3				70,000		70,000
Replace #1005 Solid Waste Truck (2013)	E-2024-001	3					300,000	300,000
Replace #2001 Pickup Truck (2013)	E-2024-002	3					35,000	35,000
Replace #70 Utility Truck (2012)	E-2024-003	3					100,000	100,000
Replace #15 Roller (1999)	E-2024-004	3					80,000	80,000
Replace #9109 Ball Diamond Groomer (1998)	E-2024-005	3					15,000	15,000
Replace #2011 Pickup Truck (2012)	E-2024-006	3					35,000	35,000
Replace #0029 Skid Steer (2013)	E-2024-007	3					50,000	50,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Equipment Replacement Total			549,000	580,000	550,000	615,000	615,000	2,909,000
Fire Department								
Fire Equipment Replacement Program	F-2020-001	1	10,175	10,175	10,175	10,175	10,175	50,875
Replace Fire Squad #32	F-2020-002	1	32,560					32,560
PPF-LED Troffer Upgrade-NM side	F-2020-003	3	8,500					8,500
Station 35 Apparatus Bay Floor Sealing	F-2020-004	3	25,000					25,000
Station 36 Parking Lot Seal	F-2020-006	3	6,500					6,500
Confined Space Training Prop	F-2020-007	3	8,547					8,547
Station 35 Shower Remodel	F-2021-002	3		25,000				25,000
(2) Fire Inspectors' Vehicles	F-2021-003	3		32,560				32,560
Fire Station #31 - Roadway Extension	F-2021-004	1		23,606				23,606
PPF-NMFD Side HVAC Digital Control Upgrade	F-2022-002	4			35,000			35,000
Fire Engine	F-2022-003	3			274,725			274,725
Training Division Pick-up Truck	F-2023-002	3				20,350		20,350
Fire Command Vehicle	F-2024-002	3					32,560	32,560
Fire Department Total			91,282	91,341	319,900	30,525	42,735	575,783
Health Department								
Senior Center Door/LockSet Replacement	H-2020-001	4	5,000					5,000
Health Department Total			5,000					5,000
Information Systems								
GIS Integrated Parcel Management System	IT-2020-001	3	25,000					25,000
Information Systems Total			25,000					25,000
Parks & Recreation Department								
Marina Stair Replacement- West End	MAR-2020-001	3	7,500					7,500
Marina Fueling System-Tanks/Dispenser	MAR-2020-002	1	120,000					120,000
Marina Perimeter Lighting Upgrade	MAR-2021-001	3		12,000				12,000
Electric Pedestal Replacement	MAR-2021-002	3		10,000	10,000			20,000
Jefferson Trail Crackfill/Seal	PR-2020-001	2	7,500					7,500
Pool Bathhouse Rehabilitation	PR-2020-002	2	45,000					45,000
Jefferson Park Two Basketball Half Courts	PR-2020-003	1	40,000					40,000
Shepard Park Grading/Seeding	PR-2020-004	3	20,000					20,000
Jefferson Park Parking Lot	PR-2020-005	1	380,000					380,000
Jefferson Park Shoreline Cap	PR-2020-006	1	25,000					25,000
Jefferson Park West End Grading and Seeding	PR-2020-007	1	73,000					73,000
Barker Farm Trail Crackfill/Seal	PR-2020-008	2	6,000					6,000
Gilbert Shelter Pavement Repair	PR-2020-009	2	6,000					6,000
Smith Park Grading/Seeding	PR-2020-010	2	15,000					15,000
Shepard Park Play Equipment	PR-2021-001	3		65,000				65,000
Poured in Place Surfacing-Clovis Grove	PR-2021-002	3		12,000				12,000
Memorial Building Flat Roof Replacement	PR-2021-003	3		25,000				25,000
Jefferson Park Community Playground	PR-2021-004	2		610,000				610,000
Barker Farm Park Basketball Court Renovation	PR-2021-005	2		20,000				20,000
Memorial Building Brick Repair	PR-2021-006	3		20,000				20,000
Jefferson Park LED Lighting Upgrade	PR-2021-007	2		19,000				19,000
Smith Park Pavilion Roof Replacement	PR-2021-008	3		30,000				30,000
Shepard Park Walkway	PR-2021-009	2		20,000				20,000
Koslo Park Grading/Seeding	PR-2021-010	2		15,000				15,000
Smith Park Tennis Court Rehabilitation	PR-2022-001	2			60,000			60,000
Ninth St. Boat Launch Parking Lot	PR-2022-002	3			175,000			175,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Riverwalk -West End Repairs	PR-2022-003	3			25,000			25,000
Jefferson Pavilion Flat Roof Repair	PR-2022-004	3			25,000			25,000
Jefferson Park - Kargus Drive East End Realignment	PR-2022-005	2			100,000			100,000
Trestle Trail LED Lighting Upgrade	PR-2022-006	3			22,000			22,000
Friendship Trail LED Lighting Upgrade-DPW Segment	PR-2022-007	3			7,000			7,000
Hidden Pond Park Trail	PR-2023-001	3				25,000		25,000
Hidden Pond Park Shelter	PR-2023-002	2				215,000		215,000
Koslo Park Parking Lot Repaving	PR-2023-003	3				40,000		40,000
Koslo Park Baseball Outfield Renovation	PR-2023-004	3				100,000		100,000
Pleasants Park Play Equipment	PR-2023-005	3				90,000		90,000
Jefferson East Diamond Renovation/Lighting	PR-2023-006	2				300,000		300,000
Scanlan Park Play Equipment	PR-2024-001	3					38,000	38,000
Jefferson Park Softball/Launch Restroom	PR-2024-002	3					275,000	275,000
Clinton Center Renovation	PR-2024-003	3					32,000	32,000
Settling Basin Trail Development	PR-2024-004	3					200,000	200,000
Jefferson Park Entrance Plaza & Trail	PR-2024-005	2					35,000	35,000
Settling Basin Fishing Piers	PR-2024-006	4					130,000	130,000
Jefferson Park Concession Building	PR-2024-007	3					60,000	60,000
Jefferson Park Swimming Pool - Phase 1	PR-2024-008	1					4,040,000	4,040,000
Jefferson Park Launch Upgrade	PR-2024-009	3					50,000	50,000
Jefferson Park Amphitheater	PR-2024-010	3					50,000	50,000

Parks & Recreation Department Total

745,000	858,000	424,000	770,000	4,910,000	7,707,000

Police Department

Police Fleet Replacement	POL-2020-001	2	75,000	140,000	91,000	103,000	135,000	544,000
Public Protection Facility Roof	PPF-2021-002	3		230,000				230,000
Shower Remodel	PPF-2021-003	4		25,000				25,000
PPF Second Street Parking Lot Concrete Replacement	PPF-2022-002	3			30,000			30,000
First Street Parking Lot Replacement	PPF-2022-003	3			17,500			17,500
PPF -PD Side HVAC Digital Control Upgrade	PPF-2022-004	4			35,000			35,000

Police Department Total

75,000	395,000	173,500	103,000	135,000	881,500

Public Library

Library Chiller Expansion Tank	L-2020-002	3	7,500					7,500
LED Interior Conversion (Library)	L-2020-003	3	5,000					5,000
Replace (2) Self-Checkout Machines Software	L-2020-004	3	12,000					12,000
Library Facilities Study	L-2020-005	3	10,000					10,000
Heating Pump VFDs	L-2020-006	3	5,000					5,000
Freight Elevator repair	L-2020-007	2	5,000					5,000
Carpet/Floor Replacement - Main Collection Area	L-2021-001	3		40,000				40,000
Meeting Room Tables & Chairs (Library)	L-2021-002	3		20,000				20,000
Building Automated Controller Upgrade	L-2021-003	2		25,000				25,000
Company E Room Audio/Video Upgrade	L-2022-001	4			17,500			17,500
Shelving Units (Library)	L-2022-002	3			20,000			20,000
Boiler Replacement (Library)	L-2023-001	5				100,000		100,000

Public Library Total

44,500	85,000	37,500	100,000	267,000

Public Works Department

Pedestrian Crossing Lights	LIT-2020-001	3	15,000					15,000
Kernan Ave. Street Light	LIT-2020-002	2	4,000					4,000
Traffic Signal Engineering	LIT-2021-001	3		20,000				20,000
Chute Street Parking Lot Reconstruction	PLO-2024-001	2					227,735	227,735
Melissa Street Sewer Lining	SAN-2020-001	2	50,000					50,000
Garfield Ave. - Railroad St. to Washington St.	SAN-2023-001	2				1,000,000		1,000,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Sidewalk Replacement Program	SID-2020-000	2	30,000	30,000	30,000	30,000	30,000	150,000
Midway Road Sidewalk	SID-2020-001	2	33,000					33,000
Ninth Street Pond	STO-2020-001	1	175,000	297,134				472,134
Storm Sewer Through Miron Property	STO-2021-001	1		200,000				200,000
New Public Works Facility (455 Baldwin St.)	STR-2020-000	2	10,740,000					10,740,000
Racine Street - Third to Ninth - DESIGN ONLY	STR-2020-001	3	15,000	75,000	75,000	75,000		240,000
Manitowoc St - Broad St. to Third St.	STR-2020-002	2	223,858					223,858
Abbey Ave	STR-2020-003	2	363,784					363,784
Lisbon Ave.. - Tayco to Pacific	STR-2020-004	2	56,495					56,495
State St. - Sixth St. to Ninth St.	STR-2020-005	2	115,496					115,496
Seventh St. - Racine St. to Appleton Rd.	STR-2020-006	2	213,056					213,056
Ninth St. - Appleton Rd. to Melissa St.	STR-2020-007	2	223,774					223,774
De Pere St. - Ninth to Appleton Rd.	STR-2020-008	1	333,222					333,222
Racine St. Bridge Amenities	STR-2021-002	3		100,000				100,000
Eighth St. - Milwaukee St. to Appleton Rd.	STR-2021-003	2		286,451				286,451
Nicolet Boulevard - Washington to East End	STR-2021-004	2		325,050				325,050
Lake Park Villas Streets	STR-2021-005	2		320,000	320,000			640,000
Baldwin Street - Plank to Fourth Street	STR-2021-006	1		100,000				100,000
Airport Rd - Racine St. to Mayer St.	STR-2022-002	1			202,010			202,010
Harding Street - Appleton to London	STR-2022-003	2			153,603			153,603
Marquette St - London to Manitowoc	STR-2022-004	2			144,065			144,065
Milwaukee St. - Eighth St. to Ninth St.	STR-2022-005	2			115,463			115,463
Milwaukee St. - Third St. to Eighth St.	STR-2022-006	2			400,909			400,909
Barlow St. - Water St. to Broad St.	STR-2022-008	2			22,770			22,770
2023 Miscellaneous Other Street Projects	STR-2023-000	3				525,000		525,000
Garfield Ave. - Railroad St. to Washington St.	STR-2023-002	2				496,425		496,425
2024 Miscellaneous Other Street Projects	STR-2024-000	3					370,000	370,000
Racine St. - Third to Ninth St. (DOT)	STR-2024-002	2					4,884,600	4,884,600
Public Works Department Total			12,591,685	1,753,635	1,463,820	2,126,425	5,512,335	23,447,900
TIF District - Future								
Banta Property	CD-2020-001	2	100,000	550,000				650,000
TIF District - Future Total			100,000	550,000				650,000
TIF District #07								
Mill Street/Riverwalk Electrical Panel Upgrade	LIT-2020-003	4	6,500					6,500
TIF District #07 Total			6,500					6,500
TIF District #10								
Tayco Corridor Redevelopment	CD-2020-002	3	250,000					250,000
Downtown Light Replacement	LIT-2020-000	1	50,000	50,000	50,000	50,000	50,000	250,000
Water Street - Barlow to Tayco	STR-2022-007	2			1,012,550			1,012,550
TIF District #10 Total			300,000	50,000	1,062,550	50,000	50,000	1,512,550
TIF District #11								
Ahnaip St. Pond Aerator/Fountain	PR-2020-011	3	10,000					10,000
Lawson Canal Restoration	PR-2020-012	2	48,000	1,525,000				1,573,000
Gilbert Trail Extension	PR-2022-009	3			400,000			400,000
TIF District #11 Total			58,000	1,525,000	400,000			1,983,000
TIF District #12								
Lake Park Villas Pond Analysis	STO-2020-003	3	25,000					25,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
TIF District #12 Total			25,000					25,000
GRAND TOTAL			17,633,867	6,331,536	4,431,270	3,794,950	11,265,070	43,456,693

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City of Menasha, Wisconsin
Capital Improvements Plan
2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Administration								
Electronic Poll Books	ADM-2021-001	3		30,000				30,000
<i>General Fund</i>				30,000				30,000
Administration Total				30,000				30,000
Community Development Dept								
Grassy Meadows Lane	SUB-2020-001	3	325,000					325,000
<i>General Obligation Debt - Developer</i>			325,000					325,000
Lake Park Heights Subdivision	SUB-2020-002	3	1,212,900					1,212,900
<i>General Obligation Debt - Developer</i>			1,212,900					1,212,900
Gosling Way East	SUB-2020-003	3	715,000					715,000
<i>General Obligation Debt - Developer</i>			715,000					715,000
Conservation North	SUB-2020-004	2	765,000					765,000
<i>General Obligation Debt - Developer</i>			544,850					544,850
<i>Sewage Utility Fund</i>			103,725					103,725
<i>Stormwater Utility Fund</i>			116,425					116,425
North Woodland Hills - North	SUB-2021-001	3		413,560				413,560
<i>General Obligation Debt - Developer</i>				413,560				413,560
Community Development Dept Total			3,017,900	413,560				3,431,460
Equipment Replacement								
Replace #1003 Solid Waste Truck (2004)	E-2020-001	3	220,000					220,000
<i>Street Equipment Replacement Fund</i>			220,000					220,000
Replace #2008 Pickup Truck w/ Health SUV (2005)	E-2020-002	3	24,000					24,000
<i>Street Equipment Replacement Fund</i>			24,000					24,000
Pole Setting Attachment	E-2020-003	2	15,000					15,000
<i>Street Equipment Replacement Fund</i>			15,000					15,000
Replace #11 LowBed Dump Truck (2006)	E-2020-004	3	100,000					100,000
<i>Street Equipment Replacement Fund</i>			100,000					100,000
Replace #71 Pickup Truck (2004)	E-2020-005	3	30,000					30,000
<i>Street Equipment Replacement Fund</i>			30,000					30,000
Replace #12 End Loader (2003)	E-2020-006	3	160,000					160,000
<i>Street Equipment Replacement Fund</i>			160,000					160,000
Replace #1004 Solid Waste Truck (2006)	E-2021-001	3		200,000				200,000
<i>Street Equipment Replacement Fund</i>				200,000				200,000
Replace #2003 Pickup Truck (2005)	E-2021-002	3		30,000				30,000
<i>Street Equipment Replacement Fund</i>				30,000				30,000
Replace #3058 Tractor (1997)	E-2021-003	3		70,000				70,000
<i>Street Equipment Replacement Fund</i>				70,000				70,000
Replace #2015 Pickup Truck (2008)	E-2021-004	3		30,000				30,000
<i>Street Equipment Replacement Fund</i>				30,000				30,000
Replace #3 LowBed Dump Truck (2008)	E-2021-005	3		100,000				100,000
<i>Street Equipment Replacement Fund</i>				100,000				100,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Replace #0005 Bucket Truck (2001) <i>Street Equipment Replacement Fund</i>	E-2021-006	3		75,000 75,000				75,000 75,000
Replace #9 Utility Truck (2003) <i>Street Equipment Replacement Fund</i>	E-2021-007	3		75,000 75,000				75,000 75,000
Replace #3007 Pickup Truck (2006) <i>Street Equipment Replacement Fund</i>	E-2022-001	3			35,000 35,000			35,000 35,000
Replace #2014 Passenger Vehicle (2011) <i>Street Equipment Replacement Fund</i>	E-2022-002	3			25,000 25,000			25,000 25,000
Replace #9037 Snow Throw Equipment (1992) <i>Street Equipment Replacement Fund</i>	E-2022-003	3			105,000 105,000			105,000 105,000
Replace #2013 Pickup Truck (2006) <i>Street Equipment Replacement Fund</i>	E-2022-004	3			30,000 30,000			30,000 30,000
Replace #24 Mechanical Sweeper (2002) <i>Street Equipment Replacement Fund</i>	E-2022-005	3			220,000 220,000			220,000 220,000
Replace #2004 Passenger Vehicle (2009) <i>Street Equipment Replacement Fund</i>	E-2022-006	3			20,000 20,000			20,000 20,000
Replace #2 Pickup Truck (2005) <i>Street Equipment Replacement Fund</i>	E-2022-007	3			30,000 30,000			30,000 30,000
Replace #9027 Leaf Machine (2001) <i>Street Equipment Replacement Fund</i>	E-2022-008	3			85,000 85,000			85,000 85,000
Replace #3003 Pickup Truck (2011) <i>Street Equipment Replacement Fund</i>	E-2023-001	3				35,000 35,000		35,000 35,000
Replace #1002 Solid Waste Truck (2012) <i>Street Equipment Replacement Fund</i>	E-2023-002	3				300,000 300,000		300,000 300,000
Replace #26 Dump Truck (2002) <i>Street Equipment Replacement Fund</i>	E-2023-003	3				210,000 210,000		210,000 210,000
Replace #3004 LowBed Dump Truck (2005) <i>Street Equipment Replacement Fund</i>	E-2023-004	3				70,000 70,000		70,000 70,000
Replace #1005 Solid Waste Truck (2013) <i>Street Equipment Replacement Fund</i>	E-2024-001	3					300,000 300,000	300,000 300,000
Replace #2001 Pickup Truck (2013) <i>Street Equipment Replacement Fund</i>	E-2024-002	3					35,000 35,000	35,000 35,000
Replace #70 Utility Truck (2012) <i>Street Equipment Replacement Fund</i>	E-2024-003	3					100,000 100,000	100,000 100,000
Replace #15 Roller (1999) <i>Street Equipment Replacement Fund</i>	E-2024-004	3					80,000 80,000	80,000 80,000
Replace #9109 Ball Diamond Groomer (1998) <i>Street Equipment Replacement Fund</i>	E-2024-005	3					15,000 15,000	15,000 15,000
Replace #2011 Pickup Truck (2012) <i>Street Equipment Replacement Fund</i>	E-2024-006	3					35,000 35,000	35,000 35,000
Replace #0029 Skid Steer (2013) <i>Street Equipment Replacement Fund</i>	E-2024-007	3					50,000 50,000	50,000 50,000
Equipment Replacement Total			549,000	580,000	550,000	615,000	615,000	2,909,000

Fire Department

Fire Equipment Replacement Program <i>General Obligation Debt</i>	F-2020-001	1	10,175 10,175	10,175 10,175	10,175 10,175	10,175 10,175	10,175 10,175	50,875 50,875
Replace Fire Squad #32 <i>General Obligation Debt</i>	F-2020-002	1	32,560 32,560					32,560 32,560
PPF-LED Troffer Upgrade-NM side <i>General Obligation Debt</i>	F-2020-003	3	8,500 8,500					8,500 8,500
Station 35 Apparatus Bay Floor Sealing <i>General Obligation Debt</i>	F-2020-004	3	25,000 25,000					25,000 25,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Station 36 Parking Lot Seal <i>General Obligation Debt</i>	F-2020-006	3	6,500 6,500					6,500 6,500
Confined Space Training Prop <i>General Obligation Debt</i>	F-2020-007	3	8,547 8,547					8,547 8,547
Station 35 Shower Remodel <i>General Obligation Debt</i>	F-2021-002	3		25,000 25,000				25,000 25,000
(2) Fire Inspectors' Vehicles <i>General Obligation Debt</i>	F-2021-003	3		32,560 32,560				32,560 32,560
Fire Station #31 - Roadway Extension <i>General Obligation Debt</i>	F-2021-004	1		23,606 23,606				23,606 23,606
PPF-NMFD Side HVAC Digital Control Upgrade <i>General Obligation Debt</i>	F-2022-002	4			35,000 35,000			35,000 35,000
Fire Engine <i>General Obligation Debt</i>	F-2022-003	3			274,725 274,725			274,725 274,725
Training Division Pick-up Truck <i>General Obligation Debt</i>	F-2023-002	3				20,350 20,350		20,350 20,350
Fire Command Vehicle <i>General Obligation Debt</i>	F-2024-002	3					32,560 32,560	32,560 32,560
Fire Department Total			91,282	91,341	319,900	30,525	42,735	575,783
Health Department								
Senior Center Door/LockSet Replacement <i>General Fund</i>	H-2020-001	4	5,000 5,000					5,000 5,000
Health Department Total			5,000					5,000
Information Systems								
GIS Integrated Parcel Management System <i>Information Technology Fund</i>	IT-2020-001	3	25,000 25,000					25,000 25,000
Information Systems Total			25,000					25,000
Parks & Recreation Department								
Marina Stair Replacement- West End <i>Marina Fund</i>	MAR-2020-001	3	7,500 7,500					7,500 7,500
Marina Fueling System-Tanks/Dispenser <i>Marina Fund</i>	MAR-2020-002	1	120,000 120,000					120,000 120,000
Marina Perimeter Lighting Upgrade <i>Marina Fund</i>	MAR-2021-001	3		12,000 12,000				12,000 12,000
Electric Pedestal Replacement <i>Marina Fund</i>	MAR-2021-002	3		10,000 10,000	10,000 10,000			20,000 20,000
Jefferson Trail Crackfill/Seal <i>General Obligation Debt</i>	PR-2020-001	2	7,500 7,500					7,500 7,500
Pool Bathhouse Rehabilitation <i>General Obligation Debt</i>	PR-2020-002	2	45,000 45,000					45,000 45,000
Jefferson Park Two Basketball Half Courts <i>General Obligation Debt</i>	PR-2020-003	1	40,000 40,000					40,000 40,000
Shepard Park Grading/Seeding <i>General Obligation Debt</i>	PR-2020-004	3	20,000 20,000					20,000 20,000
Jefferson Park Parking Lot <i>General Obligation Debt</i>	PR-2020-005	1	380,000 380,000					380,000 380,000
Jefferson Park Shoreline Cap <i>Capital Improvements Fund</i>	PR-2020-006	1	25,000 25,000					25,000 25,000
Jefferson Park West End Grading and Seeding	PR-2020-007	1	73,000					73,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
<i>General Obligation Debt</i>			73,000					73,000
Barker Farm Trail Crackfill/Seal	PR-2020-008	2	6,000					6,000
<i>General Obligation Debt</i>			6,000					6,000
Gilbert Shelter Pavement Repair	PR-2020-009	2	6,000					6,000
<i>General Obligation Debt</i>			6,000					6,000
Smith Park Grading/Seeding	PR-2020-010	2	15,000					15,000
<i>General Obligation Debt</i>			15,000					15,000
Shepard Park Play Equipment	PR-2021-001	3		65,000				65,000
<i>General Obligation Debt</i>				65,000				65,000
Poured in Place Surfacing-Clovis Grove	PR-2021-002	3		12,000				12,000
<i>General Obligation Debt</i>				12,000				12,000
Memorial Building Flat Roof Replacement	PR-2021-003	3		25,000				25,000
<i>Park Development Fund</i>				25,000				25,000
Jefferson Park Community Playground	PR-2021-004	2		610,000				610,000
<i>Donations</i>				510,000				510,000
<i>General Obligation Debt</i>				100,000				100,000
Barker Farm Park Basketball Court Renovation	PR-2021-005	2		20,000				20,000
<i>General Obligation Debt</i>				20,000				20,000
Memorial Building Brick Repair	PR-2021-006	3		20,000				20,000
<i>Park Development Fund</i>				20,000				20,000
Jefferson Park LED Lighting Upgrade	PR-2021-007	2		19,000				19,000
<i>General Obligation Debt</i>				19,000				19,000
Smith Park Pavilion Roof Replacement	PR-2021-008	3		30,000				30,000
<i>General Obligation Debt</i>				30,000				30,000
Shepard Park Walkway	PR-2021-009	2		20,000				20,000
<i>General Obligation Debt</i>				20,000				20,000
Koslo Park Grading/Seeding	PR-2021-010	2		15,000				15,000
<i>General Obligation Debt</i>				15,000				15,000
Smith Park Tennis Court Rehabilitation	PR-2022-001	2			60,000			60,000
<i>General Obligation Debt</i>					60,000			60,000
Ninth St. Boat Launch Parking Lot	PR-2022-002	3			175,000			175,000
<i>General Obligation Debt</i>					87,500			87,500
<i>Grants - State</i>					87,500			87,500
Riverwalk -West End Repairs	PR-2022-003	3			25,000			25,000
<i>General Obligation Debt</i>					25,000			25,000
Jefferson Pavilion Flat Roof Repair	PR-2022-004	3			25,000			25,000
<i>General Obligation Debt</i>					25,000			25,000
Jefferson Park - Kargus Drive East End Realignment	PR-2022-005	2			100,000			100,000
<i>General Obligation Debt</i>					100,000			100,000
Trestle Trail LED Lighting Upgrade	PR-2022-006	3			22,000			22,000
<i>General Obligation Debt</i>					11,000			11,000
<i>Intergovernmental Reimbursements</i>					11,000			11,000
Friendship Trail LED Lighting Upgrade-DPW Segment	PR-2022-007	3			7,000			7,000
<i>General Fund</i>					7,000			7,000
Hidden Pond Park Trail	PR-2023-001	3				25,000		25,000
<i>General Obligation Debt</i>						25,000		25,000
Hidden Pond Park Shelter	PR-2023-002	2				215,000		215,000
<i>General Obligation Debt</i>						215,000		215,000
Koslo Park Parking Lot Repaving	PR-2023-003	3				40,000		40,000
<i>General Obligation Debt</i>						40,000		40,000
Koslo Park Baseball Outfield Renovation	PR-2023-004	3				100,000		100,000
<i>Donations</i>						50,000		50,000
<i>General Obligation Debt</i>						50,000		50,000
Pleasants Park Play Equipment	PR-2023-005	3				90,000		90,000
<i>Donations</i>						20,000		20,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
<i>General Obligation Debt</i>						70,000		70,000
Jefferson East Diamond Renovation/Lighting	PR-2023-006	2				300,000		300,000
<i>General Obligation Debt</i>						300,000		300,000
Scanlan Park Play Equipment	PR-2024-001	3					38,000	38,000
<i>General Obligation Debt</i>							38,000	38,000
Jefferson Park Softball/Launch Restroom	PR-2024-002	3					275,000	275,000
<i>General Obligation Debt</i>							275,000	275,000
Clinton Center Renovation	PR-2024-003	3					32,000	32,000
<i>General Obligation Debt</i>							32,000	32,000
Settling Basin Trail Development	PR-2024-004	3					200,000	200,000
<i>General Obligation Debt</i>							100,000	100,000
<i>Grants - State</i>							100,000	100,000
Jefferson Park Entrance Plaza & Trail	PR-2024-005	2					35,000	35,000
<i>General Obligation Debt</i>							35,000	35,000
Settling Basin Fishing Piers	PR-2024-006	4					130,000	130,000
<i>General Obligation Debt</i>							65,000	65,000
<i>Grants - State</i>							65,000	65,000
Jefferson Park Concession Building	PR-2024-007	3					60,000	60,000
<i>General Obligation Debt</i>							60,000	60,000
Jefferson Park Swimming Pool - Phase 1	PR-2024-008	1					4,040,000	4,040,000
<i>General Obligation Debt</i>							4,040,000	4,040,000
Jefferson Park Launch Upgrade	PR-2024-009	3					50,000	50,000
<i>General Obligation Debt</i>							50,000	50,000
Jefferson Park Amphitheater	PR-2024-010	3					50,000	50,000
<i>General Obligation Debt</i>							50,000	50,000
Parks & Recreation Department Total			745,000	858,000	424,000	770,000	4,910,000	7,707,000

Police Department

Police Fleet Replacement	POL-2020-001	2	75,000	140,000	91,000	103,000	135,000	544,000
<i>General Fund</i>			75,000	140,000	91,000	103,000	135,000	544,000
Public Protection Facility Roof	PPF-2021-002	3		230,000				230,000
<i>General Obligation Debt</i>				230,000				230,000
Shower Remodel	PPF-2021-003	4		25,000				25,000
<i>General Obligation Debt</i>				25,000				25,000
PPF Second Street Parking Lot Concrete Replacement	PPF-2022-002	3			30,000			30,000
<i>General Obligation Debt</i>					30,000			30,000
First Street Parking Lot Replacement	PPF-2022-003	3			17,500			17,500
<i>General Obligation Debt</i>					17,500			17,500
PPF -PD Side HVAC Digital Control Upgrade	PPF-2022-004	4			35,000			35,000
<i>General Obligation Debt</i>					35,000			35,000
Police Department Total			75,000	395,000	173,500	103,000	135,000	881,500

Public Library

Library Chiller Expansion Tank	L-2020-002	3	7,500					7,500
<i>General Obligation Debt</i>			7,500					7,500
LED Interior Conversion (Library)	L-2020-003	3	5,000					5,000
<i>General Fund</i>			5,000					5,000
Replace (2) Self-Checkout Machines Software	L-2020-004	3	12,000					12,000
<i>General Obligation Debt</i>			12,000					12,000
Library Facilities Study	L-2020-005	3	10,000					10,000
<i>General Fund</i>			10,000					10,000
Heating Pump VFDs	L-2020-006	3	5,000					5,000
<i>General Obligation Debt</i>			5,000					5,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Freight Elevator repair <i>General Fund</i>	L-2020-007	2	5,000 5,000					5,000 5,000
Carpet/Floor Replacement - Main Collection Area <i>General Obligation Debt</i>	L-2021-001	3		40,000 40,000				40,000 40,000
Meeting Room Tables & Chairs (Library) <i>General Obligation Debt</i>	L-2021-002	3		20,000 20,000				20,000 20,000
Building Automated Controller Upgrade <i>General Obligation Debt</i>	L-2021-003	2		25,000 25,000				25,000 25,000
Company E Room Audio/Video Upgrade <i>General Obligation Debt</i>	L-2022-001	4			17,500 17,500			17,500 17,500
Shelving Units (Library) <i>General Obligation Debt</i>	L-2022-002	3			20,000 20,000			20,000 20,000
Boiler Replacement (Library) <i>General Obligation Debt</i>	L-2023-001	5				100,000 100,000		100,000 100,000
Public Library Total			44,500	85,000	37,500	100,000		267,000

Public Works Department

Pedestrian Crossing Lights <i>General Fund</i>	LIT-2020-001	3	15,000 15,000					15,000 15,000
Kernan Ave. Street Light <i>General Fund</i>	LIT-2020-002	2	4,000 4,000					4,000 4,000
Traffic Signal Engineering <i>General Fund</i>	LIT-2021-001	3		20,000 20,000				20,000 20,000
Chute Street Parking Lot Reconstruction <i>General Fund</i>	PLO-2024-001	2					227,735 227,735	227,735 227,735
Melissa Street Sewer Lining <i>Sewage Utility Fund</i>	SAN-2020-001	2	50,000 50,000					50,000 50,000
Garfield Ave. - Railroad St. to Washington St. <i>Sewage Utility Fund</i>	SAN-2023-001	2				1,000,000 1,000,000		1,000,000 1,000,000
Sidewalk Replacement Program <i>General Obligation Debt</i>	SID-2020-000	2	30,000 30,000	30,000 30,000	30,000 30,000	30,000 30,000	30,000 30,000	150,000 150,000
Midway Road Sidewalk <i>General Obligation Debt</i>	SID-2020-001	2	33,000 33,000					33,000 33,000
Ninth Street Pond <i>Stormwater Utility Fund</i>	STO-2020-001	1	175,000 175,000	297,134 297,134				472,134 472,134
Storm Sewer Through Miron Property <i>Stormwater Utility Fund</i>	STO-2021-001	1		200,000 200,000				200,000 200,000
New Public Works Facility (455 Baldwin St.) <i>USDA Loan</i>	STR-2020-000	2	10,740,000 10,740,000					10,740,000 10,740,000
Racine Street - Third to Ninth - DESIGN ONLY <i>General Obligation Debt</i>	STR-2020-001	3	15,000 15,000	75,000 75,000	75,000 75,000	75,000 75,000		240,000 240,000
Manitowoc St - Broad St. to Third St. <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2020-002	2	223,858 180,198 43,660					223,858 180,198 43,660
Abbey Ave <i>General Fund</i> <i>Sewage Utility Fund</i> <i>Stormwater Utility Fund</i>	STR-2020-003	2	363,784 124,424 137,500 101,860					363,784 124,424 137,500 101,860
Lisbon Ave.. - Tayco to Pacific <i>General Obligation Debt</i>	STR-2020-004	2	56,495 56,495					56,495 56,495
State St. - Sixth St. to Ninth St. <i>General Fund</i> <i>Menasha Utilities Reimbursement</i> <i>Stormwater Utility Fund</i>	STR-2020-005	2	115,496 94,223 15,675 5,598					115,496 94,223 15,675 5,598

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Seventh St. - Racine St. to Appleton Rd.	STR-2020-006	2	213,056					213,056
<i>General Obligation Debt</i>			182,408					182,408
<i>Menasha Utilities Reimbursement</i>			0					0
<i>Stormwater Utility Fund</i>			30,648					30,648
Ninth St. - Appleton Rd. to Melissa St.	STR-2020-007	2	223,774					223,774
<i>General Obligation Debt</i>			178,990					178,990
<i>Menasha Utilities Reimbursement</i>			14,250					14,250
<i>Stormwater Utility Fund</i>			30,534					30,534
De Pere St. - Ninth to Appleton Rd.	STR-2020-008	1	333,222					333,222
<i>General Obligation Debt</i>			241,703					241,703
<i>Stormwater Utility Fund</i>			91,519					91,519
Racine St. Bridge Amenities	STR-2021-002	3		100,000				100,000
<i>TIF District #11 Fund</i>				100,000				100,000
Eighth St. - Milwaukee St. to Appleton Rd.	STR-2021-003	2		286,451				286,451
<i>General Obligation Debt</i>				226,751				226,751
<i>Menasha Utilities Reimbursement</i>				17,100				17,100
<i>Stormwater Utility Fund</i>				42,600				42,600
Nicolet Boulevard - Washington to East End	STR-2021-004	2		325,050				325,050
<i>General Fund</i>				325,050				325,050
Lake Park Villas Streets	STR-2021-005	2		320,000	320,000			640,000
<i>General Obligation Debt</i>				320,000	320,000			640,000
Baldwin Street - Plank to Fourth Street	STR-2021-006	1		100,000				100,000
<i>General Obligation Debt</i>				100,000				100,000
Airport Rd - Racine St. to Mayer St.	STR-2022-002	1			202,010			202,010
<i>General Obligation Debt</i>					202,010			202,010
Harding Street - Appleton to London	STR-2022-003	2			153,603			153,603
<i>General Fund</i>					153,603			153,603
Marquette St - London to Manitowoc	STR-2022-004	2			144,065			144,065
<i>General Fund</i>					144,065			144,065
Milwaukee St. - Eighth St. to Ninth St.	STR-2022-005	2			115,463			115,463
<i>General Obligation Debt</i>					115,463			115,463
Milwaukee St. - Third St. to Eighth St.	STR-2022-006	2			400,909			400,909
<i>General Obligation Debt</i>					400,909			400,909
Barlow St. - Water St. to Broad St.	STR-2022-008	2			22,770			22,770
<i>General Obligation Debt</i>					22,770			22,770
2023 Miscellaneous Other Street Projects	STR-2023-000	3				525,000		525,000
<i>General Obligation Debt</i>						525,000		525,000
Garfield Ave. - Railroad St. to Washington St.	STR-2023-002	2				496,425		496,425
<i>General Fund</i>						300,000		300,000
<i>General Obligation Debt</i>						196,425		196,425
2024 Miscellaneous Other Street Projects	STR-2024-000	3					370,000	370,000
<i>General Obligation Debt</i>							370,000	370,000
Racine St. - Third to Ninth St. (DOT)	STR-2024-002	2					4,884,600	4,884,600
<i>General Obligation Debt</i>							430,196	430,196
<i>State Aid</i>							3,713,483	3,713,483
<i>Stormwater Utility Fund</i>							740,921	740,921
Public Works Department Total			12,591,685	1,753,635	1,463,820	2,126,425	5,512,335	23,447,900

TIF District - Future

Banta Property	CD-2020-001	2	100,000	550,000				650,000
<i>TIF (future) - General Obligation Debt</i>			100,000	550,000				650,000
TIF District - Future Total			100,000	550,000				650,000

TIF District #07

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Mill Street/Riverwalk Electrical Panel Upgrade <i>TIF District #07 Fund</i>	LIT-2020-003	4	6,500 6,500					6,500 6,500
TIF District #07 Total			6,500					6,500
TIF District #10								
Tayco Corridor Redevelopment <i>TIF District #10 - General Obligation Debt</i>	CD-2020-002	3	250,000 250,000					250,000 250,000
Downtown Light Replacement <i>TIF District #10 - General Obligation Debt</i>	LIT-2020-000	1	50,000 50,000	50,000 50,000	50,000 50,000	50,000 50,000	50,000 50,000	250,000 250,000
Water Street - Barlow to Tayco <i>Grants - State</i> <i>TIF District #10 - General Obligation Debt</i>	STR-2022-007	2			1,012,550 500,000 512,550			1,012,550 500,000 512,550
TIF District #10 Total			300,000	50,000	1,062,550	50,000	50,000	1,512,550
TIF District #11								
Ahnaip St. Pond Aerator/Fountain <i>TIF District #11 Fund</i>	PR-2020-011	3	10,000 10,000					10,000 10,000
Lawson Canal Restoration <i>Donations</i> <i>Grants - Federal</i> <i>Grants - State</i> <i>Park Development Fund</i> <i>TIF District #11 Fund</i>	PR-2020-012	2	48,000	1,525,000 675,000 200,000 600,000 40,000 48,000				1,573,000 675,000 200,000 600,000 40,000 58,000
Gilbert Trail Extension <i>Grants - State</i> <i>TIF District #11 Fund</i>	PR-2022-009	3			400,000 200,000 200,000			400,000 200,000 200,000
TIF District #11 Total			58,000	1,525,000	400,000			1,983,000
TIF District #12								
Lake Park Villas Pond Analysis <i>TIF District #12 Fund</i>	STO-2020-003	3	25,000 25,000					25,000 25,000
TIF District #12 Total			25,000					25,000
GRAND TOTAL			17,633,867	6,331,536	4,431,270	3,794,950	11,265,070	43,456,693

City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Administration								
Electronic Poll Books	ADM-2021-001	3		30,000				30,000
Administration Total				30,000				30,000
General Fund				30,000				30,000
Administration Total				30,000				30,000
Community Development Dept								
Grassy Meadows Lane	SUB-2020-001	3	325,000					325,000
Lake Park Heights Subdivision	SUB-2020-002	3	1,212,900					1,212,900
Gosling Way East	SUB-2020-003	3	715,000					715,000
Conservation North	SUB-2020-004	2	765,000					765,000
North Woodland Hills - North	SUB-2021-001	3		413,560				413,560
Community Development Dept Total			3,017,900	413,560				3,431,460
General Obligation Debt - Developer			2,797,750	413,560				3,211,310
Sewage Utility Fund			103,725					103,725
Stormwater Utility Fund			116,425					116,425
Community Development Dept Total			3,017,900	413,560				3,431,460
Equipment Replacement								
Replace #1003 Solid Waste Truck (2004)	E-2020-001	3	220,000					220,000
Replace #2008 Pickup Truck w/ Health SUV (2005)	E-2020-002	3	24,000					24,000
Pole Setting Attachment	E-2020-003	2	15,000					15,000
Replace #11 LowBed Dump Truck (2006)	E-2020-004	3	100,000					100,000
Replace #71 Pickup Truck (2004)	E-2020-005	3	30,000					30,000
Replace #12 End Loader (2003)	E-2020-006	3	160,000					160,000
Replace #1004 Solid Waste Truck (2006)	E-2021-001	3		200,000				200,000
Replace #2003 Pickup Truck (2005)	E-2021-002	3		30,000				30,000
Replace #3058 Tractor (1997)	E-2021-003	3		70,000				70,000
Replace #2015 Pickup Truck (2008)	E-2021-004	3		30,000				30,000
Replace #3 LowBed Dump Truck (2008)	E-2021-005	3		100,000				100,000
Replace #0005 Bucket Truck (2001)	E-2021-006	3		75,000				75,000
Replace #9 Utility Truck (2003)	E-2021-007	3		75,000				75,000
Replace #3007 Pickup Truck (2006)	E-2022-001	3			35,000			35,000
Replace #2014 Passenger Vehicle (2011)	E-2022-002	3			25,000			25,000
Replace #9037 Snow Throw Equipment (1992)	E-2022-003	3			105,000			105,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Replace #2013 Pickup Truck (2006)	E-2022-004	3			30,000			30,000
Replace #24 Mechanical Sweeper (2002)	E-2022-005	3			220,000			220,000
Replace #2004 Passenger Vehicle (2009)	E-2022-006	3			20,000			20,000
Replace #2 Pickup Truck (2005)	E-2022-007	3			30,000			30,000
Replace #9027 Leaf Machine (2001)	E-2022-008	3			85,000			85,000
Replace #3003 Pickup Truck (2011)	E-2023-001	3				35,000		35,000
Replace #1002 Solid Waste Truck (2012)	E-2023-002	3				300,000		300,000
Replace #26 Dump Truck (2002)	E-2023-003	3				210,000		210,000
Replace #3004 LowBed Dump Truck (2005)	E-2023-004	3				70,000		70,000
Replace #1005 Solid Waste Truck (2013)	E-2024-001	3					300,000	300,000
Replace #2001 Pickup Truck (2013)	E-2024-002	3					35,000	35,000
Replace #70 Utility Truck (2012)	E-2024-003	3					100,000	100,000
Replace #15 Roller (1999)	E-2024-004	3					80,000	80,000
Replace #9109 Ball Diamond Groomer (1998)	E-2024-005	3					15,000	15,000
Replace #2011 Pickup Truck (2012)	E-2024-006	3					35,000	35,000
Replace #0029 Skid Steer (2013)	E-2024-007	3					50,000	50,000
Equipment Replacement Total			549,000	580,000	550,000	615,000	615,000	2,909,000

Street Equipment Replacement Fund

Equipment Replacement Total

549,000	580,000	550,000	615,000	615,000	2,909,000
549,000	580,000	550,000	615,000	615,000	2,909,000

Fire Department

Fire Equipment Replacement Program	F-2020-001	1	10,175	10,175	10,175	10,175	10,175	50,875
Replace Fire Squad #32	F-2020-002	1	32,560					32,560
PPF-LED Troffer Upgrade-NM side	F-2020-003	3	8,500					8,500
Station 35 Apparatus Bay Floor Sealing	F-2020-004	3	25,000					25,000
Station 36 Parking Lot Seal	F-2020-006	3	6,500					6,500
Confined Space Training Prop	F-2020-007	3	8,547					8,547
Station 35 Shower Remodel	F-2021-002	3		25,000				25,000
(2) Fire Inspectors' Vehicles	F-2021-003	3		32,560				32,560
Fire Station #31 - Roadway Extension	F-2021-004	1		23,606				23,606
PPF-NMFD Side HVAC Digital Control Upgrade	F-2022-002	4			35,000			35,000
Fire Engine	F-2022-003	3			274,725			274,725
Training Division Pick-up Truck	F-2023-002	3				20,350		20,350
Fire Command Vehicle	F-2024-002	3					32,560	32,560
Fire Department Total			91,282	91,341	319,900	30,525	42,735	575,783

General Obligation Debt

Fire Department Total

91,282	91,341	319,900	30,525	42,735	575,783
91,282	91,341	319,900	30,525	42,735	575,783

Health Department

Senior Center Door/LockSet Replacement	H-2020-001	4	5,000					5,000
Health Department Total			5,000					5,000

General Fund

5,000	5,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Health Department Total			5,000					5,000
Information Systems								
GIS Integrated Parcel Management System	IT-2020-001	3	25,000					25,000
Information Systems Total			25,000					25,000
Information Technology Fund			25,000					25,000
Information Systems Total			25,000					25,000
Parks & Recreation Department								
Marina Stair Replacement- West End	MAR-2020-001	3	7,500					7,500
Marina Fueling System-Tanks/Dispenser	MAR-2020-002	1	120,000					120,000
Marina Perimeter Lighting Upgrade	MAR-2021-001	3		12,000				12,000
Electric Pedestal Replacement	MAR-2021-002	3		10,000	10,000			20,000
Jefferson Trail Crackfill/Seal	PR-2020-001	2	7,500					7,500
Pool Bathhouse Rehabilitation	PR-2020-002	2	45,000					45,000
Jefferson Park Two Basketball Half Courts	PR-2020-003	1	40,000					40,000
Shepard Park Grading/Seeding	PR-2020-004	3	20,000					20,000
Jefferson Park Parking Lot	PR-2020-005	1	380,000					380,000
Jefferson Park Shoreline Cap	PR-2020-006	1	25,000					25,000
Jefferson Park West End Grading and Seeding	PR-2020-007	1	73,000					73,000
Barker Farm Trail Crackfill/Seal	PR-2020-008	2	6,000					6,000
Gilbert Shelter Pavement Repair	PR-2020-009	2	6,000					6,000
Smith Park Grading/Seeding	PR-2020-010	2	15,000					15,000
Shepard Park Play Equipment	PR-2021-001	3		65,000				65,000
Poured in Place Surfacing-Clovis Grove	PR-2021-002	3		12,000				12,000
Memorial Building Flat Roof Replacement	PR-2021-003	3		25,000				25,000
Jefferson Park Community Playground	PR-2021-004	2		610,000				610,000
Barker Farm Park Basketball Court Renovation	PR-2021-005	2		20,000				20,000
Memorial Building Brick Repair	PR-2021-006	3		20,000				20,000
Jefferson Park LED Lighting Upgrade	PR-2021-007	2		19,000				19,000
Smith Park Pavilion Roof Replacement	PR-2021-008	3		30,000				30,000
Shepard Park Walkway	PR-2021-009	2		20,000				20,000
Koslo Park Grading/Seeding	PR-2021-010	2		15,000				15,000
Smith Park Tennis Court Rehabilitation	PR-2022-001	2			60,000			60,000
Ninth St. Boat Launch Parking Lot	PR-2022-002	3			175,000			175,000
Riverwalk -West End Repairs	PR-2022-003	3			25,000			25,000
Jefferson Pavilion Flat Roof Repair	PR-2022-004	3			25,000			25,000
Jefferson Park - Kargus Drive East End Realignment	PR-2022-005	2			100,000			100,000
Trestle Trail LED Lighting Upgrade	PR-2022-006	3			22,000			22,000
Friendship Trail LED Lighting Upgrade-DPW Segment	PR-2022-007	3			7,000			7,000
Hidden Pond Park Trail	PR-2023-001	3				25,000		25,000
Hidden Pond Park Shelter	PR-2023-002	2				215,000		215,000
Koslo Park Parking Lot Repaving	PR-2023-003	3				40,000		40,000
Koslo Park Baseball Outfield Renovation	PR-2023-004	3				100,000		100,000
Pleasants Park Play Equipment	PR-2023-005	3				90,000		90,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Jefferson East Diamond Renovation/Lighting	PR-2023-006	2				300,000		300,000
Scanlan Park Play Equipment	PR-2024-001	3					38,000	38,000
Jefferson Park Softball/Launch Restroom	PR-2024-002	3					275,000	275,000
Clinton Center Renovation	PR-2024-003	3					32,000	32,000
Settling Basin Trail Development	PR-2024-004	3					200,000	200,000
Jefferson Park Entrance Plaza & Trail	PR-2024-005	2					35,000	35,000
Settling Basin Fishing Piers	PR-2024-006	4					130,000	130,000
Jefferson Park Concession Building	PR-2024-007	3					60,000	60,000
Jefferson Park Swimming Pool - Phase 1	PR-2024-008	1					4,040,000	4,040,000
Jefferson Park Launch Upgrade	PR-2024-009	3					50,000	50,000
Jefferson Park Amphitheater	PR-2024-010	3					50,000	50,000
Parks & Recreation Department Total			745,000	858,000	424,000	770,000	4,910,000	7,707,000

Capital Improvements Fund			25,000					25,000
Donations				510,000		70,000		580,000
General Fund					7,000			7,000
General Obligation Debt			592,500	281,000	308,500	700,000	4,745,000	6,627,000
Grants - State					87,500		165,000	252,500
Intergovernmental Reimbursements					11,000			11,000
Marina Fund			127,500	22,000	10,000			159,500
Park Development Fund				45,000				45,000
Parks & Recreation Department Total			745,000	858,000	424,000	770,000	4,910,000	7,707,000

Police Department								
Police Fleet Replacement	POL-2020-001	2	75,000	140,000	91,000	103,000	135,000	544,000
Public Protection Facility Roof	PPF-2021-002	3		230,000				230,000
Shower Remodel	PPF-2021-003	4		25,000				25,000
PPF Second Street Parking Lot Concrete Replacement	PPF-2022-002	3			30,000			30,000
First Street Parking Lot Replacement	PPF-2022-003	3			17,500			17,500
PPF -PD Side HVAC Digital Control Upgrade	PPF-2022-004	4			35,000			35,000
Police Department Total			75,000	395,000	173,500	103,000	135,000	881,500

General Fund			75,000	140,000	91,000	103,000	135,000	544,000
General Obligation Debt				255,000	82,500			337,500
Police Department Total			75,000	395,000	173,500	103,000	135,000	881,500

Public Library								
Library Chiller Expansion Tank	L-2020-002	3	7,500					7,500
LED Interior Conversion (Library)	L-2020-003	3	5,000					5,000
Replace (2) Self-Checkout Machines Software	L-2020-004	3	12,000					12,000
Library Facilities Study	L-2020-005	3	10,000					10,000
Heating Pump VFDs	L-2020-006	3	5,000					5,000
Freight Elevator repair	L-2020-007	2	5,000					5,000
Carpet/Floor Replacement - Main Collection Area	L-2021-001	3		40,000				40,000
Meeting Room Tables & Chairs (Library)	L-2021-002	3		20,000				20,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Building Automated Controller Upgrade	L-2021-003	2		25,000				25,000
Company E Room Audio/Video Upgrade	L-2022-001	4			17,500			17,500
Shelving Units (Library)	L-2022-002	3			20,000			20,000
Boiler Replacement (Library)	L-2023-001	5				100,000		100,000
Public Library Total			44,500	85,000	37,500	100,000		267,000

General Fund			20,000					20,000
General Obligation Debt			24,500	85,000	37,500	100,000		247,000
Public Library Total			44,500	85,000	37,500	100,000		267,000

Public Works Department

Pedestrian Crossing Lights	LIT-2020-001	3	15,000					15,000
Kernan Ave. Street Light	LIT-2020-002	2	4,000					4,000
Traffic Signal Engineering	LIT-2021-001	3		20,000				20,000
Chute Street Parking Lot Reconstruction	PLO-2024-001	2					227,735	227,735
Melissa Street Sewer Lining	SAN-2020-001	2	50,000					50,000
Garfield Ave. - Railroad St. to Washington St.	SAN-2023-001	2				1,000,000		1,000,000
Sidewalk Replacement Program	SID-2020-000	2	30,000	30,000	30,000	30,000	30,000	150,000
Midway Road Sidewalk	SID-2020-001	2	33,000					33,000
Ninth Street Pond	STO-2020-001	1	175,000	297,134				472,134
Storm Sewer Through Miron Property	STO-2021-001	1		200,000				200,000
New Public Works Facility (455 Baldwin St.)	STR-2020-000	2	10,740,000					10,740,000
Racine Street - Third to Ninth - DESIGN ONLY	STR-2020-001	3	15,000	75,000	75,000	75,000		240,000
Manitowoc St - Broad St. to Third St.	STR-2020-002	2	223,858					223,858
Abbey Ave	STR-2020-003	2	363,784					363,784
Lisbon Ave.. - Tayco to Pacific	STR-2020-004	2	56,495					56,495
State St. - Sixth St. to Ninth St.	STR-2020-005	2	115,496					115,496
Seventh St. - Racine St. to Appleton Rd.	STR-2020-006	2	213,056					213,056
Ninth St. - Appleton Rd. to Melissa St.	STR-2020-007	2	223,774					223,774
De Pere St. - Ninth to Appleton Rd.	STR-2020-008	1	333,222					333,222
Racine St. Bridge Amenities	STR-2021-002	3		100,000				100,000
Eighth St. - Milwaukee St. to Appleton Rd.	STR-2021-003	2		286,451				286,451
Nicolet Boulevard - Washington to East End	STR-2021-004	2		325,050				325,050
Lake Park Villas Streets	STR-2021-005	2		320,000	320,000			640,000
Baldwin Street - Plank to Fourth Street	STR-2021-006	1		100,000				100,000
Airport Rd - Racine St. to Mayer St.	STR-2022-002	1			202,010			202,010
Harding Street - Appleton to London	STR-2022-003	2			153,603			153,603
Marquette St - London to Manitowoc	STR-2022-004	2			144,065			144,065
Milwaukee St. - Eighth St. to Ninth St.	STR-2022-005	2			115,463			115,463
Milwaukee St. - Third St. to Eighth St.	STR-2022-006	2			400,909			400,909
Barlow St. - Water St. to Broad St.	STR-2022-008	2			22,770			22,770
2023 Miscellaneous Other Street Projects	STR-2023-000	3				525,000		525,000
Garfield Ave. - Railroad St. to Washington St.	STR-2023-002	2				496,425		496,425
2024 Miscellaneous Other Street Projects	STR-2024-000	3					370,000	370,000
Racine St. - Third to Ninth St. (DOT)	STR-2024-002	2					4,884,600	4,884,600
Public Works Department Total			12,591,685	1,753,635	1,463,820	2,126,425	5,512,335	23,447,900

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
<i>General Fund</i>			237,647	345,050	297,668	300,000	227,735	1,408,100
<i>General Obligation Debt</i>			917,794	751,751	1,166,152	826,425	830,196	4,492,318
<i>Menasha Utilities Reimbursement</i>			29,925	17,100				47,025
<i>Sewage Utility Fund</i>			187,500			1,000,000		1,187,500
<i>State Aid</i>							3,713,483	3,713,483
<i>Stormwater Utility Fund</i>			478,819	539,734			740,921	1,759,474
<i>TIF District #11 Fund</i>				100,000				100,000
<i>USDA Loan</i>			10,740,000					10,740,000
Public Works Department Total			12,591,685	1,753,635	1,463,820	2,126,425	5,512,335	23,447,900

TIF District - Future

Banta Property	CD-2020-001	2	100,000	550,000				650,000
TIF District - Future Total			100,000	550,000				650,000

<i>TIF (future) - General Obligation Debt</i>			100,000	550,000				650,000
TIF District - Future Total			100,000	550,000				650,000

TIF District #07

Mill Street/Riverwalk Electrical Panel Upgrade	LIT-2020-003	4	6,500					6,500
TIF District #07 Total			6,500					6,500

<i>TIF District #07 Fund</i>			6,500					6,500
TIF District #07 Total			6,500					6,500

TIF District #10

Tayco Corridor Redevelopment	CD-2020-002	3	250,000					250,000
Downtown Light Replacement	LIT-2020-000	1	50,000	50,000	50,000	50,000	50,000	250,000
Water Street - Barlow to Tayco	STR-2022-007	2			1,012,550			1,012,550
TIF District #10 Total			300,000	50,000	1,062,550	50,000	50,000	1,512,550

<i>Grants - State</i>					500,000			500,000
<i>TIF District #10 - General Obligation Debt</i>			300,000	50,000	562,550	50,000	50,000	1,012,550
TIF District #10 Total			300,000	50,000	1,062,550	50,000	50,000	1,512,550

TIF District #11

Ahnaip St. Pond Aerator/Fountain	PR-2020-011	3	10,000					10,000
Lawson Canal Restoration	PR-2020-012	2	48,000	1,525,000				1,573,000
Gilbert Trail Extension	PR-2022-009	3			400,000			400,000
TIF District #11 Total			58,000	1,525,000	400,000			1,983,000

<i>Donations</i>				675,000				675,000
<i>Grants - Federal</i>				200,000				200,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
<i>Grants - State</i>				600,000	200,000			800,000
<i>Park Development Fund</i>				40,000				40,000
<i>TIF District #11 Fund</i>			58,000	10,000	200,000			268,000
<i>TIF District #11 Total</i>			58,000	1,525,000	400,000			1,983,000
TIF District #12								
Lake Park Villas Pond Analysis	STO-2020-003	3	25,000					25,000
TIF District #12 Total			25,000					25,000
<i>TIF District #12 Fund</i>			25,000					25,000
<i>TIF District #12 Total</i>			25,000					25,000
Grand Total			17,633,867	6,331,536	4,431,270	3,794,950	11,265,070	43,456,693

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City of Menasha, Wisconsin
Capital Improvements Plan
2020 thru 2024

FUNDING SOURCE SUMMARY

Source	2020	2021	2022	2023	2024	Total
Capital Improvements Fund	25,000					25,000
Donations		1,185,000		70,000		1,255,000
General Fund	337,647	515,050	395,668	403,000	362,735	2,014,100
General Obligation Debt	1,626,076	1,464,092	1,914,552	1,656,950	5,617,931	12,279,601
General Obligation Debt - Developer	2,797,750	413,560				3,211,310
Grants - Federal		200,000				200,000
Grants - State		600,000	787,500		165,000	1,552,500
Information Technology Fund	25,000					25,000
Intergovernmental Reimbursements			11,000			11,000
Marina Fund	127,500	22,000	10,000			159,500
Menasha Utilities Reimbursement	29,925	17,100				47,025
Park Development Fund		85,000				85,000
Sewage Utility Fund	291,225			1,000,000		1,291,225
State Aid					3,713,483	3,713,483
Stormwater Utility Fund	595,244	539,734			740,921	1,875,899
Street Equipment Replacement Fund	549,000	580,000	550,000	615,000	615,000	2,909,000
TIF (future) - General Obligation Debt	100,000	550,000				650,000
TIF District #07 Fund	6,500					6,500
TIF District #10 - General Obligation Debt	300,000	50,000	562,550	50,000	50,000	1,012,550
TIF District #11 Fund	58,000	110,000	200,000			368,000
TIF District #12 Fund	25,000					25,000
USDA Loan	10,740,000					10,740,000
GRAND TOTAL	17,633,867	6,331,536	4,431,270	3,794,950	11,265,070	43,456,693

City of Menasha, Wisconsin

Capital Improvements Plan

2020 thru 2024

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2020	2021	2022	2023	2024	Total
Capital Improvements Fund								
Jefferson Park Shoreline Cap	PR-2020-006	1	25,000					25,000
Capital Improvements Fund Total			25,000					25,000
Donations								
Lawson Canal Restoration	PR-2020-012	2		675,000				675,000
Jefferson Park Community Playground	PR-2021-004	2		510,000				510,000
Koslo Park Baseball Outfield Renovation	PR-2023-004	3				50,000		50,000
Pleasants Park Play Equipment	PR-2023-005	3				20,000		20,000
Donations Total				1,185,000		70,000		1,255,000
General Fund								
Electronic Poll Books	ADM-2021-001	3		30,000				30,000
Senior Center Door/LockSet Replacement	H-2020-001	4	5,000					5,000
LED Interior Conversion (Library)	L-2020-003	3	5,000					5,000
Library Facilities Study	L-2020-005	3	10,000					10,000
Freight Elevator repair	L-2020-007	2	5,000					5,000
Pedestrian Crossing Lights	LIT-2020-001	3	15,000					15,000
Kernan Ave. Street Light	LIT-2020-002	2	4,000					4,000
Traffic Signal Engineering	LIT-2021-001	3		20,000				20,000
Chute Street Parking Lot Reconstruction	PLO-2024-001	2					227,735	227,735
Police Fleet Replacement	POL-2020-001	2	75,000	140,000	91,000	103,000	135,000	544,000
Friendship Trail LED Lighting Upgrade-DPW Segment	PR-2022-007	3			7,000			7,000
Abbey Ave	STR-2020-003	2	124,424					124,424
State St. - Sixth St. to Ninth St.	STR-2020-005	2	94,223					94,223
Nicolet Boulevard - Washington to East End	STR-2021-004	2		325,050				325,050
Harding Street - Appleton to London	STR-2022-003	2			153,603			153,603
Marquette St - London to Manitowoc	STR-2022-004	2			144,065			144,065
Garfield Ave. - Railroad St. to Washington St.	STR-2023-002	2				300,000		300,000
General Fund Total			337,647	515,050	395,668	403,000	362,735	2,014,100
General Obligation Debt								
Fire Equipment Replacement Program	F-2020-001	1	10,175	10,175	10,175	10,175	10,175	50,875
Replace Fire Squad #32	F-2020-002	1	32,560					32,560
PPF-LED Troffer Upgrade-NM side	F-2020-003	3	8,500					8,500
Station 35 Apparatus Bay Floor Sealing	F-2020-004	3	25,000					25,000
Station 36 Parking Lot Seal	F-2020-006	3	6,500					6,500
Confined Space Training Prop	F-2020-007	3	8,547					8,547
Station 35 Shower Remodel	F-2021-002	3		25,000				25,000
(2) Fire Inspectors' Vehicles	F-2021-003	3		32,560				32,560
Fire Station #31 - Roadway Extension	F-2021-004	1		23,606				23,606

Source	Project #	Priority	2020	2021	2022	2023	2024	Total
PPF-NMFD Side HVAC Digital Control Upgrade	F-2022-002	4			35,000			35,000
Fire Engine	F-2022-003	3			274,725			274,725
Training Division Pick-up Truck	F-2023-002	3				20,350		20,350
Fire Command Vehicle	F-2024-002	3					32,560	32,560
Library Chiller Expansion Tank	L-2020-002	3	7,500					7,500
Replace (2) Self-Checkout Machines Software	L-2020-004	3	12,000					12,000
Heating Pump VFDs	L-2020-006	3	5,000					5,000
Carpet/Floor Replacement - Main Collection Area	L-2021-001	3		40,000				40,000
Meeting Room Tables & Chairs (Library)	L-2021-002	3		20,000				20,000
Building Automated Controller Upgrade	L-2021-003	2		25,000				25,000
Company E Room Audio/Video Upgrade	L-2022-001	4			17,500			17,500
Shelving Units (Library)	L-2022-002	3			20,000			20,000
Boiler Replacement (Library)	L-2023-001	5				100,000		100,000
Public Protection Facility Roof	PPF-2021-002	3		230,000				230,000
Shower Remodel	PPF-2021-003	4		25,000				25,000
PPF Second Street Parking Lot Concrete Replacement	PPF-2022-002	3			30,000			30,000
First Street Parking Lot Replacement	PPF-2022-003	3			17,500			17,500
PPF -PD Side HVAC Digital Control Upgrade	PPF-2022-004	4			35,000			35,000
Jefferson Trail Crackfill/Seal	PR-2020-001	2	7,500					7,500
Pool Bathhouse Rehabilitation	PR-2020-002	2	45,000					45,000
Jefferson Park Two Basketball Half Courts	PR-2020-003	1	40,000					40,000
Shepard Park Grading/Seeding	PR-2020-004	3	20,000					20,000
Jefferson Park Parking Lot	PR-2020-005	1	380,000					380,000
Jefferson Park West End Grading and Seeding	PR-2020-007	1	73,000					73,000
Barker Farm Trail Crackfill/Seal	PR-2020-008	2	6,000					6,000
Gilbert Shelter Pavement Repair	PR-2020-009	2	6,000					6,000
Smith Park Grading/Seeding	PR-2020-010	2	15,000					15,000
Shepard Park Play Equipment	PR-2021-001	3		65,000				65,000
Poured in Place Surfacing-Clovis Grove	PR-2021-002	3		12,000				12,000
Jefferson Park Community Playground	PR-2021-004	2		100,000				100,000
Barker Farm Park Basketball Court Renovation	PR-2021-005	2		20,000				20,000
Jefferson Park LED Lighting Upgrade	PR-2021-007	2		19,000				19,000
Smith Park Pavilion Roof Replacement	PR-2021-008	3		30,000				30,000
Shepard Park Walkway	PR-2021-009	2		20,000				20,000
Koslo Park Grading/Seeding	PR-2021-010	2		15,000				15,000
Smith Park Tennis Court Rehabilitation	PR-2022-001	2			60,000			60,000
Ninth St. Boat Launch Parking Lot	PR-2022-002	3			87,500			87,500
Riverwalk -West End Repairs	PR-2022-003	3			25,000			25,000
Jefferson Pavilion Flat Roof Repair	PR-2022-004	3			25,000			25,000
Jefferson Park - Kargus Drive East End Realignment	PR-2022-005	2			100,000			100,000
Trestle Trail LED Lighting Upgrade	PR-2022-006	3			11,000			11,000
Hidden Pond Park Trail	PR-2023-001	3				25,000		25,000
Hidden Pond Park Shelter	PR-2023-002	2				215,000		215,000
Koslo Park Parking Lot Repaving	PR-2023-003	3				40,000		40,000
Koslo Park Baseball Outfield Renovation	PR-2023-004	3				50,000		50,000
Pleasants Park Play Equipment	PR-2023-005	3				70,000		70,000
Jefferson East Diamond Renovation/Lighting	PR-2023-006	2				300,000		300,000
Scanlan Park Play Equipment	PR-2024-001	3					38,000	38,000
Jefferson Park Softball/Launch Restroom	PR-2024-002	3					275,000	275,000
Clinton Center Renovation	PR-2024-003	3					32,000	32,000
Settling Basin Trail Development	PR-2024-004	3					100,000	100,000
Jefferson Park Entrance Plaza & Trail	PR-2024-005	2					35,000	35,000
Settling Basin Fishing Piers	PR-2024-006	4					65,000	65,000
Jefferson Park Concession Building	PR-2024-007	3					60,000	60,000
Jefferson Park Swimming Pool - Phase 1	PR-2024-008	1					4,040,000	4,040,000

Source	Project #	Priority	2020	2021	2022	2023	2024	Total
Jefferson Park Launch Upgrade	PR-2024-009	3					50,000	50,000
Jefferson Park Amphitheater	PR-2024-010	3					50,000	50,000
Sidewalk Replacement Program	SID-2020-000	2	30,000	30,000	30,000	30,000	30,000	150,000
Midway Road Sidewalk	SID-2020-001	2	33,000					33,000
Racine Street - Third to Ninth - DESIGN ONLY	STR-2020-001	3	15,000	75,000	75,000	75,000		240,000
Manitowoc St - Broad St. to Third St.	STR-2020-002	2	180,198					180,198
Lisbon Ave.. - Tayco to Pacific	STR-2020-004	2	56,495					56,495
Seventh St. - Racine St. to Appleton Rd.	STR-2020-006	2	182,408					182,408
Ninth St. - Appleton Rd. to Melissa St.	STR-2020-007	2	178,990					178,990
De Pere St. - Ninth to Appleton Rd.	STR-2020-008	1	241,703					241,703
Eighth St. - Milwaukee St. to Appleton Rd.	STR-2021-003	2		226,751				226,751
Lake Park Villas Streets	STR-2021-005	2		320,000	320,000			640,000
Baldwin Street - Plank to Fourth Street	STR-2021-006	1		100,000				100,000
Airport Rd - Racine St. to Mayer St.	STR-2022-002	1			202,010			202,010
Milwaukee St. - Eighth St. to Ninth St.	STR-2022-005	2			115,463			115,463
Milwaukee St. - Third St. to Eighth St.	STR-2022-006	2			400,909			400,909
Barlow St. - Water St. to Broad St.	STR-2022-008	2			22,770			22,770
2023 Miscellaneous Other Street Projects	STR-2023-000	3				525,000		525,000
Garfield Ave. - Railroad St. to Washington St.	STR-2023-002	2				196,425		196,425
2024 Miscellaneous Other Street Projects	STR-2024-000	3					370,000	370,000
Racine St. - Third to Ninth St. (DOT)	STR-2024-002	2					430,196	430,196

General Obligation Debt Total

1,626,076	1,464,092	1,914,552	1,656,950	5,617,931	12,279,601

General Obligation Debt - Developer

Grassy Meadows Lane	SUB-2020-001	3	325,000					325,000
Lake Park Heights Subdivision	SUB-2020-002	3	1,212,900					1,212,900
Gosling Way East	SUB-2020-003	3	715,000					715,000
Conservation North	SUB-2020-004	2	544,850					544,850
North Woodland Hills - North	SUB-2021-001	3		413,560				413,560

General Obligation Debt - Developer Total

2,797,750	413,560	3,211,310

Grants - Federal

Lawson Canal Restoration	PR-2020-012	2		200,000				200,000

Grants - Federal Total

200,000	200,000

Grants - State

Lawson Canal Restoration	PR-2020-012	2		600,000				600,000
Ninth St. Boat Launch Parking Lot	PR-2022-002	3			87,500			87,500
Gilbert Trail Extension	PR-2022-009	3			200,000			200,000
Settling Basin Trail Development	PR-2024-004	3				100,000		100,000
Settling Basin Fishing Piers	PR-2024-006	4				65,000		65,000
Water Street - Barlow to Tayco	STR-2022-007	2			500,000			500,000

Grants - State Total

600,000	787,500	165,000	1,552,500

Information Technology Fund

GIS Integrated Parcel Management System	IT-2020-001	3	25,000					25,000

Information Technology Fund Total

25,000	25,000

Source	Project #	Priority	2020	2021	2022	2023	2024	Total
Intergovernmental Reimbursements								
Trestle Trail LED Lighting Upgrade	PR-2022-006	3			11,000			11,000
Intergovernmental Reimbursements Total					11,000			11,000
Marina Fund								
Marina Stair Replacement- West End	MAR-2020-001	3	7,500					7,500
Marina Fueling System-Tanks/Dispenser	MAR-2020-002	1	120,000					120,000
Marina Perimeter Lighting Upgrade	MAR-2021-001	3		12,000				12,000
Electric Pedestal Replacement	MAR-2021-002	3		10,000	10,000			20,000
Marina Fund Total			127,500	22,000	10,000			159,500
Menasha Utilities Reimbursement								
State St. - Sixth St. to Ninth St.	STR-2020-005	2	15,675					15,675
Seventh St. - Racine St. to Appleton Rd.	STR-2020-006	2	0					0
Ninth St. - Appleton Rd. to Melissa St.	STR-2020-007	2	14,250					14,250
Eighth St. - Milwaukee St. to Appleton Rd.	STR-2021-003	2		17,100				17,100
Menasha Utilities Reimbursement Total			29,925	17,100				47,025
Park Development Fund								
Lawson Canal Restoration	PR-2020-012	2		40,000				40,000
Memorial Building Flat Roof Replacement	PR-2021-003	3		25,000				25,000
Memorial Building Brick Repair	PR-2021-006	3		20,000				20,000
Park Development Fund Total				85,000				85,000
Sewage Utility Fund								
Melissa Street Sewer Lining	SAN-2020-001	2	50,000					50,000
Garfield Ave. - Railroad St. to Washington St.	SAN-2023-001	2				1,000,000		1,000,000
Abbey Ave	STR-2020-003	2	137,500					137,500
Conservation North	SUB-2020-004	2	103,725					103,725
Sewage Utility Fund Total			291,225			1,000,000		1,291,225
State Aid								
Racine St. - Third to Ninth St. (DOT)	STR-2024-002	2					3,713,483	3,713,483
State Aid Total							3,713,483	3,713,483
Stormwater Utility Fund								
Ninth Street Pond	STO-2020-001	1	175,000	297,134				472,134
Storm Sewer Through Miron Property	STO-2021-001	1		200,000				200,000
Manitowoc St - Broad St. to Third St.	STR-2020-002	2	43,660					43,660
Abbey Ave	STR-2020-003	2	101,860					101,860
State St. - Sixth St. to Ninth St.	STR-2020-005	2	5,598					5,598
Seventh St. - Racine St. to Appleton Rd.	STR-2020-006	2	30,648					30,648
Ninth St. - Appleton Rd. to Melissa St.	STR-2020-007	2	30,534					30,534
De Pere St. - Ninth to Appleton Rd.	STR-2020-008	1	91,519					91,519
Eighth St. - Milwaukee St. to Appleton Rd.	STR-2021-003	2		42,600				42,600

Source	Project #	Priority	2020	2021	2022	2023	2024	Total
Racine St. - Third to Ninth St. (DOT)	STR-2024-002	2					740,921	740,921
Conservation North	SUB-2020-004	2	116,425					116,425
Stormwater Utility Fund Total			595,244	539,734			740,921	1,875,899

Street Equipment Replacement Fund

Replace #1003 Solid Waste Truck (2004)	E-2020-001	3	220,000					220,000
Replace #2008 Pickup Truck w/ Health SUV (2005)	E-2020-002	3	24,000					24,000
Pole Setting Attachment	E-2020-003	2	15,000					15,000
Replace #11 LowBed Dump Truck (2006)	E-2020-004	3	100,000					100,000
Replace #71 Pickup Truck (2004)	E-2020-005	3	30,000					30,000
Replace #12 End Loader (2003)	E-2020-006	3	160,000					160,000
Replace #1004 Solid Waste Truck (2006)	E-2021-001	3		200,000				200,000
Replace #2003 Pickup Truck (2005)	E-2021-002	3		30,000				30,000
Replace #3058 Tractor (1997)	E-2021-003	3		70,000				70,000
Replace #2015 Pickup Truck (2008)	E-2021-004	3		30,000				30,000
Replace #3 LowBed Dump Truck (2008)	E-2021-005	3		100,000				100,000
Replace #0005 Bucket Truck (2001)	E-2021-006	3		75,000				75,000
Replace #9 Utility Truck (2003)	E-2021-007	3		75,000				75,000
Replace #3007 Pickup Truck (2006)	E-2022-001	3			35,000			35,000
Replace #2014 Passenger Vehicle (2011)	E-2022-002	3			25,000			25,000
Replace #9037 Snow Throw Equipment (1992)	E-2022-003	3			105,000			105,000
Replace #2013 Pickup Truck (2006)	E-2022-004	3			30,000			30,000
Replace #24 Mechanical Sweeper (2002)	E-2022-005	3			220,000			220,000
Replace #2004 Passenger Vehicle (2009)	E-2022-006	3			20,000			20,000
Replace #2 Pickup Truck (2005)	E-2022-007	3			30,000			30,000
Replace #9027 Leaf Machine (2001)	E-2022-008	3			85,000			85,000
Replace #3003 Pickup Truck (2011)	E-2023-001	3				35,000		35,000
Replace #1002 Solid Waste Truck (2012)	E-2023-002	3				300,000		300,000
Replace #26 Dump Truck (2002)	E-2023-003	3				210,000		210,000
Replace #3004 LowBed Dump Truck (2005)	E-2023-004	3				70,000		70,000
Replace #1005 Solid Waste Truck (2013)	E-2024-001	3					300,000	300,000
Replace #2001 Pickup Truck (2013)	E-2024-002	3					35,000	35,000
Replace #70 Utility Truck (2012)	E-2024-003	3					100,000	100,000
Replace #15 Roller (1999)	E-2024-004	3					80,000	80,000
Replace #9109 Ball Diamond Groomer (1998)	E-2024-005	3					15,000	15,000
Replace #2011 Pickup Truck (2012)	E-2024-006	3					35,000	35,000
Replace #0029 Skid Steer (2013)	E-2024-007	3					50,000	50,000
Street Equipment Replacement Fund Total			549,000	580,000	550,000	615,000	615,000	2,909,000

TIF (future) - General Obligation Deb

Banta Property	CD-2020-001	2	100,000	550,000				650,000
TIF (future) - General Obligation Debt Total			100,000	550,000				650,000

TIF District #07 Fund

Mill Street/Riverwalk Electrical Panel Upgrade	LIT-2020-003	4	6,500					6,500
TIF District #07 Fund Total			6,500					6,500

TIF District #10 - General Obligation

Source	Project #	Priority	2020	2021	2022	2023	2024	Total
Tayco Corridor Redevelopment	CD-2020-002	3	250,000					250,000
Downtown Light Replacement	LIT-2020-000	1	50,000	50,000	50,000	50,000	50,000	250,000
Water Street - Barlow to Tayco	STR-2022-007	2			512,550			512,550
TIF District #10 - General Obligation Debt Total			300,000	50,000	562,550	50,000	50,000	1,012,550
TIF District #11 Fund								
Ahnaip St. Pond Aerator/Fountain	PR-2020-011	3	10,000					10,000
Lawson Canal Restoration	PR-2020-012	2	48,000	10,000				58,000
Gilbert Trail Extension	PR-2022-009	3			200,000			200,000
Racine St. Bridge Amenities	STR-2021-002	3		100,000				100,000
TIF District #11 Fund Total			58,000	110,000	200,000			368,000
TIF District #12 Fund								
Lake Park Villas Pond Analysis	STO-2020-003	3	25,000					25,000
TIF District #12 Fund Total			25,000					25,000
USDA Loan								
New Public Works Facility (455 Baldwin St.)	STR-2020-000	2	10,740,000					10,740,000
USDA Loan Total			10,740,000					10,740,000
GRAND TOTAL			17,633,867	6,331,536	4,431,270	3,794,950	11,265,070	43,456,693

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City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Administration								
Electronic Poll Books	ADM-2021-001	3		30,000				30,000
Administration Total				30,000				30,000
General Fund				30,000				30,000
Administration Total				30,000				30,000
Grand Total				30,000				30,000

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Administration
Contact City Attorney
Type Equipment
Useful Life 5 years
Category Equipment: Miscellaneous
Priority 3 Important

Project # ADM-2021-001
Project Name Electronic Poll Books

Account Number
PASER Rating

Description	Total Project Cost: \$30,000
15 Electronic Poll Books.	

Justification
In the next few years, the state election commission is expected to change over all poll books from paper to electronic.
The City has 5 polling places; therefore, it is recommended that we have 3 electronic books per location = \$2,000 cost per book.

Expenditures	2020	2021	2022	2023	2024	Total
Electronic Poll Books		30,000				30,000
Total		30,000				30,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund		30,000				30,000
Total		30,000				30,000

Budget Impact/Other

City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Community Development Dept								
Grassy Meadows Lane	SUB-2020-001	3	325,000					325,000
Lake Park Heights Subdivision	SUB-2020-002	3	1,212,900					1,212,900
Gosling Way East	SUB-2020-003	3	715,000					715,000
Conservation North	SUB-2020-004	2	765,000					765,000
North Woodland Hills - North	SUB-2021-001	3		413,560				413,560
Community Development Dept Total			3,017,900	413,560				3,431,460
<i>General Obligation Debt - Developer</i>			2,797,750	413,560				3,211,310
<i>Sewage Utility Fund</i>			103,725					103,725
<i>Stormwater Utility Fund</i>			116,425					116,425
Community Development Dept Total			3,017,900	413,560				3,431,460
Grand Total			3,017,900	413,560				3,431,460

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Community Development Dep
Contact Community Development Dire
Type Improvement
Useful Life 15 years
Category Street Reconstruction
Priority 3 Important

Project # SUB-2020-001
Project Name Grassy Meadows Lane

Account Number
PASER Rating

Description	Total Project Cost: \$325,000
2nd Addition of Southfield Subdivision - creation of 16 new residential lots.	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - New	325,000					325,000
Total	325,000					325,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt - Developer	325,000					325,000
Total	325,000					325,000

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Community Development Dep
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Reconstruction
Priority 3 Important

Project # SUB-2020-002
Project Name Lake Park Heights Subdivision

Account Number
PASER Rating

Description	Total Project Cost: \$1,212,900
Infrastructure for Lake Park Heights Subdivision.	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - New	1,212,900					1,212,900
Total	1,212,900					1,212,900

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt - Developer	1,212,900					1,212,900
Total	1,212,900					1,212,900

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Community Development Dep
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Reconstruction
Priority 3 Important

Project # SUB-2020-003
Project Name Gosling Way East

Account Number
PASER Rating

Description	Total Project Cost: \$715,000
Addition to Woodland Hills Subdivision - East section.	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - New	715,000					715,000
Total	715,000					715,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt - Developer	715,000					715,000
Total	715,000					715,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Community Development Dep
Contact Director of Public Works
Type Unassigned
Useful Life
Category Roadway Extensions
Priority 2 Very Important

Project # SUB-2020-004
Project Name Conservation North

Account Number

PASER Rating

Description

Total Project Cost: \$765,000

Appleton Water Plant Roadway - Assument 1346' of mainline with 467' cul-de-sac. 2" temporary asphalt. Includes water, storm and sanitary costs.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	504,850					504,850
Sanitary Sewers	103,725					103,725
Stormwater Basins	116,425					116,425
Engineering/Design	40,000					40,000
Total	765,000					765,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt - Developer	544,850					544,850
Sewage Utility Fund	103,725					103,725
Stormwater Utility Fund	116,425					116,425
Total	765,000					765,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Community Development Dep
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Reconstruction
Priority 3 Important

Project # SUB-2021-001
Project Name North Woodland Hills - North

Account Number
PASER Rating

Description	Total Project Cost: \$413,560
Infrastructure for North Woodland Hills Subdivision - North section.	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - New		413,560				413,560
Total		413,560				413,560

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt - Developer		413,560				413,560
Total		413,560				413,560

Budget Impact/Other

City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Equipment Replacement								
Replace #1003 Solid Waste Truck (2004)	E-2020-001	3	220,000					220,000
Replace #2008 Pickup Truck w/ Health SUV (2005)	E-2020-002	3	24,000					24,000
Pole Setting Attachment	E-2020-003	2	15,000					15,000
Replace #11 LowBed Dump Truck (2006)	E-2020-004	3	100,000					100,000
Replace #71 Pickup Truck (2004)	E-2020-005	3	30,000					30,000
Replace #12 End Loader (2003)	E-2020-006	3	160,000					160,000
Replace #1004 Solid Waste Truck (2006)	E-2021-001	3		200,000				200,000
Replace #2003 Pickup Truck (2005)	E-2021-002	3		30,000				30,000
Replace #3058 Tractor (1997)	E-2021-003	3		70,000				70,000
Replace #2015 Pickup Truck (2008)	E-2021-004	3		30,000				30,000
Replace #3 LowBed Dump Truck (2008)	E-2021-005	3		100,000				100,000
Replace #0005 Bucket Truck (2001)	E-2021-006	3		75,000				75,000
Replace #9 Utility Truck (2003)	E-2021-007	3		75,000				75,000
Replace #3007 Pickup Truck (2006)	E-2022-001	3			35,000			35,000
Replace #2014 Passenger Vehicle (2011)	E-2022-002	3			25,000			25,000
Replace #9037 Snow Throw Equipment (1992)	E-2022-003	3			105,000			105,000
Replace #2013 Pickup Truck (2006)	E-2022-004	3			30,000			30,000
Replace #24 Mechanical Sweeper (2002)	E-2022-005	3			220,000			220,000
Replace #2004 Passenger Vehicle (2009)	E-2022-006	3			20,000			20,000
Replace #2 Pickup Truck (2005)	E-2022-007	3			30,000			30,000
Replace #9027 Leaf Machine (2001)	E-2022-008	3			85,000			85,000
Replace #3003 Pickup Truck (2011)	E-2023-001	3				35,000		35,000
Replace #1002 Solid Waste Truck (2012)	E-2023-002	3				300,000		300,000
Replace #26 Dump Truck (2002)	E-2023-003	3				210,000		210,000
Replace #3004 LowBed Dump Truck (2005)	E-2023-004	3				70,000		70,000
Replace #1005 Solid Waste Truck (2013)	E-2024-001	3					300,000	300,000
Replace #2001 Pickup Truck (2013)	E-2024-002	3					35,000	35,000
Replace #70 Utility Truck (2012)	E-2024-003	3					100,000	100,000
Replace #15 Roller (1999)	E-2024-004	3					80,000	80,000
Replace #9109 Ball Diamond Groomer (1998)	E-2024-005	3					15,000	15,000
Replace #2011 Pickup Truck (2012)	E-2024-006	3					35,000	35,000
Replace #0029 Skid Steer (2013)	E-2024-007	3					50,000	50,000
Equipment Replacement Total			549,000	580,000	550,000	615,000	615,000	2,909,000
Street Equipment Replacement Fund			549,000	580,000	550,000	615,000	615,000	2,909,000
Equipment Replacement Total			549,000	580,000	550,000	615,000	615,000	2,909,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Grand Total			549,000	580,000	550,000	615,000	615,000	2,909,000

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Vehicles
Priority 3 Important

Project # E-2020-001
Project Name Replace #1003 Solid Waste Truck (2004)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$220,000

Description

Replace 2004 Solid Waste Truck.
Miles used to date = 115,701

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Solid Waste Truck	220,000					220,000
Total	220,000					220,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund	220,000					220,000
Total	220,000					220,000

Budget Impact/Other

Maintenance costs to date = \$159,384.40

BUDGET SAVINGS:

Maintenance costs per year = \$11,384.60 (2021 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings		11,385	11,727	12,078	12,441	47,631
Total		11,385	11,727	12,078	12,441	47,631

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Vehicles
Priority 3 Important

Project # E-2020-002
Project Name Replace #2008 Pickup Truck w/ Health SUV (2005)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$24,000

Description

Replace 2005 Pickup Truck.
Miles used to date = 75,888

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Passenger Vehicle	24,000					24,000
Total	24,000					24,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund	24,000					24,000
Total	24,000					24,000

Budget Impact/Other

Maintenance costs to date = \$11,229.58

BUDGET SAVINGS:

Maintenance costs per year = \$863.81 (2021 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings		864	890	917	944	3,615
Total		864	890	917	944	3,615

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 15 years
Category Equipment: PW Equip
Priority 2 Very Important

Project # E-2020-003
Project Name Pole Setting Attachment

Account Number 741-1023-541.80-03

PASER Rating

Description

Total Project Cost: \$15,000

Skidsteer attachment for setting street lightit, traffice light, trail light poles

Justification

Eliminate the need to outsource or rely on MU to schedule to set poles

Expenditures	2020	2021	2022	2023	2024	Total
Equip/Vehicles/Furnishings	15,000					15,000
Total	15,000					15,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund	15,000					15,000
Total	15,000					15,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 12 years
Category Vehicles
Priority 3 Important

Project # E-2020-004
Project Name Replace #11 LowBed Dump Truck (2006)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$100,000

Description

Replace 2006 LowBed Dump Truck.
Miles used to date = 67,004

Justification

Expenditures	2020	2021	2022	2023	2024	Total
LowBed Dump Truck	100,000					100,000
Total	100,000					100,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund	100,000					100,000
Total	100,000					100,000

Budget Impact/Other

Maintenance costs to date = \$32,715.05

BUDGET SAVINGS:

Maintenance costs per year = \$2,974.10 (2021 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings		2,974	3,063	3,155	3,250	12,442
Total		2,974	3,063	3,155	3,250	12,442

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Vehicles
Priority 3 Important

Project # E-2020-005
Project Name Replace #71 Pickup Truck (2004)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$30,000

Description

Replace 2004 Pickup Truck.
Miles used to date = 78,589

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Pickup Truck	30,000					30,000
Total	30,000					30,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund	30,000					30,000
Total	30,000					30,000

Budget Impact/Other

Maintenance costs to date = \$10,542.44

BUDGET SAVINGS:

Maintenance costs per year = \$753.03 (2020 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings	776	799	823	848	873	4,119
Total	776	799	823	848	873	4,119

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 20 years
Category Equipment: PW Equip
Priority 3 Important

Project # E-2020-006
Project Name Replace #12 End Loader (2003)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$160,000

Description

Replace 2003 End Loader.
Hours used to date = 10,819

Justification

Expenditures	2020	2021	2022	2023	2024	Total
End Loader	160,000					160,000
Total	160,000					160,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund	160,000					160,000
Total	160,000					160,000

Budget Impact/Other

Maintenance costs to date = \$70,499.84

BUDGET SAVINGS:

Maintenance costs per year = \$4,699.99 (2023 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings	4,700	4,841	4,986	5,136	5,290	24,953
Total	4,700	4,841	4,986	5,136	5,290	24,953

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Vehicles
Priority 3 Important

Project # E-2021-001
Project Name Replace #1004 Solid Waste Truck (2006)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$200,000

Description

Replace 2006 Solid Waste Truck.
Miles used to date = 115,219

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Solid Waste Truck		200,000				200,000
Total		200,000				200,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund		200,000				200,000
Total		200,000				200,000

Budget Impact/Other

Maintenance costs to date = \$102,262.97

BUDGET SAVINGS:

Maintenance costs per year = \$7,171.91 (2020 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings		7,172	7,387	7,609	7,837	30,005
Total		7,172	7,387	7,609	7,837	30,005

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Vehicles
Priority 3 Important

Project # E-2021-002
Project Name Replace #2003 Pickup Truck (2005)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$30,000

Description

Replace 2005 Pickup Truck.
Miles used to date = 81,934

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Pickup Truck		30,000				30,000
Total		30,000				30,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund		30,000				30,000
Total		30,000				30,000

Budget Impact/Other

Maintenance costs to date = \$13,871.26

BUDGET SAVINGS:

Maintenance costs per year = \$1,067.02 (2021 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings		1,067	1,099	1,132	1,166	4,464
Total		1,067	1,099	1,132	1,166	4,464

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 20 years
Category Equipment: PW Equip
Priority 3 Important

Project # E-2021-003
Project Name Replace #3058 Tractor (1997)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$70,000

Description

Replace 1997 Tractor.
Hours used to date = 2,829

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Tractor		70,000				70,000
Total		70,000				70,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund		70,000				70,000
Total		70,000				70,000

Budget Impact/Other

Maintenance costs to date = \$32,873.16

BUDGET SAVINGS:

Maintenance costs per year = \$1,565.39 (2021 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings		1,565	1,612	1,660	1,710	6,547
Total		1,565	1,612	1,660	1,710	6,547

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Vehicles
Priority 3 Important

Project # E-2021-004
Project Name Replace #2015 Pickup Truck (2008)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$30,000

Description

Replace 2008 Pickup Truck.
Miles used to date = 59,036

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Pickup Truck		30,000				30,000
Total		30,000				30,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund		30,000				30,000
Total		30,000				30,000

Budget Impact/Other

Maintenance costs to date = \$6,963.73

BUDGET SAVINGS:
Maintenance costs per year = \$696.37 (2021 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings		696	717	738	761	2,912
Total		696	717	738	761	2,912

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 12 years
Category Vehicles
Priority 3 Important

Project # E-2021-005
Project Name Replace #3 LowBed Dump Truck (2008)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$100,000

Description

Replace 2008 LowBed Dump Truck.
Miles used to date = 60,187

Justification

Expenditures	2020	2021	2022	2023	2024	Total
LowBed Dump Truck		100,000				100,000
Total		100,000				100,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund		100,000				100,000
Total		100,000				100,000

Budget Impact/Other

Maintenance costs to date = \$35,425.56

BUDGET SAVINGS:

Maintenance costs per year = \$3,542.56 (2022 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings			3,543	3,649	3,759	10,951
Total			3,543	3,649	3,759	10,951

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 7 years
Category Vehicles
Priority 3 Important

Project # E-2021-006
Project Name Replace #0005 Bucket Truck (2001)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$75,000

Description

Replace 2001 Bucket Truck.
Miles used to date = 34,523

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Bucket Truck		75,000				75,000
Total		75,000				75,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund		75,000				75,000
Total		75,000				75,000

Budget Impact/Other

Maintenance costs to date = \$5,532.55

BUDGET SAVINGS:

Maintenance costs per year = \$1,383.14 (2022 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings			1,383	1,424	1,467	4,274
Total			1,383	1,424	1,467	4,274

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 12 years
Category Vehicles
Priority 3 Important

Project # E-2021-007
Project Name Replace #9 Utility Truck (2003)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$75,000

Description

Replace 2003 Utility Truck.
Miles used to date = 49,799

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Utility Truck		75,000				75,000
Total		75,000				75,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund		75,000				75,000
Total		75,000				75,000

Budget Impact/Other

Maintenance costs to date = \$14,886.10

BUDGET SAVINGS:

Maintenance costs per year = \$992.41 (2019 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings	1,052	1,084	1,117	1,150	1,184	5,587
Total	1,052	1,084	1,117	1,150	1,184	5,587

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Vehicles
Priority 3 Important

Project # E-2022-001
Project Name Replace #3007 Pickup Truck (2006)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$35,000

Description

Replace 2006 Pickup Truck.
Miles used to date = 97,045

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Pickup Truck			35,000			35,000
Total			35,000			35,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund			35,000			35,000
Total			35,000			35,000

Budget Impact/Other

Maintenance costs to date = \$11,376.24

BUDGET SAVINGS:

Maintenance costs per year = \$1,034.20 (2022 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings			1,034	1,065	1,097	3,196
Total			1,034	1,065	1,097	3,196

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 8 years
Category Vehicles
Priority 3 Important

Project # E-2022-002
Project Name Replace #2014 Passenger Vehicle (2011)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$25,000

Description

Replace 2011 Passenger Vehicle.
Miles used to date = 51,043

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Passenger Vehicle			25,000			25,000
Total			25,000			25,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund			25,000			25,000
Total			25,000			25,000

Budget Impact/Other

Maintenance costs to date = \$3,524.80

BUDGET SAVINGS:

Maintenance costs per year = \$503.54 (2022 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings			504	519	535	1,558
Total			504	519	535	1,558

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 20 years
Category Equipment: PW Equip
Priority 3 Important

Project # E-2022-003
Project Name Replace #9037 Snow Throw Equipment (1992)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$105,000

Description

Replace 1992 Snow Throw equipment.
Hours used to date = 1,322

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Snow Throw			105,000			105,000
Total			105,000			105,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund			105,000			105,000
Total			105,000			105,000

Budget Impact/Other

Maintenance costs to date = \$16,671.00

BUDGET SAVINGS:

Maintenance costs per year = \$666.84 (2022 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings			667	687	708	2,062
Total			667	687	708	2,062

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Vehicles
Priority 3 Important

Project # E-2022-004
Project Name Replace #2013 Pickup Truck (2006)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$30,000

Description

Replace 2006 Pickup Truck.
Miles used to date = 37,163

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Pickup Truck			30,000			30,000
Total			30,000			30,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund			30,000			30,000
Total			30,000			30,000

Budget Impact/Other

Maintenance costs to date = \$4,767.14

BUDGET SAVINGS:

Maintenance costs per year = \$397.26 (2021 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings		397	409	421	434	1,661
Total		397	409	421	434	1,661

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 15 years
Category Equipment: PW Equip
Priority 3 Important

Project # E-2022-005
Project Name Replace #24 Mechanical Sweeper (2002)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$220,000

Description

Replace 2002 Mechanical Sweeper.
Miles used to date = 46498

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Mechanical Sweeper			220,000			220,000
Total			220,000			220,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund			220,000			220,000
Total			220,000			220,000

Budget Impact/Other

Maintenance costs to date = \$136,907.69

BUDGET SAVINGS:

Maintenance costs per year = \$8,556.73 (2020 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings		8,557	8,814	9,078	9,350	35,799
Total		8,557	8,814	9,078	9,350	35,799

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 8 years
Category Vehicles
Priority 3 Important

Project # E-2022-006
Project Name Replace #2004 Passenger Vehicle (2009)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$20,000

Description

Replace 2009 Passenger Vehicle.
Miles used to date = 52,602

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Passenger Vehicle			20,000			20,000
Total			20,000			20,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund			20,000			20,000
Total			20,000			20,000

Budget Impact/Other

Maintenance costs to date = \$3,077.71

BUDGET SAVINGS:

Maintenance costs per year = \$439.67 (2022 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings			440	453	467	1,360
Total			440	453	467	1,360

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Vehicles
Priority 3 Important

Project # E-2022-007
Project Name Replace #2 Pickup Truck (2005)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$30,000

Description

Replace 2005 Pickup Truck.
Miles used to date = 68,052

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Pickup Truck			30,000			30,000
Total			30,000			30,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund			30,000			30,000
Total			30,000			30,000

Budget Impact/Other

Maintenance costs to date = \$9,124.18

BUDGET SAVINGS:
Maintenance costs per year = \$701.86 (2020 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings	702	723	745	767	790	3,727
Total	702	723	745	767	790	3,727

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 15 years
Category Equipment: PW Equip
Priority 3 Important

Project # E-2022-008
Project Name Replace #9027 Leaf Machine (2001)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$85,000

Description

Replace 2001 Leaf Machine.
Hours used to date = 1,854

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Leaf Machine			85,000			85,000
Total			85,000			85,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund			85,000			85,000
Total			85,000			85,000

Budget Impact/Other

Maintenance costs to date = \$28,703.98

BUDGET SAVINGS:

Maintenance costs per year = \$1,594.67 (2021 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings		1,595	1,643	1,692	1,743	6,673
Total		1,595	1,643	1,692	1,743	6,673

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Vehicles
Priority 3 Important

Project # E-2023-001
Project Name Replace #3003 Pickup Truck (2011)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$35,000

Description

Replace 2011 Pickup Truck.
Miles used to date = 33,942

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Pickup Truck				35,000		35,000
Total				35,000		35,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund				35,000		35,000
Total				35,000		35,000

Budget Impact/Other

Maintenance costs to date = \$6,895.75

BUDGET SAVINGS:

Maintenance costs per year = \$985.11 (2023 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings				985	1,015	2,000
Total				985	1,015	2,000

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Vehicles
Priority 3 Important

Project # E-2023-002
Project Name Replace #1002 Solid Waste Truck (2012)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$300,000

Description

Replace 2012 Solid Waste Truck.
Miles used to date = 71,454

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Solid Waste Truck				300,000		300,000
Total				300,000		300,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund				300,000		300,000
Total				300,000		300,000

Budget Impact/Other

Maintenance costs to date = \$75,890.37

BUDGET SAVINGS:

Maintenance costs per year = \$12,648.40 (2023 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings				12,648	13,027	25,675
Total				12,648	13,027	25,675

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 16 years
Category Vehicles
Priority 3 Important

Project # E-2023-003
Project Name Replace #26 Dump Truck (2002)

Account Number 741-1023-541.80-03

PASER Rating

Total Project Cost: \$210,000

Description

Replace 2002 Dump Truck.
Miles used to date = 73,412

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Dump Truck				210,000		210,000
Total				210,000		210,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund				210,000		210,000
Total				210,000		210,000

Budget Impact/Other

Maintenance costs to date = \$129,236.42

BUDGET SAVINGS:

Maintenance costs per year = \$8,077.28 (2022 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings				8,077	8,319	16,396
Total				8,077	8,319	16,396

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 12 years
Category Vehicles
Priority 3 Important

Project # E-2023-004

Project Name Replace #3004 LowBed Dump Truck (2005)

Account Number 741-1023-541.80-03

PASER Rating

Description

Total Project Cost: \$70,000

Replace 2005 LowBed Dump Truck.
Miles used to date = 39,362

Justification

Expenditures	2020	2021	2022	2023	2024	Total
LowBed Dump Truck				70,000		70,000
Total				70,000		70,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund				70,000		70,000
Total				70,000		70,000

Budget Impact/Other

Maintenance costs to date = \$8,762.24

BUDGET SAVINGS:

Maintenance costs per year = \$730.19 (2022 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings			730	752	774	2,256
Total			730	752	774	2,256

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Vehicles
Priority 3 Important

Project # E-2024-001
Project Name Replace #1005 Solid Waste Truck (2013)

Account Number 741-1023-541.80-03
PASER Rating

Description	Total Project Cost: \$300,000
Replace 2013 Solid Waste Truck. Miles used to date = 66,916	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Solid Waste Truck					300,000	300,000
Total					300,000	300,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund					300,000	300,000
Total					300,000	300,000

Budget Impact/Other
Maintenance costs to date = \$53,316.46 BUDGET SAVINGS: Maintenance costs per year = \$10,663.29 (2024 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings					10,663	10,663
Total					10,663	10,663

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Vehicles
Priority 3 Important

Project # E-2024-002
Project Name Replace #2001 Pickup Truck (2013)

Account Number 741-1023-541.80-03

PASER Rating

Description

Replace 2013 Pickup Truck.
Miles used to date = 51,114

Total Project Cost: \$35,000

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Pickup Truck					35,000	35,000
Total					35,000	35,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund					35,000	35,000
Total					35,000	35,000

Budget Impact/Other

Maintenance costs to date = \$4,409.74

BUDGET SAVINGS:
Maintenance costs per year = \$881.95 (2024 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings					882	882
Total					882	882

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 12 years
Category Vehicles
Priority 3 Important

Project # E-2024-003
Project Name Replace #70 Utility Truck (2012)

Account Number 741-1023-541.80-03

PASER Rating

Description	Total Project Cost: \$100,000
Replace 2012 Utility Truck. Miles used to date = 15,579	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Utility Truck					100,000	100,000
Total					100,000	100,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund					100,000	100,000
Total					100,000	100,000

Budget Impact/Other
Maintenance costs to date = \$5,445.04
BUDGET SAVINGS: Maintenance costs per year = \$907.51 (2024 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings					908	908
Total					908	908

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 25 years
Category Equipment: PW Equip
Priority 3 Important

Project # E-2024-004
Project Name Replace #15 Roller (1999)

Account Number 741-1023-541.80-03

PASER Rating

Description

Total Project Cost: \$80,000

Replace 1999 Roller equipment.
Hours used to date = 1,181

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Roller					80,000	80,000
Total					80,000	80,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund					80,000	80,000
Total					80,000	80,000

Budget Impact/Other

Maintenance costs to date = \$3,452.65

BUDGET SAVINGS:
Maintenance costs per year = \$191.81 (2024 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings					192	192
Total					192	192

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 15 years
Category Equipment: PW Equip
Priority 3 Important

Project # E-2024-005
Project Name Replace #9109 Ball Diamond Groomer (1998)

Account Number 741-1023-541.80-03

PASER Rating

Description

Total Project Cost: \$15,000

Replace 1998 Ball Diamond Groomer equipment.
Hours used to date = 1,747

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Ball Diamond Groomer					15,000	15,000
Total					15,000	15,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund					15,000	15,000
Total					15,000	15,000

Budget Impact/Other

Maintenance costs to date = \$6,041.42

BUDGET SAVINGS:
Maintenance costs per year = \$302.07 (2020 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings	302	311	320	330	340	1,603
Total	302	311	320	330	340	1,603

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Vehicles
Priority 3 Important

Project # E-2024-006
Project Name Replace #2011 Pickup Truck (2012)

Account Number 741-1023-541.80-03
PASER Rating

Description	Total Project Cost: \$35,000
Replace 2012 Pickup Truck. Miles used to date = 39,858	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Pickup Truck					35,000	35,000
Total					35,000	35,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund					35,000	35,000
Total					35,000	35,000

Budget Impact/Other
Maintenance costs to date = \$2,698.38
BUDGET SAVINGS: Maintenance costs per year = \$436.88 (2023 costs, then 3% increase annually)

Budget Items	2020	2021	2022	2023	2024	Total
Maintenance Savings				437	450	887
Total				437	450	887

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Equipment Replacement
Contact Deputy Director-Public Works
Type Equipment
Useful Life 12 years
Category Equipment: PW Equip
Priority 3 Important

Project # E-2024-007
Project Name Replace #0029 Skid Steer (2013)

Account Number 741-1023-541.80-03

PASER Rating

Description

Replace 2013 Skid Steer.
Hours used to date = 2,306

Total Project Cost: \$50,000

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Skid Steer					50,000	50,000
Total					50,000	50,000

Funding Sources	2020	2021	2022	2023	2024	Total
Street Equipment Replacement Fund					50,000	50,000
Total					50,000	50,000

Budget Impact/Other

Maintenance costs to date = \$15,680.29

BUDGET SAVINGS:
Maintenance costs per year = \$3,136.06 (2025 costs, then 3% increase annually)

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City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Fire Department								
Fire Equipment Replacement Program	F-2020-001	1	10,175	10,175	10,175	10,175	10,175	50,875
Replace Fire Squad #32	F-2020-002	1	32,560					32,560
PPF-LED Troffer Upgrade-NM side	F-2020-003	3	8,500					8,500
Station 35 Apparatus Bay Floor Sealing	F-2020-004	3	25,000					25,000
Station 36 Parking Lot Seal	F-2020-006	3	6,500					6,500
Confined Space Training Prop	F-2020-007	3	8,547					8,547
Station 35 Shower Remodel	F-2021-002	3		25,000				25,000
(2) Fire Inspectors' Vehicles	F-2021-003	3		32,560				32,560
Fire Station #31 - Roadway Extension	F-2021-004	1		23,606				23,606
PPF-NMFD Side HVAC Digital Control Upgrade	F-2022-002	4			35,000			35,000
Fire Engine	F-2022-003	3			274,725			274,725
Training Division Pick-up Truck	F-2023-002	3				20,350		20,350
Fire Command Vehicle	F-2024-002	3					32,560	32,560
Fire Department Total			91,282	91,341	319,900	30,525	42,735	575,783
General Obligation Debt			91,282	91,341	319,900	30,525	42,735	575,783
Fire Department Total			91,282	91,341	319,900	30,525	42,735	575,783
Grand Total			91,282	91,341	319,900	30,525	42,735	575,783

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Fire Department
Contact Fire Chief
Type Equipment
Useful Life 15 years
Category Equipment - Fire
Priority 1 Critical

Project # F-2020-001
Project Name Fire Equipment Replacement Program

Account Number

PASER Rating

Total Project Cost: \$60,993

Description

Replacement of major fire equipment, such as:

New thermal imaging cameras, mobile data computers, hazmat meter monitors, automatic external defibrillator, extractors, radios, etc.

Total projected cost = \$25,000.

City of Menasha share = \$10,175

City of Menasha is responsible for fixed percentage as agreed to in the Fire Consolidation Agreement. 2018 cost distribution formula (40.70%) is used for budgeting purposes.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Equipment - Fire	10,175	10,175	10,175	10,175	10,175	50,875
Total	10,175	10,175	10,175	10,175	10,175	50,875

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	10,175	10,175	10,175	10,175	10,175	50,875
Total	10,175	10,175	10,175	10,175	10,175	50,875

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Fire Department
Contact Fire Chief
Type Equipment
Useful Life 15 years
Category Vehicles
Priority 1 Critical

Project # F-2020-002
Project Name Replace Fire Squad #32

Account Number

PASER Rating

Total Project Cost: \$32,560

Description

Replace Fire Squad #32 or refurbish/replace chassis of existing vehicle. This vehicle is used to tow Boat #32 and to provide transportation for all water/ice rescue gear. It is also used as a rehab place for personnel during major incidents when there are extreme weather temperatures.

Total project cost = \$80,000

City of Menasha share = \$32,560

City of Menasha is responsible for fixed percentage as agreed to in the Fire Consolidation Agreement. 2018 cost distribution formula (40.70%) is used for budgeting purposes.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Fire Water Rescue Apparatus (used)	32,560					32,560
Total	32,560					32,560

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	32,560					32,560
Total	32,560					32,560

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Fire Department
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Buildings
Priority 3 Important

Project # F-2020-003
Project Name PPF-LED Troffer Upgrade-NM side

Account Number

PASER Rating

Total Project Cost: \$8,500

Description

Replacement of linear fluorescent lighting with LED

Justification

Take advantage of improved efficiencies of LED technology with longer life resulting in lower maintenance costs

Expenditures	2020	2021	2022	2023	2024	Total
Equip/Vehicles/Furnishings	8,500					8,500
Total	8,500					8,500

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	8,500					8,500
Total	8,500					8,500

Budget Impact/Other

Significant energy savings anticipated

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Fire Department
Contact Deputy Director-Public Works
Type Maintenance
Useful Life 10 years
Category Buildings
Priority 3 Important

Project # F-2020-004
Project Name Station 35 Apparatus Bay Floor Sealing

Account Number
PASER Rating

Description	Total Project Cost: \$25,000
Placement of protective epoxy or poly aspartic sealer on apparatus bay's concrete floor	

Justification
Sealers are an effective means to protect and extend the life of the surface

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	25,000					25,000
Total	25,000					25,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	25,000					25,000
Total	25,000					25,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Fire Department
Contact Deputy Director-Public Works
Type Maintenance
Useful Life 7 years
Category Buildings
Priority 3 Important

Project # F-2020-006

Project Name Station 36 Parking Lot Seal

Account Number

PASER Rating

Total Project Cost: \$6,500

Description

Crack fill and seal asphalt driveway and parking lot

Justification

Minimal cost to prolong life of asphalt surface

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	6,500					6,500
Total	6,500					6,500

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	6,500					6,500
Total	6,500					6,500

Budget Impact/Other

Extend the life of the parking surface

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Fire Department
Contact Fire Chief
Type Improvement
Useful Life
Category Buildings
Priority 3 Important

Project # F-2020-007

Project Name Confined Space Training Prop

Account Number

PASER Rating

Description

Total Project Cost: \$8,547

Build a confined space training prop near the current training prop. This new training prop would be used by NMFR and other City personnel. NMFR would conduct the required confined space training for all staff.

Total projected cost = \$21,000

City of Menasha share = \$8,547

City of Menasha is responsible for fixed percentage as agreed to in the Fire Consolidated Agreement. 2018 cost distribution formula (40.70%) is used for budgeting purposes.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Confined Space Training Prop	8,547					8,547
Total	8,547					8,547

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	8,547					8,547
Total	8,547					8,547

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Fire Department
Contact Deputy Director-Public Works
Type Improvement
Useful Life 25 years
Category Buildings
Priority 3 Important

Project # F-2021-002
Project Name Station 35 Shower Remodel

Account Number

PASER Rating

Total Project Cost: \$25,000

Description

Update existing gang shower to a two stall shower and bring rest of the restroom up to code

Justification

Maintenance issues exist with shower wall, floor tiles have been replaced with similar but not matching and existing wall mounted urinal is not correct height.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance		25,000				25,000
Total		25,000				25,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		25,000				25,000
Total		25,000				25,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Fire Department
Contact Fire Chief
Type Equipment
Useful Life 15 years
Category Equipment - Fire
Priority 3 Important

Project # F-2021-003
Project Name (2) Fire Inspectors' Vehicles

Account Number

PASER Rating

Total Project Cost: \$32,560

Description

Replace both inspectors' vehicles with new utility vehicles. Pricing would include the vehicle, lettering, emergency lights, sirens, etc. A 2007 Saturn VUE and 2003 Chevy Impala staff vehicle will be sold. The 2005 Chevy Suburban, currently used as an inspector's vehicle, would be downgraded to a staff vehicle.

Total projected cost = \$80,000
City of Menasha share = \$32,560
City of Menasha is responsible for fixed percentage as agreed to in the Fire Consolidation Agreement. 2018 cost distribution formula (40.70%) is used for budgeting purposes.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Fire Inspector Vehicle		32,560				32,560
Total		32,560				32,560

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		32,560				32,560
Total		32,560				32,560

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Fire Department
Contact Fire Chief
Type Improvement
Useful Life 15 years
Category Roadway Extensions
Priority 1 Critical

Project # F-2021-004
Project Name Fire Station #31 - Roadway Extension

Account Number

PASER Rating

Total Project Cost: \$23,606

Description

This request is to extend the current concrete driveway located at the training tower/burn property. The roadway concrete additions will allow fire department personnel to create more challenging and realistic training scenarios. This request also includes the replacement of the asphalt walkway, extending from the Station #31 parking lot to the training tower/burn property, into a roadway grade asphalt approach.

Total projected cost = \$58,000

City of Menasha share = \$23,606

City of Menasha is responsible for fixed percentage as agreed to in the Fire Consolidation Agreement. 2018 cost distribution formula (40.70%) is used for budgeting purposes.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Roadway Extensions		23,606				23,606
Total		23,606				23,606

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		23,606				23,606
Total		23,606				23,606

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Fire Department
Contact Deputy Director-Public Works
Type Improvement
Useful Life 15 years
Category Buildings
Priority 4 Less Important

Project # F-2022-002
Project Name PPF-NMFD Side HVAC Digital Control Upgrade

Account Number

PASER Rating

Total Project Cost: \$35,000

Description

Replacement of existing pneumatic dampers, actuators and sensors to digital devices

Justification

Ease of control of the HVAC system, more flexible in controlling the systems with more accurate control resulting in a more energy efficient system. Two phases- PD 2020

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance			35,000			35,000
Total			35,000			35,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			35,000			35,000
Total			35,000			35,000

Budget Impact/Other

Energy savings expected - 10 to 15 %

Budget Items	2020	2021	2022	2023	2024	Total
Other (Insurance, Utilities)		1,200				1,200
Total		1,200				1,200

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Fire Department
Contact Fire Chief
Type Equipment
Useful Life 20 years
Category Equipment - Fire
Priority 3 Important

Project # F-2022-003

Project Name Fire Engine

Account Number

PASER Rating

Description

Total Project Cost: \$274,725

New engine to replace a 2005 Pierce Quantum engine. Total projected cost for the new engine and necessary equipment is \$675,000. The 1997 Pierce Saber would be moved to reserve status and used when front line vehicles are down and/or an additional vehicle is needed for a major incident.

Total projected cost = \$675,000

City of Menasha share = \$274,725

City of Menasha is responsible for fixed percentage as agreed to in the Fire Consolidation Agreement. 2018 cost distribution formula (40.70%) is used for budgeting purposes.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Fire Engine			274,725			274,725
Total			274,725			274,725

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			274,725			274,725
Total			274,725			274,725

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Fire Department
Contact Fire Chief
Type Equipment
Useful Life
Category Equipment - Fire
Priority 3 Important

Project # F-2023-002

Project Name Training Division Pick-up Truck

Account Number

PASER Rating

Description

Total Project Cost: \$20,350

Replace the Training Division's Pick-up Truck for a total cost of \$50,000. This includes the price of the vehicle and all necessary equipment. The new vehicle will also serve as back-up vehicle for Command #32. The old vehicle will move down to a staff vehicle.

Total projected cost = \$50,000

City of Menasha share = \$20,350

City of Menasha is responsible for fixed percentage as agreed to in the Fire Consolidation Agreement. 2018 cost distribution formula (40.70%) is used for budgeting purposes.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Pickup Truck				20,350		20,350
Total				20,350		20,350

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt				20,350		20,350
Total				20,350		20,350

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Fire Department
Contact Fire Chief
Type Equipment
Useful Life 15 years
Category Equipment - Fire
Priority 3 Important

Project # F-2024-002
Project Name Fire Command Vehicle

Account Number
PASER Rating

Description **Total Project Cost:** \$32,560

Replace Command 32 vehicle. The 2014 Ford F250 would be moved to the training department for use. The 2008 Chevy Silverado would be sold.

Total projected cost = \$80,000
City of Menasha share = \$32,560
City of Menasha is responsible for fixed percentage as agreed to in the Fire Consolidation Agreement. 2018 cost distribution formula (40.70%) is used for budgeting purposes.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Fire Command Vehicle					32,560	32,560
Total					32,560	32,560

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt					32,560	32,560
Total					32,560	32,560

Budget Impact/Other

City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Health Department								
Senior Center Door/LockSet Replacement	H-2020-001	4	5,000					5,000
Health Department Total			5,000					5,000
General Fund			5,000					5,000
Health Department Total			5,000					5,000
Grand Total			5,000					5,000

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Health Department
Contact Deputy Director-Public Works
Type Improvement
Useful Life 15 years
Category Buildings
Priority 4 Less Important

Project # H-2020-001
Project Name Senior Center Door/LockSet Replacement

Account Number
PASER Rating

Description	Total Project Cost: \$5,000
Replacement of remaining exterior doors and locksets	

Justification
These doors and locksets are original with wood frames that are deterioriating and not as energy efficient by today's standards.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	5,000					5,000
Total	5,000					5,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund	5,000					5,000
Total	5,000					5,000

City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Information Systems								
GIS Integrated Parcel Management System	IT-2020-001	3	25,000					25,000
Information Systems Total			25,000					25,000
<i>Information Technology Fund</i>			25,000					25,000
<i>Information Systems Total</i>			25,000					25,000
Grand Total			25,000					25,000

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Information Systems
Contact Community Development Dire
Type Equipment
Useful Life 10 years
Category Equipment: Computers
Priority 3 Important

Project # IT-2020-001
Project Name GIS Integrated Parcel Management System

Account Number
PASER Rating

Description	Total Project Cost: \$25,000
Purchase GIS integrated parcel management software system for all departments to utilize.	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Computer Software	25,000					25,000
Total	25,000					25,000

Funding Sources	2020	2021	2022	2023	2024	Total
Information Technology Fund	25,000					25,000
Total	25,000					25,000

City of Menasha, Wisconsin

Capital Improvements Plan

2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Parks & Recreation Department								
Marina Stair Replacement- West End	MAR-2020-001	3	7,500					7,500
Marina Fueling System-Tanks/Dispenser	MAR-2020-002	1	120,000					120,000
Marina Perimeter Lighting Upgrade	MAR-2021-001	3		12,000				12,000
Electric Pedestal Replacement	MAR-2021-002	3		10,000	10,000			20,000
Jefferson Trail Crackfill/Seal	PR-2020-001	2	7,500					7,500
Pool Bathhouse Rehabilitation	PR-2020-002	2	45,000					45,000
Jefferson Park Two Basketball Half Courts	PR-2020-003	1	40,000					40,000
Shepard Park Grading/Seeding	PR-2020-004	3	20,000					20,000
Jefferson Park Parking Lot	PR-2020-005	1	380,000					380,000
Jefferson Park Shoreline Cap	PR-2020-006	1	25,000					25,000
Jefferson Park West End Grading and Seeding	PR-2020-007	1	73,000					73,000
Barker Farm Trail Crackfill/Seal	PR-2020-008	2	6,000					6,000
Gilbert Shelter Pavement Repair	PR-2020-009	2	6,000					6,000
Smith Park Grading/Seeding	PR-2020-010	2	15,000					15,000
Shepard Park Play Equipment	PR-2021-001	3		65,000				65,000
Poured in Place Surfacing-Clovis Grove	PR-2021-002	3		12,000				12,000
Memorial Building Flat Roof Replacement	PR-2021-003	3		25,000				25,000
Jefferson Park Community Playground	PR-2021-004	2		610,000				610,000
Barker Farm Park Basketball Court Renovation	PR-2021-005	2		20,000				20,000
Memorial Building Brick Repair	PR-2021-006	3		20,000				20,000
Jefferson Park LED Lighting Upgrade	PR-2021-007	2		19,000				19,000
Smith Park Pavilion Roof Replacement	PR-2021-008	3		30,000				30,000
Shepard Park Walkway	PR-2021-009	2		20,000				20,000
Koslo Park Grading/Seeding	PR-2021-010	2		15,000				15,000
Smith Park Tennis Court Rehabilitation	PR-2022-001	2			60,000			60,000
Ninth St. Boat Launch Parking Lot	PR-2022-002	3			175,000			175,000
Riverwalk -West End Repairs	PR-2022-003	3			25,000			25,000
Jefferson Pavilion Flat Roof Repair	PR-2022-004	3			25,000			25,000
Jefferson Park - Kargus Drive East End Realignment	PR-2022-005	2			100,000			100,000
Trestle Trail LED Lighting Upgrade	PR-2022-006	3			22,000			22,000
Friendship Trail LED Lighting Upgrade-DPW Segment	PR-2022-007	3			7,000			7,000
Hidden Pond Park Trail	PR-2023-001	3				25,000		25,000
Hidden Pond Park Shelter	PR-2023-002	2				215,000		215,000
Koslo Park Parking Lot Repaving	PR-2023-003	3				40,000		40,000
Koslo Park Baseball Outfield Renovation	PR-2023-004	3				100,000		100,000
Pleasants Park Play Equipment	PR-2023-005	3				90,000		90,000
Jefferson East Diamond Renovation/Lighting	PR-2023-006	2				300,000		300,000
Scanlan Park Play Equipment	PR-2024-001	3					38,000	38,000
Jefferson Park Softball/Launch Restroom	PR-2024-002	3					275,000	275,000

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Clinton Center Renovation	PR-2024-003	3					32,000	32,000
Settling Basin Trail Development	PR-2024-004	3					200,000	200,000
Jefferson Park Entrance Plaza & Trail	PR-2024-005	2					35,000	35,000
Settling Basin Fishing Piers	PR-2024-006	4					130,000	130,000
Jefferson Park Concession Building	PR-2024-007	3					60,000	60,000
Jefferson Park Swimming Pool - Phase 1	PR-2024-008	1					4,040,000	4,040,000
Jefferson Park Launch Upgrade	PR-2024-009	3					50,000	50,000
Jefferson Park Amphitheater	PR-2024-010	3					50,000	50,000
Parks & Recreation Department Total			745,000	858,000	424,000	770,000	4,910,000	7,707,000
Capital Improvements Fund			25,000					25,000
Donations				510,000		70,000		580,000
General Fund					7,000			7,000
General Obligation Debt			592,500	281,000	308,500	700,000	4,745,000	6,627,000
Grants - State					87,500		165,000	252,500
Intergovernmental Reimbursements					11,000			11,000
Marina Fund			127,500	22,000	10,000			159,500
Park Development Fund				45,000				45,000
Parks & Recreation Department Total			745,000	858,000	424,000	770,000	4,910,000	7,707,000
Grand Total			745,000	858,000	424,000	770,000	4,910,000	7,707,000

City of Menasha, Wisconsin
Capital Improvements Plan

2020 thru 2029

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Parks & Recreation Department												
Marina Stair Replacement- West End	MAR-2020-001	7,500										7,500
Marina Fueling System-Tanks/Dispenser	MAR-2020-002	120,000										120,000
Marina Perimeter Lighting Upgrade	MAR-2021-001		12,000									12,000
Electric Pedestal Replacement	MAR-2021-002		10,000	10,000								20,000
Jefferson Trail Crackfill/Seal	PR-2020-001	7,500										7,500
Pool Bathhouse Rehabilitation	PR-2020-002	45,000										45,000
Jefferson Park Two Basketball Half Courts	PR-2020-003	40,000										40,000
Shepard Park Grading/Seeding	PR-2020-004	20,000										20,000
Jefferson Park Parking Lot	PR-2020-005	380,000										380,000
Jefferson Park Shoreline Cap	PR-2020-006	25,000										25,000
Jefferson Park West End Grading and Seeding	PR-2020-007	73,000										73,000
Barker Farm Trail Crackfill/Seal	PR-2020-008	6,000										6,000
Gilbert Shelter Pavement Repair	PR-2020-009	6,000										6,000
Smith Park Grading/Seeding	PR-2020-010	15,000										15,000
Shepard Park Play Equipment	PR-2021-001		65,000									65,000
Poured in Place Surfacing-Clovis Grove	PR-2021-002		12,000									12,000
Memorial Building Flat Roof Replacement	PR-2021-003		25,000									25,000
Jefferson Park Community Playground	PR-2021-004		610,000									610,000
Barker Farm Park Basketball Court Renovation	PR-2021-005		20,000									20,000
Memorial Building Brick Repair	PR-2021-006		20,000									20,000
Jefferson Park LED Lighting Upgrade	PR-2021-007		19,000									19,000
Smith Park Pavilion Roof Replacement	PR-2021-008		30,000									30,000
Shepard Park Walkway	PR-2021-009		20,000									20,000
Koslo Park Grading/Seeding	PR-2021-010		15,000									15,000
Smith Park Tennis Court Rehabilitation	PR-2022-001			60,000								60,000

Department	Project #	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
Ninth St. Boat Launch Parking Lot	PR-2022-002			175,000								175,000
Riverwalk -West End Repairs	PR-2022-003			25,000								25,000
Jefferson Pavilion Flat Roof Repair	PR-2022-004			25,000								25,000
Jefferson Park - Kargus Drive East End Realignment	PR-2022-005			100,000								100,000
Trestle Trail LED Lighting Upgrade	PR-2022-006			22,000								22,000
Friendship Trail LED Lighting Upgrade-DPW Segment	PR-2022-007			7,000								7,000
Hidden Pond Park Trail	PR-2023-001				25,000							25,000
Hidden Pond Park Shelter	PR-2023-002				215,000							215,000
Koslo Park Parking Lot Repaving	PR-2023-003				40,000							40,000
Koslo Park Baseball Outfield Renovation	PR-2023-004				100,000							100,000
Pleasants Park Play Equipment	PR-2023-005				90,000							90,000
Jefferson East Diamond Renovation/Lighting	PR-2023-006				300,000							300,000
Scanlan Park Play Equipment	PR-2024-001					38,000						38,000
Jefferson Park Softball/Launch Restroom	PR-2024-002					275,000						275,000
Clinton Center Renovation	PR-2024-003					32,000						32,000
Settling Basin Trail Development	PR-2024-004					200,000						200,000
Jefferson Park Entrance Plaza & Trail	PR-2024-005					35,000	190,000					225,000
Settling Basin Fishing Piers	PR-2024-006					130,000						130,000
Jefferson Park Concession Building	PR-2024-007					60,000						60,000
Jefferson Park Swimming Pool - Phase 1	PR-2024-008					4,040,000						4,040,000
Jefferson Park Launch Upgrade	PR-2024-009					50,000	500,000					550,000
Jefferson Park Amphitheater	PR-2024-010					50,000	350,000					400,000
Jefferson Park Swimming Pool- Phase 2	PR-2025-001						4,040,000					4,040,000
Jefferson Park-Kargus Drive Paving	PR-2025-002						30,000	370,000				400,000
Koslo Park Softball Diamond Upgrade	PR-2025-003						225,000					225,000
Settling Basin Transient Boat Docks	PR-2026-001						75,000	500,000				575,000
Smith Park or Barker Farm Park Splash Pad	PR-2026-002						25,000	135,000				160,000
Parks & Recreation Department Total		745,000	858,000	424,000	770,000	4,910,000	5,435,000	1,005,000				14,147,000
Capital Improvements Fund		25,000										25,000
Donations			510,000		70,000		50,000					630,000
General Fund				7,000								7,000
General Obligation Debt		592,500	281,000	308,500	700,000	4,745,000	5,055,000	760,000				12,442,000

Department	Project #	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total
<i>Grants - State</i>				87,500		165,000	250,000	250,000				752,500
<i>Intergovernmental Reimbursements</i>				11,000								11,000
<i>Marina Fund</i>		127,500	22,000	10,000								159,500
<i>Park Development Fund</i>			45,000									45,000
<i>Parks & Recreation Department Total</i>		745,000	858,000	424,000	770,000	4,910,000	5,355,000	1,010,000				14,072,000
	Grand Total	745,000	858,000	424,000	770,000	4,910,000	5,435,000	1,005,000				14,147,000

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Deputy Director-Public Works
Type Improvement
Useful Life 40 years
Category Park Improvements
Priority 3 Important

Project # MAR-2020-001
Project Name Marina Stair Replacement- West End

Account Number
PASER Rating

Description	Total Project Cost: \$7,500
Replace stairs off of Main St. Near old Becher building.	

Justification
Stairs are very steep. Improvement may be part of site redevelopment.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	7,500					7,500
Total	7,500					7,500

Funding Sources	2020	2021	2022	2023	2024	Total
Marina Fund	7,500					7,500
Total	7,500					7,500

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Deputy Director-Public Works
Type Equipment
Useful Life 25 years
Category Equipment: Miscellaneous
Priority 1 Critical

Project # MAR-2020-002
Project Name Marina Fueling System-Tanks/Dispenser

Account Number

PASER Rating

Description

Total Project Cost: \$120,000

Add fuel tank containment for two tanks at the marina.

Justification

State law is mandating this change. Current tanks installed in 1987 and should be replaced along with fuel containment mandates.

Expenditures	2020	2021	2022	2023	2024	Total
Marina Maintenance	120,000					120,000
Upgrades - Gas Tank						
Total	120,000					120,000

Funding Sources	2020	2021	2022	2023	2024	Total
Marina Fund	120,000					120,000
Total	120,000					120,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Deputy Director-Public Works
Type Maintenance
Useful Life 20 years
Category Equipment: Miscellaneous
Priority 3 Important

Project # MAR-2021-001
Project Name Marina Perimeter Lighting Upgrade

Account Number

PASER Rating

Total Project Cost: \$12,000

Description

Upgrade Marina perimeter lighting upgrade to LED, poles will also be evaluated.

Justification

LED lighting is more energy efficient and will light the area more effectively.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance		12,000				12,000
Total		12,000				12,000

Funding Sources	2020	2021	2022	2023	2024	Total
Marina Fund		12,000				12,000
Total		12,000				12,000

Budget Impact/Other

Result in less maintenance and energy usage

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 20 years
Category Park Improvements
Priority 3 Important

Project # MAR-2021-002
Project Name Electric Pedestal Replacement

Account Number

PASER Rating

Total Project Cost: \$20,000

Description

Continue upgrade of aging fixtures

Justification

Part of ongoing effort to keep the marina in good condition

Expenditures	2020	2021	2022	2023	2024	Total
Marina Maintenance		10,000	10,000			20,000
Upgrades - Other						
Total		10,000	10,000			20,000

Funding Sources	2020	2021	2022	2023	2024	Total
Marina Fund		10,000	10,000			20,000
Total		10,000	10,000			20,000

Budget Impact/Other

\$10,000 to come from the non-levy marina fund

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Deputy Director-Public Works
Type Maintenance
Useful Life 10 years
Category Trails
Priority 2 Very Important

Project # PR-2020-001
Project Name Jefferson Trail Crackfill/Seal

Account Number

PASER Rating

Total Project Cost: \$7,500

Description

Crackfill and Seal Jefferson Park trail

Justification

Maintenance to prolong the trail's life

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	7,500					7,500
Total	7,500					7,500

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	7,500					7,500
Total	7,500					7,500

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Deputy Director-Public Works
Type Improvement
Useful Life 25 years
Category Buildings
Priority 2 Very Important

Project # PR-2020-002
Project Name Pool Bathhouse Rehabilitation

Account Number

PASER Rating

Description

Total Project Cost: \$45,000

Bathhouse ceiling tiles or encapsulation to cover aesbestos in the ceiling. Tilework in the changing rooms

Justification

Asbestos can become a health issue if not dealt with. Tile work will help keep the facility aesthetically pleasing

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	45,000					45,000
Total	45,000					45,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	45,000					45,000
Total	45,000					45,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 12 years
Category Park Improvements
Priority 1 Critical

Project # PR-2020-003
Project Name Jefferson Park Two Basketball Half Courts

Account Number
PASER Rating

Description	Total Project Cost: \$40,000
Add two half court basketball court on the west end of the park	

Justification
Half court basketball areas are very popular and user behavior seems to be better compared to full court areas. Adjustable standards allow for use by younger players.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	40,000					40,000
Total	40,000					40,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	40,000					40,000
Total	40,000					40,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 40 years
Category Park Improvements
Priority 3 Important

Project # PR-2020-004
Project Name Shepard Park Grading/Seeding

Account Number

PASER Rating

Total Project Cost: \$20,000

Description

Regrade the park in preparation for future improvements.

Justification

Park drains poorly. Direct surface flow towards the northwest corner.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	20,000					20,000
Total	20,000					20,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	20,000					20,000
Total	20,000					20,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 15 years
Category Park Improvements
Priority 1 Critical

Project # PR-2020-005
Project Name Jefferson Park Parking Lot

Account Number

PASER Rating

Total Project Cost: \$380,000

Description

2020- Construct new lot north of the pavilion per vision plan
 2021- Install new playground behind Jefferson School per park vision plan

Justification

The lot should be constructed before the playground. It will serve the pavilion, playground and park special events on the west end of the park. This infrastructure project is a vital first step in upgrading the park.

Expenditures	2020	2021	2022	2023	2024	Total
Planning/Design	5,000					5,000
Construction/Maintenance	375,000					375,000
Total	380,000					380,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	380,000					380,000
Total	380,000					380,000

Budget Impact/Other

The lot is projected to cost \$375,000, plus \$5000 for some final engineering work.

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Maintenance
Useful Life 40 years
Category Park Improvements
Priority 1 Critical

Project # PR-2020-006
Project Name Jefferson Park Shoreline Cap

Account Number

PASER Rating

Total Project Cost: \$25,000

Description

Continue cap pavement along the shorewall

Justification

Concrete cap has shown in can withstand the lake wave action

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	25,000					25,000
Total	25,000					25,000

Funding Sources	2020	2021	2022	2023	2024	Total
Capital Improvements Fund	25,000					25,000
Total	25,000					25,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 40 years
Category Park Improvements
Priority 1 Critical

Project # PR-2020-007
Project Name Jefferson Park West End Grading and Seeding

Account Number
PASER Rating

Description	Total Project Cost: \$73,000
Grade and seed area where the West Diamond was	

Justification
Area needs to drain well prior to other amenities, like the community playground, are installed

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	73,000					73,000
Total	73,000					73,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	73,000					73,000
Total	73,000					73,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Maintenance
Useful Life 10 years
Category Trails
Priority 2 Very Important

Project # PR-2020-008
Project Name Barker Farm Trail Crackfill/Seal

Account Number

PASER Rating

Total Project Cost: \$6,000

Description

Fill trail cracks and sealcoat the trails

Justification

Part of regular trail maintenance

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	6,000					6,000
Total	6,000					6,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	6,000					6,000
Total	6,000					6,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Maintenance
Useful Life 25 years
Category Trails
Priority 2 Very Important

Project # PR-2020-009
Project Name Gilbert Shelter Pavement Repair

Account Number
PASER Rating

Description	Total Project Cost: \$6,000
Section of pavement near the shorewall has shifted/sunk	

Justification
If not repaired, the pavement will continue to sink, making the area useable to the public.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	6,000					6,000
Total	6,000					6,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	6,000					6,000
Total	6,000					6,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Maintenance
Useful Life 75 years
Category Park Improvements
Priority 2 Very Important

Project # PR-2020-010
Project Name Smith Park Grading/Seeding

Account Number

PASER Rating

Total Project Cost: \$15,000

Description

Regrade and seed a very low area west of the pavilion

Justification

Large area frequently cannot be mowed

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	15,000					15,000
Total	15,000					15,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	15,000					15,000
Total	15,000					15,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Equipment
Useful Life 25 years
Category Park Improvements
Priority 3 Important

Project # PR-2021-001
Project Name Shepard Park Play Equipment

Account Number

PASER Rating

Total Project Cost: \$65,000

Description

2021- New equipment on north end of the park. \$30,000 is for poured in place surfacing, to be installed when equipment goes in.

Justification

Continue plan to upgrade this park that is now along the Loop the Little Lake trail

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance		15,000				15,000
Play Equipment - New		50,000				50,000
Total		65,000				65,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		65,000				65,000
Total		65,000				65,000

Budget Impact/Other

\$50,000 for purchase of equipment similar to what was installed in Hart Park

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Deputy Director-Public Works
Type Improvement
Useful Life 20 years
Category Park Improvements
Priority 3 Important

Project # PR-2021-002
Project Name Poured in Place Surfacing-Clovis Grove

Account Number
PASER Rating

Description	Total Project Cost: \$12,000
Poured in place materials - Clovis replacement	

Justification
Amount to replace materials used on Hart's PIP

Expenditures	2020	2021	2022	2023	2024	Total
Play Equipment - New		12,000				12,000
Total		12,000				12,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		12,000				12,000
Total		12,000				12,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Maintenance
Useful Life 20 years
Category Park Improvements
Priority 3 Important

Project # PR-2021-003
Project Name Memorial Building Flat Roof Replacement

Account Number
PASER Rating

Description

Total Project Cost: \$25,000

Justification

Basic maintenance for this iconic public building

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance		25,000				25,000
Total		25,000				25,000

Funding Sources	2020	2021	2022	2023	2024	Total
Park Development Fund		25,000				25,000
Total		25,000				25,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 25 years
Category Park Improvements
Priority 2 Very Important

Project # PR-2021-004

Project Name Jefferson Park Community Playground

Account Number

PASER Rating

Total Project Cost: \$610,000

Description

Build a large play system on the west end of the park

Justification

Current equipment is outdated. Equipment would bring many visitors to the park and community. Another \$500,000 is expected to be raised for this project.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance		610,000				610,000
Total		610,000				610,000

Funding Sources	2020	2021	2022	2023	2024	Total
Donations		510,000				510,000
General Obligation Debt		100,000				100,000
Total		610,000				610,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Maintenance
Useful Life 12 years
Category Park Improvements
Priority 2 Very Important

Project # PR-2021-005
Project Name Barker Farm Park Basketball Court Renovation

Account Number

PASER Rating

Description

Total Project Cost: \$20,000

Part of ongoing plan to keep all court areas in good condition. Two, new adjustable standards will be installed. Park currently has two, half courts.

Justification

This court area has not been renovated sine the park was built.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance		20,000				20,000
Total		20,000				20,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		20,000				20,000
Total		20,000				20,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Parks & Recreation Director
Type Maintenance
Useful Life 40 years
Category Park Improvements
Priority 3 Important

Project # PR-2021-006
Project Name Memorial Building Brick Repair

Account Number
PASER Rating

Description

Total Project Cost: \$20,000

Moisture has worn away mortar on part of the buildings east side

Justification

Part of an ongoing effort to maintain this iconic building

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance		20,000				20,000
Total		20,000				20,000

Funding Sources	2020	2021	2022	2023	2024	Total
Park Development Fund		20,000				20,000
Total		20,000				20,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 25 years
Category Park Improvements
Priority 2 Very Important

Project # PR-2021-007
Project Name Jefferson Park LED Lighting Upgrade

Account Number

PASER Rating

Description

Total Project Cost: \$19,000

Upgrade the existing roadway/trail lights to LED. Add an additional pole.

Justification

Current HPS system does not provide a sufficient light, nor the clear, crisp light that LED can provide.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance		19,000				19,000
Total		19,000				19,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		19,000				19,000
Total		19,000				19,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Maintenance
Useful Life 25 years
Category Park Improvements
Priority 3 Important

Project # PR-2021-008
Project Name Smith Park Pavilion Roof Replacement

Account Number

PASER Rating

Total Project Cost: \$30,000

Description

2020-Replace roof on the pavilion

Justification

Part of ongoing maintenance to keep our park shelters in good condition

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance		30,000				30,000
Total		30,000				30,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		30,000				30,000
Total		30,000				30,000

Budget Impact/Other

Pavilioin roof replacement is estimated to cost \$30,000

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Maintenance
Useful Life 75 years
Category Park Improvements
Priority 2 Very Important

Project # PR-2021-009
Project Name Shepard Park Walkway

Account Number
PASER Rating

Description Total Project Cost: \$20,000
Create a paved, oval walkway that connects all the amenities in the park

Justification
Trail would be both functional and would provide ADA accessbilty to all amenities in the park

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance		20,000				20,000
Total		20,000				20,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		20,000				20,000
Total		20,000				20,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Maintenance
Useful Life 75 years
Category Park Improvements
Priority 2 Very Important

Project # PR-2021-010

Project Name Koslo Park Grading/Seeding

Account Number

PASER Rating

Description

Total Project Cost: \$15,000

Regrade and seed a large low area west of the pavilion

Justification

Area is very low and frequently cannot be mowed

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance		15,000				15,000
Total		15,000				15,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		15,000				15,000
Total		15,000				15,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Parks & Recreation Director
Type Maintenance
Useful Life 10 years
Category Park Improvements
Priority 2 Very Important

Project # PR-2022-001
Project Name Smith Park Tennis Court Rehabilitation

Account Number
PASER Rating

Description Total Project Cost: \$60,000
Cover larger cracks in the playing area with Armour crack repair system, color and stripe. Add an access gate. Add lines to accommodate two portable pickleball courts.

Justification
Part of an ongoing effort to maintain the city's tennis courts in good playing condition.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance			60,000			60,000
Total			60,000			60,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			60,000			60,000
Total			60,000			60,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Parks & Recreation Director
Type Maintenance
Useful Life 20 years
Category Park Improvements
Priority 3 Important

Project # PR-2022-002
Project Name Ninth St. Boat Launch Parking Lot

Account Number
PASER Rating

Description	Total Project Cost: \$175,000
Redesign and repave the boat launch lot	

Justification
Lot receives a good deal of use and the pavement is in poor condition. Coordinate this project with potential stormwater facility.

Expenditures	2020	2021	2022	2023	2024	Total
Parking Lot			175,000			175,000
Total			175,000			175,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			87,500			87,500
Grants - State			87,500			87,500
Total			175,000			175,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Maintenance
Useful Life 25 years
Category Trails
Priority 3 Important

Project # PR-2022-003
Project Name Riverwalk -West End Repairs

Account Number
PASER Rating

Description	Total Project Cost: \$25,000
Repair the pavement and block areas near the bridge	

Justification
Sub surface has undermined. New pavement and some block repair may be needed.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance			25,000			25,000
Total			25,000			25,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			25,000			25,000
Total			25,000			25,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Parks & Recreation Director
Type Maintenance
Useful Life 25 years
Category Park Improvements
Priority 3 Important

Project # PR-2022-004
Project Name Jefferson Pavilion Flat Roof Repair

Account Number
PASER Rating

Description	Total Project Cost: \$25,000
Replace the rubber membrane roof on the north side of the building.	

Justification
Part of ongoing maintenance to the pavilion

Expenditures	2020	2021	2022	2023	2024	Total
Park Shelter - Replace Roof			25,000			25,000
Total			25,000			25,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			25,000			25,000
Total			25,000			25,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 25 years
Category Park Improvements
Priority 2 Very Important

Project # PR-2022-005
Project Name Jefferson Park - Kargus Drive East End Realignment

Account Number
PASER Rating

Description	Total Project Cost: \$100,000
Realign road so it does not pass throught the boat landing	

Justification
New road alignment will not have park vehicles mixing with vehicle and trailers using the boat launch.

Expenditures	2020	2021	2022	2023	2024	Total
Park Road - Replacement			100,000			100,000
Total			100,000			100,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			100,000			100,000
Total			100,000			100,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 25 years
Category Trails
Priority 3 Important

Project # PR-2022-006
Project Name Trestle Trail LED Lighting Upgrade

Account Number

PASER Rating

Description

Total Project Cost: \$22,000

Replace the existing HPS fixtures with LED

Justification

This conversion will provide better, crisper lighting and save money on electricity. Preliminary payback analysis looks favorable.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance			22,000			22,000
Total			22,000			22,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			11,000			11,000
Intergovernmental Reimbursements			11,000			11,000
Total			22,000			22,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Parks & Recreation Director
Type Improvement
Useful Life 25 years
Category Trails
Priority 3 Important

Project # PR-2022-007
Project Name Friendship Trail LED Lighting Upgrade-DPW Segment

Account Number
PASER Rating

Description Total Project Cost: \$7,000
Upgrade the eight induction lights between the city garage and Heckrodt Wetland Reserve to LED

Justification
Improved lighting and city-wide consistency with long lasting LED lights. Electricity cost savings as well.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance			7,000			7,000
Total			7,000			7,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund			7,000			7,000
Total			7,000			7,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 20 years
Category Park Improvements
Priority 3 Important

Project # PR-2023-001
Project Name Hidden Pond Park Trail

Account Number
PASER Rating

Description Total Project Cost: \$25,000
Add a system of paved trails that will connect the neighborhood to the park. Storm sewer should be added through the center of the park prior to trail installation and park grading done in 2020.

Justification
Trail is projected to be well used by residents accessing the park

Expenditures	2020	2021	2022	2023	2024	Total
Trails - New				25,000		25,000
Total				25,000		25,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt				25,000		25,000
Total				25,000		25,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 40 years
Category Park Improvements
Priority 2 Very Important

Project # PR-2023-002
Project Name Hidden Pond Park Shelter

Account Number
PASER Rating

Description	Total Project Cost: \$215,000
Add a small shelter, with restrooms in this new eastside park	

Justification
This neighborhood park will see increased use as the area is developed. It is a considerable distance away from Barker Farm Park and the rentable shelter will be utilized by residents.

Expenditures	2020	2021	2022	2023	2024	Total
Planning/Design				20,000		20,000
Park Shelter - New				195,000		195,000
Total				215,000		215,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt				215,000		215,000
Total				215,000		215,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Maintenance
Useful Life 15 years
Category Park Improvements
Priority 3 Important

Project # PR-2023-003
Project Name Koslo Park Parking Lot Repaving

Account Number
PASER Rating

Description	Total Project Cost: \$40,000
Repave the parking lot. Lot can potentially be reduced in size or consider cutting in an angled on-street parking lot on Geneva St.	

Justification
Lot is in poor condition and needs to be repaved. Consider reducing the number of stalls right next to the field because these stalls are not heavily used due to spectator concern for foul balls landing on their vehicle.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance				40,000		40,000
Total				40,000		40,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt				40,000		40,000
Total				40,000		40,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Parks & Recreation Director
Type Improvement
Useful Life 40 years
Category Park Improvements
Priority 3 Important

Project # PR-2023-004
Project Name Koslo Park Baseball Outfield Renovation

Account Number
PASER Rating

Description	Total Project Cost: \$100,000
Regrade and reseed the outfield to improve play and drainage	

Justification
Outfield surface is very uneven and drains poorly. Collaborate with the School District and field users on funding.

Expenditures	2020	2021	2022	2023	2024	Total
Ball Diamond - Upgrade				100,000		100,000
Total				100,000		100,000

Funding Sources	2020	2021	2022	2023	2024	Total
Donations				50,000		50,000
General Obligation Debt				50,000		50,000
Total				100,000		100,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Parks & Recreation Director
Type Improvement
Useful Life 25 years
Category Park Improvements
Priority 3 Important

Project # PR-2023-005
Project Name Pleasants Park Play Equipment

Account Number
PASER Rating

Description	Total Project Cost: \$90,000
Replace the current equipment and put the new equipment next to the Banta Elementary School parking lot. Project to be joint School District, PTO and City undertaking.	

Justification
Equipment is heavily used and is not outdated. District would not like to continue having kids, including some with physical disabilities, crossing the street to the use the play equipment.

Expenditures	2020	2021	2022	2023	2024	Total
Play Equipment - New				90,000		90,000
Total				90,000		90,000

Funding Sources	2020	2021	2022	2023	2024	Total
Donations				20,000		20,000
General Obligation Debt				70,000		70,000
Total				90,000		90,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 40 years
Category Park Improvements
Priority 2 Very Important

Project # PR-2023-006
Project Name Jefferson East Diamond Renovation/Lighting

Account Number
PASER Rating

Description	Total Project Cost: \$300,000
Complete upgrade of the infield, outfield, seating and fencing, includes new field lighting	

Justification
The East Diamond will become the featured, most used softball diamone in the park. It has not been upgraded in decades. Lighting is very old and inefficient.

Expenditures	2020	2021	2022	2023	2024	Total
Ball Diamond - Upgrade				300,000		300,000
Total				300,000		300,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt				300,000		300,000
Total				300,000		300,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Parks & Recreation Director
Type Improvement
Useful Life 25 years
Category Park Improvements
Priority 3 Important

Project # PR-2024-001
Project Name Scanlan Park Play Equipment

Account Number
PASER Rating

Description	Total Project Cost: \$38,000

Justification
Part of an overall plan to offer quality play equipment in neighborhood parks throughout the city.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance					38,000	38,000
Total					38,000	38,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt					38,000	38,000
Total					38,000	38,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 40 years
Category Park Improvements
Priority 3 Important

Project # PR-2024-002
Project Name Jefferson Park Softball/Launch Restroom

Account Number
PASER Rating

Description

Total Project Cost: \$275,000

Add a shared use public restroom that would serve softball players and boaters.

Justification

Restroom has been identified in the Jefferson Park Vision Plan

Expenditures	2020	2021	2022	2023	2024	Total
Planning/Design					25,000	25,000
Construction/Maintenance					250,000	250,000
Total					275,000	275,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt					275,000	275,000
Total					275,000	275,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Parks & Recreation Director
Type Improvement
Useful Life 40 years
Category Park Improvements
Priority 3 Important

Project # PR-2024-003
Project Name Clinton Center Renovation

Account Number
PASER Rating

Description Total Project Cost: \$32,000
Consider options for updating this park. Park play equipment, basketball court, etc. could be upgraded.

Justification
The need to offer pet owners greater access to parks and open space is a growing demand that many communities across the country are choosing to accommodate.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance					32,000	32,000
Total					32,000	32,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt					32,000	32,000
Total					32,000	32,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Parks & Recreation Director
Type Improvement
Useful Life 40 years
Category Park Improvements
Priority 3 Important

Project # PR-2024-004
Project Name Settling Basin Trail Development

Account Number
PASER Rating

Description	Total Project Cost: \$200,000
Assumes MU has abandoned the settling basin. Plans call for trail to connect from Jefferson Park, along Thrid St. and out to the peninsula overlooking the mouth of the Fox River. A small pedestrian bridge will liklky be needed as part of the new trail.	

Justification
Reuse of the settling basin with trails and other water based activities will serve future public recreational needs and fits with the City's marketing plans.

Expenditures	2020	2021	2022	2023	2024	Total
Trails - New					200,000	200,000
Total					200,000	200,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt					100,000	100,000
Grants - State					100,000	100,000
Total					200,000	200,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Parks & Recreation Director
Type Improvement
Useful Life 25 years
Category Park Improvements
Priority 2 Very Important

Project # PR-2024-005
Project Name Jefferson Park Entrance Plaza & Trail

Account Number
PASER Rating

Description	Total Project Cost: \$225,000
Create an archway and colored stamped plaza area at the corner of Third and Konemac Streets. Build connecting trails up and around the future amphitheater area with connections to the existing waterfront trail.	
This is a 2024-2025 project for \$225,000. 2024 = \$35,000 2025 = \$190,000	

Justification
Archway and plaza will create a beautiful and functional entranceway into the park. Trails will connect to several current and future amenities in the park

Expenditures	2020	2021	2022	2023	2024	Total
Planning/Design					35,000	35,000
Total					35,000	35,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt					35,000	35,000
Total					35,000	35,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 40 years
Category Park Improvements
Priority 4 Less Important

Project # PR-2024-006
Project Name Settling Basin Fishing Piers

Account Number
PASER Rating

Description

Total Project Cost: \$130,000

If and when the settlign basin becomes and public area, build two fishing piers or platfomrs in the new bay area.

Justification

Reuse of the basin and creating it into a unique waterfront amenity

Expenditures	2020	2021	2022	2023	2024	Total
Planning/Design					30,000	30,000
Construction/Maintenance					100,000	100,000
Total					130,000	130,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt					65,000	65,000
Grants - State					65,000	65,000
Total					130,000	130,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Parks & Recreation Director
Type Improvement
Useful Life 40 years
Category Park Improvements
Priority 3 Important

Project # PR-2024-007
Project Name Jefferson Park Concession Building

Account Number
PASER Rating

Description Total Project Cost: \$60,000
Reuse and renovate the existing small maintenance garage into concession building that could be used during public performances in the park and amphitheater.

Justification
Try to reuse an existing structure and not demolish it. Location is good in relation to the location of the new amphitheater

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance					60,000	60,000
Total					60,000	60,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt					60,000	60,000
Total					60,000	60,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Parks & Recreation Director
Type Improvement
Useful Life 40 years
Category Park Improvements
Priority 1 Critical

Project # PR-2024-008
Project Name Jefferson Park Swimming Pool - Phase 1

Account Number
PASER Rating

Description	Total Project Cost: \$4,040,000
Construct a new bathhouse and parking lot east of the current location as noted in the the Jefferso Park Vision Plan	

Justification
Two year plan to replace the swimming pool facility will be easier to fit into the city's CIP budget. The existng pool and bathhouse would remain open during construction. Two year plan would also ease the pressure on a contractor build the entire facility in less that one year.

Expenditures	2020	2021	2022	2023	2024	Total
Planning/Design					40,000	40,000
Construction/Maintenance					4,000,000	4,000,000
Total					4,040,000	4,040,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt					4,040,000	4,040,000
Total					4,040,000	4,040,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Departme
Contact Parks & Recreation Director
Type Improvement
Useful Life 25 years
Category Park Improvements
Priority 3 Important

Project # PR-2024-009
Project Name Jefferson Park Launch Upgrade

Account Number
PASER Rating

Description	Total Project Cost: \$550,000
Add one launch bay to the west and reconfigure the exisiting ramps to work in concert with the new launch parking lot.	
This is a 2024-2025 project for \$550,000.	
2024 = \$50,000	
2025 = \$500,000	

Justification
Existing ramps would not allign with the new lot configuration. Launch capacity or this popular site would be increased.

Expenditures	2020	2021	2022	2023	2024	Total
Planning/Design					50,000	50,000
Total					50,000	50,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt					50,000	50,000
Total					50,000	50,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Parks & Recreation Department
Contact Parks & Recreation Director
Type Improvement
Useful Life 40 years
Category Park Improvements
Priority 3 Important

Project # PR-2024-010
Project Name Jefferson Park Amphitheater

Account Number
PASER Rating

Description	Total Project Cost: \$400,000
Build an amphitheater for music and other public performances. This is a 2024-2025 project for \$400,000. 2024 = \$50,000 2025 = \$350,000	

Justification
The park in presently hosts many music and other public events. The amphitheater would be part of creating an enhanced public performance venue.

Expenditures	2020	2021	2022	2023	2024	Total
Planning/Design					50,000	50,000
Total					50,000	50,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt					50,000	50,000
Total					50,000	50,000

Budget Impact/Other

City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Police Department								
Police Fleet Replacement	POL-2020-001	2	75,000	140,000	91,000	103,000	135,000	544,000
Public Protection Facility Roof	PPF-2021-002	3		230,000				230,000
Shower Remodel	PPF-2021-003	4		25,000				25,000
PPF Second Street Parking Lot Concrete Replacement	PPF-2022-002	3			30,000			30,000
First Street Parking Lot Replacement	PPF-2022-003	3			17,500			17,500
PPF -PD Side HVAC Digital Control Upgrade	PPF-2022-004	4			35,000			35,000
Police Department Total			75,000	395,000	173,500	103,000	135,000	881,500
<i>General Fund</i>			75,000	140,000	91,000	103,000	135,000	544,000
<i>General Obligation Debt</i>				255,000	82,500			337,500
Police Department Total			75,000	395,000	173,500	103,000	135,000	881,500
Grand Total			75,000	395,000	173,500	103,000	135,000	881,500

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Police Department
Contact Police Chief
Type Equipment
Useful Life 5 years
Category Vehicles
Priority 2 Very Important

Project # POL-2020-001
Project Name Police Fleet Replacement

Account Number

PASER Rating

Description

Total Project Cost: \$716,400

This budget request is for the annual Police Fleet Replacement Schedule as follows:

- 2020 - Replace (1) vehicle.
- 2021 - Replace (4) vehicles.
- 2022 - Replace (3) vehicles.
- 2023 - Replace (3) vehicles.
- 2024 - Replace (3) vehicles.
- 2025 - Replace (2) vehicles.

Justification

Note that beginning in 2020, there is an anticipated cost increase on the marked squad cars of about \$5,300 per vehicle, per manufacturer.

Expenditures	2020	2021	2022	2023	2024	Total
Police Vehicles	75,000	140,000	91,000	103,000	135,000	544,000
Total	75,000	140,000	91,000	103,000	135,000	544,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund	75,000	140,000	91,000	103,000	135,000	544,000
Total	75,000	140,000	91,000	103,000	135,000	544,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Police Department
Contact Deputy Director-Public Works
Type Maintenance
Useful Life 25 years
Category Buildings
Priority 3 Important

Project # PPF-2021-002

Project Name Public Protection Facility Roof

Account Number

PASER Rating

Description

Total Project Cost: \$230,000

Replacement of existing ballasted EDPM roof with fully adhered TPO roof system

Justification

Increased frequency in leak requiring repairs. Existing roof is a 10 yr warranted membrane that was installed in 1994

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance		230,000				230,000
Total		230,000				230,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		230,000				230,000
Total		230,000				230,000

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Police Department
Contact Deputy Director-Public Works
Type Improvement
Useful Life 20 years
Category Buildings
Priority 4 Less Important

Project # PPF-2021-003
Project Name Shower Remodel

Account Number
PASER Rating

Description	Total Project Cost: \$25,000
Shower/restroom remodel	

Justification
Remove gang style shower to two privacy shower stalls

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance		25,000				25,000
Total		25,000				25,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		25,000				25,000
Total		25,000				25,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Police Department
Contact Deputy Director-Public Works
Type Maintenance
Useful Life 25 years
Category Buildings
Priority 3 Important

Project # PPF-2022-002
Project Name PPF Second Street Parking Lot Concrete Replacement

Account Number

PASER Rating

Total Project Cost: \$30,000

Description

Replacement of concrete parking surface in the Second Street side lot. Estimated cost includes materials and equipment costs for City staff to complete the project.

This project would be for the joint use of both the Police Department and Fire Department.

Justification

Severe deterioration of concrete joints have become a trip/fall hazard in addition to being unsightly and regular maintenance.

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance			30,000			30,000
Total			30,000			30,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			30,000			30,000
Total			30,000			30,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Police Department
Contact Deputy Director-Public Works
Type Maintenance
Useful Life
Category Street Reconstruction
Priority 3 Important

Project # PPF-2022-003
Project Name First Street Parking Lot Replacement

Account Number
PASER Rating

Description	Total Project Cost: \$17,500
Replace First parking lot	

Justification
Create ADA compliant access from a deteriorating parking lot

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance			17,500			17,500
Total			17,500			17,500

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			17,500			17,500
Total			17,500			17,500

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Police Department
Contact Deputy Director-Public Works
Type Improvement
Useful Life 15 years
Category Buildings
Priority 4 Less Important

Project # PPF-2022-004
Project Name PPF -PD Side HVAC Digital Control Upgrade

Account Number

PASER Rating

Total Project Cost: \$35,000

Description

Replacement of existing pneumatic dampers, actuators and sensors to digital devices

Justification

Ease of control of the HVAC system, more flexible in controlling the system with more accurate control resulting in a more energy efficient system. Two phases-NMFD 2021

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance			35,000			35,000
Total			35,000			35,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			35,000			35,000
Total			35,000			35,000

Budget Impact/Other

Energy savings expected - 10 - 15%

Budget Items	2020	2021	2022	2023	2024	Total
Other (Insurance, Utilities)	1,750					1,750
Total	1,750					1,750

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City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Public Library								
Library Chiller Expansion Tank	L-2020-002	3	7,500					7,500
LED Interior Conversion (Library)	L-2020-003	3	5,000					5,000
Replace (2) Self-Checkout Machines Software	L-2020-004	3	12,000					12,000
Library Facilities Study	L-2020-005	3	10,000					10,000
Heating Pump VFDs	L-2020-006	3	5,000					5,000
Freight Elevator repair	L-2020-007	2	5,000					5,000
Carpet/Floor Replacement - Main Collection Area	L-2021-001	3		40,000				40,000
Meeting Room Tables & Chairs (Library)	L-2021-002	3		20,000				20,000
Building Automated Controller Upgrade	L-2021-003	2		25,000				25,000
Company E Room Audio/Video Upgrade	L-2022-001	4			17,500			17,500
Shelving Units (Library)	L-2022-002	3			20,000			20,000
Boiler Replacement (Library)	L-2023-001	5				100,000		100,000
Public Library Total			44,500	85,000	37,500	100,000		267,000
General Fund			20,000					20,000
General Obligation Debt			24,500	85,000	37,500	100,000		247,000
Public Library Total			44,500	85,000	37,500	100,000		267,000
Grand Total			44,500	85,000	37,500	100,000		267,000

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Library
Contact Deputy Director-Public Works
Type Equipment
Useful Life 15 years
Category Buildings
Priority 3 Important

Project # L-2020-002
Project Name Library Chiller Expansion Tank

Account Number

PASER Rating

Total Project Cost: \$7,500

Description

Chilled water expansion tank for buildings air conditioning system

Justification

Installation of expansion tank will reduce the number of compressor start/stops which will prolong the life the equipment

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	7,500					7,500
Total	7,500					7,500

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	7,500					7,500
Total	7,500					7,500

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Library
Contact Deputy Director-Public Works
Type Improvement
Useful Life 20 years
Category Buildings
Priority 3 Important

Project # L-2020-003
Project Name LED Interior Conversion (Library)

Account Number
PASER Rating

Description

Total Project Cost: \$5,000

LED interior conversion for the following areas: youth department, low ceiling lights, reference desk, and circulation desk.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	5,000					5,000
Total	5,000					5,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund	5,000					5,000
Total	5,000					5,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Library
Contact Library Director
Type Unassigned
Useful Life 12 years
Category Equipment: Miscellaneous
Priority 3 Important

Project # L-2020-004
Project Name Replace (2) Self-Checkout Machines Software

Account Number
PASER Rating

Description Total Project Cost: \$12,000
Replace (2) Self-Checkout Machines Software. The (2) units that we have now are 12 years old. These units are a lot cheaper than adding staff for this purpose.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Equip/Vehicles/Furnishings	12,000					12,000
Total	12,000					12,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	12,000					12,000
Total	12,000					12,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Library
Contact
Type Improvement
Useful Life 10 years
Category Unassigned
Priority 3 Important

Project # L-2020-005
Project Name Library Facilities Study

Account Number
PASER Rating

Description	Total Project Cost: \$10,000
Architectural facilities assessment for future planning	

Justification
Ensure facility meets the needs of the Library

Expenditures	2020	2021	2022	2023	2024	Total
Planning/Design	10,000					10,000
Total	10,000					10,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund	10,000					10,000
Total	10,000					10,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Library
Contact Deputy Director-Public Works
Type Improvement
Useful Life 15 years
Category Buildings
Priority 3 Important

Project # L-2020-006
Project Name Heating Pump VFDs

Account Number
PASER Rating

Description

Total Project Cost: \$5,000

Installation of variable speed drives on the heating system hot water pumps

Justification

Take advantage of energy savings with the use of the drives- estimated 7 year payback

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	5,000					5,000
Total	5,000					5,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	5,000					5,000
Total	5,000					5,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Library
Contact Deputy Director-Public Works
Type Maintenance
Useful Life 15 years
Category Buildings
Priority 2 Very Important

Project # L-2020-007
Project Name Freight Elevator repair

Account Number
PASER Rating

Description	Total Project Cost: \$5,000
Packing on the freight elevator Hydraulic	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	5,000					5,000
Total	5,000					5,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund	5,000					5,000
Total	5,000					5,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Library
Contact Deputy Director-Public Works
Type Improvement
Useful Life 12 years
Category Buildings
Priority 3 Important

Project # L-2021-001
Project Name Carpet/Floor Replacement - Main Collection Area

Account Number
PASER Rating

Description	Total Project Cost: \$40,000
Replacement of Carpeting in the following area: South of Concourse Area (Main Collection Area)	

Justification
High use area of this area's carpeting showing wear and in need of replacement

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance		40,000				40,000
Total		40,000				40,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		40,000				40,000
Total		40,000				40,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Library
Contact Library Director
Type Equipment
Useful Life 15 years
Category Equipment: Miscellaneous
Priority 3 Important

Project # L-2021-002
Project Name Meeting Room Tables & Chairs (Library)

Account Number
PASER Rating

Description

Total Project Cost: \$20,000

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Equip/Vehicles/Furnishings		20,000				20,000
Total		20,000				20,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		20,000				20,000
Total		20,000				20,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Library
Contact Deputy Director-Public Works
Type Equipment
Useful Life 15 years
Category Equipment: Miscellaneous
Priority 2 Very Important

Project # L-2021-003
Project Name Building Automated Controller Upgrade

Account Number

PASER Rating

Total Project Cost: \$25,000

Description

Building automated/HVAC system field panel replacements

Justification

Existing field panels and software will no longer be supported by end of 2021

Expenditures	2020	2021	2022	2023	2024	Total
Equip/Vehicles/Furnishings		25,000				25,000
Total		25,000				25,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		25,000				25,000
Total		25,000				25,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Library
Contact Deputy Director-Public Works
Type Equipment
Useful Life 10 years
Category Equipment: Miscellaneous
Priority 4 Less Important

Project # L-2022-001
Project Name Company E Room Audio/Video Upgrade

Account Number
PASER Rating

Description	Total Project Cost: \$17,500
Audio and Video equipment upgrade for Company E Room	

Justification
Existing equipment does not allow for video recording of meetings or performances, audio mixer interface screen is no longer visible making it difficult to change inputs and outputs

Expenditures	2020	2021	2022	2023	2024	Total
Equip/Vehicles/Furnishings			17,500			17,500
Total			17,500			17,500

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			17,500			17,500
Total			17,500			17,500

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Library
Contact Library Director
Type Equipment
Useful Life 15 years
Category Equipment: Miscellaneous
Priority 3 Important

Project # L-2022-002
Project Name Shelving Units (Library)

Account Number
PASER Rating

Description

Total Project Cost: \$20,000

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Equip/Vehicles/Furnishings			20,000			20,000
Total			20,000			20,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			20,000			20,000
Total			20,000			20,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Library
Contact Deputy Director-Public Works
Type Equipment
Useful Life 25 years
Category Buildings
Priority 5 Future Consideration

Project # L-2023-001
Project Name Boiler Replacement (Library)

Account Number
PASER Rating

Description	Total Project Cost: \$100,000
Replacement of heating system hot water boilers	

Justification
Boilers have outlived there expected ASHRAE useful life expectancy evident by increased maintenance costs and lower efficiency standards.

Expenditures	2020	2021	2022	2023	2024	Total
Equip/Vehicles/Furnishings				100,000		100,000
Total				100,000		100,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt				100,000		100,000
Total				100,000		100,000

Budget Impact/Other
Lower maintenance costs and lower energy usage.

City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
Public Works Department								
Pedestrian Crossing Lights	LIT-2020-001	3	15,000					15,000
Kernan Ave. Street Light	LIT-2020-002	2	4,000					4,000
Traffic Signal Engineering	LIT-2021-001	3		20,000				20,000
Chute Street Parking Lot Reconstruction	PLO-2024-001	2					227,735	227,735
Melissa Street Sewer Lining	SAN-2020-001	2	50,000					50,000
Garfield Ave. - Railroad St. to Washington St.	SAN-2023-001	2				1,000,000		1,000,000
Sidewalk Replacement Program	SID-2020-000	2	30,000	30,000	30,000	30,000	30,000	150,000
Midway Road Sidewalk	SID-2020-001	2	33,000					33,000
Ninth Street Pond	STO-2020-001	1	175,000	297,134				472,134
Storm Sewer Through Miron Property	STO-2021-001	1		200,000				200,000
New Public Works Facility (455 Baldwin St.)	STR-2020-000	2	10,740,000					10,740,000
Racine Street - Third to Ninth - DESIGN ONLY	STR-2020-001	3	15,000	75,000	75,000	75,000		240,000
Manitowoc St - Broad St. to Third St.	STR-2020-002	2	223,858					223,858
Abbey Ave	STR-2020-003	2	363,784					363,784
Lisbon Ave.. - Tayco to Pacific	STR-2020-004	2	56,495					56,495
State St. - Sixth St. to Ninth St.	STR-2020-005	2	115,496					115,496
Seventh St. - Racine St. to Appleton Rd.	STR-2020-006	2	213,056					213,056
Ninth St. - Appleton Rd. to Melissa St.	STR-2020-007	2	223,774					223,774
De Pere St. - Ninth to Appleton Rd.	STR-2020-008	1	333,222					333,222
Racine St. Bridge Amenities	STR-2021-002	3		100,000				100,000
Eighth St. - Milwaukee St. to Appleton Rd.	STR-2021-003	2		286,451				286,451
Nicolet Boulevard - Washington to East End	STR-2021-004	2		325,050				325,050
Lake Park Villas Streets	STR-2021-005	2		320,000	320,000			640,000
Baldwin Street - Plank to Fourth Street	STR-2021-006	1		100,000				100,000
Airport Rd - Racine St. to Mayer St.	STR-2022-002	1			202,010			202,010
Harding Street - Appleton to London	STR-2022-003	2			153,603			153,603
Marquette St - London to Manitowoc	STR-2022-004	2			144,065			144,065
Milwaukee St. - Eighth St. to Ninth St.	STR-2022-005	2			115,463			115,463
Milwaukee St. - Third St. to Eighth St.	STR-2022-006	2			400,909			400,909
Barlow St. - Water St. to Broad St.	STR-2022-008	2			22,770			22,770
2023 Miscellaneous Other Street Projects	STR-2023-000	3				525,000		525,000
Garfield Ave. - Railroad St. to Washington St.	STR-2023-002	2				496,425		496,425
2024 Miscellaneous Other Street Projects	STR-2024-000	3					370,000	370,000
Racine St. - Third to Ninth St. (DOT)	STR-2024-002	2					4,884,600	4,884,600
Public Works Department Total			12,591,685	1,753,635	1,463,820	2,126,425	5,512,335	23,447,900
General Fund			237,647	345,050	297,668	300,000	227,735	1,408,100
General Obligation Debt			917,794	751,751	1,166,152	826,425	830,196	4,492,318
Menasha Utilities Reimbursement			29,925	17,100				47,025

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
<i>Sewage Utility Fund</i>			187,500			1,000,000		1,187,500
<i>State Aid</i>							3,713,483	3,713,483
<i>Stormwater Utility Fund</i>			478,819	539,734			740,921	1,759,474
<i>TIF District #11 Fund</i>				100,000				100,000
<i>USDA Loan</i>			10,740,000					10,740,000
<i>Public Works Department Total</i>			12,591,685	1,753,635	1,463,820	2,126,425	5,512,335	23,447,900
		Grand Total	12,591,685	1,753,635	1,463,820	2,126,425	5,512,335	23,447,900

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Deputy Director-Public Works
Type Equipment
Useful Life 20 years
Category Equipment: Miscellaneous
Priority 3 Important

Project # LIT-2020-001
Project Name Pedestrian Crossing Lights

Account Number
PASER Rating

Description	Total Project Cost: \$15,000
Solar powered pedestrian crossing flashing lights system-one location	

Justification
Improve pedestrian crossing safety

Expenditures	2020	2021	2022	2023	2024	Total
Signage	15,000					15,000
Total	15,000					15,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund	15,000					15,000
Total	15,000					15,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 20 years
Category Other
Priority 2 Very Important

Project # LIT-2020-002
Project Name Kernan Ave. Street Light

Account Number
PASER Rating

Description

Total Project Cost: \$4,000

Add new street light at intersection of Kernan and Hwy 10

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Lighting - Upgrade	4,000					4,000
Total	4,000					4,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund	4,000					4,000
Total	4,000					4,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 10 years
Category Other
Priority 3 Important

Project # LIT-2021-001
Project Name Traffic Signal Engineering

Account Number

PASER Rating

Total Project Cost: \$20,000

Description

Have a Consultant review traffic signal timing on all signals within the City. - Need to determine cost of this work.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Planning/Design		20,000				20,000
Total		20,000				20,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund		20,000				20,000
Total		20,000				20,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Maintenance
Useful Life 25 years
Category Other
Priority 2 Very Important

Project # PLO-2024-001
Project Name Chute Street Parking Lot Reconstruction

Account Number
PASER Rating

Description

Total Project Cost: \$227,735

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance					227,735	227,735
Total					227,735	227,735

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund					227,735	227,735
Total					227,735	227,735

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact
Type Unassigned
Useful Life
Category Unassigned
Priority 2 Very Important

Project # SAN-2020-001
Project Name Melissa Street Sewer Lining

Account Number
PASER Rating

Description	Total Project Cost: \$50,000
Sanitary Sewer Lining Project on Melissa	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Sanitary Sewers	50,000					50,000
Total	50,000					50,000

Funding Sources	2020	2021	2022	2023	2024	Total
Sewage Utility Fund	50,000					50,000
Total	50,000					50,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 75 years
Category Sanitary Sewers
Priority 2 Very Important

Project # SAN-2023-001
Project Name Garfield Ave. - Railroad St. to Washington St.

Account Number
PASER Rating

Description

Total Project Cost: \$1,000,000

Sanitary Sewer Relay prior to Garfield Paving project

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Sanitary Sewers				1,000,000		1,000,000
Total				1,000,000		1,000,000

Funding Sources	2020	2021	2022	2023	2024	Total
Sewage Utility Fund				1,000,000		1,000,000
Total				1,000,000		1,000,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Works Department
Contact Deputy Director-Public Works
Type Maintenance
Useful Life 25 years
Category Other
Priority 2 Very Important

Project # SID-2020-000
Project Name Sidewalk Replacement Program

Account Number

PASER Rating

Description

Total Project Cost: \$180,000

Replacement of sidewalk that pose risk to injury

Justification

Limits City's risk of claims

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	30,000	30,000	30,000	30,000	30,000	150,000
Total	30,000	30,000	30,000	30,000	30,000	150,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	30,000	30,000	30,000	30,000	30,000	150,000
Total	30,000	30,000	30,000	30,000	30,000	150,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 25 years
Category Other
Priority 2 Very Important

Project # SID-2020-001
Project Name Midway Road Sidewalk

Account Number
PASER Rating

Description	Total Project Cost: \$33,000
Addition of sidewalks in front of RR Donnelly on Midway Road	

Justification
Completion of sidewalk system in this location

Expenditures	2020	2021	2022	2023	2024	Total
Sidewalks - New	33,000					33,000
Total	33,000					33,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	33,000					33,000
Total	33,000					33,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 75 years
Category Storm Sewer/Drainage
Priority 1 Critical

Project # STO-2020-001
Project Name Ninth Street Pond

Account Number

PASER Rating

Total Project Cost: \$472,134

Description

Construct Ninth Street Pond - To be done in conjunction with Ninth Street Parking Lot

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Planning/Design	25,000					25,000
Land Acquisition	150,000					150,000
Stormwater Basins		297,134				297,134
Total	175,000	297,134				472,134

Funding Sources	2020	2021	2022	2023	2024	Total
Stormwater Utility Fund	175,000	297,134				472,134
Total	175,000	297,134				472,134

Budget Impact/Other

Engineering/Land Acquisition Costs are Estimates. Will get better numbers before 2020 budget.

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 75 years
Category Storm Sewer/Drainage
Priority 1 Critical

Project # STO-2021-001
Project Name Storm Sewer Through Miron Property

Account Number
PASER Rating

Description	Total Project Cost: \$200,000
Storm Sewer Related to Midway Road county project. Storm Sewer will need easement through Miron property. - COST UNKNOWN AT THIS POINT	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Stormwater Basins		200,000				200,000
Total		200,000				200,000

Funding Sources	2020	2021	2022	2023	2024	Total
Stormwater Utility Fund		200,000				200,000
Total		200,000				200,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 40 years
Category Buildings
Priority 2 Very Important

Project # STR-2020-000
Project Name New Public Works Facility (455 Baldwin St.)

Account Number
PASER Rating

Description

Total Project Cost: \$10,740,000

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Building Construction	10,740,000					10,740,000
Total	10,740,000					10,740,000

Funding Sources	2020	2021	2022	2023	2024	Total
USDA Loan	10,740,000					10,740,000
Total	10,740,000					10,740,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Works Department

Contact

Type Unassigned

Useful Life

Category Unassigned

Priority 3 Important

Project # STR-2020-001

Project Name Racine Street - Third to Ninth - DESIGN ONLY

Account Number

PASER Rating

Description

Total Project Cost: \$240,000

Racine Street - Third to Ninth - DOT Cost Share for Design. Only to be budgeted if Transportation Advisory Committee from ECWRPC selects this project to be funded. Final funding numbers would come in December 2019. This budget provides funds so that engineering can take place starting in 2020.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Engineering/Design	15,000	75,000	75,000	75,000		240,000
Total	15,000	75,000	75,000	75,000		240,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	15,000	75,000	75,000	75,000		240,000
Total	15,000	75,000	75,000	75,000		240,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Reconstruction
Priority 2 Very Important

Project # STR-2020-002
Project Name Manitowoc St - Broad St. to Third St.

Account Number
PASER Rating 3

Description

Total Project Cost: \$223,858

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Sidewalks - Replacement	23,139					23,139
Street Construction - Replacement	157,059					157,059
Curb & Gutter	43,660					43,660
Total	223,858					223,858

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	180,198					180,198
Stormwater Utility Fund	43,660					43,660
Total	223,858					223,858

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Reconstruction
Priority 2 Very Important

Project # STR-2020-003

Project Name Abbey Ave

Account Number

PASER Rating 3

Description

Total Project Cost: \$363,784

Justification

Project will be done with Neenah (50/50) Split. Budget numbers indicate City of Menasha share of project.

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - Replacement	124,424					124,424
Curb & Gutter	13,860					13,860
Sanitary Sewers	137,500					137,500
Stormwater Basins	88,000					88,000
Total	363,784					363,784

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund	124,424					124,424
Sewage Utility Fund	137,500					137,500
Stormwater Utility Fund	101,860					101,860
Total	363,784					363,784

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Pulverize
Priority 2 Very Important

Project # STR-2020-004
Project Name Lisbon Ave.. - Tayco to Pacific

Account Number
PASER Rating 4

Description

Total Project Cost: \$56,495

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - Replacement	56,495					56,495
Total	56,495					56,495

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	56,495					56,495
Total	56,495					56,495

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Works Department
Contact Director of Public Works
Type Maintenance
Useful Life 10 years
Category Street Mill & Overlay
Priority 2 Very Important

Project # STR-2020-005

Project Name State St. - Sixth St. to Ninth St.

Account Number

PASER Rating 6

Description

Total Project Cost: \$115,496

The work includes spot replacement of curb & gutter, spot replacement of sidewalk and 2" Mill/Overlay.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Sidewalks - Replacement	700					700
Street Construction - Replacement	109,198					109,198
Curb & Gutter	5,598					5,598
Total	115,496					115,496

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund	94,223					94,223
Menasha Utilities Reimbursement	15,675					15,675
Stormwater Utility Fund	5,598					5,598
Total	115,496					115,496

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Works Department

Contact

Type Maintenance

Useful Life 10 years

Category Unassigned

Priority 2 Very Important

Project # STR-2020-006

Project Name Seventh St. - Racine St. to Appleton Rd.

Account Number

PASER Rating 5

Description

Total Project Cost: \$213,056

The work includes spot replacement of curb & gutter, spot replacement of sidewalk and 2" Mill/Overlay.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Sidewalks - Replacement	15,637					15,637
Street Construction - Replacement	166,771					166,771
Curb & Gutter	30,648					30,648
Total	213,056					213,056

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	182,408					182,408
Menasha Utilities Reimbursement	0					0
Stormwater Utility Fund	30,648					30,648
Total	213,056					213,056

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Works Department
Contact Director of Public Works
Type Maintenance
Useful Life 10 years
Category Street Mill & Overlay
Priority 2 Very Important

Project # STR-2020-007
Project Name Ninth St. - Appleton Rd. to Melissa St.

Account Number

PASER Rating 6

Total Project Cost: \$223,774

Description

The work includes spot replacement of curb & gutter, spot replacement of sidewalk and 2" Mill/Overlay.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Other	2,875					2,875
Sidewalks - Replacement	30,538					30,538
Street Construction - Replacement	159,827					159,827
Curb & Gutter	30,534					30,534
Total	223,774					223,774

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	178,990					178,990
Menasha Utilities Reimbursement	14,250					14,250
Stormwater Utility Fund	30,534					30,534
Total	223,774					223,774

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Pulverize
Priority 1 Critical

Project # STR-2020-008

Project Name De Pere St. - Ninth to Appleton Rd.

Account Number

PASER Rating 3

Description

Total Project Cost: \$333,222

Project Length - 2380' +/- . The work includes spot replacement of curb & gutter, spot replacement of sidewalk and 4" asphalt pulverizing/resurfacing. \$55,000 budgeted for storm sewer work in De Pere Street.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Sidewalks - Replacement	26,616					26,616
Street Construction - Replacement	215,087					215,087
Curb & Gutter	53,119					53,119
Stormwater Basins	38,400					38,400
Total	333,222					333,222

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt	241,703					241,703
Stormwater Utility Fund	91,519					91,519
Total	333,222					333,222

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 75 years
Category Unassigned
Priority 3 Important

Project # STR-2021-002
Project Name Racine St. Bridge Amenities

Account Number
PASER Rating

Description

Total Project Cost: \$100,000

Costs related to City desired improvements to the Racine Street bridge project

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - Replacement		100,000				100,000
Total		100,000				100,000

Funding Sources	2020	2021	2022	2023	2024	Total
TIF District #11 Fund		100,000				100,000
Total		100,000				100,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Works Department
Contact Director of Public Works
Type Maintenance
Useful Life 10 years
Category Street Mill & Overlay
Priority 2 Very Important

Project # STR-2021-003

Project Name Eighth St. - Milwaukee St. to Appleton Rd.

Account Number

PASER Rating 5

Description

Total Project Cost: \$286,451

Project Length - 2059' +/- . The work includes spot replacement of curb & gutter, spot replacement of sidewalk and 2" Mill/Overlay.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Sidewalks - Replacement		30,972				30,972
Street Construction - Replacement		212,879				212,879
Curb & Gutter		42,600				42,600
Total		286,451				286,451

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		226,751				226,751
Menasha Utilities Reimbursement		17,100				17,100
Stormwater Utility Fund		42,600				42,600
Total		286,451				286,451

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Pulverize
Priority 2 Very Important

Project # STR-2021-004
Project Name Nicolet Boulevard - Washington to East End

Account Number
PASER Rating 3

Description	Total Project Cost: \$325,050

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - Replacement		325,050				325,050
Total		325,050				325,050

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund		325,050				325,050
Total		325,050				325,050

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Pulverize
Priority 2 Very Important

Project # STR-2021-005
Project Name Lake Park Villas Streets

Account Number
PASER Rating

Description

Total Project Cost: \$640,000

Added 20% to original estimate - Needs revisions

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - Replacement		320,000	320,000			640,000
Total		320,000	320,000			640,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		320,000	320,000			640,000
Total		320,000	320,000			640,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Maintenance
Useful Life 15 years
Category Street Pulverize
Priority 1 Critical

Project # STR-2021-006
Project Name Baldwin Street - Plank to Fourth Street

Account Number
PASER Rating

Description	Total Project Cost: \$100,000
Baldwin Street - Plank to Fourth Street - Need Cost Estimate - To be completed after PWF construction	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - Replacement		100,000				100,000
Total		100,000				100,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt		100,000				100,000
Total		100,000				100,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 25 years
Category Street Reconstruction
Priority 1 Critical

Project # STR-2022-002
Project Name Airport Rd - Racine St. to Mayer St.

Account Number
PASER Rating

Description	Total Project Cost: \$202,010

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - Replacement			202,010			202,010
Total			202,010			202,010

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			202,010			202,010
Total			202,010			202,010

Budget Impact/Other
Reconstruction of Airport Road - McMahon Estimate \$1.1 Million. 33% City and 67% Village

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Pulverize
Priority 2 Very Important

Project # STR-2022-003
Project Name Harding Street - Appleton to London

Account Number
PASER Rating 5

Description

Total Project Cost: \$153,603

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - Replacement			153,603			153,603
Total			153,603			153,603

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund			153,603			153,603
Total			153,603			153,603

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Pulverize
Priority 2 Very Important

Project # STR-2022-004
Project Name Marquette St - London to Manitowoc

Account Number
PASER Rating 3

Description

Total Project Cost: \$144,065

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - Replacement			144,065			144,065
Total			144,065			144,065

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund			144,065			144,065
Total			144,065			144,065

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Pulverize
Priority 2 Very Important

Project # STR-2022-005
Project Name Milwaukee St. - Eighth St. to Ninth St.

Account Number
PASER Rating 5

Description

Total Project Cost: \$115,463

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - Replacement			115,463			115,463
Total			115,463			115,463

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			115,463			115,463
Total			115,463			115,463

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Pulverize
Priority 2 Very Important

Project # STR-2022-006
Project Name Milwaukee St. - Third St. to Eighth St.

Account Number
PASER Rating 5

Description

Total Project Cost: \$400,909

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - Replacement			400,909			400,909
Total			400,909			400,909

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			400,909			400,909
Total			400,909			400,909

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Reconstruction
Priority 2 Very Important

Project # STR-2022-008
Project Name Barlow St. - Water St. to Broad St.

Account Number
PASER Rating 3

Description

Total Project Cost: \$22,770

Justification

Comm. Dev. To do RFP to determine best use of roadway. Budget needs to be revised once recommendation is made.

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - Replacement			22,770			22,770
Total			22,770			22,770

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt			22,770			22,770
Total			22,770			22,770

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life
Category Street Reconstruction
Priority 3 Important

Project # STR-2023-000
Project Name 2023 Miscellaneous Other Street Projects

Account Number
PASER Rating

Description

Total Project Cost: \$525,000

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance				525,000		525,000
Total				525,000		525,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt				525,000		525,000
Total				525,000		525,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life
Category Street Reconstruction
Priority 2 Very Important

Project # STR-2023-002
Project Name Garfield Ave. - Railroad St. to Washington St.

Account Number
PASER Rating 2

Description

Total Project Cost: \$496,425

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - Replacement				496,425		496,425
Total				496,425		496,425

Funding Sources	2020	2021	2022	2023	2024	Total
General Fund				300,000		300,000
General Obligation Debt				196,425		196,425
Total				496,425		496,425

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life
Category Street Reconstruction
Priority 3 Important

Project # STR-2024-000
Project Name 2024 Miscellaneous Other Street Projects

Account Number
PASER Rating

Description

Total Project Cost: \$370,000

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance					370,000	370,000
Total					370,000	370,000

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt					370,000	370,000
Total					370,000	370,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 *thru* 2024

Department Public Works Department
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Reconstruction
Priority 2 Very Important

Project # STR-2024-002
Project Name Racine St. - Third to Ninth St. (DOT)

Account Number
PASER Rating 5

Description	Total Project Cost: \$4,884,600
Project submitted for WISDOT STP Urban funding. Project not yet funded at state level.	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Street Construction - Replacement					4,884,600	4,884,600
Total					4,884,600	4,884,600

Funding Sources	2020	2021	2022	2023	2024	Total
General Obligation Debt					430,196	430,196
State Aid					3,713,483	3,713,483
Stormwater Utility Fund					740,921	740,921
Total					4,884,600	4,884,600

Budget Impact/Other

City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
TIF District - Future								
Banta Property	CD-2020-001	2	100,000	550,000				650,000
TIF District - Future Total			100,000	550,000				650,000
<i>TIF (future) - General Obligation Debt</i>			100,000	550,000				650,000
<i>TIF District - Future Total</i>			100,000	550,000				650,000
Grand Total			100,000	550,000				650,000

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department TIF District - Future
Contact Community Development Dire
Type Improvement
Useful Life 25 years
Category Other
Priority 2 Very Important

Project # CD-2020-001
Project Name Banta Property

Account Number
PASER Rating

Total Project Cost: \$650,000

Description

Future projected improvements to Banta property, which the City of Menasha's Redevelopment Authority acquired in 2018.
 2020: Demolition of the Banta Building and Access Bridge Design.
 2021 - 2023: New Access Bridge to Dam and Banta Peninsula.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Planning/Design	100,000					100,000
New Access Bridge		550,000				550,000
Total	100,000	550,000				650,000

Funding Sources	2020	2021	2022	2023	2024	Total
TIF (future) - General	100,000	550,000				650,000
Obligation Debt						
Total	100,000	550,000				650,000

Budget Impact/Other

City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
TIF District #07								
Mill Street/Riverwalk Electrical Panel Upgrade	LIT-2020-003	4	6,500					6,500
TIF District #07 Total			6,500					6,500
<i>TIF District #07 Fund</i>			6,500					6,500
<i>TIF District #07 Total</i>			6,500					6,500
Grand Total			6,500					6,500

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department TIF District #07
Contact Deputy Director-Public Works
Type Maintenance
Useful Life 20 years
Category Equipment: Miscellaneous
Priority 4 Less Important

Project # LIT-2020-003
Project Name Mill Street/Riverwalk Electrical Panel Upgrade

Account Number
PASER Rating

Description	Total Project Cost: \$6,500
Replacement of existitng electrical panels along Riverwalk near the Mill Street improvements	

Justification
Remove the old and unsightly electrical panels that in sight lines

Expenditures	2020	2021	2022	2023	2024	Total
Equip/Vehicles/Furnishings	6,500					6,500
Total	6,500					6,500

Funding Sources	2020	2021	2022	2023	2024	Total
TIF District #07 Fund	6,500					6,500
Total	6,500					6,500

Budget Impact/Other

City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
TIF District #10								
Tayco Corridor Redevelopment	CD-2020-002	3	250,000					250,000
Downtown Light Replacement	LIT-2020-000	1	50,000	50,000	50,000	50,000	50,000	250,000
Water Street - Barlow to Tayco	STR-2022-007	2			1,012,550			1,012,550
TIF District #10 Total			300,000	50,000	1,062,550	50,000	50,000	1,512,550
Grants - State								
TIF District #10 - General Obligation Debt			300,000	50,000	562,550	50,000	50,000	1,012,550
TIF District #10 Total			300,000	50,000	1,062,550	50,000	50,000	1,512,550
Grand Total								
			300,000	50,000	1,062,550	50,000	50,000	1,512,550

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department TIF District #10
Contact Community Development Dire
Type Improvement
Useful Life 25 years
Category Other
Priority 3 Important

Project # CD-2020-002
Project Name Tayco Corridor Redevelopment

Account Number
PASER Rating

Description	Total Project Cost: \$250,000
Acquisition and Redevelopment Assistance in the Tayco Street corridor area.	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Property Acquisition/Redevelopment Assistance	250,000					250,000
Total	250,000					250,000

Funding Sources	2020	2021	2022	2023	2024	Total
TIF District #10 - General Obligation Debt	250,000					250,000
Total	250,000					250,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department TIF District #10
Contact Director of Public Works
Type Improvement
Useful Life 40 years
Category Other
Priority 1 Critical

Project # LIT-2020-000
Project Name Downtown Light Replacement

Account Number

PASER Rating

Total Project Cost: \$300,000

Description

Replace 8 Downtown Street Lights per year. Main Street lights are in rough shape and need to be replaced due to lack of parts.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Lighting - Upgrade	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Funding Sources	2020	2021	2022	2023	2024	Total
TIF District #10 - General Obligation Debt	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Budget Impact/Other

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department TIF District #10
Contact Director of Public Works
Type Improvement
Useful Life 15 years
Category Street Reconstruction
Priority 2 Very Important

Project # STR-2022-007
Project Name Water Street - Barlow to Tayco

Account Number
PASER Rating 3

Description	Total Project Cost: \$1,012,550

Justification
Comm. Dev. To do RFP to determine best use of roadway. Budget needs to be revised once recommendation is made. Shorewall & Trail Improvements are included at this time. Expected to apply for State Grant for Shorewall portion of this project (\$500,000).

Expenditures	2020	2021	2022	2023	2024	Total
Trails - Replacement			132,000			132,000
Street Construction - Replacement			380,550			380,550
Shorewall			500,000			500,000
Total			1,012,550			1,012,550

Funding Sources	2020	2021	2022	2023	2024	Total
Grants - State			500,000			500,000
TIF District #10 - General Obligation Debt			512,550			512,550
Total			1,012,550			1,012,550

Budget Impact/Other

City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
TIF District #11								
Ahnaip St. Pond Aerator/Fountain	PR-2020-011	3	10,000					10,000
Lawson Canal Restoration	PR-2020-012	2	48,000	1,525,000				1,573,000
Gilbert Trail Extension	PR-2022-009	3			400,000			400,000
TIF District #11 Total			58,000	1,525,000	400,000			1,983,000
Donations				675,000				675,000
Grants - Federal				200,000				200,000
Grants - State				600,000	200,000			800,000
Park Development Fund				40,000				40,000
TIF District #11 Fund				58,000	10,000	200,000		268,000
TIF District #11 Total			58,000	1,525,000	400,000			1,983,000
Grand Total			58,000	1,525,000	400,000			1,983,000

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department TIF District #11
Contact Deputy Director-Public Works
Type Improvement
Useful Life 20 years
Category Park Improvements
Priority 3 Important

Project # PR-2020-011
Project Name Ahnaip St. Pond Aerator/Fountain

Account Number

PASER Rating

Total Project Cost: \$10,000

Description

Installation of aerator/fountain

Justification

Need to control algae and aquatic weed growth in the pond

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	10,000					10,000
Total	10,000					10,000

Funding Sources	2020	2021	2022	2023	2024	Total
TIF District #11 Fund	10,000					10,000
Total	10,000					10,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department TIF District #11
Contact Parks & Recreation Director
Type Improvement
Useful Life 40 years
Category Park Improvements
Priority 2 Very Important

Project # PR-2020-012
Project Name Lawson Canal Restoration

Account Number

PASER Rating

Total Project Cost: \$1,573,000

Description

Multiple non-levy funding sources to include: DNR Stewardship, Community Foundation, In-Kind Private Contractor Assistance, Parkland Dedication Fund, NRDA funding and TIF #11 funding. Majority of funding sources are expected to be DNR and Community Foundation, other sources to be more supplemental.

Justification

Phase 2 of the Gilbert site restoration. Establish a free flowing, naturalized channel around the Menasha Dam. Canal will become a land and water public amenity as well as being a compliment to a proposed redevelopment plan.

Expenditures	2020	2021	2022	2023	2024	Total
Planning/Design	48,000					48,000
Canal Restoration		1,525,000				1,525,000
Total	48,000	1,525,000				1,573,000

Funding Sources	2020	2021	2022	2023	2024	Total
Donations		675,000				675,000
Grants - Federal		200,000				200,000
Grants - State		600,000				600,000
Park Development Fund		40,000				40,000
TIF District #11 Fund	48,000	10,000				58,000
Total	48,000	1,525,000				1,573,000

Budget Impact/Other

Capital Improvements Plan

City of Menasha, Wisconsin

2020 *thru* 2024

Department TIF District #11
Contact Parks & Recreation Director
Type Improvement
Useful Life 25 years
Category Trails
Priority 3 Important

Project # PR-2022-009
Project Name Gilbert Trail Extension

Account Number

PASER Rating

Total Project Cost: \$400,000

Description

Continue existing trail westward to the Washington St. bridge.

Justification

Trail would serve two purposes. First, it would create an attractive walking loop for users to access both sides of the river by starting in downtown or the Gilbert/Banta site. Secondly, if Garfield St. were to be narrowed and a pedestrian trail or route added, it would take users very close to the Loop the Little Lake trail system.

Expenditures	2020	2021	2022	2023	2024	Total
Trails - New			400,000			400,000
Total			400,000			400,000

Funding Sources	2020	2021	2022	2023	2024	Total
Grants - State			200,000			200,000
TIF District #11 Fund			200,000			200,000
Total			400,000			400,000

Budget Impact/Other

City of Menasha, Wisconsin
Capital Improvements Plan
 2020 thru 2024

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2020	2021	2022	2023	2024	Total
TIF District #12								
Lake Park Villas Pond Analysis	STO-2020-003	3	25,000					25,000
TIF District #12 Total			25,000					25,000
<i>TIF District #12 Fund</i>			25,000					25,000
<i>TIF District #12 Total</i>			25,000					25,000
Grand Total			25,000					25,000

Capital Improvements Plan
City of Menasha, Wisconsin

2020 thru 2024

Department TIF District #12
Contact Community Development Dire
Type Unassigned
Useful Life
Category Storm Sewer/Drainage
Priority 3 Important

Project # STO-2020-003
Project Name Lake Park Villas Pond Analysis

Account Number
PASER Rating

Description	Total Project Cost: \$25,000
Engineering Analysis of existing pond system to determine storm water quality benefits to the RDA owned lots.	

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Engineering/Design	25,000					25,000
Total	25,000					25,000

Funding Sources	2020	2021	2022	2023	2024	Total
TIF District #12 Fund	25,000					25,000
Total	25,000					25,000

Budget Impact/Other

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