



# City of Menasha

2021 Operating Budget  
&

2021-2025 Capital Improvements  
Plan Budget

**CITY OF MENASHA  
2021 OPERATING BUDGET AND CAPITAL IMPROVEMENTS BUDGET**

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**CITY OF MENASHA**  
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TO: Menasha Citizens and Members of the Common Council  
FROM: Donald Merkes, Mayor  
DATE: 15 October 2020  
  
RE: 2021 Budget

Who would have guessed that we would be facing a pandemic of proportions unseen for over 100 years at this time last year? As the virus began its spread this spring employees and leadership in all our departments sprang into action working to mitigate risk to our residents and employees and maintain essential services.

This year opened our eyes to the value of having a City Health Department. Along with the declaration of a public health emergency, our Health Department took the lead in Menasha's response to the pandemic. This allowed us to coordinate directly with State and Regional partners to test, trace and educate the public to control the spread of the virus. In addition, we continue to provide safety guidance and COVID-19 messages to residents; as well as, technical assistance to businesses, faith-based organizations, schools, universities, child care, and assisted living facilities to lower risk and operate safely. The department is also involved in planning for vaccine administration when it becomes available.

It didn't stop there, every department was involved in the response to the pandemic. Community Development helped businesses apply for State and Federal aid and Finance worked to allow delayed payment of taxes and permits. Public Works constructed safety shields for City facilities. Police and Fire maintained services 24/7 in an uncertain environment where businesses were closed and many people were working from home. HR helped coordinate employee questions and child care, IT ensured that people could work from home. The Library and Senior Center developed innovative virtual, curbside, and phone programming options. With everyone out in the parks and on the trails; Park and Rec developed low risk programming and was able to open the pool to provide supervised activities for our youth. Everyone helped ensure mail in ballots went out for three elections. We should all be proud of the way everyone pulled together to insert a bit of normalcy into this atypical year.

I have great faith in our residents, businesses, and employees that with development of a vaccine we will spring back in 2021 with great strength. Everyone on our team is working together to continue Menasha's forward progression. Looking forward, this budget is the result of a team effort reinforcing the values that we as a community hold dear. Enhanced infrastructure, safety, economic development, education, and quality of life all play an important role in the 2021 Menasha City budget.

Speaking of infrastructure, early in 2021 we should see completion of the Public Works facility on Baldwin Street. After a nearly two decade wait, our Public Works and Parks team will begin using a portion of the facility in November of 2020. This crucial piece of infrastructure ensures that we will be ready to plow, pave, or pick-up at a moment's notice. In addition, there are nearly \$2 million in street reconstruction projects scheduled for 2021 including Appleton, Baldwin, Eighth, Jefferson, Lisbon, and Milwaukee Streets, Nicolet Blvd, Southfield Drive, Whisper Falls Lane, Clover, Eden, Kelsey Brook,

Whisper Falls Courts, Georgetown Place, Fountain & Villa Way, and Plank Road. Road construction doesn't come with special assessments or fees in Menasha, it's part of the property tax bill.

Public Safety is the backbone of any budget, and our Menasha budget is no exception. Both our Police and Fire departments have continued to see numerous retirements which place succession planning and training on the forefront. Over the past several years the Police Department has made it a priority to train the officers, supervisors and support staff in areas of Procedural Justice and Implicit Bias. The department continues to embrace these concepts and uses them as a cornerstone of how they do their jobs. While there are many discussions nationally on what policing should look like in the future, our department is not only training, but practicing many of those concepts every day. Looking ahead to the future of Neenah-Menasha Fire Rescue, we know that 2021 is going to be a big year for retirements with 8 planned. In anticipation, we have added over 14,000 hours of training, and professional development to our staff last year alone.

Quality of life is high here in the Fox Cities. In Menasha our Community Development and Park & Recreation Department work hand-in-hand to make sure that the City is a desirable place to live, work, and visit. Trails are a big part of a healthy lifestyle that influences people's choice to live or locate their business. Menasha sits at the epicenter of Fox Cities trails and continues to work towards a system that connects the entire City. In 2018 Loop the Lake opened, in 2019 the Province Terrace Boardwalk, in 2020 Nature's Way trail, and planned for 2021 the extension of the Nature's Way trail to Woodland Hills Drive. This budget also envisions continuing the Jefferson Park Master Plan implementation with a community playground. We expect to open new subdivisions at Lake Park Heights, Woodland Hills, and Conservancy North as well as downtown and riverfront redevelopment projects. These projects will allow even more people to enjoy the quality of life in Menasha.

Menasha continues to be a point of lifelong learning through our partnerships with Health, MJSD, Senior Center, and the Elisha D. Smith Public Library. It is part of our role as a progressive community to ensure that everyone here has opportunities to grow and learn throughout their life. The centerpiece to those opportunities is the Public Library. In 2021 we will restart the reimagining of our library to meet the needs of the future. While COVID stopped this process in 2020, it also gave us opportunities to include considerations that will make our library healthier, and less susceptible to illness and outbreaks. Our Health Department's relationship with our schools continues to grow, and 2021 will be the year to expand programming at the Senior Center with new leadership.

The accomplishments of the past year and our goals for the future could not be met without our team of dedicated employees. This budget contains a cost of living increase of 2% for non-represented employees.

I believe this budget continues to embrace the values we have as Menasha residents in a cost effective manner. It provides for our needs today, with an eye toward the future. With the adoption of this budget we will continue in proud traditions and heritage of the community and look to create new sources of pride for the next generation.

Sincerely,

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

Donald Merkes, Mayor

# CITY OF MENASHA

## Comparison of Annual Budgets, Annual Tax Levies, and Annual Tax Rates For Budget Years 2016 - 2021

BUDGET COMPARISON (2021 Budget/2020 Levy)

DATE: 10/19/20-Estimate

PREPARED BY: FINANCE DIRECTOR

ATTACHMENT A

	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	
<b><u>EXPENDITURES-GENERAL FUND (100)</u></b>							
GENERAL GOVERNMENT	\$ 1,435,723	\$ 1,425,600	\$ 1,532,220	\$ 1,549,568	\$ 1,592,927	\$ 1,670,986	4.90%
PUBLIC SAFETY	8,141,798	8,367,704	8,415,745	8,635,037	8,778,010	8,832,025	0.62%
HEALTH & HUMAN SERVICES	919,914	928,972	933,243	1,026,771	1,082,512	1,093,087	0.98%
PUBLIC WORKS	2,919,630	2,941,872	3,015,249	2,996,162	3,039,888	3,097,596	1.90%
CULTURE, RECREATION & EDUCATION	3,020,636	3,076,672	3,221,510	3,209,172	3,375,694	3,451,599	2.25%
CONSERVATION & DEVELOPMENT	319,167	356,718	360,844	490,796	446,002	495,189	11.03%
OTHER FINANCING USES / MISCELLANEOUS	-	-	51,000	4,000	20,000	-	-100.00%
<b>TOTAL</b>	<b>16,756,868</b>	<b>17,097,538</b>	<b>17,529,811</b>	<b>17,911,506</b>	<b>18,335,033</b>	<b>18,640,482</b>	<b>1.67%</b>
<b><u>REVENUES-GENERAL FUND (100)</u></b>							
TAXES	\$ (872,320)	\$ (871,394)	\$ (894,002)	\$ (893,385)	\$ (905,016)	\$ (909,955)	
INTERGOVERNMENTAL REVENUE	(4,566,841)	(4,595,454)	(4,670,606)	(4,762,908)	(5,175,611)	(5,310,660)	
LICENSES AND PERMITS	(517,876)	(474,210)	(412,745)	(425,365)	(430,904)	(420,575)	
FINES, FORFEITS & PENALTY	(124,000)	(107,000)	(107,500)	(117,000)	(121,000)	(122,000)	
PUBLIC CHARGES FOR SERVICES	(468,725)	(467,007)	(477,025)	(512,495)	(530,241)	(527,450)	
INTERGOVERNMENTAL CHARGES	(1,416,031)	(1,513,318)	(1,504,742)	(1,549,504)	(1,616,643)	(1,677,813)	
MISCELLANEOUS REVENUES	(235,350)	(235,635)	(223,635)	(270,022)	(223,516)	(249,750)	
OTHER FINANCING SOURCES	(152,323)	(87,622)	(124,622)	(143,401)	(148,450)	(148,565)	
<b>TOTAL</b>	<b>(8,353,466)</b>	<b>(8,351,640)</b>	<b>(8,414,877)</b>	<b>(8,674,080)</b>	<b>(9,151,381)</b>	<b>(9,366,768)</b>	<b>2.35%</b>
APPLICATION OF FUND BALANCE	(155,000)	(155,000)	(290,573)	(350,323)	(220,000)	(200,000)	
<b>TAX LEVY-GENERAL FUND</b>	<b>8,248,402</b>	<b>8,590,898</b>	<b>8,824,361</b>	<b>8,887,103</b>	<b>8,963,652</b>	<b>9,073,714</b>	<b>1.23%</b>
<b><u>CAPITAL PROJECTS FUND (470)</u></b>							
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)				
<b>TAX LEVY-CAPITAL PROJECTS FUND</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b><u>DEBT SERVICE FUND (310)</u></b>							
EXPENDITURES	\$ 4,148,527	\$ 4,308,273	\$ 8,961,211	\$ 4,301,334	\$ 4,576,334	\$ 4,147,563	
TAXES	(660,367)	(663,388)	(668,424)	(659,622)	(659,622)	(691,574)	
INTERGOVERNMENTAL REVENUE	-	-	-	-	(225,000)	(225,000)	
SPECIAL ASSESSMENTS	(145,000)	(167,500)	(392,055)	(338,800)	(338,800)	(334,490)	
MISCELLANEOUS REVENUES	(7,600)	(10,000)	(19,500)	(18,000)	(18,000)	(10,000)	
OTHER FINANCING SOURCES	(2,015,038)	(2,169,048)	(6,892,135)	(2,234,912)	(2,234,912)	(1,786,499)	
APPLICATION OF FUND BALANCE	(350,000)	(350,000)	-	-	-	-	
<b>TAX LEVY-DEBT SERVICE FUND</b>	<b>970,522</b>	<b>948,337</b>	<b>989,097</b>	<b>1,050,000</b>	<b>1,100,000</b>	<b>1,100,000</b>	<b>0.00%</b>
<b><u>POST EMPLOYMENT SICK LEAVE RESERVE (260)</u></b>							
EXPENDITURES	\$ 60,000	\$ 60,000	\$ 60,000				
REVENUES	-	-	(28,500)				
APPLICATION OF FUND BALANCE	-	-	28,500				
<b>TAX LEVY-POST EMPLOYMENT SICK LEAVE</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>N/A</b>
<b><u>RECYCLING FUND (266)</u></b>							
EXPENDITURES	\$ 447,494	\$ 404,238	\$ 445,775	\$ 456,777	\$ 444,154	\$ 438,337	
INTERGOVERNMENTAL REVENUE	(55,545)	(66,860)	(71,000)	(71,000)	(70,200)	(70,200)	
PUBLIC CHARGES FOR SERVICES	(4,100)	(4,650)	(5,025)	(6,530)	(4,100)	(4,100)	
INTERGOVERNMENTAL CHARGES	(8,000)	(6,000)	(16,000)	(5,000)	(5,000)	(5,100)	
MISCELLANEOUS REVENUES	(16,000)	(7,500)	(12,500)	(10,000)	(8,000)	(7,000)	
APPLICATION OF FUND BALANCE	-	-	-	(39,736)	(20,000)	(25,000)	
<b>TAX LEVY-RECYCLING FUND</b>	<b>363,849</b>	<b>319,228</b>	<b>341,250</b>	<b>324,511</b>	<b>336,854</b>	<b>326,937</b>	<b>-2.94%</b>
<b>TOTAL TAX LEVY-ALL FUNDS</b>	<b>\$ 9,642,773</b>	<b>\$ 9,918,463</b>	<b>\$ 10,214,708</b>	<b>\$ 10,261,614</b>	<b>\$ 10,400,506</b>	<b>\$ 10,500,651</b>	<b>0.96%</b>
EQUALIZED TAX RATE - LEVY/TID OUT	\$ 10.3135	\$ 10.2686	\$ 10.1595	\$ 9.7882	<b>\$ 9.7518</b>	<b>\$ 9.4986</b>	<b>-2.60%</b>
EQUALIZED VALUATION - TID IN	\$ 1,010,047,700	\$ 1,051,001,800	\$ 1,117,040,500	\$ 1,177,560,800	\$ 1,196,723,000	\$ 1,233,535,500	<b>3.08%</b>
EQUALIZED VALUATION - TID OUT	\$ 934,965,600	\$ 965,899,500	\$ 1,005,433,600	\$ 1,048,370,100	\$ 1,066,521,500	\$ 1,105,499,800	
ASSESSED TAX RATE	\$ 10.3383	\$ 10.5701	\$ 10.8184	\$ 10.8899	<b>\$ 9.6760</b>	<b>\$ -</b>	<b>-100.00%</b>
ASSESSED VALUATION - TID IN	\$ 1,008,794,700	\$ 1,021,514,200	\$ 1,054,387,900	\$ 1,054,917,500	\$ 1,194,734,800	\$ 1,136,766,900	<b>-4.85%</b>
ASSESSED VALUATION - TID OUT					\$ 1,064,533,300	\$ 1,008,731,200	

# **CITY OF MENASHA DIRECTORY OF OFFICIALS 2020 – 2021**

## **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:	Ann Schmidt
Aldermanic District #6:	Thomas Grade
Aldermanic District #7:	Ted Grade
Aldermanic District #8:	Randy Ropella

## **CITY OFFICERS**

City Attorney	Pamela Captain
City Clerk	Haley Krautkramer
Finance Director	Jennifer Sassman
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	Megan Sackett

# **INTRODUCTION & SUMMARY**

**FUND 100**

**GENERAL FUND**

**CITY OF MENASHA  
EXPENDITURES SUMMARY  
2021 OPERATING BUDGET - General Fund only**

<u>Budget Account</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Amended Budget</u>	<u>2021 Proposed Budget</u>	<u>2021 Amount Budget Change</u>	<u>2021 % Budget Change</u>	<u>% of Total</u>
<b><u>EXPENDITURES</u></b>							
General Government	\$ 1,503,112	\$ 1,526,873	\$ 1,592,927	\$ 1,670,986	\$ 78,059	4.90%	8.96%
Public Safety	8,239,069	8,348,516	8,778,207	8,832,025	53,818	0.61%	47.38%
Public Works	3,057,271	3,069,101	3,039,888	3,097,596	57,708	1.90%	16.62%
Health & Human Services	904,372	997,416	1,082,315	1,093,087	10,772	1.00%	5.86%
Culture, Recreation, & Education	3,207,353	3,153,059	3,378,325	3,451,599	73,274	2.17%	18.52%
Conservation & Development	322,482	433,643	463,371	495,189	31,818	6.87%	2.66%
Miscellaneous / Other	85,805	0	0	0	0	0.00%	0.00%
<b>TOTAL EXPENDITURES</b>	<b>\$ 17,319,464</b>	<b>\$ 17,528,608</b>	<b>\$ 18,335,033</b>	<b>\$ 18,640,482</b>	<b>\$ 305,449</b>	<b>1.67%</b>	<b>100.00%</b>



**CITY OF MENASHA  
2021 BUDGET SUMMARY  
(General Fund)**

<u>Budget Account</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Amended Budget</u>	<u>2021 Proposed Budget</u>	<u>2021 Amount Budget Change</u>	<u>2021 % Budget Change</u>
<b><u>GENERAL GOVERNMENT</u></b>						
<u>Common Council</u>						
Common Council	\$ 78,035	\$ 82,340	\$ 74,664	\$ 76,121	\$ 1,457	
	<u>\$ 78,035</u>	<u>\$ 82,340</u>	<u>\$ 74,664</u>	<u>\$ 76,121</u>	<u>\$ 1,457</u>	1.95%
<u>Mayor's Office</u>						
Mayor's Office	\$ 97,828	\$ 95,130	\$ 99,486	\$ 98,030	\$ (1,456)	
	<u>\$ 97,828</u>	<u>\$ 95,130</u>	<u>\$ 99,486</u>	<u>\$ 98,030</u>	<u>\$ (1,456)</u>	-1.46%
<u>City Attorney</u>						
City Attorney	\$ 159,661	\$ 161,384	\$ 178,744	\$ 179,677	\$ 933	
Personnel/Human Resources	204,167	203,984	212,126	221,870	\$ 9,744	
	<u>\$ 363,828</u>	<u>\$ 365,368</u>	<u>\$ 390,870</u>	<u>\$ 401,547</u>	<u>\$ 10,677</u>	2.73%
<u>Property Insurance</u>						
Property Insurance	\$ 74,500	\$ 81,950	\$ 90,145	\$ 86,455	\$ (3,690)	
	<u>\$ 74,500</u>	<u>\$ 81,950</u>	<u>\$ 90,145</u>	<u>\$ 86,455</u>	<u>\$ (3,690)</u>	-4.09%
<u>City Clerk</u>						
City Clerk	\$ 107,160	\$ 107,516	\$ 115,849	\$ 111,082	\$ (4,767)	
Elections	73,388	47,592	82,535	69,354	\$ (13,181)	
	<u>\$ 180,548</u>	<u>\$ 155,108</u>	<u>\$ 198,384</u>	<u>\$ 180,436</u>	<u>\$ (17,948)</u>	-9.05%
<u>Neenah-Menasha Municipal Court</u>						
Municipal Court	\$ 3,400	\$ 3,490	\$ 3,600	\$ 3,700	\$ 100	
	<u>\$ 3,400</u>	<u>\$ 3,490</u>	<u>\$ 3,600</u>	<u>\$ 3,700</u>	<u>\$ 100</u>	2.78%
<u>Finance</u>						
Finance/Comptroller/Treasurer	\$ 438,445	\$ 489,341	\$ 491,112	\$ 499,906	\$ 8,794	
Information Systems	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	
Assessor	75,780	78,870	78,975	87,861	\$ 8,886	
	<u>\$ 514,225</u>	<u>\$ 568,211</u>	<u>\$ 570,087</u>	<u>\$ 662,767</u>	<u>\$ 92,680</u>	16.26%
<u>Other General Government</u>						
Illegal Taxes/Tax Refunds	\$ 17,601	\$ 848	\$ 6,000	\$ 1,000	\$ (5,000)	
Uncollectible Debt	15,334	16,996	8,700	8,500	\$ (200)	
Employees Safety Committee	28,615	33,368	34,444	35,008	\$ 564	
	<u>\$ 61,550</u>	<u>\$ 51,212</u>	<u>\$ 49,144</u>	<u>\$ 44,508</u>	<u>\$ (4,636)</u>	-9.43%
<u>Municipal Building</u>						
Operations	\$ 129,198	\$ 124,064	\$ 116,547	\$ 117,422	\$ 875	
	<u>\$ 129,198</u>	<u>\$ 124,064</u>	<u>\$ 116,547</u>	<u>\$ 117,422</u>	<u>\$ 875</u>	0.75%
<b><u>Total General Government</u></b>	<b><u>\$ 1,503,112</u></b>	<b><u>\$ 1,526,873</u></b>	<b><u>\$ 1,592,927</u></b>	<b><u>\$ 1,670,986</u></b>	<b><u>\$ 78,059</u></b>	<b><u>4.90%</u></b>
<b><u>PUBLIC SAFETY</u></b>						
<u>Menasha Police</u>						
Operations	\$ 4,557,794	\$ 4,613,356	\$ 4,855,487	\$ 4,903,049	\$ 47,562	
Crossing Guards	19,832	18,590	24,176	24,176	\$ -	
Community Service Officers	40,749	43,231	47,249	52,770	\$ 5,521	
Auxiliary Police	7,358	8,049	15,251	15,251	\$ -	
Jail/Prisoner Meal Charge	12,380	6,056	12,000	9,000	\$ (3,000)	
Code Enforcement	70,074	73,532	77,254	83,888	\$ 6,634	
	<u>\$ 4,708,187</u>	<u>\$ 4,762,814</u>	<u>\$ 5,031,417</u>	<u>\$ 5,088,134</u>	<u>\$ 56,717</u>	1.13%
<u>Neenah-Menasha Fire &amp; Rescue</u>						
Operations	\$ 3,369,373	\$ 3,447,923	\$ 3,546,907	\$ 3,539,693	\$ (7,214)	
	<u>\$ 3,369,373</u>	<u>\$ 3,447,923</u>	<u>\$ 3,546,907</u>	<u>\$ 3,539,693</u>	<u>\$ (7,214)</u>	-0.20%
<u>Emergency Government</u>						
Fire Protection	-	\$ -	\$ -	\$ 260	\$ 260	
Operations	\$ 602	\$ 352	\$ 650	\$ 500	\$ (150)	
	<u>\$ 602</u>	<u>\$ 352</u>	<u>\$ 650</u>	<u>\$ 760</u>	<u>\$ 110</u>	16.92%
<u>Building Inspections</u>						
Building Inspections	\$ 137,317	\$ 113,054	\$ 173,882	\$ 176,252	\$ 2,370	
Sealer Weights & Measures	23,590	24,373	25,351	27,186	\$ 1,835	
	<u>\$ 160,907</u>	<u>\$ 137,427</u>	<u>\$ 199,233</u>	<u>\$ 203,438</u>	<u>\$ 4,205</u>	2.11%
<b><u>Total Public Safety</u></b>	<b><u>\$ 8,239,069</u></b>	<b><u>\$ 8,348,516</u></b>	<b><u>\$ 8,778,207</u></b>	<b><u>\$ 8,832,025</u></b>	<b><u>\$ 53,818</u></b>	<b><u>0.61%</u></b>

**CITY OF MENASHA  
2021 BUDGET SUMMARY  
(General Fund)**

<u>Budget Account</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Amended Budget</u>	<u>2021 Proposed Budget</u>	<u>2021 Amount Budget Change</u>	<u>2021 % Budget Change</u>
<b><u>PUBLIC WORKS</u></b>						
<u>Operations</u>						
Engineering	\$ 209,353	\$ 194,420	\$ 183,170	\$ 188,154	\$ 4,984	
Street Construction	651,538	554,265	736,686	732,590	\$ (4,096)	
Street Excavation	96,195	87,747	-	-	\$ -	
Snow & Ice Removal	374,309	480,855	355,919	368,536	\$ 12,617	
Snow Hauling	62	-	-	-	\$ -	
Street Signs-Markings	232,512	220,285	231,531	236,869	\$ 5,338	
Sidewalks & Crosswalks	129,626	158,367	141,226	147,413	\$ 6,187	
Sidewalk Excavation	5,964	26,625	-	-	\$ -	
Street Lighting	183,564	163,491	176,359	181,138	\$ 4,779	
Parking Lots	35,850	46,835	38,695	47,216	\$ 8,521	
Canal Maint.-Construction	1,002	970	1,028	1,028	\$ -	
Refuse Collection/Disposal	621,007	608,449	903,189	922,429	\$ 19,240	
Refuse Commercial Overflow	267,741	274,898	-	-	\$ -	
Weed Cutting	36,543	34,304	42,365	48,541	\$ 6,176	
	<u>\$ 2,845,266</u>	<u>\$ 2,851,511</u>	<u>\$ 2,810,168</u>	<u>\$ 2,873,914</u>	<u>\$ 63,746</u>	<u>2.27%</u>
<u>Other Public Works</u>						
Valley Transit Subsidy	\$ 200,805	\$ 206,390	\$ 218,520	\$ 212,482	\$ (6,038)	
Dial-A-Ride Subsidy	11,200	11,200	11,200	11,200	\$ -	
	<u>\$ 212,005</u>	<u>\$ 217,590</u>	<u>\$ 229,720</u>	<u>\$ 223,682</u>	<u>\$ (6,038)</u>	<u>-2.63%</u>
<b><u>Total Public Works</u></b>	<b><u>\$ 3,057,271</u></b>	<b><u>\$ 3,069,101</u></b>	<b><u>\$ 3,039,888</u></b>	<b><u>\$ 3,097,596</u></b>	<b><u>\$ 57,708</u></b>	<b><u>1.90%</u></b>
<b><u>HEALTH &amp; HUMAN SERVICES</u></b>						
<u>Health Department</u>						
Administration	\$ 484,491	\$ 526,046	\$ 567,375	\$ 583,604	\$ 16,229	
Environmental Health	73,259	81,001	88,436	84,631	\$ (3,805)	
Health Screening/60 Plus	23,545	24,263	25,531	26,970	\$ 1,439	
Prevention Program	12,072	11,585	4,694	4,670	\$ (24)	
Radon Grant	562	-	-	-	\$ -	
School Health Aides	37,268	38,578	43,069	36,938	\$ (6,131)	
Dental Program	47,529	50,668	66,556	52,088	\$ (14,468)	
Communicable Diseases	4,749	3,371	3,500	3,500	\$ -	
Lead-free Delivery Grant	2,821	7,029	9,987	-	\$ (9,987)	
Lead Prevention Grant	3,739	3,659	2,962	3,189	\$ 227	
Immunization Grant	7,910	8,483	9,398	8,794	\$ (604)	
Maternal Child Health	13,967	14,579	11,589	16,486	\$ 4,897	
Dental Sealant Program	12,063	12,666	15,794	13,120	\$ (2,674)	
Opioid Grant	-	30,048	-	68,097	\$ 68,097	
Bio-Terrorism	40,132	46,404	45,664	36,272	\$ (9,392)	
Twenty-Four/Seven	2,474	3,140	37,613	3,300	\$ (34,313)	
	<u>\$ 766,581</u>	<u>\$ 861,520</u>	<u>\$ 932,168</u>	<u>\$ 941,659</u>	<u>\$ 9,491</u>	<u>1.02%</u>
<u>Other Human Services</u>						
Senior Center	\$ 98,925	\$ 99,160	\$ 106,515	\$ 106,845	\$ 330	
Animal Impoundment	5,919	5,840	7,500	6,500	\$ (1,000)	
Resthaven Cemetery	32,947	30,896	36,132	38,083	\$ 1,951	
	<u>\$ 137,791</u>	<u>\$ 135,896</u>	<u>\$ 150,147</u>	<u>\$ 151,428</u>	<u>\$ 1,281</u>	<u>0.85%</u>
<b><u>Total Health &amp; Human Services</u></b>	<b><u>\$ 904,372</u></b>	<b><u>\$ 997,416</u></b>	<b><u>\$ 1,082,315</u></b>	<b><u>\$ 1,093,087</u></b>	<b><u>\$ 10,772</u></b>	<b><u>1.00%</u></b>

**CITY OF MENASHA  
2021 BUDGET SUMMARY  
(General Fund)**

<u>Budget Account</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Amended Budget</u>	<u>2021 Proposed Budget</u>	<u>2021 Amount Budget Change</u>	<u>2021 % Budget Change</u>
<b><u>CULTURE, RECREATION, &amp; EDUCATION</u></b>						
<u>Public Library</u>						
Operations	\$ 1,571,145	\$ 1,633,692	\$ 1,738,637	\$ 1,784,017	\$ 45,380	
	<u>1,571,145</u>	<u>\$ 1,633,692</u>	<u>\$ 1,738,637</u>	<u>\$ 1,784,017</u>	<u>\$ 45,380</u>	2.61%
<u>Park &amp; Recreation - Operations</u>						
Parks Department	\$ 1,009,536	\$ 852,240	\$ 921,833	\$ 989,041	\$ 67,208	
Recreation Department	302,354	326,591	362,320	287,636	\$ (74,684)	
Swimming Pool	217,019	225,986	234,910	262,110	\$ 27,200	
	<u>1,528,909</u>	<u>\$ 1,404,817</u>	<u>\$ 1,519,063</u>	<u>\$ 1,538,787</u>	<u>\$ 19,724</u>	1.30%
<u>Other Park &amp; Recreation</u>						
Civic Commemorations	\$ 31,578	\$ 29,850	\$ 30,000	\$ 29,250	\$ (750)	
Lift Bridges	75,721	84,700	90,625	99,545	\$ 8,920	
	<u>107,299</u>	<u>\$ 114,550</u>	<u>\$ 120,625</u>	<u>\$ 128,795</u>	<u>\$ 8,170</u>	6.77%
<b><u>Total Culture, Recreation, &amp; Education</u></b>	<b><u>\$ 3,207,353</u></b>	<b><u>\$ 3,153,059</u></b>	<b><u>\$ 3,378,325</u></b>	<b><u>\$ 3,451,599</u></b>	<b><u>\$ 73,274</u></b>	<b><u>2.17%</u></b>
<b><u>CONSERVATION AND DEVELOPMENT</u></b>						
<u>Community Development</u>						
Administration	\$ 231,795	\$ 274,785	\$ 289,676	\$ 318,414	\$ 28,738	
Urban Redevelopment	11,529	54,124	50,749	885	\$ (49,864)	
	<u>\$ 243,324</u>	<u>\$ 328,909</u>	<u>\$ 340,425</u>	<u>\$ 319,299</u>	<u>\$ (21,126)</u>	-6.21%
<u>Forestry</u>						
Forestry	\$ 79,158	\$ 104,734	\$ 122,946	\$ 175,890	\$ 52,944	
	<u>\$ 79,158</u>	<u>\$ 104,734</u>	<u>\$ 122,946</u>	<u>\$ 175,890</u>	<u>\$ 52,944</u>	43.06%
<b><u>Total Conservation &amp; Development</u></b>	<b><u>\$ 322,482</u></b>	<b><u>\$ 433,643</u></b>	<b><u>\$ 463,371</u></b>	<b><u>\$ 495,189</u></b>	<b><u>\$ 31,818</u></b>	<b><u>6.87%</u></b>
<b><u>MISCELLANEOUS / OTHER</u></b>						
<u>Miscellaneous</u>						
Accrued Wages & Fringes	\$ 69,805	\$ -	\$ -	\$ -	\$ -	
Retirement Payout - Library	-	-	-	-	\$ -	
HRA Administration Fees	16,000	-	-	-	\$ -	
	<u>\$ 85,805</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	0.00%
<b><u>Total Miscellaneous / Other</u></b>	<b><u>\$ 85,805</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>0.00%</u></b>
<b><u>TOTAL GENERAL FUND BUDGET</u></b>	<b><u>\$17,319,464</u></b>	<b><u>\$17,528,608</u></b>	<b><u>\$18,335,033</u></b>	<b><u>\$ 18,640,482</u></b>	<b><u>\$ 305,449</u></b>	<b><u>1.67%</u></b>
<b>Budget Increase or (Decrease)</b>				<b><u>\$ 305,449</u></b>		

**REVENUES**

**CITY OF MENASHA  
REVENUE SUMMARY  
2021 OPERATING BUDGET - General Fund only**

<u>ACCOUNT DESCRIPTION</u>	<u>2018 ACTUAL</u>	<u>2019 ACTUAL</u>	<u>2020 AMENDED BUDGET</u>	<u>2020 YTD (as of 10/15/20)</u>	<u>2021 PROPOSED BUDGET</u>	<u>2021 AMOUNT BUDGET CHANGE</u>	<u>2021 % BUDGET CHANGE</u>	<u>% OF TOTAL</u>
Property Taxes	8,828,984	8,889,924	8,824,759	8,824,763	9,073,714	248,955	2.82%	48.68%
Other Taxes	875,693	892,063	905,016	661,592	909,955	4,939	0.55%	4.88%
Licenses & Permits	403,976	407,198	430,904	253,074	420,575	(10,329)	-2.40%	2.26%
Intergovernmental Revenues	4,720,022	4,849,760	5,175,611	1,972,356	5,310,660	135,049	2.61%	28.49%
Public Charges for Services	486,713	550,437	530,241	368,574	527,450	(2,791)	-0.53%	2.83%
Fines & Penalties	122,094	113,857	121,000	63,103	122,000	1,000	0.83%	0.65%
Miscellaneous Revenue	257,974	454,910	223,516	140,389	249,750	26,234	11.74%	1.34%
Intergov't Charges for Services	1,512,170	1,551,465	1,616,643	963,297	1,677,813	61,170	3.78%	9.00%
Other Financing Sources	143,139	129,207	148,450	148,450	148,565	115	0.08%	0.80%
Applied Fund Balances	0	145,000	358,893	158,893	200,000	(158,893)	-44.27%	1.07%
<b><i>TOTAL REVENUES</i></b>	<b><u>17,350,765</u></b>	<b><u>17,983,821</u></b>	<b><u>18,335,033</u></b>	<b><u>13,554,491</u></b>	<b><u>18,640,482</u></b>	<b><u>305,449</u></b>	<b><u>1.67%</u></b>	<b><u>100.00%</u></b>

**CITY OF MENASHA  
REVENUE DETAIL  
2021 OPERATING BUDGET - General Fund only**

<u>ACCOUNT DESCRIPTION</u>		<u>2018 ACTUAL</u>	<u>2019 Actual</u>	<u>2020 AMENDED BUDGET</u>	<u>2020 YTD (as of 10/15/20)</u>	<u>2021 PROPOSED BUDGET</u>	<u>2021 BUDGET CHANGE</u>
<b><u>TAXES:</u></b>							
<b><u>PROPERTY TAXES</u></b>							
Property Taxes-General Fund only	411-00	8,828,984	8,889,924	8,824,759	8,824,763	9,073,714	
<b>TAXES</b>		<b>8,828,984</b>	<b>8,889,924</b>	<b>8,824,759</b>	<b>8,824,763</b>	<b>9,073,714</b>	<b>248,955</b>
<b><u>OTHER TAXES:</u></b>							
<b><u>PAYMENTS IN LIEU OF TAXES</u></b>							
Taxes from Menasha Utilities-Water	413-00	693,514	700,506	714,516	533,423	725,455	
Taxes from Housing Authority	414-00	16,037	16,722	16,500	0	17,500	
<b>PAYMENTS IN LIEU OF TAXES</b>		<b>709,551</b>	<b>717,228</b>	<b>731,016</b>	<b>533,423</b>	<b>742,955</b>	<b>11,939</b>
<b><u>OTHER TAXES</u></b>							
Mobile Home Property Taxes	412-00	144,690	139,512	145,000	116,082	138,000	
Interest & Penalties on Taxes	415-00	21,452	35,323	29,000	12,087	29,000	
<b>OTHER TAXES</b>		<b>166,142</b>	<b>174,835</b>	<b>174,000</b>	<b>128,169</b>	<b>167,000</b>	<b>(7,000)</b>
<b>OTHER TAXES</b>		<b>875,693</b>	<b>892,063</b>	<b>905,016</b>	<b>661,592</b>	<b>909,955</b>	<b>4,939</b>
<b><u>LICENSES &amp; PERMITS:</u></b>							
<b><u>LICENSES</u></b>							
Liquor & Malt Beverage	421-01	22,115	19,615	21,000	19,076	20,000	
Tavern Operators	421-02	6,260	15,270	7,000	4,075	15,000	
Cigarette	421-03	1,700	1,900	1,900	1,400	1,900	
Restaurant	421-04	20,901	19,568	20,000	15,092	20,000	
Amusement Devices	421-05	1,740	1,700	1,700	1,370	1,700	
Heating	421-07	1,740	1,890	1,900	1,575	1,800	
Cable TV	421-08	191,876	188,133	189,000	83,820	180,000	
Weights & Measures	421-09	27,841	24,549	25,154	22,124	25,000	
Retail Food	421-10	8,484	12,344	12,000	11,067	12,500	
Tattoo Parlor	421-11	571	292	300	(14)	300	
Sundry	421-12	475	425	450	250	400	
Dog	421-13	7,201	7,075	7,200	2,674	7,200	

**CITY OF MENASHA  
REVENUE DETAIL  
2021 OPERATING BUDGET - General Fund only**

ACCOUNT DESCRIPTION		2018 ACTUAL	2019 Actual	2020 AMENDED BUDGET	2020 YTD (as of 10/15/20)	2021 PROPOSED BUDGET	2021 BUDGET CHANGE
<b><u>LICENSES &amp; PERMITS (cont.):</u></b>							
<b><u>LICENSES (cont.)</u></b>							
Cat	421-14	828	811	700	556	800	
Lodging	421-15	409	599	600	322	600	
<b>LICENSES</b>		<b>292,141</b>	<b>294,171</b>	<b>288,904</b>	<b>163,387</b>	<b>287,200</b>	<b>(1,704)</b>
<b><u>PERMITS</u></b>							
Building	422-01	37,330	0	0	0	0	
Building - Residential	422-01-01	0	27,787	25,000	22,732	29,000	
Building - Commercial	422-01-02	0	16,559	26,240	14,776	25,000	
Electrical	422-02	14,972	0	0	0	0	
Electrical - Residential	422-02-01	0	10,221	9,500	10,785	11,000	
Electrical - Commercial	422-02-02	0	5,302	11,300	2,374	7,000	
Plumbing	422-03	13,807	0	0	0	0	
Plumbing - Residential	422-03-01	0	9,326	9,200	8,432	9,500	
Plumbing - Commerical	422-03-02	0	2,314	10,000	1,790	6,000	
Street Excavation	422-04	4,100	1,600	4,000	2,175	2,500	
Heating	422-05	19,176	0	0	0	0	
Heating - Residential	422-05-01	0	11,527	11,700	9,265	12,700	
Heating - Commercial	422-05-02	0	4,459	11,400	1,703	7,000	
Mobile Home	422-06	1,212	0	1,235	1,240	0	
Zoning	422-07	2,940	3,425	3,500	2,655	3,500	
Recreational Fire	422-08	10,380	10,400	10,400	7,360	10,500	
Sign	422-09	3,950	6,075	4,500	600	5,000	
Temp. Restaurant	422-10	352	5	100	5	100	
Erosion Control	422-11	1,500	1,425	1,350	1,425	1,900	
Swimming Pool	422-12	1,816	2,177	2,175	2,045	2,200	
Street Use	422-13	25	100	75	125	150	
Outdoor Service	422-15	275	325	325	200	325	
<b>PERMITS</b>		<b>111,835</b>	<b>113,027</b>	<b>142,000</b>	<b>89,687</b>	<b>133,375</b>	<b>(8,625)</b>
<b>LICENSES &amp; PERMITS</b>		<b>403,976</b>	<b>407,198</b>	<b>430,904</b>	<b>253,074</b>	<b>420,575</b>	<b>(10,329)</b>

**CITY OF MENASHA  
REVENUE DETAIL  
2021 OPERATING BUDGET - General Fund only**

<u>ACCOUNT DESCRIPTION</u>		<u>2018 ACTUAL</u>	<u>2019 Actual</u>	<u>2020 AMENDED BUDGET</u>	<u>2020 YTD (as of 10/15/20)</u>	<u>2021 PROPOSED BUDGET</u>	<u>2021 BUDGET CHANGE</u>
<b><u>INTERGOVERNMENTAL REVENUES:</u></b>							
<b><u>FEDERAL GRANTS</u></b>							
Law Enforcement	431-01	2,298	3,285	1,700	1,761	3,750	
<b>FEDERAL GRANTS</b>		<b>2,298</b>	<b>3,285</b>	<b>1,700</b>	<b>1,761</b>	<b>3,750</b>	<b>2,050</b>
<b><u>STATE GRANTS</u></b>							
State Shared Revenues	432-01	3,722,715	3,729,917	3,715,790	870,791	3,700,728	
Computer Exemption Aid	432-02	39,865	58,155	401,180	401,178	401,178	
Fire Insurance Tax	432-03	45,959	51,442	56,500	50,262	52,000	
Payment for Municipal Services	432-04	117,855	107,415	107,500	0	105,500	
Law Enforcement	432-05	37,122	53,443	27,500	22,932	32,500	
Highway Transportation Aids	432-08	557,546	541,866	601,020	450,154	613,165	
Connecting Highway Aids	432-09	62,492	62,450	62,294	46,720	62,564	
Other	432-13	132	127	125	125	20,125	
Public Health	432-14	108,297	147,323	115,103	18,048	177,063	
Senior Citizen	432-16	25,741	25,741	25,741	19,248	25,741	
Personal Property Exemption Aid	432-19	0	68,596	61,158	61,158	53,719	
Elections	432-20	0	0	0	10,791		
Video Service Provider	432-21	0	0	0	19,188	37,627	
CARES-Routes to Recovery	432-22	0	0	0	0		
Forestry	432-23	0	0	0	0	25,000	
<b>STATE GRANTS</b>		<b>4,717,724</b>	<b>4,846,475</b>	<b>5,173,911</b>	<b>1,970,595</b>	<b>5,306,910</b>	<b>132,999</b>
<b>INTERGOVERNMENTAL REVENUES</b>		<b>4,720,022</b>	<b>4,849,760</b>	<b>5,175,611</b>	<b>1,972,356</b>	<b>5,310,660</b>	<b>135,049</b>



**CITY OF MENASHA  
REVENUE DETAIL  
2021 OPERATING BUDGET - General Fund only**

<u>ACCOUNT DESCRIPTION</u>		<u>2018 ACTUAL</u>	<u>2019 Actual</u>	<u>2020 AMENDED BUDGET</u>	<u>2020 YTD (as of 10/15/20)</u>	<u>2021 PROPOSED BUDGET</u>	<u>2021 BUDGET CHANGE</u>
<b><u>PUBLIC CHARGES FOR SERVICES</u></b>							
<b><u>GENERAL GOV'T REVENUE</u></b>							
Clerk	441-01	7,779	6,480	6,500	7,953	8,000	
Treasurer	441-02	15,940	15,371	15,500	12,566	15,500	
Data Processing	441-03	875	1,725	1,183	550	1,700	
Room Taxes	441-43	625	356	500	386	700	
<b>GENERAL GOV'T REVENUE</b>		<b>25,219</b>	<b>23,932</b>	<b>23,683</b>	<b>21,455</b>	<b>25,900</b>	<b>2,217</b>
<b><u>PUBLIC SAFETY REVENUE</u></b>							
Law Enforcement	441-05	3,297	1,952	3,000	1,259	3,000	
Fire Protection	441-06	1,300	2,079	1,500	250	2,000	
<b>PUBLIC SAFETY REVENUE</b>		<b>4,597</b>	<b>4,031</b>	<b>4,500</b>	<b>1,509</b>	<b>5,000</b>	<b>500</b>
<b><u>PUBLIC WORKS REVENUE</u></b>							
Street - Miscellaneous	441-07	2,205	900	1,200	150	1,000	
Snow Removal Service	441-08	4,015	1,284	3,200	1,527	2,000	
Engineering	441-09	3	3,426	50	40	50	
Street Lighting	441-10	175	0	3,000	0	0	
Street Patching	441-11	14,815	50,081	23,000	26,615	30,000	
Parking Lot Stickers	441-12	1,502	574	1,500	810	1,000	
Garbage & Refuse	441-13	134,826	170,251	165,000	163,664	170,000	
Solid Waste Disposal	441-14	33,419	33,704	33,600	32,624	33,000	
Weed Cutting	441-16	1,964	6,305	5,100	4,570	5,000	
<b>PUBLIC WORKS REVENUE</b>		<b>192,924</b>	<b>266,525</b>	<b>235,650</b>	<b>230,000</b>	<b>242,050</b>	<b>6,400</b>
<b><u>HEALTH &amp; HUMAN SERVICES</u></b>							
Cemetery	441-17	8,125	16,075	10,000	8,875	9,500	
Public Health	441-18	58,912	61,174	61,508	34,041	61,500	
Senior Center	441-27	2,256	2,736	2,200	1,265	4,000	
<b>HEALTH &amp; HUMAN SERVICES</b>		<b>69,293</b>	<b>79,985</b>	<b>73,708</b>	<b>44,181</b>	<b>75,000</b>	<b>1,292</b>

**CITY OF MENASHA  
REVENUE DETAIL  
2021 OPERATING BUDGET - General Fund only**

<u>ACCOUNT DESCRIPTION</u>		<u>2018 ACTUAL</u>	<u>2019 Actual</u>	<u>2020 AMENDED BUDGET</u>	<u>2020 YTD (as of 10/15/20)</u>	<u>2021 PROPOSED BUDGET</u>	<u>2021 BUDGET CHANGE</u>
<b><u>PUBLIC CHARGES FOR SERVICES (cont.)</u></b>							
<b><u>PUBLIC LIBRARY</u></b>							
Library Fines	441-19	13,100	12,344	12,000	1,108	0	
Library Vending Services	441-20	8,581	8,687	7,700	2,848	8,000	
<b>PUBLIC LIBRARY</b>		<b>21,681</b>	<b>21,031</b>	<b>19,700</b>	<b>3,956</b>	<b>8,000</b>	<b>(11,700)</b>
<b><u>PARK &amp; REC. REVENUE</u></b>							
Parks	441-23	19,426	17,426	19,000	9,334	19,000	
Pool	441-24	55,517	55,533	56,000	19,539	56,000	
Recreation	441-25	51,836	38,441	50,000	13,398	50,000	
Boat Launch	441-26	25,257	23,929	25,000	24,871	26,000	
Boat Slip Rental	441-28	429	329	500	281	500	
Pool Concession	441-30	12,689	14,611	15,000	0	15,000	
Special Events - Admin. Fees	441-41	7,845	4,664	7,500	50	5,000	
<b>PARK &amp; REC. REVENUE</b>		<b>172,999</b>	<b>154,933</b>	<b>173,000</b>	<b>67,473</b>	<b>171,500</b>	<b>(1,500)</b>
<b>PUBLIC CHARGES FOR SERVICES</b>		<b>486,713</b>	<b>550,437</b>	<b>530,241</b>	<b>368,574</b>	<b>527,450</b>	<b>(2,791)</b>
<b><u>FINES &amp; PENALTIES:</u></b>							
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	70,227	69,000	34,827	70,000	
Parking Violations	454-00	50,514	43,630	52,000	28,276	52,000	
<b>FINES &amp; PENALTIES</b>		<b>122,094</b>	<b>113,857</b>	<b>121,000</b>	<b>63,103</b>	<b>122,000</b>	<b>1,000</b>
<b><u>MISCELLANEOUS:</u></b>							
<b><u>INVESTMENT INCOME</u></b>							
Interest on Investments	461-01	46,879	132,428	35,000	48,623	30,000	
<b>INVESTMENT INCOME</b>		<b>46,879</b>	<b>132,428</b>	<b>35,000</b>	<b>48,623</b>	<b>30,000</b>	<b>(5,000)</b>
<b><u>RENTAL REVENUE</u></b>							
Property Rentals	462-01	47,335	46,538	28,866	72,584	53,000	
<b>RENTAL REVENUE</b>		<b>47,335</b>	<b>46,538</b>	<b>28,866</b>	<b>72,584</b>	<b>53,000</b>	<b>24,134</b>

**CITY OF MENASHA  
REVENUE DETAIL  
2021 OPERATING BUDGET - General Fund only**

ACCOUNT DESCRIPTION		2018 ACTUAL	2019 Actual	2020 AMENDED BUDGET	2020 YTD (as of 10/15/20)	2021 PROPOSED BUDGET	2021 BUDGET CHANGE
<b><u>MISCELLANEOUS (cont.):</u></b>							
<b><u>SALE OF CITY PROPERTY</u></b>							
Sale of Property - All Other	463-01	1,096	100,000	0	0	0	
Sale of Property - Land	463-02	0	18,450	75,000	0	75,000	
Sale of Property - Law Enforcement	463-03	9,607	12,926	8,000	1,433	10,000	
Sale of Property - Refuse	463-04	181	44	150	90	150	
Sale of Property - Fire Department	463-07	0	0	0	0	0	
<b>SALE OF CITY PROPERTY</b>		<b>10,884</b>	<b>131,420</b>	<b>83,150</b>	<b>1,523</b>	<b>85,150</b>	<b>2,000</b>
<b><u>INSURANCE RECOVERIES</u></b>							
Other Equipment	464-01	333	0	0	0	0	
Law Enforcement Equipment	464-02	0	7,238	0	0	0	
Highway Equipment	464-03	34,794	38,005	10,000	7,693	20,000	
<b>INSURANCE RECOVERIES</b>		<b>35,127</b>	<b>45,243</b>	<b>10,000</b>	<b>7,693</b>	<b>20,000</b>	<b>10,000</b>
<b><u>DONATIONS &amp; GIFTS</u></b>							
Donations & Gifts	465-00	16,000	16,000	16,000	100	16,000	
<b>DONATIONS &amp; GIFTS</b>		<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>100</b>	<b>16,000</b>	<b>0</b>
<b><u>MISCELLANEOUS</u></b>							
Misc. General Revenue	466-00	101,749	82,776	50,000	9,546	45,000	
<b>MISCELLANEOUS</b>		<b>101,749</b>	<b>82,776</b>	<b>50,000</b>	<b>9,546</b>	<b>45,000</b>	<b>(5,000)</b>
<b><u>CREDIT CARD FEES</u></b>							
Credit Card Fees	468-00	0	505	500	320	600	
<b>CREDIT CARD FEES</b>		<b>0</b>	<b>505</b>	<b>500</b>	<b>320</b>	<b>600</b>	<b>100</b>
<b>MISCELLANEOUS</b>		<b>257,974</b>	<b>454,910</b>	<b>223,516</b>	<b>140,389</b>	<b>249,750</b>	<b>26,234</b>

**CITY OF MENASHA  
REVENUE DETAIL  
2021 OPERATING BUDGET - General Fund only**

<u>ACCOUNT DESCRIPTION</u>		<u>2018 ACTUAL</u>	<u>2019 Actual</u>	<u>2020 AMENDED BUDGET</u>	<u>2020 YTD (as of 10/15/20)</u>	<u>2021 PROPOSED BUDGET</u>	<u>2021 BUDGET CHANGE</u>
<b><u>INTERGOV'T CHARGES FOR SERVICES</u></b>							
<b><u>Local Government:</u></b>							
<b><u>General Government</u></b>							
City Attorney	481-14	12,000	12,000	12,000	0	12,000	
Personnel	481-16	4,533	0	0	0	0	
<b><u>Public Safety</u></b>							
Law Enforcement	481-01	257,510	260,122	262,000	156,351	265,000	
Fire Department	481-02	69,178	40,719	20,000	21,687	23,375	
<b><u>Public Works</u></b>							
Mass Transit	481-03	155,030	162,853	174,451	77,903	165,601	
Street Miscellaneous	481-04	1,417	0	0	825	0	
Street Patching	481-05	85,258	40,658	60,000	87,499	80,000	
Garbage & Refuse	481-06	37,680	38,100	37,680	22,245	38,120	
Snow Removal/Plowing	481-18	1,335	3,377	1,500	1,132	1,500	
<b><u>Park &amp; Recreation</u></b>							
Parks	481-17	41	0	0	0	0	
<b><u>Public Health</u></b>							
Public Health	481-07	267,074	285,068	320,000	150,000	325,000	
<b><u>Public Library</u></b>							
Library Tax	481-08	478,513	550,423	555,332	326,340	588,208	
Library Grants	481-19	0	0	20,000	19,200	19,200	
<b><u>Community Development</u></b>							
Economic Development	481-10	16,741	16,735	16,735	0	16,490	
<b>Local Government</b>		<b><u>1,386,310</u></b>	<b><u>1,410,055</u></b>	<b><u>1,479,698</u></b>	<b><u>863,182</u></b>	<b><u>1,534,494</u></b>	<b><u>54,796</u></b>

**CITY OF MENASHA  
REVENUE DETAIL  
2021 OPERATING BUDGET - General Fund only**

<u>ACCOUNT DESCRIPTION</u>		<u>2018 ACTUAL</u>	<u>2019 Actual</u>	<u>2020 AMENDED BUDGET</u>	<u>2020 YTD (as of 10/15/20)</u>	<u>2021 PROPOSED BUDGET</u>	<u>2021 BUDGET CHANGE</u>
<b><u>INTERGOV'T CHARGES FOR SERVICES (cont.)</u></b>							
<b><u>State Government</u></b>							
<b><u>Public Health</u></b>							
Public Health	482-01	49,840	56,749	46,320	29,300	43,774	
<b><u>Public Works</u></b>							
Lift Bridges	482-02	76,020	84,661	90,625	70,815	99,545	
<b>State Government</b>		<b>125,860</b>	<b>141,410</b>	<b>136,945</b>	<b>100,115</b>	<b>143,319</b>	<b>6,374</b>
<b><u>INTERGOV'T CHARGES FOR SERVICES</u></b>		<b>1,512,170</b>	<b>1,551,465</b>	<b>1,616,643</b>	<b>963,297</b>	<b>1,677,813</b>	<b>61,170</b>
<b><u>OTHER FINANCING SOURCES</u></b>							
<b><u>FUND TRANSFERS</u></b>							
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	10,485	10,485	5,240	
Transfer from TIF #7 Fund	492-08	9,295	9,670	10,485	10,485	10,485	
Transfer from TIF #8 Fund	492-09	9,295	9,670	10,485	10,485	10,485	
Transfer from TIF #9 Fund	492-10	11,410	13,369	12,779	12,779	6,390	
Transfer from TIF #10 Fund	492-11	9,295	9,670	10,485	10,485	20,970	
Transfer from TIF #3 Fund	492-13	18,517	0	0			
Transfer from TIF #11 Fund	492-34	11,410	11,785	12,779	12,779	12,780	
Transfer from TIF #12 Fund	492.35	35,157	35,532	38,532	38,532	37,500	
Transfer from TIF #13 Fund	492-43	24,465	24,840	26,935	26,935	26,935	
Transfer from TIF #14 Fund	492-45	0	0	10,485	10,485	12,780	
Transfer from Other TIF's	492-47	0	1	0	0	0	
<b>FUND TRANSFERS</b>		<b>143,139</b>	<b>129,207</b>	<b>148,450</b>	<b>148,450</b>	<b>148,565</b>	<b>115</b>
<b><u>OTHER FINANCING SOURCES</u></b>		<b>143,139</b>	<b>129,207</b>	<b>148,450</b>	<b>148,450</b>	<b>148,565</b>	<b>115</b>

**CITY OF MENASHA  
REVENUE DETAIL  
2021 OPERATING BUDGET - General Fund only**

<u>ACCOUNT DESCRIPTION</u>		<u>2018 ACTUAL</u>	<u>2019 Actual</u>	<u>2020 AMENDED BUDGET</u>	<u>2020 YTD (as of 10/15/20)</u>	<u>2021 PROPOSED BUDGET</u>	<u>2021 BUDGET CHANGE</u>
<b><u>APPLIED FUND BALANCES</u></b>							
<b><u>SPECIAL FINANCING</u></b>							
Applied General Fund Balance	499-00-00	0	0	200,000	0	200,000	
Applied Fund Balance-Carryover	499-01-00	0	145,000	138,893	138,893	0	
Fund Balance Carryover-Health	499-01-02	0	0	0	0	0	
Fund Balance Carryover-Library	499-01-03	0	0	20,000	20,000	0	
<b><u>APPLIED FUND BALANCES</u></b>		<b><u>0</u></b>	<b><u>145,000</u></b>	<b><u>358,893</u></b>	<b><u>158,893</u></b>	<b><u>200,000</u></b>	<b><u>(158,893)</u></b>
<b><u>TOTAL REVENUES</u></b>		<b><u>17,350,765</u></b>	<b><u>17,983,821</u></b>	<b><u>18,335,033</u></b>	<b><u>13,554,491</u></b>	<b><u>18,640,482</u></b>	<b><u>305,449</u></b> <b>1.67%</b>

# **GENERAL GOVERNMENT**

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Common Council	Don Merkes
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	General Government	100-0405-513	10/16/2020

#### **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**

#### **2020 ACCOMPLISHMENTS**

Common Council members now have a City supplied laptop which facilitated paperless Common Council agenda packets

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

#### **2021 OBJECTIVES**

Coordinate development opportunities, parks plan, and policy changes

Common Council Meetings are taped and closed captioned for the community

#### **MAJOR CHANGES FROM 2020 BUDGET**

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Aldermen	8.00	8.00
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>8.00</b>	<b>8.00</b>



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Common Council						
100-0405-513.10-02	Salaries	42,395	41,821	31,848	41,821	41,981
100-0405-513.15-05	FICA	3,235	3,199	2,436	3,199	3,212
100-0405-513.15-08	Workers Comp	76	67	61	67	80
100-0405-513.21-06	Management	165	0	0	0	0
100-0405-513.21-08	Recording Fees	12,562	9,000	5,176	9,000	9,000
100-0405-513.29-01	Printing	5,030	4,400	0	4,400	4,400
100-0405-513.29-02	Publishing	12,513	9,600	5,167	9,600	9,600
100-0405-513.29-07	Inhouse Info Tech Service	1,248	1,333	667	1,333	2,655
100-0405-513.30-10	Office	165	175	241	175	125
100-0405-513.30-18	Department	193	200	170	200	150
100-0405-513.32-01	Dues/Memberships/Licenses	4,369	4,369	4,297	4,297	4,418
100-0405-513.33-02	Registrations	225	250	0	250	250
100-0405-513.33-03	Lodging/Meals	164	250	1-	250	250
* Common Council		82,340	74,664	50,062	74,592	76,121
** General Fund		82,340	74,664	50,062	74,592	76,121

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b> General Fund	<b>BUDGET NAME</b> Office of the Mayor	<b>PREPARED BY</b> Donald Merkes
	<b>FUNCTION</b> General Government	<b>BUDGET NUMBER</b> 100-0101-511	<b>DATE</b> 10/16/2020

#### **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**

#### **2020 ACCOMPLISHMENTS**

1. Continued growth of City's equalized value to \$1.22 Billion, an increase of 3%
2. Completion of Nature's Way Trail, received award for Loop the Lake Trail. and maintained status as Tree City USA..
3. Completion of over \$1.5 Million in road reconstruction projects throughout the community.
4. Successfully recruited and filled positions of Director of Parks and Recreation, Finance Director, and City Clerk through promotion of internal candidates.
5. Broke ground on the Public Works facility after two-decade planning process

#### **2021 OBJECTIVES**

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, and trail system, as it relates to the City's brand position.
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 MJSD and others

#### **MAJOR CHANGES FROM 2020 BUDGET**

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>			<b>FUND</b> General Fund	<b>BUDGET NAME</b> Office of the Mayor	<b>PREPARED BY</b> Donald Merkes
			<b>FUNCTION</b> General Government	<b>BUDGET NUMBER</b> 100-0101-511	<b>DATE</b> 10/16/2020
<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Mayor	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Administrative Assistant	0.20	0.20
INTERGOV REVENUE	\$0.00	\$0.00	Farm Fresh Market Coordi	0.05	0.00
LICENSES & PERMITS	\$0.00	\$0.00	<b>TOTAL</b>	1.25	1.20
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Office of the Mayor						
100-0101-511.10-01	Wages	2,423	10,604	6,058	8,000	8,738
100-0101-511.10-02	Salaries	71,012	65,261	49,405	65,261	67,168
100-0101-511.10-03	Overtime/Doubletime	38	0	326	500	0
100-0101-511.15-01	Health	7,289	8,141	5,681	7,000	6,744
100-0101-511.15-02	Life	117	212	119	200	220
100-0101-511.15-03	Dental	512	395	434	465	465
100-0101-511.15-04	Retirement	4,762	4,986	3,766	4,500	5,124
100-0101-511.15-05	FICA	5,544	5,592	4,233	5,000	5,731
100-0101-511.15-07	Vision	60	65	50	50	57
100-0101-511.15-08	Workers Comp	131	118	107	118	144
100-0101-511.15-10	Banked Sick Leave	13	75	61	75	87
100-0101-511.21-06	Management	0	350	0	350	0
100-0101-511.22-01	Telephone	89	150	37	75	100
100-0101-511.29-01	Printing	2	0	2	2	0
100-0101-511.29-07	Inhouse Info Tech Service	2,917	3,037	1,519	3,037	3,077
100-0101-511.30-10	Office	8	50	0	50	50
100-0101-511.30-11	Postage	20	50	0	50	50
100-0101-511.30-16	Promotional	174	100	0	100	50
100-0101-511.33-01	Mileage	0	100	0	100	50
100-0101-511.33-02	Registrations	19	100	50	100	100
100-0101-511.33-03	Lodging/Meals	0	100	0	100	75
* Office of the Mayor		95,130	99,486	71,848	95,133	98,030
** General Fund		95,130	99,486	71,848	95,133	98,030

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	City Attorney	Pamela Captain
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	General Government	100-0201-512	10/16/2020

#### **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**

#### **2020 ACCOMPLISHMENTS**

Member of Incident Command Structure for Public Health Emergency

#### **2021 OBJECTIVES**

Develop and implement a city-wide customer service improvement program

#### **MAJOR CHANGES FROM 2020 BUDGET**

None

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
<b>TAXES</b>	\$0.00	\$0.00	City Attorney/HR Director	0.92	0.92
<b>SPECIAL ASSESSMENTS</b>	\$0.00	\$0.00	Deputy City Clerk/Asst to	0.20	0.20
<b>INTERGOV REVENUE</b>	\$0.00	\$0.00			
<b>LICENSES &amp; PERMITS</b>	\$0.00	\$0.00			
<b>FINES &amp; FORFEITS</b>	\$0.00	\$0.00			
<b>PUBLIC CHARGES</b>	\$0.00	\$0.00			
<b>MISCELLANEOUS</b>	\$0.00	\$0.00			
<b>TOTAL</b>	\$0.00	\$0.00	<b>TOTAL</b>	1.12	1.12

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
City Attorney						
100-0201-512.10-01	Wages	1,129-	8,604	5,452	8,604	8,738
100-0201-512.10-02	Salaries	119,419	113,173	85,007	113,173	115,469
100-0201-512.10-03	Overtime/Doubletime	38	400	326	400	400
100-0201-512.15-01	Health	13,433	14,380	10,152	14,380	12,986
100-0201-512.15-02	Life	593	640	454	640	827
100-0201-512.15-03	Dental	1,186	848	963	848	1,139
100-0201-512.15-04	Retirement	7,686	8,220	6,128	8,220	8,384
100-0201-512.15-05	FICA	8,812	9,093	6,784	9,093	9,387
100-0201-512.15-07	Vision	105	111	85	111	105
100-0201-512.15-08	Workers Comp	211	195	173	195	236
100-0201-512.15-10	Banked Sick Leave	969	1,055	949	1,055	1,238
100-0201-512.21-01	Legal	3,948	10,000	0	10,000	10,000
100-0201-512.21-07	Court Reporter	0	500	0	500	500
100-0201-512.22-01	Telephone	432	800	354	500	500
100-0201-512.29-01	Printing	5	200	5	200	200
100-0201-512.29-07	Inhouse Info Tech Service	2,905	3,025	1,513	3,025	3,068
100-0201-512.30-10	Office	14	300	75	300	300
100-0201-512.30-11	Postage	39	200	6	200	200
100-0201-512.30-18	Department	86	1,500	11	1,500	500
100-0201-512.32-01	Dues/Memberships/Licenses	890	750	491	750	750
100-0201-512.32-02	Periodicals/Subscriptions	35	1,500	195	1,500	1,500
100-0201-512.33-01	Mileage	33	200	0	200	200
100-0201-512.33-03	Lodging/Meals	0	50	0	0	50
100-0201-512.34-01	Mileage	87	500	0	0	500
100-0201-512.34-02	Registrations	1,269	1,500	125	1,500	1,500
100-0201-512.34-03	Lodging/Meals	318	900	0	500	900
100-0201-512.34-04	Other Expenses	0	100	0	0	100
* City Attorney		161,384	178,744	119,248	177,394	179,677
** General Fund		161,384	178,744	119,248	177,394	179,677

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Property Insurance						
100-0208-512.51-03	Property	81,950	90,145	45,073	90,145	86,455
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Property Insurance	81,950	90,145	45,073	90,145	86,455
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	81,950	90,145	45,073	90,145	86,455

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	City Clerk	Haley Krautkramer
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	General Government	100-0203-512	10/16/2020

#### **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**

Administering Elections  
Issuing Alcohol Operators Licenses  
Issuing Liquor Licenses

#### **2020 ACCOMPLISHMENTS**

Hiring and training of new City Clerk  
On-boarding and training of new Deputy Clerk  
Introduction and implementation of new technology  
Assisting residents  
Day to day operation of the Clerk's Office

#### **2021 OBJECTIVES**

Operate within budget  
Preparing and implementing new policies  
Increased organization and efficiency within the Clerk's Office

#### **MAJOR CHANGES FROM 2020 BUDGET**

Clerk/Deputy Clerk on-boarding and training

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
<b>TAXES</b>	\$0.00	\$0.00	Administrative Assistant	0.45	0.50
<b>SPECIAL ASSESSMENTS</b>	\$0.00	\$0.00	City Clerk	0.75	0.80
<b>INTERGOV REVENUE</b>	\$0.00	\$0.00			
<b>LICENSES &amp; PERMITS</b>	\$0.00	\$0.00			
<b>FINES &amp; FORFEITS</b>	\$0.00	\$0.00			
<b>PUBLIC CHARGES</b>	\$0.00	\$0.00			
<b>MISCELLANEOUS</b>	\$0.00	\$0.00			
<b>TOTAL</b>	\$0.00	\$0.00	<b>TOTAL</b>	1.20	1.30



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
City Clerk						
100-0203-512.10-01	Wages	3,244	19,359	12,345	19,359	21,845
100-0203-512.10-02	Salaries	70,656	56,682	65,228	77,255	47,168
100-0203-512.10-03	Overtime/Doubletime	86	300	735	800	0
100-0203-512.10-08	Wages-Temp Help	0	0	351	351	0
100-0203-512.15-01	Health	11,965	13,745	9,314	13,745	12,105
100-0203-512.15-02	Life	380	411	168	250	50
100-0203-512.15-03	Dental	1,033	810	822	810	991
100-0203-512.15-04	Retirement	4,760	5,133	3,471	5,303	4,658
100-0203-512.15-05	FICA	5,551	5,696	4,380	5,696	5,140
100-0203-512.15-07	Vision	94	106	74	106	91
100-0203-512.15-08	Workers Comp	131	122	98	122	131
100-0203-512.15-10	Banked Sick Leave	510	658	538	700	685
100-0203-512.21-08	Recording Fees	450	1,000	120	300	1,000
100-0203-512.22-01	Telephone	117	200	49	100	200
100-0203-512.29-01	Printing	11	500	11	200	500
100-0203-512.29-02	Publishing	718	1,000	638	850	1,000
100-0203-512.29-07	Inhouse Info Tech Service	6,511	6,827	3,414	6,827	6,968
100-0203-512.30-10	Office	82	300	69	300	500
100-0203-512.30-11	Postage	303	350	178	350	5,000
100-0203-512.30-15	Tools & Equipment	0	500	180	300	1,000
100-0203-512.30-18	Department	120	300	216	300	200
100-0203-512.32-01	Dues/Memberships/Licenses	130	150	130	150	150
100-0203-512.34-01	Mileage	67	100	0	100	100
100-0203-512.34-02	Registrations	210	800	539	600	800
100-0203-512.34-03	Lodging/Meals	387	800	0	0	800
* City Clerk		107,516	115,849	103,068	134,874	111,082
** General Fund		107,516	115,849	103,068	134,874	111,082

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Elections	Haley Krautkramer
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	General Government	100-0204-512	10/16/2020

#### **RESPONSIBILITIES**

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

#### **SERVICES PROVIDED**

Administering elections

#### **2020 ACCOMPLISHMENTS**

Conducted four elections in 2020  
Managed and orchestrated three elections during a pandemic  
Continued training with election changes  
Research electronic poll books

#### **2021 OBJECTIVES**

Keep 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  
Continued research of electronic poll books

#### **MAJOR CHANGES FROM 2020 BUDGET**

Four elections held in 2020

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
<b>TAXES</b>	\$0.00	\$0.00	Administrative Assistant	0.15	0.10
<b>SPECIAL ASSESSMENTS</b>	\$0.00	\$0.00	City Clerk	0.25	0.20
<b>INTERGOV REVENUE</b>	\$0.00	\$0.00	Poll Workers	0.67	0.67
<b>LICENSES &amp; PERMITS</b>	\$0.00	\$0.00	Street Personnel	0.18	0.18
<b>FINES &amp; FORFEITS</b>	\$0.00	\$0.00			
<b>PUBLIC CHARGES</b>	\$0.00	\$0.00			
<b>MISCELLANEOUS</b>	\$0.00	\$0.00			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>1.25</b>	<b>1.15</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Elections						
100-0204-512.10-01	Wages	4,009	8,550	8,342	8,550	14,334
100-0204-512.10-02	Salaries	23,276	18,894	20,437	25,000	11,792
100-0204-512.10-03	Overtime/Doubletime	29	500	245	500	500
100-0204-512.10-08	Wages-Temp Help	3,290	28,000	12,525	28,000	11,500
100-0204-512.15-01	Health	4,478	5,315	3,491	5,315	7,104
100-0204-512.15-02	Life	128	144	63	144	20
100-0204-512.15-03	Dental	374	299	288	299	471
100-0204-512.15-04	Retirement	1,672	1,853	1,205	1,853	1,763
100-0204-512.15-05	FICA	1,945	2,050	1,496	2,050	1,924
100-0204-512.15-07	Vision	35	40	27	40	50
100-0204-512.15-08	Workers Comp	101	107	147	107	436
100-0204-512.15-10	Banked Sick Leave	177	237	185	237	260
100-0204-512.20-02	Vending/Catering	0	2,000	0	2,000	1,500
100-0204-512.24-01	Office Equipment	0	1,000	320	1,000	1,000
100-0204-512.24-04	Specialized Equipment	2,922	3,000	3,241	3,241	4,000
100-0204-512.29-01	Printing	131	1,000	4,212	5,000	2,000
100-0204-512.29-02	Publishing	144	500	105	500	2,000
100-0204-512.29-05	Vehicle/Equipment Rental	0	500	285	500	500
100-0204-512.29-06	Building Rental	300	2,000	900	1,500	1,000
100-0204-512.29-07	Inhouse Info Tech Service	3,695	3,946	1,973	3,946	4,100
100-0204-512.30-10	Office	93	500	1,238	1,238	500
100-0204-512.30-11	Postage	366	1,500	9,489	11,500	1,500
100-0204-512.30-18	Department	238	100	84	100	600
100-0204-512.34-01	Mileage	0	100	12	100	100
100-0204-512.34-02	Registrations	189	200	0	0	200
100-0204-512.34-03	Lodging/Meals	0	200	0	0	200
* Elections		47,592	82,535	70,310	102,720	69,354
** General Fund		47,592	82,535	70,310	102,720	69,354

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Municipal Court						
100-0205-512.25-01	Other Municipal Entities	3,490	3,600	3,580	3,580	3,700
*	Municipal Court	3,490	3,600	3,580	3,580	3,700
**	General Fund	3,490	3,600	3,580	3,580	3,700

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Comptroller/Treasurer	Jennifer Sassman
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	General Government	100-0401-513	10/16/2020

#### **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**

#### **2020 ACCOMPLISHMENTS**

Refinanced current city debt in the bond market saving over \$1million in interest costs over the term of the debt,

Secured a lender to provide the interim financing necessary to begin construction of the new public works facility,

Completed the 2019 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 6. Filed the necessary closure documents with the Department of Revenue.

#### **2021 OBJECTIVES**

Complete the annual 2020 audit fieldwork prior to the DOR regulatory report being due on 5/15/2021, and release the 2020 annual audit report, in final form,

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b> General Fund	<b>BUDGET NAME</b> Comptroller/Treasurer	<b>PREPARED BY</b> Jennifer Sassman
	<b>FUNCTION</b> General Government	<b>BUDGET NUMBER</b> 100-0401-513	<b>DATE</b> 10/16/2020

by 8/15/2021,

Continue to monitor our debt structure 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,

Research and implement migration to new property tax collection software program beginning with the December 2021 tax roll, as the City of Neenah tax software program will be discontinued for the City of Menasha to utilize.

**MAJOR CHANGES FROM 2020 BUDGET**

None

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Finance Clerks	2.00	2.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Finance Director	1.00	1.00
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>4.00</b>	<b>4.00</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Comptroller/Treasurer						
100-0401-513.10-01	Wages	90,826	97,919	73,978	94,179	102,129
100-0401-513.10-02	Salaries	205,125	187,197	97,182	131,917	171,901
100-0401-513.10-03	Overtime/Doubletime	546	1,000	123	400	0
100-0401-513.15-01	Health	46,829	47,106	40,820	50,836	65,502
100-0401-513.15-02	Life	610	935	285	417	628
100-0401-513.15-03	Dental	3,322	2,222	2,824	3,504	4,076
100-0401-513.15-04	Retirement	18,660	19,245	11,540	15,248	18,497
100-0401-513.15-05	FICA	21,945	21,301	12,654	12,387	20,309
100-0401-513.15-07	Vision	352	350	301	375	461
100-0401-513.15-08	Workers Comp	486	456	326	422	521
100-0401-513.15-10	Banked Sick Leave	2,655	2,468	1,778	2,328	2,726
100-0401-513.21-03	Accounting/Financial	23,065	22,000	13,601	22,000	26,000
100-0401-513.22-01	Telephone	284	350	118	150	450
100-0401-513.29-01	Printing	1,925	3,500	972	3,000	3,500
100-0401-513.29-07	Inhouse Info Tech Service	65,055	71,288	35,644	71,288	71,731
100-0401-513.30-10	Office	691	1,000	606	1,100	1,000
100-0401-513.30-11	Postage	5,162	5,600	2,480	6,000	6,000
100-0401-513.30-12	Computer	0	3,600	2,965	2,965	400
100-0401-513.30-19	Office Furnishings	0	500	2,379	2,379	1,000
100-0401-513.32-01	Dues/Memberships/Licenses	410	500	330	330	500
100-0401-513.32-02	Periodicals/Subscriptions	0	150	0	0	150
100-0401-513.33-01	Mileage	0	75	38	50	75
100-0401-513.33-03	Lodging/Meals	0	50	0	0	50
100-0401-513.34-01	Mileage	107	300	0	50	300
100-0401-513.34-02	Registrations	515	1,000	0	0	1,000
100-0401-513.34-03	Lodging/Meals	771	1,000	0	0	1,000
*      Comptroller/Treasurer		489,341	491,112	300,944	421,325	499,906
**      General Fund		489,341	491,112	300,944	421,325	499,906

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Personnel	Candi Huber
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	General Government	100-0202-512	10/16/2020

#### **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**

#### **2020 ACCOMPLISHMENTS**

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

Led the recruitment process for all open positions, brought on-board 16 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,

Setting up the 2021 Open Enrollment and Hiring Process, and



<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b> General Fund	<b>BUDGET NAME</b> Personnel	<b>PREPARED BY</b> Candi Huber
	<b>FUNCTION</b> General Government	<b>BUDGET NUMBER</b> 100-0202-512	<b>DATE</b> 10/16/2020

Ongoing updates to policies and procedures.

#### **2021 OBJECTIVES**

Work with department heads and employees on personnel matters,

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

Implement the 2021 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.

#### **MAJOR CHANGES FROM 2020 BUDGET**

None

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Human Resources Coordi	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Payroll Clerk	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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>2.00</b>	<b>2.00</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Personnel						
100-0202-512.10-01	Wages	18,727	55,851	45,160	58,167	57,966
100-0202-512.10-02	Salaries	104,385	69,500	52,662	68,430	73,120
100-0202-512.10-03	Overtime/Doubletime	1,035	800	1,045	1,250	1,500
100-0202-512.15-01	Health	29,740	26,668	20,109	26,500	27,687
100-0202-512.15-02	Life	263	434	259	367	454
100-0202-512.15-03	Dental	2,477	1,663	1,960	2,580	2,477
100-0202-512.15-04	Retirement	8,085	8,510	6,670	8,662	8,848
100-0202-512.15-05	FICA	9,104	9,194	7,298	9,475	9,761
100-0202-512.15-07	Vision	235	217	172	227	228
100-0202-512.15-08	Workers Comp	222	202	188	244	249
100-0202-512.15-10	Banked Sick Leave	1,069	1,089	1,024	1,320	1,304
100-0202-512.21-01	Legal	0	1,500	0	1,500	1,000
100-0202-512.21-05	Medical	11,103	10,000	8,708	9,909	14,000
100-0202-512.21-06	Management	4,378	4,000	3,532	3,981	4,500
100-0202-512.22-01	Telephone	142	300	59	72	300
100-0202-512.29-01	Printing	410	500	267	300	500
100-0202-512.29-03	Advertising	574	1,000	0	1,400	2,000
100-0202-512.29-07	Inhouse Info Tech Service	5,966	6,098	3,049	6,098	6,176
100-0202-512.30-10	Office	945	500	303	0	500
100-0202-512.30-11	Postage	281	500	131	373	500
100-0202-512.30-12	Computer	0	1,800	1,548	1,548	0
100-0202-512.30-16	Promotional	2,733	6,000	1,799	4,800	5,000
100-0202-512.30-18	Department	0	200	0	0	200
100-0202-512.30-19	Office Furnishings	0	800	617	617	500
100-0202-512.32-01	Dues/Memberships/Licenses	1,134	500	375	375	500
100-0202-512.32-02	Periodicals/Subscriptions	0	300	0	0	300
100-0202-512.34-01	Mileage	247	500	0	0	500
100-0202-512.34-02	Registrations	250	2,900	0	400	1,500
100-0202-512.34-03	Lodging/Meals	445	600	77	0	300
100-0202-512.34-04	Other Expenses	34	0	0	0	0
* Personnel		203,984	212,126	157,012	208,595	221,870
** General Fund		203,984	212,126	157,012	208,595	221,870

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b> Assessor	<b>PREPARED BY</b> Jennifer Sassman
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b> 100-0402-513	<b>DATE</b> 10/16/2020

#### **RESPONSIBILITIES**

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

#### **SERVICES PROVIDED**

The assessment company provides office hours for residents twice a week. In addition, residents can contact their office to schedule an appointment or discuss concerns.

#### **2020 ACCOMPLISHMENTS**

Continue to provide the necessary revaluation,  
 Completed all regulatory meetings, reports, and recordings, and  
 Assisted City staff, when requested, with special information requests.

#### **2021 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 2020 BUDGET**

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>
<b>TAXES</b>	\$0.00	\$0.00
<b>SPECIAL ASSESSMENTS</b>	\$0.00	\$0.00
<b>INTERGOV REVENUE</b>	\$0.00	\$0.00
<b>LICENSES &amp; PERMITS</b>	\$0.00	\$0.00
<b>FINES &amp; FORFEITS</b>	\$0.00	\$0.00
<b>PUBLIC CHARGES</b>	\$0.00	\$0.00
<b>MISCELLANEOUS</b>	\$0.00	\$0.00
<b>TOTAL</b>	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Assessor						
100-0402-513.10-07	Per Diem	500	500	250	250	500
100-0402-513.21-04	Computer	235	400	235	235	250
100-0402-513.21-07	Court Reporter	125	200	0	0	200
100-0402-513.21-09	Appraisal	60,740	61,000	50,617	60,800	70,000
100-0402-513.22-01	Telephone	58	100	24	30	75
100-0402-513.25-01	Other Municipal Entities	4,294	4,000	3,988	3,988	3,745
100-0402-513.29-01	Printing	411	250	0	0	500
100-0402-513.29-07	Inhouse Info Tech Service	8,488	9,461	4,731	9,461	9,441
100-0402-513.30-11	Postage	3,984	2,100	627	700	3,000
100-0402-513.30-12	Computer	0	800	643	643	0
100-0402-513.34-02	Registrations	0	100	0	0	100
100-0402-513.34-04	Other Expenses	35	64	0	0	50
* Assessor		78,870	78,975	61,115	76,107	87,861
** General Fund		78,870	78,975	61,115	76,107	87,861

ACCOUNT NUMBER		ACCOUNT DESCRIPTION		2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund								
Information Systems								
100-0403-513.80-01 Computer Equipment				0	0	0	0	75,000
LEVEL	TEXT			TEXT	AMT			
TOTB	IT DATA CENTER REFRESH PROJECT				75,000			
	(REMAINDER OF PROJCT COST WILL USE							
	IT FUND BALANCE OF \$76,000)							
					75,000			
<hr/>								
*	Information Systems			0	0	0	0	75,000
<hr/>								
**	General Fund			0	0	0	0	75,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Illegal Tax/Tax Refund						
100-0406-513.73-01	Award & Claim Settlements	848	6,000	484	484	1,000
*	Illegal Tax/Tax Refund	848	6,000	484	484	1,000
**	General Fund	848	6,000	484	484	1,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Uncollectable Debt						
100-0414-513.26-01	Accounts Receivable	16,996	8,700	1,278-	7,000	8,500
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Uncollectable Debt	16,996	8,700	1,278-	7,000	8,500
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	16,996	8,700	1,278-	7,000	8,500

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b> General Fund	<b>BUDGET NAME</b> Employees Safety Co	<b>PREPARED BY</b> Nancy McKenney
	<b>FUNCTION</b> General Government	<b>BUDGET NUMBER</b> 100-0901-515	<b>DATE</b> 10/16/2020

#### **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

#### **2020 ACCOMPLISHMENTS**

- In 2020, served as Safety Officer for the City's Public Health COVID-19 Emergency Response team.
- Provided technical assistance to all City departments, Human Resources, and employees.
- Developed COVID-19 incident procedures; secured and offered personal protective equipment, and delivered training to City employees and others on safety procedures to avoid COVID-19 exposure.
- New employee and summer help safety training
- Conducted respiratory fit tests and hearing screening for all affected employees.
- Conducted 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
- Maintained all training and PPE annual testing documentation.
- Supplied Menasha Police, Public Works, Parks and Health Department.

#### **2021 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.



<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b> General Fund	<b>BUDGET NAME</b> Employeees Safety Co	<b>PREPARED BY</b> Nancy McKenney
	<b>FUNCTION</b> General Government	<b>BUDGET NUMBER</b> 100-0901-515	<b>DATE</b> 10/16/2020
<ul style="list-style-type: none"> <li>• Provide recommendation on safety equipment purchases using CVMIC grant.</li> </ul>			

**MAJOR CHANGES FROM 2020 BUDGET**

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

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Safety Coordinator	0.15	0.14
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Health Educator	0.15	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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.30</b>	<b>0.20</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Employees Safety Comm						
100-0901-515.10-01	Wages	13,370	14,883	5,302	0	15,105
100-0901-515.10-02	Salaries	665	0	665-	0	0
100-0901-515.10-03	Overtime/Doubletime	0	0	38	0	0
100-0901-515.15-01	Health	2,132	2,193	723	0	2,292
100-0901-515.15-02	Life	27	38	7	0	36
100-0901-515.15-03	Dental	203	138	70	0	201
100-0901-515.15-04	Retirement	913	1,005	314	0	1,020
100-0901-515.15-05	FICA	1,037	1,103	342	0	1,113
100-0901-515.15-07	Vision	18	19	7	0	19
100-0901-515.15-08	Workers Comp	528	469	174	0	582
100-0901-515.15-10	Banked Sick Leave	126	129	52	0	150
100-0901-515.21-05	Medical	1,419	1,600	0	0	1,600
100-0901-515.29-07	Inhouse Info Tech Service	554	592	296	0	615
100-0901-515.30-11	Postage	0	25	0	0	25
100-0901-515.30-18	Department	12,376	12,250	14,551	0	12,250
* Employees Safety Comm		33,368	34,444	21,211	0	35,008
** General Fund		33,368	34,444	21,211	0	35,008

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Municipal Buildings	Adam Alix Thad Brown
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	General Government	100-1001-514	10/16/2020

#### RESPONSIBILITIES

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

#### SERVICES PROVIDED

#### 2020 ACCOMPLISHMENTS

Moved offices for personnel and park & recreation staff; added recreation supervisor work station; installed monitor in conference room 252.

#### 2021 OBJECTIVES

#### MAJOR CHANGES FROM 2020 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Deputy Director of Munici	0.03	0.03
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Works Superintend	0.02	0.02
INTERGOV REVENUE	\$0.00	\$0.00	Facilities Technician/Elect	0.27	0.27
LICENSES & PERMITS	\$0.00	\$0.00	Facilities Technician	0.10	0.10
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
			<b>TOTAL</b>	0.42	0.42
<b>TOTAL</b>	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Buildings Maintenance						
100-1001-514.10-01	Wages	9,389	21,800	13,599	16,747	22,354
100-1001-514.10-02	Salaries	17,487	3,958	111-	4,100	4,094
100-1001-514.10-03	Overtime/Doubletime	125	250	124	250	250
100-1001-514.15-01	Health	5,412	8,505	5,704	6,601	9,068
100-1001-514.15-02	Life	50	28	24	33	27
100-1001-514.15-03	Dental	349	339	355	411	505
100-1001-514.15-04	Retirement	1,765	1,756	921	1,410	1,802
100-1001-514.15-05	FICA	2,017	1,886	1,001	1,543	1,957
100-1001-514.15-07	Vision	34	49	32	38	48
100-1001-514.15-08	Workers Comp	1,001	819	513	786	1,028
100-1001-514.15-10	Banked Sick Leave	373	222	171	204	261
100-1001-514.19-03	Uniform/Clothing Allow	389	126	47	71	126
100-1001-514.20-01	Janitorial	595	500	365	550	550
100-1001-514.22-01	Telephone	770	1,500	452	567	500
100-1001-514.22-03	Electricity	4,582	500	383	500	500
100-1001-514.22-04	Heat	2,383	0	0	0	0
100-1001-514.22-05	Water/Sewer	3,853	0	120	94	0
100-1001-514.22-06	Storm Water	40	0	30	23	23
100-1001-514.24-01	Office Equipment	71	250	238	217	250
100-1001-514.24-03	Buildings	2,804	3,000	1,148	3,000	3,000
100-1001-514.24-04	Specialized Equipment	863	1,000	432	648	1,000
100-1001-514.24-05	Small Projects	2,630	1,000	0	0	1,000
100-1001-514.29-03	Advertising	0	0	11	11	11
100-1001-514.29-05	Vehicle/Equipment Rental	4,800	6,000	5,449	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	1,432	1,529	765	1,534	1,538
100-1001-514.30-10	Office	2,467	3,000	1,998	2,758	3,000
100-1001-514.30-11	Postage	235	300	240	300	300
100-1001-514.30-13	Housekeeping	1,097	450	305	450	450
100-1001-514.30-15	Tools & Equipment	138	500	0	500	500
100-1001-514.30-18	Department	445	500	47	500	500
100-1001-514.32-02	Periodicals/Subscriptions	218	250	218	218	250
100-1001-514.34-02	Registrations	180	300	79	81	300
100-1001-514.34-03	Lodging/Meals	0	150	0	0	150
* Buildings Maintenance		124,064	116,547	62,695	106,225	117,422
** General Fund		124,064	116,547	62,695	106,225	117,422

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# **PUBLIC SAFETY**

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b> General Fund	<b>BUDGET NAME</b> Police Department	<b>PREPARED BY</b> Tim Styka
	<b>FUNCTION</b> Public Safety	<b>BUDGET NUMBER</b> 100-0801-521	<b>DATE</b> 10/16/2020

#### **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**

#### **2020 ACCOMPLISHMENTS**

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

Continued management training for the command staff with Deputy Chief Hanchek graduating from the Wisconsin Command College.

Deploying a new powertrain (a hybrid vehicle) in the patrol fleet.

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

Updated the OIC program to better meet employee and department needs.

Continued working on the building/hallway updates.

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

Researched alternatives to our current body cameras which have reached end of life.

Reviewed our current firearms and associated equipment with recommendations to some equipment changes for 2021 and beyond.

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

#### **2021 OBJECTIVES**

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

Successfully complete our first WILEAG reaccreditation.

Create and implement a wellness program as created by Deputy Chief Hanchek as part of her Command College project.

Deploy an updated body camera system.

Maintain authorized staffing levels to decrease employee fatigue, burnout and overtime.

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b> General Fund	<b>BUDGET NAME</b> Police Department	<b>PREPARED BY</b> Tim Styka
	<b>FUNCTION</b> Public Safety	<b>BUDGET NUMBER</b> 100-0801-521	<b>DATE</b> 10/16/2020
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 2020 BUDGET**

The budget does include the funds to replace the failing roof on the public safety building and to update the bathroom in the men's locker room to become ADA complaint.

<b>FUNDING SOURCES</b>	<b>2020 FUNDING</b>	<b>2021 FUNDING</b>	<b>POSITION TITLE</b>	<b>2020 # OF FTE'S</b>	<b>2021 # OF FTE'S</b>
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>37.75</b>	<b>37.75</b>



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Police						
100-0801-521.10-01	Wages	319,960	364,642	270,383	353,560	372,813
100-0801-521.10-02	Salaries	2,254,222	2,287,720	1,676,194	2,225,007	2,342,400
100-0801-521.10-03	Overtime/Doubletime	240,011	202,086	133,116	187,715	208,150
100-0801-521.10-05	Differential	9,368	10,000	7,145	9,585	10,000
100-0801-521.10-06	Holiday	137,428	141,750	78,436	146,633	146,002
100-0801-521.10-08	Wages-Temp Help	26,582	26,844	5,558	18,150	27,374
100-0801-521.15-01	Health	420,660	486,239	315,713	411,838	454,068
100-0801-521.15-02	Life	1,893	2,195	1,505	2,090	2,230
100-0801-521.15-03	Dental	32,933	24,229	26,907	34,330	39,180
100-0801-521.15-04	Retirement	327,112	350,992	239,873	333,600	360,046
100-0801-521.15-05	FICA	214,945	232,710	159,100	223,667	238,431
100-0801-521.15-07	Vision	3,440	3,805	2,687	3,531	4,865
100-0801-521.15-08	Workers Comp	65,267	64,590	51,471	67,045	65,795
100-0801-521.15-10	Banked Sick Leave	20,492	23,355	19,355	23,833	27,371
100-0801-521.19-01	Education Reimbursement	0	2,000	0	0	2,500
100-0801-521.19-03	Uniform/Clothing Allow	21,975	25,000	23,645	24,500	24,500
100-0801-521.19-04	Uniform/Dry Clean Allow	8,137	9,500	4,558	9,250	9,600
100-0801-521.20-01	Janitorial	18,522	21,500	18,371	23,500	23,500
100-0801-521.20-04	Mechanical Systems	2,913	3,000	0	3,000	3,000
100-0801-521.20-06	Lawn Care	143	200	181	181	200
100-0801-521.20-12	Credit Card Fees	574	0	392	600	2,000
100-0801-521.21-05	Medical	4,765	4,500	3,027	3,900	4,500
100-0801-521.21-06	Management	11,599	10,000	9,641	12,000	12,000
100-0801-521.22-01	Telephone	17,805	21,500	12,119	20,750	18,500
100-0801-521.22-03	Electricity	15,467	19,000	12,639	18,500	18,500
100-0801-521.22-04	Heat	5,617	7,000	2,864	6,200	7,000
100-0801-521.22-05	Water/Sewer	4,409	4,600	3,389	4,572	4,600
100-0801-521.22-06	Storm Water	1,016	1,050	762	1,020	1,050
100-0801-521.24-01	Office Equipment	970	1,500	208	1,450	1,500
100-0801-521.24-02	Tools & Equipment	9,128	8,000	6,648	8,000	8,000
100-0801-521.24-03	Buildings	23,955	18,500	9,845	18,500	20,000
100-0801-521.24-04	Specialized Equipment	457	500	26	450	500
100-0801-521.24-05	Small Projects	388	2,500	2,631	2,600	2,500
100-0801-521.25-01	Other Municipal Entities	0	500	0	250	500
100-0801-521.29-01	Printing	2,174	2,400	1,357	2,300	2,400
100-0801-521.29-04	Vehicle Repair	56,283	59,300	38,441	49,000	65,000
100-0801-521.29-05	Vehicle/Equipment Rental	266	0	2,182	0	0
100-0801-521.29-07	Inhouse Info Tech Service	125,013	133,307	66,654	133,307	134,824
100-0801-521.30-10	Office	3,587	4,500	2,102	4,300	4,500
100-0801-521.30-11	Postage	2,180	2,200	1,401	2,200	2,200
100-0801-521.30-12	Computer	8,928	18,050	12,380	18,000	13,650
100-0801-521.30-13	Housekeeping	4,275	3,200	1,877	3,000	3,750
100-0801-521.30-15	Tools & Equipment	26,228	31,000	16,081	31,000	33,000
100-0801-521.30-18	Department	7,330	8,500	3,195	8,000	9,000
100-0801-521.30-20	Grant Equipment	0	0	4,526	4,148	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
100-0801-521.32-01	Dues/Memberships/Licenses	5,216	4,600	4,056	4,600	4,600
100-0801-521.32-02	Periodicals/Subscriptions	61	400	74	250	400
100-0801-521.33-03	Lodging/Meals	272	350	122	250	350
100-0801-521.34-02	Registrations	15,797	18,000	9,649	13,500	18,000
100-0801-521.34-03	Lodging/Meals	6,798	8,000	1,779	5,500	11,000
100-0801-521.34-04	Other Expenses	501	1,200	503	1,000	1,200
100-0801-521.38-01	Fuel	36,359	36,000	18,018	32,000	33,000
100-0801-521.80-03	Motorized Equipment	76,265	137,521	42,324	42,324	91,000
100-0801-521.80-05	Other Equipment	13,670	5,452	9,854	9,854	8,000
100-0801-521.80-06	K9 Replacement	0	0	0	0	4,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Police	4,613,356	4,855,487	3,334,964	4,564,340	4,903,049
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	4,613,356	4,855,487	3,334,964	4,564,340	4,903,049

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Crossing Guard Patrol	Tim Styka
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Safety	100-0802-521	10/16/2020

#### **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**

#### **2020 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 2020 school year we were able to fill all of the positions.

#### **2021 OBJECTIVES**

Assist in safely helping students attend school.

Continue to maintain each of the positions being filled and to have an adequate number of relief crossing guards willing to fill vacancies.

#### **MAJOR CHANGES FROM 2020 BUDGET**

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Crossing Guard	1.30	1.30
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>1.30</b>	<b>1.30</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Crossing Guard						
100-0802-521.10-03	Overtime/Doubletime	180	0	0	0	0
100-0802-521.10-08	Wages-Temp Help	16,529	21,125	7,784	14,504	21,125
100-0802-521.15-01	Health	20	0	0	0	0
100-0802-521.15-02	Life	2	0	0	0	0
100-0802-521.15-03	Dental	4	0	0	0	0
100-0802-521.15-04	Retirement	10	0	0	0	0
100-0802-521.15-05	FICA	1,276	1,616	595	1,125	1,616
100-0802-521.15-08	Workers Comp	449	485	222	425	485
100-0802-521.19-04	Uniform/Dry Clean Allow	0	100	0	75	100
100-0802-521.30-18	Department	120	500	130	400	500
100-0802-521.33-03	Lodging/Meals	0	350	0	350	350
* Crossing Guard		18,590	24,176	8,731	16,879	24,176
** General Fund		18,590	24,176	8,731	16,879	24,176

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Community Service Offi	Tim Styka
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Safety	100-0803-521	10/16/2020

#### **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**

#### **2020 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.

#### **2021 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 2020 BUDGET**

There is a slight increase in the budget to allow for an average of 12 hours of CSO coverage each day.

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Community Service Office	2.25	2.25
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>2.25</b>	<b>2.25</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Community Svc Officer						
100-0803-521.10-08	Wages-Temp Help	39,008	41,975	34,473	43,861	46,760
100-0803-521.15-04	Retirement	0	0	16	16	0
100-0803-521.15-05	FICA	2,974	3,211	2,638	3,356	3,577
100-0803-521.15-08	Workers Comp	1,043	963	982	1,250	1,333
100-0803-521.15-10	Banked Sick Leave	0	0	2	2	0
100-0803-521.19-03	Uniform/Clothing Allow	30	600	342	600	600
100-0803-521.30-15	Tools & Equipment	176	500	488	500	500
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Community Svc Officer	43,231	47,249	38,941	49,585	52,770
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	43,231	47,249	38,941	49,585	52,770

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Auxiliary Police	Tim Styka
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Safety	100-0804-521	10/16/2020

#### **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**

#### **2020 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 10 members, 3 were hired in 2020.

Due to COVID there were limited event on 2020, which reduced the opportunities for the unit this year.

Officer John Abrahamson continues to coordinate the unit.

#### **2021 OBJECTIVES**

Recruitment in law enforcement continues to be extremely challenging. Our goal is to be at 20 members in 2021 in order to adequately staff events throughout the year.

Participate in community events and fundraisers for the group.

#### **MAJOR CHANGES FROM 2020 BUDGET**

None

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Auxiliary Police Officer	0.42	0.42
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.42</b>	<b>0.42</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Auxiliary Police						
100-0804-521.10-08	Wages-Temp Help	5,815	11,000	1,941	3,750	11,000
100-0804-521.15-05	FICA	445	842	149	290	842
100-0804-521.15-08	Workers Comp	228	409	80	153	409
100-0804-521.15-09	Unemployment Comp	0	0	643	643	0
100-0804-521.30-15	Tools & Equipment	1,141	2,500	103	1,125	2,500
100-0804-521.33-02	Registrations	420	500	0	150	500
100-0804-521.34-02	Registrations	0	0	50	50	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Auxiliary Police	8,049	15,251	2,966	6,161	15,251
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	8,049	15,251	2,966	6,161	15,251



<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Jail/Prisoner Meal Chg	Tim Styka
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Safety	100-0805-521	10/16/2020

**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**

**2020 ACCOMPLISHMENTS**

**2021 OBJECTIVES**

**MAJOR CHANGES FROM 2020 BUDGET**

There is a slight decrease in this budget as alternate programs reduce the need for incarceration and a reduction the issuing of warrants (due to COVID).

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>
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
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Jail/Prisoner Meal Charge						
100-0805-521.25-01	Other Municipal Entities	6,056	12,000	1,955	6,000	9,000
*	Jail/Prisoner Meal Charge	6,056	12,000	1,955	6,000	9,000
**	General Fund	6,056	12,000	1,955	6,000	9,000

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Code Enforcement	Sam Schroeder
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Safety	100-0811-521	10/16/2020

#### **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**

#### **2020 ACCOMPLISHMENTS**

- Investigated hundreds complaints followed with education, compliance inspections and/or citations.
- In 2020 the Code Enforcement Specialist also worked closely with PWF to take a lead role and more proactive enforcement of grass and weed complaints.
- 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.
- New to 2020, assisted in uniform dwelling code following through with housing complaints, permits and conducting inspections as a backup for the Building Inspector. In past years, the City has contracted out when needed.

#### **2021 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 Strong Neighborhood Menasha 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.
- [Expand in the assistance of residential building inspections.](#)

#### **MAJOR CHANGES FROM 2020 BUDGET**

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Code Enforcement Specia	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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>1.00</b>	<b>1.00</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Code Enforcement						
100-0811-521.10-01	Wages	53,619	54,802	41,546	54,802	52,393
100-0811-521.10-03	Overtime/Doubletime	161	0	137	200	200
100-0811-521.15-01	Health	6,640	6,731	5,247	6,731	7,225
100-0811-521.15-02	Life	422	448	326	448	431
100-0811-521.15-03	Dental	1,235	831	980	831	1,238
100-0811-521.15-04	Retirement	3,502	3,699	2,814	3,699	3,537
100-0811-521.15-05	FICA	4,049	4,134	3,142	4,134	3,913
100-0811-521.15-07	Vision	108	109	86	109	114
100-0811-521.15-08	Workers Comp	2,021	1,726	1,574	1,726	2,017
100-0811-521.15-10	Banked Sick Leave	466	474	437	474	520
100-0811-521.19-03	Uniform/Clothing Allow	105	200	158	200	200
100-0811-521.29-04	Vehicle Repair	0	1,500	0	1,500	1,500
100-0811-521.29-05	Vehicle/Equipment Rental	0	0	4,823	9,500	8,000
100-0811-521.30-15	Tools & Equipment	0	1,000	0	1,000	1,000
100-0811-521.34-02	Registrations	555	500	116	500	500
100-0811-521.34-03	Lodging/Meals	649	1,100	0	0	1,100
* Code Enforcement		73,532	77,254	61,386	85,854	83,888
** General Fund		73,532	77,254	61,386	85,854	83,888

<b>CITY OF NEENAH</b> <b>2021 OPERATING BUDGET REQUEST</b>	<b>Department/Office:</b> Neenah-Menasha Fire Rescue	<b>Budget:</b> Fire Department Operations
<b>PROGRAM COMMENTS</b>	<b>Program:</b> Public Safety	<b>Submitted by:</b> 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.

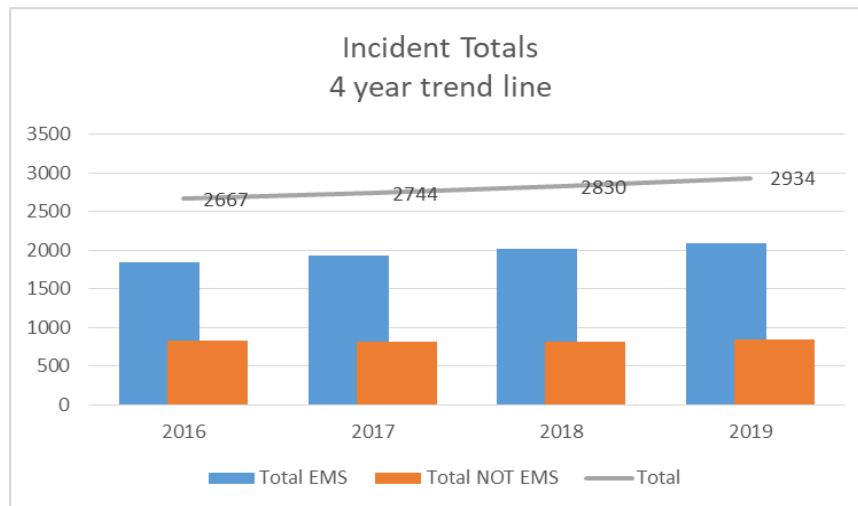
Our department activities can be broken down into three major divisions: Operations, Training and Prevention

## 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 especially as we add on more advanced skills.
- **Total NOT EMS** is all the other calls we respond to such as structure fires, vehicle fires, grass fires, water/ice rescues, high angle, confined space and crash rescue. Unintentional false alarms, mutual aid, etc.



Average response time  
for First arriving fire  
apparatus  
4 minutes, 57 seconds

<b>CITY OF NEENAH</b> <b>2021 OPERATING BUDGET REQUEST</b>	<b>Department/Office:</b> Neenah-Menasha Fire Rescue	<b>Budget:</b> Fire Department Operations
<b>PROGRAM COMMENTS</b>	<b>Program:</b> Public Safety	<b>Submitted by:</b> 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**

## ***Professional Development***

***“Professional Development” for many jobs you get “trained” on how to use or do a specific tool or task on your orientation, other careers that require perfection with specific equipment and decision making skills have continued education or “Professional Development”.***

**Professional Development and Credentialing:** A wide variety of people, such as teachers, military officers, health care professionals, firefighters, law enforcement officers, lawyers, accountants and engineers engage in professional development. Individuals may participate in professional development because of an interest in lifelong learning, a sense of moral obligation, to maintain and improve professional competence, to enhance career progression, to keep abreast of new technology and practices, or to comply with professional regulatory requirements. Approaches to professional development, include consultation, coaching, lesson study, mentoring, reflective supervision and technical assistance.

NMFR uses all of these professional development approaches through our Job Performance Requirements (JPR's), Task Books and Subject Matter Experts (SME). Currently, NMFR has nearly 200 JPR's which are used to train and hone firefighters skills. We use these JPR's in our Task Books which include: Probationary Firefighter, Driver/Operator, Inspector/Investigator (under development) and Fire Officer. One of my greatest challenges is the department structure 3 shifts, 4 stations and 68 personnel. NMFR has SME's in; water rescue, technical rescue, vehicle extrication, fire suppression and incident management. I use these SME's to continue to develop department personnel skills and knowledge.

NMFR and the Oshkosh Fire Department completed our first joint recruit class in the beginning of the COVID-19 pandemic. This is a great partnership between neighboring communities as it reduced the time commitment of on-duty crews working with recruit school (5 weeks).

NMFR continuously trains with neighboring fire departments and our police departments along with Gold Cross Ambulance. Training Topics have included, but not limited to:

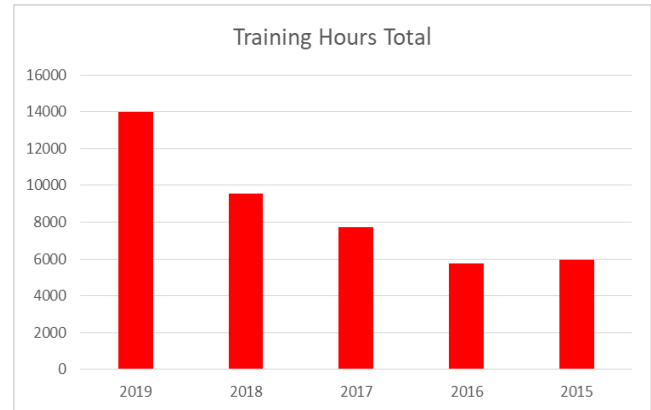
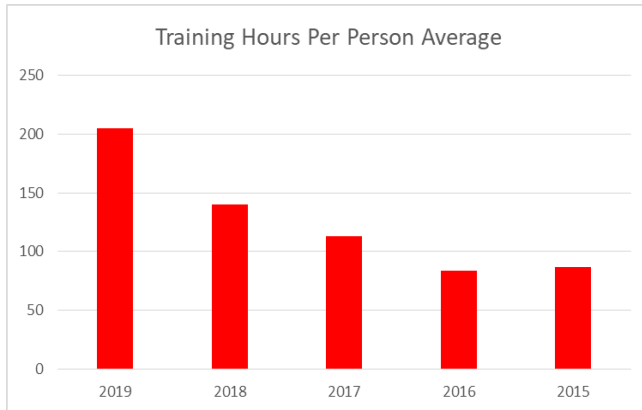
• Structure Fire Attack	• SCUBA Dive Rescue – Open Water & Ice
• Wild Land Fire Attack	• Active Shooter
• Pump Operations – Water Movement	• Emergency Medical Training
• High Rise – Aerial Operations	• Technical Rescue – Trench, Building Collapse, High Angle
• Shore & Boat Based Open Water Rescue	• Mental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

Professional Development and Credentialing, when you dial “911” it is your emergency and our citizens expect the very best are coming to help. In 2019, we trained nearly 14,000 hours, which sounds like a lot of training, but when it is YOUR EMERGENCY, you want to know the very best is coming to help!

*Professional Development is not practicing until you get it right...*

*... It is practicing until you can't get it wrong.*

<b>CITY OF NEENAH</b> <b>2021 OPERATING BUDGET REQUEST</b>	<b>Department/Office:</b> Neenah-Menasha Fire Rescue	<b>Budget:</b> Fire Department Operations
<b>PROGRAM COMMENTS</b>	<b>Program:</b> Public Safety	<b>Submitted by:</b> Kevin Kloehn



In developing our firefighters, 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. **A/C Peglow**

## ***Fire Prevention, Fire Investigations and Public Education***

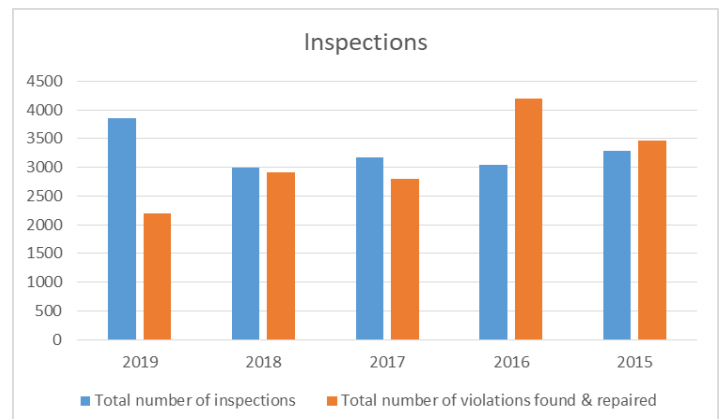
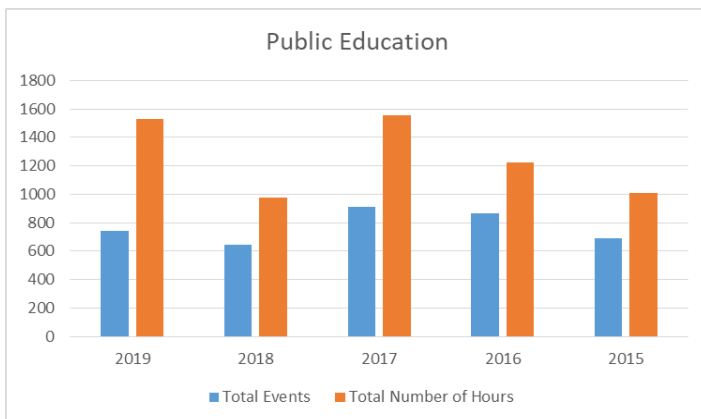
As Assistant Fire Chief and Fire Marshal, I (Vernon Green) oversee all of the Fire Prevention Bureau activities for the cities of Neenah and Menasha. NMFR is very proud of our Fire Prevention Bureau, which includes all aspects of Fire Prevention, Fire Investigations, and Public Education. Fire prevention 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. Neenah and Menasha continue to have significant construction projects throughout the two communities. We work very closely with city staff, 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, and cause them to be abated. In 2020, I completed the re-write of the municipal fire codes for both cities in an effort to update the language for current code adoption, as well as, provide for better consistency between the two cities municipal codes. Both municipalities also contracted with "The Compliance Engine" (TCE). TCE is a secure internet-based cloud environment in which third-party contractors that inspect, test, and maintain fire protection systems, submit their reports via a web portal directly to NMFR, facilitating a more efficient review, tracking, and follow-up process with properties to correct deficiencies and maintain systems. This allows NMFR to effectively and efficiently monitor the preventive maintenance, routine inspections, and required service, for all fire detection, suppression, and notification systems throughout our jurisdiction.

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 2020, the City of Neenah's 2% dues funding check was \$97,597.79, and the City of Menasha's was \$50,262.42.*

<b>CITY OF NEENAH</b> <b>2021 OPERATING BUDGET REQUEST</b>	<b>Department/Office:</b> Neenah-Menasha Fire Rescue	<b>Budget:</b> Fire Department Operations
<b>PROGRAM COMMENTS</b>	<b>Program:</b> Public Safety	<b>Submitted by:</b> Kevin Kloehn

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 may be 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 NMFR to 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 and public safety educational programs, as well as, the juvenile fire setter intervention program. In 2019, our Public Education Team, along with operations personnel, provided public education programs, fire/life safety presentations, and general fire safety educational information, to more than 17,400 children and adults. 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 which is in October. We provide a fire safety presentation to the graduating senior class at Neenah and Menasha High Schools each year to hopefully educate and inform the students on fire safety as they go on to pursue their higher education, or enter the work force, as adults. NMFR has installed roughly 500 smoke detectors in single family residential homes throughout the cities of Neenah and Menasha at no cost to the residents. The overwhelming majority of the smoke detectors have been donated to NMFR's smoke detector program by Kuehl Electric in Neenah, as well as, donations from the American Red Cross. 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 programs, fire prevention inspections, and fire/life safety education in general, are all inherently difficult when we attempt to compile a true perspective as far as their value. Actual quantifiable numbers for fires prevented, and/or lives saved, by the information shared and lessons learned during our interaction with individuals cannot be measured because we cannot place a number or dollar amount on an incident that never occurs. 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, and beyond as those that we interact with go about their daily lives.



<b>CITY OF NEENAH</b> <b>2021 OPERATING BUDGET REQUEST</b>	<b>Department/Office:</b> Neenah-Menasha Fire Rescue	<b>Budget:</b> Fire Department Operations
<b>PROGRAM COMMENTS</b>	<b>Program:</b> Public Safety	<b>Submitted by:</b> Kevin Kloehn

### **2020 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 relationships with all City Departments.
- Goal setting with Shift Commanders and Administration Staff.
- Reviewed and updated all Standard Operating Guidelines and Policies.
- Successfully completed the State of Wisconsin 2% Dues Audit.
- Completed the 2<sup>nd</sup> Fire Officer Academy as part of our succession planning.
- Successfully completed the 1<sup>st</sup> Annual Joint Recruit Academy Training with Oshkosh Fire Department.
- Completed First Responder training and renewal of all licenses.
- Transitioned our records management system to a web-based platform.
- Authored, and implemented, a regional fire department agreement to maintain coverage within the Fox Valley if staffing is affected by COVID-19.
- Successful grants of over \$8,800 (Rotary Donation, Annual Dive Team Benefit, Walk Across Winnebago, Walmart and Country Financial).
- Confined Space Training tool installed at the Training Tower.
- Completed Shift Inspector Task Book
- Re-write of the Fire Municipal Code in both Cities for consistence within both Communities.
- Implemented the Compliance Engine which is a secure internet-based cloud environment in which third-party contractors that inspect, test and maintain fire protection systems, submit their reports via a web portal directly to the NMFR, facilitating a more efficient review, tracking and follow-up process with properties to correct deficiencies and maintain systems.
- Continue funding our smoke alarm program through donations from Kuehl Electric and the American Red Cross.

### **2020/2021 Goals:**

- Prepare the department for the upcoming turn over in personnel.
- To have at least 6 training events with multiple agencies involved (Neenah & Menasha Police, Gold Cross Ambulance, Appleton Fire Department, Fox Crossing Fire Department and Town of Neenah Fire Department).
- Improving our Emergency Medical certification to include: Administration of Epinephrine and Albuterol.
- Implement the 2<sup>nd</sup> Annual Joint Recruit Training Class with the Oshkosh Fire Department.
- Transition our Records Management System to a new platform.
- Receive grant from Firehouse Subs for communication equipment.

**Major Increases/Decreases in 2021 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 \$178,980 per City of Neenah Finance Department.

**Overtime (0104):** Increase of \$34,000. Funds are used for emergency calls, training for staff, staffing for community events and to maintain staffing levels. In 2021, there is a possibility of 6 retirements and we will need to backfill these positions until new firefighters are trained and can begin their line staff position.

**Health Insurance (0110):** Increase of \$68,950 per City of Neenah Finance Department.

**Fringes (0111):** Increase of \$38,240 per City of Neenah Finance Department.

<b>CITY OF NEENAH</b> <b>2021 OPERATING BUDGET REQUEST</b>	<b>Department/Office:</b> Neenah-Menasha Fire Rescue	<b>Budget:</b> Fire Department Operations
<b>SUPPLEMENTARY DETAIL WORKSHEET</b> <b>FOR CAPITAL OUTLAY</b>	<b>Program:</b> Public Safety	<b>Submitted by:</b> Kevin Kloehn

Schools/Seminars/Training (0115): Increase of \$6,000. In the next two to 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. Due to the Covid-19 pandemic, staff were not able to attend training sessions to maintain their certification and/or train other staff in specialty areas to take over these roles as other retire.

License Renewal (0118): Decrease of \$1,980. First responder re-certification was completed in 2020. Licenses are good for three years.

Maint. of Software (0218): Increase of \$27,130. This line item is to maintain our records management and other software used by our department (i.e. email system, Microsoft Office products, NMFR's website, etc.) In 2020, our records management system switched to a web-based (cloud) platform. This switchover allowed us to not have to purchase, and maintain, an additional server. Previously, monies to maintain our records management software, along with the maintenance of the server hardware, were split between this account and our maintenance of hardware account. These monies are now all allocated to this line item since these are now all web based platforms.

Telephone (0221): Decrease of \$4,800. The final phone system payment for our department was made in 2020. Therefore, costs are now only for the monthly bill.

Electricity (0222): Decrease of \$3,350. Budget is based on actual usage in 2020 and per the City of Neenah Finance no budget increase for 2021.

Natural Gas (0223): Decrease of \$6,050. Budget is based on actual usage in 2020 and per the City of Neenah Finance no budget increase for 2021.

Cellar Telephone (0227): Increase \$4,300. All front line vehicles were switched over to smartphones and the inspector's iPads have cellular data for better connection.

Professional Services (0238): Decrease of \$18,300. Chest x-rays are only performed every five years and were completed in 2020.

Liability Ins. (0246): Increase of \$1,670 per City of Neenah Finance Department.

Auto/Physical Damage Ins. (0247): Increase of \$2,340 per City of Neenah Finance Department.

Neenah City HR Services (0257): Increase of \$3,400 per City of Neenah Finance Department.

Gas & Oil (0310): Decrease of \$2,470. Per the City of Neenah Finance Department there is no increase for 2021.

Personal Protective Equipment (0348): Increase of \$10,000. Due to cost, not all turn boots were able to be replaced in 2020. The 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 2021, there are up to six staff members who may retire.

<b>62000CITY OF NEENAH 2021 OPERATING BUDGET REQUEST</b>	<b>Department/Office:</b> Neenah-Menasha Fire Rescue	<b>Budget:</b> Fire Department Operations
<b>SUPPLEMENTARY DETAIL WORKSHEET FOR CAPITAL OUTLAY</b>	<b>Program:</b> Public Safety	<b>Submitted by:</b> Kevin Kloehn

<b>Object Code No.</b>	<b>Description and Justification</b>	<b>Detail Amounts Within Object</b>	<b>Total of Object Code</b>
	<b><u>CAPITAL OUTLAY</u></b>		
8108	<u>Office Furniture &amp; 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 \$3,980.	\$3,980	\$3,980
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. Monies were also used to fund the sequel server for our records management system. In 2020, we switched to a web based model which decreases this line item by \$8,520.	\$1,000	\$1,000
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

**CITY OF NEENAH  
2021 OPERATING BUDGET REQUEST  
PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah-Menasha Fire Rescue	<b>Budget:</b> Regional Special Operations Team
<b>Program:</b> Public Safety	<b>Submitted by:</b> Kevin Kloehn

**Neenah-Menasha Fire Rescue Special Operations Team:**

NMFR has been involved for many years in a joint collaboration with the Green Bay, Appleton and Oshkosh Fire Departments to provide Special Operations/Technical Rescue capabilities for our communities. NMFR has gained valuable training, as well as approximately \$200,000 worth of vehicles and equipment. These funds have been provided by the State of Wisconsin through the Department of Homeland Security.

In 2011, the State of Wisconsin reviewed the Special Operations program and moved forward with one statewide team versus four regional teams. Working under a signed contract with the State of Wisconsin, NMFR personnel continue involvement with the State of Wisconsin/Wisconsin Emergency Management Rescue Team (Wisconsin Task Force 1). Their participation increases their level of knowledge, skills, and abilities, enabling them to bring those skills and provide this service at the local level. NMFR's involvement has continued. A 2-year contract was signed with the State of Wisconsin in 2016. The department now has six (6) members still participating with the WI-TF1.

**Major Increases (Decreases) in 2021 Budget Request:** None

**Neenah-Menasha Fire Rescue  
Cost Distribution Formula  
As of 12/31/19**

Item No.	Formula Item	Total	Proportionate Share	25% Weighted Factor	Weighted Share Neenah	Weighted Share Menasha
1.	* Population-Neenah	26,436	60.16%	0.25	0.1504	
	* Population-Menasha	17,510	39.84%	0.25		0.0996
	<b>Population as of 1/1/19</b>	<b>43,946</b>	<b>100.00%</b>			
2.	* Equalized Value (w/TIF)-Neenah	2,209,662,100	64.07%	0.25	0.1602	
	* Equalized Value (w/TIF)-Menasha	1,239,188,547	35.93%	0.25		0.0898
	<b>Equalized Value as of 1/1/19</b>	<b>3,448,850,647</b>	<b>100.00%</b>			
3.	* Service Calls-Neenah	1,741	59.56%	0.25	0.1489	
	* Service Calls-Menasha	1,182	40.44%	0.25		0.1011
	<b>Service Calls during 2019</b>	<b>2,923</b>	<b>100.00%</b>			
4.	* Square Miles-Neenah	9.678	55.50%	0.25	0.1388	
	* Square Miles-Menasha	7.760	44.50%	0.25		0.1112
	<b>Square Miles as of 12/31/19</b>	<b>17.438</b>	<b>100.00%</b>			
<b>Total Weighted Factors</b>					<b>0.5983</b>	<b>0.4017</b>
<b>Total Proposed Cost Distribution Formula - 2019 Factor for 2021 Budget</b>					<b>59.83%</b>	<b>40.17%</b>
Previous Year Cost Distribution Formula					59.30%	40.70%
<b>Increase (decrease) from previous year</b>					<b>0.53%</b>	<b>-0.53%</b>

a Menasha - Equalized Value

Equalized Value	1,196,723,000
UW-Fox Valley (from Dept. of Admin.)	42,465,547
	<b>1,239,188,547</b>

b NMFR automatic aid for calls in the City of Menasha and the City of Appleton ended as of 12/31/18.

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

\* Updated for 2019.

# NEENAH MENASHA FIRE & RESCUE

## Comparison of 2020 Budget & 2021 Budget

	2020 Adopted Budget	City of Menasha share	2020 Estimate	City of Menasha share	2021 Department Requested Budget	City of Menasha share	2021 Change in Budget from previous year	2021 Change in Menasha's share
<b><u>OPERATING BUDGET:</u></b>								
Fire Operations - (2301)	\$ 8,656,640		\$ 8,616,200		\$ 8,624,310		\$ (32,330)	
Regional Special Operations Response Team - (2314)	\$ 28,410		\$ 21,350.0		\$ 30,720		\$ 2,310	
Joint Fire Commission - (2320)	\$ 4,500		\$ 4,000		\$ 4,800		\$ 300	
Special Reserves & Escrows - (2326) "wage/fringe adjustments"	\$ -		\$ -		\$ 124,570		\$ 124,570	
<b>SUBTOTAL</b>	<b>\$ 8,689,550</b>	<b>\$ 8,689,550</b>	<b>\$ 8,641,550</b>	<b>\$ 8,641,550</b>	<b>\$ 8,784,400</b>	<b>\$ 8,784,400</b>	<b>\$ 94,850</b>	<b>1.09%</b>
Adjustment	\$ -		\$ -		\$ -		\$ -	
<b>TOTAL OPERATING BUDGET - Expenditures</b>	<b>\$ 8,689,550</b>	<b>\$ 8,689,550</b>	<b>\$ 8,641,550</b>	<b>\$ 8,641,550</b>	<b>\$ 8,784,400</b>	<b>\$ 8,784,400</b>	<b>\$ 94,850</b>	<b>1.09%</b>
City of Menasha's share %	x	40.70%	x	40.70%	x	40.17%		
<b>City of Menasha's share ONLY</b>		<b>\$ 3,536,647</b>		<b>\$ 3,517,111</b>		<b>\$ 3,528,693</b>		<b>\$ (7,954) -0.22%</b>
PLUS: Building Maintenance - Menasha share		\$ 10,260		\$ 10,260		\$ 11,000		\$ 740
<b>TOTAL OPERATING BUDGET - Menasha share ONLY</b>		<b>\$ 3,546,907</b>		<b>\$ 3,527,371</b>		<b>\$ 3,539,693</b>		<b>\$ (7,214) -0.20%</b>

	2020 Adopted Budget	City of Menasha share	2020 Estimate	City of Menasha share	2021 Department Requested Budget	City of Menasha share	
<b><u>CAPITAL BUDGET:</u></b>							
Fire Equipment Replacement Program	\$ 25,000	\$ 10,175	\$ 16,037	\$ 6,527	\$ 25,000	\$ 10,043	
Replace Fire Squad #32	\$ 25,000	\$ 10,175	\$ 33,963	\$ 13,823	\$ -	\$ -	
Replace Inspector Vehicles	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 32,136	
Confined Space Training Prop	\$ 21,000	\$ 8,547	\$ 21,000	\$ 8,547	\$ -	\$ -	
PPF-LED Troffer Upgrade - NM side - 100% Menasha	\$ 8,500	\$ 8,500	\$ 8,795	\$ 8,795	\$ -	\$ -	
Station 35 Restroom - 100% Menasha	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 50,000	\$ 50,000	
Station 36 Parking Lot Seal - 100% Menasha	\$ 6,500	\$ 6,500	\$ 2,725	\$ 2,725	\$ -	\$ -	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL CAPITAL BUDGET</b>	<b>\$ 111,000</b>	<b>\$ 68,897</b>	<b>\$ 82,520</b>	<b>\$ 40,417</b>	<b>\$ 155,000</b>	<b>\$ 92,179</b>	<b>\$ 23,282</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Fire						
100-0501-522.24-03	Buildings	12,902	10,260	9,365	10,260	11,000
LEVEL	TEXT	TEXT		AMT		
TOTB	MISC BUILDING MAINTENANCE-(2) MENASHA STATIONS			11,000		
				11,000		
100-0501-522.25-01	Other Municipal Entities	3,435,021	3,536,647	2,947,210	3,536,647	3,528,693
*	Fire	3,447,923	3,546,907	2,956,575	3,546,907	3,539,693
**	General Fund	3,447,923	3,546,907	2,956,575	3,546,907	3,539,693

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2021**

ACCOUNT #	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 BUDGET	2020 YTD (9 MONTHS)	2020 ESTIMATE	2021 DEPT REQUEST	2021 PROPOSED	BUDGET CHANGE
<b>FIRE DEPARTMENT</b>								
<b><u>FIRE OPERATIONS (2301-712)</u></b>								
0101	Salaries	5,390,769	5,532,190	3,858,192	5,559,090	5,711,170	5,509,300	
0104	Overtime Wages	162,388	126,000	104,367	130,000	160,000	160,000	
0105	Reimbursement / Overtime	(10,395)	0	(2,789)	(3,000)	0	0	
0106	FLSA Overtime Wages	58,431	50,000	39,739	50,000	50,000	50,000	
0110	Health Insurance	884,499	935,110	692,101	919,740	912,780	912,780	
0111	Fringes	1,316,752	1,226,750	874,405	1,233,330	1,264,990	1,225,930	
0115	Schools/Seminars/Training	17,608	21,000	7,810	7,810	27,000	27,000	
0116	Test/Certification for Eq	9,458	10,000	5,843	10,000	10,590	10,590	
0117	Clothing Allowance	32,680	34,000	30,145	34,000	34,000	34,000	
0118	License Renewal	1,217	3,000	856	860	1,020	1,020	
0125	Employee School Reimb	0	0	167	170	150	150	
0128	Empl Recognition Awards	600	1,550	700	1,550	900	900	
	<b>Personal Services</b>	<b>7,864,007</b>	<b>7,939,600</b>	<b>5,611,536</b>	<b>7,943,550</b>	<b>8,172,600</b>	<b>7,931,670</b>	<b>(7,930)</b>
0202	Outside Printing	813	930	98	400	930	930	
0203	Postage	269	700	354	500	700	700	
0204	Conferences & Meetings	692	2,060	260	260	2,100	2,100	
0206	Advertising & Publication	0	200	0	0	200	200	
0207	Dues & Memberships	1,294	1,250	810	810	1,230	1,230	
0209	Maintenance of PPE/SCBA	2,564	3,200	1,264	3,200	3,300	3,300	
0210	Maint of Computer Hardwre	16	500	259	300	1,450	1,450	
0211	Maint of Other Equipment	1,860	3,710	705	3,710	3,710	3,710	
0213	Maint of Motor Vehicles	43,146	45,000	27,339	45,000	45,000	45,000	
0214	Maint of Buildings	4,415	6,800	1,041	6,800	7,500	7,500	
0215	Maint of Radio Equipment	6,075	6,700	6,022	6,700	6,700	6,700	
0216	Maint of Operating Equip	2,733	3,200	1,981	3,200	3,200	3,200	
0218	Maint of Software	13,027	12,870	35,169	35,170	40,000	33,710	
0221	Telephone	8,782	9,000	7,407	9,000	4,200	4,200	
0222	Electricity	49,497	50,350	34,524	35,000	47,000	47,000	
0223	Natural Gas	18,055	23,050	9,236	16,700	17,000	17,000	
0224	Water & Sewer	11,535	12,770	6,625	12,770	12,000	12,000	
0226	Storm Water	3,151	3,100	1,733	3,100	3,650	3,650	
0227	Cellular Telephone	6,378	5,900	5,720	8,710	10,200	10,200	
0232	Auditing Services	1,950	2,050	2,050	2,050	2,150	2,150	
0236	Outside Services	14,481	13,020	9,259	13,020	13,000	13,000	
0237	Pest Control	19	600	26	300	600	600	
0238	Professional Services	16,962	35,000	21,068	35,000	16,700	16,700	
0241	Tree Planting & Landscape	211	700	80	700	1,000	1,000	
0246	Liability Insurance	34,104	35,000	34,266	34,270	36,670	36,670	
0247	Auto/Physical Damage Ins	18,419	15,000	16,360	16,360	17,340	17,340	
0250	Maint of Training Tower	466	1,650	771	1,650	1,650	1,650	
0252	Rental of Equipment	312	390	612	620	350	350	
0254	Printer / Copies	2,856	3,240	1,832	2,560	2,560	2,560	
0255	Neenah City I/S Services	128,760	151,700	105,305	130,700	140,800	122,300	
0256	Neenah City Finance Ser.	24,400	25,100	18,825	25,100	25,750	25,750	
0257	Neenah City H/R Services	51,500	56,600	42,450	56,600	60,000	60,000	
0262	Public Relations/Services	6,514	8,000	3,147	3,150	8,000	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	
	<b>Contractual Services</b>	<b>475,256</b>	<b>539,640</b>	<b>396,598</b>	<b>513,410</b>	<b>536,940</b>	<b>512,150</b>	<b>(27,490)</b>



**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2021**

ACCOUNT #	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 BUDGET	2020 YTD (9 MONTHS)	2020 ESTIMATE	2021 DEPT REQUEST	2021 PROPOSED	BUDGET CHANGE
<b><u>FIRE OPERATIONS (2301-712) cont.</u></b>								
0301	Office Supplies	1,515	2,120	759	2,120	2,190	2,190	
0306	Cleaning/Janitor Supplies	11,891	15,000	8,308	15,000	15,450	15,450	
0308	Books and Periodicals	489	500	1,470	1,470	700	700	
0310	Gasoline & Oil	31,853	30,870	18,683	22,000	28,400	28,400	
0319	Safety Supplies	3,193	6,700	9,299	9,300	6,700	6,700	
0320	Small Tools	969	1,060	182	1,060	1,100	1,100	
0325	Consumable supplies	4,345	3,000	41	500	3,000	3,000	
0326	Photography Supplies	66	500	74	80	500	500	
0333	All Other Supplies	1,932	3,710	1,310	3,710	3,800	3,800	
0344	Small Equipment	6,879	8,800	3,478	8,800	9,800	9,800	
0347	Small Computer Hardware	350	620	437	500	620	620	
0348	Per Protective Equipment	44,097	55,000	6,790	55,000	65,000	65,000	
0350	Training Supplies	2,330	3,600	249	3,600	3,750	3,750	
	<b>Supplies &amp; Materials</b>	<b>109,909</b>	<b>131,480</b>	<b>51,080</b>	<b>123,140</b>	<b>141,010</b>	<b>141,010</b>	<b>9,530</b>
	<b>OPERATIONS</b>	<b>8,449,172</b>	<b>8,610,720</b>	<b>6,059,214</b>	<b>8,580,100</b>	<b>8,850,550</b>	<b>8,584,830</b>	<b>(25,890)</b>
							Percent Budget Change	<b>-0.30%</b>
<b><u>CAPITAL OUTLAY (2301-712)</u></b>								
8108	Office Furniture & Equip	2,566	2,500	1,010	2,500	2,500	2,500	
8113	Communication Equipment	3,841	3,900	2,495	3,900	3,980	3,980	
8114	Computer Software Outlay	2,280	1,000	0	0	1,000	1,000	
8115	Computer Hardware Outlay	1,556	9,520	698	700	1,000	1,000	
8133	All Other Equipment	18,433	20,000	2,492	20,000	22,000	22,000	
8149	Household Purchases	8,826	9,000	3,362	9,000	9,000	9,000	
	<b>Capital Outlay</b>	<b>37,502</b>	<b>45,920</b>	<b>10,057</b>	<b>36,100</b>	<b>39,480</b>	<b>39,480</b>	<b>(6,440)</b>
	<b>CAPITAL OUTLAY</b>	<b>37,502</b>	<b>45,920</b>	<b>10,057</b>	<b>36,100</b>	<b>39,480</b>	<b>39,480</b>	<b>(6,440)</b>
<b>FIRE OPERATIONS/CAPITAL OUTLAY</b>		<b>8,486,674</b>	<b>8,656,640</b>	<b>6,069,271</b>	<b>8,616,200</b>	<b>8,890,030</b>	<b>8,624,310</b>	<b>(32,330)</b>
							Percent Budget Change	<b>-0.37%</b>
<hr/>								
<b><u>REG SPEC OPER RESP TEAM (2314-172)</u></b>								
0104	Overtime Wages	4,230	18,000	0	9,000	20,000	20,000	
0105	Reimbursement / Overtime	(2,194)	(4,000)	0	0	(4,000)	(4,000)	
0111	Fringes	937	4,120	0	2,060	4,430	4,430	
	<b>Personal Services</b>	<b>2,973</b>	<b>18,120</b>	<b>0</b>	<b>11,060</b>	<b>20,430</b>	<b>20,430</b>	<b>2,310</b>
0216	Maint of Operating Equip	340	900	99	900	900	900	
	<b>Contractual Services</b>	<b>340</b>	<b>900</b>	<b>99</b>	<b>900</b>	<b>900</b>	<b>900</b>	<b>0</b>
0320	Small Tools	42	500	150	500	500	500	
0348	Per Protective Equipment	5,310	6,990	5,403	6,990	6,990	6,990	
0350	Training Supplies	234	500	0	500	500	500	
	<b>Supplies &amp; Materials</b>	<b>5,586</b>	<b>7,990</b>	<b>5,553</b>	<b>7,990</b>	<b>7,990</b>	<b>7,990</b>	<b>0</b>
8133	All Other Equipment	1,418	1,400	0	1,400	1,400	1,400	
	<b>Capital Outlay</b>	<b>1,418</b>	<b>1,400</b>	<b>0</b>	<b>1,400</b>	<b>1,400</b>	<b>1,400</b>	<b>0</b>
<b>REG SPEC OPER RESP TEAM</b>		<b>10,317</b>	<b>28,410</b>	<b>5,652</b>	<b>21,350</b>	<b>30,720</b>	<b>30,720</b>	<b>2,310</b>
							Percent Budget Change	<b>8.13%</b>

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2021**

ACCOUNT #	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 BUDGET	2020 YTD (9 MONTHS)	2020 ESTIMATE	2021 DEPT REQUEST	2021 PROPOSED	BUDGET CHANGE
<b>JOINT FIRE COMMISSION (2320-712)</b>								
0203	Postage	0	500	0	0	0	0	
0206	Advertising & Publication	0	1,000	0	1,000	1,800	1,800	
0236	Outside Services	91	2,500	1,163	2,500	2,500	2,500	
0261	Misc Expenditures	663	500	89	500	500	500	
	<b>Contractual Services</b>	<b>754</b>	<b>4,500</b>	<b>1,252</b>	<b>4,000</b>	<b>4,800</b>	<b>4,800</b>	<b>300</b>
	<b>JOINT FIRE COMMISSION</b>	<b>754</b>	<b>4,500</b>	<b>1,252</b>	<b>4,000</b>	<b>4,800</b>	<b>4,800</b>	<b>300</b>
Percent Budget Change								<b>6.67%</b>
<b>SPECIAL RESERVES &amp; ESCROW (2326-712)</b>								
0101	Salaries	0	0	0	0	7,020	7,020	
0110	Health Insurance	0	0	0	0	116,070	116,070	
0111	Fringes	0	0	0	0	1,480	1,480	
	<b>SPECIAL RESERVES &amp; ESCROW</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>124,570</b>	<b>124,570</b>	<b>124,570</b>
<hr/>								
<b>FIRE DEPARTMENT</b>		<b>8,497,745</b>	<b>8,689,550</b>	<b>6,076,175</b>	<b>8,641,550</b>	<b>9,050,120</b>	<b>8,784,400</b>	<b>94,850</b>
Percent Budget Change								<b>1.09%</b>
<b>REVENUES</b>								
	Boat Launch Fee	1,105	2,400	0	2,400	2,400	2,400	
	Interest on Investments	34,748	32,100	6,952	15,000	20,000	20,000	
	P-Card Rebate	6,219	4,000	2,152	4,000	4,000	4,000	
	Sale of Equipment	21,148	2,000	100	2,000	2,000	2,000	
	Consumable Supplies	0	500	0	500	500	500	
	<b>Revenues</b>	<b>63,220</b>	<b>41,000</b>	<b>9,204</b>	<b>23,900</b>	<b>28,900</b>	<b>28,900</b>	<b>(12,100)</b>
Percent Budget Change								<b>-29.51%</b>
<b>NET FIRE DEPARTMENT</b>		<b>8,434,525</b>	<b>8,648,550</b>	<b>6,066,971</b>	<b>8,617,650</b>	<b>9,021,220</b>	<b>8,755,500</b>	<b>106,950</b>
								<b>1.24%</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Emergency Government						
100-0502-522.22-01	Telephone	352	350	145	180	200
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
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Emergency Government	352	650	145	180	500
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	352	650	145	180	500

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Inspector	Sam Schroeder
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	General Government	100-0301-523	10/16/2020

#### **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.

#### **2020 ACCOMPLISHMENTS**

- Worked closely with the City's newest commercial contract, ALV Inspections to create a process and build on communication.
- Continue to implement full in-house process for issuance of residential permits, including permit intake, review, issuance, inspection and occupancy.
- Worked closely with the Health Sanitation and Code Enforcement to follow through with housing issues within the City of Menasha.
- To date (Oct. 11, 2020), the City has approved 17 new SF/TF homes and has approved more than 600 permits in 2020 including remodels and commercial developments.

#### **2021 OBJECTIVES**

- Work towards obtaining a 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
- Continue updating 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
- Go out for proposals to contract a commercial plumbing inspector to continue to provide the best services possible.

#### **MAJOR CHANGES FROM 2020 BUDGET**

<b>FUNDING SOURCES</b>	<b>2020 FUNDING</b>	<b>2021 FUNDING</b>	<b>POSITION TITLE</b>	<b>2020 # OF FTE'S</b>	<b>2021 # OF FTE'S</b>
TAXES	\$0.00	\$0.00	Building Inspector/Housin	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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>1.00</b>	<b>1.00</b>

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund							
Inspector							
100-0301-523.10-02		Salaries	60,007	61,928	46,344	61,928	62,312
100-0301-523.15-01		Health	20,829	20,925	16,453	20,925	22,653
100-0301-523.15-02		Life	73	106	76	106	108
100-0301-523.15-03		Dental	1,238	831	980	831	1,238
100-0301-523.15-04		Retirement	3,907	4,180	3,129	4,180	4,206
100-0301-523.15-05		FICA	4,215	4,347	3,252	4,347	4,545
100-0301-523.15-07		Vision	143	143	114	143	151
100-0301-523.15-08		Workers Comp	2,258	1,951	1,752	1,951	2,399
100-0301-523.15-10		Banked Sick Leave	521	535	488	535	620
100-0301-523.19-03		Uniform/Clothing Allow	71	100	0	100	100
100-0301-523.21-06		Management	3,203	55,000	13,395	65,165	55,000
LEVEL	TEXT		TEXT		AMT		
TOTB	CONTRACTED COMM. BLD SERVICES - 85% OF PERMIT FEES				52,000		
	ANNUAL LIQUOR INSPECTIONS				3,000		
					55,000		
100-0301-523.22-01		Telephone	632	1,000	437	500	500
100-0301-523.29-05		Vehicle/Equipment Rental	4,191	8,000	5,302	8,000	7,000
100-0301-523.29-07		Inhouse Info Tech Service	9,871	11,086	5,543	11,086	10,870
100-0301-523.30-12		Computer	0	0	0	0	800
LEVEL	TEXT		TEXT		AMT		
TOTB	2021 PC REPLACEMENT				800		
					800		
100-0301-523.30-18		Department	1,118	1,500	1,153	1,500	1,500
100-0301-523.32-01		Dues/Memberships/Licenses	100	700	206	400	700
100-0301-523.32-02		Periodicals/Subscriptions	230	50	0	0	50
100-0301-523.34-02		Registrations	447	1,500	345	600	1,500
*	Inspector		113,054	173,882	98,969	182,297	176,252
**	General Fund		113,054	173,882	98,969	182,297	176,252

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Sealer of Wgths & Meas	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Safety	100-0902-524	10/16/2020

#### **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).

#### **2020 ACCOMPLISHMENTS**

- An estimated 600 devices inspected and processed 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.

#### **2021 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 2020 BUDGET**

None

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Registered Sanitarian/Seal	0.15	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Health Educator	0.05	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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.20</b>	<b>0.20</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Sealer Weights & Measures						
100-0902-524.10-01	Wages	14,424	14,883	4,869	14,883	15,947
100-0902-524.10-03	Overtime/Doubletime	0	0	38	0	0
100-0902-524.15-01	Health	2,132	2,193	764	2,193	2,695
100-0902-524.15-02	Life	27	38	11	38	48
100-0902-524.15-03	Dental	203	138	74	138	248
100-0902-524.15-04	Retirement	913	1,005	329	1,005	1,076
100-0902-524.15-05	FICA	1,037	1,103	359	1,103	1,164
100-0902-524.15-07	Vision	18	19	7	19	23
100-0902-524.15-08	Workers Comp	528	469	183	469	614
100-0902-524.15-10	Banked Sick Leave	126	129	55	129	159
100-0902-524.24-04	Specialized Equipment	197	500	0	500	500
100-0902-524.29-05	Vehicle/Equipment Rental	2,980	2,600	1,456	2,600	2,600
100-0902-524.29-07	Inhouse Info Tech Service	1,415	1,588	794	1,588	1,623
100-0902-524.30-10	Office	25	25	0	25	25
100-0902-524.30-11	Postage	39	75	5	75	75
100-0902-524.30-18	Department	169	297	3	297	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		24,373	25,351	8,947	25,351	27,186
**      General Fund		24,373	25,351	8,947	25,351	27,186

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# **PUBLIC WORKS**

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Engineering	Adam Alix Corey Gordon
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	100-1002-541	10/16/2020

#### **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**

#### **2020 ACCOMPLISHMENTS**

Provided design, surveying, staking and inspection for all Public Works construction projects which included the paving of Racine Street, Seventh Street, State Street, DePere Street, Ninth Street, Manitowoc Street, Nicolet Boulevard, and the Jefferson Park Parking Lot. Worked in conjunction with the City of Neenah, the lead agency, for the rehabilitation of Abby Avenue. Assisted with the infrastructure installation for the Second Addition to Southfield and Third Addition to Woodland Hills. 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.

#### **2021 OBJECTIVES**

Continue with the sanitary sewer I/I removal program and the implementation of the Stormwater Action Plan. Perform all tasks to complete 2021 capital projects. Continue work with lean processes to improve efficiency of the department.

#### **MAJOR CHANGES FROM 2020 BUDGET**

No significant changes.

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
<b>TAXES</b>	\$0.00	\$0.00	Civil Engineer	0.20	0.20
<b>SPECIAL ASSESSMENTS</b>	\$0.00	\$0.00	Deputy Director of Eng.	0.15	0.15
<b>INTERGOV REVENUE</b>	\$0.00	\$0.00	Director of Public Works	0.30	0.30
<b>LICENSES &amp; PERMITS</b>	\$0.00	\$0.00	Engineering Aid III	0.45	0.45
<b>FINES &amp; FORFEITS</b>	\$0.00	\$0.00	Public Works Administrati	0.25	0.25
<b>PUBLIC CHARGES</b>	\$0.00	\$0.00			
<b>MISCELLANEOUS</b>	\$0.00	\$0.00			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>1.35</b>	<b>1.35</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Engineering						
100-1002-541.10-01	Wages	64,404	52,927	39,461	46,059	55,009
100-1002-541.10-02	Salaries	40,539	40,690	26,906	36,933	41,978
100-1002-541.10-03	Overtime/Doubletime	1,850	2,500	491	1,000	1,500
100-1002-541.15-01	Health	21,054	22,428	15,144	18,391	22,248
100-1002-541.15-02	Life	186	209	145	171	208
100-1002-541.15-03	Dental	1,513	952	1,124	1,363	1,478
100-1002-541.15-04	Retirement	6,425	6,489	4,467	5,457	6,648
100-1002-541.15-05	FICA	7,339	7,026	4,924	6,185	7,252
100-1002-541.15-07	Vision	159	158	117	141	162
100-1002-541.15-08	Workers Comp	3,380	2,842	2,242	2,773	2,295
100-1002-541.15-10	Banked Sick Leave	962	809	717	809	961
100-1002-541.19-03	Uniform/Clothing Allow	0	225	19	225	225
100-1002-541.21-02	Engineering	0	0	50	50	0
100-1002-541.22-01	Telephone	2,319	2,500	2,013	2,657	2,500
100-1002-541.29-01	Printing	250	0	0	0	0
100-1002-541.29-03	Advertising	443	0	0	0	0
100-1002-541.29-05	Vehicle/Equipment Rental	22,076	19,000	15,868	19,361	19,000
100-1002-541.29-07	Inhouse Technology Svcs	15,633	16,615	8,396	16,792	16,190
100-1002-541.30-10	Office	350	500	299	500	500
100-1002-541.30-11	Postage	174	200	53	75	200
100-1002-541.30-12	Computer	0	0	0	0	2,700
LEVEL	TEXT	TEXT AMT				
TOTB	SHARE OF COMPUTER REPLACEMENT (3)	2,700				
		2,700				
100-1002-541.30-15	Tools & Equipment	3,373	2,500	1,085	2,500	3,000
LEVEL	TEXT	TEXT AMT				
TOTB	GPS SURVEY EQUIPMENT UPGRADE	3,000				
		3,000				
100-1002-541.30-18	Department	1,357	2,250	397	1,000	2,250
100-1002-541.32-01	Dues/Memberships/Licenses	0	100	0	0	100
100-1002-541.34-02	Registrations	634	2,000	0	0	1,500
100-1002-541.34-03	Lodging/Meals	0	250	0	0	250
*	Engineering	194,420	183,170	123,918	162,442	188,154
**	General Fund	194,420	183,170	123,918	162,442	188,154

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Street Construction	Adam Alix Corey Gordon
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	100-1003-541	10/16/2020

#### 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

#### 2020 ACCOMPLISHMENTS

Through public bid, the following streets were improved: Racine Street, Seventh Street, State Street, DePere Street, Ninth Street, Manitowoc Street, Nicolet Boulevard, and Abby Avenue. Repaired a small section of asphalt pavement on Marquette Street.

#### 2021 OBJECTIVES

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

#### MAJOR CHANGES FROM 2020 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer	0.55	0.95
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Deputy Director of Engine	0.15	0.15
INTERGOV REVENUE	\$0.00	\$0.00	Deputy Director of Munici	0.04	0.04
LICENSES & PERMITS	\$0.00	\$0.00	Director of Public Works	0.15	0.15
FINES & FORFEITS	\$0.00	\$0.00	Engineering Aid III	0.50	0.50
PUBLIC CHARGES	\$0.00	\$0.00	Lead Person	0.50	0.00
MISCELLANEOUS	\$0.00	\$0.00	Light Equipment Operator	0.05	0.55
			Public Works Administrati	0.20	0.20
			Public Works Superintend	0.08	0.08
			Summer Help	0.17	0.10
			Truck Driver	1.10	0.70
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>3.49</b>	<b>3.42</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Street Construction						
100-1003-541.10-01	Wages	110,350	157,735	69,925	90,625	163,889
100-1003-541.10-02	Salaries	22,883	30,345	27,196	32,357	36,600
100-1003-541.10-03	Overtime/Doubletime	1,866	1,500	469	640	1,200
100-1003-541.10-08	Wages-Temp Help	971	1,848	319	479	2,369
100-1003-541.15-01	Health	23,974	41,218	21,003	26,710	35,991
100-1003-541.15-02	Life	263	286	138	185	277
100-1003-541.15-03	Dental	2,042	2,032	1,549	1,977	2,408
100-1003-541.15-04	Retirement	8,422	13,134	6,576	8,979	13,614
100-1003-541.15-05	FICA	9,720	14,577	7,178	9,872	15,120
100-1003-541.15-07	Vision	212	311	168	216	266
100-1003-541.15-08	Workers Comp	4,595	5,940	3,442	4,728	6,982
100-1003-541.15-10	Banked Sick Leave	940	1,670	955	1,248	1,734
100-1003-541.19-03	Uniform/Clothing Allow	279	645	198	177	645
100-1003-541.20-10	Pavement Maintenance	73,640	70,000	0	73,640	78,000
LEVEL	TEXT	TEXT AMT				
TOTB	CRACK SEAL	75,000				
	MILLING/PULVERIZE	3,000				
		78,000				
100-1003-541.24-05	Small Projects	0	30,000	87	30,000	20,000
100-1003-541.29-03	Advertising	443	0	0	0	0
100-1003-541.29-05	Vehicle/Equipment Rental	56,742	60,000	64,098	61,425	80,000
100-1003-541.29-07	Inhouse Technology Svcs	3,580	3,823	1,912	2,868	3,844
100-1003-541.30-15	Tools & Equipment	4,413	5,000	1,480	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	47,535	62,500	41,389	45,500	87,500
LEVEL	TEXT	TEXT AMT				
TOTB	CONCRETE, ASPHALT, STONE, ETC	35,000				
	LEAD SERVICE REPAIRS	20,000				
	CRUSHER RENTAL	27,500				
	MISC.-TOP SOIL/SEED,ETC.	5,000				
		87,500				
100-1003-541.32-01	Dues/Memberships/Licenses	0	0	144	144	0
100-1003-541.34-02	Registrations	20	500	0	0	500
100-1003-541.80-05	Other Equipment	2,000	0	0	0	2,500
LEVEL	TEXT	TEXT AMT				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TOTB	EQUIPMENT TRAILER		2,500 2,500			
100-1003-541.82-02	Construction	179,375	233,622	8,233	221,500	174,151
LEVEL	TEXT	TEXT AMT				
TOTB	NICOLET BLVD- NAYMUT TO WASHINGTON		154,151			
	PLANK ROAD-MILL/OVERLAY		20,000			
			174,151			
*	Street Construction	554,265	736,686	256,459	618,270	732,590
**	General Fund	554,265	736,686	256,459	618,270	732,590

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Street Excavation						
100-1004-541.10-01	Wages	21,066	0	28,870	30,000	0
100-1004-541.10-03	Overtime/Doubletime	192	0	66	25	0
100-1004-541.15-01	Health	4,418	0	5,647	3,500	0
100-1004-541.15-02	Life	16	0	20	22	0
100-1004-541.15-03	Dental	317	0	491	301	0
100-1004-541.15-04	Retirement	1,398	0	1,965	2,042	0
100-1004-541.15-05	FICA	1,577	0	2,142	2,226	0
100-1004-541.15-07	Vision	35	0	55	35	0
100-1004-541.15-08	Workers Comp	809	0	1,099	1,142	0
100-1004-541.15-10	Banked Sick Leave	320	0	280	183	0
100-1004-541.29-05	Vehicle/Equipment Rental	15,745	0	17,986	7,150	0
100-1004-541.30-18	Department	41,854	0	36,293	33,000	0
* Street Excavation		87,747	0	94,914	79,626	0
** General Fund		87,747	0	94,914	79,626	0

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Snow & Ice Removal	Thad Brown Adam Alix
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	100-1006-541	10/16/2020

#### 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

#### 2020 ACCOMPLISHMENTS

The 2019 - 2020 season experienced approximately 59" of snow while using 730 tons of salt.

#### 2021 OBJECTIVES

Continue providing quality snow & ice control and removal service, including anti-icing operations which will prevent the formation of ice on streets. Continue to better utilize our inventory of road salt, look at environmentally friendly alternatives, and improve practices to reduce its usage.

#### MAJOR CHANGES FROM 2020 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Deputy Director of Munici	0.01	0.01
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Heavy Equipment Operat	0.70	0.70
INTERGOV REVENUE	\$0.00	\$0.00	Light Equipment Operator	0.30	0.30
LICENSES & PERMITS	\$0.00	\$0.00	Public Works Superintend	0.08	0.08
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
			<b>TOTAL</b>	<b>1.09</b>	<b>1.09</b>
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>			



ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund							
Snow & Ice Removal							
100-1006-541.10-01 Wages			81,376	59,419	35,167	50,473	60,306
100-1006-541.10-02 Salaries			5,382	5,978	4,884	6,336	6,345
100-1006-541.10-03 Overtime/Doubletime			38,557	24,000	19,361	28,361	24,000
100-1006-541.10-08 Wages-Temp Help			0	0	180	180	0
100-1006-541.15-01 Health			29,819	21,620	10,710	15,225	21,880
100-1006-541.15-02 Life			154	113	96	141	118
100-1006-541.15-03 Dental			2,025	862	748	1,067	1,284
100-1006-541.15-04 Retirement			8,191	6,034	4,124	6,237	5,909
100-1006-541.15-05 FICA			9,218	6,739	4,553	6,882	6,657
100-1006-541.15-07 Vision			222	149	84	120	156
100-1006-541.15-08 Workers Comp			4,580	2,816	2,215	3,348	3,367
100-1006-541.15-10 Banked Sick Leave			355	565	410	581	647
100-1006-541.19-03 Uniform/Clothing Allow			289	300	221	300	410
100-1006-541.29-05 Vehicle/Equipment Rental			192,854	130,000	85,190	124,937	135,000
100-1006-541.29-07 Inhouse Technology Svcs			3,734	4,094	2,047	3,071	4,257
100-1006-541.30-11 Postage			110	100	55	83	100
100-1006-541.30-15 Tools & Equipment			17,370	18,000	14,904	18,000	20,000
LEVEL	TEXT		TEXT		AMT		
TOTB	PLOW BLADES INVENTORY				18,000		
	BROOM INVENTORY				2,000		
					20,000		
100-1006-541.30-18 Department			86,619	75,130	83,067	89,965	78,100
LEVEL	TEXT		TEXT		AMT		
TOTB	1000 TONS SEASONAL FILL @ \$77.10 / TON				77,100		
	200 TONS ON RESERVE-NOT INCLUDED IN BUDGET						
	ABRASIVES, MISC. SUPPLIES				1,000		
					78,100		
*	Snow & Ice Removal		480,855	355,919	268,016	355,307	368,536
**	General Fund		480,855	355,919	268,016	355,307	368,536

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Street Signs/Markings	Adam Alix Thad Brown
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	100-1008-541	10/16/2020

#### **RESPONSIBILITIES**

This account includes all costs for signing and marking of streets, traffic signal installation and maintenance. Major expenditures include street painting, sign and sign materials, repair of traffic signals, installation of new signals, and electricity.

#### **SERVICES PROVIDED**

#### **2020 ACCOMPLISHMENTS**

Installation of rapid flashing pedestrian crossing system on Plank Road at London Street and on Racine Street at Sixth Street, Contracted with Calumet County to paint the City's long lines, relocated traffic detection loops at Ninth Street and Appleton Road to improve turn movements, and applied for a WisDOT grant to fund the upgrade of all connecting highways traffic signals.

#### **2021 OBJECTIVES**

Update our sign inventory and replace old signage to ensure we meet minimum reflectivity standards and install additional traffic signal at Washington and River Street for paper mill traffic.

#### **MAJOR CHANGES FROM 2020 BUDGET**

No significant changes.

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Deputy Director of Munici	0.01	0.01
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Facilities Technician/Electr	0.10	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 Help	0.23	0.23
PUBLIC CHARGES	\$0.00	\$0.00	Traffic Technician	0.97	0.97
MISCELLANEOUS	\$0.00	\$0.00			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>1.65</b>	<b>1.65</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Street Signs-Markings						
100-1008-541.10-01	Wages	83,650	81,412	88,095	118,222	82,628
100-1008-541.10-02	Salaries	3,302	3,696	3,008	3,902	3,906
100-1008-541.10-03	Overtime/Doubletime	1,157	1,200	284	411	0
100-1008-541.10-08	Wages-Temp Help	4,309	5,280	2,850	4,275	5,520
100-1008-541.15-01	Health	27,789	29,042	29,845	32,710	31,031
100-1008-541.15-02	Life	108	194	138	182	201
100-1008-541.15-03	Dental	1,697	1,156	1,861	2,331	1,721
100-1008-541.15-04	Retirement	5,769	5,826	6,185	8,294	5,909
100-1008-541.15-05	FICA	6,795	6,650	6,820	7,981	6,580
100-1008-541.15-07	Vision	191	196	209	238	206
100-1008-541.15-08	Workers Comp	3,448	2,885	3,562	4,191	3,544
100-1008-541.15-10	Banked Sick Leave	796	735	773	1,003	855
100-1008-541.19-03	Uniform/Clothing Allow	418	410	97	146	410
100-1008-541.20-10	Pavement Maintenance	0	10,000	3,850	5,775	10,000
LEVEL	TEXT	TEXT AMT				
TOTB	TRAFFIC LINE PAINTING		10,000			
			10,000			
100-1008-541.21-02	Engineering	0	0	1,995	1,995	20,000
LEVEL	TEXT	TEXT AMT				
TOTB	SIGNAL TIMING STUDY (TO BE OFFSET BY GRANT)		20,000			
			20,000			
100-1008-541.22-01	Telephone	92	120	48	62	120
100-1008-541.22-03	Electricity	8,771	9,500	4,229	4,200	0
100-1008-541.22-04	Heat	594	1,000	89	90	0
100-1008-541.22-05	Water/Sewer	899	1,000	197	183	0
100-1008-541.24-03	Buildings	229	500	138	138	0
100-1008-541.24-04	Specialized Equipment	16,113	9,500	7,637	10,896	10,500
LEVEL	TEXT	TEXT AMT				
TOTB	TRAFFIC SIGNAL ANNUAL MAINTENANCE		3,500			
	LOOP AMPLIFIERS - (2)		1,000			
	WASHINGTON & RIVER SIGNAL HEAD		3,000			
	MISCELLANEOUS TRAFFIC SIGNAL MAINTENANCE		3,000			
			10,500			
100-1008-541.29-05	Vehicle/Equipment Rental	23,780	23,000	13,340	15,672	25,000
100-1008-541.29-07	Inhouse Technology Svcs	2,925	3,229	1,615	3,230	3,238
100-1008-541.30-15	Tools & Equipment	4,658	5,000	1,427	5,000	5,000
LEVEL	TEXT	TEXT AMT				
TOTB	CONES/BARRELS/BARRICADES		5,000			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
			5,000			
100-1008-541.30-18	Department	22,795	15,000	17,984	20,000	15,000
LEVEL	TEXT	TEXT	AMT			
TOTB	SIGN POST, BREAK AWAYS, BLANKS AND VINYL; TRAFFIC		15,000			
	SIGNAL PARTS, PAINT AND GLASS BEADS		15,000			
100-1008-541.80-05	Other Equipment	0	15,000	15,224	15,224	5,500
LEVEL	TEXT	TEXT	AMT			
TOTB	SHARE OF TOOL CAT LIFT		5,500			
			5,500			
*	Street Signs-Markings	220,285	231,531	211,500	266,351	236,869
**	General Fund	220,285	231,531	211,500	266,351	236,869

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Sidewalks & Crosswalks	Adam Alix Thad Brown
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	100-1009-541	10/16/2020

**RESPONSIBILITIES**

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

**SERVICES PROVIDED**

**2020 ACCOMPLISHMENTS**

Continued to bring crosswalks on City rehabilitated/reconstructed streets up to ADA compliance. Limited amount of sidewalk was replaced under our sidewalk replacement program.

**2021 OBJECTIVES**

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

**MAJOR CHANGES FROM 2020 BUDGET**

No significant changes.

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Common Laborer	0.30	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Deputy Director of Munici	0.01	0.01
INTERGOV REVENUE	\$0.00	\$0.00	Light Equipment Operator	0.00	0.30
LICENSES & PERMITS	\$0.00	\$0.00	Public Works Superintend	0.02	0.02
FINES & FORFEITS	\$0.00	\$0.00	Truck Driver	0.35	0.35
PUBLIC CHARGES	\$0.00	\$0.00	Lead Person	0.35	0.00
MISCELLANEOUS	\$0.00	\$0.00			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>1.03</b>	<b>0.68</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Sidewalks and Crosswalks						
100-1009-541.10-01	Wages	59,973	53,252	35,034	44,470	55,522
100-1009-541.10-02	Salaries	1,794	2,092	1,704	2,177	2,191
100-1009-541.10-03	Overtime/Doublertime	83	100	0	125	100
100-1009-541.10-08	Wages-Temp Help	11	0	44	44	0
100-1009-541.15-01	Health	13,768	11,423	6,714	12,930	6,693
100-1009-541.15-02	Life	63	57	39	64	59
100-1009-541.15-03	Dental	985	554	562	900	392
100-1009-541.15-04	Retirement	4,057	3,743	2,482	3,635	3,903
100-1009-541.15-05	FICA	4,578	4,195	2,721	4,094	4,310
100-1009-541.15-07	Vision	107	85	63	99	48
100-1009-541.15-08	Workers Comp	2,342	1,746	1,389	2,024	2,225
100-1009-541.15-10	Banked Sick Leave	809	479	355	409	395
100-1009-541.19-03	Uniform/Clothing Allow	111	300	50	100	0
100-1009-541.29-05	Vehicle/Equipment Rental	48,868	36,500	18,293	22,000	41,500
100-1009-541.30-15	Tools & Equipment	653	1,000	169	1,000	1,000
LEVEL	TEXT	TEXT AMT				
TOTB	CONCRETE TOOLS/FORMS	1,000				
		1,000				
100-1009-541.30-18	Department	18,165	25,700	35,411	36,000	25,000
LEVEL	TEXT	TEXT AMT				
TOTB	CONCRETE, REBAR, EXPANSION JOINT, ETC.	17,000				
	DETECTOR PLATES	8,000				
		25,000				
100-1009-541.80-05	Other Equipment	2,000	0	0	0	2,500
LEVEL	TEXT	TEXT AMT				
TOTB	1/3 EQUIPMENT TRAILER	2,500				
		2,500				
100-1009-541.82-02	Construction	0	0	0	0	1,575
LEVEL	TEXT	TEXT AMT				
TOTB	NICOLET BLVD- NAYMUT TO WASHINGTON	1,575				
		1,575				
*	Sidewalks and Crosswalks	158,367	141,226	105,030	130,071	147,413
**	General Fund	158,367	141,226	105,030	130,071	147,413

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
	Sidewalk Excavation					
100-1011-541.10-01	Wages	15,629	0	2,441	2,441	0
100-1011-541.15-01	Health	4,287	0	564	564	0
100-1011-541.15-02	Life	27	0	5	5	0
100-1011-541.15-03	Dental	288	0	50	50	0
100-1011-541.15-04	Retirement	1,029	0	165	165	0
100-1011-541.15-05	FICA	1,153	0	179	179	0
100-1011-541.15-07	Vision	32	0	6	6	0
100-1011-541.15-08	Workers Comp	595	0	93	93	0
100-1011-541.15-10	Banked Sick Leave	295	0	24	24	0
100-1011-541.29-05	Vehicle/Equipment Rental	3,290	0	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Sidewalk Excavation	26,625	0	3,527	3,527	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	26,625	0	3,527	3,527	0

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Street Lighting	Adam Alix Thad Brown
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	100-1012-541	10/16/2020

**RESPONSIBILITIES**

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

**SERVICES PROVIDED**

**2020 ACCOMPLISHMENTS**

Replaced 16 decorative street lights on Main Street with new street lights to match. Installed street light on Kernan Avenue at STH 114.

**2021 OBJECTIVES**

Installation of decorative street on Villa Way at County LP.

**MAJOR CHANGES FROM 2020 BUDGET**

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Common Laborer	0.10	0.10
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Facilities Technician/Elect	0.10	0.10
INTERGOV REVENUE	\$0.00	\$0.00	Truck Driver	0.05	0.05
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.25</b>	<b>0.25</b>



ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund							
Street Lighting							
100-1012-541.10-01	Wages		3,992	14,272	6,305	8,627	14,893
100-1012-541.10-03	Overtime/Doubletime		179	200	192	288	200
100-1012-541.15-01	Health		1,440	2,721	2,151	2,831	3,327
100-1012-541.15-02	Life		5	15	5	6	15
100-1012-541.15-03	Dental		86	208	146	194	310
100-1012-541.15-04	Retirement		273	977	438	603	1,019
100-1012-541.15-05	FICA		310	1,076	478	659	1,113
100-1012-541.15-07	Vision		7	31	14	18	34
100-1012-541.15-08	Workers Comp		156	456	244	336	580
100-1012-541.15-10	Banked Sick Leave		52	123	63	84	147
100-1012-541.19-03	Uniform/Clothing Allow		24	30	38	47	0
100-1012-541.22-03	Electricity		145,182	145,000	105,472	145,000	145,000
100-1012-541.24-04	Specialized Equipment		5,918	5,500	3,503	3,580	6,000
LEVEL	TEXT		TEXT	AMT			
TOTB	VILLA WAY & COUNTY LP-DECORATIVE STREET LIGHT			6,000			
				6,000			
100-1012-541.29-05	Vehicle/Equipment Rental		1,561	3,000	5,420	6,000	3,000
100-1012-541.30-15	Tools & Equipment		54	250	0	250	3,000
LEVEL	TEXT		TEXT	AMT			
TOTB	SHARE OF TOOL CAT LIFT ACCESSORY			2,750			
	MISC. TOOLS			250			
				3,000			
100-1012-541.30-18	Department		4,252	2,500	1,189	2,500	2,500
*	Street Lighting		163,491	176,359	125,658	171,023	181,138
**	General Fund		163,491	176,359	125,658	171,023	181,138

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Parking Lots & Meters	Adam Alix Thad Brown
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	100-1013-541	10/16/2020

#### 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

#### 2020 ACCOMPLISHMENTS

#### 2021 OBJECTIVES

Seal the Marina Place Parking Ramp's deck, construct pedestrian crossing in Broad Street West parking lot.

#### MAJOR CHANGES FROM 2020 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # 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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.21</b>	<b>0.21</b>

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund							
Parking Lots							
100-1013-541.10-01	Wages		11,883	11,646	4,372	11,307	11,819
100-1013-541.10-02	Salaries		645	713	593	536	762
100-1013-541.10-03	Overtime/Doubletime		1,120	1,000	587	587	1,000
100-1013-541.10-08	Wages-Temp Help		176	0	0	0	0
100-1013-541.15-01	Health		3,610	4,253	1,240	1,154	4,299
100-1013-541.15-02	Life		7	1	3	2	1
100-1013-541.15-03	Dental		230	169	89	84	252
100-1013-541.15-04	Retirement		896	902	376	873	917
100-1013-541.15-05	FICA		1,019	969	416	991	1,009
100-1013-541.15-07	Vision		25	29	10	10	31
100-1013-541.15-08	Workers Comp		512	421	204	420	519
100-1013-541.15-10	Banked Sick Leave		35	107	48	45	122
100-1013-541.19-03	Uniform/Clothing Allow		63	60	52	51	60
100-1013-541.21-06	Management		9,354	1,500	1,295	1,500	3,500
LEVEL	TEXT		TEXT	AMT			
TOTB	MARINA PLACE PARKING RAMP INSPECTION			2,000			
	MARINA PLACE PARKING RAMP SEALER			1,500			
				3,500			
100-1013-541.22-03	Electricity		454	425	293	456	425
100-1013-541.22-06	Storm Water		4,493	4,500	3,048	3,488	4,500
100-1013-541.29-05	Vehicle/Equipment Rental		12,313	11,000	7,833	10,410	11,000
100-1013-541.30-18	Department		0	1,000	490	1,000	7,000
LEVEL	TEXT		TEXT	AMT			
TOTB	BROAD STREET LOT PEDESTRIAN CROSSING			6,000			
	MISCELLANEOUS SUPPLIES			1,000			
				7,000			
*	Parking Lots		46,835	38,695	20,949	32,914	47,216
**	General Fund		46,835	38,695	20,949	32,914	47,216

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Canal Maint-Construction						
100-1014-543.22-05	Water/Sewer	161	170	107	126	170
100-1014-543.22-06	Storm Water	809	858	508	842	858
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Canal Maint-Construction	970	1,028	615	968	1,028
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	970	1,028	615	968	1,028

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Refuse Collect/Dispose	Adam Alix Thad Brown
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	100-1016-543	10/16/2020

#### 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

#### 2020 ACCOMPLISHMENTS

Collected approximately 6,300 tons of solid wastes.

#### 2021 OBJECTIVES

Continue to provide cost effect collection of the City's solid waste.

#### MAJOR CHANGES FROM 2020 BUDGET

No significant changes.

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer	3.00	2.85
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Deputy Director of Munici	0.06	0.06
INTERGOV REVENUE	\$0.00	\$0.00	Light Equipment Operator	0.00	0.15
LICENSES & PERMITS	\$0.00	\$0.00	Public Works Administrati	0.20	0.20
FINES & FORFEITS	\$0.00	\$0.00	Public Works Superintend	0.07	0.07
PUBLIC CHARGES	\$0.00	\$0.00	Sanitation Worker	1.00	0.92
MISCELLANEOUS	\$0.00	\$0.00	Summer Help	0.16	0.16
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>4.49</b>	<b>4.41</b>

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund							
Refuse Collect-Dispose							
100-1016-543.10-01	Wages		131,243	228,439	105,954	133,722	213,732
100-1016-543.10-02	Salaries		14,597	10,392	8,423	10,185	10,818
100-1016-543.10-03	Overtime/Doubletime		224	500	313	400	500
100-1016-543.10-08	Wages-Temp Help		1,379	3,168	0	0	3,971
100-1016-543.15-01	Health		27,111	39,020	14,493	17,380	42,221
100-1016-543.15-02	Life		349	361	303	380	380
100-1016-543.15-03	Dental		2,546	2,736	2,035	2,435	4,161
100-1016-543.15-04	Retirement		9,532	16,155	7,635	9,162	15,157
100-1016-543.15-05	FICA		10,960	18,010	8,647	10,390	17,074
100-1016-543.15-07	Vision		248	425	193	230	428
100-1016-543.15-08	Workers Comp		5,172	7,366	3,991	4,650	8,459
100-1016-543.15-10	Banked Sick Leave		1,246	2,064	1,116	1,300	2,217
100-1016-543.19-03	Uniform/Clothing Allow		1,161	1,155	581	1,155	0
100-1016-543.25-01	Other Municipal Entities		201,899	256,300	158,415	213,000	275,200
LEVEL	TEXT		TEXT AMT				
TOTB	TIPPING FEES-6300 TONS @ \$43.00/TON		270,900				
	WDNR LICENSE		4,300				
			275,200				
100-1016-543.29-01	Printing		370	1,000	927	927	1,000
100-1016-543.29-05	Vehicle/Equipment Rental		190,475	305,000	149,412	200,000	315,000
100-1016-543.29-07	Inhouse Info Tech Service		2,147	2,294	1,147	1,800	2,307
100-1016-543.30-11	Postage		0	100	0	0	100
100-1016-543.30-15	Tools & Equipment		6,483	7,000	6,871	7,000	8,000
LEVEL	TEXT		TEXT AMT				
TOTB	REFUSE CARTS/CART PARTS		7,000				
	RENTAL DUMPSTERS		1,000				
			8,000				
100-1016-543.30-18	Department		603	1,000	938	1,000	1,000
100-1016-543.32-01	Dues/Memberships/Licenses		704	704	0	0	704
*	Refuse Collect-Dispose		608,449	903,189	471,394	615,116	922,429
**	General Fund		608,449	903,189	471,394	615,116	922,429

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Commercial Overflow						
100-1017-543.10-01	Wages	83,149	0	63,578	85,359	0
100-1017-543.10-03	Overtime/Doubletime	271	0	68	75	0
100-1017-543.10-08	Wages-Temp Help	1,210	0	1,716	2,287	0
100-1017-543.15-01	Health	14,698	0	5,649	6,500	0
100-1017-543.15-02	Life	164	0	122	165	0
100-1017-543.15-03	Dental	1,589	0	839	1,000	0
100-1017-543.15-04	Retirement	5,454	0	4,323	5,450	0
100-1017-543.15-05	FICA	6,304	0	4,964	6,276	0
100-1017-543.15-07	Vision	162	0	86	102	0
100-1017-543.15-08	Workers Comp	3,184	0	2,482	3,150	0
100-1017-543.15-10	Banked Sick Leave	697	0	575	720	0
100-1017-543.25-01	Other Municipal Entities	53,202	0	41,273	52,450	0
100-1017-543.29-05	Vehicle/Equipment Rental	104,689	0	83,642	106,000	0
100-1017-543.30-18	Department	125	0	0	0	0
* Commercial Overflow		274,898	0	209,317	269,534	0
** General Fund		274,898	0	209,317	269,534	0

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Weed Control	Adam Alix Thad Brown
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	100-1018-543	10/16/2020

**RESPONSIBILITIES**

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

**SERVICES PROVIDED**

**2020 ACCOMPLISHMENTS**

**2021 OBJECTIVES**

**MAJOR CHANGES FROM 2020 BUDGET**

Increase due to shifting more summer help wages to this account for weed control of non park spaces.

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
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	0.09	0.22
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.32</b>	<b>0.45</b>



ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund							
Weed Cutting							
100-1018-543.10-01	Wages		8,192	12,811	9,402	10,500	13,001
100-1018-543.10-02	Salaries		804	891	740	951	953
100-1018-543.10-03	Overtime/Doubletime		14	0	25	38	0
100-1018-543.10-08	Wages-Temp Help		2,079	2,112	4,984	4,984	5,047
100-1018-543.15-01	Health		3,271	4,688	3,327	4,548	4,740
100-1018-543.15-02	Life		35	42	24	35	45
100-1018-543.15-03	Dental		205	187	265	368	278
100-1018-543.15-04	Retirement		590	925	687	960	942
100-1018-543.15-05	FICA		811	1,142	1,118	1,604	1,395
100-1018-543.15-07	Vision		23	32	29	39	34
100-1018-543.15-08	Workers Comp		417	499	573	819	721
100-1018-543.15-10	Banked Sick Leave		92	118	99	135	135
100-1018-543.19-03	Uniform/Clothing Allow		46	68	2	69	0
100-1018-543.29-05	Vehicle/Equipment Rental		17,130	18,000	11,143	12,000	20,000
100-1018-543.30-15	Tools & Equipment		595	600	0	600	1,000
LEVEL	TEXT		TEXT	AMT			
TOTB	BACK PACK SPRAYER/LAWNMOWER			1,000			
				1,000			
100-1018-543.30-18	Department		0	250	0	250	250
*	Weed Cutting		34,304	42,365	32,418	37,900	48,541
**	General Fund		34,304	42,365	32,418	37,900	48,541

<p style="text-align: center;"><b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b></p>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Valley Transit Subsidy	Sam Schroeder
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	100-0302-542	10/16/2020

#### RESPONSIBILITIES

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

#### SERVICES PROVIDED

#### 2020 ACCOMPLISHMENTS

**Ridership Trends.** Valley Transit ridership is down in the first six months of 2020 by 33%. In March 2020, the President of the United States declared an emergency due to a pandemic. The Governor of Wisconsin ordered the schools to close and in subsequent days a ban on mass gatherings along with a “safer at home” order was put into place. Most people chose to travel only when it was deemed essential. Many businesses remain closed to the public or are offering reduced services.

During the remainder of 2020 and throughout 2021, Valley Transit will continue to mitigate the effects and requirements of the pandemic. As soon as it is feasible, Valley Transit will work toward rebuilding ridership on the fixed route.

**Transit Development Plan.** Valley Transit’s Transit Development Plan (TDP) is was completed in 2020. During 2020 and 2021, the plan will be reviewed to determine the feasibility of recommendations with an implementation plan to follow.

**Cost Trends.** Valley Transit's fixed route operating expense have increased slightly over the past three years. The costs of insurance, fuel and utilities remain unpredictable, while personnel expenses continue to increase annually.

#### 2020 Capital Purchases

- **40’ Bus Replacement.** Valley Transit replaced five buses during 2020 with Volkswagen Mitigation Transit Capital Assistance Grant funds (100%) with local share payback (20%).
- **Support Vehicle.** Valley Transit purchased a new support vehicle during 2020.
- **Floor Sweeper/Scrubber.** Valley Transit replaced an old, worn out floor sweeper/scrubber during 2020.
- **Operations & Maintenance Facility Remodel – A&E.** Valley Transit’s main office, maintenance and bus storage facility located at 801 S. Whitman was built in 1983 and requires remodel. This project has begun in 2020 and is for A&E recommendations in preparation for construction work planned in 2021. This project includes starting a remodel of the employee locker room facilities to bring them into ADA compliance and improve conditions for employees.

#### 2021 OBJECTIVES

Valley Transit will continue to implement its Strategic Plan, Transit Development Plan, and look for ways to offset concerns with COVID-19.

#### 2021 Planned Capital Purchases

- **40’ Bus Replacement.** Valley Transit will continue replacing buses that have surpassed their useful life using Volkswagen Mitigation Transit Capital Assistance Grant funds.
- **Support Vehicle.** Valley Transit will purchase a new support vehicle during 2021.
- **Bus Stop Sign Replacement.** Valley Transit plans to replace current bus stop signs with updated logo and route information.
- **Operations & Maintenance Facility Remodel – A&E.** Valley Transit will continue the remodel project started in 2020.

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Valley Transit Subsidy	Sam Schroeder
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	100-0302-542	10/16/2020

**MAJOR CHANGES FROM 2020 BUDGET**

<b>FUNDING SOURCES</b>	<b>2020 FUNDING</b>	<b>2021 FUNDING</b>
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
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Valley Transit Subsidy						
100-0302-542.25-01	Other Municipal Entities	206,390	218,520	145,680	218,520	212,482
LEVEL	TEXT	TEXT AMT				
TOTB	VALLEY TRANSIT - ESTIMATED NET COST OF \$46,881	212,482				
		212,482				
*	Valley Transit Subsidy	206,390	218,520	145,680	218,520	212,482
**	General Fund	206,390	218,520	145,680	218,520	212,482

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT 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**

<p style="text-align: center;"><b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b></p>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Health Department	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0903-531	10/16/2020

#### 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

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Health Department	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0903-531	10/16/2020
<ul style="list-style-type: none"> <li>• Safe Child Passenger Checks (Car Seat Checks)</li> <li>• CPR and First Aid Instruction for City &amp; School District employees</li> <li>• Convene the Board of Health, Medical Advisory Board and Committee on Aging meetings</li> </ul>			

#### **2020 ACCOMPLISHMENTS**

##### **Accomplishments**

- Leading COVID-19 Public Health Emergency response for the City
- Developed and are maintaining COVID-19 Metrics for the City (daily and weekly summary reports)
- In cooperation with the Menasha Joint School District, developed and update the MJSD Pandemic Resilient Plan
- Convene school and university partners to provide situational awareness during the COVID-19 Public Health Emergency
- Convene faith-based partners to provide guidance and situational awareness during the COVID-19 Public Health Emergency.
- Coordinate with local health departments and health care system partners to promote COVID-19 testing for the community and public messages.
- Staff maintained Certified CPR/First Aid Instructor status
- Maintained a Facebook and web page
- Completed required communicable disease follow-up:
- 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
- Offered annual influenza vaccine clinic at Menasha City Center.
- Offered annual influenza vaccine clinic outreach to local businesses
- 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:
- Contracted with the Department of Children and Families to provide refugees who resettled in Menasha with health screenings
- Certified City and Menasha Joint School District employees in CPR and First Aid
- Completed car seat fittings for families during bi-monthly car seat checks, community events and by appointment at the health department.

#### **2021 OBJECTIVES**

- Respond to COVID-19 pandemic in cooperation with federal, state and local public health partners.
- 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
- Prepare for COVID-19 vaccine administration

#### **MAJOR CHANGES FROM 2020 BUDGET**



<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Health Department	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0903-531	10/16/2020

None

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Public Health Director	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Health Aide	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00	Public Health Deputy Dire	0.32	0.24
LICENSES & PERMITS	\$0.00	\$0.00	Public Health Nurse	2.70	2.68
FINES & FORFEITS	\$0.00	\$0.00	Public Health Dental Hygi	0.32	0.32
PUBLIC CHARGES	\$0.00	\$0.00	Vision Hearing Screener	0.11	0.11
MISCELLANEOUS	\$0.00	\$0.00	Interpreter/Translator	0.05	0.05
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>5.50</b>	<b>5.40</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Health Department						
100-0903-531.10-01	Wages	240,573	138,499	82,871	213,385	268,493
100-0903-531.10-02	Salaries	91,227	213,385	19,914	138,499	94,217
100-0903-531.10-03	Overtime/Doublertime	337	1,376	1,133	1,376	0
100-0903-531.10-08	Wages-Temp Help	783	4,319	900	4,319	4,714
100-0903-531.15-01	Health	54,576	56,676	16,677	56,676	59,524
100-0903-531.15-02	Life	1,279	1,651	375	1,651	1,495
100-0903-531.15-03	Dental	4,893	3,368	1,553	3,368	5,005
100-0903-531.15-04	Retirement	20,873	23,309	6,769	23,309	24,483
100-0903-531.15-05	FICA	24,247	26,156	7,640	26,156	26,895
100-0903-531.15-07	Vision	432	440	136	440	460
100-0903-531.15-08	Workers Comp	10,913	9,878	3,380	9,878	12,278
100-0903-531.15-10	Banked Sick Leave	2,604	3,089	1,168	3,089	3,598
100-0903-531.21-05	Medical	2,100	2,100	1,750	2,100	2,100
100-0903-531.22-01	Telephone	432	875	179	875	875
100-0903-531.24-01	Office Equipment	0	125	0	125	300
100-0903-531.24-03	Buildings	814	125	12	125	125
100-0903-531.24-04	Specialized Equipment	1,655	1,400	139	1,400	1,400
100-0903-531.29-01	Printing	0	200	0	200	200
100-0903-531.29-05	Vehicle/Equipment Rental	7,942	7,400	3,724	7,400	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	28,996	30,547	15,274	30,547	30,880
100-0903-531.30-10	Office	210	300	203	300	300
100-0903-531.30-11	Postage	750	950	548	950	950
100-0903-531.30-12	Computer	0	0	0	0	3,600
100-0903-531.30-13	Housekeeping	333	125	37	125	125
100-0903-531.30-15	Tools & Equipment	1,125	2,150	150	2,150	2,150
100-0903-531.30-18	Department	9,833	17,195	909	12,000	10,300
100-0903-531.32-01	Dues/Memberships/Licenses	1,225	1,300	1,104	1,300	1,300
100-0903-531.33-01	Mileage	1,085	1,000	242	1,000	1,000
100-0903-531.33-02	Registrations	0	360	0	360	360
100-0903-531.33-03	Lodging/Meals	31	152	0	152	152
100-0903-531.33-04	Other Expenses	2	2,090	0	1,000	2,090
100-0903-531.34-01	Mileage	0	200	0	200	200
100-0903-531.34-02	Registrations	2,747	2,090	0	1,000	2,090
100-0903-531.34-03	Lodging/Meals	0	500	0	250	500
100-0903-531.34-04	Other Expenses	11	25	16	25	25
* Health Department		526,046	567,375	173,812	559,750	583,604
** General Fund		526,046	567,375	173,812	559,750	583,604

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b> General Fund	<b>BUDGET NAME</b> Environmental Health	<b>PREPARED BY</b> Nancy McKenney
	<b>FUNCTION</b> Health and Human Servi	<b>BUDGET NUMBER</b> 100-0904-531	<b>DATE</b> 10/16/2020

#### **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

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Environmental Health	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0904-531	10/16/2020

#### **2020 ACCOMPLISHMENTS**

- Providing COVID-19 environmental health technical assistance and guidance to the City and business community.
- Providing environmental health technical assistance and guidance to conduct elections.
- Maintained agent contract and all records related to licenses and inspections conducted.
- Investigated all complaints related to human health hazards
- Took enforcement actions related to human health hazard laws.
- Completed inspections and human health hazard investigations
- Responded to dog bite follow ups
- Completed Certifications: Lead Risk Assessor; Asbestos Inspector; Asbestos Supervisor
- Completed Department of Natural Resource Inspections
- Standardized by the DATCP in the Wisconsin Food Code

#### **2021 OBJECTIVES**

- Provide COVID-19 environmental health technical assistance to the City and business community
- 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 2020 BUDGET**

The contract with the Bridges of Fox River Consortia are complete.

CITY OF MENASHA 2021 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Environmental Health	Nancy McKenney
			FUNCTION	BUDGET NUMBER	DATE
			Health and Human Servi	100-0904-531	10/16/2020
<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Registered Sanitarian	0.71	0.66
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Health Educator	0.15	0.00
INTERGOV REVENUE	\$0.00	\$0.00	TOTAL	0.86	0.66
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	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Environmental Health						
100-0904-531.10-01	Wages	52,344	55,563	24,600	55,563	52,624
100-0904-531.10-03	Overtime/Doubletime	0	0	222	500	0
100-0904-531.15-01	Health	8,559	8,925	3,988	8,925	8,895
100-0904-531.15-02	Life	124	175	58	175	157
100-0904-531.15-03	Dental	852	590	400	590	817
100-0904-531.15-04	Retirement	3,402	3,751	1,670	3,751	3,552
100-0904-531.15-05	FICA	3,838	4,092	1,813	4,092	3,840
100-0904-531.15-07	Vision	75	77	35	77	75
100-0904-531.15-08	Workers Comp	1,970	1,750	930	1,750	2,026
100-0904-531.15-10	Banked Sick Leave	437	480	269	480	524
100-0904-531.22-01	Telephone	504	525	383	525	522
100-0904-531.29-05	Vehicle/Equipment Rental	5,379	7,000	2,900	7,000	7,000
100-0904-531.29-07	Inhouse Info Tech Service	1,109	1,184	592	1,184	1,230
100-0904-531.30-10	Office	25	25	0	25	25
100-0904-531.30-11	Postage	178	200	87	200	200
100-0904-531.30-12	Computer	0	0	0	0	900
100-0904-531.30-15	Tools & Equipment	151	175	0	175	175
100-0904-531.30-18	Department	677	2,105	61	1,500	250
100-0904-531.32-01	Dues/Memberships/Licenses	377	475	350	475	475
100-0904-531.33-01	Mileage	187	290	0	100	290
100-0904-531.33-02	Registrations	55	150	0	150	150
100-0904-531.33-03	Lodging/Meals	13	100	0	50	100
100-0904-531.33-04	Other Expenses	0	20	0	20	20
100-0904-531.34-02	Registrations	745	600	0	600	600
100-0904-531.34-03	Lodging/Meals	0	164	0	100	164
100-0904-531.34-04	Other Expenses	0	20	0	20	20
* Environmental Health		81,001	88,436	38,358	88,027	84,631
** General Fund		81,001	88,436	38,358	88,027	84,631

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Health Screen/60+	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0905-531	10/16/2020

#### **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

#### **2020 ACCOMPLISHMENTS**

Due to the COVID-19 Public Health Emergency, resources have been redirected to COVID-19 response.

#### **2021 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.

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Health Screen/60+	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0905-531	10/16/2020
<ul style="list-style-type: none"> <li>• Maintain collaboration with the Memory Café to offer to programs to Menasha residents.</li> <li>• Apply for the Winnebago County grant funding to operate the Health Screening - 60 Plus program</li> </ul>			

**MAJOR CHANGES FROM 2020 BUDGET**

None

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>
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
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Health Screening/60 Plus						
100-0905-531.10-01	Wages	17,894	19,020	4,679	19,020	19,521
100-0905-531.15-01	Health	1,792	2,212	476	2,212	1,716
100-0905-531.15-04	Retirement	0	0	55	120	1,318
100-0905-531.15-05	FICA	1,250	1,458	329	1,458	1,373
100-0905-531.15-07	Vision	43	44	13	44	44
100-0905-531.15-08	Workers Comp	676	600	173	600	752
100-0905-531.15-10	Banked Sick Leave	150	165	54	165	194
100-0905-531.21-05	Medical	1,835	1,980	0	0	1,980
100-0905-531.24-04	Specialized Equipment	0	0	100	120	0
100-0905-531.30-11	Postage	8	0	0	0	20
100-0905-531.30-18	Department	408	52	4	812	52
100-0905-531.33-01	Mileage	164	0	0	0	0
100-0905-531.33-03	Lodging/Meals	8	0	0	0	0
100-0905-531.34-02	Registrations	35	0	0	0	0
* Health Screening/60 Plus		24,263	25,531	5,883	24,551	26,970
** General Fund		24,263	25,531	5,883	24,551	26,970

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Prevention Program	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0906-531	10/16/2020

#### 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.

#### 2020 ACCOMPLISHMENTS

Due to the COVID-19 Public Health Emergency, all resources from this grant program have been redirected to response efforts.

#### 2021 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 2020 BUDGET

Grant allocations were lower than anticipated (population based formula)

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # OF FTE'S</u>
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.05</b>	<b>0.05</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Prevention Program						
100-0906-531.10-01	Wages	5,387	3,214	739	3,214	3,285
100-0906-531.10-02	Salaries	732	0	0	0	0
100-0906-531.10-08	Wages-Temp Help	9	0	0	0	0
100-0906-531.15-01	Health	805	337	80	337	335
100-0906-531.15-02	Life	10	2	0	2	2
100-0906-531.15-03	Dental	63	15	6	15	23
100-0906-531.15-04	Retirement	348	217	49	217	222
100-0906-531.15-05	FICA	422	243	56	243	249
100-0906-531.15-07	Vision	7	3	0	3	3
100-0906-531.15-08	Workers Comp	228	101	28	101	126
100-0906-531.15-10	Banked Sick Leave	219	28	8	28	32
100-0906-531.20-05	Entertainment	400	0	0	0	0
100-0906-531.30-15	Tools & Equipment	909	0	0	0	0
100-0906-531.30-18	Department	1,846	534	0	534	393
100-0906-531.33-03	Lodging/Meals	200	0	0	0	0
* Prevention Program		11,585	4,694	966	4,694	4,670
** General Fund		11,585	4,694	966	4,694	4,670

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
CARES COVID19 Tracing						
100-0907-531.10-01	Wages	0	0	1,087	1,087	0
100-0907-531.10-08	Wages-Temp Help	0	0	4,948	146,079	0
100-0907-531.15-05	FICA	0	0	462	462	0
100-0907-531.15-08	Workers Comp	0	0	11	11	0
100-0907-531.30-18	Department	0	0	2,997	2,997	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	CARES COVID19 Tracing	0	0	9,505	150,636	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	0	0	9,505	150,636	0

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	School Health Aides	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0908-531	10/16/2020

#### **RESPONSIBILITIES**

Due to the COVID-19 Public Health Emergency, all health aides have been trained as contact tracers, useful to limit the spread of COVID-19 in schools and the community.

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**

Due to COVID-19 Public Health Emergency, all health aides have been trained to complete contact tracing, a useful service to the schools and community.

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

#### **2020 ACCOMPLISHMENTS**

All health aides have been trained to complete contact tracing which is useful to the community to limit the spread of COVID-19.

Provided annual training for all school health aides.

#### **2021 OBJECTIVES**

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

#### **MAJOR CHANGES FROM 2020 BUDGET**

School health aides have been integrated into COVID-19 Public Health Emergency response as contact tracers.

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	School Health Aides	1.38	1.38
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>1.38</b>	<b>1.38</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
School Health Aides						
100-0908-531.10-01	Wages	0	38,027	0	0	0
100-0908-531.10-08	Wages-Temp Help	34,573	0	28,679	38,027	33,016
100-0908-531.15-05	FICA	2,638	3,026	2,194	3,026	2,526
100-0908-531.15-08	Workers Comp	1,307	1,891	1,084	1,891	1,271
100-0908-531.30-18	Department	0	50	0	50	50
100-0908-531.34-02	Registrations	60	75	0	75	75
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	School Health Aides	38,578	43,069	31,957	43,069	36,938
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	38,578	43,069	31,957	43,069	36,938

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b> General Fund	<b>BUDGET NAME</b> Dental Program	<b>PREPARED BY</b> Nancy McKenney
	<b>FUNCTION</b> Health and Human Servi	<b>BUDGET NUMBER</b> 100-0909-531	<b>DATE</b> 10/16/2020

#### **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.

**In 2020 the United Way (grantor) authorized the redirection of funds to support responding to the COVID-19 Public Health Emergency,**

#### **2020 ACCOMPLISHMENTS**

**In 2020 the United Way (grantor) authorized the redirection of funds to support responding to the COVID-19 Public Health Emergency,**

**The public health registered dental hygienist is now trained and conducting COVID-18 contact tracing and follow up to limit the spread of COVID-19 in the community.**

#### **2019-20 School Year Accomplishments**

##### *Dental Screenings*

- Children had oral screenings (Preschool and Elementary; Middle school; High school)

##### *Fluoride Varnish Application*

- With parental permission, 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*

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

##### *Grant Funding Application*

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

Dental services are limited now and will resume when COVID-19 activity levels are low enough to allow for in-person learning.

#### **2021 OBJECTIVES**

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Dental Program	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0909-531	10/16/2020

**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 2020 BUDGET**

None

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Dental Assistant	0.14	0.14
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Health Dental Hygi	0.52	0.50
INTERGOV REVENUE	\$0.00	\$0.00	Public Health Educator	0.07	0.05
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.73</b>	<b>0.69</b>



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Dental Program						
100-0909-531.10-01	Wages	33,581	36,919	22,599	36,919	36,212
100-0909-531.10-08	Wages-Temp Help	0	3,819	0	1,250	0
100-0909-531.15-01	Health	6,527	7,008	4,521	7,008	7,076
100-0909-531.15-02	Life	43	105	47	105	96
100-0909-531.15-03	Dental	646	455	451	455	642
100-0909-531.15-04	Retirement	2,099	2,492	1,496	2,492	2,396
100-0909-531.15-05	FICA	2,516	2,790	1,691	2,790	2,704
100-0909-531.15-07	Vision	57	60	40	60	60
100-0909-531.15-08	Workers Comp	1,264	1,163	854	1,163	1,394
100-0909-531.15-10	Banked Sick Leave	284	319	235	319	353
100-0909-531.30-11	Postage	0	0	18	18	0
100-0909-531.30-18	Department	3,501	11,271	547	1,482	1,000
100-0909-531.33-01	Mileage	75	80	0	80	80
100-0909-531.33-02	Registrations	75	75	0	75	75
* Dental Program		50,668	66,556	32,499	54,216	52,088
** General Fund		50,668	66,556	32,499	54,216	52,088

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Communicable Disease	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0910-531	10/16/2020

#### **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**

#### **2020 ACCOMPLISHMENTS**

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

#### **2021 OBJECTIVES**

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

#### **MAJOR CHANGES FROM 2020 BUDGET**

None

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Public Health Educator	0.04	0.04
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.04</b>	<b>0.04</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Communicable Diseases						
100-0910-531.10-01	Wages	2,542	2,572	591	2,572	2,628
100-0910-531.15-01	Health	315	269	64	269	270
100-0910-531.15-02	Life	2	2	0	2	2
100-0910-531.15-03	Dental	22	13	5	13	19
100-0910-531.15-04	Retirement	165	174	39	174	177
100-0910-531.15-05	FICA	189	194	44	194	199
100-0910-531.15-07	Vision	3	2	0	2	2
100-0910-531.15-08	Workers Comp	96	81	22	81	101
100-0910-531.15-10	Banked Sick Leave	37	23	7	23	26
100-0910-531.30-10	Office	0	0	0	0	76
100-0910-531.30-18	Department	0	170	0	170	0
* Communicable Diseases		3,371	3,500	772	3,500	3,500
** General Fund		3,371	3,500	772	3,500	3,500

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Lead Free Delivery Gran	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0911-531	10/16/2020

#### **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

#### **2020 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

#### **2021 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 2020 BUDGET**

New Grant - similar funding

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>			<b>FUND</b> General Fund	<b>BUDGET NAME</b> Lead Free Delivery Gran	<b>PREPARED BY</b> Nancy McKenney
			<b>FUNCTION</b> Health and Human Servi	<b>BUDGET NUMBER</b> 100-0911-531	<b>DATE</b> 10/16/2020
<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>			
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Lead-free Delivery Grant						
100-0911-531.10-01	Wages	2,985	3,069	0	0	0
100-0911-531.10-02	Salaries	1,553	0	0	0	0
100-0911-531.10-08	Wages-Temp Help	17	277	0	0	0
100-0911-531.15-01	Health	697	1,054	0	0	0
100-0911-531.15-02	Life	7	1	0	0	0
100-0911-531.15-03	Dental	55	8	0	0	0
100-0911-531.15-04	Retirement	297	108	0	0	0
100-0911-531.15-05	FICA	303	122	0	0	0
100-0911-531.15-07	Vision	6	1	0	0	0
100-0911-531.15-08	Workers Comp	116	51	0	0	0
100-0911-531.15-10	Banked Sick Leave	281	14	0	0	0
100-0911-531.21-05	Medical	0	5,000	750	750	0
100-0911-531.30-18	Department	376	282	187	187	0
100-0911-531.34-03	Lodging/Meals	336	0	0	0	0
*      Lead-free Delivery Grant		7,029	9,987	937	937	0
**      General Fund		7,029	9,987	937	937	0

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Lead Prevention Grant	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0913-531	10/16/2020

#### **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

#### **2020 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.

#### **2021 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 2020 BUDGET**

None

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>
<b>TAXES</b>	\$0.00	\$0.00
<b>SPECIAL ASSESSMENTS</b>	\$0.00	\$0.00
<b>INTERGOV REVENUE</b>	\$0.00	\$0.00
<b>LICENSES &amp; PERMITS</b>	\$0.00	\$0.00
<b>FINES &amp; FORFEITS</b>	\$0.00	\$0.00
<b>PUBLIC CHARGES</b>	\$0.00	\$0.00
<b>MISCELLANEOUS</b>	\$0.00	\$0.00
<b>TOTAL</b>	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Lead Prevention Grant						
100-0913-531.10-01	Wages	3,035	2,129	1,288	2,129	2,593
100-0913-531.15-02	Life	2	2	1	2	2
100-0913-531.15-03	Dental	57	27	21	27	48
100-0913-531.15-04	Retirement	198	144	87	144	175
100-0913-531.15-05	FICA	228	153	97	153	195
100-0913-531.15-08	Workers Comp	115	67	48	67	100
100-0913-531.15-10	Banked Sick Leave	24	18	14	18	26
100-0913-531.30-18	Department	0	422	0	422	50
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Lead Prevention Grant	3,659	2,962	1,556	2,962	3,189
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	3,659	2,962	1,556	2,962	3,189



<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Immunization Grant	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0914-531	10/16/2020

#### **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 Sate Vaccine for Children Program
- Offer monthly vaccine clinks
- Promote childhood vaccinations to prevent communicable diseases
- Support the Annual Influenza Vaccine Clinic
- Enter vaccines in the Wisconsin Immunization Registry

#### **2020 ACCOMPLISHMENTS**

- Notified families of recommended vaccination for infants 24 months of age.
- Offered monthly vaccine clinics to families.
- Supported Annual Influenza Vaccine Clinic

#### **2021 OBJECTIVES**

- Notified families of recommended vaccination for infants 24 months of age.
- Offered monthly vaccine clinics to families.
- Meet or exceed 2020 benchmark of children residing in Menasha Health Department jurisdiction who turn 24 months of age and complete recommended vaccines.

#### **MAJOR CHANGES FROM 2020 BUDGET**

None

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>
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
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Immunization Grant						
100-0914-531.10-01	Wages	5,062	6,713	2,132	6,713	6,890
100-0914-531.15-01	Health	509	781	185	781	606
100-0914-531.15-04	Retirement	0	0	69	140	465
100-0914-531.15-05	FICA	363	515	151	515	484
100-0914-531.15-07	Vision	12	15	5	15	15
100-0914-531.15-08	Workers Comp	191	212	79	212	265
100-0914-531.15-10	Banked Sick Leave	49	58	23	58	69
100-0914-531.30-18	Department	2,295	1,104	31	225	0
100-0914-531.33-01	Mileage	2	0	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Immunization Grant	8,483	9,398	2,675	8,659	8,794
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	8,483	9,398	2,675	8,659	8,794

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Maternal Child Health	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0915-531	10/16/2020

#### **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).

#### **2020 ACCOMPLISHMENTS**

Grant resources have been redirected to COVID-19 Public Health Emergency Response.

#### **2021 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 2020 BUDGET**

None

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Public Health Educator	0.13	0.18
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.13</b>	<b>0.18</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Maternal Child Health						
100-0915-531.10-01	Wages	10,770	8,357	2,662	8,357	11,827
100-0915-531.15-01	Health	1,202	875	288	875	1,216
100-0915-531.15-02	Life	8	6	2	6	8
100-0915-531.15-03	Dental	85	40	22	40	84
100-0915-531.15-04	Retirement	701	564	178	564	798
100-0915-531.15-05	FICA	809	632	200	632	896
100-0915-531.15-07	Vision	10	7	3	7	10
100-0915-531.15-08	Workers Comp	401	263	99	263	455
100-0915-531.15-10	Banked Sick Leave	98	72	31	72	117
100-0915-531.30-18	Department	347	424	0	424	500
100-0915-531.32-01	Dues/Memberships/Licenses	0	0	0	0	200
100-0915-531.33-01	Mileage	55	186	0	186	200
100-0915-531.34-02	Registrations	0	125	0	125	125
100-0915-531.34-03	Lodging/Meals	93	38	0	38	50
* Maternal Child Health		14,579	11,589	3,485	11,589	16,486
** General Fund		14,579	11,589	3,485	11,589	16,486

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Dental Sealant Program	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0916-531	10/16/2020

#### **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.

#### **2020 ACCOMPLISHMENTS**

##### **2019-20 School Year**

- 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)
- Children received Individual oral hygiene instructions
- 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.

**Due to the COVID-19 Public Health Emergency, services will resume when school returns to in-person learning.**

#### **2021 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 2020 BUDGET**

None

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>			<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
			General Fund	Dental Sealant Program	Nancy McKenney
			<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
			Health and Human Servi	100-0916-531	10/16/2020
<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Public Health Dental Hygi	0.13	0.13
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.13</b>	<b>0.13</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Dental Sealant Program						
100-0916-531.10-01	Wages	8,457	8,728	3,363	8,728	8,374
100-0916-531.10-08	Wages-Temp Help	0	1,796	0	1,796	0
100-0916-531.15-01	Health	1,645	1,760	612	1,760	1,752
100-0916-531.15-02	Life	11	27	6	27	24
100-0916-531.15-03	Dental	166	116	61	116	161
100-0916-531.15-04	Retirement	495	589	184	589	565
100-0916-531.15-05	FICA	634	957	251	957	624
100-0916-531.15-07	Vision	15	15	5	15	15
100-0916-531.15-08	Workers Comp	319	461	127	461	322
100-0916-531.15-10	Banked Sick Leave	67	76	31	76	83
100-0916-531.30-18	Department	587	1,169	793	900	1,200
100-0916-531.32-01	Dues/Memberships/Licenses	75	0	0	0	0
100-0916-531.33-01	Mileage	113	0	0	0	0
100-0916-531.33-02	Registrations	0	100	0	0	0
100-0916-531.34-03	Lodging/Meals	82	0	0	0	0
* Dental Sealant Program		12,666	15,794	5,433	15,425	13,120
** General Fund		12,666	15,794	5,433	15,425	13,120

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Opiod Grant	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0917-531	10/16/2020

#### **RESPONSIBILITIES**

Opioid 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:

- Develop the Menasha Community Addiction Assistance (MCAAP) Program to assist individuals and families who are affected by substance use.
- Link community residents experiencing substance use challenges to a recovery coach and community resources.

#### **2020 ACCOMPLISHMENTS**

Made successful application and received a grant to develop 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,

#### **2021 OBJECTIVES**

This grant will 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 2020 BUDGET**

New Grant

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Public Health Nurse	0.00	0.03
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Police Officer	0.00	0.05
INTERGOV REVENUE	\$0.00	\$0.00	Public Health Educator	0.00	0.08
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.00</b>	<b>0.16</b>



ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund							
Opioid Grant							
100-0917-531.10-01		Wages	835	0	0	8,705	0
LEVEL	TEXT	TEXT AMT					
TOTB	\$16,903 FOR STAFFING IS BUDGTED ELSEWHERE IN HEALTH AND POLICE DEPT ACCOUNTS						
100-0917-531.10-02		Salaries	1,181	0	0	0	0
100-0917-531.10-03		Overtime/Doubletime	890	0	0	0	0
100-0917-531.15-01		Health	430	0	0	4,760	0
100-0917-531.15-02		Life	7	0	0	0	0
100-0917-531.15-03		Dental	33	0	0	0	0
100-0917-531.15-04		Retirement	238	0	0	0	0
100-0917-531.15-05		FICA	205	0	0	0	0
100-0917-531.15-07		Vision	5	0	0	0	0
100-0917-531.15-08		Workers Comp	82	0	0	0	0
100-0917-531.15-10		Banked Sick Leave	30	0	0	0	0
100-0917-531.21-05		Medical	8,070	0	0	4,400	8,000
100-0917-531.21-06		Management	17,000	0	15,094	30,188	50,982
100-0917-531.30-18		Department	1,042	0	0	0	7,615
100-0917-531.34-02		Registrations	0	0	0	0	750
100-0917-531.34-03		Lodging/Meals	0	0	0	0	750
*	Opioid Grant		30,048	0	15,094	48,053	68,097
**	General Fund		30,048	0	15,094	48,053	68,097

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Bio-Terrorism	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0918-531	10/16/2020

**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.

**2020 ACCOMPLISHMENTS**

- Leading COVID-19 Public Health Emergency Response
- Managed the Annual City of Menasha Influenza Vaccine Clinic, which is also an emergency preparedness exercise at the City Center at 100 Main Street.
- Maintained public health emergency preparedness training
- Participated in Northeast Wisconsin Public Health Emergency Preparedness Consortium to coordinate emergency preparedness efforts.

**2021 OBJECTIVES**

- Continue to manage the City of Menasha COVID-19 response and 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 2020 BUDGET**

None

CITY OF MENASHA 2021 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Bio-Terrorism	Nancy McKenney
			FUNCTION	BUDGET NUMBER	DATE
			Health and Human Servi	100-0918-531	10/16/2020
<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Public Health Educator	0.00	0.30
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Health Dental Hygi	0.00	0.05
INTERGOV REVENUE	\$0.00	\$0.00	TOTAL	0.00	0.35
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	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Bio-Terrorism						
100-0918-531.10-01	Wages	25,898	17,319	8,201	46,283	22,933
100-0918-531.10-02	Salaries	1,021	0	0	0	0
100-0918-531.10-03	Overtime/Doublertime	0	0	466	466	0
100-0918-531.10-08	Wages-Temp Help	594	0	883	883	0
100-0918-531.15-01	Health	3,548	1,934	952	1,934	2,701
100-0918-531.15-02	Life	39	15	6	15	22
100-0918-531.15-03	Dental	293	95	79	95	201
100-0918-531.15-04	Retirement	1,724	1,169	545	1,169	1,548
100-0918-531.15-05	FICA	2,051	1,309	719	1,309	1,734
100-0918-531.15-07	Vision	30	16	9	16	23
100-0918-531.15-08	Workers Comp	1,021	546	348	546	883
100-0918-531.15-10	Banked Sick Leave	319	150	91	150	227
100-0918-531.21-06	Management	6,000	6,000	4,500	6,000	6,000
100-0918-531.30-10	Office	0	0	52	52	0
100-0918-531.30-11	Postage	0	0	114	114	0
100-0918-531.30-18	Department	2,182	17,111	516	14,736	0
100-0918-531.33-01	Mileage	189	0	0	0	0
100-0918-531.33-02	Registrations	299	0	0	0	0
100-0918-531.33-04	Other Expenses	7	0	0	0	0
100-0918-531.34-02	Registrations	1,025	0	225	225	0
100-0918-531.34-03	Lodging/Meals	164	0	635	635	0
*      Bio-Terrorism		46,404	45,664	18,341	74,628	36,272
**      General Fund		46,404	45,664	18,341	74,628	36,272

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Twenty-Four/Seven Cov	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0919-531	10/16/2020

#### RESPONSIBILITIES

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

#### SERVICES PROVIDED

#### 2020 ACCOMPLISHMENTS

Provided staff with cell phones to facilitate business communication.

#### 2021 OBJECTIVES

Provide Bioterrorism staff with upgraded telephones to facilitate business communication.

#### MAJOR CHANGES FROM 2020 BUDGET

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 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
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Twenty-Four/Seven						
100-0919-531.10-01	Wages	0	0	189,237	0	0
100-0919-531.10-02	Salaries	0	0	50,234	0	0
100-0919-531.10-03	Overtime/Doubletime	0	0	13,795	0	0
100-0919-531.10-08	Wages-Temp Help	0	0	926	0	0
100-0919-531.15-01	Health	0	0	35,464	0	0
100-0919-531.15-02	Life	0	0	803	0	0
100-0919-531.15-03	Dental	0	0	3,155	0	0
100-0919-531.15-04	Retirement	0	0	16,492	0	0
100-0919-531.15-05	FICA	0	0	18,822	0	0
100-0919-531.15-07	Vision	0	0	310	0	0
100-0919-531.15-08	Workers Comp	0	0	8,765	0	0
100-0919-531.15-10	Banked Sick Leave	0	0	2,388	0	0
100-0919-531.22-01	Telephone	3,140	37,613	2,617	3,328	3,300
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Twenty-Four/Seven	3,140	37,613	343,008	3,328	3,300
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	3,140	37,613	343,008	3,328	3,300

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Senior Center	Nancy McKenney
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0920-531	10/16/2020

#### **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**

#### **2020 ACCOMPLISHMENTS**

- Publish and disseminate "The Chatter" to subscribers.
- Convened monthly Committee on Aging meetings.
- Developed innovative, alternative methods of reaching Senior Center participants during COVID-19 Public Health Emergency.

#### **2021 OBJECTIVES**

- Develop collaborative partnerships to offer innovative programs.
- 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.
- Seek re-accreditation.

#### **MAJOR CHANGES FROM 2020 BUDGET**

None

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>			<b>FUND</b> General Fund	<b>BUDGET NAME</b> Senior Center	<b>PREPARED BY</b> Nancy McKenney
			<b>FUNCTION</b> Health and Human Servi	<b>BUDGET NUMBER</b> 100-0920-531	<b>DATE</b> 10/16/2020
<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>			
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>			



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Senior Center						
100-0920-531.10-01	Wages	239	0	25,389	31,869	46,101
100-0920-531.10-02	Salaries	0	0	9,079	9,079	15,557
100-0920-531.10-08	Wages-Temp Help	0	0	750	750	0
100-0920-531.15-01	Health	77	0	928	928	6,796
100-0920-531.15-02	Life	0	0	6	6	15
100-0920-531.15-03	Dental	6	0	70	70	372
100-0920-531.15-04	Retirement	16	0	1,206	1,596	4,857
100-0920-531.15-05	FICA	17	0	2,696	3,196	2,744
100-0920-531.15-07	Vision	1	0	8	8	45
100-0920-531.15-08	Workers Comp	9	0	121	133	1,756
100-0920-531.15-10	Banked Sick Leave	5	0	89	155	169
100-0920-531.20-01	Janitorial	0	0	3,655	3,750	5,730
100-0920-531.20-07	Pest Control	0	0	318	318	330
100-0920-531.21-06	Management	93,527	95,333	7,000	7,000	0
100-0920-531.22-01	Telephone	0	0	48	60	60
100-0920-531.22-03	Electricity	0	0	1,197	1,800	3,000
100-0920-531.22-04	Heat	0	0	791	1,400	2,000
100-0920-531.22-05	Water/Sewer	0	0	652	1,300	1,300
100-0920-531.24-03	Buildings	4,196	10,000	1,374	3,000	7,500
100-0920-531.29-05	Vehicle/Equipment Rental	340	500	593	750	500
100-0920-531.29-07	Inhouse Info Tech Service	404	482	241	482	2,663
100-0920-531.30-10	Office	0	0	364	375	500
100-0920-531.30-11	Postage	231	0	239	340	0
100-0920-531.30-13	Housekeeping	92	200	1,262	1,300	1,500
100-0920-531.30-18	Department	0	0	377	400	2,000
100-0920-531.32-01	Dues/Memberships/Licenses	0	0	75	75	550
LEVEL	TEXT	TEXT AMT				
TOTB	WASC MEMBERSHIP	150				
	NISC MEMBERSHIP	150				
	ACCREDIATION	250				
		550				
100-0920-531.34-01	Mileage	0	0	0	0	100
100-0920-531.34-02	Registrations	0	0	0	0	400
100-0920-531.34-03	Lodging/Meals	0	0	0	0	300
*	Senior Center	99,160	106,515	58,528	70,140	106,845
**	General Fund	99,160	106,515	58,528	70,140	106,845

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
COVID19 Testing Coord						
100-0921-531.10-01	Wages	0	0	193	193	0
100-0921-531.10-02	Salaries	0	0	0	50,711	0
100-0921-531.10-08	Wages-Temp Help	0	0	4,152	0	0
100-0921-531.15-05	FICA	0	0	332	332	0
100-0921-531.15-08	Workers Comp	0	0	164	164	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	COVID19 Testing Coord	0	0	4,841	51,400	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	0	0	4,841	51,400	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
COVID-19						
100-0922-531.30-18	Department	0	0	26,793	0	75,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	COVID-19	0	0	26,793	0	75,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	0	0	26,793	0	75,000

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b> General Fund	<b>BUDGET NAME</b> Animal Impoundment	<b>PREPARED BY</b> Tim Styka
	<b>FUNCTION</b> Health and Human Servi	<b>BUDGET NUMBER</b> 100-0806-532	<b>DATE</b> 10/16/2020

#### **RESPONSIBILITIES**

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

#### **SERVICES PROVIDED**

#### **2020 ACCOMPLISHMENTS**

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

#### **2021 OBJECTIVES**

#### **MAJOR CHANGES FROM 2020 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 not anticipating any major changes for 2021.

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>
<b>TAXES</b>	\$0.00	\$0.00
<b>SPECIAL ASSESSMENTS</b>	\$0.00	\$0.00
<b>INTERGOV REVENUE</b>	\$0.00	\$0.00
<b>LICENSES &amp; PERMITS</b>	\$0.00	\$0.00
<b>FINES &amp; FORFEITS</b>	\$0.00	\$0.00
<b>PUBLIC CHARGES</b>	\$0.00	\$0.00
<b>MISCELLANEOUS</b>	\$0.00	\$0.00
<b>TOTAL</b>	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Animal Impoundment						
100-0806-532.25-01	Other Municipal Entities	5,840	7,500	2,400	4,425	6,500
*	Animal Impoundment	5,840	7,500	2,400	4,425	6,500
**	General Fund	5,840	7,500	2,400	4,425	6,500

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Resthaven Cemetery	Megan Sackett
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Health and Human Servi	100-0701-533	10/16/2020

#### **RESPONSIBILITIES**

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

#### **SERVICES PROVIDED**

- Provide affordable grave sites at Resthaven and a section of Oakhill Cemetery to residents and non-residents.
- Provide burial functions as requested.
- Perform recordkeeping administration with the use of Pontem cemetery software

#### **2020 ACCOMPLISHMENTS**

- Planted flowers at entrance and continued high level turf care.

#### **2021 OBJECTIVES**

- Fix wall/gate at entrance to cemetery

#### **MAJOR CHANGES FROM 2020 BUDGET**

None

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Park Laborer	0.20	0.20
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.20</b>	<b>0.20</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Resthaven Cemetery						
100-0701-533.10-01	Wages	7,183	11,265	4,802	6,500	11,431
100-0701-533.10-03	Overtime/Doublertime	270	200	380	380	200
100-0701-533.10-08	Wages-Temp Help	8,420	5,226	614	732	4,843
100-0701-533.15-01	Health	2,147	4,185	1,498	2,029	4,226
100-0701-533.15-02	Life	20	13	4	7	13
100-0701-533.15-03	Dental	155	167	106	137	248
100-0701-533.15-04	Retirement	487	774	348	478	785
100-0701-533.15-05	FICA	1,187	1,198	421	574	1,193
100-0701-533.15-07	Vision	17	29	12	15	30
100-0701-533.15-08	Workers Comp	595	526	215	294	638
100-0701-533.15-10	Banked Sick Leave	47	97	49	57	110
100-0701-533.19-03	Uniform/Clothing Allow	60	60	0	60	60
100-0701-533.22-03	Electricity	66	300	0	300	300
100-0701-533.22-06	Storm Water	482	1,300	355	1,200	600
100-0701-533.24-03	Buildings	0	200	0	200	2,700
LEVEL	TEXT	TEXT AMT				
TOTB	REPAIR OF WALL/GATE					
100-0701-533.29-05	Vehicle/Equipment Rental	7,079	7,500	6,443	7,500	7,500
100-0701-533.29-07	Inhouse Info Tech Service	2,189	2,442	1,221	1,832	2,556
100-0701-533.30-15	Tools & Equipment	0	150	0	150	150
100-0701-533.30-18	Department	492	500	0	500	500
*	Resthaven Cemetery	30,896	36,132	16,468	22,945	38,083
**	General Fund	30,896	36,132	16,468	22,945	38,083

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# **CULTURE & RECREATION**

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Public Library	Vicki Lenz
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Culture and Recreation	100-0601-551	10/16/2020

#### **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.

#### **2020 ACCOMPLISHMENTS**

Library Trustees continue their work on a facility plan, including touring other libraries (at the start of the year). A mother's room was completed on the mezzanine level. The software on two self-checkout machines was upgraded. Parking lot lights are being replaced with LED lighting. Linda Groh was named the library's Volunteer of the Year. Book sales were held outside on Fridays this summer. In response to the pandemic, all regular library services were redesigned: programs for children are filmed and available online, personal business services (computer assistance, printing, photocopying, notary public, faxing, etc.) are available with a safe procedure, materials are available at the front door by request, staff are answering reference questions and providing readers advisory by phone, and adult programs are online. Procedures for operating safely were developed.

#### **2021 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.
- Research and offer new programs.
- Help more community members become adopters of online resources.
- 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.

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Public Library	Vicki Lenz
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Culture and Recreation	100-0601-551	10/16/2020

**MAJOR CHANGES FROM 2020 BUDGET**

**Major Changes from the 2020 Budget**

- The 2021 budget includes 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.
- Some funding is included for professional development that will aid a library succession plan.
- The largest increase is in benefits. Historically, some employees opted out of health insurance; they are now opting in.

<b>FUNDING SOURCES</b>	<b>2020 FUNDING</b>	<b>2021 FUNDING</b>	<b>POSITION TITLE</b>	<b>2020 # OF FTE'S</b>	<b>2021 # OF FTE'S</b>
TAXES	\$0.00	\$0.00	Business Manager	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Librarian	3.00	3.00
INTERGOV REVENUE	\$0.00	\$0.00	Associate Librarian	1.50	2.75
LICENSES & PERMITS	\$0.00	\$0.00	Building Deputy Director	0.03	0.03
FINES & FORFEITS	\$0.00	\$0.00	Building Superintendent	0.02	0.02
PUBLIC CHARGES	\$0.00	\$0.00	Custodian	1.00	1.50
MISCELLANEOUS	\$0.00	\$0.00	Facilities Technician	0.21	0.21
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	Library Assistant	3.75	4.00
			Library Clerk	2.50	1.00
			Library Page	0.55	0.55
			Director	1.00	1.00
			Supervisor	3.00	3.00
			<b>TOTAL</b>	<b>17.56</b>	<b>18.06</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Public Library						
100-0601-551.10-01	Wages	548,991	609,957	426,286	544,048	638,237
100-0601-551.10-02	Salaries	324,038	314,720	265,673	356,080	316,063
100-0601-551.10-03	Overtime/Doubletime	6,464	3,283	2,969	4,200	3,000
100-0601-551.10-08	Wages-Temp Help	6,161	7,273	0	0	0
100-0601-551.10-09	Wages-Premium Pay	0	21,522	0	0	2,238
100-0601-551.15-01	Health	115,481	123,381	79,319	100,183	148,698
100-0601-551.15-02	Life	2,191	2,844	1,597	2,158	2,257
100-0601-551.15-03	Dental	10,504	7,442	7,959	10,084	10,530
100-0601-551.15-04	Retirement	53,094	58,687	42,732	47,605	64,208
100-0601-551.15-05	FICA	65,241	72,067	50,606	55,559	74,044
100-0601-551.15-07	Vision	910	942	753	954	913
100-0601-551.15-08	Workers Comp	3,628	3,162	2,780	3,554	3,807
100-0601-551.15-10	Banked Sick Leave	7,163	7,685	6,510	7,247	8,879
100-0601-551.19-03	Uniform/Clothing Allow	143	100	38	51	100
100-0601-551.20-01	Janitorial	19,431	20,214	15,165	22,000	0
100-0601-551.20-05	Entertainment	3,186	4,500	4,070	4,500	4,500
100-0601-551.21-02	Engineering	0	0	0	0	25,000

LEVEL	TEXT	TEXT	AMT
TOTB	ARCHITECTURAL RENDERING		25,000
			25,000

100-0601-551.21-03	Accounting/Financial	580	600	600	600	650
100-0601-551.21-06	Management	4,470	13,031	4,834	13,031	13,031
100-0601-551.22-01	Telephone	150	350	1,256	1,709	1,500
100-0601-551.22-03	Electricity	41,068	30,000	30,352	38,931	32,000
100-0601-551.22-04	Heat	17,048	15,000	9,209	13,813	16,000
100-0601-551.22-05	Water/Sewer	8,077	7,500	6,858	7,500	8,000
100-0601-551.22-06	Storm Water	1,643	1,700	1,233	1,700	1,700
100-0601-551.22-07	Fiber Optic	758	760	505	760	760
100-0601-551.24-01	Office Equipment	6,353	6,500	11,309	11,500	6,500
100-0601-551.24-03	Buildings	23,294	30,000	26,363	30,000	30,700
100-0601-551.24-04	Specialized Equipment	10,482	8,000	8,040	8,000	8,000
100-0601-551.25-01	Other Municipal Entities	84,566	84,563	84,566	84,566	84,563
100-0601-551.29-01	Printing	4	0	0	0	500
100-0601-551.29-02	Publishing	0	500	0	100	0
100-0601-551.29-05	Vehicle/Equipment Rental	3,009	3,000	1,616	3,000	3,000
100-0601-551.29-07	Inhouse Info Tech Service	6,928	7,399	3,700	7,399	7,690
100-0601-551.30-10	Office	10,013	7,000	3,452	7,000	7,000
100-0601-551.30-11	Postage	2,912	3,050	1,201	3,050	3,050
100-0601-551.30-13	Housekeeping	6,367	9,700	4,198	7,000	9,700
100-0601-551.30-14	Library Materials	195,594	212,000	109,777	212,000	200,000
100-0601-551.30-15	Tools & Equipment	735	750	196	750	1,000
100-0601-551.30-16	Promotional	4,602	9,000	8,045	8,000	9,000
100-0601-551.30-18	Department	15,192	15,000	8,039	13,000	15,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
100-0601-551.30-19	Office Furnishings	7,910	500	2,800	2,800	500
100-0601-551.32-01	Dues/Memberships/Licenses	2,465	1,500	492	500	1,500
100-0601-551.33-01	Mileage	683	750	267	300	750
100-0601-551.33-02	Registrations	15	850	0	0	850
100-0601-551.33-03	Lodging/Meals	1,046	1,800	0	0	1,800
100-0601-551.33-04	Other Expenses	22	1,300	60	60	1,300
100-0601-551.34-01	Mileage	527	200	0	0	200
100-0601-551.34-02	Registrations	916	750	0	0	7,000
100-0601-551.34-03	Lodging/Meals	2,509	650	314	314	650
100-0601-551.34-04	Other Expenses	715	100	0	0	100
100-0601-551.51-03	Property	6,413	7,055	3,528	7,055	7,549
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Public Library	1,633,692	1,738,637	1,239,267	1,642,661	1,784,017
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	1,633,692	1,738,637	1,239,267	1,642,661	1,784,017

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Parks Department	Megan Sackett
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Culture and Recreation	100-0703-553	10/16/2020

#### **RESPONSIBILITIES**

Provide a place where people can recreate and enjoy the natural beauty of Menasha through well-maintained parks, trails, open space and related facilities to enjoy all the benefits provided by a quality park system.

#### **SERVICES PROVIDED**

- Provide and maintain a comprehensive system of parks, trails and open space for benefit of all residents.
- Rent park facilities to the public.
- Offer and maintain four public boat launches.
- Assist community groups conducting large community or special events.
- Provide resident customer service on a variety of park related matters.

#### **2020 ACCOMPLISHMENTS**

- Completed the first phase of construction according the Jefferson Park vision plan including the parking lot near the Jefferson Park pavilion, removal of the west diamond at Jefferson Park with open space in preparation for new playground at Jefferson Park and added two half-court basketball courts near Jefferson School
- Realigned a portion of the Jefferson Park trail to accommodate continuation of shorewall construction
- Regraded/seeded a section of Smith and Shepard Parks to improve drainage
- Put in additional playground equipment at Clovis Grove Park along with poured in place surfacing beneath the playground equipment
- Crack filled and sealed trails in Jefferson Park and Barker Farms.
- Installation of Nature's Way trail on the north side of the Menasha Conservancy
- Gilbert Trail gazebo concrete/shoreline repair

#### **2021 OBJECTIVES**

- Crack fill and seal the Manitowoc Rd., Province and Trestle trails.
- Continue building a shorewall cap in Jefferson Park
- Renovation of Barker Farms Park basketball park
- Engineering and design of Lawson Canal restoration project
- Fundraise and design of new community-focused inclusive playground at Jefferson Park
- Upgrade of Jefferson Park lighting to LED
- Replacement of Smith Park pavilion roof
- Grading/Seeding of Koslo Park baseball diamond to improve drainage
- Place landscaping around the new Jefferson Park basketball courts

#### **MAJOR CHANGES FROM 2020 BUDGET**

- Redistribution of wages of the Parks & Recreation Director and Clerk to more accurately reflect distribution of workload (Director – 52% Rec, 35% Parks, 8% Pool, 5% Forestry; Clerk – 75% Rec, 17% Parks, 8% Pool)

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>			<b>FUND</b> General Fund	<b>BUDGET NAME</b> Parks Department	<b>PREPARED BY</b> Megan Sackett
			<b>FUNCTION</b> Culture and Recreation	<b>BUDGET NUMBER</b> 100-0703-553	<b>DATE</b> 10/16/2020
<b>FUNDING SOURCES</b>	<b>2020 FUNDING</b>	<b>2021 FUNDING</b>	<b>POSITION TITLE</b>	<b>2020 # OF FTE'S</b>	<b>2021 # OF FTE'S</b>
TAXES	\$0.00	\$0.00	Admin Assistant (Garage)	0.20	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Arborist	0.10	0.10
INTERGOV REVENUE	\$0.00	\$0.00	Dept Dir of Munip Operati	0.10	0.10
LICENSES & PERMITS	\$0.00	\$0.00	DPW Laborer	0.15	0.15
FINES & FORFEITS	\$0.00	\$0.00	DPW / Park Superintend	0.08	0.08
PUBLIC CHARGES	\$0.00	\$0.00	Facility Tech / Electrician	0.08	0.08
MISCELLANEOUS	\$0.00	\$0.00	Park Laborers (5)	4.10	4.10
			Park Lead	0.50	0.50
			Seasonal Laborers (4)	1.72	1.92
			Summer Laborers (3)	0.69	0.69
			Rec Director	0.00	0.08
			Admin Assistant (Rec)	0.00	0.08
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>7.72</b>	<b>8.08</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Parks Department						
100-0703-553.10-01	Wages	272,048	284,928	211,804	283,325	301,980
100-0703-553.10-02	Salaries	17,434	14,143	11,312	14,663	41,884
100-0703-553.10-03	Overtime/Doubletime	18,431	17,500	14,696	17,500	17,500
100-0703-553.10-08	Wages-Temp Help	59,222	73,680	59,433	69,905	71,690
100-0703-553.15-01	Health	93,805	101,212	70,671	88,835	110,320
100-0703-553.15-02	Life	941	1,188	753	980	1,118
100-0703-553.15-03	Dental	6,425	4,374	4,839	6,089	6,702
100-0703-553.15-04	Retirement	21,182	22,644	16,952	22,382	25,709
100-0703-553.15-05	FICA	27,127	29,103	22,000	28,622	31,965
100-0703-553.15-07	Vision	701	727	520	654	759
100-0703-553.15-08	Workers Comp	13,363	12,445	10,840	14,102	14,989
100-0703-553.15-09	Unemployment Comp	8,880	8,000	5,076	8,000	8,000
100-0703-553.15-10	Banked Sick Leave	2,626	2,582	2,257	2,892	3,278
100-0703-553.19-03	Uniform/Clothing Allow	1,355	1,479	576	567	1,479
100-0703-553.20-06	Lawn Care	1,565	1,000	1,100	1,100	1,000
100-0703-553.20-07	Pest Control	686	650	367	650	650
100-0703-553.20-09	Sanitation	5,593	5,500	4,100	3,915	5,500
100-0703-553.21-02	Engineering	7,294	6,000	414	621	6,000
100-0703-553.22-01	Telephone	1,814	2,250	1,162	1,524	1,750
100-0703-553.22-03	Electricity	35,855	35,000	23,389	27,775	35,000
100-0703-553.22-04	Heat	3,161	4,000	1,550	3,800	4,000
100-0703-553.22-05	Water/Sewer	22,221	24,000	15,458	23,600	24,000
100-0703-553.22-06	Storm Water	19,846	19,000	14,327	19,000	19,000
100-0703-553.24-02	Tools & Equipment	466	6,500	3,876	6,500	6,500
100-0703-553.24-03	Buildings	23,116	22,500	7,627	22,500	29,500
LEVEL	TEXT	TEXT AMT				
TOTB	INCLUDES JEFFERSON PARK BASKETBALL COURT					
	LANDSCAPING; MILL ST. FOUNTAIN; HART PARK CAMERAS					
100-0703-553.24-04	Specialized Equipment	0	4,000	1,646	4,000	4,000
100-0703-553.24-05	Small Projects	13,227	12,500	9,350	12,500	12,500
100-0703-553.29-01	Printing	5,338	3,500	840	3,500	3,500
100-0703-553.29-03	Advertising	0	0	6	6	0
100-0703-553.29-04	Vehicle Repair	0	10,000	0	12,000	7,000
100-0703-553.29-05	Vehicle/Equipment Rental	121,443	135,000	85,927	135,000	135,000
100-0703-553.29-07	Inhouse Info Tech Service	5,457	5,878	2,777	5,878	5,618
100-0703-553.30-10	Office	0	250	38	250	250
100-0703-553.30-11	Postage	1,584	100	122	122	200
100-0703-553.30-13	Housekeeping	3,999	2,600	5,728	2,600	2,600
100-0703-553.30-15	Tools & Equipment	5,230	5,000	2,960	5,000	5,000
100-0703-553.30-18	Department	24,356	38,000	30,904	38,000	38,000
100-0703-553.32-01	Dues/Memberships/Licenses	0	100	0	100	100
100-0703-553.34-02	Registrations	1,010	500	150	500	500
100-0703-553.34-03	Lodging/Meals	444	500	65	500	500
100-0703-553.38-01	Fuel	4,995	3,500	8,184	10,160	4,000



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
* Parks Department		852,240	921,833	653,796	899,617	989,041
** General Fund		852,240	921,833	653,796	899,617	989,041

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Recreation Department	Megan Sackett
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Culture and Recreation	100-0702-552	10/16/2020

#### **RESPONSIBILITIES**

Plan, manage and implement recreation programs and events for the community that will enhance the quality of life for City residents.

#### **SERVICES PROVIDED**

- Offer opportunities for improving physical health, social interaction and educational opportunities while creating a sense of community among residents.
- Plan and administer year around adult and youth recreation programs.
- Plan and administer family-oriented special events.
- Collaborate with like-minded service providers whenever possible.
- Provide community members and park users opportunities to be involved in the community through volunteer opportunities

#### **2020 ACCOMPLISHMENTS**

- Established an Instagram page (Menasha Recreation and Pool) to better connect with residents and program supporters. Continued to creatively connect with residents and program supporters through our Facebook page
- Increased staff training including customer service, trauma-informed care overview, mandated reporting, back-pocket games, COVID specific protocol to prepare them for real life scenarios while in the field
- Successfully started a new day camp program while collaborating with MJSD to offer free lunch and snack to all Day Camp participants
- Created and distributed a sponsorship brochure to increase awareness of our community special events and how local businesses can become involved and support the community
- Transitioned Recreation Supervisor Position to Recreation/Senior Services Manager position to work cooperatively with Health Dept to manage Senior Center operations
- Retirement of 30 year Director and hired new Director & Rec/Sr. Services Manager
- Hosted 2020 Day in the Park Senior event with local Rec Departments & YMCA
- Celebrated 40th Annual Grunski
- Added fall special event (Scarecrow Scamper)

#### **2021 OBJECTIVES**

- Continue acclimation of the Parks & Recreation Director and Recreation/Senior Services Manager to Park, Recreation and Pool operations.
- Continue to build community organization relationships and seek to increase program and event sponsorship.
- Continue to review and improve the quality and promotion of existing programs with the goal of increasing registration and attendance while ensuring we are meeting the needs of our community residents
- Continue program collaboration with other City departments and neighboring service providers (i.e. MJSD and Boys and Girls Club, Menasha Library)
- Develop programs and services at Hart Park to increase positive interactions and deter criminal behavior
- Build a volunteer network and database to help offset the cost of special event staffing needs
- Work with local non-profit groups to collaboratively offer a beer garden at Jefferson Park
- Enhance the look of the Recreation Guide and expand distribution

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Recreation Department	Megan Sackett
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Culture and Recreation	100-0702-552	10/16/2020

**MAJOR CHANGES FROM 2020 BUDGET**

- Redistribution of wages of the Parks & Recreation Director and Clerk to more accurately reflect distribution of workload (Director – 52% Rec, 35% Parks, 8% Pool, 5% Forestry; Clerk – 75% Rec, 17% Parks, 8% Pool)
- Addition of Hart Park programming

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Director	1.00	0.52
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Admin Assistant	1.00	0.75
INTERGOV REVENUE	\$0.00	\$0.00	Supervisor	0.60	0.62
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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>4.86</b>	<b>4.15</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Recreation Department						
100-0702-552.10-01	Wages	59,653	45,653	39,834	50,296	34,788
100-0702-552.10-02	Salaries	85,346	119,983	117,464	134,707	75,346
100-0702-552.10-03	Overtime/Doublertime	106	0	196	196	0
100-0702-552.10-08	Wages-Temp Help	62,988	60,900	43,846	50,000	63,600
100-0702-552.15-01	Health	43,515	45,891	29,369	35,752	34,510
100-0702-552.15-02	Life	665	807	424	467	181
100-0702-552.15-03	Dental	2,628	1,850	1,875	2,301	1,939
100-0702-552.15-04	Retirement	9,441	11,180	8,298	10,514	8,432
100-0702-552.15-05	FICA	15,037	16,546	12,502	15,226	12,865
100-0702-552.15-07	Vision	305	319	217	267	236
100-0702-552.15-08	Workers Comp	6,236	5,771	4,302	5,318	5,359
100-0702-552.15-09	Unemployment Comp	0	0	459	459	0
100-0702-552.15-10	Banked Sick Leave	1,335	1,432	1,196	1,466	1,095
100-0702-552.20-03	Temp Staffing	1,177	4,500	910	910	4,000
100-0702-552.20-05	Entertainment	2,640	2,700	950	950	2,700
100-0702-552.22-01	Telephone	1,287	1,400	884	1,212	1,450
100-0702-552.29-01	Printing	5,554	8,000	3,930	4,000	8,000
100-0702-552.29-03	Advertising	623	700	911	911	700
100-0702-552.29-05	Vehicle/Equipment Rental	0	500	26,347	500	500
100-0702-552.29-07	Inhouse Info Tech Service	11,686	12,813	6,569	12,813	12,710
100-0702-552.30-10	Office	1,056	3,100	537	630	1,200
100-0702-552.30-11	Postage	3,392	5,900	2,022	2,300	4,500
100-0702-552.30-12	Computer	0	0	0	0	900
100-0702-552.30-15	Tools & Equipment	55	0	0	0	0
100-0702-552.30-18	Department	9,157	9,300	3,373	4,000	9,300
100-0702-552.30-19	Office Furnishings	0	0	2,540	2,540	0
100-0702-552.32-01	Dues/Memberships/Licenses	1,702	1,275	331	700	1,275
100-0702-552.33-01	Mileage	0	0	0	0	250
100-0702-552.33-03	Lodging/Meals	43	0	0	0	0
100-0702-552.34-02	Registrations	833	1,400	50	50	1,200
100-0702-552.34-03	Lodging/Meals	131	400	0	0	600
* Recreation Department		326,591	362,320	309,336	338,485	287,636
** General Fund		326,591	362,320	309,336	338,485	287,636

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Swimming Pool	Megan Sackett
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Culture and Recreation	100-0704-552	10/16/2020

#### **RESPONSIBILITIES**

Provide a safe, affordable aquatic facility for residents and local community members to enjoy in the summer.

#### **SERVICES PROVIDED**

- Provide full seasonal facility availability that accommodates to individual and family schedules.
- Educate, promote and provide water safety, swimming lessons and classes for youth
- Provide consistent, reliable and quality recreational swimming opportunities.

#### **2020 ACCOMPLISHMENTS**

- Successfully offered a safe aquatic experience for staff and guests during a pandemic
- Pool managers attended state aquatic workshop offering opportunities to network and learn current aquatic trends and enhance our pool operations and management
- Rehabilitation of pool house (including lobby, office, male/female changing rooms) with new paint, epoxy floor and benches

#### **2021 OBJECTIVES**

- Support qualified staff through competitive pay, regular training and certification.
- Replace VSD Transfer pump to improve efficiency of pool maintenance and save energy.
- Establish Friends group to bring awareness, additional promotion and usage of the pool
- Partner with other agencies including MJSD and Boys and Girls Club and private businesses to support, expand and enhance programming and events.
- Replacement of lounge chairs

#### **MAJOR CHANGES FROM 2020 BUDGET**

- Replace VSD transfer pump
- Redistribution of wages of the Parks & Recreation Director and Clerk to more accurately reflect distribution of workload (Director – 52% Rec, 35% Parks, 8% Pool, 5% Forestry; Clerk – 75% Rec, 17% Parks, 8% Pool)

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Rec Director	0.00	0.08
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Admin Assistant	0.00	0.08
INTERGOV REVENUE	\$0.00	\$0.00	Fac / Pool Tech	0.20	0.20
LICENSES & PERMITS	\$0.00	\$0.00	Seasonal PT Staff	4.03	4.03
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
			<b>TOTAL</b>	4.23	4.39
<b>TOTAL</b>	\$0.00	\$0.00			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Swimming Pool						
100-0704-552.10-01	Wages	14,154	10,889	13,956	16,000	15,132
100-0704-552.10-02	Salaries	0	4,060	2,421	3,632	10,825
100-0704-552.10-03	Overtime/Doubletime	350	300	203	300	300
100-0704-552.10-08	Wages-Temp Help	72,605	76,895	69,883	70,000	76,895
100-0704-552.15-01	Health	5,593	4,724	5,155	5,500	8,422
100-0704-552.15-02	Life	20	41	18	23	52
100-0704-552.15-03	Dental	335	191	330	340	482
100-0704-552.15-04	Retirement	1,405	1,029	1,560	1,600	2,272
100-0704-552.15-05	FICA	6,616	7,011	6,575	6,750	7,891
100-0704-552.15-07	Vision	38	33	37	38	59
100-0704-552.15-08	Workers Comp	3,294	2,902	3,178	3,360	4,079
100-0704-552.15-10	Banked Sick Leave	64	129	119	159	263
100-0704-552.19-03	Uniform/Clothing Allow	59	60	1,482	1,482	150
100-0704-552.20-01	Janitorial	3,966	4,000	4,229	4,229	4,300
100-0704-552.20-04	Mechanical Systems	1,210	3,000	0	0	3,000
100-0704-552.20-07	Pest Control	185	200	185	185	200
100-0704-552.22-01	Telephone	124	275	51	62	200
100-0704-552.22-03	Electricity	9,274	10,500	9,056	9,000	10,000
100-0704-552.22-04	Heat	3,210	6,000	204	200	6,000
100-0704-552.22-05	Water/Sewer	32,639	30,000	56,672	56,186	33,000
100-0704-552.22-07	Fiber Optic	5,372	5,400	3,586	5,400	5,400
100-0704-552.24-03	Buildings	5,150	6,000	5,082	6,000	6,000
100-0704-552.24-04	Specialized Equipment	6,506	7,000	1,594	3,500	17,000
LEVEL	TEXT	TEXT AMT				
TOTB	INCLUDES VFD TRANSFER PUMP, LOUNGE CHAIR REPLACEMENT					
100-0704-552.24-05	Small Projects	2,437	3,800	287	2,500	3,300
100-0704-552.29-01	Printing	160	100	142	160	160
100-0704-552.29-05	Vehicle/Equipment Rental	3,152	2,000	2,692	3,100	3,000
100-0704-552.29-07	Inhouse Info Tech Service	4,609	4,921	2,461	4,921	4,978
100-0704-552.30-10	Office	2,417	2,400	2,691	2,356	2,400
100-0704-552.30-13	Housekeeping	1,387	1,000	1,066	1,000	1,000
100-0704-552.30-15	Tools & Equipment	3,362	5,500	125	100	5,500
100-0704-552.30-17	Concessions	9,600	10,350	0	0	10,350
100-0704-552.30-18	Department	23,885	23,000	21,605	23,000	18,000
100-0704-552.32-01	Dues/Memberships/Licenses	1,497	750	720	600	750
100-0704-552.34-02	Registrations	1,311	450	719	719	750
* Swimming Pool		225,986	234,910	218,084	232,402	262,110
** General Fund		225,986	234,910	218,084	232,402	262,110

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Civic Commemorations	Don Merkes
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Culture and Recreation	100-0408-552	10/16/2020

#### RESPONSIBILITIES

#### SERVICES PROVIDED

#### 2020 ACCOMPLISHMENTS

Due to Covid there was no fireworks show in 2020. The deposit for 2020 will be applied to the 2021 show

#### 2021 OBJECTIVES

Continue Festival Foods fireworks, coordinate neighborhood event

#### MAJOR CHANGES FROM 2020 BUDGET

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 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
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Civic Commemorations						
100-0408-552.21-06	Management	29,600	30,000	129	6,000	29,000
100-0408-552.30-16	Promotional	250	0	551	551	250
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Civic Commemorations	29,850	30,000	680	6,551	29,250
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	29,850	30,000	680	6,551	29,250



<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Lift Bridges	Adam Alix Thad Brown
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Culture and Recreation	100-1019-552	10/16/2020

**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**

**2020 ACCOMPLISHMENTS**

**2021 OBJECTIVES**

The bridge operations are expected to not be affected by the Racine Street Bridge construction in 2021.

**MAJOR CHANGES FROM 2020 BUDGET**

No significant changes.

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Bridge Tenders	1.38	1.38
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Works Superintend	0.06	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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>1.44</b>	<b>1.38</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Lift Bridges						
100-1019-552.10-02	Salaries	3,608	3,993	3,319	4,262	4,268
100-1019-552.10-03	Overtime/Doubletime	13,150	11,736	11,606	12,599	12,850
100-1019-552.10-08	Wages-Temp Help	39,756	45,325	37,794	42,852	47,626
100-1019-552.15-01	Health	924	377	294	372	405
100-1019-552.15-02	Life	3	7	4	6	6
100-1019-552.15-03	Dental	55	17	21	26	26
100-1019-552.15-04	Retirement	237	287	225	289	288
100-1019-552.15-05	FICA	4,309	4,668	4,032	4,566	4,702
100-1019-552.15-07	Vision	6	3	2	3	3
100-1019-552.15-08	Workers Comp	687	674	650	668	834
100-1019-552.15-09	Unemployment Comp	8,010	8,500	11,091	16,637	11,000
100-1019-552.15-10	Banked Sick Leave	22	35	33	42	42
100-1019-552.19-03	Uniform/Clothing Allow	17	17	9	17	0
100-1019-552.20-07	Pest Control	757	757	610	757	757
100-1019-552.22-01	Telephone	427	500	373	480	500
100-1019-552.22-03	Electricity	9,810	10,500	4,013	6,020	10,500
100-1019-552.22-05	Water/Sewer	1,343	1,200	563	845	1,200
100-1019-552.22-07	Fiber Optic	0	0	0	0	2,500
100-1019-552.29-05	Vehicle/Equipment Rental	6	250	0	250	250
100-1019-552.29-07	Inhouse Info Tech Service	1,432	1,529	765	1,148	1,538
100-1019-552.30-13	Housekeeping	141	150	15	150	150
100-1019-552.30-18	Department	0	100	0	100	100
* Lift Bridges		84,700	90,625	75,419	92,089	99,545
** General Fund		84,700	90,625	75,419	92,089	99,545

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**CONSERVATION &  
DEVELOPMENT &  
MISC.**

<p align="center"><b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b></p>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Community Developmen	Sam Schroeder
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Conservation and Devel	100-0304-562	10/16/2020

#### **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**

#### **2020 ACCOMPLISHMENTS**

##### *Community & Economic Development:*

- Managed the City's Housing Program
- Implemented and administered the first year of Menasha's Strong Neighborhoods Menasha Housing Program.
- 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 early closure of TIF 6 supporting the Strong Neighborhoods Menasha Housing Program and facilitating the conversations with the City of Appleton
- Facilitated Land Purchase Agreements with builders in Lake Park Villas.
- Facilitated the execution of development agreements with Woodland Development, LLC, Vans Realty and Construction, Cypress Homes, and YBR Properties.
- 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 Downtown Menasha, The Ponds of Menasha, Cypress Homes, PJC Group LLC, Gilbert Development Company, LLC, Woodland Dev. LLC, Van's Realty and Construction, LLC, and T&J's Capital Holdings.
- 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.

<p align="center"><b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b></p>	<p><b>FUND</b></p> <p align="center">General Fund</p>	<p><b>BUDGET NAME</b></p> <p align="center">Community Developmen</p>	<p><b>PREPARED BY</b></p> <p align="center">Sam Schroeder</p>
	<p><b>FUNCTION</b></p> <p align="center">Conservation and Devel</p>	<p><b>BUDGET NUMBER</b></p> <p align="center">100-0304-562</p>	<p><b>DATE</b></p> <p align="center">10/16/2020</p>
<ul style="list-style-type: none"> <li>• Execution of an MOU with EMS Development to further analyze the 2019 Hotel Study for a future hotel development.</li> <li>• Processed building alterations and façade improvement grant/loan applications related to projects in the City’s Historic Districts.</li> <li>• Coordinated planning and design development for the Province Terrace Trail.</li> <li>• Continue to work with Parks Department to purchase and naturalize the Lawson Canal.</li> <li>• Continued planning efforts for future trail extensions and expansions.</li> <li>• Updated department website pages for implementation of new city website.</li> <li>• Work with businesses to provided guidance and assistance during the COVID pandemic.</li> </ul> <p><u>Grant Writing and Administration:</u></p> <ul style="list-style-type: none"> <li>• Continue to research grant opportunity in addition to working with Winnebago County Industrial Development Board and Menasha Utilities to ensure annual grants are received.</li> </ul> <p><u>Zoning, Land Records, and Socioeconomic Data:</u></p> <ul style="list-style-type: none"> <li>• Zoning Administration, including sign regulations, zone changes, project/site plan review, special use permits, variance requests, and zoning enforcement.</li> <li>• Creation of maps and data sets for various city departments and outside agencies upon request.</li> <li>• Assigned and re-assigned addresses for numerous lots throughout the city.</li> <li>• Coordinated land records information with Associated Appraisal, the City’s assessment contractor.</li> <li>• Worked diligently to research and bring forward new GIS technologies to allow for greater transparency to the community</li> </ul> <p><u>Stormwater Coordination:</u></p> <ul style="list-style-type: none"> <li>• Assisted the Engineering Division with property information as related to the calculation of stormwater fees.</li> <li>• 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.</li> <li>• Participated in regional stormwater planning and management.</li> <li>• Prepared stormwater maintenance agreements and financial guarantees for development sites.</li> <li>• Participated in NEWSC-Council (Northeast WI Stormwater Coalition).</li> </ul>			

**2021 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.

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b> General Fund	<b>BUDGET NAME</b> Community Developmen	<b>PREPARED BY</b> Sam Schroeder
	<b>FUNCTION</b> Conservation and Devel	<b>BUDGET NUMBER</b> 100-0304-562	<b>DATE</b> 10/16/2020
<ul style="list-style-type: none"> <li>• Update and advance projects that help implement the goals, objectives, and policies of the City of Menasha Year 2030 Comprehensive Plan.</li> <li>• Update the Comprehensive Plan - Land Use and Transportation Chapters.</li> <li>• Develop specific area development and redevelopment plans reflecting the vision of the Menasha community that include well defined goals, objectives and implementation strategies.</li> <li>• Continue to implement and modify as needed Strong Neighborhoods Menasha</li> <li>• Continue to implement the 2018 Downtown Vision Plan and the 2019 Water Street Corridor Plan</li> <li>• Work with neighboring communities to build future relationships to allow for all communities to fairly provide and receive the best possible services and growth.</li> <li>• Provide staff support and guidance to a Plan Commission, Landmarks Commission, Board of Appeals, Redevelopment Authority, Housing Authority, TIF Joint Review Boards (Winnebago &amp; Calumet County) and Common Council.</li> <li>• Continue to reach out to prospective developers and market the City of Menasha</li> <li>• Redevelopment of Gilbert/RR Donnelley Site.</li> <li>• Redevelopment of the Brin Building site.</li> <li>• Redevelopment of the former Whiting Paper Mill Site</li> <li>• Work closely with Fox River Navigation System Authority to attempt to reopen the Menasha Lock</li> <li>• Update Municipal Code as it relates to land uses.</li> <li>• Continue to enhance and train the skills of individual staff members of the Community Development Department to bring forward positive change to our Community.</li> </ul>			

**MAJOR CHANGES FROM 2020 BUDGET**

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Comm. Dev. Coordinator	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Comm. Dev. Director	0.65	0.65
INTERGOV REVENUE	\$0.00	\$0.00	Principal Planner	0.59	0.59
LICENSES & PERMITS	\$0.00	\$0.00	TOTAL	2.24	2.24
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	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Community Development						
100-0304-562.10-01	Wages	58,603	58,170	43,956	58,170	59,101
100-0304-562.10-02	Salaries	82,595	94,543	81,377	94,543	107,231
100-0304-562.10-03	Overtime/Doubletime	396	400	191	400	400
100-0304-562.15-01	Health	38,446	38,499	31,388	38,499	47,402
100-0304-562.15-02	Life	142	176	124	176	275
100-0304-562.15-03	Dental	2,333	1,556	1,951	1,556	2,923
100-0304-562.15-04	Retirement	9,227	10,308	8,472	10,308	11,227
100-0304-562.15-05	FICA	9,999	10,888	9,121	10,888	12,285
100-0304-562.15-07	Vision	270	269	224	269	331
100-0304-562.15-08	Workers Comp	254	244	238	244	316
100-0304-562.15-10	Banked Sick Leave	1,242	1,321	1,310	1,321	1,655
100-0304-562.21-02	Engineering	16,000	20,000	0	0	20,000
LEVEL	TEXT	TEXT AMT				
YE20	COMP PLAN UPDATE IN 2021 DUE TO COVID					
LEVEL	TEXT	TEXT AMT				
TOTB	UPDATE SELECT CHAPTERS W/IN COMP. PLAN	20,000				
		20,000				
100-0304-562.21-06	Management	7,355	10,000	0	5,000	10,000
100-0304-562.21-08	Recording Fees	30	120	30	120	120
100-0304-562.21-09	Appraisal	0	3,000	0	0	3,000
100-0304-562.21-10	Marketing	6,471	15,000	3,625	7,000	15,000
LEVEL	TEXT	TEXT AMT				
TOTB	MARKETING OPPORTUNITIES & CITY PROMOTION EFFORTS	14,000				
	HISTORIC PRESERVATION EDUCATION AND MARKETING	1,000				
		15,000				
100-0304-562.22-01	Telephone	1,153	1,400	774	1,200	1,100
100-0304-562.22-03	Electricity	247	300	229	300	300
100-0304-562.29-01	Printing	36	0	0	0	0
100-0304-562.29-05	Vehicle/Equipment Rental	586	0	0	0	0
100-0304-562.29-07	Inhouse Info Tech Service	9,625	10,632	5,316	10,632	10,398
100-0304-562.30-10	Office	566	1,500	270	1,000	1,500
100-0304-562.30-11	Postage	738	1,000	566	1,000	1,000
100-0304-562.30-15	Tools & Equipment	500	500	0	500	500
100-0304-562.30-18	Department	566	600	0	300	600
100-0304-562.32-01	Dues/Memberships/Licenses	544	1,900	403	1,200	4,400
LEVEL	TEXT	TEXT AMT				
TOTB	WI BIKE FEDERATON MEMBERSHIP	2,500				
	OTHER	1,900				
		4,400				



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
100-0304-562.33-01	Mileage	894	1,800	286	500	1,800
100-0304-562.33-02	Registrations	868	1,500	0	1,500	1,500
100-0304-562.33-03	Lodging/Meals	549	1,800	0	0	1,800
100-0304-562.33-04	Other Expenses	8	100	0	0	100
100-0304-562.34-01	Mileage	39	150	0	0	150
100-0304-562.34-02	Registrations	0	2,000	45	45	2,000
100-0304-562.80-02	Land Purchase	24,503	0	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Community Development	274,785	289,676	189,896	246,671	318,414
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	274,785	289,676	189,896	246,671	318,414

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Urban Redevelopment						
100-0305-562.22-03	Electricity	343	250	244	275	285
100-0305-562.22-05	Water/Sewer	280	200	214	325	350
100-0305-562.22-06	Storm Water	269	400	165	240	250
100-0305-562.70-01	Acquisition/Rehab/Conv	53,232	49,899	2,070	49,899	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Urban Redevelopment	54,124	50,749	2,693	50,739	885
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	General Fund	54,124	50,749	2,693	50,739	885

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	Forestry	Megan Sackett
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Conservation and Devel	100-0706-561	10/16/2020

#### **RESPONSIBILITIES**

Manage, maintain and enhance the City's valued urban forestry.

#### **SERVICES PROVIDED**

- Plant residential terrace and park trees per established policies.
- Trim and remove city terrace trees as needed.
- Remove stumps and reseed turf areas as needed.
- Manage the City's urban forest with use of DNR software.
- Carry out approved Emerald Ash Borer management program.
- Apply for available grants to assist in funding forestry plans

#### **2020 ACCOMPLISHMENTS**

- Recognized by National Arbor Day Foundation as a Tree City, USA for the 37th consecutive year.
- Planted approximately 90 terrace trees along Lake Park Drive
- Removed approximately 55 ash trees in poor condition
- Treated approximately 100 ash trees in good condition and desired locations
- Submitted an Urban Forestry grant requesting \$25,000 for completion of the Emerald Ash Borer management plan

#### **2021 OBJECTIVES**

- Pursue annual Tree City, USA designation
- Continue carrying out Emerald Ash Borer management plan with the removal and replacement of approximately 80 ash trees in poor condition over 12" in District's 5, 6, 7 and 8 with the assistance of the Urban Forestry Grant applied for in 2020
- Increase communication on our Facebook page and website to increase public awareness of our EAB plan and the benefits of urban forestry
- Update City's tree inventory and place in WI DNR's Community Tree map software

#### **MAJOR CHANGES FROM 2020 BUDGET**

- Added \$26,000 expected revenue and expense for DNR Urban Forestry Grant and ATC Grant

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Arborist	0.45	0.50
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Park Lead	0.10	0.20
INTERGOV REVENUE	\$0.00	\$0.00	Park Laborer	0.50	0.15
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>1.05</b>	<b>0.85</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
General Fund						
Forestry						
100-0706-561.10-01	Wages	33,336	49,541	36,443	51,000	50,527
100-0706-561.10-02	Salaries	0	0	0	0	3,888
100-0706-561.10-03	Overtime/Doubletime	184	300	105	300	300
100-0706-561.10-08	Wages-Temp Help	44	0	0	0	0
100-0706-561.15-01	Health	8,811	14,948	12,824	17,184	17,138
100-0706-561.15-02	Life	48	143	50	70	129
100-0706-561.15-03	Dental	552	707	859	1,157	1,076
100-0706-561.15-04	Retirement	2,193	3,364	2,480	3,463	3,693
100-0706-561.15-05	FICA	2,462	3,590	2,659	3,713	3,951
100-0706-561.15-07	Vision	63	115	98	130	124
100-0706-561.15-08	Workers Comp	1,246	1,570	1,375	1,926	1,964
100-0706-561.15-10	Banked Sick Leave	210	428	359	486	531
100-0706-561.19-03	Uniform/Clothing Allow	165	255	182	255	255
100-0706-561.20-06	Lawn Care	1,000	1,000	0	0	26,000
LEVEL	TEXT	TEXT AMT				
TOTB	INCLUDES URBAN FORESTRY GRANT	25,000				
	LAWN CARE	1,000				
		26,000				
100-0706-561.29-05	Vehicle/Equipment Rental	48,212	40,000	38,492	41,500	45,000
100-0706-561.29-07	Inhouse Info Tech Service	2,304	2,460	1,230	2,469	2,489
100-0706-561.30-12	Computer	0	0	0	0	1,300
LEVEL	TEXT	TEXT AMT				
TOTB	TABLET FOR ARBORIST FOR FIELDWORK					
100-0706-561.30-15	Tools & Equipment	2,016	2,000	0	2,000	5,000
100-0706-561.30-18	Department	841	1,500	30	1,500	11,500
100-0706-561.32-01	Dues/Memberships/Licenses	275	275	0	275	275
100-0706-561.34-02	Registrations	772	500	290	500	500
100-0706-561.34-03	Lodging/Meals	0	250	0	250	250
*	Forestry	104,734	122,946	97,476	128,178	175,890
**	General Fund	104,734	122,946	97,476	128,178	175,890

# **SPECIAL REVENUE FUNDS**

**FUND 203**

**FAÇADE  
IMPROVEMENT**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Facade Improvement						
203-0000-461.01-00	On Investments	517	439	293	293	0
203-0000-466.00-00	Misc General Revenue	1,949	2,027	10,977	10,977	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Facade Improvement	2,466	2,466	11,270	11,270	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	Facade Improvement	2,466	2,466	11,270	11,270	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Facade Improvement						
Facade Improvement Progr						
203-0307-562.70-01	Acquisition/Rehab/Conv	2,500	10,000	0	2,500	10,000
LEVEL	TEXT	TEXT AMT				
TOTB	HISTORIC FACADE IMPROVEMENT PROGRAM	10,000				
		10,000				
*	Facade Improvement Progr	2,500	10,000	0	2,500	10,000
**	Facade Improvement	2,500	10,000	0	2,500	10,000



**FUND 204**

**STRONG  
NEIGHBORHOODS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Strong Neighborhoods Prog						
204-0000-492.06-00	TIF #5 Fund	712,062	0	0	0	0
204-0000-492.07-00	TIF #6 Fund	0	0	0	512,552	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Strong Neighborhoods Prog	712,062	0	0	512,552	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	Strong Neighborhoods Prog	712,062	0	0	512,552	0

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Strong Neighborhoods Prog							
Strong Neighborhoods Prog							
204-0308-562.21-10 Marketing			0	1,500	1,500	1,500	1,500
204-0308-562.70-01 Acquisition/Rehab/Conv			0	300,000	130,034	300,000	300,000
LEVEL	TEXT	TEXT AMT					
TOTB	STRONG NEIGHBORHOOD MENASHA PROGRAM	300,000					
		300,000					
<hr/>							
*	Strong Neighborhoods Prog	0	301,500	131,534	301,500	301,500	
<hr/>							
**	Strong Neighborhoods Prog	0	301,500	131,534	301,500	301,500	

**FUND 207**

**MARINA**

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	Marina Fund	Marina Operations	Megan Sackett
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Culture and Recreation	207-0707-552	10/16/2020

#### RESPONSIBILITIES

Administer this non-levy, contracted facility

#### SERVICES PROVIDED

- A non-levy fund and facility that attracts people to downtown Menasha.
- Provides city residents and others with a place to dock their boats.

#### 2020 ACCOMPLISHMENTS

- Harbormaster Diane Schabach continues to operate a successful Marina on behalf of the City.
- Replace existing underground fuel tanks with above ground tanks due to state mandate requiring tank and fuel dispenser containment upgrade

#### 2021 OBJECTIVES

- Review annual gas and slip rental fees to ensure we are optimizing revenue opportunities to build up fund after fuel tank replacement project.

#### MAJOR CHANGES FROM 2020 BUDGET

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Park Lead	0.10	0.10
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Facilities Technician	0.00	0.15
INTERGOV REVENUE	\$0.00	\$0.00	Facilities Technician/Elect	0.04	0.04
LICENSES & PERMITS	\$0.00	\$0.00	Park Laborer	0.30	0.10
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
			<b>TOTAL</b>	<b>0.44</b>	<b>0.39</b>
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Marina						
207-0000-441.35-00	Annual Slip Rentals	90,819	92,000	90,475	91,000	92,000
207-0000-441.36-00	Transient Slip Rentals	1,187	1,500	1,346	1,346	1,500
207-0000-441.37-00	Marina Concession	1,274	1,400	1,143	1,400	1,400
207-0000-441.38-00	Gasoline Sales	74,665	83,000	67,817	72,000	77,000
207-0000-466.00-00	Misc General Revenue	128	0	0	0	0
* Marina		168,073	177,900	160,781	165,746	171,900
** Marina		168,073	177,900	160,781	165,746	171,900

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Marina						
Marina Operations						
207-0707-552.10-01	Wages	7,203	22,116	5,449	8,391	22,808
207-0707-552.10-03	Overtime/Doubletime	172	200	13	17	200
207-0707-552.10-08	Wages-Temp Help	1,098	1,866	28	21	1,761
207-0707-552.15-01	Health	2,270	6,742	1,993	2,864	7,605
207-0707-552.15-02	Life	24	60	15	21	61
207-0707-552.15-03	Dental	164	324	130	188	483
207-0707-552.15-04	Retirement	485	1,574	366	563	1,620
207-0707-552.15-05	FICA	626	1,765	396	611	1,819
207-0707-552.15-07	Vision	17	51	14	20	48
207-0707-552.15-08	Workers Comp	314	761	204	314	954
207-0707-552.15-10	Banked Sick Leave	47	191	56	81	222
207-0707-552.19-03	Uniform/Clothing Allow	101	117	7	117	117
207-0707-552.21-06	Management	54,115	55,000	37,875	55,000	56,000
207-0707-552.22-03	Electricity	7,504	10,500	6,265	10,500	10,500
207-0707-552.22-04	Heat	436	500	273	500	500
207-0707-552.22-05	Water/Sewer	5,160	5,500	3,767	4,443	5,500
207-0707-552.22-06	Storm Water	734	800	502	775	800
207-0707-552.22-07	Fiber Optic	665	700	420	552	700
207-0707-552.24-02	Tools & Equipment	702	3,000	242	750	3,000
207-0707-552.24-03	Buildings	4,553	3,500	2,649	3,500	12,500
LEVEL	TEXT	TEXT AMT				
TOTB	INCLUDES DUMPSTER ENCLOSURE RELOCATION					
207-0707-552.29-01	Printing	0	1,000	0	0	1,000
207-0707-552.29-05	Vehicle/Equipment Rental	995	3,500	315	500	3,500
207-0707-552.29-07	Inhouse Info Tech Service	1,163	1,242	621	1,242	1,256
207-0707-552.30-11	Postage	157	250	125	250	250
207-0707-552.30-13	Housekeeping	1,045	500	640	500	500
207-0707-552.30-15	Tools & Equipment	0	2,000	0	2,000	2,000
207-0707-552.30-18	Department	2,148	2,000	825	2,000	2,000
207-0707-552.32-01	Dues/Memberships/Licenses	198	450	198	416	450
207-0707-552.38-01	Fuel	64,759	80,330	58,535	75,000	80,000
207-0707-552.51-03	Property	152	152	84	152	179
207-0707-552.82-02	Construction	0	127,500	40,968	40,968	0
* Marina Operations		157,007	334,191	162,975	212,256	218,333
** Marina		157,007	334,191	162,975	212,256	218,333

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**FUND 209**

**PARK DEVELOPMENT**

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	Park Develop Fund	Park Development Fund	Megan Sackett
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Culture and Recreation	209-0703-553	10/16/2020

#### **RESPONSIBILITIES**

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

#### **SERVICES PROVIDED**

#### **2020 ACCOMPLISHMENTS**

- Completed engineering and design of Nature's Way trail

#### **2021 OBJECTIVES**

- Complete engineering/design work of Lawson Canal in cooperation with Community Development redevelopment plans
- Obtain trail kiosk signs to enhance trail system

#### **MAJOR CHANGES FROM 2020 BUDGET**

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>
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
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Park Development						
209-0000-441.23-00	Park	9,350	7,700	9,350	10,450	9,500
209-0000-461.01-00	On Investments	1,860	1,700	576	615	700
209-0000-466.00-00	Misc General Revenue	33,500	0	0	0	0
* Park Development		44,710	9,400	9,926	11,065	10,200
** Park Development		44,710	9,400	9,926	11,065	10,200

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Park Development						
Parks Department						
209-0703-553.21-02	Engineering	5,070	5,000	3,679	5,000	6,000
209-0703-553.24-05	Small Projects	2,200	0	0	0	0
209-0703-553.30-18	Department	6,228	0	0	0	0
209-0703-553.82-02	Construction	11,105	6,000	3,386	6,000	5,000
* Parks Department		24,603	11,000	7,065	11,000	11,000
** Park Development		24,603	11,000	7,065	11,000	11,000

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**FUND 260**

**POST EMPLOYMENT  
SICK LEAVE RESERVE**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Post Employment Sick						
260-0000-466.00-00	Misc General Revenue	62,567	66,196	56,082	71,985	75,000
*	Post Employment Sick	62,567	66,196	56,082	71,985	75,000
**	Post Employment Sick	62,567	66,196	56,082	71,985	75,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
	Post Employment Sick					
	Police					
260-0801-521.10-02	Salaries	0	0	60,078	60,078	0
260-0801-521.15-01	Health	94,594	0	0	0	0
*	Police	94,594	0	60,078	60,078	0
	Engineering					
260-1002-541.10-01	Wages	8,756	0	0	0	0
*	Engineering	8,756	0	0	0	0
	Street Construction					
260-1003-541.10-01	Wages	1,545	0	0	0	0
*	Street Construction	1,545	0	0	0	0
	Misc Other					
260-1199-519.15-01	Health	0	70,000	0	50,000	70,000
*	Misc Other	0	70,000	0	50,000	70,000
**	Post Employment Sick	104,895	70,000	60,078	110,078	70,000



**FUND 263**

**CDBG REVOLVING  
LOAN**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
CDBG Revolving Loan						
263-0000-461.01-00	On Investments	1,608	1,500	588	635	750
263-0000-461.04-00	On CDBG RLF Funds	2,625	2,700	784	845	750
263-0000-466.00-00	Misc General Revenue	49,038	25,000	26,242	35,000	25,000
* CDBG Revolving Loan		53,271	29,200	27,614	36,480	26,500
** CDBG Revolving Loan		53,271	29,200	27,614	36,480	26,500

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
CDBG Revolving Loan							
Housing Rehab Program							
263-0306-562.21-06 Management			0	0	0	0	200
263-0306-562.21-08 Recording Fees			90	120	90	30	150
263-0306-562.34-02 Registrations			65	1,100	0	500	1,100
263-0306-562.70-01 Acquisition/Rehab/Conv			55,855	75,000	100	10,000	55,000
LEVEL	TEXT		TEXT	AMT			
TOTB	COMMUNITY DEVELOPMENT BLOCK GRANT FUND			55,000			
				55,000			

**FUND 266**

**RECYCLING**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Recycling						
266-0000-411.00-00	General Property Taxes	324,511	336,854	336,854	336,854	326,937
266-0000-432.11-00	Recycling	70,152	70,200	70,058	70,060	70,200
266-0000-441.14-00	Solid Waste Disposal	78	500	378	400	500
266-0000-441.15-00	Recycling	4,155	3,600	3,090	3,300	3,600
266-0000-463.05-00	Recyclable Materials	5,890	8,000	4,945	6,500	7,000
266-0000-481.12-00	Recycling	4,219	5,000	30	4,100	5,000
266-0000-481.13-00	Solid Waste Disposal	189	0	98	98	100
* Recycling		409,194	424,154	415,453	421,312	413,337
** Recycling		409,194	424,154	415,453	421,312	413,337

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b> Recycling Fund	<b>BUDGET NAME</b> Recycling, Solid Waste	<b>PREPARED BY</b> Adam Alix Thad Brown
	<b>FUNCTION</b> Public Works	<b>BUDGET NUMBER</b> 266-1027-543	<b>DATE</b> 10/16/2020

#### **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**

#### **2020 ACCOMPLISHMENTS**

Project to recycle approximately 1600 tons of co-mingle recyclables. All drop site materials are being hauled to the MRF by City staff eliminating outside vendor contract.

#### **2021 OBJECTIVES**

Continue to provide cost effective collection of single stream recyclables, both curbside and at our drop site. Provide an additional curbside collection during the holidays.

#### **MAJOR CHANGES FROM 2020 BUDGET**

Tipping fees increased from \$10.00 to \$15.00 per ton. Added an additional curbside collection during the holidays.

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
<b>TAXES</b>	\$0.00	\$0.00	Deputy Director of Munici	0.04	0.04
<b>SPECIAL ASSESSMENTS</b>	\$0.00	\$0.00	Public Works Administrati	0.20	0.20
<b>INTERGOV REVENUE</b>	\$0.00	\$0.00	Public Works Superintend	0.03	0.03
<b>LICENSES &amp; PERMITS</b>	\$0.00	\$0.00	Sanitation Worker	1.00	1.08
<b>FINES &amp; FORFEITS</b>	\$0.00	\$0.00			
<b>PUBLIC CHARGES</b>	\$0.00	\$0.00			
<b>MISCELLANEOUS</b>	\$0.00	\$0.00			
			<b>TOTAL</b>	1.27	1.35
<b>TOTAL</b>	\$0.00	\$0.00			

		2019	2020	ADJUSTED	2020	YEAR TO	2020	YEAR	END	2021	DEPT
ACCOUNT	NUMBER	ACCOUNT DESCRIPTION	ACTUAL		BUDGET	DATE	ACTUAL		PROJECTION		REQUEST
Recycling											
Recycling-Solid Waste											
266-1027-543.10-01	Wages		73,063		67,181		45,415		61,419		73,088
266-1027-543.10-02	Salaries		9,859		5,496		4,005		5,054		5,675
266-1027-543.10-03	Overtime/Doubletime		109		300		0		0		300
266-1027-543.10-08	Wages-Temp Help		22		0		0		0		0
266-1027-543.15-01	Health		11,608		10,335		10,109		12,675		5,007
266-1027-543.15-02	Life		141		470		131		172		438
266-1027-543.15-03	Dental		1,054		1,042		1,111		1,413		1,652
266-1027-543.15-04	Retirement		3,781		4,926		3,361		4,500		5,317
266-1027-543.15-05	FICA		4,893		5,527		3,697		4,950		5,932
266-1027-543.15-07	Vision		103		138		105		134		154
266-1027-543.15-08	Workers Comp		1,950		2,025		1,609		2,163		2,694
266-1027-543.15-10	Banked Sick Leave		510		629		489		630		783
266-1027-543.19-03	Uniform/Clothing Allow		319		300		604		604		325
266-1027-543.21-06	Management		341		2,500		0		500		500
266-1027-543.22-01	Telephone		0		500		0		0		500
266-1027-543.25-01	Other Municipal Entities		20,188		24,680		13,505		17,820		26,280
LEVEL	TEXT			TEXT	AMT						
TOTB	TIPPING FEES- 1600 TONS @ \$15.00/TON				24,000						
	5.75 TONS OF TIRES @ \$190/TON				2,280						
					26,280						
266-1027-543.25-03	Other Govment-Electronics		625		1,200		800		1,200		1,200
266-1027-543.29-01	Printing		4,516		6,500		259		6,250		6,500
266-1027-543.29-05	Vehicle/Equipment Rental		87,313		105,500		80,350		100,000		100,500
266-1027-543.29-07	Inhouse Info Tech Service		4,296		4,588		2,294		4,588		4,613
266-1027-543.30-11	Postage		858		1,200		77		1,000		1,200
266-1027-543.30-15	Tools & Equipment		4,102		5,500		0		5,500		5,500
LEVEL	TEXT			TEXT	AMT						
TOTB	RECYCLE CARTS/CART PARTS				5,500						
					5,500						
266-1027-543.30-18	Department		1,096		1,000		435		1,000		1,000
266-1027-543.51-03	Property		350		385		193		385		412
*	Recycling-Solid Waste		231,097		251,922		168,549		231,957		249,570
**	Recycling		231,097		251,922		168,549		231,957		249,570

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	Recycling Fund	Recycling, Yard Waste	Adam Alix Thad Brown
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	266-1028-543	10/16/2020

#### RESPONSIBILITIES

This budget reflects costs associated with the collection and processing of all City yard waste. This includes the monthly brush collection, spring yard waste clean up collection, fall leaf collection, and all yard wastes collected at the Drop site. A portion of yard waste activities is charged to the Storm Water Utility.

#### SERVICES PROVIDED

#### 2020 ACCOMPLISHMENTS

Continued to improve the City owned dump site located along side the former Badger Highways site for composting activities. Moved the drop site from the Public Works Facility to Bucklin's Tree Service during the construction of the new Public Works Facility.

#### 2021 OBJECTIVES

Budget reflects continuing the drop site at the Public Works Facility.

#### MAJOR CHANGES FROM 2020 BUDGET

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Common Laborer	0.40	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Deputy Director of Munici	0.02	0.02
INTERGOV REVENUE	\$0.00	\$0.00	Light Equipment Operator	0.40	0.18
LICENSES & PERMITS	\$0.00	\$0.00	Public Works Administrati	0.09	0.09
FINES & FORFEITS	\$0.00	\$0.00	Public Works Lead Positio	0.00	0.22
PUBLIC CHARGES	\$0.00	\$0.00	Public Works Superintend	0.05	0.05
MISCELLANEOUS	\$0.00	\$0.00	Summer Help	0.13	0.19
			Truck Driver	0.04	0.40
			Yard Attendent	0.09	0.09
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>1.22</b>	<b>1.24</b>



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Recycling						
	Recycling-Yard Waste					
266-1028-543.10-01	Wages	38,453	53,350	38,917	39,600	51,605
266-1028-543.10-02	Salaries	6,830	5,448	4,906	6,400	5,715
266-1028-543.10-03	Overtime/Doubletime	1,636	770	201	770	770
266-1028-543.10-08	Wages-Temp Help	1,142	3,823	297	2,533	4,364
266-1028-543.15-01	Health	8,998	11,605	9,761	10,129	11,229
266-1028-543.15-02	Life	59	102	84	92	68
266-1028-543.15-03	Dental	949	862	863	899	1,174
266-1028-543.15-04	Retirement	6,273	4,021	2,984	3,132	3,921
266-1028-543.15-05	FICA	3,547	4,645	3,262	3,448	4,537
266-1028-543.15-07	Vision	103	142	91	85	136
266-1028-543.15-08	Workers Comp	1,662	1,723	1,423	1,494	2,083
266-1028-543.15-10	Banked Sick Leave	487	509	404	124	567
266-1028-543.19-03	Uniform/Clothing Allow	235	238	168	236	0
266-1028-543.21-06	Management	3,795	3,740	10,000	4,400	3,740
LEVEL	TEXT	TEXT AMT				
TOTB	SHARE OF GRINDER RENTAL	3,740				
		3,740				
266-1028-543.22-06	Storm Water	510	510	286	510	510
266-1028-543.29-05	Vehicle/Equipment Rental	69,241	72,600	50,827	75,095	72,600
266-1028-543.30-11	Postage	48	44	56	59	44
266-1028-543.30-15	Tools & Equipment	49	1,295	0	1,232	3,080
LEVEL	TEXT	TEXT AMT				
TOTB	SHARE OF LEAF MACHINE IMPELLORS	3,080				
		3,080				
266-1028-543.30-18	Department	4	880	0	880	880
266-1028-543.51-03	Property	284	345	173	273	369
*	Recycling-Yard Waste	144,305	166,652	124,703	151,391	167,392
**	Recycling	144,305	166,652	124,703	151,391	167,392

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b> Recycling Fund	<b>BUDGET NAME</b> Recycling, Appliances	<b>PREPARED BY</b> Adam Alix Thad Brown
	<b>FUNCTION</b> Public Works	<b>BUDGET NUMBER</b> 266-1029-543	<b>DATE</b> 10/16/2020

**RESPONSIBILITIES**

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

**SERVICES PROVIDED**

**2020 ACCOMPLISHMENTS**

**2021 OBJECTIVES**

Continue current service level.

**MAJOR CHANGES FROM 2020 BUDGET**

No significant changes.

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Common Laborer	0.15	0.15
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Public Works Superintend	0.01	0.01
INTERGOV REVENUE	\$0.00	\$0.00	Summer Help	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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.16</b>	<b>0.16</b>

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Recycling							
Recycling-Appliances							
266-1029-543.10-01	Wages		5,080	8,448	11,006	14,900	7,555
266-1029-543.10-02	Salaries		497	570	429	542	610
266-1029-543.10-08	Wages-Temp Help		0	0	110	110	0
266-1029-543.15-01	Health		1,644	3,193	1,338	1,917	58
266-1029-543.15-02	Life		12	8	18	26	8
266-1029-543.15-03	Dental		158	127	129	182	4
266-1029-543.15-04	Retirement		369	609	775	1,148	551
266-1029-543.15-05	FICA		400	631	872	1,289	624
266-1029-543.15-07	Vision		17	22	14	21	0
266-1029-543.15-08	Workers Comp		207	284	436	646	314
266-1029-543.15-10	Banked Sick Leave		33	78	103	147	81
266-1029-543.19-03	Uniform/Clothing Allow		32	45	33	45	0
266-1029-543.25-01	Other Municipal Entities		1,319	4,000	4,112	5,093	4,000
LEVEL	TEXT		TEXT	AMT			
TOTB	FREON BASE APPLIANCE DISPOSAL FEES			4,000			
				4,000			
266-1029-543.29-05	Vehicle/Equipment Rental		7,018	7,500	10,221	11,240	7,500
266-1029-543.51-03	Property		59	65	33	59	70
*	Recycling-Appliances		16,845	25,580	29,629	37,365	21,375
**	Recycling		16,845	25,580	29,629	37,365	21,375

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**FUND 821**

**LIBRARY  
ENDOWMENT**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Library Endowment						
821-0000-461.01-00	On Investments	48,086	18,000	0	30,000	30,000
821-0000-465.00-00	Donations & Gifts	22,710	37,000	0	20,000	20,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Library Endowment	70,796	55,000	0	50,000	50,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	Library Endowment	70,796	55,000	0	50,000	50,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Library Endowment						
Public Library						
821-0601-551.30-16	Promotional	25,781	45,000	0	45,000	45,000
<hr/>		<hr/>				
*	Public Library	25,781	45,000	0	45,000	45,000
<hr/>		<hr/>				
**	Library Endowment	25,781	45,000	0	45,000	45,000

**FUND 822**

**HATTIE MINER  
SCHOLARSHIP**



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Hattie Miner Scholarship						
822-0000-461.01-00	On Investments	296	325	67	70	300
*	Hattie Miner Scholarship	296	325	67	70	300
**	Hattie Miner Scholarship	296	325	67	70	300

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Hattie Miner Scholarship						
Hattie Miner Scholarship						
822-0413-554.30-16	Promotional	3,250	3,250	1,500	3,000	3,000
<hr/>						
*	Hattie Miner Scholarship	3,250	3,250	1,500	3,000	3,000
<hr/>						
**	Hattie Miner Scholarship	3,250	3,250	1,500	3,000	3,000

**FUND 824**

**PUBLIC SAFETY  
DONATIONS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Public Safety						
824-0000-465.01-00	K9	4,882	3,500	5,358	6,500	4,000
824-0000-465.03-00	Honor Guard	0	500	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Public Safety	4,882	4,000	5,358	6,500	4,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	Public Safety	4,882	4,000	5,358	6,500	4,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Public Safety						
K9						
824-0807-521.21-05	Medical	678	750	1,985	2,500	1,250
824-0807-521.21-06	Management	1,441	2,000	101	500	2,000
824-0807-521.30-15	Tools & Equipment	1,635	1,500	633	1,225	1,500
824-0807-521.30-18	Department	50	250	0	125	250
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	K9	3,804	4,500	2,719	4,350	5,000
Honor Guard						
824-0809-521.30-15	Tools & Equipment	0	250	0	0	250
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Honor Guard	0	250	0	0	250
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	Public Safety	3,804	4,750	2,719	4,350	5,250

**FUND 826**

**PARK & REC  
DONATIONS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Park & Rec Donation						
826-0000-465.00-00	Donations & Gifts	27,825	15,000	2,886	7,000	10,000
*	Park & Rec Donation	27,825	15,000	2,886	7,000	10,000
**	Park & Rec Donation	27,825	15,000	2,886	7,000	10,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Park & Rec Donation						
Recreation Department						
826-0702-552.20-05	Entertainment	1,300	500	550	550	900
826-0702-552.29-03	Advertising	836	900	525	900	500
826-0702-552.30-18	Department	3,562	6,000	538	6,000	6,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Recreation Department	5,698	7,400	1,613	7,450	7,400
Parks Department						
826-0703-553.30-18	Department	6,973	1,800	5,510	5,510	5,000
826-0703-553.80-05	Other Equipment	0	0	0	5,000	0
826-0703-553.82-02	Construction	5,769	5,000	0	0	5,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Parks Department	12,742	6,800	5,510	10,510	10,000
Forestry						
826-0706-561.30-18	Department	0	1,500	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Forestry	0	1,500	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	Park & Rec Donation	18,440	15,700	7,123	17,960	17,400



# **ENTERPRISE FUNDS**

**FUND 601**

**SEWAGE UTILITY**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Sewage Fund						
601-0000-441.31-00	Sewage-Utility Customer	1,694,489	1,725,000	1,107,262	1,635,000	1,700,000
601-0000-441.32-00	Sewage-Commercial User	97,420	93,000	104,478	138,500	105,000
601-0000-441.33-00	Sewage-Industrial User	187,219	183,000	146,953	192,000	192,000
601-0000-441.34-00	Sewage-Other Municipality	47,567	47,500	9,498	9,298	9,500
601-0000-461.01-00	On Investments	37,495	22,000	7,473	8,100	10,000
601-0000-466.00-00	Misc General Revenue	111,562	0	1-	0	0
601-0000-472.00-00	Sanitary Sewer	0	0	15,165	16,600	15,000
601-0000-481.11-00	Sewage/Utility	139,207	150,000	82,929	145,000	150,000
* Sewage Fund		2,314,959	2,220,500	1,473,757	2,144,498	2,181,500
** Sewage Fund		2,314,959	2,220,500	1,473,757	2,144,498	2,181,500

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	Sewage Fund	San Sewer Maint/Const	Adam Alix Corey Gordon
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	601-1020-543	10/16/2020

#### **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**

#### **2020 ACCOMPLISHMENTS**

Televised sewer mains and laterals to assess pipe conditions prior to construction. Implemented sanitary lateral improvement program in conjunction with street improvement projects.

#### **2021 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 2020 BUDGET**

Shifted I/I Home Grant Program into small projects sub account.

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
TAXES	\$0.00	\$0.00	Assitant Sewer Equipmen	0.50	0.60
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Deputy Director of Munici	0.03	0.03
INTERGOV REVENUE	\$0.00	\$0.00	Public Works Superintend	0.05	0.05
LICENSES & PERMITS	\$0.00	\$0.00	Sewer Equipment Operat	0.50	0.60
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
			<b>TOTAL</b>	1.08	1.28
<b>TOTAL</b>	\$0.00	\$0.00			

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Sewage Fund							
Comptroller/Treasurer							
601-0401-513.21-03		Accounting/Financial	1,300	1,300	1,300	1,300	1,350
601-0401-513.25-01		Other Municipal Entities	0	0	0	0	235,000
601-0401-513.25-02		Other Municipal Funds	235,313	233,000	168,396	230,000	0
*	Comptroller/Treasurer		236,613	234,300	169,696	231,300	236,350
Debt Service-Interest							
601-0410-571.61-02		Interest	60,737	54,689	28,874	54,689	48,497
*	Debt Service-Interest		60,737	54,689	28,874	54,689	48,497
Transfer to Debt Service							
601-0411-591.25-02		Other Municipal Funds	600,000	0	550,000	550,000	0
LEVEL	TEXT		TEXT	AMT			
YE20	ADVANCE TO DEBT SERVICE FUND			550,000			
				550,000			
*	Transfer to Debt Service		600,000	0	550,000	550,000	0
Engineering							
601-1002-541.10-01		Wages	77,853	62,723	46,528	61,071	65,175
601-1002-541.10-02		Salaries	25,349	47,706	35,920	45,832	49,139
601-1002-541.10-03		Overtime/Doubletime	2,296	1,250	610	750	1,250
601-1002-541.15-01		Health	19,379	27,134	18,320	25,029	27,092
601-1002-541.15-02		Life	211	250	149	197	229
601-1002-541.15-03		Dental	1,481	1,174	1,319	1,799	1,749
601-1002-541.15-04		Retirement	6,303	7,538	5,549	7,267	7,800
601-1002-541.15-05		FICA	7,235	8,161	6,078	7,883	8,472
601-1002-541.15-07		Vision	150	194	139	191	195
601-1002-541.15-08		Workers Comp	3,249	3,208	2,824	3,661	3,134
601-1002-541.15-10		Banked Sick Leave	754	955	840	1,069	1,134
601-1002-541.19-03		Uniform/Clothing Allow	0	55	19	55	55
601-1002-541.29-05		Vehicle/Equipment Rental	8,481	9,000	8,072	9,807	9,000
*	Engineering		152,741	169,348	126,367	164,611	174,424
San Sewer Maint/Const							
601-1020-543.10-01		Wages	54,821	57,665	54,240	64,665	70,224
601-1020-543.10-02		Salaries	4,712	5,675	4,634	5,675	5,953

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
601-1020-543.10-03	Overtime/Doubletime	1,267	2,000	744	1,117	2,000
601-1020-543.10-08	Wages-Temp Help	0	0	155	155	0
601-1020-543.15-01	Health	15,416	17,608	15,393	18,411	21,157
601-1020-543.15-02	Life	61	71	48	57	75
601-1020-543.15-03	Dental	1,273	868	1,230	1,470	1,540
601-1020-543.15-04	Retirement	4,009	4,411	4,046	4,834	5,277
601-1020-543.15-05	FICA	4,504	4,735	4,405	5,263	5,694
601-1020-543.15-07	Vision	127	132	127	152	165
601-1020-543.15-08	Workers Comp	2,288	2,058	2,253	2,692	3,002
601-1020-543.15-10	Banked Sick Leave	287	547	605	595	742
601-1020-543.16-01	WRS	9,721	0	0	4,073	0
601-1020-543.19-03	Uniform/Clothing Allow	272	300	286	312	300
601-1020-543.21-01	Legal	0	0	0	2	0
601-1020-543.21-02	Engineering	84,929	62,300	31,330	62,300	67,300
LEVEL	TEXT	TEXT	AMT			
TOTB	TELEVISED INSPECTIONS		35,000			
	INDUSTRIAL SEWER MONITORING		30,000			
	DIGGERS HOTLINE		2,300			
			67,300			
601-1020-543.22-01	Telephone	1,470	2,500	1,371	2,045	2,500
601-1020-543.22-03	Electricity	3,329	3,400	1,880	2,411	3,400
601-1020-543.24-04	Specialized Equipment	34	3,000	6,658	7,500	8,000
LEVEL	TEXT	TEXT	AMT			
TOTB	PARIS STREET LIFT STATION PUMP REBUILD		5,000			
	LIFT STATION REPAIRS		3,000			
			8,000			
601-1020-543.24-05	Small Projects	0	65,000	5,107	5,500	205,000
LEVEL	TEXT	TEXT	AMT			
TOTB	MISC. MANHOLE & MAIN LINE REPAIRS-VARIOUS LOCATION		65,000			
	I/I HOME GRANT PROGRAM		50,000			
	LATERAL REPAIRS/REHAB/RECONSTRUCTION		90,000			
			205,000			
601-1020-543.29-01	Printing	45	0	0	0	0
601-1020-543.29-05	Vehicle/Equipment Rental	86,146	90,000	71,294	89,882	120,000
601-1020-543.29-07	Inhouse Info Tech Service	2,506	2,676	1,338	2,007	2,691
601-1020-543.30-11	Postage	473	750	0	0	750
601-1020-543.30-15	Tools & Equipment	231	3,500	3,275	3,500	9,250
LEVEL	TEXT	TEXT	AMT			
TOTB	GPS SURVEY EQUIPMENT UPGRADE		4,500			
	SHARE OF COMPUTERS (3)		1,350			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
	MISC TOOLS		3,400 9,250			
601-1020-543.30-18	Department	7,868	11,000	10,082	11,000	11,000
601-1020-543.34-02	Registrations	184	250	184	184	250
601-1020-543.51-03	Property	3,311	3,642	1,821	2,732	3,897
601-1020-543.80-05	Other Equipment	8,934	0	0	0	0
601-1020-543.82-02	Construction	5,875	431,225	162,356	165,000	80,000
LEVEL	TEXT	TEXT AMT				
TOTB	MELISSA STREET RELINING	50,000				
	STREET PROJECT PORTION	30,000				
		80,000				
*	San Sewer Maint/Const	304,093	775,313	384,862	463,534	630,167
	Sewer Treatment Plant					
601-1021-543.21-01	Legal	3,954	11,500	0	3,500	5,000
601-1021-543.25-01	Other Municipal Entities	838,739	1,021,317	752,164	890,000	1,006,797
*	Sewer Treatment Plant	842,693	1,032,817	752,164	893,500	1,011,797
**	Sewage Fund	2,196,877	2,266,467	2,011,963	2,357,634	2,101,235

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**FUND 625**

**STORMWATER  
UTILITY**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Storm Water Utility						
625-0000-422.11-00	Erosion Control	3,783	2,500	1,599	2,000	2,500
625-0000-422.16-00	Post Construction Review	5,935	3,000	0	2,000	3,000
625-0000-422.17-00	Storm Water	0	0	1,521	1,521	2,000
625-0000-441.09-00	Engineering	14,286	5,000	3,663	3,663	5,000
625-0000-441.39-00	Storm Water-Utility Cust	1,532,855	1,550,000	1,055,906	1,565,000	1,782,500
625-0000-441.47-00	Storm Water Impact Fee	3,056	0	1,246	1,246	1,500
625-0000-461.01-00	On Investments	24,680	15,000	6,000	6,400	8,000
625-0000-466.00-00	Misc General Revenue	5,000	0	0	0	0
*	Storm Water Utility	1,589,595	1,575,500	1,069,935	1,581,830	1,804,500
**	Storm Water Utility	1,589,595	1,575,500	1,069,935	1,581,830	1,804,500

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Storm Water Utility						
City Attorney						
625-0201-512.10-02	Salaries	9,578	9,838	7,424	9,838	10,041
625-0201-512.15-01	Health	1,110	1,128	820	1,128	1,129
625-0201-512.15-02	Life	51	55	39	55	71
625-0201-512.15-03	Dental	99	66	78	66	99
625-0201-512.15-04	Retirement	628	664	501	664	678
625-0201-512.15-05	FICA	717	733	554	733	759
625-0201-512.15-07	Vision	9	9	7	9	9
625-0201-512.15-08	Workers Comp	17	16	14	16	19
625-0201-512.15-10	Banked Sick Leave	83	85	78	85	100
* City Attorney		12,292	12,594	9,515	12,594	12,905
Community Development						
625-0304-562.10-02	Salaries	24,605	28,619	19,539	28,619	29,682
625-0304-562.15-01	Health	4,705	4,755	3,539	4,755	6,795
625-0304-562.15-02	Life	14	22	12	22	23
625-0304-562.15-03	Dental	297	199	231	199	483
625-0304-562.15-04	Retirement	1,614	1,932	1,319	1,932	2,004
625-0304-562.15-05	FICA	1,778	2,090	1,427	2,090	2,208
625-0304-562.15-07	Vision	35	35	26	35	50
625-0304-562.15-08	Workers Comp	44	46	37	46	56
625-0304-562.15-10	Banked Sick Leave	215	248	204	248	295
625-0304-562.22-03	Electricity	124	150	82	150	150
* Community Development		33,431	38,096	26,416	38,096	41,746
Comptroller/Treasurer						
625-0401-513.10-01	Wages	2,396	2,511	1,897	2,511	2,619
625-0401-513.10-02	Salaries	5,123	4,877	2,492	3,558	4,408
625-0401-513.10-03	Overtime/Doubletime	10	0	3	10	0
625-0401-513.15-01	Health	1,201	1,212	1,047	1,368	1,680
625-0401-513.15-02	Life	16	24	8	11	16
625-0401-513.15-03	Dental	85	57	72	94	105
625-0401-513.15-04	Retirement	476	499	297	409	474
625-0401-513.15-05	FICA	559	552	324	452	521
625-0401-513.15-07	Vision	9	9	8	10	12
625-0401-513.15-08	Workers Comp	13	12	9	12	13
625-0401-513.15-10	Banked Sick Leave	68	64	45	62	70
625-0401-513.21-03	Accounting/Financial	1,350	1,350	1,350	1,350	1,400
625-0401-513.25-01	Other Municipal Entities	21,073	23,000	14,724	20,000	22,000
* Comptroller/Treasurer		32,379	34,167	22,276	29,847	33,318

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Information Systems						
625-0403-513.10-02	Salaries	2,440	2,643	2,028	2,689	2,791
625-0403-513.15-01	Health	429	691	542	688	747
625-0403-513.15-02	Life	4	3	2	4	2
625-0403-513.15-03	Dental	34	29	34	43	43
625-0403-513.15-04	Retirement	151	178	137	182	188
625-0403-513.15-05	FICA	181	201	151	201	206
625-0403-513.15-07	Vision	3	5	1	2	1
625-0403-513.15-08	Workers Comp	4	4	4	4	5
625-0403-513.15-10	Banked Sick Leave	16	23	21	28	28
* Information Systems		3,262	3,777	2,920	3,841	4,011
Debt Service-Interest						
625-0410-571.61-02	Interest	12,228	0	5,867	11,350	11,000
* Debt Service-Interest		12,228	0	5,867	11,350	11,000
Forestry						
625-0706-561.10-01	Wages	38,076	35,481	31,267	47,708	36,044
625-0706-561.10-03	Overtime/Doubletime	76	100	5	100	100
625-0706-561.10-08	Wages-Temp Help	957	3,243	1,251	1,803	2,593
625-0706-561.15-01	Health	12,113	9,717	12,709	16,427	11,282
625-0706-561.15-02	Life	63	91	82	107	96
625-0706-561.15-03	Dental	761	499	819	1,062	743
625-0706-561.15-04	Retirement	2,547	2,402	2,122	3,231	2,440
625-0706-561.15-05	FICA	2,860	2,815	2,363	3,596	2,799
625-0706-561.15-07	Vision	86	79	93	122	83
625-0706-561.15-08	Workers Comp	1,470	1,232	1,223	1,865	1,488
625-0706-561.15-10	Banked Sick Leave	180	307	356	340	350
625-0706-561.19-03	Uniform/Clothing Allow	135	180	120	72	180
625-0706-561.20-06	Lawn Care	2,500	2,500	0	2,500	2,500
625-0706-561.29-05	Vehicle/Equipment Rental	12,976	20,000	8,243	12,000	20,000
625-0706-561.30-18	Department	16,589	12,000	3,717	12,000	19,000
* Forestry		91,389	90,646	64,370	102,933	99,698
Engineering						
625-1002-541.10-01	Wages	81,797	69,507	51,167	67,672	72,426
625-1002-541.10-02	Salaries	25,669	56,458	42,365	54,034	58,158
625-1002-541.10-03	Overtime/Doubletime	2,489	1,500	776	1,000	1,500
625-1002-541.15-01	Health	20,761	31,611	20,920	28,680	31,540
625-1002-541.15-02	Life	215	292	170	225	267

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
625-1002-541.15-03	Dental	1,563	1,367	1,511	2,066	2,036
625-1002-541.15-04	Retirement	6,597	8,503	6,283	8,283	8,916
625-1002-541.15-05	FICA	7,547	9,179	6,894	8,976	9,682
625-1002-541.15-07	Vision	159	225	159	218	226
625-1002-541.15-08	Workers Comp	3,417	3,659	3,234	4,210	3,588
625-1002-541.15-10	Banked Sick Leave	792	1,089	946	1,227	1,296
625-1002-541.19-03	Uniform/Clothing Allow	0	75	19	75	75
625-1002-541.21-02	Engineering	1,573	4,500	0	0	2,500
625-1002-541.22-01	Telephone	670	600	620	825	600
625-1002-541.29-01	Printing	23	0	0	0	0
625-1002-541.29-05	Vehicle/Equipment Rental	9,911	9,000	7,908	9,452	9,000
625-1002-541.29-07	Inhouse Technology Svcs	5,325	5,774	2,799	5,598	5,396
625-1002-541.30-10	Office	62	125	58	100	125
625-1002-541.30-12	Computer	0	0	0	0	1,350
LEVEL	TEXT	TEXT AMT				
TOTB	SHARE OF ENGINEERING COMPUTERS (3)		1,350			
			1,350			
625-1002-541.30-15	Tools & Equipment	1,622	1,150	331	1,150	7,500
LEVEL	TEXT	TEXT AMT				
TOTB	GPS SURVEY EQUIPMENT UPGRADE		7,500			
			7,500			
625-1002-541.30-18	Department	437	5,500	246	500	500
625-1002-541.33-02	Registrations	0	0	0	0	2,000
625-1002-541.34-02	Registrations	546	2,000	260	260	2,000
625-1002-541.51-03	Property	682	750	375	750	803
*	Engineering	171,857	212,864	147,041	195,301	221,484
Street Construction						
625-1003-541.10-01	Wages	47,624	57,648	66,040	68,500	61,204
625-1003-541.10-02	Salaries	1,730	7,092	1,545	1,949	2,191
625-1003-541.10-03	Overtime/Doubletime	32	100	157	200	100
625-1003-541.15-01	Health	13,470	21,044	15,400	20,126	22,058
625-1003-541.15-02	Life	43	37	69	93	37
625-1003-541.15-03	Dental	885	837	1,178	1,533	1,247
625-1003-541.15-04	Retirement	3,251	4,040	4,601	5,502	4,286
625-1003-541.15-05	FICA	3,612	4,241	5,009	5,978	4,560
625-1003-541.15-07	Vision	98	144	132	171	152
625-1003-541.15-08	Workers Comp	1,860	1,885	2,563	3,061	2,444
625-1003-541.15-10	Banked Sick Leave	219	516	691	790	622
625-1003-541.19-03	Uniform/Clothing Allow	300	297	277	369	300
625-1003-541.29-05	Vehicle/Equipment Rental	26,933	30,500	39,906	41,000	25,500

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	Storm Water Utility	Street Clean/Flush	Adam Alix Thad Brown
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	625-1005-541	10/16/2020

#### 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

#### 2020 ACCOMPLISHMENTS

#### 2021 OBJECTIVES

Continue current service level to meet Stormwater best management practices.

#### MAJOR CHANGES FROM 2020 BUDGET

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # 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	0.55	0.55
INTERGOV REVENUE	\$0.00	\$0.00	Public Works Superintend	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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>0.59</b>	<b>0.59</b>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
625-1003-541.30-15	Tools & Equipment	764	2,000	0	2,000	2,000
LEVEL	TEXT	TEXT	AMT			
TOTB	CURB FORMS		2,000			
			2,000			
625-1003-541.30-18	Department	30,972	23,000	34,397	41,338	25,000
LEVEL	TEXT	TEXT	AMT			
TOTB	CURB AND GUTTER CONCRETE & SUPPLIES		17,500			
	CONCRETE CRUSHING		7,500			
			25,000			
625-1003-541.80-05	Other Equipment	1,589	0	0	1,589	2,500
LEVEL	TEXT	TEXT	AMT			
TOTB	1/3 EQUIPMENT TRAILER		2,500			
			2,500			
625-1003-541.82-02	Construction	0	293,844	0	53,225	82,500
LEVEL	TEXT	TEXT	AMT			
TOTB	STORM PORTION OF SOUTHFIELD DRIVE		6,000			
	STORM PORTION OF LISBON AVE		6,000			
	STORM PORTION OF NICOLET BLVD		7,500			
	STORM PORTION OF EIGHTH STREET		19,000			
	STORM PORTION OF BALDWIN STREET		25,000			
	STORM PORTION OF MILWAUKEE STREET		16,000			
	STORM PORTION OF JEFFERSON STREET		3,000			
			82,500			
*	Street Construction	133,382	447,225	171,965	247,424	236,701
Street Cleaning						
625-1005-541.10-01	Wages	31,558	32,027	20,706	26,007	32,502
625-1005-541.10-02	Salaries	2,388	2,880	2,129	2,687	3,019
625-1005-541.10-03	Overtime/Doubletime	62	100	8	5	100
625-1005-541.10-08	Wages-Temp Help	0	0	44	44	0
625-1005-541.15-01	Health	12,318	11,949	7,017	8,324	12,099
625-1005-541.15-02	Life	18	4	19	26	4
625-1005-541.15-03	Dental	736	476	449	473	709
625-1005-541.15-04	Retirement	2,241	2,363	1,552	1,952	2,405
625-1005-541.15-05	FICA	2,461	2,458	1,662	2,091	2,521
625-1005-541.15-07	Vision	85	82	52	81	86
625-1005-541.15-08	Workers Comp	1,287	1,103	864	1,086	1,371

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	Storm Water Utility	Storm Sewers/Drains M	Adam Alix Corey Gordon
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	Public Works	625-1010-541	10/16/2020

#### **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**

#### **2020 ACCOMPLISHMENTS**

Accomplished established goals in City's WPEDS permit. Designed The Brin regional underground storm detention in conjunction with a proposed development to help meet the City's WDNR requirements and aid future development in the area. Worked with a number of residents and completed 3 Rear Yard Drain Grant projects. Worked with a Consultant to provide a storm water pond analysis of the 5 Villas Ponds to document the storm water treatment of these ponds.

#### **2021 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. Bid and construction The Brin regional underground detention facility. Bid and construct the modifications to waterfall structure between Lake Park Villas Ponds 1 and 2. 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 2020 BUDGET**

No significant changes.

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
<b>TAXES</b>	\$0.00	\$0.00	Assistant Sewer Equipme	0.45	0.35
<b>SPECIAL ASSESSMENTS</b>	\$0.00	\$0.00	Deputy Director of Munici	0.04	0.04
<b>INTERGOV REVENUE</b>	\$0.00	\$0.00	Light Equipment Operator	0.18	0.18
<b>LICENSES &amp; PERMITS</b>	\$0.00	\$0.00	Public Works Superintend	0.07	0.07
<b>FINES &amp; FORFEITS</b>	\$0.00	\$0.00	Sewer Equipment Operat	0.50	0.40
<b>PUBLIC CHARGES</b>	\$0.00	\$0.00	Truck Driver	0.10	0.10
<b>MISCELLANEOUS</b>	\$0.00	\$0.00			
<b>TOTAL</b>	\$0.00	\$0.00	<b>TOTAL</b>	1.34	1.14



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
625-1005-541.15-10	Banked Sick Leave	302	301	227	279	344
625-1005-541.19-03	Uniform/Clothing Allow	143	165	169	169	165
625-1005-541.25-01	Other Municipal Entities	5,289	8,000	0	6,500	8,600
LEVEL	TEXT	TEXT AMT				
TOTB	TIPPING FEES- 200 TONS @ \$43.00/TON		8,600			
			8,600			
625-1005-541.29-05	Vehicle/Equipment Rental	119,617	120,000	69,604	89,626	120,000
625-1005-541.29-07	Inhouse Technology Svcs	1,790	1,911	956	1,275	1,922
625-1005-541.30-18	Department	3,004	4,250	2,027	3,041	3,250
LEVEL	TEXT	TEXT AMT				
TOTB	GUTTER BROOMS, SIDE SHOES		3,250			
			3,250			
625-1005-541.51-03	Property	408	449	225	338	480
*	Street Cleaning	183,707	188,518	107,710	144,004	189,577
	Snow & Ice Removal					
625-1006-541.10-01	Wages	20,937	17,469	16,686	17,000	17,728
625-1006-541.10-02	Salaries	3,804	4,802	3,495	4,410	4,951
625-1006-541.10-03	Overtime/Doubletime	1,420	1,500	102	152	1,500
625-1006-541.15-01	Health	7,226	7,249	4,807	6,812	7,392
625-1006-541.15-02	Life	44	61	24	35	65
625-1006-541.15-03	Dental	460	289	321	456	430
625-1006-541.15-04	Retirement	1,719	1,604	1,370	1,988	1,632
625-1006-541.15-05	FICA	1,920	1,710	1,490	2,163	1,753
625-1006-541.15-07	Vision	51	50	36	51	925
625-1006-541.15-08	Workers Comp	969	749	751	1,091	873
625-1006-541.15-10	Banked Sick Leave	44	192	198	252	221
625-1006-541.19-03	Uniform/Clothing Allow	65	90	3	90	90
625-1006-541.29-05	Vehicle/Equipment Rental	40,223	17,500	29,254	33,000	30,000
625-1006-541.51-03	Property	1,342	1,476	738	1,107	1,579
*	Snow & Ice Removal	80,224	54,741	59,275	68,607	69,139
	Storm Sewers & Drains					
625-1010-541.10-01	Wages	45,265	71,001	24,801	36,884	60,350
625-1010-541.10-02	Salaries	6,605	8,010	5,913	7,460	8,381
625-1010-541.10-03	Overtime/Doubletime	375	500	11	17	500
625-1010-541.10-08	Wages-Temp Help	0	0	33	33	0
625-1010-541.15-01	Health	12,157	22,418	8,812	11,241	18,959
625-1010-541.15-02	Life	61	111	34	48	95

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
625-1010-541.15-03	Dental	935	1,076	700	916	1,355
625-1010-541.15-04	Retirement	3,438	5,367	2,082	3,002	4,673
625-1010-541.15-05	FICA	3,850	5,732	2,258	3,260	5,051
625-1010-541.15-07	Vision	98	167	76	99	147
625-1010-541.15-08	Workers Comp	1,952	2,505	1,152	1,663	2,663
625-1010-541.15-10	Banked Sick Leave	303	682	321	419	671
625-1010-541.19-03	Uniform/Clothing Allow	340	354	302	354	354
625-1010-541.21-02	Engineering	49,666	27,350	18,797	24,374	27,350
LEVEL	TEXT	TEXT	AMT			
TOTB	SEWER CLEANING/TELEVISIONING		25,000			
	DIGGERS HOTLINE		2,350			
			27,350			
625-1010-541.21-06	Management	1,883	5,000	1,966	2,500	5,000
LEVEL	TEXT	TEXT	AMT			
TOTB	STORMWATER POND O& M		5,000			
			5,000			
625-1010-541.24-05	Small Projects	34,315	35,000	33,522	35,000	35,000
LEVEL	TEXT	TEXT	AMT			
TOTB	REAR LOT DRAINAGE GRANT PROGRAM		15,000			
	MISCELLANEOUS STORM REPAIRS		20,000			
	NATURE'S WAY POND REHABILITATION-PHASE I		1,000			
			36,000			
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			
625-1010-541.29-02	Publishing	0	0	78	78	0
625-1010-541.29-05	Vehicle/Equipment Rental	54,137	71,000	32,150	38,000	71,000
625-1010-541.29-07	Inhouse Technology Svcs	1,790	1,911	956	1,434	1,922
625-1010-541.30-11	Postage	20	0	0	0	0
625-1010-541.30-15	Tools & Equipment	1,418	2,000	419	2,000	2,000
625-1010-541.30-18	Department	17,369	25,000	11,593	15,120	25,000
LEVEL	TEXT	TEXT	AMT			
TOTB	CASTINGS & SUPPLIES		10,000			
	CONCRETE,MORTAR, & STONE		6,000			
	PRECAST BASINS & ADJUSTING RINGS		5,500			
	PIPE & FITTINGS		3,500			
			25,000			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
625-1010-541.32-01	Dues/Memberships/Licenses	1,650	1,650	1,864	1,865	2,900
LEVEL	TEXT	TEXT AMT				
TOTB	NEWSC DUES		1,900			
	NEWSC LEAF STUDY		1,000			
			2,900			
625-1010-541.34-02	Registrations	110	0	0	0	0
625-1010-541.51-03	Property	175	193	97	145	207
625-1010-541.82-02	Construction	0	456,400	1,350	287,025	333,000
LEVEL	TEXT	TEXT AMT				
TOTB	BROAD STREET PIPEBURST		55,000			
	STORM INLETS/MANHOLES/PIPE REPAIRS		30,000			
	STORM PORTION OF EIGHTH STREET PROJECT		38,400			
	STORM PORTION OF BALDWIN STREET PROJECT		74,600			
	LAKE PARK VILLA POND REHABILITATION		100,000			
	WINNIPEG STREET DITCH REHABILITATION		35,000			
			333,000			
*	Storm Sewers & Drains	240,912	746,427	152,287	475,937	609,578
	Parking Lots					
625-1013-541.10-01	Wages	4,666	3,494	3,698	4,200	3,546
625-1013-541.10-03	Overtime/Doubletime	198	0	10	10	0
625-1013-541.15-01	Health	1,150	1,256	539	611	1,268
625-1013-541.15-02	Life	6	0	1	2	0
625-1013-541.15-03	Dental	81	50	36	41	74
625-1013-541.15-04	Retirement	320	236	251	285	239
625-1013-541.15-05	FICA	362	251	277	315	262
625-1013-541.15-07	Vision	9	9	4	5	9
625-1013-541.15-08	Workers Comp	179	110	135	154	137
625-1013-541.15-10	Banked Sick Leave	18	30	37	42	34
625-1013-541.19-03	Uniform/Clothing Allow	18	18	15	18	18
625-1013-541.29-05	Vehicle/Equipment Rental	14,279	11,000	4,047	6,000	11,000
*	Parking Lots	21,286	16,454	9,050	11,683	16,587
	San Sewer Maint/Const					
625-1020-543.16-01	WRS	24,660	0	0	0	0
*	San Sewer Maint/Const	24,660	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
	Recycling-Yard Waste					
625-1028-543.10-01	Wages	49,668	55,929	7,131	50,400	65,680
625-1028-543.10-02	Salaries	9,022	7,050	7,104	8,368	7,391
625-1028-543.10-03	Overtime/Doubletime	693-	980	39	600	980
625-1028-543.10-08	Wages-Temp Help	4,309	4,817	0	3,223	8,547
625-1028-543.15-01	Health	14,900	11,648	2,652	3,342	13,330
625-1028-543.15-02	Life	75	60	12	60	66
625-1028-543.15-03	Dental	1,181	882	244	1,018	1,423
625-1028-543.15-04	Retirement	3,906	4,317	964	1,404	4,998
625-1028-543.15-05	FICA	4,590	5,047	1,053	1,533	6,026
625-1028-543.15-07	Vision	128	152	28	38	173
625-1028-543.15-08	Workers Comp	2,122	2,167	574	733	3,126
625-1028-543.15-10	Banked Sick Leave	610	546	151	203	723
625-1028-543.19-03	Uniform/Clothing Allow	299	302	214	302	0
625-1028-543.21-06	Management	4,830	4,760	0	5,600	4,760
LEVEL	TEXT	TEXT AMT				
TOTB	SHARE OF GRINDER RENTAL		4,760			
			4,760			
625-1028-543.22-06	Storm Water	649	650	0	6,502	650
625-1028-543.29-05	Vehicle/Equipment Rental	88,124	92,400	50	95,575	92,400
625-1028-543.30-11	Postage	62	56	0	75	56
625-1028-543.30-15	Tools & Equipment	62	1,568	0	1,568	1,568
625-1028-543.30-18	Department	6	1,120	0	1,120	1,120
625-1028-543.51-03	Property	361	364	182	347	389
*	Recycling-Yard Waste	184,211	194,815	20,398	182,011	213,406
**	Storm Water Utility	1,225,220	2,040,324	799,090	1,523,628	1,759,150

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# **INTERNAL SERVICE FUNDS**

**FUND 731**

**PUBLIC WORKS  
FACILITY**

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
		City Garage	
		731-1022-541	10/16/2020

#### **RESPONSIBILITIES**

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

#### **SERVICES PROVIDED**

#### **2020 ACCOMPLISHMENTS**

Began the construction of the new Public Works Facility.

#### **2021 OBJECTIVES**

Finish the construction of the new facility within budget.

#### **MAJOR CHANGES FROM 2020 BUDGET**

Addition of funds for pallet racking, work benches and contingency funding for new breakroom furniture accounts for most of the increase.

<b><u>FUNDING SOURCES</u></b>	<b><u>2020 FUNDING</u></b>	<b><u>2021 FUNDING</u></b>	<b><u>POSITION TITLE</u></b>	<b><u>2020 # OF FTE'S</u></b>	<b><u>2021 # OF FTE'S</u></b>
<b>TAXES</b>	\$0.00	\$0.00	City Mechanic II	2.00	2.00
<b>SPECIAL ASSESSMENTS</b>	\$0.00	\$0.00	City Mechanic III	1.00	1.00
<b>INTERGOV REVENUE</b>	\$0.00	\$0.00	Common Laborer	0.00	0.45
<b>LICENSES &amp; PERMITS</b>	\$0.00	\$0.00	Deputy Director of Munici	0.45	0.45
<b>FINES &amp; FORFEITS</b>	\$0.00	\$0.00	Heavy Equipment Operat	0.30	0.30
<b>PUBLIC CHARGES</b>	\$0.00	\$0.00	Public Works Administrati	0.20	0.20
<b>MISCELLANEOUS</b>	\$0.00	\$0.00	Public Works Superintend	0.18	0.18
			Truck Driver	0.45	0.00
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>4.58</b>	<b>4.58</b>



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Public Works Facility						
731-0000-462.02-00	Street Machine	1,120,081	1,200,000	792,443	1,100,000	1,200,000
731-0000-463.01-00	Other Property	29	4,000	0	1,000	4,000
731-0000-466.00-00	Misc General Revenue	215	0	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Public Works Facility	1,120,325	1,204,000	792,443	1,101,000	1,204,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	Public Works Facility	1,120,325	1,204,000	792,443	1,101,000	1,204,000

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Public Works Facility							
Public Works Facility							
731-1022-541.10-01		Wages	237,209	249,827	203,042	244,042	253,730
731-1022-541.10-02		Salaries	45,555	50,809	40,725	52,291	52,270
731-1022-541.10-03		Overtime/Doubletime	4,027	3,500	741	2,000	3,500
731-1022-541.10-08		Wages-Temp Help	355	0	941	941	0
731-1022-541.15-01		Health	70,440	73,660	61,205	74,886	93,148
731-1022-541.15-02		Life	681	823	586	837	810
731-1022-541.15-03		Dental	3,707	3,195	4,019	3,395	5,533
731-1022-541.15-04		Retirement	18,570	20,529	16,350	20,871	20,891
731-1022-541.15-05		FICA	20,925	22,262	18,144	22,632	22,760
731-1022-541.15-07		Vision	498	529	448	538	649
731-1022-541.15-08		Workers Comp	10,270	9,307	8,866	9,462	11,563
731-1022-541.15-10		Banked Sick Leave	2,253	2,599	2,467	2,891	3,022
731-1022-541.19-03		Uniform/Clothing Allow	1,169	975	442	543	975
731-1022-541.19-05		Tool Allowance	900	900	492	450	900
731-1022-541.20-01		Janitorial	22,958	21,400	20,458	25,000	21,400
LEVEL	TEXT		TEXT		AMT		
TOTB	COVERALLS, RAGS, MATS, RESTROOM SUPPLIES				11,200		
	CONTRACTED CLEANING				10,200		
					21,400		
731-1022-541.20-04		Mechanical Systems	3,111	3,110	0	0	3,110
731-1022-541.20-07		Pest Control	795	900	954	1,100	900
731-1022-541.20-08		Storage Services	1,814	2,000	1,814	1,814	0
731-1022-541.21-06		Management	2,239	2,785	1,019	2,500	2,785
LEVEL	TEXT		TEXT		AMT		
TOTB	OIL FILTER DISPOSAL				600		
	FUEL INVENTORY FEE				485		
	FIRE EXTINGUISHER INSPECTION				1,200		
	MISCELLANEOUS SERVICES				500		
					2,785		
731-1022-541.22-01		Telephone	2,701	3,250	2,046	2,710	3,250
731-1022-541.22-03		Electricity	14,621	15,500	11,022	15,000	15,500
731-1022-541.22-04		Heat	19,377	20,000	10,669	16,000	20,000
731-1022-541.22-05		Water/Sewer	11,217	11,000	7,171	8,871	11,000
731-1022-541.22-06		Storm Water	14,286	14,300	11,289	14,300	14,300
731-1022-541.22-07		Fiber Optic	7,135	7,150	4,722	7,150	7,150
731-1022-541.24-01		Office Equipment	0	250	0	0	250
731-1022-541.24-02		Tools & Equipment	2,222	2,000	733	1,500	2,000
731-1022-541.24-03		Buildings	3,993	5,000	12,303	15,000	5,000
731-1022-541.24-04		Specialized Equipment	510	2,500	1,408	1,893	2,500
731-1022-541.24-06		Fuel Station	4,975	5,000	1,679	1,679	5,000
LEVEL	TEXT		TEXT		AMT		

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TOTB	AIMS FUELING SYSTEM MODULES/RINGS		3,300			
	FUEL DISPENSER REPAIRS		1,700			
			5,000			
731-1022-541.29-01	Printing	483	300	0	0	300
731-1022-541.29-04	Vehicle Repair	16,809	20,000	16,766	20,000	20,000
731-1022-541.29-05	Vehicle/Equipment Rental	38,765	40,000	51,257	46,000	40,000
731-1022-541.29-07	Inhouse Technology Svcs	5,446	6,076	3,038	4,557	6,141
731-1022-541.30-10	Office	1,132	1,200	1,171	1,200	1,200
731-1022-541.30-11	Postage	225	100	363	483	500
731-1022-541.30-12	Computer	0	0	0	0	1,600
LEVEL	TEXT	TEXT	AMT			
TOTB	COMPUTER REPLACEMENTS (2)		1,600			
			1,600			
731-1022-541.30-13	Housekeeping	3,162	2,000	1,983	3,000	2,000
731-1022-541.30-15	Tools& Equipment	6,037	8,425	6,959	8,425	5,950
LEVEL	TEXT	TEXT	AMT			
TOTB	EXTENTION FOR ROTARY LIFTS		1,700			
	INDUSTRIAL BELT SANDER		1,750			
	CUMMINGS INSITE UPDATE		750			
	MISC HAND TOOLS		1,750			
			5,950			
731-1022-541.30-18	Department	29,426	33,000	32,839	35,000	33,000
731-1022-541.32-01	Dues/Memberships/Licenses	802	550	75	113	550
731-1022-541.33-02	Registrations	0	0	0	0	2,000
LEVEL	TEXT	TEXT	AMT			
TOTB	US WISCONSIN PUBLIC WORKS TRAINING		2,000			
			2,000			
731-1022-541.33-03	Lodging/Meals	0	0	124	124	0
731-1022-541.34-02	Registrations	911	2,000	985	1,000	0
731-1022-541.38-01	Fuel	154,253	190,000	69,431	160,000	167,500
LEVEL	TEXT	TEXT	AMT			
TOTB	DIESEL FUEL- 50,000 GALS @ \$2.85/GAL		142,500			
	NO LEAD FUEL- 10,000 GALS @ \$2.50/GAL		25,000			
			167,500			
731-1022-541.38-02	Tires	36,757	45,000	23,152	45,000	45,000
731-1022-541.38-03	Parts	127,219	120,000	78,671	100,000	120,000
731-1022-541.38-04	Parts-Outside Repairs	26,358	20,000	31,184	38,000	20,000
731-1022-541.51-03	Property	20,195	22,215	11,108	22,215	23,770

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
731-1022-541.80-04	Office Equipment	0	0	0	0	2,000
LEVEL	TEXT	TEXT	AMT			
TOTB	TRAINING/CONFERENCE ROOM MONITORS (2)		2,000			
			2,000			
731-1022-541.80-05	Other Equipment	0	0	0	0	40,000
LEVEL	TEXT	TEXT	AMT			
TOTB	PALLET RACKING, WORK BENCHES, BREAK ROOM FURNITURE		40,000			
			40,000			
731-1022-541.82-01	Buildings	0	0	38,790	43,750	0
*	Public Works Facility	996,493	1,065,926	813,651	1,079,163	1,115,407
**	Public Works Facility	996,493	1,065,926	813,651	1,079,163	1,115,407

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**FUND 733**

**PROPERTY &  
LIABILITY INSURANCE**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Property and Liab Ins						
733-0000-466.00-00	Misc General Revenue	117,198	139,720	64,460	128,919	137,943
*	Property and Liab Ins	117,198	139,720	64,460	128,919	137,943
**	Property and Liab Ins	117,198	139,720	64,460	128,919	137,943

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Property and Liab Ins						
	Property and Liab Ins					
733-0206-512.21-01	Legal	6,647	5,000	4,417	5,000	5,000
733-0206-512.51-03	Property	37,555	42,400	42,932	42,932	45,000
733-0206-512.51-04	Liability	58,142	59,305	59,305	59,305	60,505
733-0206-512.51-05	Vehicle	22,716	24,567	23,709	23,709	27,023
733-0206-512.51-06	Computer Equipment	4,474	4,700	0	0	4,935
733-0206-512.51-07	Boiler	1,221	1,446	1,934	1,934	1,518
733-0206-512.51-08	Crime	830	872	631	631	916
733-0206-512.51-09	Public Liability	2,652	2,917	2,716	2,716	3,209
733-0206-512.51-10	Employment Practice Liab	6,610	6,941	6,671	6,671	7,635
733-0206-512.51-11	Underground Storage Tanks	3,965	4,200	10,635	10,635	3,100
733-0206-512.51-12	Volunteer	141	148	134	134	161
733-0206-512.51-13	Pollution Legal Liability	1,791	1,970	2,335	2,335	2,167
733-0206-512.73-01	Award & Claim Settlements	7,830-	25,000	4,688	25,000	25,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Property and Liab Ins	138,914	179,466	160,107	181,002	186,169
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	Property and Liab Ins	138,914	179,466	160,107	181,002	186,169



**FUND 734**

**HRA HEALTH  
INSURANCE**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
HRA Health Insurance Fund						
734-0000-466.00-00	Misc General Revenue	85,503	108,000	2,687	108,000	110,000
*	HRA Health Insurance Fund	85,503	108,000	2,687	108,000	110,000
**	HRA Health Insurance Fund	85,503	108,000	2,687	108,000	110,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
HRA Health Insurance Fund						
HRA Health Insurance						
734-0416-513.15-01	Health	119,778	108,000	63,831	115,000	115,000
734-0416-513.21-06	Management	6,631	0	5,005	6,000	6,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	HRA Health Insurance	126,409	108,000	68,836	121,000	121,000
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	HRA Health Insurance Fund	126,409	108,000	68,836	121,000	121,000

**FUND 735**

**SELF-FUNDED  
DENTAL INSURANCE**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Self-Funded Dental Ins						
735-0000-466.00-00	Misc General Revenue	123,636	77,646	98,797	128,000	128,000
*	Self-Funded Dental Ins	123,636	77,646	98,797	128,000	128,000
**	Self-Funded Dental Ins	123,636	77,646	98,797	128,000	128,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
	Self-Funded Dental Ins					
	Self-Funded Dental					
735-0207-512.15-03	Dental	120,570	115,000	54,295	100,000	121,465
735-0207-512.21-06	Management	7,035	7,500	4,845	7,300	7,193
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Self-Funded Dental	127,605	122,500	59,140	107,300	128,658
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	Self-Funded Dental Ins	127,605	122,500	59,140	107,300	128,658

**FUND 741**

**STREET EQUIPMENT**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Street Equipment						
741-0000-441.38-00	Gasoline Sales	8,028	8,200	5,008	8,100	8,200
741-0000-461.01-00	On Investments	825	700	170	200	500
741-0000-462.02-00	Street Machine	542,832	600,000	382,499	575,000	600,000
741-0000-463.01-00	Other Property	23,580	4,000	0	0	0
741-0000-463.06-00	Highway Property	0	0	33,250	35,000	20,000
		<hr/>				
*	Street Equipment	575,265	612,900	420,927	618,300	628,700
		<hr/>				
**	Street Equipment	575,265	612,900	420,927	618,300	628,700



ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Street Equipment							
Street Machinery							
741-1023-541.80-03 Motorized Equipment			0	549,000	0	359,269	556,000
LEVEL	TEXT		TEXT	AMT			
TOTB	#1004 REAR LOAD REFUSE TRUCK (2006)			215,000			
	#3058 TRACTOR/BROOM (1997)			60,000			
	#0009 UTILITY/PICK UP TRUCK (2006)			35,000			
	#2003 PICK UP TRUCK -ENGINEERING (2005)			32,000			
	#2013 PICK UP TRUCK -ENGINEERING (2003)			32,000			
	#2015 PICK UP TRUCK - HEALTH/ENVIRONMENTAL (2008)			32,000			
	PWF PROJECT			150,000			
				556,000			
<hr/>							
*	Street Machinery		0	549,000	0	359,269	556,000
<hr/>							
**	Street Equipment		0	549,000	0	359,269	556,000

**FUND 743**

**INFORMATION  
TECHNOLOGY**

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b> General Fund	<b>BUDGET NAME</b> IT Department	<b>PREPARED BY</b> Jennifer Sassman
	<b>FUNCTION</b> General Government	<b>BUDGET NUMBER</b> 743-0403-513	<b>DATE</b> 10/2/2020
<b>RESPONSIBILITIES</b>			
<p>Administrating and monitoring current Information Technology resources for the City; including all data, e-mail, the e-mail archiver, storage area network, databases, PCs, laptops, servers, switches, routers, the firewall, Network security, virtual private networking devices, displays, printers, printer toner, fax machines, copiers, I-Pads, phone system, phones, cell phones, smart phones, wireless access points, wireless modems, cellular modems, cabling, camera systems, cameras, digital video recording, user profiles, server policies, access rights, back-ups, training of Microsoft Office Suite, maintenance contracts, the City's website, and PC's.</p> <p>Works with departments to recommend, determine, and provide the most efficient use of the technology available that will enhance their workflow.</p> <p>Handles all IT Support needs throughout the City Buildings and for City staff.</p> <p>Completes long-term planning in regard to infrastructure and technology, and maintains some 'in-house' applications that have been created and are being used.</p>			
<b>SERVICES PROVIDED</b>			
N/A			
<b>2020 ACCOMPLISHMENTS</b>			
<p>Increased network storage space.</p> <p>Changes to our cellphone usage. Provider change and new plan options have resulted in cost savings that have allowed for no increase in expenditure for cell phone yet improving the efficiency of the employees who need them. Police department has the most gained from this change with more usage, better equipment, for less money overall per device.</p> <p>Replacing thirty-one (31) PC's in 2020.</p> <p>Restructured FTE VS outside services to be more efficient and responsive to the issues and proactivity.</p> <p>Project management/planning for:</p> <ul style="list-style-type: none"> <li>• Departmental software requests research for functionality for both our hardware and network compatibility.</li> <li>• Upgrading Support Central for IT support tickets.</li> <li>• Microsoft Licensing</li> <li>• Migration of Exchange server</li> </ul> <p>Keeping IT support tickets as current as possible.</p> <p>Maintaining all servers, PC's, and other IT equipment prudently and responsibly.</p>			

<b>CITY OF MENASHA</b> <b>2021 OPERATIONS BUDGET</b>	<b>FUND</b>	<b>BUDGET NAME</b>	<b>PREPARED BY</b>
	General Fund	IT Department	Jennifer Sassman
	<b>FUNCTION</b>	<b>BUDGET NUMBER</b>	<b>DATE</b>
	General Government	743-0403-513	10/2/2020

#### 2021 OBJECTIVES

Assess document imaging needs with the Health Department on first setup, with other departments joining the program in the future. (carry over from 2020).

Work with departments to get a GIS System up and running.

Research the best way for the City to accept credit card payments.

Implementation of replacement Switches, Microsoft Licensing, increasing network strength, PC deployments.

Increase network strength by replacing aging equipment with scalable options for flexibility.

Monitor and stay current with the ongoing maintenance schedule, and maintain systems and assist end users with IT support needs.

#### MAJOR CHANGES FROM 2020 BUDGET

Looking to move forward with a Data Center Refresh to update our infrastructure.

HPE, which is similar to what we have now, or going with Nutanix.

HPE is similar to what we have now. Just replacing the aging equipment with newer, more robust devices. The newer devices gives us more flexibility into adding more space and upgrading as needed.

Nutanix is an all in one solution. This is a newer technology, and there would be more of a learning curve as to the HPE solution provided. The same principles do apply with Nutanix compared to HPE. The only major difference is there would be one device with Nutanix to manage, or having multiple devices to manage.

<u>FUNDING SOURCES</u>	<u>2020 FUNDING</u>	<u>2021 FUNDING</u>	<u>POSITION TITLE</u>	<u>2020 # OF FTE'S</u>	<u>2021 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	IT Supervisor	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	IT Technician	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			
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>TOTAL</b>	<b>2.00</b>	<b>2.00</b>

**CITY OF MENASHA**  
**IT Budget Comparison 2015 - 2016 - 2017 - 2018 - 2019 - 2020 - 2021**

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Change from 2020-2021</u>	<u>%-Change</u>
IT Budget- Global	\$ 415,727	\$ 388,312	\$ 388,540	\$ 389,860	\$ 400,890	\$ 402,637	\$ 408,213	\$ 5,576	1.38%
IT Budget with Department IT Added	\$ 463,536	\$ 418,422	\$ 439,116	\$ 417,710	\$ 443,250	\$ 448,897	\$ 452,873	\$ 3,976	0.89%
<b><u>Departments</u></b>									
Police	\$ 157,641	\$ 147,446	\$ 144,008	\$ 148,184	\$ 146,700	\$ 151,357	\$ 148,474	\$ (2,883)	-1.90%
Public Works	\$ 72,644	\$ 66,163	\$ 80,140	\$ 66,861	\$ 73,806	\$ 70,699	\$ 72,247	\$ 1,548	2.19%
Community Development	\$ 21,697	\$ 16,957	\$ 30,772	\$ 21,257	\$ 21,390	\$ 21,718	\$ 22,068	\$ 350	1.61%
Park & Recreation	\$ 36,770	\$ 36,518	\$ 34,401	\$ 30,689	\$ 35,967	\$ 36,356	\$ 37,907	\$ 1,551	4.27%
Health	\$ 44,570	\$ 36,163	\$ 36,419	\$ 35,012	\$ 36,667	\$ 33,911	\$ 38,848	\$ 4,937	14.56%
Finance	\$ 76,160	\$ 68,430	\$ 67,706	\$ 72,507	\$ 69,706	\$ 74,888	\$ 71,731	\$ (3,157)	-4.22%
Assessor	\$ 11,756	\$ 10,124	\$ 9,915	\$ 9,281	\$ 9,095	\$ 10,261	\$ 9,441	\$ (820)	-7.99%
City Clerk	\$ 13,182	\$ 11,994	\$ 11,649	\$ 11,307	\$ 12,335	\$ 10,773	\$ 11,068	\$ 295	2.74%
Attorney	\$ 3,637	\$ 3,378	\$ 4,080	\$ 3,207	\$ 3,113	\$ 3,025	\$ 3,068	\$ 43	1.42%
Senior Center	\$ 688	\$ 650	\$ 647	\$ 620	\$ 433	\$ 482	\$ 2,663	\$ 2,181	452.49%
Personnel/Human Resources	\$ 8,924	\$ 6,921	\$ 6,841	\$ 6,578	\$ 6,392	\$ 7,898	\$ 6,176	\$ (1,722)	-21.80%
Library	\$ 9,937	\$ 8,917	\$ 7,881	\$ 7,703	\$ 8,183	\$ 8,159	\$ 8,450	\$ 291	3.57%
Mayor	\$ 3,649	\$ 3,391	\$ 3,344	\$ 3,220	\$ 3,126	\$ 3,037	\$ 3,077	\$ 40	1.32%
Council	\$ 2,281	\$ 1,370	\$ 1,313	\$ 1,284	\$ 1,337	\$ 1,333	\$ 2,655	\$ 1,322	99.17%
Apply Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 463,536</b>	<b>\$ 418,422</b>	<b>\$ 439,116</b>	<b>\$ 417,710</b>	<b>\$ 443,250</b>	<b>\$ 448,897</b>	<b>\$ 452,873</b>	<b>\$ 3,976</b>	<b>0.89%</b>
check	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Information Technology						
743-0000-466.00-00	Misc General Revenue	360,304	387,637	193,819	387,637	393,213
*	Information Technology	360,304	387,637	193,819	387,637	393,213
**	Information Technology	360,304	387,637	193,819	387,637	393,213

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Information Technology						
Information Systems						
743-0403-513.10-02	Salaries	96,244	106,082	79,096	104,876	113,885
743-0403-513.15-01	Health	16,918	22,134	21,158	26,728	29,131
743-0403-513.15-02	Life	159	135	94	127	155
743-0403-513.15-03	Dental	1,329	1,123	1,315	1,659	1,661
743-0403-513.15-04	Retirement	5,939	7,161	5,339	7,079	7,688
743-0403-513.15-05	FICA	7,162	8,056	5,882	7,864	8,414
743-0403-513.15-07	Vision	121	194	42	52	56
743-0403-513.15-08	Workers Comp	163	170	151	197	207
743-0403-513.15-10	Banked Sick Leave	460	917	832	1,089	1,132
743-0403-513.21-04	Computer	66,241	55,350	36,582	53,500	51,800
743-0403-513.22-01	Telephone	500	1,000	439	590	1,000
743-0403-513.22-07	Fiber Optic	5,664	6,100	4,004	6,006	6,100
743-0403-513.24-04	Specialized Equipment	117,192	153,897	92,951	122,000	152,099
743-0403-513.29-01	Printing	17,588	18,000	14,623	18,000	16,000
743-0403-513.29-03	Advertising	443	0	0	0	0
743-0403-513.29-05	Vehicle/Equipment Rental	0	100	0	0	0
743-0403-513.30-10	Office	32	300	0	300	300
743-0403-513.30-11	Postage	0	50	0	50	50
743-0403-513.30-12	Computer	40	100	23	100	100
743-0403-513.30-15	Tools & Equipment	9,800	17,450	14,346	17,000	14,400
743-0403-513.30-19	Office Furnishings	140	300	277	300	300
743-0403-513.32-01	Dues/Memberships/Licenses	50	150	50	50	150
743-0403-513.33-01	Mileage	283	600	147	250	500
743-0403-513.34-02	Registrations	100	600	0	0	500
743-0403-513.34-03	Lodging/Meals	164	600	0	0	500
743-0403-513.34-04	Other Expenses	0	400	0	0	300
743-0403-513.51-03	Property	1,516	1,668	834	1,668	1,785
* Information Systems		348,248	402,637	278,185	369,485	408,213
** Information Technology		348,248	402,637	278,185	369,485	408,213

## Technology Budget 2021

	Global	Dept Specific
<u>743-0403-513-1002 - Salaries</u>		
	Salaries	<u>\$113,885</u>
		<b>\$113,885</b>
<u>743-0403-513-1501 - Health</u>		
	Health	<u>\$29,131</u>
		<b>\$29,131</b>
<u>743-0403-513-1502 - Life Insurance</u>		
	Life Insurance	<u>\$155</u>
		<b>\$155</b>
<u>743-0406-513-1503 - Dental</u>		
	Dental	<u>\$1,661</u>
		<b>\$1,661</b>
<u>743-0403-513-1504 - Retirement</u>		
	Retirement	<u>\$7,688</u>
		<b>\$7,688</b>
<u>743-0403-513-1505 - FICA</u>		
	FICA	<u>\$8,414</u>
		<b>\$8,414</b>
<u>743-0403-513-1507 - Vision</u>		
	Vision	<u>\$56</u>
		<b>\$56</b>
<u>743-0403-513-1508 - Workers Comp</u>		
	Workers Comp	<u>\$207</u>
		<b>\$207</b>
<u>743-0403-513-1510 - Banked Sick Leave</u>		
	Banked Sick Leave	<u>\$1,132</u>
		<b>\$1,132</b>
<u>Total of Accounts 1001 through 1510</u>		<b>\$162,329</b>



**743-0403-513-2104 - IT Professional Services (Global)**

Specialized Assistance	\$1,000
Website - Annual Hosting (Revize)	\$4,000
Wiscnet Internet member fee	\$1,600
Wiscnet Internet Access 1G	\$3,000
Spectrum Internet Backup 10 MB	\$2,200
Outside services (Heartland Business Systems)	\$40,000
	<b>\$51,800</b>

**743-0403-513-2201 - Telephone (Global)**

Telephone	\$1,000
	<b>\$1,000</b>

**743-0403-513-2207 - Fiber (Global)**

Telephone	\$6,100
	<b>\$6,100</b>

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

MorphoTrak Live ID Maintenance	\$175	
LiveScan Finger Printer Maintenance	\$1,200	
Cop Logic - DORS Maintenance	\$1,350	
RSA Maintenance	\$800	
Arbitrator 360 Squad Video Maintenance	\$0	
NetMotion Cellular Connectivity Maintenance	\$2,300	
T2 Parking System	\$7,250	
Scheduling Software	\$3,200	
Traffic I-Cloud	\$1,200	
TWAS	\$1,000	
Body Cameras	\$10,000	
BEAST - Evidence Room Software Maintenance	\$675	
Spotlight-Video Redaction Software	\$1,609	
K9 Handler-Pack Track	\$100	
Law Records Management System Maintenance	<u>\$5,675</u>	\$36,534 Police

**Engineering**

CarteGraph Maintenance	\$1,700	
AutoDesk Maintenance	\$4,400	
Plotter Maintenance	<u>\$1,300</u>	\$7,400 Eng

City Garage		
	Syn-Tech FuelMaster Maintenance	\$650
	Cummings Diagnostic	\$800
	Weather Sentry Subscription	\$1,950
	TrafficTech Maintenance	\$1,700
	Fleetsoft Maintenance	<u>\$2,000</u>
		\$7,100 PWF
Com Dev		
	ARC GIS Maintenance	\$2,100
	Building Inspection Software Maintenance	<u>\$6,000</u>
		\$8,100 Com Dev
Parks and Rec		
	Anticipated Rec Desk Usage	\$3,500
	Pontem Cemetery App Maintenance	<u>\$1,300</u>
		\$4,800 Parks
Health		
	WinWam Sanitarian Application Maintenance	<u>\$700</u>
		\$700 Health
Finance		
	City of Neenah Tax Services	\$15,500
	Plan-It (CIP Budget)	\$1,600
	Central Square Tecchnologies	<u>\$35,000</u>
		\$52,100 Finance
Assessor		
	MarketDrive Maintenance	<u>\$4,200</u>
		\$4,200 Assessor
Global		
	Adobe Acrobat Pro	\$2,000
	BOSS Maintenance	\$1,800
	Fortinet Web Filtering/Firewall	\$2,700
	Barracuda Email Security	\$3,140
	Barracuda Web Security	\$1,490
	Barracuda Message Archiver	\$4,400
	VM Back-Up Software	\$1,200
	Police Domain Name Renewal	\$50
	.GOV Resistration	\$400
	E-Set - Antivirus	\$1,200
	GoToAssist-PC Support Tool	\$600
	GoToMeeting	\$435
	GoToMeeting 800#	\$900
	Guardian Tracking	\$3,600
	SSL Certificate Commail	\$450
	Unitel Phone System	\$800

Vmware licensing for Virtualizing 10 PCs	\$4,100
Virtual Server Maintenance-Vmware	\$1,900

	<b>\$31,165</b>
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**\$120,934**

**\$152,099 Total in IT Budget**

743-0403-513-29-01 - Printing

Printing Services for Entire City - Printers and Copiers	\$16,000
	<b>\$16,000</b>

743-0403-513-2905 - Vehicle/Equipment Rental

Vehicle/Equipment Rental	\$0
	<b>\$0</b>

743-0403-513-3010 - Office Supplies

Office Supplies	\$300
	<b>\$300</b>

743-0403-513-3011 - Postage

Postage	\$50
	<b>\$50</b>

743-0403-513-3012 - Computer Recycle

Computer Recycle	\$100
	<b>\$100</b>

743-0403-513-30-15 - Supplies/Tools + Equipment/Infrastructure (Global)

Police Server Room Switch	\$3,500
PWF Switch	\$3,500
PC	\$900
Toner/Supplies	\$500
Equipment Replacement	\$6,000
	<b>\$14,400</b>

743-0403-513-3019 - Office Furniture

Furniture	\$300
	<b>\$300</b>

743-0403-513-3201 - Membership Dues

GIPAW Dues/Other Dues	\$150
	<b>\$150</b>

743-0403-513-3301 - Mileage

Mileage	\$500
	<b>\$500</b>

743-0403-513-3402 - Registrations

Registrations	\$500
	<b>\$500</b>

743-0403-513-3403 - Lodging/Meals

Lodging/Meals	\$500
	<b>\$500</b>

743-0403-513-3404 - Other Expenses

Other Expenses	\$300
	<b>\$300</b>

743-0403-513-5103 - Liability

Liability	\$1,785
	<b>\$1,785</b>

<b>Total for 2021 IT Budget</b>		<b>\$287,279</b>			
Applied Fund Balance		(\$15,000)			
Less Printing		(\$16,000)			
<b>Total Global</b>		<b>\$256,279</b>			
			<u><b>2021</b></u>	<u><b>2020</b></u>	<u><b>2019</b></u>
Assessor	2.000%	\$5,126	\$115	\$128	\$146
City Attorney	1.000%	\$2,564	\$504	\$559	\$639
Clerk	4.000%	\$10,251	\$817	\$907	\$1,037
Common Council	1.000%	\$2,565	\$90	\$100	\$100
Community Development	4.750%	\$12,174	\$994	\$1,103	\$1,261
Finance	7.325%	\$18,775	\$856	\$950	\$978
Health	12.000%	\$30,753	\$2,895	\$3,214	\$3,673
HR	2.000%	\$5,126	\$1,050	\$1,165	\$1,443
Library	3.000%	\$7,690	\$0	\$0	\$0
Mayor	1.000%	\$2,563	\$514	\$571	\$652
Park and Rec	9.250%	\$23,704	\$1,103	\$1,300	\$1,481
Police	36.670%	\$93,981	\$4,309	\$4,933	\$5,638
Public Works	15.000%	\$38,444	\$2,653	\$3,020	\$3,452
Senior Center	1.000%	\$2,563	\$100	\$50	\$0
	100.00%	\$256,279	\$16,000	\$18,000	\$20,500
Dept Specific Items in IT Budget		\$120,934			
Applied Fund Balance		\$15,000			
Printing		\$16,000			
<b>TOTAL IT Budget 2021</b>		<b>\$408,213</b>			

## 2021 Technology Service Cost for Police Department

		<u>IT Budget</u>	<u>Dept Budget</u>	
Repair/Maint of Software & Hardware				
	Police	MorphoTrak Live ID Maintenance (Idemia)	\$175	
	Police	LiveScan Finger Printer Maintenance (iTouch)	\$1,200	
	Police	Cop Logic - DORS Maintenance (Lexis Nexus)	\$1,350	
	Police	RSA Maintenance	\$800	
	Police	Arbitrator 360 Squad Video Maintenance (Baycom)	\$0	
	Police	NetMotion Cellular Connectivity Maintenance	\$2,300	
	Police	T2 Parking System	\$7,250	
	Police	Scheduling Software (Aldatech)	\$3,200	
	Police	Traffic I-Cloud	\$1,200	
	Police	TWAS (Oleszak Company)	\$1,000	
	Police	Body Cameras (Panasonic)	\$10,000	
	Police	BEAST - Evidence Room Software Maintenance (Porter Lee)	\$675	
	Police	Spotlight-Video Redaction Software (Cubic)	\$1,609	
	Police	K9 Handler-Pack Track	\$100	
	Police	Law Records Management System Maintenance (Winn County)	\$5,675	
			<b>\$36,534</b>	
Supplies - Computer Equipment				
	Police	4 Replacement ToughBook for Squad		\$11,500
	Police	2 Pentax Thermal Printers for Squads		\$800
	Police	3 Replacement Printers		\$600
	Police	Replacement Monitors		\$750
				<b>\$13,650</b>
Printing				
	Police	Printing Services	\$4,309	
In-house Technology Services				
	Police	Technology Services	\$93,981	
<b>2021 Total Technology Cost for Police</b>			<b>\$134,824</b>	<b>\$13,650</b>
				<b>\$148,474</b>

## 2021 Technology Costs for Public Works

		IT Budget	Dept Budget	
Repair/Maint of Software & Hardware				
Engineering	CarteGraph Maintenance	\$1,700		
Engineering	AutoDesk Maintenance	\$4,400		
Engineering	Plotter Maintenance	\$1,300		
City Garage	Syn-Tech FuelMaster Maintenance	\$650		
City Garage	Cummins Diagnostic Maintenance	\$800		
Snow Removal	Weather Sentry Subscription (DTN LLC)	\$1,950		
Street Signs	TrafficTech Maintenance	\$1,700		
City Garage	Fleetsoft Maintenance	\$2,000		
		<b>\$14,500</b>		
Supplies - Computer Equipment				
City Garage	(2) Replacement PCs -Maintenance		\$1,600	
Engineering	(3) Replacement PCs		\$5,400	
			<b>\$7,000</b>	
Fiber Optic Services				
Bridges	Fiber Optic Services		\$2,500	
City Garage	Fiber Optic Services		\$7,150	
			<b>\$9,650</b>	
Printing				
Public Works	Printing Services	<b>\$2,653</b>		
Inhouse Technology Services				
Storm Sewers/Drains Maint	Technology Services	\$1,922	5.00%	
Municipal Buildings	Technology Services	\$1,538	4.00%	
Lift Bridges	Technology Services	\$1,538	4.00%	
San Sewer Maint/Const	Technology Services	\$2,691	7.00%	
Recycling, Solid waste	Technology Services	\$4,613	12.00%	
Storm Sewers/Street Clean/ Flush	Technology Services	\$1,922	5.00%	
Refuse Collect / Dispose	Technology Services	\$2,307	6.00%	
Street Signs / Markings	Technology Services	\$1,538	4.00%	
Removal of Snow and Ice	Technology Services	\$2,307	6.00%	
Engineering / Public Works	Technology Services	\$11,533	30.00%	
City Garage	Technology Services	\$2,691	7.00%	
Street Construction	Technology Services	\$3,844	10.00%	
		<b>\$38,444</b>	100%	
<b>2021 Total Technology Cost for Public Works</b>		<b>\$55,597</b>	<b>\$16,650</b>	<b>\$72,247</b>

## 2021 Technology Costs for Community Development

		<u>IT Budget</u>	<u>Dept Budget</u>	
Repair/Maint of Software & Hardware				
Building Inspection	Building Inspection Software	\$6,000		
Community Development	ARCVIEW Maintenance	<u>\$2,100</u>		
		<b>\$8,100</b>		
Supplies - Computer Equipment				
Building Inspection	(1) Replacement PC		<u>\$800</u>	
			<b>\$800</b>	
Printing				
Community Development	Printing services	<b>\$994</b>		
Inhouse Technology Services				
Community Development	Technology Services	\$7,304	60.00%	
Building Inspection	Technology Services	<u>\$4,870</u>	<u>40.00%</u>	
		<b>\$12,174</b>	100%	
<b>2021 Total Technology Cost for Community Development</b>		<b>\$21,268</b>	<b>\$800</b>	<b>\$22,068</b>



## 2021 Technology Costs for Parks and Rec

		IT Budget	Dept Budget	
Repair/Maint of Software & Hardware				
	Parks and Rec	Anticipated Rec Desk Usage	\$3,500	
	Resthaven	Pontem Cemetery App Maintenance	\$1,300	
			<b>\$4,800</b>	
Supplies - Computer Equipment				
	Recreation	Summer Programming Laptop		\$900
	Forestry	Forestry Laptop		\$1,300
				<b>\$2,200</b>
Fiber Optic Services				
	Swimming Pool	Fiber Optic Services		\$5,400
	Marina	Fiber Optic Services		\$700
				<b>\$6,100</b>
Printing				
	Parks and Rec	Printing Services	\$1,103	
Inhouse Technology Services				
	Swimming Pool	Technology Services	\$4,978	21.00%
	Forestry	Technology Services	\$2,489	10.50%
	Resthaven Cemetery	Technology Services	\$1,256	5.30%
	Recreation Department	Technology Services	\$8,107	34.20%
	Parks Department	Technology Services	\$5,618	23.70%
	Marina Operations	Technology Services	\$1,256	5.30%
			<b>\$23,704</b>	100%
<b>2021 Total Technology Cost for Parks and Rec</b>		<b>\$29,607</b>	<b>\$8,300</b>	<b>\$37,907</b>

## 2021 Technology Costs for Health

		<u>IT Budget</u>	<u>Dept Budget</u>
Repair/Maint of Software & Hardware			
Health-Sealer of Weights & Measures	WinWam Sanitarian Maint.	\$700	
		<b>\$700</b>	
Supplies - Computer Equipment			
Environmental Health	(1) Replacement laptops		\$900
Health	(4) Replacement laptops		\$3,600
			<b>\$4,500</b>
Printing			
Health	Printing Services	\$2,895	
Inhouse Technology Services			
Employee Safety Committee	Technology Services	\$615	2.00%
Environmental Health	Technology Services	\$1,230	4.00%
Health Department	Technology Services	\$27,985	91.00%
Sealer of Weights and Measures	Technology Services	\$923	3.00%
		<b>\$30,753</b>	100%
<b>2021 Total Technology Cost for Health</b>		<b>\$34,348</b>	<b>\$4,500    \$38,848</b>

## 2021 Technology Costs for Finance

		<u>IT Budget</u>	<u>Dept Budget</u>	
Repair/Maint of Software & Hardware				
Finance	Plan-It (CIP Budget)	\$1,600		
Finance	City of Neenah Tax Services	\$15,500		
Finance	Central Square Technologies	\$35,000		
		<u>\$52,100</u>		
Computer Equipment				
Finance				\$0
Printing				
Finance	Printing Services	\$856		
Inhouse Technology Services				
Finance	Technology Services	\$18,775		
		<u>\$18,775</u>		
<b>2021 Total Technology Cost for Finance</b>		<b>\$71,731</b>	<b>\$0</b>	<b>\$71,731</b>

## 2021 Technology Costs for Assessor

		<u>IT Budget</u>	<u>Dept. Budget</u>	
Repair/Maint of Software & Hardware				
Assessor	MarketDrive Maintenance	\$4,200		
		<u>\$4,200</u>		
Computer Equipment				
Assessor			\$0	
Printing				
Assessor	Printing Services	\$115		
Inhouse Technology Services				
Assessor	Technology Services	\$5,126		
		<u>\$5,126</u>		
<b>2021 Total Technology Cost for Assessor</b>		<b>\$9,441</b>	<b>\$0</b>	<b>\$9,441</b>

## 2021 Technology Costs for City Clerk

		<u>IT Budget</u>	<u>Dept Budget</u>		
Printing City Clerk					
	Printing Services	<b>\$817</b>			
Cumputer Equipment City Clerk					
Inhouse Technology Services City Clerk Elections					
	Technology Services	\$6,151	60.00%		
	Technology Services	\$4,100	40.00%		
		<b>\$10,251</b>	100%		
<b>2021 Total Technology Cost for City Clerk</b>		<b>\$11,068</b>		<b>\$0</b>	<b>\$11,068</b>

## 2021 Technology Costs for City Attorney

		<u>IT Budget</u>	<u>Dept. Budget</u>	
Printing Attorney	Printing Services	<b>\$504</b>		
Computer Equipment				
Inhouse Technology Services Attorney	Technology Services	\$2,564		
		<u><b>\$2,564</b></u>		
<b>2021 Total Technology Cost for Attorney</b>		<b>\$3,068</b>	<b>\$0</b>	<b>\$3,068</b>

## 2021 Technology Costs for Human Resources

		<u>IT Budget</u>	<u>Dept. Budget</u>	
Printing				
Human Resources	Printing Services	<b>\$1,050</b>		
Computer Equipment				
Human Resources			\$0	
Inhouse Technology Services				
Human Resources	Technology Services	<u>\$5,126</u>		
		<b>\$5,126</b>		
<b>2021 Total Technology Cost for Human Resources</b>		<b>\$6,176</b>	<b>\$0</b>	<b>\$6,176</b>

## 2021 Technology Costs for Library

		<u>IT Budget</u>	<u>Dept. Budget</u>	
Fiber Optic Services				
Library	Fiber Optic Services		\$760	
			<u>\$760</u>	
Inhouse Technology Services				
Library	Technology Services	\$7,690		
		<u>\$7,690</u>		
<b>2021 Total Technology Cost for Library</b>		<b>\$7,690</b>	<b>\$760</b>	<b>\$8,450</b>



## 2021 Technology Costs for Mayor

		<u>IT Budget</u>	<u>Dept. Budget</u>	
Printing				
Mayor	Printing Services	\$514		
Tools and Equipment				
Inhouse Technology Services				
Mayor	Technology Services	<u>\$2,563</u>		
<b>2021 Total Technology Cost for Mayor</b>		<b>\$3,077</b>	<b>\$0</b>	<b>\$3,077</b>

## 2021 Technology Costs for Senior Center

		<u>IT Budget</u>	<u>Dept. Budget</u>	
Printing Senior Center	Printing Services	<b>\$100</b>		
Inhouse Technology Services Senior Center	Technology Services	<u>\$2,563</u>		
		<b>\$2,563</b>		
<b>2021 Total Technology Cost for Senior Center</b>		<b>\$2,663</b>	<b>\$0</b>	<b>\$2,663</b>

## 2021 Technology Costs for Common Council

		<u>IT Budget</u>	<u>Dept. Budget</u>	
Printing Common Council	Printing Services	\$90		
Inhouse Technology Services Common Council	Technology Services	\$2,565		
		<u>\$2,565</u>		
<b>2021 Total Technology Cost for Common Council</b>		<b>\$2,655</b>	<b>\$0</b>	<b>\$2,655</b>

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# **DEBT SERVICE FUNDS**

**FUND 310**

**DEBT SERVICE**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Debt Service						
Debt Service-Principal						
310-0409-571.61-01	Principal	8,178,184	3,690,586	16,998,351	16,999,339	3,130,330
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Debt Service-Principal	8,178,184	3,690,586	16,998,351	16,999,339	3,130,330
Debt Service-Interest						
310-0410-571.61-02	Interest	973,345	936,808	891,182	941,403	731,246
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Debt Service-Interest	973,345	936,808	891,182	941,403	731,246
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	Debt Service	9,151,529	4,627,394	17,889,533	17,940,742	3,861,576

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Debt Service						
310-0000-411.00-00	General Property Taxes	1,050,000	1,100,000	1,100,000	1,100,000	1,100,000
310-0000-413.00-00	Tax from Municipal Util	667,280	680,626	508,511	678,014	691,574
310-0000-432.02-00	Computers	0	225,000	225,000	225,000	225,000
310-0000-461.01-00	On Investments	7,746	6,000	1,794	1,894	2,500
310-0000-461.02-00	On Special Assessments	8,084	6,500	7,319	8,000	7,500
310-0000-461.03-00	On RDA Note	388,540	388,540	388,540	388,540	388,540
310-0000-471.00-00	Street Construction	198,054	200,000	219,228	244,228	210,000
310-0000-472.00-00	Sanitary Sewer	12,489	730	739	739	739
310-0000-473.00-00	Curb & Gutter	96,759	75,000	65,649	75,649	76,000
310-0000-474.00-00	Sidewalk	14,899	7,100	9,058	9,500	8,000
310-0000-475.00-00	Storm Sewer	9,246	1,400	12,517	13,000	5,000
310-0000-476.00-00	City Water	638	638	638	638	638
310-0000-477.00-00	Engineering	29,481	31,000	20,665	26,000	27,000
310-0000-478.00-00	Street Lighting	777	113	113	113	113
310-0000-479.00-00	Driveway Apron	28,340	24,000	6,165	10,000	11,000
310-0000-491.00-00	Bond/Note Proceeds	4,090,000	0	13,025,678	13,025,678	0
310-0000-491.10-00	Bond Premium	147,427	0	0	0	0
310-0000-492.01-00	Sewage Fund	600,000	550,000	550,000	550,000	0
310-0000-492.06-00	TIF #5 Fund	658,070	0	0	0	0
310-0000-492.07-00	TIF #6 Fund	217,107	217,112	529,988	529,988	0
310-0000-492.08-00	TIF #7 Fund	101,087	101,081	101,081	101,081	101,074
310-0000-492.09-00	TIF #8 Fund	61,167	61,183	61,183	61,183	61,200
310-0000-492.10-00	TIF #9 Fund	477,485	477,476	477,476	477,476	697,994
310-0000-492.30-00	Menasha Utility	0	208,744	0	0	191,026
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	201,896	370,490	370,490	244,685
310-0000-492.43-00	TIF #13 Fund	43,545	43,545	43,545	43,545	43,545
* Debt Service		8,966,656	4,666,119	17,783,812	17,999,191	4,151,563
** Debt Service		8,966,656	4,666,119	17,783,812	17,999,191	4,151,563



# **CAPITAL PROJECTS FUNDS (CIP)**

**FUND 456**

**TIF PROJECT #4**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 4						
456-0000-416.00-00	Tax Increment-City Purp	77,546	100,797	101,179	101,179	94,147
456-0000-432.02-00	Computers	1,832	1,832	1,832	1,832	1,832
456-0000-432.19-00	Personal Proprty	569	753	753	753	937
456-0000-461.01-00	On Investments	165	150	49	60	100
* TIF Project 4		80,112	103,532	103,813	103,824	97,016
** TIF Project 4		80,112	103,532	103,813	103,824	97,016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 4						
Comptroller/Treasurer						
456-0401-513.25-01	Other Municipal Entities	0	150	150	150	150
*	Comptroller/Treasurer	0	150	150	150	150
Trans to General Fund						
456-0412-591.25-02	Other Municipal Funds	9,670	10,485	10,485	10,485	5,240
*	Trans to General Fund	9,670	10,485	10,485	10,485	5,240
**	TIF Project 4	9,670	10,635	10,635	10,635	5,390

**FUND 470**

**CAPITAL  
IMPROVEMENTS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Capital Improvements						
470-0000-464.01-00	Other Equipment	29,136	0	0	0	0
470-0000-465.00-00	Donations & Gifts	0	0	10,000	10,000	510,000
470-0000-466.00-00	Misc General Revenue	3,114	14,250	10,000	10,000	0
470-0000-491.00-00	Bond/Note Proceeds	0	15,163,826	1,005,000	1,005,000	1,748,529
470-0000-492.48-00	Transfer from Info Tech	0	25,000	0	0	0
* Capital Improvements		32,250	15,203,076	1,025,000	1,025,000	2,258,529
** Capital Improvements		32,250	15,203,076	1,025,000	1,025,000	2,258,529

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Capital Improvements						
City Clerk						
470-0203-512.30-15	Tools & Equipment	0	10,000	0	10,000	0
*	City Clerk	0	10,000	0	10,000	0
Information Systems						
470-0403-513.80-05	Other Equipment	74,962	25,000	0	25,000	0
*	Information Systems	74,962	25,000	0	25,000	0
Common Council						
470-0405-513.80-05	Other Equipment	24,647	0	0	0	0
*	Common Council	24,647	0	0	0	0
Fire						
470-0501-522.30-15	Tools & Equipment	8,609	10,175	6,331	6,527	10,043
LEVEL	TEXT	TEXT AMT				
TOTB	FIRE EQUIP REPLACEMENT-THERMAL IMAGING CAMERAS, RADIO, HAZMAT MONITORS, AED UNITS, MOBILE DATA COMPUTERS, ETC	10,043				
		10,043				
470-0501-522.80-03	Motorized Equipment	0	10,175	13,823	13,823	32,136
LEVEL	TEXT	TEXT AMT				
TOTB	REPLACE (2) INSPECTOR VEHICLES	32,136				
		32,136				
470-0501-522.82-01	Buildings	3,100	48,547	2,931	20,067	50,000
LEVEL	TEXT	TEXT AMT				
TOTB	STATION 35 SHOWER REMODEL	50,000				
		50,000				
*	Fire	11,709	68,897	23,085	40,417	92,179
Public Library						
470-0601-551.80-05	Other Equipment	21,125	12,000	6,234	6,234	0
470-0601-551.82-01	Buildings	79,658	12,500	0	5,000	36,600

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
LEVEL	TEXT	TEXT	AMT				
TOTB	BUILDING AUTOMATED CONTROLLER UPGRADE		36,600				
			36,600				
*	Public Library		100,783	24,500	6,234	11,234	36,600
	Parks Department						
	470-0703-553.82-01 Buildings		38,637	0	0	0	0
	470-0703-553.82-02 Construction		99,113	572,500	524,520	524,520	701,500
LEVEL	TEXT	TEXT	AMT				
TOTB	JEFFERSON PARK PLAYGROUND (\$510,000 DONATION)		610,000				
	BARKER FARM PARK BASKETBALL COURT RENOVATION		20,000				
	SMITH PARK PAVILLION ROOF REPLACEMENT		30,000				
	KOSLO PARK GRADING/SEEDING		15,000				
	ELECTRIC PANEL UPGRADES		8,000				
	MANITOWOC RD TRAIL CRACK FILL/SEAL		5,000				
	PROVINCE TRAIL CRACK FILL/SEAL		6,000				
	TRESTLE TRAIL CRACK FILL/SEAL		7,500				
			701,500				
*	Parks Department		137,750	572,500	524,520	524,520	701,500
	Swimming Pool						
	470-0704-552.82-01 Buildings		0	45,000	43,294	43,294	0
*	Swimming Pool		0	45,000	43,294	43,294	0
	Police						
	470-0801-521.82-01 Buildings		0	0	0	0	337,000
LEVEL	TEXT	TEXT	AMT				
TOTB	PUBLIC PROTECTION FACILITY ROOF		287,000				
	SHOWER REMODEL		50,000				
	DEHUMIDIFICATION		3,000				
			340,000				
*	Police		0	0	0	0	337,000



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Street Construction						
470-1003-541.82-02	Construction	539,416	3,570,864	753,982	1,225,769	861,300
LEVEL	TEXT	TEXT AMT				
TOTB	RACINE STREET DESIGN		75,000			
	LISBON AVE-TAYCO TO PACIFIC STREET		59,650			
	EIGHTH STREET-MILWAUKEE TO DEPERE STREET		186,750			
	MILWAUKEE STREET- SEVENTH TO NINTH STREET		142,500			
	APPLETON STREET- THIRD TO FOURTH STREET		86,500			
	SOUTHFIELD AVE- MANITOWOC TO MIDWAY ROAD		160,000			
	JEFFERSON STREET-DEPERE TO APPLETON ROAD		93,000			
	BALDWIN STREET-FOURTH TO PLANK ROAD		57,900			
			861,300			
<hr/>						
*	Street Construction	539,416	3,570,864	753,982	1,225,769	861,300
Sidewalks and Crosswalks						
470-1009-541.30-18	Department	5,507	0	0	0	0
470-1009-541.82-02	Construction	17,663	158,930	62,472	91,587	144,950
LEVEL	TEXT	TEXT AMT				
TOTB	LISBON AVE SIDEWALK-TAYCO TO PACIFIC STREET		1,600			
	EIGHTH STREET SIDEWALK-MILWAUKEE TO DEPERE STREET		23,250			
	MILWAUKEE STREET SIDEWALK-SEVENTH TO NINTH STREET		7,500			
	BALDWIN STREET SIDEWALK		17,600			
	APPLETON STREET- THIRD TO FOURTH STREET		8,500			
	SOUTHFIELD AVE- MANITOWOC TO MIDWAY ROAD		14,000			
	JEFFERSON STREET-DEPERE TO APPLETON ROAD		7,500			
	MIDWAY ROAD SIDEWALK-SPECIAL ASSESSED		35,000			
	SIDEWALK REPLACEMENT PROGRAM		30,000			
			144,950			
<hr/>						
*	Sidewalks and Crosswalks	23,170	158,930	62,472	91,587	144,950
Public Works Facility						
470-1022-541.82-01	Buildings	289,774	10,740,000	5,528,651	8,175,000	45,000
LEVEL	TEXT	TEXT AMT				
TOTB	SALT SHED ROOF REPLACEMENT		45,000			
			45,000			
<hr/>						
*	Public Works Facility	289,774	10,740,000	5,528,651	8,175,000	45,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
**	Capital Improvements	1,202,211	15,215,691	6,942,238	10,146,821	2,218,529

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**FUND 471**

**TIF PROJECT #6**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 6						
471-0000-416.00-00	Tax Increment-City Purp	433,559	510,617	512,552	512,552	0
471-0000-432.02-00	Computers	2,659	2,659	2,659	2,659	0
471-0000-432.19-00	Personal Proprty	3,564	5,003	5,003	5,003	0
471-0000-461.01-00	On Investments	10,073	4,300	2,113	2,113	0
* TIF Project 6		449,855	522,579	522,327	522,327	0
** TIF Project 6		449,855	522,579	522,327	522,327	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 6						
Comptroller/Treasurer						
471-0401-513.25-01	Other Municipal Entities	150	150	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Comptroller/Treasurer	150	150	0	0	0
Transfer to Debt Service						
471-0411-591.25-02	Other Municipal Funds	217,107	217,112	529,988	529,988	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Transfer to Debt Service	217,107	217,112	529,988	529,988	0
TIF Project 6						
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	TIF Project 6	217,257	217,262	529,988	529,988	0

**FUND 481**

**TIF PROJECT #7**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 7						
481-0000-416.00-00	Tax Increment-City Purp	105,507	122,571	123,036	123,036	147,176
481-0000-432.19-00	Personal Proprty	861	0	0	0	0
481-0000-462.01-00	Property	4,000	4,000	4,000	4,000	4,000
* TIF Project 7		110,368	126,571	127,036	127,036	151,176
** TIF Project 7		110,368	126,571	127,036	127,036	151,176



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT 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	101,087	101,081	101,081	101,081	101,074
*	Transfer to Debt Service	101,087	101,081	101,081	101,081	101,074
Trans to General Fund						
481-0412-591.25-02	Other Municipal Funds	9,670	10,485	10,485	10,485	10,485
*	Trans to General Fund	9,670	10,485	10,485	10,485	10,485
Parks Department						
481-0703-553.82-02	Construction	0	6,500	0	0	0
*	Parks Department	0	6,500	0	0	0
**	TIF Project 7	110,907	118,216	111,716	111,716	111,709

**FUND 484**

**TIF PROJECT #8**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 8						
484-0000-416.00-00	Tax Increment-City Purp	39,144	96,299	96,664	96,664	101,725
484-0000-432.19-00	Personal Proprty	313	0	0	0	0
484-0000-461.01-00	On Investments	948	220	357	385	500
* TIF Project 8		40,405	96,519	97,021	97,049	102,225
*** TIF Project 8		40,405	96,519	97,021	97,049	102,225

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT 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	61,167	61,183	61,183	61,183	61,200
*	Transfer to Debt Service	61,167	61,183	61,183	61,183	61,200
Trans to General Fund						
484-0412-591.25-02	Other Municipal Funds	9,670	10,485	10,485	10,485	10,485
*	Trans to General Fund	9,670	10,485	10,485	10,485	10,485
**	TIF Project 8	70,987	71,818	71,818	71,818	71,835

**FUND 485**

**TIF PROJECT #9**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 9						
485-0000-416.00-00	Tax Increment-City Purp	944,542	919,618	874,617	874,617	1,025,969
485-0000-432.02-00	Computers	1,124	1,124	1,124	1,124	1,124
485-0000-432.19-00	Personal Proprty	676	1,414	1,414	1,414	2,152
485-0000-461.01-00	On Investments	11,906	14,500	4,003	11,100	12,000
485-0000-466.00-00	Misc General Revenue	109,949	0	0	0	0
485-0000-471.00-00	Street Construction	0	0	16,067	16,067	15,000
485-0000-473.00-00	Curb & Gutter	0	0	5,288	5,288	5,000
485-0000-477.00-00	Engineering	0	0	2,134	2,134	2,000
485-0000-491.00-00	Bond/Note Proceeds	0	0	1,390,000	1,390,000	0
* TIF Project 9		1,068,197	936,656	2,294,647	2,301,744	1,063,245
** TIF Project 9		1,068,197	936,656	2,294,647	2,301,744	1,063,245

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 9							
Community Development							
485-0304-562.10-02 Salaries			12,554	0	0	0	0
485-0304-562.15-01 Health			2,642	0	0	0	0
485-0304-562.15-02 Life			7	0	0	0	0
485-0304-562.15-03 Dental			165	0	0	0	0
485-0304-562.15-04 Retirement			822	0	0	0	0
485-0304-562.15-05 FICA			900	0	0	0	0
485-0304-562.15-07 Vision			19	0	0	0	0
485-0304-562.15-08 Workers Comp			23	0	0	0	0
485-0304-562.15-10 Banked Sick Leave			102	0	0	0	0
485-0304-562.21-10 Marketing			6,000	0	0	0	0
485-0304-562.22-06 Storm Water			699	0	0	0	0
485-0304-562.82-02 Construction			0	0	35,000	200,700	0
LEVEL	TEXT		TEXT	AMT			
YE20	NATURES WAY SAN. & TRAIL - DEVAG VANS 11/7/2019			200,700			
				200,700			
*	Community Development		23,933	0	35,000	200,700	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		477,485	477,476	477,476	477,476	697,994
*	Transfer to Debt Service		477,485	477,476	477,476	477,476	697,994
	Trans to General Fund						
	485-0412-591.25-02 Other Municipal Funds		13,369	12,779	12,779	12,779	6,390
*	Trans to General Fund		13,369	12,779	12,779	12,779	6,390
	Parks Department						
	485-0703-553.21-02 Engineering		63,504	0	0	0	0
	485-0703-553.82-02 Construction		755,567	0	0	0	0
*	Parks Department		819,071	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Engineering						
485-1002-541.10-01	Wages	16,867	0	0	0	0
485-1002-541.10-02	Salaries	4,148	0	0	0	0
485-1002-541.10-03	Overtime/Doubletime	451	0	0	0	0
485-1002-541.15-01	Health	3,921	0	0	0	0
485-1002-541.15-02	Life	48	0	0	0	0
485-1002-541.15-03	Dental	317	0	0	0	0
485-1002-541.15-04	Retirement	1,283	0	0	0	0
485-1002-541.15-05	FICA	1,477	0	0	0	0
485-1002-541.15-07	Vision	30	0	0	0	0
485-1002-541.15-08	Workers Comp	672	0	0	0	0
485-1002-541.15-10	Banked Sick Leave	143	0	0	0	0
* Engineering		29,357	0	0	0	0
Street Construction						
485-1003-541.82-02	Construction	558,452	0	0	0	0
* Street Construction		558,452	0	0	0	0
Sidewalks and Crosswalks						
485-1009-541.10-01	Wages	667	0	0	0	0
485-1009-541.15-01	Health	219	0	0	0	0
485-1009-541.15-02	Life	1	0	0	0	0
485-1009-541.15-03	Dental	22	0	0	0	0
485-1009-541.15-04	Retirement	40	0	0	0	0
485-1009-541.15-05	FICA	46	0	0	0	0
485-1009-541.15-07	Vision	2	0	0	0	0
485-1009-541.15-08	Workers Comp	23	0	0	0	0
485-1009-541.15-10	Banked Sick Leave	6	0	0	0	0
485-1009-541.29-05	Vehicle/Equipment Rental	484	0	0	0	0
485-1009-541.30-18	Department	3,888	0	0	0	0
485-1009-541.82-02	Construction	67,210	0	0	0	0
* Sidewalks and Crosswalks		72,608	0	0	0	0
TIF Project 9						
** TIF Project 9		1,994,425	490,405	525,405	691,105	704,534



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**FUND 487**

**TIF PROJECT #10**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 10						
487-0000-416.00-00	Tax Increment-City Purp	50,156	66,364	66,615	66,615	66,147
487-0000-432.02-00	Computers	11,837	11,837	11,837	11,837	11,837
487-0000-432.19-00	Personal Proprty	512	3,857	3,857	3,857	7,202
487-0000-461.01-00	On Investments	102	1,200	71	71	500
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	TIF Project 10	62,607	83,258	82,380	82,380	85,686
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	TIF Project 10	62,607	83,258	82,380	82,380	85,686

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 10							
Community Development							
487-0304-562.10-02 Salaries			0	4,300	3,249	4,300	7,854
487-0304-562.15-01 Health			0	1,046	725	1,046	1,811
487-0304-562.15-02 Life			0	4	2	4	6
487-0304-562.15-03 Dental			0	42	47	42	124
487-0304-562.15-04 Retirement			0	290	219	290	530
487-0304-562.15-05 FICA			0	300	230	300	585
487-0304-562.15-07 Vision			0	7	5	7	13
487-0304-562.15-08 Workers Comp			0	7	7	7	15
487-0304-562.15-10 Banked Sick Leave			0	37	32	37	78
487-0304-562.21-02 Engineering			0	1,500	4,250	1,750	2,000
487-0304-562.21-10 Marketing			3,000	6,000	33,008	35,509	6,000
LEVEL	TEXT		TEXT	AMT			
TOTB	MARKETING&PROMOTION: FC REGIONAL PARTNERSHIP			6,000			
				6,000			
*	Community Development		3,000	13,533	41,774	43,292	19,016
Urban Redevelopment							
487-0305-562.22-05 Water/Sewer			161	200	107	200	200
487-0305-562.22-06 Storm Water			244	400	53	400	400
487-0305-562.70-01 Acquisition/Rehab/Conv			0	250,000	123,998	128,520	250,000
LEVEL	TEXT		TEXT	AMT			
TOTB	TAYCO ST CORRIDOR REVITALIZATION EFFORTS			250,000			
				250,000			
487-0305-562.73-01 Award & Claim Settlements			0	0	0	17,010	13,221
LEVEL	TEXT		TEXT	AMT			
TOTB	BERTRAM DENTAL DEV. INC. (THIRD ST MARKET)			13,221			
				13,221			
487-0305-562.82-02 Construction			13,129	0	0	0	0
*	Urban Redevelopment		13,534	250,600	124,158	146,130	263,821
Comptroller/Treasurer							
487-0401-513.25-01 Other Municipal Entities			150	150	150	150	150
*	Comptroller/Treasurer		150	150	150	150	150

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
	Civic Commemorations					
487-0408-552.30-16	Promotional	0	2,000	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Civic Commemorations	0	2,000	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	Trans to General Fund					
487-0412-591.25-02	Other Municipal Funds	9,670	10,485	10,485	1,048,500	20,970
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Trans to General Fund	9,670	10,485	10,485	1,048,500	20,970
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	Street Lighting					
487-1012-541.30-18	Department	45,607	50,000	45,607	45,607	0
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*	Street Lighting	45,607	50,000	45,607	45,607	0
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**	TIF Project 10	71,961	326,768	222,174	1,283,679	303,957

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**FUND 489**

**TIF PROJECT #11**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 11						
489-0000-416.00-00	Tax Increment-City Purp	58,460	87,406	87,737	87,737	89,191
489-0000-432.02-00	Computers	368	368	368	368	368
489-0000-432.19-00	Personal Proprty	629	0	0	0	0
* TIF Project 11		59,457	87,774	88,105	88,105	89,559
*** TIF Project 11		59,457	87,774	88,105	88,105	89,559



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT 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	16,096	16,096	18,000
LEVEL	TEXT	TEXT AMT				
TOTB	PJC GROUP DEVELOPMENT INCENTIVE (GILBERT)	18,000				
		18,000				
489-0305-562.82-02	Construction	0	100,000	0	0	100,000
*	Urban Redevelopment	0	121,000	16,096	16,096	121,000
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	11,785	12,779	12,779	1,277,900	12,780
*	Trans to General Fund	11,785	12,779	12,779	1,277,900	12,780
Parks Department						
489-0703-562.21-02	Engineering	3,750	48,000	411	411	48,000
LEVEL	TEXT	TEXT AMT				
TOTB	LAWSON CANAL RESTORATION	48,000				
		48,000				
*	Parks Department	3,750	48,000	411	411	48,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
**	TIF Project 11	74,120	241,864	87,871	1,352,992	241,865

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**FUND 492**

**TIF PROJECT #12**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 12						
492-0000-416.00-00	Tax Increment-City Purp	877,666	978,015	982,596	982,596	1,202,235
492-0000-432.02-00	Computers	374	374	374	374	374
492-0000-432.19-00	Personal Proprty	413	374	2,780	2,780	5,147
492-0000-491.00-00	Bond/Note Proceeds	0	0	672,708	672,708	0
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*	TIF Project 12	878,453	978,763	1,658,458	1,658,458	1,207,756
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**	TIF Project 12	878,453	978,763	1,658,458	1,658,458	1,207,756

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 12						
Community Development						
492-0304-562.10-02	Salaries	10,635	11,875	6,435	11,875	12,307
492-0304-562.15-01	Health	2,404	2,429	1,545	2,429	2,865
492-0304-562.15-02	Life	6	10	4	10	10
492-0304-562.15-03	Dental	147	99	99	99	186
492-0304-562.15-04	Retirement	697	802	434	802	831
492-0304-562.15-05	FICA	749	848	454	848	917
492-0304-562.15-07	Vision	17	17	11	17	21
492-0304-562.15-08	Workers Comp	19	19	12	19	23
492-0304-562.15-10	Banked Sick Leave	93	103	67	103	123
492-0304-562.21-02	Engineering	0	1,500	0	0	1,500
492-0304-562.21-06	Management	0	5,000	7,500	7,500	5,000
492-0304-562.21-10	Marketing	6,000	6,000	5,000	5,000	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	405,911	414,254
LEVEL	TEXT	TEXT AMT				
TOTB	DEVELOPER'S INCENTIVE TO RDA	414,254				
		414,254				
*	Community Development	290,767	298,702	21,561	434,613	444,037
	Urban Redevelopment					
492-0305-562.21-11	Development Assistance	556,133	489,000	617,882	620,000	617,882
LEVEL	TEXT	TEXT AMT				
TOTB	THE PONDS OF MENASHA DEVELOPMENT INCENTIVE	617,882				
		617,882				
*	Urban Redevelopment	556,133	489,000	617,882	620,000	617,882
	Comptroller/Treasurer					
492-0401-513.21-03	Accounting/Financial	0	0	5,000	5,000	0
492-0401-513.25-01	Other Municipal Entities	150	150	150	150	150
*	Comptroller/Treasurer	150	150	5,150	5,150	150

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
	Transfer to Debt Service					
492-0411-591.25-02	Other Municipal Funds	0	201,896	370,490	370,490	244,685
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*	Transfer to Debt Service	0	201,896	370,490	370,490	244,685
	Trans to General Fund					
492-0412-591.25-02	Other Municipal Funds	35,532	38,532	38,532	38,532	37,500
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*	Trans to General Fund	35,532	38,532	38,532	38,532	37,500
	Engineering					
492-1002-541.10-01	Wages	25,167	11,874	9,009	11,871	12,362
492-1002-541.10-02	Salaries	5,334	3,929	2,817	3,571	4,045
492-1002-541.10-03	Overtime/Doubletime	610	0	116	125	0
492-1002-541.15-01	Health	4,766	4,998	3,319	4,565	4,753
492-1002-541.15-02	Life	68	66	28	38	46
492-1002-541.15-03	Dental	404	248	241	332	310
492-1002-541.15-04	Retirement	1,801	1,065	815	1,051	1,107
492-1002-541.15-05	FICA	2,081	1,185	890	1,152	1,194
492-1002-541.15-07	Vision	39	39	25	35	34
492-1002-541.15-08	Workers Comp	962	313	400	534	551
492-1002-541.15-10	Banked Sick Leave	215	137	127	154	164
492-1002-541.19-03	Uniform/Clothing Allow	0	0	8	8	15
492-1002-541.29-05	Vehicle/Equipment Rental	0	2,000	104	2,000	2,000
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*	Engineering	41,447	25,854	17,899	25,436	26,581
	Street Construction					
492-1003-541.10-01	Wages	2,461	0	16	0	0
492-1003-541.10-08	Wages-Temp Help	676	0	0	0	0
492-1003-541.15-01	Health	903	0	13	0	0
492-1003-541.15-02	Life	5	0	0	0	0
492-1003-541.15-03	Dental	56	0	1	0	0
492-1003-541.15-04	Retirement	159	0	1	0	0
492-1003-541.15-05	FICA	231	0	1	0	0
492-1003-541.15-07	Vision	6	0	0	0	0
492-1003-541.15-08	Workers Comp	118	0	1	0	0
492-1003-541.15-10	Banked Sick Leave	27	0	1	0	0
492-1003-541.21-02	Engineering	65	0	0	0	0
492-1003-541.29-05	Vehicle/Equipment Rental	2,789	0	0	0	0
492-1003-541.30-18	Department	12,000	12,000	11,526	11,526	0
492-1003-541.82-02	Construction	471,208	0	16,551	16,551	640,000

LEVEL	TEXT	TEXT AMT
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TOTB	LAKE PARK VILLA STREETS-VILLA WAY, WHISPER FALLS COURT & LANE, EDEN COURT, GEORGETOWN PLACE, KELSEY BROOK COURT, FOUNTAIN WAY & CLOVER COURT		640,000			
			640,000			
*	Street Construction	490,704	12,000	28,111	28,077	640,000
	Sidewalks and Crosswalks					
492-1009-541.10-01	Wages	508	0	16	0	0
492-1009-541.15-01	Health	102	0	13	0	0
492-1009-541.15-02	Life	1	0	0	0	0
492-1009-541.15-03	Dental	10	0	1	0	0
492-1009-541.15-04	Retirement	32	0	1	0	0
492-1009-541.15-05	FICA	36	0	1	0	0
492-1009-541.15-07	Vision	1	0	0	0	0
492-1009-541.15-08	Workers Comp	18	0	1	0	0
492-1009-541.15-10	Banked Sick Leave	7	0	1	0	0
492-1009-541.29-05	Vehicle/Equipment Rental	1,535	0	0	0	0
492-1009-541.82-02	Construction	37,597	10,000	0	0	10,000
LEVEL	TEXT	TEXT	AMT			
TOTB	STH 114 TRAIL CONNECTION		10,000			
			10,000			
*	Sidewalks and Crosswalks	39,847	10,000	34	0	10,000
	Storm Sewers & Drains					
492-1010-541.21-02	Engineering	0	25,000	0	25,000	0
*	Storm Sewers & Drains	0	25,000	0	25,000	0
**	TIF Project 12	1,454,580	1,101,134	1,099,659	1,547,298	2,020,835



**FUND 493**

**TIF PROJECT #13**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 13						
493-0000-416.00-00	Tax Increment-City Purp	22,120	452,682	454,398	454,398	473,404
493-0000-432.02-00	Computers	1,221	1,221	1,221	1,221	1,221
493-0000-432.13-00	Other	0	0	0	709	0
493-0000-432.19-00	Personal Proprty	2,626	709	709	0	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	TIF Project 13	25,967	454,612	456,328	456,328	474,625
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	TIF Project 13	25,967	454,612	456,328	456,328	474,625

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TIF Project 13							
Community Development							
493-0304-562.21-11 Development Assistance			0	435,464	431,678	431,679	449,734
LEVEL	TEXT		TEXT AMT				
TOTB	MENASHA DT DEVELOPMENT INCENTIVE (TOWER/RAMP)		449,734				
			449,734				
<hr/>							
*	Community Development		0	435,464	431,678	431,679	449,734
<hr/>							
Comptroller/Treasurer							
493-0401-513.25-01 Other Municipal Entities			150	150	150	150	150
<hr/>							
*	Comptroller/Treasurer		150	150	150	150	150
<hr/>							
Transfer to Debt Service							
493-0411-591.25-02 Other Municipal Funds			43,545	43,545	43,545	43,545	43,545
<hr/>							
*	Transfer to Debt Service		43,545	43,545	43,545	43,545	43,545
<hr/>							
Trans to General Fund							
493-0412-591.25-02 Other Municipal Funds			24,840	26,935	26,935	26,935	26,935
<hr/>							
*	Trans to General Fund		24,840	26,935	26,935	26,935	26,935
<hr/>							
**	TIF Project 13		68,535	506,094	502,308	502,309	520,364

**FUND 494**

**TIF PROJECT #14**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
TID #14						
	Community Development					
494-0304-562.10-02	Salaries	0	12,159	3,249	12,159	0
494-0304-562.15-01	Health	0	1,854	725	1,854	0
494-0304-562.15-02	Life	0	9	2	9	0
494-0304-562.15-03	Dental	0	79	47	79	0
494-0304-562.15-04	Retirement	0	821	219	821	0
494-0304-562.15-05	FICA	0	895	230	895	0
494-0304-562.15-07	Vision	0	14	5	14	0
494-0304-562.15-08	Workers Comp	0	19	7	19	0
494-0304-562.15-10	Banked Sick Leave	0	105	32	105	0
494-0304-562.21-06	Management	14,500	0	0	0	0
*	Community Development	14,500	15,955	4,516	15,955	0
	Comptroller/Treasurer					
494-0401-513.25-01	Other Municipal Entities	1,000	150	150	150	150
*	Comptroller/Treasurer	1,000	150	150	150	150
	Trans to General Fund					
494-0412-591.25-02	Other Municipal Funds	0	10,485	10,485	10,485	12,780
*	Trans to General Fund	0	10,485	10,485	10,485	12,780
**	TID #14	15,500	26,590	15,151	26,590	12,930

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**OTHER FUNDS/  
COMPONENT UNITS**

**FUND 501**

**REDEVELOPMENT  
AUTHORITY**



ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Redevelopment Authority						
501-0000-466.00-00	Misc General Revenue	4,930	0	3,500	3,500	0
501-0000-481.10-00	Economic Development	270,000	270,000	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
*	Redevelopment Authority	274,930	270,000	3,500	3,500	0
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
**	Redevelopment Authority	274,930	270,000	3,500	3,500	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2019 ACTUAL	2020 ADJUSTED BUDGET	2020 YEAR TO DATE ACTUAL	2020 YEAR END PROJECTION	2021 DEPT REQUEST
Redevelopment Authority						
Community Development						
501-0304-562.21-01	Legal	0	5,000	0	0	5,000
501-0304-562.21-02	Engineering	28,312	40,000	23,432	30,000	40,000
501-0304-562.21-08	Recording Fees	0	3,000	304	500	3,000
501-0304-562.21-10	Marketing	993	2,500	0	0	2,500
501-0304-562.22-03	Electricity	6,346	8,000	3,267	5,000	5,000
501-0304-562.22-05	Water/Sewer	5,830	7,000	3,642	5,000	5,000
501-0304-562.22-06	Storm Water	13,346	14,000	9,409	14,000	14,000
501-0304-562.32-01	Dues/Memberships/Licenses	31,612	31,260	21,606	31,260	23,544
LEVEL	TEXT	TEXT		AMT		
TOTB	PRORATED RDA SHARES OF HOA COMMON AREA DUES			23,544		
				23,544		
501-0304-562.74-01	Sale of Land	80,934	67,000	211,604	306,060	55,000
LEVEL	TEXT	TEXT		AMT		
TOTB	LOSS ON SALE - DEVINC. - BLD CREDIT - CLOSING COST			55,000		
				55,000		
*	Community Development	167,373	177,760	273,264	391,820	153,044
Debt Service-Principal						
501-0409-571.61-01	Principal	0	204,365	0	0	215,605
*	Debt Service-Principal	0	204,365	0	0	215,605
Debt Service-Interest						
501-0410-571.61-02	Interest	194,829	184,175	184,175	184,175	172,935
*	Debt Service-Interest	194,829	184,175	184,175	184,175	172,935
**	Redevelopment Authority	362,202	566,300	457,439	575,995	541,584

**OTHER  
INFORMATION/  
APPENDIX**

City of Menasha, Wisconsin  
*Capital Improvements Plan*  
 2021 thru 2025

**DEPARTMENT SUMMARY**

<b>Department</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>Total</b>
Administration	151,000	31,500				182,500
Community Development Dept	1,977,900	413,560				2,391,460
Equipment Replacement	556,000	585,000	610,000	580,000	620,000	2,951,000
Fire Department	92,311	343,199	32,269	331,535	68,422	867,736
Information Systems	25,000					25,000
Parks & Recreation Department	726,500	364,100	964,500	4,918,000	5,564,500	12,537,600
Police Department	452,000	203,000	100,500	191,000	99,000	1,045,500
Public Library	36,600	57,900	100,000	60,000		254,500
Public Works Department	2,549,476	2,185,603	2,241,500	6,032,335	5,697,945	18,706,859
TIF District - Future	550,000					550,000
TIF District #10		52,000	1,062,550	50,000		1,164,550
TIF District #11	1,588,000	400,000				1,988,000
<b>TOTAL</b>	<b>8,704,787</b>	<b>4,635,862</b>	<b>5,111,319</b>	<b>12,162,870</b>	<b>12,049,867</b>	<b>42,664,705</b>

# City of Menasha, Wisconsin

## Capital Improvements Plan

2021 thru 2025

### PROJECTS BY DEPARTMENT

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>Administration</b>								
Electronic Poll Books	ADM-2021-001	3		31,500				31,500
IT Data Center Refresh	ADM-2021-002	2	151,000					151,000
<b>Administration Total</b>			<b>151,000</b>	<b>31,500</b>				<b>182,500</b>
<b>Community Development Dept</b>								
Lake Park Heights Subdivision	SUB-2020-002	3	1,212,900					1,212,900
Conservation North	SUB-2020-004	2	765,000					765,000
North Woodland Hills - North	SUB-2021-001	3		413,560				413,560
<b>Community Development Dept Total</b>			<b>1,977,900</b>	<b>413,560</b>				<b>2,391,460</b>
<b>Equipment Replacement</b>								
Replace #1004 Solid Waste Truck (2006)	E-2021-001	3	215,000					215,000
Replace #2003 Pickup Truck (2005)	E-2021-002	3	32,000					32,000
Replace #3058 Tractor (1997)	E-2021-003	3	60,000					60,000
Replace #2015 Pickup Truck (2008)	E-2021-004	3	32,000					32,000
Replace #2013 Pickup Truck (2006)	E-2021-005	3	32,000					32,000
Replace #9 Utility Truck (2003)	E-2021-006	3	35,000					35,000
PWF Project	E-2021-007	n/a	150,000					150,000
Replace #3 LowBed Dump Truck (2008)	E-2022-001	3		100,000				100,000
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 #0005 Bucket Truck (2001)	E-2022-004	3		25,000				25,000
Replace #24 Mechanical Sweeper-Used (2002)	E-2022-005	3		165,000				165,000
Replace #2 Pickup Truck (2005)	E-2022-007	3		30,000				30,000
Replace #0011 Low Bed Dump (2006)	E-2022-008	3		100,000				100,000
PWF Project	E-2022-009	n/a		35,000				35,000
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 #71/#2010 -Pick Up Truck (2004)	E-2023-005	3			30,000			30,000
Replace #3007 Pickup Truck (2006)	E-2023-006	3			35,000			35,000
Replace #9027 Leaf Vacuum Trailer (2001)	E-2024-0009	3				85,000		85,000
Replace #4 Dump Truck (2008)	E-2024-001	3				200,000		200,000
Replace #70 Utility Truck (2012)	E-2024-003	3				100,000		100,000
Replace #0045 Fork Lift (2011)	E-2024-004	3				40,000		40,000
Replace #2011 Pickup Truck (2012)	E-2024-006	3				35,000		35,000
Replace #3004 LowBed Dump Truck (2005)	E-2024-008	3				70,000		70,000
Replace #2004 Passenger Vehicle (2009)	E-2024-009	3				20,000		20,000
Replace #2010/#0071 Pick Up Truck (2012)	E-2024-010	3				30,000		30,000
Replace #1005 Solid Waste Truck (2013)	E-2025-001	3					300,000	300,000
Replace #3002 LowBed Dump Truck (2012)	E-2025-002	3					70,000	70,000
Replace #15 Roller (1999)	E-2025-004	3					50,000	50,000
Replace #9110 Trackless (2004)	E-2025-005	3					100,000	100,000
Replace #30 Roller (1999)	E-2025-006	3					0	0

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Replace #2001 Pickup Truck (2013)	E-2025-007	3					35,000	35,000
Replace #0029 Skid Steer (2013)	E-2025-009	3					50,000	50,000
Replace #9109 Ball Diamond Groomer (1998)	E-2025-010	3					15,000	15,000
<b>Equipment Replacement Total</b>			556,000	585,000	610,000	580,000	620,000	2,951,000

### Fire Department

Fire Equipment Replacement Program	F-2020-001	1	10,175	10,175	10,175	10,175	10,175	50,875
Station 35 Shower Remodel	F-2021-002	3	50,000					50,000
(2) Fire Inspectors' Vehicles	F-2021-003	3	32,136					32,136
Fire Station #31 Roadway Extension	F2021-5	3		23,299				23,299
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			22,094			22,094
Fire Engine	F2024-005	3				321,360		321,360
Heavy Duty Pick-Up Truck	F2025-1	2					32,136	32,136
New Staff Car	F2025-2	3					16,068	16,068
Used Ambulance	F2025-3	3					10,043	10,043
<b>Fire Department Total</b>			92,311	343,199	32,269	331,535	68,422	867,736

### Information Systems

GIS Integrated Parcel Management System	IT-2020-001	3	25,000					25,000
<b>Information Systems Total</b>			25,000					25,000

### Parks & Recreation Department

Electric Pedestal Replacement	MAR-2022-008	3		11,500	11,500			23,000
Marina Perimeter Lighting Upgrade	MAR-2025-006	3					18,000	18,000
Jefferson Park Shoreline Cap	PR-2020-006	1	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
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
Koslo Park Grading/Seeding	PR-2021-010	2	15,000					15,000
Electric Panel upgrades	PR-2021-011	n/a	8,000	8,000	8,000	8,000		32,000
Manitowoc RD trail Crack fill / seal	PR-2021-012	n/a	5,000					5,000
Province trail Crackfill / Seal	PR-2021-013	n/a	6,000					6,000
Trestle Trail Crackfill/Seal	PR-2021-014	n/a	7,500					7,500
Smith Park Tennis Court Rehabilitation	PR-2022-001	2		60,000				60,000
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		8,600				8,600
Shepard Park Play Equipment	PR-2022-010	3		65,000				65,000
Shepard Park Walkway	PR-2022-011	2		20,000				20,000
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
Ninth St. Boat Launch Parking Lot	PR-2023-007	3			175,000			175,000
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

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Jefferson Park Entrance Plaza & Trail	PR-2024-005	2				35,000	190,000	225,000
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	500,000	550,000
Jefferson Park Amphitheater	PR-2024-010	3				50,000	350,000	400,000
Senior Center Bathroom remodel	PR-2025-0006	n/a					50,000	50,000
Jefferson Park Swimming Pool- Phase 2	PR-2025-001	1					4,040,000	4,040,000
Jefferson Park-Kargus Drive Paving	PR-2025-002	2					30,000	30,000
Koslo Park Softball Diamond Upgrade	PR-2025-003	3					225,000	225,000
Senior Center furnace	PR-2025-004	n/a					10,000	10,000
Mem radiant heat	PR-2025-005	n/a					6,500	6,500
Memorial Building Flat Roof Replacement	PR-2025-007	3					25,000	25,000
Memorial Building Brick Repair	PR-2025-008	3					20,000	20,000
Settling Basin Trail Development	PR-2025-009	3				200,000		200,000
Settling Basin Transient Boat Docks	PR-2026-001	2					75,000	75,000
Smith Park or Barker Farm Park Splash Pad	PR-2026-002	4					25,000	25,000
<b>Parks &amp; Recreation Department Total</b>			<b>726,500</b>	<b>364,100</b>	<b>964,500</b>	<b>4,918,000</b>	<b>5,564,500</b>	<b>12,537,600</b>

<b>Police Department</b>								
Police Fleet Replacement - Without Changeover Cost	POL-2020-001	2	100,000	85,500	96,500	187,000	75,000	544,000
K-9 Replacement	POL-2021-001	n/a	4,000	4,000	4,000	4,000	4,000	20,000
Public Protection Facility Roof	PPF-2021-002	3	287,000					287,000
Shower Remodel	PPF-2021-003	4	50,000					50,000
PD Dehumidification	PPF-2021-004	n/a	3,000	3,000				6,000
Wellness Program	PPF-2021-005	4	8,000	8,000				16,000
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
Traffic, Inv., Training, Basement Hall Flooring	PPF-2022-005	n/a		12,500				12,500
PD basement ceiling tile	PPF-2022-006	n/a		7,500				7,500
PD lobby/bathroom flooring	PPF-2025-001	n/a					20,000	20,000
<b>Police Department Total</b>			<b>452,000</b>	<b>203,000</b>	<b>100,500</b>	<b>191,000</b>	<b>99,000</b>	<b>1,045,500</b>

<b>Public Library</b>								
Building Automated Controller Upgrade	L-2021-003	2	36,600					36,600
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
Clock system	L-2022-003	n/a		8,600				8,600
Stair Treads	L-2022-004	n/a		6,300				6,300
Lobby bathrooms tile	L-2022-005	n/a		5,500				5,500
Boiler Replacement (Library)	L-2023-001	5			100,000			100,000
Library Renovation	L-2023-002	n/a			0			0
Carpet/Floor Replacement - Main Collection Area	L-2024-001	3				40,000		40,000
Meeting Room Tables & Chairs (Library)	L-2024-002	3				20,000		20,000
<b>Public Library Total</b>			<b>36,600</b>	<b>57,900</b>	<b>100,000</b>	<b>60,000</b>		<b>254,500</b>

<b>Public Works Department</b>								
Salt Shed Roof	DPW-2021-008	n/a	45,000					45,000
Storage racking / work benches	DPW-2021-016	n/a	40,000					40,000
Traffic Signal Engineering	LIT-2021-001	3	20,000					20,000
Traffic Camera System	LIT-2021-002	3		15,000				15,000
Villa Way Street Light at County LP	LIT-2021-004	3	6,000					6,000
WE Lights LED Upgrade	LIT-2021-005	3		17,000				17,000

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Pedestrian Crossing Lights-Midway @ Midway Pl	LIT-2021-006	3		15,000				15,000
Pedestrian Crossing Lights-Plank @ Melissa	LIT-2021-007	3		15,000				15,000
Traffic Signal Upgrades	LIT-2022-001	3		200,000				200,000
Broad Street Lot Alley Pedestrian Crossing	PLO-2021-001	3	6,000					6,000
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
Paris Lift Station Pump Rebuild	SAN-2021-001	3	5,000					5,000
Street Project Sewer Replacement	SAN-2021-002	3	30,000					30,000
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		120,000
Midway Road Sidewalk	SID-2020-001	2	35,000					35,000
STH114 Trail Connection	SID-2021-002	3	10,000					10,000
Province Terrace Sidewalk	SID-2022-001	3		35,000				35,000
Broad Street Pipeburst	STO-2020-002	3	55,000					55,000
Lake Park Villa Pond/Bridge Rehabilitation	STO-2020-004	2	100,000					100,000
Winnipeg Street Drainage Ditch Rehab	STO-2021-001	3	35,000					35,000
Storm Inlets/Manholes/Pipe Repairs	STO-2021-002	3	30,000					30,000
Ninth Street Pond	STO-2023-001	3			600,000			600,000
Storm Sewer Through Miron Property	STO-2025-001	1					200,000	200,000
Racine Street - Third to Ninth - DESIGN ONLY	STR-2020-001	3	75,000	75,000	75,000			225,000
Lisbon Ave.. - Tayco to Pacific	STR-2020-004	2	67,250					67,250
Racine St. Bridge Amenities	STR-2021-002	3	100,000	200,000	200,000			500,000
Nicolet Boulevard - Washington to Naymut St	STR-2021-004	2	163,226					163,226
Lake Park Villas Streets	STR-2021-005	2	640,000					640,000
Baldwin Street - Plank to Fourth Street	STR-2021-006	1	175,100					175,100
Milwaukee Street- Seventh to Ninth St	STR-2021-007	2	161,000					161,000
Appleton Street-Third to Fourth St	STR-2021-014	2	100,000					100,000
Southfied Drive-Manitowoc to Midway Rd	STR-2021-015	3	180,000					180,000
Eighth Street- Milwaukee to Depere St	STR-2021-016	3	267,400					267,400
Jefferson Street- Depere to Appleton Road	STR-2021-017	3	103,500					103,500
Plank Road Overlay	STR-2021-019	3	20,000					20,000
Eighth St. - Depere St. to Appleton Rd.	STR-2022-001	2		145,000				145,000
Airport Rd - Racine St. to Appleton Road.	STR-2022-002	1		680,000				680,000
Harding Street - Appleton to London	STR-2022-003	2		153,603				153,603
Main Street - Link to Racine St Bridge Proj limits	STR-2022-010	2		80,000				80,000
Pleasant Lane-	STR-2022-013	3		145,000				145,000
Seventh Street- Manitowoc to Melissa St	STR-2022-016	3		180,000				180,000
Community Way-Chrystella to County LP	STR-2022-017	3		200,000				200,000
Milwaukee St. - Third St. to Seventh St.	STR-2023-001	3			300,000			300,000
Lucerne Drive - London Street to University Dr	STR-2023-004	3			160,000			160,000
Lucerne Drive-STH47 to London St	STR-2023-010	3			85,000			85,000
Maria Lane - Ninth to Termini	STR-2023-011	3			145,000			145,000
Stardust Drive-Elmwood to Maria	STR-2023-012	3			75,000			75,000
Wilson Street- Harding to Eighth St	STR-2023-013	3			130,000			130,000
Harding Street - Wilscon to Appleton Road	STR-2023-014	3			36,500			36,500
Third Street- Manitowoc St to Konemac	STR-2023-015	3			185,000			185,000
Melissa Street- Ninth to Airport Road	STR-2023-016	3			220,000			220,000
First Street- Tayco to Lock Street	STR-2024-001	3				145,000		145,000
Racine St. - Third to Ninth St. (DOT)	STR-2024-002	2				4,884,600		4,884,600
Lush Street- First to Dead End	STR-2024-003	3				60,000		60,000
Marquette St - London to Manitowoc	STR-2024-004	2				250,000		250,000
Third Street- Konemac to Brighton/Termini	STR-2024-005	3				235,000		235,000
Konenac Street - Third St to Second St	STR-2024-006	3				30,000		30,000
Kernan Ave- STH114 to N Edge	STR-2024-009	3				170,000		170,000
County P - Valley Road	STR-2025-002	2					90,000	90,000
State Highway 114/Plank- Manitowoc to Melissa	STR-2025-003	2					56,250	56,250
Pine Street- Ahnaip to Nicolet	STR-2025-004	3					75,000	75,000



Department	Project #	Priority	2021	2022	2023	2024	2025	Total
London Street-Ninth to Airport Road	STR-2025-006	3					310,000	310,000
Deerfield Court- Greendale to S Termini	STR-2025-007	4					35,000	35,000
Garfield Ave. - Railroad St. to Washington St.	STR-2025-010	3					496,425	496,425
Garfield Ave-RR Tracks to Lawson	STR-2025-011	3					450,000	450,000
Racine Street- First to Third Street	STR-2025-012	3					975,000	975,000
Clovis Ave- Appleton Road to Ida St.	STR-2025-013	3					110,000	110,000
W Fourth St- Tayco to Termini	STR-2025-014	3					80,000	80,000
Lake Street- Tayco to Termini	STR-2025-015	3					78,000	78,000
Earl Street- Midway to Airport-City's portion	STR-2025-016	3					170,000	170,000
Sixth Street- Depere to Manitowoc Street	STR-2025-017	3					70,000	70,000
Martin Street- Eighth to Ninth	STR-2025-018	3					95,000	95,000
Marquette Street- London to Dead End	STR-2025-019	3					105,000	105,000
Terrace Ave-Earl to Mission	STR-2025-020	4					27,500	27,500
Mission Street-Terrace to Midway(City'sSection)	STR-2025-021	4					25,000	25,000
Appleton Street- Fourth to Ninth St	STR-2025-022	3					325,000	325,000
Roosevelt-Manitowoc to London St	STR-2025-023	3					225,000	225,000
Fourth Street-Racine to Depere	STR-2025-024	3					400,000	400,000
Ninth Street- Tayco to Racine Street	STR-2025-025	3					170,000	170,000
Barlow St. - Water St. to Broad St.	STR-2025-026	2					22,770	22,770
Warsaw Street - Ninth to N Termini	STR-2025-027	4					70,000	70,000
Olde Pulley Lane- Tayco to Termini	STR-2025-028	3					37,000	37,000
<b>Public Works Department Total</b>			2,549,476	2,185,603	2,241,500	6,032,335	5,697,945	18,706,859
<b>TIF District - Future</b>								
Banta Property	CD-2020-001	2	550,000					550,000
<b>TIF District - Future Total</b>			550,000					550,000
<b>TIF District #10</b>								
Downtown Light Replacement	LIT-2020-000	1		52,000	50,000	50,000		152,000
Water Street - Barlow to Tayco	STR-2022-007	2			1,012,550			1,012,550
<b>TIF District #10 Total</b>				52,000	1,062,550	50,000		1,164,550
<b>TIF District #11</b>								
Ahnaip St. Pond Aerator/Fountain	PR-2020-011	3	15,000					15,000
Lawson Canal Restoration	PR-2020-012	2	1,573,000					1,573,000
Gilbert Trail Extension	PR-2022-009	3		400,000				400,000
<b>TIF District #11 Total</b>			1,588,000	400,000				1,988,000
<b>GRAND TOTAL</b>			8,704,787	4,635,862	5,111,319	12,162,870	12,049,867	42,664,705

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City of Menasha, Wisconsin  
*Capital Improvements Plan*  
 2021 thru 2025

**FUNDING SOURCE SUMMARY**

<b>Source</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>Total</b>
Donations	1,185,000		70,000		50,000	1,305,000
General Fund	414,726	331,703	297,000	546,235	379,000	1,968,664
General Obligation Debt	1,711,661	2,100,099	1,987,019	6,219,731	7,985,367	20,003,877
General Obligation Debt - Developer	413,560					413,560
Grants - Federal	200,000					200,000
Grants - State	620,000	380,000	707,500	3,878,483	1,150,000	6,735,983
Information Technology Fund	76,000					76,000
Intergovernmental Reimbursements		121,000				121,000
Marina Fund		11,500	11,500		18,000	41,000
Park Development Fund	40,000				45,000	85,000
Public Works Facility Fund	40,000					40,000
Sewage Utility Fund	85,000				1,000,000	1,085,000
Stormwater Utility Fund	415,500	39,000	672,250	836,421	552,500	2,515,671
Street Equipment Replacement Fund	556,000	585,000	610,000	580,000	620,000	2,951,000
TIF (future) - General Obligation Debt	550,000					550,000
TIF District #08 Fund	100,000	200,000	200,000			500,000
TIF District #10 - General Obligation Debt		52,000	562,550	50,000		664,550
TIF District #11 Fund	63,000	210,000				273,000
TIF District #12 Fund	650,000	200,000				850,000
<b>GRAND TOTAL</b>	<b>7,120,447</b>	<b>4,230,302</b>	<b>5,117,819</b>	<b>12,110,870</b>	<b>11,799,867</b>	<b>40,379,305</b>

# City of Menasha, Wisconsin

## Capital Improvements Plan

2021 thru 2025

### PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>Donations</b>								
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
Smith Park or Barker Farm Park Splash Pad	PR-2026-002	4					50,000	50,000
<b>Donations Total</b>			<b>1,185,000</b>		<b>70,000</b>		<b>50,000</b>	<b>1,305,000</b>
<b>General Fund</b>								
Electronic Poll Books	ADM-2021-001	3		31,500				31,500
IT Data Center Refresh	ADM-2021-002	2	75,000					75,000
Traffic Camera System	LIT-2021-002	3		15,000				15,000
Villa Way Street Light at County LP	LIT-2021-004	3	6,000					6,000
Traffic Signal Upgrades	LIT-2022-001	3		20,000				20,000
Broad Street Lot Alley Pedestrian Crossing	PLO-2021-001	3	6,000					6,000
Chute Street Parking Lot Reconstruction	PLO-2024-001	2				227,735		227,735
Police Fleet Replacement - Without Changeover Cost	POL-2020-001	2	140,000	91,000	103,000	135,000	75,000	544,000
K-9 Replacement	POL-2021-001	n/a	4,000	4,000	4,000	4,000	4,000	20,000
Wellness Program	PPF-2021-005	4	8,000	8,000				16,000
Friendship Trail LED Lighting Upgrade-DPW Segment	PR-2022-007	3		8,600				8,600
Nicolet Boulevard - Washington to Naymut St	STR-2021-004	2	155,726					155,726
Plank Road Overlay	STR-2021-019	3	20,000					20,000
Harding Street - Appleton to London	STR-2022-003	2		153,603				153,603
Maria Lane - Ninth to Termini	STR-2023-011	3			130,000			130,000
Stardust Drive-Elmwood to Maria	STR-2023-012	3			60,000			60,000
First Street- Tayco to Lock Street	STR-2024-001	3				126,500		126,500
Lush Street- First to Dead End	STR-2024-003	3				53,000		53,000
Garfield Ave. - Railroad St. to Washington St.	STR-2025-010	3					300,000	300,000
<b>General Fund Total</b>			<b>414,726</b>	<b>331,703</b>	<b>297,000</b>	<b>546,235</b>	<b>379,000</b>	<b>1,968,664</b>
<b>General Obligation Debt</b>								
Salt Shed Roof	DPW-2021-008	n/a	45,000					45,000
Fire Equipment Replacement Program	F-2020-001	1	10,175	10,175	10,175	10,175	10,175	50,875
Station 35 Shower Remodel	F-2021-002	3	50,000					50,000
(2) Fire Inspectors' Vehicles	F-2021-003	3	32,136					32,136
Fire Station #31 Roadway Extension	F2021-5	3		23,299				23,299
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			22,094			22,094
Fire Engine	F2024-005	3				321,360		321,360
Heavy Duty Pick-Up Truck	F2025-1	2					32,136	32,136
New Staff Car	F2025-2	3					16,068	16,068
Used Ambulance	F2025-3	3					10,043	10,043

Source	Project #	Priority	2021	2022	2023	2024	2025	Total
Building Automated Controller Upgrade	L-2021-003	2	36,600					36,600
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
Clock system	L-2022-003	n/a		8,600				8,600
Stair Treads	L-2022-004	n/a		6,300				6,300
Lobby bathrooms tile	L-2022-005	n/a		5,500				5,500
Boiler Replacement (Library)	L-2023-001	5			100,000			100,000
Libray Renovation	L-2023-002	n/a			0			0
Carpet/Floor Replacement - Main Collection Area	L-2024-001	3				40,000		40,000
Meeting Room Tables & Chairs (Library)	L-2024-002	3				20,000		20,000
WE Lights LED Upgrade	LIT-2021-005	3		17,000				17,000
Pedestrian Crossing Lights-Midway @ Midway Pl	LIT-2021-006	3		15,000				15,000
Pedestrian Crossing Lights-Plank @ Melissa	LIT-2021-007	3		15,000				15,000
Public Protection Facility Roof	PPF-2021-002	3	287,000					287,000
Shower Remodel	PPF-2021-003	4	50,000					50,000
PD Dehumidification	PPF-2021-004	n/a	3,000	3,000				6,000
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
Traffic, Inv., Training, Basement Hall Flooring	PPF-2022-005	n/a		5,000				5,000
PD basement ceiling tile	PPF-2022-006	n/a		7,500				7,500
PD lobby/bathroom flooring	PPF-2025-001	n/a					20,000	20,000
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
Koslo Park Grading/Seeding	PR-2021-010	2	15,000					15,000
Electric Panel upgrades	PR-2021-011	n/a	8,000	8,000	8,000	8,000		32,000
Manitowoc RD trail Crack fill / seal	PR-2021-012	n/a	5,000					5,000
Province trail Crackfill / Seal	PR-2021-013	n/a	6,000					6,000
Trestle Trail Crackfill/Seal	PR-2021-014	n/a	7,500					7,500
Smith Park Tennis Court Rehabilitation	PR-2022-001	2		60,000				60,000
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		11,000				11,000
Shepard Park Play Equipment	PR-2022-010	3		65,000				65,000
Shepard Park Walkway	PR-2022-011	2		20,000				20,000
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
Ninth St. Boat Launch Parking Lot	PR-2023-007	3			87,500			87,500
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
Jefferson Park Entrance Plaza & Trail	PR-2024-005	2				35,000	190,000	225,000
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
Jefferson Park Launch Upgrade	PR-2024-009	3				50,000	250,000	300,000
Jefferson Park Amphitheater	PR-2024-010	3				50,000	350,000	400,000
Senior Center Bathroom remodel	PR-2025-0006	n/a					50,000	50,000

Source	Project #	Priority	2021	2022	2023	2024	2025	Total
Jefferson Park Swimming Pool- Phase 2	PR-2025-001	1					4,040,000	4,040,000
Koslo Park Softball Diamond Upgrade	PR-2025-003	3					225,000	225,000
Senior Center furnace	PR-2025-004	n/a					10,000	10,000
Mem radiant heat	PR-2025-005	n/a					6,500	6,500
Settling Basin Trail Development	PR-2025-009	3				100,000		100,000
Sidewalk Replacement Program	SID-2020-000	2	30,000	30,000	30,000	30,000		120,000
Midway Road Sidewalk	SID-2020-001	2	35,000					35,000
Province Terrace Sidewalk	SID-2022-001	3		35,000				35,000
Racine Street - Third to Ninth - DESIGN ONLY	STR-2020-001	3	75,000	75,000	75,000			225,000
Lisbon Ave.. - Tayco to Pacific	STR-2020-004	2	61,250					61,250
Baldwin Street - Plank to Fourth Street	STR-2021-006	1	75,500					75,500
Milwaukee Street- Seventh to Ninth St	STR-2021-007	2	150,000					150,000
Appleton Street-Third to Fourth St	STR-2021-014	2	95,000					95,000
Southfield Drive-Manitowoc to Midway Rd	STR-2021-015	3	174,000					174,000
Eighth Street- Milwaukee to Depere St	STR-2021-016	3	210,000					210,000
Jefferson Street- Depere to Appleton Road	STR-2021-017	3	100,500					100,500
Eighth St. - Depere St. to Appleton Rd.	STR-2022-001	2		130,000				130,000
Airport Rd - Racine St. to Appleton Road.	STR-2022-002	1		570,000				570,000
Main Street - Link to Racine St Bridge Proj limits	STR-2022-010	2		80,000				80,000
Pleasant Lane-	STR-2022-013	3		130,000				130,000
Seventh Street- Manitowoc to Melissa St	STR-2022-016	3		171,000				171,000
Milwaukee St. - Third St. to Seventh St.	STR-2023-001	3			280,000			280,000
Lucerne Drive - London Street to University Dr	STR-2023-004	3			140,000			140,000
Lucerne Drive-STH47 to London St	STR-2023-010	3			70,000			70,000
Wilson Street- Harding to Eighth St	STR-2023-013	3			55,750			55,750
Harding Street - Wilscon to Appleton Road	STR-2023-014	3			33,500			33,500
Third Street- Manitowoc St to Konemac	STR-2023-015	3			170,000			170,000
Melissa Street- Ninth to Airport Road	STR-2023-016	3			205,000			205,000
Racine St. - Third to Ninth St. (DOT)	STR-2024-002	2				430,196		430,196
Marquette St - London to Manitowoc	STR-2024-004	2				200,000		200,000
Third Street- Konemac to Brighton/Termini	STR-2024-005	3				220,000		220,000
Konenac Street - Third St to Second St	STR-2024-006	3				30,000		30,000
Kernan Ave- STH114 to N Edge	STR-2024-009	3				165,000		165,000
County P - Valley Road	STR-2025-002	2					90,000	90,000
State Highway 114/Plank- Manitowoc to Melissa	STR-2025-003	2					56,250	56,250
Pine Street- Ahnaip to Nicolet	STR-2025-004	3					62,500	62,500
London Street-Ninth to Airport Road	STR-2025-006	3					285,000	285,000
Deerfield Court- Greendale to S Termini	STR-2025-007	4					35,000	35,000
Garfield Ave. - Railroad St. to Washington St.	STR-2025-010	3					196,425	196,425
Garfield Ave-RR Tracks to Lawson	STR-2025-011	3					380,000	380,000
Clovis Ave- Appleton Road to Ida St.	STR-2025-013	3					95,000	95,000
W Fourth St- Tayco to Termini	STR-2025-014	3					67,500	67,500
Lake Street- Tayco to Termini	STR-2025-015	3					65,500	65,500
Sixth Street- Depere to Manitowoc Street	STR-2025-017	3					70,000	70,000
Martin Street- Eighth to Ninth	STR-2025-018	3					85,000	85,000
Marquette Street- London to Dead End	STR-2025-019	3					95,000	95,000
Terrace Ave-Earl to Mission	STR-2025-020	4					27,500	27,500
Mission Street-Terrace to Midway(City'sSection)	STR-2025-021	4					25,000	25,000
Appleton Street- Fourth to Ninth St	STR-2025-022	3					315,000	315,000
Roosevelt-Manitowoc to London St	STR-2025-023	3					175,000	175,000
Fourth Street-Racine to Depere	STR-2025-024	3					350,000	350,000
Ninth Street- Tayco to Racine Street	STR-2025-025	3					170,000	170,000
Barlow St. - Water St. to Broad St.	STR-2025-026	2					22,770	22,770
Warsaw Street - Ninth to N Termini	STR-2025-027	4					70,000	70,000
Olde Pulley Lane- Tayco to Termini	STR-2025-028	3					37,000	37,000

Source	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>General Obligation Debt Total</b>			1,711,661	2,100,099	1,987,019	6,219,731	7,985,367	20,003,877
<b>General Obligation Debt - Developer</b>								
North Woodland Hills - North	SUB-2021-001	3	413,560					413,560
<b>General Obligation Debt - Developer Total</b>			413,560					413,560
<b>Grants - Federal</b>								
Lawson Canal Restoration	PR-2020-012	2	200,000					200,000
<b>Grants - Federal Total</b>			200,000					200,000
<b>Grants - State</b>								
Traffic Signal Engineering	LIT-2021-001	3	20,000					20,000
Traffic Signal Upgrades	LIT-2022-001	3		180,000				180,000
Lawson Canal Restoration	PR-2020-012	2	600,000					600,000
Gilbert Trail Extension	PR-2022-009	3		200,000				200,000
Ninth St. Boat Launch Parking Lot	PR-2023-007	3			87,500			87,500
Settling Basin Fishing Piers	PR-2024-006	4				65,000		65,000
Jefferson Park Launch Upgrade	PR-2024-009	3					250,000	250,000
Settling Basin Trail Development	PR-2025-009	3				100,000		100,000
Ninth Street Pond	STO-2023-001	3			120,000			120,000
Water Street - Barlow to Tayco	STR-2022-007	2			500,000			500,000
Racine St. - Third to Ninth St. (DOT)	STR-2024-002	2				3,713,483		3,713,483
Racine Street- First to Third Street	STR-2025-012	3					900,000	900,000
<b>Grants - State Total</b>			620,000	380,000	707,500	3,878,483	1,150,000	6,735,983
<b>Information Technology Fund</b>								
IT Data Center Refresh	ADM-2021-002	2	76,000					76,000
<b>Information Technology Fund Total</b>			76,000					76,000
<b>Intergovernmental Reimbursements</b>								
Trestle Trail LED Lighting Upgrade	PR-2022-006	3		11,000				11,000
Airport Rd - Racine St. to Appleton Road.	STR-2022-002	1		110,000				110,000
<b>Intergovernmental Reimbursements Total</b>				121,000				121,000
<b>Marina Fund</b>								
Electric Pedestal Replacement	MAR-2022-008	3		11,500	11,500			23,000
Marina Perimeter Lighting Upgrade	MAR-2025-006	3					18,000	18,000
<b>Marina Fund Total</b>				11,500	11,500		18,000	41,000
<b>Park Development Fund</b>								
Lawson Canal Restoration	PR-2020-012	2	40,000					40,000
Memorial Building Flat Roof Replacement	PR-2025-007	3					25,000	25,000
Memorial Building Brick Repair	PR-2025-008	3					20,000	20,000

Source	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>Park Development Fund Total</b>			40,000				45,000	85,000
<b>Public Works Facility Fund</b>								
Storage racking / work benches	DPW-2021-016	n/a	40,000					40,000
<b>Public Works Facility Fund Total</b>			40,000					40,000
<b>Sewage Utility Fund</b>								
Melissa Street Sewer Lining	SAN-2020-001	2	50,000					50,000
Paris Lift Station Pump Rebuild	SAN-2021-001	3	5,000					5,000
Street Project Sewer Replacement	SAN-2021-002	3	30,000					30,000
Garfield Ave. - Railroad St. to Washington St.	SAN-2023-001	2					1,000,000	1,000,000
<b>Sewage Utility Fund Total</b>			85,000				1,000,000	1,085,000
<b>Stormwater Utility Fund</b>								
Broad Street Pipeburst	STO-2020-002	3	55,000					55,000
Lake Park Villa Pond/Bridge Rehabilitation	STO-2020-004	2	100,000					100,000
Winnipeg Street Drainage Ditch Rehab	STO-2021-001	3	35,000					35,000
Storm Inlets/Manholes/Pipe Repairs	STO-2021-002	3	30,000					30,000
Ninth Street Pond	STO-2023-001	3			480,000			480,000
Storm Sewer Through Miron Property	STO-2025-001	1					200,000	200,000
Lisbon Ave.. - Tayco to Pacific	STR-2020-004	2	6,000					6,000
Nicolet Boulevard - Washington to Naymut St	STR-2021-004	2	7,500					7,500
Baldwin Street - Plank to Fourth Street	STR-2021-006	1	99,600					99,600
Milwaukee Street- Seventh to Ninth St	STR-2021-007	2	11,000					11,000
Appleton Street-Third to Fourth St	STR-2021-014	2	5,000					5,000
Southfield Drive-Manitowoc to Midway Rd	STR-2021-015	3	6,000					6,000
Eighth Street- Milwaukee to Depere St	STR-2021-016	3	57,400					57,400
Jefferson Street- Depere to Appleton Road	STR-2021-017	3	3,000					3,000
Eighth St. - Depere St. to Appleton Rd.	STR-2022-001	2		15,000				15,000
Pleasant Lane-	STR-2022-013	3		15,000				15,000
Seventh Street- Manitowoc to Melissa St	STR-2022-016	3		9,000				9,000
Milwaukee St. - Third St. to Seventh St.	STR-2023-001	3			20,000			20,000
Lucerne Drive - London Street to University Dr	STR-2023-004	3			20,000			20,000
Lucerne Drive-STH47 to London St	STR-2023-010	3			15,000			15,000
Maria Lane - Ninth to Termini	STR-2023-011	3			15,000			15,000
Stardust Drive-Elmwood to Maria	STR-2023-012	3			15,000			15,000
Wilson Street- Harding to Eighth St	STR-2023-013	3			74,250			74,250
Harding Street - Wilscon to Appleton Road	STR-2023-014	3			3,000			3,000
Third Street- Manitowoc St to Konemac	STR-2023-015	3			15,000			15,000
Melissa Street- Ninth to Airport Road	STR-2023-016	3			15,000			15,000
First Street- Tayco to Lock Street	STR-2024-001	3				18,500		18,500
Racine St. - Third to Ninth St. (DOT)	STR-2024-002	2				740,921		740,921
Lush Street- First to Dead End	STR-2024-003	3				7,000		7,000
Marquette St - London to Manitowoc	STR-2024-004	2				50,000		50,000
Third Street- Konemac to Brighton/Termini	STR-2024-005	3				15,000		15,000
Kernan Ave- STH114 to N Edge	STR-2024-009	3				5,000		5,000
Pine Street- Ahnaip to Nicolet	STR-2025-004	3					12,500	12,500
London Street-Ninth to Airport Road	STR-2025-006	3					25,000	25,000
Garfield Ave-RR Tracks to Lawson	STR-2025-011	3					70,000	70,000
Racine Street- First to Third Street	STR-2025-012	3					75,000	75,000
Clovis Ave- Appleton Raod to Ida St.	STR-2025-013	3					15,000	15,000



Source	Project #	Priority	2021	2022	2023	2024	2025	Total
W Fourth St- Tayco to Termini	STR-2025-014	3					12,500	12,500
Lake Street- Tayco to Termini	STR-2025-015	3					12,500	12,500
Martin Street- Eighth to Ninth	STR-2025-018	3					10,000	10,000
Marquette Street- London to Dead End	STR-2025-019	3					10,000	10,000
Appleton Street- Fourth to Ninth St	STR-2025-022	3					10,000	10,000
Roosevelt-Manitowoc to London St	STR-2025-023	3					50,000	50,000
Fourth Street-Racine to Depere	STR-2025-024	3					50,000	50,000

#### Stormwater Utility Fund Total

415,500 39,000 672,250 836,421 552,500 2,515,671

#### Street Equipment Replacement Fund

Replace #1004 Solid Waste Truck (2006)	E-2021-001	3	215,000					215,000
Replace #2003 Pickup Truck (2005)	E-2021-002	3	32,000					32,000
Replace #3058 Tractor (1997)	E-2021-003	3	60,000					60,000
Replace #2015 Pickup Truck (2008)	E-2021-004	3	32,000					32,000
Replace #2013 Pickup Truck (2006)	E-2021-005	3	32,000					32,000
Replace #9 Utility Truck (2003)	E-2021-006	3	35,000					35,000
PWF Project	E-2021-007	n/a	150,000					150,000
Replace #3 LowBed Dump Truck (2008)	E-2022-001	3		100,000				100,000
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 #0005 Bucket Truck (2001)	E-2022-004	3		25,000				25,000
Replace #24 Mechanical Sweeper-Used (2002)	E-2022-005	3		165,000				165,000
Replace #2 Pickup Truck (2005)	E-2022-007	3		30,000				30,000
Replace #0011 Low Bed Dump (2006)	E-2022-008	3		100,000				100,000
PWF Project	E-2022-009	n/a		35,000				35,000
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 #71/#2010 -Pick Up Truck (2004)	E-2023-005	3			30,000			30,000
Replace #3007 Pickup Truck (2006)	E-2023-006	3			35,000			35,000
Replace #9027 Leaf Vacuum Trailer (2001)	E-2024-0009	3				85,000		85,000
Replace #4 Dump Truck (2008)	E-2024-001	3				200,000		200,000
Replace #70 Utility Truck (2012)	E-2024-003	3				100,000		100,000
Replace #0045 Fork Lift (2011)	E-2024-004	3				40,000		40,000
Replace #2011 Pickup Truck (2012)	E-2024-006	3				35,000		35,000
Replace #3004 LowBed Dump Truck (2005)	E-2024-008	3				70,000		70,000
Replace #2004 Passenger Vehicle (2009)	E-2024-009	3				20,000		20,000
Replace #2010/#0071 Pick Up Truck (2012)	E-2024-010	3				30,000		30,000
Replace #1005 Solid Waste Truck (2013)	E-2025-001	3					300,000	300,000
Replace #3002 LowBed Dump Truck (2012)	E-2025-002	3					70,000	70,000
Replace #15 Roller (1999)	E-2025-004	3					50,000	50,000
Replace #9110 Trackless (2004)	E-2025-005	3					100,000	100,000
Replace #30 Roller (1999)	E-2025-006	3					0	0
Replace #2001 Pickup Truck (2013)	E-2025-007	3					35,000	35,000
Replace #0029 Skid Steer (2013)	E-2025-009	3					50,000	50,000
Replace #9109 Ball Diamond Groomer (1998)	E-2025-010	3					15,000	15,000

#### Street Equipment Replacement Fund Total

556,000 585,000 610,000 580,000 620,000 2,951,000

#### TIF (future) - General Obligation Debt

Banta Property	CD-2020-001	2	550,000					550,000
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Source	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>TIF (future) - General Obligation Debt Total</b>			550,000					550,000
<b>TIF District #08 Fund</b>								
Racine St. Bridge Amenities	STR-2021-002	3	100,000	200,000	200,000			500,000
<b>TIF District #08 Fund Total</b>			100,000	200,000	200,000			500,000
<b>TIF District #10 - General Obligation</b>								
Downtown Light Replacement	LIT-2020-000	1		52,000	50,000	50,000		152,000
Water Street - Barlow to Tayco	STR-2022-007	2			512,550			512,550
<b>TIF District #10 - General Obligation Debt Total</b>				52,000	562,550	50,000		664,550
<b>TIF District #11 Fund</b>								
Ahnaip St. Pond Aerator/Fountain	PR-2020-011	3	15,000					15,000
Lawson Canal Restoration	PR-2020-012	2	48,000	10,000				58,000
Gilbert Trail Extension	PR-2022-009	3		200,000				200,000
<b>TIF District #11 Fund Total</b>			63,000	210,000				273,000
<b>TIF District #12 Fund</b>								
STH114 Trail Connection	SID-2021-002	3	10,000					10,000
Lake Park Villas Streets	STR-2021-005	2	640,000					640,000
Community Way-Chrystella to County LP	STR-2022-017	3		200,000				200,000
<b>TIF District #12 Fund Total</b>			650,000	200,000				850,000
<b>GRAND TOTAL</b>			7,120,447	4,230,302	5,117,819	12,110,870	11,799,867	40,379,305

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City of Menasha, Wisconsin  
*Capital Improvements Plan*  
 2021 thru 2025

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>Administration</b>								
Electronic Poll Books	ADM-2021-001	3		31,500				31,500
<i>General Fund</i>				31,500				31,500
IT Data Center Refresh	ADM-2021-002	2	151,000					151,000
<i>General Fund</i>			75,000					75,000
<i>Information Technology Fund</i>			76,000					76,000
<b>Administration Total</b>			151,000	31,500				182,500
<b>GRAND TOTAL</b>			151,000	31,500				182,500

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$31,500

### Description

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	2021	2022	2023	2024	2025	Total
Electronic Poll Books		31,500				31,500
<b>Total</b>		31,500				31,500

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund		31,500				31,500
<b>Total</b>		31,500				31,500

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Administration  
**Contact** Finance Director  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Equipment: Computers  
**Priority** 2 Very Important

**Project #** ADM-2021-002  
**Project Name** IT Data Center Refresh

**Account Number**

**PASER Rating**

**Total Project Cost:** \$151,000

### Description

IT Data Center refresh to update our infrastructure.

### Justification

Our current IT infrastructure is in need of updating. This project would include the replacement of our existing servers and storage systems.

Expenditures	2021	2022	2023	2024	2025	Total
IT Equipment	151,000					151,000
<b>Total</b>	151,000					151,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	75,000					75,000
Information Technology Fund	76,000					76,000
<b>Total</b>	151,000					151,000

### Budget Impact/Other

City of Menasha, Wisconsin  
*Capital Improvements Plan*  
 2021 thru 2025

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>Community Development Dept</b>								
Lake Park Heights Subdivision	SUB-2020-002	3	1,212,900					1,212,900
Conservation North	SUB-2020-004	2	765,000					765,000
North Woodland Hills - North <i>General Obligation Debt - Developer</i>	SUB-2021-001	3		413,560				413,560
			413,560					413,560
<b>Community Development Dept Total</b>			1,977,900	413,560				2,391,460
<b>GRAND TOTAL</b>			1,977,900	413,560				2,391,460

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$1,212,900

### Description

Infrastructure for Lake Park Heights Subdivision.

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - New	1,212,900					1,212,900
<b>Total</b>	1,212,900					1,212,900

**Prior**

1,212,900

**Total**

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$765,000

**Description**

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

**Justification**

Expenditures	2021	2022	2023	2024	2025	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
<b>Total</b>	<b>765,000</b>					<b>765,000</b>

**Prior**

765,000

**Total**

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$413,560

### Description

Infrastructure for North Woodland Hills Subdivision - North section.

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - New		413,560				413,560
<b>Total</b>		413,560				413,560

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt - Developer	413,560					413,560
<b>Total</b>	413,560					413,560

### Budget Impact/Other

City of Menasha, Wisconsin  
*Capital Improvements Plan*  
 2021 thru 2025

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>Equipment Replacement</b>								
Replace #1004 Solid Waste Truck (2006) <i>Street Equipment Replacement Fund</i>	E-2021-001	3	215,000 215,000					215,000 215,000
Replace #2003 Pickup Truck (2005) <i>Street Equipment Replacement Fund</i>	E-2021-002	3	32,000 32,000					32,000 32,000
Replace #3058 Tractor (1997) <i>Street Equipment Replacement Fund</i>	E-2021-003	3	60,000 60,000					60,000 60,000
Replace #2015 Pickup Truck (2008) <i>Street Equipment Replacement Fund</i>	E-2021-004	3	32,000 32,000					32,000 32,000
Replace #2013 Pickup Truck (2006) <i>Street Equipment Replacement Fund</i>	E-2021-005	3	32,000 32,000					32,000 32,000
Replace #9 Utility Truck (2003) <i>Street Equipment Replacement Fund</i>	E-2021-006	3	35,000 35,000					35,000 35,000
PWF Project <i>Street Equipment Replacement Fund</i>	E-2021-007	n/a	150,000 150,000					150,000 150,000
Replace #3 LowBed Dump Truck (2008) <i>Street Equipment Replacement Fund</i>	E-2022-001	3		100,000 100,000				100,000 100,000
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 #0005 Bucket Truck (2001) <i>Street Equipment Replacement Fund</i>	E-2022-004	3		25,000 25,000				25,000 25,000
Replace #24 Mechanical Sweeper-Used (2002) <i>Street Equipment Replacement Fund</i>	E-2022-005	3		165,000 165,000				165,000 165,000
Replace #2 Pickup Truck (2005) <i>Street Equipment Replacement Fund</i>	E-2022-007	3		30,000 30,000				30,000 30,000
Replace #0011 Low Bed Dump (2006) <i>Street Equipment Replacement Fund</i>	E-2022-008	3		100,000 100,000				100,000 100,000
PWF Project <i>Street Equipment Replacement Fund</i>	E-2022-009	n/a		35,000 35,000				35,000 35,000
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 #71/#2010 -Pick Up Truck (2004) <i>Street Equipment Replacement Fund</i>	E-2023-005	3			30,000 30,000			30,000 30,000
Replace #3007 Pickup Truck (2006) <i>Street Equipment Replacement Fund</i>	E-2023-006	3			35,000 35,000			35,000 35,000
Replace #9027 Leaf Vacuum Trailer (2001) <i>Street Equipment Replacement Fund</i>	E-2024-0009	3				85,000 85,000		85,000 85,000
Replace #4 Dump Truck (2008)	E-2024-001	3				200,000		200,000

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<i>Street Equipment Replacement Fund</i>						200,000		200,000
Replace #70 Utility Truck (2012)	E-2024-003	3				100,000		100,000
<i>Street Equipment Replacement Fund</i>						100,000		100,000
Replace #0045 Fork Lift (2011)	E-2024-004	3				40,000		40,000
<i>Street Equipment Replacement Fund</i>						40,000		40,000
Replace #2011 Pickup Truck (2012)	E-2024-006	3				35,000		35,000
<i>Street Equipment Replacement Fund</i>						35,000		35,000
Replace #3004 LowBed Dump Truck (2005)	E-2024-008	3				70,000		70,000
<i>Street Equipment Replacement Fund</i>						70,000		70,000
Replace #2004 Passenger Vehicle (2009)	E-2024-009	3				20,000		20,000
<i>Street Equipment Replacement Fund</i>						20,000		20,000
Replace #2010/#0071 Pick Up Truck (2012)	E-2024-010	3				30,000		30,000
<i>Street Equipment Replacement Fund</i>						30,000		30,000
Replace #1005 Solid Waste Truck (2013)	E-2025-001	3					300,000	300,000
<i>Street Equipment Replacement Fund</i>							300,000	300,000
Replace #3002 LowBed Dump Truck (2012)	E-2025-002	3					70,000	70,000
<i>Street Equipment Replacement Fund</i>							70,000	70,000
Replace #15 Roller (1999)	E-2025-004	3					50,000	50,000
<i>Street Equipment Replacement Fund</i>							50,000	50,000
Replace #9110 Trackless (2004)	E-2025-005	3					100,000	100,000
<i>Street Equipment Replacement Fund</i>							100,000	100,000
Replace #30 Roller (1999)	E-2025-006	3					0	0
<i>Street Equipment Replacement Fund</i>							0	0
Replace #2001 Pickup Truck (2013)	E-2025-007	3					35,000	35,000
<i>Street Equipment Replacement Fund</i>							35,000	35,000
Replace #0029 Skid Steer (2013)	E-2025-009	3					50,000	50,000
<i>Street Equipment Replacement Fund</i>							50,000	50,000
Replace #9109 Ball Diamond Groomer (1998)	E-2025-010	3					15,000	15,000
<i>Street Equipment Replacement Fund</i>							15,000	15,000
<b>Equipment Replacement Total</b>			556,000	585,000	610,000	580,000	620,000	2,951,000
<b>GRAND TOTAL</b>			556,000	585,000	610,000	580,000	620,000	2,951,000

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**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:** \$215,000

**Description**

Replace 2006 Solid Waste Truck.  
Miles used to date = 115,219

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Solid Waste Truck	215,000					215,000
<b>Total</b>	215,000					215,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund	215,000					215,000
<b>Total</b>	215,000					215,000

**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	2021	2022	2023	2024	2025	Total
Maintenance Savings	7,172	7,387	7,609	7,837	8,072	38,077
<b>Total</b>	7,172	7,387	7,609	7,837	8,072	38,077

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**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:** \$32,000

**Description**

Replace 2005 Pickup Truck.  
Miles used to date = 81,934

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Pickup Truck	32,000					32,000
<b>Total</b>	<b>32,000</b>					<b>32,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund	32,000					32,000
<b>Total</b>	<b>32,000</b>					<b>32,000</b>

**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	2021	2022	2023	2024	2025	Total
Maintenance Savings	1,067	1,099	1,132	1,166	1,201	5,665
<b>Total</b>	<b>1,067</b>	<b>1,099</b>	<b>1,132</b>	<b>1,166</b>	<b>1,201</b>	<b>5,665</b>

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**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:** \$60,000

**Description**

Replace 1997 Tractor.  
Hours used to date = 2,829

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Tractor	60,000					60,000
<b>Total</b>	60,000					60,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund	60,000					60,000
<b>Total</b>	60,000					60,000

**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	2021	2022	2023	2024	2025	Total
Maintenance Savings	1,565	1,612	1,660	1,710	1,761	8,308
<b>Total</b>	1,565	1,612	1,660	1,710	1,761	8,308

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**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:** \$32,000

**Description**

Replace 2008 Pickup Truck.  
Miles used to date = 59,036

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Pickup Truck	32,000					32,000
<b>Total</b>	32,000					32,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund	32,000					32,000
<b>Total</b>	32,000					32,000

**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	2021	2022	2023	2024	2025	Total
Maintenance Savings	696	717	738	761	783	3,695
<b>Total</b>	696	717	738	761	783	3,695



**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Vehicles  
**Priority** 3 Important

**Project #** E-2021-005  
**Project Name** Replace #2013 Pickup Truck (2006)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$32,000

**Description**

Replace 2006 Pickup Truck.  
Miles used to date = 37,163

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Pickup Truck	32,000					32,000
<b>Total</b>	<b>32,000</b>					<b>32,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund	32,000					32,000
<b>Total</b>	<b>32,000</b>					<b>32,000</b>

**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	2021	2022	2023	2024	2025	Total
Maintenance Savings	397	409	421	434	447	2,108
<b>Total</b>	<b>397</b>	<b>409</b>	<b>421</b>	<b>434</b>	<b>447</b>	<b>2,108</b>

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 12 years  
**Category** Vehicles  
**Priority** 3 Important

**Project #** E-2021-006  
**Project Name** Replace #9 Utility Truck (2003)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$35,000

**Description**

Replace 2003 Utility Truck.  
Miles used to date = 49,799

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Utility Truck	35,000					35,000
<b>Total</b>	35,000					35,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund	35,000					35,000
<b>Total</b>	35,000					35,000

**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	2021	2022	2023	2024	2025	Total
Maintenance Savings	1,084	1,117	1,150	1,184	1,220	5,755
<b>Total</b>	1,084	1,117	1,150	1,184	1,220	5,755

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Improvement  
**Useful Life** 40 years  
**Category** Buildings  
**Priority** n/a

**Project #** E-2021-007  
**Project Name** PWF Project

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$150,000

**Description**

**Justification**

<b>Expenditures</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>Total</b>
Construction/Maintenance	150,000					150,000
<b>Total</b>	150,000					150,000

<b>Funding Sources</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>Total</b>
Street Equipment Replacement Fund	150,000					150,000
<b>Total</b>	150,000					150,000

**Budget Impact/Other**

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 12 years  
**Category** Vehicles  
**Priority** 3 Important

**Project #** E-2022-001  
**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	2021	2022	2023	2024	2025	Total
LowBed Dump Truck		100,000				100,000
<b>Total</b>		100,000				100,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund		100,000				100,000
<b>Total</b>		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	2021	2022	2023	2024	2025	Total
Maintenance Savings		3,543	3,649	3,759	3,872	14,823
<b>Total</b>		3,543	3,649	3,759	3,872	14,823

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
Passenger Vehicle		25,000				25,000
<b>Total</b>		25,000				25,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund		25,000				25,000
<b>Total</b>		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	2021	2022	2023	2024	2025	Total
Maintenance Savings		504	519	535	551	2,109
<b>Total</b>		504	519	535	551	2,109

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
Snow Throw		105,000				105,000
<b>Total</b>		105,000				105,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund		105,000				105,000
<b>Total</b>		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	2021	2022	2023	2024	2025	Total
Maintenance Savings		667	687	708	729	2,791
<b>Total</b>		667	687	708	729	2,791

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 7 years  
**Category** Vehicles  
**Priority** 3 Important

**Project #** E-2022-004  
**Project Name** Replace #0005 Bucket Truck (2001)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$25,000

**Description**

Replace 2001 Bucket Truck.  
Miles used to date = 34,523

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Bucket Truck		25,000				25,000
<b>Total</b>		25,000				25,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund		25,000				25,000
<b>Total</b>		25,000				25,000

**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	2021	2022	2023	2024	2025	Total
Maintenance Savings		1,383	1,424	1,467	1,511	5,785
<b>Total</b>		1,383	1,424	1,467	1,511	5,785

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**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-Used (2002)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$165,000

**Description**

Replace 2002 Mechanical Sweeper.  
Miles used to date = 46498

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Mechanical Sweeper		165,000				165,000
<b>Total</b>		165,000				165,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund		165,000				165,000
<b>Total</b>		165,000				165,000

**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	2021	2022	2023	2024	2025	Total
Maintenance Savings	8,557	8,814	9,078	9,350	9,631	45,430
<b>Total</b>	8,557	8,814	9,078	9,350	9,631	45,430



**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
Pickup Truck		30,000				30,000
<b>Total</b>		30,000				30,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund		30,000				30,000
<b>Total</b>		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	2021	2022	2023	2024	2025	Total
Maintenance Savings	723	745	767	790	814	3,839
<b>Total</b>	723	745	767	790	814	3,839

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**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 #0011 Low Bed Dump (2006)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$100,000

**Description**

Replace 2001 Leaf Machine.  
Hours used to date = 1,854

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
LowBed Dump Truck		100,000				100,000
<b>Total</b>		100,000				100,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund		100,000				100,000
<b>Total</b>		100,000				100,000

**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	2021	2022	2023	2024	2025	Total
Maintenance Savings	1,595	1,643	1,692	1,743	1,795	8,468
<b>Total</b>	1,595	1,643	1,692	1,743	1,795	8,468

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 75 years  
**Category** Unassigned  
**Priority** n/a

**Project #** E-2022-009  
**Project Name** PWF Project

**Account Number**

**PASER Rating**

**Total Project Cost:** \$35,000

### Description

Equipment fund to be used on new PWF construction project

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicles/Furnishings		35,000				35,000
<b>Total</b>		35,000				35,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund		35,000				35,000
<b>Total</b>		35,000				35,000

### Budget Impact/Other

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
Pickup Truck			35,000			35,000
<b>Total</b>			35,000			35,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund			35,000			35,000
<b>Total</b>			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	2021	2022	2023	2024	2025	Total
Maintenance Savings			985	1,015	1,045	3,045
<b>Total</b>			985	1,015	1,045	3,045

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
Solid Waste Truck			300,000			300,000
<b>Total</b>			300,000			300,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund			300,000			300,000
<b>Total</b>			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	2021	2022	2023	2024	2025	Total
Maintenance Savings			12,648	13,027	13,418	39,093
<b>Total</b>			12,648	13,027	13,418	39,093

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
Dump Truck			210,000			210,000
<b>Total</b>			210,000			210,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund			210,000			210,000
<b>Total</b>			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	2021	2022	2023	2024	2025	Total
Maintenance Savings			8,077	8,319	8,569	24,965
<b>Total</b>			8,077	8,319	8,569	24,965

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Director of Public Works  
**Type** Equipment  
**Useful Life** 12 years  
**Category** Vehicles  
**Priority** 3 Important

**Project #** E-2023-005  
**Project Name** Replace #71/#2010 -Pick Up Truck (2004)

Account Number

PASER Rating

**Total Project Cost:** \$30,000

### Description

Replace pick #0071 or #2010 with new truck

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Pickup Truck			30,000			30,000
<b>Total</b>			30,000			30,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund			30,000			30,000
<b>Total</b>			30,000			30,000

### Budget Impact/Other

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Vehicles  
**Priority** 3 Important

**Project #** E-2023-006  
**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	2021	2022	2023	2024	2025	Total
Pickup Truck			35,000			35,000
<b>Total</b>			35,000			35,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund			35,000			35,000
<b>Total</b>			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	2021	2022	2023	2024	2025	Total
Maintenance Savings		1,034	1,065	1,097	1,130	4,326
<b>Total</b>		1,034	1,065	1,097	1,130	4,326



Capital Improvements Plan  
City of Menasha, Wisconsin

2021 thru 2025

Department Equipment Replacement  
Contact Director of Public Works  
Type Equipment  
Useful Life 15 years  
Category Equipment: PW Equip  
Priority 3 Important

Project # E-2024-0009  
Project Name Replace #9027 Leaf Vacuum Trailer (2001)

Account Number  
PASER Rating

Description	Total Project Cost: \$85,000
Replacement of pull behind leaf vacuum trailer	

Justification

Expenditures	2021	2022	2023	2024	2025	Total
Leaf Machine				85,000		85,000
Total				85,000		85,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund				85,000		85,000
Total				85,000		85,000

Budget Impact/Other

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 18 years  
**Category** Vehicles  
**Priority** 3 Important

**Project #** E-2024-001  
**Project Name** Replace #4 Dump Truck (2008)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$200,000

**Description**

Replace 2008 Dump Truck.  
Miles used to date = 23,268

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Dump Truck				200,000		200,000
<b>Total</b>				200,000		200,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund				200,000		200,000
<b>Total</b>				200,000		200,000

**Budget Impact/Other**

Maintenance costs to date = \$28,969.79

BUDGET SAVINGS:

Maintenance costs per year = \$2,896.98 (2025 costs, then 3% increase annually)

Budget Items	2021	2022	2023	2024	2025	Total
Maintenance Savings					2,897	2,897
<b>Total</b>					2,897	2,897

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$100,000

### Description

Replace 2012 Utility Truck.  
Miles used to date = 15,579

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Utility Truck				100,000		100,000
<b>Total</b>				100,000		100,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund				100,000		100,000
<b>Total</b>				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	2021	2022	2023	2024	2025	Total
Maintenance Savings				908	935	1,843
<b>Total</b>				908	935	1,843

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 15 years  
**Category** Equipment: PW Equip  
**Priority** 3 Important

**Project #** E-2024-004  
**Project Name** Replace #0045 Fork Lift (2011)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$40,000

### Description

Replace 2011 Fork Lift.  
Hours used to date = 2,714

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Fork Lift				40,000		40,000
<b>Total</b>				40,000		40,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund				40,000		40,000
<b>Total</b>				40,000		40,000

### Budget Impact/Other

Maintenance costs to date = \$3,258.63

BUDGET SAVINGS:  
Maintenance costs per year = \$407.33 (2021 costs, then 3% increase annually)

Budget Items	2021	2022	2023	2024	2025	Total
Maintenance Savings	407	419	432	445	458	2,161
<b>Total</b>	407	419	432	445	458	2,161

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**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**

**Total Project Cost:** \$35,000

**Description**

Replace 2012 Pickup Truck.  
Miles used to date = 39,858

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Pickup Truck				35,000		35,000
<b>Total</b>				35,000		35,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund				35,000		35,000
<b>Total</b>				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	2021	2022	2023	2024	2025	Total
Maintenance Savings			437	450	464	1,351
<b>Total</b>			437	450	464	1,351

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 12 years  
**Category** Vehicles  
**Priority** 3 Important

**Project #** E-2024-008  
**Project Name** Replace #3004 LowBed Dump Truck (2005)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$70,000

### Description

Replace 2005 LowBed Dump Truck.  
Miles used to date = 39,362

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
LowBed Dump Truck				70,000		70,000
<b>Total</b>				70,000		70,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund				70,000		70,000
<b>Total</b>				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	2021	2022	2023	2024	2025	Total
Maintenance Savings		730	752	774	798	3,054
<b>Total</b>		730	752	774	798	3,054

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 8 years  
**Category** Vehicles  
**Priority** 3 Important

**Project #** E-2024-009  
**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	2021	2022	2023	2024	2025	Total
Passenger Vehicle				20,000		20,000
<b>Total</b>				20,000		20,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund				20,000		20,000
<b>Total</b>				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	2021	2022	2023	2024	2025	Total
Maintenance Savings		440	453	467	481	1,841
<b>Total</b>		440	453	467	481	1,841

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Director of Public Works  
**Type** Equipment  
**Useful Life** 12 years  
**Category** Vehicles  
**Priority** 3 Important

**Project #** E-2024-010  
**Project Name** Replace #2010/#0071 Pick Up Truck (2012)

**Account Number**  
**PASER Rating**

**Description** **Total Project Cost:** \$30,000  
 Replace either #2010 or #0071 -Small Pick up Truck

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Pickup Truck				30,000		30,000
<b>Total</b>				30,000		30,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund				30,000		30,000
<b>Total</b>				30,000		30,000

**Budget Impact/Other**



**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Vehicles  
**Priority** 3 Important

**Project #** E-2025-001  
**Project Name** Replace #1005 Solid Waste Truck (2013)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$300,000

**Description**

Replace 2013 Solid Waste Truck.  
Miles used to date = 66,916

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Solid Waste Truck					300,000	300,000
<b>Total</b>					300,000	300,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund					300,000	300,000
<b>Total</b>					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	2021	2022	2023	2024	2025	Total
Maintenance Savings				10,663	10,983	21,646
<b>Total</b>				10,663	10,983	21,646

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 12 years  
**Category** Vehicles  
**Priority** 3 Important

**Project #** E-2025-002  
**Project Name** Replace #3002 LowBed Dump Truck (2012)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$70,000

**Description**

Replace 2012 LowBed Dump Truck.  
Miles used to date = 25,024

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
LowBed Dump Truck					70,000	70,000
<b>Total</b>					70,000	70,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund					70,000	70,000
<b>Total</b>					70,000	70,000

**Budget Impact/Other**

Maintenance costs to date = \$4,804.85

BUDGET SAVINGS:  
Maintenance costs per year = \$800.81 (2025 costs, then 3% increase annually)

Budget Items	2021	2022	2023	2024	2025	Total
Maintenance Savings					801	801
<b>Total</b>					801	801

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 25 years  
**Category** Equipment: PW Equip  
**Priority** 3 Important

**Project #** E-2025-004  
**Project Name** Replace #15 Roller (1999)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$50,000

### Description

Replace 1999 Roller equipment.  
Hours used to date = 1,181

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Roller					50,000	50,000
<b>Total</b>					50,000	50,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund					50,000	50,000
<b>Total</b>					50,000	50,000

### 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	2021	2022	2023	2024	2025	Total
Maintenance Savings				192	198	390
<b>Total</b>				192	198	390

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 20 years  
**Category** Equipment: PW Equip  
**Priority** 3 Important

**Project #** E-2025-005  
**Project Name** Replace #9110 Trackless (2004)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$100,000

### Description

Replace 2004 Trackless equipment.  
Hours used to date = 2,291

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Trackless					100,000	100,000
<b>Total</b>					100,000	100,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund					100,000	100,000
<b>Total</b>					100,000	100,000

### Budget Impact/Other

Maintenance costs to date = \$37,764.47

BUDGET SAVINGS:

Maintenance costs per year = \$2,697.46 (2025 costs, then 3% increase annually)

Budget Items	2021	2022	2023	2024	2025	Total
Maintenance Savings					2,697	2,697
<b>Total</b>					2,697	2,697

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 25 years  
**Category** Equipment: PW Equip  
**Priority** 3 Important

**Project #** E-2025-006  
**Project Name** Replace #30 Roller (1999)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$0

### Description

Replace 1999 Roller.  
Hours used to date = 1,696

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Roller					0	0
<b>Total</b>					0	0

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund					0	0
<b>Total</b>					0	0

### Budget Impact/Other

Maintenance costs to date = \$7,386.03

BUDGET SAVINGS:  
Maintenance costs per year = \$410.34 (2025 costs, then 3% increase annually)

Budget Items	2021	2022	2023	2024	2025	Total
Maintenance Savings					410	410
<b>Total</b>					410	410

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Vehicles  
**Priority** 3 Important

**Project #** E-2025-007  
**Project Name** Replace #2001 Pickup Truck (2013)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$35,000

### Description

Replace 2013 Pickup Truck.  
Miles used to date = 51,114

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Pickup Truck					35,000	35,000
<b>Total</b>					35,000	35,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund					35,000	35,000
<b>Total</b>					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	2021	2022	2023	2024	2025	Total
Maintenance Savings				882	908	1,790
<b>Total</b>				882	908	1,790

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 12 years  
**Category** Equipment: PW Equip  
**Priority** 3 Important

**Project #** E-2025-009  
**Project Name** Replace #0029 Skid Steer (2013)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$50,000

**Description**

Replace 2013 Skid Steer.  
Hours used to date = 2,306

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Skid Steer					50,000	50,000
<b>Total</b>					50,000	50,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund					50,000	50,000
<b>Total</b>					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)

Budget Items	2021	2022	2023	2024	2025	Total
Maintenance Savings					3,136	3,136
<b>Total</b>					3,136	3,136

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 15 years  
**Category** Equipment: PW Equip  
**Priority** 3 Important

**Project #** E-2025-010  
**Project Name** Replace #9109 Ball Diamond Groomer (1998)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$15,000

### Description

Replace 1998 Ball Diamond Groomer equipment.  
Hours used to date = 1,747

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Ball Diamond Groomer					15,000	15,000
<b>Total</b>					15,000	15,000

Funding Sources	2021	2022	2023	2024	2025	Total
Street Equipment Replacement Fund					15,000	15,000
<b>Total</b>					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	2021	2022	2023	2024	2025	Total
Maintenance Savings	311	320	330	340	350	1,651
<b>Total</b>	311	320	330	340	350	1,651



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Vehicles  
**Priority** 3 Important

**Project #** E-2026-010  
**Project Name** Replace #3009 Water Truck-used (2007)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$25,000

### Description

Replace 2007 Used Water Truck.  
Miles used to date = 234,621

### Justification

### Budget Impact/Other

Maintenance costs to date = \$3,045.86

BUDGET SAVINGS:

Maintenance costs per year = \$1,522.93 (2025 costs, then 3% increase annually)

Budget Items	2021	2022	2023	2024	2025	Total
Maintenance Savings					1,523	1,523
<b>Total</b>					1,523	1,523

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Equipment Replacement  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 15 years  
**Category** Equipment: PW Equip  
**Priority** 3 Important

**Project #** E-2034-001  
**Project Name** Replace #9070 Leaf Machine (1995)

**Account Number** 741-1023-541.80-03

**PASER Rating**

**Total Project Cost:** \$125,000

### Description

Replace 1995 Leaf Machine.  
Hours used to date = 978

### Justification

### Budget Impact/Other

Maintenance costs to date = \$36,636.19

#### BUDGET SAVINGS:

Maintenance costs per year = \$1,592.88 (2022 costs, then 3% increase annually)

Budget Items	2021	2022	2023	2024	2025	Total
Maintenance Savings		1,593	1,641	1,690	1,741	6,665
<b>Total</b>		1,593	1,641	1,690	1,741	6,665

City of Menasha, Wisconsin  
*Capital Improvements Plan*  
 2021 thru 2025

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>Fire Department</b>								
Fire Equipment Replacement Program	F-2020-001	1	10,175	10,175	10,175	10,175	10,175	50,875
General Obligation Debt			10,175	10,175	10,175	10,175	10,175	50,875
Station 35 Shower Remodel	F-2021-002	3	50,000					50,000
General Obligation Debt			50,000					50,000
(2) Fire Inspectors' Vehicles	F-2021-003	3	32,136					32,136
General Obligation Debt			32,136					32,136
Fire Station #31 Roadway Extension	F2021-5	3		23,299				23,299
General Obligation Debt				23,299				23,299
PPF-NMFD Side HVAC Digital Control Upgrade	F-2022-002	4		35,000				35,000
General Obligation Debt				35,000				35,000
Fire Engine	F-2022-003	3		274,725				274,725
General Obligation Debt				274,725				274,725
Training Division Pick-up Truck	F-2023-002	3			22,094			22,094
General Obligation Debt					22,094			22,094
Fire Engine	F2024-005	3				321,360		321,360
General Obligation Debt						321,360		321,360
Heavy Duty Pick-Up Truck	F2025-1	2					32,136	32,136
General Obligation Debt							32,136	32,136
New Staff Car	F2025-2	3					16,068	16,068
General Obligation Debt							16,068	16,068
Used Ambulance	F2025-3	3					10,043	10,043
General Obligation Debt							10,043	10,043
<b>Fire Department Total</b>			92,311	343,199	32,269	331,535	68,422	867,736
<b>GRAND TOTAL</b>			92,311	343,199	32,269	331,535	68,422	867,736

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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:** \$71,168

### 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	2021	2022	2023	2024	2025	Total
Equipment - Fire	10,175	10,175	10,175	10,175	10,175	50,875
<b>Total</b>	<b>10,175</b>	<b>10,175</b>	<b>10,175</b>	<b>10,175</b>	<b>10,175</b>	<b>50,875</b>

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	10,175	10,175	10,175	10,175	10,175	50,875
<b>Total</b>	<b>10,175</b>	<b>10,175</b>	<b>10,175</b>	<b>10,175</b>	<b>10,175</b>	<b>50,875</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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:** \$50,000

### 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	2021	2022	2023	2024	2025	Total
Construction/Maintenance	50,000					50,000
<b>Total</b>	50,000					50,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	50,000					50,000
<b>Total</b>	50,000					50,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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:** \$32,136

### 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	2021	2022	2023	2024	2025	Total
Fire Inspector Vehicle	32,136					32,136
<b>Total</b>	<b>32,136</b>					<b>32,136</b>

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	32,136					32,136
<b>Total</b>	<b>32,136</b>					<b>32,136</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Fire Department  
**Contact** Fire Chief  
**Type** Improvement  
**Useful Life** 15 years  
**Category** Roadway Extensions  
**Priority** 3 Important

**Project #** F2021-5  
**Project Name** Fire Station #31 Roadway Extension

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$23,299

### 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 project cost=\$58,000  
City of Menasha share=\$23,299 (based on 40.17%)

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Roadway Extensions		23,299				23,299
<b>Total</b>		23,299				23,299

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		23,299				23,299
<b>Total</b>		23,299				23,299

### Budget Impact/Other

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
Construction/Maintenance		35,000				35,000
<b>Total</b>		35,000				35,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		35,000				35,000
<b>Total</b>		35,000				35,000

**Budget Impact/Other**

Energy savings expected - 10 to 15 %

Budget Items	2021	2022	2023	2024	2025	Total
Other (Insurance, Utilities)	1,200					1,200
<b>Total</b>	1,200					1,200



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$274,725

### Description

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	2021	2022	2023	2024	2025	Total
Fire Engine		274,725				274,725
<b>Total</b>		274,725				274,725

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		274,725				274,725
<b>Total</b>		274,725				274,725

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$22,094

### Description

Replace the Training Division's Pick-up Truck for a total cost of \$55,000. 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 = \$55,000

City of Menasha share = \$22,094

City of Menasha is responsible for fixed percentage as agreed to in the Fire Consolidation Agreement. 2019 cost distribution formula (40.17%) is used for budgeting purposes.

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Pickup Truck			22,094			22,094
<b>Total</b>			22,094			22,094

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			22,094			22,094
<b>Total</b>			22,094			22,094

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Fire Department  
**Contact** Fire Chief  
**Type** Equipment  
**Useful Life** 20 years  
**Category** Equipment - Fire  
**Priority** 3 Important

**Project #** F2024-005  
**Project Name** Fire Engine

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$321,360

### Description

New rescue/engine to replace a 2005 Pierce Quantum reserve engine and extraction tools.  
 Total project cost (includes necessary equipment)=\$800,000  
 City of Menasha share =\$321,360 (based on 40.17%)

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Fire Engine				321,360		321,360
<b>Total</b>				321,360		321,360

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				321,360		321,360
<b>Total</b>				321,360		321,360

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Fire Department  
**Contact** Fire Chief  
**Type** Equipment  
**Useful Life** 15 years  
**Category** Equipment - Fire  
**Priority** 2 Very Important

**Project #** F2025-1  
**Project Name** Heavy Duty Pick-Up Truck

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$32,136

### Description

New Heavy Duty Pick-Up Truck to replace Car 32 which is a 2014 F250. The 2014 vehicle will be moved from front line status to a staff vehicle. It will also be used as a back-up for when Car 32 is out of service.

Total projects cost (including lettering and necessary equipment)=\$80,000  
 City of Menasha share= \$32,136 (based on 40.17%)

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Fire Pick-Up Truck					32,136	32,136
<b>Total</b>					32,136	32,136

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					32,136	32,136
<b>Total</b>					32,136	32,136

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Fire Department  
**Contact** Fire Chief  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Equipment - Fire  
**Priority** 3 Important

**Project #** F2025-2  
**Project Name** New Staff Car

**Account Number**

**PASER Rating**

**Total Project Cost:** \$16,068

### Description

A new staff car to replace a 2008 Chevy Impala.

Total project cost (including lettering and necessary equipment)=\$40,000  
 City of Menasha cost=\$16,068 (based on 40.17%)

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Fire Command Vehicle					16,068	16,068
<b>Total</b>					16,068	16,068

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					16,068	16,068
<b>Total</b>					16,068	16,068

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Fire Department  
**Contact** Fire Chief  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Equipment - Fire  
**Priority** 3 Important

**Project #** F2025-3  
**Project Name** Used Ambulance

**Account Number**

**PASER Rating**

**Total Project Cost:** \$10,043

### Description

Purchase of a used ambulance to replace Squad 32. The 2011 Ford E4560 would be sold.

Total project cost=\$25,000 (includes equipment and lettering)

City of Menasha cost=\$10,043 (using 40.17%)

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Ambulance					10,043	10,043
<b>Total</b>					10,043	10,043

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					10,043	10,043
<b>Total</b>					10,043	10,043

### Budget Impact/Other

City of Menasha, Wisconsin  
*Capital Improvements Plan*  
 2021 thru 2025

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>Information Systems</b>								
GIS Integrated Parcel Management System	IT-2020-001	3	25,000					25,000
<b>Information Systems Total</b>			25,000					25,000
<b>GRAND TOTAL</b>			25,000					25,000

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
Computer Software	25,000					25,000
<b>Total</b>	25,000					25,000



# City of Menasha, Wisconsin

## Capital Improvements Plan

2021 thru 2025

### PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>Parks &amp; Recreation Department</b>								
Electric Pedestal Replacement <i>Marina Fund</i>	MAR-2022-008	3		11,500 <i>11,500</i>	11,500 <i>11,500</i>			23,000 <i>23,000</i>
Marina Perimeter Lighting Upgrade <i>Marina Fund</i>	MAR-2025-006	3					18,000 <i>18,000</i>	18,000 <i>18,000</i>
Jefferson Park Shoreline Cap	PR-2020-006	1	25,000					25,000
Jefferson Park Community Playground <i>Donations</i> <i>General Obligation Debt</i>	PR-2021-004	2	610,000 <i>510,000</i> <i>100,000</i>					610,000 <i>510,000</i> <i>100,000</i>
Barker Farm Park Basketball Court Renovation <i>General Obligation Debt</i>	PR-2021-005	2	20,000 <i>20,000</i>					20,000 <i>20,000</i>
Jefferson Park LED Lighting Upgrade <i>General Obligation Debt</i>	PR-2021-007	2		19,000 <i>19,000</i>				19,000 <i>19,000</i>
Smith Park Pavilion Roof Replacement <i>General Obligation Debt</i>	PR-2021-008	3	30,000 <i>30,000</i>					30,000 <i>30,000</i>
Koslo Park Grading/Seeding <i>General Obligation Debt</i>	PR-2021-010	2	15,000 <i>15,000</i>					15,000 <i>15,000</i>
Electric Panel upgrades <i>General Obligation Debt</i>	PR-2021-011	n/a	8,000 <i>8,000</i>	8,000 <i>8,000</i>	8,000 <i>8,000</i>	8,000 <i>8,000</i>		32,000 <i>32,000</i>
Manitowoc RD trail Crack fill / seal <i>General Obligation Debt</i>	PR-2021-012	n/a	5,000 <i>5,000</i>					5,000 <i>5,000</i>
Province trail Crackfill / Seal <i>General Obligation Debt</i>	PR-2021-013	n/a	6,000 <i>6,000</i>					6,000 <i>6,000</i>
Trestle Trail Crackfill/Seal <i>General Obligation Debt</i>	PR-2021-014	n/a	7,500 <i>7,500</i>					7,500 <i>7,500</i>
Smith Park Tennis Court Rehabilitation <i>General Obligation Debt</i>	PR-2022-001	2		60,000 <i>60,000</i>				60,000 <i>60,000</i>
Riverwalk -West End Repairs <i>General Obligation Debt</i>	PR-2022-003	3		25,000 <i>25,000</i>				25,000 <i>25,000</i>
Jefferson Pavilion Flat Roof Repair <i>General Obligation Debt</i>	PR-2022-004	3		25,000 <i>25,000</i>				25,000 <i>25,000</i>
Jefferson Park - Kargus Drive East End Realignment <i>General Obligation Debt</i>	PR-2022-005	2		100,000 <i>100,000</i>				100,000 <i>100,000</i>
Trestle Trail LED Lighting Upgrade <i>General Obligation Debt</i> <i>Intergovernmental Reimbursements</i>	PR-2022-006	3		22,000 <i>11,000</i> <i>11,000</i>				22,000 <i>11,000</i> <i>11,000</i>
Friendship Trail LED Lighting Upgrade-DPW Segment <i>General Fund</i>	PR-2022-007	3		8,600 <i>8,600</i>				8,600 <i>8,600</i>
Shepard Park Play Equipment <i>General Obligation Debt</i>	PR-2022-010	3		65,000 <i>65,000</i>				65,000 <i>65,000</i>
Shepard Park Walkway <i>General Obligation Debt</i>	PR-2022-011	2		20,000 <i>20,000</i>				20,000 <i>20,000</i>
Hidden Pond Park Trail <i>General Obligation Debt</i>	PR-2023-001	3			25,000 <i>25,000</i>			25,000 <i>25,000</i>

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
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
<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
Ninth St. Boat Launch Parking Lot	PR-2023-007	3			175,000			175,000
<i>General Obligation Debt</i>					87,500			87,500
<i>Grants - State</i>					87,500			87,500
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
Jefferson Park Entrance Plaza & Trail	PR-2024-005	2				35,000	190,000	225,000
<i>General Obligation Debt</i>						35,000	190,000	225,000
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	500,000	550,000
<i>General Obligation Debt</i>						50,000	250,000	300,000
<i>Grants - State</i>							250,000	250,000
Jefferson Park Amphitheater	PR-2024-010	3				50,000	350,000	400,000
<i>General Obligation Debt</i>						50,000	350,000	400,000
Senior Center Bathroom remodel	PR-2025-0006	n/a					50,000	50,000
<i>General Obligation Debt</i>							50,000	50,000
Jefferson Park Swimming Pool- Phase 2	PR-2025-001	1					4,040,000	4,040,000
<i>General Obligation Debt</i>							4,040,000	4,040,000
Jefferson Park-Kargus Drive Paving	PR-2025-002	2					30,000	30,000
Koslo Park Softball Diamond Upgrade	PR-2025-003	3					225,000	225,000
<i>General Obligation Debt</i>							225,000	225,000
Senior Center furnace	PR-2025-004	n/a					10,000	10,000
<i>General Obligation Debt</i>							10,000	10,000
Mem radiant heat	PR-2025-005	n/a					6,500	6,500
<i>General Obligation Debt</i>							6,500	6,500
Memorial Building Flat Roof Replacement	PR-2025-007	3					25,000	25,000
<i>Park Development Fund</i>							25,000	25,000
Memorial Building Brick Repair	PR-2025-008	3					20,000	20,000
<i>Park Development Fund</i>							20,000	20,000
Settling Basin Trail Development	PR-2025-009	3				200,000		200,000
<i>General Obligation Debt</i>						100,000		100,000
<i>Grants - State</i>						100,000		100,000
Settling Basin Transient Boat Docks	PR-2026-001	2					75,000	75,000

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Smith Park or Barker Farm Park Splash Pad	PR-2026-002	4					25,000	25,000
Donations							50,000	50,000
<b>Parks &amp; Recreation Department Total</b>			726,500	364,100	964,500	4,918,000	5,564,500	12,537,600
<b>GRAND TOTAL</b>			726,500	364,100	964,500	4,918,000	5,564,500	12,537,600

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme

**Contact** Parks & Recreation Director

**Type** Improvement

**Useful Life** 20 years

**Category** Park Improvements

**Priority** 3 Important

**Project #** MAR-2022-008

**Project Name** Electric Pedestal Replacement

**Account Number**

**PASER Rating**

**Total Project Cost:** \$23,000

### Description

Continue upgrade of aging fixtures

### Justification

Part of ongoing effort to keep the marina in good condition

Expenditures	2021	2022	2023	2024	2025	Total
Marina Maintenance		11,500	11,500			23,000
Upgrades - Other						
<b>Total</b>		11,500	11,500			23,000

Funding Sources	2021	2022	2023	2024	2025	Total
Marina Fund		11,500	11,500			23,000
<b>Total</b>		11,500	11,500			23,000

### Budget Impact/Other

\$10,000 to come from the non-levy marina fund

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**Contact** Deputy Director-Public Works  
**Type** Maintenance  
**Useful Life** 20 years  
**Category** Equipment: Miscellaneous  
**Priority** 3 Important

**Project #** MAR-2025-006  
**Project Name** Marina Perimeter Lighting Upgrade

**Account Number**

**PASER Rating**

**Total Project Cost:** \$18,000

### 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	2021	2022	2023	2024	2025	Total
Construction/Maintenance					18,000	18,000
<b>Total</b>					18,000	18,000

Funding Sources	2021	2022	2023	2024	2025	Total
Marina Fund					18,000	18,000
<b>Total</b>					18,000	18,000

### Budget Impact/Other

Result in less maintenance and energy usage

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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 it can withstand the lake wave action

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	25,000					25,000
<b>Total</b>	25,000					25,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
Construction/Maintenance	610,000					610,000
<b>Total</b>	<b>610,000</b>					<b>610,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
Donations	510,000					510,000
General Obligation Debt	100,000					100,000
<b>Total</b>	<b>610,000</b>					<b>610,000</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$20,000

### Description

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	2021	2022	2023	2024	2025	Total
Construction/Maintenance	20,000					20,000
<b>Total</b>	20,000					20,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	20,000					20,000
<b>Total</b>	20,000					20,000

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$19,000

### Description

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	2021	2022	2023	2024	2025	Total
Construction/Maintenance		19,000				19,000
<b>Total</b>		19,000				19,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		19,000				19,000
<b>Total</b>		19,000				19,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
Construction/Maintenance	30,000					30,000
<b>Total</b>	30,000					30,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	30,000					30,000
<b>Total</b>	30,000					30,000

### Budget Impact/Other

Pavilioin roof replacement is estimated to cost \$30,000

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$15,000

### Description

Regrade and seed a large low area west of the pavilion

### Justification

Area is very low and frequently cannot be mowed

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	15,000					15,000
<b>Total</b>	15,000					15,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	15,000					15,000
<b>Total</b>	15,000					15,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**Contact** Deputy Director-Public Works  
**Type** Improvement  
**Useful Life** 20 years  
**Category** Park Improvements  
**Priority** n/a

**Project #** PR-2021-011  
**Project Name** Electric Panel upgrades

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$32,000

### Description

Replace existing meter pedestals, panels, and junction box on wood supports currentlu with new enclosed colored all in one enclosures.

### Justification

This would remove the large wooden racks that are throughout the city with meters pedestals, panels, and junction boxes and replace them with one cabinet enclosure that contains all the equipment. \$8,000 will do two a year untill we have them all cleaned up.

Expenditures	2021	2022	2023	2024	2025	Total
Lighting - Upgrade	8,000	8,000	8,000	8,000		32,000
<b>Total</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>		<b>32,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	8,000	8,000	8,000	8,000		32,000
<b>Total</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>		<b>32,000</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**Contact** Deputy Director-Public Works  
**Type** Maintenance  
**Useful Life** 10 years  
**Category** Trails  
**Priority** n/a

**Project #** PR-2021-012  
**Project Name** Manitowoc RD trail Crack fill / seal

**Account Number**

**PASER Rating**

**Total Project Cost:** \$5,000

**Description**

**Justification**

Trail maintenance

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	5,000					5,000
<b>Total</b>	<b>5,000</b>					<b>5,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	5,000					5,000
<b>Total</b>	<b>5,000</b>					<b>5,000</b>

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**Contact** Deputy Director-Public Works  
**Type** Maintenance  
**Useful Life** 10 years  
**Category** Trails  
**Priority** n/a

**Project #** PR-2021-013  
**Project Name** Province trail Crackfill / Seal

**Account Number**

**PASER Rating**

**Total Project Cost:** \$6,000

### Description

Fill cracks and seal trail

### Justification

Maintenance

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	6,000					6,000
<b>Total</b>	<b>6,000</b>					<b>6,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	6,000					6,000
<b>Total</b>	<b>6,000</b>					<b>6,000</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**Contact** Deputy Director-Public Works  
**Type** Maintenance  
**Useful Life**  
**Category** Trails  
**Priority** n/a

**Project #** PR-2021-014  
**Project Name** Trestle Trail Crackfill/Seal

**Account Number**

**PASER Rating**

**Total Project Cost:** \$7,500

### Description

Crack fill and seal trail

### Justification

Maintenance

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	7,500					7,500
<b>Total</b>	<b>7,500</b>					<b>7,500</b>

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	7,500					7,500
<b>Total</b>	<b>7,500</b>					<b>7,500</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**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**

**Total Project Cost:** \$60,000

### Description

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	2021	2022	2023	2024	2025	Total
Construction/Maintenance		60,000				60,000
<b>Total</b>		60,000				60,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		60,000				60,000
<b>Total</b>		60,000				60,000

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$25,000

### Description

Repair the pavement and block areas near the bridge

### Justification

Sub surface has undermined. New pavement and some block repair may be needed.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		25,000				25,000
<b>Total</b>		25,000				25,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		25,000				25,000
<b>Total</b>		25,000				25,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**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**

**Total Project Cost:** \$25,000

### Description

Replace the rubber membrane roof on the north side of the building.

### Justification

Part of ongoing maintenance to the pavilion

Expenditures	2021	2022	2023	2024	2025	Total
Park Shelter - Replace Roof		25,000				25,000
<b>Total</b>		25,000				25,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		25,000				25,000
<b>Total</b>		25,000				25,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$100,000

### Description

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	2021	2022	2023	2024	2025	Total
Park Road - Replacement		100,000				100,000
<b>Total</b>		100,000				100,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		100,000				100,000
<b>Total</b>		100,000				100,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$22,000

### Description

Replace the existing HPS fixtures wth LED

### Justification

This conversion will provide better, crisper lighting and save money on electricity. Preliminary payback analysis looks favorable.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		22,000				22,000
<b>Total</b>		22,000				22,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		11,000				11,000
Intergovernmental Reimbursements		11,000				11,000
<b>Total</b>		22,000				22,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme

**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**

**Total Project Cost:** \$8,600

### Description

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	2021	2022	2023	2024	2025	Total
Construction/Maintenance		8,600				8,600
<b>Total</b>		8,600				8,600

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund		8,600				8,600
<b>Total</b>		8,600				8,600

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme

**Contact** Parks & Recreation Director

**Type** Equipment

**Useful Life** 25 years

**Category** Park Improvements

**Priority** 3 Important

**Project #** PR-2022-010

**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	2021	2022	2023	2024	2025	Total
Construction/Maintenance		15,000				15,000
Play Equipment - New		50,000				50,000
<b>Total</b>		65,000				65,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		65,000				65,000
<b>Total</b>		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

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**Contact** Parks & Recreation Director  
**Type** Maintenance  
**Useful Life** 75 years  
**Category** Park Improvements  
**Priority** 2 Very Important

**Project #** PR-2022-011  
**Project Name** Shepard Park Walkway

**Account Number**

**PASER Rating**

**Total Project Cost:** \$20,000

### Description

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	2021	2022	2023	2024	2025	Total
Construction/Maintenance		20,000				20,000
<b>Total</b>		20,000				20,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		20,000				20,000
<b>Total</b>		20,000				20,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$25,000

### Description

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	2021	2022	2023	2024	2025	Total
Trails - New			25,000			25,000
<b>Total</b>			25,000			25,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			25,000			25,000
<b>Total</b>			25,000			25,000

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$215,000

### Description

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	2021	2022	2023	2024	2025	Total
Planning/Design			20,000			20,000
Park Shelter - New			195,000			195,000
<b>Total</b>			215,000			215,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			215,000			215,000
<b>Total</b>			215,000			215,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$40,000

### Description

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	2021	2022	2023	2024	2025	Total
Construction/Maintenance			40,000			40,000
<b>Total</b>			40,000			40,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			40,000			40,000
<b>Total</b>			40,000			40,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme

**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**

**Total Project Cost:** \$100,000

### Description

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	2021	2022	2023	2024	2025	Total
Ball Diamond - Upgrade			100,000			100,000
<b>Total</b>			100,000			100,000

Funding Sources	2021	2022	2023	2024	2025	Total
Donations			50,000			50,000
General Obligation Debt			50,000			50,000
<b>Total</b>			100,000			100,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme

**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**

**Total Project Cost:** \$90,000

### Description

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	2021	2022	2023	2024	2025	Total
Play Equipment - New			90,000			90,000
<b>Total</b>			90,000			90,000

Funding Sources	2021	2022	2023	2024	2025	Total
Donations			20,000			20,000
General Obligation Debt			70,000			70,000
<b>Total</b>			90,000			90,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$300,000

### Description

Complete upgrade of the infield, outfield, seating and fencing, includes new field lighting

### Justification

The East Diamond will become the featured, most used softball diamond in the park. It has not been upgraded in decades. Lighting is very old and inefficient.

Expenditures	2021	2022	2023	2024	2025	Total
Ball Diamond - Upgrade			300,000			300,000
<b>Total</b>			300,000			300,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			300,000			300,000
<b>Total</b>			300,000			300,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme

**Contact** Parks & Recreation Director

**Type** Maintenance

**Useful Life** 20 years

**Category** Park Improvements

**Priority** 3 Important

**Project #** PR-2023-007

**Project Name** Ninth St. Boat Launch Parking Lot

**Account Number**

**PASER Rating**

**Total Project Cost:** \$175,000

### Description

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	2021	2022	2023	2024	2025	Total
Parking Lot			175,000			175,000
<b>Total</b>			175,000			175,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			87,500			87,500
Grants - State			87,500			87,500
<b>Total</b>			175,000			175,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**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

**Total Project Cost:** \$38,000

**Description**

**Justification**

Part of an overall plan to offer quality play equipment in neighborhood parks throughout the city.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance				38,000		38,000
<b>Total</b>				38,000		38,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				38,000		38,000
<b>Total</b>				38,000		38,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$275,000

### Description

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	2021	2022	2023	2024	2025	Total
Planning/Design				25,000		25,000
Construction/Maintenance				250,000		250,000
<b>Total</b>				275,000		275,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				275,000		275,000
<b>Total</b>				275,000		275,000

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**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**

**Total Project Cost:** \$32,000

### Description

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	2021	2022	2023	2024	2025	Total
Construction/Maintenance				32,000		32,000
<b>Total</b>				32,000		32,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				32,000		32,000
<b>Total</b>				32,000		32,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**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**

**Total Project Cost:** \$225,000

### Description

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	2021	2022	2023	2024	2025	Total
Planning/Design				35,000		35,000
Construction/Maintenance					190,000	190,000
<b>Total</b>				35,000	190,000	225,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				35,000	190,000	225,000
<b>Total</b>				35,000	190,000	225,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$130,000

### Description

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	2021	2022	2023	2024	2025	Total
Planning/Design				30,000		30,000
Construction/Maintenance				100,000		100,000
<b>Total</b>				130,000		130,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				65,000		65,000
Grants - State				65,000		65,000
<b>Total</b>				130,000		130,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme

**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**

**Total Project Cost:** \$60,000

### Description

Reuse and renovate the existitng small maintenance garage into concession building that could be used durng 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	2021	2022	2023	2024	2025	Total
Construction/Maintenance				60,000		60,000
<b>Total</b>				60,000		60,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				60,000		60,000
<b>Total</b>				60,000		60,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme

**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**

**Total Project Cost:** \$4,040,000

### Description

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 swimmng 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	2021	2022	2023	2024	2025	Total
Planning/Design				40,000		40,000
Construction/Maintenance				4,000,000		4,000,000
<b>Total</b>				4,040,000		4,040,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				4,040,000		4,040,000
<b>Total</b>				4,040,000		4,040,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$550,000

### Description

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 align with the new lot configuration. Launch capacity or this popular site would be increased.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design				50,000		50,000
Construction/Maintenance					500,000	500,000
<b>Total</b>				50,000	500,000	550,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				50,000	250,000	300,000
Grants - State					250,000	250,000
<b>Total</b>				50,000	500,000	550,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**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**

**Total Project Cost:** \$400,000

### Description

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	2021	2022	2023	2024	2025	Total
Planning/Design				50,000		50,000
Construction/Maintenance					350,000	350,000
<b>Total</b>				50,000	350,000	400,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				50,000	350,000	400,000
<b>Total</b>				50,000	350,000	400,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**Contact** Deputy Director-Public Works  
**Type** Improvement  
**Useful Life** 20 years  
**Category** Buildings  
**Priority** n/a

**Project #** PR-2025-0006  
**Project Name** Senior Center Bathroom remodel

**Account Number**

**PASER Rating**

**Total Project Cost:** \$50,000

### Description

remodel the two bathrooma at the Senior Center

### Justification

due to the appearance, age and heavier usage the counter tops, sinks, faucets, and tile need to be replaced

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance					50,000	50,000
<b>Total</b>					50,000	50,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					50,000	50,000
<b>Total</b>					50,000	50,000

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**Contact** Parks & Recreation Director  
**Type** Improvement  
**Useful Life** 40 years  
**Category** Park Improvements  
**Priority** 1 Critical

**Project #** PR-2025-001  
**Project Name** Jefferson Park Swimming Pool- Phase 2

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$4,040,000

### Description

Follow up Phase 1 with building the entire pool basin including plumbing and chemical feed equipment. Poor soils in Jefferson Park will increase costs. Approximately \$8 million for a new pool.

### Justification

Phase 2 would constitute approximately 2/3 of the entire pool facility. Spreading the overall project budget over a two year period would put less strain on the city's CIP budget.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design					40,000	40,000
Swimming Pool - Replacement					4,000,000	4,000,000
<b>Total</b>					4,040,000	4,040,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					4,040,000	4,040,000
<b>Total</b>					4,040,000	4,040,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme

**Contact** Parks & Recreation Director

**Type** Improvement

**Useful Life** 25 years

**Category** Park Improvements

**Priority** 2 Very Important

**Project #** PR-2025-002

**Project Name** Jefferson Park-Kargus Drive Paving

**Account Number**

**PASER Rating**

**Total Project Cost:** \$400,000

### Description

Reconfigure the launch parking lot per the design shown in the Jefferson Park Vision Plan

### Justification

Lot will provide for more convenient launch movements by vehilces and trailers. Lot will also provide more off street parking and easy access to the settling basin area.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design					30,000	30,000
<b>Total</b>					30,000	30,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme

**Contact** Parks & Recreation Director

**Type** Improvement

**Useful Life** 40 years

**Category** Park Improvements

**Priority** 3 Important

**Project #** PR-2025-003

**Project Name** Koslo Park Softball Diamond Upgrade

**Account Number**

**PASER Rating**

**Total Project Cost:** \$225,000

### Description

Upgrade this facilitiy for practice and league play (as needed)

### Justification

If competitive fields in Jefferson Park is reduced to one, there may be a need to bring this field up to a higher competitive standard. Lights, fencing and and improved infield surface are the top priorities.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance					225,000	225,000
<b>Total</b>					225,000	225,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					225,000	225,000
<b>Total</b>					225,000	225,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 15 years  
**Category** Buildings  
**Priority** n/a

**Project #** PR-2025-004  
**Project Name** Senior Center furnace

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$10,000

### Description

Replace the oldest furnace at the Senior Center

### Justification

Due to the age and lower efficiency of the compared newer units, replacing the older of the two furnaces at the Senior Center to help save money on efficiency and less down time. Potentially can also increase size of the unit to help with poor heating and cooling in large hall area.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance					10,000	10,000
<b>Total</b>					10,000	10,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					10,000	10,000
<b>Total</b>					10,000	10,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**Contact** Deputy Director-Public Works  
**Type** Maintenance  
**Useful Life** 15 years  
**Category** Buildings  
**Priority** n/a

**Project #** PR-2025-005  
**Project Name** Mem radiant heat

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$6,500

### Description

Install new radiant heat diffusers on the 2nd floor at the Menorial Building

### Justification

Due to the age and wear and tear, the heat diffusers along the floor on the 2nd floor at he Memorial Building should be replaced. The existing ones are missing retainers and are broken, and the covers are falling off. New ones will be of a design to handle the variety of activities that occur on the 2nd floor.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance					6,500	6,500
<b>Total</b>					6,500	6,500

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					6,500	6,500
<b>Total</b>					6,500	6,500

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**Contact** Parks & Recreation Director  
**Type** Maintenance  
**Useful Life** 20 years  
**Category** Park Improvements  
**Priority** 3 Important

**Project #** PR-2025-007  
**Project Name** Memorial Building Flat Roof Replacement

**Account Number**

**PASER Rating**

**Total Project Cost:** \$25,000

**Description**

**Justification**

Basic maintenance for this iconic public building

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance					25,000	25,000
<b>Total</b>					25,000	25,000

Funding Sources	2021	2022	2023	2024	2025	Total
Park Development Fund					25,000	25,000
<b>Total</b>					25,000	25,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**Contact** Parks & Recreation Director  
**Type** Maintenance  
**Useful Life** 40 years  
**Category** Park Improvements  
**Priority** 3 Important

**Project #** PR-2025-008  
**Project Name** Memorial Building Brick Repair

**Account Number**

**PASER Rating**

**Total Project Cost:** \$20,000

### Description

Moisture has worn away mortar on part of the buildings east side

### Justification

Part of an ongoing effort to maintain this iconic building

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance					20,000	20,000
<b>Total</b>					20,000	20,000

Funding Sources	2021	2022	2023	2024	2025	Total
Park Development Fund					20,000	20,000
<b>Total</b>					20,000	20,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme

**Contact** Parks & Recreation Director

**Type** Improvement

**Useful Life** 40 years

**Category** Park Improvements

**Priority** 3 Important

**Project #** PR-2025-009

**Project Name** Settling Basin Trail Development

**Account Number**

**PASER Rating**

**Total Project Cost:** \$200,000

### Description

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 likely 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	2021	2022	2023	2024	2025	Total
Trails - New				200,000		200,000
<b>Total</b>				200,000		200,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				100,000		100,000
Grants - State				100,000		100,000
<b>Total</b>				200,000		200,000

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme  
**Contact** Parks & Recreation Director  
**Type** Improvement  
**Useful Life** 40 years  
**Category** Park Improvements  
**Priority** 2 Very Important

**Project #** PR-2026-001  
**Project Name** Settling Basin Transient Boat Docks

**Account Number**

**PASER Rating**

**Total Project Cost:** \$575,000

### Description

Create a safe harbor dock area for boaters.

### Justification

Providiing a place for boaters to safely moor and enjoy Jefferson Park would be a nice attraction.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design					75,000	75,000
<b>Total</b>					75,000	75,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Parks & Recreation Departme

**Contact** Parks & Recreation Director

**Type** Improvement

**Useful Life** 40 years

**Category** Park Improvements

**Priority** 4 Less Important

**Project #** PR-2026-002

**Project Name** Smith Park or Barker Farm Park Splash Pad

**Account Number**

**PASER Rating**

**Total Project Cost:** \$160,000

### Description

Build a water splashpad suitable for families with young children.

### Justification

These facilities have proven to be a cost effective way to provide an enjoyable, water based activity for families with young children. Lifeguards are not required. Supervision and fees are optional. Smith Park has the space to accommodate such a facility.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design					25,000	25,000
<b>Total</b>					25,000	25,000

Funding Sources	2021	2022	2023	2024	2025	Total
Donations					50,000	50,000
<b>Total</b>					50,000	50,000

### Budget Impact/Other

# City of Menasha, Wisconsin

## Capital Improvements Plan

2021 thru 2025

### PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>Police Department</b>								
Police Fleet Replacement - Without Changeover Cost	POL-2020-001	2	100,000	85,500	96,500	187,000	75,000	544,000
General Fund			140,000	91,000	103,000	135,000	75,000	544,000
K-9 Replacement	POL-2021-001	n/a	4,000	4,000	4,000	4,000	4,000	20,000
General Fund			4,000	4,000	4,000	4,000	4,000	20,000
Public Protection Facility Roof	PPF-2021-002	3	287,000					287,000
General Obligation Debt			287,000					287,000
Shower Remodel	PPF-2021-003	4	50,000					50,000
General Obligation Debt			50,000					50,000
PD Dehumidification	PPF-2021-004	n/a	3,000	3,000				6,000
General Obligation Debt			3,000	3,000				6,000
Wellness Program	PPF-2021-005	4	8,000	8,000				16,000
General Fund			8,000	8,000				16,000
PPF Second Street Parking Lot Concrete Replacement	PPF-2022-002	3		30,000				30,000
General Obligation Debt				30,000				30,000
First Street Parking Lot Replacement	PPF-2022-003	3		17,500				17,500
General Obligation Debt				17,500				17,500
PPF -PD Side HVAC Digital Control Upgrade	PPF-2022-004	4		35,000				35,000
General Obligation Debt				35,000				35,000
Traffic, Inv., Training, Basement Hall Flooring	PPF-2022-005	n/a		12,500				12,500
General Obligation Debt				5,000				5,000
PD basement ceiling tile	PPF-2022-006	n/a		7,500				7,500
General Obligation Debt				7,500				7,500
PD lobby/bathroom flooring	PPF-2025-001	n/a					20,000	20,000
General Obligation Debt							20,000	20,000
<b>Police Department Total</b>			452,000	203,000	100,500	191,000	99,000	1,045,500
<b>GRAND TOTAL</b>			452,000	203,000	100,500	191,000	99,000	1,045,500

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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 - Without Changeover Cost

**Account Number**

**PASER Rating**

**Total Project Cost:** \$716,400

### Description

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	2021	2022	2023	2024	2025	Total
Police Vehicles	100,000	85,500	96,500	187,000	75,000	544,000
<b>Total</b>	<b>100,000</b>	<b>85,500</b>	<b>96,500</b>	<b>187,000</b>	<b>75,000</b>	<b>544,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	140,000	91,000	103,000	135,000	75,000	544,000
<b>Total</b>	<b>140,000</b>	<b>91,000</b>	<b>103,000</b>	<b>135,000</b>	<b>75,000</b>	<b>544,000</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Police Department  
**Contact** Police Chief  
**Type** Unassigned  
**Useful Life**  
**Category** Other  
**Priority** n/a

**Project #** POL-2021-001  
**Project Name** K-9 Replacement

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$20,000

### Description

Annual contribution to K-9 replacement fund to acquire a new K-9 upon retirement of current K-9.

### Justification

Annual contributions allow for the smoothing of the expense of a period of years.

Expenditures	2021	2022	2023	2024	2025	Total
Other	4,000	4,000	4,000	4,000	4,000	20,000
<b>Total</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>20,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	4,000	4,000	4,000	4,000	4,000	20,000
<b>Total</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>20,000</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$287,000

### Description

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	2021	2022	2023	2024	2025	Total
Construction/Maintenance	287,000					287,000
<b>Total</b>	287,000					287,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	287,000					287,000
<b>Total</b>	287,000					287,000

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$50,000

### Description

Shower/restroom remodel

### Justification

Remove gang style shower to two privacy shower stalls

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	50,000					50,000
<b>Total</b>	50,000					50,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	50,000					50,000
<b>Total</b>	50,000					50,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Police Department  
**Contact** Deputy Director-Public Works  
**Type** Improvement  
**Useful Life** 15 years  
**Category** Buildings  
**Priority** n/a

**Project #** PPF-2021-004  
**Project Name** PD Dehumidification

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$6,000

### Description

install a commercial dehumidifier on the first floor a the PD in 2021 and bacement 2022

### Justification

Historicallly there has been high humidity levels in the Police Department during the summer. This commercial dehumidifier would replace the three small units currently running on the first floor. The basement unit installed in 2020 would eliminate the three used in the basement currently.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	3,000	3,000				6,000
<b>Total</b>	<b>3,000</b>	<b>3,000</b>				<b>6,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	3,000	3,000				6,000
<b>Total</b>	<b>3,000</b>	<b>3,000</b>				<b>6,000</b>

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Police Department  
**Contact** Police Chief  
**Type** Unassigned  
**Useful Life** 15 years  
**Category** Buildings  
**Priority** 4 Less Important

**Project #** PPF-2021-005  
**Project Name** Wellness Program

**Account Number**

**PASER Rating**

**Total Project Cost:** \$16,000

### Description

Refurbish workout room and equipment

### Justification

Healthy workforce decreases health insurance sick leave use and on the job injuries

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicles/Furnishings	8,000	8,000				16,000
<b>Total</b>	<b>8,000</b>	<b>8,000</b>				<b>16,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	8,000	8,000				16,000
<b>Total</b>	<b>8,000</b>	<b>8,000</b>				<b>16,000</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
Construction/Maintenance		30,000				30,000
<b>Total</b>		30,000				30,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		30,000				30,000
<b>Total</b>		30,000				30,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$17,500

### Description

Replace First parking lot

### Justification

Create ADA compliant access from a deteriorating parking lot

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		17,500				17,500
<b>Total</b>		17,500				17,500

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		17,500				17,500
<b>Total</b>		17,500				17,500

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
Construction/Maintenance		35,000				35,000
<b>Total</b>		35,000				35,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		35,000				35,000
<b>Total</b>		35,000				35,000

### Budget Impact/Other

Energy savings expected - 10 - 15%

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Police Department  
**Contact** Deputy Director-Public Works  
**Type** Improvement  
**Useful Life** 10 years  
**Category** Buildings  
**Priority** n/a

**Project #** PPF-2022-005  
**Project Name** Traffic, Inv., Training, Basement Hall Flooring

**Account Number**

**PASER Rating**

**Total Project Cost:** \$12,500

### Description

Replace carpeting in the Traffic area at the Police Department

### Justification

The carpeting in the Traffic Room is very worn and dated needs replacing with luxury vinyl tile like the other areas addressed in 2020.

Expenditures	2021	2022	2023	2024	2025	Total
Building Construction		12,500				12,500
<b>Total</b>		12,500				12,500

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		5,000				5,000
<b>Total</b>		5,000				5,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Police Department  
**Contact** Deputy Director-Public Works  
**Type** Improvement  
**Useful Life** 15 years  
**Category** Buildings  
**Priority** n/a

**Project #** PPF-2022-006  
**Project Name** PD basement ceiling tile

**Account Number**

**PASER Rating**

**Total Project Cost:** \$7,500

### Description

Remove old ceiling grid and tile and replace with new grid and tile in basement hallway.

### Justification

the basement hallway ceiling grid is faded and bent and bowed in some areas due to large weight load above ceiling and due to age. Replace new grid and tiles.

Expenditures	2021	2022	2023	2024	2025	Total
Building Construction		7,500				7,500
<b>Total</b>		7,500				7,500

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		7,500				7,500
<b>Total</b>		7,500				7,500

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Police Department  
**Contact** Deputy Director-Public Works  
**Type** Improvement  
**Useful Life**  
**Category** Buildings  
**Priority** n/a

**Project #** PPF-2025-001  
**Project Name** PD lobby/bathroom flooring

**Account Number**

**PASER Rating**

**Total Project Cost:** \$20,000

### Description

update tiling in the entrance / bathroom

### Justification

replace old tile with Luxury vinyl tile will allow for easier cleaning and aesthetically look more appealing to the public.

Expenditures	2021	2022	2023	2024	2025	Total
Building Construction					20,000	20,000
<b>Total</b>					20,000	20,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					20,000	20,000
<b>Total</b>					20,000	20,000

### Budget Impact/Other

City of Menasha, Wisconsin  
*Capital Improvements Plan*  
2021 thru 2025

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>Public Library</b>								
Building Automated Controller Upgrade	L-2021-003	2	36,600					36,600
General Obligation Debt			36,600					36,600
Company E Room Audio/Video Upgrade	L-2022-001	4		17,500				17,500
General Obligation Debt				17,500				17,500
Shelving Units (Library)	L-2022-002	3		20,000				20,000
General Obligation Debt				20,000				20,000
Clock system	L-2022-003	n/a		8,600				8,600
General Obligation Debt				8,600				8,600
Stair Treads	L-2022-004	n/a		6,300				6,300
General Obligation Debt				6,300				6,300
Lobby bathrooms tile	L-2022-005	n/a		5,500				5,500
General Obligation Debt				5,500				5,500
Boiler Replacement (Library)	L-2023-001	5			100,000			100,000
General Obligation Debt					100,000			100,000
Libray Renovation	L-2023-002	n/a			0			0
General Obligation Debt					0			0
Carpet/Floor Replacement - Main Collection Area	L-2024-001	3				40,000		40,000
General Obligation Debt						40,000		40,000
Meeting Room Tables & Chairs (Library)	L-2024-002	3				20,000		20,000
General Obligation Debt						20,000		20,000
<b>Public Library Total</b>			36,600	57,900	100,000	60,000		254,500
<b>GRAND TOTAL</b>			36,600	57,900	100,000	60,000		254,500



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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:** \$36,600

### Description

Building automated/HVAC system field panel replacements

### Justification

Existing field panels and software will no longer be supported by end of 2021

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicles/Furnishings	36,600					36,600
<b>Total</b>	36,600					36,600

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	36,600					36,600
<b>Total</b>	36,600					36,600

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$17,500

### Description

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	2021	2022	2023	2024	2025	Total
Equip/Vehicles/Furnishings		17,500				17,500
<b>Total</b>		17,500				17,500

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		17,500				17,500
<b>Total</b>		17,500				17,500

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$20,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicles/Furnishings		20,000				20,000
<b>Total</b>		20,000				20,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		20,000				20,000
<b>Total</b>		20,000				20,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Library  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 15 years  
**Category** Buildings  
**Priority** n/a

**Project #** L-2022-003  
**Project Name** Clock system

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$8,600

### Description

Install automatic clock system and clocks in the library

### Justification

Install an automatic clock system in the library to automatically adjust the 30 clocks for time changes throughout the year and also help alleviate the cost of replacing \$200 dollars worth of clocks that fail annually.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicles/Furnishings		8,600				8,600
<b>Total</b>		8,600				8,600

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		8,600				8,600
<b>Total</b>		8,600				8,600

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Library  
**Contact** Deputy Director-Public Works  
**Type** Improvement  
**Useful Life** 15 years  
**Category** Buildings  
**Priority** n/a

**Project #** L-2022-004  
**Project Name** Stair Treads

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$6,300

### Description

Remove and replace the 17 year old stair treads on the employee entrance staircase.

### Justification

we have been replacing stair treads on the employee entrance staircase as they break or are in poor condition so far. For safety we would look to have them all replaced with new ones.

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		6,300				6,300
<b>Total</b>		6,300				6,300

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		6,300				6,300
<b>Total</b>		6,300				6,300

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Library  
**Contact** Deputy Director-Public Works  
**Type** Improvement  
**Useful Life** 15 years  
**Category** Buildings  
**Priority** n/a

**Project #** L-2022-005  
**Project Name** Lobby bathrooms tile

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$5,500

### Description

Remove and install new floor tile in all three lobby bathrooms at the Library.

### Justification

Regardless of the efforts with cleaning / sealing, the tile in the bathrooms in the lobby need new flooring installed. The existing tile is too porous and absorbs odors and dirt. With the sealing of the tiles from private contractors we have not had any luck, only getting a few years out of the sealing.

Expenditures	2021	2022	2023	2024	2025	Total
Building Construction		5,500				5,500
<b>Total</b>		5,500				5,500

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		5,500				5,500
<b>Total</b>		5,500				5,500

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$100,000

### Description

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	2021	2022	2023	2024	2025	Total
Equip/Vehicles/Furnishings			100,000			100,000
<b>Total</b>			100,000			100,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			100,000			100,000
<b>Total</b>			100,000			100,000

### Budget Impact/Other

Lower maintenance costs and lower energy usage.

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Library  
**Contact** Library Director  
**Type** Improvement  
**Useful Life**  
**Category** Unassigned  
**Priority** n/a

**Project #** L-2023-002  
**Project Name** Libray Renovation

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$0

### Description

this renovation will transform the library into Menasha's library of the future, allowing it to optimize its place in our community as a source of learning, employment resources, community engagement, history, and literature.

### Justification

Wear and tear over the past 20 years has made many areas of the library ready for renovation. Instead of replacing things here and there with city funding, it makes more sence to undergo a renovation to which nonresident taxpayers can contribute, grant funding can be sought, and funds can be raised to maintain the library as an exceptional place in our city that library patrons appreciate and use

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design			0			0
<b>Total</b>			0			0

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			0			0
<b>Total</b>			0			0

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Library  
**Contact** Deputy Director-Public Works  
**Type** Improvement  
**Useful Life** 12 years  
**Category** Buildings  
**Priority** 3 Important

**Project #** L-2024-001  
**Project Name** Carpet/Floor Replacement - Main Collection Area

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$40,000

### Description

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	2021	2022	2023	2024	2025	Total
Construction/Maintenance				40,000		40,000
<b>Total</b>				40,000		40,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				40,000		40,000
<b>Total</b>				40,000		40,000

### Budget Impact/Other

Capital Improvements Plan  
City of Menasha, Wisconsin

2021 *thru* 2025

Department Public Library  
Contact Library Director  
Type Equipment  
Useful Life 15 years  
Category Equipment: Miscellaneous  
Priority 3 Important

Project # L-2024-002  
Project Name Meeting Room Tables & Chairs (Library)

Account Number  
PASER Rating

Description

Total Project Cost: \$20,000

Justification

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicles/Furnishings				20,000		20,000
Total				20,000		20,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				20,000		20,000
Total				20,000		20,000

Budget Impact/Other

City of Menasha, Wisconsin  
*Capital Improvements Plan*  
 2021 thru 2025

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>Public Works Department</b>								
Salt Shed Roof	DPW-2021-008	n/a	45,000					45,000
General Obligation Debt			45,000					45,000
Storage racking / work benches	DPW-2021-016	n/a	40,000					40,000
Public Works Facility Fund			40,000					40,000
Traffic Signal Engineering	LIT-2021-001	3	20,000					20,000
Grants - State			20,000					20,000
Traffic Camera System	LIT-2021-002	3		15,000				15,000
General Fund				15,000				15,000
Villa Way Street Light at County LP	LIT-2021-004	3	6,000					6,000
General Fund			6,000					6,000
WE Lights LED Upgrade	LIT-2021-005	3		17,000				17,000
General Obligation Debt				17,000				17,000
Pedestrian Crossing Lights-Midway @ Midway Pl	LIT-2021-006	3		15,000				15,000
General Obligation Debt				15,000				15,000
Pedestrian Crossing Lights-Plank @ Melissa	LIT-2021-007	3		15,000				15,000
General Obligation Debt				15,000				15,000
Traffic Signal Upgrades	LIT-2022-001	3		200,000				200,000
General Fund				20,000				20,000
Grants - State				180,000				180,000
Broad Street Lot Alley Pedestrian Crossing	PLO-2021-001	3	6,000					6,000
General Fund			6,000					6,000
Chute Street Parking Lot Reconstruction	PLO-2024-001	2				227,735		227,735
General Fund						227,735		227,735
Melissa Street Sewer Lining	SAN-2020-001	2	50,000					50,000
Sewage Utility Fund			50,000					50,000
Paris Lift Station Pump Rebuild	SAN-2021-001	3	5,000					5,000
Sewage Utility Fund			5,000					5,000
Street Project Sewer Replacement	SAN-2021-002	3	30,000					30,000
Sewage Utility Fund			30,000					30,000
Garfield Ave. - Railroad St. to Washington St.	SAN-2023-001	2					1,000,000	1,000,000
Sewage Utility Fund							1,000,000	1,000,000
Sidewalk Replacement Program	SID-2020-000	2	30,000	30,000	30,000	30,000		120,000
General Obligation Debt			30,000	30,000	30,000	30,000		120,000
Midway Road Sidewalk	SID-2020-001	2	35,000					35,000
General Obligation Debt			35,000					35,000
STH114 Trail Connection	SID-2021-002	3	10,000					10,000
TIF District #12 Fund			10,000					10,000
Province Terrace Sidewalk	SID-2022-001	3		35,000				35,000
General Obligation Debt				35,000				35,000
Broad Street Pipeburst	STO-2020-002	3	55,000					55,000
Stormwater Utility Fund			55,000					55,000
Lake Park Villa Pond/Bridge Rehabilitation	STO-2020-004	2	100,000					100,000
Stormwater Utility Fund			100,000					100,000

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Winnipeg Street Drainage Ditch Rehab <i>Stormwater Utility Fund</i>	STO-2021-001	3	35,000 <i>35,000</i>					<i>35,000</i> 35,000
Storm Inlets/Manholes/Pipe Repairs <i>Stormwater Utility Fund</i>	STO-2021-002	3	30,000 <i>30,000</i>					<i>30,000</i> 30,000
Ninth Street Pond <i>Grants - State</i> <i>Stormwater Utility Fund</i>	STO-2023-001	3			600,000 <i>120,000</i> <i>480,000</i>			<i>600,000</i> 120,000 480,000
Storm Sewer Through Miron Property <i>Stormwater Utility Fund</i>	STO-2025-001	1					200,000 <i>200,000</i>	<i>200,000</i> 200,000
Racine Street - Third to Ninth - DESIGN ONLY <i>General Obligation Debt</i>	STR-2020-001	3	75,000 <i>75,000</i>	75,000 <i>75,000</i>	75,000 <i>75,000</i>			<i>225,000</i> 225,000
Lisbon Ave.. - Tayco to Pacific <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2020-004	2	67,250 <i>61,250</i> <i>6,000</i>					<i>67,250</i> 61,250 6,000
Racine St. Bridge Amenities <i>TIF District #08 Fund</i>	STR-2021-002	3	100,000 <i>100,000</i>	200,000 <i>200,000</i>	200,000 <i>200,000</i>			<i>500,000</i> 500,000
Nicolet Boulevard - Washington to Naymut St <i>General Fund</i> <i>Stormwater Utility Fund</i>	STR-2021-004	2	163,226 <i>155,726</i> <i>7,500</i>					<i>163,226</i> 155,726 7,500
Lake Park Villas Streets <i>TIF District #12 Fund</i>	STR-2021-005	2	640,000 <i>640,000</i>					<i>640,000</i> 640,000
Baldwin Street - Plank to Fourth Street <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2021-006	1	175,100 <i>75,500</i> <i>99,600</i>					<i>175,100</i> 75,500 99,600
Milwaukee Street- Seventh to Ninth St <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2021-007	2	161,000 <i>150,000</i> <i>11,000</i>					<i>161,000</i> 150,000 11,000
Appleton Street-Third to Fourth St <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2021-014	2	100,000 <i>95,000</i> <i>5,000</i>					<i>100,000</i> 95,000 5,000
Southfield Drive-Manitowoc to Midway Rd <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2021-015	3	180,000 <i>174,000</i> <i>6,000</i>					<i>180,000</i> 174,000 6,000
Eighth Street- Milwaukee to Depere St <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2021-016	3	267,400 <i>210,000</i> <i>57,400</i>					<i>267,400</i> 210,000 57,400
Jefferson Street- Depere to Appleton Road <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2021-017	3	103,500 <i>100,500</i> <i>3,000</i>					<i>103,500</i> 100,500 3,000
Plank Road Overlay <i>General Fund</i>	STR-2021-019	3	20,000 <i>20,000</i>					<i>20,000</i> 20,000
Eighth St. - Depere St. to Appleton Rd. <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2022-001	2		145,000 <i>130,000</i> <i>15,000</i>				<i>145,000</i> 130,000 15,000
Airport Rd - Racine St. to Appleton Road. <i>General Obligation Debt</i> <i>Intergovernmental Reimbursements</i>	STR-2022-002	1		680,000 <i>570,000</i> <i>110,000</i>				<i>680,000</i> 570,000 110,000
Harding Street - Appleton to London <i>General Fund</i>	STR-2022-003	2		153,603 <i>153,603</i>				<i>153,603</i> 153,603
Main Street - Link to Racine St Bridge Proj limits <i>General Obligation Debt</i>	STR-2022-010	2		80,000 <i>80,000</i>				<i>80,000</i> 80,000
Pleasant Lane- <i>General Obligation Debt</i> <i>Stormwater Utility Fund</i>	STR-2022-013	3		145,000 <i>130,000</i> <i>15,000</i>				<i>145,000</i> 130,000 15,000
Seventh Street- Manitowoc to Melissa St <i>General Obligation Debt</i>	STR-2022-016	3		180,000 <i>171,000</i>				<i>180,000</i> 171,000

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<i>Stormwater Utility Fund</i>				9,000				9,000
Community Way-Chrystella to County LP	STR-2022-017	3		200,000				200,000
<i>TIF District #12 Fund</i>				200,000				200,000
Milwaukee St. - Third St. to Seventh St.	STR-2023-001	3			300,000			300,000
<i>General Obligation Debt</i>					280,000			280,000
<i>Stormwater Utility Fund</i>					20,000			20,000
Lucerne Drive - London Street to University Dr	STR-2023-004	3			160,000			160,000
<i>General Obligation Debt</i>					140,000			140,000
<i>Stormwater Utility Fund</i>					20,000			20,000
Lucerne Drive-STH47 to London St	STR-2023-010	3			85,000			85,000
<i>General Obligation Debt</i>					70,000			70,000
<i>Stormwater Utility Fund</i>					15,000			15,000
Maria Lane - Ninth to Termini	STR-2023-011	3			145,000			145,000
<i>General Fund</i>					130,000			130,000
<i>Stormwater Utility Fund</i>					15,000			15,000
Stardust Drive-Elmwood to Maria	STR-2023-012	3			75,000			75,000
<i>General Fund</i>					60,000			60,000
<i>Stormwater Utility Fund</i>					15,000			15,000
Wilson Street- Harding to Eighth St	STR-2023-013	3			130,000			130,000
<i>General Obligation Debt</i>					55,750			55,750
<i>Stormwater Utility Fund</i>					74,250			74,250
Harding Street - Wilscon to Appleton Road	STR-2023-014	3			36,500			36,500
<i>General Obligation Debt</i>					33,500			33,500
<i>Stormwater Utility Fund</i>					3,000			3,000
Third Street- Manitowoc St to Konemac	STR-2023-015	3			185,000			185,000
<i>General Obligation Debt</i>					170,000			170,000
<i>Stormwater Utility Fund</i>					15,000			15,000
Melissa Street- Ninth to Airport Road	STR-2023-016	3			220,000			220,000
<i>General Obligation Debt</i>					205,000			205,000
<i>Stormwater Utility Fund</i>					15,000			15,000
First Street- Tayco to Lock Street	STR-2024-001	3				145,000		145,000
<i>General Fund</i>						126,500		126,500
<i>Stormwater Utility Fund</i>						18,500		18,500
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>Grants - State</i>						3,713,483		3,713,483
<i>Stormwater Utility Fund</i>						740,921		740,921
Lush Street- First to Dead End	STR-2024-003	3				60,000		60,000
<i>General Fund</i>						53,000		53,000
<i>Stormwater Utility Fund</i>						7,000		7,000
Marquette St - London to Manitowoc	STR-2024-004	2				250,000		250,000
<i>General Obligation Debt</i>						200,000		200,000
<i>Stormwater Utility Fund</i>						50,000		50,000
Third Street- Konemac to Brighton/Termini	STR-2024-005	3				235,000		235,000
<i>General Obligation Debt</i>						220,000		220,000
<i>Stormwater Utility Fund</i>						15,000		15,000
Konenac Street - Third St to Second St	STR-2024-006	3				30,000		30,000
<i>General Obligation Debt</i>						30,000		30,000
Kernan Ave- STH114 to N Edge	STR-2024-009	3				170,000		170,000
<i>General Obligation Debt</i>						165,000		165,000
<i>Stormwater Utility Fund</i>						5,000		5,000
County P - Valley Road	STR-2025-002	2					90,000	90,000
<i>General Obligation Debt</i>							90,000	90,000
State Highway 114/Plank- Manitowoc to Melissa	STR-2025-003	2					56,250	56,250
<i>General Obligation Debt</i>							56,250	56,250
Pine Street- Ahnaip to Nicolet	STR-2025-004	3					75,000	75,000

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<i>General Obligation Debt</i>							62,500	62,500
<i>Stormwater Utility Fund</i>							12,500	12,500
London Street-Ninth to Airport Road	STR-2025-006	3					310,000	310,000
<i>General Obligation Debt</i>							285,000	285,000
<i>Stormwater Utility Fund</i>							25,000	25,000
Deerfield Court- Greendale to S Termini	STR-2025-007	4					35,000	35,000
<i>General Obligation Debt</i>							35,000	35,000
Garfield Ave. - Railroad St. to Washington St.	STR-2025-010	3					496,425	496,425
<i>General Fund</i>							300,000	300,000
<i>General Obligation Debt</i>							196,425	196,425
Garfield Ave-RR Tracks to Lawson	STR-2025-011	3					450,000	450,000
<i>General Obligation Debt</i>							380,000	380,000
<i>Stormwater Utility Fund</i>							70,000	70,000
Racine Street- First to Third Street	STR-2025-012	3					975,000	975,000
<i>Grants - State</i>							900,000	900,000
<i>Stormwater Utility Fund</i>							75,000	75,000
Clovis Ave- Appleton Road to Ida St.	STR-2025-013	3					110,000	110,000
<i>General Obligation Debt</i>							95,000	95,000
<i>Stormwater Utility Fund</i>							15,000	15,000
W Fourth St- Tayco to Termini	STR-2025-014	3					80,000	80,000
<i>General Obligation Debt</i>							67,500	67,500
<i>Stormwater Utility Fund</i>							12,500	12,500
Lake Street- Tayco to Termini	STR-2025-015	3					78,000	78,000
<i>General Obligation Debt</i>							65,500	65,500
<i>Stormwater Utility Fund</i>							12,500	12,500
Earl Street- Midway to Airport-City's portion	STR-2025-016	3					170,000	170,000
Sixth Street- Depere to Manitowoc Street	STR-2025-017	3					70,000	70,000
<i>General Obligation Debt</i>							70,000	70,000
Martin Street- Eighth to Ninth	STR-2025-018	3					95,000	95,000
<i>General Obligation Debt</i>							85,000	85,000
<i>Stormwater Utility Fund</i>							10,000	10,000
Marquette Street- London to Dead End	STR-2025-019	3					105,000	105,000
<i>General Obligation Debt</i>							95,000	95,000
<i>Stormwater Utility Fund</i>							10,000	10,000
Terrace Ave-Earl to Mission	STR-2025-020	4					27,500	27,500
<i>General Obligation Debt</i>							27,500	27,500
Mission Street-Terrace to Midway(City'sSection)	STR-2025-021	4					25,000	25,000
<i>General Obligation Debt</i>							25,000	25,000
Appleton Street- Fourth to Ninth St	STR-2025-022	3					325,000	325,000
<i>General Obligation Debt</i>							315,000	315,000
<i>Stormwater Utility Fund</i>							10,000	10,000
Roosevelt-Manitowoc to London St	STR-2025-023	3					225,000	225,000
<i>General Obligation Debt</i>							175,000	175,000
<i>Stormwater Utility Fund</i>							50,000	50,000
Fourth Street-Racine to Depere	STR-2025-024	3					400,000	400,000
<i>General Obligation Debt</i>							350,000	350,000
<i>Stormwater Utility Fund</i>							50,000	50,000
Ninth Street- Tayco to Racine Street	STR-2025-025	3					170,000	170,000
<i>General Obligation Debt</i>							170,000	170,000
Barlow St. - Water St. to Broad St.	STR-2025-026	2					22,770	22,770
<i>General Obligation Debt</i>							22,770	22,770
Warsaw Street - Ninth to N Termini	STR-2025-027	4					70,000	70,000
<i>General Obligation Debt</i>							70,000	70,000
Olde Pulley Lane- Tayco to termini	STR-2025-028	3					37,000	37,000
<i>General Obligation Debt</i>							37,000	37,000

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
Public Works Department Total			2,549,476	2,185,603	2,241,500	6,032,335	5,697,945	18,706,859
GRAND TOTAL			2,549,476	2,185,603	2,241,500	6,032,335	5,697,945	18,706,859

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Deputy Director-Public Works  
**Type** Maintenance  
**Useful Life** 15 years  
**Category** Buildings  
**Priority** n/a

**Project #** DPW-2021-008  
**Project Name** Salt Shed Roof

**Account Number**

**PASER Rating**

**Total Project Cost:** \$45,000

### Description

Salt shed roof is in need of replacement

### Justification

the past few years we have had multiple tares in the roof and has become unfixable .

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	45,000					45,000
<b>Total</b>	45,000					45,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	45,000					45,000
<b>Total</b>	45,000					45,000

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 20 years  
**Category** Buildings  
**Priority** n/a

**Project #** DPW-2021-016  
**Project Name** Storage racking / work benches

**Account Number**

**PASER Rating**

**Total Project Cost:** \$40,000

### Description

Storage Racking and work benches for new building

### Justification

With the expansion of the new building and placement of racking will not work with new layout. With the use of our old racking we will still need more to complete the area.

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicles/Furnishings	40,000					40,000
<b>Total</b>	40,000					40,000

Funding Sources	2021	2022	2023	2024	2025	Total
Public Works Facility Fund	40,000					40,000
<b>Total</b>	40,000					40,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
Planning/Design	20,000					20,000
<b>Total</b>	20,000					20,000

Funding Sources	2021	2022	2023	2024	2025	Total
Grants - State	20,000					20,000
<b>Total</b>	20,000					20,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Equipment

**Useful Life** 10 years

**Category** Other

**Priority** 3 Important

**Project #** LIT-2021-002

**Project Name** Traffic Camera System

**Account Number**

**PASER Rating**

**Total Project Cost:** \$15,000

### Description

Installation of traffic camera system at Third and Racine Street intersection.

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicles/Furnishings		15,000				15,000
<b>Total</b>		15,000				15,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund		15,000				15,000
<b>Total</b>		15,000				15,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Equipment  
**Useful Life** 20 years  
**Category** Equipment: Miscellaneous  
**Priority** 3 Important

**Project #** LIT-2021-004  
**Project Name** Villa Way Street Light at County LP

**Account Number**

**PASER Rating**

**Total Project Cost:** \$6,000

### Description

Install decorative street light on Villa Way at County LP.

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Lighting - New	6,000					6,000
<b>Total</b>	<b>6,000</b>					<b>6,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	6,000					6,000
<b>Total</b>	<b>6,000</b>					<b>6,000</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 15 years  
**Category** Equipment: Miscellaneous  
**Priority** 3 Important

**Project #** LIT-2021-005  
**Project Name** WE Lights LED Upgrade

**Account Number**

**PASER Rating**

**Total Project Cost:** \$17,000

### Description

Upgrade of WE Energies Street lights to LED

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Lighting - Upgrade		17,000				17,000
<b>Total</b>		17,000				17,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		17,000				17,000
<b>Total</b>		17,000				17,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 15 years  
**Category** Equipment: PW Equip  
**Priority** 3 Important

**Project #** LIT-2021-006  
**Project Name** Pedestrian Crossing Lights-Midway @ Midway Pl

**Account Number**

**PASER Rating**

**Total Project Cost:** \$15,000

### Description

Installation of rapid flash pedestrian crossing lights

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Other		15,000				15,000
<b>Total</b>		15,000				15,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		15,000				15,000
<b>Total</b>		15,000				15,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Deputy Director-Public Works  
**Type** Equipment  
**Useful Life** 20 years  
**Category** Equipment: Miscellaneous  
**Priority** 3 Important

**Project #** LIT-2021-007  
**Project Name** Pedestrian Crossing Lights-Plank @ Melissa

**Account Number**

**PASER Rating**

**Total Project Cost:** \$15,000

### Description

Solar powered pedestrian crossing flashing lights system-one location

### Justification

Improve pedestrian and bike crossing safety

Expenditures	2021	2022	2023	2024	2025	Total
Signage		15,000				15,000
<b>Total</b>		15,000				15,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		15,000				15,000
<b>Total</b>		15,000				15,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Equipment  
**Useful Life** 10 years  
**Category** Equipment: Miscellaneous  
**Priority** 3 Important

**Project #** LIT-2022-001  
**Project Name** Traffic Signal Upgrades

**Account Number**

**PASER Rating**

**Total Project Cost:** \$200,000

### Description

Upgrade of connecting highways traffic signals controllers thru DOT Grant program

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Equip/Vehicles/Furnishings		200,000				200,000
<b>Total</b>		200,000				200,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund		20,000				20,000
Grants - State		180,000				180,000
<b>Total</b>		200,000				200,000

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 20 years

**Category** Other

**Priority** 3 Important

**Project #** PLO-2021-001

**Project Name** Broad Street Lot Alley Pedestrian Crossing

**Account Number**

**PASER Rating**

**Total Project Cost:** \$6,000

### Description

Improve Broad Street Parking Lot west's pedestrian crossing of the Broad Street Alley

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Sidewalks - New	6,000					6,000
<b>Total</b>	<b>6,000</b>					<b>6,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	6,000					6,000
<b>Total</b>	<b>6,000</b>					<b>6,000</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$227,735

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance				227,735		227,735
<b>Total</b>				227,735		227,735

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund				227,735		227,735
<b>Total</b>				227,735		227,735

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$50,000

**Description**

Sanitary Sewer Lining Project on Melissa

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Sanitary Sewers	50,000					50,000
<b>Total</b>	50,000					50,000

Funding Sources	2021	2022	2023	2024	2025	Total
Sewage Utility Fund	50,000					50,000
<b>Total</b>	50,000					50,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Maintenance  
**Useful Life** 15 years  
**Category** Sanitary Sewers  
**Priority** 3 Important

**Project #** SAN-2021-001  
**Project Name** Paris Lift Station Pump Rebuild

**Account Number**

**PASER Rating**

**Total Project Cost:** \$5,000

### Description

Rebuild sanitary sewer lift station transfer pump

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Sanitary Sewers	5,000					5,000
<b>Total</b>	<b>5,000</b>					<b>5,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
Sewage Utility Fund	5,000					5,000
<b>Total</b>	<b>5,000</b>					<b>5,000</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life**

**Category** Sanitary Sewers

**Priority** 3 Important

**Project #** SAN-2021-002

**Project Name** Street Project Sewer Replacement

**Account Number**

**PASER Rating**

**Total Project Cost:** \$30,000

### Description

Sanitary main and lateral replacement for street construction projects

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Sanitary Sewers	30,000					30,000
<b>Total</b>	30,000					30,000

Funding Sources	2021	2022	2023	2024	2025	Total
Sewage Utility Fund	30,000					30,000
<b>Total</b>	30,000					30,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$1,000,000

### Description

Sanitary Sewer Relay prior to Garfield Paving project

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Sanitary Sewers					1,000,000	1,000,000
<b>Total</b>					1,000,000	1,000,000

Funding Sources	2021	2022	2023	2024	2025	Total
Sewage Utility Fund					1,000,000	1,000,000
<b>Total</b>					1,000,000	1,000,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$180,000

### Description

Replacement of sidewalk that pose risk to injury

### Justification

Limits City's risk of claims

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	30,000	30,000	30,000	30,000		120,000
<b>Total</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>		<b>120,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	30,000	30,000	30,000	30,000		120,000
<b>Total</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>		<b>120,000</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$35,000

### Description

Addition of sidewalks in front of RR Donnelly on Midway Road

### Justification

Completion of sidewalk system in this location

Expenditures	2021	2022	2023	2024	2025	Total
Sidewalks - New	35,000					35,000
<b>Total</b>	35,000					35,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	35,000					35,000
<b>Total</b>	35,000					35,000

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 25 years

**Category** Other

**Priority** 3 Important

**Project #** SID-2021-002

**Project Name** STH114 Trail Connection

**Account Number**

**PASER Rating**

**Total Project Cost:** \$10,000

### Description

Trail extension thru the "Silos" to connect with trail along STH 114

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Sidewalks - New	10,000					10,000
<b>Total</b>	10,000					10,000

Funding Sources	2021	2022	2023	2024	2025	Total
TIF District #12 Fund	10,000					10,000
<b>Total</b>	10,000					10,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 20 years

**Category** Other

**Priority** 3 Important

**Project #** SID-2022-001

**Project Name** Province Terrace Sidewalk

**Account Number**

**PASER Rating**

**Total Project Cost:** \$35,000

### Description

Installation of sidewalk on East side of Province Terrace near the stormwater pond

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Sidewalks - New		35,000				35,000
<b>Total</b>		35,000				35,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		35,000				35,000
<b>Total</b>		35,000				35,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 40 years  
**Category** Storm Sewer/Drainage  
**Priority** 3 Important

**Project #** STO-2020-002  
**Project Name** Broad Street Pipeburst

**Account Number**

**PASER Rating**

**Total Project Cost:** \$55,000

### Description

Pull new storm pipe to replace broken section on 200 Block of Broad Street

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Stormwater Basins	55,000					55,000
<b>Total</b>	55,000					55,000

Funding Sources	2021	2022	2023	2024	2025	Total
Stormwater Utility Fund	55,000					55,000
<b>Total</b>	55,000					55,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 20 years  
**Category** Storm Sewer/Drainage  
**Priority** 2 Very Important

**Project #** STO-2020-004  
**Project Name** Lake Park Villa Pond/Bridge Rehabilitation

**Account Number**

**PASER Rating**

**Total Project Cost:** \$100,000

### Description

Rehabilitation North Pond's spillway and bridge abutments

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Stormwater Basins	100,000					100,000
<b>Total</b>	100,000					100,000

Funding Sources	2021	2022	2023	2024	2025	Total
Stormwater Utility Fund	100,000					100,000
<b>Total</b>	100,000					100,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 25 years

**Category** Storm Sewer/Drainage

**Priority** 3 Important

**Project #** STO-2021-001

**Project Name** Winnipeg Street Drainage Ditch Rehab

**Account Number**

**PASER Rating**

**Total Project Cost:** \$35,000

### Description

Clean out drainage ditch adjacent to Winnipeg Street

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Other	35,000					35,000
<b>Total</b>	<b>35,000</b>					<b>35,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
Stormwater Utility Fund	35,000					35,000
<b>Total</b>	<b>35,000</b>					<b>35,000</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 25 years

**Category** Storm Sewer/Drainage

**Priority** 3 Important

**Project #** STO-2021-002

**Project Name** Storm Inlets/Manholes/Pipe Repairs

**Account Number**

**PASER Rating**

**Total Project Cost:** \$30,000

### Description

Contingency funding for unplanned storm system replacement

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Stormwater Basins	30,000					30,000
<b>Total</b>	30,000					30,000

Funding Sources	2021	2022	2023	2024	2025	Total
Stormwater Utility Fund	30,000					30,000
<b>Total</b>	30,000					30,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 75 years  
**Category** Storm Sewer/Drainage  
**Priority** 3 Important

**Project #** STO-2023-001  
**Project Name** Ninth Street Pond

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$600,000

### Description

Construct Ninth Street Pond - To be done in conjunction with Ninth Street Parking Lot

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design			20,000			20,000
Stormwater Basins			580,000			580,000
<b>Total</b>			600,000			600,000

Funding Sources	2021	2022	2023	2024	2025	Total
Grants - State			120,000			120,000
Stormwater Utility Fund			480,000			480,000
<b>Total</b>			600,000			600,000

### Budget Impact/Other

Engineering/Land Acquisition Costs are Estimates. Will get better numbers before 2020 budget.

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 75 years  
**Category** Storm Sewer/Drainage  
**Priority** 1 Critical

**Project #** STO-2025-001  
**Project Name** Storm Sewer Through Miron Property

**Account Number**

**PASER Rating**

**Total Project Cost:** \$200,000

### Description

Storm Sewer Related to Midway Road county project. Storm Sewer will need easement through Miron property. - COST UNKNOWN AT THIS POINT

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Stormwater Basins					200,000	200,000
<b>Total</b>					200,000	200,000

Funding Sources	2021	2022	2023	2024	2025	Total
Stormwater Utility Fund					200,000	200,000
<b>Total</b>					200,000	200,000

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact**

**Type** Unassigned

**Useful Life**

**Category** Street Reconstruction

**Priority** 3 Important

**Project #** STR-2020-001

**Project Name** Racine Street - Third to Ninth - DESIGN ONLY

**Account Number**

**PASER Rating**

**Total Project Cost:** \$240,000

### Description

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	2021	2022	2023	2024	2025	Total
Engineering/Design	75,000	75,000	75,000			225,000
<b>Total</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>			<b>225,000</b>

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	75,000	75,000	75,000			225,000
<b>Total</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>			<b>225,000</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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

**Total Project Cost:** \$67,250

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement	67,250					67,250
<b>Total</b>	67,250					67,250

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	61,250					61,250
Stormwater Utility Fund	6,000					6,000
<b>Total</b>	67,250					67,250

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 75 years  
**Category** Street Reconstruction  
**Priority** 3 Important

**Project #** STR-2021-002  
**Project Name** Racine St. Bridge Amenities

**Account Number**

**PASER Rating**

**Total Project Cost:** \$500,000

### Description

Costs related to City desired improvements to the Racine Street bridge project

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement	100,000	200,000	200,000			500,000
<b>Total</b>	100,000	200,000	200,000			500,000

Funding Sources	2021	2022	2023	2024	2025	Total
TIF District #08 Fund	100,000	200,000	200,000			500,000
<b>Total</b>	100,000	200,000	200,000			500,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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 Naymut St

**Account Number**

**PASER Rating** 3

**Total Project Cost:** \$321,890

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement	163,226					163,226
<b>Total</b>	163,226					163,226

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	155,726					155,726
Stormwater Utility Fund	7,500					7,500
<b>Total</b>	163,226					163,226

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$640,000

### Description

Added 20% to original estimate - Needs revisions

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement	640,000					640,000
<b>Total</b>	640,000					640,000

Funding Sources	2021	2022	2023	2024	2025	Total
TIF District #12 Fund	640,000					640,000
<b>Total</b>	640,000					640,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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**

**Total Project Cost:** \$175,100

### Description

Baldwin Street - Plank to Fourth Street - Need Cost Estimate - To be completed after PWF construction

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement	175,100					175,100
<b>Total</b>	175,100					175,100

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	75,500					75,500
Stormwater Utility Fund	99,600					99,600
<b>Total</b>	175,100					175,100

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 20 years

**Category** Street Pulverize

**Priority** 2 Very Important

**Project #** STR-2021-007

**Project Name** Milwaukee Street- Seventh to Ninth St

**Account Number**

**PASER Rating** 5

**Total Project Cost:** \$161,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement	161,000					161,000
<b>Total</b>	161,000					161,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	150,000					150,000
Stormwater Utility Fund	11,000					11,000
<b>Total</b>	161,000					161,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 20 years

**Category** Street Pulverize

**Priority** 2 Very Important

**Project #** STR-2021-014

**Project Name** Appleton Street-Third to Fourth St

**Account Number**

**PASER Rating** 6

**Total Project Cost:** \$100,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement	100,000					100,000
<b>Total</b>	100,000					100,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	95,000					95,000
Stormwater Utility Fund	5,000					5,000
<b>Total</b>	100,000					100,000

**Budget Impact/Other**



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 15 years

**Category** Street Mill & Overlay

**Priority** 3 Important

**Project #** STR-2021-015

**Project Name** Southfied Drive-Manitowoc to Midway Rd

**Account Number**

**PASER Rating**

**Total Project Cost:** \$180,000

### Description

Mill/Overlay to extend life of street

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement	180,000					180,000
<b>Total</b>	180,000					180,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	174,000					174,000
Stormwater Utility Fund	6,000					6,000
<b>Total</b>	180,000					180,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 18 years

**Category** Street Pulverize

**Priority** 3 Important

**Project #** STR-2021-016

**Project Name** Eighth Street- Milwaukee to Depere St

**Account Number**

**PASER Rating** 5

**Total Project Cost:** \$267,400

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement	267,400					267,400
<b>Total</b>	267,400					267,400

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	210,000					210,000
Stormwater Utility Fund	57,400					57,400
<b>Total</b>	267,400					267,400

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life**

**Category** Street Reconstruction

**Priority** 3 Important

**Project #** STR-2021-017

**Project Name** Jefferson Street- Depere to Appleton Road

**Account Number**

**PASER Rating**

**Total Project Cost:** \$103,500

### Description

Street reconstruct Jefferson Street from Depere to Appleton Road

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	103,500					103,500
<b>Total</b>	103,500					103,500

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt	100,500					100,500
Stormwater Utility Fund	3,000					3,000
<b>Total</b>	103,500					103,500

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 10 years  
**Category** Street Mill & Overlay  
**Priority** 3 Important

**Project #** STR-2021-019  
**Project Name** Plank Road Overlay

**Account Number**

**PASER Rating**

**Total Project Cost:** \$20,000

### Description

Mill and overlay section(s) of Plank Road to improve surface until DOT reconstruction

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement	20,000					20,000
<b>Total</b>	20,000					20,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund	20,000					20,000
<b>Total</b>	20,000					20,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Maintenance

**Useful Life** 10 years

**Category** Street Pulverize

**Priority** 2 Very Important

**Project #** STR-2022-001

**Project Name** Eighth St. - Depere St. to Appleton Rd.

**Account Number**

**PASER Rating** 5

**Total Project Cost:** \$145,000

### Description

Project Length - 2059' +/- . The work includes spot replacement of curb & gutter, spot replacement of sidewalk and 2" Mill/Overlay.

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement		145,000				145,000
<b>Total</b>		145,000				145,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		130,000				130,000
Stormwater Utility Fund		15,000				15,000
<b>Total</b>		145,000				145,000

### Budget Impact/Other

**Capital Improvements Plan**  
**City of Menasha, Wisconsin**

2021 *thru* 2025

**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 Appleton Road.

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$680,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement		680,000				680,000
<b>Total</b>		680,000				680,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		570,000				570,000
Intergovernmental Reimbursements		110,000				110,000
<b>Total</b>		680,000				680,000

**Budget Impact/Other**

Reconstruction of Airport Road - McMahon Estimate \$1.1 Million. 33% City and 67% Village

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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

**Total Project Cost:** \$153,603

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement		153,603				153,603
<b>Total</b>		153,603				153,603

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund		153,603				153,603
<b>Total</b>		153,603				153,603

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Unassigned  
**Useful Life** 40 years  
**Category** Street Reconstruction  
**Priority** 2 Very Important

**Project #** STR-2022-010  
**Project Name** Main Street - Link to Racine St Bridge Proj limits

**Account Number**

**PASER Rating**

**Total Project Cost:** \$80,000

### Description

Complete Main Street from Link to end of Racine Street bridge project

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance		80,000				80,000
<b>Total</b>		80,000				80,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		80,000				80,000
<b>Total</b>		80,000				80,000

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 15 years

**Category** Street Pulverize

**Priority** 3 Important

**Project #** STR-2022-013

**Project Name** Pleasant Lane-

**Account Number**

**PASER Rating**

**Total Project Cost:** \$145,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement		145,000				145,000
<b>Total</b>		145,000				145,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		130,000				130,000
Stormwater Utility Fund		15,000				15,000
<b>Total</b>		145,000				145,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 15 years  
**Category** Street Mill & Overlay  
**Priority** 3 Important

**Project #** STR-2022-016  
**Project Name** Seventh Street- Manitowoc to Melissa St

**Account Number**

**PASER Rating**

**Total Project Cost:** \$180,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement		180,000				180,000
<b>Total</b>		180,000				180,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt		171,000				171,000
Stormwater Utility Fund		9,000				9,000
<b>Total</b>		180,000				180,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 25 years

**Category** Roadway Extensions

**Priority** 3 Important

**Project #** STR-2022-017

**Project Name** Community Way-Chrystella to County LP

**Account Number**

**PASER Rating**

**Total Project Cost:** \$200,000

### Description

Fianl street construction of Community Way from County LP to Chrystella Drive

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - New		200,000				200,000
<b>Total</b>		200,000				200,000

Funding Sources	2021	2022	2023	2024	2025	Total
TIF District #12 Fund		200,000				200,000
<b>Total</b>		200,000				200,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 18 years

**Category** Street Pulverize

**Priority** 3 Important

**Project #** STR-2023-001

**Project Name** Milwaukee St. - Third St. to Seventh St.

**Account Number**

**PASER Rating** 5

**Total Project Cost:** \$300,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement			300,000			300,000
<b>Total</b>			300,000			300,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			280,000			280,000
Stormwater Utility Fund			20,000			20,000
<b>Total</b>			300,000			300,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life**  
**Category** Street Reconstruction  
**Priority** 3 Important

**Project #** STR-2023-004  
**Project Name** Lucerne Drive - London Street to University Dr

**Account Number**

**PASER Rating**

**Total Project Cost:** \$160,000

### Description

Reconstruct Lucerne Drive- Highway 47 to University

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance			160,000			160,000
<b>Total</b>			160,000			160,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			140,000			140,000
Stormwater Utility Fund			20,000			20,000
<b>Total</b>			160,000			160,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Deputy Director-Public Works  
**Type** Improvement  
**Useful Life** 15 years  
**Category** Street Reconstruction  
**Priority** 3 Important

**Project #** STR-2023-010  
**Project Name** Lucerne Drive-STH47 to London St

**Account Number**  
**PASER Rating** 4

**Total Project Cost:** \$85,000

### Description

Reconstruct Lucerne Drives blvd

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement			85,000			85,000
<b>Total</b>			85,000			85,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			70,000			70,000
Stormwater Utility Fund			15,000			15,000
<b>Total</b>			85,000			85,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 20 years

**Category** Street Pulverize

**Priority** 3 Important

**Project #** STR-2023-011

**Project Name** Maria Lane - Ninth to Termini

**Account Number**

**PASER Rating**

**Total Project Cost:** \$145,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement			145,000			145,000
<b>Total</b>			145,000			145,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund			130,000			130,000
Stormwater Utility Fund			15,000			15,000
<b>Total</b>			145,000			145,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 20 years

**Category** Street Pulverize

**Priority** 3 Important

**Project #** STR-2023-012

**Project Name** Stardust Drive-Elmwood to Maria

**Account Number**

**PASER Rating**

**Total Project Cost:** \$75,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement			75,000			75,000
<b>Total</b>			75,000			75,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund			60,000			60,000
Stormwater Utility Fund			15,000			15,000
<b>Total</b>			75,000			75,000

**Budget Impact/Other**



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Deputy Director-Public Works  
**Type** Improvement  
**Useful Life**  
**Category** Street Reconstruction  
**Priority** 3 Important

**Project #** STR-2023-013  
**Project Name** Wilson Street- Harding to Eighth St

**Account Number**

**PASER Rating**

**Total Project Cost:** \$130,000

### Description

Rehab Wilson Street

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance			130,000			130,000
<b>Total</b>			130,000			130,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			55,750			55,750
Stormwater Utility Fund			74,250			74,250
<b>Total</b>			130,000			130,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 25 years

**Category** Street Pulverize

**Priority** 3 Important

**Project #** STR-2023-014

**Project Name** Harding Street - Wilscon to Appleton Road

**Account Number**

**PASER Rating** 5

**Total Project Cost:** \$36,500

### Description

Street reconstruction of Harding Street from Wilson St to Appleton Road

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement			36,500			36,500
<b>Total</b>			36,500			36,500

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			33,500			33,500
Stormwater Utility Fund			3,000			3,000
<b>Total</b>			36,500			36,500

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life**

**Category** Street Reconstruction

**Priority** 3 Important

**Project #** STR-2023-015

**Project Name** Third Street- Manitowoc St to Konemac

**Account Number**

**PASER Rating** 4

**Total Project Cost:** \$185,000

### Description

Street reconstruct Third Street- Manitowoc St to Konemac

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance			185,000			185,000
<b>Total</b>			185,000			185,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			170,000			170,000
Stormwater Utility Fund			15,000			15,000
<b>Total</b>			185,000			185,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life**

**Category** Street Reconstruction

**Priority** 3 Important

**Project #** STR-2023-016

**Project Name** Melissa Street- Ninth to Airport Road

**Account Number**

**PASER Rating**

**Total Project Cost:** \$220,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement			220,000			220,000
<b>Total</b>			220,000			220,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt			205,000			205,000
Stormwater Utility Fund			15,000			15,000
<b>Total</b>			220,000			220,000

**Budget Impact/Other**

Capital Improvements Plan  
City of Menasha, Wisconsin

2021 *thru* 2025

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

Project #STR-2024-001

Project NameFirst Street- Tayco to Lock Street

Account Number  
PASER Rating 5

Description

Total Project Cost: \$145,000

Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement				145,000		145,000
Total				145,000		145,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund				126,500		126,500
Stormwater Utility Fund				18,500		18,500
Total				145,000		145,000

Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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

**Total Project Cost:** \$4,884,600

### Description

Project submitted for WISDOT STP Urban funding. Project not yet funded at state level.

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement				4,884,600		4,884,600
<b>Total</b>				4,884,600		4,884,600

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				430,196		430,196
Grants - State				3,713,483		3,713,483
Stormwater Utility Fund				740,921		740,921
<b>Total</b>				4,884,600		4,884,600

### Budget Impact/Other

Capital Improvements Plan  
City of Menasha, Wisconsin

2021 *thru* 2025

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

Project #STR-2024-003

Project NameLush Street- First to Dead End

Account Number  
PASER Rating 4

Description

Total Project Cost: \$60,000

Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement				60,000		60,000
Total				60,000		60,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund				53,000		53,000
Stormwater Utility Fund				7,000		7,000
Total				60,000		60,000

Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 15 years

**Category** Street Pulverize

**Priority** 2 Very Important

**Project #** STR-2024-004

**Project Name** Marquette St - London to Manitowoc

**Account Number**

**PASER Rating** 3

**Total Project Cost:** \$250,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement				250,000		250,000
<b>Total</b>				250,000		250,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				200,000		200,000
Stormwater Utility Fund				50,000		50,000
<b>Total</b>				250,000		250,000

**Budget Impact/Other**



Capital Improvements Plan  
City of Menasha, Wisconsin

2021 thru 2025

Department Public Works Department  
Contact Director of Public Works  
Type Improvement  
Useful Life  
Category Street Reconstruction  
Priority 3 Important

Project # STR-2024-005  
Project Name Third Street- Konemac to Brighton/Termini

Account Number  
PASER Rating

Total Project Cost: \$235,000

Description  
Street reconstruction- Third St from Konemac to Brighton Dr/Termini

Justification

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance				235,000		235,000
Total				235,000		235,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				220,000		220,000
Stormwater Utility Fund				15,000		15,000
Total				235,000		235,000

Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life**

**Category** Street Reconstruction

**Priority** 3 Important

**Project #** STR-2024-006

**Project Name** Konenac Street - Third St to Second St

**Account Number**

**PASER Rating**

**Total Project Cost:** \$30,000

### Description

Street reconstruction of Konemac Street - Third St to Second St

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance				30,000		30,000
<b>Total</b>				30,000		30,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				30,000		30,000
<b>Total</b>				30,000		30,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Maintenance  
**Useful Life** 15 years  
**Category** Street Mill & Overlay  
**Priority** 3 Important

**Project #** STR-2024-009  
**Project Name** Kernan Ave- STH114 to N Edge

**Account Number**

**PASER Rating**

**Description**

**Total Project Cost:** \$170,000

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement				170,000		170,000
<b>Total</b>				170,000		170,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt				165,000		165,000
Stormwater Utility Fund				5,000		5,000
<b>Total</b>				170,000		170,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 25 years  
**Category** Street Reconstruction  
**Priority** 2 Very Important

**Project #** STR-2025-002  
**Project Name** County P - Valley Road

**Account Number**

**PASER Rating**

**Total Project Cost:** \$90,000

### Description

City's share of Stormwater Infrastructure on County P (Valley Road)

### Justification

Part of overall stormwater management plan as well as alleviate flooding concerns improvements

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance					90,000	90,000
<b>Total</b>					90,000	90,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					90,000	90,000
<b>Total</b>					90,000	90,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life**

**Category** Street Reconstruction

**Priority** 2 Very Important

**Project #** STR-2025-003

**Project Name** State Highway 114/Plank- Manitowoc to Melissa

**Account Number**

**PASER Rating**

**Total Project Cost:** \$112,500

### Description

Street reconstruction of Plank Road- Manitowoc St to Melissa Street- 25% of design

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Engineering/Design					56,250	56,250
<b>Total</b>					56,250	56,250

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					56,250	56,250
<b>Total</b>					56,250	56,250

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 20 years

**Category** Street Reconstruction

**Priority** 3 Important

**Project #** STR-2025-004

**Project Name** Pine Street- Ahnaip to Nicolet

**Account Number**

**PASER Rating** 5

**Total Project Cost:** \$75,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					75,000	75,000
<b>Total</b>					75,000	75,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					62,500	62,500
Stormwater Utility Fund					12,500	12,500
<b>Total</b>					75,000	75,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 20 years  
**Category** Street Reconstruction  
**Priority** 3 Important

**Project #** STR-2025-006  
**Project Name** London Street-Ninth to Airport Road

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$310,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					310,000	310,000
<b>Total</b>					310,000	310,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					285,000	285,000
Stormwater Utility Fund					25,000	25,000
<b>Total</b>					310,000	310,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life**

**Category** Street Reconstruction

**Priority** 4 Less Important

**Project #** STR-2025-007

**Project Name** Deerfield Court- Greendale to S Termini

**Account Number**

**PASER Rating**

**Total Project Cost:** \$35,000

**Description**

Reconstruct street from Greendale south to end

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance					35,000	35,000
<b>Total</b>					35,000	35,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					35,000	35,000
<b>Total</b>					35,000	35,000

**Budget Impact/Other**



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life**  
**Category** Street Reconstruction  
**Priority** 3 Important

**Project #** STR-2025-010  
**Project Name** Garfield Ave. - Railroad St. to Washington St.

**Account Number**  
**PASER Rating** 2

**Total Project Cost:** \$496,425

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					496,425	496,425
<b>Total</b>					496,425	496,425

Funding Sources	2021	2022	2023	2024	2025	Total
General Fund					300,000	300,000
General Obligation Debt					196,425	196,425
<b>Total</b>					496,425	496,425

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 40 years

**Category** Street Reconstruction

**Priority** 3 Important

**Project #** STR-2025-011

**Project Name** Garfield Ave-RR Tracks to Lawson

**Account Number**

**PASER Rating**

**Total Project Cost:** \$450,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					450,000	450,000
<b>Total</b>					450,000	450,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					380,000	380,000
Stormwater Utility Fund					70,000	70,000
<b>Total</b>					450,000	450,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 40 years

**Category** Street Reconstruction

**Priority** 3 Important

**Project #** STR-2025-012

**Project Name** Racine Street- First to Third Street

**Account Number**

**PASER Rating**

**Total Project Cost:** \$975,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					975,000	975,000
<b>Total</b>					975,000	975,000

Funding Sources	2021	2022	2023	2024	2025	Total
Grants - State					900,000	900,000
Stormwater Utility Fund					75,000	75,000
<b>Total</b>					975,000	975,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 20 years

**Category** Street Reconstruction

**Priority** 3 Important

**Project #** STR-2025-013

**Project Name** Clovis Ave- Appleton Raod to Ida St.

**Account Number**

**PASER Rating**

**Total Project Cost:** \$110,000

### Description

Pulverize and resurface Clovis Ave

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance					110,000	110,000
<b>Total</b>					110,000	110,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					95,000	95,000
Stormwater Utility Fund					15,000	15,000
<b>Total</b>					110,000	110,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 15 years

**Category** Street Pulverize

**Priority** 3 Important

**Project #** STR-2025-014

**Project Name** W Fourth St- Tayco to Termini

**Account Number**

**PASER Rating**

**Total Project Cost:** \$80,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					80,000	80,000
<b>Total</b>					80,000	80,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					67,500	67,500
Stormwater Utility Fund					12,500	12,500
<b>Total</b>					80,000	80,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 15 years

**Category** Street Reconstruction

**Priority** 3 Important

**Project #** STR-2025-015

**Project Name** Lake Street- Tayco to Termini

**Account Number**

**PASER Rating**

**Total Project Cost:** \$78,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					78,000	78,000
<b>Total</b>					78,000	78,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					65,500	65,500
Stormwater Utility Fund					12,500	12,500
<b>Total</b>					78,000	78,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 20 years  
**Category** Street Reconstruction  
**Priority** 3 Important

**Project #** STR-2025-016  
**Project Name** Earl Street- Midway to Airport-City's portion

**Account Number**

**PASER Rating**

**Total Project Cost:** \$170,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					170,000	170,000
<b>Total</b>					170,000	170,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life**

**Category** Street Reconstruction

**Priority** 3 Important

**Project #** STR-2025-017

**Project Name** Sixth Street- Depere to Manitowoc Street

**Account Number**

**PASER Rating**

**Total Project Cost:** \$70,000

### Description

Street reconstruct of Sixth Street- Depere to Manitowoc St

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance					70,000	70,000
<b>Total</b>					70,000	70,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					70,000	70,000
<b>Total</b>					70,000	70,000

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 20 years

**Category** Street Pulverize

**Priority** 3 Important

**Project #** STR-2025-018

**Project Name** Martin Street- Eighth to Ninth

**Account Number**

**PASER Rating** 4

**Total Project Cost:** \$95,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					95,000	95,000
<b>Total</b>					95,000	95,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					85,000	85,000
Stormwater Utility Fund					10,000	10,000
<b>Total</b>					95,000	95,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 20 years

**Category** Street Pulverize

**Priority** 3 Important

**Project #** STR-2025-019

**Project Name** Marquette Street- London to Dead End

**Account Number**

**PASER Rating** 4

**Total Project Cost:** \$105,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					105,000	105,000
<b>Total</b>					105,000	105,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					95,000	95,000
Stormwater Utility Fund					10,000	10,000
<b>Total</b>					105,000	105,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 20 years

**Category** Street Pulverize

**Priority** 4 Less Important

**Project #** STR-2025-020

**Project Name** Terrace Ave-Earl to Mission

**Account Number**

**PASER Rating**

**Total Project Cost:** \$27,500

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					27,500	27,500
<b>Total</b>					27,500	27,500

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					27,500	27,500
<b>Total</b>					27,500	27,500

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 20 years

**Category** Street Pulverize

**Priority** 4 Less Important

**Project #** STR-2025-021

**Project Name** Mission Street-Terrace to Midway(City'sSection)

**Account Number**

**PASER Rating**

**Total Project Cost:** \$25,000

**Description**

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					25,000	25,000
<b>Total</b>					25,000	25,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					25,000	25,000
<b>Total</b>					25,000	25,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life**  
**Category** Street Reconstruction  
**Priority** 3 Important

**Project #** STR-2025-022  
**Project Name** Appleton Street- Fourth to Ninth St

**Account Number**  
**PASER Rating**

**Total Project Cost:** \$325,000

### Description

Street reconstruction of Appleton Street- Fourth to Ninth St

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance					325,000	325,000
<b>Total</b>					325,000	325,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					315,000	315,000
Stormwater Utility Fund					10,000	10,000
<b>Total</b>					325,000	325,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life**  
**Category** Street Reconstruction  
**Priority** 3 Important

**Project #** STR-2025-023  
**Project Name** Roosevelt-Manitowoc to London St

**Account Number**

**PASER Rating**

**Total Project Cost:** \$225,000

### Description

Reconstruction of Roosevelt Street

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					225,000	225,000
<b>Total</b>					225,000	225,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					175,000	175,000
Stormwater Utility Fund					50,000	50,000
<b>Total</b>					225,000	225,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 20 years  
**Category** Street Reconstruction  
**Priority** 3 Important

**Project #** STR-2025-024  
**Project Name** Fourth Street-Racine to Depere

**Account Number**  
**PASER Rating** 4

**Total Project Cost:** \$400,000

### Description

Reconstruct Fourth Street from Racine to Depere

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					400,000	400,000
<b>Total</b>					400,000	400,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					350,000	350,000
Stormwater Utility Fund					50,000	50,000
<b>Total</b>					400,000	400,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life** 40 years

**Category** Street Reconstruction

**Priority** 3 Important

**Project #** STR-2025-025

**Project Name** Ninth Street- Tayco to Racine Street

**Account Number**

**PASER Rating**

**Total Project Cost:** \$170,000

### Description

Concrete street reconstruction of Ninth Street-Tayco to Racine

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance					170,000	170,000
<b>Total</b>					170,000	170,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					170,000	170,000
<b>Total</b>					170,000	170,000

### Budget Impact/Other



# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department  
**Contact** Director of Public Works  
**Type** Improvement  
**Useful Life** 15 years  
**Category** Street Reconstruction  
**Priority** 2 Very Important

**Project #** STR-2025-026  
**Project Name** Barlow St. - Water St. to Broad St.

**Account Number**  
**PASER Rating** 3

**Total Project Cost:** \$22,770

### Description

### Justification

Comm. Dev. To do RFP to determine best use of roadway. Budget needs to be revised once recommendation is made.

Expenditures	2021	2022	2023	2024	2025	Total
Street Construction - Replacement					22,770	22,770
<b>Total</b>					22,770	22,770

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					22,770	22,770
<b>Total</b>					22,770	22,770

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life**

**Category** Street Reconstruction

**Priority** 4 Less Important

**Project #** STR-2025-027

**Project Name** Warsaw Street - Ninth to N Termini

**Account Number**

**PASER Rating**

**Total Project Cost:** \$70,000

**Description**

Reconstruct Warsaw Street north of Ninth

**Justification**

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance					70,000	70,000
<b>Total</b>					70,000	70,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					70,000	70,000
<b>Total</b>					70,000	70,000

**Budget Impact/Other**

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**Department** Public Works Department

**Contact** Director of Public Works

**Type** Improvement

**Useful Life**

**Category** Street Reconstruction

**Priority** 3 Important

**Project #** STR-2025-028

**Project Name** Olde Pulley Lane- Tayco to termini

**Account Number**

**PASER Rating**

**Total Project Cost:** \$37,000

### Description

Street reconstruction of Olde Pulley Lane- Tayco to Termini

### Justification

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance					37,000	37,000
<b>Total</b>					37,000	37,000

Funding Sources	2021	2022	2023	2024	2025	Total
General Obligation Debt					37,000	37,000
<b>Total</b>					37,000	37,000

### Budget Impact/Other

City of Menasha, Wisconsin  
*Capital Improvements Plan*  
 2021 thru 2025

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>TIF District - Future</b>								
Banta Property	CD-2020-001	2	550,000					550,000
<i>TIF (future) - General Obligation Debt</i>			550,000					550,000
<b>TIF District - Future Total</b>			550,000					550,000
<b>GRAND TOTAL</b>			550,000					550,000

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
New Access Bridge	550,000					550,000
<b>Total</b>	550,000					550,000

Funding Sources	2021	2022	2023	2024	2025	Total
TIF (future) - General Obligation Debt	550,000					550,000
<b>Total</b>	550,000					550,000

### Budget Impact/Other

City of Menasha, Wisconsin  
*Capital Improvements Plan*  
 2021 thru 2025

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>TIF District #10</b>								
Downtown Light Replacement	LIT-2020-000	1		52,000	50,000	50,000		152,000
<i>TIF District #10 - General Obligation Debt</i>				52,000	50,000	50,000		152,000
Water Street - Barlow to Tayco	STR-2022-007	2			1,012,550			1,012,550
<i>Grants - State</i>					500,000			500,000
<i>TIF District #10 - General Obligation Debt</i>					512,550			512,550
<b>TIF District #10 Total</b>				52,000	1,062,550	50,000		1,164,550
<b>GRAND TOTAL</b>				52,000	1,062,550	50,000		1,164,550

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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:** \$252,000

### 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	2021	2022	2023	2024	2025	Total
Lighting - Upgrade		52,000	50,000	50,000		152,000
<b>Total</b>		52,000	50,000	50,000		152,000

Funding Sources	2021	2022	2023	2024	2025	Total
TIF District #10 - General		52,000	50,000	50,000		152,000
Obligation Debt						
<b>Total</b>		52,000	50,000	50,000		152,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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

**Total Project Cost:** \$1,012,550

### Description

### 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	2021	2022	2023	2024	2025	Total
Trails - Replacement			132,000			132,000
Street Construction - Replacement			380,550			380,550
Shorewall			500,000			500,000
<b>Total</b>			1,012,550			1,012,550

Funding Sources	2021	2022	2023	2024	2025	Total
Grants - State			500,000			500,000
TIF District #10 - General Obligation Debt			512,550			512,550
<b>Total</b>			1,012,550			1,012,550

### Budget Impact/Other



City of Menasha, Wisconsin  
*Capital Improvements Plan*  
 2021 thru 2025

**PROJECTS & FUNDING SOURCES BY DEPARTMENT**

Department	Project #	Priority	2021	2022	2023	2024	2025	Total
<b>TIF District #11</b>								
Ahnaip St. Pond Aerator/Fountain	PR-2020-011	3	15,000					15,000
<i>TIF District #11 Fund</i>			15,000					15,000
Lawson Canal Restoration	PR-2020-012	2	1,573,000					1,573,000
<i>Donations</i>			675,000					675,000
<i>Grants - Federal</i>			200,000					200,000
<i>Grants - State</i>			600,000					600,000
<i>Park Development Fund</i>			40,000					40,000
<i>TIF District #11 Fund</i>			48,000	10,000				58,000
Gilbert Trail Extension	PR-2022-009	3		400,000				400,000
<i>Grants - State</i>				200,000				200,000
<i>TIF District #11 Fund</i>				200,000				200,000
<b>TIF District #11 Total</b>			1,588,000	400,000				1,988,000
<b>GRAND TOTAL</b>			1,588,000	400,000				1,988,000

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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:** \$15,000

### Description

Installation of aerator/fountain

### Justification

Need to control algae and aquatic weed growth in the pond

Expenditures	2021	2022	2023	2024	2025	Total
Construction/Maintenance	15,000					15,000
<b>Total</b>	15,000					15,000

Funding Sources	2021	2022	2023	2024	2025	Total
TIF District #11 Fund	15,000					15,000
<b>Total</b>	15,000					15,000

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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 complement to a proposed redevelopment plan.

Expenditures	2021	2022	2023	2024	2025	Total
Planning/Design	48,000					48,000
Canal Restoration	1,525,000					1,525,000
<b>Total</b>	<b>1,573,000</b>					<b>1,573,000</b>

Funding Sources	2021	2022	2023	2024	2025	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
<b>Total</b>	<b>1,563,000</b>	<b>10,000</b>				<b>1,573,000</b>

### Budget Impact/Other

# Capital Improvements Plan

## City of Menasha, Wisconsin

2021 *thru* 2025

**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	2021	2022	2023	2024	2025	Total
Trails - New		400,000				400,000
<b>Total</b>		400,000				400,000

Funding Sources	2021	2022	2023	2024	2025	Total
Grants - State		200,000				200,000
TIF District #11 Fund		200,000				200,000
<b>Total</b>		400,000				400,000

### Budget Impact/Other