

REVISED

**City of Oconomowoc
Committee-Of-The-Whole**

Tuesday, August 11, 2020 - 6:00 PM

City Hall – Council Chambers



Notice: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in accessible format, call the City Clerk at least 48 hours prior to the meeting to request adequate accommodations. Tel: 569-2186.

1. Call to order and confirmation of appropriate meeting notification
2. Committee Business
 - a. Workshop/act on City of Oconomowoc Long Term Financial Plan and Capital Projects for 2021-2025
3. Adjourn

Diane Coenen, City Clerk
City of Oconomowoc

Notice is hereby given that a majority of the Common Council will be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Common Council pursuant to State ex rel. Badke v. Greendale Village Board, 173Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the Common Council will not take any formal action at this meeting.



MEMORANDUM

DEPARTMENT

Date: August 6, 2020
To: Mayor Magnus, City Council
From: Laurie Sullivan, Finance Director
Re: 2021-2025 Capital Plan

RELATES TO THE STRATEGIC PLAN

Strategic Goal- V. Enhance the Effectiveness of our City Government

BACKGROUND

The Draft 2021-2025 Capital Plan workbooks have been distributed. The workbook outlines the capital needs of the City and the recommended funding sources. Department heads will be at the COW workshop to review the capital requests and answer questions.

We realize that the capital needs are greater than the funding available. Council and staff will work together to prioritize the needs and match them with funding sources.

ADDITIONAL ANALYSIS

The 2020 levy budget for Capital is \$2,107,403. The goal would be to keep the Levy for Capital relatively steady over the years. Allowing for a 3% increase in Capital would put a levy funding goal for 2021 at about \$2,171,000.

FINANCIAL IMPACT

The expenditures in the current five year plan outpace the funding available. The Council has some funding options available to explore as outlined in the August 4, 2020 Committee of the Whole packet.

RECOMMENDATION

Review the Capital requests and discuss revisions as needed. Council should come to a consensus to approve a 2021 Capital funding plan, and agree with the 2022-2025 plan in concept.

SUGGESTED MOTION

Motion to adopt the 2021 Capital Plan and insert into the 2021 Annual Budget.

2021 Proposed Capital Funding Plan

Levy Funded				
Dept	Type	Description	Amt Requested	Funding Source
Buildings & Grounds				
DPW	B&G	Transfer Underground fuel pumps to above ground	\$ 35,000	Levy
DPW	B&G	Restore Faces on Clock Tower	\$ 36,000	Levy
Library	B&G	Book Shelving - Children's	\$ 31,000	Levy
Parks	B&G	Champion Fields - Lighting	\$ 110,000	Levy
Parks	B&G	Landscape Supply Storage	\$ 90,000	Levy
Parks	B&G	Swim Pier Replacement	\$ 95,000	Levy
Parks	B&G	Skate Park	\$ 250,000	Levy
Total Buildings & Grounds			\$ 647,000	Levy

Equipment & Vehicles				
FIRE	Equip	WLFD 2021-2025 CIP	\$ 365,157	Levy+
Police	Fleet	Squad Car Replacement	\$ 105,000	Levy
DPW	Fleet	Flail Mower	\$ 175,000	Levy
DPW	Fleet	Pickup Truck 3/4 Ton with Liftgate	\$ 50,000	Levy
DPW	Fleet	Skidsteer	\$ 96,000	Levy
DPW	Fleet	Plow Truck # 57	\$ 220,000	Levy
Parks	Fleet	Polar Trac	\$ 60,000	Levy
Parks	Fleet	GMC 3/4 Ton Pickup -replace	\$ 40,000	Levy
Total Equip & Vehicles			\$ 1,111,157	

Infrastructure				
DPW	Infra	DESIGN Street Program	\$ 50,000	Levy
DPW	Infra	Street Maintenance Program	\$ 1,050,000	Levy
DPW	Infra	Dam Failure Analysis	\$ 20,000	Move to Operating
DPW	Infra	Peacock Dam Improvements	\$ 75,000	Levy
Parks	Infra	525 New Park Improvements	\$ 150,000	Levy
Total Infrastructure			\$ 1,345,000	

Other				
DPW	Other	Adaptive Management Program	\$ 75,000	Levy
TOTAL LEVY FUNDED			\$ 3,178,157	

Levy Funding Goal = \$2,100,000	\$ 1,078,157	Over Goal
Unable to fund from 2021 Levy Funding Goal	#NAME?	
Levy funding	#NAME?	
Amount Over/(Under)	#NAME?	

Non-Levy Funded				
Dept	Type	Description	Amt Requested	Funding Source
Debt Financing				
DPW	Infra	Expanded Street Plan	\$ 1,000,000	Debt
DPW	Infra	Reconstruct Thackeray Trail	\$ 3,960,000	Debt
Water	Infra	Well #8-Pumping Station	\$ 2,000,000	Water Debt
Water	Infra	*Water Main (Thackeray Trail)	\$ 900,000	Water Debt
Total Debt Funded			\$ 6,860,000	

Impact Fees				
Total Impact Fee Funded			\$ -	

Other Funding				
Fleet	Equip	Large Shop Tools	\$ 30,000	Fleet Reserves
Fleet	Equip	Heavy Duty Diagnostic Scanner	\$ 13,000	Fleet Reserves
Tech	Equip	Fire Wall - Sonic	\$ 40,000	Tech
Tech	Equip	IT Upgrades	\$ 75,000	Tech
Parks	B&G	Community Center Improvmts/Replcmnts	\$ 30,000	Reserves
WLFD	Equip	WLFD Capital	\$ 100,000	Other-Ambo Fund
Total Other Funded			\$ 288,000	

TOTAL NON LEVY FUNDED \$ 7,148,000

2020 Capital Plan	
Total City	\$ 7,426,157
Total Utility	\$ 10,095,300
TOTAL 2020 CAPITAL PLAN:	\$ 17,521,457

ANNUAL RECURRING CAPITAL EXPENSES:	
Street Maintenance Program & Design	\$ 1,100,000
Squad Car replacement	\$ 101,000
WLFD Equip	\$ 400,000
Adaptive Management Program	\$ 75,000
Plow Truck replacement	\$ 220,000
Total Annual Expenses	\$ 1,896,000
Total Levy Funding Available	\$ 2,100,000
Remaining Levy Available after Recurring Expenses	\$ 204,000

FUNDING OPPORTUNITIES:		
*Public Fire Protection Charges	\$ 815,000	Allocate portions to both Capital and Operating Budgets
*Debt program for Street Maintenance	\$ 1,000,000	10-15 yr Revolving Debt Program
*Spend Down of Fund Balance	\$ 4,300,000	One-Time Funding
*Unused Levy Funds from 2019 & 2020	\$ 144,000	One-Time Funding

Non-Levy - Reserves				
Dept	Type	Description	Amt Requested	Funding Source
Reserves				
Electric	Equip	Electric Meters - New & Replacement	\$ 50,000	Electric Reserves
Electric	Equip	Transformers - New & Replacement	\$ 350,000	Electric Reserves
Electric	Equip	Locator	\$ 10,000	Electric Reserves
Electric	Equip	Probewell XT3 Transformer Rated Site Tester	\$ 13,000	Electric Reserves
Electric	Equip	New Meter Test Bench	\$ 28,000	Electric Reserves
Electric	Fleet	Reel Trailer T23 Replacement	\$ 25,000	Electric Reserves
Electric	Fleet	Replace Hydro Excavator	\$ 415,000	Electric Reserves
Electric	Fleet	Installation of Distribution Capacitors	\$ 275,000	Electric Reserves
Electric	Fleet	Small truck for Locating	\$ 35,000	Electric Reserves
Electric	Fleet	MultiOne Machine (Replace Skid Steer)	\$ 57,000	Electric Reserves
Electric	Fleet	Convert Dump Bed to Flat Bed Truck 14	\$ 7,500	Electric Reserves
Electric	Fleet	750 gallon Mix System Water tank for directional drill	\$ 7,800	Electric Reserves
Electric	Infr	New Services	\$ 45,000	Electric Reserves
Electric	Infr	Primary Extensions	\$ 150,000	Electric Reserves
Electric	Infr	Injected Cable Replacement	\$ 350,000	Electric Reserves
Electric	Infr	Outage Management & System Automation	\$ 150,000	Electric Reserves
Electric	Infr	CB84 Forest St Bury Feeder	\$ 200,000	Electric Reserves
Electric	Infr	Jefferson Sub and Wis Sub Secondary Conversion	\$ 50,000	Electric Reserves
Electric	Infr	South Feeder Ext CB82 and CB74/CB83	\$ 275,000	Electric Reserves
Electric	Infr	Second Street CB75 Customer Conversion	\$ 100,000	Electric Reserves
Electric	Infr	Collins St & Collins St Lot, CB 76-77	\$ 325,000	Electric Reserves
Electric	Infr	North Feeder Ext CB65 to CB80	\$ 340,000	Electric Reserves
Electric	Infr	Decommission Jefferson Substation	\$ 30,000	Electric Reserves
Electric	Infr	Pole Inspection and Inventory	\$ 35,000	Electric Reserves
Electric	Infr	Pabst Farms Distribution Looping	\$ 100,000	Electric Reserves
Electric	Infr	Electric & Fiber Optic System Study	\$ 105,000	Electric Reserves
Electric	Infr	Annual Street Project Relocations	\$ 50,000	Electric Reserves
Total Electric Reserves			\$ 3,578,300	

Water	Equip	GPS and Locator Equipment Replacements	\$ 24,000	Water Reserves
Water	Equip	Large Meter Test Equipment	\$ 20,000	Water Reserves
Water	Equip	Air Conditioner Water SCADA Room	\$ 8,000	Water Reserves
Water	Fleet	Small dump truck 4500-5500 series	\$ 80,000	Water Reserves
Water	Infr	Water Main (In Conjunction w/ Streets)	\$ 880,000	Water Reserves
Water	Infr	Distribution Water Mains & Valves	\$ 20,000	Water Reserves
Water	Other	Capital Contingency	\$ 70,000	Water Reserves
Water	Other	Outage Management & System Automation	\$ 75,000	Water Reserves
Total Water Reserves			\$ 1,177,000	

WWTP	Equip	Pump station-Submersible pumps	\$ 35,000	WWTP Reserves
WWTP	Infr	Metering Station Upgrades	\$ 30,000	WWTP Reserves
WWTP	Infr	Sewer Main (In Conjunction w/ Streets)	\$ 350,000	WWTP Reserves
WWTP	Infr	Treatment Plant Upgrades	\$ 1,700,000	WWTP Reserves
WWTP	Infr	Treatment Plant Upgrades-HVAC	\$ 10,000	WWTP Reserves
WWTP	Infr	Lift Station Pavement Work	\$ 100,000	WWTP Reserves
WWTP	Other	Wastewater GIS	\$ 100,000	WWTP Reserves
WWTP	Other	Lift Station SCADA System	\$ 80,000	WWTP Reserves
WWTP	Other	Wastewater Laboratory Software	\$ 35,000	WWTP Reserves
Total WasteWater Reserves			\$ 2,440,000	

TOTAL FUNDED BY RESERVES \$ 7,195,300

2020 Capital Funding Plan

Levy Funded				
Dept	Type	Description	Amt Requested	Funding Source
Buildings & Grounds				
Parks	B&G	*Roosevelt Park- Parking lot	\$ 25,835	Levy
Library	B&G	Sliding Door Replacement	\$ 36,000	Levy
Parks	B&G	Chaffee Road Park	\$ 30,000	Levy
Total Buildings & Grounds			\$ 91,835	
Equipment & Vehicles				
Police	Equip	Taser Replacement	\$ 20,000	Levy
FIRE	Equip	WLF D 2019-2023 CIP	\$ 326,568	Levy
Parks	Fleet	Parks Utility Vehicle	\$ 25,000	Levy
Parks	Fleet	Truck #90 Replacement	\$ 35,000	Levy
Police	Fleet	Squad Car Replacement	\$ 119,000	Levy
DPW	Fleet	Truck w/ Plow, Wing, Sander #57	\$ 230,000	Levy
Total Equipment & Vehicles			\$ 755,568	
Infrastructure				
DPW	Infra	Bridges-2020 Rehab program	\$ 110,000	Levy
DPW	Infra	Design Street Program	\$ 50,000	Levy
DPW	Infra	Street Maintenance Program	\$ 1,025,000	Levy
Total Infrastructure			\$ 1,185,000	
Other				
DPW	Other	Adaptive Management Program	\$ 75,000	Levy
TOTAL LEVY FUNDED			\$ 2,107,403	

Non-Levy Funded				
Dept	Type	Description	Amt Requested	Funding Source
Debt Financing				
DPW	Infra	Expanded Street Plan	\$ 1,000,000	Debt
DPW	Infra	*Forest Street	\$ 600,000	Debt
DPW	Infra	*Forest Street Storm Water	\$ 310,000	Debt
Water	Infra	*Water Main (In Conjunction w/ Streets)	\$ 1,135,000	Water Debt
Parks	B&G	Tennis Courts - Blain Street Park	\$ 120,000	Debt
Total Debt Funded			\$ 3,165,000	
Impact Fees				
DPW	Infr	Thackeray Trail-Extension	\$ 1,231,500	Impact Fee
Water	Infr	**Well #8 Pumping Station-Design	\$ 83,000	Impact Fee
Total Impact Fee Funded			\$ 1,314,500	
TID Funded				
Parks	Initiative	Boat Launch Development - City Beach	\$ 125,000	TID
Total TID Funded			\$ 125,000	
Other Funding				
DPW	Infra	*Forest Street Storm Water	\$ 150,000	Other - DNR Grant
DPW	Infra	*Forest Street Storm Water	\$ 200,000	Other- Watershed
WLF D	Equip	WLF D Capital	\$ 150,000	Other-Ambo Fund
Total Other Funded			\$ 500,000	
TOTAL NON LEVY FUNDED			\$ 5,104,500	

Non-Levy - Reserves				
Dept	Type	Description	Amt Requested	Funding Source
Reserves				
Electric	Equip	Electric Meters - New & Replacement	\$ 50,000	Electric Reserves
Electric	Equip	Transformers - New & Replacement	\$ 175,000	Electric Reserves
Electric	Fleet	Reel Trailer T22 Replacement	\$ 17,000	Electric Reserves
Electric	Fleet	#56 Bobcat Skid Steer	\$ 83,000	Electric Reserves
Electric	Fleet	Cable installation Boring Rig & Equip	\$ 400,000	Electric Reserves
Electric	Infr	New Services	\$ 45,000	Electric Reserves
Electric	Infr	Jefferson Sub and Wis Sub Secondary Conversion	\$ 50,000	Electric Reserves
Electric	Infr	Primary Extensions	\$ 100,000	Electric Reserves
Electric	Infr	Wisconsin Substaton circuit conversion	\$ 150,000	Electric Reserves
Electric	Infr	CB86 Feeder Replacement-N Lapham St	\$ 200,000	Electric Reserves
Electric	Infr	Outage Management & System Automation	\$ 282,000	Electric Reserves
Electric	Infr	CB84 Forest St Bury Feeder	\$ 300,000	Electric Reserves
Electric	Infr	Southwood drive annexation	\$ 350,000	Electric Reserves
Electric	Infr	Injected Cable Replacement	\$ 435,000	Electric Reserves
Electric	Other	Capital Contingency	\$ 150,000	Electric Reserves
Total Electric Reserves			\$ 2,787,000	
Water	Equip	Water Meters	\$ 40,000	Water Reserves
Water	Fleet	Valve Operations Trailer	\$ 80,000	Water Reserves
Water	Infr	Distribution Water Mains & Valves	\$ 20,000	Water Reserves
Water	Infr	**Well #8 - Drill & Cap	\$ 210,000	Water Reserves
Water	Infr	Well #7 Repair Cap	\$ 25,000	Water Reserves
Water	Infr	Booster Station Pump Replacement	\$ 45,000	Water Reserves
Water	Other	Capital Contingency	\$ 50,000	Water Reserves
Water	Other	Outage Management & System Automation	\$ 70,000	Water Reserves
Total Water Reserves			\$ 540,000	
WWTP	Equip	Pump station-Submersible pumps	\$ 35,000	WWTP Reserves
WWTP	Fleet	Truck 17 - Jet Vac	\$ 450,000	WWTP Reserves
WWTP	Infr	Treatment Plant Upgrades-HVAC	\$ 10,000	WWTP Reserves
WWTP	Infr	Metering Station Upgrades	\$ 30,000	WWTP Reserves
WWTP	Infr	WWTP Pavement Overlay and replacement	\$ 100,000	WWTP Reserves
WWTP	Infr	Sewer Main (In Conjunction w/ Streets)	\$ 250,000	WWTP Reserves
WWTP	Infr	Air Flotation Drive unit replacement	\$ 17,000	WWTP Reserves
WWTP	Infr	Treatment Plant Upgrades	\$ 1,500,000	WWTP Reserves
WWTP	Other	SCADA Sytem upgrades	\$ 50,000	WWTP Reserves
WWTP	Other	Wastewater GIS	\$ 75,000	WWTP Reserves
Total WasteWater Reserves			\$ 2,517,000	
Tech	Equip	SAN Expansion	\$ 40,000	Tech Reserves
Tech	Other	Software- Open Gov	\$ 35,000	Tech Reserves
Total Tech Reserves			\$ 75,000	
TOTAL FUNDED BY RESERVES			\$ 5,919,000	

Removed from 2020 to meet Levy Funding Goal				
Dept	Type	Description	Amt Requested	Funding Source
Library	B&G	Book Shelving - Children's	\$ 45,000	Levy
DPW	B&G	Window Replacement	\$ 110,000	Levy
DPW	Fleet	Flail Mower	\$ 165,000	Levy
Parks	B&G	Champion Fields-Concession/Restroom	\$ 250,000	Levy
Parks	B&G	Fencing - Champion Fields #2	\$ 65,000	Levy
Total removed from 2020			\$ 635,000	

Coming up in 2021				
Dept	Type	Description	Amt Requested	Funding Source
DPW	Infra	Reconstruct Existing Thackeray Trail	\$ 3,960,000	Debt-2021
Water	Infra	Reconstruct Existing Thackeray Trail	\$ 535,340	Debt-2021
WWTP	Infra	Reconstruct Existing Thackeray Trail	\$ 350,000	WWTP -2021
Water	Infra	Well #8 - Pumping Station	\$ 2,000,000	Debt-2021

KEY		Amt
All related to Well #8		\$ 2,293,000
All related to Forest Street Storm Water		\$ 3,695,835
All related to Reconstruction of Existing Thackeray Trail		\$ 4,845,340
All Related to WLF D 2020 Capital Request		\$ 476,568
Changes to plan		

TOTAL 2020 CAPITAL PLAN: \$ 13,130,903

DPW19	GF	2	DPW	Infra	Debt
DPW21	GF	2	DPW	Infra	Debt
Police2	GF	1	Police	Fleet	Levy
DPW1	GF	1	DPW	Other	Levy
DPW2	GF	2	DPW	Fleet	Levy
DPW3	GF	2	DPW	Fleet	Levy
DPW4	GF	2	DPW	Fleet	Levy
DPW5	GF	2	DPW	Fleet	Levy
DPW17	GF	2	DPW	Infra	Levy
DPW18	GF	2	DPW	Infra	Levy
DPW23	GF	2	DPW	Infra	Levy
DPW24	GF	2	DPW	Infra	Levy
DPW29	GF	2	DPW	B&G	Levy
DPW32	GF	5	DPW	B&G	Levy
Library1	GF	4	Library	B&G	Levy
Parks3	GF	4	Parks	B&G	Levy
Parks4	GF	4	Parks	B&G	Levy
Parks15	GF	4	Parks	B&G	Levy
Parks18	GF	4	Parks	B&G	Levy
Parks22	GF	4	Parks	B&G	Levy
Parks23	GF	4	Parks	Fleet	Levy
Parks24	GF	4	Parks	Fleet	Levy
???	GF	1	FIRE	Equip	Levy+
Fleet1	GF/Utilities	5	Fleet	Equip	Other
Fleet2	GF/Utilities	5	Fleet	Equip	Other
Tech	Tech	5	Tech	Equip	Other
Tech	Tech	5	Tech	Equip	Other
Finance	GF	5	Finance	Other	
Totals					

Expanded Street Plan	\$ 1,000,000
Reconstruct Existing Thackeray Trail	\$ 3,960,000
Squad Car Replacement	\$ 105,000
Adaptive Management Program	\$ 75,000
Flail Mower	\$ 175,000
Pickup Truck 3/4 Ton with Liftgate	\$ 50,000
Skidsteer	\$ 96,000
Plow Truck # 57	\$ 220,000
DESIGN Street Program	\$ 50,000
Street Maintenance Program	\$ 1,050,000
Dam Failure Analysis	\$ 20,000
Peacock Dam Improvements	\$ 75,000
Transfer Underground fuel pumps to above ground	\$ 35,000
Restore Faces on Clock Tower	\$ 36,000
Book Shelving - Children's	\$ 31,000
Community Center Improvmts/Replcmnts	\$ 30,000
Champion Fields - Lighting	\$ 110,000
Landscape Supply Storage	\$ 90,000
Swim Pier Replacement	\$ 95,000
Skate Park	\$ 250,000
Polar Trac	\$ 60,000
GMC 3/4 Ton Pickup -replace	\$ 50,000
WLF D 2021-2025 CIP	\$ 465,157
Large Shop Tools	\$ 30,000
Heavy Duty Diagnostic Scanner	\$ 13,000
Fire Wall - Sonic	\$ 40,000
IT Upgrades	\$ 50,000
Assessment Revaluation	\$ 150,000
	\$ 8,411,157