OSHKOSH COMMON COUNCIL AGENDA
COUNCIL CHAMBERS, CITY HALL
OSHKOSH, WISCONSIN
November 12, 2024

If anyone requires reasonable ADA accommodations, please contact the office of the City Manager at citymgr@oshkoshwi.gov, or phone 920-236-5002.

To send written correspondence to the Council, mail it to the City Manager, place it in the City Hall dropbox, or email it to council@oshkoshwi.gov (prior to the Council meeting).

A. ***CALL TO ORDER*** (6:00 p.m.)

B. ***ROLL CALL***

C. ***INVOCATION - VOTING FIRST:*** Deputy Mayor Buelow
Invocation #2

D. ***PLEDGE OF ALLEGIANCE*** - Franklin Elementary School

E. ***PROCLAMATION ISSUED***
Lennox-Gestaut Syndrome Awareness Day, November 1
Crash Responder Safety Week, November 18 - 22

F. ***CITIZEN STATEMENTS TO COUNCIL***
(Citizens are to address the Council only. Statements are limited to five (5) minutes; they must address items that are not listed on the Council meeting agenda, are limited to issues that have an impact on the City of Oshkosh and the Common Council may address at a future meeting, and must not include endorsements of any candidates or other electioneering.) If you require more time please inform the Mayor at the beginning of your presentation.

G. ***CONSENT AGENDA ITEMS***
(Consent Agenda items are those items of a routine administrative nature that are voted on by the Council in a single roll call vote. Staff recommends approval of all items. Any member of the public or Common Council may request that an item be removed from the Consent Agenda for discussion.)

1. Report of Bills

2. September 2024 Financial Report

3. Receipt & Filing of Minutes - Museum Arts and Culture Board, 09.11.2024

4. Res 24-564 Approve Inter-Agency Agreement Between Winnebago County and City of Oshkoshfor Type II Hazardous Material (Hazmat) Response Services for 2025

5. Res 24-565 Approve Transfer of Retired OFD Ambulance to the Grand Chute Fire Department ($5,000.00)

6. Res 24-566 Approve 2025 Business Improvement District Operating Plan and Budget ($269,300.00) (Business Improvement District Recommends Approval)

7. Res 24-567 Adopt Oshkosh Area Metropolitan Planning Organization (MPO) Electric Vehicle Readiness Plan

8. Res 24-568 Award Bid to Black Diamond Wisconsin for Installation of Epoxy Floor Coating for Various Buildings for General Services ($63,387.50)

9. Res 24-569 Approve Cooperative Purchase of Truck Chassis from Truck Country of Wisconsin, Inc. and Rear Loader from Scranton Manufacturing Company/New Way Trucks for Sanitation Division ($269,703.92)

10. Res 24-570 Award Bid to B&H Foto & Electronics Corporation for Studio and Control Room Equipment for Oshkosh Media ($24,410.02)

11. Res 24-571 Approve Agreement with Pentira, LLC for Database Subscription Software and Support for GO Transit 2025-2027 ($102,000.00)

12. Res 24-572 Award Bid to Cardinal Construction Co. Inc. for Door and Hardware Replacements for Oshkosh Convention Center ($74,450.00)

13. Res 24-573 Award Bid to JWC Building Specialties Inc. for Folding Panel Partitions and Accordion Door Replacements for Oshkosh Seniors Center South ($47,141.00)

14. Res 24-574 Approve Employee Handbook Updates

15. Res 24-575 Approve Submitting Application to Wisconsin Emergency Management for the Pre-Disaster Flood Resilience Grant Program

16. Res 24-576 Adopt Updated Lead Service Line Replacement Policy

17. Res 24-577 Approve Agreement with Winnebago Lawn & Snow, LLC for 2024/2025 Sidewalk Snow and Ice Removal and Establish Rates for 2024/2025 Sidewalk Snow and Ice Removal

18. Res 24-578 Approve Amendment No. 1 to Professional Services Agreement with Jacobs Engineering Group, Inc. for Water Filtration Plant Ozone and SCADA Systems Replacement Project Final Design ($248,095)

19. Res 24-579 Approve Special Class "B" Licenses

H. ITEMS REMOVED FROM CONSENT AGENDA

I. PENDING ORDINANCES

20. Ord 24-580 Approve Zone Change from Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD) at 2875 Atlas Avenue (Plan

Commission Recommends Approval)

J. ***NEW ORDINANCES*** *(NOTE: It is anticipated that there will be no formal action taken at this meeting on items marked with an asterisk (*) unless Council formally waives the rules.)*

21. *Ord 24-581 Cancel December 24, 2024 Council Meeting

22. Ord 24-582 Create Temporary Ordinance Prohibiting Alcohol in City Parks (Staff Recommends Waiving the Rules and Adopting on First Reading)

K. ***NEW RESOLUTIONS***

23. Res 24-583 Amend Approved Designated Outdoor Refreshment Area (DORA) for the Downtown Business Improvement District (BID) Area 2024/2025 to Remove City Park Property and Sidewalk Adjoining Opera House Square Park

24. Res 24-584 Approve General Development Plan and Specific Implementation Plan for Directional Signage at 2875 Atlas Avenue (Plan Commission Recommends Approval)

25. Res 24-585 Appropriate ARPA Funds for 2024 Projects in Lieu of Issuing Debt

26. Res 24-586 Approve Agreement with Passport Labs, Inc. for Implementation of Parking Enforcement and Parking Permitting Software for the Information Technology Division ($106,840.06)

27. Res 24-587 Approve Resolution authorizing the issuance of not to exceed $17,415,000 aggregate principal amount of General Obligation Promissory Notes of the City of Oshkosh, Winnebago County, Wisconsin, in such amount, providing details, prescribing the form of note, levying taxes, and authorizing the sale of said notes to the purchaser thereof.

28. Res 24-588 Approve Resolution authorizing the issuance of not to exceed $5,775,000 aggregate principal amount of Water System Revenue Bonds of the City of Oshkosh, Winnebago County, Wisconsin, for the purpose of completing certain capital projects related to the City's waterworks system, prescribing details of said bonds and the form of bond, providing for the payment of said bonds and the covenants with respect thereto, authorizing the award of said bonds to the best bidder therefor and related matters.

29. Res 24-589 Approve Resolution authorizing the issuance of not to exceed $4,330,000 aggregate principal amount of Sewer System Revenue Bonds of the City of Oshkosh, Winnebago County, Wisconsin, for the purpose of completing certain capital projects related to the City's sewer system, prescribing details of said bonds and the form of bond, providing for the payment of said bonds and the covenants with respect thereto, authorizing the award of said bonds to the best bidder therefor and related matters.

30. Res 24-590 Adopt the 2025 Annual Budget and Establish the Tax Levy for the City of Oshkosh

31. Res 24-591 Approve Financing for the 2025 Capital Improvement Projects

32. Res 24-592 Award Bid for Public Works Contract No. 25-07 to Carl Bowers & Sons Construction

Company, Inc. for West 15th Avenue Reconstruction ($5,009,935.27)

L. ***COUNCIL DISCUSSION, DIRECTION TO CITY MANAGER & FUTURE AGENDA ITEMS***

33. ***Discussion and Direction to City Manager***

A. West 7th Avenue Reconstruction Discussion

B. 2024 Election Recap - Process and Procedures

34. ***Future Agenda Items, Meetings, and Workshops***

A. Closed Session (re City Hall), Tuesday, November 26th, after Council meeting

M. ***COUNCIL MEMBER ANNOUNCEMENTS & STATEMENTS***

N. ***CITY MANAGER ANNOUNCEMENTS & STATEMENTS***

35. Professional Services Agreement with AECOM for Mill on Main Monitoring Well Abandonment Services ($56,975.00)

36. Outstanding Issues

O. ***MOTION TO GO INTO CLOSED SESSION*** (Room 404, City Hall)
The Common Council may convene into closed session pursuant to Section 19.85(1)(c) of the Wisconsin State Statutes to consider employment and compensation of City Manager, a public employee over which the governmental body has jurisdiction or exercises responsibility (specifically, review of candidates for the City Manager recruitment).

P. ***ADJOURN***

CHECK NUMBER	CHECK DATE	VENDOR NAME	AMOUNT
11856	10/25/2024	AIRGAS SPECIALITY PRODUCTS INC	12,028.71
11857	10/25/2024	AIRGAS USA LLC	3,415.06
11858	10/25/2024	AURORA HEALTH CARE	1,210.00
11859	10/25/2024	BADGER LAB & ENGINEERNG CO INC	4,079.50
11860	10/25/2024	BEZIO ANIMAL CONTROL	1,000.00
11861	10/25/2024	CAREW CONCRETE & SUPPLY CO INC	843.81
11862	10/25/2024	CASEY M CANADY	42.88
11863	10/25/2024	CENTURYLINK	36.56
11864	10/25/2024	CHEMTRADE CHEMICALS US LLC	8,480.36
11865	10/25/2024	CINTAS CORPORATION NO 2	362.66
11866	10/25/2024	IMAGE 360 INC	201.10
11867	10/25/2024	EMMONS BUSINESS INTERIORS	106.00
11868	10/25/2024	GARROW OIL CORP	17,282.92
11869	10/25/2024	HOWARD ALLEN DAVIS	1,187.50
11870	10/25/2024	HUNTER SECURITY AND SURVEILLANCE	24,488.71
11871	10/25/2024	HYDRITE CHEMICAL CO	1,211.00
11872	10/25/2024	J COX PLUMBING LLC	4,000.00
11873	10/25/2024	JIM COLLINS	138.02
11874	10/25/2024	KEMIRA WATER SOLUTIONS INC	10,042.63
11875	10/25/2024	LINCOLN CONTRACTORS SUPPLY INC	138.87
11876	10/25/2024	MACQUEEN EQUIPMENT GROUP	5,972.56
11877	10/25/2024	MCC INC	6,086.87
11878	10/25/2024	MONROE TRUCK EQUIPMENT	24,945.00
11879	10/25/2024	NORTHERN LAKE SERVICE INC	1,660.49
11880	10/25/2024	OSHKOSH CONVENTION AND VISITORS BUREAU INC	163,732.25
11881	10/25/2024	POMP'S TIRE SERVICES INC	180.60
11882	10/25/2024	P T S CONTRACTORS INC	645,425.65
11883	10/25/2024	QUALITY TRUCK CARE CENTER INC	309.31
11885	10/25/2024	RAY MAURER	319.79
11886	10/25/2024	REINDERS INC	2,881.34
11887	10/25/2024	RJN GROUP INC	6,135.00
11888	10/25/2024	RNOW INC	3,126.18
11889	10/25/2024	RUCINSKYS PAINT AND DECORATING LLC	12,400.00
11890	10/25/2024	TAPCO INC	32,919.70
11891	10/25/2024	THE ICEE COMPANY	5,841.88
11892	10/25/2024	TYLER TECHNOLOGIES INC	5,118.84
11893	10/25/2024	VANGUARD COMPUTERS INC	1,525.00
11894	10/25/2024	VENTEK INTERNATIONAL	325.35
11895	10/25/2024	VINTON CONSTRUCTION INC	148,539.40
11896	10/25/2024	VORPAHL INC	5,614.08
11897	10/25/2024	WESTWOOD PROFESSIONAL SERVICES INC	8,998.88
11898	10/25/2024	WI PUBLIC SERVICE CORP	12,091.48
11899	10/25/2024	POWER WASH STORE MILWAUKEE	30.60
5003186	10/25/2024	R AND R PLUMBING LLC	6,442.00
5003187	10/25/2024	50 WEST 6TH STREET LLC	13,864.37
5003188	10/25/2024	AARON ROBERTS	64.98

5003189	10/25/2024	ADVOCAP INC	26,173.24
5003190	10/25/2024	ALEXANDER M FOWLER	30.70
5003191	10/25/2024	AMERICAN CONSERVATION & BILLING SOLUTIONS INC	4,161.00
5003192	10/25/2024	ANNEX 71 LLC	241,940.19
5003193	10/25/2024	ART CIY SIGNS LLC	351.50
5003194	10/25/2024	AT & T	646.20
5003195	10/25/2024	BELLA VISTA SENIOR CARE LLC	333,111.00
5003196	10/25/2024	BOB GRIFFIN CARPENTRY LLC	9,155.00
5003197	10/25/2024	BOUND TREE MEDICAL LLC	770.70
5003198	10/25/2024	CARL BOWERS AND SONS CONSTRUCTION COMPANY INC	56,140.00
5003199	10/25/2024	RICHARD BOWHOUSEN	48.11
5003200	10/25/2024	BRANDON C NIELSEN	30.82
5003201	10/25/2024	INDIGO INTERIORS INC	3,137.40
5003202	10/25/2024	CABRINI SCHOOL LOFTS LLC	35,944.20
5003203	10/25/2024	LORI M CANNISTRA	84.13
5003204	10/25/2024	CASS INFORMATION SYSTEMS	68.21
5003205	10/25/2024	D AND K RENTALS	300.00
5003206	10/25/2024	DEBRA KING	220.00
5003207	10/25/2024	DISCOVERY PROPERTIES LLC	41,357.67
5003208	10/25/2024	DYNAMIC DISPLAYS LTD	7,085.00
5003209	10/25/2024	EMMA DZIENGELESKI	30.82
5003210	10/25/2024	FIRST AMERICAN TITLE INSURANCE COMPANY	66.85
5003211	10/25/2024	EXPERT TOWING & RECOVERY	1,412.00
5003212	10/25/2024	FARRELL EQUIPMENT AND SUPPLY	875.88
5003213	10/25/2024	GALLS LLC	1,495.45
5003214	10/25/2024	GIZMO OSHKOSH LLC	14,266.63
5003215	10/25/2024	HEATHER BRICKHAM	44.10
5003216	10/25/2024	HENRY SCHEIN INC	263.08
5003217	10/25/2024	KATE STEL	62.60
5003218	10/25/2024	KATHERINE J MANN	37.44
5003219	10/25/2024	DANIEL LALLIER	20.19
5003220	10/25/2024	MARTELLE WATER TREATMENT INC	81,312.00
5003221	10/25/2024	LEE J OR BETTY J MAURITZ	48.89
5003222	10/25/2024	MASTERS OSHKOSH LLC	148,549.48
5003223	10/25/2024	MK LOFTS LLC	21,246.31
5003224	10/25/2024	NORTHERN TELEPHONE &DATA CORP	195.50
5003225	10/25/2024	KRUEGER FAMILY CHIROPRACTIC	40.00
5003226	10/25/2024	OSHKOSH RECREATION DEPARTMENT	183,414.96
5003227	10/25/2024	OSHKOSH AREA SCHOOL DISTRICT	39.43
5003228	10/25/2024	OSHKOSH CORPORATION	1,150,851.13
5003229	10/25/2024	OSHKOSH MANAGER LLC	310,782.98
5003230	10/25/2024	OSHKOSH REFURB INC	47,920.64
5003231	10/25/2024	CITY OF OSHKOSH UTILITIES	63.89
5003232	10/25/2024	PAINT AND INFLATE	1,200.00
5003233	10/25/2024	PARK 'N PRINT INC	128.00
5003234	10/25/2024	BINDER LIFT INC	1,592.00
5003235	10/25/2024	KEITH OR SHERRY RIEBEN	116.49

5003236	10/25/2024	RISE LEADERSHIP LLC	7,500.00
5003237	10/25/2024	ROGAN'S SHOES	29,357.60
5003238	10/25/2024	ROGUE GRAPHX LLC	30.00
5003239	10/25/2024	ROHDE BROTHERS INC	595,537.50
5003240	10/25/2024	SARAH DANAHY	585.00
5003241	10/25/2024	SMITH SCHOOL LOFTS LLC	10,072.00
5003242	10/25/2024	STEEN-MACEK PAPER CO	372.56
5003243	10/25/2024	THE LEARNING COLLABORATIVE INC	16,809.50
5003244	10/25/2024	THE TITLE EXCHANGE	21.89
5003245	10/25/2024	TKK ELECTRONICS LLC	7,669.30
5003246	10/25/2024	UNITED PARCEL SERVICE	100.55
5003247	10/25/2024	VERIZON WIRELESS	8,348.66
5003248	10/25/2024	VERSATERM PUBLIC SAFETY US INC	2,676.43
5003249	10/25/2024	VISU-SEWER LLC	116,762.93
5003250	10/25/2024	WALLY SCHMID EXCAVATING INC	12,320.00
5003251	10/25/2024	WISCONSIN ECONOMIC DEVELOPMENT CORPORATION	200.00
5003252	10/25/2024	WI DEPT OF MILITARY AFFAIRS	533.00
5003253	10/25/2024	WISCONSIN TUBING LLC	436.86
5003254	10/25/2024	WINNEBAGO COUNTY TREASURER	10.00
5003255	10/25/2024	ZACHARY WILKENS	36.00
			4,741,059.48

CHECK NUMBER	CHECK DATE	CHECK TYPE	VENDOR NAME	AMOUNT
11910	11/01/2024	EFT	ADVANTAGE POLICE SUPPLY INC	12,785.00
11911	11/01/2024	EFT	AIRGAS USA LLC	9,381.47
11912	11/01/2024	EFT	BROOKS TRACTOR INC	1,611.65
11913	11/01/2024	EFT	CHEMTRADE CHEMICALS US LLC	4,220.25
11914	11/01/2024	EFT	CINTAS CORPORATION NO 2	1,057.35
11915	11/01/2024	EFT	ENVIROTECH EQUIPMENT	7,209.34
11916	11/01/2024	EFT	ENVISIONINK PRINTING SOLUTIONS INC	558.00
11918	11/01/2024	EFT	FIRELINE SPRINKLER CORPORATION	2,256.60
11919	11/01/2024	EFT	FOUNDATION BUSINESS SYSTEMS LLC	356.00
11920	11/01/2024	EFT	GARROW OIL CORP	21,025.52
11921	11/01/2024	EFT	HUNTER SECURITY AND SURVEILLANCE	10,143.47
11922	11/01/2024	EFT	JEFFERSON FIRE & SAFETY	1,490.00
11923	11/01/2024	EFT	JFTCO INC	5,097.69
11924	11/01/2024	EFT	KONE INC	1,500.00
11925	11/01/2024	EFT	LAKE AND POND SOLUTIONS LLC	1,859.89
11926	11/01/2024	EFT	LEE BEVERAGE	96.31
11927	11/01/2024	EFT	LEVENHAGEN OIL CORPORATION	22,562.28
11928	11/01/2024	EFT	MCC INC	4,230.25
11929	11/01/2024	EFT	MECHANICAL TECHNOLOGIES INC	2,031.50
11930	11/01/2024	EFT	MONROE TRUCK EQUIPMENT	8,761.00
11931	11/01/2024	EFT	MSA PROFESSIONAL SERVICES INC	760.00
11932	11/01/2024	EFT	NORTHERN LAKE SERVICE INC	740.56
11933	11/01/2024	EFT	OSHKOSH CONVENTION AND VISITORS BUREAU INC	14,432.91
11934	11/01/2024	EFT	OSHKOSH FIRE & POLICE EQP INC	495.00
11935	11/01/2024	EFT	PLYMOUTH LUBRICANTS	4,582.53
11936	11/01/2024	EFT	QUALITY TRUCK CARE CENTER INC	48.87
11937	11/01/2024	EFT	STATE PUMP SUPPLY LLC	1,090.00
11938	11/01/2024	EFT	STRYKER SALES CORPORATION	19,873.60
11939	11/01/2024	EFT	ON TIME EMBROIDERY INC	919.00
11940	11/01/2024	EFT	VANGUARD COMPUTERS INC	5,735.56
11941	11/01/2024	EFT	WASTE MANAGEMENT OF WI-MN	15,512.62
11942	11/01/2024	EFT	WI PUBLIC SERVICE CORP	10,255.23
11943	11/01/2024	EFT	WINDOW GENIE OF APPLETON AND OSHKOSH	4,580.00
11944	11/01/2024	EFT	WINNEBAGO COUNTY TREASURER	200.00
11945	11/01/2024	EFT	WINNEBAGO COUNTY TREASURER	240.00
11946	11/01/2024	EFT	AUGUST WINTER & SONS INC	50,000.00
11947	11/01/2024	EFT	POWER WASH STORE MILWAUKEE	1,377.30
11948	11/01/2024	EFT	ZOLL MEDICAL CORPORATION	647.70
5003280	11/01/2024	PRINTED	EWALD'S HARTFORD FORD LLC	190,182.00
5003281	11/01/2024	PRINTED	RON LINDBERG	300.00
5003282	11/01/2024	PRINTED	ADVANCE CONSTRUCTION INC	241,864.50
5003283	11/01/2024	PRINTED	ALEXANDER CHEMICAL CORPORATION	24,789.28
5003284	11/01/2024	PRINTED	ANDREW J PRICKETT	101.56
5003285	11/01/2024	PRINTED	AQUATIC BIOLOGISTS INC	361.00
5003286	11/01/2024	PRINTED	ARROW AUDIO INC	459.69
5003287	11/01/2024	PRINTED	BOUND TREE MEDICAL LLC	5,733.20

5003288	11/01/2024	PRINTED	BRAD FOX	46.38
5003289	11/01/2024	PRINTED	BRADEN O BENNETT	585.00
5003290	11/01/2024	PRINTED	BRENDEN BONNETT	46.37
5003291	11/01/2024	PRINTED	BRIAN BENDING	40.54
5003292	11/01/2024	PRINTED	CASEY KOELBL	12.11
5003293	11/01/2024	PRINTED	CD CUSTOM WORKSHOP LLC	1,297.96
5003294	11/01/2024	PRINTED	CECELIA R KRAUSE	175.00
5003295	11/01/2024	PRINTED	CHRIS ROMANOWICZ	67.40
5003296	11/01/2024	PRINTED	DEAN M SMITH	2,257.61
5003297	11/01/2024	PRINTED	EXPERT TOWING & RECOVERY	572.00
5003298	11/01/2024	PRINTED	GEAR WASH LLC	4,765.50
5003299	11/01/2024	PRINTED	FOX CITIES PARTY RENTAL INC	1,712.25
5003300	11/01/2024	PRINTED	FOX VALLEY PRO BASKETBALL INC	553,229.10
5003301	11/01/2024	PRINTED	GALLS LLC	2,619.84
5003302	11/01/2024	PRINTED	GMS INC	3,473.92
5003303	11/01/2024	PRINTED	GARTMAN MECHANICAL SERVICES	13,871.78
5003304	11/01/2024	PRINTED	GAT TENOR	543.68
5003305	11/01/2024	PRINTED	GUARANTY CLOSING AND TITLE SERVICES INC	7,500.00
5003306	11/01/2024	PRINTED	K AND C PEST	660.00
5003307	11/01/2024	PRINTED	KANE COMMUNICATIONS GROUP	27,496.25
5003308	11/01/2024	PRINTED	KEEGAN WILBER	122.61
5003309	11/01/2024	PRINTED	KYLE ROBERTS	38.00
5003310	11/01/2024	PRINTED	LA SURE'S INC	550.90
5003311	11/01/2024	PRINTED	LEIGH SCHUH	175.54
5003312	11/01/2024	PRINTED	M FAB AND WELDING LLC	5,350.00
5003313	11/01/2024	PRINTED	MATTHEW CHRISTENSEN	28.38
5003314	11/01/2024	PRINTED	MATTHEW ZIEGLER	40.70
5003315	11/01/2024	PRINTED	MICHAEL MALONE	375.00
5003316	11/01/2024	PRINTED	MILWAUKEE TRANSPORT SERVICES INC	35,650.00
5003317	11/01/2024	PRINTED	NORTHCENTRAL TECHNICAL COLLEGE	350.00
5003318	11/01/2024	PRINTED	NORTHEAST WI TECHNICAL COLLEGE	199.00
5003319	11/01/2024	PRINTED	OMNI GLASS & PAINT INC	10,650.00
5003320	11/01/2024	PRINTED	BAY TITLE & ABSTRACT	902.07
5003321	11/01/2024	PRINTED	DALE & JOANN DRAKE	128.44
5003322	11/01/2024	PRINTED	GRUENSCH PROPERTIES LL	977.33
5003323	11/01/2024	PRINTED	INFERNO HEAT HIBACHI	50.00
5003324	11/01/2024	PRINTED	JESSE WITT	312.81
5003325	11/01/2024	PRINTED	JOSEPH & SHARON YOUNGBAUER	570.00
5003326	11/01/2024	PRINTED	JOSEPH KEMPINGER	636.53
5003327	11/01/2024	PRINTED	JULIE KLINTWORTH LIVING TRUST	553.83
5003328	11/01/2024	PRINTED	KARRI KLEMM	1,928.92
5003329	11/01/2024	PRINTED	KEVIN ALES	30.00
5003330	11/01/2024	PRINTED	RICHARD & BONNIE HUNT	291.90
5003331	11/01/2024	PRINTED	SARA STICHERT	323.72
5003332	11/01/2024	PRINTED	STEPHANIE GUSTAVUS	580.30
5003333	11/01/2024	PRINTED	OSHKOSH AREA SCHOOL DISTRICT	25.00
5003334	11/01/2024	PRINTED	CITY OF OSHKOSH	475.00

5003335	11/01/2024	PRINTED	OSHKOSH SAFETY COUNCIL	125.00
5003336	11/01/2024	PRINTED	PHIL STEFFENS	39.40
5003337	11/01/2024	PRINTED	RAY OHERRON CO INC	45,670.86
5003338	11/01/2024	PRINTED	REGISTRATION FEE TRUST	678.00
5003339	11/01/2024	PRINTED	RELIABLE DOOR AND DOCK INC	2,347.50
5003340	11/01/2024	PRINTED	RISE LEADERSHIP LLC	5,000.00
5003341	11/01/2024	PRINTED	SCOTT LAMERS CONSTRUCTION LLC	1,937.50
5003342	11/01/2024	PRINTED	STERICYCLE INC	237.05
5003343	11/01/2024	PRINTED	STEVEN J SCHAUZ	25.49
5003344	11/01/2024	PRINTED	STREICHER'S	789.00
5003345	11/01/2024	PRINTED	SYSTEMS TECHNOLOGIES	9,100.00
5003346	11/01/2024	PRINTED	T MOBILE	2,884.43
5003347	11/01/2024	PRINTED	TKK ELECTRONICS LLC	17,114.32
5003348	11/01/2024	PRINTED	TRAFFTECH INC	20,835.00
5003349	11/01/2024	PRINTED	TREY JOHNSON	28.00
5003350	11/01/2024	PRINTED	UNITED PARCEL SERVICE	69.74
5003351	11/01/2024	PRINTED	VAN DYNE SPORTSMEN'S CLUB INC	600.00
5003352	11/01/2024	PRINTED	VERIZON WIRELESS	120.19
5003353	11/01/2024	PRINTED	WI DEPT OF FIN. INSTITUTIONS	60.00
5003354	11/01/2024	PRINTED	WI RURAL WATER ASSOCIATION	440.00
5003355	11/01/2024	PRINTED	ZILLGES MATERIALS INC	550.00
				1,504,455.83

DATE: November 12, 2024

SUBJECT: September 2024 Financial Report

Attachments

September 2024 Financials

November 12, 2024

Honorable Mayor and Members of the Common Council
City of Oshkosh, Wisconsin

Honorable Mayor and Members of the Common Council,

Attached are the Monthly Financial Reports for City for the month of September 2024.

Respectfully submitted,

Julie Calmes,
Finance Director

JC
Enc

GENERAL FUND REVENUES
UNAUDITED BUDGET STATEMENT
FOR THE MONTH ENDED SEPTEMBER 30, 2024

	2023				2024			
REVENUE CATEGORY	BUDGET	YEAR TO DATE	SEPTEMBER 2023	% BUDGET	BUDGET	YEAR TO DATE	SEPTEMBER 2024	% BUDGET
0100 - GENERAL FUND	**($52,282,700)**	**($38,537,449)**	**($1,368,779)**	**73.71%**	**($56,659,327)**	**($41,767,192)**	**($1,074,085)**	**73.72%**
41 - PROPERTY TAX REVENUE	($23,817,500)	($23,968,230)	($12,680)	100.63%	($24,460,000)	($24,468,038)	($47,117)	100.03%
4102 - GENERAL PROPERTY TAX-CITY	($23,435,500)	($23,435,500)	$0	100.00%	($24,020,000)	($24,020,000)	$0	100.00%
4108 - MOBILE HOME FEES	($152,000)	($150,899)	($12,680)	99.28%	($190,000)	($173,249)	($13,901)	91.18%
4118 - PMT-IN LIEU OF TAX-OTHER	($100,000)	($227,595)	$0	227.60%	($100,000)	($150,744)	($33,138)	150.74%
4120 - INTEREST-TAXES	($130,000)	($154,236)	$0	118.64%	($150,000)	($124,046)	($78)	82.70%
42 - INTERGOV REVENUE	($16,842,500)	($7,486,962)	($9,815)	44.45%	($19,200,900)	($7,918,139)	($26,890)	41.24%
4206 - FEDERAL AID-POLICE	($40,000)	($32,045)	($6,346)	80.11%	($40,000)	($21,004)	($1,890)	52.51%
4210 - STATE AID-SHARED TAXES	($9,609,600)	($1,441,441)	$0	15.00%	($11,633,400)	($1,729,661)	$0	14.87%
4226 - STATE AID-POLICE	$0	$0	$0	0.00%	($29,200)	$0	$0	0.00%
4228 - STATE AID-GEN TRNSPT AID (GTA)	($2,989,000)	($1,887,457)	$0	63.15%	($2,512,300)	($1,884,469)	$0	75.01%
4229 - STATE AID-CONNECTING HWY	$0	($243,386)	$0	0.00%	($394,400)	($346,322)	$0	87.81%
4232 - STATE AID-PYMT FOR MUNIC SRVS	($1,083,300)	($1,116,086)	$0	103.03%	($1,118,500)	($1,114,289)	$0	99.62%
4236 - STATE AID-OTHER	($298,000)	($274,861)	($2,378)	92.24%	($298,000)	($263,461)	$0	88.41%
4237 - STATE AID-COMPUTER CREDIT	($633,600)	($633,621)	$0	100.00%	($633,600)	($633,621)	$0	100.00%
4238 - STATE AID-EXPEND RESTRAINT	($1,547,700)	($1,547,751)	$0	100.00%	($1,588,800)	($1,588,812)	$0	100.00%
4239 - STATE AID-PERSONAL PROPERTY	($183,700)	($150,742)	$0	82.06%	($183,700)	($150,742)	$0	82.06%
4240 - COUNTY AID-OTHER AID	$0	($8,068)	($1,091)	0.00%	$0	($18,035)	$0	0.00%
4251 - OTHER GOVERNMENT AID-AMBULANCE	($94,200)	$0	$0	0.00%	($350,000)	$0	$0	0.00%
4252 - OTHER GOVERNMENT AID-CABLE TV	($142,700)	($142,724)	$0	100.02%	($142,700)	($142,724)	$0	100.02%
4253 - OTHER GOVERNMENT AID-POLICE	($218,200)	$0	$0	0.00%	($273,800)	$0	$0	0.00%
4263 - GRANTS - STATE	($2,500)	($8,782)	$0	351.26%	($2,500)	($25,000)	($25,000)	1000.00%
43 - LICENSES AND PERMITS	($822,000)	($642,497)	($15,380)	78.16%	($817,000)	($612,524)	($10,873)	74.97%
4312 - TELEVISION FRANCHISE	($530,000)	($401,312)	$0	75.72%	($535,000)	($355,443)	$0	66.44%
4322 - LIQUOR & MALT BEV LICENSES	($125,000)	($119,144)	($4,003)	95.32%	($125,000)	($128,902)	($2,950)	103.12%
4323 - MISC CLERK LICENSE & PERMITS	($22,000)	($23,125)	($180)	105.11%	($22,000)	($20,839)	$0	94.72%
4334 - ZONING ORDINANCE	($110,000)	($75,493)	($9,857)	68.63%	($110,000)	($74,647)	($7,298)	67.86%
4335 - ZONING CODE ENFORCEMENT	($4,000)	($3,800)	($800)	95.00%	($4,000)	($3,515)	($400)	87.88%
4358 - CIGARETTE LICENSE	($6,000)	($6,620)	($100)	110.33%	($6,000)	($7,483)	$0	124.72%
4388 - OTHER PERMITS	($25,000)	($13,003)	($440)	52.01%	($15,000)	($12,603)	($225)	84.02%
4389 - OTHER INSPECTION SERVICES	$0	$0	$0	0.00%	$0	($9,092)	$0	0.00%
44 - FINES & FORFEITURES	($864,300)	($443,791)	($41,204)	51.35%	($703,600)	($489,931)	($82,306)	69.63%
4402 - PARKING VIOLATIONS	($408,000)	($250,535)	($19,815)	61.41%	($348,600)	($311,232)	($63,096)	89.28%
4406 - CITY FINES FROM COURT	($456,300)	($193,257)	($21,389)	42.35%	($355,000)	($178,699)	($19,209)	50.34%
45 - CHARGES FOR SERVICES	($4,310,900)	($3,304,979)	($1,028,660)	76.67%	($4,541,800)	($4,081,055)	($405,382)	89.86%
4518 - ASSESSOR FEES	($140,000)	($109,684)	($35,188)	78.35%	($140,000)	($138,238)	($22,700)	98.74%
4519 - PROPERTY SEARCH FEES	($45,000)	($30,510)	($3,515)	67.80%	($50,000)	($31,799)	($3,704)	63.60%
4520 - OTHER GENERAL FEES	($57,000)	($13,864)	($165)	24.32%	($57,000)	($16,920)	($360)	29.68%
4521 - PD SPEC EVENT REVENUE	($185,700)	($178,675)	($132,522)	96.22%	($224,000)	($207,068)	($168,432)	92.44%
4522 - PD NON-SPEC EVENT REVENUE	($21,900)	($19,467)	($9,066)	88.89%	($36,500)	($14,818)	$0	40.60%
4523 - FD SPEC EVENT REVENUE	($124,000)	($202,395)	($184,614)	163.22%	($184,000)	($206,794)	($197,293)	112.39%
4524 - FD NON-SPEC EVENT REVENUE	($40,000)	($13,281)	$0	33.20%	($40,000)	($19,014)	$0	47.54%
4525 - STREET SPEC EVENT REVENUE	($9,700)	($5,282)	($1,581)	54.46%	($8,000)	($6,400)	($2,945)	80.01%
4527 - PARKS SPEC EVENT REVENUE	($200)	($139)	($139)	69.47%	($200)	$0	$0	0.00%
4529 - SIGNS SPEC EVENT REVENUE	($1,100)	($261)	($261)	23.76%	($1,100)	($290)	$0	26.34%
4532 - POLICE DEPARTMENT FEES	($2,500)	($5,052)	($643)	202.06%	($5,000)	($5,312)	($261)	106.23%
4534 - FIRE DEPARTMENT FEES	($35,000)	($19,118)	($6,928)	54.62%	($35,000)	($19,453)	($643)	55.58%
4538 - AMBULANCE SERVICE	($3,575,000)	($2,608,907)	($651,377)	72.98%	($3,600,000)	($3,308,380)	($6,928)	91.90%
4540 - HAZARDOUS RESPONSE CHARGES	$0	($650)	$0	0.00%	$0	($2,972)	($651,377)	0.00%
4551 - FUEL REVENUE	$0	($0)	$0	0.00%	$0	$0	$0	0.00%
4557 - STREET SERVICES	$0	$0	$0	0.00%	$0	$0	$0	0.00%
4560 - WEED CUTTING	($15,000)	($6,846)	($1,557)	45.64%	($16,000)	($11,494)	$0	71.83%
4561 - SNOW REMOVAL	($40,000)	($60,256)	$0	150.64%	($80,000)	($20,957)	($1,557)	26.20%
4572 - PARK FACILITY RENTALS	($35,000)	($30,592)	($1,103)	87.40%	($75,000)	($71,146)	$0	94.86%
4983 - SPEC EVENT EQUIP DISCOUNT	$16,200	$0	$0	0.00%	$10,000	$0	($1,103)	0.00%
48 - INTERNAL SERV CHRG	($2,814,900)	($121,959)	($8,725)	4.33%	($2,829,257)	($172,086)	($8,725)	6.08%
4555 - ENG FEES CHG TO CONSTR FUNDS	($2,050,000)	$0	$0	0.00%	($2,100,000)	($93,561)	($8,725)	4.46%
4811 - SERVICE CHARGE-COMMUNITY DEVEL	($634,400)	($24,257)	$0	3.82%	($598,757)	$0	$0	0.00%
4815 - SERVICE CHARGE-CENTRAL GARAGE	$0	$0	$0	0.00%	$0	$0	$0	0.00%
4816 - SERVICE CHARGE-INTERDEPARTMNTL	$0	$0	$0	0.00%	$0	$0	$0	0.00%
4822 - SERVICE CHARGE - IT	($130,500)	($78,525)	($8,725)	60.17%	($130,500)	($78,525)	($8,725)	60.17%
4834 - EQUIPMENT RENTAL-RECYCLING	$0	($19,177)	$0	0.00%	$0	$0	$0	0.00%
49 - MISC REVENUES	($963,000)	($2,513,725)	($225,007)	261.03%	($2,539,170)	($3,829,110)	($459,694)	150.80%
4901 - INTEREST	$0	$0	$0	0.00%	($120,700)	($120,750)	$0	100.04%
4907 - INTEREST - ACCOUNTS RECEIVABLE	($3,000)	($1,363)	($90)	45.43%	($3,000)	($742)	($119)	24.74%
4908 - INTEREST-OTHER INVESTMENTS	($300,000)	($2,128,140)	($200,867)	709.38%	($1,750,000)	($3,582,936)	($408,064)	204.74%
4910 - INTEREST-INSTALLMENT S/A	($475,000)	($336,809)	($1,283)	70.91%	($400,000)	($5,356)	($262)	1.34%
4916 - CAPITAL GAINS ON INVESTMENTS	$0	$14,392	$10,542	0.00%	$0	($21,003)	($14,387)	0.00%
4950 - SPONSORSHIP	$0	$0	$0	0.00%	$0	$0	$0	0.00%
4966 - OTHER REIMBURSEMENTS	$0	$0	$0	0.00%	$0	$0	$0	0.00%

GENERAL FUND REVENUES
UNAUDITED BUDGET STATEMENT
FOR THE MONTH ENDED SEPTEMBER 30, 2024

	2023				2024			
REVENUE CATEGORY	BUDGET	YEAR TO DATE	SEPTEMBER 2023	% BUDGET	BUDGET	YEAR TO DATE	SEPTEMBER 2024	% BUDGET
4972 - MISCELLANEOUS REVENUE	($177,000)	($55,306)	($27,308)	31.25%	($190,470)	($91,711)	($33,098)	48.15%
52 - OTHER FINANCING	($1,822,600)	$0	$0	0.00%	($1,542,600)	($104,597)	$0	6.78%
5281 - TSF FROM DEBT SERVICE	$0	$0	$0	0.00%	$0	$0	$0	0.00%
5299 - TSF FROM OTHER FUNDS	($280,000)	$0	$0	0.00%	$0	($104,597)	$0	0.00%
53 - SALE-CAPITAL ASSETS	($25,000)	($53,247)	($827)	212.99%	($25,000)	($21,067)	($3,727)	84.27%

GENERAL FUND EXPENDITURES
UNAUDITED BUDGET STATEMENT
FOR THE MONTH ENDED SEPTEMBER 30, 2024

	2023				2024			
EXPENDITURES BY DEPARTMENTS	2023 BUDGET	YEAR TO DATE	SEPTEMBER 2023	% BUDGET	2024 BUDGET	YEAR TO DATE	SEPTEMBER 2024	% BUDGET
0100 - GENERAL FUND	**$54,718,318**	**$42,037,255**	**$7,913,256**	**76.82%**	**$57,014,671**	**$38,713,199**	**$3,968,220**	**67.90%**
01 - GENERAL GOVERNMENT								
01000010 - CITY COUNCIL	$67,400	$42,961	$4,534	63.74%	$65,702	$47,375	$4,875	72.11%
01000020 - CITY MANAGER	$343,400	$215,027	$32,639	62.62%	$334,194	$220,353	$23,131	65.94%
01000030 - CITY ATTORNEY	$515,900	$364,385	$54,724	70.63%	$550,498	$379,255	$39,049	68.89%
01000040 - HUMAN RESOURCES	$803,700	$576,842	$88,146	71.77%	$902,490	$645,412	$60,260	71.51%
01000050 - CITY CLERK	$274,650	$221,237	$31,178	80.55%	$358,802	$223,801	$22,286	62.37%
01000060 - ELECTIONS	$122,700	$86,925	$10,771	70.84%	$209,686	$106,218	$11,862	50.66%
01000071 - FINANCE ADMINISTRATION	$878,100	$645,890	$91,482	73.56%	$985,438	$676,355	$72,719	68.63%
01000072 - TAXES & INTEREST	$60,000	$100,652	$4,581	167.75%	$70,000	$58,147	$0	83.07%
01000090 - PURCHASING	$303,100	$230,024	$34,311	75.89%	$332,394	$234,753	$24,831	70.63%
01000110 - INFORMATION TECH DIV	$1,676,100	$1,382,647	$157,286	82.49%	$1,841,515	$1,454,116	$104,398	78.96%
01000120 - INSURANCE	$1,109,400	$1,037,546	$121,757	93.52%	$1,132,989	$1,060,614	$57,686	93.61%
01000130 - FACILITY MAINTENANCE	$900,494	$719,858	$117,440	79.94%	$1,456,367	$898,246	$99,533	61.68%
01000150 - OSHKOSH MEDIA	$309,100	$238,409	$31,564	77.13%	$328,655	$246,283	$21,872	74.94%
02 - PUBLIC SAFETY								
01000211 - POLICE	$15,972,289	$11,020,198	$1,762,941	69.00%	$17,570,837	$12,047,763	$1,230,267	68.57%
01000214 - ANIMAL CARE	$102,400	$102,398	$0	100.00%	$105,000	$104,958	$0	99.96%
01000217 - AUXILIARY POLICE	$6,800	$2,787	$38	40.98%	$6,300	$1,617	$38	25.66%
01000218 - CROSSING GUARDS	$108,300	$57,288	$7,181	52.90%	$112,612	$57,960	$7,666	51.47%
01000230 - FIRE DEPARTMENT	$15,040,000	$11,527,536	$1,750,798	76.65%	$16,765,811	$11,514,309	$1,214,934	68.68%
01000240 - AMBULANCE	$375,000	$0	$0	0.00%	$396,775	$121,394	$11,590	30.60%
01000250 - HYDRANT RENTAL	$650,000	$487,500	$54,167	75.00%	$650,000	$487,500	$54,167	75.00%
01000290 - POLICE & FIRE COMMISSION	$28,200	$21,248	$1,499	75.35%	$50,200	$26,171	$0	52.13%
03 - PUBLIC WORKS								
01000410 - PW ADMINISTRATION	$236,900	$170,158	$25,837	71.83%	$263,726	$192,340	$20,152	72.93%
01000420 - ENGINEERING	$1,466,767	$910,388	$128,862	62.07%	$1,394,472	$910,943	$100,413	65.33%
01000430 - STREETS	$2,728,967	$2,027,213	$280,363	74.29%	$3,184,061	$1,862,425	$278,612	58.49%
01000450 - CENTRAL GARAGE	$438,200	$377,821	$47,015	86.22%	$659,953	$321,036	$33,291	48.65%
04 - TRANSPORTATION								
01000801 - ELECTRICAL	$675,500	$506,712	$84,448	75.01%	$773,456	$482,364	$51,127	62.36%
01000810 - SIGN	$235,100	$182,630	$27,265	77.68%	$273,850	$183,325	$20,966	66.94%
06 - CULTURE & RECREATION								
01000610 - PARKS	$2,210,265	$1,617,729	$221,284	73.19%	$2,813,144	$1,834,086	$168,233	65.20%
01000620 - FORESTRY	$489,600	$353,666	$41,950	72.24%	$647,007	$407,456	$41,484	62.98%
07 - CONSERVATION & DEVELOPMENT								
01000080 - CITY ASSESSOR	$772,100	$353,371	$29,652	45.77%	$757,505	$435,511	$29,413	57.49%
01000730 - ECONOMIC DEVELOPMENT	$692,526	$477,145	$71,628	68.90%	$742,059	$498,776	$49,038	67.22%
01000740 - PLANNING	$781,312	$514,765	$80,611	65.88%	$856,819	$556,539	$70,850	64.95%
08 - UNCLASSIFIED								
01000911 - PATRIOTIC CELEBRATION	$24,100	$28,015	$0	116.24%	$24,100	$23,884	$0	99.11%
01000914 - UNCLASSIFIED	$4,319,950	$5,436,285	$2,517,306	125.84%	$398,255	$391,912	$43,477	98.41%
Grand Total	**$54,718,318**	**$42,037,255**	**$7,913,256**	**76.82%**	**$57,014,671**	**$38,713,199**	**$3,968,220**	**67.90%**

PRELIMINARY BUDGET STATEMENT
SPECIAL REVENUE TIF FUNDS
FOR THE MONTH ENDED SEPTEMBER 30, 2024

	ACCOUNT	CURRENT MONTH	YTD ACTUAL	BUDGET	BEGINNING FUND BALANCE	YTD FUND BALANCE
0201 - SENIOR SERVICES REVOLVING FUND					($173,222)	($197,145)
	Revenue	($4,554)	($50,250)	($64,000)		
	Expense	$2,558	$26,327	$63,017		
0202 - CDBG REVOLVING LOAN FUND					($222,261)	($341,470)
	Revenue	($100)	($233,901)	($250,000)		
	Expense	$11,690	$114,693	$249,999		
0209 - BUSINESS IMPROVEMENT DISTRICT					($115,324)	($167,700)
	Revenue	$0	($176,434)	($222,110)		
	Expense	$20,811	$124,057	$255,000		
0211 - RECYCLING					($2,929,299)	($3,464,950)
	Revenue	($6,571)	($1,121,922)	($1,138,000)		
	Expense	$76,454	$586,271	$1,113,722		
0212 - GARBAGE COLLECTION & DISPOSAL					$45,794	($433,101)
	Revenue	($3,643)	($1,783,318)	($1,805,000)		
	Expense	$156,529	$1,304,423	$1,800,291		
0215 - POLICE SPECIAL FUNDS					($298,048)	($438,712)
	Revenue	($4,782)	($268,110)	($141,431)		
	Expense	$5,443	$127,446	$277,970		
0223 - STREET LIGHTING FUND					($223,220)	($582,899)
	Revenue	$0	($1,060,300)	($1,060,300)		
	Expense	$82,556	$700,621	$1,090,876		
0224 - SPECIAL EVENTS					($667,978)	$6,574,137
	Revenue	($78,093)	($646,169)	$0		
	Expense	$655,382	$7,888,284	$12,737,393		
0227 - MUSEUM MEMBERSHIP FUND					($642,614)	($646,532)
	Revenue	($4,174)	($60,619)	($79,000)		
	Expense	$5,737	$56,700	$237,723		
0231 - SENIOR SERVICES					($34,681)	($124,008)
	Revenue	($8,868)	($589,253)	($687,100)		
	Expense	$52,581	$499,926	$752,400		
0235 - FIRE SPECIAL REVENUE					($408,607)	($514,673)
	Revenue	$0	($189,069)	($133,289)		
	Expense	$4,466	$83,003	$275,448		
0239 - LIBRARY					($228,658)	($1,108,743)
	Revenue	($32,181)	($3,844,949)	($4,080,036)		
	Expense	$331,901	$2,964,863	$4,079,973		
0241 - MUSEUM					($97,648)	($250,422)
	Revenue	($3,393)	($1,053,447)	($1,382,904)		
	Expense	$97,666	$900,674	$1,278,387		

PRELIMINARY BUDGET STATEMENT
SPECIAL REVENUE TIF FUNDS
FOR THE MONTH ENDED SEPTEMBER 30, 2024

	ACCOUNT	CURRENT MONTH	YTD ACTUAL	BUDGET	BEGINNING FUND BALANCE	YTD FUND BALANCE
0242 - MUSEUM COLLECTIONS					($676,030)	($703,264)
	Revenue	($2,987)	($36,281)	($3,000)		
	Expense	$0	$9,047	$56,900		
0247 - CEMETERY					($324,220)	($361,488)
	Revenue	($7,535)	($378,280)	($523,420)		
	Expense	$26,984	$341,013	$522,676		
0249 - COMMUNITY DEVEL SPECIAL FUNDS					($162,571)	($169,898)
	Revenue	$0	($7,327)	$0		
	Expense	$0	$0	$10,589		
0255 - PARKS REVENUE FACILITIES					($686,862)	($670,241)
	Revenue	($24,995)	($230,126)	($381,500)		
	Expense	$20,585	$246,747	$381,456		
0256 - LEACH AMPHITHEATER					($96,803)	($93,536)
	Revenue	($12,747)	($68,545)	($103,500)		
	Expense	$8,725	$71,813	$101,471		
0257 - PUBLIC WORKS SPECIAL FUND					$41,331	$72,528
	Revenue	($11,276)	($61,881)	($630,000)		
	Expense	$9,551	$93,078	$627,711		
0259 - POLLOCK WATER PARK					($78,600)	$78,325
	Revenue	($1,380)	($338,569)	($892,400)		
	Expense	$23,032	$495,494	$1,381,395		
0271 - RENTAL INSPECTIONS					($42,317)	($79,217)
	Revenue	$0	($36,900)	$0		
	Expense	$0	$0	$0		
0301 - NEIGHBORHOOD IMPROV LOAN PRGRM					($275,692)	($275,692)
	Revenue	$0	$0	$0		
	Expense	$0	$0	$218,100		
0302 - HEALTHY NEIGHBORHOOD INITIATVE					($2,699,099)	($2,417,013)
	Revenue	($11,198)	($126,722)	($60,000)		
	Expense	$87,611	$408,807	$698,689		
0303 - COMMUNITY DEVLP BLOCK GRANT					($4,121,400)	($4,121,400)
	Revenue	($67,423)	($857,714)	($807,095)		
	Expense	$67,423	$857,714	$3,736,228		
0304 - LOCAL GO EDC REV LOAN PROGRAM					($2,020,545)	($2,018,018)
	Revenue	$2,139	$2,526	$0		
	Expense	$0	$0	$450,000		
0307 - SENIOR CENTER					($125,237)	($125,239)
	Revenue	$0	($2)	$0		
	Expense	$0	$0	$3,000		

PRELIMINARY BUDGET STATEMENT
SPECIAL REVENUE TIF FUNDS
FOR THE MONTH ENDED SEPTEMBER 30, 2024

	ACCOUNT	CURRENT MONTH	YTD ACTUAL	BUDGET	BEGINNING FUND BALANCE	YTD FUND BALANCE
0501 - GRAND OPERA HOUSE FUND					$2,668,616	$2,703,813
	Revenue	$0	($1)	$46,216		
	Expense	$4,907	$35,198	$9,316		
0502 - TIF #25 CITY CENTR HOTEL					$137,937	$73,235
	Revenue	$0	($290,849)	($287,000)		
	Expense	$0	$226,147	$150		
0504 - TIF #26 AVIATION BUS PRK					$3,602,924	$3,603,074
	Revenue	$0	$0	$0		
	Expense	$0	$150	$200		
0506 - PARKING RAMP FUND					($546,308)	($449,365)
	Revenue	($6,798)	($32,852)	($110,000)		
	Expense	$104,182	$129,795	$368,762		
0508 - TIF #27 N MAIN IND PARK					$907,293	$469,789
	Revenue	$0	($437,655)	($247,000)		
	Expense	$0	$150	$23,200		
0510 - TIF #28 - BEACH BUILDING REDEV					($34,942)	($93,150)
	Revenue	$0	($58,358)	($57,000)		
	Expense	$0	$150	$50,200		
0512 - TIF #29 MORGAN DISTRICT					($30,475)	($48,162)
	Revenue	$0	($17,867)	($15,000)		
	Expense	$0	$180	$150		
0514 - TIF #30 WASHINGTON BUILDING					($52,516)	($110,079)
	Revenue	$0	($57,714)	($55,000)		
	Expense	$0	$150	$45,200		
0516 - TIF #31 BUCKSTAFF REDEVE					($48,224)	($661,034)
	Revenue	$0	($620,500)	($555,200)		
	Expense	$3,790	$7,690	$523,600		
0518 - TIF #32 GRANARY REDEVELOPMENT					($5,237)	($20,495)
	Revenue	$0	($15,408)	($15,200)		
	Expense	$0	$150	$15,200		

PRELIMINARY BUDGET STATEMENT
SPECIAL REVENUE TIF FUNDS
FOR THE MONTH ENDED SEPTEMBER 30, 2024

	ACCOUNT	CURRENT MONTH	YTD ACTUAL	BUDGET	BEGINNING FUND BALANCE	YTD FUND BALANCE
0519 - TIF #33 LAMICO REDEVELOPMENT					($282,021)	($604,526)
	Revenue	$0	($322,655)	($292,400)		
	Expense	$0	$150	$230,200		
0520 - TIF #24 OSHKOSH CORP E-COAT					($6,208)	($246,224)
	Revenue	$0	($240,166)	($260,000)		
	Expense	$0	$150	$80,200		
0522 - TIF #14 MERCY MEDICAL CENTER					($1,039,261)	($1,648,549)
	Revenue	$0	($603,194)	($585,115)		
	Expense	$0	($6,094)	$691,150		
0524 - TIF #15 PARK PLAZA COMMERCE ST					($3,085,646)	($3,351,837)
	Revenue	$0	($266,342)	($260,000)		
	Expense	$0	$150	$130,200		
0526 - TIF #16 100 BLOCK REDEVELOPMNT					($639,430)	($792,107)
	Revenue	$0	($152,827)	($150,600)		
	Expense	$0	$150	$85,200		
0528 - TIF #19 NW INDUSTRIAL EXPANSN					($903,429)	($1,191,696)
	Revenue	$0	($291,742)	($301,000)		
	Expense	$3,325	$3,475	$150		
0529 - TIF #08 S AVIATION					($28,964)	($28,746)
	Revenue	$0	$0	$0		
	Expense	$0	$218	$5,435		
0530 - TIF #17 CITY CENTER REDEVELOP					($573,740)	($824,579)
	Revenue	$0	($374,963)	($368,000)		
	Expense	$0	$124,125	$347,200		
0532 - TIF #18 SOUTH WEST INDUSTRIAL					$126,138	($453,495)
	Revenue	$0	($580,384)	($579,300)		
	Expense	$0	$750	$41,400		
0533 - TIF #10 MAIN & WASH					$26,550	$61,046
	Revenue	$0	$0	$0		
	Expense	$0	34,496.00	$0		
0534 - TIF #20 SOUTH SHORE REDEVELOP					($2,761,099)	($2,736,796)
	Revenue	$0	($1,049)	$0		
	Expense	$2,143	$25,352	$4,556,135		
0535 - TIF #11 OSH OFFICE CENTR					($62,915)	($22,690)
	Revenue	$0	$0	$0		
	Expense	$0	$40,225	$0		
0536 - TIF #21 FOX RIVER CORR					($540,501)	($878,912)
	Revenue	$0	($524,381)	($505,000)		
	Expense	$69,836	$185,970	$816,200		

PRELIMINARY BUDGET STATEMENT
SPECIAL REVENUE TIF FUNDS
FOR THE MONTH ENDED SEPTEMBER 30, 2024

	ACCOUNT	CURRENT MONTH	YTD ACTUAL	BUDGET	BEGINNING FUND BALANCE	YTD FUND BALANCE
0537 - TIF #12 DIVISION ST					($807,748)	($963,187)
	Revenue	$0	($155,590)	($151,600)		
	Expense	$0	$150	$150,260		
0539 - TIF #13 MARION RD/PEARL					$587,190	$231,060
	Revenue	$0	($358,503)	($359,100)		
	Expense	$8	$2,372	$81,500		
0540 - TIF #23 SW IND PARK EXP					$2,696,042	$3,091,279
	Revenue	$0	($23,401)	($23,500)		
	Expense	$0	$418,637	$558,586		
0580 - TIF #34 OSHKOSH CORP HEADQTRS					$52,821	($1,098,122)
	Revenue	$0	($1,151,093)	($1,200,000)		
	Expense	$0	$150	$1,200,200		
0581 - TIF #35 OSHKOSH AVE CORRIDOR					($1,540,309)	($2,305,023)
	Revenue	$0	($764,865)	($650,000)		
	Expense	$0	$150	$18,267		
0582 - TIF #36 MERGE REDEVELOPMENT					($15,730)	($360,967)
	Revenue	$0	($345,387)	($322,200)		
	Expense	$0	$150	$300,200		
0583 - TIF #37 AVIATION PLAZA					($28,933)	($279,756)
	Revenue	$0	($250,973)	($235,000)		
	Expense	$0	$150	$215,200		
0584 - TIF #38 PIONEER REDEVELOPMENT					($638)	($15,265)
	Revenue	$0	($14,777)	($11,000)		
	Expense	$0	$150	$200		
0585 - TIF #39 CABRINI SCHOOL REDEV					($39,367)	($79,164)
	Revenue	$0	($39,946)	($25,000)		
	Expense	$0	$150	$24,200		
0586 - TIF #40 MILES KIMBALL REDEVEL					$13,216	($10,216)
	Revenue	$0	($23,612)	($6,000)		
	Expense	$30	$180	$4,700		
0587 - TIF #41 SMITH SCHOOL REDEVELOP					$10,929	$1,004
	Revenue	$0	($10,074)	$0		
	Expense	$0	$150	$11,200		
0588 - TIF #42 MORGAN CROSSING II					$2,975	$2,701
	Revenue	$0	($424)	$0		
	Expense	$0	$150	$200		
0589 - TIF #43 MILL ON MAIN					$62,219	$62,388
	Revenue	$0	($11)	$0		
	Expense	$0	$180	$400,150		

PRELIMINARY BUDGET STATEMENT
CAPITAL PROJECTS AND DEBT FUNDS
FOR THE MONTH ENDED SEPTEMBER 30, 2024

	ACCOUNT	CURRENT MONTH	YTD ACTUAL	BUDGET	BEGINNING FUND BALANCE	YTD FUND BALANCE
0311 - SIDEWALK CONSTRUCTION FUND					$3,348,127	$3,348,127
	Revenue	$0	$0	$0		
	Expense	$0	$0	$0		
0315 - STREET IMPROVEMENT FUND					($8,353,109)	($8,353,109)
	Revenue	$0	$0	$0		
	Expense	$0	$0	$0		
0317 - SPECIAL ASSESSMENT IMPROVEMENT					($16,056,207)	($17,607,407)
	Revenue	($222,185)	($2,190,626)	($3,630,300)		
	Expense	$16,593	$639,426	$1,521,986		
0321 - CONTRACT CONTROL FUND					($2,853,962)	$17,590,506
	Revenue	$0	($889,073)	$0		
	Expense	$2,909,134	$21,333,542	$74,209,306		
0322 - ENTERPRISE CAPITAL FUND					($139,483)	$6,103,550
	Revenue	$0	$0	($663,000)		
	Expense	$676,645	$6,243,033	$105,282,939		
0323 - EQUIPMENT FUND					($15,691,525)	($10,982,361)
	Revenue	$0	($1,205,500)	($1,205,500)		
	Expense	$1,903,331	$5,914,663	$24,615,076		
0325 - PARKS IMPROVEMENT					$1,493,266	$2,118,934
	Revenue	($7,950)	($216,638)	$0		
	Expense	$9,103	$842,306	$5,378,661		
0327 - PARK SUBDIVISION IMPROVEMENT					($411,039)	($429,239)
	Revenue	($600)	($18,200)	$0		
	Expense	$0	$0	$0		
0333 - TREE & BENCH MEMORIAL						
	Revenue	$0	($15,077)	($58,000)	($189,143)	$25,418
	Expense	$0	$229,638	$33,000		
0335 - SPECIAL ASSESSMENT REPLACEMENT					$0	($2,321,783)
	Revenue	($293,514)	($2,383,397)	($2,250,000)		
	Expense	$0	$61,614	$0		
0401 - DEBT SERVICE FUND					($1,551,959)	($10,226,322)
	Revenue	($21,903)	($15,132,247)	($14,647,400)		
	Expense	$2,500	$6,457,884	$14,647,400		

PRELIMINARY BUDGET STATEMENT
ENTERPRISE FUNDS
FOR THE MONTH ENDED SEPTEMBER 30, 2024

	ACCOUNT	CURRENT MONTH	YTD ACTUAL	BUDGET	BEGINNING FUND BALANCE	YTD FUND BALANCE
0503 - OSHKOSH CONVENTION CENTRE					($7,072,747)	($7,298,413)
	Revenue	($210,033)	($1,551,196)	($2,515,900)		
	Expense	$268,226	$1,325,530	$2,402,060		
0509 - PARKING UTILITY					($1,841,055)	($1,848,388)
	Revenue	($7,553)	($76,948)	($109,600)		
	Expense	$4,888	$69,615	$207,639		
0511 - TRANSIT UTILITY					($11,125,626)	($9,690,775)
	Revenue	($1,249,708)	($3,429,295)	($7,224,344)		
	Expense	$478,423	$4,864,145	$15,827,305		
0515 - IND PARK LAND ENTERPRISE FUND					($2,953,729)	($2,979,069)
	Revenue	($25,000)	($30,000)	($500,000)		
	Expense	$464	$4,660	$32,600		
0541 - WATER UTILITY					($71,102,406)	($73,193,961)
	Revenue	($1,674,335)	($14,776,461)	($18,709,400)		
	Expense	$1,101,282	$12,684,907	$22,048,746		
0551 - SEWER UTILITY					($68,701,307)	($72,757,815)
	Revenue	($1,644,812)	($15,370,680)	($18,853,600)		
	Expense	$1,159,701	$11,314,172	$17,390,655		
0561 - STORMWATER UTILITY					($78,437,779)	($83,479,936)
	Revenue	($1,314,159)	($12,066,772)	($15,356,400)		
	Expense	$741,595	$7,024,615	$10,420,005		
0571 - INSPECTION SERVICES					($2,614,447)	($2,955,712)
	Revenue	($112,827)	($1,114,328)	($1,219,200)		
	Expense	$86,163	$773,063	$1,323,927		

City of Oshkosh

Cash and Investment Report

For the Month Ended September 30, 2024

	Beginning Balance	Period Change	Ending Balance
OPERATING CASH			
TREASURY CASH - OPERATIONS	**$140,094,865.21**	**($6,956,272.86)**	**$133,138,592.35**
0707 - TRUST FUNDS			
80501 - CEMETERY TRUST	$22,873.76	$390.53	$23,264.29
80615 - OPL MEMORIALS	$1,241.63	$0.10	$1,241.73
80801 - FISK-GALLUP TRUST	$31,508.27		$31,508.27
TRUST AND INVESTMENTS			
TREASURY CASH - OPERATIONS	**$31,341,436.25**	**$149,739.44**	**$31,491,175.69**
0227 - MUSEUM MEMBERSHIP FUND	**$102,069.12**	**$447.70**	**$102,516.82**
0242 - MUSEUM COLLECTIONS	**$680,926.43**	**$2,986.69**	**$683,913.12**
0541 - WATER UTILITY	**$1,254,049.26**	**$5,500.54**	**$1,259,549.80**
0551 - SEWER UTILITY	**$2,222,532.58**	**$29,205.99**	**$2,251,738.57**
0561 - STORMWATER UTILITY	**$588.40**	**$2.58**	**$590.98**
0707 - TRUST FUNDS			
80501 - CEMETERY TRUST	$1,303,875.75	$13,668.29	$1,317,544.04
80502 - HARVEY C CLUTE TRUST	$74.07	$0.32	$74.39
80503 - HEYMAN TRUST	$39,398.47	$237.66	$39,636.13
80504 - ROBERT J HUME TRUST	$1,459.69	$6.40	$1,466.09
80505 - AMBER H MAXWELL TRUST	$8,146.98	$66.14	$8,213.12
80506 - JOHN FRANCIS ROBERTS TRUST	$2,705.02	$11.86	$2,716.88
80507 - LOUISE SARAU TRUST	$5,890.08	$25.82	$5,915.90
80601 - OACF OPLCIF HOXTEL	$28,569.36	$441.12	$29,010.48
80605 - OACF OPLCIF ARCHER	$2,933.23	$45.30	$2,978.53
80607 - OACF OPLCIF A GRUENWALD	$4,412.59	$68.14	$4,480.73
80609 - OACF OPLCIF G HILTON	$18,904.43	$291.90	$19,196.33
80612 - OACF OPLCIF E W KELSH	$4,401.21	$67.97	$4,469.18
80613 - OACF OPLCIF G KENNY	$15,531.27	$239.80	$15,771.07
80618 - OACF OPLCIF SCHUSTER BOOKS	$272,867.25	$4,213.08	$277,080.33
80627 - OACF OPLCIF S ZELLMER	$138,112.44	$2,132.46	$140,244.90
80628 - JOHN HICKS TRUST FUND	$194,306.12	$792.85	$195,098.97
80629 - OACF DEVELOPMENT & SUPPORT	$708,688.15	$12,446.36	$721,134.51
80630 - OACF FACILITY IMPROVEMENT	$1,908,616.38	$29,469.14	$1,938,085.52
80631 - OACF PROGRAMMING SUPPORT	$1,270,513.68	$19,616.80	$1,290,130.48
80632 - OACF TECHNOLOGY	$1,287,746.89	$19,882.90	$1,307,629.79
80633 - OACF COLLECTION IMPROVEMENT FUND	$1,260,273.69	$19,555.75	$1,279,829.44
80634 - OACF PRO SUPP FUND - MARY MALNAR	$31,248.11	$482.49	$31,730.60
80635 - OACF TECH FUND - AV TRUST	$40,585.92	$626.66	$41,212.58
80636 - OACF TECH FUND - JOHN NICHOLS	$66,620.72	$1,028.61	$67,649.33
80637 - OACF OPLCIF-G JACKSON	$2,640.80	$40.78	$2,681.58
80638 - OACF OPLCIF-W STEIGER	$17,095.16	$263.96	$17,359.12
80640 - OACF RON METZ CENTENNIAL FUND	$38,750.80	$580.51	$39,331.31
80642 - GEORGE HILTON LIBRARY & MUSEUM TRST	$4,245.30	$230.30	$4,475.60
80643 - GEORGE HILTON SPECIAL LIBRARY TRUST	$991.20	$53.73	$1,044.93

City of Oshkosh

Cash and Investment Report

For the Month Ended September 30, 2024

	Beginning Balance	Period Change	Ending Balance
80644 - FRANK & ANNA ROJAHN TRUST	$10,230.46	$279.26	$10,509.72
80645 - MARGUERITE E ZELLMER TRUST	$11,854.32	$637.40	$12,491.72
80646 - 0ACF CONVENTION CENTER MAINT FUND	$335,729.70	$5,029.39	$340,759.09
80647 - OACF POLICE DEPT FUND	$305,718.14	$4,780.20	$310,498.34
80650 - ABBEY S HARRIS TRUST	$1,755.41	$95.18	$1,850.59
80651 - OPL-CIF-RASMUSSEN	$56,600.16	$873.92	$57,474.08
80652 - OPL-CIF-ROJAHN	$4,765.54	$73.56	$4,839.10
80701 - ETHEL J BEHNCKE MUSEUM TRUST	$162,207.51	$710.94	$162,918.45
80702 - WILLIAM E BRAY MUSEUM TRUST	$11,874.51	$203.13	$12,077.64
80703 - FREDERICK S & MARION H DUROW TRUST	$3,162,964.06	$21,904.00	$3,184,868.06
80704 - LONA & EDWARD G KITZ TRUST	$97,656.19	$2,278.68	$99,934.87
80705 - RICHARD KITZ DIRECTORS TRUST	$167,975.91	$736.22	$168,712.13
80706 - MUSEUM ENDOWMENT TRUST	$463,199.07	$6,457.58	$469,656.65
80707 - R KITZ BEQUEST	$247,268.32	$3,075.56	$250,343.88
80801 - FISK-GALLUP TRUST	$5,581.80	$24.46	$5,606.26
80802 - EMMA J GOULD TRUST	$4,373.75	$19.17	$4,392.92
80803 - SOPHIE L HUHN TRUST	$5,061.86	$22.19	$5,084.05
80804 - JULIA L STANHILBER LIB & PKS TRUST	$770,876.91	$2,743.08	$773,619.99
80805 - JULIA L STANHILBER PARKS TRUST	$1,438.12	$6.30	$1,444.42
INVESTMENTS-DEPRECIATION FUND			
0541 - WATER UTILITY	**$161,699.45**	**$2,124.86**	**$163,824.31**
INVESTMENTS-REVENUE BOND RESERVE			
0541 - WATER UTILITY	**$5,252,474.71**	**$52,567.91**	**$5,305,042.62**
0551 - SEWER UTILITY	**$5,896,155.13**	**$47,500.67**	**$5,943,655.80**
0561 - STORMWATER UTILITY	**$8,252,674.13**	**$60,970.30**	**$8,313,644.43**

CASH ON HAND
FOR THE MONTH ENDED SEPTEMBER 30, 2024

POOLED CASH	
	Ending Balance
MASTER	38,883,937.67
Payroll	-
Payables	-
General	2,339,925.11
Museum Special	-
Tax/Epay	-
Bid	-
Pollock Pool	-
Museum Paypal	-
Parks CC	-
Library CC	-
CFCU - Tax	6,651,636.19
TOTAL BANK BAL	**47,875,498.97**

DEBT Accounts	
	Ending Balance
ARPA FUNDS	19,926,712.04
2019A GO BONDS	5,698,862.58
2019B GO NOTES	12,672,955.37
2019C Storm	5,642,344.62
2019D Sewer	20,715,711.02
2019E Water	764,523.56
2023B Storm	6,261,068.16
2023A GO BONDS	7,076,843.02
2023C Water	7,702,272.24
TOTAL BANK BAL	**86,461,292.61**

Trust Acounts	
	Ending Balance
OPL	1,241.73
Fisk Gallup	31,508.27
Cemetery	23,264.29
TOTAL BANK BAL	**56,014.29**

DATE: November 12, 2024

SUBJECT: Receipt & Filing of Minutes - Museum Arts and Culture Board, 09.11.2024

Attachments

MAC Minutes 09.11.2024

Minutes of the September 11, 2024 Museum, Arts and Culture Board Meeting

(Approved at the October 9, 2024 Board Meeting)

The September meeting of the Oshkosh Public Museum (OPM) Museum, Arts and Culture (MAC) Board was held Wednesday, September 11, 2024, in the Galena Room of the Museum. Chair Vicky Redlin called the meeting to order at 4:30 p.m.

The roll was taken by Administrative Assistant Theresa Books.

Present at Roll: Board Chair Vicky Redlin, Board Members Becky Matzke, Drew Mueske, Alternates Erron Hundt and Carrie Olson

Excused: Vice-Chair Rebecca Doe Brown
Absent: Board Member/Mayor Matt Mugerauer

With Ms. Brown out, Chair Redlin appointed Ms. Olson.
With Mr. Mugerauer out, Chair Redlin appointed Ms. Hundt.

Also Present: Museum Director Anna Cannizzo, Curator of Education Neal Matherne, and Administrative Assistant Theresa Books recording the Minutes.

There were no citizen statements to the Board.

Consent Agenda items included:

A. Minutes of the August 14, 2024, Board Meeting
B. Receipt and Filing of 2nd Quarter Reports for Museum Funds Held at the Oshkosh Area Community Foundation

MOTIONS: Approve Consent Agenda Items. (Olson; second Mueske)
CARRIED: Yes (5) Hundt, Matzke, Mueske, Olson, Redlin

Director Cannizzo presented details regarding the Membership and Collections Budgets. She reported that she and Ms. Books met with the Finance department to review the Museum's budgets prior to meeting with City Manager Rohloff on September 17th. The three budgets that the Museum prepares are the Operating, Collections Fund, and the Membership Fund. The MAC Board oversees and approves two of these budgets.

The Collections Fund is a trust held by the City that can only be used for the care, interpretation, and improvement of the Museum's permanent collection. Additionally, the interest earned from the Museum Fund held at the Oshkosh Area Community Foundation (OACF) can be used only for

collections. There are very few changes to this budget from last year. Additional funds have been added for minor equipment to care for and maintain the collection: a specialized vacuum to aid in care of the collection and a new camera that will be used for the ongoing documentation of the collection. Funds were added for outside expert assessments for the collection which includes: conservation, tribal visits or assessments, and other experts such as Heritage Lighting, a Tiffany lighting expert that assisted with bulb replacement and maintenance for the Landscape Window on the landing of the main staircase. Director Cannizzo asked if there were any questions. Ms. Hundt asked about the software "Climate Notebook." Director Cannizzo explained it is a program that lets staff monitor the environment in the individual galleries. An example: the Clans Figures must remain at a range of humidity so that the wood carvings don't crack. This program provides details of how stable the temperature and relative humidity are in the room.

Director Cannizzo then reviewed details of the Membership Budget. She noted that it is also a trust fund. It is used for a number of activities such as education and enrichment programming, outside exhibit rentals & internal temporary exhibit curation, publications, signage, mailings etc. Interest from trusts and bequests are often transferred into this fund. There are very few changes to this budget this year. The most significant funding request is to add another part-time LTE Visitor Services position. Staff anticipate a greater need for a front of house position due to operational needs associated with hosting significant exhibitions, events, and programming. Currently the Museum has two Visitor Services positions, with full-time staff assisting with coverage. Having a third position will allow greater flexibility among the Visitor Services staff, and would be more cost effective and efficient than having full-time staff dedicate working hours to this area of operations. Dr. Matherne noted that Visitor Services staff are well trained. Their expertise in the store and admissions area make them able to quickly adjust to the many changes of details that occur; such as group attendance and other large fluctuations of visitors as well as point of sale details.

Also requested are: funds for a new Volunteer software program. Dr. Matherne noted that he has worked with the program "Better Impact." It meets museum standards for quality and the people at this company are extremely helpful as new parts of the software need to be implemented. Director Cannizzo noted the budget line for final payments for the visiting exhibition "Tiffany's Gardens in Glass," as well as internal exhibition curation and programming. She noted that because Ms. Stel seeks sponsorship for larger exhibitions, some of the costs may be offset with sponsor commitments.

When there were no further questions, President Redlin asked for a motion.
MOTION: The Board approve the budgets as presented. (Matzke; second Olson)

CARRIED: Yes (5) Hundt, Matzke, Mueske, Olson, Redlin

Dr. Matherne began the Education and Programming Report noting that Día de los Muertos planning continues. Some things will be similar to the previous two years and some things will be new this year. Education Intern Emiliano Rodriguez, UW-Milwaukee Museum Studies, has been working at OPM through the summer months on a project that was determined from feedback at last year's Día event. It was realized that visitors enjoy all of the festivities, but would like to know

a little more about the details. Such as why marigolds, sugar skulls and other things are significant for this event. Emiliano does education outreach for the Milwaukee Public Museum, he did his undergraduate here in Oshkosh and did his museum assessment here at OPM. There will be additional interpretive panels. More training will be given to volunteers this year so they are more informed about Día and can answer more questions. Additionally, more Spanish interpretation will be available throughout that day. Dr. Matherne is specifically recruiting Spanish speaking volunteers.

The Día de los Muertos event is planned for Saturday, November 2, 10:00 am - 4:30 pm (Museum hours) it is a free event for the community. Dr. Matherne encouraged MAC Board members to let him know if they are available to volunteer. Shifts are 9:00-12:30 and 12:15 – 4:38. That concluded the Education and Programming Report.

Chair Redlin requested the Director's Report.

Director Cannizzo began her report with facility updates. The Waldwic Gallery construction area is still closed to address outstanding punch list items. One item: a small leak in the roof was identified – some new ceiling tiles and sheet rock are needed to restore that area. She does not have a date that staff will be able to take occupancy.

Just today she learned that the new security cameras will be installed October 16-18. These will be centralized at the police department so that if they need to respond to an alarm, camera read outs will help them know what they will be dealing with. Staff will wait to install the exhibit in the Waldwic Gallery until the cameras are in place.

The exterior signage project is ongoing. City staff are in the process of working through the design proposal drafts and determining lighting and other details.

For staffing updates, Director Cannizzo reported that the Assistant Director/Chief Curator position was posted for about three weeks and closed on September 8th. She is reviewing applications and is hopeful to schedule interviews in the next few weeks.

The Archivist position has been updated and sent to HR for review. The process to recruit for this position will wait until the Assistant Director/Chief Curator is seated because the Assistant Director will serve as the Archivist's supervisor. It is hoped to fill this position by the end of the year. That concluded the Director's report.

With no additional agenda items Chair Redlin asked for a motion to adjourn.

MOTION: Adjourn (Hundt; second Mueske)

CARRIED: Voice Vote

The meeting adjourned at 5:18 p.m.

TO:	Honorable Mayor and Members of the Common Council
FROM:	Mike Stanley, Fire Chief
DATE:	November 12, 2024
SUBJECT:	Res 24-564 Approve Inter-Agency Agreement Between Winnebago County and City of Oshkoshfor Type II Hazardous Material (Hazmat) Response Services for 2025

BACKGROUND

The Oshkosh Fire Department has historically had an Inter-Agency Agreement between Winnebago County and the City of Oshkosh For Type II Hazardous Material Response Services.

ANALYSIS

This would be a renewal for 2025 to continue the agreement to participate in the Winnebago County Hazmat Emergency Response Plan. The Oshkosh Fire Department would continue to provide initial emergency response to hazardous substance releases to assist fire districts within the County when requested.

FISCAL IMPACT

The Oshkosh Fire Department will be compensated through the Local Emergency Planning Committee (LEPC) budget for the purpose of hazmat equipment at the rate of $9,000.00 per year. These funds will be deposited in account 0235-0230-4240.

RECOMMENDATION

The recommendation would be that Common Council approve continuing this agreement with Winnebago County so that we can continue to this mutually beneficial relationship.

Attachments

RES 24-564
HAZMAT Contract 2025 unsigned

11/12/2024	24-564	RESOLUTION
CARRIED	6-0	

PURPOSE: APPROVE INTER-AGENCY AGREEMENT BETWEEN WINNEBAGO COUNTY AND CITY OF OSHKOSH FOR TYPE II HAZARDOUS MATERIAL (HAZMAT) RESPONSE SERVICES FOR 2025

INITIATED BY: OSHKOSH FIRE DEPARTMENT

WHEREAS, the Oshkosh Fire Department provides hazardous material response services through contract with the State of Wisconsin Department of Military Affairs, Division of Emergency Management; and

WHEREAS, the Oshkosh Fire Department has previously provided county wide hazardous material response services through Agreement with Winnebago County; and

WHEREAS, Winnebago County has requested the Oshkosh Fire Department to continue to provide these services within the County for calendar year 2025.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the attached Agreement with Winnebago County for Hazardous Materials Response Services from January 1, 2025 through December 31, 2025 is hereby approved and the proper City officials are hereby authorized to execute and deliver the agreement in substantially the same form as attached hereto, any changes in the execution copy being deemed approved by their respective signatures, and said City officials are authorized and directed to take those steps necessary to implement the terms and conditions of the Agreement.

INTER-AGENCY AGREEMENT
BETWEEN WINNEBAGO COUNTY AND CITY OF OSHKOSH
FOR TYPE II HAZARDOUS MATERIAL (HAZMAT) RESPONSE SERVICES
January 1, 2025 – December 31, 2025

THIS AGREEMENT is entered into pursuant to the authority provided by Section 66.0301, Wisconsin Statutes, as to inter-governmental cooperative agreements; pursuant to Section 323.60, Wisconsin Statues, as to general Emergency Response requirements and pursuant to Section 323.15, relating to the powers and authority of Emergency Management.

WHEREAS, Winnebago County, a municipal corporation, whose address is 112 Otter Avenue, Oshkosh, Wisconsin 54901 (hereinafter referred to as "County") and the City of Oshkosh, a municipal corporation, whose address is 215 Church Avenue, Oshkosh, Wisconsin 54901, (hereinafter referred to as "City") desire to enter into an inter-governmental agreement regarding TYPE II Hazardous Material (HAZMAT) Response Services; and

WHEREAS, County desires to provide fiscal resources as herein specified in this agreement and in order to enhance the county-wide use of City's HAZMAT Response Team by County; and

WHEREAS, City is able and willing to provide such services in accordance with its hazardous material plan, upon the request of the Local Emergency Planning Committee (hereinafter referred to as "LEPC") or the Winnebago County Emergency Management Director, as its designee.

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself, the COUNTY and CITY do agree as follows:

I. DEFINITIONS

1.01 HAZARDOUS SUBSTANCE:

A "hazardous substance" is as defined pursuant to Section 42 U.S.C.A. Sec. 9601(4) or those substances designated by the administrator of the U.S. Environmental

Protection Agency, pursuant to 42 U.S.C.A. Sec. 9602(a), as such Statutes and shall include, but not shall be limited to, flammable liquids or substances.

1.02 SUBSTANCE RELEASE:

"Substance Release" is defined as the release or spill of a hazardous substance as defined in Sec. 1.01 of this agreement.

1.03 SUBSTANCE RELEASE RESPONSE:

"Substance Release Response" is defined as those activities undertaken by and authorized by the City's HAZMAT Response Team throughout Winnebago County at the request of the LEPC or Emergency Management Director or designees to provide adequate emergency response to hazardous substance release.

1.04 CITY HAZMAT RESPONSE TEAM:

The Fire Chief or his designee shall supervise and direct operations of the City Response Team.

II. PURPOSE OF AGREEMENT

2.01 It is the intended purpose of the parties to this agreement to develop a HAZMAT Plan for County-Wide HAZMAT Emergency Response and to provide HAZMAT Response Team services to fire districts throughout Winnebago County. Such services shall be limited to an initial emergency response to hazardous substance release.

III. EMERGENCY RESPONSE FUNDING

3.01 During the term of this agreement, County shall provide through its LEPC Budget matching funds to the City for the purpose of purchasing HAZMAT equipment. Said funding shall be contingent upon County receiving sufficient funding from the State for that specific purpose. Funding by County to City pursuant to this agreement shall be $9,000.00 per year.

IV. TERM

4.01 The term of this agreement shall commence on the 1st day of January, 2025 and shall terminate as of the end of the day on the 31st day of December, 2025.

4.02 This agreement may be renewed by the parties, upon the mutual agreement of both parties, on a year by year basis.

4.03 This agreement may be renegotiated upon written notice by either party to the opposite party on or before June 30 of any agreement year. The parties hereto agree to renegotiate in good faith the terms and conditions of this agreement.

4.04 Written notice of non-intent to renew this agreement shall be provided by the terminating party to the opposite party on or before October 31 of any calendar year when this agreement is in effect.

V. FAILURE TO APPROPRIATE FUNDS

5.01 The failure of Winnebago County Board of Supervisors to appropriate sufficient funds in any year covered by this agreement shall be cause for automatic termination of this agreement.

VI. HOLD HARMLESS AND INDEMNIFICATION

6.01 City agrees to at all times during the term of this agreement, indemnify, save harmless and defend the County, its boards, commissions, agencies, officers, employees and representatives against any and all liability, loss, damages, costs or expenses, whether personal injury or property damage, which the County, its officers, employees, agencies, boards, commissions and representatives may sustain, incur or be required to pay by reason of the provider furnishing the services or goods required to be provided under this agreement, provided, however, that the provisions of this Section shall not apply to liabilities, losses, charges, costs or expenses caused

by or resulting from the acts or omissions of the County, its agencies, boards, commissions, officers, employees or representatives.

6.02 County agrees to at all times during the term of this agreement, indemnify, save harmless and defend the City, its boards, commissions, agencies, officers, employees and representatives against any and all liability, loss, damages, costs or expenses, whether personal injury or property damage, which the City, its officers, employees, agencies, boards, commissions and representatives may sustain, incur, be required to pay by reason of any negligent acts, errors or omissions of the County, pursuant to this agreement, provided however, that the provisions of this Section shall not apply to liabilities, losses, charges, costs of expenses caused by or resulting from the acts or omissions of the City, its agencies, boards, commissions, officers, employees or representatives.

VII. DISCRIMINATION

7.01 During the term of this agreement the parties mutually agree not to discriminate against any person, whether a recipient of services (actual or potential), an employee, or an applicant for employment on the basis of race, religion, sex, handicap, national origin, age, cultural differences, sexual preference, marital status, or physical appearance. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, or any other form of compensation.

VIII. ENTIRE AGREEMENT

8.01 The entire agreement of the parties is contained herein and this agreement supersedes any and all oral agreements and negotiations between the parties relating to the subject matter hereof.

IN WITNESS WHEREOF, the CITY and the COUNTY have executed this agreement on the ____day of _____, 2024.

CITY OF OSHKOSH ("CITY")

By: _____
Mark Rohloff, City Manager

By: _____
Diane Bartlett, City Clerk

By: _____
Julie Calmes, City Finance Director

By: _____
Mike Stanley, City Fire Chief

WINNEBAGO COUNTY ("COUNTY")

By: _____
Jon Doemel, County Executive

By: _____
Julie Barthels, County Clerk

Drafted by: John Bodnar
Corporation Counsel for Winnebago County
Redrafted 1/2/98
Amended Signature Lines 10/21/24

HZMTCNTR

TO:	Honorable Mayor and Members of the Common Council
FROM:	Kelly Nieforth, Director of Community Development
DATE:	November 12, 2024
SUBJECT:	Res 24-566 Approve 2025 Business Improvement District Operating Plan and Budget ($269,300.00) (Business Improvement District Recommends Approval)

BACKGROUND

The Downtown Oshkosh Business Improvement District (BID) is required to develop an annual operating plan and budget which includes a calculation of assessment according to the statutory formula. The contents of the plan are mandated by State statutes and have been approved by the City Attorney as consistent with statutory requirements. The Common Council's role is to review and approve or deny the operating plan and budget as presented. Any suggested changes or alterations to the plan or budget must be referred back to the BID Board for their consideration.

ANALYSIS

The proposed assessment for 2025 remains unchanged from 2024 at $140,610.00 The minimum and maximum assessments will not be increased for 2025. As a whole, the assessed property value of the BID is currently $59,613,900. The BID has also committed to raising additional funds from sponsorships and intend to receive event income that can be applied to the 2025 budget. The BID will also use $50,000 of ARPA funds that were allocated by the Common Council this summer to their 2025 budget. The BID received $50,000 in 2024, and will receive $50,000 in 2025 and $50,000 in 2026 for a total of $150,000.

FISCAL IMPACT

The BID is a self-assessing entity and receives no direct City funding for their operating budget but does receive in-kind services from various City departments.

RECOMMENDATION

The BID Board recommended approval of the 2025 Business Improvement District Operating Plan and Budget at their October 22, 2024 meeting. The Common Council approves the 2025 Downtown Oshkosh Business Improvement District Operating Plan and Budget.

Attachments

RES 24-566
2025 BID Operating Plan and Budget

11/12/2024	24-566	RESOLUTION
CARRIED	6-0	

PURPOSE: APPROVE 2025 BUSINESS IMPROVEMENT DISTRICT OPERATING PLAN AND BUDGET ($269,300.00)

INITIATED BY: DOWNTOWN OSHKOSH BUSINESS IMPROVEMENT DISTRICT BOARD

BID BOARD RECOMMENDATION: Approved

BE IT RESOLVED by the Common Council of the City of Oshkosh that the attached Downtown Oshkosh Business Improvement District 2025 Operating Plan and Budget in the amount of $269,300.00 and carried forward reserves and revenues is hereby approved and adopted.

DOWNTOWN OSHKOSH
BUSINESS IMPROVEMENT DISTRICT

2025 OPERATING PLAN

BID Board Approved: October 22, 2024
Common Council Approved:

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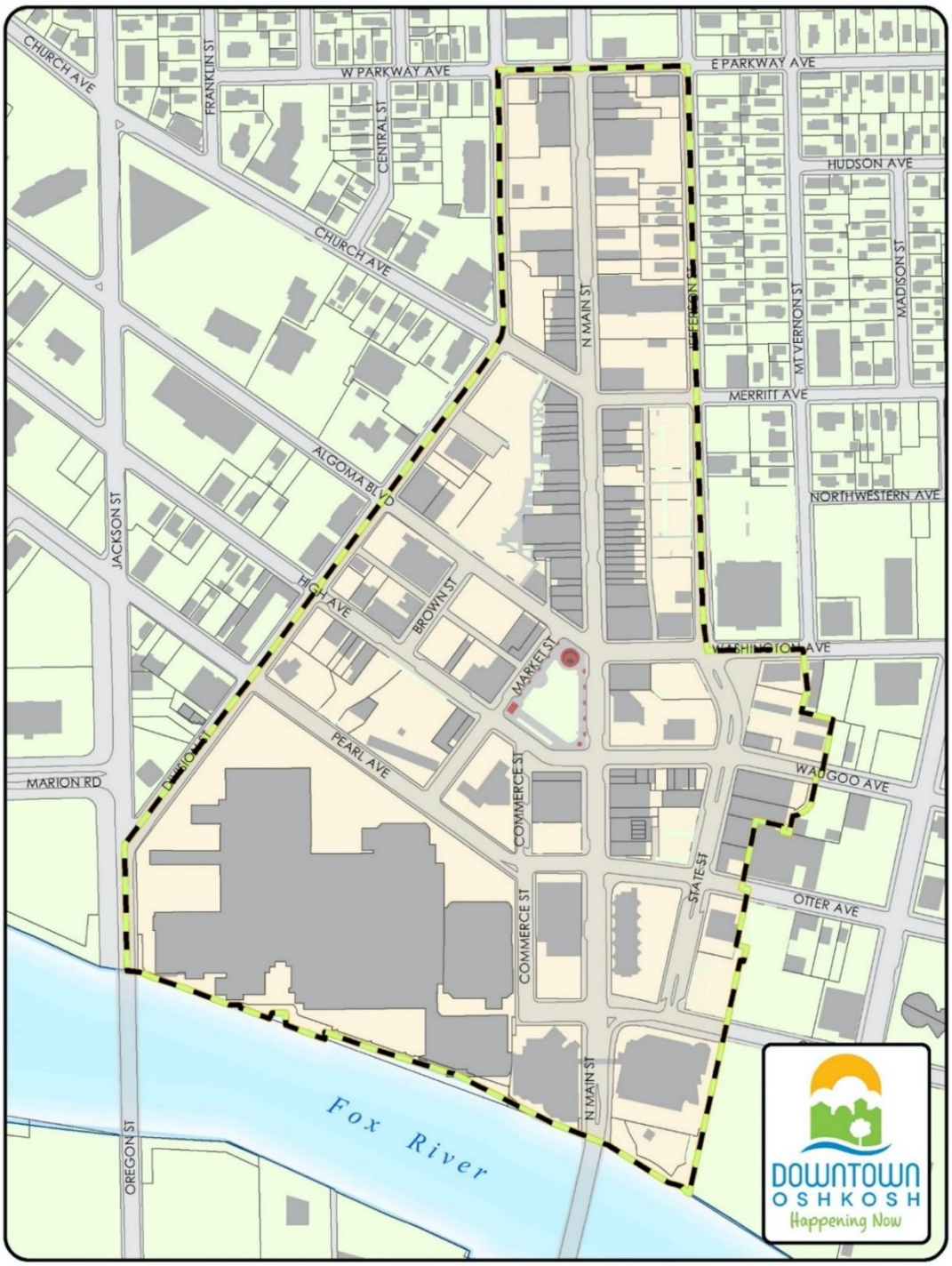

Downtown Oshkosh Business Improvement District Boundaries

In general, the boundaries of the Downtown Oshkosh Business Improvement District are the Fox River on the south, Division St. on the west, Parkway Ave. on the north and Jefferson St./State St. on the east.

INTRODUCTION

In 1980, the Common Council adopted the Downtown Redevelopment Plan and Implementation Strategy. The Plan recommended increasing organizational efforts between the public and private sectors as well as establishing a voluntary special assessment district. A follow-up study, Planning Report - Central City Oshkosh, approved by the Common Council in 1987, expanded various elements of the previous plan and in particular recommended the creation of a management vehicle and funding base to serve the downtown area. The management tool recommended was a Business Improvement District.

The Downtown Oshkosh Business Improvement District (BID) is an essential entity to the Central Business District of Oshkosh. The BID, created in 1987, has maintained its initial premise to retain available free parking in the downtown, as well as proactively support revitalization efforts. Through the BID, property owners assess themselves to pay for activities to enhance and improve the downtown and to bring customers to the area.

The downtown continues to change as the mix of residential, commercial and professional occupants fill the district. The BID welcomes these changes as opportunities to continue economic development in our central city.

BID LAW

On April 6, 1984, the State of Wisconsin passed a law (Act 184), which allows for the creation of Business Improvement Districts. The law authorizes cities, villages and towns to create one or more business improvement districts to allow businesses within those districts to develop, manage, maintain and promote their districts and to establish an assessment method to fund these activities. A BID must be a geographic area within a municipality consisting of contiguous parcels that are subject to real estate taxes.

The formation of a Business Improvement District allows downtown business people, property owners, merchants, City officials and others to work together to determine what needs to be done to upgrade and strengthen the downtown and to pay the cost of those efforts, in whole or in part. It is a way for downtown stakeholders to decide what they want and to finance it.

A BID is the best available method for business people to organize, coordinate marketing and promotion efforts, provide management and maintenance programs and encourage business development. It affords property owners and business people a viable role in directing those affairs within the district. It also ensures that <u>all</u> beneficiaries of District programs participate in the funding of the programs.

Appendix C is a copy of the Wisconsin Statutes Section 66.1109, regarding business improvement districts.

DOWNTOWN OSHKOSH BUSINESS IMPROVEMENT DISTRICT
2025 OPERATING PLAN AND ASSESSMENT

The Downtown Oshkosh BID has established allocations for the 2025 Operating Plan for each program category after reviewing previously supported activities and soliciting proposals for events. All costs related to the program categories listed below will be incurred in the calendar year 2025.

The Downtown Oshkosh Business Improvement District Board will carry out the proposed program of activities listed below and as shown on the Budget in Appendix A of this Plan. The budget is separated into the following categories; Leadership, Recruitment/Retention/Mural Grants, Events, Advertising, Gift Card Program, Arts & Beautification, Storage Unit, Sponsorships/Income and Reserves/Capital Improvements.

The BID will assess itself $140,610.00 in 2025.

PROGRAM CATEGORIES

Leadership $144,000

Oshkosh Convention and Visitors Bureau Service Contract (Staff & Benefits) $128,000
The BID contracts with the Oshkosh Convention and Visitors Bureau for the services of the BID Manager and Events & Marketing Coordinator who are full-time employees of the BID. Expenses from this line item also include postage, employment benefits and other payroll/salary related expenses.

Website Maintenance & Office Supplies $5,000
Expenses from this line item will cover any costs associated with the downtownoshkosh.com website. This line item will also cover any needed office supply costs such as (but not limited to) envelopes, business cards, folders, etc.

Strategic Planning $10,000
In 2024, the Downtown BID engaged in strategic planning workshops to define its direction as the downtown area evolves and expands. The new strategic plan will be completed in 2025.

Training $1,000
$1,000 of BID funds will be dedicated to training so BID staff can attend conferences, training seminars and experience other learning opportunities.

Grant Programs $20,000

Money to be disbursed based on approved applications submitted; grant amounts vary based on requested/approved grant amounts

Recruitment Fund Grant
The Recruitment Fund Grant is offered as an incentive tool to recruit small businesses to fill vacant spaces and energize the downtown. This grant can be used for leasehold improvements, signage, fixtures and inventory/equipment. Recruitment print materials are also taken from this line item.

Beautification Grant Program
The Beautification Grant Program was created to provide funds to businesses and/or property owners within the BID to assist with exterior building improvements including but not limited to facades, windows, doors and signage. The purpose of this grant is to improve the business climate in Downtown Oshkosh, enhance the quality of life and to encourage the development and maintenance of the buildings within the Business Improvement District. Beautification print materials are also taken from this line item.

Mural Grant Program
The Mural Grant Program was established to provide funds to property owners/artists within the BID to encourage exterior artwork that contributes to the beautification and economic vitality of the Downtown Oshkosh BID.

Events $54,500

Waterfest $2,500
Waterfest is a summer concert series that occurs on Thursday nights at the Leach Amphitheater, brought to the community by the Oshkosh Chamber of Commerce. The event brings a significant number of visitors to the downtown area, many of whom patronize downtown businesses before and after the event.

Wine Walk $10,000
This is a BID event that happens two times throughout the year. The purpose of this event is to have attendees shop & explore Downtown Oshkosh while enjoying samples of wine within each participating business.

Holiday $15,000
Previously ran for many years by the Oshkosh Chamber of Commerce, the BID continues the tradition of holding a nighttime parade in Downtown Oshkosh in the month of November. This is a great community event that brings thousands of people to the downtown area. The BID also will hold 'Reindeer in the Square' that includes live reindeer, music and other activities.

Farmers Market $5,000

With over 140 vendors every Saturday morning, the Downtown Market brings the Oshkosh community fresh, in-season produce, meats, flowers, hand-crafted items and more. It is a major attraction that brings thousands of people downtown each week. This event takes place every Saturday from 8:00am-12:30pm on the 400 and 500 blocks of N Main Street and 100 block of Church Avenue.

Music Programming $15,000

In an effort to create more programming and general activity downtown, the BID will host music in Opera House Square to promote local musicians, draw people downtown and create a fun, family-friendly weekly activity for the community.

Downtown Chalk Walk $4,000

2025 will be the 12th annual Chalk Walk event in Downtown Oshkosh.

Chocolate Stroll $500

Funds will cover the cost of expenses for the BID's annual Chocolate Stroll event.

Downtown Events $2,500

An additional $2,500 has been budgeted for new and other miscellaneous downtown events and activities throughout 2025.

Advertising $15,000

The Advertising budget and will be used to promote and market Downtown Oshkosh throughout 2025 through a variety of different outlets including social media, newspaper advertisements, print advertising and more.

Gift Card Program $1,000

Funds used to support the ACH pooling account, including the monthly fee of the program and transaction fees.

Arts & Beautification $33,000

Monthly Maintenance $10,000

The Downtown BID maintains many different beautification efforts throughout the downtown area from seasonal banners and tree lightings to murals and garbage cleanup. $10,000 will be dedicated to ensuring the various efforts can be maintained throughout the year.

Seasonal Plantings $20,000

These funds will be used for flowers for the BID's 104 flower pots and 20+ bump outs as well as holiday greens and decor for the pots in the winter months.

Seagull Mitigation Project $3,000

The BID contracts with the U.S. Department of Agriculture's Wildlife Services team for the removal of seagull eggs and nests throughout the downtown area. This is a multi-year process and the $3,000 will be designated for the 2025 contract with the USDA.

Storage Unit $1,800

This line item is to cover the rental cost of the BID's storage unit. The storage unit is needed to store event materials and holiday décor.

Sponsorships and Income $269,300

Music Programming - $15,000
Multiple sponsorships

Wine Walks - $35,000
Sponsorships, participation fees and event income

Holiday - $15,000
Sponsorships and participation fees

Chalk Walk - $5,000
Sponsorships and participation fees

Chocolate Stroll - $3,690
Sponsorships and event income

Downtown Events - $5,000
Income from new Downtown BID events

ARPA Funding (Annual) - $50,000
BID awarded City of Oshkosh ARPA Grant funding

2025 BID Assessment - $140,610
Annual BID Tax Assessment

Reserves/Capital Improvements – $45,000 (Estimated)

These funds have been set aside by the Board for projects and programs to support BID businesses. Any unspent funds from 2024 will be transferred into this account, unless otherwise mentioned as a rollover or transfer into a different line item.

ORGANIZATION

Pursuant to Section 66.1109(3), Wisconsin Statutes, a Downtown Business Improvement District Board has been appointed by the Mayor and confirmed by the Common Council. The Board is comprised of thirteen (13) members representing the following interests: The Mayor may also appoint two non-voting youth members.

By-Laws Amended February 2024

The distribution of non-occupant owners and owners/occupants may vary from time to time, as members are reappointed or as new members join the Board. Per section 66.1109 (3a), Wisconsin Statutes, a majority of the board members shall own or occupy real property in the Business Improvement District. Nonresidents of the City of Oshkosh are permitted as members of the Downtown Oshkosh Business Improvement District Board. Other membership requirements may apply per the "By-Laws of the Downtown Oshkosh Business Improvement District" (dated December 19, 1989, amended June 15, 2004, April 19, 2011, April 18, 2017 October 16, 2018, March 19, 2019 and February 24, 2024).

In addition, Board members represent different areas within the District, including large and small businesses. As a City entity, the Board will conduct its affairs under the open meetings law and public record requirements. The Director of Community Development or designee serves as the Secretary of the Board. Board meetings are held the third Tuesday of the month, starting at 8:00am, at Oshkosh City Hall or other venue within the BID. A roster of the 2025 BID Board members is included as Appendix E.

The Board is responsible for the management of the Business Improvement District. Responsibilities of the Board include implementing the Operating Plan and preparing annual reports on the District. The Board will also annually consider and make changes to the Operating Plan and submit the Operating Plan and Budget to the Common Council for approval.

RELATIONSHIP TO DOWNTOWN PLANNING

Creation of the Business Improvement District promotes the orderly development of the municipality by implementing recommendations of the City Comprehensive Plan, Downtown Action Plan and Imagine Oshkosh that contain various elements related to downtown design and development with prominent focus on beautification in BID areas as well as the promotion of downtown tourism. In 2000, the Common Council adopted the Downtown Action Plan, which contains various elements related to downtown design and development with prominent focus on redevelopment and beautification in BID areas. In November of 2017, the Common Council adopted *Imagine Oshkosh, A Master Plan for our Center City*. Imagine Oshkosh is an update and expansion to the Downtown Action Plan and serves as a policy guide and action framework for the center city which includes the BID. The Downtown Oshkosh Business Improvement District is consistent with and critical to the continued successful implementation

of these downtown plans. The BID enables the private sector to undertake promotion, management, marketing and other programs essential to a prosperous downtown.

DOWNTOWN OSHKOSH BID ASSESSMENT METHOD

The Downtown Oshkosh Business Improvement District special assessment method utilizes assessed value information and property street footage data, both of which are available from the City Assessor's Office. As the absolute values of assessed value and footage cannot be combined, the values are calculated as a percentage of the total assessed value and a percentage of the street footage. The two percentages are added together, then divided by 200 percent, which results in a proportionate value of the total district.

In 2021, the BID increased the minimum special assessment from $420.00 to $445.00 and the maximum special assessment from $8,400.00 to $8,820. The 2025 minimum and maximum assessments will not be increased, staying at $420.00 & $8,400.00, respectively.

Properties with a proportionate value between 0.0000% and 0.2486% are assessed the minimum special assessment of $445.00.

Properties with a proportionate value greater than 5.7100% are assessed the maximum special assessment of $8,820.00.

For properties with a proportionate value between 0.2487% and 5.7099% - The property's proportionate value is multiplied by $1,633.5862, resulting in the special assessment for the property.

> Example: 101 Algoma Boulevard has a Proportionate Value of 0.330955%. When multiplied by $1,633.5862, the special assessment is $540.64.
> (0.330955% x $1,633.5862= $540.64)

The raw data, assessment calculations and proposed District assessment for each property in the Downtown Oshkosh Business Improvement District are presented in Appendix B. The data for the assessment method have been obtained from the files of the City Assessor and are subject to final tabulation by the City. To account for street front footages, the frontage of the property's primary address as identified by the City Assessor is used. Properties with more than one street frontage are not combined.

Only property used for commercial and manufacturing purposes, including real property used exclusively for manufacturing purposes, in the District will be assessed. Real property used exclusively for residential (single and two-family) purposes will not be assessed.

APPENDIX A: 2025 DOWNTOWN OSHKOSH BUSINESS IMPROVEMENT DISTRICT BUDGET

REVENUE - 2024 BID ASSESSMENT			**$**	**140,610**
REVENUE - SPONSORSHIPS			**$**	**42,690**
REVENUE - EVENT INCOME			**$**	**36,000**
ARPA Funding			**$.**	**50,000**
EXPENSES			**$**	**269,300**
	Breakdown			**Total**
Leadership			**$**	**144,000**
Oshkosh CVB Service Contract (BID Staff)	$	128,000		
Website Maintenance/Office Supplies	$	5,000		
Training	$	1,000		
Strategic Planning	$	10,000		
	$	144,000		
Recruitment & Beautification Grant Programs			**$**	**20,000**
Events			**$**	**54,500**
Waterfest	$	2,500		
Music Programming	$	15,000		
Wine Walks	$	10,000		
Holiday Parade	$	15,000		
Farmers Market	$	5,000		
Chalk Walk	$	4,000		
Downtown Events	$	2,500		
Chocolate Stroll	$	500		
	$	54,500		
Vibrant Spaces Grant			**$**	**30,845**
Advertising			**$**	**15,000**
Gift Card Program			**$**	**1,000**
MemberCO			**$**	**2,000**
Holiday	$	500		
Spring	$	1,000		
Chocolate Stroll	$	500		
	$	2,000		

Arts and Beautification			**$**	**33,000**
Monthly Maintenance	$	10,000		
Holiday/Seasonal Plantings	$	20,000		
Seagull Mitigation Project	$	3,000		
	$	33,000		
Storage Unit			**$**	**1,800**
			$	**285,455**

Reserves/Capital Improvements

Approximately $45,000 on January 1, 2025

APPENDIX B: 2025 DOWNTOWN OSHKOSH BUSINESS IMPROVEMENT DISTRICT ASSESSMENT ROLL

ASSESSMENT OF $140,610.00, $445.00 MINIMUM, $8,820.00 MAXIMUM ASSESSMENT*

TAX ID NO.	OWNER	ADDRESS	ASSESSED VALUE	% TOTAL ASSESSED VALUE	FRONTAGE	% TOTAL FRONTAGE	TOTAL % (VALUE % + FRONTAGE %)	TOTAL %/2 (Proportionate Value)	2025 ASSESSMENT ON $140,610	2024 ASSESSMENT ON $140,610	$ CHANGE FROM 2024	% Change from 2024
0100960000	NELS H/CAROL J NASLUND	101 ALGOMA BLVD	$ 297,800	0.516%	24.00	0.288%	0.804%	0.402%	$ **601.76**	$ 534.86	$ 66.90	12.51%
0100950000	ONE SIX EIGHT ENTERPRISE LLC	103 ALGOMA BLVD	$ 498,900	0.864%	50.00	0.600%	1.464%	0.732%	$ **1,096.14**	$ 1,036.97	$ 59.18	5.71%
0700060000	HOOPMAN & CO DOWNTOWN LLC	110 ALGOMA BLVD	$ 797,900	1.382%	83.87	1.007%	2.389%	1.194%	$ **1,788.17**	$ 1,693.67	$ 94.51	5.58%
0701220000	STAPEL PROPERTIES LLC	138 ALGOMA BLVD	$ 209,900	0.363%	100.00	1.201%	1.564%	0.782%	$ **1,170.95**	$ 1,149.72	$ 21.23	1.85%
0701230000	146 ALGOMA BLVD LLC	146 ALGOMA BLVD	$ 785,500	1.360%	80.00	0.961%	2.321%	1.160%	$ **1,737.32**	$ 1,623.30	$ 114.01	7.02%
0100600101	BAYSHORE DEVELOPMENT II LLC	101 COMMERCE ST	$ 7,585,100	13.134%	407.66	4.895%	18.029%	9.015%	$ **8,820.00**	$ 8,820.00	$ -	0.00%
0100990100	WILLIAM R MANSKE	300 DIVISION ST	$ 105,100	0.182%	40.00	0.480%	0.662%	0.331%	$ **495.78**	$ 505.50	$ (9.72)	-1.92%
0701240000	STAPEL PROPERTIES LLC	DIVISION ST	$ 32,700	0.057%	40.00	0.480%	0.537%	0.268%	$ **445.00**	$ 445.00	$ -	0.00%
0701250000	STAPEL PROPERTIES LLC	420 DIVISION ST	$ 187,200	0.324%	80.00	0.961%	1.285%	0.642%	$ **961.75**	$ 953.72	$ 8.03	0.84%
0100860000	101 HIGH AVE LLC	101 HIGH AVE	$ 135,200	0.234%	20.00	0.240%	0.474%	0.237%	$ **445.00**	$ 445.00	$ -	0.00%
0100850000	BROWN BELL PROPERTIES LLC	103 HIGH AVE	$ 366,800	0.635%	40.00	0.480%	1.115%	0.558%	$ **835.02**	$ 763.89	$ 71.13	9.31%
0100890000	MAX P/KARIN L HERMANS	114 HIGH AVE	$ 133,800	0.232%	20.00	0.240%	0.472%	0.236%	$ **445.00**	$ 445.00	$ -	0.00%
0100870000	KINGS LAUNDRY INC	118 HIGH AVE	$ 25,500	0.044%	90.00	1.081%	1.125%	0.562%	$ **842.03**	$ 895.29	$ (53.26)	-5.95%
0101010000	OSHKOSH LUXURY LOFTS LLC	132 HIGH AVE	$ 1,029,700	1.783%	130.00	1.561%	3.344%	1.672%	$ **2,503.30**	$ 2,238.48	$ 264.82	11.83%
0101060000	GILLENS LLC	135 HIGH AVE	$ 47,200	0.082%	38.00	0.456%	0.538%	0.269%	$ **445.00**	$ 445.00	$ -	0.00%
0101050000	WR RIDGE HOLDINGS LLC	139 HIGH AVE	$ 160,300	0.278%	30.00	0.360%	0.638%	0.319%	$ **477.45**	$ 461.70	$ 15.75	3.41%
0101040000	WR RIDGE HOLDINGS LLC	141 HIGH AVE	$ 176,500	0.306%	20.00	0.240%	0.546%	0.273%	$ **445.00**	$ 445.00	$ -	0.00%
0101000000	NORTHERN TELEPHONE & DATA CORP	144 HIGH AVE	$ 268,500	0.465%	50.00	0.600%	1.065%	0.533%	$ **797.48**	$ 784.48	$ 13.00	1.66%
0101030000	WILKINS 145 LLC	HIGH AVE	$ 37,800	0.065%	60.00	0.720%	0.786%	0.393%	$ **588.31**	$ 623.42	$ (35.11)	-5.63%
0101020000	OSHKOSH LUXURY LOFTS LLC	HIGH AVE	$ 42,500	0.074%	60.00	0.720%	0.794%	0.397%	$ **594.41**	$ 629.73	$ (35.32)	-5.61%
0100990000	WILLIAM R MANSKE	HIGH AVE	$ 32,100	0.056%	60.00	0.720%	0.776%	0.388%	$ **580.93**	$ 616.58	$ (35.66)	-5.78%
0100400000	1 N MAIN LLC	1 N MAIN ST	$ 7,963,500	13.790%	257.49	3.092%	16.881%	8.441%	$ **8,820.00**	$ 8,820.00	$ -	0.00%
0800570000	DAYMARK 100 N MAIN LLC/OSHKOSH 620 LLC	100 N MAIN ST	$ 6,417,200	11.112%	306.11	3.675%	14.787%	7.394%	$ **8,820.00**	$ 8,820.00	$ -	0.00%
0100300000	ROWLOCK QOZB LLC	111 N MAIN ST	$ 1,200,300	2.078%	351.30	4.218%	6.297%	3.148%	$ **4,713.62**	$ 7,314.66	$ (2,601.05)	-35.56%
0200090000	206 NORTH MAIN LLC	206 N MAIN ST	$ 184,900	0.320%	40.20	0.483%	0.803%	0.401%	$ **601.02**	$ 624.00	$ (22.98)	-3.68%
0200190000	JON P GRUENSTERN	210 N MAIN ST 100	$ 278,400	0.482%	16.68	0.200%	0.682%	0.341%	$ **510.81**	$ 483.88	$ 26.94	5.57%
0200190200	JON P GRUENSTERN	210 N MAIN ST 150	$ 53,300	0.092%	16.68	0.200%	0.293%	0.146%	$ **445.00**	$ 445.00	$ -	0.00%
0200190100	ARMSTRONG VENTURES LLC	210 N MAIN ST 200	$ 369,700	0.640%	16.68	0.200%	0.840%	0.420%	$ **629.16**	$ 590.13	$ 39.03	6.61%
0200190300	ARMSTRONG VENTURES LLC	210 N MAIN ST 850	$ 18,200	0.032%	16.68	0.200%	0.232%	0.116%	$ **445.00**	$ 445.00	$ -	0.00%
0200180000	WISCO RENTS LLC	216 N MAIN ST	$ 296,700	0.514%	26.70	0.321%	0.834%	0.417%	$ **624.60**	$ 448.85	$ 175.75	39.16%
0100140000	CLOVER INVESTMENTS LLC	217 N MAIN ST	$ 409,000	0.708%	120.00	1.441%	2.149%	1.075%	$ **1,608.81**	$ 1,878.06	$ (269.25)	-14.34%
0200020000	SUN STAR HOLDINGS OF WISCONSIN LLC	220 N MAIN ST	$ 223,700	0.387%	67.00	0.804%	1.192%	0.596%	$ **892.21**	$ 934.69	$ (42.48)	-4.54%
0100130000	Z&V INVESTMENTS LLC	223 N MAIN ST	$ 265,400	0.460%	24.00	0.288%	0.748%	0.374%	$ **559.76**	$ 530.30	$ 29.46	5.56%
0200120000	MCDAY HOLDINGS LLC	224 N MAIN ST	$ 67,200	0.116%	20.00	0.240%	0.357%	0.178%	$ **445.00**	$ 445.00	$ -	0.00%
0200010000	BND ENTERPRISES LLC	226 N MAIN ST	$ 150,800	0.261%	20.00	0.240%	0.501%	0.251%	$ **445.00**	$ 445.00	$ -	0.00%
0200760000	BBLD LLC	300 N MAIN ST	$ 558,200	0.967%	156.00	1.873%	2.840%	1.420%	$ **2,125.80**	$ 2,164.91	$ (39.11)	-1.81%
0200820000	318 NORTH MAIN OSHKOSH LLC	318 N MAIN ST	$ 293,900	0.509%	72.00	0.865%	1.373%	0.687%	$ **1,028.15**	$ 1,069.55	$ (41.40)	-3.87%
0700010000	BAERBROTHER LLC	401 N MAIN ST	$ 147,800	0.256%	54.00	0.648%	0.904%	0.452%	$ **676.97**	$ 708.39	$ (31.41)	-4.43%
0400790000	404 N MAIN ST LLC	404 N MAIN ST	$ 918,100	1.590%	92.00	1.105%	2.694%	1.347%	$ **2,017.06**	$ 1,803.66	$ 213.40	11.83%
0700010200	THANK YOU VERY MUCH FOR THE MONEY LLC	407 N MAIN ST	$ 155,600	0.269%	40.00	0.480%	0.750%	0.375%	$ **561.24**	$ 584.25	$ (23.01)	-3.94%
0401000000	FKP PROPERTIES LLC	408 N MAIN ST	$ 270,600	0.469%	62.00	0.744%	1.213%	0.607%	$ **908.07**	$ 943.65	$ (35.58)	-3.77%
0700010300	CODY R PYFER/ERICA P MULLOY	411 N MAIN ST	$ 82,100	0.142%	29.20	0.351%	0.493%	0.246%	$ **445.00**	$ 445.00	$ -	0.00%
0700020000	JOSEPH F KRUMRICH ETAL	413 N MAIN ST	$ 38,800	0.067%	20.00	0.240%	0.307%	0.154%	$ **445.00**	$ 445.00	$ -	0.00%
0400990000	318 NORTH MAIN OSHKOSH LLC	414 N MAIN ST	$ 32,100	0.056%	16.00	0.192%	0.248%	0.124%	$ **445.00**	$ 445.00	$ -	0.00%
0700030000	HOOPMANS DOWNTOWN LLC	415 N MAIN ST	$ 455,400	0.789%	59.80	0.718%	1.507%	0.753%	$ **1,127.84**	$ 1,065.70	$ 62.14	5.83%
0400800000	318 NORTH MAIN OSHKOSH LLC	416 N MAIN ST	$ 52,300	0.091%	20.00	0.240%	0.331%	0.165%	$ **445.00**	$ 445.00	$ -	0.00%
0400810000	318 NORTH MAIN OSHKOSH LLC	418 N MAIN ST	$ 38,800	0.067%	20.00	0.240%	0.307%	0.154%	$ **445.00**	$ 445.00	$ -	0.00%
0400820000	D & M RENTALS LLC	420 N MAIN ST	$ 161,800	0.280%	20.00	0.240%	0.520%	0.260%	$ **445.00**	$ 445.00	$ -	0.00%
0700080000	HOOPMANS DOWNTOWN OSHKOSH LLC	421 N MAIN ST	$ 448,400	0.776%	20.00	0.240%	1.017%	0.508%	$ **761.02**	$ 680.18	$ 80.84	11.89%
0400830000	HOOPMANS DOWNTOWN OSHKOSH LLC	422 N MAIN ST	$ 140,400	0.243%	18.00	0.216%	0.459%	0.230%	$ **445.00**	$ 445.00	$ -	0.00%
0700100000	ESCAPE RENTALS LLC	423 N MAIN ST	$ 93,400	0.162%	20.00	0.240%	0.402%	0.201%	$ **445.00**	$ 445.00	$ -	0.00%
0400840000	HOOPMANS DOWNTOWN OSHKOSH LLC	424 N MAIN ST	$ 167,900	0.291%	18.00	0.216%	0.507%	0.253%	$ **445.00**	$ 445.00	$ -	0.00%
0400850000	JAMES EVANS/GAIL PANSKE	426 N MAIN ST	$ 83,300	0.144%	20.00	0.240%	0.384%	0.192%	$ **445.00**	$ 445.00	$ -	0.00%
0700110000	STAPEL PROPERTIES LLC	427 N MAIN ST	$ 349,300	0.605%	82.67	0.993%	1.597%	0.799%	$ **1,195.88**	$ 1,243.97	$ (48.09)	-3.87%
0400860000	HOOPMANS DOWNTOWN OSHKOSH LLC	428 N MAIN ST	$ 115,100	0.199%	20.00	0.240%	0.439%	0.220%	$ **445.00**	$ 445.00	$ -	0.00%
0400870000	GRINDERS LLC	430 N MAIN ST	$ 196,300	0.340%	20.00	0.240%	0.580%	0.290%	$ **445.00**	$ 445.00	$ -	0.00%
0400880000	KAAB PROPERTIES LLC	434 N MAIN ST	$ 636,900	1.103%	38.00	0.456%	1.559%	0.780%	$ **1,167.17**	$ 743.24	$ 423.92	57.04%
0700120000	BRADFORD C BRITTON	435 N MAIN ST	$ 69,700	0.121%	27.30	0.328%	0.448%	0.224%	$ **445.00**	$ 445.00	$ -	0.00%
0400980000	TODMAR PROPERTY MANAGEMENT LLP	436 N MAIN ST	$ 175,100	0.303%	22.00	0.264%	0.567%	0.284%	$ **445.00**	$ 445.00	$ -	0.00%
0400900000	1627 ELMWOOD LLC	438 N MAIN ST	$ 235,800	0.408%	41.00	0.492%	0.901%	0.450%	$ **674.19**	$ 650.99	$ 23.21	3.56%

APPENDIX B: 2025 DOWNTOWN OSHKOSH BUSINESS IMPROVEMENT DISTRICT ASSESSMENT ROLL

ASSESSMENT OF $140,610.00, $445.00 MINIMUM, $8,820.00 MAXIMUM ASSESSMENT*

TAX ID NO.	OWNER	ADDRESS	ASSESSED VALUE	% TOTAL ASSESSED VALUE	FRONTAGE	% TOTAL FRONTAGE	TOTAL % (VALUE % + FRONTAGE %)	TOTAL %/2 (Proportionate Value)	2025 ASSESSMENT ON $140,610	2024 ASSESSMENT ON $140,610	$ CHANGE FROM 2024	% Change from 2024
0700160000	RATCHMAN INVESTMENTS LLC	439 N MAIN ST	$ 245,300	0.425%	37.80	0.454%	0.879%	0.439%	$ 657.75	$ 550.96	$ 106.79	19.38%
0700170000	BARBARA KIFLE-COUILLARD/JOEL COUILLARD	441 N MAIN ST	$ 125,300	0.217%	20.00	0.240%	0.457%	0.229%	$ 445.00	$ 445.00	$ -	0.00%
0700190000	STAPEL PROPERTIES LLC	445 N MAIN ST	$ 140,900	0.244%	38.00	0.456%	0.700%	0.350%	$ 524.21	$ 512.09	$ 12.12	2.37%
0400960000	JAHNKE 448 MAIN LLC	448 N MAIN ST UNIT 1	$ 447,700	0.775%	38.20	0.459%	1.234%	0.617%	$ 923.71	$ 843.50	$ 80.21	9.51%
0700140000	STAPEL PROPERTIES LLC	451 N MAIN ST	$ 241,100	0.417%	85.60	1.028%	1.445%	0.723%	$ 1,081.96	$ 1,131.76	$ (49.81)	-4.40%
0400950000	JOHN J/KATHLEEN A SAKSCHEK	452 N MAIN ST	$ 151,100	0.262%	20.00	0.240%	0.502%	0.251%	$ 445.00	$ 445.00	$ -	0.00%
0700200000	CARL A/LEONA L STAPEL	455 N MAIN ST	$ 51,000	0.088%	20.00	0.240%	0.328%	0.164%	$ 445.00	$ 445.00	$ -	0.00%
0401070000	TENULO LLC	456 N MAIN ST	$ 237,800	0.412%	38.50	0.462%	0.874%	0.437%	$ 654.32	$ 623.27	$ 31.05	4.98%
0700210000	STAPEL PROPERTIES LLC	457 N MAIN ST	$ 51,400	0.089%	20.00	0.240%	0.329%	0.165%	$ 445.00	$ 445.00	$ -	0.00%
0700240000	STAPEL PROPERTIES LLC	459 N MAIN ST	$ 82,200	0.142%	40.00	0.480%	0.623%	0.311%	$ 466.10	$ 489.54	$ (23.44)	-4.79%
0700230000	STAPEL PROPERTIES I LLC	463 N MAIN ST	$ 70,300	0.122%	20.00	0.240%	0.362%	0.181%	$ 445.00	$ 445.00	$ -	0.00%
0700220000	STAPEL PROPERTIES I LLC	465 N MAIN ST	$ 91,700	0.159%	18.50	0.222%	0.381%	0.190%	$ 445.00	$ 445.00	$ -	0.00%
0400940000	BENT BLOCK OSHKOSH LLC	480 N MAIN ST	$ 777,700	1.347%	60.00	0.720%	2.067%	1.034%	$ 1,547.43	$ 1,372.03	$ 175.41	12.78%
0401080000	WAGNER OPERA HOUSE LLC	500 N MAIN ST	$ 602,300	1.043%	140.00	1.681%	2.724%	1.362%	$ 2,039.15	$ 2,031.54	$ 7.62	0.37%
0700260000	LOTUS PROPERTIES LLC	501 N MAIN ST	$ 1,411,100	2.443%	88.00	1.057%	3.500%	1.750%	$ 2,620.18	$ 2,011.64	$ 608.54	30.25%
0700290000	BILL/DAWN ROBBINS JR	511 N MAIN ST	$ 157,300	0.272%	20.00	0.240%	0.513%	0.256%	$ 445.00	$ 445.00	$ -	0.00%
0700270000	3710 LISBON LLC	513 N MAIN ST	$ 139,300	0.241%	20.00	0.240%	0.481%	0.241%	$ 445.00	$ 445.00	$ -	0.00%
0700280000	ALEE CHASE INVESTMENTS LLC	515 N MAIN ST	$ 162,800	0.282%	20.00	0.240%	0.522%	0.261%	$ 445.00	$ 445.00	$ -	0.00%
0700320000	STM SONS PROPERTIES LLC	519 N MAIN ST	$ 388,500	0.673%	60.00	0.720%	1.393%	0.697%	$ 1,042.92	$ 979.08	$ 63.84	6.52%
0700340000	TENNIES JEWELRY PROPERTIES LLC	523 N MAIN ST	$ 63,900	0.111%	20.00	0.240%	0.351%	0.175%	$ 445.00	$ 445.00	$ -	0.00%
0700350100	531 N MAIN LLC	531 N MAIN ST	$ 1,290,900	2.235%	70.00	0.840%	3.076%	1.538%	$ 2,302.57	$ 2,173.42	$ 129.15	5.94%
0700360000	537 N MAIN STREET LLC	537 N MAIN ST	$ 178,900	0.310%	120.00	1.441%	1.751%	0.875%	$ 1,310.53	$ 1,394.69	$ (84.16)	-6.03%
0401150100	BRICKHOUSE PROPERTIES LLC	544 N MAIN ST	$ 459,100	0.795%	89.46	1.074%	1.869%	0.935%	$ 1,399.24	$ 1,368.66	$ 30.58	2.23%
0700380000	547 N MAIN LLC	547 N MAIN ST	$ 218,700	0.379%	170.00	2.041%	2.420%	1.210%	$ 1,811.56	$ 1,908.04	$ (96.48)	-5.06%
0401620000	FOX RIVER DEVELOPMENT CO LLC	558 N MAIN ST	$ 490,000	0.848%	100.00	1.201%	2.049%	1.025%	$ 1,534.04	$ 1,500.01	$ 34.03	2.27%
0401680100	500 BLOCK NORTH LLC	570 N MAIN ST	$ 579,400	1.003%	140.75	1.690%	2.693%	1.347%	$ 2,016.21	$ 2,028.80	$ (12.59)	-0.62%
0700460000	JRD INVESTMENTS LLC	571 N MAIN ST	$ 605,400	1.048%	150.40	1.806%	2.854%	1.427%	$ 2,136.65	$ 2,129.35	$ 7.30	0.34%
0401700200	576 578 582 NORTH MAIN STREET LLC	578 N MAIN ST	$ 84,200	0.146%	30.00	0.360%	0.506%	0.253%	$ 445.00	$ 445.00	$ -	0.00%
0700500000	HOOPMAN & CO DOWNTOWN LLC	579 N MAIN ST	$ 284,400	0.492%	39.60	0.475%	0.968%	0.484%	$ 724.61	$ 684.26	$ 40.35	5.90%
0401700100	J WEST RENTALS LLC	582 N MAIN ST	$ 164,500	0.285%	45.21	0.543%	0.828%	0.414%	$ 619.61	$ 588.04	$ 31.57	5.37%
0401710000	VA VA VORTEX LLC	584 N MAIN ST	$ 249,200	0.432%	45.00	0.540%	0.972%	0.486%	$ 727.52	$ 550.34	$ 177.18	32.19%
0100170000	BL BRANCH GROUP II LLC	N MAIN ST	$ 73,900	0.128%	88.90	1.067%	1.195%	0.598%	$ 894.88	$ 947.40	$ (52.52)	-5.54%
0401600000	FOX RIVER DEVELOPMENT CO/BRICKHOUSE PROP	N MAIN ST	$ 47,800	0.083%	60.80	0.730%	0.813%	0.406%	$ 608.47	$ 646.92	$ (38.45)	-5.94%
401720000	J WEST RENTALS LLC	17 E PARKWAY AVE	$ 131,700	0.228%	120.00	1.441%	1.669%	0.834%	$ 1,249.35	$ 1,261.07	$ (11.72)	-0.93%
0700640000	VALLEY MARKETING PROPERTIES LLC	11 W PARKWAY AVE	$ 100,800	0.175%	87.50	1.051%	1.225%	0.613%	$ 917.17	$ 943.10	$ (25.94)	-2.75%
0100810000	BL BRANCH GROUP II LLC	50 PEARL AVE	$ 1,226,700	2.124%	245.00	2.942%	5.066%	2.533%	$ 3,792.35	$ 3,824.18	$ (31.83)	-0.83%
0100600000	CITY CENTER ASSOCIATES LLC	201 PEARL AVE	$ 3,103,700	5.374%	891.19	10.701%	16.075%	8.037%	$ 8,820.00	$ 8,820.00	$ -	0.00%
0101180000	OSHKOSH COMMUNITY CREDIT UNION	250 PEARL AVE	$ 254,500	0.441%	173.70	2.086%	2.526%	1.263%	$ 1,891.22	$ 1,990.59	$ (99.37)	-4.99%
0800350000	STATE STREET SUITES LLC	126 STATE ST	$ 524,700	0.909%	168.50	2.023%	2.932%	1.466%	$ 2,194.73	$ 2,224.90	$ (30.16)	-1.36%
0200230000	TEAM SNW LLC	208 STATE ST	$ 411,600	0.713%	80.00	0.961%	1.673%	0.837%	$ 1,252.64	$ 1,199.63	$ 53.01	4.42%
0200080000	S BAYER HOLDINGS LLC	219 STATE ST	$ 228,700	0.396%	47.90	0.575%	0.971%	0.486%	$ 727.01	$ 754.29	$ (27.28)	-3.62%
0200200100	TEAM SNW LLC	224 STATE ST	$ 669,500	1.159%	129.76	1.558%	2.717%	1.359%	$ 2,034.22	$ 1,086.81	$ 947.41	87.17%
0200640000	HARRY E/PRISCILLA KIECKHAFER REV TRUST	300 STATE ST	$ 236,500	0.410%	40.00	0.480%	0.890%	0.445%	$ 666.11	$ 658.31	$ 7.81	1.19%
0401090000	404 N MAIN ST LLC	16 WASHINGTON AVE	$ 381,400	0.660%	97.00	1.165%	1.825%	0.913%	$ 1,366.29	$ 1,311.60	$ 54.69	4.17%
0200880100	DISCOVERY PROPERTIES LLC	105 WASHINGTON AVE	$ 2,517,900	4.360%	119.43	1.434%	5.794%	2.897%	$ 4,337.41	$ 3,504.23	$ 833.18	23.78%
0200620100	DISCOVERY PROPERTIES LLC	108 WAUGOO AVE	$ 215,300	0.373%	129.20	1.551%	1.924%	0.962%	$ 1,440.41	$ 1,540.16	$ (99.75)	-6.48%
0200110000	REIMER SNIDER PROPERTIES LLC	9 WAUGOO AVE	$ 89,900	0.156%	34.50	0.414%	0.570%	0.285%	$ 445.00	$ 445.00	$ -	0.00%
0200100000	GROTHE PROPERTIES LLC	13 WAUGOO AVE	$ 219,700	0.380%	20.50	0.246%	0.627%	0.313%	$ 469.06	$ 445.00	$ 24.06	5.41%
0200090000	GROTHE PROPERTIES LLC	WAUGOO AVE	$ 10,900	0.019%	34.50	0.414%	0.433%	0.217%	$ 445.00	$ 445.00	$ -	0.00%
0200140000	DEBRA J TOMAN/SANDRA PRUNTY	17 WAUGOO AVE	$ 66,400	0.115%	20.00	0.240%	0.355%	0.178%	$ 445.00	$ 445.00	$ -	0.00%
0200150000	SANDRA L PRUNTY	19 WAUGOO AVE	$ 138,600	0.240%	40.00	0.480%	0.720%	0.360%	$ 539.21	$ 524.02	$ 15.19	2.90%
0200160000	JACOPA INC	25 WAUGOO AVE	$ 78,400	0.136%	20.00	0.240%	0.376%	0.188%	$ 445.00	$ 445.00	$ -	0.00%
0200170000	JACOPA INC	WAUGOO AVE	$ 7,000	0.012%	24.00	0.288%	0.300%	0.150%	$ 445.00	$ 445.00	$ -	0.00%
		TOTALS	**$ 57,750,400**	**100.000%**	**8328.42**	**100.000%**	**200.000%**	**100.000%**	**$ 140,610.00**	**$ 140,610.00**	**$ (0.00)**	**0.00%**

*Properties with a Proportionate Value less than 0.291% are assessed $445.00. Properties with a Proportionate Value greater than 3.25% are assessed $8,820.00.

A rate of $149,721.42 is used to calculate assessments for properties with a Proportionate Value between 0.291% and 3.25%.

APPENDIX C

66.1109 Business improvement districts.

(1) In this section:

66.1109(1)(a)**(a)** "Board" means a business improvement district board appointed under sub. (3) (a).

(b) "Business improvement district" means an area within a municipality consisting of contiguous parcels and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.

(c) "Chief executive officer" means a mayor, city manager, village president or town chairperson.

(d) "Local legislative body" means a common council, village board of trustees or town board of supervisors.

(e) "Municipality" means a city, village or town.

(f) "Operating plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:

1. The special assessment method applicable to the business improvement district.

1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.

2. The kind, number and location of all proposed expenditures within the business improvement district.

3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.

4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.

5. A legal opinion that subds. 1. to 4. have been complied with.

(g) "Planning commission" means a plan commission under s. 62.23, or if none a board of public land commissioners, or if none a planning committee of the local legislative body.

(2) A municipality may create a business improvement district and adopt its operating plan if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under par. (b) has petitioned the municipality for creation of a business improvement district.

(b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.

(c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.

(d) Within 30 days after the hearing under par. (c), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40 percent of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.

(e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.

(2m) A municipality may annex territory to an existing business improvement district if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the territory proposed to be annexed has petitioned the municipality for annexation.

(b) The planning commission has approved the annexation.

(c) At least 30 days before annexation of the territory, the planning commission has held a public hearing on the proposed annexation. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of a detail map showing the boundaries of the territory proposed to be annexed to the business improvement district shall be sent by certified mail to all owners of real property within the territory proposed to be annexed. The notice shall state the boundaries of the territory proposed to be annexed.

(d) Within 30 days after the hearing under par. (c), the owners of property in the territory to be annexed that would be assessed under the operating plan having a valuation equal to more than 40 percent of the valuation of all property in the territory to be annexed that would be assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property in the territory to be annexed that would be assessed under the operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property in the territory to be annexed that would be assessed under the operating plan, have not filed a petition with the planning commission protesting the annexation.

(3)

(a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and shall serve staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district.

(b) The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any change to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.

(c) The board shall prepare and make available to the public annual reports describing the current status of the business improvement district, including expenditures and revenues. The report shall include one of the following:

1. If the cash balance in the segregated account described under sub. (4) equaled or exceeded $300,000 at any time during the period covered by the report, the municipality shall obtain an independent certified audit of the implementation of the operating plan.

2. If the cash balance in the segregated account described under sub. (4) was less than $300,000 at all times during the period covered by the report, the municipality shall obtain a reviewed financial statement for the most recently completed fiscal year. The statement shall be prepared in accordance with generally accepted accounting principles and include a review of the financial statement by an independent certified public accountant.

(cg) For calendar years beginning after December 31, 2018, the dollar amount at which a municipality is required to obtain an independent certified audit under par. (c) 1. and the dollar amount at which a municipality is required to obtain a reviewed financial statement under par. (c) 2. shall be increased each year by a percentage equal to the percentage change between the U.S. consumer price index for all urban consumers, U.S. city average, for the month of August of the previous year and the U.S. consumer price index for all urban consumers, U.S. city average, for the month of August 2017, as determined by the federal department of labor. Each amount that is revised under this paragraph shall be rounded to the nearest multiple of $10 if the revised amount is not a multiple of $10 or, if the revised amount is a multiple of $5, such an amount shall be increased to the next higher multiple of $10.

(cr) The municipality shall obtain an additional independent certified audit of the implementation of the operating plan upon termination of the business improvement district.

(d) Either the board or the municipality, as specified in the operating plan as adopted, or amended and approved under this section, has all powers necessary or convenient to implement the operating plan, including the power to contract.

(4) All special assessments received from a business improvement district and all other appropriations by the municipality or other moneys received for the benefit of the business improvement district shall be placed in a segregated account in the municipal treasury. No disbursements from the account may be made except to reimburse the municipality for appropriations other than special assessments, to pay the costs of audits and reviewed financial statements required under sub. (3) (c), or on order of the board for the purpose of implementing the operating plan. On termination of the business improvement district by the municipality, all moneys collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed property in the business improvement district, in the same proportion as the last collected special assessment.

(4g) A municipality may convert a business improvement district under this section into a neighborhood improvement district under s. 66.1110 if an owner of real property that is subject to general real estate taxes, that is used exclusively for residential purposes, and that is located in the business improvement district petitions the municipality for the conversion. If the municipality approves the petition, the board shall consider and may make changes to the operating plan under s. 66.1110 (4) (b).

(4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:

(a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.

(b) On and after the date a petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the expiration of 30 days after the date of hearing under par. (c) and unless the business improvement district is not terminated under par. (e).

(c) Within 30 days after the filing of a petition under this subsection, the planning commission shall hold a public hearing on the proposed termination. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the operating plan and a copy of a detail map showing the boundaries of the business improvement district shall be sent by certified mail to all owners of real property within the business improvement district. The notice shall state the boundaries of the business improvement district and shall indicate that copies of the operating plan are available from the planning commission on request.

(d) Within 30 days after the date of hearing under par. (c), every owner of property assessed under the operating plan may send written notice to the planning commission indicating, if the owner signed a petition under this subsection, that the owner retracts the owner's request to terminate the business improvement district, or, if the owner did not sign the petition, that the owner requests termination of the business improvement district.

(e) If after the expiration of 30 days after the date of hearing under par. (c), by petition under this subsection or subsequent notification under par. (d), and after subtracting any retractions under par. (d), the owners of property assessed under the operating plan having a valuation equal to more than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, have requested the termination of the business improvement district, the municipality shall terminate the business improvement district on the date that the obligation with the latest completion date entered into to implement the operating plan expires.

(5)

(a) Real property used exclusively for residential purposes and real property that is exempted from general property taxes under s. 70.11 may not be specially assessed for purposes of this section.

(b) A municipality may terminate a business improvement district at any time.

(c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.

(d) If real property that is specially assessed as authorized under this section is of mixed use such that part of the real property is exempted from general property taxes under s. 70.11 or is residential, or both, and part of the real property is taxable, the municipality may specially assess as authorized under this section only the percentage of the real property that is not tax-exempt or residential. This paragraph applies only to a 1st class city.

History: 1983 a. 184; 1989 a. 56 s. 258; 1999 a. 150 s. 539; Stats. 1999 s. 66.1109; 2001 a. 85; 2017 a. 59, 70, 189.

APPENDIX D - Legal Opinion

City Attorney's Office
Phone: (920) 236-5115
Fax: (920) 236-5106
http://www.ci.oshkosh.wi.us

October 29, 2024

Ms. Kelly Nieforth
Director of Community Development
City of Oshkosh
215 Church Avenue
PO Box 1130
Oshkosh, WI 54903-1130

Re: Downtown Oshkosh Business Improvement District – 2025 Operating Plan

Dear Ms. Nieforth:

I have reviewed the proposed 2025 operating plan submitted by the Downtown Oshkosh Business Improvement District (BID), specifically with regard to the requirements set forth in Section 66.1109(1)(f) Wis. Stats., which calls for a legal opinion that certain requirements are met in the operating plan.

The operating plan includes a provision indicating the special assessment method applicable to the BID. Real property used exclusively for manufacturing purposes will be assessed under the plan. A description of the kind, number, and location of the proposed expenditures within the BID is included as well as a description of the methods of financing all expenditures. The Plan specifies that all costs will be incurred during calendar year 2025. Finally, the operating plan contains the required description of how the BID promotes the orderly development of the municipality, including its relationship to the City's Comprehensive Plan, Downtown Action Plan and Imagine Oshkosh Plan. It is, therefore, my opinion that requirements of Section 66.1109(1)(f) have been complied with.

Yours truly,
CITY OF OSHKOSH

Lynn A. Lorenson
City Attorney

Cc: John Zarate, Staff Liaison to BID

APPENDIX E

Downtown Oshkosh Business Improvement District Board Members

Board Member	Category	Term Expires
Marlo Ambas	Owner/Occupant	5/31/2027
Chanda Anderson	Non-Owner/Occupant	5/31/2027
Megan Lang, Chair	Owner/Non-Occupant	5/31/2025
James Evans, Vice Chair	Owner/Occupant	5/31/2026
Autumn Urban	Non-Owner/Occupant	5/31/2027
Sandra Prunty	Owner/Occupant	5/31/2025
Andy Ratchman	Non-Owner/Occupant	5/31/2026
Barb Nelson	Non-Owner/Occupant	5/31/2026
Derek Mulloy	Owner/Occupant	5/31/2026
Carrie Olson	Owner/Occupant	5/31/2025
James Stapel	Owner/Occupant	5/31/2026
Logan Jungbacker	Owner/Occupant	5/31/2027
Vacant	Owner/Occupant or Non-Owner/Occupant	5/31/2025
Vacant	Owner/Occupant or Non-Owner/Occupant	5/31/2024
Vacant	Alternate #1	5/31/2026
Vacant	Alternate #2	5/31/2025
Kris Larson	Council Rep.	5/31/2025

BID TAB
INSTALLATION OF EPOXY FLOOR COATING – VARIOUS BUILDINGS
TUESDAY NOVEMBER 5, 2024 11:00 A.M.

BIDDER	BID	PREQUAL	BID BOND
Protective Coating Specialist 826 S Westland Drive Appleton WI 54914	$107,272.00	YES	YES
JC Santy Construction LLC 3184 S Saint Augustine Dr Pulaski WI 54162	$180,000.00	YES	YES
Creative Maintenance Solutions 7290 N Teutonia Ave Milwaukee WI 53209	$136114.38	YES	YES
Capital R Coatings LLC 1696 N Silverspring Dr Appleton WI 54913	$78,176.00	YES	YES
Black Diamond WI PO Box 7263 Appleton WI 54912	$63,387.50	YES	YES

TO:	Honorable Mayor and Members of the Common Council
FROM:	Jon Urben, General Services Manager
DATE:	November 12, 2024
SUBJECT:	Res 24-569 Approve Cooperative Purchase of Truck Chassis from Truck Country of Wisconsin, Inc. and Rear Loader from Scranton Manufacturing Company/New Way Trucks for Sanitation Division ($269,703.92)

BACKGROUND

The Common Council allocated $325,000.00 in the 2024 CIP to purchase a rear loader refuse truck for the Sanitation Division. This memo seeks Council approval of the purchase of a new rear loader refuse truck pursuant to the cooperative purchase exception to our purchasing ordinance. The new truck will replace Unit #206, which is a 2006 truck that is showing rust in both the body and chassis with ongoing engine and transmission issues leading to higher maintenance costs and downtime. This unit is used on a daily basis to collect special paid collection items and any additional garbage. This unit picks up rear load dumpsters at various locations and is also used seasonally for brush, yard waste and leaf collection operations. The new unit will come fitted with a hydraulic can tipper that will help minimize staff injuries from garbage pickup operations.

ANALYSIS

Purchasing confirmed Truck Country of Wisconsin, Inc. holds a State of Wisconsin cooperative contract (#505ENT-M23-MDHDCHASSIS-04) for rear loader refuse truck chassis. Additionally, purchasing confirmed Scranton Manufacturing Company/New Way Trucks holds a Sourcewell cooperative contract (#091219-NWY) for rear loader body. By using these cooperative contracts, in total, the city will save $87,235.08 (41%) off list price. Purchasing has confirmed these contracts qualify as cooperative purchasing exceptions to our purchasing ordinance.

FISCAL IMPACT

With trade-in, the total fiscal impact of this vehicle via the State of Wisconsin and Sourcewell cooperative contract discounts is $269,703.92. A total of $325,000.00 was allocated for automated rear and side load refuse trucks in the 2024 CIP. This purchase will be charged to A/N#: 03230470 7210 66017 (Motor Vehicles- Automated Side-Load Trucks).

RECOMMENDATION

Section 12-15 of the Municipal Code provides that, subject to approval of the City Manager, cooperative purchases pursuant to a contract with any other local, state or federal governmental unit or agency may be made without following a competitive bidding or quotation process. In accordance with Section 12-15 of the Municipal Code and with approval by the City Manager, Purchasing recommends the Common Council approve these cooperative purchases from Truck Country of Wisconsin, Inc., 2401 Progress Way, Kaukauna, WI 54130, for $153,947.92 and from Scranton Manufacturing Company/New Way Trucks, 101 State Street, Scranton, IA, 51462 for $115,756.00. If there are any questions about this purchase, please contact me or Public Works Director James Rabe.

Attachments

RES 24-569

11/12/2024 24-569 RESOLUTION

CARRIED 6-0

PURPOSE: APPROVE COOPERATIVE PURCHASE OF TRUCK CHASSIS FROM TRUCK COUNTRY OF WISCONSIN, INC. AND REAR LOADER FROM SCRANTON MANUFACTURING COMPANY/NEW WAY TRUCKS FOR SANITATION DIVISION ($269,703.92)

INITIATED BY: PURCHASING DEPARTMENT

WHEREAS, the 2024 Capital Improvements Budget allocated funds for the purchase of a truck chassis and rear loader refuse truck for the Sanitation Division; and

WHEREAS, by participating through the State of Wisconsin Sourcewell Cooperative Purchase program, staff was able to obtain a more competitive price for the truck chassis and rear loader refuse truck; and

WHEREAS, section 12-15 of the City of Oshkosh Municipal Code provides that purchases may be done without the use of formal sealed quotations or bids pursuant to a contract with any other local, state or federal governmental unit or agency; and

WHEREAS, Truck Country of Wisconsin holds the Sourcewell cooperative contract (#505ENT-M23-MDHDCHASSIS-04) for rear loader refuse truck chassis and Scranton Manufacturing Company/New Way Trucks holds the Sourcewell cooperative contract (#091219-NWY) for rear loader body.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh the proper City officials are hereby authorized and directed pursuant to Section 12-15 of the Oshkosh Municipal Code to purchase the above-mentioned tandem axle plow truck and plow and wing components from:

Truck Country of Wisconsin, Inc.
2401 Progress Way
Kaukauna, WI 54130

Total Bid: $153,947.92

and

Scranton Manufacturing Company/New Way Trucks
101 State Street
Scranton, IA 51462

Total Bid: $115,756.00

BE IT FURTHER RESOLVED that the proper City officials are hereby authorized and directed to enter into an appropriate agreement for the purpose of same. Money for this purpose is hereby appropriated from:

Acct. No. 03230470 7210 66017 Motor Vehicles- Automated Side-Load Trucks

TO:	Honorable Mayor and Members of the Common Council
FROM:	Jon Urben, General Services Manager
DATE:	November 12, 2024
SUBJECT:	Res 24-570 Award Bid to B&H Foto & Electronics Corporation for Studio and Control Room Equipment for Oshkosh Media ($24,410.02)

BACKGROUND

As a result of normal service life expectancies, the Oshkosh Media video equipment generally needs to be replaced every seven years. Two specific areas that were planned for replacement in the 2025 CIP were the studio and control room equipment components including cameras, the video switcher, audio mixer, microphones and more. All of these components are currently six years old. This project was originally a placeholder in the 2025 CIP. However, at their September 24, 2024, meeting, the Common Council approved allocating $65,000.00 in remaining ARPA appropriations to replace this equipment.

ANALYSIS

Working with Oshkosh Media staff, Purchasing prepared bid specifications for the majority of equipment. The bid was advertised in the local newspaper and posted on Onvia Demandstar. Bids were due October 22, 2024. The bid tab is attached. The low bid met all the minimum bid requirements.

FISCAL IMPACT

The Common Council allocated $65,000.00 in ARPA appropriations for this project. The fiscal impact of this bid is $24,410.02. The video switcher for this project has been purchased under the sole source purchasing exception for $10,016.00. Quotes for the remaining needs to complete this project were $1,850.00 for monitors, $7,568.00 for studio furniture/chairs and $630.00 for various supplies/connectors. Combined with the equipment bid, the total fiscal impact of the entire project will be $44,474.02. Staff was able to minimize cabling and retrofitting costs for the equipment, resulting in a much lower replacement cost. This project will be charged to A/N#: 02240150 7204 15458 (Machinery & Equipment: ARPA- Media Studio Equipment).

RECOMMENDATION

Purchasing recommends the Common Council award this bid to B&H Foto & Electronics Corporation for $24,410.02.

Attachments

RESWE 670
Res 24-570
Bid Tab OM AV Equipment

11/12/2024 24-570 RESOLUTION

CARRIED 6-0

PURPOSE: AWARD BID TO B&H FOTO & ELECTRONICS CORPORATION FOR STUDIO AND CONTROL ROOM EQUIPMENT FOR OSHKOSH MEDIA ($24,410.02)

INITIATED BY: PURCHASING DEPARTMENT

WHEREAS, the City of Oshkosh has heretofore advertised for bids for Studio and Control Room Equipment for Oshkosh Media; and

WHEREAS, upon the opening and tabulation of bids, it appears that the following is the most advantageous bid:

B&H Foto & Electronics Corporation
420 9th Ave
New York, NY 10001

Total: $24,410.02

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh the said bid is hereby accepted and the proper City officials are hereby authorized and directed to enter into an appropriate agreement for the purpose of same, all according to plans, specifications, and bid on file. Money for this purpose is hereby appropriated from:

Acct. No. 02240150 7204 15458 Machinery & Equipment: ARPA- Media Studio Equipment

11/12/2024 24-570 RESOLUTION

CARRIED 6-0

PURPOSE: AWARD BID TO B&H FOTO & ELECTRONICS CORPORATION FOR STUDIO AND CONTROL ROOM EQUIPMENT FOR OSHKOSH MEDIA ($24,410.02)

INITIATED BY: PURCHASING DEPARTMENT

WHEREAS, the City of Oshkosh has heretofore advertised for bids for Studio and Control Room Equipment for Oshkosh Media; and

WHEREAS, upon the opening and tabulation of bids, it appears that the following is the most advantageous bid:

B&H Foto & Electronics Corporation
420 9th Ave
New York, NY 10001

Total: $24,410.02

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh the said bid is hereby accepted and the proper City officials are hereby authorized and directed to enter into an appropriate agreement for the purpose of same, all according to plans, specifications, and bid on file. Money for this purpose is hereby appropriated from:

Acct. No. 02240150 7204 15458 Machinery & Equipment: ARPA- Media Studio Equipment

BID TAB
AV EQUIPMENT – OSHKOSH MEDIA SERVICES
TUESDAY OCTOBER 22, 2024 11:00 A.M.

BIDDER	BID
Key Code Media Inc 1201 Wiley Rd #100 Schaumburg, IL 60173	$28,811.37
B & H Foto & Electronics Corp 420 9th Ave New York, NY 10001	$24,410.02
Taza Supplies Inc 16940 Vincennes Ave South Holland IL 60473	$44,700.00
Automation Arts 1899 Progress Way Kaukauna WI 54914	$32,191.67

TO:	Honorable Mayor and Members of the Common Council
FROM:	Jon Urben, General Services Manager
DATE:	November 12, 2024
SUBJECT:	Res 24-571 Approve Agreement with Pentira, LLC for Database Subscription Software and Support for GO Transit 2025-2027 ($102,000.00)

BACKGROUND

GO Transit maintains a great deal of data to ensure continued state and federal funding, monitor performance, assist in route planning, and provide information to the public. In 2008, GO Transit began a partnership with Pentira, LLC to develop a database geared toward small urban transit systems, like GO Transit. In exchange for testing and product feedback, Pentira provided a highly customized enterprise-wide database solution to GO Transit at no cost over the initial 8 years. The database, eXpressTransit, has developed into a valuable asset for GO Transit's varied data needs. The database manages data on ridership, grants, customer comments, accidents/incidents, planning, fares, reporting, and many other features. In 2014, Pentira added functionality to load daily Automatic Passenger Counting (APC) data and analysis screens to assist in planning decisions. This allowed GO Transit to forego the purchase of software provided by the APC manufacturer.

GO Transit further expanded the database's capabilities in two areas. First, GO Transit deployed a tablet system on the fleet of buses that provides fare counts, fare locations, and messaging. The tablet system also provides vehicle location data. An internal vehicle location app was also developed by Pentira. Secondly, GO Transit rolled-out a mobile app that allows customers to access real-time bus location and route data. It was mutually agreed by GO Transit and Pentira, LLC that a contract for these services was and continues to be needed. Our current contract with Pentira expires in March, 2025. The contract provides GO Transit with ownership of the eXpressTransit database; ownership of all data; the source code for the database; and the added capabilities described above.

ANALYSIS

Pentira, LLC's proposal to provide these services and ongoing support is $34,000 per year with no increase from the previous three-year contract. If the support subscription is not renewed, GO Transit would be able to continue to use the database and maintain sole ownership of the data. Other IT solutions have been explored and priced by GO Transit staff. There are software solutions for varied applications, but no enterprise solution covers the entire range of needs for GO Transit. The cost of Pentira, lLLC's 'proposal is competitive with and actually much less than current IT projects used by other transit systems. GO Transit has been satisfied with the product and support provided by Pentira, LLC over the last 16 years. The proposal has also been reviewed by IT and Purchasing.

FISCAL IMPACT

The Transit Utility budgeted $34,000 for this service in the contractual services account (05111728-6412-00000) of their 2025 operating budget and will continue to do so for the term of the contract. The cost of this service would be $34,000 per year. Federal and state grant funding would cover approximately 53 percent of the service cost ($18,020); passenger fares cover about 20 percent ($6,800) and the remaining $9,180 would be covered by City funds. Staff is recommending another three-year agreement with Pentira, LLC for $34,000 per year for a total of $102,000.

RECOMMENDATION

Chapter 12 of the Municipal Code of the City of Oshkosh provides that professional services of a

specialized nature, including these services, may be procured without the use of competitive bidding or quotation process. In accordance with Section 12-16, Purchasing recommends that the Common Council approve this three-year agreement from Pentira, LLC, 508 Riverside Drive, DeForest, WI, 53532 for database subscription software for GO Transit for $102,000.00. If you have any further questions about this agreement, please contact Transportation Director Jim Collins, or me.

Attachments

RES 24-571

11/12/2024 24-571 RESOLUTION

CARRIED 6-0

PURPOSE: APPROVE AGREEMENT WITH PENTIRA, LLC FOR DATABASE SUBSCRIPTION SOFTWARE AND SUPPORT FOR GO TRANSIT 2025-2027 ($102,000.00)

INITIATED BY: PURCHASING DEPARTMENT

WHEREAS, GO Transit maintains a great deal of data to ensure continued state and federal funding, monitor performance, assist in route planning and provide information to the public and began a partnership with Pentira, LLC in 2008 to develop a database geared toward small urban transit systems, like GO Transit; and

WHEREAS, staff reviewed the proposal from Pentira, LLC and cost of Pentira, LLC's proposal is competitive with and actually much less than current IT projects used by other transit systems and GO Transit has been satisfied with the product and support provided by Pentira, LLC over the last 16 years; and

WHEREAS, Section 12-16 of our Municipal Code allows for the waiving of formal competitive bidding for specialized professional services such as the database subscription software and support services.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the proper City officials are hereby authorized to enter into and take those steps necessary to implement an appropriate professional services agreement Pentira, LLC for Database Subscription Software and Support for GO Transit 2025-2027 in the amount of one hundred two thousand dollars ($102,000.00).

Acct. No. 05111728-6412- 00000 contractual services

TO:	Honorable Mayor and Members of the Common Council
FROM:	Jon Urben, General Services Manager
DATE:	November 12, 2024
SUBJECT:	Res 24-572 Award Bid to Cardinal Construction Co. Inc. for Door and Hardware Replacements for Oshkosh Convention Center ($74,450.00)

BACKGROUND

The Facilities Maintenance Division is responsible for providing maintenance oversight to the Oshkosh Convention Center, including any needs for facility updates and/or replacements. In the last several years, several of the Convention Center exterior doors and hardware have begun to fail, simply as a result of normal wear and tear. To ensure we continue to meet fire code and security requirements at the Center, FM staff did an assessment of all the exterior and skywalk doors and identified the need for new door hardware for 14 doors (seven exterior entrances) and the need for replacing four doors and hardware on both ends of the skywalk.

ANALYSIS

Working with the hotel operator and Facilities Maintenance staff, Purchasing prepared bid specifications for these door and door hardware replacements. The bid was advertised in the local newspaper and posted on Onvia Demandstar. Bids were due October 29, 2024. The bid tab is attached. The low bid from Cardinal Construction Co. Inc. met all the minimum bid requirements.

FISCAL IMPACT

The fiscal impact of this bid is $74,450.00. This project will be charged to A/N#: 050131040 7214 07418 (Building Improvements) and then reimbursed by the Convention Center Maintenance Fund held at the Oshkosh Area Community Foundation via an invoice from the City after the project is complete. The Convention Center Operating Budget contributes $40,000.00 annually to this fund, which was established to help address maintenance needs at the Convention Center. Currently, the fund has a balance of approximately $340,000.00.

RECOMMENDATION

Purchasing recommends the Common Council award this bid to Cardinal Construction Co. Inc. for $74,450.00

Attachments

RES 24-572
Bid Tab Door and Hardware Replacements OCC

11/12/2024 24-572 RESOLUTION

CARRIED 6-0

PURPOSE: AWARD BID TO CARDINAL CONSTRUCTION CO. INC. FOR DOOR AND HARDWARE REPLACEMENTS FOR OSHKOSH CONVENTION CENTER ($74,450.00)

INITIATED BY: PURCHASING DEPARTMENT

WHEREAS, the City of Oshkosh has heretofore advertised for bids for Door and Hardware Replacements for Oshkosh Convention Center; and

WHEREAS, upon the opening and tabulation of bids, it appears that the following is the most advantageous bid:

Cardinal Construction Co. Inc.
1183 Industrial Parkway
Fond du Lac, WI 54937

Total: $74,450.00

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh the said bid is hereby accepted and the proper City officials are hereby authorized and directed to enter into an appropriate agreement for the purpose of same, all according to plans, specifications, and bid on file. Money for this purpose is hereby appropriated from:

Acct. No. 050131040 7214 07418 Building Improvements

BID TAB
DOOR AND HARDWARE REPLACEMENTS – OSHKOSH CONVENTION CENTER
TUESDAY OCTOBER 29, 2024 11:00 A.M.

BIDDER	BID	PREQUAL	BID BOND
Bauer Builders Inc 2866 Agriculture Dr Madison WI 53718	$79,256.00	YES	YES
Cardinal Construction Co Inc 1183 Industrial Parkway Fond du Lac WI 54937	$74,450.00	YES	YES

TO:	Honorable Mayor and Members of the Common Council
FROM:	John Fitzpatrick, Asst. City Manager/Director Admin Services
DATE:	November 12, 2024
SUBJECT:	Res 24-574 Approve Employee Handbook Updates

BACKGROUND

The employee handbook is intended to be a helpful reference regarding City policies, benefits, and procedures related to employees, their expected behavior, action, and interaction. Although it is not all-inclusive, the purpose of this document is to cover a variety of topics about which questions may frequently arise, increase the understanding of expected outcomes, and help assure uniformity of application for common issues, across the organization. The handbook was last updated in March of 2021.

ANALYSIS

The updates involve minor language clean up, updates to regulations, or to clarify current city processes. Throughout the handbook the language has been revised to be gender neutral. Language has also been added in several sections that clarify benefit time accruals and usage as it relates to alternate work schedules. In these cases, clarifying language has been added indicating that no additional paid time off is granted as benefit allotments are based on a five (5) day work week. Finally, an update to the health insurance section allows for adjustment to the health insurance eligibility criteria as a potential recruitment tool.

Handbook updates to the following sections include:

- Gender neutral references -- throughout the handbook
- Wisconsin and Federal equal opportunity definitions -- Section 104
- Bullying policy -- Section 105
- Salary administration processes -- Section 109
- Recruitment and selection processes -- Section 110
- Health insurance eligibility -- Section 207
- Holidays -- Section 208
- Life insurance -- Section 212
- Sick leave -- Section 217
- Unemployment compensation -- Section 219
- Vacation -- Section 221
- Workers' compensation -- Section 223
- Public service mission -- Section 301
- Safety -- Section 307
- Modified duty and return to work -- Section 308
- Employment termination -- Section 314
- Discipline -- Section 315

FISCAL IMPACT

There is no expected fiscal impact related to the handbook updates.

RECOMMENDATION

I have included the revised sections of the handbook for your information. Red strikethrough text indicates proposed deletions and red underline text illustrates replacement or new language. I am asking that the changes be made effective January 1, 2025. Please review these materials and let me know if you may have any additional questions in regard to this subject. Thank you.

Attachments

RES 24-574
Employee Handbook_Redline

11/12/2024	24-574	RESOLUTION
CARRIED	6-0	

PURPOSE: APPROVE EMPLOYEE HANDBOOK UPDATES

INITIATED BY: ADMINISTRATIVE SERVICES DEPARTMENT

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh by the Common Council of the City of Oshkosh that this Employee Handbook update for the City of Oshkosh supersedes all previous versions of these sections of the Employee Handbook.

BE IT FURTHER RESOLVED by the Common Council of the City of Oshkosh that the attached updates for the Employee Handbook for the City of Oshkosh are hereby approved effective 1/1/2025 and the proper City officials are hereby authorized to execute and deliver the handbook updates in substantially the same form as attached hereto, any changes in the execution copy being deemed approved by their respective signatures, and said City officials are authorized and directed to take those steps necessary to implement the terms and conditions of the handbook updates.

EMPLOYEE HANDBOOK

Prepared by

City of Oshkosh Human Resources
City Hall, Room 401
215 Church Avenue
P.O. Box 1130
Oshkosh, WI 54903-1130
Phone: 920-236-5110

Approved by Common Council

Effective January 1, 2025~~March 9, 2021~~

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100 INTRODUCTION

Welcome to your position with the City of Oshkosh. We hope you will find your work interesting, challenging, and rewarding.

It is our hope that you will find this Handbook a helpful reference in becoming familiar with the City policies, benefits, and procedures. Though it is not all-inclusive, we have attempted to cover a variety of topics about which questions may frequently arise.

The policies were written with the intent of increasing understanding and to help assure uniformity throughout the City organization.

Your Supervisor, Department Head, and Human Resources are available to answer any further questions you may have with regard to your employment with the City of Oshkosh.

The City of Oshkosh reserves the right to modify, revoke, suspend, terminate, or change any or all of its plans, policies, or procedures, in whole or in part, at any time with or without notice. The language used in this handbook is not intended to create, nor is it to be construed to constitute an employment contract between the City of Oshkosh and any one or all of its employees. Employees of the City of Oshkosh are employees-at-will. No person other than the City Manager or ~~his or her~~ designee has authority to make any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing.

101 PERSONNEL POLICY

The following principles form the basis for this policy:

1. Recruiting, selecting and advancing qualified candidates on the basis of their relative knowledge, skills, and abilities.

2. Establishing pay rates consistent with the principle of providing comparable pay for comparable work.

3. Reinforcing good job performance, correcting inadequate performance, and separating employees whose performance cannot be corrected.

4. Ensuring fair treatment of all applicants and employees in all aspects of personnel administration in accordance with all applicable state and federal laws.

102 INCLUSIONS / EXCLUSIONS

1. This employment handbook applies to non-represented employees and to employees covered under collective bargaining agreements when the specific agreements do not apply to the contrary.

2. In instances when these provisions are in conflict with Wis. Stats. Chapter 62.13 (Municipal Police and Fire Departments), or the rules adopted by the Police and Fire Commission, those provisions shall apply.

3. This handbook shall apply to personnel administration for all employees and departments of the City of Oshkosh now existing or hereafter established except the following:

    a. Members of the Oshkosh Common Council.

    b. Persons employed to make or conduct a temporary special inquiry, investigation or examination on behalf of the City.

    c. Members of committees, boards or commissions who are not City employees.

    d. Students engaged in field training.

    e. Work relief participants.

    f. Volunteer workers.

    g. Independent contractors.

103 DIVERSITY/EQUAL EMPLOYMENT OPPORTUNITY

All City of Oshkosh applicants and employees will be assured equal employment opportunity in accordance with all applicable state and federal laws.

The City of Oshkosh is committed to fostering, cultivating and preserving a culture of diversity and inclusion. We embrace and encourage our employees' differences in race, color, religion, sex (including pregnancy, gender identity and sexual orientation), national origin, age, disability, genetic information, and military service.

The City of Oshkosh diversity initiatives are applicable—but not limited—to our practices and policies on recruitment and selection; compensation and benefits; professional development and training; promotions; transfers; social and recreational programs; layoffs; terminations; and the ongoing development of a work environment built on the premise of gender and diversity equity that encourages and enforces:

- Respectful communication and cooperation between all employees.

- Teamwork and employee participation, permitting the representation of all groups and employee perspectives.

- Employer and employee contributions to the communities we serve to promote a greater understanding and respect for diversity.

All employees of the City of Oshkosh have a responsibility to treat others with dignity and respect at all times. All employees are expected to exhibit conduct that reflects inclusion during work, at work functions on or off the work site, and at all other City-sponsored and participative

events. All City of Oshkosh applicants and employees will be assured equal employment opportunity in accordance with all applicable federal, state and local laws.

1. Purpose - The goals of Diversity/Equal Employment Opportunity are intended to provide equal opportunity for all qualified persons.

   The Director of Administrative Services serves in the capacity of the Affirmative Action/Equal Employment Opportunity Officer (AA/EEO Officer). The AA/EEO Officer has the responsibility and authority for the development, implementation, and review of the City's related policies. The AA/EEO Officer has full access to all departmental policies and procedures, rules and regulations, including personnel files and any other documents of information relating to the personnel employed by the City of Oshkosh.

2. Internal Analysis – A thorough work force analysis is undertaken every other year. This comprehensive report (EE04) is on file in Human Resources for any interested parties to view.

3. Affirmative Action/Equal Employment Opportunity Goals – The City of Oshkosh, through its continued efforts to provide Equal Employment Opportunity, will strive to attain the following goals:

   a. Continue to provide equal employment opportunities for all qualified persons as defined by State, Federal, or local law.

   b. Continue to administer personnel management methods that are nondiscriminatory and based on job-related criteria established through position analysis.

   c. Continue to update position descriptions as job duties change so that they properly reflect the knowledge, skills and abilities required of the positions.

   d. Continue to recruit, select, and retain members of protected classes in all City operations.

   e. Continue efforts to achieve a representative mix of applicants for all positions

   f. Continue training of all personnel to inform them of the problems, responsibilities, and means of eliminating harassment in the workplace.

   g. Continue to identify needs for reasonable accommodation which will be met unless such accommodation would constitute an undue hardship for the City.

   h. Continue contact with minority groups and community groups to ensure Equal Employment Opportunity.

4. Grievance Policy – Section 113 of this Employee Handbook outlines the grievance policy.

5. Legal Action – Nothing in this policy shall abrogate any legal means of redress to the courts available to all employees.

   External complaint processes are also available with state and federal government agencies:

   U.S. Equal Employment Opportunity Commission (EEOC)
   310 West Wisconsin Ave, Suite 500
   Milwaukee, WI 53203
   800-669-68204000

   Equal Rights Division (ERD)
   201 East Washington Avenue, Room A100
   Madison, WI 5370773
   608-266-6860

   Office of Federal Contract Compliance Programs
   310 West Wisconsin Ave, Suite 1115
   Milwaukee, WI 53203
   414-297-1822800-397-6251

104 HARASSMENT / DISCRIMINATION / RETALIATION POLICY

The City of Oshkosh is committed to providing and maintaining a professional work environment that maintains employee equality, dignity, and respect. Unlawful discrimination or harassment, including sexual harassment and/or retaliation is strictly prohibited. Unlawful discrimination and harassment increase hostility, create an offensive working environment, adversely affect productive working relationships, and ultimately obstruct the City's vision of a diverse workforce reflective of the City itself. Employees are entitled to a work atmosphere free from unlawful discrimination and harassment based upon any characteristic protected by State, Federal or local law.

Behavior that creates a hostile work environment is a serious matter and will not be tolerated. Employees are prohibited from engaging in any conduct that could be construed as unlawful discrimination or harassment, as defined by this policy.

1. Discrimination and Harassment Defined

   a. The Wisconsin Fair Employment Law prohibits employers, employment agencies, labor unions, and licensing agencies from discriminating against employees and job applicants because of any of the following: Age, (age 40 and up), Arrest and/or Conviction Record, Ancestry, Color, National Origin or Race, Creed, Disability, Genetic Testing, Honesty Testing, Marital Status, Military Service, Pregnancy or Childbirth, Sex, Sexual Orientation and Use or nonuse of lawful products off the employer's premises during nonworking hours.

   a. According to the State of Wisconsin Equal Rights Division (ERD), discrimination and harassment become illegal when an employer, supervisor or co-worker

~~discriminates or harasses a person because of their race, color, creed, ancestry, national origin, age (40 and up), disability, sex, pregnancy or childbirth, arrest or conviction record, marital status, sexual orientation, genetic testing, honesty testing, military service or use or nonuse of lawful products off the employer's premises during nonworking hours.~~

The law prohibits discrimination in recruitment and hiring, job assignments, pay, leave or benefits, promotion, licensing or union membership, training, layoff and firing and other employment related actions. Employees may not be harassed in the workplace based on their protected status, nor retaliated against for filing a complaint, for assisting with a complaint or for opposing discrimination in the workplace.

Additionally, State law protects workers from harassment in the workplace because of their race, color, creed, ancestry, national origin, age (40 and up), disability, sex, arrest or conviction record, marital status, sexual orientation, or membership in the military reserve.

Harassment may include verbal abuse, epithets, and vulgar or derogatory language, display of offensive cartoons or materials, mimicry, lewd or offensive gestures, and telling of jokes offensive to the above protected class members. The behavior must be more than a few isolated incidents or casual comments. It involves a pattern of abusive and degrading conduct directed against a protected class member that is sufficient to interfere with their work or create an offensive and hostile work environment.

State law does not protect workers from general workplace harassment or bullying unconnected with some characteristic under the law.

The statute of limitations for filing a complaint is 300 days from the date the action was taken or the individual was made aware the action was taken.

b. According to the U.S Equal Opportunity Commission (EEOC), Harassment is a form of employment discrimination that violates Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, (ADEA), and the Americans with Disabilities Act of 1990, (ADA)

Harassment is unwelcome conduct that is based on race, color, religion, sex (including sexual orientation, gender identity, or pregnancy), national origin, older age (beginning at age 40), disability, or genetic information (including family medical history). Harassment becomes unlawful where 1) enduring the offensive conduct becomes a condition of continued employment, or 2) the conduct is severe or pervasive enough to create a work environment that a reasonable person would consider intimidating, hostile, or abusive. Anti-discrimination laws also prohibit harassment against individuals in retaliation for filing a discrimination charge, testifying, or participating in any way in an

investigation, proceeding, or lawsuit under these laws; or opposing employment practices that they reasonably believe discriminate against individuals, in violation of these laws.

Petty slights, annoyances, and isolated incidents (unless extremely serious) will not rise to the level of illegality. To be unlawful, the conduct must create a work environment that would be intimidating, hostile, or offensive to reasonable people.

Offensive conduct may include, but is not limited to, offensive jokes, slurs, epithets or name calling, physical assaults or threats, intimidation, ridicule or mockery, insults or put-downs, offensive objects or pictures, and interference with work performance. Harassment can occur in a variety of circumstances, including, but not limited to, the following:

- The harasser can be the victim's supervisor, a supervisor in another area, an agent of the employer, a co-worker, or a non-employee.
- The victim does not have to be the person harassed, but can be anyone affected by the offensive conduct.
- Unlawful harassment may occur without economic injury to, or discharge of, the victim.

~~b. it is unlawful to harass a person (an applicant or employee) based on race, color, religion, sex (including pregnancy, gender identity and sexual orientation), national origin, age (40 and older), disability or genetic information. It is also illegal to discriminate against a person because the person complained about discrimination, filed a charge of discrimination or participated in an employment discrimination investigation or lawsuit.~~

~~c. Harassment may include verbal abuse, epithets, and vulgar or derogatory language, display of offensive cartoons or materials, mimicry, lewd or offensive gestures and telling of jokes offensive to the above protected class members. The behavior must be more than isolated incidents or casual comments, it involves a pattern of abusive and degrading conduct directed against a protected class member that is sufficient to interfere with their work or create an offensive and hostile work environment.~~

Harassment can include “sexual harassment” or unwelcome sexual advances, requests for sexual favors, and other verbal or physical harassment of a sexual nature. Harassment does not have to be of a sexual nature however and can include offensive remarks about a person’s sex. For example, it is illegal to harass a woman by making offensive comments about women in general. Both victim and the harasser can be either a woman or a man, and the victim and harasser can be the same sex. Although the law doesn’t prohibit simple teasing, offhand comments, or isolated incidents, harassment is illegal when it is so frequent or severe that it creates a hostile or offensive work environment or when it results in an adverse employment decision (such as the victim being fired or demoted). The harasser can be the victim’s supervisor, a supervisor in another area, a co-worker, or someone who is

not an employee of the employer, such as a client or customer. Although the above refers to details of sexual harassment, the city will use similar analysis for other forms of harassment.

~~d.~~c. Prohibition of the Possession or Display of Harassing Materials - Employees are prohibited from possessing, displaying, disseminating, distributing, trading or sharing of any materials, regardless of format (e.g., electronic, paper, film, video, animated) that constitute harassment on the basis of any characteristic protected by State, Federal or local law. This prohibition extends to all materials which are pornographic and/or demeaning. This includes, but is not limited to, nude, semi-nude or scantily clad images, or images of people simulating acts or exhibit expressions which are intimate, sexual, demeaning or provocative.

~~e.~~d. Harassment also includes forms of retaliation against individuals who report or cooperate in an investigation under this policy. Such behaviors are considered to be harassment whether they take place on or off City property, at any City-sponsored function, or in a City vehicle.

2. Responsibilities

a. Employees - If employees believe that they have been subject to discrimination, harassment or any unwelcome sexual attention, they should:

i. Make their unease and/or disapproval directly and immediately known to the discriminator or harasser;

ii. Make a written record of the date, time, and nature of the incident(s) and the names of any witnesses; and

iii. Report the incident to the City of Oshkosh EEO Officer, a human resource representative, or a supervisor.

b. Supervisors - Supervisors must deal expeditiously and fairly with allegations of discrimination or harassment whether or not there has been a written or formal complaint. Supervisors who knowingly allow or tolerate discrimination or harassment are in violation of this policy. Supervisors must:

i. Act promptly to investigate discrimination, harassment or inappropriate sexually oriented conduct;

ii. Ensure that discrimination, harassment or inappropriate sexually oriented conduct is reported to the City of Oshkosh EEO Officer or ~~his/her~~ designee; and

iii. Take corrective action to prevent prohibited conduct from reoccurring.

In many cases, a supervisor's warning to an alleged discriminator or harasser, combined with appropriate follow-up supervision and monitoring of the

employee's behavior may be sufficient to prevent or stop discrimination or harassment.

c. EEO Officer (the Director of Administrative Services) or ~~his/her~~ designee - The EEO Officer must:

i. Ensure that both the individual filing the complaint (hereafter referred to as the complainant) and the accused individual (hereafter referred to as the respondent) are aware of the seriousness of a discrimination/~~-~~harassment complaint;

ii. Explain the City of Oshkosh discrimination/harassment policy and investigation procedures to the complainant and the respondent;

iii. Explore means of resolving discrimination or harassment complaints;

iv. Refer the complainant and/or the respondent to the City of Oshkosh Employee Assistance Program (EAP) for counseling and referral services, if appropriate;

v. Notify the police if criminal activities are alleged; and

vi. Arrange for an investigation of the alleged discrimination or harassment and the preparation of a written report to be submitted to a decision-making panel (see Section 5).

3. Investigation - An investigation into an alleged violation of this policy can be initiated by complaint with the City of Oshkosh EEO Officer or a human resource representative.

Complaints should be filed as soon as possible after an incident of alleged discrimination or harassment. The EEO Officer assists the complainant in completing a discrimination or harassment complaint. To ensure the prompt and thorough investigation of a discrimination or harassment complaint, the complainant should provide as much of the following information as is possible:

- The name, department, and position of the person or persons allegedly causing the discrimination or harassment;
- A description of the incident(s), including the date(s), location(s), and the presence of any witnesses;
- The alleged effect of the incident(s) on the complainant's position, salary, benefits, promotional opportunities, or other terms or conditions of employment;
- The names of other employees who might have been subject to the same or similar discrimination or harassment;
- The steps the complainant has taken to try to stop the ~~-~~discrimination or harassment; and

- Any other information the complainant believes to be relevant to the discrimination or harassment complaint.

The EEO Officer is responsible for ensuring that an impartial investigation begins within 10 working days after a complaint has been filed. The City of Oshkosh attempts to complete investigations within 15 working days. Except in the most unusual circumstances, investigations should be completed within 30 working days. In most cases, the EEO Officer will appoint a qualified human resource representative or an independent outside investigator to lead the investigation. In any case, a second person--usually a human resource representative--should accompany the primary investigator during all interviews with the complainant, respondent and witnesses so that information obtained during the interviews can be corroborated. The investigation may take different forms depending upon the specific circumstances. However, the following shall apply to all investigations:

The investigators shall have the discretion to decide who they need to interview and/or talk to. Those employees that the investigators wish to interview and/or talk to must appear at the scheduled investigator's meeting.

Everyone that the investigators interview and/or talk to must be truthful. This includes the complainant, the subject of the complaint, and any witnesses. The complainant, the subject of the complaint, and witnesses shall be forthcoming with information in their possession, and shall not be purposefully evasive.

Everyone that the investigators interview and/or talk to must cooperate with the investigation. This includes answering questions to the best of their abilities and memory about any issue that is reasonably related to the subject of the investigation.

4. Report - The designated investigator prepares a written report immediately following the completion of the investigation. Except in the most unusual circumstances, the report should be completed within 15 working days after the completion of the investigation. The report must include:

    - summary of the complaint;

    - summary of the response by the individual charged with discrimination or harassment;

    - summary of the statements and evidence obtained during the investigation;

A copy of the report must be sent to members of a decision-making panel consisting of the Director of Administrative Services, the City Attorney and the respondent's department head and/or immediate superior. If one of these people is involved in the complaint, the City Manager shall have the right to appoint an individual as a replacement. After consideration of the report, the panel may agree to one of the following:

a. Sustain the complaint, order the discrimination or harassment to stop, facilitate appropriate sanctions on the respondent, provide for the restoration of any employment benefits the complainant lost because of the discrimination or harassment and provide any other relief necessary to remedy the situation.

b. Order further investigation, for a period not to exceed 10 working days and require a supplementary report.

c. Dismiss the complaint, if it is found to be without merit.

d. Order other corrective actions to effectuate the change in behavior(s) required.

Once the report has been approved, copies are provided to both the complainant and the respondent. The EEO Officer and a member of the committee meet with the complainant to explain the decision. The EEO Officer and the respondent's supervisor and/or department head meet with the respondent to explain the decision and implement any corrective action or discipline determined.

5. Monitoring Compliance - The supervisor is expected to monitor the individual's compliance as determined by the decision making panel.

6. Discipline - Employees who violate this policy may be subject to appropriate discipline.

7. Confidentiality - All inquiries, complaints and investigations are treated as confidentially as possible. However, when the City becomes aware of the potential of a discrimination or harassment situation it is obligated to follow up on the circumstances which may require the discussion of the information provided.

    a. All information pertaining to a discrimination or harassment complaint or investigation is maintained by the EEO Officer in secure files.

    b. All individuals contacted in connection with a complaint will be counseled that any information pertaining to the complaint should be held in confidence.

8. Other Available Procedures - The procedures available under this policy do not preempt or supersede any legal procedures or remedies otherwise available to a victim of harassment under state or federal law.

105 BULLYING POLICY

1. Bullying Defined

    a. Bullying is any gesture or written, verbal, graphic, or physical act (including electronically transmitted acts – i.e., cyberbullying, through the use of internet, cell phone, ~~personal digital assistant (pda)~~, computer, or other ~~wireless handheld device~~electronic methods~~,~~ currently in use or later developed and used by employees) that is reasonably perceived as being dehumanizing, intimidating, hostile, humiliating, threatening, or otherwise likely to evoke fear of physical harm or emotional distress.

b. Bullying also includes forms of retaliation against individuals who report or cooperate in an investigation under this policy. Such behaviors are considered to be unacceptable behavior whether they take place on or off City property, at any City-sponsored function, or in a City vehicle.

c. Bullying is conduct that meets all of the following criteria:

i. is reasonably perceived as being dehumanizing, intimidating, hostile, humiliating, threatening, or otherwise likely to evoke fear of physical harm or emotional distress;

ii. is directed at one or more employees;

iii. is conveyed through physical, verbal, technological or emotional means; and

iv. substantially interferes with an employee's ability to do their job.

2. Responsibilities

a. Employees - If employees believe that they have been subject to bullying, they should:

i. Make their unease and/or disapproval directly and immediately known to the offender;

ii. Make a written record of the date, time, and nature of the incident(s) and the names of any witnesses; and

iii. Report the incident to a supervisor or human resource representative.

b. Supervisors - Supervisors must deal expeditiously and fairly with allegations of bullying whether or not there has been a written or formal complaint. Supervisors who knowingly allow or tolerate bullying are in violation of this policy. Supervisors must:

i. Act promptly to investigate allegations of bullying;

ii. Take corrective action to prevent prohibited conduct from reoccurring; and

iii. If the behavior appears to include unlawful discrimination, harassment or inappropriate sexually oriented conduct, ensure it is reported to the City of Oshkosh EEO Officer or ~~his/her~~ designee.

In many cases, a supervisor's warning to an alleged offender, combined with appropriate follow-up supervision and monitoring of the employee's behavior may be sufficient to

prevent or stop the behavior. However, supervisors and/or employees should consult with Human Resources for additional guidance.

106 EMPLOYEE - MANAGEMENT RELATIONS

Certain City employees have the right to organize, join and participate, or refuse to organize, join and participate in any employee organization freely and without fear of penalty or reprisal as provided for in the Municipal Employment Relations Act (Wisconsin Statute 111.70).

107 ORGANIZATION AND ADMINISTRATION

Proper organization and a clear understanding of responsibility and authority are essential to effective and efficient City government administration and management.

1. Responsibility and Authority

    a. Director of Administrative Services - The Director of Administrative Services (or designee) shall:

        i. Advise the City Manager and Department Heads on personnel matters.

        ii. Formulate and direct the administration of personnel policies, procedures, and regulations.

        iii. Negotiate and administer collective bargaining agreements.

        iv. Assist Department Heads in recruitment, selection, placement, and transfer of personnel.

        v. Evaluate requests for promotions or transfers and make recommendations.

        vi. Recommend and assist in disciplinary action.

        vii. Process employee grievances.

        viii. Supervise the maintenance of personnel records, including general, compensation, insurance and accrued benefits.

        ix. Evaluate requests for changes in employee strength and organizational structure.

        x. Supervise employee development programs.

        xi. Develop and maintain a job classification system.

        xii. Maintain current position descriptions.

        xiii. Be responsible for wage and salary administration.

xiv. Direct safety programs.

xv. Serve as secretary to the Police & Fire Commission.

xvi. Serve as AA/EEO Officer for the City and regularly review and administer the program.

xvii. Administer the employee fringe benefits program and disseminate information as required to all employees and departments.

xviii. Serve as agent for the Wisconsin Retirement Fund.

xix. Investigate unemployment compensation claims and arrange for City representation at unemployment compensation hearings.

xx. Administer temporary and emergency appointments under Federal or State programs.

xxi. Keep current on State and Federal laws and regulations relating to personnel policies and provide for the proper posting of information posters required by State or Federal laws.

xxii. Other duties as assigned.

b. Department Heads – Department Heads shall:

i. Enforce the personnel policy, rules and regulations in their respective departments.

ii. Keep employees informed of current personnel policies.

iii. Immediately notify the Director of Administrative Services of any proposed changes in personnel and participate in the selection of replacements as appropriate.

iv. Collaborate with the Director of Administrative Services in hiring, developing employee orientation and in-service training programs and other personnel management activities as appropriate.

v. Administer discipline and delegate such authority to supervisory personnel as appropriate.

vi. Conduct performance evaluations as appropriate.

c. Supervisory Personnel - Supervisors shall:

i. Implement the personnel policies, rules and regulations within their unit.

ii. Participate in the selection of new employees as appropriate

iii. Administer discipline to employees as appropriate.

iv. Conduct performance evaluations as appropriate.

108 JOB CLASSIFICATION

The purpose of the job classification plan is to provide a standard system of titles and job descriptions for the effective administration of personnel activities such as: staffing, planning and budgeting, establishing and maintaining standards of job performance, fair and equitable pay, valid selection and recruitment programs, training programs and career development.

1. Authorized Position Count - The authorized position count, as authorized by the City Manager and subsequently set forth in and duly adopted as part of the annual City Budget, shall serve as the official documentation of positions within the City organization. The authorized position count shall identify the title and status of each position and shall be maintained and updated by Human Resources and incorporated into an organizational chart.

2. Administration - The Director of Administrative Services shall be responsible for the administration of the job classification plan in cooperation with Department Heads, key staff employees, and other appropriate resources.

3. New Positions - When a suitable class does not exist, the Director of Administrative Services shall establish a new class with an appropriate pay range subject to the approval of the City Manager and subsequently set forth in and duly adopted as part of the annual City budget.

4. Abolition of Positions - When it is determined that a classification or classifications are no longer useful or needed, the Director of Administrative Services shall recommend to the City Manager that such classes be abolished and duly adopted as part of the annual City Budget.

5. Reclassification - If an employee has facts which indicate that a position is improperly classified, the employee may work with their supervisor and/or submit a written request to the Director of Administrative Services for review and approval subject to approval of the City Manager and subsequently set forth in and duly adopted as part of the annual City Budget.

6. Department Reorganization - If a department or division is reorganized, position descriptions for all affected employees shall be submitted to the Director of Administrative Services for review and approval as part of such reorganization subject to approval of the City Manager and subsequently set forth in and duly adopted as part of the annual City Budget.

7. Position Description - The Director of Administrative Services may require departments to submit position descriptions when vacancies occur or anytime there is reason to believe that there has been a significant change in the duties or responsibilities of one or

more positions. Annual review of position descriptions by Supervisors and employees is recommended. Official job descriptions shall be on file with Human Resources.

8. Review of Classification Plan - The Director of Administrative Services shall review the classification plan as often as appropriate to ensure that the plan accurately reflects existing position responsibilities and market conditions. The Director of Administrative Services shall take whatever action is appropriate to amend and update the classification plan, subject to review of the City Manager and subsequently set forth in and duly adopted as part of the annual City Budget.

109 SALARY ADMINISTRATION

1. Pay Plan - City pay plans include the schedule of pay ranges consisting of a minimum and maximum rate of pay for all classes of positions contained in each respective plan as well as the components and intended purposes for each feature of the respective plans. The objective of each pay plan is to provide an appropriate salary structure to recruit and retain the required number of City employees.

2. Responsibility and Administration - The Common Council, acting through the City Manager and the Director of Administrative Services, shall be responsible for determining the total annual amount available for salaries and salary measures under each pay plan. The Common Council shall also be responsible for the approval of the basic structure and overall ranking of job classifications based upon the recommendations of the Director of Administrative Services and the City Manager. The Director of Administrative Services shall be responsible for the overall administration of each pay plan and shall make additions, subtractions and modifications to classifications and the corresponding pay range assignments as needed between formal surveys with the approval of the City Manager for reflection in future budget documents.

3. Linkage - Each pay plan shall be directly linked to a classification plan. Positions of similar responsibility shall be grouped together in grade levels to establish an appropriate rate for each grade, and to establish a range for that grade. The appropriate rate shall be based on internal rankings and external market conditions.

4. Pay System - Pay periods are bi-weekly. Hours worked during a pay period are ordinarily paid the following Friday of the subsequent pay period.

5. Deductions - Before any deduction from an employee's wages is made, other than those allowed by law or court order, employees must authorize the deduction in writing. Forms for authorizing a deduction are available in the Payroll Office.

6. New Employees - A new employee may be employed at a point within the salary range commensurate with their~~his/her~~ qualifications as determined by the Director of Administrative Services. Performance evaluation(s) will be conducted at least annually. Performance evaluation reports shall be considered in personnel decisions affecting such things as compensation, promotion, demotion, removal, reduction in force, re-employment and training.

7. Salary Adjustment

a. General - The salary schedule shall be reviewed annually to consider overall changes of salaries inside the organization, the labor market and economic conditions. If a general adjustment is given, it may be made either on a straight percentage basis, a flat dollar amount, or a combination of the two. Such adjustments shall normally be effective January 1 or pay period #1.

If the City utilizes a ~~step based~~step-based pay system, movement from one step to the next will occur on the employee's anniversary date of hire into their current classification and only after receiving an acceptable review of their performance from their supervisor up to the final step in the series progression. If pay for performance awards are provided, they will be awarded to those employees who have received an above average or higher review of their performance from their supervisor. These awards shall normally be effective January 1, after all other base pay adjustments have been applied. When an employee's salary exceeds their existing pay range maximum the employee's pay is defined as "red circled". A red circled employee will not be eligible for further base-accumulating pay increases until their ~~his/her~~ salary is within the salary range for their existing position.

b. Special - Individuals whose salaries are substantially below the level called for by the labor market and the individual's performance, may be given an increase in addition to that called for elsewhere in these guidelines, upon recommendation of the Supervisor, Director of Administrative Services, and City Manager provided sufficient funds have been made available through the budgeting process by the Common Council.

c. Transfers - Employees in good standing may request to be considered for transfer to another position in the City which is vacant. Such requests shall be made to the Director of Administrative Services. When employees transfer within the same classification or pay range, they will receive no salary adjustment, but may be eligible to retain their original step increase date.

d. Promotion - Employees who are promoted from one class to another having a higher pay range will be granted a salary increase of 5% ~~-~~or the pay step of the new range that provides an increase of at least 5%, or the minimum of the higher range, whichever is greater. In the event of a promotion of two or more salary grades, the increase will be at least 8%, or the pay step of the new range that provides an increase of at least 8%, but not to exceed 10%, or the minimum of the higher range, whichever is greater. Promoted employees will not exceed the pay rate of the highest paid employee in their new classification, unless that rate is less than or equal to their former rate.

e. Demotion - Demotions may be made in lieu of layoff, as a disciplinary measure or can be voluntary. Demotions must be approved in advance by the Director of Administrative Services and the City Manager. Also, an employee who demotes

to a pay grade or classification that they previously held will not be placed back into that pay grade or classification at a higher pay or pay step than they would have attained had they stayed within that pay grade. This also applies in circumstances where a previously demoted employee promotes up to a previously held pay grade or classification.

When employees are demoted, the following provisions apply:

i. Involuntary - An employee who is demoted for non-voluntary reasons but unrelated to performance may~~will~~ retain their~~his/her~~ present salary if the salary exceeds the new range maximum. If the present salary falls within the new range, the employee may~~will~~ be placed in the new range at their current salary. However, employees who are involuntarily demoted will not exceed the pay rate of the highest paid employee in their new classification nor will they be placed at a pay rate which will create a compression issue. As long as an employee's salary exceeds the new range maximum, the employee will not be eligible for further base-accumulating pay increases until their~~his/her~~ salary is again within the salary range for the new position.

ii. Voluntary – An employee who takes a voluntary demotion may retain their~~his/her~~ present salary unless that salary exceeds the maximum rate of pay for the new position in which case the employee's salary may~~will~~ be adjusted to the new maximum. However, employees who voluntarily demote will not exceed the pay rate of the highest paid employee in their new classification nor will they be placed at a pay rate which will create a compression issue. Also, an employee who voluntarily demotes to a pay grade or position that they~~he/she~~ previously held will not be placed back into that pay grade at a higher pay or pay step than they would have attained had they stayed within that pay grade or position. An employee may only continue to receive a rate of pay in excess of the~~at~~ maximum or in excess of the highest paid employee upon the recommendation of the Department Head and approval of the Director of Administrative Services and the City Manager. If the employee continues to receive a rate of pay in excess of the maximum salary range, the employee will not be eligible for further base-accumulating pay increases until their~~his/her~~ salary is again within the salary range for the new position.

iii. Related to Performance – An employee who is demoted for performance reasons may retain their~~his/her~~ present salary unless that salary exceeds the maximum rate of pay for the new position in which case the employee's salary may~~will~~ be adjusted to the new maximum. However, these employees will not exceed the pay rate of the highest paid employee in their new classification, nor will they be placed at a pay rate which will create a compression issue. Also, an employee who is demoted for performance reasons to a pay grade that the employee~~he/she~~ previously held will not be placed back into that pay grade at a higher pay or pay step

than they would have attained had stayed within that pay grade or position.

f. Reallocation/Reclassification - When an allocation of a position has been changed as a result of changes in the duties assigned to the position, the organizational structure of a department or logical and gradual changes in the duties and responsibilities of the position, such change in grade will be considered to be a reallocation or reclassification.

When employees are reallocated or reclassified the following provisions apply:

i. Employees who are reallocated or reclassified to a higher pay grade will be granted a salary increase of 5% or the pay step of the new range that provides an increase of at least 5%, or the minimum of the higher range, whichever is greater. In the event of the reclassification of two or more salary grades, the increase will be at least 8%, or the pay step of the new range that provides an increase of at least 8%, but not to exceed 10%, and then movement to the next closest step that provides an increase, or the minimum of the higher range, whichever is greater. With the exception of compression adjustment related actions, employees who are reallocated/reclassified to a higher pay grade will not exceed the pay rate of the highest paid employee in their new classification, unless that rate is less than or equal to their former rate.

ii. If a position is reallocated or reclassified to a classification in a lower salary range and the salary of the employee exceeds the maximum of the new range, the employee will be placed in the new range, the employee will be placed in the new class and will retain theirhis/her current salary. However, with the exception of compression adjustment related actions, employees who are reallocated or reclassified to a lower pay grade will not exceed the pay rate of the highest paid employee in their new classification. As long as an employee's salary exceeds the new range maximum the employee will not be eligible for further base-accumulating pay increases until theirhis/her salary is again within the salary range for the new position.

iii. If a positon is reallocated or reclassified to a classification in the same salary range the employee will receive no salary adjustment.

g. Recall/Reinstatement - When the employees are recalled to a position with a lower or higher pay grade, they shall be paid according to their experience and qualifications within the pay grade in which they will be employed. Employees who are recalled will not exceed the pay rate of the highest paid employee in their new classification. When employees are reinstated to their former position, they shall normally be paid at the rate of the position they are returning to, commensurate with the level at the time of separation unless significant experience was obtained since separation which enhances the value of the

employee to the City. In such instances, a higher rate may be paid up to the maximum for that position. However, employees who are reinstated will not exceed the pay rate of the highest paid employee in their classification.

h. Replacement of Employee in Previous Classification within Introductory Period (See Section 110.9) - An employee who does not successfully complete their introductory period and returns to theirhis/her former class will have theirhis/her salary restored to the same rate of pay the employee received in the former class.

i. Part-time and Seasonal Employment - Part-time and seasonal employees shall be compensated at a rate established by the Director of Administrative Services.

j. Temporary Assignment - Employees who are temporarily assigned to a position with a higher maximum pay rate than their current rate for a period of 30 days or more may receive an increase in pay retroactive to the starting date of their assignment upon approval of the Director of Administrative Services and the City Manager. If the 30 day threshold is known to be satisfied at the time of appointment, the pay adjustment will become effective upon assignment. Employees who are temporarily assigned to a position with a lower pay rate for any period shall not receive a reduction in pay.

k. Compression Adjustment - Wage compression exists when there is an unacceptable differential in wages or salary between a supervisor and direct subordinate. In rare circumstances, compression can also exist within grades when more experienced employees within the same or similar classifications are earning less than, or nearly the same as, less experienced employees. Compression can exist under a base pay comparison, under a total gross earnings comparison, or both. If compression can be resolved through means other than a pay increase, the City will consider those options. In determining whether compression is an issue that must be resolved through a pay increase, the City will look at the differences in total compensation (i.e., direct pay and benefits) between the supervisor and subordinate positions.

   Unless the benefit package of the supervisor is determined to compensate for wage compression, the City will provide an acceptable base pay differential between an exempt supervisory position and the average gross earning of the top paid classification directly supervised. Compression adjustment should not, in most cases require a pay grade change in order to use a rate within the assigned grade that provides the recommended differential. In situations where the compression analysis requires a higher base rate than would normally be utilized under the compensation plan, at the City's discretion, one of two actions will be available:

   i. Adjust the employee's pay upward into the range; or

   ii. Move the position up one pay grade temporarily and only while compression conditions are still causing the problem.

The City will utilize the first option whenever possible, as long as the current pay grade and range allows for sufficient earnings growth consistent with the intent and spirit of the compensation plan. However, when the City utilizes the second option and the position will be placed in a higher grade, all documents and communications are retained to reflect the temporary assignment of these positions. The earnings differential situation should be checked every year, and if conditions change such that the actual pay grade provides an adequate differential and opportunity for sufficient earnings growth, these positions will move back into their correct grade.

The City recognizes that the allowance of compression adjustments does disrupt some of the internal equity in its compensation plan, because there are jobs that are of higher internal value that may be paid less than a job of lower internal value. This is why the City intends to utilize compression adjustments sparingly.

All compression adjustments must be recommended by the department head and receive approval by the Director of Administrative Services and the City Manager. In the event that a position under a compression adjustment is later reclassified downward to the correct internal pay grade, the policy for Salary upon Reclassification of Position will apply in regard to compensation for the affected employee. "Not to exceed" language does not apply to this action.

l. Market Adjustment - The City's compensation program has provided a methodology for determining pay rates for employees that recognizes not only the value of the positions in the market but also the internal worth within the City.

   There may be situations where a position in the City's compensation plan should be considered for placement at a higher range of pay than that which is established. These are positions that may command higher rates of pay due to market demands.

   As illustrated below, market adjustments should generally be considered only under situation one or two. In either case, situation three should also apply before a market adjustment is approved:

   i. The City has documented problems recruiting and/or selecting employees within the assigned pay range (for example, a position is advertised two or more times resulting in few or no qualified individuals).

   ii. The City has an unacceptable rate of turnover in a position, and exit interview information indicates a pay issue is contributing to the high turnover rate.

   iii. Periodic Market surveys conducted by the City show that the control point of the City's pay range is more than 15% less than the average rate of pay shown for a given position in the market analysis.

In situations where market demands higher pay rates, at the City's discretion, one of two actions will be available:

iv. Adjust the employee's pay upward into the range; or

v. Move the position into a higher pay grade temporarily and only while market conditions are still causing the problem.

The City will utilize the first option whenever possible. However, when the City utilizes the second option, the appropriate pay grade will be determined by the City (with consultation from a compensation consultant, if desired) and the position will be placed in a higher grade. Furthermore, all documents and communications are retained to reflect the temporary assignment of these positions to a higher pay grade. The market conditions should be checked every year, and if conditions change, these positions will move back into their correct grade.

The City recognizes that allowance of market adjustments does disrupt some of the internal equity in its compensation plan, because there are jobs that are of higher internal value that may be paid less than a job of lower internal value. That is why the City intends to utilize market adjustments sparingly.

All market adjustments must be recommended by the department head and receive approval by the Director of Administrative Services and City Manager. In the event that a position under a market adjustment is reclassified to the correct pay grade, the reclassification section would apply in regard to compensation for the affected employee.

m. Market Survey Implementation Guidelines - The following implementation guidelines will be applied to approved studies:

i. If an employee's current rate of pay is between a step in the new range, then the employee will be placed at the step that provides an increase.

ii. If an employee's current rate of pay is between the Control Point of the new range and the Maximum rate of the range, then no increase is required.

iii. If an employee's current rate of pay is "red-circled" and would be higher than the Maximum rate of the new range, then the employee would continue to be "red-circled".

8. Exceptions to the Pay Plan - Exceptions to the pay plan may be made by the Oshkosh Common Council.

110 RECRUITMENT & SELECTION

1. Policy - It shall be the policy of the City to recruit and select the most qualified persons for positions in the City, including part-time, seasonal, and limited term appointments. Recruitment and selection shall be conducted in a manner to promote open competition, provide for equal opportunity, and prohibit discrimination.

2. Relatives – The Wisconsin Ethics Commission guide on Nepotism, states "Although the Wisconsin Ethics Commission believes it is improper for a person to be hired by the state or a local government because he or she is a relative of a public official, it also understands that a person, otherwise qualified, should not be denied employment with the state or a local government because he or she is related to a public official. A problem arises only when the official is involved, directly or indirectly, in the hiring or promotion or supervision on a relative a public official may not use his or her office to bring about the state's or a local government's employment of the official's spouse or a dependent relative. {19.45(2) and 19.59(1)(a), Wisconsin Statutes]". With the exception of positions covered by the provisions of Wis. Stats. Chapter 62.13, an applicant for a position will not be eligible for appointment or hire if he or shethey have has an immediate relative serving in the capacity of City Manager, Assistant City Manager, Director of Administrative Services, Elected Official or a supervisor/-subordinate relationship (see 3, d, ix of this section). This includes both direct supervision and indirect supervision as a result of a vertical relationship on the organization chart of the City.

   For purposes of this section, immediate relatives shall mean: spouse, child, parent, sibling, grandparent, grandchild, and any step-relative, half-relatives, and in-laws of the aforementioned immediate relatives.

   When an applicant is an immediate relative of a staff person involved in a selection process, the relationship must be revealed by the staff person to the Director of Administrative Services in advance of the selection process. When this occurs, the staff person is not allowed to participate in the selection process.

   Immediate relatives shall not be employed, promoted, or transferred to any department or division which results in supervisor/subordinate relationships. This includes both direct supervision and indirect supervision as a result of a vertical relationship on the organization chart of the City.

   Employees who become immediate relatives where such relationship could conflict with this policy, such as within the same department or division, or become involved in a relationship that could be perceived as a conflict of interest, subsequent to employment with the City are required to notify the Director of Administrative Services or a Hhuman Rresources representative as soon as possible but not to exceed 30 days of the status change. The City Manager and Director of Administrative Services reserve the right to review the working relationship between the two employees, or an employee and a potential hire, and take appropriate action if necessary. Furthermore, supervisors are not allowed to become involved in a relationship with their direct reports. This restriction may extend to any supervisor above an employee as well as indirect supervisory relationships where the supervisor has influence over the employee's employment conditions. Such situations must be reported to the Director of Administrative Services

or Human Resources as soon as possible but not to exceed 30 days of the status change. Action may be taken to eliminate or reduce any possible conflict of interest.

This provision is not intended to deprive any individual of employment opportunity in City service but rather to prevent situations which result in or provide potential for conflicts of interest.

~~3.~~2. Recruitment - The Director of Administrative Services shall develop and conduct an active recruitment program designed to meet the current and projected City staffing needs. Recruitment shall be tailored to the position to be filled and directed to sources likely to yield qualified candidates.

a. Job Announcements - All job announcements shall include the job title, description, salary range and other pertinent information including minimum knowledge, skills and abilities required to perform desired duties. Job openings shall be formally announced and will state the time for filing except in cases of immediate need or unusual circumstances.

b. External Services - The Director of Administrative Services may direct recruitment efforts to outside services; these may include, but are not limited to, the following:

i. Review of applications on file which are part of a continuing recruitment effort.

ii. List with nearby job information and placement centers including Department of Workforce Development and the State Division of Vocational Rehabilitation.

iii. Advertisement in the local newspaper.

iv. Advertisement in regional newspapers, nationwide newspapers or professional journals where it appears that local coverage will not provide a reasonable number of qualified applicants.

v. Advertisement on various websites.

vi. Direct mailings to members of professional organizations.

vii. Use of a professional recruitment firm.

c. Application Form - All applications for employment shall be made on forms prescribed by the Director of Administrative Services and which meet State or Federal regulations. Individuals wishing to make application for future openings may do so. Such applications will remain active for six (6) months and will be kept on file for not more than twelve (12) months unless updated by the individual within these time frames.

d. Rejection of Applications - The Director of Administrative Services may reject any application if the applicant:

i. Has provided incomplete, false or inaccurate information.

ii. Has been convicted of a crime which is substantially related to the duties required such that the conviction renders the applicant not suitable for the position.

iii. Is not within the age limits prescribed for the position or for City employment.

iv. Has an unsatisfactory employment record which indicates unsuitability for the position.

v. Does not meet the minimum requirements for the position.

vi. Is unable to perform the essential duties of the position.

vii. Currently holds a position with the City. Unless the applicant agrees to only accept one position so as to not create an unforeseen overtime situation.

viii. Does not have the legal right to work in the United States.

ix. Has an "immediate relative" or is in a relationship that may cause a conflict of interest with a person serving in the capacity of City Manager, Director of Administrative Services, Assistant City Manager, elected official, or in a supervisor/subordinate relationship, as described in section 110(2) of this handbook.

~~ix.~~x. Is serving on a City of Oshkosh Council, board, commission or committee

e. Screening - The Director of Administrative Services (or designee) will select only the best qualified applicants for screening and final consideration.

f. Interview Expense - Applicants who are called in to interview for FLSA Exempt positions may be reimbursed for all or part of reasonable expenses incurred in conjunction with such interview including travel, meals and overnight accommodations.

g. Moving Expense - When the City fills a FLSA Exempt position with an individual who resides outside the City of Oshkosh, the City may pay the reasonable cost of relocation. This payment will be limited to 50% of approved expenses should the individual decide not to reside within the City of Oshkosh limits.

4. Selection - The selection process shall maximize reliability, objectivity, and validity as well as assess attributes necessary for successful job performance.

a. Selection Devices - The Director of Administrative Services shall be responsible for determining methods to be used to screen applicants for job vacancies. In developing the selection devices, the Director may confer with Department Heads, consultants, and others familiar with the knowledge, skill, and ability required and devices to best measure these factors. Such methods or devices may include but need not be limited to one or more of the following:

   i. Review of education, training, and experience as shown on the application.

   ii. Practical written or oral tests, work samples or performance tests if job related.

   iii. Physical tests of strength, stamina or dexterity when job related.

   iv. Background and reference inquiries.

   v. Physical, psychological, and drug & alcohol testing after a conditional offer of employment is made.

b. Confidentiality - All persons participating in the development and maintenance of selection materials shall exercise every precaution to ensure the highest level of confidentiality. Only the Director of Administrative Services and individuals designated by the Director shall handle confidential selection materials.

5. Certification and Appointment - Applicants selected for certification and interview in accordance with the selection process shall number three or more than the number of vacancies, whenever possible.

   a. Rank - The applications of the best qualified shall be certified as eligible by the Director of Administrative Services and submitted to the Department Head or Supervisor for consideration.

   b. Interviews - Candidates selected from applications may be interviewed by the Director of Administrative Services or human resource representative, Department Head, a Supervisor, or appropriate panelists.

   c. Appointment - For Department Head positions, the final approval of the candidate selected shall be made by the City Manager with the exception of those employees required to be hired by a specific board or commission. In all other cases, the Department Head or their~~his/her~~ designee in conjunction with the Director of Administrative Services or their~~his/her~~ designee shall make the final selection and appointment to the position. First consideration shall always be given to the best qualified candidates to fill the vacancy. If one of the certified candidates is not selected, justification shall be given to the Director of Administrative Services. If the reasons for not selecting the individual are found to be valid, the Director of Administrative Services may certify other qualified candidates.

6. Eligibility - With the exception of eligibility lists established for the Police and Fire Departments for entry level positions based on the results of a recruitment process established through the Police and Fire Commission and promotional registers for positions in those departments, the City of Oshkosh does not maintain eligibility lists but follows the principle of open competition and equal opportunity in recruiting and selecting for each vacancy.

7. Full-Time, Part-Time, and Seasonal Employment - These employees shall be classified as follows:

    a. Regular Full-Time Employee is defined as a person hired to fill a full-time position in the Table of Organization.

    b. Regular Part-Time Employee is defined as a person hired to fill a part-time position and regularly scheduled to work every week of a calendar year and accumulating 975 hours or more per year or if hired after July 1, 2011 accumulating 1,200 hours per year.

    c. Part-time Employee is one who is not regularly scheduled to work every week and/or who works less than the weekly and annual number of hours required for regular part-time employees.

    d. Seasonal Employee is one who is hired for a stated limited period of time which shall conclude on or before the end of said period.

8. Limited Term Appointments/Emergency Appointments - If there is an urgent need to fill a vacancy and the Director of Administrative Services is unable to immediately provide eligible candidates, the Director of Administrative Services may fill the vacancy by emergency appointment until proper recruitment can take place.

    a. Temporary Appointments - Temporary Appointments shall be made from applications on hand. If none are available for temporary work, the Director of Administrative Services may authorize the appointment of a qualified individual. The acceptance or refusal by an eligible candidate of a temporary appointment shall not affect the candidate's standing for a permanent position if one becomes available.

    b. Persons hired under Federal or State Programs - Persons employed by the City under Federal or State programs are considered limited term employees and are not considered regular City employees unless specific action is taken to appoint such an employee to a regular position after ~~he/she has~~ becoming~~en~~ duly certified as eligible for such appointment by the Director of Administrative Services.

9. Introductory Period - All persons promoted or transferred from one position to another or from one Department or Division to another shall serve an introductory period of up to thirty (30) calendar days. This period of time is for the employee to show their~~his or her~~ ability to work successfully with the Supervisor and fellow employees as well as perform the duties of the position. During this introductory period should the supervisor determine that the employee should not continue to remain in the new position, the Supervisor may

end their introductory period. The employee will be allowed to return to their prior position as long as a vacancy is available.

Employees will not be allowed to change positions until the introductory period has been completed. Introductory periods may be extended by agreement between the Department Head and the Director of Administrative Services.

10. Evaluation - At the end of the introductory period or at any other time deemed necessary by the Director of Administrative Services, the Director of Administrative Services or the Director's designee may request a performance evaluation to evaluate individual performance. The performance evaluation reports shall be considered in personnel decisions affecting such things as compensation, promotion, demotion, removal, reduction in force, re-employment and training.

111 SCHEDULED HOURS, OVERTIME, COMPENSATORY TIME, AND EXTRA PAY

1. Purpose - This section sets forth the policies and practices governing the establishment of work schedules, the scheduling of overtime and forms of overtime compensation.

2. Attendance - All City employees are expected to be punctual when reporting to and leaving work along with regular attendance at their respective jobs. If it becomes necessary to be late or absent, employees must notify their Supervisor immediately so adjustments can be made to work assignments.

3. Job Abandonment - Employees who fail to report to work for three (3) consecutive business days without notifying their Supervisor of the absence will be considered as having voluntarily terminated their position as a result of job abandonment.
If the employee is unable to contact their Supervisor for any absence, the employee~~he or she~~ should ask a representative (such as a family member or friend) to do so on the employee's behalf. If the employee or a representative is unable to contact their Supervisor due to extreme circumstances (such as a medical emergency or natural disaster that prohibits the employee or their ~~his or her~~ representative to contact the Supervisor within three days), the employee or their~~his or her~~ representative must contact the Supervisor as soon as practicable to explain the situation. In extreme circumstances, the Supervisor and the Director of Administrative Services will consider the explanation and its timing before determining if the voluntary termination will be upheld.

4. Scheduled Hours – With the exception of protective service and transit employees, the scheduled hours for each full-time position shall normally be either thirty-seven and one-half (37.5) or forty (40) hours per week or in accordance with department policy. Part-time employees shall work a normal schedule of hours averaging less than full-time hours per week.

Temporary variations in daily and weekly work schedules may be authorized by the employee's supervisor in response to department needs. Supervisors, at their discretion, may also authorize temporary variations in work schedules for subordinate employees in

order to accommodate employee needs. Any such variations shall be in accordance with the Fair Labor Standards Act (FLSA) where applicable.

Department Heads and salaried persons in executive, administrative, and professional positions may be allowed to work a flexible schedule of hours in order to accommodate fluctuations in their workloads. Such scheduling shall be subject to the general approval of the City Manager in the case of Department Heads, by the Department Head in the case of supervisory positions, and by supervisors in the case of their professional positions.

5. Lunch Periods, Breaks - An unpaid lunch period shall normally be provided midway through an employee's shift in accordance with department policy. Non-exempt employees who eat lunch within City facilities are encouraged to do so away from their work stations.

   Two paid fifteen minute, non-cumulative breaks may be provided in accordance with department policy. The first break should be taken during the first half of the work day and the second break should be taken during the second half of the day. Lunch periods and breaks are dependent upon the length of the work shift. Such breaks are not to be taken at the beginning or at the end of the work shift and are not to be combined with lunch periods.

6. Overtime – With the exception of certain protective service positions, overtime is time worked in excess of forty (40) hours in a workweek. Full days of holiday, vacation and floating holiday time, are counted toward the calculation of time worked. Substitution of these forms of leave for other forms of leave will not be counted toward the calculation of time worked. When reasonably possible, all overtime shall be approved in advance by the employee's Supervisor. It shall be the responsibility of every Department Head and Supervisor to assign overtime work only when emergencies or other compelling circumstances prevent the reasonable accommodation of additional work through the reassignment of work priorities or through the rescheduling of hours within the same workweek.

   Eligibility for overtime compensation shall be determined in accordance with the Fair Labor Standards Act for non-exempt employees and shall be subject to approval by the Director of Administrative Services. Department Heads and salaried exempt persons in executive, administrative, or professional positions shall be ineligible for any form of additional compensation for overtime hours worked but may be allowed to vary their work schedules in accordance with Section 4 above.

   Non-exempt employees eligible for overtime pay will be compensated at the rate of time and one-half (1.5) for time worked in excess of forty (40) hours in a workweek. Overtime is not paid for exempt positions unless otherwise provided by a respective collective bargaining agreement.

   In departments where sufficient staff exist by determination of the respective department head and the Director of Administrative Services, the City allows compensatory time, or the accumulation of a specified amount of compensatory time, in lieu of cash payment for

overtime at a rate of one and one-half (1.5) hours of compensatory time for each hour of overtime earned. An employee may request to take earned compensatory time off within a reasonable time period of the request. Employee's compensatory time accumulates on a calendar basis with all balances not used by the annually communicated deadline (typically balances need to be taken by first week in December) are paid out in cash the last paycheck in December following prior calendar year accumulation. Employees who transition to a new position may be required to take a compensatory time payout at the time of transfer. Employees are not allowed to accumulate more than the statutory limits. Compensatory time taken will not be counted toward the calculation of time worked for overtime purposes.

7. Call In – With the exception of protective service, part-time, and seasonal employees, if a non-exempt employee is called back into work at other than theirhis or her regular schedule of hours, the employeehe or she will receive a minimum of two (2) hour's pay for such work. All time worked as a result of the call in will be paid at the rate of one and one half (1.5) times their hourly rate of pay. This provision will not apply to hours worked consecutively prior to or subsequent to the employee's regular schedule of hours.

8. Shift Differentials – With the exception of protective service, part-time, and seasonal employees, non-exempt employees who are assigned to work between the hours of 6:00 p.m. and 6:00 a.m. will be paid a fifty-cent ($.50) per hour premium. Shift differential does not apply to overtime hours worked.

9. Holiday Pay – With the exception of protective service, part-time, and seasonal employees, non-exempt employees required to work on a recognized holiday shall receive two (2) times their hourly rate of pay for hours worked in addition to the holiday pay.

   As a condition for payment of holiday pay, every employee shall report for work on the scheduled work day before and after the recognized holiday unless such employee is on an approved form of leave and is utilizing accrued paid time off before and after the recognized holiday.

112 EMPLOYMENT CONTINUANCE, LAYOFF, RECALL FROM LAYOFF

1. Purpose - The purpose of this section is to set forth the policies and practices regarding employment continuance, layoff and the recall of laid off employees.

2. Employment Continuance - An individual's employment can be terminated with or without notice at any time, for any reason. Furthermore, no management official is authorized to make an oral assurance or promise of continued employment and any such pledge or agreement must be in writing and signed by the City Manager.

3. Layoff - Employees may be laid off based upon the nature of the duties to be consolidated or eliminated, funding levels and the past performance of the individual employees involved. Under certain circumstances, workweek reductions may be imposed in lieu of layoff.

Employees laid off shall be eligible for continuation of their participation in applicable benefit programs per COBRA regulations. Employee premium payments shall be made on a monthly basis in accordance with Human Resources policy.

Laid off employees shall not accrue sick leave or vacation credits during any full month of layoff, but shall retain all past sick leave accumulations for possible use following recall from layoff, and shall retain their service time for vacation accumulation purposes following recall. Laid off employees may be able to continue their participation in other benefit programs at their expense in accordance with the terms established under the various benefit programs. Laid off employees may continue on the payroll beyond the date of layoff until all earned and accrued vacation and floating holidays benefits are exhausted or shall be paid all earned and accrued vacation and floating holidays benefits on the normal paycheck following their layoff date.

Laid off employees shall be given notice of vacancies based upon their demonstrated abilities and past performance.

Employees who have not been recalled to their former positions or placed in another appropriate position within one (1) year from their date of layoff are no longer eligible for recall. Persons assigned to reduced workweeks in lieu of layoff shall have their salaries and benefits eligibility administered on a prorated basis effective from the date of reduction.

It is the responsibility of laid off employees to apprise their Supervisors and Human Resources as to their current address and telephone number so that recall or other placement activities may be efficiently handled. An employee failing to do so may be considered to have voluntarily terminated their position and forfeited their~~his/her~~ recall or other placement options.

4. Recall from Layoff - Any employee recalled from layoff shall report for work as soon as possible following the date of recall notice but no later than seven (7) calendar days there from. An employee who fails to report for work within the recall period shall be considered to have voluntarily terminated their~~his/her~~ employment. Exceptions to the work return requirement may be made at the discretion of the Director of Administrative Services for medical or other compelling circumstances. In the event that other appropriate employment is offered by the City to a laid off employee, the employee is obligated to accept such employment in order to retain their~~his/her~~ employment status with the City. Refusal of such employment shall be considered to constitute a voluntary termination of employment.

113 GRIEVANCE

1. Policy - It is the policy of the City to provide all employees with a process to resolve workplace disagreements relating to employee discipline, termination of employment, and workplace safety. The City hopes that any disagreement can be resolved informally between the employee and their supervisor. However, if an informal resolution cannot be reached, then each employee may on an individual basis file a formal grievance which will be reviewed by a number of levels of City management. The final review for

grievances that cannot be resolved is with the Oshkosh Common Council. The filing of a grievance by an employee will not reflect unfavorably on the employee's standing, performance, loyalty or desirability to the public service and shall be without fear of reprisal.

2. Administration - The Director of Administrative Services shall supervise and administer the grievance process. Supervisors and Department Heads shall keep the Director of Administrative Services informed of all grievances in progress.

3. Definitions

Grievance - grievance is a formal complaint regarding the application of City policies related to an individual employee's discipline, termination of employment, or a dispute concerning workplace safety. The terms "discipline," "termination of employment," and "workplace safety" referred to shall be limited to the definitions and scope specifically identified in this grievance policy. In order to process written grievances, the grievance must contain all of the following:

- the name and position of the grievant;
- the date the incident or alleged violation took place;
- the issue involved;
- a clear and concise statement of the grievance;
- the specific section of the Employee Handbook / City Policy Manual or Workplace Safety Rule alleged to have been violated;
- steps taken to informally resolve the issue and the results;
- the relief sought or actions the employer is requested to take;
- the signature of the grievant and the date.

Employee - all City employees except those excluded by any state statute governing the creation of this grievance procedure. Employees receiving the benefits of this grievance policy shall not include employees subject to a collective bargaining agreement addressing employee discipline, termination and workplace safety; statutorily appointed individuals identified specifically in state statutes as serving at the pleasure of an appointing authority; elected officials; and, independent contractors. This policy shall not apply to police officers or fire personnel subject to Section 62.13, Wisconsin Statutes, relating to suspensions, reductions in rank, suspension and reduction in rank, or removal.

Workplace Safety – are those actions or inactions related to physical health and safety of employees enforceable under federal or state law, or City Policy related to: safety of the physical work environment, the safe operation of workplace equipment and tools, provision of protective equipment, training and warning requirements. The City policy applicable to this definition is Section 307 of the City's Employee Handbook.

Discipline - means oral reprimands (only where a written record of the reprimand is placed in the employee's file), written reprimands, suspensions and demotions. The definition of discipline does not include:

- Performance reviews, work plans or corrective actions that do not include a reprimand or other adverse employment action;
- Suspension for investigative purposes;
- Non-disciplinary wage, benefit or salary adjustments; or
- Change in assignment, assignment location, or unsuccessful completion of an introductory period resulting in non-disciplinary wage, benefit or salary adjustments.

Termination - means action taken by the employer to terminate an individual's employment for misconduct or performance reasons. The definition of termination does not include:

- Layoffs or failure to be recalled from layoff;
- Workforce reduction activities;
- Job transfers, demotions, or reinstatements;
- Action taken as a result of an employee's failure to meet the qualifications of the position;
- Voluntary termination including without limitation, quitting and resignation;
- Job abandonment;
- End of employment due to disability;
- Retirement;
- Death;
- End of employment due to completion of temporary assignment; or
- Termination of an at-will employee for other than rules violations, acts detrimental to the employer, or other acts of misconduct.

4. Grievance Procedure

Step 1 - The grievance procedure may begin for any dispute which remains unresolved after informal efforts of both the employee and employer. Employees that are not satisfied with the results of informal resolution efforts and are eligible to file a grievance may do so in writing no later than five (5) days after the event. Written grievances shall

be submitted to the Director of Administrative Services in the form required by this policy. The Director of Administrative Services will then forward the grievance to the employee's immediate supervisor. The employee's supervisor shall discuss and review the grievance in a manner the supervisor believes is most appropriate for the circumstances and shall determine whether or not the actions taken, which are the subject of the grievance, were reasonable. The supervisor should provide to the employee a written response, report, and/or conclusions describing their resolution of the problem, or any unresolved issues, within five (5) days after the grievance was submitted to the Director of Administrative Services.

Step 2 - If the response or report of the employee's immediate Supervisor is not acceptable to the employee, then the employee may appeal the supervisor's response or report to the Department Head. The appeal to the Department Head must be in writing, must set forth the reasons for this further appeal, and must be submitted to the Director of Administrative Services within five (5) days after receiving the supervisor's response/report. The Director of Administrative Services will forward the grievance appeal to the Department Head. The Department Head shall discuss and review the grievance appeal in a manner the Department Head believes is most appropriate for the circumstances and shall determine whether or not the actions taken, which are the subject of the grievance, were reasonable. The Department Head should provide to the employee a written response, report, and/or conclusions describing their resolution of the problem, or any unresolved issues, within five (5) days after the grievance appeal was submitted to the Director of Administrative Services.

Step 3 - If the response or report of the employee's Department Head is not acceptable to the employee, then the employee may appeal the Department Head's response or report directly the Director of Administrative Services. The appeal to the Director of Administrative Services must be in writing, must describe the facts and circumstances surrounding their grievance and their appeal of previous decisions of their supervisor and Department Head, and be submitted within five (5) days after receiving the Department Head's report/response. The Director of Administrative Services shall discuss and review the grievance and its appeal in a manner the Director of Administrative Services believes is most appropriate for the circumstances and shall determine whether or not the actions taken, which are the subject of the grievance, were reasonable. The Director of Administrative Services should provide to the employee a written response, report, and/or conclusions describing their resolution of the problem, or any unresolved issues, within five (5) days after they receive the grievance appeal.

Step 4 - If the response or report of the Director of Administrative Services is not acceptable to the employee, then the employee may appeal the Director of Administrative Services' response or report to an Impartial Hearing Officer (IHO). The appeal to the IHO must be in writing, must describe the facts and circumstances surrounding their grievance, and must be submitted to the City Manager within five (5) days after receiving the Director of Administrative Services' report/response. The IHO will be designated by the City Manager at the sole discretion of the City Manager. Any costs incurred by the IHO will be paid by the City. The IHO will convene a hearing in the manner the IHO determines necessary according to the particular circumstances of each situation. The IHO shall have the authority to administer oaths, issue subpoenas at the request of the

parties, and decide if a transcript is necessary. The IHO may require the parties to submit grievance documents and witness lists in advance of the hearing to expedite the hearing. The IHO's decision shall be based upon whether or not a preponderance of the evidence indicates that the actions taken which are the subject of the grievance were reasonable. In termination and discipline cases, the City shall have the burden of proving that the actions taken were reasonable. In workplace safety cases, the employee shall have the burden of proving that the actions, or inactions, taken were unreasonable. The IHO may request oral or written arguments and replies. The IHO shall provide the parties a written decision in a timely manner; which in most cases will not exceed thirty (30) days.

The IHO shall have the discretion to take all necessary action, and make all necessary orders, related to the grievance up to and including dismissal of the grievance for failure to comply with the rules of this policy or the IHO's rules. IHO's may only consider the matters presented in the initial grievance filed by the employee. The IHO shall have no power to add to subtract from or modify the terms of the City policy or rule that forms the basis for the grievance. The report/response of an immediate supervisor, Department Head, or Director of Administrative Services may be relevant to the IHO proceeding for procedural purposes, but shall not be conclusive or binding upon the IHO's final determination.

If the IHO is unwilling or unable to serve at any time during the process the City Manager shall designate a new IHO.

Step 5 - Either the employee or the City, or both, may appeal the final determination of the IHO, either in whole or in part, to the Oshkosh Common Council. The appeal to the Common Council must be in writing, must describe the facts and circumstances surrounding their grievance and their appeal of the IHO's final determination, and be submitted to the City Manager within ten (10) days after receiving the IHO's final determination. The City Council shall begin its review the grievance appeal within thirty (30) days after it has been received by the City Manager.

Common Council review will be conducted during a closed session meeting unless an open session is requested by the employee, or when some or all of the grievance review is required by law to be held in an open session. The Common Council involvement in the grievance process shall be for the purpose of reviewing the IHO final decision and shall not be for the purpose of conducting a new hearing or a continuation of a previous hearing. Therefore, the Common Council will make its decision based upon the final written decision of the IHO and any evidence collected during the IHO hearing process. During its review, the Common Council may, at its sole discretion, accept oral and/or written statements from the Grievant and from a representative of the City. However, no new testimony, records, or evidence shall be offered to, or accepted by, the Common Council.

The Council may adjourn its review of the grievance as it deems appropriate under the circumstances. The Common Council is responsible for deciding whether or not the IHO decision is reasonable in light of the information that was presented at the IHO's hearing. Because reasonable minds may come to different conclusions, the Common Council should not overturn an IHO decision simply because they may have reached a different

conclusion. IHO decisions may be overturned if it appears that material rules or laws were not followed, or if it appears that the IHO final decision was arbitrary and capricious. The Common Council may make a decision despite recognized IHO errors or omissions if they are not material or, if they are material, that they do not affect the final outcome. A simple majority vote of the City Council membership shall decide the appeal within twenty (20) days following the last session scheduled for review. The Common Council will issue a final written decision signed by those approving the decision which will include statements indicating either that the IHO final decision is affirmed, or that the IHO decision did not follow material rules or laws and therefore is reversed, or the IHO decision is arbitrary and capricious and therefore is reversed. The Common Council's written decision shall be binding on all parties.

5. Representation - A grievant may be accompanied by a representative throughout the grievance process. The representative may be an attorney or non-attorney. The cost of any representative, and all of the grievant's costs associated with the grievance procedure, shall be at the greivant's sole cost regardless of the outcome of the grievance. The grievant's right to a representative shall not impede the timely and efficient resolution of the grievance process.

6. Time - A grievance will be processed according to the established timelines. Except for decisions and determinations required of the IHO and Common Council, in those instances when a report/response of the employer is not provided within the timeframe noted, the grievance is considered denied. A grievant may advance a grievance to the next step if a report/response is not provided by the City within the designated timeframes. A grievant shall not file, advance, or appeal a grievance outside of the designated timeframes. Failure of the grievant to follow the timelines and other requirements in this policy shall result in the IHO and/or Common Council not having jurisdiction over this matter and shall terminate the grievance procedure for the grievant. However, an extension of time can be made in writing by agreement of both parties. For purposes of this section, time limits are defined as weekdays, excluding City recognized holidays. The time limits within which an action is to be taken under this grievance procedure shall be computed by excluding the first day and including the last day.

7. Legal Action - Regardless of the terms of this grievance policy, employees shall at all times retain all rights, protections, and procedures granted by federal and state laws. Nothing in this section shall abrogate any legal means of redress to the courts available to all employees.

8. Exclusive Remedy - This procedure constitutes the exclusive process for the redress of any employee grievances as defined herein. However, nothing in this grievance procedure shall prevent any employee from communicating with the City their concerns regarding matters which are either not subject to the grievance procedure or where the employee does not wish to pursue the formal grievance procedure. Matters not subject to the grievance procedure that are raised by employees shall be considered, and potentially acted upon, by City administration which retains final authority regarding any necessary procedures and conclusions, subject to any applicable City policy or directive, to resolve the matter.

114 RECORDS & TRANSACTIONS MANAGEMENT

1. Purpose - Personnel records are essential to provide factual data about an individual's employment with the City. In addition to meeting a variety of legal requirements, they also service as a basis to evaluate qualifications for promotion or transfer; to determine the status, eligibility, rights and benefits of employees under pertinent regulations and serve to support other management decisions.

2. Responsibility & Authority

    a. Common Council - The Oshkosh Common Council with City Manager recommendation shall approve new positions and grade changes through the annual budget process.

    b. City Manager - The City Manager, with recommendation from the Director of Administrative Services, shall approve all reclassifications, status changes, reallocation of existing positions, demotions and dismissal actions.

    c. Director of Administrative Services - The Director of Administrative Services shall:

        i. Establish, maintain and coordinate personnel transactions and records for all city employees.

        ii. Maintain a central personnel file for each city employee showing name, address, title, salary, changes in status, performance evaluation, cumulative vacation, sick leave and such other pertinent information necessary for effective personnel administration and for compliance with State and Federal law.

        iii. Advise and assist Department Heads and the City Manager on all City personnel transactions, records and system procedures.

        iv. Notify the payroll office of all matters affecting payroll changes.

    d. Department Heads - Department Heads or their designated Supervisors shall:

        i. Initiate and process transactions that affect their employees using forms provided by the Director of Administrative Services.

        ii. Maintain a record of each employee's compensatory time, if any, to justify time off from work.

        iii. Promptly notify the Director of Administrative Services of all changes in personnel information affecting records and payroll, including change of address or dependency, leave of absence or other pertinent information.

    e. Payroll Coordinator and Benefits Coordinator - The Payroll Coordinator shall

execute payroll deductions and convert personnel transactions as necessary to affect payroll records. The Benefits Coordinator shall maintain cumulative records of insurance, benefits and other information necessary for efficient benefit administration.

f. Employees - All employees shall be responsible for notifying their supervisor and Human Resources of any changes which affect their employment or benefit status, such as name, address, telephone number, marital status, number of dependents, and insurance coverage.

3. Security of Records - Access to personnel and payroll records is limited to those employees who utilize official records in order to perform their assigned duties. Other people who are authorized access should obtain the records from those assigned responsibility for their maintenance.

4. Public Inspection - Information is available for public inspection in accordance with the procedures prescribed by the Director of Administrative Services, subject to State and Federal law governing open records.

5. Destruction of Records - Applications for employment, examinations, payroll and other records shall be kept at the discretion of the Director of Administrative Services subject to State and Federal laws.

6. Reports - The Director of Administrative Services shall provide the City Manager and the Common Council with reports and information relating to personnel matters upon request or as appropriate.

115 TRAINING & DEVELOPMENT

1. Purpose - To provide organized training programs for the purpose of increasing the knowledge, proficiency, ability and skills of public employees in order to keep personnel abreast of current developments in their occupational fields and improve the quality of service to the City.

2. Director of Administrative Services - The Director of Administrative Services shall be responsible for development, administration and coordination of employee training and development. The Director shall:

a. Analyze and evaluate the overall needs for employee training and development of employees within the City and discuss such needs with Department Heads.

b. Match identified needs with available training resources.

c. Assure that employees receive opportunity to participate in training programs being offered and are properly encouraged to do so.

d. Properly credit each employee's personnel record upon successful completion of training and development activities to assure maximum consideration for transfers and promotions.

e. Assure that programs are arranged at times that are available and do not unduly interrupt City operations.

f. Remain current on training opportunities available.

3. Department Head - Department Heads shall provide active leadership in training and development of employees under their supervision and shall:

a. Suggest to the Director of Administrative Services any particular training that would be helpful to employees in their department.

b. Cooperate with the Director of Administrative Services in organizing programs and encouraging employees to attend training sessions.

c. Assist in assessing the effectiveness of employee training programs and make recommendations for improvements and modifications.

d. Grant employees sufficient time to participate in training programs provided that such participation does not unduly interfere with the necessary operations of the department.

e. Grant employees reasonable time, if required during working hours, to register at a school of instruction.

4. In Service Training - Some departments of the City require in-service training. Such training will be supervised by individuals assigned that responsibility in the department.

5. Credentials - The City will pay for training to maintain job required credentials, certifications, or licensures, as funding allows.

6. New Employee Orientation - The Director of Administrative Services shall provide a program outlined to orient new employees to the City work force.

a. Director of Administrative Services - On the first day of employment or as soon as possible during the first pay period, new employees will meet with the Director of Administrative Services or designee who shall advise them in regard to hours of work, fringe benefits, pay and pay periods, city rules, privileges and responsibilities. All required forms such as tax withholding, insurance enrollments, etc., shall be completed and signed. All relevant descriptive literature shall be furnished.

b. Supervisor - The supervisor shall orient each new employee to the job and work site. Such orientation shall include introductions to fellow workers, work standards, safety regulations, break periods, supplies, etc.

7. Employee Development Program – The Director of Administrative Services, through the Human Resources Division, shall manage an Employee Development Program which provides financial assistance to eligible employees who take college or technical college courses to complete a Certificate Program, Associate's Degree, Bachelor's Degree, or

Master's Degree related to City of Oshkosh employment. Eligible employees are defined as City of Oshkosh employees who have completed one year of employment in a full-time benefit eligible position unless a collective bargaining unit agreement applies to the contrary or does not provide these benefits. Approvals for this program are be subject to supervisory recommendation and budget allowances. Please contact Human Resources for more specific information regarding the policy and application process.

116 EXIT INTERVIEWS

1. Purpose - An exit interview is used to gain insight into the effectiveness of City personnel and managerial practices, to determine where personnel policies and procedures are in possible need of review or revision, and to determine where supervisory or managerial practices need modification or improvement.

2. Exit Interview - At the discretion of the Director of Administrative Services (or designee), an exit interview may be conducted with an employee who is leaving City employment regardless of length of service, position or circumstances of separation.

    a. The Director of Administrative Services (or designee) may conduct interviews with employees leaving City service to determine if separation is in any way related to personnel practices, poor supervision, misunderstanding, or for personal reason.

    b. Department Heads shall notify the Director of Administrative Services (or designee) as soon as they learn that one of their employees is leaving. Should the Director of Administrative Services (or designee) request an exit interview, the Director (or designee) shall then schedule a time and a place for the interview which normally would be close to the employee's last day of work.

3. Return of City Equipment - Employees leaving employment must return City keys, tools, identification and equipment on or before their last day of work.

200 FRINGE BENEFITS

All persons employed in qualified regular positions shall be eligible to participate in the City's Fringe Benefit Programs. Additional information on the benefits listed in sections 201 through 224 is available in the Benefits Office.

201/202 ROTH IRA/DEFERRED COMPENSATION

Under these programs, an employee may designate a portion of theirhis/her income to be deposited into a special investment account for use in future years. These programs offer certain tax advantages to participants. Further information is available through the Benefits Office.

203 DIRECT DEPOSIT

All ~~newly hired~~ regular full-time and part-time employees shall participate in the direct deposit payroll system. This system automatically deposits payroll checks into a financial institution of the employee's choice.

204 EMPLOYEE ASSISTANCE PROGRAM (EAP)

The City provides an employee assistance program to its employees and their family members. EAP provides confidential, quality services to help employees and their families successfully meet home and workplace challenges. EAP is committed to enhancing the well-being and quality of life of the diverse populations addressing the full spectrum of family and workplace needs. An employee may access EAP through supervisor referral, or through employee self-referral. Employees, or their family members, who contact EAP, can do so with complete confidentiality. Only aggregate statistics are shared with the employer. In no case will the use of this program itself have an adverse impact on an employee's job or future chances for advancement. For contact information, employees should ask their supervisor or contact Human Resources.

205 FAMILY AND MEDICAL LEAVE ACT (FMLA)

The City of Oshkosh complies with the requirements of the Federal and Wisconsin Family and Medical Leave Acts, and any amendments thereto.

1. Qualifying Events - FMLA is for an employee's own serious health condition; to care for a parent, son or daughter, or spouse with a serious health condition; or for birth, adoption, or foster care placement; or for a qualifying exigency related to active military duty. In no event will an employee be entitled to more Federal and/or State family or medical leave than the maximum number of weeks provided for in one calendar year by Federal or State FMLA statutes.

2. Eligibility - To be eligible for leave under the Federal FMLA, an employee must have been employed by the City for at least twelve (12) months and must have worked at least 1,250 hours during the twelve-month period immediately preceding the commencement of the requested leave. To be eligible for leave under the Wisconsin FMLA, an employee must have been employed for more than 52 consecutive weeks and have worked or been paid for at least 1,000 hours in the preceding 52 weeks. The kind and amount of leave available under this Policy, as well as rights during leave, depend upon whether the above requirements are satisfied.

3. Resources - Contact Human Resources for further information including the policy and application process.

206 FUNERAL LEAVE

All regular employees shall be allowed up to three (3) work days off with pay necessary for attending funerals for death in the immediate family (spouse, children, step-children, parents, step-parents, sister, brother, step-brother, step-sister, mother in-law, father in-law, sister in-law, brother in-law, son in-law, daughter in-law, grandparents, grandchildren, legal guardian, half-brother, and half-sister). The employee will be paid for scheduled time off from the day of death up to and including the day after the funeral but not to exceed three scheduled work days at the employee's regular straight time hourly rate. No funeral leave will be paid to any employee without documentation, while on sick leave, layoff, or any leave of absence and funeral leave will not be counted toward the calculation of time worked for overtime purposes. Note: The three (3) days are based on a regular (5) five-day workweek schedule. For example, full-time employees scheduled for 40 hours per week will be limited to 24 hours of paid funeral leave.

207 DENTAL, HEALTH & VISION INSURANCE

If the City contributes an amount per month toward the premium of the plans, this amount is based on eligibility and shall be set and modified from time to time by the City Manager. Specific benefits provided by this plan are explained in the master plan document(s) which may be obtained in the Benefits Office. ~~Premiums are collected one month in advance of effective coverage, through payroll deductions.~~

Eligibility - Benefit eligibility is outlined in the City of Oshkosh Benefit Eligibility document which may be obtained in the Benefits Office or on the City intranet.

1. Commencement of Coverage - New employees are admitted into the plan based on the employee's date of hire. ~~.~~ Detailed information can be found in the Medical, Dental and Vision Insurance Eligibility and Effective Date of Coverage document. ~~If an employee is hired on the 1st through 5th of the month, they are eligible on the 1st of the month following the date of hire. If an employee is hired on the 6th through the end of the month, they are eligible on the 1st of the month, following 30 days of employment.~~

2. Termination of Coverage - City paid coverage continues until the employee terminates employment or moves to a non-benefit eligible position ~~or retires~~. Upon termination or move to a non-benefited position, City paid coverage continues until the last day of the calendar month. ~~after the month following the day in which the last medical payroll deduction has been made.~~ Detailed information can be found in the Medical, Dental and Vision Insurance Eligibility and Effective Date of Coverage document.~~master plan document(s).~~

208 HOLIDAYS

Holidays shall be granted to regular active employees with full pay. Employees receive twelve (12) paid holidays per year, consisting of eight (8) recognized and four (4) floating holidays on Jan. 1st each year. Floating holidays are pro-rated upon hire and earned throughout the year. The following are recognized as holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the Day before Christmas, Christmas Day, and Spring Holiday (the Friday before Easter). When any of the above holidays fall on a Sunday, the following Monday shall be deemed a holiday. When any of the above holidays fall on a Saturday the previous Friday shall be deemed a holiday. If holidays occur on Friday and Saturday or Sunday and Monday then, Thursday and Friday or Monday and Tuesday are deemed the respective holidays. Holiday recognition changes do not apply to those operations that are scheduled for work 24 hours a day and 365 days a year. The use of floating holidays must be approved in advance by the employee's supervisor. No cash payment or roll over from year to year shall be made to employees for floating holidays not taken. Note: The twelve (12) paid holiday allotments are based on a regular (5) five-day workweek schedule. Alternate paid holiday schedules may be developed to accommodate other varied work schedules. Full-time employees scheduled for 2080 hours per year will be limited to an annual allotment of 96 hours paid holiday.

With the exception of protective service, part-time, and seasonal employees, non-exempt employees required to work on a recognized holiday shall receive two (2) times their rate of hourly pay for hours worked in addition to the holiday pay.

As a condition for payment of holiday pay, every employee shall report for work on the scheduled work day before and after the recognized holiday unless such employee is on an approved form of leave and is utilizing accrued paid time off before and after the recognized holiday.

209 INCOME CONTINUATION INSURANCE (ICI)

ICI is an income replacement plan that replaces up to seventy-five (75) percent of an employee's gross salary (to a maximum of $4,000 per month) if the employee is unable to work because of non-work-~~-~~related sickness or injury. The plan is not a guarantee of employment. The plan provides replacement income for disabilities that are considered short term in nature, as well as those that may last for extended periods after employees exhaust all accrued paid leave time. The City will pay the premium for the 180 day elimination (waiting) period. Employees may select a shorter elimination (waiting) period of 30, 60, 90, or 120 days. If employees desire a shorter elimination period, they are required to pay the necessary additional premium. Employees must exhaust all accumulated compensatory time, vacation days and sick time before becoming eligible to receive benefits.

210 JURY DUTY

During any period of jury service, the employee will receive full pay from the City. All compensation received by the employee for jury duty must however be reimbursed to the City. When the employee is not actually assigned to a case or is released early, the employee~~he/she~~

will be expected to report to their regular job. No overtime will be allowed for jury duty and jury duty will not be counted toward the calculation of time worked for overtime purposes. A leave of absence without pay may be granted an employee upon request when the employeehe/she has to appear under subpoena or in theirhis/her own behalf in litigation involving personal or private matters. Should any City employee be subpoenaed in matters relating to one's duties as a City employee, the employee shall receive full pay from the City. All compensation (witness fees, etc.) for Court appearances shall be turned over to the City.

211 LEAVE OF ABSENCE

Leaves of absence shall be granted to employees for a justifiable reason, and when in the interest of the City. Application for such leave shall be made in advance by applying to the Department Head (with final approval also required by the Director of Administrative Services), stating the period of the leave and reason for same. Disposition of such requests, except for legally mandated leaves such as military leave or FMLA, will be made on the basis of staffing requirements of the employer.

At expiration of the leave, the employee shall be reinstated in the position which is vacated or in an equivalent position which is vacant if the employeehe/she meets the stated qualifications.

Leaves of absence shall not constitute a break in service. Additionally, employees who are on a leave without pay do not accrue paid time off during their unpaid leave or any other benefits related to time worked.

Except as legally mandated, a leave without pay shall not be granted unless an employee has exhausted all accumulated, compensatory time, vacation days, and sick leave when applicable.

A return to work at an earlier date than scheduled may be arranged by the supervisor and employee.

With the exception of Jury Duty and Military Leave, employees on leave of absence from the City may not be employed elsewhere without the permission of the Department Head.

If an employee is unable to return on the scheduled date, the employeehe/she may submit a written request for extension of their leave of absence, subject to approval of the Director of Administrative Services or City Manager. If on the date following the expiration of the leave of absence, the employee has not returned to work and no extension was granted, the employee shall be considered to have resigned from City employment.

1. Unauthorized Absence - There are circumstances that could require an unauthorized absence and due consideration will be given to each case. However, an employee who is absent from duty without approval shall receive no pay for the duration of the absence, shall be subject to disciplinary action which may include dismissal and/or may be subject to the job abandonment provisions of this handbook.

2. Training Leave - Employees may be granted leave of absence from their regular duties with pay to attend professional conferences, participate in training courses and sessions that are specific to their work. Such leave with pay may be granted provided the

employee is not being compensated by any other source during the period of absence. Travel expenses, lodging, conference fees, tuition and similar expenses incurred during such leave may be paid in whole or part by the City, subject to available appropriations and City policy, and providing such fees are not paid by other sources. All administrative leaves must be approved in advance by the employee's supervisor. Those leaves that involve an overnight stay must be approved by the employee's Department Head, the Finance Director, and the City Manager.

212 LIFE INSURANCE

Qualifying employees are eligible for group term life insurance with the option to purchase additional and supplemental coverage totaling up to five times their WRS reportable earnings.

Basic and Supplemental each provide coverage for one year of WRS reportable earnings rounded up to the next thousand.

Additional provides coverage for up to three years of WRS reportable earnings rounded up to the next thousand.

Spouse and dependent coverage is also available for purchase.

1. Enrollment - Employees must enroll in group life insurance within 30 days of hire. Failure to do so will require the employee to apply for life insurance through medical evidence of insurability.

2. Payment - The City shall pay the full premium of the basic group life insurance policy for employees.

~~3. Age 65 - At age sixty-five (65), regardless if the employee is active or retired, coverage will reduce to seventy-five (75) percent of the face value. At age 66, coverage reduces to fifty (50) percent. From age sixty-seven (67), the paid-up policy amounts to twenty-five (25) percent of the policy's face value. The policy amount remains at twenty-five (25) percent the remainder of life.~~

213 MILITARY SERVICE

1. Active Duty - All regular City of Oshkosh employees who are called to active military duty will be placed on a "leave without pay" status. When the assignment with the military is complete, employees will be reinstated to their former position, or in some cases a comparable position, providing they are capable of doing the job, and they notify Human Resources of their intent to return to work after discharge from military duty. Failure to notify Human Resources of the employee's intention to return to work after discharge from the service, within time limits specified by Uniformed Services Employment and Reemployment Rights Act (USERRA), shall be considered a termination of the employee's employment. Employees will also retain their pay level, unused leave balances, length of service status, and any salary adjustments that may have occurred while they were on active duty. Leave balances will not accrue while employees are on military leave.

a. Requesting Leave - Unless notice is impossible, employees called to active duty must request a leave of absence from their Department Head in writing. The request should indicate the date of departure and expected return date (if known). Finally a copy of the formal military orders associated with the absence should also accompany the request.

b. Leave Approval - Leave is approved when written approval is provided from the requesting employee's Department Head. A copy of this approval is sent to Human Resources by the Department Head to initiate status changes.

c. Retirement Credit while on Leave - The City will continue to comply with the Wisconsin Retirement System (WRS) requirements as outlined in the Wisconsin Retirement System Administration Manual. Contact the Benefits Office prior to a leave of absence to ensure the required paperwork is completed.

d. Health Insurance while on Military Leave - COBRA law provides employees with the option of continuing their health insurance, at their own expense, for 24 months beyond their call to active duty. The military does provide health insurance coverage to its members and their families through TRICARE, the Defense Department's regional managed health care program.

e. Life Insurance while on Leave - The Wisconsin Public Employers Group Life Insurance program allows employees to continue their life insurance coverage, at their own expense, for up to 36 months beyond their call to active duty. All levels of coverage would be honored in the event of the employee's death during military action, with the exception of the Accidental Death, Dismemberment, and Loss of Use coverage, which is not payable when the cause of death is due to any act of war, declared or undeclared. In the event that employees decide not to extend their life insurance, or employees do but their leave extends beyond 36 months, employees may re-enroll within 30 days of their return to work.

f. Disability Insurance while on Leave - If employees are enrolled under the disability insurance policy at the time of departure, their coverage will end the last day of the month following the month they are called to active duty. Employees may re-enroll in the disability benefit upon their return to work for the City.

2. Military Reserve Leave - A permanent employee who is a member of any United States Military Reserve or the National Guard and who is required to undergo a temporary emergency duty or annual field training shall be granted a leave of absence without pay. The Director of Administrative Services shall be notified in advance of the starting date of regular training and immediately upon receipt of notice of emergency service.

214 RETIREMENT

The City of Oshkosh currently participates in a retirement plan known as the Wisconsin Retirement System (WRS) which is administered by the Department of Employee Trust Funds. The employer shall pay to the retirement fund the statutorily required amount designated by the

fund. A WRS employee benefit handbook explaining the program in detail is available in the Benefits Office.

215 SECTION 125-FLEXIBLE BENEFIT PLAN

The Flexible Benefit Plan is a program that was enacted by Congress in 1978 and is open to regular City employees. The plan allows employees to pay for certain expenses using pre-tax dollars. Employees deduct monies from their paycheck before federal, state, Social Security and Medicare taxes are calculated. The monies are withheld from each paycheck in equal installments and reimbursed once an employee shows proof that the service was rendered. This plan allows two separate categories of expenses to be claimed up to annual maximums. The categories are: Dependent Care Reimbursement and Medical Reimbursement.

216 SEPARATION PAY

When a regular part-time or full-time employee separates employment with the City, and successfully completes the notice period, the employee~~he/she~~ shall be paid for any remaining~~unused~~ earned vacation, floating holiday, or compensatory time which had been earned prior to the date of separation consistent with other policies in this employee handbook.

217 SICK LEAVE

Sick leave should be regarded by all employees as valuable, health and welfare insurance which, in the best interest of all employees, should not be used unless needed. Sick leave is not a "right" it is a privilege to be used carefully. Employees requesting sick leave shall do so in accordance with department policy.

1. Accumulation - All full-time employees shall accumulate sick leave with pay benefits at the rate of one (1) day for each month of completed service. New FLSA exempt employees may be advanced a sick leave amount, upon hire. If this benefit is negotiated as a condition of employment, accumulation will not occur until corresponding months of employment have elapsed. Any time used in excess of this accumulation schedule will be deducted from an employee's pay upon termination. Employees on a leave without pay do not accrue paid time off during their unpaid leave and are subject to sick leave adjustment. ~~as earned.~~ Regular part-time employees shall accumulate sick leave on a pro-rated basis. Note: The one (1) day per month sick leave accumulation is based on a regular (5) five-day workweek schedule. For example, full-time employees scheduled for 40 hours per week will be limited to eight (8) hours of sick leave per month.

~~1.~~

2. Reporting - Absences to be covered by this provision shall be reported to the Department Head or other designated employee prior to the scheduled starting time for work, except in case of emergency.

3. Employee - An employee may apply for sick leave with pay for absences necessitated by

injury or illness to the employee. Sick leave may also be used for employee doctor or dental appointments that cannot be scheduled other than during the employee's work day. At least three (3) days notice shall be required to apply for the leave for doctor or dental appointments which are subject to the approval of the supervisor for scheduling.

4. Spouse/Dependent - Up to five (5) days of an employee's sick leave accumulation may be used per year for illness, injury, doctor and dental appointments of the employee's spouse or dependent children that cannot be scheduled other than during the employee's work day. At least three (3) work days notice shall be required to apply for leave for doctor and dental appointments which is subject to the approval of the employee's supervisor for scheduling. Note: The five (5) days is based on a regular (5) five-day workweek schedule.

~~4.~~

5. Doctor Certification - Upon request, or illness/injury absenting an employee three (3) or more consecutive days, employees shall submit a doctor's certificate for such absence. The certificate must state the kind and nature of sickness or injury and whether the employee has been incapacitated for said period of absence.

6. Sick Leave Abuse - Employees suspected of abusing sick leave privileges, may be required to submit a medical certificate to substantiate each absence, of claimed illness, regardless of duration. With the exception of item (5) listed above, this requirement will not be invoked without first advising the employee of his questionable sick leave record and giving the employee~~him/her~~ an opportunity to improve. If there is no improvement, the employee will be advised, in writing, that all future requests for sick leave, must be supported by a medical certificate. This requirement will be periodically reviewed with the employee, at least once each ninety (90) days, and determination will be made, if this requirement is to continue. Employees shall be given written notification as to their status within seven (7) calendar days of this review.

7. Unused Accumulation - Although the purpose of sick leave is to provide employees time off work, unused sick leave shall accumulate without limit and be paid out in accordance with the options specified in this section unless other collective bargaining agreements apply to the contrary or do not provide these options.

   Unused accumulated sick leave up to 150 days shall be paid to employees who die in service or retire on an immediate Wisconsin Retirement System annuity, at one-half the employee's pay rate in effect at the time the employee~~he/she~~ retires or dies.

   As another complete and separate option, subject to criteria previously outlined, employees may choose to have their entire sick leave payout placed into their 457 account prior to retirement (subject to IRS contribution limits and rules, regulations and requirements of the 457 plan). In such case an employee who has achieved WRS retirement eligibility will be required to place one third of their accumulated sick leave payout (based on sick leave balance as of date of election up to 150 days) into their 457 account for no more than three (3) separate years. The sick leave will be paid at one-half the employee's pay rate in effect the time the deposit is made. Once this option is

exercised, it shall be irrevocable unless otherwise directed by the Director of Administrative Services (or designee).

Employees receiving a WRS annuity during employment with the City of Oshkosh are not eligible for either payout option.

8. Overtime Eligibility - Sick leave will not be counted toward the calculation of time worked for overtime purposes.

218 SOCIAL SECURITY

For those employees to which social security applies, the City pays the IRS required FICA amount on covered compensation up to the IRS maximum wage base limit, and the City pays the IRS required amount with no wage base limit for Medicare.

219 UNEMPLOYMENT COMPENSATION

City employment is covered by Wisconsin Unemployment Compensation Laws. ~~Under provision of that law, employees who lose their jobs through no fault of their own may receive limited financial allowances (Unemployment Compensation) during the period they are out of work and seeking employment.~~

220 UNIFORM AND SAFETY REQUIRED FOOTWARE ALLOWANCE

The City will pay the cost of uniforms for those employees required to wear a uniform.

The Police Chief, Deputy Police Chief, Fire Chief, and Assistant Fire Chief shall receive an annual uniform or uniform allowance based on the allowance given to subordinate personnel as stated in the respective Police and Fire department collective bargaining agreements.

As funding allows, employees will be reimbursed by the Employer for the cost of City-required safety-toed footwear up to $100 per year. Shoes or boots purchased must meet ASTM F 2413-05 or ANSI Z-41 approved class 75 rating in order to be approved for reimbursement. Electrician and Electrician-type jobs will only be reimbursed for shoes/boots that are electrical hazard rated.

221 VACATION

All regular full-time and regular part-time employees shall be entitled to a vacation and shall earn annual vacations with pay. Although alternate work schedules may occur, vacation allotments are calculated utilizing a five (5) day workweek. ~~as follows:~~

Employees with continuous years of service annually earn:

Upon Hire - 10 days (prorated 1st year based on hire date)
After 5 years - 15 days
After 10 years - 20 days

After 18 years - 25 days
After 25 years - 28 days

1. New Hires - Upon hire, prorated vacation shall be calculated and provided based on the employee's date of hire. As of January 1, following the year of hire, employees shall receive the full vacation allotment~~.~~ not be considered earned until the employee has completed one (1) year of service.

2. Prior Service – Subject to final approval by the City Manager, the Director of Administrative Services or ~~his or her~~ designee may consider an employee's prior relevant experience in determining their proper vacation schedule.

3. Earned/Used ~~-~~– After the first year of service, ~~E~~employees shall have earned said vacation as of January 1 of each year and said vacation must be taken in the calendar year following the year in which it was earned.

4. Accumulation - No vacation shall be permitted to accumulate from one year to the next unless by direction of the employee's supervisor, the employee was requested to delay taking a vacation and was unable to reschedule it within the calendar year. In such instances, the supervisor shall inform the Director of Administrative Services in writing of the circumstances and request waiver of the policy. In the absence of any action taken by the Director of Administrative Services, non-represented exempt employees will automatically have any residual vacation ~~on~~ paid out on the last paycheck of the year, up to a maximum of five (5) days. ~~Automatic payouts shall begin on the last check in 2022.~~

5. Separation - Upon separation, an employee who successfully completes their notice period, shall be paid for the unused portion of their~~his/her~~ earned~~accrued~~ vacation credits. In the event of separation prior to completion of one (1) year of service, no unearned vacation shall be paid.

6. Recognized Holiday - Charges against vacation credits shall be made only to those days on which an employee normally works. If a recognized holiday falls within the vacation period, the holiday shall not be charged against vacation.

7. Approval - Use of vacation time must be approved in advance by the employee's supervisor. The vacation schedules shall give consideration to the efficient operation of the Department. If an employee has been on layoff or receiving worker's compensation for an on-the-job injury exceeding thirty days during the period used to determine the employee's annual earned vacation, the employee~~he/she~~ shall receive a corresponding prorated vacation allocation.

222 VOTING

Employees are entitled to vote at an election and be absent from work while the polls are open for a period not to exceed three (3) successive hours to vote. Employees shall notify their

supervisor before the election day of the intended absence. The employer may designate the time of day for the absence. Employees may substitute accrued time for their absence.

223 WORKER'S COMPENSATION

All employees are expected to conduct themselves in such a manner that they do not cause injury to themselves or others. If an injury does occur during working hours, an employee shall:

1. Reporting - Immediately report such injury to their~~his/her~~ supervisor and, if the injury requires medical attention, the employee's supervisor must complete the "First Report of Injury or Illness Form" which is available on the City's intranet or through the Safety & Risk Management Officer.

2. Payments - Payments to hospital, doctor and to employee for lost time shall be made in accordance with the Worker's Compensation Act of Wisconsin.

3. Sick Leave - Employees may choose to use accumulated sick leave for any lost work days~~,~~ due to job related injury~~, to augment Worker's Compensation or~~ for any days not payable under that law.

4. Updates - Employees receiving Worker's Compensation shall be required to keep the department and the Safety & Risk Management Officer informed of their condition and are required to furnish an updated return to work certificate following any physician follow-up visit.~~, at the discretion of the Director of Administrative Services, may be required to furnish a physician's certificate upon request or prior to returning to work.~~

224 TOOL REPLACEMENT

The City will provide a tool allowance, as funding allows, for replacement of personal broken tools (not lost tools) resulting from work performed by mechanics in transit, central garage, and the parks division. Mechanics will be required to present the broken tool to their supervisor so they~~he/she~~ can authorize reimbursement.

300 CUSTOMER SERVICE

1. Purpose and General Policy – Customer service is a key component of the public trust. Employees have a special responsibility to provide exemplary customer service. Every time an employee deals with a member of the citizenry (customers) they should remember that they are the City's representatives. Every customer who registers a complaint, or is in need of assistance, should expect to be provided with prompt, respectful, and courteous service.

2. Administration of Customer Service – The quality of City services has a major impact on our customer's attitude toward the City of Oshkosh. When employees view each customer contact as the beginning of a long-term relationship, employees resolve customer complaints in a timely fashion, and when they consistently provide quality service to the customer, employees are building customer relations and therefore a positive customer attitude toward the City of Oshkosh as a service provider.

3. Teamwork in Customer Service – When employees interact with customers, they are expected to know as much as possible about the City's services (or where to direct customers for accurate information). Guidelines are provided to assist employees in most situations, but there will be occasions when employees must rely on their best judgment. The City has confidence in employee's ability to make the decision that will meet the customer's needs. Always feel free to ask supervisors or Department Heads for any assistance, particularly when dealing with difficult customers or situations.

4. Improving Customer Service – With the confidence the City has in our employees ability to make decisions that will meet customer needs, the City also has confidence in our employees ability to improve our customer service through ideas for improvement. New ideas are encouraged as to how service delivery and operational efficiency can be improved. These ideas should be shared with other team members, Supervisors, and Department Head so as to implement improvements as promptly as possible.

5. Public Trust – It is extremely important for customers to trust City of Oshkosh employees, in some cases, with their lives. As the city is fortunate to employ so many caring individuals it is also a privilege to represent Oshkosh as a public employee.

301 PUBLIC SERVICE MISSION

High moral and ethical standards among City of Oshkosh employees is essential. City employees should conduct themselves in a manner, which will reflect favorably upon the City and show respect toward other employees and the public. Each employee of the City of Oshkosh as a public servant is expected to deal with the public at all times in a prompt, polite and helpful manner.

In order to provide the best service to the public, employees should limit disruptions at work. Personal visitors and other distractions should be limited while at work. Visitors should not loiter in work areas where they could interfere with the service, safety or productivity of the workplace. Additionally, pets are not allowed in work areas as they can also interfere with the service, safety and productively of the workplace.

Fulfillment of the public service mission~~is requirement~~ may mean occasional personal inconvenience.

302 DRESS AND PERSONAL APPEARANCE

All employees are to be appropriately dressed and presented professionally for their job in accordance with department requirements as well as health and safety standards. In the event of any question regarding the appropriateness of any particular style of clothing or personal appearance, the Department Head shall make the final determination.

303 USE OF TELEPHONES/CELL PHONES

Employees are encouraged to avoid making or receiving personal telephone calls during working hours. In the event that a personal call is required, the conversation should be limited to five minutes or less. Department Heads shall ensure that proper payments are received for unauthorized personal telephone calls when appropriate.

In the event that it is more organizationally cost effective for an FLSA exempt employee to use their cell phone for work purposes rather than the employee receiving a work issued cell phone required for the proper execution of their duties, the City Manager may authorize the payment of an appropriate monthly stipend to such an employee in order to facilitate this savings for the organization and convenience of the employee. This option is only available with prior supervisory and Information Technology approval.

304 EMPLOYEE IDENTIFICATION CARDS

The City of Oshkosh is committed to providing a safe and secure environment for its employees and those who visit City Facilities. In order to maintain a safe and secure environment for employees and visitors, and to ensure the public that individuals providing services on behalf of the City are indeed City employees, all City of Oshkosh employees shall display an identification card while performing their job. This procedure will outline the responsibility, identification card information, requirements for wear, new employee process and replacement and use of employee identification cards.

1. Responsibility and Authority - The City ~~Clerk's Office~~ shall issue identification cards to all City employees and authorized volunteers.

2. Identification Cards Information - The Identification cards shall have a picture, last and first name, ~~department/division~~ and the City of Oshkosh logo on the front. The backside of the identification cards may contain employer information.

3. Requirements for Wear - Identification cards shall be issued to all City of Oshkosh employees, temporary employees, and authorized volunteers. Employees and authorized volunteers shall wear the identification card while performing duties as a City employee. There will be no alterations to ID Cards. Identification cards shall be worn in a visible location on the front of their person or on their outermost garment. Supervisors and/or Department Heads shall ensure that their employees are wearing the identification card. Police Department Officers are required to have the ID card on their person, available for viewing upon request. Department Heads, due to safety or uniform requirements, may also specifically authorize exceptions to this requirement. Questions regarding an individual without a card in any work area should be directed to the supervisor of that specified work area. Each City building may utilize "Visitor IDds". It is the responsibility of that department to assign the "visitor" an ID and to have it returned upon their departure. If not returned the department will be charged $~~5~~10.00 for replacement.

4. New Employee Identification Card Process - Full time or regular part-~~-~~time employees will be given their secure identification card after new employee orientation. Temporary

and seasonal employees will be issued a non-secure ID. Non-employees may be issued identification card on an appointment basis. Supervisors of volunteers or temporary contract employees should contact Human Resources to initiate the process. New employees will complete a City of Oshkosh Employee Identification Card Information Sheet and have their photograph taken after employee orientation. A designated City Clerk employee will take the employee photograph, collect the information sheet, and process and print the employee identification card. The employee will be given theirhis/her card after appropriate processing.

5. Replacement and Use - If an employee forgets theirhis/her identification card, theyhe/she may obtain a temporary department identification card to wear for that day. This should be obtained through the employee's supervisor. If an employee misplaces theirhis/her identification card, the employeehe/she may use the department temporary card for up to one week. The employee shall immediately notify theirhis/her supervisor should any security access needs to be disabled. If the employee has not located theirhis/her card in one week, a new card must be obtained through -Human Resourcesthe Purchasing Office. The issued replacement card will cost the employee $105.00. Upon separation, all employees shall surrender their identification card to their supervisor or Human Resources. Employees should use theirhis/her identification card for authorized City business and not allow another person to use theirhis/her identification card for personal use. If an employee changes department/division or name, he or shethe employee must contact Human Resources to initiate the process for a new identification card. If the identification card is broken due to normal wear and tear or is no longer operational, the employee should contact the Purchasing Office Human Resources for a replacement card.

305 INFORMATION TECHNOLOGY POLICY

1. Purpose - To be effective, information security must be a team effort involving the participation and support of every City of Oshkosh employee who deals with information and/or information systems. In recognition of the need for teamwork, this policy clarifies the responsibilities of users as well as the steps they must take to help protect City of Oshkosh information and information systems. This policy describes ways to prevent and respond to a variety of threats including unauthorized access, disclosure, duplication, modification, diversion, destruction, loss, misuse, or theft of City information.

   A great deal of City of Oshkosh's business is conducted with personal computers dedicated to a single user's activity. Protection of these personal computers and the information handled by these systems is an essential part of doing business at City of Oshkosh. This policy applies whether personal computers are stand-alone or connected to the network.

   Maintaining the integrity of information is essential to all of the work that the City of Oshkosh performs. As a result, information systems security has become a critical factor in the City of Oshkosh's activities. In recognition of this fact, Information Technology (IT) acts as City of Oshkosh's focal point for all information systems issues.

2. Involved Persons - Throughout this policy, the words "employee" or "user" will be used to collectively refer to all such individuals. By thehis/her use of, or access to the City's

personal computers, information and data systems, and computer networks, the individual expressly agrees to abide by this policy and to be subject to these provisions.

3. Involved Systems - This policy applies to all computer and telecommunication systems owned by and/or administered by the City of Oshkosh.

4. Privacy and Personal Use

    a. City of Oshkosh Property - Unless contractual agreements dictate otherwise, all information stored on or transmitted by City of Oshkosh computer and communication systems (including, but not limited to e-mail systems, Internet/Intranet access) are City of Oshkosh property. To properly protect and manage this property, City of Oshkosh management reserves the right to examine all information stored in or transmitted by these systems. Employees have no guarantee of privacy associated with the information they store in or send through these systems. Such information is subject to applicable open records laws and records retention policies, and can be accessed during court proceedings, investigations, or open records requests. Because this information is City of Oshkosh property, users must not put it to use unless it has been explicitly approved by their Department Head or designee and consistent with this policy.

    b. Information Inspection and Removal - At any time and without prior notice, City of Oshkosh management reserves the right to examine archived e-mail, personal file directories, hard disk drive files, and other information used or stored on City of Oshkosh information systems. This examination is performed to assure compliance with internal policies, to support the performance of internal investigations, and to assist with the management of City of Oshkosh information systems.

        In addition, the City retains the right to remove from its information systems any material that, in the City's sole discretion, is viewed as offensive or potentially illegal, personal in nature or unrelated to City business.

5. Additional Details - Full details and descriptions of city-wide Information Technology policies and procedures can be found on the City intranet, under the "Policies" section or can be obtained from Information Technology (IT) and should be reviewed annually.

306 INCLEMENT WEATHER POLICY

In the event of inclement weather conditions such as snow, ice, fog, etc., which creates hazardous traveling conditions to and from an employee's home, an employee, may request from their~~his/her~~ supervisor permission to leave work early or arrive late and with the supervisor's approval this can be done.

An employee may receive pay for the time away from work because of inclement weather conditions subject to the supervisor's permission by using accumulated compensatory time, personal holiday or vacation time.

In addition to the policy stated above, in the interest of cooperation, if it is possible for supervisors to allow employees to make up their lost time within the week that it occurs, they will try to accommodate the employee if they can. It should also be recognized by employees that this may not be possible due to operational needs and the timing of each particular weather incident.

This policy does not apply to positions responsible for providing continuous services to our citizenry. Examples include positions engaged in: utility operations, protective services or improving driving conditions. Continuous service employees are expected, as a condition of their respective work, to adjust their arrival and departure in accordance with predicted conditions unless directed otherwise.

307 SAFETY POLICY

1. Purpose - The City of Oshkosh is sincerely concerned with the safety and welfare of its employees and the public it serves. It acknowledges an obligation as an employer to provide the safest possible working conditions for employees and a safe environment for the public that uses our services.

   The primary purpose of this policy is to acquaint you with the general safety rules and policies. It reflects the efforts of many people to establish reasonable, practical, safe work practices to prevent accidents and injuries. Your supervisor will explain rules and policies concerning specific department operations to you. In addition, OSHA and WI Department of Safety and Professional Services required written programs are available by contacting the Safety & Risk Management Officer.

2. Principles - Safety process principles are:

   a. All injuries are preventable.

   b. One of management's fundamental responsibilities is to lead the safety effort in a sustained and consistent way, establishing safety goals, demanding accountability for safety performance, and providing resources to make the safety process work.

   c. All employees are responsible and accountable for preventing injuries. Everyone must be connected to and have personal value for the drive toward safety excellence.

   d. All operating exposures that could result in injuries or occupational illnesses can be controlled. No matter what the exposure, an effective safeguard can be provided.

   e. Safety is an important condition of our employment. Safety starts on the first day someone begins working for the City, and each employee is expected to be conscientious in assuming personal safety from that first day on the job.

   f. Effective training programs to teach, motivate, and sustain safety knowledge are a key element in preventing all injuries and illnesses.

g. Regular audits of the workplace must occur to assess safety program success.

h. All deficiencies must be promptly corrected after an audit is completed.

i. Safety is also a part of every person's life, both at work and at home.

j. Safety is integrated as a core business and personal value.

3. Introduction - This policy provides uniform safety procedures and processes. Safety procedures for specialized tasks shall be prepared by the department manager concerned and, after approval, issued only to employees performing those tasks. It should be emphasized that all employees should comply with these specialized rules whether they are included here or not. In order to make this policy easy to read, follow and understand, it is divided into sections, each concerned with a particular type of task, equipment, operation or hazard.

   Work areas and equipment shall be kept as safe as possible. No job is so important and no service is so urgent that we cannot take time to perform our work safely. We have an obligation to each other to do everything possible to prevent accidents/injuries. Also, we are required to report any accidents/injuries that do occur, to your immediate supervisor as soon as possible, but no later than the end of the shift.

   All employees are responsible for cooperating with and supporting the safety objectives. Where potential hazards are thought to exist, employees shall use all known precautionary measures. When in doubt as to the procedure to follow, employees shall consult their supervisor before proceeding with the work. Safety is a personal responsibility. Compliance with all safety rules and use of safety equipment is a condition of employment.

4. Responsibility for Safety - Should an accident occur, an investigation will be conducted. The objective is to determine how and why the accident happened so that it can be prevented from happening again. There should be a constant program of job safety analysis to identify hazards and eliminate them before accidents happen.

   a. Safety & Risk Management Officer - is responsible for the organization, coordination, and implementation of safety programs and education, hazard inspection/elimination, and management of the incident/injury reporting process. The Safety & Risk Management Officer will advise all employees on issues relating to accident prevention and will recommend appropriate action to correct the problem areas.

   b. Department/Division Managers - shall be responsible for all areas of safety under their control.

   c. Supervisors - will assume the responsibility of thoroughly instructing personnel in the safe practices to be observed in their work situations. They will consistently enforce safety standards and requirements to the utmost of their ability and authority. Supervisors will act positively to eliminate potential hazards within the activities under their jurisdiction, and they will set the example of good safety

practice. Safety shall be measured along with other phases of supervisor performance.

d. All Employees - shall be responsible for compliance with safety procedures, standards, and rules outlined in this policy or other applicable directives that are established to prevent injury to themselves, other persons or damage to equipment and property. Employees~~They~~ shall also be responsible for promptly reporting to their supervisors any hazardous condition that may cause injury or illness or procedure that affects them, their fellow workers, or the general public.

i. Report all personal injuries or illnesses, no matter how minor, to your immediate supervisor as soon as possible, but no later than the end of the shift. This must be done even if the injury or illness did not result in lost time from work or require medical attention. Department managers/supervisors are responsible for submitting injury reports to the Safety & Risk Management Officer~~Coordinator~~.

ii. Report all accidents to your immediate supervisor as soon as possible, but no later than the end of the shift. If an accident results in injuries, a traffic obstruction or other unsafe conditions, call 911 immediately. If there is no urgent matter, but there is damage to city, public or private property, utilize the non-emergency police phone line to report the incident. However, if there is a minor incident that occurs on city-property and does not involve any injuries or damage to public or private property, there may not be a need to contact the police – in this case, contact your supervisor to assess the situation. When in doubt, contact the police. In all cases, photos should be taken by the supervisor, or designee, of all damage. After the incident, employee will work with their supervisor to complete an Accident Investigation Report and forward to the Safety & Risk Management Officer, as soon as practical, but not to exceed 48 hours of the incident,

~~i.~~

~~ii.~~iii. In order to provide for employee safety as well as the public served, employees are required to report to their supervisor arrests, convictions or citations beyond speeding and parking violations. Individual departmental work rules may require more specific reporting requirements.

~~iii.~~iv. The City does not expect you to take any chances or to work under hazardous conditions. If you are not sure you thoroughly understand the job, ask your supervisor for further instruction.

~~iv.~~v. Horseplay and practical jokes on the job are not acceptable.

~~v.~~vi. The use of alcohol and/or drugs at the workplace is prohibited. Any employee reporting to work under the influence of alcohol and/or drugs may be subject to disciplinary action.

~~vi.~~vii. When taking prescription and non-prescription (over the counter) medications or drugs, or the employee has any restrictions that may affect ability to perform tasks in a safe manner, notify a supervisor to determine whether an adjustment in duty assignment should be made.

5. Additional Details - Full details and descriptions of city-wide Safety policies and procedures can be found on the City intranet under Safety and Risk in the "Policies" section or can be obtained from the Safety and Risk Management Officer and should be reviewed annually.

308 MODIFIED DUTY AND RETURN TO WORK AFTER INJURY OR ILLNESS~~POLICY~~

1. Purpose - The purpose of this document is to set forth the City of Oshkosh's policy regarding the availability of modified work assignments when an employee has sustained an injury or illness. This policy applies to both work and non-work-related medical conditions. Modified Work Assignments are intended to be a positive concept since the successful return to work of an affected employee benefits everyone--the affected employee, the City, the medical provider, the insurance carrier, and the general public. Modified work assignments are also intended to be short term and will be implemented in all appropriate situations since it (1) accelerates the affected employee's recovery; (2) helps maintain an experienced workforce; (3) improves employee morale; and (4) reduces the City's personnel costs, including time away from work, sick leave costs, and/or worker's compensation costs.

2. Employee Responsibility - An ill or injured employee is responsible to know and follow the~~his/her~~ medical provider's recommendations (including any medical limitations identified by the physician) and return to work (either on modified work assignment or regular duty) as quickly as possible. The employee shall cooperate with the City in providing all necessary information about their~~his/her~~ condition and status of treatment, including access to the attending physician by the immediate supervisor and/or designee for the purpose of obtaining medical information. It is the employee's responsibility to submit to their supervisor all medical forms from their medical provider, which outlines work restrictions. In the case of a serious illness, it is the employee's responsibility to submit medical information upon request. This information shall be turned in to your supervisor as soon as possible, but no later than, the start of your next scheduled shift. If you are physically unable to turn in documentation of a visit to a medical provider, the information can be faxed to 920-236-5090.

3. Department Responsibility - If an employee is injured on the job, the affected department is responsible to provide for immediate medical treatment as necessary and to obtain written details of the incident. In the case of either an illness or a work-related injury, the immediate supervisor and/or designee and the affected employee are responsible to ensure all required sick leave and/or injury report forms, including medical physician certificates, are completed and submitted to the Safety & Risk Management Officer within 24 hours. The immediate supervisor and/or designee shall be authorized, after informing the affected employee, to contact the attending physician, emergency room, etc., to obtain necessary

information on the affected employee's injury, condition, date(s) of past and projected medical appointments, and progress toward returning to work.

The employee's job will be reviewed and, if possible, modified so the employee can return to work during the period of recovery. If the ill or injured employee cannot immediately return to theirhis/her regular job, then the affected department, with the assistance of the employee, employee's medical provider, and Human Resources, will determine when the employee can return to work on modified work assignment. This arrangement is anticipated to be temporary, with the intention the employee resumes the unrestricted regular job as soon as medically possible.

If the employee's ability to perform modified work is questionable, a trial period for such purpose may be considered. The employee's supervisor and medical provider shall closely monitor the employee's job performance so there is minimal chance the modified work assignment aggravates the medical condition.

The affected department and Human Resources shall develop a Modified Work Assignment that includes physical requirements. This shall be submitted to the employee's medical provider for review to determine if the assignment is within the restrictions placed by that medical provider.

The affected department and/or Human Resources shall remain in communication with the ill or injured employee and theirhis/her medical provider to make sure the employee receives adequate care and that the modified work assignment is being followed.

4. Medical Provider Responsibility - Medical providers for an injured employee are encouraged to consider abilities and not disabilities when determining the employee's diagnosis, prognosis, treatment schedule, target return-to-work date and physical limitations.

5. Conditions for Modified Work Assignments - Modified work assignments will be coordinated between the affected employee's department, Human Resources, and employee, and the employee's medical provider. Modified work assignments will be provided under the following conditions:

    a. The employee must have medical authorization to return to work and theirhis/her limitations must be clearly indicated on thehis/her medical release, including the number of hours an employee is released to work.

    b. The work to be performed by the employee must stay within the limitations set by the medical provider.

    c. Modified work assignments are temporary until theirhis/her medical provider releases the employee to theirhis/her regular job. Definite times will be established for review of the affected employee's condition by the medical provider and an anticipated date for return to unrestricted, regular duties will be established and updated as necessary following initial and subsequent medical review of the employee's condition.

d. An employee on modified work assignment shall not be eligible for overtime assignment when the restrictions prevent the employee from performing all of the duties outlined in their current job/position description.

309 DRUG-FREE WORKPLACE ACTION & POLICY

1. Purpose – It is the policy of the City of Oshkosh to provide a drug-free workplace for all of its employees. The City requires that employees neither use, possess, sell, exchange, nor be under the influence of a controlled substance(s) except as provided under and consistent with a doctor's care and supervision. The City recognizes the importance of maintaining a safe, efficient and healthy workplace, as well as the social responsibility to provide assistance to its employees to the extent possible. Employees are expected to report to work free from the influence of any substances that could inhibit their ability to perform their duties. Zero tolerance standards shall prevail in the workplace.

2. Drug and/or Alcohol Testing - The employer encourages any employee with a drug and/or alcohol problem to seek professional assistance before such problem becomes a workplace issue. The City reserves the right to require an employee to submit body substance samples (such as hair, urine and/or blood) to test for the presence of drugs or alcohol if the employer determines that there is reasonable suspicion that the employee is under the influence of drugs or alcohol or has otherwise violated this policy. All testing will be done in a fair and respectful manner and in accordance with any applicable federal, state, or local laws. An employee's refusal to take the test, or an employee's delay in taking the test is grounds for termination from employment.

3. Opportunity for Assistance – Employees with drug or alcohol problems that have not resulted in, and are not the immediate subject of, disciplinary action may request approval to take unpaid time off to participate in a rehabilitation or treatment program through health insurance benefit coverage. Leave may be granted if the employee agrees to abstain from use of the problem substance; abides by all employer policies, rules, and prohibitions relating to conduct in the workplace; and if granting the leave will not cause any undue hardship.

4. Reporting of Drug Convictions - All City employees are hereby notified that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is strictly prohibited in the workplace. Furthermore, it is a condition of employment that all City employees abide by the Drug-Free Workplace Policy and notify the City (employee's immediate supervisor, Human Resources or the Director of Administrative Services) in writing, no later than 5 days after conviction.

310 SMOKING/TOBACCO USE

The City of Oshkosh recognizes that smoking is a health hazard to employees and members of the public, both through the direct use of tobacco products and through the EPA identified risks of environmental tobacco (second hand smoke and side stream smoke).

1. Smoking and Other Tobacco Use in Municipal Buildings & Vehicles is Prohibited

a. Building means any enclosed area of a structure owned, leased or administered by the City of Oshkosh.

b. Vehicle means any self-propelled, enclosed vehicle owned or leased by the City of Oshkosh, including those vehicles contracted for passenger transportation services.

c. Smoking means using, carrying or possessing, a lighted cigarette, cigar, pipe, "vaping" with e-cigarettes, or any similar products or technology.

2. Prohibited Conduct – It is unlawful and a violation of this policy for any person to engage in smoking in any form through the use of tobacco products, "vaping" with e-cigarettes, or any similar products or technology in any City of Oshkosh building or vehicle.

3. Notification – All buildings and vehicles shall be posted in accord with the terms of this policy and Wisconsin Statue 101.123. Posting shall be at the entrance to all City of Oshkosh buildings and vehicles to notify the public and employees that smoking in any form through the use of tobacco products, "vaping" with e-cigarettes, or any similar products or technology is prohibited.

4. Penalty and Enforcement – Any person convicted of a violation of this policy shall be subject to a monetary forfeiture. The City of Oshkosh Police Department shall be the enforcement agency of this. Employees may be subject to disciplinary action in addition to the aforementioned monetary amount.

311 WORKPLACE VIOLENCE

The City of Oshkosh prohibits workplace threats or violence. Acts or threats of physical violence, including intimidation, harassment, or coercion, which involve or affect personnel or property or which occur on the employer's property will not be tolerated.

Acts or threats of violence include conduct, which is sufficiently severe, offensive, or intimidating to alter the employment conditions or to create a hostile, abusive, or intimidating work environment for one or several employees. Examples of workplace violence include, but are not limited to, the following:

1. All threats or acts of violence occurring on the City's premises, regardless of the relationship between the City and the parties involved.

2. All threats or acts of violence occurring off City premises involving someone who is acting in the capacity of a representative of the employer.

Examples of conduct that may be considered threats or acts of violence in violation of this policy include, but are not limited to, the following:

- Hitting, touching, or physically harming an individual.

- Threatening an individual or their~~his or her~~ family, friends, associates, or property with harm.
- Damaging or threatening to harm City property or the property of others.
- Marking harassing or threatening communications.
- Harassing surveillance or stalking (following or watching someone).
- Unauthorized possession or inappropriate use of firearms or weapons.

Prohibition against threats and acts of violence applies to all persons. Every employee is required to report incidents of workplace threats or acts of physical violence or damage of property.

312 WEAPONS

For the purposes of this policy, weapon shall mean without limitation because of enumeration: any firearm, whether loaded or unloaded; any device designed as a weapon and capable of producing death or great bodily harm; any electric weapon as defined in Sec. 941.295(4), Wis. Stats.; any instrument which expels a missile or other object by the expansion of compressed air or other gas, by spring or any other means; cross-knuckles, blackjack, billy club; any knife which has a blade three inches or longer, or a blade which may be drawn without the necessity of contact with the blade itself, martial arts type weapons such as, without limitation because of enumeration, throwing stars, Tonfa, Nunchaku, fighting chains; pepper spray, mace, tear gas; or any other device or instrumentality which, in the manner it is used or intended to be used, is calculated or likely to produce death or great bodily harm.

Regardless of whether an employee possesses a concealed carry weapon license or is otherwise allowed by law to possess a weapon, employees may not possess any weapon on city property or in any other location when the employee is in the course of employment. An employee may not possess any weapon in any city-owned or leased vehicle. This policy shall not apply to law enforcement officers or fire personnel who are required to handle weapons in accordance with their policies related to transporting patients with weapons. This policy shall not prohibit an employee from carrying a concealed weapon or ammunition or from storing a weapon in the employee's own motor vehicle, whether that vehicle is used in the course of employment or whether the vehicle is driven or parked on City property.

313 TRAVEL

This document sets forth the City of Oshkosh policy with respect to travel expenditures.

The City shall reimburse an employee for actual, necessary and reasonable travel expenses incurred while on official authorized City business. If traveling overnight employees shall complete a "Travel and/or Trip Request" form and submit to their Department Head. All such travel must be authorized by the Department Head in order to be eligible for reimbursement.

Department Heads shall approve only travel expense approved by the Common Council as included in the annual budget. Expenditure beyond the amount budgeted shall require the approval of the City Manager.

Employees shall be required to complete a travel expense report before reimbursement will be made. Receipts are required for air, train, bus, hotel, motel, and conference registration. Commuting expense between employee's residence and their~~his/her~~ normal place of employment is not reimbursable. Advances to travel expenses must be approved by the Finance Director.

Certain Department Head positions shall receive a flat monthly car allowance for in-city travel. The amounts and positions to receive this allowance shall be stipulated by Common Council resolution.

Employees are prohibited from using vehicles, for business purposes, which are not outlined in this policy unless the employee receives prior written authorization from the City Manager or ~~his/her or her~~ designee.

1. Hotel and Motel Expenses - The lodging charge should be in line with the average cost of a single room in that location. If the rate is out of line for the locality you are visiting, you should attempt to secure accommodations which are more in line with prevailing commercial and tourist rates. When securing lodging, employees should ask for the government rate. Many hotels have a special rate for government employees and require some type of government identification. Often it is necessary to guarantee hotel reservations. However, if an employee's plans change, notification should be given to the hotel in time to prevent the charge when possible. Employees should observe hotel check-out hours in order to avoid a charge for the day of departure.

   To protect yourself against overcharges, it is recommended that you have a definite understanding in advance concerning the required length of stay and the rate to be paid.

   Lodging expenses must be supported by the original machine printed receipts which are furnished by most hotels and motels, or an original handwritten receipt. The travel expense report cannot be paid without this receipt.

2. Meals - The allowance for meals should represent actual and reasonable costs expended for your own meals. It should take into consideration the locality in which the meal is obtained. Tips are reimbursable at 15% of the meal cost.

   a. Reimbursement for meals will be allowed on trips which do not necessitate an overnight stay only on the following conditions and if reasonable travel time is required:

      i. Breakfast, provided the employee leaves home before 7:00 a.m.

      ii. Lunch, provided the employee leaves headquarters before 10:30 a.m. and returns after 1:30 p.m.

      iii. Dinner, provided the employee returns to home after 7:00 p.m.

b. When it is required that a meeting be held during lunch, the business luncheon will be an authorized expenditure. However, no meal costs will be allowed if the official business was transacted during normal working hours within a reasonable commuting distance.

No reimbursement will be made for the cost of alcoholic beverages.

3. Porterage - Necessary gratuities to hotel employees are reimbursable. These may not exceed $5.00 for each stay at a hotel. All other fees and tips paid to porters, bellboys, maids, etc., are not reimbursable.

4. Public Transportation - Transportation expenses incurred on necessary trips away from the City are reimbursable regardless of the type of transportation used. In general, travel by public transportation (railroad, bus, or commercial airplane) should take preference if it is convenient and not too time consuming.

5. Air Travel - Reimbursement for air travel shall be limited to the fare for the lowest class reasonably available. The passenger coupon of the airline ticket shall be attached to the travel expense report. For other modes of travel, attach available receipts for tickets that have been purchased. Expenses for travel cannot be paid without this receipt. Insurance coverage for employees traveling by air is not allowable as reimbursable expense. If reimbursable mileage results in transportation costs less than the air fare, reimbursement shall be at the lesser amount. Reimbursement for use of an employee's private aircraft is not allowed.

~~5.~~6. City Owned Vehicles

a. General - When traveling in a City-owned vehicle, the assigned number of the vehicle must be shown on the travel expense report. The operator must drive carefully and observe all traffic laws and regulations. The operator shall be personally responsible to pay any fine or penalty for traffic or other violations.

b. Assigned Vehicles - Some employees are assigned a specific vehicle for use in their job. Employees who are assigned a vehicle may use the vehicle to commute between home and work. Except for protective service employees, the value of the use of the vehicle to commute will be added to the employee's earnings statement in accordance with applicable I.R.S. rules. With the exception of protective service employees, no employee may use a City vehicle for personal use. Protective service employees may not use a City vehicle for personal out-of-town use. Except as provided in the Oshkosh police department policy involving one on one squad cars, under no condition is a City employee allowed to use a City vehicle to transport family members or any other person not on official City business. City provided vehicles shall not be given to employees residing outside the city limits.

There shall be no exception to the above paragraph without specific permission of the employee's supervisor.

c. Pooled Vehicles - Some departments are assigned City vehicles which are shared by department employees and/or other City employees. These vehicles are garaged/parked at City facilities and are assigned daily on an as-needed basis. Daily assignment of these vehicles is at the discretion of the Department Head. Pooled vehicles are not to be used for employee personal use or to be taken home by employees.

~~6.~~7. Use of Privately-Owned Automobiles - The use of personal automobiles for out-of-town travel is to be limited to trips for short distances and situations where other modes of transportation involve excessive loss of time or where use of a common carrier is not otherwise practicable. Employees who are authorized to use their personal automobiles for City business will be reimbursed at the rate prescribed by the City auto mileage allowance policy. Employees will be reimbursed for travel by automobile only. Other forms of travel, such as, travel by moped, motorcycle, aircraft, and watercraft is not reimbursable.

a. An employee who operates a personal vehicle for City business must provide proof of Liability Insurance with limits of not less than $100,000 per person, $300,000 per occurrence and the same minimum coverage for uninsured and underinsured motorists. This requirement shall not be waived. The insurance on the vehicle shall be primary to any City insurance coverage. Employees must provide a current copy of their Personal Auto Declarations page upon request in order to receive mileage reimbursement. Only automobiles as outlined in this policy are eligible for mileage reimbursement.

b. The only exception to the foregoing should be in cases where an employee combines a personal vacation with a business trip. In these cases, the allowance for the use of a personal automobile shall not exceed the lowest cost of the most practical means of public transportation between such points. Because of the time loss involved in traveling by bus and railroad, this is generally interpreted to mean the cost of coach air fare. In addition, reimbursement for meals and lodging shall not exceed what would ordinarily have been required if the most practical form of public transportation had been used.

c. The mileage allowance is reimbursable without regard to the number of passengers you may have with you. Department Heads should exercise careful supervision and endeavor to consolidate travel crews in as few automobiles as possible. However, employees will not be required to travel in the vehicles of other employees which contain concealed or open-carry weapons. The City will reimburse employees for their mileage if they elect to use their own vehicle instead of traveling in another employee's vehicle containing concealed or open-carry weapons, but only after providing a written explanation describing the need to use their separate vehicle for travel due to the existence of concealed and/or open-carry weapons.

d. In addition to mileage, the operator of the car shall be reimbursed for overnight parking at hotels and road tolls.

e. If mileage is allowed to the operator of a privately owned automobile, the employee should travel by the most direct route. Any person traveling by another route without adequate justification therefore shall assume any additional expense incurred. Employees are also not covered by Worker's Compensation when pursuing personal activities.

f. Vicinity mileage necessary for conducting official business is allowable and should be supported by sufficient detail to justify the mileage claimed. No mileage will be allowed for travel between an employee's home and their~~his/her~~ official work station.

g. Charges for gasoline, oil, lubrication, repairs, antifreeze, tires, tire repair, towing and other similar expenditures will not be allowed as reimbursable expenditures when privately owned cars are used. It is required that City employees on official business, driving personal autos, will be adequately protected by their own personal liability and property damage insurance. The Department Head should assure themself~~himself/herself~~ on this point and insist on the use of City-owned vehicles if the absence of such protection is known.

h. Parking charges incurred in Oshkosh resulting from daily trips from an individual's residence to their~~his/her~~ headquarters are not reimbursable. Other parking charges incurred while on official business outside Oshkosh are reimbursable.

i. Mileage allowance will be paid for business travel within the City via the auto allowance policy, except for those department head positions that receive a flat car allowance for in-city travel.

8. Taxis/Limos - Charges for taxis and airport limousines, including tips at the maximum rate of 15% of the taxi charge are reimbursable where other modes of travel are not available or practical. Receipts and an explanation are required only if the amount is unusually high.

9. Rental Cars - Normally, employees will not use rental car facilities. There are two exceptions to this restriction:

   a. There may be situations when City cars are not available and when public transportation is so inconvenient and costly in time that a rented car should be used. An explanation of the circumstances should be included with the travel expense report.

   b. When transportation is required at the destination, a rented car should be evaluated against other modes of transportation. Many times extensive travel at the destination can be done at less cost by a rented car rather than multiple taxi fares. This is especially true if a number of employees are involved.

An insurance option which provides collision coverage with a deductible clause is an allowable expense.

10. Registration Fees - Receipts are required for registration fees for conferences, conventions, seminars, etc. Convention brochures or schedules with a breakdown of convention costs should be attached to the travel expense report. It should show:

    a. Actual dates of the conference, convention or seminar.

    b. Breakdown of specific meals which were included with the registration fee.

11. Non-Travel Expenses - Receipts will be required for all miscellaneous and non-travel expenditures in excess of $10.00 that are included with your travel expense report.

12. Telephone - Telephone charges are reimbursable when necessary for official business. Date, place, person called and nature of business must be shown on the travel expense report for all toll calls charged.

13. Travel Expenses of Others - Generally the expenses of only one employee shall be included on a single travel expense report. When more than one person's expenses are included, names of such persons must be shown.

14. Travel Authorization - All travel must be pre-authorized including travel inside the City. This authorization may be obtained by completing a Travel and/or Trip Request Form.

15. Traveling with Spouse - There is no objection to an employee inviting their~~his/her~~ spouse to travel with them~~him/her~~ on official City business. No expense for the travel by the spouse will be reimbursable. With respect to the cost of lodging, the amount reimbursable will be equal to the single room rate. The hotel clerk should be asked to write the single room rate on the receipt.

16. Cash Advance - Travel advances for specific periods of time to employees traveling on City business shall be authorized. In no event can the amount of the advance exceed the expected out-of-pocket expenses and no travel advance will be granted under $100.00. This request should follow the regular procedure of any voucher submitted for payment.

17. Responsibility - Compliance with these regulations is the responsibility of both the employee and the employee's direct supervisor. The Department Head, by signing the expense report, agrees that the trip was necessary and that the expenses shown are reasonable.

18. Preparation of Travel Expense Report - All individuals should prepare their expense reports from daily receipts. All information required should be supplied. Receipts and other required supporting documents should be stapled to the upper left hand corner of the detail side of the expense report. Verify all computations and indicate travel advances, including prepaid lodging and registration fees, etc., that should be deducted from the amount due you. Your expense report should be signed in the space provided before submission to your Department Head or designee.

Travel expense reports (original) shall be filed with the Finance Department within ten working days upon return to work by the employee.

314 EMPLOYMENT TERMINATION

1. Notification - Employees planning to voluntarily terminate their employment with the City of Oshkosh are expected to notify their immediate supervisor as far in advance as possible but not less than two weeks prior to their last day on the job. Terminating Department Heads and others holding FLSA exempt positions shall normally be expected to provide an advance notice of one month. These notification periods are required for employees to be considered in good standing upon termination and be eligible for accrual payouts. Persons dismissed or involuntarily terminated from employment shall not normally receive advance notice of termination. An Employee's ~~who fail to report to work as scheduled will have their termination date adjusted to reflect the~~ last day actually worked will be considered their termination date, as allowed by law. However, retiring employees who immediately begin their WRS annuity are eligible to extend their last day of employment utilizing accrued vacation time. Unauthorized absences during the notice period will be reviewed and may result in adjustment to the termination date.

2. Property Return - Terminating employees shall turn in all keys and other City properties in their possession to their supervisor or other designated personnel as directed. Employees may be responsible for repayment of any unreturned City-equipment

3. Accrual~~Benefits~~ Payout - When a regular part-time or full-time employee terminates employment with the City, and has successfully completed the notice period, the employee~~he or she~~ will be paid for any remaining unused vacation, floating holiday or compensatory time which had been earned prior to the date of termination consistent with other policies in this employee handbook.

315 DISCIPLINE

1. Purpose - It is expected that employees will work in a competent and conscientious manner, which will reflect favorably upon the employee, their department, and the City. Instances may occur, however, when an employee has exhibited questionable behavior and corrective action is necessary. The purpose of discipline is to correct job behavior and performance problems of employees. The action taken to discipline an employee may include a verbal reprimand, a written reprimand, suspension without pay, demotion, and discharge. Rules and regulations will be fairly and consistently applied and penalties will match the infraction. Employees shall be informed of standards for conduct and performance. All discipline shall be discussed with the Director of Administrative Services before such actions are taken. In the event that immediate dismissal action is required and the Director of Administrative Services cannot be reached, the employee shall be suspended pending investigation.

2. Documentation - Persons administering discipline shall systematically document the case. Copies of written records of verbal reprimands, of written reprimands, demotions,

suspensions and terminations shall be provided to the employee, the Director of Administrative Services, the employee's supervisor or Department Head, the employee's union representative if applicable, and placed in the employee's personnel file.

3. Weingarten Rights - Employees who are subject to an employment investigation interview and reasonably believe that discipline may result from the interview have a right to request representation during the investigatory interview (Weingarten Rights).

4. Loudermill Rights - Employees have a right to a fair and impartial investigation. When management concludes the investigation, the employee will have a predetermination meeting (Loudermill Rights). Notice of this meeting will include the date and time of the meeting. During this meeting the employee will receive the results of the investigation and have an opportunity to respond.

5. Grounds for Disciplinary Action

   a. Dishonesty or falsification of records.

   b. Insubordination (refusal to obey reasonable orders, insolence, talking back, arguing, verbal abuse or assault of a supervisor).

   c. Theft of City equipment or property, or other workplace theft.

   ~~c.~~d. Destruction, ~~of City equipment or property.,~~ unauthorized use, or abuse of City equipment or property.

   ~~d.~~e. Use of intoxicants, controlled substances, and/or drugs (other than prescribed by a physician) while on duty.

      i. Intoxication to a degree which would make continued presence a menace to safety or production or interfere with discipline or efficiency.

      ii. Abuse of prescription or other medications.

      iii. Condition brought about from use of drugs away from work which interferes with job performance, efficiency or discipline.

   ~~e.~~f. Fighting or creating a disturbance among fellow employees, resulting in an adverse effect on morale, production or maintenance of proper discipline.

   ~~f.~~g. Disorderly or immoral conduct.

   ~~g.~~h. Notorious off-duty conduct which brings disrepute or which negatively reflects upon the City as an employer.

   ~~h. Conviction of a felony.~~

   i. Unavailability for work because of incarceration.

j. Absence without leave (any absence from work which has not been approved).

k. Leave used for a purpose other than for which it was requested and granted.

l. Disregard of the public's interest.

m. Habitual tardiness, absenteeism or other abuse of sick leave.

n. Use of official position or authority for personal profit, sexual purposes or political advantage.

o. Disregard or repeated violation of safety rules, regulations or procedures.

p. Harassment, discrimination, abusive conduct or any other behavior prohibited by federal, state or local laws.

q. Bullying or other intimidating behavior.

~~q.~~r. Unprofessional or disrespectful behavior toward other employees, contractors or the general public including but not limited to shouting, using demeaning language and using obscenities.

~~r.~~s. Knowingly making false or malicious statements. with potential intent to harm or destroy the reputation, authority or official standing of individuals or organizations.

~~s.~~t. Acceptance of any gift, favor or service that might reasonably tend improperly to influence an employee in the discharge of their official duties.

~~t.~~u. Violation of this employee handbook, city policies, or work rules.

~~u.~~v. Failure to perform assigned work in an attentive or efficient manner.

~~v.~~w. Being wasteful of material, property or working time.

~~w.~~x. Failure to carry liability insurance on a private vehicle used for City business.

~~x.~~y. Failure to report work injuries per safety policy.

~~y.~~z. Any other circumstances that may warrant disciplinary action which will be treated on a case by case basis.

316 CONFLICT OF INTEREST

1. Purpose - Democratic government requires that employees be independent, impartial and responsible to the people they service. It is important that the public have confidence in

the integrity of its government. State ethics law governs the actions of City employees, this section summarizes and is in addition to those provisions of the State Statutes.

2. Conflict of Interest - City employees shall not use their office or position for personal financial gain or the financial gain of their family. Employees shall not use city facilities, materials, and/or equipment for personal use. Employees shall not engage in their own business activity, accept private employment or render services for private interests when such employment, business activity or service is incompatible with the proper discharge of their official duties or would impair their independence of judgment or action in the performance of their official duties. Employees shall not use or disclose "privileged information" gained in the course of or by reason of their official position or activities.

   In most cases, the City of Oshkosh has no objection to outside employment with a firm or industry. It must be understood, however, that the outside work may not interfere with the performance of regular City work. Before accepting outside employment, employees should check with their Supervisor to make certain that there is no conflict of interest between their regular and outside work. Additionally, City employees shall not serve on a City council, board, commission or committee, but may act in a City Liaison capacity.

3. Political Activity - Every employee will have the right to freely express theirhis/her views as a citizen and to cast theirhis/her vote. Coercion for political purposes of and by employees of federally aided programs and use of their positions for political purposes will be prohibited. Individuals, whose principal employment is in a federally aided program, are subject to the prohibitions in the Federal Hatch Political Activities Act, as amended, 5 U.S.C. 1501-1508.

   No employee is precluded from engaging in political activity provided that such activity does not interfere with normal work performance and is not conducted during normal working hours and does not involve the use of City equipment or property. Employees are specifically prohibited from directly or indirectly coercing any person to hold or contribute monetary or other types of assistance to any political candidate, party, or purpose.

4. Gifts and Gratuities - No City employee shall solicit or accept for themselfhimself/herself or another person any gift, campaign contribution, gratuity, favor, services or promise of future employment, entertainment, loan or any other thing of monetary value from a person who has or is seeking contractual or other business activities from or which are regulated by the City. This does not include acceptance of loans from banks or other financial institutions on customary terms of financing for personal use (such as home mortgage loans) and the acceptance of unsolicited advertising or promotional material, such as pens and calendars, and acceptance of an award for meritorious public or personal contributions or achievements.

5. Fund Raising Drives - No employee or group of employees shall solicit funds or other things of value from firms, persons or corporations without permission from the Director of Administrative Services.

No employee or group of employees shall solicit funds or other things of value from persons in any City building, except the "United Way Fund" or those drives authorized by the City Manager.

Any questions or clarifications regarding if a Conflict of Interest may exist should be directed to the Director of Administrative Services or Human Resources.

317 SEPARABILITY

In any article or section of this employee handbook or any addendum thereto should be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any article or section should be restrained by such tribunal, the remainder of this agreement shall not be affected thereby.

318 SUGGESTIONS

Every department in the City is interested in improving its work methods and procedures. Your ideas and suggestions will be most helpful in this effort. If you believe you know how a procedure can be simplified or streamlined or how your department can save money, make your ideas known. Suggestions are always welcomed. Submit yours directly to your supervisor, the affected department, or the City Manager.

319 AMENDMENT

When it becomes necessary or desirable to amend one or more provisions of this handbook, such amendment may be made by the Director of Administrative Services with the approval of the City Manager and action of the City Council.

TO:	Honorable Mayor and Members of the Common Council
FROM:	Justin Gierach, Engineering Division Manager/City Engineer
DATE:	November 12, 2024
SUBJECT:	Res 24-575 Approve Submitting Application to Wisconsin Emergency Management for the Pre-Disaster Flood Resilience Grant Program

BACKGROUND

Wisconsin Emergency Management administers the Pre-Disaster Flood Resilience (PDFR) Grant Program. This program offers financial assistance to local units of government for mitigating existing flooding and strengthening flood resilience in local watersheds.

ANALYSIS

Based upon the current Capital Improvement Program schedule and budgets, this grant application will assist the City of Oshkosh (City) in studying several watersheds throughout the City to help mitigate flooding. A map of the proposed watersheds to be studied is attached.

FISCAL IMPACT

This resolution will have no fiscal impact. The approval of this resolution allows staff to submit the grant application, which, if awarded, will reduce the City cost of the Project. The grant program reimburses municipalities seventy five percent (75%) of their costs up to a maximum of $300,000. The total estimated cost for this Project is $525,000. In this case, the maximum grant amount would be $300,000, with the City's share being $225,000, which will be budgeted for in the Stormwater Operating Budget.

RECOMMENDATION

Staff recommends approval of the resolution.

Attachments

RES 24-575
WEM Grant Watershed Map

11/12/2024	24-575	RESOLUTION
CARRIED	6-0	

PURPOSE: APPROVE SUBMITTING APPLICATION TO WISCONSIN EMERGENCY MANAGEMENT FOR THE PRE-DISASTER FLOOD RESILIENCE GRANT PROGRAM

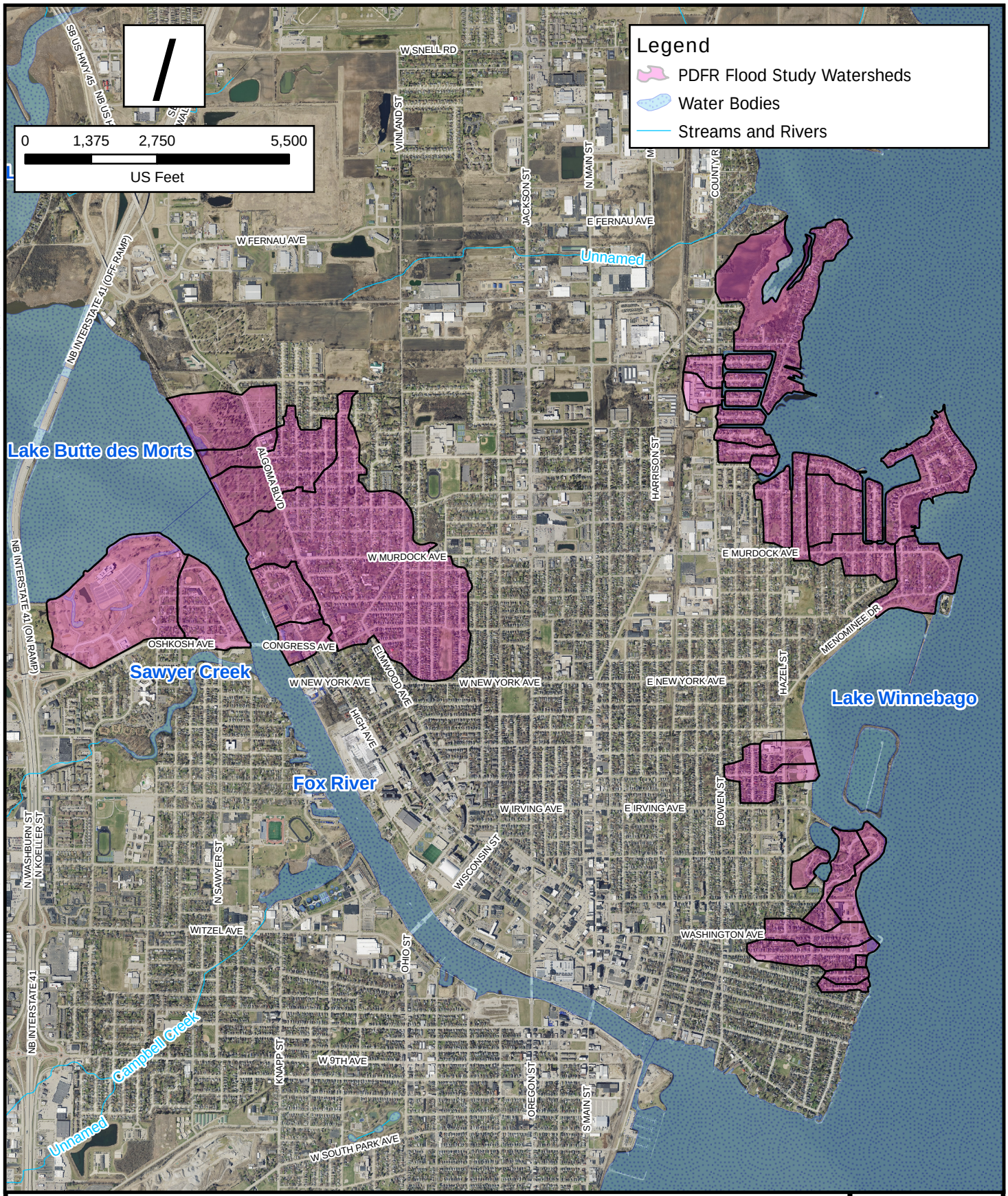
INITIATED BY: DEPARTMENT OF PUBLIC WORKS

WHEREAS, Wisconsin Emergency Management administers the Pre-Disaster Flood Resilience (PDFR) Grant Program which offers financial assistance to local units of government for mitigating existing flooding and strengthening flood resilience in local watersheds; and

WHEREAS, based upon the current Capital Improvement Program schedule and budgets, this grant application will assist the City of Oshkosh (City) in studying several watersheds throughout the City to help mitigate flooding; and

WHEREAS, the approval of this resolution allows staff to submit the grant application, which, if awarded, will reduce the City cost of the Project.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the proper City officials are authorized and directed to execute any and all documents required for submittal of an application to Wisconsin Emergency Management for the Pre-Disaster Flood Resilience Grant Program, and are further authorized and directed, if said grants are awarded to accept such funds, pursuant to the terms of the grant application.



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User: Baylorh

Date: 11/6/2024

Time: 8:32 AM

LAKESHORE WATERSHEDS FLOOD STUDY EXTENTS

LAKESHORE WATERSHEDS FLOOD STUDY
CITY OF OSHKOSH
WINNEBAGO COUNTY, WISCONSIN

STRAND ASSOCIATES®

OVERALL FIGURE
1382.098

TO:	Honorable Mayor and Members of the Common Council
FROM:	Steven M. Gohde, Assistant Director of Public Works/Utilities General Manager
DATE:	November 12, 2024
SUBJECT:	Res 24-576 Adopt Updated Lead Service Line Replacement Policy

BACKGROUND

The City of Oshkosh (City) first adopted a mandatory lead water service line replacement ordinance and related policy in 2017. Since then, the policy and ordinance have been updated to reflect new regulations and guidance from the United States Environmental Protection Agency and the Wisconsin Department of Natural Resources (WDNR) and to increase the maximum amount of financial assistance provided to property owners. From 2017 through 2023, the WDNR funding to the City for financially assisting property owners was principal forgiveness loans and the requirements were fairly stable. Beginning in 2024, the source of funding is changing at the Federal level and how the City can use the funding to assist property owners is changing.

ANALYSIS

The Common Council approved changes to the current policy in April 2024 to be consistent with the new loan from the WDNR. These changes included increasing the maximum financial assistance amount for property owners to $2,700, establishing a loan program with up to ten (10) years repayment between the City and the property owner to provide the financial assistance, and utilizing Community Development Block Grants (CDBG) through the City's Community Development Department to provide additional financial assistance for low income families.

The proposed changes now are to update the eligibility requirements to match the final version of the WDNR Financial Assistance Agreement (FAA). The policy will be updated so that instead of the ninety (90) day requirement for replacement of both the public-side and private-side lead water service line, it will be one hundred eighty (180) days. The policy will also be revised to read that the 180-day requirement does not apply to partial service line replacements completed prior to August 8, 2024, instead of October 25, 2023.

FISCAL IMPACT

There is no fiscal impact to the City related to approving the amendment to the program. Financial Assistance is only provided when a designated funding source is available.

RECOMMENDATION

I recommend approval of the amendment to the Lead Service Line Replacement Policy.

Attachments

RES 24-576
Amended LSLR policy

11/12/2024	24-576	RESOLUTION
CARRIED	6-0	

PURPOSE: ADOPT UPDATED LEAD SERVICE LINE REPLACEMENT POLICY

INITIATED BY: DEPARTMENT OF PUBLIC WORKS

WHEREAS, The City of Oshkosh adopted an updated Lead Service Line Replacement Policy by Resolution 24-158 on March 26, 2024 to be consistent with the new loan program instituted by the Wisconsin Department of Natural Resource (WDNR); and

WHEREAS, additional changes are now required to match the final version of the WDNR Financial Assistance Agreement (FAA).

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the attached "Lead Service Line Replacement Policy" incorporating the change to update the eligibility requirements to match the final version of the WDNR Financial Assistance Agreement (FAA) is hereby approved and the proper City officials are hereby authorized and directed to take those steps necessary to carry out the City's responsibilities under the Policy.

BE IT FURTHER RESOLVED that this approval specifically includes the authorization to enter into Promissory Notes and Covenants with Property Owners for implementation of a Lead Service Pipe Replacement Financial Assistance Program in compliance with the City's loan documents and this Policy.

BE IT FURTHER RESOLVED that this Policy replaces all prior Policies and versions of any policy or procedure covering the same subject matter and shall be effective upon adoption.

Lead Service Line Replacement Policy

Contents

1. Acronyms and Definitions
2. Background and Purpose
3. Authorities
4. Replacement Requirements
5. Notice
6. Exception
7. Responsibilities of the City
8. Responsibilities of Private-Side LSL Owners
9. Financing Private-Side LSLR by City

1. Acronyms and Definitions

"Child-care facility" shall mean any state-licensed or county-certified child-care facility including, but not limited to, licensed family childcare, licensed group centers, licensed day camps, certified school-age programs, and Head Start programs.

"City" shall mean City of Oshkosh.

"Confirmed water sample test" shall mean a tap water analysis completed after a prior analysis that indicated lead levels at the United States Environment Protection Agency (USEPA) action level, and conducted in accordance with the Lead and Copper Rule, with **Chapter NR 809.547**, Wis. Adm. Code., and with instructions provided by the City.

"Contractor" shall mean a person, firm, corporation, or other entity pre-qualified by the City of Oshkosh to complete private side lead service line replacements.

"Federal Safe Drinking Water Act" shall mean **42 U.S.C.A. Sec. 300f-300j-26**.

"GIS" shall mean Geographic Information System.

"High-risk lead service" shall mean any lead water service line where a confirmed water sample test of a customer's tap water reveals a lead concentration at or above the USEPA action level.

"Lead and Copper Rule" (LCR) shall mean the rule created by the USEPA and adopted by the Wisconsin Department of Natural Resources (WDNR) in response to the passage of the Safe Drinking Water Act, which provides maximum contaminant-level goals and national primary drinking water regulations for controlling lead and copper in drinking water including approved corrosion-control treatment techniques, lead service line replacement, and public education. The rule may be found in **56 FR 26460**, **40 CFR part 141.80-141.90**, and **Chapter NR 809.541-NR809.55**, Wis. Adm. Code.

"Lead Service Line" (LSL) shall mean (i) all or a portion of a water service line constructed of lead, and/or (ii) all or a portion of a water service line constructed of galvanized material that is or was downstream of lead. The term includes both private-side water service lines and public-side water service lines.

"Lead Service Line Replacement" (LSLR) shall mean full replacement of an LSL.

"Licensed Plumber" shall mean a person, firm, corporation, or other entity licensed to perform plumbing work in the City by the State of Wisconsin.

"Ordinance" shall mean City of Oshkosh Municipal Code, **Chapter 20 – Plumbing** and /or **Chapter 28 - Water**.

"ppb" shall mean parts per billion.

"Private-side water service line" (Private-side) shall mean the water pipe running from the customer's meter to the curb stop, which is the Water Utility shut-off valve. This portion is owned by the property owner and is the responsibility of the property owner to maintain.

"Public-side water service line" (Public-side) shall mean the water pipe running from the City's water main to and including the curb stop, which is the Water Utility shut-off valve.

"SDWLP" shall mean the Safe Drinking Water Loan Program.

"water service line" shall mean the pipe that connects the water main to the customer's meter.

"Water Utility" shall mean the City of Oshkosh public water system, also known as Oshkosh Water Utility.

2. Background and Purpose

The City has several thousand Lead Service Lines (LSLs) located on both public and private property. The Federal Lead and Copper Rule (LCR) under the Safe Drinking Water Act requires that samples taken at customers' taps have less than fifteen (15) parts per billion lead. To comply with the LCR, the City controls LSL corrosion with the addition of a phosphate-based corrosion inhibitor and a pH adjustment chemical at the water treatment plant.

Recent scientific studies, proposed changes in LCR sampling procedures, and incidents of elevated lead levels in public water systems have driven regulators and municipalities to reconsider LCR requirements, regulatory compliance, LSL replacement policies, and public communication about lead and drinking water.

Prior to 2017, the City had replaced the public portion of LSLs in conjunction with water main replacements; however, the corresponding private-side portions of the LSLs were not required to be replaced.

To reduce the potential exposure to lead in drinking water, the City adopted revisions to the City of Oshkosh Municipal Code **Chapter 20 – Plumbing** to make full lead water service line replacement mandatory.

Wisconsin regulations prohibit the use of water utility funding on private property.

This policy describes how Lead Service Line Replacement (LSLR) requirements in the Municipal Code will be implemented and how homeowners may receive financial assistance for LSL replacement.

3. Authorities

The authority for implementation of the policy are Federal, State, and local regulations described in the following subsections:

Federal Safe Drinking Water Act (SDWA). The SDWA was enacted into law in 1974 to protect the quality of drinking water in the United States. This law gave the USEPA authority to set drinking water quality standards and requires all owners and operators of public water systems to meet these standards. In 1991, USEPA published the Federal Lead and Copper Rule to control lead and copper in drinking water.

Wisconsin Administrative Code Chapter NR 809—Safe Drinking Water. The USEPA has designated the Wisconsin Department of Natural Resources as the "Approval Authority" responsible for oversight of implementation of the SDWA and its rules and amendments in the state of Wisconsin. This code generally repeats the Federal lead and copper regulations.

City of Oshkosh Municipal Code (Ordinance). The LCR gives public water systems authority and responsibility to implement necessary local regulations. Provisions in **Chapter 20 and Chapter 28** of the Municipal Code apply to LSLR and form the basis for the LSLR Policy, including **Section 20-13 Lead Service Line Replacement**, **Section 20-14 Penalties, and Section 28-10 Private Side Lead Service Line Replacement Financing**.

4. Replacement Requirements

The LSL shall be replaced whenever any of the following occurs:

A. A leak or failure has been discovered on either the private- or public-side of the LSL.
B. A portion of an LSL is replaced or repaired.

C. A request is made by a property owner to replace the private-side LSL.

The remaining lead portion of the water service line shall be completely replaced within one hundred eighty (180) days of any repairs.

No permanent repairs to the lead portion of a water service line shall be allowed.

5. Notice

In the event of a water service line leak, failure, or emergency replacement of the public-side service, the City shall provide written notice to the property owner that replacement of the private-side LSL is required within one hundred eighty (180) days of the notice.

In the event of a planned replacement of the public-side service, the City shall provide written notice of the private-side LSL replacement requirement to the property owner at least thirty (30) days prior to the commencement of the planned replacement of the public-side LSL.

In the event of a water service line leak, failure, or emergency replacement of the private-side LSL, the City is required to replace the public-side LSL within one hundred eighty (180) days of the private-side LSL being completed.

Please note other timelines may be required to qualify for financial assistance.

6. Exception

The City may, at its discretion, grant a temporary exception to **Section 4**, provided that doing so will not create a threat to the health, safety, or welfare of the public. When considering exceptions, the City may look at factors including, but not limited to: scheduled replacement and/or whether the lateral is in service, as well as any other factors that may be relevant. The maximum time extension shall be one (1) additional year beyond the one hundred eighty (180) days allowed.

7. Responsibilities of the City

The City shall:

A. Create LSL and LSLR database.
B. Create a voluntary LSL replacement list based upon requests from property owners.
C. Prioritize replacement of LSLs to maximize efficient use of public funds and minimize potential risks to public health by replacing LSLs in conjunction with water main replacement projects; replacing LSLs at child-care facilities, schools, and locations with high-risk lead services; replacing LSLs from approved property owner requests; and replacing LSLs from completed water main projects where the private-side LSLs were not replaced.
D. Complete the City's home inspection form or provide form to Licensed Plumber(s).
E. For planned LSLRs as part of City water main replacement projects, the City shall provide information to private property owners regarding the property owners' responsibilities and resources that may be useful in meeting those responsibilities.

F. When funds are available to subsidize private-side LSLR and the LSLR meets the eligibility criteria, the City shall:
   a. Provide to private property owners private-side LSLR financial assistance in accordance with **Section 9** of this Policy. Property owners should contact the Department of Public Works at (920) 236-5258 to determine eligibility.
   b. Pre-qualify Contractor(s) to perform private-side LSLRs.
   c. Provide list of pre-qualified Contractor(s) to private property owners.

G. Provide lead filter devices for temporary use during LSLR work and for a period of six (6) months after the completion of LSLR work.

H. Provide public information on health risks associated with lead in drinking water and ways to reduce potential risks.

I. React appropriately to noncompliance with communication, and, if necessary and appropriate, with enforcement as allowed under the Ordinance.

8. Responsibilities of Private-Side LSL Owners

Upon receipt of the notice in **Section 5**, or upon approval from the City of a submitted request from the property owner, the private-side LSL owner shall:

A. Allow the City, or hire a Licensed Plumber, to complete City-approved water service line inspection.

B. Replace the private-side LSL by contracting with a pre-qualified Contractor. The work shall be performed in accordance with all applicable State and local regulations and utility standards. It is recommended that property owners obtain multiple quotes.
   a. Property owner must meet and follow all City Eligibility Requirements listed in **Section 9, Financing Private-Side LSLR**, to qualify for financial assistance.

C. Coordinate, as necessary, to complete timely replacement of a LSL.

D. Contact the City of Oshkosh Plumbing Inspector for a final inspection in a timely manner.

E. The property owner is ultimately responsible for hiring the contractor, complying with the financial assistance requirements below, or directly paying the contractor for any work completed.
   a. Participation in the financial assistance program, if available, is voluntary. Property owners must provide completed copies of all necessary paperwork.
   b. Costs above $5,400 are entirely the responsibility of the property owner.

9. Financing Private-Side LSLR by City

When designated funding sources are available and within LSLR program eligibility requirements, described below, the City will subsidize the cost of private-side LSLR as follows:

- A property owner may apply for financial assistance from the City for private-side LSLR up to the amounts identified below. Property owners seeking financial assistance must complete all applications and meet the eligibility requirements listed below. Financial assistance will be provided in the form of a private-side LSL loan which shall be a lien upon the property and shall be repaid in installments as a special charge upon each year's annual tax bill.
- City shall provide financial assistance of fifty percent (50%) of the cost to replace the LSL up to a maximum of $2,700 per LSL replaced.

- Alternatively, property owners who are considered "Low Income", as established by the U.S. Department of Housing and Urban Development for the year the project takes place, may be eligible for assistance in paying for the private-side LSLR. This assistance may cover one hundred percent (100%) of the cost of the private-side LSLR, but is subject to the City's annual Federal allocations. To apply for private-side LSLR financial assistance, property owner must submit completed *Lead Service Line Replacement Community Development Block Grant (CDBG) Application* and submit it to the Planning Services Division, 2nd floor, City Hall. The property owner must use a current LSLR Pre-qualified Contractor and follow all CDBG requirements.

Eligibility Requirements (Non-CDBG funded LSLR):

A. Property owners must meet all of the eligibility requirements.
B. **Service line replacement must be coordinated so the public-side and private-side service line replacement are completed within one hundred eighty (180) days of each other. Failure to meet the 180-day requirement will result in the property not being eligible for financial assistance. The 180-day requirement does not apply to partial service line replacements completed prior to August 8, 2024.**
C. Private LSL replacement must be approved by the City prior to starting replacement work. To receive approval, the property owner must:
    a. Complete and submit the current *Financial Assistance Application for Private-Side Lead Service Line Replacement*.
    b. Complete and submit current *Lead Service Line Replacement Financial Assistance Program Waiver/Release of Liability*.
    c. Receive confirmation of approval for financial assistance from the City and the *Promissory Note and Covenant* containing terms of repayment. This document must be signed, notarized, and submitted to the City with payment request. Any conditions of approval must be shared with the Contractor and followed to ensure financial assistance eligibility.
D. Work must be completed by Contractor on the City's current year pre-qualified LSLR Contractor List. Provide a copy of any approval conditions to your Contractor. All work must follow any conditions of approval.
E. After completion of work, including final inspections from the City of Oshkosh Inspection Services, the Contractor shall submit the following:
    a. Completed current *Contractor Payment Application for Private-Side Lead Service Line Replacement*. Please note that the property owner must sign this form.
    b. Signed and notarized property specific *Promissory Note and Covenant* for the parcel with dollar amounts filled in and initialed by property owner. Maximum loan amount is fifty percent (50%) of cost of LSLR work, up to $2,700.
    c. Invoice for work completed
        i. Invoice must contain the property address where the LSLR work was performed.
        ii. Invoice must contain an itemized list of the work completed and only pertain to the LSL replacement. Only LSLR costs will be considered/paid.
F. All work must be done in accordance with all sections of this document.
    a. Failure to provide necessary documentation or meet the required timelines will result in the City not paying the Contractor, resulting in no financial assistance from the City and the property owner owing the Contractor the full amount.

RECEIVED
OCT - 8 2024
DEPT OF PUBLIC WORKS
OSHKOSH, WISCONSIN
9:45 AM

PROPOSAL
FOR
SIDEWALK SNOW AND ICE REMOVAL CONTRACT

We, the undersigned, propose to carry out the assigned sidewalk snow and ice removal projects, in accordance with the Specifications, from November 17, 2024 – May 31, 2025 for the following rates.

Rates shall include all cost of labor, materials (rock salt, sand, internet access, photo disks, etc.), use of equipment, and any incidentals required to complete the work as specified, regardless of the number of personnel engaged in shoveling by hand or clearing with equipment.

1. Remove all snow and/or ice at a single location/lot with 0 to 100 feet of sidewalk (including rock salt/sand application, if necessary) $ 148.00 Lump Sum

2. Additional footage beyond 100 feet at same location/lot (including rock salt/sand application if necessary) $ 1.38 Per Linear Foot

3. Apply rock salt/sand **only** to 0 to 100 feet of sidewalk at a single location/lot $ 90.00 Lump Sum

4. Apply rock salt/sand **only** to additional footage beyond 100 feet at same location/lot $ .95 Per Linear Foot

5. Remove all snow and/or ice from all pavement in the handicap ramp/crosswalk quadrant (including rock salt/sand application if necessary) $ 105.00 Per Intersection Quadrant

6. Remove and dispose of snow and/or ice from locations where unusual conditions have occurred:

a. Mobilization/demobilization from site $ 95.00 Each

b. Load snow $ 95.00 Equipment/Labor Rate Per Hour

c. Haul snow $ 95.00 Equipment/Labor Rate Per Hour

d. Remove ice from sump pump discharge $ 78.00 Equipment/Labor Rate Per Hour

Date: 09/30/2024 Name of Company: Winnebago Lawn & Snow LLC

Submitted by (Name/Title): Gary Gomoll (President) E-mail: garyg@winnebago1s.com

Address of Company: 2546 Omro Rd. Phone No.: 920-420-8076

Oshkosh, WI 54904

TO:	Honorable Mayor and Members of the Common Council
FROM:	Kelly Nieforth, Director of Community Development
DATE:	November 12, 2024
SUBJECT:	Ord 24-580 Approve Zone Change from Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD) at 2875 Atlas Avenue (Plan Commission Recommends Approval)

BACKGROUND

The subject site is a 41.7-acre property located on the north side of State Highway 91, with frontage along Atlas Avenue. The site is a manufacturing facility owned by 4imprint, which includes a 522,027 sq. ft. building as well as parking/loading areas on the north, east, and west sides of the building. The surrounding area consists predominantly of vacant and industrial uses along with residential uses to the south and east. The 2040 Comprehensive Land Use Plan recommends Industrial use for the subject site. The subject site is located within the Southwest Industrial Park.

ANALYSIS

The applicant is requesting a zone change from the existing Heavy Industrial District (HI) designation to Heavy Industrial District with a Planned Development Overlay (HI-PD) for the subject property. The requested Planned Development Overlay designation is intended to allow for flexibility in the zoning ordinance to accommodate new directional signs. The applicant has submitted plans for directional signage that exceeds the maximum height and area for directional signage. The plans will be addressed through a General Development Plan (GDP) and Specific Implementation Plan (SIP) to follow at a future meeting. Staff is supportive of the proposed zone change as it will allow for additional signage options for the site.

RECOMMENDATION

The Plan Commission recommended approval of the requested zone change at 2875 Atlas Avenue with the findings and conditions on October 15, 2024. Please see the attached staff report and meeting minutes for more information.

Attachments

ORDWE 101
Rezone - 2875 Atlas Ave

11/12/2024 SECOND READING	24-580	ORDINANCE
10/22/2024 FIRST READING	24-560	ORDINANCE
CARRIED	5-0-1 recused	

PURPOSE: APPROVE ZONE CHANGE FROM HEAVY INDUSTRIAL DISTRICT (HI) TO HEAVY INDUSTRIAL DISTRICT WITH A PLANNED DEVELOPMENT OVERLAY (HI-PD) AT 2875 ATLAS AVENUE

INITIATED BY: 4IMPRINT INC.

PLAN COMMISSION RECOMMENDATION: Approved

A GENERAL ORDINANCE OF THE CITY OF OSHKOSH AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF OSHKOSH, AS ADOPTED BY SECTION 30-32 OF THE OSHKOSH MUNICIPAL CODE.

The Common Council of the City of Oshkosh does ordain as follows:

SECTION 1. That the Official Zoning Map of the City of Oshkosh, as adopted by Section 30-32 of the Oshkosh Municipal Code, is hereby amended by changing the district of the property located at 2875 Atlas Avenue from Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD). The subject property, 2875 Atlas Avenue, is more particularly described as follows:

BEING ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 8090, RECORDED AS DOCUMENT NUMBER 1915375, WINNEBAGO COUNTY REGISTER OF DEEDS AND ADJACENT ½ OF ATLAS AVENUE AND STATE HIGHWAY 91 RIGHTS-OF-WAY, LOCATED IN PART OF THE SOUTHWEST ¼ AND SOUTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 32, TOWNSHIP 18 NORTH, RANGE 16 EAST, CITY OF OSHKOSH, WINNEBAGO COUNTY, WISCONSIN.

SECTION 2. This Ordinance shall be in full force and effect from and after its passage and publication.

SECTION 3. Publication Notice. Please take notice that the City of Oshkosh enacted Ordinance #24-580 APPROVE ZONE CHANGE FROM HEAVY INDUSTRIAL DISTRICT (HI) TO HEAVY INDUSTRIAL DISTRICT WITH A PLANNED DEVELOPMENT OVERLAY (HI-PD) on November 12, 2024. This ordinance changes the zoning of the property located at 2875 Atlas Avenue from Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD). The full text of the Ordinance may be obtained at the Office of the City Clerk, 215 Church Avenue and on the City's website at www.oshkoshwi.gov. Clerk's phone: (920) 236-5011.

ITEM: **PUBLIC HEARING: ZONE CHANGE FROM HEAVY INDUSTRIAL DISTRICT (HI) TO HEAVY INDUSTRIAL DISTRICT WITH A PLANNED DEVELOPMENT OVERLAY (HI-PD) AND APPROVAL OF A GENERAL DEVELOPMENT PLAN AND SPECIFIC IMPLEMENTATION PLAN FOR DIRECTIONAL SIGNAGE AT 2875 ATLAS AVENUE**

Plan Commission Meeting of October 15, 2024

GENERAL INFORMATION

Owner/Applicant: 4imprint Inc.

Action(s) Requested:

The applicant requests a zone change from the existing Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD). The applicant also requests approval of a General Development Plan and Specific Implementation Plan for directional signage.

Applicable Ordinance Provisions:

Zoning map amendment standards are found in Section 30-381 of the Zoning Ordinance. Planned Development standards are found in Section 30-387 of the Zoning Ordinance.

Property Location and Background Information:

The subject site is a 41.7-acre property located on the north side of State Highway 91, with frontage along Atlas Avenue. The site is a manufacturing facility owned by 4imprint, which includes a 522,027 sq. ft. building as well as parking/loading areas on the north, east, and west sides of the building. The surrounding area consists predominantly of vacant and industrial uses along with residential uses to the south and east. The 2040 Comprehensive Land Use Plan recommends Industrial use for the subject site. The subject site is located within the Southwest Industrial Park.

Subject Site

Existing Land Use	*Zoning*
Industrial	HI

Recognized Neighborhood Organizations
None

Adjacent Land Use and Zoning

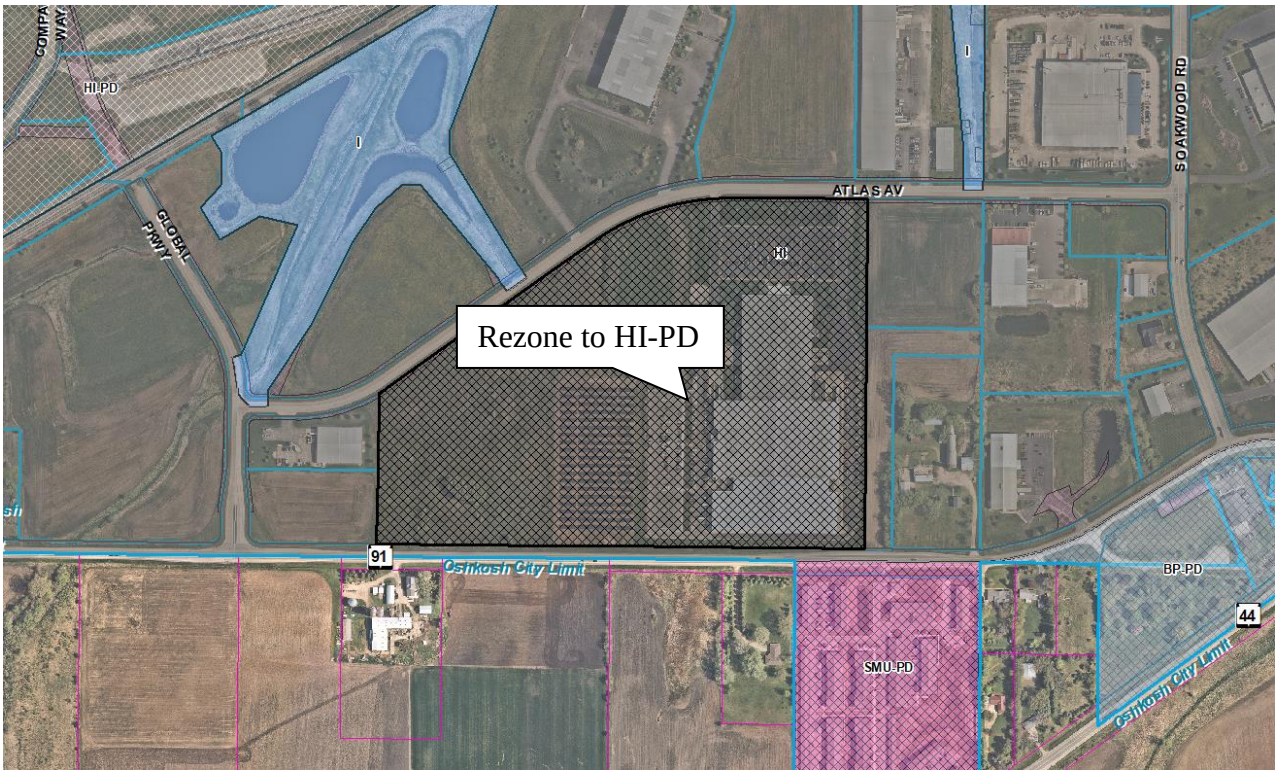
Existing Uses		*Zoning*
North	Industrial/Vacant	HI
South	Vacant/Agricultural & Residential	SMU-PD & Town of Nekimi
East	Vacant	HI
West	Vacant	HI

Comprehensive Plan Land Use Recommendation	*Land Use*
2040 Comprehensive Land Use Recommendation	Industrial

ANALYSIS

Zone Change

The applicant is requesting a zone change from the existing Heavy Industrial District (HI) designation to Heavy Industrial District with a Planned Development Overlay (HI-PD) for the subject property. The requested Planned Development Overlay designation is intended to allow for flexibility in the zoning ordinance to accommodate new directional signs. The applicant has submitted plans for directional signage that exceeds the maximum height and area for directional signage. The plans will be addressed through General Development Plan (GDP) and Specific Implementation Plan (SIP) review to follow. Staff is supportive of the proposed zone change as it will allow for additional signage options for the site.



Use

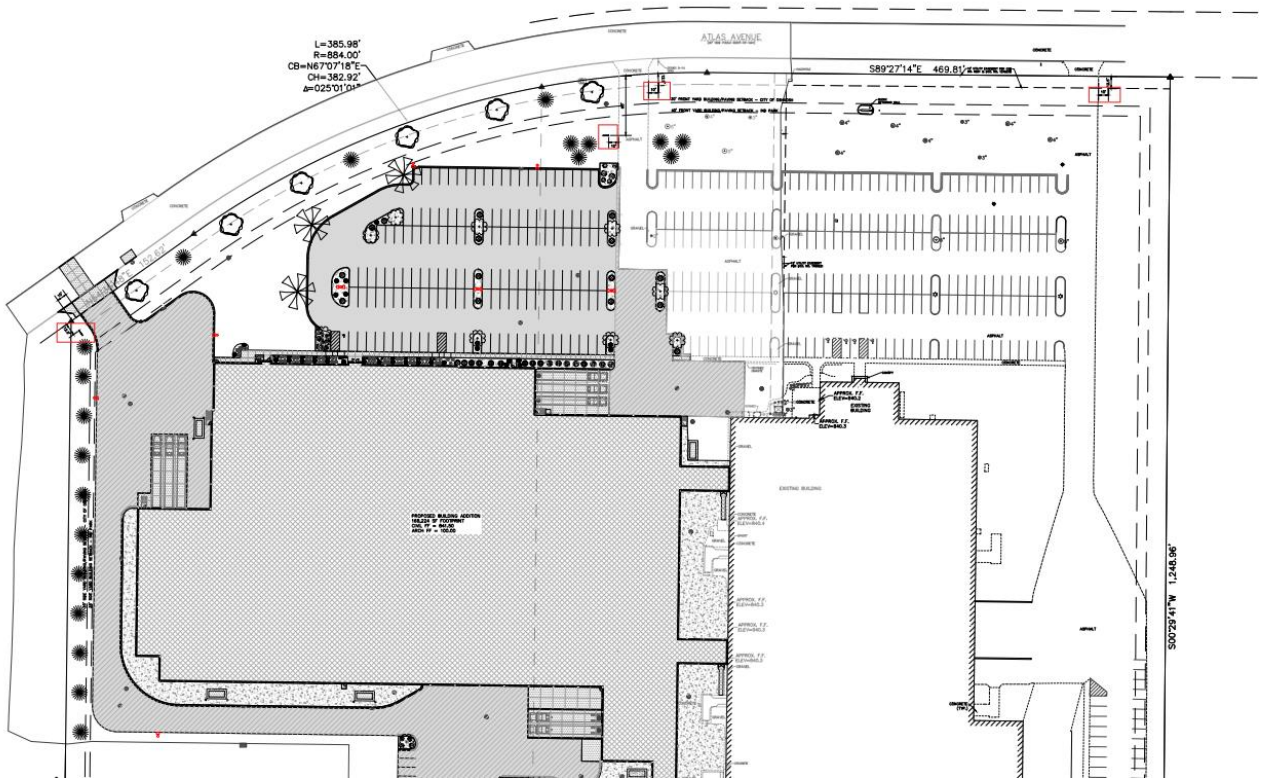
No changes are being proposed to the existing industrial use of the site.

Site Design

No changes are being proposed to the existing site design.

Signage

The applicant is proposing four (4) directional signs. One will be placed at each of the three entrances to the site off of Atlas Avenue along with one along the middle driveway closer to the parking area.

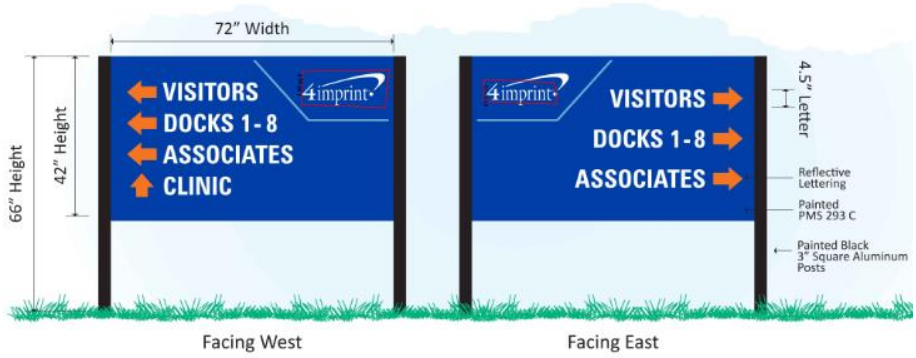


Code allows two (2) on-site directional signs per vehicular entrance/exit and one (1) per distinct parking area. The maximum area per side for directional signs is 8 sq. ft. and maximum height 3 ft., while the name, logo, or symbol must be less than 1 sq. ft.

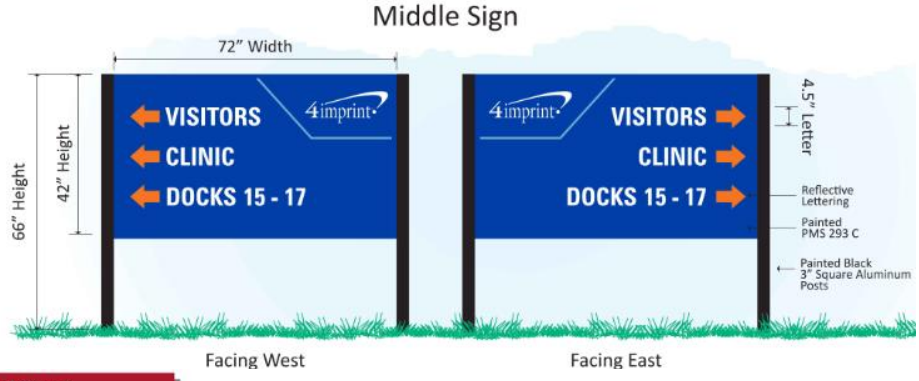
The proposed directional signs are 21 sq. ft. and 5 ft. tall, which require Base Standard Modifications (BSM) for increased directional sign area and height. According to the applicant, the increased area and height are needed to increase visibility of the signs for wayfinding on the site for truck drivers and visitors. The applicant notes that the site now has 17 different loading docks for incoming and outgoing shipments. The applicant also notes that the signs will be near the road, which could result in being covered by snowplows or snow in general if at the maximum height of 3'. The applicant feels that the larger sign size will assist in directing truck drivers to the appropriate entrances/docks safely. They also feel that it will assist in safe and efficient circulation on the site for 4imprint associates, users of the on-site employee ThedaCare clinic, as well as suppliers and visitors.

Post & Panel Signs
4 Imprint Directionals

East Sign



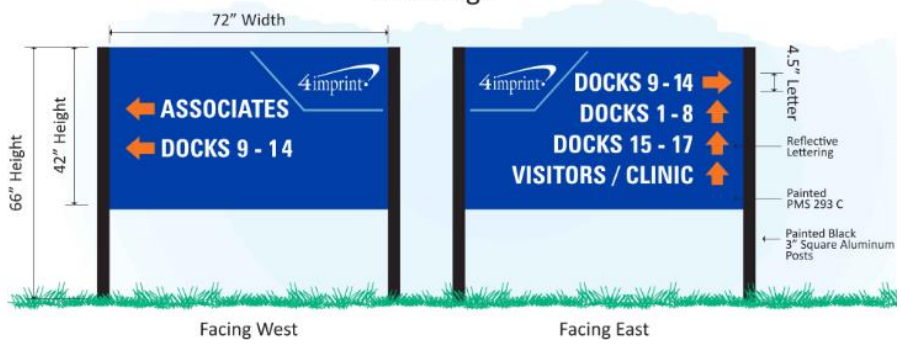
Middle Sign



Post & Panel Signs
4 Imprint Directionals

Inside Middle Driveway Sign

West Sign



Staff is supportive of the BSM requests for increased area and height due to the relatively large scale of the site with several loading docks and parking areas for visitors, clinic users, and associates. The larger sign size may assist in providing clear, efficient, and safe circulation on the site. To offset the BSM requests, staff is recommending the applicant provide 25 landscaping points around each of the signs (example: 5 medium evergreen shrubs or 9 medium deciduous shrubs).

The site previously had a 6′ tall, 32 sq. ft. monument sign along Atlas Avenue that was recently removed. Based on the size of the lot, the zoning ordinance would allow up to 400 sq. ft. of ground signage, with one ground sign allowed per street frontage. The Southwest Industrial Park covenants limit signs to a maximum area of 72 sq. ft. and maximum height of 6 ft. Staff is recommending a condition that ground signage on the site be limited to one sign per frontage, not to exceed 72 sq. ft. per sign. Limiting the applicant to the Industrial Park covenants sign area/height maximum serves to further offset the BSM requests as it results in substantially less ground sign area than allowed by the zoning ordinance in the HI district.

Site Lighting
No additional lighting is being proposed for the site.

Landscaping
No additional landscaping is required as no new building or paved areas are proposed. As previously noted, staff is recommending the applicant provide 25 landscaping points around each proposed directional sign to offset the BSM requests.

Storm Water Management/Utilities
The Department of Public Works has noted that all signage must be located outside of the limits of the 12′ public utility easement along the front property line. The applicant has stated that the signs will have a setback of 12.5′ to remain outside of the easement area as well as the 10′ X 10′ driveway vision clearance triangle.

Building Facades
No new buildings or changes to existing building facades are being proposed.

FINDINGS/RECOMMENDATION/CONDITIONS
In its review and recommendation to the Common Council on an application for a Zoning Map amendment, staff recommends the Plan Commission make the following findings based on the criteria established by Chapter 30-381 (D)(2):

(a) Is in harmony with the Comprehensive Plan.

(b) Maintains the desired overall consistency of land uses, land use intensities, and land use impacts within the pertinent zoning districts.

(c) Addresses any of the following factors that are not properly addressed on the current Official Zoning Map:

(ii) Factors have changed (such as new data, infrastructure, market conditions, development, annexation, or other zoning changes), making the subject property more appropriate for a different zoning district.

In its review and recommendation to the Common Council on an application for a Planned Development district, staff recommends the Plan Commission make the following findings based on the criteria established by Chapter 30-387 (C)(6):

(a) The proposed Planned Development project is consistent with the overall purpose and intent of this Chapter.

(g) The proposed architecture and character of the proposed Planned Development project is compatible with adjacent/nearby development.

(h) The proposed Planned Development project will positively contribute to and not detract from the physical appearance and functional arrangement of development in the area.

(i) The proposed Planned Development project will produce significant benefits in terms of environmental design and significant alternative approaches to addressing development performance that relate to and more than compensate for any requested exceptions/base standard modifications variation of any standard or regulation of this Chapter.

Staff recommends approval of the zone change, General Development Plan, and Specific Implementation Plan with the findings listed above and the following conditions:

1. Base Standard Modification (BSM) to allow four (4) 21 sq. ft., 5.5 ft. tall on-site directional signs, where code allows a maximum area of 8 sq. ft. per side and maximum height of 3 ft. for on-site directional signs.
2. A minimum of 25 landscaping points shall be provided around each on-site directional sign.
3. Ground signage on the site shall be limited to one sign per street frontage with a maximum area of 72 sq. ft. per sign.
4. Final landscaping plan shall be reviewed and approved by the Department of Community Development.

Plan Commission recommended approval of the requested zone change with the findings and conditions on October 15, 2024. The following is Plan Commission's discussion on the item.

Site Inspections Report: Mr. Bowen reported visiting the site.

Staff report accepted as part of the record.

The applicant requests a zone change from the existing Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD). The applicant also requests

approval of a General Development Plan (GDP) and Specific Implementation Plan (SIP) for directional signage.

Mr. Slusarek presented the items and reviewed the site and surrounding area as well as the land use and zoning classifications in this area. The subject site is located on the north side of State Highway 91, with frontage along Atlas Avenue. The site is a manufacturing facility owned by 4imprint.

The applicant is requesting a zone change from the existing Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD). This is intended to allow for flexibility of the zoning ordinance to accommodate new directional signs. Staff is supportive of the proposed zone change as it will allow for additional signage options for the site.

The applicant is proposing four (4) directional signs. One will be placed at each of the three entrances to the site off of Atlas Avenue along with one along the middle driveway closer to the parking area. The proposed directional signs are 21 sq. ft. and 5 ½ ft. tall, which require Base Standard Modifications (BSM) for increased directional sign area and height. According to the applicant, the increased area and height are needed to increase visibility of the signs for wayfinding on the site for truck drivers and visitors. The maximum size is 3' tall and 8 sq. ft. They are proposing 21 sq. ft. and 5 ½ ft. tall. The applicant feels that the larger sign size will assist in directing truck drivers to the appropriate entrances/docks safely. They also feel that it will assist in safe and efficient circulation on the site for 4imprint associates, users of the on-site employee ThedaCare clinic, as well as suppliers and visitors.

Staff is supportive of the BSM requests for increased sign area and height due to the relatively large scale of the site with several loading docks and parking areas for visitors, clinic users, and associates. To offset the BSM requests, staff is recommending the applicant provide 25 landscaping points around each of the signs. Also recommending a condition that ground signage on the site be limited to one sign per frontage, and not to exceed 72 sq. ft. in area. This would be consistent with the maximum sign area for the industrial park covenants and would allow substantially less ground sign area than allowed by the zoning ordinance for the HI district. That will also offset the BSM by less signage there than allowed by the zoning ordinance.

Staff recommends approval of the zone change, GDP, and SIP with the findings and conditions listed in the staff report.

Mr. Perry opened up technical questions to staff.

Mr. Perry opened the public hearing and asked if the applicant wanted to make any statements.

John Lord, on behalf of 4imprint at 2875 Atlas Avenue, made himself available for questions.

Mr. Perry asked if any members of the public wished to speak.

Mr. Perry closed the public hearing.

There was no closing statement from the applicant.

Motion by Kiefer to adopt the findings and recommendation as stated in the staff report.

Seconded by Davey

Mr. Perry asked if there was any discussion on the motion.

Motion carried 8-0.

City of Oshkosh Application
Zoning Map Amendment (Rezoning)

SUBMIT TO:
Dept. of Community Development
215 Church Ave., P.O. Box 1130
Oshkosh, Wisconsin 54903-1130
Room 204
PHONE: (920) 236-5059
Email: planning@ci.oshkosh.wi.us

****PLEASE TYPE OR PRINT USING BLACK INK****

APPLICANT INFORMATION

Petitioner: 4imprint, Inc. Date: 8/28/2024

Petitioner's Address: 2875 Atlas Avenue City: Oshkosh State: WI Zip: 54904

Telephone #: (920) 236-7272 Ext. 8205 Email: jlord@4imprint.com Contact preference: ☐ Phone ☑ Email

Status of Petitioner (Please Check): ☑ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer

Petitioner's Signature (required): [signature] Date: 8/28/2024

OWNER INFORMATION

Owner(s): 4imprint, Inc. Date: _____

Owner(s) Address: 2875 Atlas Avenue City: Oshkosh State: WI Zip: 54904

Telephone #: (920) 236-7272 Ext. 8205 Email: jlord@4imprint.com Contact preference: ☐ Phone ☑ Email

Ownership Status (Please Check): ☐ Individual ☐ Trust ☐ Partnership ☑ Corporation

Property Owner Consent: (required)
By signature hereon, I/We acknowledge that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect or gather other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Planning Services Division for incomplete submissions or other administrative reasons.

Property Owner's Signature: [signature] Date: 8/28/2024

ZONING AND DEVELOPMENT INFORMATION

Address/Location of Rezoning Request: 2875 Atlas Avenue

Tax Parcel Number(s): 91329200402

Rezone property from: HI - Heavy Industial to Planned Development Overlay-HI

Purpose for Rezoning: For directional signage required and needed which exceeds current 3' maximum height and 8 sq. ft. requirements.

Describe existing property development and land use: 4imprint distribution center as recently expanded in the SW Industrial park of nearly 500,000 sq. ft.

Describe proposed development and/or proposed land use: 4imprint distribution center as recently expanded in the SW Industrial park of nearly 500,000 sq. ft.

Proposed time schedule for development and/or use of the property:

As soon as possible after zoning board pending approval.

Zoning Adjacent to the Site:

North: HI - Heavy Industial

South: SMU - PD

East: HI - Heavy Industial

West: HI - Heavy Industial

Sign_____ **Staff** _____ **Date Rec'd**_____

SUBMITTAL REQUIREMENTS – Must accompany the application to be complete.
(Submit only digital files. If file size exceeds 10 mb, please send through a file transfer. Please note at the discretion of Community Development staff may request a hard copy)

- ☑ Map of the immediate area showing property involved. Area to be rezoned must be outlined in color
- ☑ A site plan drawn to readable scale showing present status of property and proposed development
- ☑ Street address, adjacent streets, intersections and any other information or landmarks to help identify the property
- ☑ Location of existing uses, structures, fences and signs and location of proposed uses, structures, fences and signs
- ☑ A narrative statement explaining the zone change and discussion of the project

- **Property owner's signature is required for submittal to be complete.**
- **Application fees are due at time of submittal. Make check payable to City of Oshkosh.**
- **Please refer to the fee schedule for appropriate fee. FEE IS NON-REFUNDABLE**

I hereby certify that to the best of my knowledge all required application materials are included with this application. I am aware that failure to submit the required completed application materials may result in denial or delay of the application request.

Applicant's Signature (required): _____ Date: 8/28/2024

SUMMARY OF PROCESS

The City of Oshkosh Plan Commission and Common Council act on all amendments to the Official Zoning Map. The petitioner or owner should be present at both the Plan Commission and Common Council meetings to discuss and answer questions regarding the request.

The application package is reviewed by Planning Services staff to determine conformance with adopted city plans, zoning requirements and development standards. A staff recommendation is prepared for consideration by the Plan Commission and Common Council. The petitioner will be provided with a copy of the staff report and meeting notice several days prior to the Plan Commission meeting. The staff report and meeting notice will also be available on the City's website. No notice is sent to the petitioner or owner regarding the Common Council's consideration of the request. Petitioners and owners are encouraged to contact Planning Services staff to find out when the request will be sent to the Common Council for review.

Neighborhood opinion is an important factor in the decision-making process. If the proposed development is expected to have significant impact on other properties, the petitioner may be required to conduct a neighborhood meeting to solicit public input prior to action by the Plan Commission and City Council. Planning Services staff is available to offer assistance in compiling a mailing list for the neighborhood meeting. If deemed appropriate, notification by mail informing the property owners within 100 feet of the subject property of the proposal may substitute for the public meeting. Please note that a meeting notice will be mailed to all abutting property owners regarding your request.

Within 90 days of filing a complete application, Plan Commission shall hold a public hearing to consider the request. Within 60 days of the public hearing, the Plan Commission may make a written report to the Common Council with recommendations regarding the proposal. The Plan Commission's report is advisory only. The Common Council will make the final decision regarding all zone change requests. The Plan Commission may lay over requests to subsequent meetings if incomplete information is provided or additional questions or concerns are raised at the meeting.

After the Plan Commission makes its recommendation, the request will be forwarded to the Common Council for consideration. This generally occurs three weeks after the Plan Commission meeting depending on the date the Council meeting is scheduled (the Council meets on the 2nd and 4th Tuesday of every month) and on the availability of a legal description for the zone change. Wisconsin State Statutes require a zone change to be published as Class II notice in the local newspaper, the City takes care of this publication requirement prior to the Council meeting.

The Common Council may approve the Official Zoning Map amendment as originally proposed, may approve the proposed amendment with modifications, or may deny approval of the proposed amendment. If the Official Zoning Map amendment is approved, the Ordinance is published in the newspaper on the following Saturday and will be effective on Sunday. City administrative offices are notified of the effective date of the Ordinance and will make changes to the Official Zoning Map accordingly.

For more information please visit the City's website at https://www.ci.oshkosh.wi.us/CommunityDevelopment/

Request Consideration:
4imprint is requesting the installation of directional signage at our Distribution Center (DC), located at 2875 Atlas Avenue, in excess of what the current zoning requirements. We have attached the related signs and their relative location to Atlas Avenue.

The directional signs are primarily for truck drivers, visitors, employee associates, vendors, etc.

Truck Drivers:
With our recent expansion now complete, we have 17 different loading docks for both incoming and outgoing shipments. Access to these docks is via 3 different driveways from Altas Avenue. The trucks would include LTL carriers, UPS, FedEx, USPS, GFL (for waste management and recycling), etc. We have scheduled truck deliveries that occur at 1-3 am in the morning, Monday-Thursday and others between 5-7 am M-F. We wanted to provide wayfinding signage that was visible at a reasonable distance when travelling down Atlas Avenue, including in the dark that was safe for these truck drivers and our own associates. Current zoning limits signs to 3'. At this height and since they are near the road, the signs can be covered by snowplows or just snow in general. This lower height in the signs under the current zoning covenants is less efficient in the related lettering height as well from a safe distance to identify it the appropriate entrance/dock. We would like to have a 5" lettering height in directing the truck drivers to the various entrances/docks safely.

Our 4imprint Associates
Our DC has grown over the years from the initial construction in 2008/09 of 125,000 sq. ft. to nearly 500,000 sq. ft. with the recently completed expansion. Similarly, our workforce is now over 600 associates and additional temporary associates onsite during seasonal peaks from September to January that is spread across 4 shifts. We do many interviews, onboarding, training, etc. for our associates at his location. People are coming and going during all times of the day, and it is important that they can safely identify the correct entrance and driveway while travelling along Atlas Avenue.

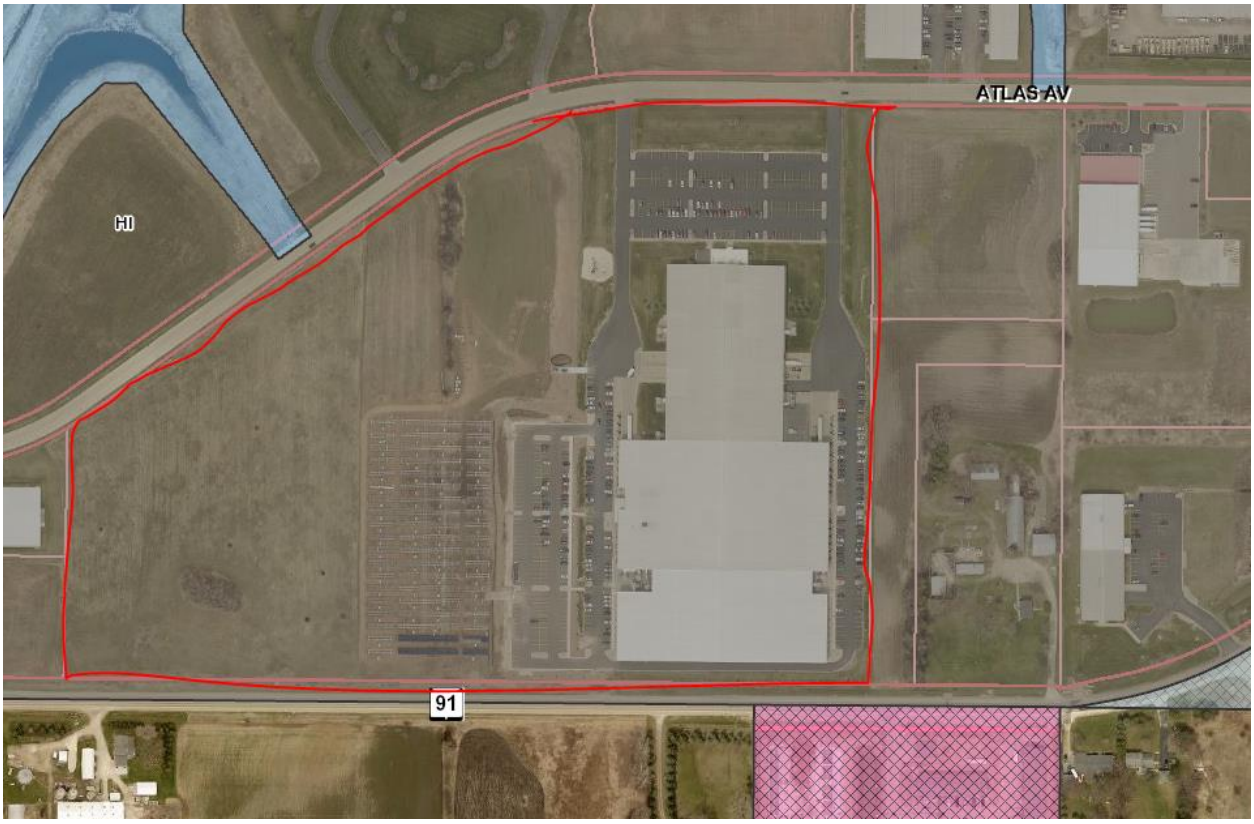
We do all our interviewing of associates and temporary associates onsite at the DC. This also has more traffic coming down Atlas Avenue and the need to direct those people to the right entrance.

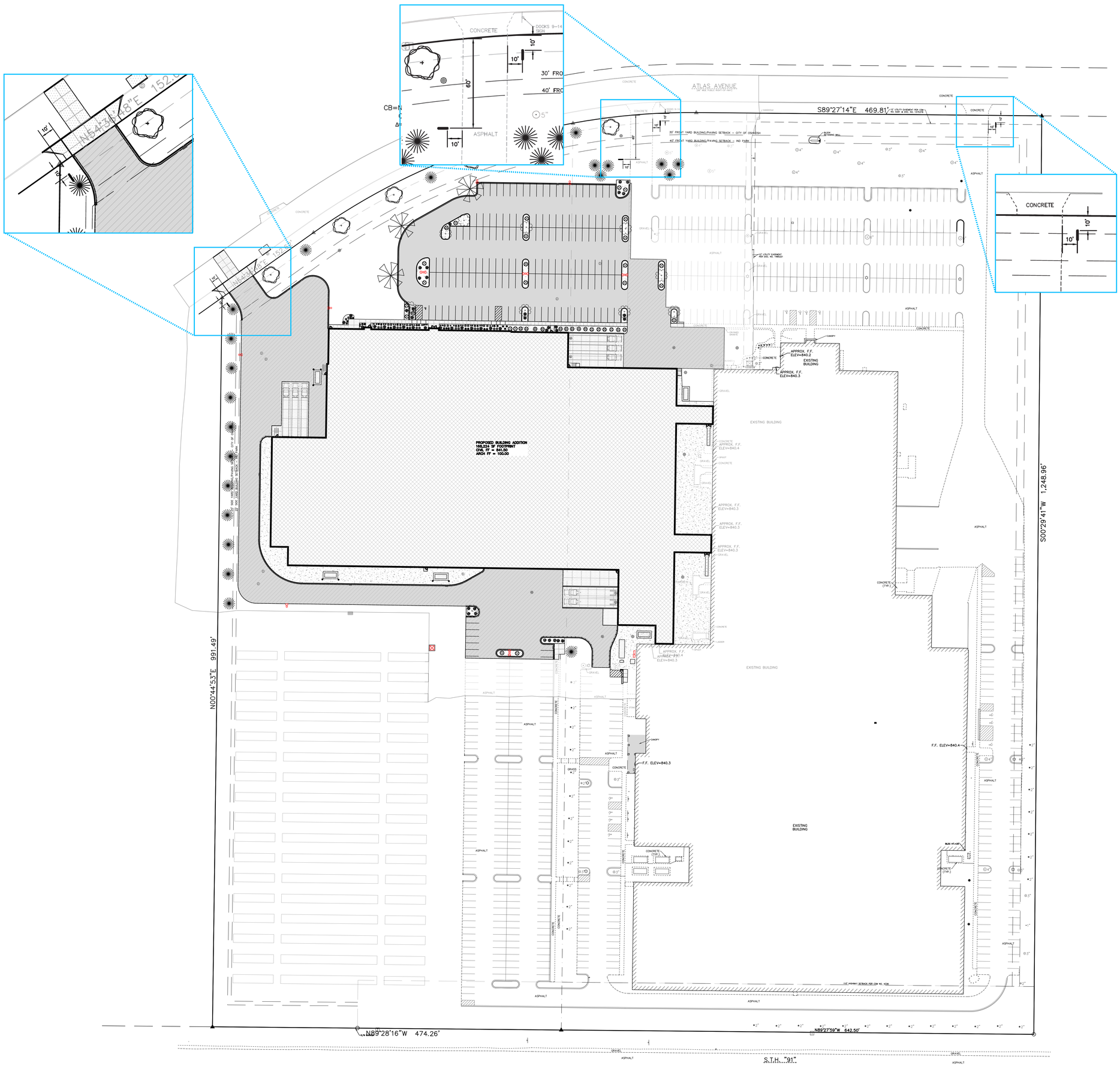
Clinic
We have worked with ThedaCare and currently have a clinic onsite for our own associates who use various services such as general medical, PT, OT etc. With our DC expansion, we have also expanded our onsite clinic. It is our intent to make this available to not only our associates but also to their spouses and dependents. The clinic has its own separate entrance on the west end of our new DC expansion. Thus, being able to direct those people arriving to the right driveway and entrance will help avoid unnecessary traffic in our parking lot for safety of all involved.

Suppliers and Visitors

Not surprisingly, with the growth noted above, we are increasingly welcoming new and different suppliers and visitors to the DC and wish to get them to the appropriate entrance in a clear, concise and safe manner for themselves and others.

Below is a overview of the parcel involved prior to the building expansion.





SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN SPECIFICATIONS AND REQUIREMENTS

SITE INFORMATION:

OWNERSHIP: 4IMPRINT, INC.

PROJECT ADDRESS: 2875 ATLAS AVENUE, OSHKOSH, WI 54904

PARCEL NUMBER: 91329200401

PROPERTY AREA: 1,337,415 S.F. (30.7 ACRES).

EXISTING ZONING: HI – HEAVY INDUSTRIAL

PROPOSED ZONING: HI – HEAVY INDUSTRIAL

PROPOSED USE: BUILDING ADDITION FOR WAREHOUSE SPACE & PRODUCT PREPARATION (PRINTING & EMBROIDERING)

BUILDING OCCUPANCY CLASSIFICATION: BUSINESS GROUP B, STORAGE GROUP F-1

AREA OF SITE DISTURBANCE: 408,600 SF (9.38 AC)

SETBACKS : (CITY OF OSHKOSH)
BUILDING: FRONT/STREET = 30'
SIDE = 20'
REAR = NO REAR YARD
PAVEMENT: FRONT/STREET = 30'
SIDE = 20'
REAR = NO REAR YARD

MAXIMUM BUILDING HEIGHT ALLOWED: 60'
PROPOSED MAX BUILDING HEIGHT = 34' 9" FROM BLDG FF
38' 9" FROM EXT GRADE

MIN PARKING REQUIRED: 1 SPACE PER EMPLOYEE ON LARGEST SHIFT

PARKING PROVIDED: 123 NET NEW PARKING SPACES ADDED (2 HC ACCESSIBLE)

PARKING PROVIDED (OVERALL SITE TOTAL): 791 SPACES

HANDICAP STALLS REQUIRED: 2% OF TOTAL; 16 REQUIRED

HANDICAP STALLS PROVIDED: 17 TOTAL PROVIDED NEAR SITE ENTRANCES

MAXIMUM IMPERVIOUS SURFACE COVERAGE ALLOWED: 70%

EXISTING SITE DATA (OVERALL SITE W/ SOLAR AS IMP.)

	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	30.70	1,337,415	
BUILDING FLOOR AREA	8.25	359,385	26.9%
PAVEMENT (ASP. & CONC.)	7.23	314,972	23.6%
TOTAL IMPERVIOUS	15.48	674,357	50.4%
LANDSCAPE/ OPEN SPACE	15.22	663,058	49.6%

PROPOSED SITE DATA (OVERALL SITE W/ SOLAR AS IMP.)

	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	30.70	1,337,415	
BUILDING FLOOR AREA	11.98	522,027	39.0%
PAVEMENT (ASP. & CONC.)	9.17	399,640	29.9%
TOTAL IMPERVIOUS	21.16	921,667	68.9%
LANDSCAPE/ OPEN SPACE	9.54	415,748	31.1%

*SOLAR FIELD COUNTED AS BUILDING ROOF AREA

PAVEMENT HATCH KEY:
- STANDARD ASPHALT
- HEAVY DUTY ASPHALT
- CONCRETE

*SEE SHEET C0.1 FOR REQUIREMENTS

CURB & GUTTER MARKING KEY:
- INVERTED CURB & GUTTER
- SHEDDING CURB & GUTTER

NORTH

1" = 50' SCALE 50' 0 50' 100' FEET

CIVIL SITE PLAN - OVERALL

EXCEL
Always a Better Plan
100 Camelot Drive
Fond du Lac, WI 54935
920-926-9800
excelengineer.com

PROJECT INFORMATION

PROPOSED DISTRIBUTION CENTER ADDITION FOR:
4IMPRINT
2875 ATLAS AVE • OSHKOSH, WI 54904

PROFESSIONAL SEAL

SHEET DATES
SHEET ISSUE AUG. 7, 2024
REVISIONS

JOB NUMBER
230020600

SHEET NUMBER
C1.1

2022 © EXCEL ENGINEERING, INC.

Post & Panel Signs
4 Imprint Directionals

East Sign

Middle Sign

Post & Panel Sign: Produce And Install (3) Double Sided 3mm ACM & (1) Single Sided ACM Post & Panel Signs

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Signarama
Appleton · Fond du Lac
Fond du Lac:
N5528 Miranda Way
Fond du Lac, WI 54937
920-921-7181
Appleton:
1060 N Perkins St.
Appleton, WI 54914
920-739-7446

Client:	4 Imprint
Address:	xxx
City:	xxx
Date:	8/9/2024
Sales Rep:	Monica S.
Designer:	Travis T.
File Name:	49527 Post & Panels
Version:	4
General Sign Specifications	
Vinyl:	3M 5100R Reflective
Lamination:	3M 8518 Gloss
Substrate:	3mm Aluminum Composite
Posts:	Painted Black
Quantity:	4 Total
Sq Ft:	21
Color Specifications	
	PMS 293 C
	Black
	PMS 1665 C
	PMS 542 C
	PMS xxx
	PMS xxx

Additional Information Needed

- ☐ Vector Artwork Needed From Client
- ☑ Site Survey Required

Survey Information Required

- ☐ Sign Area (w.h)
- ☐ Building Dimensions
- ☑ Truck Access
- ☐ Electrical Access
- ☑ Obstructions
- ☐ Lighting Survey
- ☐ Color Match
- ☐ Tracing Pattern
- ☐ xxx (Additional Details)

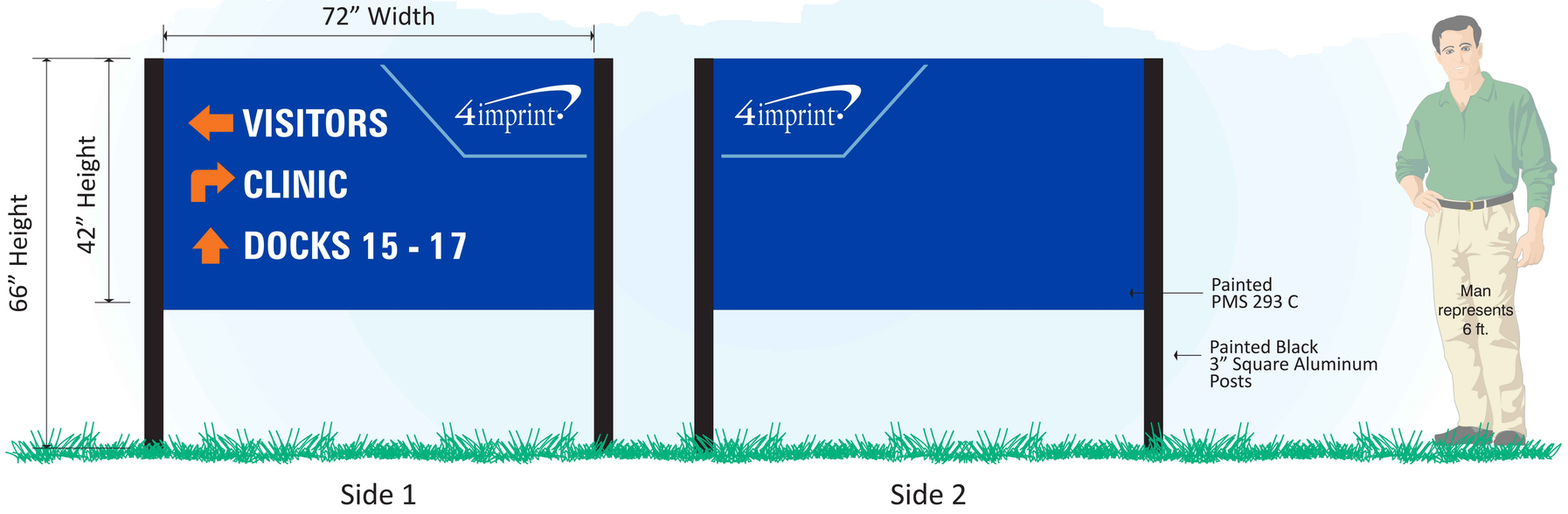
Additional Sign Specifications

Color Disclaimer: The Ink Colors Shown In This Rendering May Not Match The Actual Paint, Final Print Or Vinyl Colors That Will Be Used.

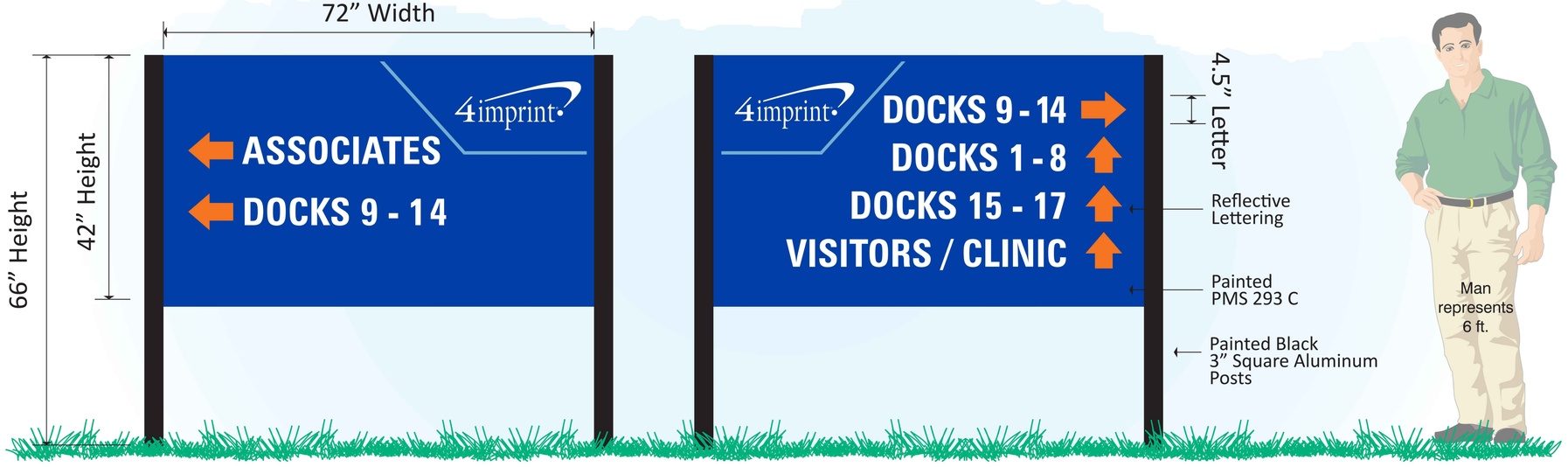
Conceptual Drawing
Quote Attached To Initial Proofing
May Not Reflect Final Pricing For Project.

Post & Panel Signs
4 Imprint Directionals

Inside Middle Driveway Sign



West Sign



Post & Panel Sign: Produce And Install (3) Double Sided 3mm ACM & (1) Single Sided ACM Post & Panel Signs

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Signarama
Appleton · Fond du Lac
Fond du Lac:
N5528 Miranda Way
Fond du Lac, WI 54937
920-921-7181
Appleton:
1060 N Perkins St.
Appleton, WI 54914
920-739-7446

Client:	4 Imprint
Address:	xxx
City:	xxx
Date:	8/9/2024
Sales Rep:	Monica S.
Designer:	Travis T.
File Name:	49527 Post & Panels
Version:	4

General Sign Specifications

Vinyl:	3M 5100R Reflective
Lamination:	3M 8518 Gloss
Substrate:	3mm Aluminum Composite
Posts:	Painted Black
Quantity:	4 Total
Sq Ft:	21

Color Specifications

	PMS 293 C
	Black
	PMS 1665 C
	PMS 542 C
	PMS xxx
	PMS xxx

Additional Information Needed

- [ ] Vector Artwork Needed From Client
- [x] Site Survey Required

Survey Information Required

- [ ] Sign Area (w.h)
- [ ] Building Dimensions
- [x] Truck Access
- [ ] Electrical Access
- [x] Obstructions
- [ ] Lighting Survey
- [ ] Color Match
- [ ] Tracing Pattern
- [ ] xxx (Additional Details)

Additional Sign Specifications

Color Disclaimer: The Ink Colors Shown In This Rendering May Not Match The Actual Paint, Final Print Or Vinyl Colors That Will Be Used.

Conceptual Drawing
Quote Attached To Initial Proofing
May Not Reflect Final Pricing For Project.

ZONE CHANGE/GDP/SIP
2875 ATLAS AVE
PC: 10.15.2024

SCS OSHKOSH ESTATES LLC
401 RANGER ST
MOSINEE WI 54455-1895

LEECO STEEL LLC
1011 WARRENVILLE RD
LISLE IL 60532-0903

DOWLING INV ATLAS LLC
3596 STEARNS DR
OSHKOSH WI 54904-1001

4IMPRINT INC
PO BOX 320
OSHKOSH WI 54903-0320

JOSEPH A/DONNA AVERKAMP
3664 NEKIMI AVE
OSHKOSH WI 54902-9187

3175 ATLAS AVE LLC
242 WYLDEBERRY LN
OSHKOSH WI 54904-7676

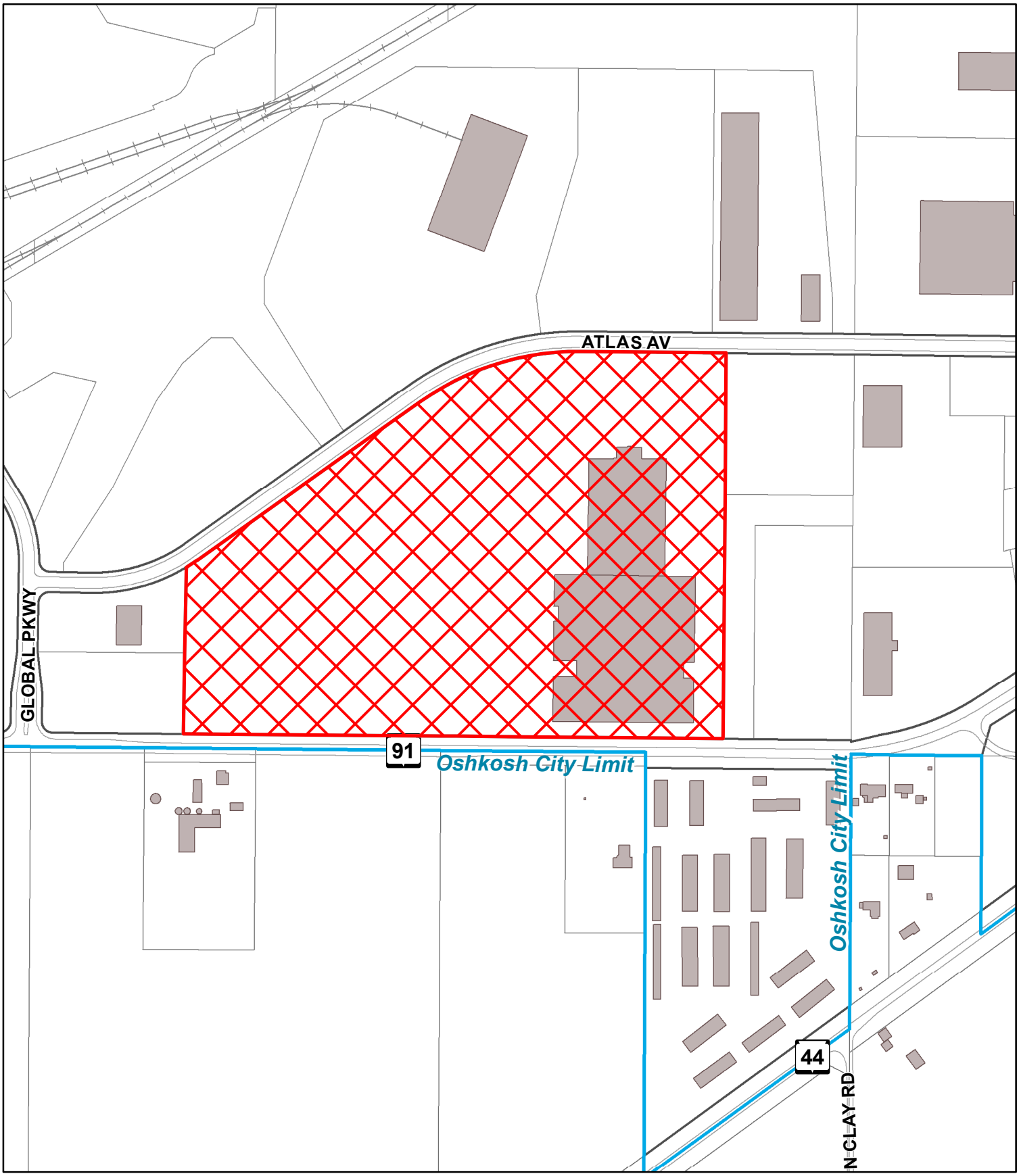
PATSY COWAN
2903 WILSON ST UNIT 3
MENOMONIE WI 54751-4084

JAMES BRIESE
4243 STATE RD 91
OSHKOSH WI 54904-9243

NATHAN TAFFEL
210 E CHOWNING CROSS ST
THIENSVILLE WI 53092-6206

MARK COOK
4159 STATE RD 91
OSHKOSH WI 54904-9240

TOWN OF NEKIMI
3790 PICKETT RD
OSHKOSH WI 54904-6208



BASE MAP
2875 ATLAS AVE

N

1 in = 0.08 mi

1 in = 420 ft

Printing Date: 9/6/2024

Prepared by: City of Oshkosh, WI

City of Oshkosh

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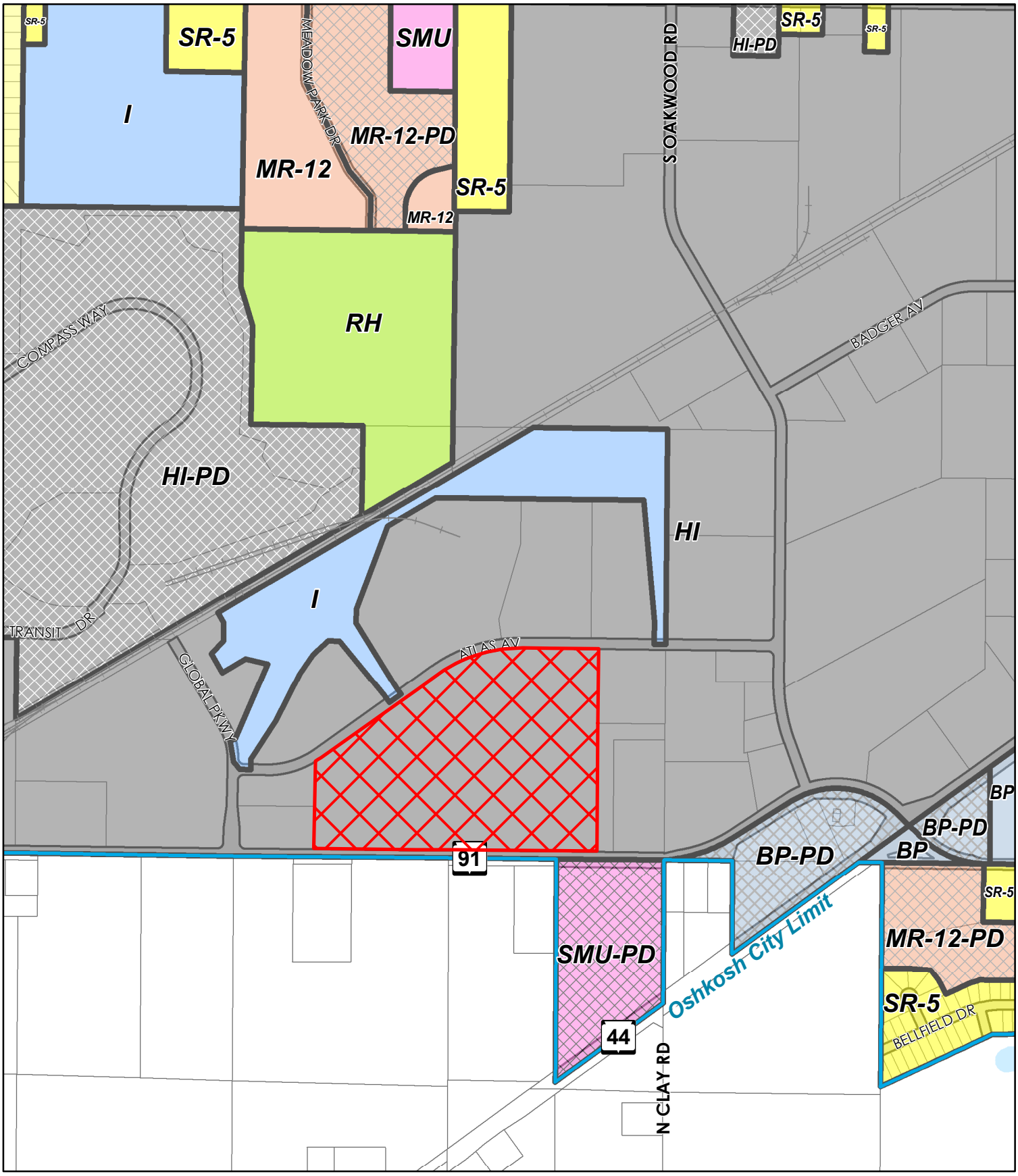

ZONING MAP
2875 ATLAS AVE

N

1 in = 0.15 mi

1 in = 800 ft

Printing Date: 9/6/2024

Prepared by: City of Oshkosh, WI

City of Oshkosh

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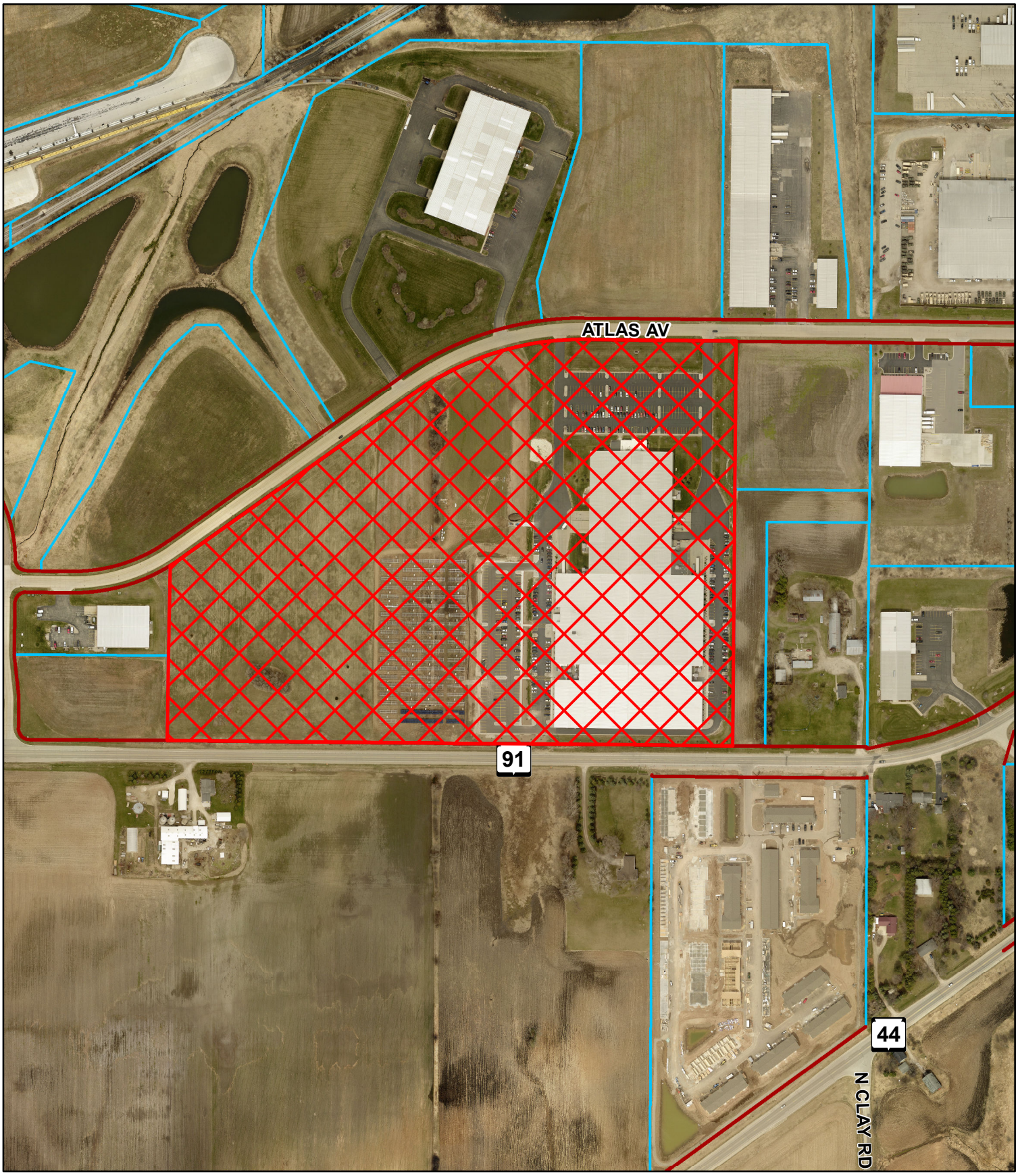


AERIAL MAP
2875 ATLAS AVE

N

1 in = 0.08 mi
1 in = 400 ft

Printing Date: 9/6/2024

Prepared by: City of Oshkosh, WI

City of Oshkosh

City of Oshkosh maps and data are intended to be used for general identification purposes only, and the City of Oshkosh assumes no liability for the accuracy of the information. Those using the information are responsible for verifying accuracy. For full disclaimer please go to www.ci.oshkosh.wi.us/GISdisclaimer

TO:	Honorable Mayor and Members of the Common Council
FROM:	Mark Rohloff, City Manager
DATE:	November 12, 2024
SUBJECT:	*Ord 24-581 Cancel December 24, 2024 Council Meeting

Attachments

Ord 24-581

11/12/2024 24-581 ORDINANCE
FIRST READING

PURPOSE: CANCEL DECEMBER 24, 2024 COUNCIL MEETING

INITIATED BY: CITY ADMINISTRATION

A GENERAL ORDINANCE OF THE CITY OF OSHKOSH PERTAINING TO REGULAR COUNCIL MEETINGS

WHEREAS, Section 2-10 of the City of Oshkosh Municipal Code provides that the regular meetings of the Common Council shall take place on the second and fourth Tuesdays of each month; and

WHEREAS, in December 2024, the second monthly meeting would occur on December 24th.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Oshkosh as follows:

SECTION 1. That the regular meeting of the Oshkosh Common Council scheduled for December 24, 2024 at 6:00 p.m. is hereby canceled.

SECTION 2. This ordinance shall be in full force and effect from and after its passage and publication.

SECTION 3. Publication Notice. Please take notice that the City of Oshkosh enacted Ordinance 24-xxx CANCEL DECEMBER 24, 2024 COUNCIL MEETING on November 26, 2024. The ordinance cancels the regular meeting of the Common Council scheduled for December 24, 2024.

The full text of the ordinance may be obtained at the Office of the City Clerk, 215 Church Ave. and on the City's website at www.oshkoshwi.gov. Clerk's phone: (920) 236-5011.

TO:	Honorable Mayor and Members of the Common Council
FROM:	Dean Smith, Police Chief
DATE:	November 12, 2024
SUBJECT:	Ord 24-582 Create Temporary Ordinance Prohibiting Alcohol in City Parks (Staff Recommends Waiving the Rules and Adopting on First Reading)

BACKGROUND

The City of Oshkosh does not currently prohibit the consumption of alcohol beverages in city parks and has taken steps in recent years to expand the ability to consume alcohol beverages in the city's downtown area during certain limited times and with certain conditions through the adoption of a Designated Outdoor Refreshment Area (DORA). The Common Council through the DORA has, through March 31, 2025, permitted the carrying of open containers and consumption of alcoholic beverages within the city's North Main Street downtown area on Wednesday through Saturday evenings and on Saturday afternoons. While for the most part the DORA has resulted in minimal additional enforcement and concern in the downtown area, there have been incidents related to the consumption of alcohol beverages, particularly within the Opera House Square Park area, where intoxicated persons have either violated or attempted to violate other ordinances of the City of Oshkosh.

Due to the increase in these incidents, businesses in the downtown area and representatives of the Downtown Oshkosh Business Improvement District (BID) have approached the city with concerns pertaining to the unregulated consumption of alcohol beverages within the parks within the downtown area.

Staff reviewed the complaints and incidents that have occurred and recommends that action be taken to limit the consumption of alcohol in and around Grand Opera House Park. In addition, staff is concerned that regulating alcohol beverage consumption in a single or certain parks while prohibiting it in others may simply drive the problem from one public location to another. To that end, staff is recommending a temporary prohibition of alcohol beverages at all parks to address the current problems as well as to allow the city to evaluate the effectiveness of this measure and to identify other potential longer-term solutions.

While staff supports the prohibition of uncontrolled use of alcohol beverages within the city parks, staff does recommend some limited exceptions for situations with more controlled possession and consumption, specifically in connection with the holiday parade which has already been approved by Council and occurs during the original DORA hours, and in connection with approved Special Events and park facility rentals.

ANALYSIS

Limiting the possession and consumption of alcohol in city parks and in the established DORA district will require two (2) separate actions of the Council: an ordinance to prohibit the possession and consumption of alcohol beverages within city parks and a resolution to modify the approval of the DORA in the downtown area to remove the city parks and the sidewalk area adjacent to Opera House Square Park from the approved areas for carrying and consumption of alcohol.

Staff is proposing limited exceptions for the holiday parade which has already been approved by Council and occurs during the original DORA hours, and in connection with approved Special Events and park facility rentals where staff can work with the organizers to address concerns related to control of

possession and consumption.

Staff is requesting waiving the rules to allow for passage of the ordinance upon the first reading to allow all provisions to go into effect at the same time for consistency of communication and education of the public.

Staff is also requesting that the ordinance provision be limited in term to March 31, 2025 and be self-repealing, requiring no further formal action of the Council to repeal at that time.

RECOMMENDATION

Staff recommends waiving of the rules and adopting on first reading the proposed ordinance to temporarily prohibit possession and consumption of alcohol beverages in city parks with the noted exceptions.

Attachments

Ord 24-582

11/12/2024 24-582 ORDINANCE
FIRST READING

PURPOSE: CREATE TEMPORARY ORDINANCE PROHIBITING ALCOHOL IN CITY PARKS

INITIATED BY: OSHKOSH POLICE DEPARTMENT

A GENERAL ORDINANCE OF THE CITY OF OSHKOSH TEMPORARILY CREATING SECTION 19-4.1 OF THE CITY OF OSHKOSH MUNICIPAL CODE TO PROHIBIT THE POSSESSION AND CONSUMPTION OF ALCOHOL WITHIN CITY PARKS

WHEREAS, the consumption of alcohol beverages in City Parks is not currently prohibited within the City's Municipal Code; and

WHEREAS, the Oshkosh Police Department reports that there have been incidents related to the consumption of alcohol beverages where intoxicated persons have either violated or attempted violate other ordinances of the City of Oshkosh; and

WHEREAS, businesses in the downtown area and representatives of the Downtown Oshkosh Business Improvement District (BID) have approached the city with concerns pertaining to the unregulated consumption of alcohol beverages within the parks within the downtown area; and

WHEREAS, there is concern that regulating alcohol beverage consumption in certain parks while prohibiting it in others may simply drive the problem from one public location to another; and

WHEREAS, staff recommends a temporary prohibition of alcohol beverages at all parks with limited exceptions for the holiday parade which had already been approved and occurs during the original DORA hours, and in connection with City approved special events and park facility rentals.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Oshkosh as follows:

SECTION 1. That Section 19-4.1 of the City of Oshkosh Municipal Code is hereby created to read as follows:

SECTION 19-4.1 POSSESSION AND CONSUMPTION OF ALCOHOL WITHIN CITY PARKS PROHIBITED

(A) No person shall possess or consume any intoxicating liquor or fermented malt beverage while in or upon any City of Oshkosh park property.

(B) Notwithstanding the prohibition contained within subsection (A) above, persons may possess intoxicating liquor and fermented malt beverages within or upon city park property:

(1) in connection with the previously approved Special Event for Opera House Square Park Community Tree Lighting and Holiday Parade Event to be held on Thursday, December 5, 2024.
(2) within the boundaries of and during the hours of a Special Event which includes a request for alcohol beverages approved under the provisions of Chapter 5 of the City of Oshkosh Municipal Code.
(3) in connection with and during the hours rented within the exclusive rental area of a park facility.

SECTION 2. This ordinance shall be in full force and effect from and after its passage and publication and shall automatically repeal without further action by the Common Council required at 11:59 pm on March 31, 2025.

SECTION 3. Publication Notice. Please take notice that the City of Oshkosh enacted ordinance #24-582 CREATE TEMPORARY ORDINANCE PROHIBITING ALCOHOL IN CITY PARKS (A GENERAL ORDINANCE OF THE CITY OF OSHKOSH TEMPORARILY CREATING SECTION 19-4.1 OF THE CITY OF OSHKOSH MUNICIPAL CODE TO PROHIBIT THE POSSESSION AND CONSUMPTION OF ALCOHOL WITHIN CITY PARKS) on November 12, 2024. This ordinance creates a temporary prohibition on the possession and/or consumption of alcohol beverages in City Parks through March 31, 2025. There are exceptions for the previously approved evening of December 5, 2024 in connection with the Downtown Holiday Parade, approved Special Events and Rentals of park facilities.

The full text of the ordinance may be obtained at the Office of the City Clerk, 215 Church Avenue and through the City's website at www.oshkoshwi.gov. Clerk's phone: 920/236-5011.

TO:	Honorable Mayor and Members of the Common Council
FROM:	Dean Smith, Police Chief
DATE:	November 12, 2024
SUBJECT:	Res 24-583 Amend Approved Designated Outdoor Refreshment Area (DORA) for the Downtown Business Improvement District (BID) Area 2024/2025 to Remove City Park Property and Sidewalk Adjoining Opera House Square Park

BACKGROUND

The City of Oshkosh does not currently prohibit the consumption of alcohol beverages in city parks and has taken steps in recent years to expand the ability to consume alcohol beverages in the city's downtown area during certain limited times and with certain conditions through the adoption of a Designated Outdoor Refreshment Area (DORA). The Common Council through the DORA has, through March 31, 2025, permitted the carrying of open containers and consumption of alcoholic beverages within the city's North Main Street downtown area on Wednesday through Saturday evenings and on Saturday afternoons. While for the most part the DORA has resulted in minimal additional enforcement and concern in the downtown area, there have been incidents related to the consumption of alcohol beverages, particularly within the Opera House Square Park area, where intoxicated persons have either violated or attempted to violate other ordinances of the City of Oshkosh.

Due to the increase in these incidents, businesses in the downtown area and representatives of the Downtown Oshkosh Business Improvement District (BID) have approached the city with concerns pertaining to the unregulated consumption of alcohol beverages within the parks within the downtown area.

Staff reviewed the complaints and incidents that have occurred and recommends that action be taken to limit the consumption of alcohol in and around Grand Opera House Park. In addition, staff is concerned that regulating alcohol beverage consumption in a single or certain parks while prohibiting it in others may simply drive the problem from one public location to another. To that end, staff is recommending a temporary prohibition of alcohol beverages at all parks to address the current problems as well as to allow the city to evaluate the effectiveness of this measure and to identify other potential longer-term solutions.

While staff supports the prohibition of uncontrolled use of alcohol beverages within the city parks, staff does recommend some limited exceptions for situations with more controlled possession and consumption, specifically in connection with the holiday parade which has already been approved by Council and occurs during the original DORA hours, and in connection with approved Special Events and park facility rentals.

ANALYSIS

Limiting the possession and consumption of alcohol in city parks and in the established DORA district will require two (2) separate actions of the Council: an ordinance to prohibit the possession and consumption of alcohol beverages within city parks and a resolution to modify the approval of the DORA in the downtown area to remove the city parks and the sidewalk area adjacent to Opera House Square Park from the approved areas for carrying and consumption of alcohol.

Staff is proposing limited exceptions for the holiday parade which has already been approved by Council and occurs during the original DORA hours, and in connection with approved Special Events and

park facility rentals where staff can work with the organizers to address concerns related to control of possession and consumption.

RECOMMENDATION

Staff recommends approval of the Resolution modifying the existing DORA to prohibit alcohol possession/consumption in Opera House Square Park and on its' adjoining sidewalks with the noted exceptions.

Attachments

Res 24-583

11/12/2024 24-583 RESOLUTION

LAID OVER 5-1 to layover to next meeting

PURPOSE: AMEND APPROVED DESIGNATED OUTDOOR REFRESHMENT AREA (DORA) FOR THE DOWNTOWN BUSINESS IMPROVEMENT DISTRICT (BID) AREA 2024/2025 TO REMOVE CITY PARK PROPERTY AND SIDEWALK ADJOINING OPERA HOUSE SQUARE PARK

INITIATED BY: OSHKOSH POLICE DEPARTMENT

WHEREAS, the Common Council by Resolution 24-175 adopted on April 9, 2024 approved the creation of a Designated Outdoor Refreshment Area (DORA) to permit the carrying of open containers and consumption of alcoholic beverages within the city's North Main Street downtown area, during such times and under such conditions as the Council specifically permitted; and

WHEREAS, the DORA District in the downtown area was approved for the period from April 1, 2024 through March 31, 2025.

WHEREAS, the Oshkosh Police Department reports that there have been incidents related to the consumption of alcohol beverages where intoxicated persons have either violated or attempted violate other ordinances of the City of Oshkosh; and

WHEREAS, businesses in the downtown area and representatives of the Downtown Oshkosh Business Improvement District (BID) have approached the city with concerns pertaining to the unregulated consumption of alcohol beverages within the parks within the downtown area; and

WHEREAS, staff recommends a temporary prohibition of alcohol beverages at all parks with limited exceptions for the holiday parade which had already been approved and occurs during the original DORA hours, and in connection with City approved Special Events and park facility rentals.

WHEREAS, the approval of a DORA is an exception to the City's Municipal Code Provisions and the Council finds that it is reasonable to limit the applicability of the exception in relation to city parks within the previously approved DORA area to address the concerns identified by the Oshkosh Police Department.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that Resolution 24-175 is hereby amended to include the following additional exception to the DORA area:

The possession and consumption of open intoxicants shall not be permitted within or upon any city park property included within the DORA boundaries, nor on the public sidewalk areas adjoining Opera House Square Park with the following exceptions:

Persons may possess intoxicating liquor and fermented malt beverages within or upon City Park Property and the Sidewalk Adjoining Opera House Square Park:

1. in connection with the previously approved Special Event for Opera House Square Park Community Tree Lighting and Holiday Parade Event to be held on Thursday, December 5, 2024;
2. within the boundaries of and during the hours of a Special Event which includes a request for alcohol beverages approved under the provisions of Chapter 5 of the City of Oshkosh Municipal Code;
3. in connection with and during the hours rented within the exclusive rental area of a park facility.

BE IT FURTHER RESOLVED that all other terms and conditions of Resolution 24-175 not specifically amended by this Resolution shall continue in full force and effect through March 31, 2025 as provided in Resolution 24-175.

TO:	Honorable Mayor and Members of the Common Council
FROM:	Kelly Nieforth, Director of Community Development
DATE:	November 12, 2024
SUBJECT:	Res 24-584 Approve General Development Plan and Specific Implementation Plan for Directional Signage at 2875 Atlas Avenue (Plan Commission Recommends Approval)

BACKGROUND

The subject site is a 41.7-acre property located on the north side of State Highway 91, with frontage along Atlas Avenue. The site is a manufacturing facility owned by 4imprint, which includes a 522,027 sq. ft. building as well as parking/loading areas on the north, east, and west sides of the building. The surrounding area consists predominantly of vacant and industrial uses along with residential uses to the south and east. The 2040 Comprehensive Land Use Plan recommends Industrial use for the subject site. The subject site is located within the Southwest Industrial Park.

ANALYSIS

The applicant is proposing four (4) directional signs. One will be placed at each of the three entrances to the site off of Atlas Avenue, along with one along the middle driveway closer to the parking area.

Code allows two (2) on-site directional signs per vehicular entrance/exit and one (1) per distinct parking area. The maximum area per side for directional signs is 8 sq. ft. and maximum height 3 ft., while the name, logo, or symbol must be less than 1 sq. ft.

The proposed directional signs are 21 sq. ft. and 5 ft. tall, which require Base Standard Modifications (BSM) for increased directional sign area and height. According to the applicant, the increased area and height are needed to increase visibility of the signs for wayfinding on the site for truck drivers and visitors. The applicant notes that the site now has 17 different loading docks for incoming and outgoing shipments. The applicant also notes that the signs will be near the road, which could result in being covered by snowplows or snow in general if at the maximum height of 3'. The applicant feels that the larger sign size will assist in directing truck drivers to the appropriate entrances/docks safely. They also feel that it will assist in safe and efficient circulation on the site for 4imprint associates, users of the on-site employee ThedaCare clinic, as well as suppliers and visitors.

FISCAL IMPACT

Approval of this may result in an increase in the assessed property value for the site. The applicant is anticipating spending approximately $11,000 on the proposed project.

RECOMMENDATION

The Plan Commission recommended approval of the requested General Development Plan and Specific Implementation Plan with the findings and conditions at 2875 Atlas Avenue on October 15, 2024. Please see the attached staff report and meeting minutes for more information.

Attachments

RES 24-584
GDP.SIP - 2875 Atlas Ave

11/12/2024 24-584 RESOLUTION

CARRIED 5-0-1 present

PURPOSE: APPROVE GENERAL DEVELOPMENT PLAN AND SPECIFIC IMPLEMENTATION PLAN FOR DIRECTIONAL SIGNAGE AT 2875 ATLAS AVENUE

INITIATED BY: 4IMPRINT INC.

PLAN COMMISSION RECOMMENDATION: Approved

WHEREAS, the Plan Commission finds that the General Development Plan and Specific Implementation Plan for directional signage at 2875 Atlas Avenue, is consistent with the criteria established in Section 30-387 of the Oshkosh Zoning Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that a General Development Plan and Specific Implementation Plan for directional signage at 2875 Atlas Avenue, per the attached, is hereby approved, with the following findings:

1. The proposed Planned Development project is consistent with the overall purpose and intent of this Chapter.
2. The proposed architecture and character of the proposed Planned Development project is compatible with adjacent/nearby development.
3. The proposed Planned Development project will positively contribute to and not detract from the physical appearance and functional arrangement of development in the area.
4. The proposed Planned Development project will produce significant benefits in terms of environmental design and significant alternative approaches to addressing development performance that relate to and more than compensate for any requested exceptions/base standard modifications variation of any standard or regulation of this Chapter.

BE IT FURTHER RESOLVED Oshkosh that the following are conditions of approval for a General Development Plan Amendment and Specific Implementation Plan for directional signage at 2875 Atlas Avenue:

1. Base Standard Modification (BSM) to allow four (4) 21 sq. ft., 5.5 ft. tall on-site directional signs, where code allows a maximum area of 8 sq. ft. per side and maximum height of 3 ft. for on-site directional signs.
2. A minimum of 25 landscaping points shall be provided around each on-site directional sign.
3. Ground signage on the site shall be limited to one sign per street frontage with a maximum area of 72 sq. ft. per sign.
4. Final landscaping plan shall be reviewed and approved by the Department of Community Development.

ITEM: **PUBLIC HEARING: ZONE CHANGE FROM HEAVY INDUSTRIAL DISTRICT (HI) TO HEAVY INDUSTRIAL DISTRICT WITH A PLANNED DEVELOPMENT OVERLAY (HI-PD) AND APPROVAL OF A GENERAL DEVELOPMENT PLAN AND SPECIFIC IMPLEMENTATION PLAN FOR DIRECTIONAL SIGNAGE AT 2875 ATLAS AVENUE**

GENERAL INFORMATION

Owner/Applicant: 4imprint Inc.

Action(s) Requested:

The applicant requests a zone change from the existing Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD). The applicant also requests approval of a General Development Plan and Specific Implementation Plan for directional signage.

Applicable Ordinance Provisions:

Zoning map amendment standards are found in Section 30-381 of the Zoning Ordinance. Planned Development standards are found in Section 30-387 of the Zoning Ordinance.

Property Location and Background Information:

The subject site is a 41.7-acre property located on the north side of State Highway 91, with frontage along Atlas Avenue. The site is a manufacturing facility owned by 4imprint, which includes a 522,027 sq. ft. building as well as parking/loading areas on the north, east, and west sides of the building. The surrounding area consists predominantly of vacant and industrial uses along with residential uses to the south and east. The 2040 Comprehensive Land Use Plan recommends Industrial use for the subject site. The subject site is located within the Southwest Industrial Park.

Subject Site

Existing Land Use	*Zoning*
Industrial	HI

Recognized Neighborhood Organizations
None

Adjacent Land Use and Zoning

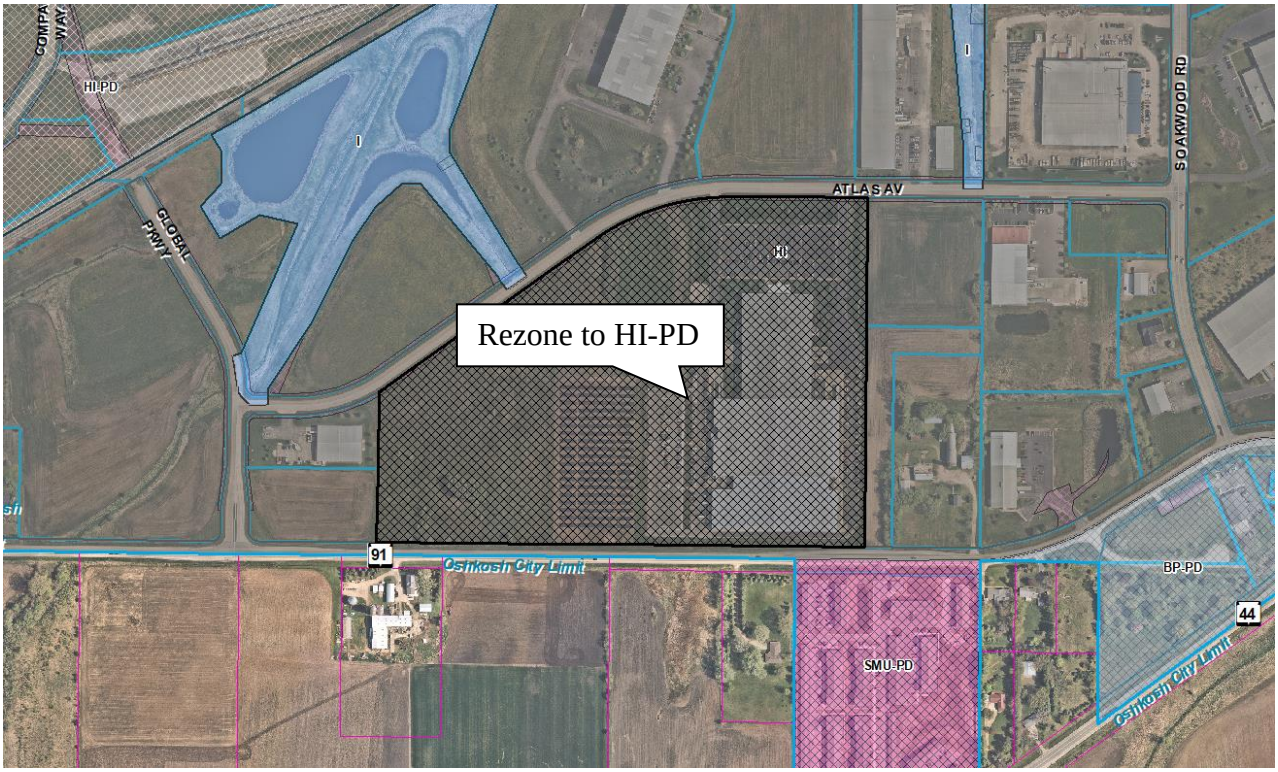
Existing Uses		*Zoning*
North	Industrial/Vacant	HI
South	Vacant/Agricultural & Residential	SMU-PD & Town of Nekimi
East	Vacant	HI
West	Vacant	HI

Comprehensive Plan Land Use Recommendation	*Land Use*
2040 Comprehensive Land Use Recommendation	Industrial

ANALYSIS

Zone Change

The applicant is requesting a zone change from the existing Heavy Industrial District (HI) designation to Heavy Industrial District with a Planned Development Overlay (HI-PD) for the subject property. The requested Planned Development Overlay designation is intended to allow for flexibility in the zoning ordinance to accommodate new directional signs. The applicant has submitted plans for directional signage that exceeds the maximum height and area for directional signage. The plans will be addressed through General Development Plan (GDP) and Specific Implementation Plan (SIP) review to follow. Staff is supportive of the proposed zone change as it will allow for additional signage options for the site.



Use

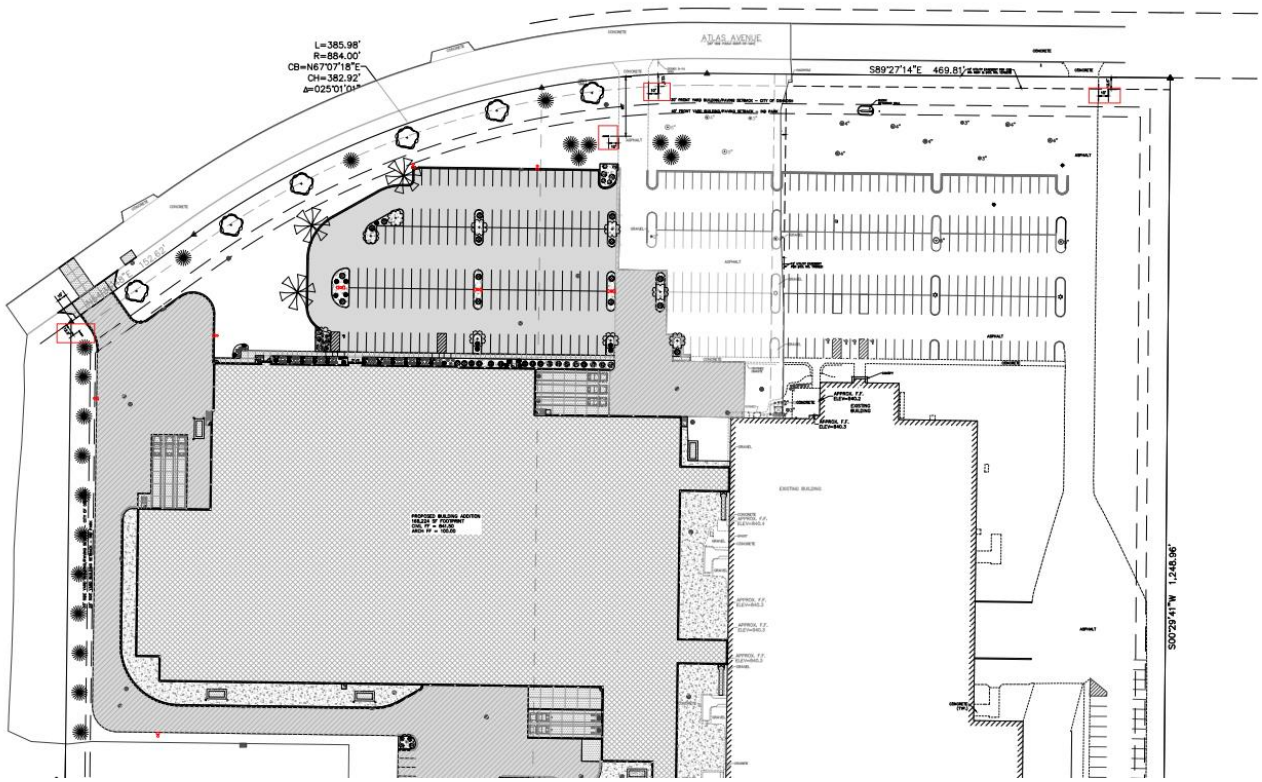
No changes are being proposed to the existing industrial use of the site.

Site Design

No changes are being proposed to the existing site design.

Signage

The applicant is proposing four (4) directional signs. One will be placed at each of the three entrances to the site off of Atlas Avenue along with one along the middle driveway closer to the parking area.

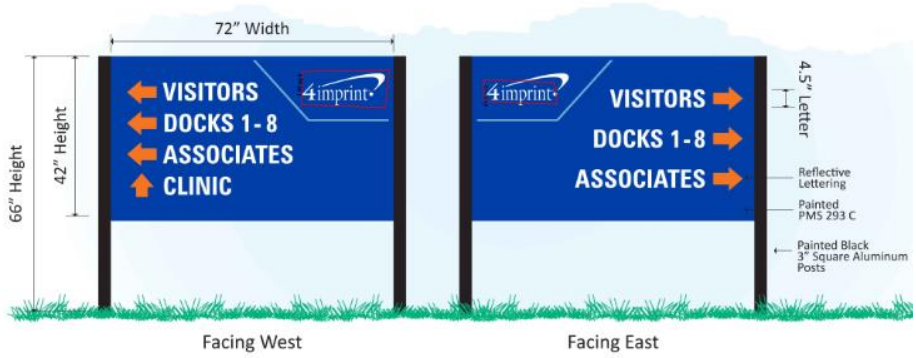


Code allows two (2) on-site directional signs per vehicular entrance/exit and one (1) per distinct parking area. The maximum area per side for directional signs is 8 sq. ft. and maximum height 3 ft., while the name, logo, or symbol must be less than 1 sq. ft.

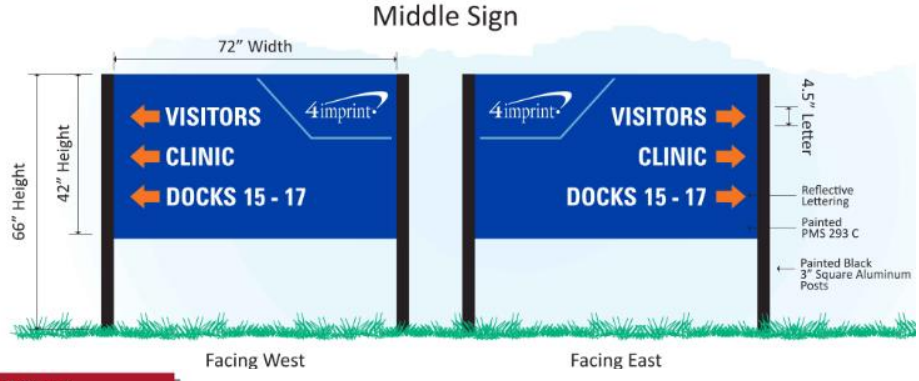
The proposed directional signs are 21 sq. ft. and 5 ft. tall, which require Base Standard Modifications (BSM) for increased directional sign area and height. According to the applicant, the increased area and height are needed to increase visibility of the signs for wayfinding on the site for truck drivers and visitors. The applicant notes that the site now has 17 different loading docks for incoming and outgoing shipments. The applicant also notes that the signs will be near the road, which could result in being covered by snowplows or snow in general if at the maximum height of 3'. The applicant feels that the larger sign size will assist in directing truck drivers to the appropriate entrances/docks safely. They also feel that it will assist in safe and efficient circulation on the site for 4imprint associates, users of the on-site employee ThedaCare clinic, as well as suppliers and visitors.

Post & Panel Signs
4 Imprint Directionals

East Sign



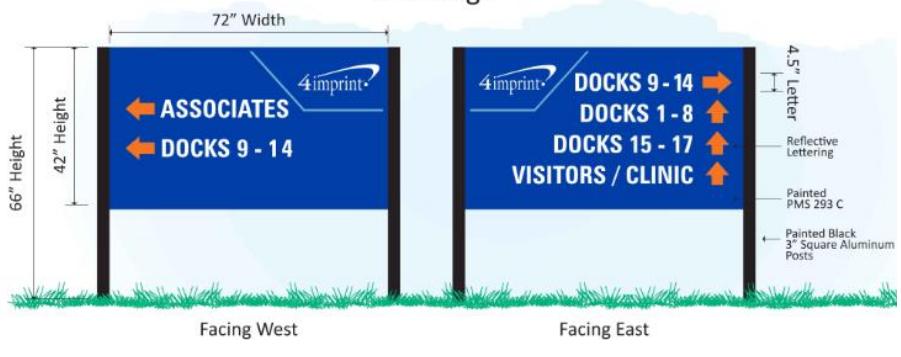
Middle Sign



Post & Panel Signs
4 Imprint Directionals

Inside Middle Driveway Sign

West Sign



Staff is supportive of the BSM requests for increased area and height due to the relatively large scale of the site with several loading docks and parking areas for visitors, clinic users, and associates. The larger sign size may assist in providing clear, efficient, and safe circulation on the site. To offset the BSM requests, staff is recommending the applicant provide 25 landscaping points around each of the signs (example: 5 medium evergreen shrubs or 9 medium deciduous shrubs).

The site previously had a 6′ tall, 32 sq. ft. monument sign along Atlas Avenue that was recently removed. Based on the size of the lot, the zoning ordinance would allow up to 400 sq. ft. of ground signage, with one ground sign allowed per street frontage. The Southwest Industrial Park covenants limit signs to a maximum area of 72 sq. ft. and maximum height of 6 ft. Staff is recommending a condition that ground signage on the site be limited to one sign per frontage, not to exceed 72 sq. ft. per sign. Limiting the applicant to the Industrial Park covenants sign area/height maximum serves to further offset the BSM requests as it results in substantially less ground sign area than allowed by the zoning ordinance in the HI district.

Site Lighting
No additional lighting is being proposed for the site.

Landscaping
No additional landscaping is required as no new building or paved areas are proposed. As previously noted, staff is recommending the applicant provide 25 landscaping points around each proposed directional sign to offset the BSM requests.

Storm Water Management/Utilities
The Department of Public Works has noted that all signage must be located outside of the limits of the 12′ public utility easement along the front property line. The applicant has stated that the signs will have a setback of 12.5′ to remain outside of the easement area as well as the 10′ X 10′ driveway vision clearance triangle.

Building Facades
No new buildings or changes to existing building facades are being proposed.

FINDINGS/RECOMMENDATION/CONDITIONS
In its review and recommendation to the Common Council on an application for a Zoning Map amendment, staff recommends the Plan Commission make the following findings based on the criteria established by Chapter 30-381 (D)(2):

(a) Is in harmony with the Comprehensive Plan.

(b) Maintains the desired overall consistency of land uses, land use intensities, and land use impacts within the pertinent zoning districts.

(c) Addresses any of the following factors that are not properly addressed on the current Official Zoning Map:

(ii) Factors have changed (such as new data, infrastructure, market conditions, development, annexation, or other zoning changes), making the subject property more appropriate for a different zoning district.

In its review and recommendation to the Common Council on an application for a Planned Development district, staff recommends the Plan Commission make the following findings based on the criteria established by Chapter 30-387 (C)(6):

(a) The proposed Planned Development project is consistent with the overall purpose and intent of this Chapter.

(g) The proposed architecture and character of the proposed Planned Development project is compatible with adjacent/nearby development.

(h) The proposed Planned Development project will positively contribute to and not detract from the physical appearance and functional arrangement of development in the area.

(i) The proposed Planned Development project will produce significant benefits in terms of environmental design and significant alternative approaches to addressing development performance that relate to and more than compensate for any requested exceptions/base standard modifications variation of any standard or regulation of this Chapter.

Staff recommends approval of the zone change, General Development Plan, and Specific Implementation Plan with the findings listed above and the following conditions:

1. Base Standard Modification (BSM) to allow four (4) 21 sq. ft., 5.5 ft. tall on-site directional signs, where code allows a maximum area of 8 sq. ft. per side and maximum height of 3 ft. for on-site directional signs.
2. A minimum of 25 landscaping points shall be provided around each on-site directional sign.
3. Ground signage on the site shall be limited to one sign per street frontage with a maximum area of 72 sq. ft. per sign.
4. Final landscaping plan shall be reviewed and approved by the Department of Community Development.

Plan Commission recommended approval of the requested General Development Plan and Specific Implementation Plan with the findings and conditions on October 15, 2024. The following is Plan Commission's discussion on the item.

Site Inspections Report: Mr. Bowen reported visiting the site.

Staff report accepted as part of the record.

The applicant requests a zone change from the existing Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD). The applicant also requests

approval of a General Development Plan (GDP) and Specific Implementation Plan (SIP) for directional signage.

Mr. Slusarek presented the items and reviewed the site and surrounding area as well as the land use and zoning classifications in this area. The subject site is located on the north side of State Highway 91, with frontage along Atlas Avenue. The site is a manufacturing facility owned by 4imprint.

The applicant is requesting a zone change from the existing Heavy Industrial District (HI) to Heavy Industrial District with a Planned Development Overlay (HI-PD). This is intended to allow for flexibility of the zoning ordinance to accommodate new directional signs. Staff is supportive of the proposed zone change as it will allow for additional signage options for the site.

The applicant is proposing four (4) directional signs. One will be placed at each of the three entrances to the site off of Atlas Avenue along with one along the middle driveway closer to the parking area. The proposed directional signs are 21 sq. ft. and 5 ½ ft. tall, which require Base Standard Modifications (BSM) for increased directional sign area and height. According to the applicant, the increased area and height are needed to increase visibility of the signs for wayfinding on the site for truck drivers and visitors. The maximum size is 3' tall and 8 sq. ft. They are proposing 21 sq. ft. and 5 ½ ft. tall. The applicant feels that the larger sign size will assist in directing truck drivers to the appropriate entrances/docks safely. They also feel that it will assist in safe and efficient circulation on the site for 4imprint associates, users of the on-site employee ThedaCare clinic, as well as suppliers and visitors.

Staff is supportive of the BSM requests for increased sign area and height due to the relatively large scale of the site with several loading docks and parking areas for visitors, clinic users, and associates. To offset the BSM requests, staff is recommending the applicant provide 25 landscaping points around each of the signs. Also recommending a condition that ground signage on the site be limited to one sign per frontage, and not to exceed 72 sq. ft. in area. This would be consistent with the maximum sign area for the industrial park covenants and would allow substantially less ground sign area than allowed by the zoning ordinance for the HI district. That will also offset the BSM by less signage there than allowed by the zoning ordinance.

Staff recommends approval of the zone change, GDP, and SIP with the findings and conditions listed in the staff report.

Mr. Perry opened up technical questions to staff.

Mr. Perry opened the public hearing and asked if the applicant wanted to make any statements.

John Lord, on behalf of 4imprint at 2875 Atlas Avenue, made himself available for questions.

Mr. Perry asked if any members of the public wished to speak.

Mr. Perry closed the public hearing.

There was no closing statement from the applicant.

Motion by Kiefer to adopt the findings and recommendation as stated in the staff report.

Seconded by Davey

Mr. Perry asked if there was any discussion on the motion.

Motion carried 8-0.

SUBMIT TO:
Dept. of Community Development
215 Church Ave., P.O. Box 1130
Oshkosh, WI 54901
Room 204
PHONE: (920) 236-5059
Email: planning@ci.oshkosh.wi.us

City of Oshkosh

Planned Development Application

For General Development Plan or Specific Implementation Plan

****PLEASE TYPE OR PRINT USING BLACK INK****

APPLICANT INFORMATION

Petitioner: 4imprint, Inc. Date: 8/28/2024

Petitioner's Address: 2875 Atlas Avenue City: Oshkosh State: WI Zip: 54904

Telephone #: (920) 236-7272 Ext. 8205 Email: jlord@4imprint.com Contact preference: ☐ Phone ☑ Email

Status of Petitioner (Please Check): ☑ Owner ☑ Representative ☐ Tenant ☐ Prospective Buyer

Petitioner's Signature (required): [signature] Date: 8/28/2024

OWNER INFORMATION

Owner(s): 4imprint, Inc. Date: 8/28/2024

Owner(s) Address: 2875 Atlas Avenue City: Oshkosh State: WI Zip: 54904

Telephone #: (920) 236-7272 Ext. 8205 Email: jlord@4imprint.com Contact preference: ☐ Phone ☑ Email

Ownership Status (Please Check): ☐ Individual ☐ Trust ☐ Partnership ☑ Corporation

Property Owner Consent: (required)
By signature hereon, I/We acknowledge that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect or gather other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Planning Services Division for incomplete submissions or other administrative reasons.

Property Owner's Signature: [signature] Date: 8/28/2024

TYPE OF REQUEST:

☑ General Development Plan (GDP) ☐ General Development Plan (GDP) Amendment
☐ Specific Implementation Plan (SIP) ☐ Specific Implementation Plan (SIP) Amendment

SITE INFORMATION

Address/Location of Proposed Project: 2875 Atlas Avenue, Oshkosh, WI 54904

Proposed Project Type: Directional Signage along roadway (i.e., Atlas Avenue)

Estimated Cost: $11,000

Current Use of Property: Distribuiont center, light manufacturing Zoning: _____

Land Uses Surrounding Your Site: North: HI - Heavy Industrial
South: SMU-PD
East: HI - Heavy Industrial
West: HI - Heavy Industrial

- **It is recommended that the applicant meet with Planning Services staff prior to submittal to discuss the proposal.**
- **Application fees are due at time of submittal. Make check payable to City of Oshkosh.**
- **Please refer to the fee schedule for appropriate fee. FEE IS NON-REFUNDABLE**

For more information please visit the City's website at https://www.ci.oshkosh.wi.us/CommunityDevelopment/

Sign_____ **Staff** _____ **Date Rec'd**_____

<u>SUBMITTAL REQUIREMENTS</u> – Must accompany the application to be complete.

(Submit only digital files. If file size exceeds 10 mb, please send through a file transfer. Please note at the discretion of Community Development staff may request a hard copy)

The following information must be provided in order for the application to be considered complete and able to be scheduled for Plan Commission Review. Please use the checklist below to determine the required information to be submitted at the time of application. If all information below cannot be provided at the time of application, please request a waiver in writing to the Division's Director or designee.

- ❑ **A General Development Plan (GDP) submittal, per Section 30-387(C)(4), shall include the following items (Submit only digital files. Please note at the discretion of Community Development staff may request a hard copy):**
  - ❑ General location map of the subject site depicting:
    - All lands for which the Planned Development is proposed and other lands within 100 feet of the boundaries of the subject property.
    - Current zoning of the subject site and abutting properties, and the jurisdiction(s) that maintains that control.
    - A graphic scale and north arrow.
  - ❑ Generalized site plan showing the pattern or proposed land uses, including:
    - General size, shape, and arrangement of lots and specific use areas.
    - Basic street pattern and pattern of internal drives.
    - General site grading plan showing preliminary road grades.
    - Basic storm drainage pattern, including proposed on-site stormwater detention.
    - General location of recreational and open space areas, including designation of any such areas to be classified as common open space.
  - ❑ Statistical data, including:
    - Minimum lot sizes in the development.
    - Approximate areas of all lots.
    - Density/intensity of various parts of the development.
    - Building coverage.
    - Landscaping surface area ratio of all land uses.
    - Expected staging.
  - ❑ Conceptual landscaping plan.
  - ❑ General signage plan.
  - ❑ General outline of property owners association, covenants, easements, and deed restrictions.
  - ❑ A written description of the proposed Planned Development, including:
    - General project themes and images.
    - The general mix of dwelling unit types and/or land uses.
    - Approximate residential densities and nonresidential intensities.
    - General treatment of natural features.
    - General relationship to nearby properties and public streets.
    - General relationship of the project to the Comprehensive Plan or other area plans.
    - Proposed exceptions from the requirements of the Zoning Ordinance and enhancements that will be provided to compensate for them.
  - ❑ Traffic Impact Analysis (TIA), if deemed necessary by the Director of Planning Services, or designee.

- ❑ **A Specific Implementation Plan (SIP) submittal, per Section 30-387(C)(5), shall include the following items. Note that the area included in an SIP may be only a portion of the area included in a previously approved GDP (Submit only digital files. Please note at the discretion of Community Development staff may request a hard copy):**
  - ❑ An existing conditions map of the subject site depicting the following:
    - All lands for which the Planned Development is proposed and other lands within 100 feet of the boundaries of the subject site.
    - Current zoning of the subject property and all abutting properties, and the jurisdiction(s) that maintains that control.
    - Existing utilities and recorded easements.
    - All lot dimensions of the subject site.
    - A graphic scale and a north arrow.
  - ❑ An SIP map of the proposed site showing at least the following:
    - All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled
    - All required and proposed building setback and offset lines
    - Impervious surface ratio (percentage)

- All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, walls
- Location of all outdoor storage and refuse disposal areas and the design and materials used for construction
- Location and dimension of all on-site parking (and off-site parking provisions if they are to be utilized), including a summary of the number of parking stalls provided per the requirements of Section 30-175 City of Oshkosh Zoning Ordinance
- Location and dimension of all loading and service areas on the subject property
- Location, height, design, illumination power and orientation of all exterior lighting on the property including a photometrics plan
- Location of all exterior mechanical equipment and utilities and elevations of proposed screening devices where applicable (i.e. visible from a public street or residential use or district). Mechanical equipment includes, but is not limited to; HVAC equipment, electrical transformers and boxes, exhaust flues, plumbing vents, gas regulators, generators

❑ Proposed grading plan.

❑ Specific landscaping plan for the subject site, specifying the location, species, and installation size of plantings. The landscaping plans shall include a table summarizing all proposed species and required and provided landscaping points for all applicable landscaping components (building foundation, paved areas, street frontages, yards, bufferyards).

❑ Architectural plans for any nonresidential buildings, multi-family structures, or building clusters, other than conventional single-family or two-family homes on individual lots, in sufficient detail to indicate the floor area, bulk, and visual character of such buildings. The architectural plans shall include a percentage breakdown of exterior materials applied to each building façade.

❑ Conceptual Engineering plans for all water and sewer systems, stormwater systems, roads, parking areas, and walkways.

❑ Signage plan for the project, including all project identification signs, concepts for public fixtures and signs, and group development signage themes that may or may not vary from City standards or common practices.

❑ Any other necessary information as determined during pre-submittal meeting with City staff.

❑ Specific written description of the proposed SIP including:
- Specific project themes and images.
- Specific mix of dwelling unit types and/or land uses.
- Specific residential densities and nonresidential intensities as described by dwelling units per acre, and landscaping surface area ratio and/or other appropriate measures of density and intensity.
- Specific treatment of natural features, including parkland.
- Specific relationship to nearby properties and public streets.
- Statistical data on minimum lot sizes in the development, the precise areas of all development lots and pads; density/intensity of various parts of the development; building coverage, and landscaping surface area ratio of all land uses; proposed staging; and any other plans required by Plan Commission.
- A statement of rationale as to why PD zoning is proposed. This statement shall list the standard zoning requirements that, in the applicant's opinion, would inhibit the development project and the opportunities for community betterment that are available through the proposed PD project.
- A complete list of zoning standards that would not be met by the proposed SIP and the location(s) in which such exceptions/base standard modifications would occur and enhancements that will be provided to compensate for them.
- Phasing schedule, if more than one development phase is intended.

❑ Agreements, bylaws, covenants, and other documents relative to the operational regulations of the development and particularly providing for the permanent preservation and maintenance of common open areas and amenities.

❑ A written description that demonstrates how the SIP is consistent with the approved GDP and any and all differences between the requirements of the approved GDP and the proposed SIP.

Planning Staff may waive certain requirements if deemed not applicable to the project review.

I hereby certify that to the best of my knowledge all required application materials are included with this application. I am aware that failure to submit the required completed application materials may result in denial or delay of the application request.

Applicant's Signature (required): _____ Date: 8/28/2024

Request Consideration:
4imprint is requesting the installation of directional signage at our Distribution Center (DC), located at 2875 Atlas Avenue, in excess of what the current zoning requirements. We have attached the related signs and their relative location to Atlas Avenue.

The directional signs are primarily for truck drivers, visitors, employee associates, vendors, etc.

Truck Drivers:
With our recent expansion now complete, we have 17 different loading docks for both incoming and outgoing shipments. Access to these docks is via 3 different driveways from Altas Avenue. The trucks would include LTL carriers, UPS, FedEx, USPS, GFL (for waste management and recycling), etc. We have scheduled truck deliveries that occur at 1-3 am in the morning, Monday-Thursday and others between 5-7 am M-F. We wanted to provide wayfinding signage that was visible at a reasonable distance when travelling down Atlas Avenue, including in the dark that was safe for these truck drivers and our own associates. Current zoning limits signs to 3'. At this height and since they are near the road, the signs can be covered by snowplows or just snow in general. This lower height in the signs under the current zoning covenants is less efficient in the related lettering height as well from a safe distance to identify it the appropriate entrance/dock. We would like to have a 5" lettering height in directing the truck drivers to the various entrances/docks safely.

Our 4imprint Associates
Our DC has grown over the years from the initial construction in 2008/09 of 125,000 sq. ft. to nearly 500,000 sq. ft. with the recently completed expansion. Similarly, our workforce is now over 600 associates and additional temporary associates onsite during seasonal peaks from September to January that is spread across 4 shifts. We do many interviews, onboarding, training, etc. for our associates at his location. People are coming and going during all times of the day, and it is important that they can safely identify the correct entrance and driveway while travelling along Atlas Avenue.

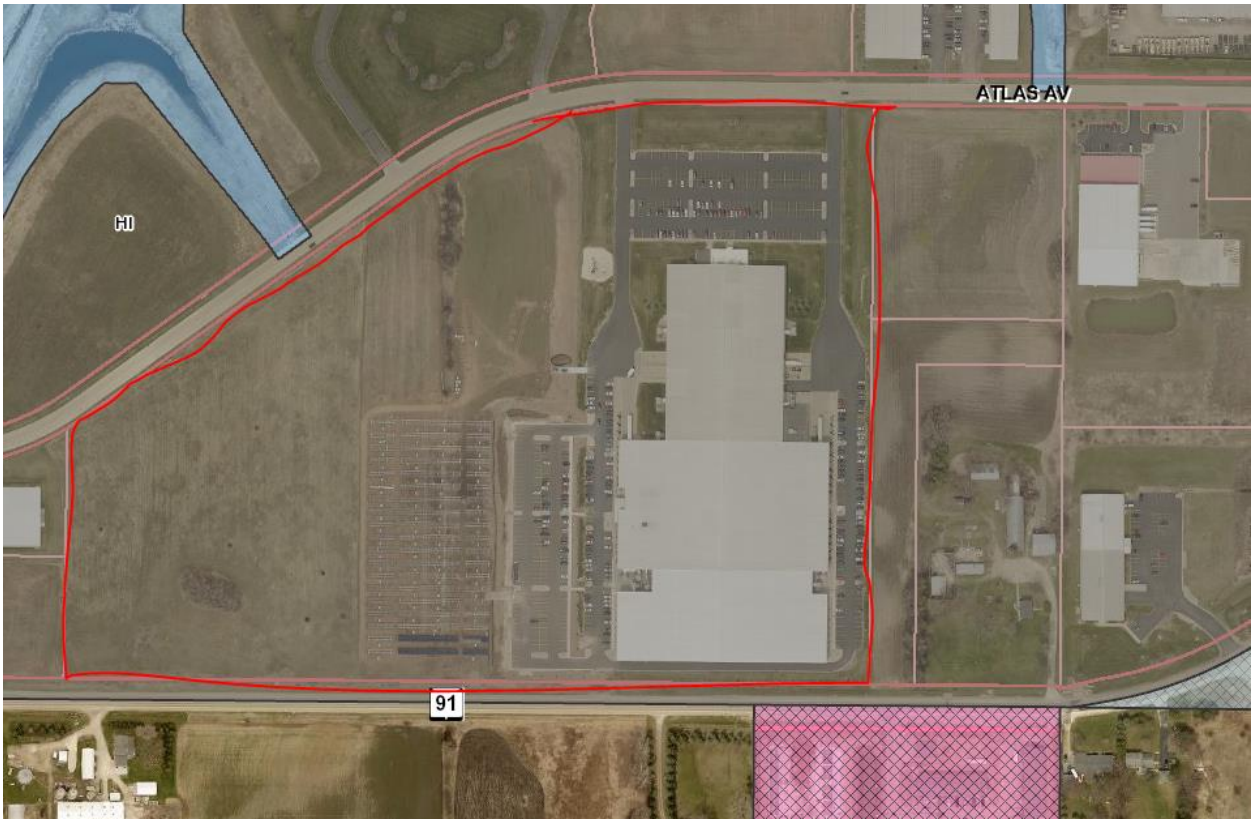
We do all our interviewing of associates and temporary associates onsite at the DC. This also has more traffic coming down Atlas Avenue and the need to direct those people to the right entrance.

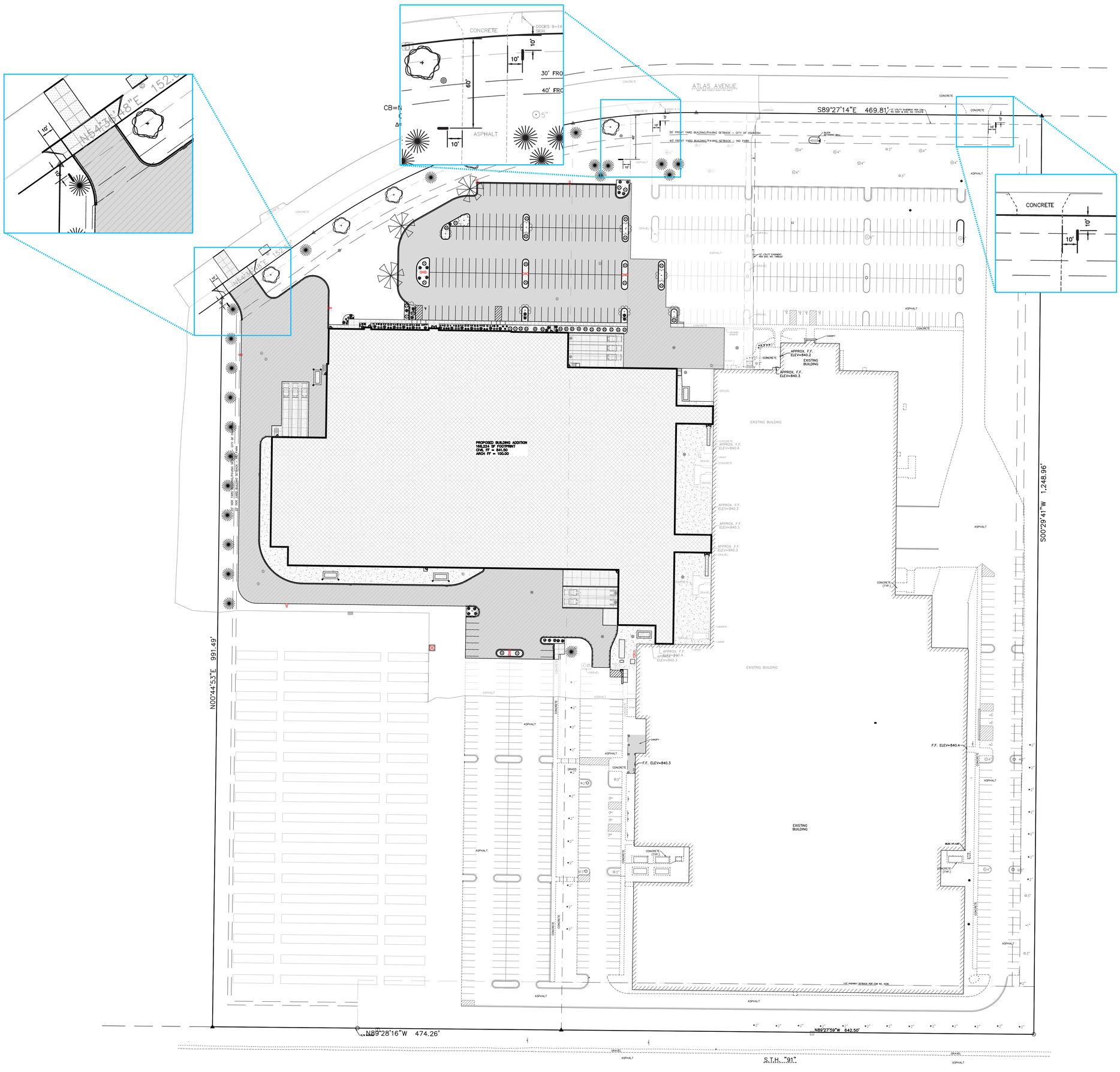
Clinic
We have worked with ThedaCare and currently have a clinic onsite for our own associates who use various services such as general medical, PT, OT etc. With our DC expansion, we have also expanded our onsite clinic. It is our intent to make this available to not only our associates but also to their spouses and dependents. The clinic has its own separate entrance on the west end of our new DC expansion. Thus, being able to direct those people arriving to the right driveway and entrance will help avoid unnecessary traffic in our parking lot for safety of all involved.

Suppliers and Visitors

Not surprisingly, with the growth noted above, we are increasingly welcoming new and different suppliers and visitors to the DC and wish to get them to the appropriate entrance in a clear, concise and safe manner for themselves and others.

Below is a overview of the parcel involved prior to the building expansion.





SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN SPECIFICATIONS AND REQUIREMENTS

SITE INFORMATION:

OWNERSHIP: 4IMPRINT, INC.

PROJECT ADDRESS: 2875 ATLAS AVENUE, OSHKOSH, WI 54904

PARCEL NUMBER: 91329200401

PROPERTY AREA: 1,337,415 S.F. (30.7 ACRES).

EXISTING ZONING: HI – HEAVY INDUSTRIAL

PROPOSED ZONING: HI – HEAVY INDUSTRIAL

PROPOSED USE: BUILDING ADDITION FOR WAREHOUSE SPACE & PRODUCT PREPARATION (PRINTING & EMBROIDERING)

BUILDING OCCUPANCY CLASSIFICATION: BUSINESS GROUP B, STORAGE GROUP F-1

AREA OF SITE DISTURBANCE: 408,600 SF (9.38 AC)

SETBACKS : (CITY OF OSHKOSH)
BUILDING: FRONT/STREET = 30'
SIDE = 20'
REAR = NO REAR YARD
PAVEMENT: FRONT/STREET = 30'
SIDE = 20'
REAR = NO REAR YARD

MAXIMUM BUILDING HEIGHT ALLOWED: 60'
PROPOSED MAX BUILDING HEIGHT = 34' 9" FROM BLDG FF
38' 9" FROM EXT GRADE

MIN PARKING REQUIRED: 1 SPACE PER EMPLOYEE ON LARGEST SHIFT

PARKING PROVIDED: 123 NET NEW PARKING SPACES ADDED (2 HC ACCESSIBLE)

PARKING PROVIDED (OVERALL SITE TOTAL): 791 SPACES

HANDICAP STALLS REQUIRED: 2% OF TOTAL; 16 REQUIRED

HANDICAP STALLS PROVIDED: 17 TOTAL PROVIDED NEAR SITE ENTRANCES

MAXIMUM IMPERVIOUS SURFACE COVERAGE ALLOWED: 70%

EXISTING SITE DATA (OVERALL SITE W/ SOLAR AS IMP.)

	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	30.70	1,337,415	
BUILDING FLOOR AREA	8.25	359,385	26.9%
PAVEMENT (ASP. & CONC.)	7.23	314,972	23.6%
TOTAL IMPERVIOUS	15.48	674,357	50.4%
LANDSCAPE/ OPEN SPACE	15.22	663,058	49.6%

PROPOSED SITE DATA (OVERALL SITE W/ SOLAR AS IMP.)

	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	30.70	1,337,415	
BUILDING FLOOR AREA	11.98	522,027	39.0%
PAVEMENT (ASP. & CONC.)	9.17	399,640	29.9%
TOTAL IMPERVIOUS	21.16	921,667	68.9%
LANDSCAPE/ OPEN SPACE	9.54	415,748	31.1%

*SOLAR FIELD COUNTED AS BUILDING ROOF AREA

PAVEMENT HATCH KEY:
- STANDARD ASPHALT
- HEAVY DUTY ASPHALT
- CONCRETE

*SEE SHEET C0.1 FOR REQUIREMENTS

CURB & GUTTER MARKING KEY:
- INVERTED CURB & GUTTER
- SHEDDING CURB & GUTTER

NORTH

1" = 50' SCALE 50' 0 50' 100' FEET

CIVIL SITE PLAN - OVERALL

EXCEL
Always a Better Plan
100 Camelot Drive
Fond du Lac, WI 54935
920-926-9800
excelengineer.com

PROJECT INFORMATION

PROPOSED DISTRIBUTION CENTER ADDITION FOR:
4IMPRINT
2875 ATLAS AVE • OSHKOSH, WI 54904

PROFESSIONAL SEAL

SHEET DATES
SHEET ISSUE AUG. 7, 2024
REVISIONS

JOB NUMBER
230020600

SHEET NUMBER
C1.1

2022 © EXCEL ENGINEERING, INC.

Post & Panel Signs
4 Imprint Directionals

East Sign

Middle Sign

Post & Panel Sign: Produce And Install (3) Double Sided 3mm ACM & (1) Single Sided ACM Post & Panel Signs

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Signarama
Appleton · Fond du Lac
Fond du Lac:
N5528 Miranda Way
Fond du Lac, WI 54937
920-921-7181
Appleton:
1060 N Perkins St.
Appleton, WI 54914
920-739-7446

Client:	4 Imprint
Address:	xxx
City:	xxx
Date:	8/9/2024
Sales Rep:	Monica S.
Designer:	Travis T.
File Name:	49527 Post & Panels
Version:	4
General Sign Specifications	
Vinyl:	3M 5100R Reflective
Lamination:	3M 8518 Gloss
Substrate:	3mm Aluminum Composite
Posts:	Painted Black
Quantity:	4 Total
Sq Ft:	21
Color Specifications	
	PMS 293 C
	Black
	PMS 1665 C
	PMS 542 C
	PMS xxx
	PMS xxx

Additional Information Needed

- ☐ Vector Artwork Needed From Client
- ☑ Site Survey Required

Survey Information Required

- ☐ Sign Area (w.h)
- ☐ Building Dimensions
- ☑ Truck Access
- ☐ Electrical Access
- ☑ Obstructions
- ☐ Lighting Survey
- ☐ Color Match
- ☐ Tracing Pattern
- ☐ xxx (Additional Details)

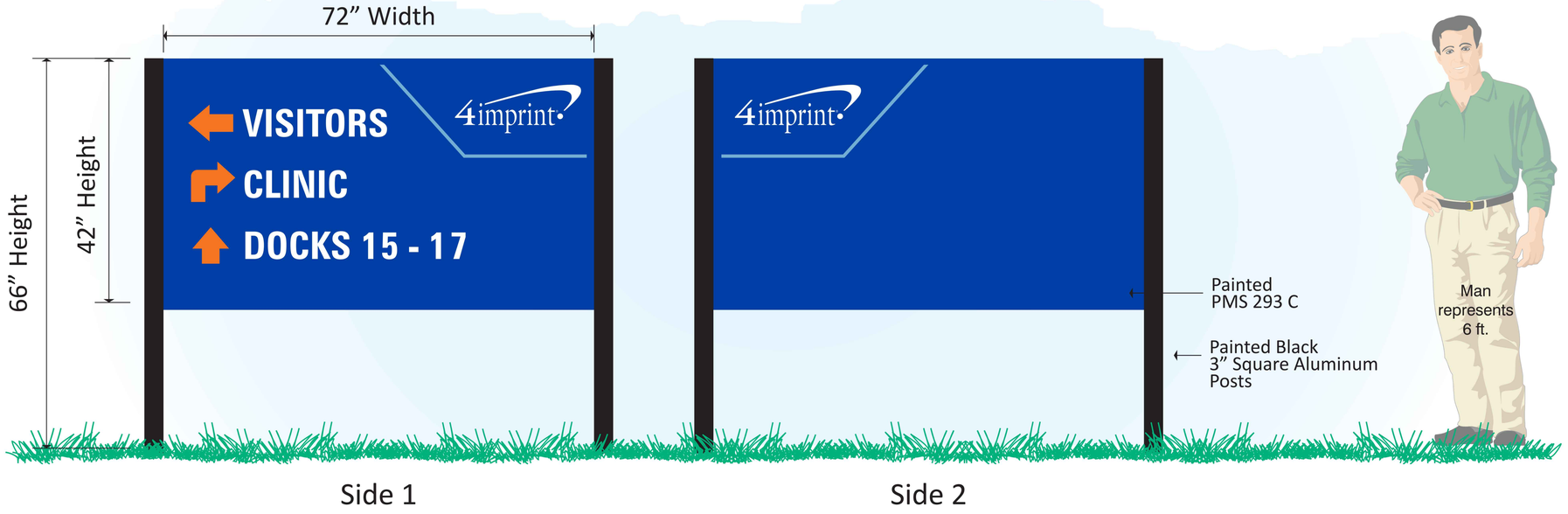
Additional Sign Specifications

Color Disclaimer: The Ink Colors Shown In This Rendering May Not Match The Actual Paint, Final Print Or Vinyl Colors That Will Be Used.

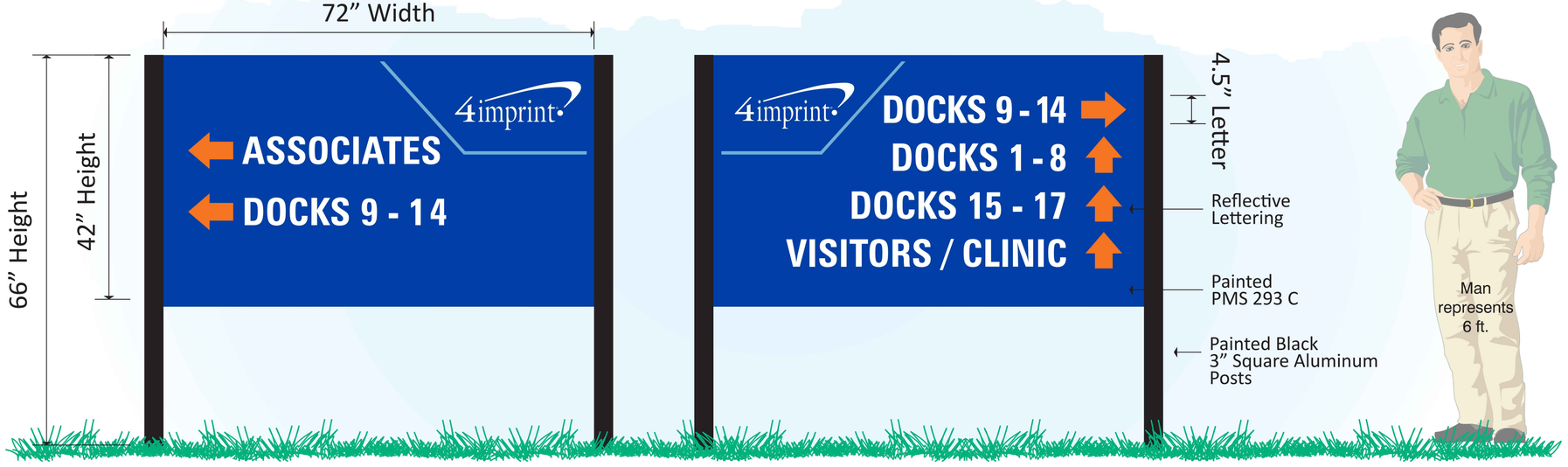
Conceptual Drawing
Quote Attached To Initial Proofing
May Not Reflect Final Pricing For Project.

Post & Panel Signs
4 Imprint Directionals

Inside Middle Driveway Sign



West Sign



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Quote Attached To Initial Proofing
May Not Reflect Final Pricing For Project.

ZONE CHANGE/GDP/SIP
2875 ATLAS AVE
PC: 10.15.2024

SCS OSHKOSH ESTATES LLC
401 RANGER ST
MOSINEE WI 54455-1895

LEECO STEEL LLC
1011 WARRENVILLE RD
LISLE IL 60532-0903

DOWLING INV ATLAS LLC
3596 STEARNS DR
OSHKOSH WI 54904-1001

4IMPRINT INC
PO BOX 320
OSHKOSH WI 54903-0320

JOSEPH A/DONNA AVERKAMP
3664 NEKIMI AVE
OSHKOSH WI 54902-9187

3175 ATLAS AVE LLC
242 WYLDEBERRY LN
OSHKOSH WI 54904-7676

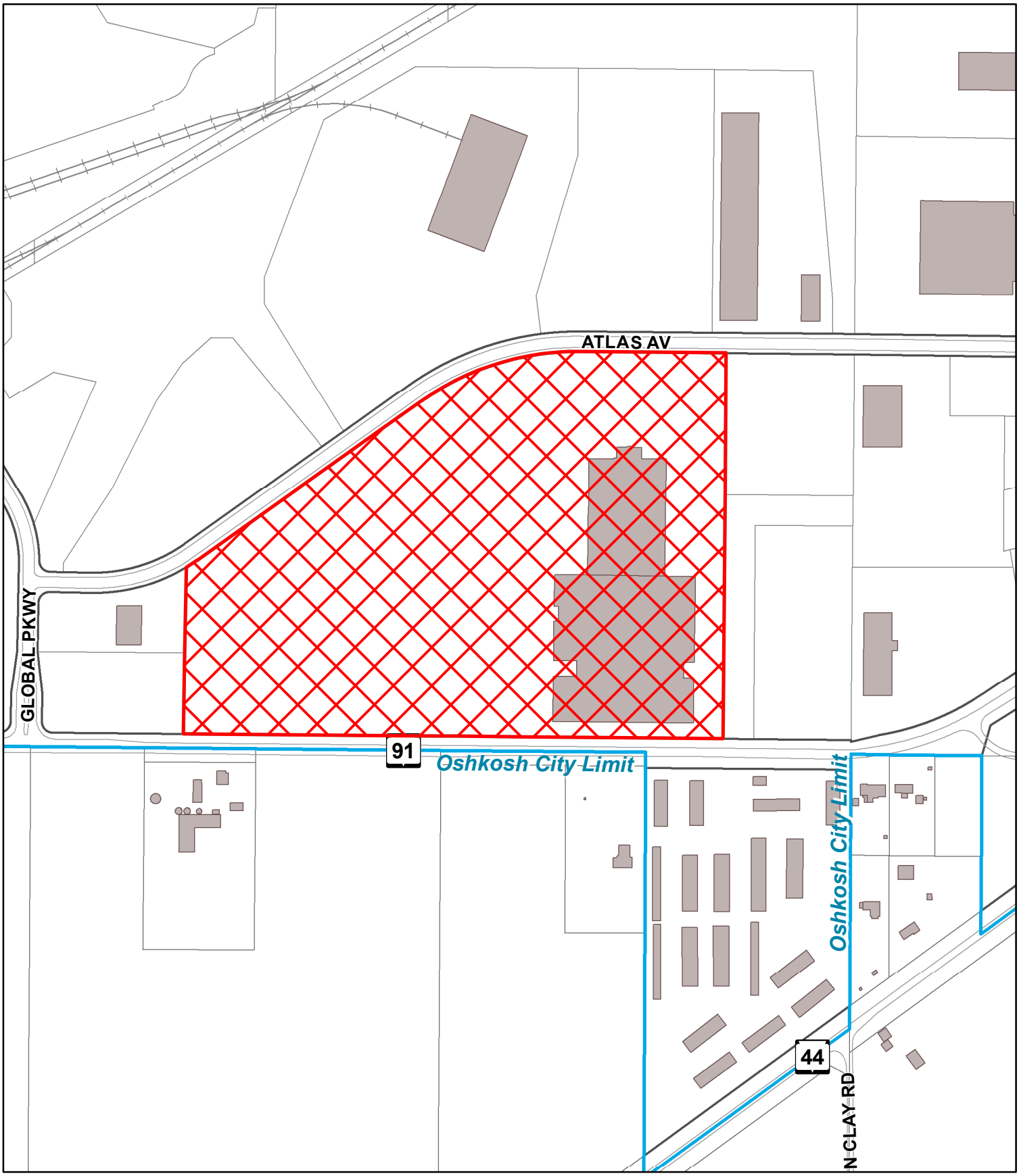
PATSY COWAN
2903 WILSON ST UNIT 3
MENOMONIE WI 54751-4084

JAMES BRIESE
4243 STATE RD 91
OSHKOSH WI 54904-9243

NATHAN TAFFEL
210 E CHOWNING CROSS ST
THIENSVILLE WI 53092-6206

MARK COOK
4159 STATE RD 91
OSHKOSH WI 54904-9240

TOWN OF NEKIMI
3790 PICKETT RD
OSHKOSH WI 54904-6208



BASE MAP
2875 ATLAS AVE

N

1 in = 0.08 mi

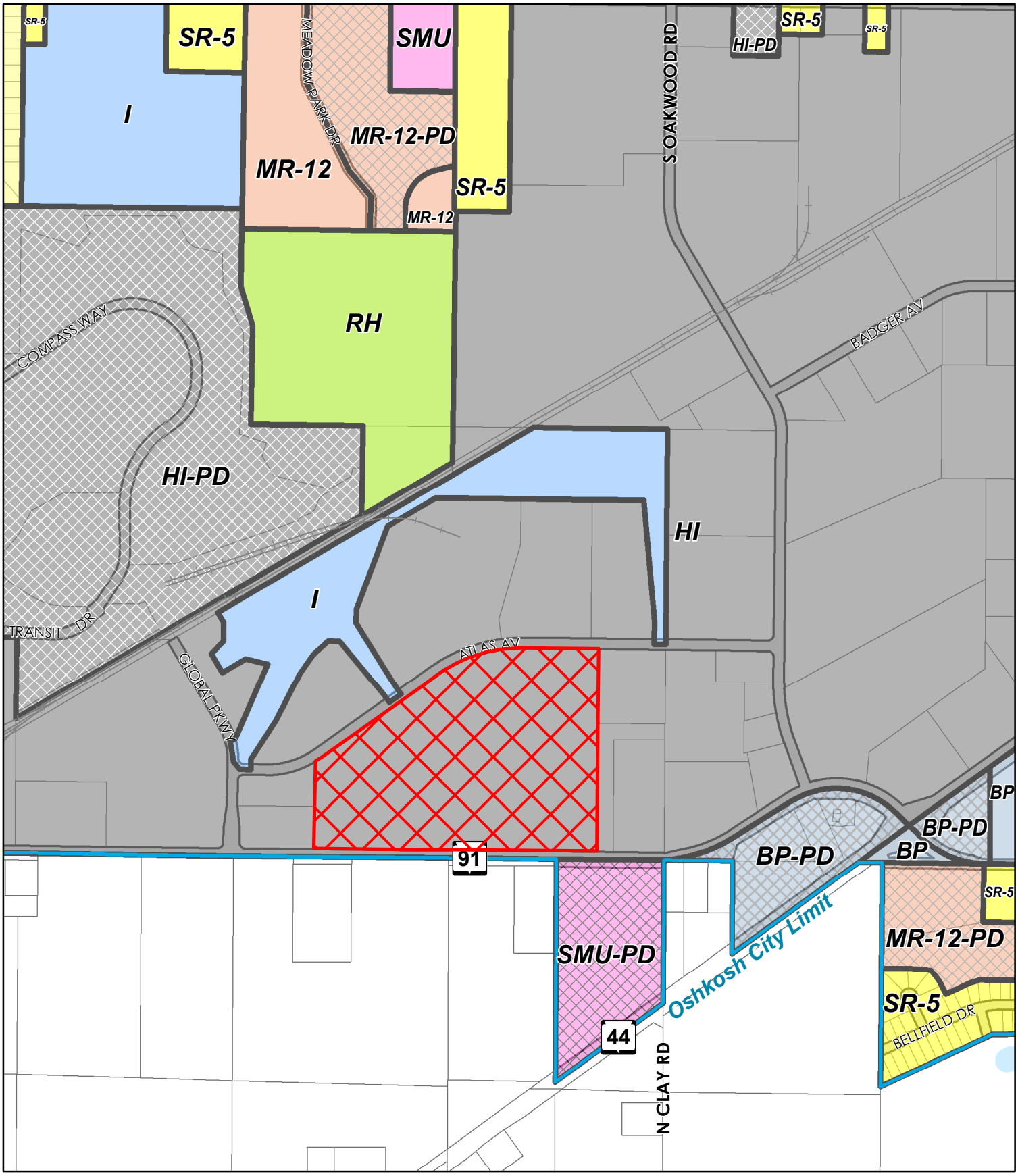
1 in = 420 ft

Printing Date: 9/6/2024

Prepared by: City of Oshkosh, WI

City of Oshkosh

City of Oshkosh maps and data are intended to be used for general identification purposes only, and the City of Oshkosh assumes no liability for the accuracy of the information. Those using the information are responsible for verifying accuracy. For full disclaimer please go to www.ci.oshkosh.wi.us/GISdisclaimer



ZONING MAP
2875 ATLAS AVE

N

1 in = 0.15 mi

1 in = 800 ft

Printing Date: 9/6/2024

Prepared by: City of Oshkosh, WI

City of Oshkosh

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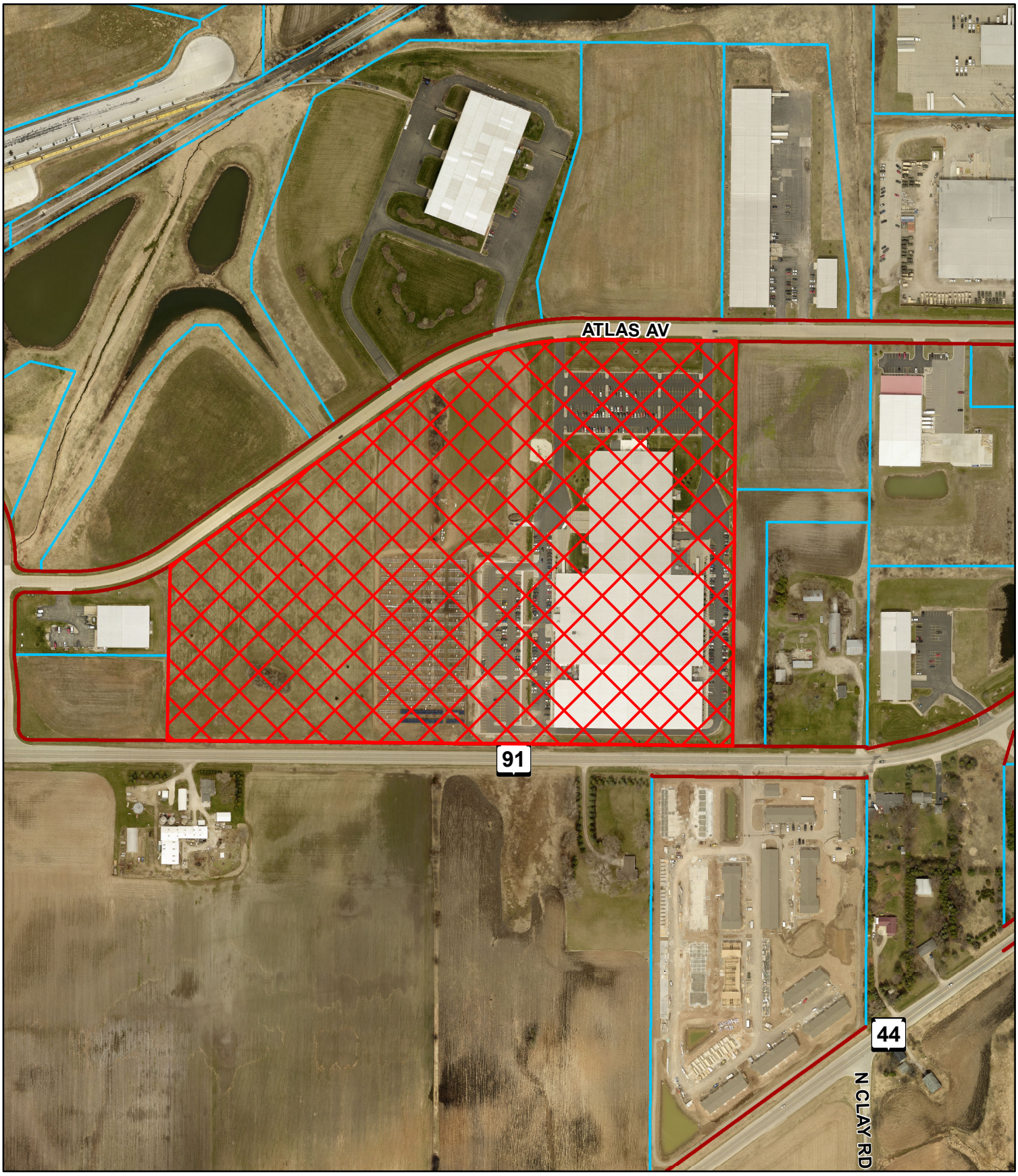

AERIAL MAP
2875 ATLAS AVE

N

1 in = 0.08 mi
1 in = 400 ft

Printing Date: 9/6/2024

Prepared by: City of Oshkosh, WI

City of Oshkosh

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TO:	Honorable Mayor and Members of the Common Council
FROM:	Julie Calmes, Finance Director
DATE:	November 12, 2024
SUBJECT:	Res 24-585 Appropriate ARPA Funds for 2024 Projects in Lieu of Issuing Debt

BACKGROUND

Attached is a resolution to appropriate additional ARPA funds for the fuel tank/island repairs, Fire Department generators, and Passport parking software implementation costs.

In September, Finance brought an ARPA resolution forward to do a budget adjustment to reduce the ARPA appropriations for projects that were projected to come in under budget. Right after doing that ARPA budget adjustment, Facilities was made aware of a change order needed for the Fire Department generators. This appropriation will return some of their previously-appropriated ARPA funds in the amount of $15,200, which includes a $5,000 contingency.

Also included in the September ARPA resolution was a list of new projects/equipment to be funded by ARPA. One of these projects was the fuel tank/island repairs. Like many repairs, there are additional items that the City learned should be addressed at this time since we are removing concrete. The requested funds would cover this additional work.

The last item is for one-time implementation costs of switching from Duncan Solutions to Passport Labs for parking software. The software and hardware costs for this implementation are approximately $107,000, and are primarily comprised of the hardware for having license plate readers installed on two squad cars.

FISCAL IMPACT

The attached resolution would appropriate an additional $129,300 of ARPA funds. The City has currently over allocated ARPA funds, and this would have the "infrastructure" portion of ARPA funds over allocated by $338,801. Finance's goal has been to over allocate in case some of the previously allocated projects come in under budget. After December 31, 2024, the City is not able to allocate ARPA funds to any new project. However, we are able to spend the previously allocated funds until December 31, 2026. There is sufficient interest income in the ARPA fund to cover any amount that remains over allocated.

Please contact me if you have any additional questions.

RECOMMENDATION

Staff recommends that Council approve the attached resolution.

Attachments

RES 24-585
Budget Appropriations for ARPA_2024 11 12

11/12/2024	24-585	RESOLUTION
CARRIED	6-0	

PURPOSE: APPROPRIATE ARPA FUNDS FOR 2024 PROJECTS IN LIEU OF ISSUING DEBT

INITIATED BY: CITY ADMINISTRATION

WHEREAS, he City of Oshkosh was awarded $20,514,484 in ARPA (American Rescue Plan Act of 2021) Funds; and

WHEREAS, on May 20, 2021 the City received and deposited 50% of the award in the amount of $10,257,242 into a Special Revenue Fund, Fund Number 0224, ARPA Special Revenue; and

WHEREAS, on June 7, 2022 the City received and deposited the remaining 50% of the award in the amount of $10,257,242 into a Special Revenue Fund, Fund Number 0224, ARPA Special Revenue; and

WHEREAS, the City Council adopted Resolution Number 21-498, "Creating Parameters for Usage of American Rescue Plan (ARPA) Funds"; and

WHEREAS, Resolution 21-498 states that 75% of the ARPA Funds should be utilized for City infrastructure projects; and

WHEREAS, Resolution 21-583 appropriated $4,023,050; and

WHEREAS, Resolution 22-478 appropriated $4,097,600; and

WHEREAS, Resolution 23-573 appropriated $5,133,200; and

WHEREAS, Resolution 24-46 appropriated $595,000; and

WHEREAS, Resolution 24-79 appropriated $830,000; and

WHEREAS, Resolution 24-119 appropriated $388,000; and

WHEREAS, Resolution 24-235 appropriated $242,700; and

WHEREAS, Resolution 24-313 appropriated $23,000; and

WHEREAS, Resolution 24-398 appropriated $26,010; and

WHEREAS, Resolution 24-528 reduced appropriations by $1,480,718.24; and

WHEREAS, Resolution 24-528 appropriated $1,583,522.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that funding from ARPA funds received by the City of Oshkosh be appropriated by funding $129,300 for the fuel tank/island repairs, Fire Department generators, and implementation costs of Passport software.

Beginning Balance				**$ (106,697)**
	2024 Projects			
Resolution 24-528				
Budget Adjustment to release unspent ARPA Appropriations	$ (1,480,718)			
Appropriate additional projects from CIP and budget	$ 1,583,522			
Subtotal		$ 102,804	$	(209,501)
Additional 2024 Requests				
Additional funds for Fuel Tank / Island Repairs	$ 7,100			
Additional funds for Fire Dept. Generators (includes $5,000 contingency)	$ 15,200			
Passport One-Time Implementation Costs	$ 107,000			
		$ 129,300	$	(338,801)

TO:	Honorable Mayor and Members of the Common Council
FROM:	Jon Urben, General Services Manager
DATE:	November 12, 2024
SUBJECT:	Res 24-586 Approve Agreement with Passport Labs, Inc. for Implementation of Parking Enforcement and Parking Permitting Software for the Information Technology Division ($106,840.06)

BACKGROUND

For the last three years the city has used Duncan Solutions software for parking enforcement and the subsequent collections of those tickets. Unfortunately, there have been continuing issues with the performance and reliability of the Duncan Solutions software. In an effort to move to a more reliable and modernized solution, a cross-functional team of Finance, Transit, Police and Information Technology staff sought out solutions and solicited other parking enforcement/collections software utilized by other agencies.

ANALYSIS

After researching and evaluating a number of software systems that offer both parking enforcement and parking permitting, staff have found software provided by Passport Labs, Inc. to be a single all-encompassing solution. This move will allow for the parking enforcement to continue as it is performed now, while simultaneously implementing LPR (license plate recognition) on two parking enforcement vehicles. Additionally, the Passport Labs, Inc. software will allow for the implementation of online parking permit sales/issuance in a digital format.

FISCAL IMPACT

The total fiscal impact for the implementation of the Passport Labs, Inc. software and hardware is $106,840.06. This cost includes all the necessary components for full parking permit and permit management. The ongoing expenses associated with Passport Labs software are offset by the revenue generated from tickets/permits. The cost for this implementation will be charged to A/N#: 02241717 7230 15480 (ARPA- Parking Violation Software/Hardware).

RECOMMENDATION

Chapter 12 of the Municipal Code of the City of Oshkosh provides that professional services of a specialized nature, including these services, may be procured without the use of competitive bidding or quotation process. In accordance with Section 12-16, Purchasing recommends that the Common Council approve this two-year agreement from Passport Labs, Inc., 128 S. Tryon St., Suite 1000, Charlotte, NC 28202 for parking enforcement/permitting software and hardware implementation costs for $106,840.06. If you have any further questions on this agreement please contact IT Manager Tony Neumann, or me.

Attachments

RES 24-586

11/12/2024 24-586 RESOLUTION

CARRIED 6-0

PURPOSE: APPROVE AGREEMENT WITH PASSPORT LABS, INC. FOR IMPLEMENTATION OF PARKING ENFORCEMENT AND PARKING PERMITTING SOFTWARE FOR THE INFORMATION TECHNOLOGY DIVISION ($106,840.06)

INITIATED BY: PURCHASING DEPARTMENT

WHEREAS, the IT Division is looking to move to a more reliable and modernized software solution for parking enforcement and the subsequent collections of those tickets; and

WHEREAS, staff researched and evaluated a number of software systems that offer both parking enforcement and parking permitting, staff have found software provided by Passport Labs, Inc. to be a single all-encompassing solution; and

WHEREAS, Section 12-16 of our Municipal Code allows for the waiving of formal competitive bidding for specialized professional services such as parking violation software and hardware services.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the proper City officials are hereby authorized to enter into and take those steps necessary to implement an appropriate professional services agreement Passport Labs, Inc. for Implementation of Parking Enforcement and Parking Permitting Software for the Information Technology Division in the amount of one hundred six thousand eight hundred forty dollars and six cents ($106,840.06).

Acct. No. 02241717 7230 15480 ARPA- Parking Violation Software/Hardware

TO:	Honorable Mayor and Members of the Common Council
FROM:	Julie Calmes, Finance Director
DATE:	November 12, 2024
SUBJECT:	Res 24-587 Approve Resolution authorizing the issuance of not to exceed $17,415,000 aggregate principal amount of General Obligation Promissory Notes of the City of Oshkosh, Winnebago County, Wisconsin, in such amount, providing details, prescribing the form of note, levying taxes, and authorizing the sale of said notes to the purchaser thereof.

BACKGROUND

In order to borrow money through the bonding process, the City Council is requested to consider this resolution. This resolution authorizes staff to proceed with the preparation and documentation needed to sell the bonds and receive the proceeds. The sale of the bonds and notes will occur at least 30 days after the initial resolution is authorized.

As is normal practice, the bonds and notes as outlined above will be offered to the public through competitive sales estimated to occur on December 4, 2024. If all the parameters in the Pre-Sale Report are met, the City Manager and Finance Director are authorized to complete the sales and the terms will be finalized.

We are separating the Utility borrowing from the General Obligation borrowing to match the obligations with the funds that benefit from the borrowing. This also helps manage the City's debt burden in recognition of the regulatory limit of 5% of Equalized Value for General Obligation Debt, and to reserve general obligation borrowing capacity for future needs.

ANALYSIS

While market conditions and specific bidders dictate what the interest rates are, the interest rate in the parameter cannot exceed 4.50% for the General Obligation Promissory Notes (2024A). The interest rate in the parameter cannot exceed 4.75% for both the Water System Revenue Bonds (2024B) and the Sewer System Revenue Bonds (2024C).

FISCAL IMPACT

The $17,415,000 of General Obligation Promissory Notes will be paid off over twenty years. The Water System Revenue Bonds of $5,775,000 and the Sewer System Revenue Bonds of $4,330,000 will be paid off over twenty years. All issues will be added to the City's outstanding debt obligations.

RECOMMENDATION

Staff recommends adoption of the resolutions noted above.

Attachments

Res 24-587
Pre-Sale Report 2024A

RESOLUTION NO. 24-587

RESOLUTION authorizing the issuance of not to exceed $17,415,000 aggregate principal amount of General Obligation Promissory Notes of the City of Oshkosh, Winnebago County, Wisconsin, in such amount, providing details, prescribing the form of note, levying taxes, and authorizing the sale of said notes to the purchaser thereof.

WHEREAS, the City of Oshkosh, Winnebago County, Wisconsin (the *"City"*), is a duly organized and existing municipality incorporated and existing under the provisions of the laws of the State of Wisconsin (the *"State"*); and

WHEREAS, the City is authorized, pursuant to the provisions of Section 67.12(12), *Wisconsin Statutes*, as supplemented and amended (the *"Statute"*), to issue promissory notes for projects undertaken for public purposes (*"Promissory Notes"*); and

WHEREAS, the Common Council of the City (the *"Common Council"*) has determined that it is necessary and for the best interests of the City to finance the costs of public purpose capital improvements in and for the City including, but not limited to, (i) street improvements, (ii) park improvements, (iii) the acquisition of fire equipment, (iv) library improvements, (vi) construction or improvement of parking lots and facilities, and (vi) the acquisition of equipment for the public works department (collectively, the *"Projects"*); and

WHEREAS, the Common Council does hereby determine that each of the Projects constitutes a public purpose within the meaning of the Statute; and

WHEREAS, for the purpose of paying the costs of the Projects, the Common Council does hereby determine that it is necessary and in the best interests of the City that the City be authorized to borrow not to exceed $17,415,000 for the purpose of paying the costs of the Projects and issue its Promissory Notes to evidence the indebtedness incurred thereby (the *"Notes"*):

NOW, THEREFORE, Be It Resolved by the Common Council of the City of Oshkosh, Winnebago County, Wisconsin, as follows:

Section 1. Incorporation of Preambles. The Common Council hereby find that all of the recitals contained in the preambles to this Resolution are full, true and correct and do incorporate them into this Resolution by this reference.

Section 2. Authorization. The issuance of not to exceed $17,415,000 aggregate principal amount of the Notes is hereby authorized for the purpose of providing funds in an amount sufficient to finance the Projects, as set forth in the preambles to this Resolution.

For the purpose of financing the costs of the Projects, there shall be issued the Notes of the City in an aggregate principal amount not to exceed $17,415,000. The Notes, if issued, shall

be designated "General Obligation Promissory Notes, Series 2024__" with such other series designations and descriptions as shall be necessary to identify the Notes as set forth in the Note Notification (as hereinafter defined). The Notes may be issued in one or more series, shall be dated the date of the issuance thereof as set forth in the Note Notification, and shall also bear the date of authentication by the note registrar and paying agent (the same being the City Treasurer of the City, the Purchaser, or a bank or trust company authorized to do business in the State as set forth in the Note Notification) (the *"Registrar"*), shall be in fully registered form, shall be of $5,000 denominations each or any integral multiple thereof (but no single Note shall represent installments of principal maturing on more than one date), or such other denominations as set forth in the Note Notification; and shall be lettered R and numbered consecutively starting with the number one. The Notes shall become due and payable serially or be subject to mandatory redemption (subject to option of prior redemption as hereinafter set forth) on June 1 of each of the years (not later than 2044), in the amounts and bearing interest at the rates per annum as set forth in the Note Notification, provided, however, that (i) the maximum annual debt service due on the Notes in any year may not exceed $1,700,000, and (ii) the true interest cost of the Notes may not exceed 4.50%. Any series of the Notes may be issued as taxable notes, such that the interest thereon shall be includible in gross income of the owners thereof for federal income tax purposes (the *"Taxable Notes"*) or as tax-exempt notes, such that the interest thereon shall be excludable from gross income of the owners thereof for federal income tax purposes (the *"Tax-Exempt Notes"*), if so authorized under the Internal Revenue Code of 1986, as amended (the *"Code"*), all as set forth in the Note Notification for such series of the Notes.

Section 3. Interest; Payment Provisions. The Notes shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, at the interest rates set out above, such interest (computed upon the basis of a 360-day year consisting of twelve 30-day months) being payable on June 1 and December 1 of each year, commencing on the date set forth in the Note Notification. Interest on each Note shall be paid by check or draft of the Registrar to the person or entity in whose name such Note is registered at the close of business on the fifteenth day of the calendar month immediately preceding the applicable interest payment date. The principal of each Note shall be payable in lawful money of the United States of America only upon presentation and surrender of such Note at the designated office of the Registrar.

Section 4. Execution; Authentication. The Notes shall be executed on behalf of the City with the manual or facsimile signature of the City Manager of the City and with the manual or facsimile signature of the City Clerk of the City and sealed with the official seal of the City or a printed facsimile of said seal. In case any officer whose signature shall appear on any Note shall cease to be such officer before the delivery of such Note, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. The Notes may be prepared in printed or typewritten form.

All Notes shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Registrar as authenticating agent of the City and showing the date of authentication of the Notes. No Note shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Resolution unless and until such certificate of authentication shall have been duly executed by the Registrar by manual signature,

and such certificate of authentication upon any such Note shall be conclusive evidence that such Note has been authenticated and delivered under this Resolution. The certificate of authentication on any Note shall be deemed to have been executed by the Registrar if signed by the Registrar or an authorized officer of the Registrar, but it shall not be necessary that the same person sign the certificate of authentication on all of the Notes issued under this Resolution.

Section 5. Registration of Notes; Persons Treated as Owners. The City shall cause books (the *"Note Register"*) for the registration and for the transfer of the Notes as provided in this Resolution to be kept at the designated office of the Registrar, which is hereby constituted and appointed the registrar of the City with respect to the Notes herein authorized. The City is authorized to prepare, and the Registrar shall keep custody of, multiple Note blanks executed by the City for use in the transfer and exchange of Notes.

Upon surrender for transfer of any Note at the principal corporate trust office of the Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the City shall execute and the Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Note or Notes of the same maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Note or Notes may be exchanged at said office of the Registrar for a like aggregate principal amount of Note or Notes of the same maturity of other authorized denominations. The execution by the City of any fully registered Note shall constitute full and due authorization of such Note and the Registrar shall thereby be authorized to authenticate, date and deliver such Note, *provided, however,* the principal amount of outstanding Notes of each maturity authenticated by the Registrar shall not exceed the authorized principal amount of Notes for such maturity less previous retirements.

The Registrar shall not be required to transfer or exchange any Note during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Note and ending at the opening of business on such interest payment date, nor to transfer or exchange any Note after notice calling such Note for prepayment has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of prepayment of any Notes.

The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Note shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Notes, but the City or the Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Notes except in the case of the issuance of a Note or Notes for the unredeemed portion of a Note surrendered for prepayment.

(b) *Global Book-Entry System.* The Notes shall be initially issued in the form of a separate single fully registered Note for each of the maturities of the Notes determined as described in Section 2 hereof. Unless otherwise requested by any Purchaser, upon initial issuance, the ownership of each such Note shall be registered in the Note Register in the name of Cede & Co., or any successor thereto (*"Cede"*), as nominee of The Depository Trust Company, New York, New York, and its successors and assigns (*"DTC"*). All of the outstanding Notes shall be registered in the Note Register in the name of Cede, as nominee of DTC, except as hereinafter provided. The Mayor, the City Manager, the Treasurer, the Director of Finance and any other business official of the City and the Registrar are each authorized to execute and deliver, on behalf of the City, such letters to or agreements with DTC as shall be necessary to effectuate such book-entry system (any such letter or agreement being referred to herein as the *"Representation Letter"*), which Representation Letter may provide for the payment of principal of or interest on the Notes by wire transfer.

With respect to Notes registered in the Note Register in the name of Cede, as nominee of DTC, the City and the Registrar shall have no responsibility or obligation to any broker-dealer, bank or other financial institution for which DTC holds Notes from time to time as securities depository (each such broker-dealer, bank or other financial institution being referred to herein as a *"DTC Participant"*) or to any person on behalf of whom such a DTC Participant holds an interest in the Notes. Without limiting the immediately preceding sentence, the City and the Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede or any DTC Participant with respect to any ownership interest in the Notes, (ii) the delivery to any DTC Participant or any other person, other than a registered owner of a Note as shown in the Note Register, of any notice with respect to the Notes, including any notice of prepayment, or (iii) the payment to any DTC Participant or any other person, other than a registered owner of a Note as shown in the Note Register, of any amount with respect to the principal of or interest on the Notes. The City and the Registrar may treat and consider the person in whose name each Note is registered in the Note Register as the holder and absolute owner of such Note for the purpose of payment of principal and interest with respect to such Note, for the purpose of giving notices of prepayment and other matters with respect to such Note, for the purpose of registering transfers with respect to such Note, and for all other purposes whatsoever. The Registrar shall pay all principal of and interest on the Notes only to or upon the order of the respective registered owners of the Notes, as shown in the Note Register, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the City's obligations with respect to payment of the principal of and interest on the Notes to the extent of the sum or sums so paid. No person other than a registered owner of a Note as shown in the Note Register, shall receive a Note evidencing the obligation of the City to make payments of principal and interest with respect to any Note. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede, and subject to the provisions in Section 3 hereof with respect to the payment of interest to the registered owners of Notes at the close of business on the 15th day of the month next preceding the applicable interest payment date, the name "Cede" in this resolution shall refer to such new nominee of DTC.

In the event that (i) the City determines that DTC is incapable of discharging its responsibilities described herein and in the Representation Letter, (ii) the agreement among the

City, the Registrar and DTC evidenced by the Representation Letter shall be terminated for any reason or (iii) the City determines that it is in the best interests of the beneficial owners of the Notes that they be able to obtain certificated Notes, the City shall notify DTC and DTC Participants of the availability through DTC of certificated Notes and the Notes shall no longer be restricted to being registered in the Note Register in the name of Cede, as nominee of DTC. At that time, the City may determine that the Notes shall be registered in the name of and deposited with such other depository operating a universal book-entry system, as may be acceptable to the City, or such depository's agent or designee, and if the City does not select such alternate universal book-entry system, then the Notes may be registered in whatever name or names registered owners of Notes transferring or exchanging Notes shall designate, in accordance with the provisions of Section 5(a) hereof.

Notwithstanding any other provisions of this resolution to the contrary, so long as any Note is registered in the name of Cede, as nominee of DTC, all payments with respect to principal of and interest on such Note and all notices with respect to such Note shall be made and given, respectively, in the name provided in the Representation Letter.

Section 6. Prepayment. (a) *Optional Prepayment.* All or a portion of the Notes of any series, if any, due on and after the date, if any, specified in the Note Notification shall be subject to prepayment prior to maturity at the option of the City from any available funds, as a whole or in part, and if in part in integral multiples of $5,000 in any order of their maturity as determined by the City (less than all of the Notes of a single maturity to be selected by the Registrar), on the date specified in the Note Notification, if any, and on any date thereafter, at the prepayment price of par plus accrued interest to the date fixed for prepayment.

(b) *Mandatory Prepayment.* The Notes maturing on the date or dates, if any, indicated in the Note Notification for any series of the Notes are subject to mandatory prepayment, in integral multiples of $5,000 selected by lot by the Registrar, at a prepayment price of par plus accrued interest to the prepayment date for the Notes, on June 1 of the years, if any, and in the principal amounts, if any, as indicated in such Note Notification.

The principal amounts of Notes to be mandatorily redeemed in each year may be reduced through the earlier optional prepayment thereof, with any partial optional prepayments of such Notes credited against future mandatory prepayment requirements in such order of the mandatory prepayment dates as the City may determine. In addition, on or prior to the 60th day preceding any mandatory prepayment date, the Registrar may, and if directed by the Common Council shall, purchase Notes required to be retired on such mandatory prepayment date. Any such Notes so purchased shall be cancelled and the principal amount thereof shall be credited against the mandatory prepayment required on such next mandatory prepayment date.

(c) *General.* The Notes shall be redeemed only in the principal amount of $5,000 and integral multiples thereof. The City shall, at least forty-five (45) days prior to any optional prepayment date (unless a shorter time period shall be satisfactory to the Registrar) notify the Registrar of such prepayment date and of the principal amount and maturity or maturities of Notes to be redeemed. For purposes of any prepayment of less than all of the outstanding Notes of a single maturity, the particular Notes or portions of Notes to be redeemed shall be selected by

lot by the Registrar from the Notes of such maturity by such method of lottery as the Registrar shall deem fair and appropriate; *provided* that such lottery shall provide for the selection for prepayment of Notes or portions thereof so that any $5,000 Note or $5,000 portion of a Note shall be as likely to be called for prepayment as any other such $5,000 Note or $5,000 portion. The Registrar shall make such selection upon the earlier of the irrevocable deposit of funds with an escrow agent sufficient to pay the prepayment price of the Notes to be redeemed or the time of the giving of official notice of prepayment.

The Registrar shall promptly notify the City in writing of the Notes or portions of Notes selected for prepayment and, in the case of any Note selected for partial prepayment, the principal amount thereof to be redeemed.

Section 7. Prepayment Procedure. Unless waived by any holder of Notes to be redeemed, notice of the call for any such prepayment shall be given by the Registrar on behalf of the City by mailing the prepayment notice by first class mail at least thirty (30) days and not more than sixty (60) days prior to the date fixed for prepayment to the registered owner of the Note or Notes to be redeemed at the address shown on the Note Register or at such other address as is furnished in writing by such registered owner to the Registrar.

All notices of prepayment shall state:

(1) the date fixed for prepayment,

(2) the prepayment price,

(3) if less than all outstanding Notes are to be redeemed, the identification, including CUSIP numbers (and, in the case of any partial prepayment, the respective principal amounts) of the Notes to be redeemed,

(4) that on the date fixed for prepayment the prepayment price will become due and payable upon each such Note or portion thereof called for prepayment, and that interest thereon shall cease to accrue from and after said date, and

(5) the place where such Notes are to be surrendered for payment of the prepayment price, which place of payment shall be the designated office of the Registrar.

Unless moneys sufficient to pay the prepayment price of the Notes to be redeemed at the option of the City shall have been received by the Registrar prior to the giving of such notice of prepayment, such notice may, at the option of the City, state that said prepayment shall be conditional upon the receipt of such moneys by the Registrar on or prior to the date fixed for prepayment. If such moneys are not received, such notice shall be of no force and effect, the City shall not redeem such Notes, and the Registrar shall give notice, in the same manner in which the notice of prepayment shall have been given, that such moneys were not so received and that such Notes will not be redeemed. Otherwise, prior to any prepayment date, the City shall deposit with the Registrar an amount of money sufficient to pay the prepayment price of all the Notes or portions of Notes which are to be redeemed on that date.

Subject to the provisions for a conditional prepayment described above, notice of prepayment having been given as aforesaid, the Notes or portions of Notes so to be redeemed shall, on the prepayment date, become due and payable at the prepayment price therein specified, and from and after such date (unless the City shall default in the payment of the prepayment price) such Notes or portions of Notes shall cease to bear interest. Upon surrender of such Notes for prepayment in accordance with said notice, such Notes shall be paid by the Registrar at the prepayment price. Installments of interest due on or prior to the prepayment date shall be payable as herein provided for payment of interest. Upon surrender for any partial prepayment of any Note, there shall be prepared for the registered holder a new Note or Notes of the same maturity in the amount of the unpaid principal.

If any Note or portion of Note called for prepayment shall not be so paid upon surrender thereof for prepayment, the principal shall, until paid, bear interest from the prepayment date at the rate borne by the Note or portion of Note so called for prepayment. All Notes which have been redeemed shall be cancelled and destroyed by the Registrar and shall not be reissued.

Section 8. Form of Notes. The Notes, the certificate of authentication to be endorsed thereon and the form of assignment to be endorsed thereon are all to be in substantially the following forms with necessary and appropriate variations, omissions and insertions as permitted or required by this Resolution, including any reordering or other modifications required if the Notes are printed on a single side:

No. R-_____ $_____

(FORM OF NOTE)

UNITED STATES OF AMERICA

STATE OF WISCONSIN

COUNTY OF WINNEBAGO

CITY OF OSHKOSH

GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2024__

RATE OF INTEREST	MATURITY DATE	DATED DATE	CUSIP NUMBER
_____%	June 1, ____	_____, 20__	_____

Registered Owner: CEDE & CO.

Principal Amount:

KNOW ALL MEN BY THESE PRESENTS: That the City of Oshkosh in the County of Winnebago and the State of Wisconsin (the *"City"*), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner hereinabove identified, or registered assigns as hereinafter provided, on the Maturity Date hereinabove identified the Principal Amount hereinabove identified and to pay interest (computed on the basis of a 360-day year consisting of twelve 30-day months) on such Principal Amount from the Dated Date hereinabove identified or from the most recent interest payment date to which interest has been paid at the Rate of Interest per annum hereinabove identified on June 1 and December 1 of each year, commencing on _____, 20__, until said Principal Amount is paid, except as the provisions hereinafter set forth with respect to prepayment may be and become applicable to this Note.

The principal of this Note is payable in lawful money of the United States of America only upon presentation and surrender of this Note at the designated office of the _____, as registrar and paying agent, or any successor thereto (the *"Registrar"*). Payment of each installment of interest hereon shall be made to the Registered Owner hereof who shall appear on the registration books of the City maintained by the Registrar at the close of business on the fifteenth day of the calendar month immediately preceding the applicable interest payment date, and shall be paid by check or draft of the Registrar mailed to such Registered Owner at his address as it appears on such registration books or at such other address as may be furnished in writing by such Registered Owner to the Registrar.

Reference is hereby made to the further provisions of this Note set forth on the reverse side hereof, and such further provisions shall for all purposes have the same effect as if set forth on the front side of this Note.

It is hereby certified, recited and declared that all acts, conditions and things required to be done, exist, happen and be performed precedent to and in the issuance of this Note have been done, have existed, have happened and have been performed in due time, form and manner as required by the Constitution and the laws of the State of Wisconsin; that this Note, together with all other indebtedness of the City, does not exceed any limitation prescribed by law; and that the City has levied a direct annual irrepealable tax sufficient to pay the interest hereon when it falls due and also to pay and discharge the principal hereof at maturity.

The full faith, credit and resources of the City are hereby pledged for the payment of the principal of and interest on this Note and the issue of which it is a part as the same respectively become due and for the levy and collection of sufficient taxes for that purpose.

This Note shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Registrar.

IN WITNESS WHEREOF the City of Oshkosh, Winnebago County, Wisconsin, by its Common Council, has caused this Note to be executed with the duly authorized manual or facsimile signature of its City Manager and with the duly authorized manual or facsimile signature of its City Clerk, and its official seal or a facsimile thereof to be impressed or reproduced hereon, as of the Dated Date hereinabove identified.

City Clerk	City Manager

[SEAL]

CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes described in the within mentioned Resolution, and is one of the General Obligation Promissory Notes, Series 202___, of the City of Oshkosh, Winnebago County, Wisconsin.

Date of Authentication: _____

_____
City Treasurer

[Form of Note - Reverse Side]

This Note is one of an authorized issue of General Obligation Promissory Notes, Series 202___, aggregating the principal amount of $_____ (the *"Notes"*) and issued to finance the costs of public purpose capital improvements in and for the City including, but not limited to, (i) street improvements, (ii) park improvements, (iii) the acquisition of fire equipment, (iv) library improvements, (vi) construction or improvement of parking lots and facilities, and (vi) the acquisition of equipment for the public works department, and in all respects in compliance with Chapter 67, *Wisconsin Statutes,* as supplemented and amended, and a resolution adopted by the Common Council of the City on November 12, 2024 (the *"Resolution"*).

This Note is transferable by the Registered Owner hereof in person or by his attorney duly authorized in writing at the designated office of the Registrar in _____, _____, but only in the manner, subject to the limitations and upon payment of the charges provided in the Resolution, and upon surrender and cancellation of this Note. Upon such transfer a new Note or Notes of the same maturity and interest rate of authorized denomination or denominations and for a like aggregate principal amount, will be issued to the transferee in exchange for this Note.

The Notes are issuable in fully registered form in denominations of $5,000 each and integral multiples thereof. This Note may be exchanged at the designated office of the Registrar for a like aggregate principal amount of Notes of the same maturity and interest rate of other authorized denominations, upon the terms set forth in the Resolution.

The City and the Registrar may deem and treat the registered owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes and neither the City nor the Registrar shall be affected by any notice to the contrary.

The Notes maturing on or after June 1, 20__, are subject to prepayment at the option of the City, as a whole or in part in such order as the City may determine in integral multiples of $5,000, less than all Notes of a single maturity to be selected by the Registrar, as provided in the

Resolution, in such manner as it shall deem fair and appropriate, on June 1, 20__, and on any date thereafter, at a prepayment price of 100% of the principal amount thereof being prepaid plus accrued interest to the date fixed for prepayment.

Notice of any intended prepayment shall be sent by first class mail, postage prepaid, not less than thirty (30) days and not more than sixty (60) days prior to the date fixed for prepayment to the registered owner of each Note to be prepaid (in whole or in part) at the address shown on the registration books of the City maintained by the Registrar or at such other address as is furnished in writing by such registered owner to the Registrar. Such notice of prepayment may be conditional as provided in the Resolution. When so called for prepayment, this Note, or the portion hereof being so called for prepayment, will cease to bear interest on the specified prepayment date, provided funds for prepayment are on deposit at the place of payment on that date, and shall not be deemed to be outstanding.

The following abbreviations, when used in the inscription on the face of the within Note, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM-	as tenants in common	UNIF GIFT/TRANS MIN ACT- _____Custodian_____ (Cust) (Minor)
TEN ENT-	as tenants by the entirety	under Uniform Gifts/Transfers to Minors
JT TEN-	as joint tenants with right of survivorship and not as tenants in common	Act_____ (State)

Additional abbreviations may also be used though not listed above.

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

_____

_____

(Name and Address of Assignee)

the within Note, and does hereby irrevocably constitute and appoint _____ _____, or its successor as Registrar, to transfer the said Note on the books kept for registration thereof with full power of substitution in the premises.

Dated: _____

_____

NOTICE: The signature to this Assignment must correspond with the name of the registered owner as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

Signature guaranteed: _____

NOTICE: Signature(s) must be guaranteed by an "eligible guarantor institution" meeting the requirements of the Registrar, which requirements include membership or participation in STAMP or such other "signature guaranty program" as may be determined by the Registrar in addition to or in substitution for STAMP, all in accordance with the Securities Exchange Act of 1934, as amended.

* * * *

Section 9. Sale of Notes. The City Manager and the Finance Director of the City (the *"Designated Representatives"*) are hereby authorized to proceed not later than the 12th day of May, 2025, without any further authorization or direction from the Common Council, to sell the Notes upon the terms prescribed in this Resolution. The Notes hereby authorized shall be executed as in this Resolution provided as soon after the delivery of the Note Notification as may be, and thereupon be deposited with the City Treasurer, and, after authentication thereof by the Note Registrar, be by said City Treasurer delivered to the purchaser or purchasers thereof (each, a "*Purchaser*") upon receipt of the purchase price therefor, the same being not less than 98.75% of the principal amount of the Notes (exclusive of original issue discount) on a series by series basis. The Purchaser or Purchasers for the Notes shall be the best bidder for the Notes at a competitive sale conducted by Ehlers & Associates, Inc.

Prior to the sale of the Notes, the Mayor, City Manager, City Treasurer or any other business official of the City is hereby authorized to approve and execute a commitment for the purchase of a Municipal Note Insurance Policy (as hereinafter defined), to further secure the Notes, as long as the present value of the fee to be paid for the Municipal Note Insurance Policy (using as a discount rate the expected yield on the Notes treating the fee paid as interest on the Notes) is less than the present value of the interest reasonably expected to be saved on the Notes over the term of the Notes as a result of the Municipal Note Insurance Policy.

Upon the sale of the Notes, the Designated Representatives shall prepare a Notification of Sale, which shall include the pertinent details of sale as provided herein (the *"Note Notification"*). In the Note Notification, the Designated Representatives shall find and determine that the Notes have been sold at such price and shall have the terms as set forth therein. The Note Notification shall be entered into the records of the City and made available to the Common Council at the next regular meeting thereof; but such action shall be for information purposes only, and the Common Council shall have no right or authority at such time to approve or reject such sale as evidenced in the Note Notification.

Upon the sale of the Notes, as evidenced by the execution and delivery of the Note Notification by the Designated Representatives, the Mayor, City Clerk, City Manager, City Treasurer and any other officer of the City, as shall be appropriate, shall be and are hereby authorized and directed to approve or execute, or both, such documents of sale of the Notes as may be necessary, including, without limitation, the contract for the sale of the Notes between the City and the Purchaser (the "*Purchase Contract*"), which may be evidenced by an executed bid form, term sheet or other document requested by a Purchaser.

The use by the Purchaser of any Preliminary Official Statement and any final Official Statement relating to the Notes (the *"Official Statement"*) is hereby ratified, approved and authorized; the execution and delivery of the Official Statement is hereby authorized; and the officers of the Common Council are hereby authorized to take any action as may be required on the part of the City to consummate the transactions contemplated by the Purchase Contract, this Resolution, said Preliminary Official Statement, the Official Statement and the Notes. The City is authorized to advertise for the sale of the Notes in any newspaper as the City shall determine.

Section 10. Tax Levy. In order to provide for the collection of a direct annual tax sufficient to pay the interest on the Notes and to pay and discharge the principal thereof at maturity, there is hereby levied upon all the taxable property in the City of Oshkosh, Winnebago County, Wisconsin, a direct annual tax in amounts sufficient for that purpose, and there is hereby levied upon all taxable property in the City a direct annual tax in each of the years 2024 through 2043 equal to the final schedule of principal and interest due on the Notes, which schedule shall be established following the sale of the Notes and shall be set forth in the Note Notification, *provided, however,* that the direct annual tax levied herein may not exceed $1,700,000.00 in any year

In each of said years from 2024 to 2043, inclusive, the direct annual tax above levied shall be extended upon the tax rolls of the City in the same manner and time as taxes for general City purposes, and when collected the proceeds of said taxes shall be deposited into the account of the debt service fund established in favor of the Notes, to be used solely for paying the principal of and interest on the Notes as long as any of the Notes remain outstanding.

Section 11. Sufficiency. Interest or principal maturing at any time during the life of the Notes when there shall be insufficient funds on hand from the above tax levy to pay the same shall be paid promptly when due from the general fund of the City, and said fund shall be reimbursed in a like amount out of the proceeds of taxes hereby levied when the same shall have been collected.

Section 12. Debt Service Fund. There has been ordered to be established in the City Treasury a fund separate and distinct from all other funds of the City to be designated the *"Debt Service Fund,"* which fund shall be used solely for the purpose of paying the principal of, premium, if any, and interest on municipal obligations issued pursuant to Chapter 67, *Wisconsin Statutes,* as supplemented and amended. There is hereby created, and there shall be deposited in, an account known as the *"Series 20___ Promissory Note Account,"* to be held as a part of the Debt Service Fund, all premium (net of any underwriter's discount), if any, and accrued interest paid on the Notes at the time the Notes are delivered to the purchaser thereof; all money raised by taxation pursuant to Section 10 hereof; and such other sums as may be necessary to pay the interest on the Notes when the same shall become due and to retire the Notes at their respective maturity dates.

Section 13. Use of Proceeds. The proceeds from the sale of the Notes shall be deposited in a special fund, and used solely for the purposes for which the Notes are hereby authorized. Such proceeds from the sale of the Notes shall be used only to pay the costs of the

public projects, and the Common Council hereby covenants and agrees that said principal proceeds shall be devoted to and used with due diligence for such purposes.

Section 14. Federal Tax Matters. The City hereby further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Tax-Exempt Notes) if taking, permitting or omitting to take such action would cause any of the Tax-Exempt Notes to be an arbitrage bond or a private activity bond within the meaning of the Code, or would otherwise cause the interest on the Tax-Exempt Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The City acknowledges that, in the event of an examination by the Internal Revenue Service (the *"IRS"*) of the exemption from Federal income taxation for interest paid on the Tax-Exempt Notes, under present rules, the City may be treated as a "taxpayer" in such examination and agrees that it will respond in a commercially reasonable manner to any inquiries from the IRS in connection with such an examination.

The City also agrees and covenants with the purchasers and holders of the Tax-Exempt Notes from time to time outstanding that, to the extent possible under Illinois law, it will comply with whatever federal tax law is adopted in the future which applies to the Tax-Exempt Notes and affects the tax-exempt status of the Tax-Exempt Notes.

The Common Council hereby authorizes the officials of the City responsible for issuing the Tax-Exempt Notes, the same being the City Manager, the City Clerk, the City Treasurer/Finance Director, to make such further covenants and certifications regarding the specific use of the proceeds of the Tax-Exempt Notes as approved by the Common Council and as may be necessary to assure that the use thereof will not cause the Tax-Exempt Notes to be arbitrage bonds and to assure that the interest on the Tax-Exempt Notes will be exempt from federal income taxation. In connection therewith, the City and the Common Council further agree: (a) through their officers, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with counsel approving the Tax-Exempt Notes and to comply with such advice as may be given; (c) to pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Tax-Exempt Notes; (d) to file such forms, statements, and supporting documents as may be required and in a timely manner; and (e) if deemed necessary or advisable by their officers, to employ and pay fiscal agents, financial advisors, attorneys, and other persons to assist the City in such compliance.

The City further recognizes that Section 149(a) of the Code requires the Notes to be issued and to remain in fully registered form in order that the interest thereon is excludible from gross income of the owners thereof for Federal income tax purposes under laws in force at the time the Notes are delivered. In this connection, the City agrees that it will not take any action to permit the Notes to be issued in, or converted into, bearer or coupon form.

Section 15. Duties of Registrar. If requested by the Registrar, the City Manager of the City is hereby authorized to execute, and the City Clerk of the City is hereby authorized to attest and to affix the official seal of the City, and said City Manager and City Clerk are hereby

authorized to deliver, the Registrar's standard form of agreement between the City and the Registrar with respect to the obligations and duties of the Registrar hereunder, which shall include the following:

(a) to act as Registrar, authenticating agent, paying agent and transfer agent as provided herein;

(b) to give notice of prepayment of Notes as provided herein;

(c) to cancel and destroy Notes which have been paid at maturity or upon earlier prepayment or submitted for exchange or transfer;

(d) to furnish the City at least annually a certificate of destruction with respect to Notes cancelled and destroyed; and

(e) to furnish the City at least annually an audit confirmation of Notes paid, Notes outstanding and payments made with respect to the interest on the Notes.

The City Clerk of the City is hereby directed to file a certified copy of this Resolution with the Registrar.

The City covenants that it shall at all times retain a Registrar with respect to the Notes, that it will maintain at the designated office of such Registrar a place or places where Notes may be presented for payment or registration of transfer or exchange, and that it shall require that the Registrar properly maintain the Note Register and perform the other duties and obligations imposed upon it by this Resolution in a manner consistent with the standards, customs and practices of the municipal securities industry.

The Registrar shall signify its acceptance of the duties and obligations imposed upon it by this Resolution by executing the certificate of authentication on any Note, and by such execution the Registrar, shall be deemed to have certified to the City that it has all requisite power to accept and has accepted such duties and obligations. The Registrar is the agent of the City, and shall not be liable in connection with the performance of its duties, except for its own negligence or willful wrongdoing. The Registrar shall, however, be responsible for any representation in its certificate of authentication on the Notes.

The Registrar may be removed at any time by the City by an instrument in writing delivered to the Registrar.

In case the Registrar shall be removed, or shall be dissolved, or shall be in the course of dissolution or liquidation, or otherwise become incapable of acting hereunder, or in case it shall be taken under the control of any public officer or officers, or of a receiver appointed by a court, a successor may be appointed by the City by an instrument in writing, a copy of which shall be delivered to the retiring Registrar, the successor Registrar and the registered owners of the Notes. The City shall mail notice of any such appointment made by it to each registered owner of any Note within twenty (20) days after such appointment. Any Registrar appointed under the

provisions of this Section 14 shall be an officer of the City or a bank, trust company or national banking association.

Any corporation or association into which the Registrar may be converted or merged, or with which it may be consolidated, or to which it may sell or transfer its corporate trust business as a whole or substantially as a whole, or any corporation or association resulting from any such conversion, merger or consolidation to which it is a party, shall be and become successor Registrar hereunder, and vested with all the duties, powers, discretions, immunities, privileges and all other matters as was its predecessor, without the execution or filing of any instrument or any further act, deed or conveyance on the part of any of the parties hereto, anything herein to the contrary notwithstanding. Any such successor Registrar shall give notice thereof to the City and the registered owners of the Notes.

Section 16. Continuing Disclosure Undertaking. The City Manager or the City Treasurer/Finance Director of the City is hereby authorized, empowered and directed to execute and deliver a Continuing Disclosure Undertaking with respect to the Notes (the *"Continuing Disclosure Undertaking"*) in substantially the form as the individual executing the Continuing Disclosure Undertaking on behalf of the City shall approve, his or her execution thereof to constitute conclusive evidence of his or her approval of the form of such Continuing Disclosure Undertaking. When the Continuing Disclosure Undertaking is executed and delivered on behalf of the City as herein provided, the Continuing Disclosure Undertaking will be binding on the City and the officers, employees and agents of the City, and the officers, employees and agents of the City are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Continuing Disclosure Undertaking, as executed. Copies of the Continuing Disclosure Undertaking shall be placed in the official records of the City, and shall be available for public inspection at the offices of the City. Notwithstanding any other provision of this Resolution to the contrary, the sole remedy for failure to comply with the Continuing Disclosure Undertaking shall be the ability of any beneficial owner of any Note to seek mandamus or specific performance by court order to cause the City to comply with its obligations under the Continuing Disclosure Undertaking.

Section 17. Municipal Bond Insurance. In the event the payment of principal and interest on the Notes is insured pursuant to a municipal bond insurance policy (the *"Municipal Bond Insurance Policy"*) issued by a bond insurer (the *"Bond Insurer"*), and as long as such Municipal Bond Insurance Policy shall be in full force and effect, the City and the Registrar agree to comply with such usual and reasonable provisions regarding presentment and payment of the Notes, subrogation of the rights of the Noteholders to the Bond Insurer upon payment of the Notes by the Bond Insurer, amendment hereof, or other terms, as approved by the City Manager and the Director of Finance or the Mayor on advice of counsel, his or her approval to constitute full and complete acceptance by the City of such terms and provisions under authority of this Section.

Section 18. Other Documents. The City Manager, the City Clerk, the City Treasurer/Finance Director and all other officers of the City are hereby authorized to execute all documents and certificates (including without limitation any certificate or agreement executed to

comply with Rule 15c2-12 of the Securities and Exchange Commission) and to take all actions as may be necessary in connection with the authorization, issuance, sale and delivery of the Notes and the performance of the obligations of the City hereunder and to carry out and comply with the terms of this Resolution, including without limitation the Official Statement. This Resolution and all such documents shall be in substantially the same form contemplated by this Resolution, with such changes as shall be approved by the officers executing this Resolution and said documents, the execution thereof to constitute conclusive proof of such approval.

Section 19. Record-Keeping Policy and Post-Issuance Compliance Matters. On June 8, 2021, the Board adopted a record-keeping policy (the *"Policy"*) in order to maintain sufficient records to demonstrate compliance with its covenants and expectations to ensure the appropriate federal tax status for the debt obligations of the City, the interest on which is excludable from "gross income" for federal income tax purposes or which enable the City or the holder to receive federal tax benefits, including, but not limited to, qualified tax credit bonds and other specified tax credit bonds. The Common Council and the City hereby reaffirm the Policy:

Section 20. Severability. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability or such section, paragraph or provision shall not affect any of the remaining sections, paragraphs and provisions of this Resolution.

Section 21. Conflicting Proceedings Superseded. All ordinances, resolutions or orders, or parts thereof, heretofore enacted, adopted or entered, in conflict with the provisions of this Resolution, shall be and in the same are hereby superseded to the extent of such conflict, and this Resolution shall be in effect from and after its passage.

Adopted November 12, 2024.

Approved November 12, 2024.

Recorded November 12, 2024.

_____

Mayor

Attest:

_____

City Clerk

November 12, 2024

PRE-SALE REPORT FOR

City of Oshkosh, Wisconsin

$17,415,000 General Obligation Promissory Notes, Series 2024A

Prepared by:

Ehlers
N19W24400 Riverwood Drive,
Suite 100
Waukesha, WI 53188

Advisors:

Todd Taves, Senior Municipal Advisor
Harry Allen, Municipal Advisor
Jon Cameron, Senior Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

$17,415,000 General Obligation Promissory Notes, Series 2024A (the "Notes").

Purposes:

The proposed Notes will finance a variety of items including (i) street improvements, (ii) park improvements, (iii) fire equipment, (iv) library improvements, (v) parking lots and facilities, and (vi) various pieces of department of public works equipment (the "Projects"). Debt service associated with the Projects will be paid from ad valorem property taxes.

Authority:

The Notes are being issued pursuant to Wisconsin Statute 67.12(12). The Notes will be general obligations of the City for which its full faith, credit and taxing powers are pledged. The Notes count against the City's General Obligation Debt Capacity Limit of 5% of total City Equalized Valuation. Following issuance of the Notes, the City's total General Obligation debt principal outstanding will be approximately $128.2 million, which is 41% of its limit. Remaining General Obligation Borrowing Capacity will be approximately $188.2 million.

Term/Call Feature:

The Notes are being issued for a term of 20 years. Principal on the Notes will be due on June 1 in the years 2025 through 2044. Interest will be due every six months beginning June 1, 2025.

The Notes will be subject to prepayment at the discretion of the City on June 1, 2034 or any date thereafter.

Bank Qualification:

Because the City is issuing more than $10,000,000 in tax-exempt obligations during the calendar year, the City will be not able to designate the Notes as "bank qualified" obligations.

Rating:

The City's most recent bond issues were rated by Moody's Investors Service. The current rating on those bonds is "Aa3". The City will request a new rating for the Notes.

If the winning bidder on the Notes elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating in the event that the bond rating of the insurer is higher than that of the City.

Basis for Recommendation:

Based on your objectives, financial situation and need, risk tolerance, liquidity needs, experience with the issuance of Notes and long-term financial capacity, as well as the tax status considerations related to the Notes and the structure, timing and other similar matters related to the Notes, we are recommending the issuance of Notes as a suitable option.

Method of Sale/Placement:

We are recommending the Notes be issued as municipal securities and offered through a competitive underwriting process. You will solicit competitive bids, which we will compile on your behalf, for the purchase of the Notes from underwriters and banks.

An allowance for discount bidding will be incorporated in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Notes are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium."

For this issue of Notes, any premium amount received that is in excess of the underwriting discount and any capitalized interest amounts must be placed in the debt service fund and used to pay a portion of the interest payments due on the Notes. We anticipate using any premium amounts received to reduce the issue size.

The amount of premium allowed can be restricted in the bid specifications. Restrictions on premium may result in fewer bids, but may also eliminate large adjustments on the day of sale and unintended results with respect to debt service payment impacts. Ehlers will identify appropriate premium restrictions for the Notes intended to achieve the City's objectives for this financing.

Parameters:

The City Council will consider adoption of a Parameters Resolution on November 12, 2024, which delegates authority to the City Manager and Finance Director to accept and approve a bid for the Notes so long as the bid meets certain parameters. These parameters are:

* Issue size not to exceed $17,415,000
* Maximum Bid of: 98.75%
* Maximum True Interest Cost (TIC) of 4.50%
* Maximum annual debt service levy may not exceed $1,700,000

Other Considerations:

The Notes will be offered with the option of the successful bidder utilizing a term bond structure. By offering underwriters the option to "term up" some of the maturities at the time of the sale, it gives them more flexibility in finding a market for your Notes. This makes your issue more marketable, which can result in lower borrowing costs. In the event that the successful bidder utilizes a term bond structure, we recommend the City retain a paying agent to handle responsibility for processing mandatory redemption/call notices associated with term bonds.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time. We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

Because the City has more than $10,000,000 in outstanding debt subject to a continuing disclosure undertaking (including this issue) and this issue does not meet an available exemption from continuing disclosure, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The City must ensure compliance with certain sections of the Internal Revenue Code and Treasury Regulations ("Arbitrage Rules") throughout the life of the issue to maintain the tax-exempt status of the Notes. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The City's specific arbitrage responsibilities will be detailed in the Tax Exemption Certificate and Agreement (the "Tax Compliance Document") prepared by your Bond Attorney and provided at closing.

The Notes may qualify for one or more exception(s) to the Arbitrage Rules by meeting 1) small issuer exception, 2) spend down requirements, 3) bona fide debt service fund limits, 4) reasonable reserve requirements, 5) expenditure within an available period limitations, 6) investments yield restrictions, 7) de minimis rules, or; 8) borrower limited requirements.

An Ehlers arbitrage expert will contact the City within 30 days after the sale date to review the City's specific responsibilities for the Notes. The City is currently receiving arbitrage services from Ehlers in relation to the Notes.

Investment of Note Proceeds:

Ehlers can assist the City in developing a strategy to invest your Note proceeds until the funds are needed to pay project costs.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Counsel: Chapman and Cutler LLP

Paying Agent: U.S. Bank Trust Company, National Association

Rating Agency: Moody's Investors Service, Inc.

PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by City Council:	November 12, 2024
Due Diligence Call to Review Official Statement:	Week of November 11, 2024
Conference with Rating Agency:	Week of November 11, 2024
Distribute Official Statement:	November 26, 2024
Designated Officials Award Sale of the Notes:	December 3, 2024
Estimated Closing Date:	December 18, 2024

Attachments

Existing G.O. Debt Base Case

Estimated Sources and Uses of Funds

Estimated Debt Service Schedule

Estimated Financing Plan Tax Impact

General Obligation Debt Capacity Analysis - Impact of Financing Plan

Bond Buyer Index – 10-year

EHLERS' CONTACTS

Todd Taves, Senior Municipal Advisor	(262) 796-6173
Harry Allen, Municipal Advisor	(262) 796-6182
Jon Cameron, Senior Municipal Advisor	(262) 796-6179
Sue Porter, Lead Public Finance Analyst	(262) 796-6167
Kathy Myers, Senior Financial Analyst	(262) 796-6177

Table 1
Existing G.O. Debt Base Case
City of Oshkosh, WI

Year Ending	Existing Debt: Total G.O. Debt Payments	G.O. Debt Expense	Less: Industrial Develop.	Less: Oshkosh Center	Less: Parking	Less: Special Assessments	Less: Transit	Less: TID	Less: Water	Less: Sewer	Less: Storm Water	Less: Premium	Adjustment to Budget	Net Tax Levy	Equalized Value (TID OUT)[1]	Tax Rate Per $1,000	Annual Taxes $250,000 Home	Year Ending
2024	19,281,981	5,000	(39,395)	(253,290)	(631)	(1,264,275)	(41,600)	(1,450,851)	(389,700)	(684,044)	(438,194)	(419,660)	(407,940)	13,897,400	5,464,247,100	$2.54	$636	2024
2025	17,761,237	5,000	(38,450)	(252,990)	(631)	(1,227,225)	(40,800)	(1,255,738)	(249,425)	(535,613)	(421,869)	0	0	13,743,496	6,024,732,000	$2.28	$570	2025
2026	16,016,054	5,000	(42,400)	(252,740)	(631)	(1,195,988)	0	(841,013)	(252,994)	(431,925)	(410,694)			12,592,669	6,283,574,290	$2.00	$501	2026
2027	14,546,147	5,000	(41,200)	(252,540)	(5,572)	(1,056,688)		(776,004)	(150,434)	(182,706)	(394,513)			11,691,491	6,553,537,296	$1.78	$446	2027
2028	13,044,110	5,000	0	(10,500)	(5,453)	(904,388)		(745,879)	(151,544)	(178,006)	(378,475)			10,674,866	6,835,098,800	$1.56	$390	2028
2029	10,700,879	5,000		(10,300)	(5,331)	(605,863)		(462,329)	(47,569)	(53,219)	(12,581)			9,508,688	7,128,757,111	$1.33	$333	2029
2030	10,631,426	5,000		(10,100)	(5,203)	(601,313)		(454,879)	(51,478)	(52,066)	(17,259)			9,444,128	7,435,031,949	$1.27	$318	2030
2031	9,100,485	5,000		0	(5,069)	(503,513)		(302,754)	(50,269)	(55,788)	(16,856)			8,171,238	7,754,465,360	$1.05	$263	2031
2032	7,616,704	5,000			0	(432,500)		(13,254)	(53,900)	(54,350)	(16,425)			7,051,275	8,087,622,681	$0.87	$218	2032
2033	6,517,006	5,000				(426,925)		0	(52,400)	(62,700)	(20,900)			5,959,081	8,435,093,536	$0.71	$177	2033
2034	5,417,600	5,000				(327,175)			(55,825)	(60,900)	(20,300)			4,958,400	8,797,492,880	$0.56	$141	2034
2035	3,989,544	5,000				(250,350)			0	0	0			3,744,194	9,175,462,092	$0.41	$102	2035
2036	3,584,059	5,000				(146,450)								3,442,609	9,569,670,103	$0.36	$90	2036
2037	3,200,647	5,000				0								3,205,647	9,980,814,586	$0.32	$80	2037
2038	2,896,372	5,000												2,901,372	10,409,623,188	$0.28	$70	2038
2039	2,705,063	5,000												2,710,063	10,856,854,817	$0.25	$62	2039
2040	2,697,188	5,000												2,702,188	11,323,300,986	$0.24	$60	2040
2041	2,452,856	5,000												2,457,856	11,809,787,217	$0.21	$52	2041
2042	2,081,350	5,000												2,086,350	12,317,174,494	$0.17	$42	2042
2043	484,500	5,000												489,500	12,846,360,797	$0.04	$10	2043
2044	0	0												0	13,398,282,683	$0.00	$0	2044
Total	154,725,208	100,000	(161,445)	(1,042,459)	(28,522)	(8,942,650)	(82,400)	(6,302,702)	(1,505,538)	(2,351,316)	(2,148,066)	(419,660)	(407,940)	131,432,510				Total

Notes:

1) Projected TID IN EV based on 6-year average at 4.30% annual growth.

Legend:

Represents +/- 25% Change over previous year

Table 2
Capital Improvements Financing Plan
City of Oshkosh, WI

Presale Estimate
Sale: 12/4/2024
Closing: 12/18/2024

		2024 G.O. Notes	Levy - 20-year Portion	Levy - 10-year Portion	Levy - 3-year Portion
CIP Projects[1]					
Streets		8,865,600	8,865,600		
Parks		3,450,000	3,150,000	300,000	
Fire Equipment		1,593,225	1,593,225		
Library		115,000	115,000		
Parking Lots and Facilities		750,000	750,000		
Sanitary Trucks		310,000			310,000
General Projects		2,155,000		2,155,000	
Subtotal Project Costs		**17,238,825**	**14,473,825**	**2,455,000**	**310,000**
CIP Projects[1]		**17,238,825**	**14,473,825**	**2,455,000**	**310,000**
Estimated Issuance Expenses					
Municipal Advisor (Ehlers)		43,800	36,770	6,237	792
Bond Counsel (Chapman & Cutler)		23,000	19,309	3,275	416
Rating Fee (Moody's)		27,000	22,667	3,845	488
Maximum Underwriter's Discount	12.50	217,688	182,750	31,000	3,938
Paying Agent		850	714	121	15
Subtotal Issuance Expenses		312,338	262,209	44,479	5,650
TOTAL TO BE FINANCED		**17,551,163**	**14,736,034**	**2,499,479**	**315,650**
Estimated Interest Earnings	4.75%	(136,474)	(114,584)	(19,435)	(2,454)
Assumed spend down (months)	2				
Rounding		312	(1,450)	(43)	1,805
NET BOND SIZE		**17,415,000**	**14,620,000**	**2,480,000**	**315,000**

Notes:
1) Project Total Estimates as confirmed by City officials on October 8, 2024.

Table 3
Allocation of Debt Service - 2024 G.O. Notes
City of Oshkosh, WI

Year	Levy - 20-year Portion				Levy - 10-year Portion			Levy - 3-year Portion			Year	Totals		
Ending	Principal	Est. Rate[1]	Interest	Total	Principal	Interest	Total	Principal	Interest	Total	Ending	Principal (6/1)	Interest	Total
2024				0			0			0	2024	0	0	0
2025	535,000	3.55%	514,553	1,049,553	215,000	76,850	291,850	100,000	8,415	108,415	2025	850,000	599,818	1,449,818
2026	530,000	3.40%	522,020	1,052,020	220,000	73,292	293,292	105,000	5,360	110,360	2026	855,000	600,672	1,455,672
2027	550,000	3.25%	504,073	1,054,073	225,000	65,895	290,895	110,000	1,788	111,788	2027	885,000	571,755	1,456,755
2028	565,000	3.27%	485,897	1,050,897	235,000	58,397	293,397				2028	800,000	544,294	1,344,294
2029	585,000	3.28%	467,066	1,052,066	240,000	50,619	290,619				2029	825,000	517,684	1,342,684
2030	605,000	3.33%	447,398	1,052,398	250,000	42,520	292,520				2030	855,000	489,918	1,344,918
2031	625,000	3.40%	426,700	1,051,700	260,000	33,938	293,938				2031	885,000	460,638	1,345,638
2032	645,000	3.45%	404,949	1,049,949	270,000	24,860	294,860				2032	915,000	429,809	1,344,809
2033	670,000	3.55%	381,930	1,051,930	275,000	15,321	290,321				2033	945,000	397,251	1,342,251
2034	695,000	3.60%	357,528	1,052,528	290,000	5,220	295,220				2034	985,000	362,748	1,347,748
2035	720,000	3.65%	331,878	1,051,878							2035	720,000	331,878	1,051,878
2036	745,000	3.70%	304,955	1,049,955							2036	745,000	304,955	1,049,955
2037	775,000	3.80%	276,448	1,051,448							2037	775,000	276,448	1,051,448
2038	805,000	3.85%	246,226	1,051,226							2038	805,000	246,226	1,051,226
2039	835,000	3.95%	214,239	1,049,239							2039	835,000	214,239	1,049,239
2040	870,000	4.00%	180,348	1,050,348							2040	870,000	180,348	1,050,348
2041	905,000	4.10%	144,395	1,049,395							2041	905,000	144,395	1,049,395
2042	945,000	4.20%	105,998	1,050,998							2042	945,000	105,998	1,050,998
2043	985,000	4.25%	65,221	1,050,221							2043	985,000	65,221	1,050,221
2044	1,030,000	4.30%	22,145	1,052,145							2044	1,030,000	22,145	1,052,145
Total	14,620,000		6,403,964	21,023,964	2,480,000	446,910	2,926,910	315,000	15,562	330,562	Total	17,415,000	6,866,437	24,281,437

Notes:

1) Estimated Rate assumes December 15, 2023 BVAL AAA scale plus 0.50%.

Table 4
Financing Plan Tax Impact
City of Oshkosh, WI

Year Ending	Existing Debt: Total Debt Payments	Net Debt Service Levy	Change From Prior Year Levy	Equalized Value (TID OUT)[1]	Tax Rate Per $1,000	Annual Taxes $250,000 Home	Proposed Debt: 2024 G.O. Notes 17,415,000 Dated: 12/18/2024 Total P&I	Debt Service Levy: Total Net Debt Service Levy	Debt Service Levy: Levy Change from Prior Year	Taxes: Total Tax Rate for Debt Service	Taxes: Annual Taxes $250,000 Home	Taxes: Annual Taxes Difference From Existing	Year Ending
2024	19,281,981	13,897,400		5,464,247,100	$2.54	$635.83	0	13,897,400		$2.54	$636	$0	2024
2025	17,761,237	13,743,496	(153,904)	6,024,732,000	$2.28	$570.29	1,449,818	15,193,314	1,295,914	$2.52	$630	$60	2025
2026	16,016,054	12,592,669	(1,150,827)	6,283,574,290	$2.00	$501.02	1,455,672	14,048,341	(1,144,973)	$2.24	$559	$58	2026
2027	14,546,147	11,691,491	(901,179)	6,553,537,296	$1.78	$446.00	1,456,755	13,148,246	(900,095)	$2.01	$502	$56	2027
2028	13,044,110	10,674,866	(1,016,625)	6,835,098,800	$1.56	$390.44	1,344,294	12,019,160	(1,129,086)	$1.76	$440	$49	2028
2029	10,700,879	9,508,688	(1,166,178)	7,128,757,111	$1.33	$333.46	1,342,684	10,851,372	(1,167,788)	$1.52	$381	$47	2029
2030	10,631,426	9,444,128	(64,559)	7,435,031,949	$1.27	$317.56	1,344,918	10,789,046	(62,325)	$1.45	$363	$45	2030
2031	9,100,485	8,171,238	(1,272,891)	7,754,465,360	$1.05	$263.44	1,345,638	9,516,875	(1,272,171)	$1.23	$307	$43	2031
2032	7,616,704	7,051,275	(1,119,963)	8,087,622,681	$0.87	$217.97	1,344,809	8,396,084	(1,120,791)	$1.04	$260	$42	2032
2033	6,517,006	5,959,081	(1,092,194)	8,435,093,536	$0.71	$176.62	1,342,251	7,301,333	(1,094,751)	$0.87	$216	$40	2033
2034	5,417,600	4,958,400	(1,000,681)	8,797,492,880	$0.56	$140.90	1,347,748	6,306,148	(995,185)	$0.72	$179	$38	2034
2035	3,989,544	3,744,194	(1,214,206)	9,175,462,092	$0.41	$102.02	1,051,878	4,796,071	(1,510,076)	$0.52	$131	$29	2035
2036	3,584,059	3,442,609	(301,584)	9,569,670,103	$0.36	$89.94	1,049,955	4,492,564	(303,507)	$0.47	$117	$27	2036
2037	3,200,647	3,205,647	(236,963)	9,980,814,586	$0.32	$80.30	1,051,448	4,257,094	(235,470)	$0.43	$107	$26	2037
2038	2,896,372	2,901,372	(304,275)	10,409,623,188	$0.28	$69.68	1,051,226	3,952,598	(304,496)	$0.38	$95	$25	2038
2039	2,705,063	2,710,063	(191,309)	10,856,854,817	$0.25	$62.40	1,049,239	3,759,301	(193,297)	$0.35	$87	$24	2039
2040	2,697,188	2,702,188	(7,875)	11,323,300,986	$0.24	$59.66	1,050,348	3,752,535	(6,766)	$0.33	$83	$23	2040
2041	2,452,856	2,457,856	(244,331)	11,809,787,217	$0.21	$52.03	1,049,395	3,507,251	(245,284)	$0.30	$74	$22	2041
2042	2,081,350	2,086,350	(371,506)	12,317,174,494	$0.17	$42.35	1,050,998	3,137,348	(369,904)	$0.25	$64	$21	2042
2043	484,500	489,500	(1,596,850)	12,846,360,797	$0.04	$9.53	1,050,221	1,539,721	(1,597,626)	$0.12	$30	$20	2043
2044	0	0	(489,500)	13,398,282,683	$0.00	$0.00	1,052,145	1,052,145	(487,576)	$0.08	$20	$20	2044
2045	0	0	0	13,973,916,948	$0.00	$0.00	0	0	(1,052,145)	$0.00	$0	$0	2045
Total	154,725,208	131,432,510					24,281,437					$717	Total

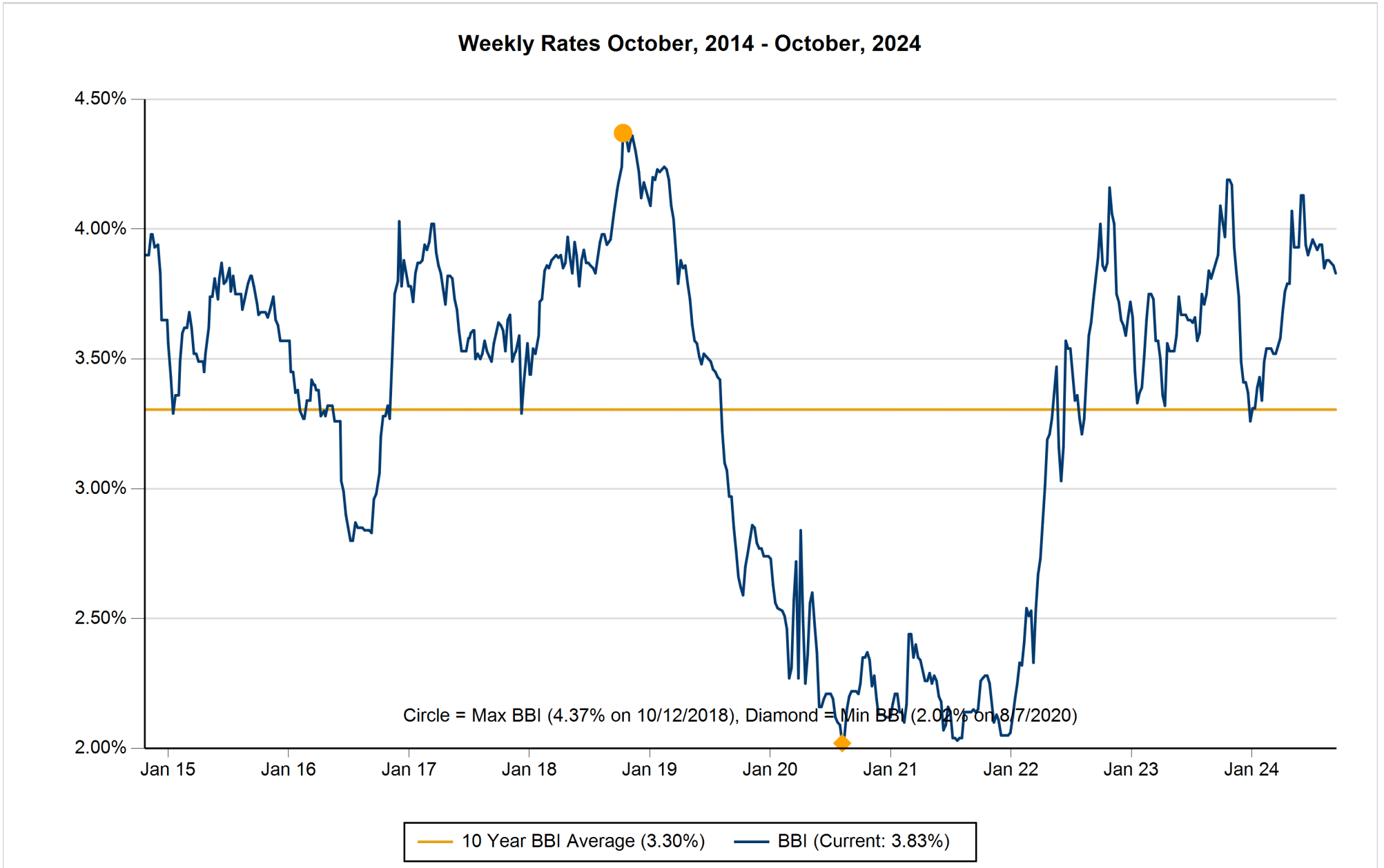
Notes:
1) Projected TID IN EV based on 6-year average at 4.30% annual growth.

Table 5
General Obligation Debt Capacity Analysis - Impact of Financing Plan
City of Oshkosh, WI

Existing Debt					Proposed Debt				
Year Ending	Projected Equalized Value (TID IN)[1]	Debt Limit	Existing Principal Outstanding	% of Limit	2024 G.O. Notes	Combined Principal Existing & Proposed	% of Limit	Residual Capacity	Year Ending
2023	5,812,158,000	290,607,900	125,567,192	**43%**		$125,567,192	**43%**	$165,040,708	2023
2024	6,326,396,700	316,319,835	110,743,109	**35%**	17,415,000	$128,158,109	**41%**	$188,161,726	2024
2025	6,600,577,325	330,028,866	96,860,149	**29%**	16,565,000	$113,425,149	**34%**	$216,603,717	2025
2026	6,886,640,703	344,332,035	84,320,000	**24%**	15,710,000	$100,030,000	**29%**	$244,302,035	2026
2027	7,185,101,824	359,255,091	72,855,000	**20%**	14,825,000	$87,680,000	**24%**	$271,575,091	2027
2028	7,496,497,994	374,824,900	62,280,000	**17%**	14,025,000	$76,305,000	**20%**	$298,519,900	2028
2029	7,821,389,809	391,069,490	53,695,000	**14%**	13,200,000	$66,895,000	**17%**	$324,174,490	2029
2030	8,160,362,156	408,018,108	44,895,000	**11%**	12,345,000	$57,240,000	**14%**	$350,778,108	2030
2031	8,514,025,276	425,701,264	37,345,000	**9%**	11,460,000	$48,805,000	**11%**	$376,896,264	2031
2032	8,883,015,853	444,150,793	31,025,000	**7%**	10,545,000	$41,570,000	**9%**	$402,580,793	2032
2033	9,267,998,166	463,399,908	25,575,000	**6%**	9,600,000	$35,175,000	**8%**	$428,224,908	2033
2034	9,669,665,283	483,483,264	21,030,000	**4%**	8,615,000	$29,645,000	**6%**	$453,838,264	2034
2035	10,088,740,310	504,437,016	17,770,000	**4%**	7,895,000	$25,665,000	**5%**	$478,772,016	2035
2036	10,525,977,690	526,298,885	14,805,000	**3%**	7,150,000	$21,955,000	**4%**	$504,343,885	2036
2037	10,982,164,565	549,108,228	12,120,000	**2%**	6,375,000	$18,495,000	**3%**	$530,613,228	2037
2038	11,458,122,188	572,906,109	9,640,000	**2%**	5,570,000	$15,210,000	**3%**	$557,696,109	2038
2039	11,954,707,409	597,735,370	7,260,000	**1%**	4,735,000	$11,995,000	**2%**	$585,740,370	2039
2040	12,472,814,208	623,640,710	4,800,000	**1%**	3,865,000	$8,665,000	**1%**	$614,975,710	2040
2041	13,013,375,312	650,668,766	2,495,000	**0%**	2,960,000	$5,455,000	**1%**	$645,213,766	2041
2042	13,577,363,873	678,868,194	475,000	**0%**	2,015,000	$2,490,000	**0%**	$676,378,194	2042
2043	14,165,795,216	708,289,761	0	**0%**	1,030,000	$1,030,000	**0%**	$707,259,761	2043
2044	14,779,728,671	738,986,434		**0%**	0	$0	**0%**	$738,986,434	2044

Notes:
1) Projected TID IN EV based on 6-year average at 4.33% annual growth.

10 YEAR TREND IN MUNICIPAL BOND INDICES



The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

Source: The Bond Buyer

EHLERS
PUBLIC FINANCE ADVISORS

TO:	Honorable Mayor and Members of the Common Council
FROM:	Julie Calmes, Finance Director
DATE:	November 12, 2024
SUBJECT:	Res 24-588 Approve Resolution authorizing the issuance of not to exceed $5,775,000 aggregate principal amount of Water System Revenue Bonds of the City of Oshkosh, Winnebago County, Wisconsin, for the purpose of completing certain capital projects related to the City's waterworks system, prescribing details of said bonds and the form of bond, providing for the payment of said bonds and the covenants with respect thereto, authorizing the award of said bonds to the best bidder therefor and related matters.

BACKGROUND

In order to borrow money through the bonding process, the City Council is requested to consider this resolution. This resolution authorizes staff to proceed with the preparation and documentation needed to sell the bonds and receive the proceeds. The sale of the bonds and notes will occur at least 30 days after the initial resolution is authorized.

As is normal practice, the bonds and notes as outlined above will be offered to the public through competitive sales estimated to occur on December 4, 2024. If all the parameters in the Pre-Sale Report are met, the City Manager and Finance Director are authorized to complete the sales and the terms will be finalized.

We are separating the Utility borrowing from the General Obligation borrowing to match the obligations with the funds that benefit from the borrowing. This also helps manage the City's debt burden in recognition of the regulatory limit of 5% of Equalized Value for General Obligation Debt, and to reserve general obligation borrowing capacity for future needs.

ANALYSIS

While market conditions and specific bidders dictate what the interest rates are, the interest rate in the parameter cannot exceed 4.50% for the General Obligation Promissory Notes (2024A). The interest rate in the parameter cannot exceed 4.75% for both the Water System Revenue Bonds (2024B) and the Sewer System Revenue Bonds (2024C).

FISCAL IMPACT

The $17,415,000 of General Obligation Promissory Notes will be paid off over twenty years. The Water System Revenue Bonds of $5,775,000 and the Sewer System Revenue Bonds of $4,330,000 will be paid off over twenty years. All issues will be added to the City's outstanding debt obligations.

RECOMMENDATION

Staff recommends adoption of the resolutions noted above.

Attachments

Res 24-588
Pre-Sale Report 2024B

RESOLUTION NO. 24-588

A RESOLUTION authorizing the issuance of not to exceed $5,775,000 aggregate principal amount of Water System Revenue Bonds of the City of Oshkosh, Winnebago County, Wisconsin, for the purpose of completing certain capital projects related to the City's waterworks system, prescribing details of said bonds and the form of bond, providing for the payment of said bonds and the covenants with respect thereto, authorizing the award of said bonds to the best bidder therefor and related matters.

WHEREAS, the City of Oshkosh, Winnebago County, Wisconsin (the *"City"*), is a duly organized and existing municipality incorporated and existing under the provisions of the laws of the State of Wisconsin (the *"State"*); and

WHEREAS, the City owns and operates a municipal waterworks system referred to herein as the System (as defined and described in Section 1 hereof); and

WHEREAS, the City previously determined that the City shall construct additions, improvements, extensions, renewals or replacements to the System (the *"Project"*); and

WHEREAS, it has been determined previously that the Project is necessary and in the best interest of the City; and

WHEREAS, under the provisions of Chapter 66 of the *Wisconsin Statutes*, as supplemented and amended (the *"Statute"*), any municipality, such as the City, may, by action of its governing body, provide for constructing, extending, adding to and improving a public utility, such as the System, from the proceeds of obligations payable from the net income and revenues derived from the operation of said utility; and

WHEREAS, in connection with the issuance of the City's Water Revenue Bonds, Series 1992, dated May 1, 1992 (the *"Series 1992 Bonds"*), which bonds are no longer outstanding, the Common Council of the City (the *"Common Council"*) duly adopted, on April 16, 1992, Resolution Number 92-195 (the *"1992 Resolution"*), authorizing the issuance of the Series 1992 Bonds and providing, pursuant to Sections 12, 13, 14, 15, 16, 17, 18, 21 and 24 thereof (the *"Original Prior Senior Revenue Bonds Provisions"*), among other things, for (i) the creation of the funds and accounts to properly allocate the revenues of the System and secure the payment of the principal of and interest on the Series 1992 Bonds, (ii) the application of the revenues of the System among such accounts and funds, (iii) covenants of the City regarding the operation of the System for the benefit of the holders of the Series 1992 Bonds, (iv) the issuance of bonds on a parity with the Series 1992 Bonds, (v) the equality of lien of bonds issued payable from the revenues of the System, (vi) limitations on the modification of the 1992 Resolution, (vii) the remedies of the holders of the Series 1992 Bonds, and (viii) authorizing the defeasance of the Series 1992 Bonds; and

WHEREAS, in connection with the issuance of the City's Refunding Water Revenue Bonds, Series 1996, dated January 1, 1996, which bonds are no longer outstanding, the Common Council duly adopted, on December 19, 1995, Resolution Number 95-444 (the *"1995 Resolution"*), which, among other things, modified the Original Prior Senior Revenue Bonds Provisions with respect to the definition of *"Minimum Debt Service Reserve Requirement"* (the Original Prior Senior Revenue Bonds Provisions as modified by the 1995 Resolution being referred to herein as the *"Prior Senior Revenue Bond Provisions"*); and

WHEREAS, the City has heretofore issued and has outstanding its Water System Revenue Bonds, Series 2012F, dated November 15, 2012 (the *"Series 2012F Bonds"*), Water System Revenue Bonds, Series 2013E, dated December 11, 2013 (the *"Series 2013E Bonds"*), Water System Revenue Bonds, Series 2014E, dated November 19, 2014 (the *"Series 2014E Bonds"*), Water System Revenue Bonds, Series 2015E, dated September 15, 2015 (the *"Series 2015E Bonds"*), Water System Revenue Refunding Bonds, Series 2016F, dated July 20, 2016 (the *"Series 2016F Bonds"*), Water System Revenue Refunding Bonds, Series 2016G, dated October 6, 2016 (the *"Series 2016G Bonds"*), Water System Revenue Bonds, Series 2017C, dated July 6, 2017 (the *"Series 2017C Bonds"*), Water System Revenue Bonds, Series 2019D, dated July 16, 2019 (the *"Series 2019D Bonds")*, Water System Revenue Bonds, Series 2020D, dated July 16, 2020 (the *"Series 2020D Bonds"*), Water System Revenue Bonds, Series 2021D, dated July 14, 2021 (the *"Series 2021D Bonds"*), Water System Revenue Refunding Bonds, Series 2021G, dated November 18, 2021 (the *"Series 2021G Bonds"*), and Water System Revenue Bonds, Series 2022D, dated July 21, 2022 (the *"Series 2022D Bonds"*), and Water System Revenue Bonds, Series 202__, dated June 22, 2023 (the *"Series 202__ Bonds"* and, together with the Series 2013E Bonds, the Series 2014E Bonds, the Series 2015E Bonds, the Series 2016F Bonds, the Series 2016G Bonds, the Series 2017C Bonds, the Series 2019D Bonds, the Series 2020D Bonds, the Series 2021D Bonds, and the Series 2022D Bonds, the *"Prior Senior Revenue Bonds"*); and

WHEREAS, the Prior Senior Revenue Bonds (i) were issued pursuant to resolutions duly adopted by the Common Council on the dates, (ii) were originally issued in the amounts, and (iii) are currently outstanding in the amounts as follows:

SERIES	RESOLUTION NO.	DATE OF ADOPTION	ORIGINAL AMOUNT	CURRENTLY OUTSTANDING AMOUNT
Series 2013E Bonds	13-478[(1)]	October 22, 2013	$ 3,785,000	$1,435,000
Series 2014E Bonds	14-477[(2)]	October 28, 2014	3,795,000	1,315,000
Series 2015E Bonds	15-401[(3)]	August 25, 2015	6,660,000	4,235,000
Series 2016F Bonds	16-321[(4)]	June 28, 2016	6,835,000	4,475,000
Series 2016G Bonds	16-453[(5)]	September 13, 2016	11,690,000	3,595,000
Series 2017C Bonds	17-298[(6)]	June 13, 2017	8,880,000	6,005,000
Series 2019D Bonds	19-354[(7)]	June 25, 2019	8,220,000	5,675,000
Series 2020D Bonds	20-269[(8)]	June 23, 2020	5,525,000	4,690,000
Series 2021D Bonds	21-331[(9)]	June 22, 2021	5,605,000	4,950,000
Series 2021G Bonds	21-493[(10)]	September 28, 2021	2,755,000	2,270,000
Series 2022D Bonds	22-273[(11)]	June 28, 2022	8,315,000	7,770,000
Series 2023C Bonds	23-362[(12)]	May 23, 2023	6,935,000	6,735,000

(1) Such resolution, as supplemented by Resolution No. 13-478 adopted by the Common Council on October 22, 2013, providing for the issuance of the Series 2013E Bonds being referred to herein as the *"2013E Resolution"*.
(2) Such resolution providing for the issuance of the Series 2014E Bonds being referred to herein as the *"2014E Resolution"*.
(3) Such resolution providing for the issuance of the Series 2015E Bonds being referred to herein as the *"2015E Resolution"*.
(4) Such resolution providing for the issuance of the Series 2016F Bonds being referred to herein as the *"2016F Resolution"*.
(5) Such resolution, as supplemented by Resolution No. 16-453 adopted by the Common Council on September 13, 2016, providing for the issuance of the Series 2016G Bonds being referred to herein as the *"2016G Resolution"*.
(6) Such resolution providing for the issuance of the Series 2017C Bonds being referred to herein as the *"2017C Resolution"*.
(7) Such resolution providing for the issuance of the Series 2019D Bonds being referred to herein as the *"2019D Resolution"*.
(8) Such resolution providing for the issuance of the Series 2020D Bonds being referred to herein as the *"2020D Resolution"*.
(9) Such resolution providing for the issuance of the Series 2021D Bonds being referred to herein as the *"2021D Resolution"*.
(10) Such resolution, as supplemented by a notification of sale, providing for the issuance of the Series 2021G Bonds being referred to herein as the *"2021G Resolution"*.
(11) Such resolution, as supplemented by a notification of sale, providing for the issuance of the Series 2022D Bonds being referred to herein as the *"2022D Resolution"*.
(12) Such resolution, as supplemented by a notification of sale, providing for the issuance of the Series 2023C Bonds being referred to herein as the *"2023C Resolution"* and, together with the 2013E Resolution, the 2014E Resolution, the 2015E Resolution, the 2016F Resolution, the 2016G Resolution, the 2017C Resolution, the 2019D Resolution, the 2020D Resolution, the 2021D Resolution, the 2021G Resolution, and the 2022D Resolution, the *"Prior Senior Revenue Bond Resolutions"*.

WHEREAS, the Prior Senior Revenue Bond Provisions were incorporated and made a part of each of the Prior Senior Revenue Bond Resolutions with respect to each series of the Prior Senior Revenue Bonds issued pursuant thereto; and

WHEREAS, the Prior Senior Revenue Bond Provisions authorize the issuance of additional bonds on parity with the Prior Senior Revenue Bonds upon compliance with certain provisions set forth therein; and

WHEREAS, other than the Prior Senior Revenue Bonds, no other bonds or obligations are outstanding payable on a parity with the Prior Senior Revenue Bonds or with a lien senior to the lien of the Prior Senior Revenue Bonds from the revenues of the System; and

WHEREAS, the City has heretofore issued and has outstanding its Water System Revenue Bonds, Series 2008, dated December 10, 2008 (the *"Junior Lien Revenue Bonds"*); and

WHEREAS, the 2008 Junior Lien Revenue Bonds were issued pursuant to Resolution No. 98-434 adopted by the Common Council on November 25, 2008 (the *"Junior Lien Revenue Bond Resolution"*), were originally outstanding in the amount of $7,287,777 and are currently outstanding in the amount of $1,819,074; and

WHEREAS, the Junior Lien Revenue Bond Resolution authorizes the issuance of bonds payable from the revenues of the System superior to the lien on the Junior Lien Revenue Bonds upon compliance with the provisions of Section 11(b) of the Junior Lien Revenue Bond Resolution (the *"Junior Lien Additional Bond Provisions"*); and

WHEREAS, it is now necessary and desirable to finance the costs of the Project through the issuance of additional bonds on parity with the Prior Senior Revenue Bonds and senior to the Junior Lien Revenue Bonds with respect to the revenues of the System; and

WHEREAS, all conditions required by the Prior Senior Revenue Bond Provisions and the Junior Lien Additional Bond Provisions for the issuance of an additional series of bonds on parity with the Prior Senior Revenue Bonds and senior to the Junior Lien Revenue Bonds have been complied with, or will have been complied with prior to the issuance of the revenue bonds herein authorized; and

WHEREAS, for the purpose of financing the costs of the Project and paying the costs of issuance thereof and a deposit to the Reserve Account (as defined in the 1992 Resolution, as modified by the 1995 Resolution), it is now considered desirable to authorize and sell Water System Revenue Bonds of the City (the *"Bonds"*), payable solely from revenues to be derived from the operation of the System, which Bonds are to be authorized and issued pursuant to the provisions of Section 66.0621 of the *Wisconsin Statutes*, as supplemented and amended, on a parity with the Prior Senior Revenue Bonds:

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh, Winnebago County, Wisconsin, as follows:

Section 1. Incorporation of Preambles; Definitions. The Common Council hereby find that all of the recitals contained in the preambles to this Resolution are full, true and correct and do incorporate them into this Resolution by this reference.

In addition to those terms defined in the preambles hereto, the following terms shall have the following meanings in this Resolution unless the text expressly or by necessary implication requires otherwise:

> *"Current Expenses"* shall mean the reasonable and necessary cost of operating, maintaining, administering and repairing the System, including water at wholesale, salaries, wages, cost of materials and supplies, insurance and audits, but shall exclude depreciation, debt service, tax equivalents, replacements and capital expenditures;

"Designated Representatives" shall mean the City Manager and the Finance Director of the City.

"Fiscal Year" shall mean the twelve (12) month period beginning on January l of each year and ending on December 31 of the same year;

"Net Revenues" shall mean gross earnings of the System after the deduction of Current Expenses;

"Parity Bonds" shall mean bonds payable from the revenues of the System, other than the Bonds and the Prior Senior Revenue Bonds, issued on a parity and equality with the Bonds and the Prior Senior Revenue Bonds, pursuant to the restrictive provisions of the Prior Senior Revenue Bond Provisions;

"Resolution" shall mean this Resolution as adopted by the Common Council of the City, as supplemented by the Bond Notification;

"System" shall mean the entire waterworks system of the City, including all waterworks property of every nature now or hereafter owned by the City, including all improvements and extensions thereto made by the City while any of the Bonds, the Prior Senior Revenue Bonds and the Parity Bonds remain outstanding, including all real and personal property of every nature comprising part of or used or useful in connection with such waterworks system and including all appurtenances, contracts, leases, franchises and other intangibles.

Section 2. Authorization, Purpose and Terms of Bonds. The issuance of not to exceed $5,775,000 aggregate principal amount of the Bonds is hereby authorized for the purpose of financing the costs of the Project and the costs of issuance thereof, as set out in the preambles to this Resolution.

For the purpose of financing the costs of the Projects, there shall be issued the Bonds of the City in an aggregate principal amount not to exceed $5,775,000. The Bonds, if issued, shall be designated "Water System Revenue Bonds, Series 202__" with such other series designations and descriptions as shall be necessary to identify the Bonds as set forth in the Bond Notification (as hereinafter defined). The Bonds may be issued in one or more series, shall be dated the date of the issuance thereof as set forth in the Bond Notification, and shall also bear the date of authentication by the bond registrar and paying agent (the same being the City Treasurer of the City, the Purchaser, or a bank or trust company authorized to do business in the State as set forth in the Bond Notification) (the *"Registrar"*), shall be in fully registered form, shall be of $5,000 denominations each or any integral multiple thereof (but no single Bond shall represent installments of principal maturing on more than one date), or such other denominations as set forth in the Bond Notification; and shall be lettered R and numbered consecutively starting with the number one. The Bonds shall become due and payable serially or be subject to mandatory redemption (subject to option of prior redemption as hereinafter set forth) on January 1 of each of the years (not later than 2044), in the amounts and bearing interest at the rates per annum as set forth in the Bond Notification, provided, however, that (i) the maximum annual debt service

due on the Bonds in any year may not exceed $650,000, and (ii) the true interest cost of the Bonds may not exceed 4.75%. Any series of the Bonds may be issued as taxable bonds, such that the interest thereon shall be includible in gross income of the owners thereof for federal income tax purposes (the *"Taxable Bonds"*) or as tax-exempt bonds, such that the interest thereon shall be excludable from gross income of the owners thereof for federal income tax purposes (the *"Tax-Exempt Bonds"*), if so authorized under the Internal Revenue Code of 1986, as amended (the *"Code"*), all as set forth in the Bond Notification for such series of the Bonds.

Section 3. Interest; Payment Provisions. The Bonds shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, at the rates set out above, such interest (computed upon the basis of a 360-day year consisting of twelve 30-day months) being payable on the first days of January and July of each year, commencing on the date set forth in the Bond Notification. Interest on each Bond shall be paid by check or draft of the Registrar to the person in whose name such Bond is registered at the close of business on the fifteenth day of the calendar month immediately preceding the applicable interest payment date. The principal of each Bond shall be payable in lawful money of the United States of America upon presentation and surrender of such Bond at the designated office of the Registrar.

Section 4. Execution; Authentication. The Bonds shall be executed on behalf of the City with the manual or facsimile signature of the City Manager of the City and with the manual or facsimile signature of the City Clerk of the City, and sealed with the official seal of the City or a printed facsimile of said seal. In case any officer whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. The Bonds may be prepared in printed or typewritten form.

All Bonds shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Registrar as authenticating agent of the City and showing the date of authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Resolution unless and until such certificate of authentication shall have been duly executed by the Registrar by manual signature, and such certificate of authentication upon any such Bond shall be conclusive evidence that such Bond has been authenticated and delivered under this Resolution. The certificate of authentication on any Bond shall be deemed to have been executed by the Registrar if signed by an authorized officer of the Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Bonds issued under this Resolution.

Section 5. Registration of Bonds; Persons Treated as Owners. (a) The City shall cause books (the *"Bond Register"*) for the registration and for the transfer of the Bonds as provided in this Resolution to be kept at the designated office of the Registrar, which is hereby constituted and appointed the registrar of the City with respect to the Bonds herein authorized. The City is authorized to prepare, and the Registrar shall keep custody of, multiple Bond blanks executed by the City for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the principal corporate trust office of the Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the City shall execute and the Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be exchanged at said office of the Registrar for a like aggregate principal amount of Bond or Bonds of the same maturity of other authorized denominations. The execution by the City of any fully registered Bond shall constitute full and due authorization of such Bond and the Registrar shall thereby be authorized to authenticate, date and deliver such Bond, *provided, however,* the principal amount of outstanding Bonds of each maturity authenticated by the Registrar shall not exceed the authorized principal amount of Bonds for such maturity less previous retirements.

The Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending at the opening of business on such interest payment date, nor to transfer or exchange any Bond after notice calling such Bond for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Bonds.

The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Bond shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Bonds, but the City or the Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Bonds except in the case of the issuance of a Bond or Bonds for the unredeemed portion of a Bond surrendered for redemption.

(b) *Global Book-Entry System.* The Bonds shall be initially issued in the form of a separate single fully registered Bond for each of the maturities of the Bonds determined as described in Section 2 hereof. Unless otherwise requested by any Purchaser, upon initial issuance, the ownership of each such Bond shall be registered in the Bond Register in the name of Cede & Co., or any successor thereto (*"Cede"*), as nominee of The Depository Trust Company, New York, New York, and its successors and assigns (*"DTC"*). All of the outstanding Bonds shall be registered in the Bond Register in the name of Cede, as nominee of DTC, except as hereinafter provided. The Mayor, the City Manager, the Treasurer, the Director of Finance and any other business official of the City and the Registrar are each authorized to execute and deliver, on behalf of the City, such letters to or agreements with DTC as shall be necessary to effectuate such book-entry system (any such letter or agreement being referred to herein as the *"Representation Letter"*), which Representation Letter may provide for the payment of principal of or interest on the Bonds by wire transfer.

With respect to Bonds registered in the Bond Register in the name of Cede, as nominee of DTC, the City and the Registrar shall have no responsibility or obligation to any broker-dealer, bank or other financial institution for which DTC holds Bonds from time to time as securities depository (each such broker-dealer, bank or other financial institution being referred to herein as a *"DTC Participant"*) or to any person on behalf of whom such a DTC Participant holds an interest in the Bonds. Without limiting the immediately preceding sentence, the City and the Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede or any DTC Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any amount with respect to the principal of or interest on the Bonds. The City and the Registrar may treat and consider the person in whose name each Bond is registered in the Bond Register as the holder and absolute owner of such Bond for the purpose of payment of principal and interest with respect to such Bond, for the purpose of giving notices of redemption and other matters with respect to such Bond, for the purpose of registering transfers with respect to such Bond, and for all other purposes whatsoever. The Registrar shall pay all principal of and interest on the Bonds only to or upon the order of the respective registered owners of the Bonds, as shown in the Bond Register, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the City's obligations with respect to payment of the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of a Bond as shown in the Bond Register, shall receive a Bond evidencing the obligation of the City to make payments of principal and interest with respect to any Bond. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede, and subject to the provisions in Section 3 hereof with respect to the payment of interest to the registered owners of Bonds at the close of business on the 15th day of the month next preceding the applicable interest payment date, the name "Cede" in this resolution shall refer to such new nominee of DTC.

In the event that (i) the City determines that DTC is incapable of discharging its responsibilities described herein and in the Representation Letter, (ii) the agreement among the City, the Registrar and DTC evidenced by the Representation Letter shall be terminated for any reason or (iii) the City determines that it is in the best interests of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, the City shall notify DTC and DTC Participants of the availability through DTC of certificated Bonds and the Bonds shall no longer be restricted to being registered in the Bond Register in the name of Cede, as nominee of DTC. At that time, the City may determine that the Bonds shall be registered in the name of and deposited with such other depository operating a universal book-entry system, as may be acceptable to the City, or such depository's agent or designee, and if the City does not select such alternate universal book-entry system, then the Bonds may be registered in whatever name or names registered owners of Bonds transferring or exchanging Bonds shall designate, in accordance with the provisions of Section 5(a) hereof.

Notwithstanding any other provisions of this resolution to the contrary, so long as any Bond is registered in the name of Cede, as nominee of DTC, all payments with respect to

principal of and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, in the name provided in the Representation Letter.

Section 6. Redemption. (a) *Optional Redemption.* All or a portion of the Bonds of any series, if any, due on and after the date, if any, specified in the Bond Notification shall be subject to redemption prior to maturity at the option of the City from any available funds, as a whole or in part, and if in part in integral multiples of $5,000 in any order of their maturity as determined by the City (less than all of the Bonds of a single maturity to be selected by the Registrar), on the date specified in the Bond Notification, if any, and on any date thereafter, at the redemption price of par plus accrued interest to the date fixed for redemption.

(b) *Mandatory Redemption.* The Bonds maturing on the date or dates, if any, indicated in the Bond Notification for any series of the Bonds are subject to mandatory redemption, in integral multiples of $5,000 selected by lot by the Registrar, at a redemption price of par plus accrued interest to the redemption date for the Bonds, on January 1 of the years, if any, and in the principal amounts, if any, as indicated in such Bond Notification.

The principal amounts of Bonds to be mandatorily redeemed in each year may be reduced through the earlier optional redemption thereof, with any partial optional redemptions of such Bonds credited against future mandatory redemption requirements in such order of the mandatory redemption dates as the City may determine. In addition, on or prior to the 60th day preceding any mandatory redemption date, the Registrar may, and if directed by the Common Council shall, purchase Bonds required to be retired on such mandatory redemption date. Any such Bonds so purchased shall be cancelled and the principal amount thereof shall be credited against the mandatory redemption required on such next mandatory redemption date.

(c) *General.* The Bonds shall be redeemed only in the principal amount of $5,000 and integral multiples thereof. The City shall, at least forty-five (45) days prior to any optional redemption date (unless a shorter time period shall be satisfactory to the Registrar) notify the Registrar of such redemption date and of the principal amount and maturity or maturities of Bonds to be redeemed. For purposes of any redemption of less than all of the outstanding Bonds of a single maturity, the particular Bonds or portions of Bonds to be redeemed shall be selected by lot by the Registrar from the Bonds of such maturity by such method of lottery as the Registrar shall deem fair and appropriate; *provided* that such lottery shall provide for the selection for redemption of Bonds or portions thereof so that any $5,000 Bond or $5,000 portion of a Bond shall be as likely to be called for redemption as any other such $5,000 Bond or $5,000 portion. The Registrar shall make such selection upon the earlier of the irrevocable deposit of funds with an escrow agent sufficient to pay the redemption price of the Bonds to be redeemed or the time of the giving of official notice of redemption.

The Registrar shall promptly notify the City in writing of the Bonds or portions of Bonds selected for redemption and, in the case of any Bond selected for partial redemption, the principal amount thereof to be redeemed.

Section 7. Redemption Procedure. Unless waived by any holder of Bonds to be redeemed, notice of the call for any such redemption shall be given by the Registrar on behalf of

the City by mailing the redemption notice by first class mail at least thirty (30) days and not more than sixty (60) days prior to the date fixed for redemption to the registered owner of the Bond or Bonds to be redeemed at the address shown on the Bond Register or at such other address as is furnished in writing by such registered owner to the Registrar.

All notices of redemption shall state:

(1) the date fixed for redemption,

(2) the redemption price,

(3) if less than all outstanding Bonds are to be redeemed, the identification, including CUSIP numbers (and, in the case of any partial redemption, the respective principal amounts) of the Bonds to be redeemed,

(4) that on the date fixed for redemption the redemption price will become due and payable upon each such Bond or portion thereof called for redemption, and that interest thereon shall cease to accrue from and after said date, and

(5) the place where such Bonds are to be surrendered for payment of the redemption price, which place of payment shall be the designated office of the Registrar.

Unless moneys sufficient to pay the redemption price of the Bonds to be redeemed at the option of the City shall have been received by the Registrar prior to the giving of such notice of redemption, such notice may, at the option of the City, state that said redemption shall be conditional upon the receipt of such moneys by the Registrar on or prior to the date fixed for redemption. If such moneys are not received, such notice shall be of no force and effect, the City shall not redeem such Bonds, and the Registrar shall give notice, in the same manner in which the notice of redemption shall have been given, that such moneys were not so received and that such Bonds will not be redeemed. Otherwise, prior to any redemption date, the City shall deposit with the Registrar an amount of money sufficient to pay the redemption price of all the Bonds or portions of Bonds which are to be redeemed on that date.

Subject to the provisions for a conditional redemption described above, notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the City shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon surrender of such Bonds for redemption in accordance with said notice, such Bonds shall be paid by the Registrar at the redemption price. Installments of interest due on or prior to the redemption date shall be payable as herein provided for payment of interest. Upon surrender for any partial redemption of any Bond, there shall be prepared for the registered holder a new Bond or Bonds of the same maturity in the amount of the unpaid principal.

If any Bond or portion of Bond called for redemption shall not be so paid upon surrender thereof for redemption, the principal shall, until paid, bear interest from the redemption date at

the rate borne by the Bond or portion of Bond so called for redemption. All Bonds which have been redeemed shall be cancelled and destroyed by the Registrar and shall not be reissued.

Section 8. Payable Solely from Net Revenues. The Bonds, the Prior Senior Revenue Bonds and any Parity Bonds, together with premium (if any) and interest thereon, shall be payable only out of the Water Utility Special Redemption Fund as hereinafter provided, and shall be a valid claim of the owners thereof only against the Water Utility Special Redemption Fund and from the Net Revenues pledged to such fund, and on a parity with the Prior Senior Revenue Bonds; and sufficient revenues are hereby pledged to the Water Utility Special Redemption Fund, and shall be used for no purpose other than to pay the principal of, premium (if any) and interest on the Bonds, the Prior Senior Revenue Bonds and any Parity Bonds as the same fall due.

Section 9. Form of Bonds. The Bonds, the certificate of authentication to be endorsed thereon and the form of assignment to be endorsed thereon are all to be in substantially the following forms with necessary and appropriate variations, omissions and insertions as permitted or required by this Resolution:

[FORM OF BOND]

UNITED STATES OF AMERICA

STATE OF WISCONSIN

COUNTY OF WINNEBAGO

CITY OF OSHKOSH

WATER SYSTEM REVENUE BOND, SERIES 202__

NO._____ $_____

RATE OF INTEREST	MATURITY DATE	DATED DATE	CUSIP NUMBER
_____%	January 1, 20__	_____	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT:

KNOW ALL MEN BY THESE PRESENTS: That the City of Oshkosh, in the County of Winnebago and the State of Wisconsin (the *"City"*), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner hereinabove identified, or registered assigns as hereinafter provided, on the Maturity Date hereinabove identified, solely from the revenues hereinafter specified, the Principal Amount hereinabove identified and from the same source to pay interest (computed on the basis of a 360-day year consisting of twelve 30-day months) on such Principal Amount from the date of this Bond or from the most recent interest payment date to which interest has been paid at the Rate of Interest per annum hereinabove identified on January 1 and July 1 of each year, commencing on _____, until said Principal Amount is paid, except as the provisions hereinafter set forth with respect to redemption prior to maturity may be and become applicable to this Bond.

The principal of this Bond is payable in lawful money of the United States of America only upon presentation and surrender of this Bond at the designated office of the _____, as registrar and paying agent, or any successor thereto (the *"Registrar"*). Payment of each installment of interest shall be made to the Registered Owner hereof who shall appear on the registration books of the City maintained by the Registrar at the close of business on the fifteenth day of the calendar month next preceding the applicable interest payment date, and shall be paid by check or draft of the Registrar mailed to such Registered Owner at his address as it appears on such registration books or at such other address as may be furnished in writing by such Registered Owner to the Registrar.

This Bond is one of an authorized issue of Water System Revenue Bonds, Series 202__, of like date, aggregating the principal amount of $_____ (the *"Bonds"*) and issued to pay the cost of financing additions to, extensions of and improvements to the waterworks system of the City, pursuant to Article XI, Section 3 of the Wisconsin Constitution and Section 66.0621, *Wisconsin Statutes*, as supplemented and amended, and a resolution adopted by the Common Council of the City (the *"Common Council"*) on November 12, 2024 (as supplemented by a notification of sale, the *"Bond Resolution"*), and is payable, together with the Prior Senior Revenue Bonds (as defined in the Bond Resolution), only from the net income and revenues to be derived from the operation of said waterworks system of the City, which net income and revenues have been set aside as a special fund for that purpose and identified as the "Water Utility Special Redemption Fund." This Bond is issued pursuant to resolutions adopted by the Common Council on April 16, 1992 and December 19, 1995, the Bond Resolution, and the Prior Senior Revenue Bond Resolutions (as defined in the Bond Resolution), and does not constitute an indebtedness of the City within the meaning of any constitutional or statutory limitation or provision. Reference is hereby made to said resolutions for a more complete statement of the revenues from which and conditions under which this Bond is payable, a statement of the conditions on which obligations may hereafter be issued on a parity with this Bond, and the general covenants and provisions pursuant to which this Bond has been issued.

[Optional and Mandatory Redemption Provisions to be inserted as applicable].

Notice of any intended redemption shall be sent by first class mail, postage prepaid, not less than thirty (30) days nor more than sixty (60) days prior to the date fixed for redemption to the registered owner of each Bond to be redeemed (in whole or in part) at the address shown on the registration books of the City maintained by the Registrar or at such other address as is furnished in writing by such registered owner to the Registrar. Such notice of optional redemption may be conditional as provided in the Bond Resolution. When so called for redemption, this Bond, or the portion thereof being so called for redemption, will cease to bear interest on the specified redemption date, provided funds for redemption are on deposit at the place of payment at that time, and shall not be deemed to be outstanding.

This Bond is transferable by the Registered Owner hereof in person or by his attorney duly authorized in writing at the designated office of the Registrar, but only in the manner, subject to the limitations and upon payment of the charges provided in the authorizing resolution, and upon surrender and cancellation of this Bond. Upon such transfer a new Bond or Bonds of authorized denominations of the same maturity and interest rate and for the same aggregate principal amount will be issued to the transferee in exchange for this Bond.

The Bonds are issuable in fully registered form in the denomination of $5,000 each or integral multiples thereof. This Bond may be exchanged at the designated office of the Registrar for a like aggregate principal amount of Bonds of the same maturity and interest rate of other authorized denominations, upon the terms set forth in the authorizing resolution.

The City and the Registrar may deem and treat the Registered Owner as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof,

premium, if any, hereon and interest due hereon and for all other purposes and neither the City nor the Registrar shall be affected by any notice to the contrary.

It is hereby certified, recited and declared that all acts, conditions and things required to be done, exist, happen and be performed precedent to and in the issuance of this Bond have been done, have existed, have happened and have been performed in due time, form and manner as required by the Constitution and the laws of the State of Wisconsin, and that sufficient of the net income and revenues to be received by the City from the operation of the waterworks system owned and operated by the City has been pledged to and will be set aside into a special fund for the payment of the principal of and interest on this Bond.

This Bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Registrar.

IN WITNESS WHEREOF the City of Oshkosh, Winnebago County, Wisconsin, by its Common Council, has caused this Bond to be executed with the duly authorized manual or facsimile signature of its City Manager and with the duly authorized manual or facsimile signature of its City Clerk and its official seal or a facsimile thereof to be impressed or reproduced hereon, as of the Dated Date hereinabove identified.

_____ _____

City Clerk City Manager

[SEAL]

CERTIFICATE OF AUTHENTICATION

This Bond is one of the Bonds described in the within mentioned Resolution, and is one of the Water System Revenue Bonds, Series 202__, of the City of Oshkosh, Winnebago County, Wisconsin.

Date of Authentication: _____, 20__

_____

By _____
Authorized Signatory

* * *

The following abbreviations, when used in the inscription on the face of the within Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM	—	as tenants in common	UNIF GIFT/TRANS MIN ACT-
TEN ENT	—	as tenants by the entirety	_____ Custodian _____
JT TEN	—	as joint tenants with right of survivorship and not as tenants in common	(Cust) (Minor) under Uniform Gifts/Trans to Minors Act _____ (State)

Additional abbreviations may also be used though not listed above.

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

_____

_____

(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint _____

_____

its successor as Registrar to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: _____

_____

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

Signature Guaranteed: _____

NOTICE: Signature(s) must be guaranteed by an "eligible guarantor institution" meeting the requirements of the Registrar, which requirements include membership or participation in STAMP or such other "signature guaranty program" as may be determined by the Registrar in addition to or in substitution for STAMP, all in accordance with the Securities Exchange Act of 1934, as amended.

Section 10. Application of Certain Provisions of the 1992 Resolution and the 1995 Resolution. The Bonds shall be issued in compliance with and under authority of the provisions of the 1992 Resolution, the 1995 Resolution and the Prior Senior Revenue Bond Resolutions, so as to be on a parity with the Prior Senior Revenue Bonds. All of the Prior Senior Revenue Bond Provisions, specifically Sections 12, 13, 14, 15, 16, 17, 18, 21 and 24 of the 1992 Resolution and Section 10 of the 1995 Resolution, shall be applicable to the Bonds as if said provisions were set

out in full in this Resolution, and such provisions shall continue to be so applicable until all of the Bonds shall have been retired both as to principal and interest.

It is hereby determined that the present and future requirements of all funds and accounts under the 1992 Resolution shall be determined from time to time by the Common Council of the City in accordance with prudent public utility management practices and further provided, that money in the Water Utility Revenue Fund shall be deposited in the Water Utility Special Redemption Fund in amounts at all times sufficient to provide for the payment when due of the principal of, premium (if any) and interest on the Bonds, the Prior Senior Revenue Bonds and the Parity Bonds.

It is the express intent and determination of this Common Council that the amount of money to be deposited in the Water Utility Special Redemption Fund shall in any event be sufficient to pay the interest on the Bonds, the Prior Senior Revenue Bonds and the Parity Bonds as the same accrues and to retire such bonds at maturity, and to provide the monthly amounts payable into the Reserve Account, notwithstanding the distribution of revenues herein allotted to such fund in the manner above provided.

Section 11. Prior Lien Bonds; Parity Bonds. The City will issue no bonds or obligations of any kind or nature payable from or enjoying a lien on the revenues or the property of the System having a priority over the Bonds, but may issue Parity Bonds on the terms and conditions set out in Section 16 of the 1992 Resolution.

Section 12. Sale of Bonds. The Designated Representatives are hereby authorized to proceed not later than the 12th day of May, 2025, without any further authorization or direction from the Council, to sell the Bonds upon the terms prescribed in this Resolution. The Bonds hereby authorized shall be executed as in this Resolution provided as soon after the delivery of the Bond Notification as may be, and thereupon be deposited with the City Treasurer, and, after authentication thereof by the Bond Registrar, be by said City Treasurer delivered to the purchaser or purchasers thereof (each, a "*Purchaser*") upon receipt of the purchase price therefor, the same being not less than 98.75% of the principal amount of the Bonds (exclusive of original issue discount) on a series by series basis. The Purchaser or Purchasers for the Bonds shall be the best bidder for the Bonds at a competitive sale conducted by Ehlers & Associates, Inc.

Prior to the sale of the Bonds, the Mayor, City Manager, City Treasurer or any other business official of the City is hereby authorized to approve and execute a commitment for the purchase of a Municipal Bond Insurance Policy (as hereinafter defined), to further secure the Bonds, as long as the present value of the fee to be paid for the Municipal Bond Insurance Policy (using as a discount rate the expected yield on the Bonds treating the fee paid as interest on the Bonds) is less than the present value of the interest reasonably expected to be saved on the Bonds over the term of the Bonds as a result of the Municipal Bond Insurance Policy.

Upon the sale of the Bonds, the Designated Representatives shall prepare a Notification of Sale, which shall include the pertinent details of sale as provided herein (the *"Bond Notification"*). In the Bond Notification, the Designated Representatives shall find and

determine that the Bonds have been sold at such price and shall have the terms as set forth therein. The Bond Notification shall be entered into the records of the City and made available to the Common Council at the next regular meeting thereof; but such action shall be for information purposes only, and the Common Council shall have no right or authority at such time to approve or reject such sale as evidenced in the Bond Notification.

Upon the sale of the Bonds, as evidenced by the execution and delivery of the Bond Notification by the Designated Representatives, the Mayor, City Clerk, City Manager, City Treasurer and any other officer of the City, as shall be appropriate, shall be and are hereby authorized and directed to approve or execute, or both, such documents of sale of the Bonds as may be necessary, including, without limitation, the contract for the sale of the Bonds between the City and the Purchaser (the "*Purchase Contract*"), which may be evidenced by an executed bid form, term sheet or other document requested by a Purchaser.

The use by the Purchaser of any Preliminary Official Statement and any final Official Statement relating to the Bonds (the *"Official Statement"*) is hereby ratified, approved and authorized; the execution and delivery of the Official Statement is hereby authorized; and the officers of the Common Council are hereby authorized to take any action as may be required on the part of the City to consummate the transactions contemplated by the Purchase Contract, this Resolution, said Preliminary Official Statement, the Official Statement and the Bonds. The City is authorized to advertise for the sale of the Bonds in any newspaper as the City shall determine.

Section 13. Disposition of Bond Proceeds. The proceeds from the sale of the Bonds shall be disbursed as follows and not otherwise:

(a) Accrued interest on the Bonds, if any, shall be deposited in the Interest and Principal Account of the Water Utility Special Redemption Fund.

(b) Into the Reserve Account, an amount equal to the amount necessary, if any, to cause the balance on deposit therein to equal the Debt Service Reserve Requirement.

(c) The balance of the principal proceeds of the Bonds shall be deposited in a special fund, and used solely for the purpose of financing the costs of the Project, including paying the costs of issuance of the Bonds.

Section 14. Federal Tax Matters. The City hereby further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Tax-Exempt Bonds) if taking, permitting or omitting to take such action would cause any of the Tax-Exempt Bonds to be an arbitrage bond or a private activity bond within the meaning of the Code, or would otherwise cause the interest on the Tax-Exempt Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The City acknowledges that, in the event of an examination by the Internal Revenue Service (the *"IRS"*) of the exemption from Federal income taxation for interest paid on the Tax-Exempt Bonds, under present rules, the City may be treated as a "taxpayer" in such examination and agrees that it will respond in a

commercially reasonable manner to any inquiries from the IRS in connection with such an examination.

The City also agrees and covenants with the purchasers and holders of the Tax-Exempt Bonds from time to time outstanding that, to the extent possible under Illinois law, it will comply with whatever federal tax law is adopted in the future which applies to the Tax-Exempt Bonds and affects the tax-exempt status of the Tax-Exempt Bonds.

The Common Council hereby authorizes the officials of the City responsible for issuing the Tax-Exempt Bonds, the same being the City Manager, the City Clerk, the City Treasurer/Finance Director, to make such further covenants and certifications regarding the specific use of the proceeds of the Tax-Exempt Bonds as approved by the Common Council and as may be necessary to assure that the use thereof will not cause the Tax-Exempt Bonds to be arbitrage bonds and to assure that the interest on the Tax-Exempt Bonds will be exempt from federal income taxation. In connection therewith, the City and the Common Council further agree: (a) through their officers, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with counsel approving the Tax-Exempt Bonds and to comply with such advice as may be given; (c) to pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Tax-Exempt Bonds; (d) to file such forms, statements, and supporting documents as may be required and in a timely manner; and (e) if deemed necessary or advisable by their officers, to employ and pay fiscal agents, financial advisors, attorneys, and other persons to assist the City in such compliance.

The City further recognizes that Section 149(a) of the Code requires the Bonds to be issued and to remain in fully registered form in order that the interest thereon is excludible from gross income of the owners thereof for Federal income tax purposes under laws in force at the time the Bonds are delivered. In this connection, the City agrees that it will not take any action to permit the Bonds to be issued in, or converted into, bearer or coupon form.

Section 15. Duties of Registrar. If requested by the Registrar, the City Manager of the Issuer is authorized to execute, and the City Clerk of the City is authorized to attest, and said City Manager and City Clerk are hereby authorized to deliver, the Registrar's standard form of agreement between the City and the Registrar with respect to the obligations and duties of the Registrar hereunder which shall include the following:

(a) to act as Registrar, authenticating agent, paying agent and transfer agent as provided herein;

(b) to give notice of redemption of Bonds as provided herein;

(c) to cancel and destroy Bonds which have been paid at maturity or upon earlier redemption or submitted for exchange or transfer;

(d) to furnish the City at least annually a certificate of destruction with respect to Bonds cancelled and destroyed; and

(e) to furnish the City at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.

The City Clerk of the City is hereby directed to file a certified copy of this Resolution with the Registrar.

The City covenants that it shall at all times retain a Registrar with respect to the Bonds, that it will maintain at the designated office of such Registrar a place or places where Bonds may be presented for payment or registration of transfer or exchange, and that it shall require that the Registrar properly maintain the Bond Register and perform the other duties and obligations imposed upon it by this Resolution in a manner consistent with the standards, customs and practices of the municipal securities industry.

The Registrar shall signify its acceptance of the duties and obligations imposed upon it by this Resolution by executing the certificate of authentication on any Bond, and by such execution the Registrar, shall be deemed to have certified to the City that it has all requisite power to accept and has accepted such duties and obligations. The Registrar is the agent of the City, and shall not be liable in connection with the performance of its duties, except for its own negligence or willful wrongdoing. The Registrar shall, however, be responsible for any representation in its certificate of authentication on the Bonds.

Any corporation or association into which the Registrar may be converted or merged, or with which it may be consolidated, or to which it may sell or transfer its corporate trust business as a whole or substantially as a whole, or any corporation or association resulting from any such conversion, merger or consolidation to which it is a party, shall be and become successor Registrar hereunder, and vested with all the duties, powers, discretions, immunities, privileges and all other matters as was its predecessor, without the execution or filing of any instrument or any further act, deed or conveyance on the part of any of the parties hereto, anything herein to the contrary notwithstanding. Any such successor Registrar shall give notice thereof to the City and the registered owners of the Bonds.

The Registrar may be removed at any time by the City by an instrument in writing delivered to the Registrar.

In case the Registrar shall be removed, or shall be dissolved, or shall be in the course of dissolution or liquidation, or otherwise become incapable of acting hereunder, or in case it shall be taken under the control of any public officer or officers, or of a receiver appointed by a court, a successor may be appointed by the City by an instrument in writing, a copy of which shall be delivered to the retiring Registrar, the successor Registrar and the registered owners of the Bonds. The City shall mail notice of any such appointment made by it to each registered owner of any Bond within twenty (20) days after such appointment. Any Registrar appointed under the provisions of this Section 15 shall be a City officer or a bank or trust company with offices in the United States of America.

Section 16. Equality of Lien. All of the Bonds, regardless of the installment of which they are a part and regardless of the dates of their issuance or delivery, together with the Prior

Senior Revenue Bonds and any Parity Bonds, shall be secured equally by a pledge of the Water Utility Special Redemption Fund and the Net Revenues allocated to the Water Utility Special Redemption Fund.

Section 17. Resolution a Contract; Remedies of Owners of Bonds. The provisions of this Resolution shall constitute a contract between the City and the owner or owners of the Bonds and after the issuance of any of the Bonds, except as provided in Section 18 of the 1992 resolution, providing for modification, no change or alteration of any kind in the provisions of this Resolution may be made until all of the Bonds shall have been paid in full as to both principal and interest, except for recomputation as provided in Section 10 of the 1995 Resolution and each of the Prior Senior Revenue Bond Resolutions.

The owners of any of the Bonds shall have the right in addition to all other rights, by mandamus or other suit or action in any court of competent jurisdiction, to enforce his or their rights against the City, the Common Council and any other authorized body to fix and collect rates and charges fully adequate to carry out all of the provisions and agreements contained in this Resolution, and for the appointment of a receiver for the System in the event of a default in the payment of principal or interest.

Section 18. Continuing Disclosure Undertaking. The City Manager or the City Treasurer/Finance Director of the City is hereby authorized, empowered and directed to execute and deliver a Continuing Disclosure Undertaking with respect to the Bonds (the *"Continuing Disclosure Undertaking"*) in substantially the form as the individual executing the Continuing Disclosure Undertaking on behalf of the City shall approve, his or her execution to constitute conclusive evidence of his or her approval of the form of such Continuing Disclosure Undertaking. When the Continuing Disclosure Undertaking is executed and delivered on behalf of the City as herein provided, the Continuing Disclosure Undertaking will be binding on the City and the officers, employees and agents of the City, and the officers, employees and agents of the City are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Continuing Disclosure Undertaking, as executed. Copies of the Continuing Disclosure Undertaking shall be placed in the official records of the City, and shall be available for public inspection at the offices of the City. Notwithstanding any other provision of this Resolution to the contrary, the sole remedies for failure to comply with the Continuing Disclosure Undertaking shall be the ability of any beneficial owner of any Bond to seek mandamus or specific performance by court order, to cause the City to comply with its obligations under the Continuing Disclosure Undertaking.

Section 19. Municipal Bond Insurance. In the event the payment of principal and interest on the Bonds is insured pursuant to a municipal bond insurance policy (the *"Municipal Bond Insurance Policy"*) issued by a bond insurer (the *"Bond Insurer"*), and as long as such Municipal Bond Insurance Policy shall be in full force and effect, the City and the Registrar agree to comply with such usual and reasonable provisions regarding presentment and payment of the Bonds, subrogation of the rights of the Bondholders to the Bond Insurer upon payment of the Bonds by the Bond Insurer, amendment hereof, or other terms, as approved by the City Manager and the Director of Finance or the Mayor on advice of counsel, his or her approval to

constitute full and complete acceptance by the City of such terms and provisions under authority of this Section.

Section 20. Other Documents. The City Manager, the City Clerk and the City Treasurer/Finance Director of the City and all other officers of the City are hereby authorized to execute all documents and certificates and to take all such actions as may be necessary in connection with the authorization, issuance, sale and delivery of the Bonds and the performance of the obligations of the City hereunder and to carry out and comply with the terms of this Resolution, including without limitation the Official Statement. This Resolution and all such documents shall be in substantially the same form contemplated by this Resolution, with such changes as shall be approved by the officers executing this Resolution and said documents, the execution thereof to constitute conclusive proof of such approval.

Section 21. Record-Keeping Policy and Post-Issuance Compliance Matters. On June 8, 2021, the Common Council adopted a record-keeping policy (the *"Policy"*) in order to maintain sufficient records to demonstrate compliance with its covenants and expectations to ensure the appropriate federal tax status for the debt obligations of the City, the interest on which is excludable from "gross income" for federal income tax purposes or which enable the City or the holder to receive federal tax benefits, including, but not limited to, qualified tax credit bonds and other specified tax credit bonds. The Common Council and the City hereby reaffirm the Policy:

Section 22. Severability of Invalid Provisions. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining sections, paragraphs and provisions of this Resolution.

Section 23. Conflicting Ordinances, Resolutions and Orders Superseded. All ordinances, resolutions or orders, or parts thereof, heretofore enacted, adopted or entered, in conflict with the provisions of this Resolution shall be, and the same are hereby, superseded to the extent of such conflict, and this Resolution shall be in effect from and after its passage.

Adopted November 12, 2024

Approved November 12, 2024

Recorded November 12, 2024

_____
Mayor

_____
City Clerk

November 12, 2024

PRE-SALE REPORT FOR

City of Oshkosh, Wisconsin

$5,775,000 Water System Revenue Bonds, Series 2024B

Prepared by:

Ehlers
N19W24400 Riverwood Drive,
Suite 100
Waukesha, WI 53188

Advisors:

Todd Taves, Senior Municipal Advisor
Harry Allen, Municipal Advisor
Jon Cameron, Senior Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

$5,775,000 Water System Revenue Bonds, Series 2024B (the "Bonds").

Purposes:

The proposed issue includes financing for the construction of water system improvements and equipment acquisition. Debt service will be paid from water revenues.

Authority:

The Bonds are being issued pursuant to Wisconsin Statute 66.0621. The Bonds are not general obligations of the City but are payable only from and secured by a pledge of income and revenue to be derived from the operation of the Water System.

Term/Call Feature:

The Bonds are being issued for a term of 20 years. Principal on the Bonds will be due on January 1 in the years 2026 through 2044. Interest will be due every six months beginning July 1, 2025. The Bonds will be subject to prepayment at the discretion of the City on January 1, 2034 or any date thereafter.

Bank Qualification:

Because the City is issuing more than $10,000,000 in tax-exempt obligations during the calendar year, the City will be not able to designate the Bonds as "bank qualified" obligations.

Rating:

The City's most recent bond issues were rated by Moody's Investors Service. The current rating on those bonds is "Aa3". The City will request a new rating for the Bonds.

If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating in the event that the bond rating of the insurer is higher than that of the City.

Basis for Recommendation:

Based on your objectives, financial situation and need, risk tolerance, liquidity needs, experience with the issuance of Bonds and long-term financial capacity, as well as the tax status considerations related to the Bonds and the structure, timing and other similar matters related to the Bonds, we are recommending the issuance of Bonds as a suitable option.

Method of Sale/Placement:

We are recommending the Bonds be issued as municipal securities and offered through a competitive underwriting process. You will solicit competitive bids, which we will compile on your behalf, for the purchase of the Bonds from underwriters and banks.

An allowance for discount bidding will be incorporated in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium."

For this issue of Bonds, any premium amount received may: be retained; used to reduce the issue size; or combination thereof. These adjustments may slightly change the true interest cost of the original bid, either up or down. We anticipate using any premium amounts received to reduce the issue size.

The amount of premium allowed can be restricted in the bid specifications. Restrictions on premium may result in fewer bids, but may also eliminate large adjustments on the day of sale and unintended results with respect to debt service payment impacts. Ehlers will identify appropriate premium restrictions for the Bonds intended to achieve the City's objectives for this financing.

Parameters:

The City Council will consider adoption of a Parameters Resolution on November 12, 2024, which delegates authority to the City Manager and Finance Director to accept and approve a bid for the Bonds so long as the bid meets certain parameters. These parameters are:

* Issue size not to exceed $5,775,000
* Minimum Bid of 98.75%
* Maximum True Interest Cost (TIC) of 4.75%
* Maximum annual debt service may not exceed $650,000 per maturity

Other Considerations:

The Bonds will be offered with the option of the successful bidder utilizing a term bond structure. By offering underwriters the option to "term up" some of the maturities at the time of the sale, it gives them more flexibility in finding a market for your Bonds. This makes your issue more marketable, which can result in lower borrowing costs. In the event that the successful bidder utilizes a term bond structure, we recommend the City retain a paying agent

to handle responsibility for processing mandatory redemption/call notices associated with term bonds.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time. We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

Because the City has more than $10,000,000 in outstanding debt subject to a continuing disclosure undertaking (including this issue) and this issue does not meet an available exemption from continuing disclosure, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The City must ensure compliance with certain sections of the Internal Revenue Code and Treasury Regulations ("Arbitrage Rules") throughout the life of the issue to maintain the tax-exempt status of the Bonds. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The City's specific arbitrage responsibilities will be detailed in the Tax Exemption Certificate and Agreement (the "Tax Compliance Document") prepared by your Bond Attorney and provided at closing.

The Bonds may qualify for one or more exception(s) to the Arbitrage Rules by meeting 1) small issuer exception, 2) spend down requirements, 3) bona fide debt service fund limits, 4) reasonable reserve requirements, 5) expenditure within an available period limitations, 6) investments yield restrictions, 7) de minimis rules, or; 8) borrower limited requirements.

An Ehlers arbitrage expert will contact the City within 30 days after the sale date to review the City's specific responsibilities for the Bonds. The City is currently receiving arbitrage services from Ehlers in relation to the Bonds.

Investment of Bond Proceeds:

Ehlers can assist the City in developing a strategy to invest your Bond proceeds until the funds are needed to pay project costs.

Risk Factors:

Utility Revenue: In the event utility revenues are insufficient to pay debt service, the City Council is committing to consider appropriating funds from any other available sources in an amount sufficient to cover the shortfall. If it chooses to do so, the City may levy a tax to make up a shortfall. Any amount levied for this purpose is exempted from levy limits. While the City is not required to appropriate the funds necessary to remedy any shortfall in revenues needed to pay debt service, failure to do so would result in either a lack of access to capital markets in the future, or access at a substantially higher cost.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Counsel: Chapman and Cutler LLP

Paying Agent: U.S. Bank Trust Company, National Association

Rating Agency: Moody's Investors Service, Inc.

PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by City Council:	November 12, 2024
Due Diligence Call to Review Official Statement:	Week of November 11, 2024
Conference with Rating Agency:	Week of November 11, 2024
Distribute Official Statement:	November 26, 2024
Designated Officials Award Sale of the Bonds:	December 3, 2024
Estimated Closing Date:	December 18, 2024

Attachments

Estimated Sources and Uses of Funds

Estimated Debt Service Schedule

Calculation of Net Revenues Available for Debt Service

Estimated Revenue Debt Coverage - Impact of Financing Plan

Estimated "All-In" Revenue Debt Coverage - Impact of Financing Plan

Revenue Bond Index – 10-year

EHLERS' CONTACTS

Todd Taves, Senior Municipal Advisor	(262) 796-6173
Harry Allen, Municipal Advisor	(262) 796-6182
Jon Cameron, Senior Municipal Advisor	(262) 796-6179
Sue Porter, Lead Public Finance Analyst	(262) 796-6167
Kathy Myers, Senior Financial Analyst	(262) 796-6177

Table 1
Capital Improvements Financing Plan
City of Oshkosh, WI

Presale Estimate
Sale: 12/4/2024
Closing: 12/18/2024

		2024	
		Water System Revenue Bonds	Water Portion
CIP Projects[1]			
Water		9,431,200	9,431,200
Subtotal Project Costs		**9,431,200**	**9,431,200**
CIP Projects[1]		**9,431,200**	**9,431,200**
Less Other Available Revenues			
Cash Available		(4,000,000)	(4,000,000)
Net Borrowing Requirement		**5,431,200**	**5,431,200**
Debt Service Reserve			
DSR Funds On Hand		(4,703,643)	(4,703,643)
New DSR Requirement		4,937,481	4,937,481
Reserve Fund Requirement		233,839	233,839
Estimated Issuance Expenses			
Municipal Advisor (Ehlers)		34,900	34,900
Bond Counsel (Chapman & Cutler)		21,000	21,000
Rating Fee (Moody's)		22,000	22,000
Maximum Underwriter's Discount	12.50	72,188	72,188
Paying Agent		850	850
Subtotal Issuance Expenses		150,938	150,938
TOTAL TO BE FINANCED		**5,815,976**	**5,815,976**
Estimated Interest Earnings	4.75%	(42,997)	(42,997)
Assumed spend down (months)	2		
Rounding		2,021	2,021
NET BOND SIZE		**5,775,000**	**5,775,000**

Notes:
1) Project Total Estimates as confirmed by City officials on October 8, 2024.

Table 2
Allocation of Debt Service - 2024
Water System Revenue Bonds

City of Oshkosh, WI

Year Ending	Water Portion			
	Principal	Est. Rate	Interest	Total
2024				0
2025				0
2026	95,000	3.65%	356,027	451,027
2027	225,000	3.50%	225,496	450,496
2028	230,000	3.52%	217,510	447,510
2029	240,000	3.53%	209,226	449,226
2030	250,000	3.58%	200,515	450,515
2031	260,000	3.65%	191,295	451,295
2032	265,000	3.70%	181,648	446,648
2033	280,000	3.80%	171,425	451,425
2034	290,000	3.85%	160,523	450,523
2035	300,000	3.90%	149,090	449,090
2036	310,000	3.95%	137,118	447,118
2037	325,000	4.05%	124,414	449,414
2038	340,000	4.10%	110,863	450,863
2039	350,000	4.20%	96,543	446,543
2040	370,000	4.25%	81,330	451,330
2041	385,000	4.35%	65,094	450,094
2042	400,000	4.45%	47,820	447,820
2043	420,000	4.50%	29,470	449,470
2044	440,000	4.55%	10,010	450,010
Total	5,775,000		2,765,414	8,540,414

Notes:

1) Estimated Rate assumes October 8 "AA-" rated sale results plus 0.75%.

Table 3
Calculation of Net Revenues Available for Debt Service

	Water Utility	
	As Audited 2022	As Audited 2023
Operating Revenues		
Public charges for services/other revenues	15,647,894	17,509,878
Operating Expenses		
Operating and maintenance	6,474,513	7,615,686
Depreciation and amortization	3,718,527	3,902,091
Taxes	148,385	152,240
Total Operating Expenses	10,341,425	11,670,017
Operating Income	5,306,469	5,839,861
Plus Interest on Investments	(125,983)	1,219,347
Plus Depreciation	3,718,527	3,902,091
NET REVENUES AVAILABLE FOR DEBT SERVICE	**8,899,013**	**10,961,299**

NOTES:

Table 4
Revenue Debt Coverage - Impact of Financing Plan
City of Oshkosh, WI

Year	Water Debt Service					Year
	Existing Debt	Proposed Debt	Total	Debt Coverage	D.S. Capacity	
				$10,961,299 2023 Net Revenues	@ 1.2x	
2024	6,103,397		6,103,397	1.80	3,031,019	2024
2025	6,478,498	0	6,478,498	1.69	2,655,918	2025
2026	6,299,987	451,027	6,751,014	1.62	2,383,402	2026
2027	6,293,458	450,496	6,743,953	1.63	2,390,463	2027
2028	5,587,391	447,510	6,034,901	1.82	3,099,514	2028
2029	5,431,528	449,226	5,880,754	1.86	3,253,661	2029
2030	4,971,841	450,515	5,422,356	2.02	3,712,060	2030
2031	4,949,747	451,295	5,401,042	2.03	3,733,374	2031
2032	4,538,803	446,648	4,985,451	2.20	4,148,965	2032
2033	4,224,406	451,425	4,675,831	2.34	4,458,585	2033
2034	3,913,856	450,523	4,364,379	2.51	4,770,037	2034
2035	3,719,931	449,090	4,169,021	2.63	4,965,395	2035
2036	3,570,484	447,118	4,017,602	2.73	5,116,814	2036
2037	3,108,806	449,414	3,558,220	3.08	5,576,196	2037
2038	2,676,906	450,863	3,127,769	3.50	6,006,647	2038
2039	2,146,131	446,543	2,592,674	4.23	6,541,742	2039
2040	2,148,469	451,330	2,599,799	4.22	6,534,617	2040
2041	1,835,266	450,094	2,285,359	4.80	6,849,056	2041
2042	1,483,600	447,820	1,931,420	5.68	7,202,996	2042
2043	1,132,400	449,470	1,581,870	6.93	7,552,546	2043
2044	525,300	450,010	975,310	11.24	8,159,106	2044
2045	0	0	0	N/A	9,134,416	2045
Total	81,140,206	8,540,414	89,680,620			Total

Notes:

Table 5
"All-In" Revenue Debt Coverage - Impact of Financing Plan

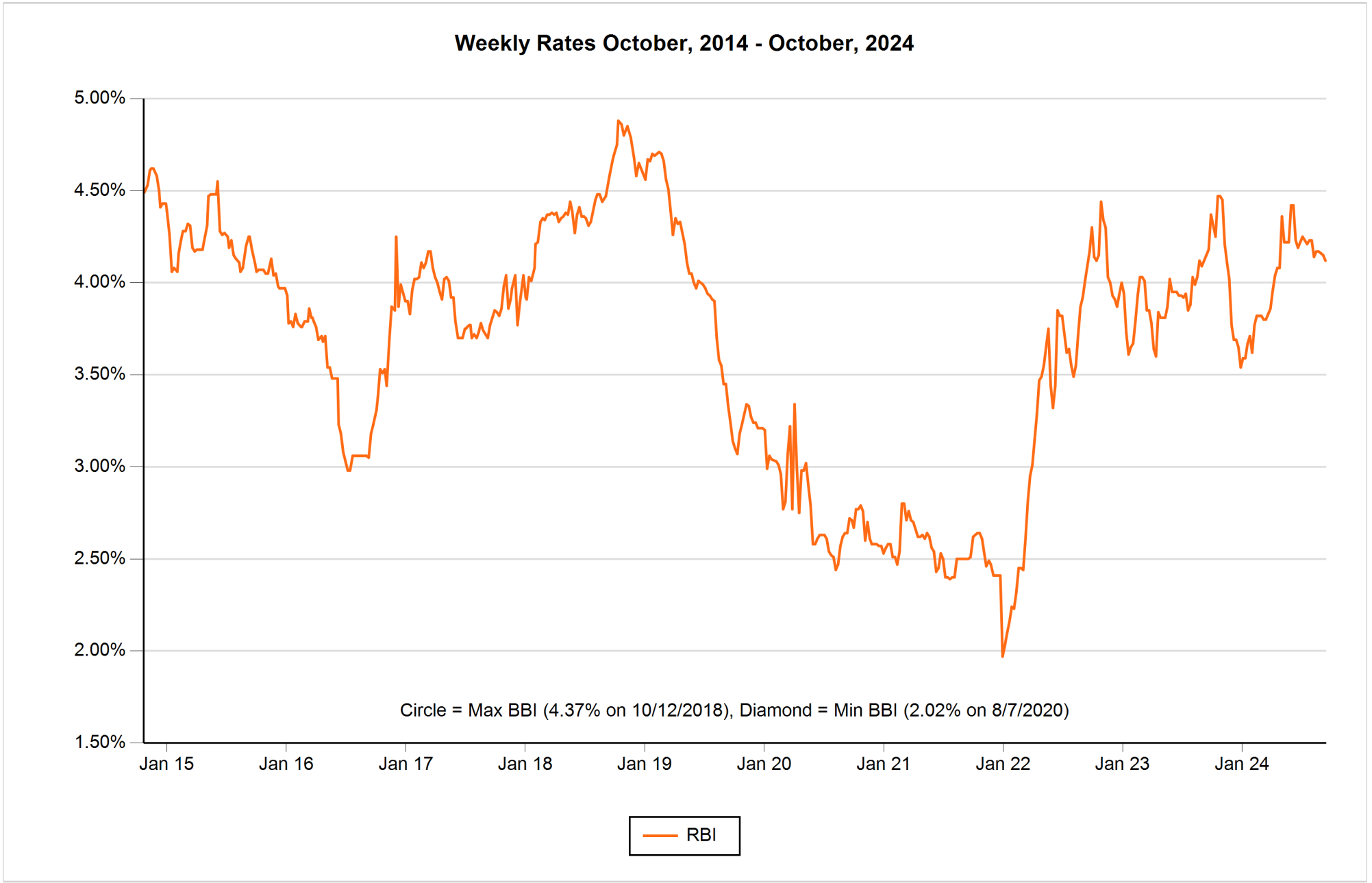
City of Oshkosh, WI

Year	Water Debt Service					Year
	Existing Debt	Proposed Debt	Total	Debt Coverage[1]	D.S. Capacity	
				$9,418,699 2023 Net Revenues	@ 1x	
2024	6,493,097		6,493,097	1.45	2,925,602	2024
2025	6,727,923	0	6,727,923	1.40	2,690,776	2025
2026	6,552,980	451,027	7,004,008	1.34	2,414,691	2026
2027	6,443,892	450,496	6,894,388	1.37	2,524,311	2027
2028	5,738,935	447,510	6,186,445	1.52	3,232,254	2028
2029	5,479,097	449,226	5,928,323	1.59	3,490,376	2029
2030	5,023,319	450,515	5,473,834	1.72	3,944,865	2030
2031	5,000,016	451,295	5,451,311	1.73	3,967,388	2031
2032	4,592,703	446,648	5,039,351	1.87	4,379,348	2032
2033	4,276,806	451,425	4,728,231	1.99	4,690,468	2033
2034	3,969,681	450,523	4,420,204	2.13	4,998,495	2034
2035	3,719,931	449,090	4,169,021	2.26	5,249,678	2035
2036	3,570,484	447,118	4,017,602	2.34	5,401,097	2036
2037	3,108,806	449,414	3,558,220	2.65	5,860,479	2037
2038	2,676,906	450,863	3,127,769	3.01	6,290,930	2038
2039	2,146,131	446,543	2,592,674	3.63	6,826,025	2039
2040	2,148,469	451,330	2,599,799	3.62	6,818,900	2040
2041	1,835,266	450,094	2,285,359	4.12	7,133,340	2041
2042	1,483,600	447,820	1,931,420	4.88	7,487,279	2042
2043	1,132,400	449,470	1,581,870	5.95	7,836,829	2043
2044	525,300	450,010	975,310	9.66	8,443,389	2044
2045	0	0	0	N/A	9,418,699	2045
Total	82,645,743	8,540,414	91,186,157			Total

Notes:

1) The net revenues were reduced by the $1,542,600 PILOT payment recorded in 2023 from the Water Utility to the General Fund.

10 YEAR TREND IN MUNICIPAL BOND INDICES



Source: The Bond Buyer

The Revenue Bond Index (RBI) shows the average yield on a group of revenue bonds that mature in 30 years and have an average rating equivalent to Moody's A1 and S&P's A+.

EHLERS
PUBLIC FINANCE ADVISORS

TO:	Honorable Mayor and Members of the Common Council
FROM:	Julie Calmes, Finance Director
DATE:	November 12, 2024
SUBJECT:	Res 24-589 Approve Resolution authorizing the issuance of not to exceed $4,330,000 aggregate principal amount of Sewer System Revenue Bonds of the City of Oshkosh, Winnebago County, Wisconsin, for the purpose of completing certain capital projects related to the City's sewer system, prescribing details of said bonds and the form of bond, providing for the payment of said bonds and the covenants with respect thereto, authorizing the award of said bonds to the best bidder therefor and related matters.

BACKGROUND

In order to borrow money through the bonding process, the City Council is requested to consider this resolution. This resolution authorizes staff to proceed with the preparation and documentation needed to sell the bonds and receive the proceeds. The sale of the bonds and notes will occur at least 30 days after the initial resolution is authorized.

As is normal practice, the bonds and notes as outlined above will be offered to the public through competitive sales estimated to occur on December 4, 2024. If all of the parameters in the Pre-Sale Report are met, the City Manager and Finance Director are authorized to complete the sales and the terms will be finalized.

We are separating the Utility borrowing from the General Obligation borrowing to match the obligations with the funds that benefit from the borrowing. This also helps manage the City's debt burden in recognition of the regulatory limit of 5% of Equalized Value for General Obligation Debt, and to reserve general obligation borrowing capacity for future needs.

ANALYSIS

While market conditions and specific bidders dictate what the interest rates are, the interest rate in the parameter cannot exceed 4.50% for the General Obligation Promissory Notes (2024A). The interest rate in the parameter cannot exceed 4.75% for both the Water System Revenue Bonds (2024B) and the Sewer System Revenue Bonds (2024C).

FISCAL IMPACT

The $17,415,000 of General Obligation Promissory Notes will be paid off over twenty years. The Water System Revenue Bonds of $5,775,000 and the Sewer System Revenue Bonds of $4,330,000 will be paid off over twenty years. All issues will be added to the City's outstanding debt obligations.

RECOMMENDATION

Staff recommends adoption of the resolutions noted above.

Attachments

Res 24-589
Pre-Sale Report 2024C

RESOLUTION NO. 24-589

A RESOLUTION authorizing the issuance of not to exceed $4,330,000 aggregate principal amount of Sewer System Revenue Bonds of the City of Oshkosh, Winnebago County, Wisconsin, for the purpose of completing certain capital projects related to the City's sewer system, prescribing details of said bonds and the form of bond, providing for the payment of said bonds and the covenants with respect thereto, authorizing the award of said bonds to the best bidder therefor and related matters.

WHEREAS, the City of Oshkosh, Winnebago County, Wisconsin (the *"City"*) now owns and operates a municipal sewerage system (the *"System"*); and

WHEREAS, the City previously determined that the City shall construct additions, improvements, extensions, renewals or replacements to the System (the *"Project"*); and

WHEREAS, it has been determined previously that the Project is necessary and in the best interest of the City; and

WHEREAS, pursuant to the Constitution and the laws of the State of Wisconsin, and particularly Section 66.0621, *Wisconsin Statutes*, as supplemented and amended, Wisconsin cities conducting a revenue producing facility or enterprise are permitted to issue revenue bonds to finance the purchase, acquisition, construction, extension, addition, improvement, conduct, control, operation and management of such a revenue producing facility or enterprise having a maturity not in excess of forty (40) years; and

WHEREAS, Section 66.0621(1)(b), *Wisconsin Statutes*, as supplemented and amended, provides that a *"public utility"* means any revenue producing facility or enterprise owned by a municipality and operated for a public purpose or undertaken by a municipality, as defined in Section 67.04(1)(b), *Wisconsin Statutes*, as supplemented and amended; and

WHEREAS, the System is a "public utility" as aforesaid, and has now determined that it is necessary and desirable to issue its revenue bonds to finance the Project; and

WHEREAS, in connection with the issuance of the City's Taxable Sewer System Revenue Bonds, Series 2010G, dated October 14, 2010 (the *"Series 2010-G Bonds"*), which bonds are no longer outstanding, the Common Council of the City (the *"Common Council"*) duly adopted, on September 28, 2010, Resolution Number 10-309 (the *"2010-G Resolution"*), authorizing the issuance of the Series 2010-G Bonds and providing, pursuant to Sections 12, 13, 14, 15, 16, 17, 20 and 23 thereof (the *"Prior Revenue Bonds Provisions"*), among other things, for (i) the creation of the funds and accounts to properly allocate the revenues of the System and secure the payment of the principal of and interest on the Series 2010-G Bonds, (ii) the application of the revenues of the System among such accounts and funds, (iii) covenants of the City regarding the operation of the System for the benefit of the holders of the Series 2010-G Bonds, (iv) the issuance of bonds on a parity with the Series 2010-G Bonds, (v) the equality of lien of bonds

issued payable from the revenues of the System, (vi) limitations on the modification of the Series 2010-G Resolution, (vii) the remedies of the holders of the Series 2010-G Bonds, and (viii) authorizing the defeasance of the Series 2010-G Bonds; and

WHEREAS, the City has heretofore issued and has outstanding its Sewer System Revenue Bonds, Series 2012E, dated November 16, 2012 (the *"Series 2012E Bonds"*), Sewer System Revenue Bonds, Series 2013D, dated December 11, 2013 (the *"Series 2013D Bonds"*), Sewer System Revenue Bonds, Series 2014D, dated November 19, 2014 (the *"Series 2014D Bonds"*), Sewer System Revenue Bonds, Series 2015D, dated September 15, 2015 (the *"Series 2015D Bonds"*), Sewer System Revenue Bonds, Series 2016D, dated July 6, 2016 (the *"Series 2016D Bonds"*), Sewer System Revenue Bonds, Series 2017D, dated July 20, 2017 (the *"Series 2017D Bonds"*), Sewer System Revenue Bonds, Series 2019E, dated July 16, 2019 (the *"Series 2019E Bonds"*), Sewer System Revenue Bonds, Series 2020E, dated July 16, 2020 (the *"Series 2020E Bonds"*), Sewer System Revenue Bonds, Series 2021E, dated July 14, 2021 (the *"Series 2021E Bonds"*), and Sewer System Revenue Bonds, Series 2022E, dated July 21, 2022 (the *"Series 2022E Bonds"* and, together with the Series 2012E Bonds, the Series 2013D Bonds, the Series 2014D Bonds, the Series 2015D Bonds, the Series 2016D Bonds, the Series 2017D Bonds, the 2019E Bonds, the Series 2020E Bonds and the Series 2021E Bonds, the *"Prior Revenue Bonds"*); and

WHEREAS, the Prior Revenue Bonds (i) were issued pursuant to resolutions duly adopted by the Common Council on the dates, (ii) were originally issued in the amounts, and (iii) are currently outstanding in the amounts as follows:

SERIES	RESOLUTION NO.	DATE OF ADOPTION	ORIGINAL AMOUNT	CURRENTLY OUTSTANDING AMOUNT
Series 2012E Bonds	12-536[(1)]	October 23, 2012	$ 6,270,000	$ 2,545,000
Series 2013D Bonds	13-477[(2)]	October 22, 2013	4,175,000	1,960,000
Series 2014D Bonds	14-476[(3)]	October 28, 2014	5,980,000	2,960,000
Series 2015D Bonds	15-400[(4)]	August 25, 2015	6,695,000	3,910,000
Series 2016D Bonds	16-287[(5)]	June 14, 2016	10,045,000	6,050,000
Series 2017D Bonds	17-328[(6)]	June 27, 2017	15,075,000	10,945,000
Series 2019E Bonds	19-355[(7)]	June 25, 2019	13,990,000	9,235,000
Series 2020E Bonds	20-268[(8)]	June 23, 2020	13,930,000	11,885,000
Series 2021E Bonds	21-332[(9)]	June 22, 2021	13,940,000	12,480,000
Series 2022E Bonds	22-274[(10)]	June 28, 2022	14,270,000	13,510,000

(1) Such resolution providing for the issuance of the Series 2012E Bonds being referred to herein as the *"2012E Resolution"*.
(2) Such resolution, as supplemented by Resolution No. 13-512 adopted by the Common Council on November 26, 2013, providing for the issuance of the Series 2013D Bonds being referred to herein as the *"2013D Resolution"*.
(3) Such resolution providing for the issuance of the Series 2014D Bonds being referred to herein as the *"2014D Resolution"*.
(4) Such resolution providing for the issuance of the Series 2015D Bonds being referred to herein as the *"2015D Resolution"*.
(5) Such resolution providing for the issuance of the Series 2016D Bonds being referred to herein as the *"2016D Resolution"*.
(6) Such resolution providing for the issuance of the Series 2017D Bonds being referred to herein as the *"2017D Resolution"*.
(7) Such resolution providing for the issuance of the Series 2019E Bonds being referred to herein as the *"2019E Resolution.*
(8) Such resolution providing for the issuance of the Series 2020E Bonds being referred to herein as the *"2020E Resolution"*.
(9) Such resolution providing for the issuance of the Series 2021E Bonds being referred to herein as the *"2021E Resolution"*.
(10) Such resolution providing for the issuance of the Series 2022E Bonds, being referred to herein as the *"2022E Resolution"*, and, together with the 2012E Resolution, the 2013D Resolution, the 2014D Resolution, the 2015D Resolution, the 2016D Resolution, the 2017D Resolution, the 2019E Resolution, the 2020E Resolution and the 2021E Resolution, the *"Prior Revenue Bond Resolutions"*.

WHEREAS, the Prior Revenue Bond Provisions were incorporated and made a part of each of the Prior Revenue Bond Resolutions with respect to each series of the Prior Revenue Bonds issued pursuant thereto; and

WHEREAS, the City has heretofore issued and has outstanding its Sewerage System Revenue Bonds, Series 2014, dated May 14, 2014 (the *"Prior CWLP Revenue Bonds"*); and

WHEREAS, the Prior CWLP Revenue Bonds were issued pursuant to Resolution No. 14-176 duly adopted by the Common Council on April 22, 2014 (the *"Prior CWLP Revenue Bond Resolution"*), in the original principal amount of $5,706,185, of which $3,321,354 is currently outstanding; and

WHEREAS, the Prior Revenue Bonds and the Prior CWLP Revenue Bonds have been issued on a parity with respect to the revenues of the System; and

WHEREAS, the Prior Revenue Bond Provisions authorize the issuance of additional bonds on parity with the Prior Revenue Bonds upon compliance with certain provisions set forth therein; and

WHEREAS, the Prior CWLP Revenue Bond Resolution authorizes the issuance of additional bonds on parity with the Prior CWLP Revenue Bonds upon compliance with certain provisions set forth therein; and

WHEREAS, other than the Prior Revenue Bonds and the Prior CWLP Revenue Bonds (together, the *"Prior Sewer System Revenue Bonds"*), no other bonds or obligations are outstanding payable on a parity with respect to the revenues of the System with the Prior Sewer System Revenue Bonds or with a lien senior to the lien of the Prior Sewer System Revenue Bonds with respect to the revenues of the System; and

WHEREAS, it is now necessary and desirable to finance the costs of the Project through the issuance of additional bonds on parity with the Prior Sewer System Revenue Bonds; and

WHEREAS, all conditions required by the Prior Revenue Bond Provisions and the Prior CWLP Revenue Bond Resolution for the issuance of an additional series of parity bonds have been complied with, or will have been complied with prior to the issuance of the revenue bonds herein authorized; and

WHEREAS, for the purpose of financing the costs of the Project and paying the costs of issuance thereof and a deposit to the Reserve Account (as defined in the 2010-G Resolution), it is now considered desirable to authorize and sell the Sewer System Revenue Bonds of the City (the *"Bonds"*), payable solely from revenues to be derived from the operation of the System, which Bonds are to be authorized and issued pursuant to the provisions of Section 66.0621 of the *Wisconsin Statutes*, as supplemented and amended, on a parity with the Prior Sewer System Revenue Bonds:

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh, Winnebago County, Wisconsin, as follows:

Section 1. Definitions. The following terms shall have the following meanings in this Resolution unless the text expressly or by necessary implication requires otherwise:

"Bond Register" shall mean the books of the City kept by the Registrar to evidence the registration and transfer of the Bonds;

"Designated Representatives" shall mean the City Manager and the Finance Director of the City.

"Fiscal Year" shall mean the twelve (12) month period beginning on January l of each year and ending on December 3l of the same year;

"Net Revenues" shall mean gross earnings of the System after the deduction of Operation and Maintenance Expenses;

"Operation and Maintenance Expenses" shall mean salaries, wages, cost of material and supplies, including routine repairs and renewals, management fees paid to third parties, insurance and such other reasonable current expenses as shall be determined in accordance with generally accepted accounting principles, but excluding the costs of capital expenditures, replacements, depreciation, debt service, debt service reserves (including repayments with respect thereto), special assessments or payments of or in lieu of property taxes;

"Parity Bonds" shall mean bonds payable from the revenues of the System, other than the Bonds and the Prior Sewer System Revenue Bonds, issued on a parity and equality with the Bonds and the Prior Sewer System Revenue Bonds, pursuant to the restrictive provisions of the Prior Revenue Bond Resolutions and the Prior CWLP Revenue Bond Resolution;

"Resolution" shall mean this Resolution as adopted by the Common Council of the City, as supplemented by the Bond Notification;

"System" shall mean the entire sewerage system of the City, except as otherwise herein provided, including all real and personal property of every nature now or hereafter owned by the City, comprising part of or used or useful in connection with such sewerage system and designated by the City as being for sewerage purposes, specifically including the project described in Section 2 hereof and including all property of every nature now or hereafter owned by the City for the collection, transmission, treatment and disposal of domestic and industrial sewage and waste, including all improvements thereto and extensions thereof, located within or outside of the City, while any of the Bonds remain outstanding, including all appurtenances, contracts, leases, franchises and other intangibles.

Section 2. Authorization, Purpose and Terms of Bonds. The issuance of not to exceed $4,330,000 aggregate principal amount of the Bonds is hereby authorized for the purpose of financing the costs of the Project and the costs of issuance thereof, as set out in the preambles to this Resolution.

For the purpose of financing the costs of the Projects, there shall be issued the Bonds of the City in an aggregate principal amount not to exceed $4,330,000. The Bonds, if issued, shall be designated "Sewer System Revenue Bonds, Series 202__" with such other series designations and descriptions as shall be necessary to identify the Bonds as set forth in the Bond Notification (as hereinafter defined). The Bonds may be issued in one or more series, shall be dated the date of the issuance thereof as set forth in the Bond Notification, and shall also bear the date of authentication by the bond registrar and paying agent (the same being the City Treasurer of the City, the Purchaser, or a bank or trust company authorized to do business in the State as set forth in the Bond Notification) (the *"Registrar"*), shall be in fully registered form, shall be of $5,000 denominations each or any integral multiple thereof (but no single Bond shall represent

installments of principal maturing on more than one date), or such other denominations as set forth in the Bond Notification; and shall be lettered R and numbered consecutively starting with the number one. The Bonds shall become due and payable serially or be subject to mandatory redemption (subject to option of prior redemption as hereinafter set forth) on May 1 of each of the years (not later than 2044), in the amounts and bearing interest at the rates per annum as set forth in the Bond Notification, provided, however, that (i) the maximum annual debt service due on the Bonds in any year may not exceed $550,000, and (ii) the true interest cost of the Bonds may not exceed 4.75%. Any series of the Bonds may be issued as taxable bonds, such that the interest thereon shall be includible in gross income of the owners thereof for federal income tax purposes (the *"Taxable Bonds"*) or as tax-exempt bonds, such that the interest thereon shall be excludable from gross income of the owners thereof for federal income tax purposes (the *"Tax-Exempt Bonds"*), if so authorized under the Internal Revenue Code of 1986, as amended (the *"Code"*), all as set forth in the Bond Notification for such series of the Bonds.

Section 3. Interest; Payment Provisions. The Bonds shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, at the rates set out above, such interest (computed upon the basis of a 360-day year consisting of twelve 30-day months) being payable on the first days of May and November of each year, commencing on the date set forth in the Bond Notification. Interest on each Bond shall be paid by check or draft of the Registrar to the person in whose name such Bond is registered at the close of business on the fifteenth day of the calendar month immediately preceding the applicable interest payment date. The principal of each Bond shall be payable in lawful money of the United States of America upon presentation and surrender of such Bond at the designated office of the Registrar..

Section 4. Execution; Authentication. The Bonds shall be executed on behalf of the City with the manual or facsimile signature of the City Manager of the City and with the manual or facsimile signature of the City Clerk of the City, and sealed with the official seal of the City or a printed facsimile of said seal. In case any officer whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

All Bonds shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Registrar as authenticating agent of the City and showing the date of authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Resolution unless and until such certificate of authentication shall have been duly executed by the Registrar by manual signature, and such certificate of authentication upon any such Bond shall be conclusive evidence that such Bond has been authenticated and delivered under this Resolution. The certificate of authentication on any Bond shall be deemed to have been executed by the Registrar if signed by an authorized officer of the Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Bonds issued under this Resolution.

Section 5. Registration of Bonds; Persons Treated as Owners. (a) The City shall cause books (the *"Bond Register"*) for the registration and for the transfer of the Bonds as

provided in this Resolution to be kept at the designated office of the Registrar, which is hereby constituted and appointed the registrar of the City with respect to the Bonds herein authorized. The City is authorized to prepare, and the Registrar shall keep custody of, multiple Bond blanks executed by the City for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the principal corporate trust office of the Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the City shall execute and the Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be exchanged at said office of the Registrar for a like aggregate principal amount of Bond or Bonds of the same maturity of other authorized denominations. The execution by the City of any fully registered Bond shall constitute full and due authorization of such Bond and the Registrar shall thereby be authorized to authenticate, date and deliver such Bond, *provided, however,* the principal amount of outstanding Bonds of each maturity authenticated by the Registrar shall not exceed the authorized principal amount of Bonds for such maturity less previous retirements.

The Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending at the opening of business on such interest payment date, nor to transfer or exchange any Bond after notice calling such Bond for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Bonds.

The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Bond shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Bonds, but the City or the Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Bonds except in the case of the issuance of a Bond or Bonds for the unredeemed portion of a Bond surrendered for redemption.

(b) *Global Book-Entry System.* The Bonds shall be initially issued in the form of a separate single fully registered Bond for each of the maturities of the Bonds determined as described in Section 2 hereof. Unless otherwise requested by any Purchaser, upon initial issuance, the ownership of each such Bond shall be registered in the Bond Register in the name of Cede & Co., or any successor thereto (*"Cede"*), as nominee of The Depository Trust Company, New York, New York, and its successors and assigns (*"DTC"*). All of the outstanding Bonds shall be registered in the Bond Register in the name of Cede, as nominee of DTC, except as hereinafter provided. The Mayor, the City Manager, the Treasurer, the Director

of Finance and any other business official of the City and the Registrar are each authorized to execute and deliver, on behalf of the City, such letters to or agreements with DTC as shall be necessary to effectuate such book-entry system (any such letter or agreement being referred to herein as the *"Representation Letter"*), which Representation Letter may provide for the payment of principal of or interest on the Bonds by wire transfer.

With respect to Bonds registered in the Bond Register in the name of Cede, as nominee of DTC, the City and the Registrar shall have no responsibility or obligation to any broker-dealer, bank or other financial institution for which DTC holds Bonds from time to time as securities depository (each such broker-dealer, bank or other financial institution being referred to herein as a *"DTC Participant"*) or to any person on behalf of whom such a DTC Participant holds an interest in the Bonds. Without limiting the immediately preceding sentence, the City and the Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede or any DTC Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any amount with respect to the principal of or interest on the Bonds. The City and the Registrar may treat and consider the person in whose name each Bond is registered in the Bond Register as the holder and absolute owner of such Bond for the purpose of payment of principal and interest with respect to such Bond, for the purpose of giving notices of redemption and other matters with respect to such Bond, for the purpose of registering transfers with respect to such Bond, and for all other purposes whatsoever. The Registrar shall pay all principal of and interest on the Bonds only to or upon the order of the respective registered owners of the Bonds, as shown in the Bond Register, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the City's obligations with respect to payment of the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of a Bond as shown in the Bond Register, shall receive a Bond evidencing the obligation of the City to make payments of principal and interest with respect to any Bond. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede, and subject to the provisions in Section 3 hereof with respect to the payment of interest to the registered owners of Bonds at the close of business on the 15th day of the month next preceding the applicable interest payment date, the name "Cede" in this resolution shall refer to such new nominee of DTC.

In the event that (i) the City determines that DTC is incapable of discharging its responsibilities described herein and in the Representation Letter, (ii) the agreement among the City, the Registrar and DTC evidenced by the Representation Letter shall be terminated for any reason or (iii) the City determines that it is in the best interests of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, the City shall notify DTC and DTC Participants of the availability through DTC of certificated Bonds and the Bonds shall no longer be restricted to being registered in the Bond Register in the name of Cede, as nominee of DTC. At that time, the City may determine that the Bonds shall be registered in the name of and deposited with such other depository operating a universal book-entry system, as may be acceptable to the City, or such depository's agent or designee, and if the City does not select

such alternate universal book-entry system, then the Bonds may be registered in whatever name or names registered owners of Bonds transferring or exchanging Bonds shall designate, in accordance with the provisions of Section 5(a) hereof.

Notwithstanding any other provisions of this resolution to the contrary, so long as any Bond is registered in the name of Cede, as nominee of DTC, all payments with respect to principal of and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, in the name provided in the Representation Letter.

Section 6. Redemption. (a) *Optional Redemption.* All or a portion of the Bonds of any series, if any, due on and after the date, if any, specified in the Bond Notification shall be subject to redemption prior to maturity at the option of the City from any available funds, as a whole or in part, and if in part in integral multiples of $5,000 in any order of their maturity as determined by the City (less than all of the Bonds of a single maturity to be selected by the Registrar), on the date specified in the Bond Notification, if any, and on any date thereafter, at the redemption price of par plus accrued interest to the date fixed for redemption.

(b) *Mandatory Redemption.* The Bonds maturing on the date or dates, if any, indicated in the Bond Notification for any series of the Bonds are subject to mandatory redemption, in integral multiples of $5,000 selected by lot by the Registrar, at a redemption price of par plus accrued interest to the redemption date for the Bonds, on May 1 of the years, if any, and in the principal amounts, if any, as indicated in such Bond Notification.

The principal amounts of Bonds to be mandatorily redeemed in each year may be reduced through the earlier optional redemption thereof, with any partial optional redemptions of such Bonds credited against future mandatory redemption requirements in such order of the mandatory redemption dates as the City may determine. In addition, on or prior to the 60th day preceding any mandatory redemption date, the Registrar may, and if directed by the Common Council shall, purchase Bonds required to be retired on such mandatory redemption date. Any such Bonds so purchased shall be cancelled and the principal amount thereof shall be credited against the mandatory redemption required on such next mandatory redemption date.

(c) *General.* The Bonds shall be redeemed only in the principal amount of $5,000 and integral multiples thereof. The City shall, at least forty-five (45) days prior to any optional redemption date (unless a shorter time period shall be satisfactory to the Registrar) notify the Registrar of such redemption date and of the principal amount and maturity or maturities of Bonds to be redeemed. For purposes of any redemption of less than all of the outstanding Bonds of a single maturity, the particular Bonds or portions of Bonds to be redeemed shall be selected by lot by the Registrar from the Bonds of such maturity by such method of lottery as the Registrar shall deem fair and appropriate; *provided* that such lottery shall provide for the selection for redemption of Bonds or portions thereof so that any $5,000 Bond or $5,000 portion of a Bond shall be as likely to be called for redemption as any other such $5,000 Bond or $5,000 portion. The Registrar shall make such selection upon the earlier of the irrevocable deposit of funds with an escrow agent sufficient to pay the redemption price of the Bonds to be redeemed or the time of the giving of official notice of redemption.

The Registrar shall promptly notify the City in writing of the Bonds or portions of Bonds selected for redemption and, in the case of any Bond selected for partial redemption, the principal amount thereof to be redeemed.

Section 7. Redemption Procedure. Unless waived by any holder of Bonds to be redeemed, notice of the call for any such redemption shall be given by the Registrar on behalf of the City by mailing the redemption notice by first class mail at least thirty (30) days and not more than sixty (60) days prior to the date fixed for redemption to the registered owner of the Bond or Bonds to be redeemed at the address shown on the Bond Register or at such other address as is furnished in writing by such registered owner to the Registrar.

All notices of redemption shall state:

(1) the date fixed for redemption,

(2) the redemption price,

(3) if less than all outstanding Bonds are to be redeemed, the identification, including CUSIP numbers (and, in the case of any partial redemption, the respective principal amounts) of the Bonds to be redeemed,

(4) that on the date fixed for redemption the redemption price will become due and payable upon each such Bond or portion thereof called for redemption, and that interest thereon shall cease to accrue from and after said date, and

(5) the place where such Bonds are to be surrendered for payment of the redemption price, which place of payment shall be the designated office of the Registrar.

Unless moneys sufficient to pay the redemption price of the Bonds to be redeemed at the option of the City shall have been received by the Registrar prior to the giving of such notice of redemption, such notice may, at the option of the City, state that said redemption shall be conditional upon the receipt of such moneys by the Registrar on or prior to the date fixed for redemption. If such moneys are not received, such notice shall be of no force and effect, the City shall not redeem such Bonds, and the Registrar shall give notice, in the same manner in which the notice of redemption shall have been given, that such moneys were not so received and that such Bonds will not be redeemed. Otherwise, prior to any redemption date, the City shall deposit with the Registrar an amount of money sufficient to pay the redemption price of all the Bonds or portions of Bonds which are to be redeemed on that date.

Subject to the provisions for a conditional redemption described above, notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the City shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon surrender of such Bonds for redemption in accordance with said notice, such Bonds shall be paid by the Registrar at the redemption price. Installments of interest due on or prior to the redemption date shall be

payable as herein provided for payment of interest. Upon surrender for any partial redemption of any Bond, there shall be prepared for the registered holder a new Bond or Bonds of the same maturity in the amount of the unpaid principal.

If any Bond or portion of Bond called for redemption shall not be so paid upon surrender thereof for redemption, the principal shall, until paid, bear interest from the redemption date at the rate borne by the Bond or portion of Bond so called for redemption. All Bonds which have been redeemed shall be cancelled and destroyed by the Registrar and shall not be reissued.

Section 8. Payable Solely from Net Revenues. The Bonds, the Prior Sewer System Revenue Bonds and any Parity Bonds, together with premium (if any) and interest thereon, shall be payable only out of the Special Redemption Fund as hereinafter provided, and shall be a valid claim of the owners thereof only against the Special Redemption Fund and from the revenues pledged to such fund, and on a parity with the Prior Sewer System Revenue Bonds; and sufficient revenues are hereby pledged to the Special Redemption Fund, and shall be used for no purpose other than to pay the principal of, premium (if any) and interest on the Bonds, the Prior Sewer System Revenue Bonds and any Parity Bonds as the same fall due.

Section 9. Form of Bonds. The Bonds, the certificate of authentication to be endorsed thereon and the form of assignment to be endorsed thereon are all to be in substantially the following forms with necessary and appropriate variations, omissions and insertions as permitted or required by this Resolution, including any reordering or other modifications required if the Bonds are printed on a single side:

(FORM OF BOND)

UNITED STATES OF AMERICA

STATE OF WISCONSIN

COUNTY OF WINNEBAGO

CITY OF OSHKOSH

SEWER SYSTEM REVENUE BOND, SERIES 202___

NO._____ $_____

RATE OF INTEREST	MATURITY DATE	DATED DATE	CUSIP NUMBER
_____%	May 1, _____	_____, 20__	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT:

KNOW ALL MEN BY THESE PRESENTS: That the City of Oshkosh, in the County of Winnebago and the State of Wisconsin (the *"City"*), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner hereinabove identified, or registered assigns as hereinafter provided, on the Maturity Date hereinabove identified, solely from the revenues hereinafter specified, the Principal Amount hereinabove identified and from the same source to pay interest (computed on the basis of a 360-day year consisting of twelve 30-day months) on such Principal Amount from the date of this Bond or from the most recent interest payment date to which interest has been paid at the Rate of Interest per annum hereinabove identified on May 1 and November 1 of each year, commencing on _____, 20__, until said Principal Amount is paid, except as the provisions hereinafter set forth with respect to redemption prior to maturity may be and become applicable to this Bond.

The principal of this Bond is payable in lawful money of the United States of America only upon presentation and surrender of this Bond at the designated office of _____, as registrar and paying agent, or any successor thereto (the *"Registrar"*). Payment of each installment of interest shall be made to the Registered Owner hereof who shall appear on the registration books of the City maintained by the Registrar at the close of business on the fifteenth day of the calendar month next preceding the applicable interest payment date, and shall be paid by check or draft of the Registrar mailed to such Registered Owner at his address as it appears on such registration books or at such other address as may be furnished in writing by such Registered Owner to the Registrar.

This Bond is one of an authorized issue of Sewer System Revenue Bonds, Series 20____, of like date, aggregating the principal amount of $_____ (the *"Bonds"*) and issued to pay the cost of financing additions to, extensions of and improvements to the sewerage system of the City and to refund certain outstanding municipal obligations of the City, pursuant to Article XI, Section 3 of the Wisconsin Constitution and Section 66.0621, *Wisconsin Statutes*, as supplemented and amended, and a resolution adopted by the Common Council of the City (the *"Common Council"*) on November 12, 2024 (the *"Bond Resolution"*), and is payable, together with the Prior Sewer System Revenue Bonds (as defined in the Bond Resolution), only from the income and revenues to be derived from the operation of said sewerage system of the City, which net income and revenues have been set aside as a special fund for that purpose and identified as the "Sewer Utility Special Redemption Fund." This Bond is issued pursuant to the resolution adopted by the Common Council of the City on October 14, 2010, the Prior Revenue Bond Resolutions and the Prior CWLP Revenue Bond Resolution and does not constitute an indebtedness of the City within the meaning of any constitutional or statutory limitation or provision. Reference is hereby made to said resolutions for a more complete statement of the revenues from which and conditions under which this Bond is payable, a statement of the conditions on which obligations may hereafter be issued on a parity with this Bond, and the general covenants and provisions pursuant to which this Bond has been issued.

Bonds of the issue of which this Bond is one maturing on and after May 1, 20__, are subject to redemption prior to maturity at the option of the City as a whole, or in part in such order of maturity as the City shall specify (in integral multiples of $5,000, less than all the Bonds of a single maturity to be selected by the Registrar in such manner as it shall deem fair and appropriate) on May 1, 20__, and on any date thereafter, at the redemption price of 100% of the principal amount thereof being redeemed plus accrued interest to the date fixed for redemption.

The Bonds maturing on May 1, 20__ shall be subject to mandatory sinking fund redemption, in integral multiples of $5,000 selected by the Registrar, at a redemption price of 100% of the principal amount thereof being redeemed plus accrued interest to the date fixed for redemption, on May 1 of the following years and in the following amounts:

REDEMPTION DATE MAY 1	PRINCIPAL AMOUNT OF REDEMPTION
20__	
20__*	

* Maturity

Notice of any intended redemption shall be sent by first class mail, postage prepaid, not less than thirty (30) days nor more than sixty (60) days prior to the date fixed for redemption to the registered owner of each Bond to be redeemed (in whole or in part) at the address shown on the registration books of the City maintained by the Registrar or at such other address as is furnished in writing by such registered owner to the Registrar. Such optional notice of redemption may be conditional as provided in the authorizing resolution. When so called for

redemption, this Bond, or the portion thereof being so called for redemption, will cease to bear interest on the specified redemption date, provided funds for redemption are on deposit at the place of payment at that time, and shall not be deemed to be outstanding.

This Bond is transferable by the Registered Owner hereof in person or by his attorney duly authorized in writing at the designated office of the Registrar, but only in the manner, subject to the limitations and upon payment of the charges provided in the authorizing resolution, and upon surrender and cancellation of this Bond. Upon such transfer, a new Bond or Bonds of authorized denominations of the same maturity and interest rate and for the same aggregate principal amount will be issued to the transferee in exchange for this Bond.

The Bonds are issuable in fully registered form in the denomination of $5,000 each or integral multiples thereof. This Bond may be exchanged at the designated office of the Registrar for a like aggregate principal amount of Bonds of the same maturity and interest rate of other authorized denominations, upon the terms set forth in the authorizing resolution.

The City and the Registrar may deem and treat the Registered Owner as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof, premium, if any, hereon and interest due hereon and for all other purposes and neither the City nor the Registrar shall be affected by any notice to the contrary.

It is hereby certified, recited and declared that all acts, conditions and things required to be done, exist, happen and be performed precedent to and in the issuance of this Bond have been done, have existed, have happened and have been performed in due time, form and manner as required by the Constitution and the laws of the State of Wisconsin, and that sufficient of the net income and revenues to be received by the City from the operation of the sewerage system owned and operated by the City has been pledged to and will be set aside into a special fund for the payment of the principal of and interest on this Bond.

This Bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Registrar.

IN WITNESS WHEREOF the City of Oshkosh, Winnebago County, Wisconsin, by its Common Council, has caused this Bond to be executed with the duly authorized manual or facsimile signature of its City Manager and with the duly authorized manual or facsimile signature of its City Clerk and its official seal or a facsimile thereof to be impressed or reproduced hereon, as of the Dated Date hereinabove identified.

_____ _____

City Clerk City Manager

[SEAL]

CERTIFICATE OF AUTHENTICATION

This Bond is one of the Bonds described in the within mentioned Resolution, and is one of the Sewer System Revenue Bonds, Series 20___, of the City of Oshkosh, Winnebago County, Wisconsin.

Date of Authentication: _____, 20__

By _____
City Treasurer

* * *

The following abbreviations, when used in the inscription on the face of the within Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM-	as tenants in common	UNIF GIFT/TRANS MIN ACT- _____Custodian _____ (Cust) (Minor)
TEN ENT-	as tenants by the entirety	under Uniform Gifts/Trans to Minors
JT TEN-	as joint tenants with right of survivorship and not as tenants in common	Act_____ (State)

Additional abbreviations may also be used though not listed above.

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

_____

_____
(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint _____

_____
its successor as Registrar to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: _____

_____

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

Signature Guaranteed: _____

NOTICE: Signature(s) must be guaranteed by an "eligible guarantor institution" meeting the requirements of the Registrar, which requirements include membership or participation in STAMP or such other "signature guaranty program" as may be determined by the Registrar in addition to or in substitution for STAMP, all in accordance with the Securities Exchange Act of 1934, as amended.

Section 10. Application of Certain Provisions of the 2010G Resolution. The Bonds shall be issued in compliance with and under authority of the provisions of the Prior Revenue Bond Resolutions and the Prior CWLP Revenue Bond Resolution, so as to be on a parity with the Prior Sewer System Revenue Bonds. All of the Prior Bond Provisions, specifically Sections 12, 13, 14, 15, 16, 17, 20 and 23 of the 2010-G Resolution shall be applicable to the Bonds as if said provisions were set out in full in this Resolution, and such provisions shall continue to be so applicable until all of the Bonds shall have been retired both as to principal and interest.

It is hereby determined that the present and future requirements of all funds and accounts under the 2010-G Resolution shall be determined from time to time by the Common Council of the City in accordance with prudent public utility management practices and further provided, that money in the Sewer Utility Revenue Fund shall be deposited in the Special Redemption Fund in amounts at all times sufficient to provide for the payment when due of the principal of, premium (if any) and interest on the Bonds, the Prior Sewer System Revenue Bonds and the Parity Bonds.

It is the express intent and determination of this Common Council that the amount of money to be deposited in the Special Redemption Fund shall in any event be sufficient to pay the interest on the Bonds, the Prior Sewer System Revenue Bonds and the Parity Bonds as the same accrues and to retire the Bonds, the Prior Sewer System Revenue Bonds and the Parity Bonds at maturity, and to provide the monthly amounts payable into the Reserve Account, notwithstanding the distribution of revenues herein allotted to such fund in the manner above provided.

Section 11. Prior Lien Bonds; Parity Bonds. The City will issue no bonds or obligations of any kind or nature payable from or enjoying a lien on the revenues or the property of the System having a priority over the Bonds, but may issue Parity Bonds on the terms and conditions set out in the Prior Revenue Bond Resolutions and the Prior CWLP Revenue Bond Resolution.

Section 12. Sale of Bonds. The Designated Representatives are hereby authorized to proceed not later than the 12th day of May, 2025, without any further authorization or direction from the Council, to sell the Bonds upon the terms prescribed in this Resolution. The Bonds hereby authorized shall be executed as in this Resolution provided as soon after the delivery of the Bond Notification as may be, and thereupon be deposited with the City Treasurer, and, after authentication thereof by the Bond Registrar, be by said City Treasurer delivered to the purchaser or purchasers thereof (each, a "*Purchaser*") upon receipt of the purchase price therefor, the same being not less than 98.75% of the principal amount of the Bonds (exclusive of original issue discount) on a series by series basis. The Purchaser or Purchasers for the Bonds shall be the best bidder for the Bonds at a competitive sale conducted by Ehlers & Associates, Inc.

Prior to the sale of the Bonds, the Mayor, City Manager, City Treasurer or any other business official of the City is hereby authorized to approve and execute a commitment for the purchase of a Municipal Bond Insurance Policy (as hereinafter defined), to further secure the Bonds, as long as the present value of the fee to be paid for the Municipal Bond Insurance Policy (using as a discount rate the expected yield on the Bonds treating the fee paid as interest on the Bonds) is less than the present value of the interest reasonably expected to be saved on the Bonds over the term of the Bonds as a result of the Municipal Bond Insurance Policy.

Upon the sale of the Bonds, the Designated Representatives shall prepare a Notification of Sale, which shall include the pertinent details of sale as provided herein (the *"Bond Notification"*). In the Bond Notification, the Designated Representatives shall find and determine that the Bonds have been sold at such price and shall have the terms as set forth therein. The Bond Notification shall be entered into the records of the City and made available to the Common Council at the next regular meeting thereof; but such action shall be for information purposes only, and the Common Council shall have no right or authority at such time to approve or reject such sale as evidenced in the Bond Notification.

Upon the sale of the Bonds, as evidenced by the execution and delivery of the Bond Notification by the Designated Representatives, the Mayor, City Clerk, City Manager, City Treasurer and any other officer of the City, as shall be appropriate, shall be and are hereby authorized and directed to approve or execute, or both, such documents of sale of the Bonds as may be necessary, including, without limitation, the contract for the sale of the Bonds between the City and the Purchaser (the "*Purchase Contract*"), which may be evidenced by an executed bid form, term sheet or other document requested by a Purchaser.

The use by the Purchaser of any Preliminary Official Statement and any final Official Statement relating to the Bonds (the *"Official Statement"*) is hereby ratified, approved and authorized; the execution and delivery of the Official Statement is hereby authorized; and the officers of the Common Council are hereby authorized to take any action as may be required on the part of the City to consummate the transactions contemplated by the Purchase Contract, this Resolution, said Preliminary Official Statement, the Official Statement and the Bonds. The City is authorized to advertise for the sale of the Bonds in any newspaper as the City shall determine.

Section 13. Disposition of Bond Proceeds; Tax Exemption; No Arbitrage; Bonds to Remain in Registered Form; Reimbursement. The proceeds from the sale of the Bonds shall be disbursed as follows and not otherwise:

(a) Accrued interest on the Bonds, if any, shall be deposited in the Interest and Principal Account of the Special Redemption Fund.

(b) Into the Reserve Account, an amount equal to the amount necessary to cause the balance on deposit therein to equal the Debt Service Reserve Requirement.

(c) The balance of the proceeds of the Bonds shall be deposited in a special fund, and used solely for the purpose of financing the costs of the Project and paying the costs of issuance of the Bonds.

Section 14. Federal Tax Matters. The City hereby further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Tax-Exempt Bonds) if taking, permitting or omitting to take such action would cause any of the Tax-Exempt Bonds to be an arbitrage bond or a private activity bond within the meaning of the Code, or would otherwise cause the interest on the Tax-Exempt Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The City acknowledges that, in the event of an examination by the Internal Revenue Service (the *"IRS"*) of the exemption from Federal income taxation for interest paid on the Tax-Exempt Bonds, under present rules, the City may be treated as a "taxpayer" in such examination and agrees that it will respond in a commercially reasonable manner to any inquiries from the IRS in connection with such an examination.

The City also agrees and covenants with the purchasers and holders of the Tax-Exempt Bonds from time to time outstanding that, to the extent possible under Illinois law, it will comply with whatever federal tax law is adopted in the future which applies to the Tax-Exempt Bonds and affects the tax-exempt status of the Tax-Exempt Bonds.

The Common Council hereby authorizes the officials of the City responsible for issuing the Tax-Exempt Bonds, the same being the City Manager, the City Clerk, the City Treasurer/Finance Director, to make such further covenants and certifications regarding the specific use of the proceeds of the Tax-Exempt Bonds as approved by the Common Council and as may be necessary to assure that the use thereof will not cause the Tax-Exempt Bonds to be arbitrage bonds and to assure that the interest on the Tax-Exempt Bonds will be exempt from federal income taxation. In connection therewith, the City and the Common Council further agree: (a) through their officers, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with counsel approving the Tax-Exempt Bonds and to comply with such advice as may be given; (c) to pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Tax-Exempt Bonds; (d) to file such forms, statements, and supporting documents as may be required and in a timely manner; and (e) if deemed necessary or

advisable by their officers, to employ and pay fiscal agents, financial advisors, attorneys, and other persons to assist the City in such compliance.

The City further recognizes that Section 149(a) of the Code requires the Bonds to be issued and to remain in fully registered form in order that the interest thereon is excludible from gross income of the owners thereof for Federal income tax purposes under laws in force at the time the Bonds are delivered. In this connection, the City agrees that it will not take any action to permit the Bonds to be issued in, or converted into, bearer or coupon form.

Section 15. Duties of Registrar. If requested by the Registrar, the City Manager of the Issuer is authorized to execute, and the City Clerk of the City is authorized to attest, and said City Manager and City Clerk are hereby authorized to deliver, the Registrar's standard form of agreement between the City and the Registrar with respect to the obligations and duties of the Registrar hereunder which shall include the following:

(a) to act as Registrar, authenticating agent, paying agent and transfer agent as provided herein;

(b) to give notice of redemption of Bonds as provided herein;

(c) to cancel and destroy Bonds which have been paid at maturity or upon earlier redemption or submitted for exchange or transfer;

(d) to furnish the City at least annually a certificate of destruction with respect to Bonds cancelled and destroyed; and

(e) to furnish the City at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.

The City Clerk of the City is hereby directed to file a certified copy of this Resolution with the Registrar.

The City covenants that it shall at all times retain a Registrar with respect to the Bonds, that it will maintain at the designated office of such Registrar a place or places where Bonds may be presented for payment or registration of transfer or exchange, and that it shall require that the Registrar properly maintain the Bond Register and perform the other duties and obligations imposed upon it by this Resolution in a manner consistent with the standards, customs and practices of the municipal securities industry.

The Registrar shall signify its acceptance of the duties and obligations imposed upon it by this Resolution by executing the certificate of authentication on any Bond, and by such execution the Registrar, shall be deemed to have certified to the City that it has all requisite power to accept and has accepted such duties and obligations. The Registrar is the agent of the City, and shall not be liable in connection with the performance of its duties, except for its own negligence or willful wrongdoing. The Registrar shall, however, be responsible for any representation in its certificate of authentication on the Bonds.

Any corporation or association into which the Registrar may be converted or merged, or with which it may be consolidated, or to which it may sell or transfer its corporate trust business as a whole or substantially as a whole, or any corporation or association resulting from any such conversion, merger or consolidation to which it is a party, shall be and become successor Registrar hereunder, and vested with all the duties, powers, discretions, immunities, privileges and all other matters as was its predecessor, without the execution or filing of any instrument or any further act, deed or conveyance on the part of any of the parties hereto, anything herein to the contrary notwithstanding. Any such successor Registrar shall give notice thereof to the City and the registered owners of the Bonds.

The Registrar may be removed at any time by the City by an instrument in writing delivered to the Registrar.

In case the Registrar shall be removed, or shall be dissolved, or shall be in the course of dissolution or liquidation, or otherwise become incapable of acting hereunder, or in case it shall be taken under the control of any public officer or officers, or of a receiver appointed by a court, a successor may be appointed by the City by an instrument in writing, a copy of which shall be delivered to the retiring Registrar, the successor Registrar and the registered owners of the Bonds. The City shall mail notice of any such appointment made by it to each registered owner of any Bond within twenty (20) days after such appointment. Any Registrar appointed under the provisions of this Section 15 shall be a City officer or a bank or trust company with offices in the United States of America.

Section 16. Equality of Lien. All of the Bonds, regardless of the installment of which they are a part and regardless of the dates of their issuance or delivery, together with the Prior Sewer System Revenue Bonds and any Parity Bonds, shall be secured equally by a pledge of the Special Redemption Fund and the Net Revenues allocated to the Special Redemption Fund.

Section 17. Resolution a Contract; Remedies of Owners of Bonds. The provisions of this Resolution shall constitute a contract between the City and the owner or owners of the Bonds and after the issuance of any of the Bonds, except as provided in Section 17 of the 2010-G Resolution, providing for modification, no change or alteration of any kind in the provisions of this Resolution may be made until all of the Bonds shall have been paid in full as to both principal and interest.

The owners of any of the Bonds shall have the right in addition to all other rights, by mandamus or other suit or action in any court of competent jurisdiction, to enforce his, her or their rights against the City, the Common Council and any other authorized body to fix and collect rates and charges fully adequate to carry out all of the provisions and agreements contained in this Resolution, and for the appointment of a receiver for the System in the event of a default in the payment of principal or interest.

Section 18. Continuing Disclosure Undertaking. The City Manager or the City Treasurer/Finance Director of the City is hereby authorized, empowered and directed to execute and deliver a Continuing Disclosure Undertaking with respect to the Bonds (the *"Continuing Disclosure Undertaking"*) in substantially the form as the individual executing the Continuing

Disclosure Undertaking on behalf of the City shall approve, his or her execution to constitute conclusive evidence of his or her approval of the form of such Continuing Disclosure Undertaking. When the Continuing Disclosure Undertaking is executed and delivered on behalf of the City as herein provided, the Continuing Disclosure Undertaking will be binding on the City and the officers, employees and agents of the City, and the officers, employees and agents of the City are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Continuing Disclosure Undertaking, as executed. Copies of the Continuing Disclosure Undertaking shall be placed in the official records of the City, and shall be available for public inspection at the offices of the City. Notwithstanding any other provision of this Resolution to the contrary, the sole remedies for failure to comply with the Continuing Disclosure Undertaking shall be the ability of any beneficial owner of any Bond to seek mandamus or specific performance by court order, to cause the City to comply with its obligations under the Continuing Disclosure Undertaking.

Section 19. Municipal Bond Insurance. In the event the payment of principal and interest on the Bonds is insured pursuant to a municipal bond insurance policy (the *"Municipal Bond Insurance Policy"*) issued by a bond insurer (the *"Bond Insurer"*), and as long as such Municipal Bond Insurance Policy shall be in full force and effect, the City and the Registrar agree to comply with such usual and reasonable provisions regarding presentment and payment of the Bonds, subrogation of the rights of the Bondholders to the Bond Insurer upon payment of the Bonds by the Bond Insurer, amendment hereof, or other terms, as approved by the City Manager and the Director of Finance or the Mayor on advice of counsel, his or her approval to constitute full and complete acceptance by the City of such terms and provisions under authority of this Section.

Section 20. Other Documents. The City Manager, the City Clerk and the City Treasurer/Finance Director of the City and all other officers of the City are hereby authorized to execute all documents and certificates and to take all such actions as may be necessary in connection with the authorization issuance, sale and delivery of the Bonds and the performance of the obligations of the City hereunder and to carry out and comply with the terms of this Resolution, including without limitation the Official Statement. This Resolution and all such documents shall be in substantially the same form contemplated by this Resolution, with such changes as shall be approved by the officers executing this Resolution and said documents, the execution thereof to constitute conclusive proof of such approval.

Section 21. Record-Keeping Policy and Post-Issuance Compliance Matters. On June 8, 2021, the Board adopted a record-keeping policy (the *"Policy"*) in order to maintain sufficient records to demonstrate compliance with its covenants and expectations to ensure the appropriate federal tax status for the debt obligations of the City, the interest on which is excludable from "gross income" for federal income tax purposes or which enable the City or the holder to receive federal tax benefits, including, but not limited to, qualified tax credit bonds and other specified tax credit bonds. The Common Council and the City hereby reaffirm the Policy:

Section 22. Severability of Invalid Provisions. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or

unenforceability of such section, paragraph or provision shall not affect any of the remaining sections, paragraphs and provisions of this Resolution.

Section 23. Conflicting Ordinances, Resolutions and Orders Superseded. All ordinances, resolutions or orders, or parts thereof, heretofore enacted, adopted or entered, in conflict with the provisions of this Resolution shall be, and the same are hereby, superseded to the extent of such conflict, and this Resolution shall be in effect from and after its passage.

Adopted November 12, 2024

Approved November 12, 2024

Recorded November 12, 2024

_____

Mayor

_____

City Clerk

November 12, 2024

PRE-SALE REPORT FOR

City of Oshkosh, Wisconsin

$4,330,000 Sewer System Revenue Bonds, Series 2024C

Prepared by:

Ehlers
N19W24400 Riverwood Drive,
Suite 100
Waukesha, WI 53188

Advisors:

Todd Taves, Senior Municipal Advisor
Harry Allen, Municipal Advisor
Jon Cameron, Senior Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

$4,330,000 Sewer System Revenue Bonds, Series 2024C (the "Bonds").

Purposes:

The proposed issue includes financing for the construction of sewer system improvements. Debt service will be paid from sewer revenues.

Authority:

The Bonds are being issued pursuant to Wisconsin Statute 66.0621. The Bonds are not general obligations of the City but are payable only from and secured by a pledge of income and revenue to be derived from the operation of the Sewer System.

Term/Call Feature:

The Bonds are being issued for a term of 20 years. Principal on the Bonds will be due on May 1 in the years 2025 through 2044. Interest will be due every six months beginning May 1, 2025. The Bonds will be subject to prepayment at the discretion of the City on May 1, 2034 or any date thereafter.

Bank Qualification:

Because the City is issuing more than $10,000,000 in tax-exempt obligations during the calendar year, the City will be not able to designate the Bonds as "bank qualified" obligations.

Rating:

The City's most recent bond issues were rated by Moody's Investors Service. The current rating on those bonds is "Aa3". The City will request a new rating for the Bonds.

If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating in the event that the bond rating of the insurer is higher than that of the City.

Basis for Recommendation:

Based on your objectives, financial situation and need, risk tolerance, liquidity needs, experience with the issuance of Bonds and long-term financial capacity, as well as the tax status considerations related to the Bonds and the structure, timing and other similar matters related to the Bonds, we are recommending the issuance of Bonds as a suitable option.

Method of Sale/Placement:

We are recommending the Bonds be issued as municipal securities and offered through a competitive underwriting process. You will solicit competitive bids, which we will compile on your behalf, for the purchase of the Bonds from underwriters and banks.

An allowance for discount bidding will be incorporated in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium."

For this issue of Bonds, any premium amount received may: be retained; used to reduce the issue size; or combination thereof. These adjustments may slightly change the true interest cost of the original bid, either up or down. We anticipate using any premium amounts received to reduce the issue size.

The amount of premium allowed can be restricted in the bid specifications. Restrictions on premium may result in fewer bids, but may also eliminate large adjustments on the day of sale and unintended results with respect to debt service payment impacts. Ehlers will identify appropriate premium restrictions for the Bonds intended to achieve the City's objectives for this financing.

Parameters:

The City Council will consider adoption of a Parameters Resolution on November 12, 2024, which delegates authority to the City Manager and Finance Director to accept and approve a bid for the Bonds so long as the bid meets certain parameters. These parameters are:

* Issue size not to exceed $4,330,000
* Minimum Bid of 98.75%
* Maximum True Interest Cost (TIC) of 4.75%
* Maturity Schedule Adjustments not to exceed $550,000 per maturity

Other Considerations:

The Bonds will be offered with the option of the successful bidder utilizing a term bond structure. By offering underwriters the option to "term up" some of the maturities at the time of the sale, it gives them more flexibility in finding a market for your Bonds. This makes your issue more marketable, which can result in lower borrowing costs. In the event that the successful bidder utilizes a term bond structure, we recommend the City retain a paying agent

to handle responsibility for processing mandatory redemption/call notices associated with term bonds.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.

We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

Because the City has more than $10,000,000 in outstanding debt subject to a continuing disclosure undertaking (including this issue) and this issue does not meet an available exemption from continuing disclosure, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The City must ensure compliance with certain sections of the Internal Revenue Code and Treasury Regulations ("Arbitrage Rules") throughout the life of the issue to maintain the tax-exempt status of the Bonds. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The City's specific arbitrage responsibilities will be detailed in the Tax Exemption Certificate and Agreement (the "Tax Compliance Document") prepared by your Bond Attorney and provided at closing.

The Bonds may qualify for one or more exception(s) to the Arbitrage Rules by meeting 1) small issuer exception, 2) spend down requirements, 3) bona fide debt service fund limits, 4) reasonable reserve requirements, 5) expenditure within an available period limitations, 6) investments yield restrictions, 7) de minimis rules, or; 8) borrower limited requirements.

An Ehlers arbitrage expert will contact the City within 30 days after the sale date to review the City's specific responsibilities for the Bonds. The City is currently receiving arbitrage services from Ehlers in relation to the Bonds.

Investment of Bond Proceeds:

Ehlers can assist the City in developing a strategy to invest your Bond proceeds until the funds are needed to pay project costs.

Risk Factors:

Utility Revenue: In the event utility revenues are insufficient to pay debt service, the City Council is committing to consider appropriating funds from any other available sources in an amount sufficient to cover the shortfall. If it chooses to do so, the City may levy a tax to make up a shortfall. Any amount levied for this purpose is exempted from levy limits. While the City is not required to appropriate the funds necessary to remedy any shortfall in revenues needed to pay debt service, failure to do so would result in either a lack of access to capital markets in the future, or access at a substantially higher cost.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Counsel: Chapman and Cutler LLP

Paying Agent: U.S. Bank Trust Company, National Association

Rating Agency: Moody's Investors Service, Inc.

PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by City Council:	November 12, 2024
Due Diligence Call to Review Official Statement:	Week of November 11, 2024
Conference with Rating Agency:	Week of November 11, 2024
Distribute Official Statement:	November 26, 2024
Designated Officials Award Sale of the Bonds:	December 3, 2024
Estimated Closing Date:	December 18, 2024

Attachments

Estimated Sources and Uses of Funds

Estimated Debt Service Schedule

Calculation of Net Revenues Available for Debt Service

Estimated Revenue Debt Coverage - Impact of Financing Plan

Estimated "All-In" Revenue Debt Coverage - Impact of Financing Plan

Revenue Bond Index – 10-year

EHLERS' CONTACTS

Todd Taves, Senior Municipal Advisor	(262) 796-6173
Harry Allen, Municipal Advisor	(262) 796-6182
Jon Cameron, Senior Municipal Advisor	(262) 796-6179
Sue Porter, Lead Public Finance Analyst	(262) 796-6167
Kathy Myers, Senior Financial Analyst	(262) 796-6177

Table 1
Capital Improvements Financing Plan
City of Oshkosh, WI

Presale Estimate
Sale: 12/4/2024
Closing: 12/18/2024

		2024 Sewer System Revenue Bonds	Sewer Portion
CIP Projects[1]			
Sewer		10,714,700	10,714,700
Subtotal Project Costs		**10,714,700**	**10,714,700**
CIP Projects[1]		**10,714,700**	**10,714,700**
Less Other Available Revenues			
Cash Available		(6,000,000)	(6,000,000)
Net Borrowing Requirement		**4,714,700**	**4,714,700**
Debt Service Reserve			
DSR Funds On Hand		(6,879,286)	(6,879,286)
New DSR Requirement		6,406,466	6,406,466
Reserve Fund Requirement		(472,821)	(472,821)
Estimated Issuance Expenses			
Municipal Advisor (Ehlers)		30,700	30,700
Bond Counsel (Chapman & Cutler)		20,000	20,000
Rating Fee (Moody's)		16,000	16,000
Maximum Underwriter's Discount	12.50	54,125	54,125
Paying Agent		850	850
Subtotal Issuance Expenses		121,675	121,675
TOTAL TO BE FINANCED		**4,363,554**	**4,363,554**
Estimated Interest Earnings	4.75%	(37,325)	(37,325)
Assumed spend down (months)	2		
Rounding		3,770	3,770
NET BOND SIZE		**4,330,000**	**4,330,000**

Notes:
1) Project Total Estimates as confirmed by City officials on October 8, 2024.

Table 2
Allocation of Debt Service - 2024
Sewer System Revenue Bonds

City of Oshkosh, WI

Year Ending	Sewer Portion			
	Principal	Est. Rate	Interest	Total
2024				0
2025	170,000	3.75%	147,938	317,938
2026	150,000	3.65%	164,707	314,707
2027	160,000	3.50%	159,169	319,169
2028	165,000	3.52%	153,465	318,465
2029	170,000	3.53%	147,561	317,561
2030	175,000	3.58%	141,428	316,428
2031	180,000	3.65%	135,010	315,010
2032	190,000	3.70%	128,210	318,210
2033	195,000	3.80%	120,990	315,990
2034	205,000	3.85%	113,339	318,339
2035	210,000	3.90%	105,298	315,298
2036	220,000	3.95%	96,858	316,858
2037	230,000	4.05%	87,855	317,855
2038	240,000	4.10%	78,278	318,278
2039	250,000	4.20%	68,108	318,108
2040	260,000	4.25%	57,333	317,333
2041	270,000	4.35%	45,935	315,935
2042	285,000	4.45%	33,721	318,721
2043	295,000	4.50%	20,743	315,743
2044	310,000	4.55%	7,053	317,053
Total	4,330,000		2,012,994	6,342,994

Notes:

1) Estimated Rate assumes October 8 "AA-" rated sale results plus 0.75%.

Table 3
Calculation of Net Revenues Available for Debt Service

	Sewer Utility	
	As Audited 2022	As Audited 2023
Operating Revenues		
Public charges for services/other revenues	16,454,733	18,137,539
Operating Expenses		
Operating and maintenance	6,542,630	7,410,170
Depreciation and amortization	4,084,676	4,010,004
Taxes	184,285	173,184
Total Operating Expenses	10,811,591	11,593,358
Operating Income	5,643,142	6,544,181
Plus Interest on Investments	(31,418)	1,540,120
Plus Depreciation	4,084,676	4,010,004
NET REVENUES AVAILABLE FOR DEBT SERVICE	**9,696,400**	**12,094,305**

NOTES:

Table 4
Revenue Debt Coverage - Impact of Financing Plan

City of Oshkosh, WI

Year	Sewer Debt Service					Year
	Existing Debt	Proposed Debt	Total	Debt Coverage	D.S. Capacity	
				$12,094,305 2023 Net Revenues	@ 1.1x	
2024	7,993,509		7,993,509	1.51	3,001,313	2024
2025	7,683,035	317,938	8,000,974	1.51	2,993,849	2025
2026	7,594,001	314,707	7,908,708	1.53	3,086,115	2026
2027	7,470,387	319,169	7,789,556	1.55	3,205,267	2027
2028	7,368,230	318,465	7,686,695	1.57	3,308,128	2028
2029	7,383,843	317,561	7,701,403	1.57	3,293,419	2029
2030	7,238,561	316,428	7,554,989	1.60	3,439,834	2030
2031	6,885,242	315,010	7,200,252	1.68	3,794,571	2031
2032	6,538,311	318,210	6,856,521	1.76	4,138,302	2032
2033	6,176,595	315,990	6,492,585	1.86	4,502,237	2033
2034	5,917,227	318,339	6,235,566	1.94	4,759,257	2034
2035	5,200,369	315,298	5,515,666	2.19	5,479,156	2035
2036	4,787,838	316,858	5,104,695	2.37	5,890,128	2036
2037	4,219,744	317,855	4,537,599	2.67	6,457,224	2037
2038	3,210,725	318,278	3,529,003	3.43	7,465,820	2038
2039	3,214,238	318,108	3,532,345	3.42	7,462,478	2039
2040	2,825,600	317,333	3,142,933	3.85	7,851,890	2040
2041	1,935,000	315,935	2,250,935	5.37	8,743,888	2041
2042	1,055,700	318,721	1,374,421	8.80	9,620,401	2042
2043	0	315,743	315,743	38.30	10,679,080	2043
2044		317,053	317,053	38.15	10,677,770	2044
2045		0	0	N/A	10,994,823	2045
Total	104,698,156	6,342,994	111,041,150			Total

Notes:

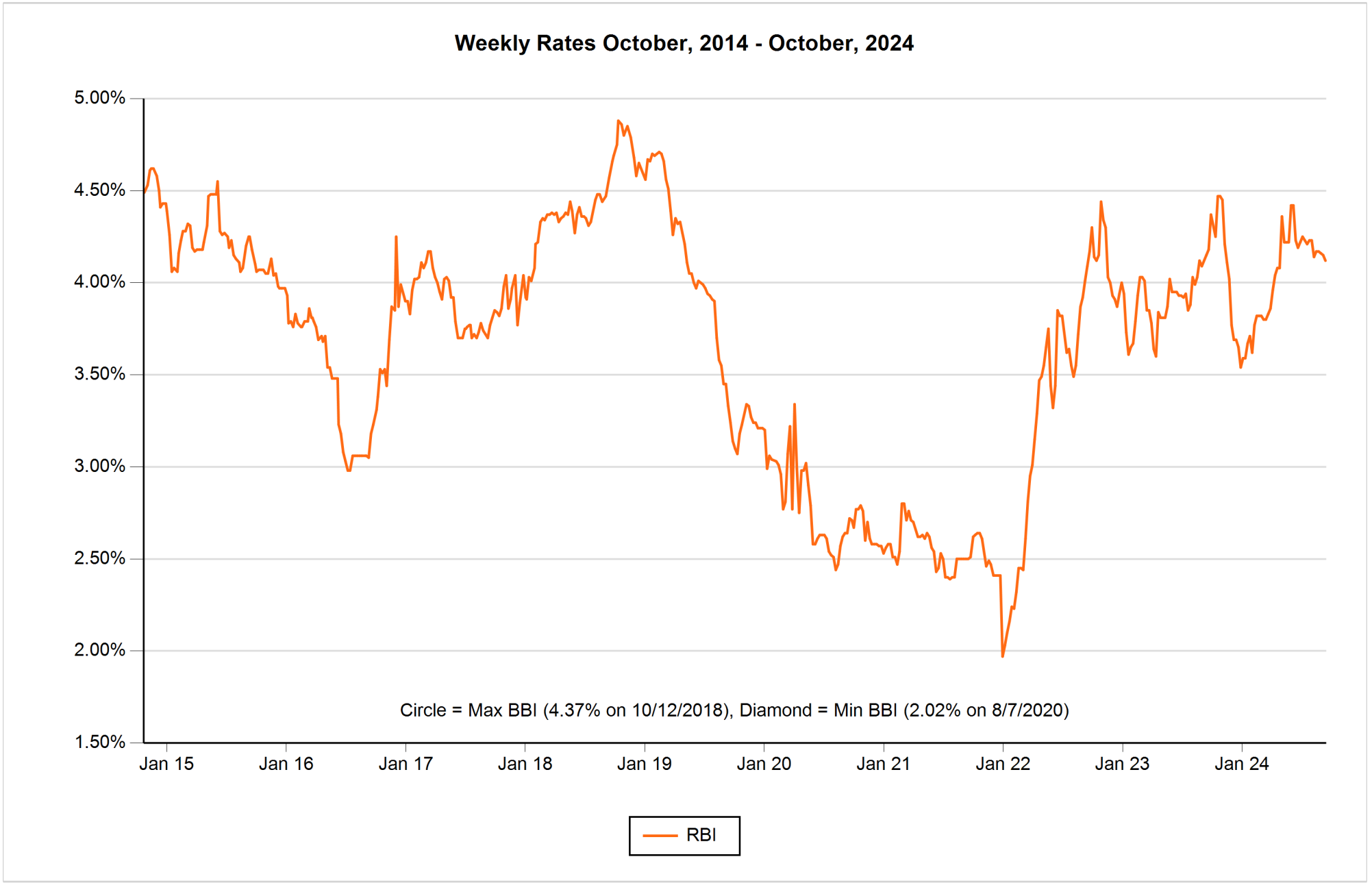
Table 5
"All-In" Revenue Debt Coverage - Impact of Financing Plan

City of Oshkosh, WI

Year	Sewer Debt Service					Year
	Existing Debt	Proposed Debt	Total	Debt Coverage	D.S. Capacity	
				$12,094,305 2023 Net Revenues	@ 1x	
2024	8,677,553		8,677,553	1.39	3,416,752	2024
2025	8,218,648	317,938	8,536,586	1.42	3,557,719	2025
2026	8,025,926	314,707	8,340,633	1.45	3,753,672	2026
2027	7,653,093	319,169	7,972,262	1.52	4,122,043	2027
2028	7,546,236	318,465	7,864,701	1.54	4,229,604	2028
2029	7,437,062	317,561	7,754,622	1.56	4,339,683	2029
2030	7,290,627	316,428	7,607,055	1.59	4,487,250	2030
2031	6,941,030	315,010	7,256,040	1.67	4,838,265	2031
2032	6,592,661	318,210	6,910,871	1.75	5,183,434	2032
2033	6,239,295	315,990	6,555,285	1.84	5,539,020	2033
2034	5,978,127	318,339	6,296,466	1.92	5,797,839	2034
2035	5,200,369	315,298	5,515,666	2.19	6,578,639	2035
2036	4,787,838	316,858	5,104,695	2.37	6,989,610	2036
2037	4,219,744	317,855	4,537,599	2.67	7,556,706	2037
2038	3,210,725	318,278	3,529,003	3.43	8,565,303	2038
2039	3,214,238	318,108	3,532,345	3.42	8,561,960	2039
2040	2,825,600	317,333	3,142,933	3.85	8,951,373	2040
2041	1,935,000	315,935	2,250,935	5.37	9,843,370	2041
2042	1,055,700	318,721	1,374,421	8.80	10,719,884	2042
2043	0	315,743	315,743	38.30	11,778,563	2043
2044		317,053	317,053	38.15	11,777,253	2044
2045		0	0	N/A	12,094,305	2045
Total	107,049,471	6,342,994	113,392,466			Total

Notes:

10 YEAR TREND IN MUNICIPAL BOND INDICES



Source: The Bond Buyer

The Revenue Bond Index (RBI) shows the average yield on a group of revenue bonds that mature in 30 years and have an average rating equivalent to Moody's A1 and S&P's A+.

EHLERS
PUBLIC FINANCE ADVISORS

TO:	Honorable Mayor and Members of the Common Council
FROM:	Julie Calmes, Finance Director
DATE:	November 12, 2024
SUBJECT:	Res 24-590 Adopt the 2025 Annual Budget and Establish the Tax Levy for the City of Oshkosh

BACKGROUND

Attached is a resolution to adopt the 2025 Annual Operating Budget and establish the property tax levy for the City of Oshkosh. The resolution includes the following schedules which are attached as part of the approval: a tax levy summary, General Fund summary with Revenues by Sources and Expenditures by Function; Special Revenue Funds summary; and Enterprise Funds summary.

RECOMMENDATION

Staff recommends that Council approve the attached Resolution.

Attachments

RES 24-590
Res 24-590 - Revised 11.12.24
Tax Levy Summary - Revised 11.12.24
General Fund Summary - Revised 11.12.24
Special Revenue Summary - Revised 11.12.24
Enterprise Funds Summary - Revised 11.12.24

11/12/2024	24-590	RESOLUTION
CARRIED	6-0	

PURPOSE: ADOPT THE 2025 ANNUAL BUDGET AND ESTABLISH THE PROPERTY TAX LEVY FOR THE CITY OF OSHKOSH

INITIATED BY: CITY ADMINISTRATION

WHEREAS, the City Manager has prepared, submitted, and recommended a budget for said city for the year 2025 wherein is listed all anticipated revenues and with expenditures for said year for all departments, in accordance with the statutes and ordinances; and

WHEREAS, a public hearing on the Annual Budget was held on November 6, 2024 after due and proper notice of said hearing having been given in accordance with the provisions of Section 65.90, Wisconsin Statutes; and

WHEREAS, the Common Council adopted certain resolutions relating to borrowing and levying irrepealable taxes sufficient to pay such borrowing; and

WHEREAS, it is necessary to levy a property tax in the amount of $47,000,000 to fund the expenses of City government as contained in the 2025 Annual Budget.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh as follows:

1. That the 2025 Annual Budget, a summary of which is attached hereto and made a part hereof, is hereby approved and adopted as the official budget, for the City of Oshkosh, Wisconsin.

   That the property tax is hereby levied and placed upon the 2024 tax roll as follows: General Fund $20,384,500, Garbage Collection $1,990,000, Street Lighting $1,090,600, Museum $1,050,000, Senior Services $393,000, Library $3,400,000, Cemetery $350,000, Leach Amphitheater $23,000, Pollock Water Park $260,000, Ambulance Services $1,660,000, Capital Equipment Fund $765,500, Debt Service Fund $13,400,000, Grand Opera House $170,000 and Greater Oshkosh Transit $2,063,400.

2. That the City Clerk and City Finance Director are hereby directed to prepare a tax roll for the City of Oshkosh for the year 2024 according to law, and that the City Manager, City Clerk, and City Finance Director are directed to sign a warrant for the collection of the said tax and affix thereto the corporate seal of the City of Oshkosh.

3. That the City Manager is hereby authorized to delete or create expenditure accounts and to reduce or increase the amounts reflected in the Annual Budget for such expenditure accounts through the transfer of funds between expenditure accounts within the various Departments within the General Fund, provided that the authorized expenditure limit of the General Fund, exclusive of any contingency appropriation, is not exceeded and the 2025 Annual Budget is not increased.

11/12/2024	24-590	RESOLUTION
CARRIED	6-0	

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City of Oshkosh
Tax Levy
2025 Proposed Budget

Taxing Fund	Actual 2021	Actual 2022	Actual 2023	Adopted Budget 2024	Proposed 2025	Change from 2024 Budget	Chg %
General Fund	$ 21,874,500	$ 22,223,400	$ 23,435,500	$ 24,020,000	$ 20,384,500	$ (3,635,500)	-15.14%
Special Revenue Funds							
Garbage Collection & Disposal	1,460,400	1,460,400	1,560,000	1,730,000	1,990,000	$ 260,000	15.03%
Street Lighting	1,075,000	1,025,000	1,025,000	1,060,300	1,090,600	$ 30,300	2.86%
Museum	970,000	970,000	970,000	1,029,100	1,050,000	$ 20,900	2.03%
Senior Services	327,400	353,500	353,500	393,000	393,000	$ -	0.00%
Library	2,772,700	2,792,700	2,792,700	2,876,500	3,400,000	$ 523,500	18.20%
Cemetery	300,000	321,000	318,900	328,500	350,000	$ 21,500	6.54%
Leach Amphitheater	14,000	23,000	23,000	23,000	23,000	$ -	0.00%
Pollock Water Park	64,000	64,000	64,000	100,000	260,000	$ 160,000	160.00%
Rental Inspections	25,000	16,500	12,800	-	-	$ -	
Ambulance Services	-	-	-	-	1,660,000	$ 1,660,000	
Capital Improvement Funds							
Equipment Fund	1,100,000	1,100,000	1,088,200	1,205,500	765,500	$ (440,000)	-36.50%
Debt Service Fund	11,160,200	12,733,500	13,277,100	13,897,400	13,400,000	$ (497,400)	-3.58%
Enterprise Funds							
Grand Opera House	-	-	-	36,900	170,000	$ 133,100	360.70%
GO Transit	809,500	809,500	809,500	856,600	2,063,400	$ 1,206,800	140.88%
Total City Tax Levy	$ 41,952,700	$ 43,892,500	$ 45,730,200	$ 47,556,800	$ 47,000,000	$ (556,800)	-1.17%
Change from previous year	1,215,300	1,939,800	1,837,700	1,826,600	(556,800)		
% Change from previous year	2.98%	4.62%	4.19%	3.99%	-1.17%		

	Actual 2021	Actual 2022	Actual 2023	Adopted Budget 2024	Revised 2025	Change from 2024 Budget	Chg %
Assessed Valuation (TID out)	$ 3,765,515,055	$ 3,781,145,335	$ 3,773,745,419	$ 3,781,426,502	$ 5,774,273,330	$ 1,992,846,828	52.70%
Assessed Tax Rate	$ 11.1413	$ 11.6083	$ 12.1180	$ 12.5764	$ 8.1396	$ (4.4369)	-35.28%
Equalized Valuation (TID out)	4,233,828,800	4,562,703,200	5,032,490,100	5,464,247,100	6,024,732,000	$ 560,484,900	10.26%
Equalized Tax Rate	9.9089	9.6198	9.0870	8.7033	7.8012	$ (0.90)	-10.36%
Fair Market Ratio	88.94%	82.87%	74.99%	69.20%	95.84%		

Lottery Credit	$ 155.28	$ 250.20	$ 262.22	$ 303.98			
Average Residence	150,000	150,000	150,000	150,000	250,000		
Average tax bill	1,671.19	1,741.24	1,817.70	1,886.46	2,034.89	148.43	7.87%
Change from previous year	35.79	70.04	76.46	68.76	148.43		

General Fund

The General Fund of a governmental unit serves as the primary reporting vehicle for current governmental operations. The General Fund, by definition, accounts for all current financial resources not required by law or administrative action to be accounted for in another fund. The major sources of revenue for the general fund include property taxes and intergovernmental revenue. The major departments funded are City Council, City Manager, City Attorney, Administrative Services, City Clerk, Elections, Finance, Police, Fire, Public Works, Parks, Community Development, Transportation, and the Unclassified Fund.

Revenues by Source

Name	FY2023 YTD Actual	FY2024 Budget: Amended	FY2024 YTD Actual	FY2024 Projected	FY2025 Budgeted	FY2024 Budget: Amended vs. FY2025 Budgeted (% Change)	FY2024 Budget: Amended vs. FY2025 Budgeted ($ Change)
Revenue Source							
Taxes and Special Assessments	$25,625,167	$26,002,600	$24,247,912	$26,117,600	$22,467,100	-14.4%	-$3,535,500
Intergovernmental	$16,881,011	$19,200,900	$2,784,999	$19,317,800	$19,688,850	2.5%	$487,950
Licenses and Permits	$809,191	$817,000	$448,720	$778,750	$754,450	-7.7%	-$62,550
Fines, Forfeits and Penalties	$580,432	$703,600	$295,458	$605,900	$814,100	15.7%	$110,500
Charges for Services	$6,967,027	$6,646,800	$1,207,260	$6,496,450	$2,853,700	-57.1%	-$3,793,100
Miscellaneous Income	$2,785,903	$2,500,200	$2,346,755	$2,856,000	$7,953,721	218.1%	$5,453,521
Service Charges	$684,054	$729,257	$52,350	$722,957	$727,100	-0.3%	-$2,157
Other Financing	$127,039	$25,000	$10,298	$85,000	$100,000	300%	$75,000
Total Revenue Source:	**$54,459,824**	**$56,625,357**	**$31,393,753**	**$56,980,457**	**$55,359,021**	**-2.6%**	**-$1,266,336**

Expenditures by Function

Name	FY2023 YTD Actual	FY2024 Budget: Amended	FY2024 YTD Actual	FY2024 Projected	FY2025 Budgeted	FY2024 Budget: Amended vs. FY2025 Budgeted (% Change)	FY2024 Budget: Amended vs. FY2025 Budgeted ($ Change)
Expenditures							
General Government	$7,496,296	$8,568,730	$4,430,269	$8,243,503	$8,581,669	0.2%	$12,939
Public Safety	$33,102,649	$35,628,566	$15,320,134	$34,909,435	$31,839,746	-10.6%	-$3,788,820
Public Works	$4,661,365	$5,502,212	$2,096,406	$4,964,496	$5,644,371	2.6%	$142,159
Transportation	$940,195	$1,047,306	$426,470	$1,034,785	$1,073,101	2.5%	$25,795
Culture & Recreation	$2,675,715	$3,460,151	$1,433,709	$3,353,693	$3,649,795	5.5%	$189,644
Conservation & Development	$1,950,987	$2,356,382	$1,012,921	$2,174,536	$2,578,374	9.4%	$221,992
Unclassified	$5,591,916	$422,355	$286,700	$287,626	$1,991,965	324.3%	$1,569,610
Total Expenditures:	**$56,419,125**	**$56,985,701**	**$25,006,608**	**$54,968,074**	**$55,359,021**	**-3.2%**	**-$1,626,680**

SPECIAL REVENUE FUNDS SUMMARY

All Special Revenue Funds are Non-Major Funds

Revenue by Fund

Name	FY2023 YTD Actual	FY2024 Budget: Amended	FY2024 YTD Actual	FY2024 Projected	FY2025 Budgeted	FY2024 Budget: Amended vs. FY2025 Budgeted (% Change)	FY2024 Budget: Amended vs. FY2025 Budgeted ($ Change)
Senior Center Revolving Fund	$50,850	$64,000	$36,538	$74,400	$78,500	22.7%	$14,500
CDBG Revolving Loan Fund	$247,592	$250,000	$189,010	$243,000	$257,000	2.8%	$7,000
B I D District	$243,590	$222,110	$172,053	$289,110	$262,110	18%	$40,000
Recycling	$1,252,027	$1,138,000	$1,096,693	$1,219,543	$1,221,300	7.3%	$83,300
Garbage Collection & Disposal	$1,647,380	$1,805,000	$1,766,613	$1,800,000	$2,060,000	14.1%	$255,000
Police Special Funds	$237,086	$141,431	$139,487	$307,865	$95,900	-32.2%	-$45,531
Street Lighting Fund	$1,048,130	$1,060,300	$1,060,300	$1,081,300	$1,110,600	4.7%	$50,300
Special Events	$2,820,617	$0	$401,022	$8,698,515	$4,721,956	N/A	$4,721,956
Museum Membership Fund	$169,454	$79,000	$41,641	$112,000	$176,100	122.9%	$97,100
Seniors Center	$642,834	$687,100	$549,642	$694,650	$798,800	16.3%	$111,700
Fire Special Revenue	$314,056	$133,289	$144,088	$170,610	$135,300	1.5%	$2,011
Library	$4,147,189	$4,080,036	$3,777,795	$4,094,036	$4,783,894	17.3%	$703,858
Museum	$1,148,598	$1,382,904	$1,044,230	$1,244,900	$1,343,400	-2.9%	-$39,504
Museum Collections	$69,474	$3,000	$24,163	$52,000	$54,500	1,716.7%	$51,500
Cemetery	$491,201	$523,420	$355,035	$513,700	$532,900	1.8%	$9,480
Community Devel Special Funds	$102,941	$0	$7,327	$0	$0	0%	$0
Parks Revenue	$724,107	$381,500	$126,555	$362,100	$401,000	5.1%	$19,500
Leach Amphitheater	$115,527	$103,500	$39,402	$104,700	$114,500	10.6%	$11,000
Public Works Special Fund	$380,230	$630,000	$45,400	$678,000	$880,000	39.7%	$250,000
Pollock Aquatic Ctr	$451,052	$892,400	$162,040	$961,450	$596,100	-33.2%	-$296,300
Rental Inspections	$14,404	$0	$36,900	$0	$0	0%	$0
Neighborhood Improv Loan Prog	$7,617	$0	$0	$0	$0	0%	$0
Healthy Neighborhood Initiatve	$214,440	$60,000	$88,540	$120,000	$85,000	41.7%	$25,000
Community Devlp Block Grant	$1,136,479	$807,095	$699,132	$807,095	$801,434	-0.7%	-$5,661
Local Ec Dev - Go Edc Loan Pro	$7,902	$0	$0	$238,099	$100,000	N/A	$100,000
Senior Center	$4,210	$0	$0	$0	$0	0%	$0
Ambulance	$0	$0	$0	$0	$6,402,700	N/A	$6,402,700
Total:	**$17,688,986**	**$14,444,085**	**$12,003,604**	**$23,867,073**	**$27,012,994**	**87%**	**$12,568,909**

Expenditures by Fund

Name	FY2023 YTD Actual	FY2024 Budget: Amended	FY2024 YTD Actual	FY2024 Projected	FY2025 Budgeted	FY2024 Budget: Amended vs. FY2025 Budgeted (% Change)	FY2024 Budget: Amended vs. FY2025 Budgeted ($ Change)
Senior Center Revolving Fund	$34,094	$63,017	$19,758	$54,000	$59,800	-5.1%	-$3,217
CDBG Revolving Loan Fund	$327,926	$249,999	$78,663	$206,839	$239,411	-4.2%	-$10,588
B I D District	$232,372	$255,000	$83,317	$255,000	$255,000	0%	$0
Recycling	$753,555	$1,113,722	$376,375	$1,088,987	$1,141,524	2.5%	$27,802
Garbage Collection & Disposal	$1,772,951	$1,800,291	$794,483	$1,834,422	$1,978,990	9.9%	$178,699
Police Special Funds	$254,096	$277,970	$111,613	$160,900	$188,800	-32.1%	-$89,170
Street Lighting Fund	$1,036,523	$1,090,876	$452,762	$1,095,800	$1,110,600	1.8%	$19,724
Special Events	$2,247,088	$12,816,586	$5,351,748	$8,698,515	$4,627,956	-63.9%	-$8,188,630
Museum Membership Fund	$38,632	$237,723	$45,009	$155,700	$269,700	13.5%	$31,977
Seniors Center	$676,127	$752,400	$331,404	$735,182	$796,779	5.9%	$44,379
Fire Special Revenue	$243,106	$275,448	$68,025	$177,400	$133,050	-51.7%	-$142,398
Library	$4,065,011	$4,079,973	$1,935,811	$4,276,068	$4,640,185	13.7%	$560,212
Museum	$1,261,537	$1,278,387	$590,242	$1,277,592	$1,351,610	5.7%	$73,223
Museum Collections	$3,739	$56,900	$9,047	$28,500	$65,900	15.8%	$9,000
Cemetery	$403,114	$522,676	$228,679	$487,771	$561,821	7.5%	$39,145
Community Devel Special Funds	$31,411	$10,589	$0	$0	$0	-100%	-$10,589
Parks Revenue	$639,840	$381,456	$144,433	$307,275	$348,137	-8.7%	-$33,319
Leach Amphitheater	$90,626	$101,471	$26,447	$102,678	$111,383	9.8%	$9,912
Public Works Special Fund	$345,145	$627,711	$60,634	$674,924	$758,596	20.9%	$130,885
Pollock Aquatic Ctr	$594,390	$1,381,395	$326,079	$934,633	$599,195	-56.6%	-$782,200
Rental Inspections	$10,068	$0	$280	$0	$0	0%	$0
Neighborhood Improv Loan Prog	$0	$218,100	$0	$0	$218,100	0%	$0
Healthy Neighborhood Initiatve	$851,827	$698,689	$153,117	$643,744	$628,076	-10.1%	-$70,613
Community Devlp Block Grant	$1,043,938	$3,736,228	$699,132	$403,750	$801,434	-78.5%	-$2,934,794
Local Ec Dev - Go Edc Loan Pro	$38,000	$450,000	$0	$450,000	$400,000	-11.1%	-$50,000
Senior Center	$0	$3,000	$0	$3,000	$0	-100%	-$3,000
Ambulance	$0	$0	$0	$0	$6,398,782	N/A	$6,398,782
Total:	**$16,995,115**	**$32,479,607**	**$11,887,060**	**$24,052,680**	**$27,684,829**	**-14.8%**	**-$4,794,778**

ENTERPRISE FUNDS SUMMARY

Comprised of Major Funds and Non-Major Funds

Revenue by Fund

Name	FY2023 YTD Actual	FY2024 Budget: Amended	FY2024 YTD Actual	FY2024 Projected	FY2025 Budgeted	FY2024 Budget: Amended vs. FY2025 Budgeted (% Change)	FY2024 Budget: Amended vs. FY2025 Budgeted ($ Change)
Grand Opera House Fund	-$3,815	$36,900	$0	$36,900	$170,000	360.7%	$133,100
Oshkosh Convention Centre	$2,726,995	$2,515,900	$673,422	$2,097,800	$2,557,900	1.7%	$42,000
Parking Ramp Fund	$138,233	$110,000	$9,416	$70,000	$120,000	9.1%	$10,000
Parking Utility	$88,831	$109,600	$58,665	$108,700	$103,900	-5.2%	-$5,700
Transit Utility	$8,029,163	$7,224,344	$1,774,167	$6,093,500	$7,332,900	1.5%	$108,556
Ind Park Land Enterprise Fund	-$16,774	$500,000	$5,000	$20,000	$510,000	2%	$10,000
Water Utility	$18,748,820	$18,709,400	$9,722,857	$20,757,100	$23,330,000	24.7%	$4,620,600
Sewer Utility	$19,685,087	$18,853,600	$9,964,025	$20,744,500	$21,330,500	13.1%	$2,476,900
Storm Water Utility	$15,896,954	$15,356,400	$8,102,369	$16,838,500	$16,703,500	8.8%	$1,347,100
Weights & Measures Fund	$130,641	$127,000	$103,621	$127,400	$125,000	-1.6%	-$2,000
Total:	**$65,424,135**	**$63,543,144**	**$30,413,541**	**$66,894,400**	**$72,283,700**	**13.8%**	**$8,740,556**

Expenditures by Fund

Name	FY2023 YTD Actual	FY2024 Budget: Amended	FY2024 YTD Actual	FY2024 Projected	FY2025 Budgeted	FY2024 Budget: Amended vs. FY2025 Budgeted (% Change)	FY2024 Budget: Amended vs. FY2025 Budgeted ($ Change)
Grand Opera House Fund	$35,405	$46,216	$24,984	$38,100	$35,900	-22.3%	-$10,316
Oshkosh Convention Centre	$2,207,317	$2,402,060	$764,509	$2,019,016	$2,376,934	-1%	-$25,126
Parking Ramp Fund	$73,791	$368,762	$14,860	$177,750	$99,800	-72.9%	-$268,962
Parking Utility	$243,404	$207,639	$49,962	$216,055	$209,447	0.9%	$1,808
Transit Utility	$6,612,066	$15,827,305	$2,784,105	$6,777,925	$7,337,919	-53.6%	-$8,489,386
Ind Park Land Enterprise Fund	$29,167	$32,600	$3,711	$29,700	$30,700	-5.8%	-$1,900
Water Utility	$15,131,865	$22,048,746	$8,020,667	$18,917,069	$18,846,253	-14.5%	-$3,202,493
Sewer Utility	$14,634,628	$16,640,655	$6,803,219	$15,348,730	$16,022,759	-3.7%	-$617,895
Storm Water Utility	$8,428,183	$10,420,005	$4,010,641	$9,445,356	$9,766,377	-6.3%	-$653,628
Weights & Measures Fund	$96,480	$109,568	$44,947	$96,438	$106,037	-3.2%	-$3,531
Total:	**$47,492,306**	**$68,103,556**	**$22,521,604**	**$53,066,139**	**$54,832,126**	**-19.5%**	**-$13,271,430**

TO:	Honorable Mayor and Members of the Common Council
FROM:	Julie Calmes, Finance Director
DATE:	November 12, 2024
SUBJECT:	Res 24-591 Approve Financing for the 2025 Capital Improvement Projects

BACKGROUND

Attached is a resolution to approve financing for the 2025 Capital Improvement Projects for the City of Oshkosh. The resolution includes "Projects & Funding Sources By Department." The attached summary documents reflect direction provided by the Council following their recent budget workshops, including identifying $7.7 million in General Obligation ("G.O.") borrowing for yet to be determined facility project(s) for the Fire Department in 2025. The summary includes projects for 2025 through 2034. However, the Council is only being asked to approve the funding for the 2025 projects. Funding for subsequent years' projects will be requested as part of the subsequent years' budgets.

Please contact me if you have any additional questions.

RECOMMENDATION

Staff recommends that Council consider the attached Resolution

Attachments

RES 24-591
Funding Source Summary
Projects and Funding Sources by Departments

11/12/2024	24-591	RESOLUTION
CARRIED	6-0	

PURPOSE: APPROVE FINANCING FOR THE 2025 CAPITAL IMPROVEMENT PROJECTS

INITIATED BY: CITY ADMINISTRATION

WHEREAS, the City Manager has prepared, submitted, and recommended a Capital Improvement Plan for the year 2025 wherein is listed all anticipated revenues and expenditures for said year, which has been filed with the Common Council and the City Clerk, and is available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the attached funding for the 2025 Capital Improvement Program is hereby approved.

City of Oshkosh, Wisconsin

CIP - Project Detail Sheet

2025 thru 2029

FUNDING SOURCE SUMMARY

Source	2025	2026	2027	2028	2029	Total
1300-Cash-Fund Balance	775,000	1,425,000	500,000			*2,700,000*
1400-TID Cash	385,000	825,000	475,000	4,925,000	5,000,000	*11,610,000*
3000-Prior Year Funding-GO	2,509,700					*2,509,700*
3100-Prior Year Funding-Sewer Revenue Bonds	3,550,000	1,500,000				*5,050,000*
3200-Prior Year Funding-Water Revenue Bonds	2,450,000	2,000,000				*4,450,000*
3300-Prior Year Funding-Storm Revenue Bonds	5,300,000	1,500,000				*6,800,000*
4100-Levy	765,500	1,443,765	1,482,500	1,663,500	1,632,500	*6,987,765*
4206-FED TRANSIT GRANT 80%	1,608,000	8,000	8,000	208,000	8,000	*1,840,000*
4207-Federal Grant	680,000	1,854,381	3,200,000	3,200,000		*8,934,381*
4208-ARPA Funding	928,105					*928,105*
4262-State DOT			1,883,000		2,197,600	*4,080,600*
4263-State Grant			1,000,000		1,700,000	*2,700,000*
4401- GO Debt	21,287,150	24,526,989	24,226,986	14,429,090	46,789,225	*131,259,440*
4402-Debt: State Trust Fund Loan		2,250,000				*2,250,000*
4952-Donations	65,000	3,860,000	4,000,000			*7,925,000*
5273-Debt: Clean Water Fund	12,000,000	10,800,000				*22,800,000*
5273-Sewer Revenue Bonds	4,961,600	8,311,500	9,533,500	6,933,000	13,832,400	*43,572,000*
5275-Safe Drinking Water Loan	36,600,000					*36,600,000*
5275-Water Revenue Bonds	12,554,000	5,883,700	14,862,100	12,430,100	13,610,100	*59,340,000*
5278-Storm Revenue Bonds	8,065,000	2,554,900	7,568,600	3,987,000	8,961,700	*31,137,200*
5280 S/A Replacement-Streets	2,186,500	1,969,200	1,982,900	902,800	2,104,300	*9,145,700*
5281 S/A Replacement-Sidewalk	1,384,300	1,171,300	1,241,400	1,052,200	1,313,500	*6,162,700*
5284-Water Special Assessments	263,500	1,540,800	332,200	327,900	8,500	*2,472,900*
5285-Wastewater Special Assessments	954,600	1,187,300	1,336,300	870,900	814,000	*5,163,100*
5286-Storm Water Special Assessments	243,000	178,100	236,400	145,000	194,800	*997,300*
5287-Street Special Assessments	502,300					*502,300*
5288-Sidewalk Special Assessments	195,500	27,500	27,500	27,500	27,500	*305,500*
5299S-Sewer Utility Fund Balance	560,000	470,000	705,000	815,000	885,000	*3,435,000*
5299SW-Storm Water Utility Fund Balance	640,000	720,000	870,000	790,000	875,000	*3,895,000*
5299W-Water Utility Fund Balance	1,428,000	1,230,000	2,102,000	1,490,000	1,585,000	*7,835,000*
9000-To Be Determined		11,360,000	11,175,000	11,175,000	38,775,000	*72,485,000*
GRAND TOTAL	**122,841,755**	**88,597,435**	**88,748,386**	**65,371,990**	**140,314,125**	***505,873,691***

City of Oshkosh, Wisconsin

CIP - Project Detail Sheet

2025 thru 2034

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
0110 - Information Technology												
IT: Microsoft Office Upgrade	*23A IT MSOFF*						200,000					*200,000*
0110 - Information Technology Total							**200,000**					***200,000***
4100-Levy							200,000					*200,000*
0110 - Information Technology Total							**200,000**					***200,000***
0130 - Facilities												
FAC: Office Furniture Replacement	*00A FURN RPL*	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	*250,000*
FAC: HVAC/Roofing Replacement	*00A HVAC/RF*	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	*7,500,000*
FAC: Fire Training Center (Amount in Contingency)	*24 FT CNTR*		0									*0*
FAC: City Hall Renovation	*25 FAC CTYHL*		10,000,000	10,000,000	10,000,000							*30,000,000*
FAC: FM Commercial Tractor	*25 FAC TRTR2*				31,000							*31,000*
FAC: #002 3/4Ton PU Truck w/8' bed	*25 FAC VEH1*	60,000										*60,000*
FAC: Fire Department Contingency	*25 FD CONT*	7,700,000										*7,700,000*
FAC: Fire Station 16 Replacement	*25 FS 16 RE*					5,000,000	4,000,000					*9,000,000*
FAC: GOH Annex Renovation	*25 GOH ANNEX*	385,000	4,825,000	4,790,000								*10,000,000*
FAC: Oshkosh Media Master Control	*25 OM MCE*	73,000										*73,000*
FAC: OPL Fire Suppression Accordion Door	*25 OPL DOOR*	25,000										*25,000*
FAC:OPL Server Room Fire Suppression System	*25 OPL FSS*	60,000										*60,000*
FAC: OPM Commercial Tractor	*25 OPM TRCTR*		31,000									*31,000*
FAC: OSC South Flooring Improvements	*25 OSC S FLI*	40,000										*40,000*
FAC: OSC South Wall Systems	*25 OSC S WAL*	53,000										*53,000*
FAC: OCC Interior Refresh	*26 OCC FRES*		2,000,000							2,000,000		*4,000,000*

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
FAC: Oshkosh Media TV Studio Equipment	*26 OM TV SE*	65,000										*65,000*
FAC: Elevator Modernizations	*26 OPM ELEV*	685,000										*685,000*
FAC: Fire Station 15 Improvement	*28 FS 15 REP*		1,900,000									*1,900,000*
FAC: OPM Lobby Improvements	*29 OPM LOBBY*					2,800,000						*2,800,000*
FAC: PD Training Facility	*29 PD TRAIN*					13,000,000						*13,000,000*
FAC: OM Gov Mtg Coverage Equip	*30 OM GMCE*						80,000					*80,000*
FAC: OPM Artifact Storage Facility	*30 OPM STORG*						2,800,000					*2,800,000*
FAC: Fire Station 17 Renovation	*31 FS 17*							3,120,000				*3,120,000*
FAC: OPM Landscape Improvements	*31 OPM LAND*							50,000	350,000	50,000		*450,000*
FAC: #001 1/2-Ton Pickup Truck	*32 FAC VEH1*								53,000			*53,000*
FAC: Fire Station 18 Renovation	*32 FS 18*								3,276,000			*3,276,000*
FAC: Fire Station 19 Renovation	*33 FS 19*									3,440,000		*3,440,000*
Oshkosh Media Mini-Van	*33 OM VAN*									38,000		*38,000*
0130 - Facilities Total		**9,921,000**	**19,531,000**	**15,565,000**	**10,806,000**	**21,575,000**	**7,655,000**	**3,945,000**	**4,454,000**	**6,303,000**	**775,000**	***100,530,000***
4100-Levy		55,000	56,000	25,000	56,000	25,000	25,000	25,000	25,000	25,000	25,000	*342,000*
4208-ARPA Funding		341,000										*341,000*
4401- GO Debt		9,495,000	3,650,000	4,365,000	750,000	21,550,000	7,630,000	3,920,000	4,429,000	4,228,000	750,000	*60,767,000*
4402-Debt: State Trust Fund Loan			2,000,000							2,000,000		*4,000,000*
4952-Donations		30,000	3,825,000	1,175,000						50,000		*5,080,000*
9000-To Be Determined			10,000,000	10,000,000	10,000,000							*30,000,000*
0130 - Facilities Total		**9,921,000**	**19,531,000**	**15,565,000**	**10,806,000**	**21,575,000**	**7,655,000**	**3,945,000**	**4,454,000**	**6,303,000**	**775,000**	***100,530,000***
0211 - Police												
PD: TASER Replacement	*00A PD TASER*	40,000	40,000	40,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	*750,000*
PD: Police Fleet Vehicles	*24 PD MOTVEH*	65,000	65,000	135,000	135,000	135,000	135,000	135,000	135,000			*940,000*
PD: Tactical Response & Recovery Veh	*28 PD TRRV*				275,000							*275,000*
PD: Command & Community Outreach Veh	*29 PD CCOV*					825,000						*825,000*
0211 - Police Total		**105,000**	**105,000**	**175,000**	**500,000**	**1,050,000**	**225,000**	**225,000**	**225,000**	**90,000**	**90,000**	***2,790,000***
4100-Levy		105,000	105,000	175,000	225,000	225,000	225,000	225,000	225,000	90,000	90,000	*1,690,000*
4401- GO Debt					275,000	825,000						*1,100,000*

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
0211 - Police Total		**105,000**	**105,000**	**175,000**	**500,000**	**1,050,000**	**225,000**	**225,000**	**225,000**	**90,000**	**90,000**	***2,790,000***
0230 - Fire												
FIRE: Land for Stations	*00 FIRE LAND*		750,000									*750,000*
FIRE: Turn Out Gear	*00A FIR GEAR*	76,000	140,360	182,347	139,090	261,225	116,923	233,846	297,959	230,371	425,374	*2,103,495*
FIRE: Replace Ambulances	*00A FIRE AMB*			1,447,293			4,224,679			2,563,968		*8,235,940*
FIRE: New Hose	*00A FIRE HOS*	10,000		3,000	3,000	3,000	5,000	120,000	10,000	10,000	15,000	*179,000*
FIRE: Other Vehicles	*23 FIRE VEHS*	90,000	70,000	72,000	75,000	78,000	81,000	84,000	87,000	90,000	93,000	*820,000*
FIRE: Replace Cardiac Monitors & AEDs	*24 FIRE MNTR*	15,000									1,500,000	*1,515,000*
FIRE: Ceape Street Project-Station 15	*25 FIRE CEAP*	15,000										*15,000*
FIRE: CPR	*25 FIRE CPR*		532,646									*532,646*
FIRE: Elk Patient Lifting System	*25 FIRE ELK*	14,405										*14,405*
FIRE: Fire Hose Washer	*25 FIRE FHW*	7,700										*7,700*
FIRE: Replace Engines	*26 FIRE ENG*	1,037,250	1,142,085	1,222,046	2,200,000							*5,601,381*
FIRE: Halmatro Pantheon Extrication Tools	*26 FIRE HPET*		64,144									*64,144*
FIRE: Replace Radios	*32 FIRE RDIO*									1,500,000		*1,500,000*
FIRE: SCBA's	*32 FIRE SCBA*								1,500,000			*1,500,000*
0230 - Fire Total		**1,265,355**	**2,699,235**	**2,926,686**	**2,417,090**	**342,225**	**4,427,602**	**437,846**	**1,894,959**	**4,394,339**	**2,033,374**	***22,838,711***
1300-Cash-Fund Balance			750,000									*750,000*
4100-Levy		101,000	53,265	3,000	3,000	3,000	5,000		10,000	10,000	15,000	*203,265*
4207-Federal Grant			479,381									*479,381*
4208-ARPA Funding		37,105										*37,105*
4401- GO Debt		1,127,250	1,416,589	2,923,686	2,414,090	339,225	4,422,602	437,846	1,884,959	4,384,339	2,018,374	*21,368,960*
0230 - Fire Total		**1,265,355**	**2,699,235**	**2,926,686**	**2,417,090**	**342,225**	**4,427,602**	**437,846**	**1,894,959**	**4,394,339**	**2,033,374**	***22,838,711***
0410 - Utility Infrastructure												
UI: Asphalt Program (Annual)	*00A ASPHALT*		450,000	425,000	500,000	425,000	425,000	425,000	425,000	425,000	425,000	*3,925,000*
UI: Concrete Pavement Repairs (Annual)	*00A CONCRT*	285,000	285,000	285,000	285,000	285,000	285,000	285,000	285,000	285,000	285,000	*2,850,000*
UI: 20-91 Up-Front Engineering Services	*00A ENV SVR*	405,000	405,000	405,000	405,000	405,000	405,000	405,000	405,000	405,000	405,000	*4,050,000*
UI: Inflow/Infiltration Removal	*00A I&I LEAK*	750,000	750,000	1,000,000	1,000,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	*12,500,000*
UI: Misc. Utility-Owned Lead Service Repl.	*00A LEADSRV*	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	*1,000,000*
UI: Mini Storm Sewers/Storm Laterals	*00A SS/SWLAT*	525,000	525,000	675,000	675,000	675,000	675,000	675,000	675,000	675,000	675,000	*6,450,000*

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
UI: New Sidewalk Ordered In	*00A SW NOI*	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	*700,000*
UI: Sidewalk Rehab & Reconst Prog	*00A SW REHAB*	1,200,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	*11,100,000*
UI: Subdivision Sidewalk Agreements	*00A SW SUBDV*	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	*300,000*
UI: Anchorage Watershed RR-Libbey Storm Sewer	*21-13 ANCHOR*				50,000	1,149,000						*1,199,000*
UI: Gallups-Merritts Creek Watershed	*21-14 GALLUP*				1,500,000							*1,500,000*
UI: Bay Shore Dr Reconst	*25 BAY SHORE*	2,557,600										*2,557,600*
UI: Bay St Reconstruction	*25 BAY ST*	576,900										*576,900*
UI: Central St Reconstruction	*25 CENTRAL*	4,555,900										*4,555,900*
UI: Faust Avenue Wtr Mn Repl	*25 FAUST AVE*	648,200										*648,200*
UI: Fernau Avenue Construction	*25 FERNAU*	6,730,000										*6,730,000*
UI: Jackson Street/Oregon Street Reconstruction	*25 JKSN/OR*	250,000		50,000		5,351,600						*5,651,600*
UI: Michigan Street Reconstruction	*25 MICHIGAN*	5,945,600										*5,945,600*
UI: N Lark Street Wtr Mn Repl	*25 N LARK ST*	1,056,000										*1,056,000*
UI: National Avenue Wtr Mn Repl	*25 NATIONAL*	625,500										*625,500*
UI: Nebraska Sanitary Intrcptr Sewer	*25 NEB SS*	2,400,000										*2,400,000*
UI: West 11th Avenue Reconstruction	*25 W 11TH AV*	2,507,000										*2,507,000*
UI: Waugoo Ave Reconstruction	*25 WAUGOO A V*	3,170,700										*3,170,700*
UI: W 15th Ave Reconstruction	*25 WEST 15TH*	7,481,500										*7,481,500*
UI: Clairville Road Swr & Wtr Ext	*26 CLAIRVLLE*		2,951,800									*2,951,800*
UI: Josslyn Street Wtr Mn Repl	*26 JOSSLYN*		1,759,500									*1,759,500*
UI: Ohio St Reconstruction	*26 OHIO ST*		5,483,600									*5,483,600*
UI: Scott Ave Reconstruction	*26 SCOTT AVE*		5,999,200									*5,999,200*
UI: W 16th Ave Reconstruction	*26 W 16TH AV*		7,534,100									*7,534,100*
UI: Bowen St Reconstruction	*26-01 BOWEN*		200,000	9,978,100								*10,178,100*
UI: Clairville Road Swr & Wtr Extension	*27 CLAIRVLLE*			2,432,100								*2,432,100*
UI: Lakeview San Pump/SW Lift Station Replacement	*27 LAKEVW PS*			876,000		5,000,000						*5,876,000*
UI: Montclair Place Wtr Mn Repl	*27 MONTCLAIR*			681,800								*681,800*
UI: Oakwood Road Wtr Mn Repl	*27 OAKWOOD*			1,138,700								*1,138,700*
UI: Scott Ave Reconstruction	*27 SCOTT AVE*			3,877,900								*3,877,900*
UI: WWTP SW Outfall Construction	*27 SW OUTFLL*			809,000								*809,000*
UI: W 14th Ave Reconstruction	*27 W 14TH AV*			7,867,100								*7,867,100*
UI: Wright St Reconstruction	*27 WRIGHT*			3,981,000								*3,981,000*
Implementation of Lake Shore Drive Reimagination	*27LakeShorDr*			2,500,000								*2,500,000*
UI: Bowen St Reconstruction	*28 BOWEN ST*				3,798,000							*3,798,000*

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
UI: Grand Street Reconstruction	*28 GRAND ST*				866,200							*866,200*
UI: Hudson Avenue Reconstruction	*28 HUDSON AV*				2,030,300							*2,030,300*
UI: Madison Street Reconstruction	*28 MADISON*				1,653,600							*1,653,600*
UI: Mill St Reconstruction	*28 MILL ST*				1,419,600							*1,419,600*
UI: Oshkosh Avenue - Sawyer Street Intersection	*28 OSH/SAWY*		600,000	475,000	4,925,000							*6,000,000*
UI: Pleasant Street Reconstruction	*28 PLEASANT*				1,653,600							*1,653,600*
UI: STH 91 Utility Construction	*28 STH 91*				3,693,600							*3,693,600*
UI: Bowen St Reconstruction	*29 BOWEN ST*					6,607,600						*6,607,600*
UI: Merritt Ave Reconstruction	*29 MERRITT*				500,000	20,319,700						*20,819,700*
UI: S Washburn Asphalt Const-W Waukau	*30 S WASH*						1,895,000					*1,895,000*
UI: Van Buren Avenue Reconstruction	*30 VAN BUREN*						4,479,000					*4,479,000*
UI: West 19th Avenue Reconstruction	*30 W 19TH AV*						4,099,900					*4,099,900*
UI: Woodland Ave Reconstruction	*30 WDLD*						3,081,000					*3,081,000*
UI: Fernau Watershed Detention Basin (Hoffmaster)	*31 FERNAU*						50,000	5,000,000				*5,050,000*
UI: S Main St Reconstruction	*31 S MAIN*			550,000				15,858,500				*16,408,500*
UI: Woodland Ave Reconstruction	*31 WDLD-HIGH*							1,127,600				*1,127,600*
UI: Jefferson Street Reconstruction	*32 JEFFERSON*								10,446,700			*10,446,700*
UI: N Eagle St Reconst	*32 N EAGLE*								4,000,200			*4,000,200*
UI: N Sawyer St Reconstruction	*33 N SAWYER*									9,024,500		*9,024,500*
UI: W 4th Avenue Reconstruction	*33 W 4TH AVE*									3,631,600		*3,631,600*
UI: Nebraska Street Reconstruction	*34 NEBRASKA*										4,461,300	*4,461,300*
UI: W 9th Ave Reconstruction	*34 W 9TH AVE*						300,000		500,000		11,455,700	*12,255,700*
0410 - Utility Infrastructure Total		**41,869,900**	**28,243,200**	**39,306,700**	**26,254,900**	**43,017,900**	**18,494,900**	**26,576,100**	**19,536,900**	**17,246,100**	**20,507,000**	***281,053,600***
1400-TID Cash			600,000	475,000	4,925,000							*6,000,000*
3000-Prior Year Funding-GO		2,509,700										*2,509,700*
3100-Prior Year Funding-Sewer Revenue Bonds		3,550,000	1,500,000									*5,050,000*
3200-Prior Year Funding-Water Revenue Bonds		2,450,000	2,000,000									*4,450,000*
3300-Prior Year Funding-Storm Revenue Bonds		5,300,000	1,500,000									*6,800,000*
4100-Levy		287,500	287,500	287,500	287,500	287,500	287,500	287,500	287,500	287,500	287,500	*2,875,000*
4262-State DOT				1,883,000		2,197,600						*4,080,600*
4401- GO Debt		5,062,900	5,040,400	7,206,300	4,196,000	7,141,000	5,033,300	5,539,300	5,879,900	4,194,700	5,750,400	*55,044,200*

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
5273-Sewer Revenue Bonds		2,836,100	3,217,500	6,042,500	4,233,000	7,802,400	3,128,100	3,366,600	3,524,200	3,305,900	3,746,300	*41,202,600*
5275-Water Revenue Bonds		5,519,000	4,208,700	9,737,100	3,990,100	10,880,100	2,737,300	4,008,600	2,974,900	3,189,000	3,762,300	*51,007,100*
5278-Storm Revenue Bonds		7,365,000	2,554,900	6,858,600	3,637,000	8,586,700	2,466,200	8,615,200	2,420,200	2,117,900	2,215,900	*46,837,600*
5280 S/A Replacement-Streets		2,186,500	1,969,200	1,982,900	902,800	2,104,300	1,558,600	1,324,100	1,059,500	1,038,700	1,304,200	*15,430,800*
5281 S/A Replacement-Sidewalk		1,384,300	1,171,300	1,241,400	1,052,200	1,313,500	1,058,600	1,045,700	1,090,000	1,035,100	1,078,800	*11,470,900*
5284-Water Special Assessments		263,500	1,540,800	332,200	327,900	8,500		128,000	7,100	44,900		*2,652,900*
5285-Wastewater Special Assessments		954,600	1,187,300	1,336,300	870,900	814,000	440,000	496,800	500,300	286,800	556,000	*7,443,000*
5286-Storm Water Special Assessments		243,000	178,100	236,400	145,000	194,800	97,800	76,800	105,800	58,100	118,100	*1,453,900*
5287-Street Special Assessments		502,300										*502,300*
5288-Sidewalk Special Assessments		195,500	27,500	27,500	27,500	27,500	27,500	27,500	27,500	27,500	27,500	*443,000*
5299S-Sewer Utility Fund Balance		455,000	455,000	705,000	705,000	705,000	705,000	705,000	705,000	705,000	705,000	*6,550,000*
5299SW-Storm Water Utility Fund Balance		640,000	640,000	790,000	790,000	790,000	790,000	790,000	790,000	790,000	790,000	*7,600,000*
5299W-Water Utility Fund Balance		165,000	165,000	165,000	165,000	165,000	165,000	165,000	165,000	165,000	165,000	*1,650,000*
0410 - Utility Infrastructure Total		**41,869,900**	**28,243,200**	**39,306,700**	**26,254,900**	**43,017,900**	**18,494,900**	**26,576,100**	**19,536,900**	**17,246,100**	**20,507,000**	***281,053,600***
0420 - Engineering												
ENG: 4WD 1/2-Ton Pickup Trucks	*27 ENG VEH1*			60,000					65,000			*125,000*
0420 - Engineering Total				**60,000**					**65,000**			***125,000***
4401- GO Debt				60,000					65,000			*125,000*
0420 - Engineering Total				**60,000**					**65,000**			***125,000***
0430 - Street Division												
STR: Replace Trailers	*00A STR EQP1*	50,000		20,000	20,000			20,000	20,000	20,000		*150,000*
STR: Replace Tandem-Axle Plow Trucks	*00A STR VE01*	700,000	700,000	350,000	350,000	350,000	350,000	725,000		400,000	400,000	*4,325,000*
STR: Replace Articulated Loaders	*23 STR EQP3*	430,000	470,000	470,000					500,000		450,000	*2,320,000*
STR: Replace Single-Axle Trucks	*23 STR VEH02*	320,000	320,000	340,000	340,000	360,000	360,000				325,000	*2,365,000*
STR: Replace Semi-Tractors	*23 STR VEH05*			200,000								*200,000*
STR: Replace Sidewalk Tractors	*24 STR EQP6*	85,000				85,000				85,000		*255,000*
STR:4-Wheel Drive Pickup Trucks	*24 STR VEH1*	60,000	115,000	120,000		65,000	70,000		70,000			*500,000*
STR: #218, Trailered Air Compressor	*25 STR EQP1*			35,000				40,000				*75,000*
STR: #168, Paver	*25 STR EQP2*	550,000										*550,000*

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
STR: 1-Ton 4-Wheel Drive Dump Trucks	*25 STR VEH1*		110,000		110,000		120,000					*340,000*
STR: #172 114" Snow Blower	*26 STR EQP1*		250,000									*250,000*
STR: #239 Stainless Tanker Semi-Trailer	*28 STR EQP1*				110,000							*110,000*
STR: Replace Motor Graders with Wing	*28 STR VEH1*				600,000			600,000		600,000		*1,800,000*
STR: #237 Lowboy Trailer	*29 STR EQP1*					145,000						*145,000*
STR: #191 Excavator	*29 STR VEH1*					405,000			275,000			*680,000*
STR: #232 Dump Trailer	*30 STR EQP1*						100,000					*100,000*
STR: #263 Asphalt Patch Trailer	*30 STR EQP2*						55,000					*55,000*
STR: #167 Double-Drum Asphalt Roller	*30 STR EQP3*						70,000					*70,000*
STR: #130 Skid Steer	*30 STR VEH1*						130,000					*130,000*
STR: #21 Single-Axle Mason TRK w/Crane	*30 STR VEH2*						150,000					*150,000*
STR: #160 Finish Roller	*31 STR EQP1*							40,000				*40,000*
STR: #175 Tractor with Plow & Mower	*31 STR VEH1*							220,000				*220,000*
STR: Field Ops Facility Brine Maker	*32 STR EQP1*							250,000				*250,000*
STR: Field Ops Facility Air Compressor	*32 STR EQP2*								40,000			*40,000*
STR: #171 Snowblower Loader Attachment	*34 STR VEH2*										250,000	*250,000*
0430 - Street Division Total		**2,195,000**	**1,965,000**	**1,535,000**	**1,530,000**	**1,410,000**	**1,405,000**	**1,895,000**	**905,000**	**1,105,000**	**1,425,000**	***15,370,000***
4401- GO Debt		2,195,000	1,965,000	1,535,000	1,530,000	1,410,000	1,405,000	1,895,000	905,000	1,105,000	1,425,000	*15,370,000*
0430 - Street Division Total		**2,195,000**	**1,965,000**	**1,535,000**	**1,530,000**	**1,410,000**	**1,405,000**	**1,895,000**	**905,000**	**1,105,000**	**1,425,000**	***15,370,000***

0450 - Central Garage

CG: Mobile Column Lifts	*25 CG EQP2*	120,000										*120,000*
CG: #108 Adv Ride-On Floor Scrubber	*26 CG EQP1*		85,000									*85,000*
CG: #36 Single-Axle Pickup Truck	*27 CG VEH1*			200,000								*200,000*
CG: #121 Forklift	*32 CG VEH1*									65,000		*65,000*
0450 - Central Garage Total		**120,000**	**85,000**	**200,000**						**65,000**		***470,000***
4401- GO Debt		120,000	85,000	200,000						65,000		*470,000*
0450 - Central Garage Total		**120,000**	**85,000**	**200,000**						**65,000**		***470,000***

0470 - Sanitation

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
SAN: Rear-Load Refuse Trucks	*23 SANI VEH1*	350,000	350,000							341,000	375,000	*1,416,000*
SAN: Automated Side-Load Refuse Trucks	*27 SANI VEH1*			425,000	425,000	450,000	450,000				480,000	*2,230,000*
0470 - Sanitation Total		**350,000**	**350,000**	**425,000**	**425,000**	**450,000**	**450,000**			**341,000**	**855,000**	***3,646,000***
4401- GO Debt		350,000	350,000	425,000	425,000	450,000	450,000			341,000	855,000	*3,646,000*
0470 - Sanitation Total		**350,000**	**350,000**	**425,000**	**425,000**	**450,000**	**450,000**			**341,000**	**855,000**	***3,646,000***
0480 - Recycling												
REC: #221 Hook-Lift Roll-Off Container Truck	*22 RECY VEH1*										230,000	*230,000*
REC: Roll-Off Containers	*23 RECY EQP1*								38,000			*38,000*
REC: Automated Side-Load Refuse Trucks	*23 RECY VEH1*	425,000	425,000						450,000	1,456,000		*2,756,000*
REC: #111 Articulated Loader	*24 RECY EQP1*										460,000	*460,000*
REC: #222 Yard Waste Grinder	*32 RECY EQP1*								436,000			*436,000*
0480 - Recycling Total		**425,000**	**425,000**						**924,000**	**1,456,000**	**690,000**	***3,920,000***
1300-Cash-Fund Balance		425,000	425,000						488,000	1,456,000	230,000	*3,024,000*
4401- GO Debt									436,000		460,000	*896,000*
0480 - Recycling Total		**425,000**	**425,000**						**924,000**	**1,456,000**	**690,000**	***3,920,000***
0610 - Parks Dept - General												
PRKS: Utility Trailers	*25 P36 UT*	36,000	18,000	18,000				26,000	18,000			*116,000*
PRKS: Zero Turn Mowers	*25 PRK EQP*	73,000	73,000	75,000	75,000	75,000	80,000	80,000	80,000	85,000	85,000	*781,000*
PRKS: Athletic Field Groomer	*25 PRK EQP1*	26,000		26,000					29,000	30,000		*111,000*
PRKS: 414 F-250 PU Truck	*25 PRK VEH1*			60,000								*60,000*
PRKS: 442 John Deere Tractor/Loader	*26 PRK EQ2*		95,000									*95,000*
PRKS: 16' Mower	*26 PRK EQP1*		115,000			121,000	125,000					*361,000*
PRKS: 400 F-150 PU Truck	*26 PRK VEH1*		55,000									*55,000*
PRKS: 489 Step Van	*26 PRK VEH2*		90,000									*90,000*
PRKS: 444 Bobcat Toolcat	*26 PRK VEH3*		90,000									*90,000*
PRKS: 408 F-550 Dump Truck	*27 PRK VEH1*			95,000								*95,000*
PRKS: 415 F-750 CNG 3YD TRUCK	*27 PRK VEH3*			130,000								*130,000*

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
PRKS: 402 F-350 Reg Cab	*28 402 VEH*				75,000							*75,000*
PRKS: 403 Ford Exp	*28 403 VEH*				55,000							*55,000*
PRKS: 404 1/2 Ton WD Ext Cab	*29 404 VEH*					60,000						*60,000*
PRKS: 419 3500 4WD Reg Cab	*29 419 VEH*					65,000						*65,000*
PRKS: 488 E-450 Step Van	*29 488 VEH*					98,000						*98,000*
PRKS: 440 CAT M908 Compact Loader	*30 440 CT CL*						120,000					*120,000*
PRKS: 487 Lt Duty 4x2 Pick Up	*30 487 VEH*						40,000					*40,000*
PRKS: 407 1500 4x2 Double Cab PU	*31 407 CB PU*							65,000				*65,000*
PRKS: 441 Caterpillar 305EB M Excavator	*31 441305EB*							100,000				*100,000*
PRKS: 446 John Deere Pro Utility Veh	*31 446 JD UV*							70,000				*70,000*
PRKS: 445 FG25T-16 Forklift	*32 445 FG25T*								50,000			*50,000*
PRKS: P19 Toro Versa Vac	*32 P19 V VAC*								35,000			*35,000*
PRKS: 405 1/2 Ton Pick Up	*33 405 PU*									60,000		*60,000*
PRKS: 406 Pick Up 406 1/2 Ton	*33 406 4x2*									60,000		*60,000*
PRKS: 411 1/2 Ton Pick Up	*33 411 PU*									60,000		*60,000*
PRKS: 443 Cat Track Skidsteer	*33 PRK EQP3*									120,000		*120,000*
0610 - Parks Dept - General Total		**135,000**	**536,000**	**404,000**	**205,000**	**419,000**	**365,000**	**341,000**	**212,000**	**415,000**	**85,000**	***3,117,000***
4401- GO Debt		135,000	536,000	404,000	205,000	419,000	365,000	341,000	212,000	415,000	85,000	*3,117,000*
0610 - Parks Dept - General Total		**135,000**	**536,000**	**404,000**	**205,000**	**419,000**	**365,000**	**341,000**	**212,000**	**415,000**	**85,000**	***3,117,000***

0620 - Forestry

FRSTRY: 480 Ford F750	*25 FRSY VEH1*			150,000								*150,000*
FRSTRY: 475 Vermeer BC1500 Chipper	*26 FRSY EQP1*			90,000							90,000	*180,000*
FRSTRY: 479 F250 Pick Up Truck	*26 FRSY VEH1*	85,000										*85,000*
FRSTRY: 470 SC802 Stump Grinder	*28 FRSY EQP1*				84,000							*84,000*
0620 - Forestry Total		**85,000**		**240,000**	**84,000**						**90,000**	***499,000***
4401- GO Debt		85,000		240,000	84,000						90,000	*499,000*
0620 - Forestry Total		**85,000**		**240,000**	**84,000**						**90,000**	***499,000***

0650 - Cemetery

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
CEM: Cemetery Road Repaving	*00A CEMROAD*	25,000		25,000		25,000		25,000		25,000		*125,000*
CEM: Leaf Picker/Vacuum	*25 CEM EQP1*	45,000	49,000	53,000					60,000	60,000	60,000	*327,000*
CEM: Scag Zero Turns	*25 CEM EQP3*	42,000						60,000	60,000			*162,000*
CEM: 486 1 Ton Dump Trk w/plow	*34 CEM VEH2*										200,000	*200,000*
0650 - Cemetery Total		**112,000**	**49,000**	**78,000**		**25,000**		**85,000**	**120,000**	**85,000**	**260,000**	***814,000***
4100-Levy		25,000										*25,000*
4401- GO Debt		87,000	49,000	78,000		25,000		85,000	120,000	85,000	260,000	*789,000*
0650 - Cemetery Total		**112,000**	**49,000**	**78,000**		**25,000**		**85,000**	**120,000**	**85,000**	**260,000**	***814,000***
0740 - Planning												
PLNG: Great Neighborhoods Initiative	*00A G NHOODS*	50,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	*1,400,000*
PLNG: Gateway Improvements	*00A GATE IMP*		100,000	100,000	200,000	200,000	200,000					*800,000*
PLNG: South Main Acquisition	*00A SMAIN AQ*	250,000	250,000	500,000	500,000	500,000	500,000	250,000	250,000			*3,000,000*
PLNG: Pioneer Riverwalk CN RR	*24 PLNRWALKA*		3,500,000									*3,500,000*
PLNG: Riverway Drive Trail	*24 RIV DR TR*	175,000	175,000									*350,000*
PLNG: Riverwalk Signage	*24 RIV SIGN*	50,000	50,000									*100,000*
PLNG: Scattered Sites Blight Removal	*24 SCAT SITE*	100,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	*4,600,000*
PLNG: Signage to Center City	*25 CTR CITY*		25,000	25,000	25,000	25,000						*100,000*
PLNG: DT Visualization Implement	*25 PL DT VIS*		1,000,000	1,000,000	1,000,000							*3,000,000*
PLNG:Farmington Workforce Housing	*25 PL FARM*		550,000									*550,000*
PLNG: I-41 Pedestrian Bridge	*25 PL I-41*	800,000	1,300,000	4,000,000	4,000,000							*10,100,000*
PLNG: Workforce Housing Land Acq.	*25 PLN HOUS*		175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	*1,575,000*
PLNG: Pioneer Riverwalk to Marina	*25 PLNRWALKB*		3,000,000									*3,000,000*
PLNG: Pioneer Riverwalk E 14th	*26 PLNRWALKC*			2,000,000								*2,000,000*
PLNG: Pioneer Island Riverwalk	*27 PL RWALK*					5,000,000	6,400,000					*11,400,000*
PLNG: Pioneer Riverwalk Breakwater	*27 PLNRWALKD*				400,000							*400,000*
PLNG: Sawdust Dist Gateway Features	*27 SAWFETURE*			75,000	75,000	75,000	75,000					*300,000*
0740 - Planning Total		**1,425,000**	**10,775,000**	**8,525,000**	**7,025,000**	**6,625,000**	**8,000,000**	**1,075,000**	**1,075,000**	**825,000**	**825,000**	***46,175,000***
1300-Cash-Fund Balance		350,000	250,000	500,000								*1,100,000*
1400-TID Cash		385,000	225,000			5,000,000	6,400,000					*12,010,000*
4100-Levy		50,000	775,000	850,000	950,000	950,000	925,000	650,000	650,000	650,000	650,000	*7,100,000*
4207-Federal Grant		640,000	1,340,000	3,200,000	3,200,000							*8,380,000*

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
4263-State Grant				1,000,000								*1,000,000*
4401- GO Debt			6,760,000	1,800,000	1,700,000	500,000	500,000	250,000	250,000			*11,760,000*
4402-Debt: State Trust Fund Loan			250,000									*250,000*
9000-To Be Determined			1,175,000	1,175,000	1,175,000	175,000	175,000	175,000	175,000	175,000	175,000	*4,575,000*
0740 - Planning Total		**1,425,000**	**10,775,000**	**8,525,000**	**7,025,000**	**6,625,000**	**8,000,000**	**1,075,000**	**1,075,000**	**825,000**	**825,000**	***46,175,000***
0801 - Traffic/Lighting												
ELEC: LED Traffic Signal Head Equip	*00A LED HD*	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	*100,000*
ELEC: LED Streetlighting Upgrades	*00A LEDLGHT*	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	*100,000*
ELEC: Street Lighting Poles	*00A ST POLES*	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	*250,000*
ELEC: Traffic Signal Equipment	*00A TR SGNL*	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	*450,000*
ELEC: 515 Skidsteer	*25 EQP ELEC1*	165,000										*165,000*
ELEC: 506 Service Van	*26 VEH ELEC1*	75,000										*75,000*
0801 - Traffic/Lighting Total		**330,000**	**90,000**	**90,000**	**90,000**	**90,000**	**90,000**	**90,000**	**90,000**	**90,000**	**90,000**	***1,140,000***
4100-Levy		90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000	*900,000*
4401- GO Debt		240,000										*240,000*
0801 - Traffic/Lighting Total		**330,000**	**90,000**	**90,000**	**90,000**	**90,000**	**90,000**	**90,000**	**90,000**	**90,000**	**90,000**	***1,140,000***
0810 - Sign Division												
SIGN: Sign Bucket Truck	*29 SGN SBT*						150,000					*150,000*
SIGN: Sign Work Truck	*29 SGN TRUCK*					120,000						*120,000*
0810 - Sign Division Total						**120,000**	**150,000**					***270,000***
4401- GO Debt						120,000	150,000					*270,000*
0810 - Sign Division Total						**120,000**	**150,000**					***270,000***
1070 - Museum												
MUS: Deep Roots Exhibit	*26 MUS ROOTS*		975,000	325,000								*1,300,000*
MUS: Tiffany Window Removal/Re-Install	*27 MUS TFFNY*			75,000								*75,000*
MUS: EXH - People of the Waters	*30 MUS EX UP*						50,000	500,000				*550,000*

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
1070 - Museum Total			**975,000**	**400,000**			**50,000**	**500,000**				***1,925,000***
4401- GO Debt			975,000	75,000			50,000	500,000				*1,600,000*
4952-Donations				325,000								*325,000*
1070 - Museum Total			**975,000**	**400,000**			**50,000**	**500,000**				***1,925,000***
1717 - Parking Utility												
PRKG: Parking Lot Improvements	*00A PRKG LOT*	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	*7,500,000*
PRKG: EV Charging Plan	*25 EV CHARG*		70,000									*70,000*
1717 - Parking Utility Total		**750,000**	**820,000**	**750,000**	**750,000**	**750,000**	**750,000**	**750,000**	**750,000**	**750,000**	**750,000**	***7,570,000***
4207-Federal Grant			35,000									*35,000*
4401- GO Debt		750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	*7,500,000*
9000-To Be Determined			35,000									*35,000*
1717 - Parking Utility Total		**750,000**	**820,000**	**750,000**	**750,000**	**750,000**	**750,000**	**750,000**	**750,000**	**750,000**	**750,000**	***7,570,000***
1728 - Transit												
TR: Transit Stop Improvements	*00A TR STPIM*	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	*100,000*
TR: Bike and Pedestrian	*24 BKE&PED*	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	*500,000*
TR: 2 Hybrid Electric/Diesel Buses	*25 2HBRID BS*	2,000,000										*2,000,000*
TR: Hoist Maintenance Garage	*25 TR HOIST1*				250,000							*250,000*
TR: Staff Vehicle	*25 TR STF VE*	40,000										*40,000*
TR: Tire Changer	*26 TR TIRE*		25,000									*25,000*
TR: Transit Facility	*29 TR FAC*					38,000,000						*38,000,000*
1728 - Transit Total		**2,100,000**	**85,000**	**60,000**	**310,000**	**38,060,000**	**60,000**	**60,000**	**60,000**	**60,000**	**60,000**	***40,915,000***
4100-Levy		52,000	77,000	52,000	52,000	52,000	52,000	52,000	102,000	52,000	52,000	*595,000*
4206-FED TRANSIT GRANT 80%		1,608,000	8,000	8,000	208,000	8,000	8,000	8,000	8,000	8,000	8,000	*1,880,000*
4207-Federal Grant		40,000										*40,000*
4401- GO Debt		400,000			50,000							*450,000*
9000-To Be Determined						38,000,000						*38,000,000*

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
1728 - Transit Total		**2,100,000**	**85,000**	**60,000**	**310,000**	**38,060,000**	**60,000**	**60,000**	**110,000**	**60,000**	**60,000**	***40,965,000***
1810 - Water												
WD: Meter Change-Out Program	*00A WD MTERS*	953,000	1,029,000	1,132,000	1,245,000	1,365,000	1,501,000					*7,225,000*
WFP: Clearwell Replacement	*23 WF CLRWLL*	36,600,000										*36,600,000*
WFP: Dual Media Filter Repairs/Rplcmnt	*23 WF MEDIA*			1,700,000	1,700,000							*3,400,000*
WFP: Ozone Liquid Oxygen System/Generators	*23 WF OZONE*	3,000,000										*3,000,000*
WD: Sensus Water Meter Base St	*24 WD SNSUS*		50,000									*50,000*
WFP: Granulated Actvd Carbon Filter Media	*24 WF GAC FT*			2,100,000	2,100,000							*4,200,000*
WFP: Repl Washburn St Booster Station Pmps	*24 WF PUMP*	2,400,000										*2,400,000*
WD: New Wach Valve Maintenance Trailer	*25 NEW WACH*	120,000										*120,000*
WFP: Oakwood & Knapp PRV Components Repl	*25 PRV CMPNT*	30,000										*30,000*
WFP: Washburn Wtr Twr Valve Vault Repl	*25 VALVE VLT*	30,000										*30,000*
WD: Water Meter Test Benches Repl	*25 WD BENCH*	350,000										*350,000*
WD: Building Addition/Remodel	*25 WD BLDG*	200,000	125,000		3,200,000							*3,525,000*
WD: #809 Trailer-Mounted Dewatering Pump	*25 WD EQP1*	60,000										*60,000*
WD: #805 Forklift	*25 WD EQP2*	60,000										*60,000*
WD: Replace 1/2-Ton Vans	*25 WD VEH1*	50,000			55,000	55,000		60,000		60,000		*280,000*
WD: 1-Ton Ext Cab Pickup Trks w/Srv Body	*25 WD VEH2*	80,000						180,000				*260,000*
WFP: Ammonia Gas Scrubber	*25 WF A SCBR*	100,000	600,000									*700,000*
WFP: Chlorine Gas Scrubber	*25 WF C SCBR*	100,000	600,000									*700,000*
WFP: Chlorine Feed System Piping	*25 WF CL FS*	300,000										*300,000*
WFP: Fluoride Tanks/Feed Pumps Rplcmnt	*25 WF FLUOR*	100,000		600,000								*700,000*
WD: Building Roof Replacement	*26 WD ROOF*									150,000		*150,000*
WD:Tri-Axle Dump Trucks	*26 WD VEH1*		300,000		300,000			320,000				*920,000*
WFP: Fire Alarm Syst Ctrl Panel	*26 WF FR AL*		36,000									*36,000*
WFP: SW Wtr Twr Ext Painting/Add Mixing	*27 SW WTR TW*			750,000								*750,000*
WD: #804 Concrete Breaker	*27 WD EQP1*			225,000								*225,000*
WD: 1/2-Ton 4WD Ext Cab Pickup Trucks	*27 WD VEH1*			55,000						60,000		*115,000*
WFP: Polymer Feed Systems Replacement	*27 WF POLYMR*			500,000								*500,000*

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
WD: #811 Air Compressor	*28 WD EQP1*				45,000							*45,000*
WD: #812 Ditch Witch/Vac-All Trailer	*28 WD EQP2*				120,000							*120,000*
WFP: Backwash Controls/Air Scour Blower Repl	*28 WF BCKWS*				660,000							*660,000*
WFP: WFP Administration Area Carpet	*28 WF CARPET*				25,000							*25,000*
WFP: Sludge Pump Replacement	*28 WF SLUDGE*				180,000							*180,000*
WFP: Alum Piping/Day Tanks/Transfer Pumps Repl	*28 WF TANKS*				60,000	750,000						*810,000*
WFP: #892 3/4Ton 4WD PU Truck Lift Gate/Plow	*28 WF VEH1*				75,000							*75,000*
WFP: Mix/Sed Basin/DMF Gallery Valve Repl	*29 GV REPL*					60,000	1,356,000					*1,416,000*
WFP: Repl Systems Sedimentation Basins	*29 SYS SED*					1,800,000						*1,800,000*
WD: Tractor Backhoe/Loaders	*29 WD EQP1*	365,000							375,000			*740,000*
WD: #828 1-Ton Service TRK w/Valve-Turning Mach	*29 WD VEH1*					120,000						*120,000*
WFP: Contact/Backwash/Sedimentation Basin Paint	*30 SED PAINT*						300,000					*300,000*
WFP: Ammonia Bulk Storage Tanks/Scales Replacement	*31 WF TANKS*							1,056,000				*1,056,000*
WFP: Ammonia Storage System Valves Replacement	*31 WF VALVES*							540,000				*540,000*
WFP: Repl Roof-DMF/GAC Filter Galleries/Admin Area	*32 DMF ROOF*								570,000			*570,000*
WD: Reapplication of WDC Masonry Sealing	*32 WD MSN SL*								50,000			*50,000*
WFP: Replace Chlorine Feed Equipment	*32 WF CL FD*								1,000,000			*1,000,000*
WFP: Replace WFP Analyzers	*33 ANALYZERS*									500,000		*500,000*
WFP: Sed Basin Sludge Pump Repl	*33 SED SLDGE*									50,000	200,000	*250,000*
WFP: Chem Storage Tank Maint	*33 WF TANKS*									20,000	70,000	*90,000*
WFP: #891 Pickup Truck	*34 WF VEH1*										75,000	*75,000*
1810 - Water Total		**44,898,000**	**2,740,000**	**7,062,000**	**9,765,000**	**4,150,000**	**3,157,000**	**2,156,000**	**1,995,000**	**840,000**	**345,000**	***77,108,000***
5275-Safe Drinking Water Loan		36,600,000										*36,600,000*
5275-Water Revenue Bonds		7,035,000	1,675,000	5,125,000	8,440,000	2,730,000	1,356,000	1,916,000	1,945,000	700,000	200,000	*31,122,000*
5299W-Water Utility Fund Balance		1,263,000	1,065,000	1,937,000	1,325,000	1,420,000	1,801,000	240,000	50,000	140,000	145,000	*9,386,000*
1810 - Water Total		**44,898,000**	**2,740,000**	**7,062,000**	**9,765,000**	**4,150,000**	**3,157,000**	**2,156,000**	**1,995,000**	**840,000**	**345,000**	***77,108,000***

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
1910 - Sewer												
WW: Clean Digesters	*23 WW CL DIG*	105,000			110,000	110,000	110,000			115,000	115,000	*665,000*
WW: Replace WWTP Chlorinators and Piping	*24 WW CHL PP*	795,000										*795,000*
WW: Replace WWTP Influent Bar Screens	*25 WW BAR SC*	628,000	3,700,000									*4,328,000*
WW: Replace Wastewater Facility HVAC	*25 WW HVAC*	135,000	650,000									*785,000*
WW: Phosphorus Limits Study/Construction	*25 WW PHOSP H*	12,000,000	10,800,000									*22,800,000*
WW: Shorewood Lift Station Piping & Valves	*25 WW SHORE*	102,500	500,000									*602,500*
WW: Replace Jetter Vacs	*25 WW VEH1*	700,000		700,000					725,000			*2,125,000*
WW: New 3/4-Ton Pickup Truck w/ Plow & Lift Gate	*25 WW VEH2*	75,000										*75,000*
WW: Lift Station Bar Screens Rehabilitation	*26 WW BAR SC*		114,000	550,000								*664,000*
WW: #173 Zero-Turn Lawn Mower	*26 WW MOWER*		15,000									*15,000*
WW: Repl S Main St Pump Station Generator & Equip	*26 WW S MAIN*	40,000	130,000	625,000								*795,000*
WW: Raw Influent Piping Condition Assess	*27 INFLUENT*			650,000								*650,000*
WW: Rehab County Hwy Y Pump Station	*27 WW CTH Y*			56,000	350,000							*406,000*
WW: Replace Electrical Unit Substations	*27 WW EUSS*			840,000		4,300,000						*5,140,000*
WW: Repl RAS and WAS Pumping System	*27 WW RA/WAS*			420,000	2,200,000							*2,620,000*
WW: Repl Primary Sludge Piping and Valves	*28 WW SLUDG E*				150,000	675,000						*825,000*
WW: Parshall Flume Liners Replacement	*29 FLUME LNR*					55,000	370,000					*425,000*
WW: WWTP Generator Installation	*29 WW GENER*					1,000,000	3,000,000					*4,000,000*
WW: 4x4 Pickup Trucks w/Plow & Lift Gates	*29 WW VEH1*					70,000					70,000	*140,000*
WW: Chlorine Contact Basin Improvements	*30 CL CONTCT*						525,000	3,000,000				*3,525,000*
WW: Installation of Additional Centrifuge	*30 WW CNTRF G*						187,200	1,000,000				*1,187,200*
WW: Incr Centrate Storage Capacity	*30 WW CNTRT E*						355,000	1,500,000				*1,855,000*
WW: #975 Single-Axle Dump Truck	*30 WW VEH1*						110,000					*110,000*
WW: DAFT Control Equipment Replacement	*31 DAFT CTRL*							80,000	500,000			*580,000*
WW: Grit Chamber Replacement	*31 GRIT CHBR*							126,000	750,000			*876,000*
WW: Ferric Chloride Bulk Storage Tank Repl	*32 FE TNK*								165,000	1,000,000		*1,165,000*
WW: WWTP Outfall Inspections	*32 OUTFL INS*								50,000			*50,000*

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
WW: Digester Gas Equipment Replacement	*33 DIGST GAS*									130,000	1,000,000	*1,130,000*
1910 - Sewer Total		**14,580,500**	**15,909,000**	**3,841,000**	**2,810,000**	**6,210,000**	**4,657,200**	**5,706,000**	**2,190,000**	**1,245,000**	**1,185,000**	***58,333,700***
5273-Debt: Clean Water Fund		12,000,000	10,800,000									*22,800,000*
5273-Sewer Revenue Bonds		2,125,500	5,094,000	3,491,000	2,700,000	6,030,000	4,547,200	5,706,000	1,777,500	1,130,000	1,000,000	*33,601,200*
5278-Storm Revenue Bonds		350,000		350,000					362,500			*1,062,500*
5299S-Sewer Utility Fund Balance		105,000	15,000		110,000	180,000	110,000		50,000	115,000	185,000	*870,000*
1910 - Sewer Total		**14,580,500**	**15,909,000**	**3,841,000**	**2,810,000**	**6,210,000**	**4,657,200**	**5,706,000**	**2,190,000**	**1,245,000**	**1,185,000**	***58,333,700***
2010 - Storm Water												
SW: Replace Street Sweepers	*23 SW VEH1*	350,000		360,000		375,000		375,000				*1,460,000*
SW: Leaf Blowers-Storm Water	*25 SW EQP2*		80,000	80,000		85,000			85,000			*330,000*
SW: Replace Trailered Water Pumps	*27 SW TRL PM*									50,000		*50,000*
SW: #57 Vac All Catch Basin Cleaner	*28 SW VEH1*				350,000							*350,000*
SW: #107 Zero-Turn Lawn Mower	*30 SW MOWER*						18,500					*18,500*
SW: #101 Trailered Wood Chipper	*33 SW CHPPER*									35,000		*35,000*
2010 - Storm Water Total		**350,000**	**80,000**	**440,000**	**350,000**	**460,000**	**18,500**	**375,000**	**85,000**	**85,000**		***2,243,500***
5278-Storm Revenue Bonds		350,000		360,000	350,000	375,000		375,000				*1,810,000*
5299SW-Storm Water Utility Fund Balance			80,000	80,000		85,000	18,500		85,000	85,000		*433,500*
2010 - Storm Water Total		**350,000**	**80,000**	**440,000**	**350,000**	**460,000**	**18,500**	**375,000**	**85,000**	**85,000**		***2,243,500***
6610 - Park Land Imprv 0325												
Park Trails Improvements	*00A PRK TRLS*	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	*500,000*
Menominee Park Beach House Reno	*22 BEACH HSE*			5,000,000								*5,000,000*
Lakeshore Park Development	*23 LAKESHORE*		300,000		300,000	300,000						*900,000*
Pickart Park Development	*23 PRK PCKRT*	350,000										*350,000*
PCWP Heaters	*23 PRK POOL2*	35,000	35,000									*70,000*
44th Parallel Park Tennis Court Reconst	*24 44P TENIS*	230,000										*230,000*
Menominee Park Zoo Improvements	*24 M PRK ZOO*		100,000		100,000		100,000		100,000		100,000	*500,000*
Menominee Prk Prkg Lot & Reetz Flds - Design	*24 MP LOT DS*				500,000	3,000,000						*3,500,000*

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
Stevens Park Play Equipment and Surfacing	*24 SP EQUIP*	275,000										*275,000*
Stevens Park Lighting Replacement	*24 SP LGHTS*		50,000									*50,000*
Stevens Park Tennis & Bball Courts	*24 SP TNS BB*	330,000										*330,000*
Site "A"- Ripple & Oregon	*24SITE A DEV*			400,000								*400,000*
Abe Rochlin Park Play Equipment & Surfacing	*25 ABE EQUIP*		275,000									*275,000*
Menominee Park Lighting Replacement	*25 MP LIGHTS*				100,000							*100,000*
LED Leach Amphitheater	*25 PK LEACH*	50,000										*50,000*
LED Menominee Park	*25 PK MENO*	70,000										*70,000*
Rusch Park Trail Lighting	*25 PK RUSCH*	60,000										*60,000*
LED South Park	*25 PK SO PRK*	70,000										*70,000*
Rainbow Mem Prk Play Equipment & Surfacing	*25 RB EQUIP*	275,000										*275,000*
PRKS: Riverwalk Light Bollards Replacement	*25 RIV LT BL*	30,000										*30,000*
44th Parallel Park Ballfield Reconstruction	*26 44P BALL*			300,000								*300,000*
Abbey Park Play Equipment & Surfacing	*26 ABY EQUIP*		275,000									*275,000*
Red Arrow Park Play Equipment	*26 ARW EQUIP*		275,000									*275,000*
Red Arrow Skate Park	*26 ARW SKTE*		100,000									*100,000*
Menominee Park Tennis Court Lights	*26 MP TC LTS*			125,000								*125,000*
Reetz Ball Field-Miller's Bay	*26 PK REETZ*		750,000									*750,000*
South Park Splash Pad	*26 PK SO PRK*		500,000									*500,000*
Boat Launch Repairs	*26 PRK BOAT*		150,000									*150,000*
Rainbow Memorial Park Improvements	*26 RB PRK IP*				500,000	5,000,000						*5,500,000*
West Algoma Park Play Equipment & Surfacing	*26 W ALG EQP*		275,000									*275,000*
Red Arrow Park Lighting Replacement	*27 ARW LGHTS*			60,000								*60,000*
Rusch Park Pedestrian Bridge	*27 PK RUSCH*			150,000								*150,000*
Stoegbauer Park Restrooms/Shelter Constr	*27 STGBR BLD*			500,000								*500,000*
Westhaven Circle Park - Splash Pad	*27 WHCRL PAD*				500,000							*500,000*
44th Parallel Park Open Air Shelter	*29 44P AIRS*					60,000						*60,000*
Fugleberg Boat Launch	*29 PK FBL*					2,000,000						*2,000,000*
Fugleberg Park and Teichmiller Park Resurfacing	*29 PK FUGTEI*					100,000						*100,000*
Miller's Bay Dredging	*29 PK MILBAY*					5,000,000						*5,000,000*
Park Light Replacement	*29 PK PLR*					50,000						*50,000*
Replace Amusement Train	*99 PRKS VEH4*			80,000								*80,000*

Department	Project #	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
6610 - Park Land Imprv 0325 Total		1,825,000	3,135,000	6,665,000	2,050,000	15,560,000	150,000	50,000	150,000	50,000	150,000	*29,785,000*
4208-ARPA Funding		550,000										*550,000*
4263-State Grant						1,700,000						*1,700,000*
4401- GO Debt		1,240,000	2,950,000	4,165,000	2,050,000	13,260,000	150,000	50,000	150,000	50,000	150,000	*24,215,000*
4952-Donations		35,000	35,000	2,500,000								*2,570,000*
9000-To Be Determined			150,000			600,000						*750,000*
6610 - Park Land Imprv 0325 Total		1,825,000	3,135,000	6,665,000	2,050,000	15,560,000	150,000	50,000	150,000	50,000	150,000	*29,785,000*
Grand Total		122,841,755	88,597,435	88,748,386	65,371,990	140,314,125	50,305,202	44,266,946	34,731,859	35,445,439	30,215,374	*700,838,511*

TO:	Honorable Mayor and Members of the Common Council
FROM:	Justin Gierach, Engineering Division Manager/City Engineer
DATE:	November 12, 2024
SUBJECT:	Res 24-592 Award Bid for Public Works Contract No. 25-07 to Carl Bowers & Sons Construction Company, Inc. for West 15th Avenue Reconstruction ($5,009,935.27)

BACKGROUND

The purpose of this Project is to reconstruct West 15th Avenue, from Ohio Street to Oregon Street. Sanitary sewer and laterals, water main and laterals, and storm sewer and laterals will be installed, replaced, or repaired, as needed, prior to placing the concrete pavement. New concrete driveway aprons will be constructed where needed, provided property owners have returned the Construction Access Agreement the City mailed to them.

Sidewalks and drive aprons abutting properties whose property owners have not returned the *Construction Access Agreement* will have partial sidewalk sections removed and patched. In 2026, property owners will be responsible for repairing drive aprons and all patched and non-ADA compliant sidewalks that cannot be constructed with this Project.

ANALYSIS

Engineering staff reviewed four (4) bids. The low Bid was received from Carl Bowers & Sons Construction Company, Inc. of Kaukauna, Wisconsin.

FISCAL IMPACT

Funding for the West 15th Avenue Reconstruction Project is in the 2025 Capital Improvement Program (CIP) (Account No. 03210410-6801-04507/Contract Control-Paving-25-07 West 15th Avenue Reconstruct, 03210410-6804-04507/Contract Control-Storm Sewer-25-07 West 15th Avenue Reconstruct, 03210410-6802-04507/Contract Control-Sanitary Sewer-25-07 West 15th Avenue Reconstruct, 03210410-6803-04507/Contract Control-Water Main-25-07 West 15th Avenue Reconstruct, 03210410-6806-0407/Contract Control-Sidewalk-25-07 West 15th Avenue Reconstruct, 03210410-6809-04507/Contract Control-Traffic-25-07 West 15th Avenue Reconstruct, and 03210410-6810-04507/Contract Control-Admin Cost-25-07 West 15th Avenue Reconstruct).

Following is a summary of the available funds and the estimated total construction cost, including ancillary costs such as engineering fees, landfill tipping fees, construction materials testing fees, and other construction-related expenses. Special Assessments will be levied to adjoining property owners per the City's Special Assessment Policy.

CIP Section	CIP Funds Budgeted	Estimated Total Construction Cost
Streets	$1,818,500	$1,594,510
Storm Sewer	$1,916,500	$1,633,972
Sanitary Sewer	$1,529,700	$962,848
Water Main	$1,550,200	$1,079,866
Sidewalk	$210,600	$157,188
Traffic	$450,000	$157,188
Admin	$6,000	$6,000
Totals	$7,481,500	$5,532,440

RECOMMENDATION

I recommend award to the low bidder, Carl Bowers Construction Company, Inc. in the amount of $5,009,935.27.

Attachments

RES 24-592
25-07 Bid tab

11/12/2024 24-592 RESOLUTION

CARRIED 6-0

PURPOSE: AWARD BID FOR PUBLIC WORKS CONTRACT NO. 25-07 TO CARL BOWERS & SONS CONSTRUCTION COMPANY, INC. FOR WEST 15TH AVENUE RECONSTRUCTION ($5,009,935.27)

INITIATED BY: DEPARTMENT OF PUBLIC WORKS

WHEREAS, the City of Oshkosh has heretofore advertised for bids to reconstruct West 15th Avenue, from Ohio Street to Oregon Street including replacement of sanitary sewer and laterals, water main and laterals, and storm sewer and laterals; and

WHEREAS, upon the opening and tabulation of bids, it appears that the following is the most advantageous bid:

CARL BOWERS & SONS CONSTRUCTION CO., INC.
N1844 Maloney Road
Kaukauna, WI 54130

Total Bid: $5,009,935.27

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Oshkosh that the said bid is hereby accepted and the proper City officials are hereby authorized and directed to enter into an appropriate agreement for the purpose of same, all according to plans, specifications, and bid on file. Money for this purpose is hereby appropriated from:

Acct. Nos.
03210410-6801-04507 Contract Control-Paving-25-07 West 15th Avenue Reconstruct
03210410-6804-04507 Contract Control-Storm Sewer-25-07 West 15th Avenue Reconstruct
03210410-6802-04507 Contract Control-Sanitary Sewer-25-07 West 15th Avenue Reconstruct
03210410-6803-04507 Contract Control-Water Main-25-07 West 15th Avenue Reconstruct
03210410-6806-0407 Contract Control-Sidewalk-25-07 West 15th Avenue Reconstruct
03210410-6809-04507 Contract Control-Traffic-25-07 West 15th Avenue Reconstruct
03210410-6810-04507 Contract Control-Admin Cost-25-07 West 15th Avenue Reconstruct

Contract 25-07 - West 15th Avenue Reconstruction (#9359431)								
Owner: Oshkosh WI, City of								
Solicitor: Oshkosh WI, City of								
Bid Opening: 11/04/2024 11:00 AM CST								
					Carl Bowers & Sons Const. Co., Inc.		PTS Contractors, Inc	
					N1844 Maloney Road			
					Kaukauna, WI 54130			
Section Title	**Item Code**	**Item Description**	**UofM**	**Quantity**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
Section 1						**$5,009,935.27**		**$5,039,000.00**
	1011	Clearing; complete as specified	Inch Diameter	340.00	$20.00	$6,800.00	$20.00	$6,800.00
	1021	Grubbing; complete as specified	Inch Diameter	368.00	$20.00	$7,360.00	$10.00	$3,680.00
	1050	Mobilization; complete as specified	Lump Sum	1.00	$150,000.00	$150,000.00	$342,957.32	$342,957.32
	1100	Removing pavement; complete as specified	Square Yards	1,540.00	$5.00	$7,700.00	$1.00	$1,540.00
	1110	Removing curb and gutter; complete as specified	Linear Feet	4,975.00	$3.00	$14,925.00	$1.00	$4,975.00
	1120	Removing concrete and asphalt sidewalk and driveway; complete as specified	Square Feet	44,475.00	$0.70	$31,132.50	$0.70	$31,132.50
	1200	Unclassified excavation; complete as specified	Cubic Yards	4,985.00	$18.00	$89,730.00	$18.30	$91,225.50
	1220	Excavation special (paving); complete as specified	Tons	748.00	$0.01	$7.48	$0.01	$7.48
	1301	7" concrete pavement; with 5" CABC and grading; complete as specified	Square Yards	9,500.00	$53.00	$503,500.00	$53.35	$506,825.00
	1303	7" concrete pavement HES; with 5" CABC and grading; complete as specified	Square Yards	1,245.00	$57.00	$70,965.00	$57.40	$71,463.00
	1334	Concrete pavement gaps; complete as specified	Each	2.00	$1,000.00	$2,000.00	$1,018.00	$2,036.00
	1340	Crushed aggregate base course; complete as specified	Tons	1,495.00	$14.00	$20,930.00	$10.20	$15,249.00
	1350	Pavement ties; complete as specified	Each	5.00	$10.10	$50.50	$10.20	$51.00
	1352	Drilled dowel bars; 1"; complete as specified	Each	106.00	$15.15	$1,605.90	$15.30	$1,621.80
	1354	Drilled dowel bars; 1 1/4"; complete as specified	Each	28.00	$17.17	$480.76	$17.30	$484.40

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					Kaukauna, WI 54130			
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	1360	Adjust manholes and inlets; complete as specified	Each	69.00	$404.00	$27,876.00	$407.00	$28,083.00
	1370	Turf restoration; complete as specified	Square Yards	5,990.00	$10.00	$59,900.00	$7.80	$46,722.00
	1372	Restore gravel driveway/apron; complete as specified	Square Yards	109.00	$25.00	$2,725.00	$25.40	$2,768.60
	1380	Cold weather covering (concrete pavement) - single visquine; complete as specified	Square Yards	1,608.00	$0.01	$16.08	$0.01	$16.08
	1390	Up-charge for late season cold weather concrete pavement; complete as specified	Cubic Yards	312.00	$0.01	$3.12	$0.01	$3.12
	1410	12" radius curb with 6" CABC and grading; complete as specified	Linear Feet	440.00	$15.15	$6,666.00	$15.30	$6,732.00
	1440	30" curb and gutter; 7"; with 5" CABC and grading; complete as specified	Linear Feet	82.00	$48.48	$3,975.36	$48.85	$4,005.70
	1460	Sidewalk curb; complete as specified	Linear Feet	476.00	$65.65	$31,249.40	$66.15	$31,487.40
	1500	4" concrete sidewalk with 3" CABC and grading; complete as specified	Square Feet	20,900.00	$7.00	$146,300.00	$7.60	$158,840.00
	1510	6" concrete sidewalk/ driveway/ramp with 3" CABC and grading; complete as specified	Square Feet	17,850.00	$7.25	$129,412.50	$7.85	$140,122.50
	1514	6" concrete sidewalk/ driveway/ramp (HES) with 3" CABC and grading; complete as specified	Square Feet	2,975.00	$7.50	$22,312.50	$8.10	$24,097.50
	1530	6" concrete step; complete as specified	Square Feet	1,308.00	$75.75	$99,081.00	$76.30	$99,800.40

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Section Title	**Item Code**	**Item Description**	**UofM**	**Quantity**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
	1540	Curb ramp detectable warning field (natural/non-painted); complete as specified	Square Feet	280.00	$40.40	$11,312.00	$40.70	$11,396.00
	1550	No. 4 reinforcing rods - deformed; epoxy-coated; complete as specified	Linear Feet	7,675.00	$2.02	$15,503.50	$2.00	$15,350.00
	1560	Drilled No. 4 sidewalk tie bars - deformed; epoxy-coated; complete as specified	Each	485.00	$8.08	$3,918.80	$8.15	$3,952.75
	1580	Cold weather covering (sidewalk) - single visquine; complete as specified	Square Feet	6,452.00	$0.01	$64.52	$0.01	$64.52
	1582	Cold weather covering (sidewalk) - double visquine; complete as specified	Square Feet	6,450.00	$0.01	$64.50	$0.01	$64.50
	1590	Up-charge for late season cold weather concrete sidewalk; complete as specified	Cubic Yards	2,870.00	$0.01	$28.70	$0.01	$28.70
	1600	Furnish and install tree; complete as specified	Each	44.00	$275.00	$12,100.00	$560.00	$24,640.00
	1650	Locate existing property monuments; complete as specified	Each	19.00	$145.00	$2,755.00	$148.00	$2,812.00
	1652	Replace existing property monuments; complete as specified	Each	19.00	$10.00	$190.00	$10.20	$193.80
	1700	Sawing existing pavement; complete as specified	Linear Feet	1,376.00	$2.00	$2,752.00	$2.50	$3,440.00
	1710	Sawing concrete pavement full depth; complete as specified	Linear Feet	172.00	$2.50	$430.00	$2.50	$430.00
	1900	Tack coat; complete as specified	Gallons	59.00	$2.30	$135.70	$2.40	$141.60

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Section Title	**Item Code**	**Item Description**	**UofM**	**Quantity**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
	1911	4" asphaltic transition LT with 10" CABC and grading; complete as specified	Square Yards	655.00	$55.00	$36,025.00	$45.50	$29,802.50
	1916	4" asphaltic surface LT with 6" CABC and grading; complete as specified	Square Yards	184.00	$98.00	$18,032.00	$65.30	$12,015.20
	1918	Asphaltic cold weather paving up-charge; complete as specified	Square Yards	126.00	$0.01	$1.26	$1.40	$176.40
	2003	Furnish and install 12" storm sewer; complete as specified	Linear Feet	430.00	$94.00	$40,420.00	$90.50	$38,915.00
	2006	Furnish and install 15" storm sewer; complete as specified	Linear Feet	25.00	$99.00	$2,475.00	$104.00	$2,600.00
	2009	Furnish and install 18" storm sewer; complete as specified	Linear Feet	150.00	$105.00	$15,750.00	$102.00	$15,300.00
	2012	Furnish and install 21" storm sewer; complete as specified	Linear Feet	50.00	$132.00	$6,600.00	$119.00	$5,950.00
	2015	Furnish and install 24" storm sewer; complete as specified	Linear Feet	40.00	$140.00	$5,600.00	$135.00	$5,400.00
	2021	Furnish and install 30" storm sewer; complete as specified	Linear Feet	275.00	$185.00	$50,875.00	$136.00	$37,400.00
	2024	Furnish and install 36" storm sewer; complete as specified	Linear Feet	425.00	$206.00	$87,550.00	$164.00	$69,700.00
	2030	Furnish and install 48" storm sewer; complete as specified	Linear Feet	275.00	$275.00	$75,625.00	$228.00	$62,700.00
	2033	Furnish and install 54" storm sewer; complete as specified	Linear Feet	1,000.00	$355.00	$355,000.00	$319.00	$319,000.00

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Section Title	**Item Code**	**Item Description**	**UofM**	**Quantity**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
	2049	Furnish and install 24" x 38" HERCP Class III storm sewer; complete as specified	Linear Feet	30.00	$215.00	$6,450.00	$223.00	$6,690.00
	2055	Furnish and install 38" x 60" HERCP Class III storm sewer; complete as specified	Linear Feet	675.00	$345.00	$232,875.00	$293.00	$197,775.00
	2201	Furnish and install standard storm sewer manhole (4' diameter); complete as specified	Vertical Feet	18.00	$600.00	$10,800.00	$643.00	$11,574.00
	2202	Furnish and install standard storm sewer manhole (5' diameter); complete as specified	Vertical Feet	29.00	$825.00	$23,925.00	$900.00	$26,100.00
	2203	Furnish and install standard storm sewer manhole (6' diameter); complete as specified	Vertical Feet	5.75	$1,100.00	$6,325.00	$1,195.00	$6,871.25
	2205	Furnish and install standard storm sewer manhole (8' diameter); complete as specified	Vertical Feet	53.25	$1,700.00	$90,525.00	$1,840.00	$97,980.00
	2213	Furnish and install standard storm sewer inlet manhole (4' diameter); complete as specified	Vertical Feet	4.25	$650.00	$2,762.50	$780.00	$3,315.00
	2235	Furnish and install Type 1 inlet (with 18" sump); complete as specified	Each	1.00	$3,500.00	$3,500.00	$3,015.00	$3,015.00
	2237	Furnish and install Type 3 inlet (with 18" sump); complete as specified	Each	38.00	$3,500.00	$133,000.00	$2,600.00	$98,800.00
	2400	Furnish and install 6" storm sewer lateral; complete as specified	Linear Feet	2,600.00	$74.00	$192,400.00	$60.00	$156,000.00
	2402	Furnish and install 8" storm sewer lateral; complete as specified	Linear Feet	50.00	$76.00	$3,800.00	$89.00	$4,450.00

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	2404	Furnish and install storm sewer marker balls; complete as specified	Each	160.00	$25.00	$4,000.00	$42.00	$6,720.00
	2406	Furnish and install storm sewer clay dams; complete as specified	Each	80.00	$100.00	$8,000.00	$86.00	$6,880.00
	2408	Furnish and install storm sewer lateral inlet; complete as specified	Each	75.00	$1,200.00	$90,000.00	$950.00	$71,250.00
	2414	Storm lateral inlet adjustments; complete as specified	Each	75.00	$100.00	$7,500.00	$0.01	$0.75
	2508	Furnish; install; maintain; and remove Type D modified inlet protection; complete as specified	Each	70.00	$100.00	$7,000.00	$76.00	$5,320.00
	2510	Sediment removal - Type D modified inlet protection; complete as specified	Each	70.00	$10.00	$700.00	$1.00	$70.00
	2512	Furnish; install; maintain; and remove stone tracking pad; complete as specified	Each	2.00	$0.01	$0.02	$0.01	$0.02
	2516	Furnish; install; maintain; and remove stone bag; complete as specified	Each	60.00	$10.00	$600.00	$10.00	$600.00
	2518	Furnish; install; maintain; and remove 12" diameter sediment logs; complete as specified	Linear Feet	100.00	$10.00	$1,000.00	$10.00	$1,000.00
	2524	Furnish; install; maintain; and remove dewatering tank system; complete as specified	Each	2.00	$0.01	$0.02	$0.01	$0.02
	2800	Abandon 8" - 12" storm sewer; complete as specified	Linear Feet	375.00	$15.00	$5,625.00	$5.20	$1,950.00
	2802	Abandon 15" and larger storm sewer; complete as specified	Linear Feet	525.00	$20.00	$10,500.00	$9.50	$4,987.50

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	2804	Remove 30" and smaller storm sewer; complete as specified	Linear Feet	500.00	$25.00	$12,500.00	$28.70	$14,350.00
	2810	Abandon storm sewer manholes and inlets; complete as specified	Each	15.00	$400.00	$6,000.00	$289.00	$4,335.00
	2812	Remove storm sewer manholes and inlets; complete as specified	Each	15.00	$500.00	$7,500.00	$289.00	$4,335.00
	2850	Connect to existing storm sewer main; complete as specified	Each	10.00	$1,200.00	$12,000.00	$2,550.00	$25,500.00
	2852	Connect to existing storm sewer lateral; complete as specified	Each	5.00	$200.00	$1,000.00	$290.00	$1,450.00
	2856	Connect to existing storm sewer manhole; complete as specified	Each	1.00	$500.00	$500.00	$290.00	$290.00
	2858	Connect to existing storm sewer inlet; complete as specified	Each	3.00	$500.00	$1,500.00	$290.00	$870.00
	2914	Storm sewer utility line opening (ULO); complete as specified	Each	5.00	$600.00	$3,000.00	$0.01	$0.05
	2950	Excavation special (storm); complete as specified	Tons	150.00	$15.00	$2,250.00	$0.01	$1.50
	3000	Furnish and install 8" sanitary sewer (relay); complete as specified	Linear Feet	2,570.00	$125.00	$321,250.00	$118.00	$303,260.00
	3002	Furnish and install 10" sanitary sewer (relay); complete as specified	Linear Feet	40.00	$230.00	$9,200.00	$182.00	$7,280.00
	3004	Furnish and install 12" sanitary sewer (relay); complete as specified	Linear Feet	8.00	$240.00	$1,920.00	$265.00	$2,120.00
	3006	Furnish and install 15" sanitary sewer (relay); complete as specified	Linear Feet	15.00	$250.00	$3,750.00	$760.00	$11,400.00

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Section Title	**Item Code**	**Item Description**	**UofM**	**Quantity**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
	3100	Furnish and install standard sanitary sewer manhole (4' diameter); complete as specified	Vertical Feet	95.00	$550.00	$52,250.00	$318.00	$30,210.00
	3114	Furnish and install sanitary sewer external manhole chimney seal; complete as specified	Each	10.00	$450.00	$4,500.00	$559.00	$5,590.00
	3116	Furnish and install sanitary sewer external manhole chimney seal extension; complete as specified	Each	2.00	$425.00	$850.00	$508.00	$1,016.00
	3210	Furnish and install 8" x 6" sanitary sewer factory wyes or tees; complete as specified	Each	91.00	$250.00	$22,750.00	$200.00	$18,200.00
	3232	Furnish and install 6" sanitary sewer laterals (new); complete as specified	Linear Feet	44.00	$100.00	$4,400.00	$128.00	$5,632.00
	3234	Furnish and install 4"/6" sanitary sewer lateral (relay); complete as specified	Linear Feet	3,200.00	$95.00	$304,000.00	$128.00	$409,600.00
	3235	Furnish and install 4"/6" sanitary sewer riser (relay); complete as specified	Linear Feet	100.00	$100.00	$10,000.00	$102.00	$10,200.00
	3236	Furnish and install sanitary sewer lateral marker balls; complete as specified	Each	182.00	$40.00	$7,280.00	$42.00	$7,644.00
	3238	Furnish and install clay dams; complete as specified	Each	91.00	$100.00	$9,100.00	$86.00	$7,826.00
	3300	Furnish and install connection to existing 8" sanitary sewer mains; complete as specified	Each	1.00	$1,500.00	$1,500.00	$1,800.00	$1,800.00

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	3302	Furnish and install connection to existing 10" sanitary sewer mains; complete as specified	Each	1.00	$2,000.00	$2,000.00	$1,885.00	$1,885.00
	3304	Furnish and install connection to existing 12" sanitary sewer mains; complete as specified	Each	1.00	$2,300.00	$2,300.00	$1,775.00	$1,775.00
	3306	Furnish and install connection to existing 15" sanitary sewer mains; complete as specified	Each	2.00	$2,800.00	$5,600.00	$1,800.00	$3,600.00
	3330	Furnish and install sanitary sewer concrete collars; complete as specified	Each	1.00	$800.00	$800.00	$2,165.00	$2,165.00
	3404	Furnish and install 10" sanitary sewer open cut casing pipes; complete as specified	Linear Feet	425.00	$75.00	$31,875.00	$153.00	$65,025.00
	3410	Furnish and install 18" sanitary sewer open cut casing pipes; complete as specified	Linear Feet	20.00	$200.00	$4,000.00	$138.00	$2,760.00
	3411	Furnish and install 20" sanitary sewer open cut casing pipes; complete as specified	Linear Feet	12.00	$250.00	$3,000.00	$158.00	$1,896.00
	3600	Rock excavation; complete as specified	Cubic Yards	100.00	$0.01	$1.00	$0.01	$1.00
	3700	Closed circuit televising; complete as specified	Linear Feet	2,633.00	$2.00	$5,266.00	$1.40	$3,686.20
	3710	Closed circuit televising - using push camera; complete as specified	Each	4.00	$400.00	$1,600.00	$142.00	$568.00
	3800	Abandon sanitary sewer manholes; complete as specified	Each	2.00	$800.00	$1,600.00	$578.00	$1,156.00
	3811	Abandon 20" sanitary sewer; complete as specified	Linear Feet	328.00	$16.00	$5,248.00	$13.00	$4,264.00

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Section Title	**Item Code**	**Item Description**	**UofM**	**Quantity**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
	3815	Abandon 18" x 26" sanitary sewer; complete as specified	Linear Feet	471.00	$23.00	$10,833.00	$15.00	$7,065.00
	3852	Remove sanitary sewer manholes; complete as specified	Each	2.00	$800.00	$1,600.00	$390.00	$780.00
	3854	Remove sanitary sewer; complete as specified	Linear Feet	211.00	$60.00	$12,660.00	$37.00	$7,807.00
	3890	Sanitary sewer utility line opening (ULO); complete as specified	Each	4.00	$600.00	$2,400.00	$0.01	$0.04
	3892	Excavation special (sanitary); complete as specified	Tons	40.00	$15.00	$600.00	$0.01	$0.40
	4002	Furnish and install 6" ductile iron water main (relay) with polywrap; complete as specified	Linear Feet	230.00	$125.00	$28,750.00	$144.00	$33,120.00
	4004	Furnish and install 8" ductile iron water main (relay) with polywrap; complete as specified	Linear Feet	2,690.00	$129.00	$347,010.00	$121.00	$325,490.00
	4008	Furnish and install 12" ductile iron water main (relay) with polywrap; complete as specified	Linear Feet	155.00	$180.00	$27,900.00	$224.00	$34,720.00
	4036	Furnish and install 1" water service (relay); complete as specified	Linear Feet	2,900.00	$92.00	$266,800.00	$90.00	$261,000.00
	4037	Furnish and install 1-1/4" water service (relay); complete as specified	Linear Feet	30.00	$95.00	$2,850.00	$135.00	$4,050.00
	4042	Furnish and install 1" water service (new); complete as specified	Linear Feet	43.00	$92.00	$3,956.00	$132.00	$5,676.00
	4048	Furnish and install 1" corporation and stop box; complete as specified	Each	84.00	$600.00	$50,400.00	$506.00	$42,504.00
	4050	Furnish and install 1-1/4" corporation and stop box; complete as specified	Each	1.00	$1,200.00	$1,200.00	$972.00	$972.00

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	4055	Furnish and install water service clay dams; complete as specified	Each	85.00	$100.00	$8,500.00	$87.00	$7,395.00
	4058	Furnish and install connections to existing 6" water main; complete as specified	Each	4.00	$2,000.00	$8,000.00	$2,036.00	$8,144.00
	4060	Furnish and install connections to existing 8" water main; complete as specified	Each	1.00	$2,500.00	$2,500.00	$2,706.00	$2,706.00
	4064	Furnish and install connections to existing 12" water main; complete as specified	Each	2.00	$3,000.00	$6,000.00	$3,080.00	$6,160.00
	4101	Furnish and install 6" x 6" water main tee; complete as specified	Each	1.00	$65.00	$65.00	$560.00	$560.00
	4110	Furnish and install 8" x 6" water main tee; complete as specified	Each	7.00	$750.00	$5,250.00	$735.00	$5,145.00
	4111	Furnish and install 8" x 8" water main tee; complete as specified	Each	3.00	$950.00	$2,850.00	$860.00	$2,580.00
	4191	Furnish and install 8" x 12" water main cross; complete as specified	Each	1.00	$1,500.00	$1,500.00	$1,420.00	$1,420.00
	4236	Furnish and install 6" 45 degree water main bend; complete as specified	Each	16.00	$350.00	$5,600.00	$350.00	$5,600.00
	4237	Furnish and install 8" 45 degree water main bend; complete as specified	Each	14.00	$450.00	$6,300.00	$452.00	$6,328.00
	4239	Furnish and install 12" 45 degree water main bend; complete as specified	Each	8.00	$1,100.00	$8,800.00	$970.00	$7,760.00
	4264	Furnish and install 8" x 6" water main reducer; complete as specified	Each	3.00	$450.00	$1,350.00	$420.00	$1,260.00

Contract 25-07 - West 15th Avenue Reconstruction (#9359431)								
Owner: Oshkosh WI, City of								
Solicitor: Oshkosh WI, City of								
Bid Opening: 11/04/2024 11:00 AM CST								
					Carl Bowers & Sons Const. Co., Inc.		PTS Contractors, Inc	
					N1844 Maloney Road			
					Kaukauna, WI 54130			
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	4352	Cut and cap existing 6" water main; complete as specified	Each	2.00	$800.00	$1,600.00	$1,900.00	$3,800.00
	4354	Cut and cap existing 8" water main; complete as specified	Each	2.00	$900.00	$1,800.00	$1,976.00	$3,952.00
	4401	Furnish and install 6" water main gate valve; complete as specified	Each	10.00	$2,100.00	$21,000.00	$1,914.00	$19,140.00
	4402	Furnish and install 8" water main gate valve; complete as specified	Each	21.00	$2,900.00	$60,900.00	$2,660.00	$55,860.00
	4404	Furnish and install 12" water main gate valve; complete as specified	Each	2.00	$5,000.00	$10,000.00	$4,685.00	$9,370.00
	4500	Furnish and install hydrant; complete as specified	Each	7.00	$6,000.00	$42,000.00	$5,626.00	$39,382.00
	4712	Furnish and install 2" water main casing pipe; complete as specified	Linear Feet	425.00	$35.00	$14,875.00	$35.00	$14,875.00
	4726	Furnish and install 18" water main casing pipe; complete as specified	Linear Feet	20.00	$200.00	$4,000.00	$138.00	$2,760.00
	4800	Rock excavation; complete as specified	Cubic Yards	50.00	$0.01	$0.50	$0.01	$0.50
	4900	Abandon water main on West 15th Avenue; complete as specified	Lump Sum	1.00	$9,000.00	$9,000.00	$2,890.00	$2,890.00
	4920	Remove water main; complete as specified	Linear Feet	260.00	$25.00	$6,500.00	$39.00	$10,140.00
	4990	Excavation special (water); complete as specified	Tons	50.00	$15.00	$750.00	$0.01	$0.50
	5012	Furnish and install pull box (steel); 18" x 36"; complete as specified	Each	17.00	$1,262.50	$21,462.50	$1,275.00	$21,675.00
	5025	Adjust pull box; complete as specified	Each	17.00	$5.05	$85.85	$5.00	$85.00

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					N1844 Maloney Road			
					Kaukauna, WI 54130			
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	5051	Install CITY-supplied lighting control cabinet; complete as specified	Each	1.00	$2,020.00	$2,020.00	$2,035.00	$2,035.00
	5054	Install electrical service; complete as specified	Each	1.00	$2,272.50	$2,272.50	$2,290.00	$2,290.00
	5130	Furnish and install 3" Schedule 40 PVC; complete as specified	Linear Feet	3,000.00	$14.14	$42,420.00	$14.25	$42,750.00
	5240	Furnish and install 6 gauge red-coated wire; complete as specified	Linear Feet	3,855.00	$2.28	$8,789.40	$2.30	$8,866.50
	5241	Furnish and install 6 gauge black-coated wire; complete as specified	Linear Feet	3,855.00	$2.28	$8,789.40	$2.30	$8,866.50
	5260	Furnish and install 10 gauge red-coated wire; complete as specified	Linear Feet	90.00	$2.28	$205.20	$2.30	$207.00
	5261	Furnish and install 10 gauge black-coated wire; complete as specified	Linear Feet	90.00	$2.28	$205.20	$2.30	$207.00
	5262	Furnish and install 10 gauge green-coated wire; complete as specified	Linear Feet	3,300.00	$1.52	$5,016.00	$1.50	$4,950.00
	5270	Furnish and install 12 gauge red-coated wire; complete as specified	Linear Feet	700.00	$0.81	$567.00	$0.80	$560.00
	5271	Furnish and install 12 gauge black-coated wire; complete as specified	Linear Feet	700.00	$0.81	$567.00	$0.80	$560.00
	5272	Furnish and install 12 gauge green-coated wire; complete as specified	Linear Feet	700.00	$0.81	$567.00	$0.80	$560.00
	5380	Furnish and install fuse holder; complete as specified	Each	36.00	$55.55	$1,999.80	$56.00	$2,016.00
	5386	Furnish and install 2A fuse; complete as specified	Each	36.00	$5.05	$181.80	$5.00	$180.00
	5454	Install CITY-supplied 10' truss-type luminaire arm; complete as specified	Each	18.00	$353.50	$6,363.00	$356.00	$6,408.00

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					N1844 Maloney Road			
					Kaukauna, WI 54130			
Section Title	**Item Code**	**Item Description**	**UofM**	**Quantity**	**Unit Price**	**Extension**	**Unit Price**	**Extension**
	5460	Install CITY-supplied cobra head luminaire; complete as specified	Each	18.00	$202.00	$3,636.00	$203.00	$3,654.00
	5494	Install CITY-supplied 20' tapered pole with transformer base; complete as specified	Each	18.00	$757.50	$13,635.00	$763.00	$13,734.00
	5504	Furnish and install Type 5 base; complete as specified	Each	18.00	$1,085.75	$19,543.50	$1,095.00	$19,710.00
	5506	Furnish and install Type 9 base; complete as specified	Each	1.00	$2,020.00	$2,020.00	$2,035.00	$2,035.00
Bid Total:						**$5,009,935.27**		**$5,039,000.00**

Contract 25-07 - West 15th Avenue Reconstruction (#9359431)								
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					Advance Construction Inc.		Dorner Inc.	
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
Section 1						$5,242,325.68		$5,334,631.27
	1011	Clearing; complete as specified	Inch Diameter	340.00	$20.00	$6,800.00	$20.60	$7,004.00
	1021	Grubbing; complete as specified	Inch Diameter	368.00	$20.00	$7,360.00	$10.30	$3,790.40
	1050	Mobilization; complete as specified	Lump Sum	1.00	$201,200.00	$201,200.00	$175,760.00	$175,760.00
	1100	Removing pavement; complete as specified	Square Yards	1,540.00	$7.00	$10,780.00	$6.30	$9,702.00
	1110	Removing curb and gutter; complete as specified	Linear Feet	4,975.00	$4.00	$19,900.00	$1.80	$8,955.00
	1120	Removing concrete and asphalt sidewalk and driveway; complete as specified	Square Feet	44,475.00	$0.60	$26,685.00	$0.50	$22,237.50
	1200	Unclassified excavation; complete as specified	Cubic Yards	4,985.00	$9.50	$47,357.50	$15.50	$77,267.50
	1220	Excavation special (paving); complete as specified	Tons	748.00	$10.50	$7,854.00	$15.00	$11,220.00
	1301	7" concrete pavement; with 5" CABC and grading; complete as specified	Square Yards	9,500.00	$52.21	$495,995.00	$52.95	$503,025.00
	1303	7" concrete pavement HES; with 5" CABC and grading; complete as specified	Square Yards	1,245.00	$56.21	$69,981.45	$57.05	$71,027.25
	1334	Concrete pavement gaps; complete as specified	Each	2.00	$1,000.00	$2,000.00	$1,030.20	$2,060.40
	1340	Crushed aggregate base course; complete as specified	Tons	1,495.00	$9.50	$14,202.50	$10.00	$14,950.00
	1350	Pavement ties; complete as specified	Each	5.00	$10.00	$50.00	$10.00	$50.00
	1352	Drilled dowel bars; 1"; complete as specified	Each	106.00	$15.00	$1,590.00	$15.00	$1,590.00
	1354	Drilled dowel bars; 1 1/4"; complete as specified	Each	28.00	$17.00	$476.00	$18.00	$504.00

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	1360	Adjust manholes and inlets; complete as specified	Each	69.00	$400.00	$27,600.00	$412.00	$28,428.00
	1370	Turf restoration; complete as specified	Square Yards	5,990.00	$6.65	$39,833.50	$8.50	$50,915.00
	1372	Restore gravel driveway/apron; complete as specified	Square Yards	109.00	$5.00	$545.00	$5.60	$610.40
	1380	Cold weather covering (concrete pavement) - single visquine; complete as specified	Square Yards	1,608.00	$0.01	$16.08	$0.01	$16.08
	1390	Up-charge for late season cold weather concrete pavement; complete as specified	Cubic Yards	312.00	$0.01	$3.12	$0.01	$3.12
	1410	12" radius curb with 6" CABC and grading; complete as specified	Linear Feet	440.00	$17.40	$7,656.00	$17.10	$7,524.00
	1440	30" curb and gutter; 7"; with 5" CABC and grading; complete as specified	Linear Feet	82.00	$50.40	$4,132.80	$52.30	$4,288.60
	1460	Sidewalk curb; complete as specified	Linear Feet	476.00	$46.00	$21,896.00	$46.40	$22,086.40
	1500	4" concrete sidewalk with 3" CABC and grading; complete as specified	Square Feet	20,900.00	$6.65	$138,985.00	$6.75	$141,075.00
	1510	6" concrete sidewalk/ driveway/ramp with 3" CABC and grading; complete as specified	Square Feet	17,850.00	$7.75	$138,337.50	$7.95	$141,907.50
	1514	6" concrete sidewalk/ driveway/ramp (HES) with 3" CABC and grading; complete as specified	Square Feet	2,975.00	$8.10	$24,097.50	$8.25	$24,543.75
	1530	6" concrete step; complete as specified	Square Feet	1,308.00	$73.00	$95,484.00	$70.10	$91,690.80

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	1540	Curb ramp detectable warning field (natural/non-painted); complete as specified	Square Feet	280.00	$36.00	$10,080.00	$37.10	$10,388.00
	1550	No. 4 reinforcing rods - deformed; epoxy-coated; complete as specified	Linear Feet	7,675.00	$2.20	$16,885.00	$2.30	$17,652.50
	1560	Drilled No. 4 sidewalk tie bars - deformed; epoxy-coated; complete as specified	Each	485.00	$4.00	$1,940.00	$4.10	$1,988.50
	1580	Cold weather covering (sidewalk) - single visquine; complete as specified	Square Feet	6,452.00	$0.01	$64.52	$0.01	$64.52
	1582	Cold weather covering (sidewalk) - double visquine; complete as specified	Square Feet	6,450.00	$0.01	$64.50	$0.01	$64.50
	1590	Up-charge for late season cold weather concrete sidewalk; complete as specified	Cubic Yards	2,870.00	$0.01	$28.70	$0.01	$28.70
	1600	Furnish and install tree; complete as specified	Each	44.00	$625.00	$27,500.00	$567.00	$24,948.00
	1650	Locate existing property monuments; complete as specified	Each	19.00	$145.00	$2,755.00	$149.00	$2,831.00
	1652	Replace existing property monuments; complete as specified	Each	19.00	$10.00	$190.00	$10.00	$190.00
	1700	Sawing existing pavement; complete as specified	Linear Feet	1,376.00	$2.50	$3,440.00	$2.00	$2,752.00
	1710	Sawing concrete pavement full depth; complete as specified	Linear Feet	172.00	$3.00	$516.00	$4.70	$808.40
	1900	Tack coat; complete as specified	Gallons	59.00	$7.40	$436.60	$7.60	$448.40

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	1911	4" asphaltic transition LT with 10" CABC and grading; complete as specified	Square Yards	655.00	$44.10	$28,885.50	$43.60	$28,558.00
	1916	4" asphaltic surface LT with 6" CABC and grading; complete as specified	Square Yards	184.00	$55.15	$10,147.60	$55.70	$10,248.80
	1918	Asphaltic cold weather paving up-charge; complete as specified	Square Yards	126.00	$0.01	$1.26	$1.40	$176.40
	2003	Furnish and install 12" storm sewer; complete as specified	Linear Feet	430.00	$92.00	$39,560.00	$71.00	$30,530.00
	2006	Furnish and install 15" storm sewer; complete as specified	Linear Feet	25.00	$115.00	$2,875.00	$91.00	$2,275.00
	2009	Furnish and install 18" storm sewer; complete as specified	Linear Feet	150.00	$108.00	$16,200.00	$96.00	$14,400.00
	2012	Furnish and install 21" storm sewer; complete as specified	Linear Feet	50.00	$131.00	$6,550.00	$118.00	$5,900.00
	2015	Furnish and install 24" storm sewer; complete as specified	Linear Feet	40.00	$143.00	$5,720.00	$163.00	$6,520.00
	2021	Furnish and install 30" storm sewer; complete as specified	Linear Feet	275.00	$137.00	$37,675.00	$135.00	$37,125.00
	2024	Furnish and install 36" storm sewer; complete as specified	Linear Feet	425.00	$161.00	$68,425.00	$164.00	$69,700.00
	2030	Furnish and install 48" storm sewer; complete as specified	Linear Feet	275.00	$220.00	$60,500.00	$264.00	$72,600.00
	2033	Furnish and install 54" storm sewer; complete as specified	Linear Feet	1,000.00	$343.00	$343,000.00	$401.00	$401,000.00

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	2049	Furnish and install 24" x 38" HERCP Class III storm sewer; complete as specified	Linear Feet	30.00	$218.00	$6,540.00	$186.00	$5,580.00
	2055	Furnish and install 38" x 60" HERCP Class III storm sewer; complete as specified	Linear Feet	675.00	$285.00	$192,375.00	$312.00	$210,600.00
	2201	Furnish and install standard storm sewer manhole (4' diameter); complete as specified	Vertical Feet	18.00	$880.00	$15,840.00	$882.00	$15,876.00
	2202	Furnish and install standard storm sewer manhole (5' diameter); complete as specified	Vertical Feet	29.00	$1,045.00	$30,305.00	$1,136.00	$32,944.00
	2203	Furnish and install standard storm sewer manhole (6' diameter); complete as specified	Vertical Feet	5.75	$1,350.00	$7,762.50	$1,504.00	$8,648.00
	2205	Furnish and install standard storm sewer manhole (8' diameter); complete as specified	Vertical Feet	53.25	$2,008.00	$106,926.00	$2,208.00	$117,576.00
	2213	Furnish and install standard storm sewer inlet manhole (4' diameter); complete as specified	Vertical Feet	4.25	$1,016.00	$4,318.00	$1,073.00	$4,560.25
	2235	Furnish and install Type 1 inlet (with 18" sump); complete as specified	Each	1.00	$4,576.00	$4,576.00	$3,683.00	$3,683.00
	2237	Furnish and install Type 3 inlet (with 18" sump); complete as specified	Each	38.00	$3,866.00	$146,908.00	$3,405.00	$129,390.00
	2400	Furnish and install 6" storm sewer lateral; complete as specified	Linear Feet	2,600.00	$60.00	$156,000.00	$62.00	$161,200.00
	2402	Furnish and install 8" storm sewer lateral; complete as specified	Linear Feet	50.00	$61.00	$3,050.00	$64.00	$3,200.00

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	2404	Furnish and install storm sewer marker balls; complete as specified	Each	160.00	$30.00	$4,800.00	$30.00	$4,800.00
	2406	Furnish and install storm sewer clay dams; complete as specified	Each	80.00	$200.00	$16,000.00	$126.00	$10,080.00
	2408	Furnish and install storm sewer lateral inlet; complete as specified	Each	75.00	$888.00	$66,600.00	$1,229.00	$92,175.00
	2414	Storm lateral inlet adjustments; complete as specified	Each	75.00	$50.00	$3,750.00	$126.00	$9,450.00
	2508	Furnish; install; maintain; and remove Type D modified inlet protection; complete as specified	Each	70.00	$77.00	$5,390.00	$103.00	$7,210.00
	2510	Sediment removal - Type D modified inlet protection; complete as specified	Each	70.00	$25.00	$1,750.00	$10.00	$700.00
	2512	Furnish; install; maintain; and remove stone tracking pad; complete as specified	Each	2.00	$1,200.00	$2,400.00	$515.00	$1,030.00
	2516	Furnish; install; maintain; and remove stone bag; complete as specified	Each	60.00	$11.00	$660.00	$12.00	$720.00
	2518	Furnish; install; maintain; and remove 12" diameter sediment logs; complete as specified	Linear Feet	100.00	$7.00	$700.00	$15.00	$1,500.00
	2524	Furnish; install; maintain; and remove dewatering tank system; complete as specified	Each	2.00	$2,000.00	$4,000.00	$3,606.00	$7,212.00
	2800	Abandon 8" - 12" storm sewer; complete as specified	Linear Feet	375.00	$9.00	$3,375.00	$8.00	$3,000.00
	2802	Abandon 15" and larger storm sewer; complete as specified	Linear Feet	525.00	$15.00	$7,875.00	$18.00	$9,450.00

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	2804	Remove 30" and smaller storm sewer; complete as specified	Linear Feet	500.00	$45.00	$22,500.00	$30.00	$15,000.00
	2810	Abandon storm sewer manholes and inlets; complete as specified	Each	15.00	$400.00	$6,000.00	$505.00	$7,575.00
	2812	Remove storm sewer manholes and inlets; complete as specified	Each	15.00	$580.00	$8,700.00	$705.00	$10,575.00
	2850	Connect to existing storm sewer main; complete as specified	Each	10.00	$750.00	$7,500.00	$2,228.00	$22,280.00
	2852	Connect to existing storm sewer lateral; complete as specified	Each	5.00	$180.00	$900.00	$361.00	$1,805.00
	2856	Connect to existing storm sewer manhole; complete as specified	Each	1.00	$1,000.00	$1,000.00	$1,992.00	$1,992.00
	2858	Connect to existing storm sewer inlet; complete as specified	Each	3.00	$600.00	$1,800.00	$1,078.00	$3,234.00
	2914	Storm sewer utility line opening (ULO); complete as specified	Each	5.00	$750.00	$3,750.00	$1,398.00	$6,990.00
	2950	Excavation special (storm); complete as specified	Tons	150.00	$10.50	$1,575.00	$18.00	$2,700.00
	3000	Furnish and install 8" sanitary sewer (relay); complete as specified	Linear Feet	2,570.00	$154.00	$395,780.00	$149.00	$382,930.00
	3002	Furnish and install 10" sanitary sewer (relay); complete as specified	Linear Feet	40.00	$225.00	$9,000.00	$182.00	$7,280.00
	3004	Furnish and install 12" sanitary sewer (relay); complete as specified	Linear Feet	8.00	$225.00	$1,800.00	$151.00	$1,208.00
	3006	Furnish and install 15" sanitary sewer (relay); complete as specified	Linear Feet	15.00	$450.00	$6,750.00	$197.00	$2,955.00

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	3100	Furnish and install standard sanitary sewer manhole (4' diameter); complete as specified	Vertical Feet	95.00	$548.00	$52,060.00	$746.00	$70,870.00
	3114	Furnish and install sanitary sewer external manhole chimney seal; complete as specified	Each	10.00	$550.00	$5,500.00	$567.00	$5,670.00
	3116	Furnish and install sanitary sewer external manhole chimney seal extension; complete as specified	Each	2.00	$500.00	$1,000.00	$515.00	$1,030.00
	3210	Furnish and install 8" x 6" sanitary sewer factory wyes or tees; complete as specified	Each	91.00	$150.00	$13,650.00	$335.00	$30,485.00
	3232	Furnish and install 6" sanitary sewer laterals (new); complete as specified	Linear Feet	44.00	$133.00	$5,852.00	$116.00	$5,104.00
	3234	Furnish and install 4"/6" sanitary sewer lateral (relay); complete as specified	Linear Feet	3,200.00	$133.00	$425,600.00	$116.00	$371,200.00
	3235	Furnish and install 4"/6" sanitary sewer riser (relay); complete as specified	Linear Feet	100.00	$133.00	$13,300.00	$138.00	$13,800.00
	3236	Furnish and install sanitary sewer lateral marker balls; complete as specified	Each	182.00	$30.00	$5,460.00	$30.00	$5,460.00
	3238	Furnish and install clay dams; complete as specified	Each	91.00	$250.00	$22,750.00	$126.00	$11,466.00
	3300	Furnish and install connection to existing 8" sanitary sewer mains; complete as specified	Each	1.00	$3,000.00	$3,000.00	$2,658.00	$2,658.00

Contract 25-07 - West 15th Avenue Reconstruction (#9359431)								
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Solicitor: Oshkosh WI, City of								
Bid Opening: 11/04/2024 11:00 AM CST								
					Advance Construction Inc.		Dorner Inc.	
Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	3302	Furnish and install connection to existing 10" sanitary sewer mains; complete as specified	Each	1.00	$400.00	$400.00	$2,540.00	$2,540.00
	3304	Furnish and install connection to existing 12" sanitary sewer mains; complete as specified	Each	1.00	$400.00	$400.00	$2,527.00	$2,527.00
	3306	Furnish and install connection to existing 15" sanitary sewer mains; complete as specified	Each	2.00	$1,250.00	$2,500.00	$2,864.00	$5,728.00
	3330	Furnish and install sanitary sewer concrete collars; complete as specified	Each	1.00	$500.00	$500.00	$591.00	$591.00
	3404	Furnish and install 10" sanitary sewer open cut casing pipes; complete as specified	Linear Feet	425.00	$146.00	$62,050.00	$218.00	$92,650.00
	3410	Furnish and install 18" sanitary sewer open cut casing pipes; complete as specified	Linear Feet	20.00	$200.00	$4,000.00	$272.00	$5,440.00
	3411	Furnish and install 20" sanitary sewer open cut casing pipes; complete as specified	Linear Feet	12.00	$220.00	$2,640.00	$273.00	$3,276.00
	3600	Rock excavation; complete as specified	Cubic Yards	100.00	$0.01	$1.00	$0.01	$1.00
	3700	Closed circuit televising; complete as specified	Linear Feet	2,633.00	$1.35	$3,554.55	$1.70	$4,476.10
	3710	Closed circuit televising - using push camera; complete as specified	Each	4.00	$300.00	$1,200.00	$253.00	$1,012.00
	3800	Abandon sanitary sewer manholes; complete as specified	Each	2.00	$500.00	$1,000.00	$634.00	$1,268.00
	3811	Abandon 20" sanitary sewer; complete as specified	Linear Feet	328.00	$30.00	$9,840.00	$24.00	$7,872.00

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	3815	Abandon 18" x 26" sanitary sewer; complete as specified	Linear Feet	471.00	$35.00	$16,485.00	$27.00	$12,717.00
	3852	Remove sanitary sewer manholes; complete as specified	Each	2.00	$500.00	$1,000.00	$870.00	$1,740.00
	3854	Remove sanitary sewer; complete as specified	Linear Feet	211.00	$48.00	$10,128.00	$54.00	$11,394.00
	3890	Sanitary sewer utility line opening (ULO); complete as specified	Each	4.00	$750.00	$3,000.00	$2,290.00	$9,160.00
	3892	Excavation special (sanitary); complete as specified	Tons	40.00	$10.50	$420.00	$18.00	$720.00
	4002	Furnish and install 6" ductile iron water main (relay) with polywrap; complete as specified	Linear Feet	230.00	$123.00	$28,290.00	$126.00	$28,980.00
	4004	Furnish and install 8" ductile iron water main (relay) with polywrap; complete as specified	Linear Feet	2,690.00	$148.00	$398,120.00	$144.00	$387,360.00
	4008	Furnish and install 12" ductile iron water main (relay) with polywrap; complete as specified	Linear Feet	155.00	$200.00	$31,000.00	$197.00	$30,535.00
	4036	Furnish and install 1" water service (relay); complete as specified	Linear Feet	2,900.00	$105.00	$304,500.00	$84.00	$243,600.00
	4037	Furnish and install 1-1/4" water service (relay); complete as specified	Linear Feet	30.00	$105.00	$3,150.00	$95.00	$2,850.00
	4042	Furnish and install 1" water service (new); complete as specified	Linear Feet	43.00	$105.00	$4,515.00	$84.00	$3,612.00
	4048	Furnish and install 1" corporation and stop box; complete as specified	Each	84.00	$834.00	$70,056.00	$586.00	$49,224.00
	4050	Furnish and install 1-1/4" corporation and stop box; complete as specified	Each	1.00	$1,300.00	$1,300.00	$1,082.00	$1,082.00

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	4055	Furnish and install water service clay dams; complete as specified	Each	85.00	$150.00	$12,750.00	$188.00	$15,980.00
	4058	Furnish and install connections to existing 6" water main; complete as specified	Each	4.00	$2,300.00	$9,200.00	$2,906.00	$11,624.00
	4060	Furnish and install connections to existing 8" water main; complete as specified	Each	1.00	$2,888.00	$2,888.00	$3,487.00	$3,487.00
	4064	Furnish and install connections to existing 12" water main; complete as specified	Each	2.00	$3,760.00	$7,520.00	$4,426.00	$8,852.00
	4101	Furnish and install 6" x 6" water main tee; complete as specified	Each	1.00	$525.00	$525.00	$692.00	$692.00
	4110	Furnish and install 8" x 6" water main tee; complete as specified	Each	7.00	$700.00	$4,900.00	$918.00	$6,426.00
	4111	Furnish and install 8" x 8" water main tee; complete as specified	Each	3.00	$790.00	$2,370.00	$1,061.00	$3,183.00
	4191	Furnish and install 8" x 12" water main cross; complete as specified	Each	1.00	$1,385.00	$1,385.00	$1,694.00	$1,694.00
	4236	Furnish and install 6" 45 degree water main bend; complete as specified	Each	16.00	$340.00	$5,440.00	$463.00	$7,408.00
	4237	Furnish and install 8" 45 degree water main bend; complete as specified	Each	14.00	$450.00	$6,300.00	$608.00	$8,512.00
	4239	Furnish and install 12" 45 degree water main bend; complete as specified	Each	8.00	$970.00	$7,760.00	$1,209.00	$9,672.00
	4264	Furnish and install 8" x 6" water main reducer; complete as specified	Each	3.00	$390.00	$1,170.00	$544.00	$1,632.00

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	4352	Cut and cap existing 6" water main; complete as specified	Each	2.00	$2,200.00	$4,400.00	$1,635.00	$3,270.00
	4354	Cut and cap existing 8" water main; complete as specified	Each	2.00	$2,500.00	$5,000.00	$1,947.00	$3,894.00
	4401	Furnish and install 6" water main gate valve; complete as specified	Each	10.00	$1,870.00	$18,700.00	$2,145.00	$21,450.00
	4402	Furnish and install 8" water main gate valve; complete as specified	Each	21.00	$2,610.00	$54,810.00	$2,991.00	$62,811.00
	4404	Furnish and install 12" water main gate valve; complete as specified	Each	2.00	$4,630.00	$9,260.00	$5,197.00	$10,394.00
	4500	Furnish and install hydrant; complete as specified	Each	7.00	$5,780.00	$40,460.00	$6,759.00	$47,313.00
	4712	Furnish and install 2" water main casing pipe; complete as specified	Linear Feet	425.00	$70.00	$29,750.00	$108.00	$45,900.00
	4726	Furnish and install 18" water main casing pipe; complete as specified	Linear Feet	20.00	$200.00	$4,000.00	$267.00	$5,340.00
	4800	Rock excavation; complete as specified	Cubic Yards	50.00	$0.01	$0.50	$0.01	$0.50
	4900	Abandon water main on West 15th Avenue; complete as specified	Lump Sum	1.00	$2,500.00	$2,500.00	$4,047.00	$4,047.00
	4920	Remove water main; complete as specified	Linear Feet	260.00	$40.00	$10,400.00	$34.00	$8,840.00
	4990	Excavation special (water); complete as specified	Tons	50.00	$10.50	$525.00	$18.00	$900.00
	5012	Furnish and install pull box (steel); 18" x 36"; complete as specified	Each	17.00	$1,250.00	$21,250.00	$1,288.00	$21,896.00
	5025	Adjust pull box; complete as specified	Each	17.00	$5.00	$85.00	$5.00	$85.00

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	5051	Install CITY-supplied lighting control cabinet; complete as specified	Each	1.00	$2,000.00	$2,000.00	$2,060.00	$2,060.00
	5054	Install electrical service; complete as specified	Each	1.00	$2,250.00	$2,250.00	$2,318.00	$2,318.00
	5130	Furnish and install 3" Schedule 40 PVC; complete as specified	Linear Feet	3,000.00	$14.00	$42,000.00	$14.40	$43,200.00
	5240	Furnish and install 6 gauge red-coated wire; complete as specified	Linear Feet	3,855.00	$2.25	$8,673.75	$2.30	$8,866.50
	5241	Furnish and install 6 gauge black-coated wire; complete as specified	Linear Feet	3,855.00	$2.25	$8,673.75	$2.30	$8,866.50
	5260	Furnish and install 10 gauge red-coated wire; complete as specified	Linear Feet	90.00	$2.25	$202.50	$2.30	$207.00
	5261	Furnish and install 10 gauge black-coated wire; complete as specified	Linear Feet	90.00	$2.25	$202.50	$2.30	$207.00
	5262	Furnish and install 10 gauge green-coated wire; complete as specified	Linear Feet	3,300.00	$1.50	$4,950.00	$1.50	$4,950.00
	5270	Furnish and install 12 gauge red-coated wire; complete as specified	Linear Feet	700.00	$0.80	$560.00	$0.80	$560.00
	5271	Furnish and install 12 gauge black-coated wire; complete as specified	Linear Feet	700.00	$0.80	$560.00	$0.80	$560.00
	5272	Furnish and install 12 gauge green-coated wire; complete as specified	Linear Feet	700.00	$0.80	$560.00	$0.80	$560.00
	5380	Furnish and install fuse holder; complete as specified	Each	36.00	$55.00	$1,980.00	$57.00	$2,052.00
	5386	Furnish and install 2A fuse; complete as specified	Each	36.00	$5.00	$180.00	$5.00	$180.00
	5454	Install CITY-supplied 10' truss-type luminaire arm; complete as specified	Each	18.00	$350.00	$6,300.00	$361.00	$6,498.00

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Section Title	Item Code	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension
	5460	Install CITY-supplied cobra head luminaire; complete as specified	Each	18.00	$200.00	$3,600.00	$206.00	$3,708.00
	5494	Install CITY-supplied 20' tapered pole with transformer base; complete as specified	Each	18.00	$750.00	$13,500.00	$773.00	$13,914.00
	5504	Furnish and install Type 5 base; complete as specified	Each	18.00	$1,075.00	$19,350.00	$1,107.00	$19,926.00
	5506	Furnish and install Type 9 base; complete as specified	Each	1.00	$2,000.00	$2,000.00	$2,060.00	$2,060.00
Bid Total:						**$5,242,325.68**		**$5,334,631.27**

DATE: November 12, 2024

SUBJECT: West 7th Avenue Reconstruction Discussion

DATE: November 12, 2024

SUBJECT: 2024 Election Recap - Process and Procedures

DATE: November 12, 2024

SUBJECT: Closed Session (re City Hall), Tuesday, November 26th, after Council meeting

TO:	Honorable Mayor and Members of the Common Council
FROM:	Mark Rohloff, City Manager
DATE:	November 12, 2024
SUBJECT:	Professional Services Agreement with AECOM for Mill on Main Monitoring Well Abandonment Services ($56,975.00)

BACKGROUND

The Department of Community Development has engaged AECOM under a professional services agreement to abandon twenty-eight (28) monitoring wells for the Mill on Main redevelopment project. The monitoring wells were required by the Wisconsin Department of Natural Resources in order to monitor the contamination on site. Removing the monitoring wells is required to conclude the investigation phase and finalize the site for the commencement of site construction. Funding for the $56,975.00 cost is available in Capital Improvement Programs -- South Shore/Sawdust Redevelopment Account No. 0323-0740-7216-67004.

Chapter 12 of the Municipal Code of the City of Oshkosh provides that professional services of a specialized nature may be procured without the use of formal, sealed quotes. In accordance with Section 12-16, I am hereby submitting this report regarding this professional services agreement.

Please contact me or Community Development Director Nieforth if you have any questions or concerns regarding this professional services agreement.

DATE: November 12, 2024

SUBJECT: Outstanding Issues

Attachments

Outstanding Issues 11.12.24

Date of Initial Request	Affected Department(s) (If Applicable)	Title of Directive	Current Status	Next Status Report/Update	Other Notes
6/9/2020	City Manager	Community Conversations to address racism	City Manager continuing discussions with various community groups. City was a sponsor of Dragon Boat Festival on September 14th.	12/31/2024	
1/10/2023	City Manager	Engage other governmental and non-profit entities in the region to reduce and prevent homelessness	Staff participating in groups organized by Community Foundation to review short term and long term issues. Council has given direction to include a police officer, police sergeant, and contract social worker in 2025 budget to help connect people experiencing homelessness with needed services.	11/12/2024	
1/10/2023	City Manager	Infuse Sustainability and DEI concepts into City policies and day-to-day operations	Training on sustainability principles planned for staff. Staff working with Sustainability Advisory Board (SAB) to update Sustainability Plan.	12/31/2024	
1/9/2024	City Manager	Continue participating in state wide initiatives to improve Oshkosh's shortfall in state-local funding, including fully funding Municipal Services Program (MSP).	Continuation of this goal will focus on MSP program in 2024.	12/31/2024	Initiative will carry into State's 2025-2026 budget cycle, which will begin following November elections.
1/10/2023	DPW/Legal	Sanitary District Negotiations	Next mediation session scheduled for late September was postponed.	11/12/2024	Closed session with Council may be needed due to postponement of mediation session.
4/16/2024	DPW & Community Development	Undergrounding Utilities	Council workshop held on October 22nd.	12/10/2024	Follow-up with Council planned now that workshop has been held.
4/23/2024	Community Development	Review processes and municipal codes pertaining to commercial and residential development to ensure the City's codes and processes are encouraging growth within the City	Community Development Director Nieforth is soliciting proposals for code review and process evaluation.	11/26/2024	
5/14/2024	Transportation	Parking Restrictions Review	Staff analyzing Polco survey results and will forward to Council and Transportation Committee once completed. Staff will prepare options for consideration and schedule for Committee review and recommendation to Council.	12/10/2024	
11/6/2024	Fire	Review of Proposed Fire Training Facility and possible facility options	Council directed that contingency account of $7.7 million be established in 2025 CIP for Fire training facility or other Fire Department facility needs.	1/14/2025	Workshop with project architect and Council may be needed.