Finance/Personnel Committee

Special Untelevised

335 South Broadway
De Pere, WI 54115
https://www.deperewi.gov/

Agenda

Wednesday, October 9, 2024 **5:00 PM** **De Pere City Hall Council Chambers**

Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **Finance/Personnel Committee** of the City of De Pere will be held on **October 9, 2024** at **5:00 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

I. Call to Order

1. Roll Call

2. 2025 Budget Study Session.

3. Adjournment.

Notice is also given that a majority of the members of the Common Council of the City of De Pere will attend this meeting to gather information about a subject(s) over which they have decision-making responsibility. As such, this committee meeting is also considered a meeting of the Common Council.

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk's office at 339-4050 by Noon, the previous day so that arrangements can be made.

Agenda Sent To:
Alderpersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce

City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE:	**October 9, 2024**
DEPARTMENT:	**City Clerk**
FROM:	**Carey Danen**
SUBJECT:	**2025 Budget Study Session.**

ATTACHMENTS:

- 2025 DRAFT EXECUTIVE BUDGET(PDF)

City of De Pere, Wisconsin



Draft 2025 Executive Budget

TABLE OF CONTENTS

BUDGET ITEM	PAGE
General Fund	
General Government	
City Council	3-7
Municipal Court	8-12
City Attorney	13-20
City Manager	21-26
Mayor	27-30
City Clerk	31-35
Human Resources	36-41
Elections	42-46
Information Management	47-51
Sustainability Programming	52-54
Finance	55-59
Assessor	60-63
City Hall	64-67
Other General Government	68-69
Health Department	70-77
Board of Health	78-81
Development Services	82-89
GIS Department	90-94
TOTAL GENERAL GOVERNMENT	95-98
Public Safety	
Police	101-108
Crossing Guards	109-112
Fire Rescue	113-119
Building Inspection	120-124
Jail	125-127
TOTAL PUBLIC SAFETY	128-130
Public Works	
Public Works Administration	133-137
Engineering	138-143
Municipal Service Center	144-147
Building Maintenance	148-151
Fleet Maintenance	152-155
Snow and Ice Control	156-159
Street Maintenance	160-162
Traffic Signs and Markings	163-166
Street Lighting	167-170
Traffic Lights	171-173
Brush Collection	174-177
Transit System	178-180
Garbage/Refuse Collection	181-185
Landfill	186-188
Weed Control	189-192
Recycling	193-196
TOTAL PUBLIC WORKS	197-199
Culture, Education & Recreation	
Community Center	202-206
Historic Preservation Commission	207-212
Park and Rec Administration	213-217
Parks and Public Land	218-223
Forestry	224-229
Boat Ramps	230-233
Parks Equipment/Vehicle Maintenance	234-237
Recreation and Recreation Programs	238-246
Special Events/Celebrations	247-250
TOTAL CULTURE, EDUCATION & RECREATION	251-253
TOTAL GENERAL FUND EXPENDITURES & REVENUES	254-263
SPECIAL FUND EXPENDITURES AND REVENUES	264
Economic Development Fund	265-269
Affordable Housing Fund	270-273
Wastewater Treatment Services	274-276
Public Land Acquisition	277-278
Cable Access Fund	279-284
Swimming Pool Referendum Fund	285-292
DEBT SERVICE EXPENDITURES AND REVENUES	293-297
CAPITAL PROJECTS EXPENDITURES AND REVENUES	298-464
TAX INCREMENT DISTRICT FUNDS	465-467
Tax Increment District # 7	468-470
Tax Increment District # 8	471-473
Tax Increment District # 9	474-476
Tax Increment District #10	477-479
Tax Increment District #11	480-482
Tax Increment District #12	483-485
Tax Increment District #13	486-488
Tax Increment District #14	489-491
Tax Increment District #15	492-494
Tax Increment District #16	495-497
Tax Increment District #17	498-500
Tax Increment District #18	501-503
SWIMMING POOLS CAPITAL PROJECTS FUND	504-505
WATER EXPENDITURES AND REVENUES	506-514
STORMWATER EXPENDITURES AND REVENUES	515-556

GENERAL GOVERNMENT

GENERAL GOVERNMENT EXPENDITURES

PROGRAM BUDGET	FULL TIME EQUIVALENTS
City Council	0.00
Municipal Court	1.00
City Attorney	2.35
City Manager	0.83
Mayor	0.38
City Clerk	2.48
Human Resources	2.80
Elections	0.00
Information Management	1.48
Sustainability Programming	0.00
Finance	0.77
Assessor	0.10
City Hall	0.15
Other General Government	0.00
Health Department	4.95
Board of Health	0.00
Development Services	1.71
GIS	1.29
TOTAL	**20.28**

City Council

Program Full Time Equivalents: 0

Program Mission:

To enact policies that promote the short and long term interest of the community as well as provide municipal services in a manner that meets the needs of the community at a cost the community is willing to pay.

List of Program Service(s) Descriptions:

1) *Constituency Contact* - Receive input/comments from citizens.
2) *Establish Policies* – Adopt policies to provide municipal services and to promote the short and long term interests of the community.
3) *Fiscal Control* – Adopt an annual budget that meets the municipal service needs of the community at a cost the community is willing to pay in fees and taxes.
4) *Promote Innovation* – Identify and promote innovative municipal service concepts that will improve the quality of life in the community.

Important Outputs:

1) *Ordinances Adopted* – Activity funded by the property tax. Ordinances establish enforceable municipal laws intended to protect or enhance the needs of the community.
2) *Resolutions Adopted* – Activity funded by the property tax. Resolutions establish City Council policies or directives for the municipal government and/or community.
3) *Adopt Annual Budget* – Activity funded by the property tax. The Annual Budget provides funding for all municipal services and activities for the community.
4) *Evaluate Programs and Services* – Activity funded by the property tax. The City Council periodically evaluates the effectiveness of municipal services and adopts service level policies and funding to match community needs.

Expected Outcomes:

1) Increase the percentage of residents that believe their ability to contact an alderperson meets or exceeds the needs of the community.
2) Maintain or increase the percentage of residents that believe the overall quality of life in De Pere is good or excellent.
3) Maintain the appropriate level of municipal services required by the community at a cost the majority of the residents believe is reasonable.

2025 Performance Measures:

1) Maintain or reduce the number of citizen complaints regarding inability to contact an elected official to three or fewer per year per elected official.
2) Increase the population of the community by 1% or more annually to reflect ongoing quality of life attributes remain attractive.
3) Maintain a 3% or lower increase in property tax mill rate for municipal service operations excluding impacts to the mill rate due to Federal, State or citizen imposed fee increases or revenue reductions.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Maintain or reduce the number of citizen complaints regarding inability to contact an elected official to three or fewer per year per elected official.
   a. Result: The performance measure goal was achieved. The Administration did not receive any complaints regarding a citizen's inability to contact an alderperson.
2) Increase the population of the community by 1% or more annually to reflect ongoing quality of life attributes remain attractive.
   a. Result: Population increased 0.58% (From 25,293 to estimated 25,441). Performance measure not met.
3) Maintain a 3% or lower increase in property tax mill rate for municipal service operations excluding impacts to the mill rate due to federal, state or citizen imposed fee increases or revenue reductions.
   a. Result: the performance measure goal was achieved. The 2024 mill rate decreased 3.95%.

Significant Program Achievements:

1) Adopted the 2024 Annual Budget.
2) Adopted 25 ordinances and 125 resolutions from July 1, 2023 – June 30, 2024.

Existing Program Standards Including Importance to Community:

1) Conduct a regular meeting of the City Council every first and third Tuesday of the month.
    a. Community Importance.
        i. Allows actions required or requested on behalf of the community to be acted upon in a timely manner.
        ii. Establishes a routine schedule for community involvement.
2) Conduct special meetings of the City Council as needed.
    a. Community Importance.
        i. Provides an opportunity for the community to have actions acted upon in a more immediate manner if deemed necessary to benefit the community.
        ii. Provides the municipality the ability to conduct training or discussions in a less formal setting that is more suitable for the purpose of training or informative discussions on issues that are not yet ready to be acted upon by the City Council during a regular City Council meeting.
3) Appoint Committees, Commissions, Boards and individuals to conduct the business of the City on behalf of the City Council.
    a. Community Importance.
        i. Provides experts or professionals, as established through education, training and experience, which are capable of providing municipal services in a manner that is either required or deemed appropriate by the community.

Costs and Benefits of Program and Services:

The proposed 2025 City Council program cost is $103,491. The program benefits the community by providing citizens with representation in the discussion and implementation of municipal policies and codes as well as to develop an annual budget that includes adopted property tax rates and fees for municipal services. The program services which provide constituency contact, policy development and fiscal control benefit the community by providing citizens with the ability to influence short and long term service levels and community development.

2025 Budget Significant Expenditure Changes:

1) Health, Dental, DIB, Life & Wks Cmp Ins decreases $39 to reflect actual premium adjustments.
2) Electronic Device Stipend decreases $750 to reflect non-election year for the Mayor's position.
3) Seminars and conferences include $1,200 to accommodate miscellaneous training for alderpersons.
4) Memberships and Subscriptions include $8,700 for membership in the League of Wisconsin Municipalities and $500 for miscellaneous subscriptions.
5) Grants and Donations include $10,000 for the Beautification Committee, $6,000 for Sister Cities and $2,00 for community service grants.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

CITY COUNCIL

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	51100	122	Hourly Wages--Part Time	$ 60,712	$ 60,712	$ 61,928	$ 61,928	$ 30,760	$ 61,928	$ 63,168	$ 63,168	2.00%
100	51100	150	FICA	880	880	898	898	446	898	916	916	2.00%
100	51100	152	Health, Dental, DIB, Life & Wks Cmp Ins	115	259	146	146	60	146	107	107	-26.59%
			Subtotal	**61,708**	**61,851**	**62,972**	**62,972**	**31,266**	**62,972**	**64,191**	**64,191**	**1.94%**
			CONTRACTUAL SERVICES									
100	51100	210	Electronic Device Stipend	3,000	3,000	3,750	3,750	4,125	4,125	3,000	3,000	-20.00%
100	51100	211	Postage	0	0	0	0	0	0	0	0	0.00%
100	51100	212	Seminars and Conferences	1,200	44	1,200	1,200	0	1,200	1,200	1,200	0.00%
100	51100	215	Consulting	0	0	0	0	0	0	0	0	0.00%
100	51100	224	Public Notices	6,000	4,840	6,000	6,000	2,532	6,000	6,000	6,000	0.00%
			Subtotal	**10,200**	**7,884**	**10,950**	**10,950**	**6,657**	**11,325**	**10,200**	**10,200**	**-6.85%**
			SUPPLIES AND EXPENSE									
100	51100	310	Office Supplies	1,500	1,352	1,500	1,500	139	1,500	1,500	1,500	0.00%
100	51100	320	Memberships/Subscriptions	8,000	8,052	9,200	9,200	8,793	9,200	9,200	9,200	0.00%
100	51100	330	Mileage Reimbursement	400	0	400	400	0	400	400	400	0.00%
			Subtotal	**9,900**	**9,404**	**11,100**	**11,100**	**8,932**	**11,100**	**11,100**	**11,100**	**0.00%**
			GRANTS, CONTRIBUTIONS, INDEM									
100	51100	720	Grants and Donations	13,200	15,000	18,000	18,000	16,015	18,000	18,000	18,000	0.00%
			Subtotal	**13,200**	**15,000**	**18,000**	**18,000**	**16,015**	**18,000**	**18,000**	**18,000**	**0.00%**
			CAPITAL OUTLAY									
100	51100	811	Capital Equipment	0	1,133	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**1,133**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 95,008**	**$ 95,272**	**$ 103,022**	**$ 103,022**	**$ 62,870**	**$ 103,397**	**$ 103,491**	**$ 103,491**	**0.46%**

Municipal Court

Program Full Time Equivalents: 1.0

Program Mission:

Provide the City and defendants with a court that is fair and efficient. Make all defendants aware of their procedural and substantive rights. Use the rules of evidence at trials. Be fair in imposing sentences. Protect victim's rights to restitution. Preside in a manner that fosters respect in the court.

List of Program Service(s) Descriptions:

1) Process all citations written for De Pere/Ledgeview Municipal Court.
2) Hold adult court on each Wednesday of the month, juvenile court & trials on 2nd & 4th Thursdays of each month. Process all dispositions from initial appearances & trials.
3) Help defendants and general public with questions; provide them with needed and helpful information.
4) Maintain office hours for defendants to conduct business with the court.
5) Set up video conference with jail for defendants who were picked up on our warrants, out-of-state residents, or initial appearances.
6) Follow through with post-conviction collection remedies and efforts.

Important Outputs:

1) *Citations* – Process all received from De Pere officers, city officials, Ledgeview enforcement officers & Brown County Sheriff's Department for Ledgeview.
2) *Court* – Defendants who appear in court for initial appearances treated with respect, court held efficiently and timely, defendant given all information needed to make informed decision for plea, prepare dispositions with all needed information and give to defendants before they leave court, prepare and give to defendants notice of trial before they leave court if not guilty plea entered, collect forfeitures from defendants who wish to pay at court and give a receipt for payment. Work with juveniles to reduce recidivism through available means and allow them to comply with orders imposed.
3) *Dispositions* – Collect & receipt for all money paid towards forfeitures and mandatory costs, send required information to the DOT, send all paperwork and information to defendants or their attorneys from trials. Return all adult dispositions to the police department to enter and store, file juvenile dispositions in locked secure location in court office.

4) *Enforcement* – Order suspension of driving privileges for defendants who have not paid forfeitures for traffic violations, issue summons to appear for defendants who have not paid forfeitures for non-traffic violations or who do not have a valid license to suspend, issue warrants & writs of commitment for defendants who do not appear at summons or do not pay forfeitures after given extensions. If time allows send a last letter to defendants who have not paid traffic forfeitures who have a valid license to attempt to collect before suspending.

Expected Outcomes:

1) Maintain a fair and efficient court and office so defendants feel they were treated fair and equitably, return all phone calls in a timely manner.
2) Use all measures available to collect forfeitures in a timely manner.
3) Schedule trials within 30 days of initial appearance date.
4) Use all means available to reduce incidents and truancy in the schools.

2025 Performance Measures: (January 2025-December 2025):

1) Reduce past due traffic forfeitures by 5% by sending letter before suspending.
2) Reduce all past due forfeitures by 5% by using collection options.
3) Annually review 100% of open juvenile cases to determine compliance or need to suspend DL.

2024 Performance Measurement Data (August 2023 – July 2024):

1) From August 2022 – July 2023 intake of 2,097 citations with $316,969 monies collected.
   a. Result: From August 2023 – July 2024 intake of 1,973 citations with $310,554 monies collected. This represented decreased collections by 2 % from the prior year.
2) Current with tax intercept, suspensions, and warrants. Collected $9,692 through tax intercept for the 2024 tax season.
   a. Result: This represents increased collections by 26% from prior year.
3) Annually review open juvenile cases to determine compliance or need to suspend driver's license.
   a. Result: 100% reviewed.

Significant Program Achievements:

1) Follow up juvenile truancy with return court dates and petitions to circuit court for additional sanctions.
2) Scheduled 2,449 proceedings and processed paperwork accordingly, whether it is initial appearances, indigency or trials for 2023-2024. (2022-2023 =2,593 proceedings). This is a decrease of 5.5% less proceedings during 2023-2024.
3) Scheduling pretrial conferences with the Assistant City Attorney and holding them by phone or email has provided quicker resolution of cases to reduce the number of appearances for a defendant who pleads not guilty.

Existing Program Standards Including Importance to Community:

1) The court provides defendants the opportunity to appear before the judge and be heard.
2) Provide defendants with information requested to assist in making informed decisions concerning court matters.
3) Collection of forfeitures imposed on citations.
4) Provide defendants with rights and procedure information in writing and orally at initial appearance.

Costs and Benefits of Program and Services:

The proposed 2025 Municipal Court program cost is $145,122. Court continues to provide public with a quality municipal court procedurally and economically. Public benefits from the municipal judge being able to handle video conferencing and other issues outside of the times that court is normally scheduled.

2025 Program Objectives:

1) Maintain the time between initial appearances and trial dates at approximately 30 days.
2) Use alternative penalties for non-payment of forfeitures.
3) Continue to keep the office efficient and customer friendly.
4) Provide flexible payment options to defendants unable to pay in full immediately.

2025 Budget Significant Expenditure Changes:

1) Hourly wages increase $3,162 due to step increase and expected cost of living adjustment in 2025.
2) Retirement increases $249 due to expected increases in 2025.
3) Health, Dental, DIB, Life & Wks Cmp Ins increases $2,051 due to an increase in health insurance premium.
4) Seminars and Conferences include $350 for Municipal Judge and $300 for Court clerk to attend required continuing education classes.
5) Consulting includes $5,559 for TIPSS court computer program and support; $1,500 WI Dept. of Justice for access to e-Time software; $300 for interpreter costs and $225 for substitute judge if needed. This is due to expected increases.
6) Memberships and Subscriptions include $800 for WI Supreme Court Office of Judicial Education; $100 Municipal Judges Association dues and $50 for Municipal Court Clerks Association.
7) Capital Outlay – Office Equipment includes $6,200 for clerk's office to replace work station, cabinets, shelves and chair. Current furnishings are over 20 years old and show signs of wear and tear.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

MUNICIPAL COURT

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	51200	110	Salaries	$ 24,539	$ 24,562	$ 25,765	$ 25,765	$ 12,387	$ 25,765	$ 26,538	$ 26,538	3.00%
100	51200	120	Hourly Wages	53,581	54,084	57,678	57,678	27,691	57,678	60,840	60,840	5.48%
100	51200	125	Overtime Wages	1,200	0	1,200	1,200	0	0	1,200	1,200	0.00%
100	51200	150	FICA	6,068	5,942	6,475	6,475	2,971	6,383	6,776	6,776	4.65%
100	51200	151	Retirement	3,725	3,825	4,063	4,063	1,603	3,980	4,312	4,312	6.13%
100	51200	152	Health, Dental, DIB, Life & Wks Cmp Ins	23,479	23,819	25,501	25,501	13,892	25,501	27,552	27,552	8.04%
100	51200	190	Training	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**112,592**	**112,232**	**120,682**	**120,682**	**58,544**	**119,307**	**127,218**	**127,218**	**5.42%**
			CONTRACTUAL SERVICES									
100	51200	210	Telephone	230	487	500	500	338	500	500	500	0.00%
100	51200	211	Postage	0	0	0	0	0	0	0	0	0.00%
100	51200	212	Seminars and Conferences	650	40	650	650	0	650	650	650	0.00%
100	51200	215	Consulting	7,265	6,495	7,422	7,422	6,147	7,422	7,584	7,584	2.18%
			Subtotal	**8,145**	**7,022**	**8,572**	**8,572**	**6,485**	**8,572**	**8,734**	**8,734**	**1.89%**
			SUPPLIES AND EXPENSE									
100	51200	310	Office Supplies	1,575	1,729	1,575	1,575	840	1,575	1,575	1,575	0.00%
100	51200	315	Publications	80	0	80	80	0	80	80	80	0.00%
100	51200	320	Memberships/Subscriptions	855	845	855	855	845	950	950	950	11.11%
100	51200	330	Mileage Reimbursement	365	71	365	365	0	365	365	365	0.00%
			Subtotal	**2,875**	**2,645**	**2,875**	**2,875**	**1,685**	**2,970**	**2,970**	**2,970**	**3.30%**
			CAPITAL OUTLAY									
100	51200	810	Capital Equipment	0	0	0	0	0	0	0	0	0.00%
100	51200	811	Office Equipment	0	0	0	0	0	0	6,200	6,200	100.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**6,200**	**6,200**	**100.00%**
			TOTAL	**$ 123,612**	**$ 121,899**	**$ 132,129**	**$ 132,129**	**$ 66,715**	**$ 130,849**	**$ 145,122**	**$ 145,122**	**9.83%**

City Attorney

Program Full Time Equivalents: 2.35

Program Mission: To provide legal services to the entire City as a municipal corporation in an effective, protective, and efficient manner. The City as a municipal corporation includes: the Common Council, its standing Committees (Finance/Personnel, License, Board of Public Works), its Boards (e.g., Board of Park Commissioners, Zoning Board of Appeals, Board of Review, Board of Health) and its Commissions (e.g., Police & Fire Commission, City Plan Commission, Historic Preservation Commission, Commission on Aging), Authorities (Redevelopment Authority, Housing Authority) and City officials and staff.

List of Program Service(s) Descriptions:

1) **GENERAL LEGAL SERVICES**
   a) *Departmental Inquiries*: daily phone calls, emails, and meetings regarding departmental activities and the provision of legal advice pertaining to the same.
   b) *Legal Research and Writing*: legal research of federal and state statutes, regulations and case law; draft ordinances, memoranda and/or opinions; review and keep current on legal changes and case law.
   c) *Public Records/Open Meetings*: review and/or advise on public record and open meetings laws; assist in responding to complex public records release issues.
   d) *Service Contract/Agreement Drafting/Review*: draft, review, and revise a variety of agreements, amendments, and similar or related documents; advise on breach of contract and possible remedies.
   e) *Parliamentarian*: advise on Roberts's Rules of Order during and outside of meetings to ensure formalities followed.
2) **REAL PROPERTY MATTERS**
   a) *Development Agreements*: draft, review, revise, and ensure proper recording of numerous TID development agreements, sales and options of City property agreements, and drafting public infrastructure agreements for private land development agreements; advise on compliance with agreement terms.
   b) *Zoning*: advise on zoning interpretations, rezoning requests, zoning amendments, protest petitions, moratoria, super-majority requirements and other miscellaneous zoning issues; guidance on variances and conditional use applications and permits, loss of conditional use status; familiarity with federal, state and constitutional property regulations; advise Board of Appeals on as needed basis.
   c) *Annexations*: review of annexation petitions for compliance with statutory requirements; research and advise City staff and Council on validity of annexation; defend City in annexation challenges.

d) *Property Transfers*: performs all tasks for sale and/or purchase of City property including obtaining title insurance and minimizing exceptions/issues identified in title insurance; draft and properly record closing documents.
e) *Condemnation (eminent domain)*: ensure compliance with complex statutory requirements to acquire property under condemnation; represent City in legal challenges to property taking.
f) *Easements*: all work necessary to obtain easements for City purposes, which includes drafting paperwork for grant or release of easement; research of old facilities and corrective easement documentation when necessary.
g) *Right of Way Vacation and Revocable Occupancy Permits*: draft necessary paperwork for use of City right of way and ROP permits or as otherwise allowed by City.
h) *Special Assessments*: advise on legal requirements; draft final assessment resolution; follow-up with omitted property owners to obtain voluntary agreement.
i) *Leases*: draft, review and determine compliance with state law for provisions favorable to City.
j) *Tax Increment Districts*: review project plan and boundaries including any amendments; ensure statutory criteria met; draft necessary resolutions and provide legal opinion of compliance; draft and enforce development agreements.
k) *Property Assessments:* advise the Board of Review on assessment issues and challenges including litigation regarding claims for excessive assessment.

3) **PUBLIC WORKS**
a) *Public Works Contracts:* advise on public bidding statutes, irregularities in bid process and proper award procedures; review contracts as to form; file notices of claim in cases of contractor non-compliance; provide legal advice to city clerk on lien claims filed with city for non-payment on public works contracts.
b) *Water, Wastewater and Stormwater Utilities:* advise on statutory and City regulations, including CBCWA, well-permitting and well-abandonment; provide legal advice and contract interpretation regarding GBMSD/NEW Water matters; provide advice on DNR requirements, drainage and water trespass issues.

4) **LABOR NEGOTIATIONS AND RELATIONS**
a) *Employee and Policy Manual Matters*: provide advice on employment issues; draft and review employment policies required by state or federal laws or City; assist department supervisors with consistent interpretation and enforcement.
b) *Collective Bargaining Negotiations and Interpretation*: with Chiefs and HR Director, negotiate with police and fire unions to preserve interests of the City as employer; assist departments with interpreting and enforcing collective bargaining agreements.
c) *Grievances and Arbitration*: represent City's interests throughout grievance process and resulting arbitrations.

5) **LITIGATION**
a) *Represent City in Non-insurance Covered Litigation*: file necessary legal documents in compliance with court rules; appear before court/tribunal and advance written and oral arguments; appeal adverse decisions; explanation of processes and results to elected officials and department heads.

b) *Assist Outside Legal Counsel*: manage and act as liaison to counsel retained by insurance company.
c) *Claims Review*: review notices of claim and insurance company decisions on claim; draft notices of claim denial; assists clerk with questions on claims; advise city employees on protecting city's interests.

6) **PUBLIC SAFETY**
a) *Nuisance Abatement*: coordinate code enforcement departments addressing problem properties; provide assistance to departments in drafting, serving and ordering the abatement of nuisances affecting the public; assist building inspection in condemnation or raze and repair orders for dilapidated structures.
b) *Municipal Prosecution*: prosecute all contested municipal citations on behalf of City; advise departments and law enforcement officers on enforcement of city ordinances and ordinance interpretation; assist enforcement department or team with code compliance strategies.
c) *Liquor License matters:* Advise on liquor license issues; represent police department in license suspension hearings; arrange for substitute legal counsel to advise Committee or Council during said hearings.

Important Outputs:

1) **GENERAL LEGAL SERVICES** – Funded by property tax.
Competent legal services to guide actions of the organization to conform to legal requirements and avoid legal pitfalls.
2) **REAL PROPERTY MATTERS** – Part funded by TID and fees paid to Planning Department; remainder by property tax.
Compliance with complex land transaction requirements keeps property interests intact and serves to advance economic development and provide City with property interests necessary to perform essential City functions.
3) **PUBLIC WORKS -** Utility work (water, sewer, storm water) funded by user charges; remainder funded by property tax.
Compliance with statutory and code regulations protects the public; compliance with public bidding laws maintains integrity of infrastructure and the methods by which it is constructed and installed.
4) **LABOR NEGOTIATIONS AND RELATIONS** – Funded by property tax.
Comprehensive labor relations services allows City to treat its employees fairly and to comply with legal requirements.
5) **LITIGATION -** Funded by property tax.
Protection of the public interest by advocating the City's interests in litigation.
6) **PUBLIC SAFETY** – Funded by property tax.
Compliance with legal requirements of abatement processes allows for quick and proper nuisance elimination. Ordinance enforcement also preserves and protects the public safety while collecting revenue for the general fund.

Expected Outcomes:

1) **GENERAL LEGAL SERVICES**
   Provide understanding of legal requirements and processes to each component of the organization.
2) **REAL PROPERTY MATTERS AND PUBLIC WORKS**
   Execution of real estate transactions and compliance with legal requirements for City services to be provided uninterrupted.
3) **LABOR NEGOTIATIONS AND RELATIONS**
   Engage in labor negotiations and maintain labor relations within legal parameters with both union and non-union employees to avoid prolonged labor division and challenges.
4) **LITIGATION**
   Maintain and protect the City's interests in legal disputes.
5) **PUBLIC SAFETY**
   Reduce threats to public by reducing public nuisances and by enforcing ordinances and regulations designed to protect the public.

***2025 Performance Measurements*:**

Measure #1: GENERAL LEGAL SERVICES - Provide greater internal departmental direction on frequent legal processes and Council Agenda process as well as review and creation of existing and new internal and external policies to be shared with other departments to increase communication, streamline workload, ensure greater responsiveness, and provide consistency throughout the organization. Metrics will include providing at least four trainings (quarterly) a year for at least one City Department and/or other generalized trainings on topic of general applicability to City staff, such as public records law, Council Agenda process, and other legal requirements or compliance issues. Metrics will include providing at least four trainings (quarterly) a year for at least one City Department and/or other generalized trainings on topic of general applicability to City staff, such as public records law, Council Agenda process, and other legal requirements or compliance issues.

2024 Performance Measurements (Data 8/2023-8/2024):

Measure #1: GENERAL LEGAL SERVICES – In progress; continued evaluation and implementation of new electronic Agenda software and process efficiencies anticipated to occur in remainder of 2024 with full transition expected throughout 2025. E-recording software use has been completed and is currently in use. Anticipated training sessions to be provided on relevant issues across all departments.

1) Explore implementation of electronic file management systems to streamline work product and increase efficiency.
2) Implement e-recording software to allow for automatic payments and immediate correction of documents with Register of Deeds, which will increase efficiency.

Measure #2: DRAFT INNOVATIVE DEVELOPER'S AGREEMENTS - Achieved; completed revisions to existing Development Agreement format to develop new, standard Development Agreement form for efficiencies in drafting increasing number of Development Agreements.

Significant 2024 Program Achievements (8/2023 – 8/2024):

1) Drafted, reviewed, and revised various real estate documents and development agreements related to redevelopment and development projects within the City, including Shopko redevelopment and related 126 S. Broadway property acquisition, Amerilux expansion, Smet Construction Venture Avenue development, future land acquisitions and easement related issues, Wolter Inc. land transfer and expansion, City Housing programs, Mystic Creek subdivision, Preserve Housing Development, and other pending economic development and real estate developments.
2) Engage in continued collective bargaining negotiations, mediations, and arbitration process with both Police and Fire Unions.
3) Participate, manage and coordinate class action litigation settlement concerning PFAS contamination with Public Works and Water Utility.
4) Review and advise on various property and legal issues pertaining to the South Bridge project including easements, leases, and possible condemnation.
5) Reviewed, revised and provided legal opinions concerning various Tax Increment Districts and their creation and amendments.
6) Drafted and executed agreements, real estate documents, and closings for Development Services Grant programs (i.e. Deeper Roots Housing Stock and Business Recruitment grants) awarded to businesses and residents.
7) Provided counsel concerning various personnel related matters including interpretation of collective bargaining agreement provisions and citizen complaints.
8) Manage pending litigation including excessive assessment claims.
9) Drafted, reviewed, revised, and finalized numerous contracts, waivers, and releases for various City departments, including Police, Fire, Development Services, Parks Recreation and Forestry, Finance, Human Resources, and Health.
10) Drafted and revised numerous City ordinances including adoption of new private water systems and sump pump installation provisions of the Municipal Code, completed significant revisions to noise ordinance.
11) Assist various departments in document drafting and agenda preparation for Common Council, its Committees, and Boards and Commissions.

12) Manage continued transition and experience of City Attorney office staff.
13) Assist with processing numerous complex and routine public record requests and various records retention schedule inquiries.
14) Processing and settlement of numerous contested municipal court files and achieved an internal municipal court appeal practice update via a circuit court order dismissing a defendant's appeal for his lack of standing to appeal.
15) Develop and/or assist with numerous City internal policy or practice updates, including: social media; City drone use; risk liability issues related to 1st Amendment, noxious weeds, tree removal, property line disputes, and recreational immunity; record sharing under HIPAA and other confidential legal provisions; permit applications and inquiries; copyright; purchasing; alcohol license related enforcement and applications.

Existing Program Standards Including Importance to Community:

1) City Attorney impartiality and independence; can only provide legal advice to the City as a municipal corporation and its components.
   a. Community Importance.
      i. Prevents conflicts of interest between City interests and private interests.
      ii. Ensures legal advice and legal work is fair and impartial.
2) Agreements that impose responsibility upon City other than the payment of budgeted expense require approval by the Council.
   a. Community Importance.
      i. Assures that decision maker on City commitments is the Council.
      ii. Provides opportunity for public input on the decision.
3) Encroachments on public property require a revocable occupancy permit under state law.
   a. Community Importance.
      i. Ensures public property remains available for public use when required.
      ii. Requires the encroacher to be responsible for injuries/damages rather than the public.

Costs and Benefits of Program and Services:

The proposed 2025 City Attorney budget is $364,596. This program benefits the community by enabling the organization to provide legal advice and services in a timely manner allowed and authorized by state and federal laws. Proactive compliance with legal requirements is less costly and less disruptive than response to litigation. This program is cost-effective as an in-house program, especially due to easy availability and access; retaining outside legal counsel to perform all services currently provided would be more costly with delayed response times.

2025 Program Objectives:

1) Coordinate and complete comprehensive Record Retention Schedule update and State approval process.
2) Explore implementation of office practices and electronic file management systems to streamline work product and increase efficiency.
3) Develop processes for Agena preparation and procedures to increase efficiency and communication amongst all departments and governmental bodies.
4) Continue review and revisions to De Pere Municipal Code for general maintenance, corrections, and updates.
5) Provide training to departments on recurring legal issues.

2025 Budget Significant Expenditure Changes:

1) Hourly wages increased $3,255 due to projected wage/step/performance awards.
2) Retirement increased $815 due to projected wage/step/performance awards.
3) Health, Dental, DIB, Life & Wks Cmp Insurance increased $11,149 due to projected wage/step/performance awards.
4) Seminars and conferences include the Wisconsin Municipal Attorney's Institute ($1,000), State of Wisconsin DOJ OWI Seminar ($250), various continuing legal education for city attorney, assistant city attorney and certified paralegal ($250). One national conference included in 2025 budget ($2,500).
5) Consulting account consists of costs expended for outside assistance such as register of deeds, title insurance, title reports ($3,500) and outside legal counsel on specialized matters such as collective bargaining negotiations and expected arbitration hearings for Police and Fire, or complicated real estate, condemnation, and environmental issues ($56,500). Increase due to pending arbitrations with both Police and Fire for expired collective bargaining agreements with continued preparations and arbitration hearings to occur in 2025.
6) Cell/Radio decreased $250 to reflect actual costs.
7) Memberships/Subscriptions (approximate amounts) include State Bar ($1,100), Brown County Bar ($100), International Municipal Lawyers Association ($675) and Paralegal Certification ($75).
8) Mileage reimbursement increased $250 to $500 to more accurately reflect travel costs for attendance at League of Wisconsin Municipalities and DOJ OWI seminars and conferences for continuing legal education.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

CITY ATTORNEY

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	51300	110	Salaries	$ 134,419	$ 143,939	$ 152,735	$ 152,735	$ 73,337	$ 152,735	$ 159,748	$ 159,748	4.59%
100	51300	120	Hourly Wages	55,106	52,887	58,469	58,469	28,071	58,469	61,724	61,724	5.57%
100	51300	125	Overtime Wages	50	89	50	50	0	50	50	50	0.00%
100	51300	150	FICA	14,502	14,400	16,161	16,161	7,593	16,161	16,946	16,946	4.86%
100	51300	151	Retirement	12,891	13,285	14,577	14,577	5,872	14,577	15,396	15,396	5.62%
100	51300	152	Health, Dental, DIB, Life & Wks Cmp Ins	52,262	26,265	24,233	24,233	17,018	24,233	35,382	35,382	46.01%
100	51300	190	Training	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**269,231**	**250,866**	**266,224**	**266,224**	**131,891**	**266,224**	**289,246**	**289,246**	**8.65%**
			CONTRACTUAL SERVICES									
100	51300	210	Telephone	450	189	450	450	165	450	450	450	0.00%
100	51300	211	Postage	0	0	0	0	0	0	0	0	0.00%
100	51300	212	Seminars and Conferences	3,750	722	4,000	4,000	325	1,500	4,000	4,000	0.00%
100	51300	215	Consulting	68,500	34,841	50,000	108,500	5,182	35,000	60,000	60,000	20.00%
100	51300	218	Cell/Radio	960	477	1,000	1,000	199	1,000	750	750	-25.00%
100	51300	219	Data	4,250	4,046	4,800	4,800	1,802	4,800	5,000	5,000	4.17%
			Subtotal	**77,910**	**40,275**	**60,250**	**118,750**	**7,672**	**42,750**	**70,200**	**70,200**	**16.51%**
			SUPPLIES AND EXPENSE									
100	51300	310	Office Supplies	450	19	450	450	12	450	450	450	0.00%
100	51300	315	Publications	2,000	297	2,000	2,000	89	1,750	2,000	2,000	0.00%
100	51300	320	Memberships/Subscriptions	2,125	1,941	2,200	2,200	75	2,200	2,200	2,200	0.00%
100	51300	330	Mileage Reimbursement	100	241	250	250	21	350	500	500	100.00%
			Subtotal	**4,675**	**2,497**	**4,900**	**4,900**	**197**	**4,750**	**5,150**	**5,150**	**5.10%**
			CAPITAL OUTLAY									
100	51300	810	Capital Equipment	500	500	1,200	1,200	0	1,200	0	0	0.00%
			Subtotal	**500**	**500**	**1,200**	**1,200**	**0**	**1,200**	**0**	**0**	**0.00%**
			TOTAL	**$ 352,316**	**$ 294,138**	**$ 332,574**	**$ 391,074**	**$ 139,760**	**$ 314,924**	**$ 364,596**	**$ 364,596**	**9.63%**

City Manager

Program Full Time Equivalents: 0.83

Program Mission:

Implement municipal policies established by the City Council and Mayor. Ensure municipal services are provided in a responsive, cost effective manner. Promote short and long term policies and development that maintain and improve the overall quality of life throughout the community.

List of Program Service(s) Descriptions:

1) *Manage Daily Municipal Operations* – Manage the overall operations of the City through the direct supervision of all department heads.
2) *Recommend Municipal Policies Directing Operations and Other Municipal Services* – Recommend policies to make daily operations effective and efficient and to promote the short and long term interests of the community.
3) *Comptroller* – Direct the financial policies of the City and recommend strategies to the Mayor and City Council to plan for the long-term financial security of the City.
4) *Promote and Support Intergovernmental Activities* – Advise Mayor and City Council on proposed local, state and federal legislation and promote and participate in dialog with other governmental entities to maintain or enhance the quality of life in the community and the region.

Important Outputs:

1) *Municipal Services* – Activity funded by property tax and water and wastewater utility rates, as well as Stormwater Utility and Cable Television Fund. Manage the provision of daily municipal services by directing and/or monitoring how departments provide services and interact with the community. This level of oversight is valuable to the community by making sure City Council policies are consistently implemented in a professional manner to meet the needs of the community per City Council discretion and to ensure services are provided as efficiently and effectively as possible to the community per the policy guidelines of the City Council.
2) *Municipal Policy Recommendations* – Activity funded by property tax and water and wastewater utility rates, as well as Stormwater Utility and Cable Television Fund. Develop municipal policy recommendations to elected officials to increase

the effectiveness and efficiency of municipal services that decrease costs for the community and increases quality of life throughout the community.

3) *Budget & Strategic Financial Reports* – Activity funded by property tax and water and wastewater utility rates, as well as Stormwater Utility and Cable Television Fund. Develop an annual budget and strategic financial reports that provide fiscal support and control for municipal services. The budget and strategic reports are supported by financial data that identify revenue and expenditure trends that allows the community to make informed decisions when soliciting their elected representatives for municipal service adjustments.
4) *Intergovernmental Cooperation* – Activity funded by property tax and water and wastewater utility rates as well as Stormwater Utility and Cable Television Fund. Establish dialog between governmental entities to develop cooperation and implement policies that improve the overall quality of life in the community and region by mitigating municipal service costs through cooperation or by improving the effectiveness of municipal services through cooperation.

Expected Outcomes:

1) Maintain or increase the percentage of residents that believe municipal services are provided in an effective and efficient manner.
2) Maintain the percentage of residents that believe the overall quality of life in De Pere is good or excellent by consistently reviewing services and recommending policies that meet the short-term and long-term needs of the community.
3) Maintain the fiscal integrity of municipal programs to allow for the continuation of municipal services as required by the community per the direction of a majority of the City Council.
4) Maintain or increase opportunities for the City Council to make informed decisions to consider or influence cooperative agreements or legislation to enhance the overall quality of life in the community and the region.

2025 Performance Measures:

1) Increase overall staff diversity through targeted recruitment and implementation of initiatives and policies implemented or adopted by the City's Diversity and Inclusiveness Team or City Council to have 20% or more of newly hired municipal staff match diversity criteria on an annual basis. The intent is to more appropriately balance the ratio of male to female employees in what are typically male or female dominated fields and to increase the racial, ethnic and cultural diversity of our workforce to better match the expectations of the community.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Increase diversity of municipal staff by three percent through implementation of initiatives and policies implemented or adopted by the City's Diversity and Inclusiveness Team or City Council. The intent is to more appropriately balance the ratio of male to female employees in what are typically male or female dominated fields and to increase the racial, ethnic and cultural diversity of our workforce.
   a. Result: Performance measure was achieved. The City hired 11 new employees from July 1, 2023 through June 30, 2024. Three of the 11 new employees matched the diversity definition identified in the performance measure. This is equivalent to increasing new staff diversity by 27%.

Significant Program Achievements:

1) Provided overall management of daily municipal services to meet the needs of the community.
2) Managed the ongoing implementation of municipal policies and codes adopted by the City Council and/or committees, commissions and boards to achieve the intended outcome of the adopted policies and codes.
3) Managed pay for performance policy and awarded non-COLA wage incentives to employees based on performance.
4) Provided oversight and assistance with numerous economic development projects.
5) Continued to provide oversight and direct assistance to employee teams working on issues associated with sustainable practices, diversity and inclusiveness, employee pay and performance, health benefits and urban orchards.
6) Continued to manage and develop ongoing fiscal strategies for the City that enhances the overall quality of municipal services and quality of life in the community.
7) Represented the City on numerous Boards to promote economic development and intergovernmental cooperation.
8) Provided management oversight and direct guidance on numerous infrastructure projects throughout the community.
9) Provided oversight management and promoted development throughout the community.
10) Managed ongoing grant solicitation and management services from private firm (MSA) for all City departments.

Existing Program Standards Including Importance to Community:

1) Maintain accessibility for the community via virtual, on-line and in-person platforms.
   a. Community Importance.
      i. Provides employees and citizens with multiple methods to seek assistance, direction or to address community issues.
2) Respond to Citizen requests as needed.
   a. Community Importance.
      i. Provides an opportunity for citizens to have requests for information or action responded to in a timely manner.
3) Conduct performance check-in evaluations of department heads and Communications Specialist.
   a. Community Importance.
      i. Establishes performance expectations for employees that are required to meet the needs of the community.
      ii. Identifies strengths and weaknesses for employees to direct their training efforts to better meet the needs of the community.
4) Conduct routine staff meetings.
   a. Community Importance.
      i. Enhances communication between departments to promote ongoing efficiencies in municipal services by eliminating duplication of services or efforts thus maximizing services while minimizing costs to the community.

Costs and Benefits of Program and Services:

The proposed 2025 City Manager program cost is $185,198. The program benefits the community by providing strategic management of municipal services. The program promotes the short and long term quality of life in the community through the ongoing evaluation of services and development of strategies for City Council consideration. The program provides professional management in a manner that minimizes service fluctuations due to political influences. The program promotes and develops intergovernmental relationships with surrounding communities that enhance quality of life in the community by controlling costs for services through cooperation or consolidation. The program promotes economic development that creates jobs throughout the community and increases the value of the community's tax base that mitigates the need for ongoing property tax increases. The program promotes diversity and inclusiveness within the City's workforce as well as throughout the community to enhance overall quality of life and economic vitality.

2025 Budget Significant Expenditure Changes:

1) Hourly Wages increase $590 to reflect latest wage adjustments.
2) Retirement increases $389 to reflect increase in WRS contribution rate.
3) Health, Dental, DIB, Life & Wks Cmp Ins increased $2,462 due to 10% increase in health insurance premium.
4) Training includes $4,500 for miscellaneous seminars and webinars for the Communications Specialist, Video Production Specialist and City Manager throughout the year.
5) Telephone increases $1,690 to reflect actual cost to fund Video Production Specialist, Communications Specialist and City Manager's telephones.
6) Seminars and Conferences include funds to attend the annual ICMA conference; WCMA conferences and other misc. conference/training opportunities.
7) Cell / Radio decreases $480 to reflect transfer of video specialist cell phone expenditure to the cable fund program.
8) Memberships / Subscriptions includes $1,400 ICMA; $400 WCMA; $1,200 for misc. memberships and publications for Communications Specialist, Video Production Specialist and City Manager, and $1,430 for Loomly subscription, $480 for Bensound subscription, $125 for Aftershoot subscription, $150 for Canva Pro subscription and $120 for Mylio Photos subscription.
9) Operating Supplies decreases $7,050 and includes $10,000 for additional community branding initiatives and miscellaneous supplies for Strategic Visioning & Branding, and $6,000 for City sustainability initiatives.
10) Capital Outlay for Office Equipment includes $500 for miscellaneous equipment for new City Manager.
11) Capital Outlay for Furniture includes $500 for miscellaneous furniture for new City Manager.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

CITY MANAGER

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
Account Number			PERSONAL SERVICES									
100	51410	110	Salaries	$ 83,478	$ 88,597	$ 88,066	$ 88,066	$ 45,941	$ 91,672	$ 92,374	$ 92,374	4.89%
100	51410	120	Hourly Wages	10,188	6,557	10,130	10,130	4,864	10,130	10,720	10,720	5.82%
100	51410	150	FICA	7,165	7,331	7,512	7,512	3,938	7,788	7,887	7,887	4.99%
100	51410	151	Retirement	6,369	7,043	6,776	6,776	2,996	7,024	7,165	7,165	5.75%
100	51410	152	Health, Dental, DIB, Life & Wks Cmp Ins	19,964	18,954	21,675	21,675	12,077	21,675	24,137	24,137	11.36%
100	51410	190	Training	3,000	449	4,500	4,500	2,670	4,500	4,500	4,500	0.00%
			Subtotal	**130,165**	**128,932**	**138,659**	**138,659**	**72,485**	**142,789**	**146,783**	**146,783**	**5.86%**
			CONTRACTUAL SERVICES									
100	51410	210	Telephone	740	2,499	1,110	1,110	745	2,800	2,800	2,800	152.25%
100	51410	211	Postage	0	0	0	0	0	0	0	0	0.00%
100	51410	212	Seminars and Conferences	4,200	3,511	4,500	4,500	323	4,500	4,500	4,500	0.00%
100	51410	215	Consulting	560	199	0	0	104	104	0	0	0.00%
100	51410	218	Cell/Radio	960	714	1,440	1,440	439	900	960	960	-33.33%
100	51410	219	Data	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**6,460**	**6,923**	**7,050**	**7,050**	**1,611**	**8,304**	**8,260**	**8,260**	**17.16%**
			SUPPLIES AND EXPENSE									
100	51410	310	Office Supplies	1,000	102	2,650	2,650	750	2,000	2,650	2,650	0.00%
100	51410	320	Memberships/Subscriptions	3,000	1,664	4,060	4,060	3,019	4,060	5,305	5,305	30.67%
100	51410	331	Mileage Reimbursement	5,100	4,136	5,200	5,200	2,150	5,200	5,200	5,200	0.00%
100	51410	340	Operating Supplies	9,000	32,237	28,050	28,050	3,936	28,050	21,000	16,000	-42.96%
			Subtotal	**18,100**	**38,139**	**39,960**	**39,960**	**9,855**	**39,310**	**34,155**	**29,155**	**-27.04%**
			CAPITAL OUTLAY									
100	51410	811	Office Equipment	3,200	3,177	0	0	0	0	1,000	500	100.00%
100	51410	830	Furniture	0	0	0	0	0	0	1,000	500	100.00%
			Subtotal	**3,200**	**3,177**	**0**	**0**	**0**	**0**	**2,000**	**1,000**	**100.00%**
			TOTAL	**$ 157,925**	**$ 177,171**	**$ 185,669**	**$ 185,669**	**$ 83,951**	**$ 190,403**	**$ 191,198**	**$ 185,198**	**-0.25%**

Mayor

Program Full Time Equivalents: 0.38

Program Mission:

Ensure City ordinances and State laws are observed and enforced and that all City officers and employees discharge their duties. Preside over council meetings, sign legal documents, appoint committee members and fulfill the duties of the Chairperson of the Plan Commission. Act as a member of various committees as needed.

List of Program Service(s) Descriptions:

1) *Constituency Contact* - Receive input/comments from citizens.
2) *Recommend Policies* – Recommend policies to provide municipal services and to promote the short and long term interests of the community.
3) *Chief Executive Officer* – Perform the duties of the Chief Executive Officer (CEO) to preside over council & committee meetings, promote the City's legislative agenda, sign legal documents and ensure City ordinances and State laws are observed and enforced by the City.

Important Outputs:

1) *Number of Meetings Presided Over* – Activity funded by property tax. Meetings provide formal discussion to discuss issues and enact policies to meet the short and long term needs of the community.
2) *Public Appearances* – Activity funded by property tax. Public appearances serve to promote the community and provide information about municipal services.
3) *Propose Executive Budget* – Activity funded by property tax. The Executive Budget is the proposed Annual Budget that provides funding for all municipal services and activities.

Expected Outcomes:

1) Maintain constituent contact levels in a manner that meets or exceeds the needs of the community.
2) Maintain or increase the overall quality of life of residents and visitors.
3) Maintain municipal enforcement of City ordinances and State laws.

2025 Performance Measures:

1) Increase the legislative influence of the City by completing six or more legislative contacts with State or Federal legislators per year.
2) Manage the productivity and quality of City Council and Committee meetings by managing presentations and discussions to the extent that all business is completed in three hours or less for 90 percent or more of all meetings.
3) Increase or maintain the overall quality of the community by participating in 25 or more public appearances to provide municipal service information or to gather constituent preferences.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Increase the legislative influence of the City by completing six or more legislative contacts with State or Federal legislators per year.
   a. Result: Performance measure was met. Completed 20 legislative contacts during this period.
2) Manage the productivity and quality of City Council and Committee meetings by managing presentations and discussions to the extent that all business is completed in three hours or less for 90% percent or more of all meetings.
   a. Result: Performance measure was met. 98% of meetings were completed in less than three hours.
3) Increase or maintain the overall quality of the community by participating in 25 or more public appearances to provide municipal service information or to gather constituent preferences.
   a. Result: Performance measure was met. Participated in 40 public appearances during this period.
4) Attend a minimum of two conferences or training sessions annually that provide continuing education opportunities and foster intergovernmental relationships.
   a. Result: Performance measure was met. Attended 4 conferences and training sessions.

Significant Program Achievements:

Participated in numerous public appearances. Presided at 60 City Council, Committee, Commission and Board meetings in 2023 / 2024 and proposed the 2024 Executive Budget.

Existing Program Standards Including Importance to Community:

1) Maintain routine office hours on a monthly basis.
   a. Community Importance.
      i. Provides citizens with a routine schedule that establishes an opportunity to discuss issues with the Mayor.
2) Respond to Citizen requests as needed.
   a. Community Importance.
      i. Provides an opportunity for citizens to have requests for information or action responded to in a timely manner.
      ii. Establishes trust between the community and the City and diminishes constituent apathy.
3) Promote the community through public appearances.
   a. Community Importance.
      i. Markets the positive attributes of the community to promote economic development opportunities and the overall quality of life throughout the community.

Costs and Benefits of Program and Services:

The proposed 2025 Mayor program cost is $72,814. The program benefits the community by providing citizens with representation in the discussion and recommendation of municipal policies and codes as well as to develop an executive budget that includes adopted property tax rates and fees for municipal services. The program services which provide constituency contact, policy recommendations and chief executive officer responsibilities benefit the community by providing citizens with the ability to influence short and long term service levels and community development.

2025 Budget Significant Expenditure Changes:

1) Salaries increase $702 to reflect proposed annual salary adjustment (COLA).
2) Hourly Wages increase $590 to reflect annual wage adjustments (COLA).
3) Retirement increases $101 to reflect State required adjustment.
4) Health, Dental, DIB, Life & Wks Cmp Ins increases $644 due to 10% increase in health insurance premium.
5) Seminars and Conferences include $2,500 to attend League of Municipalities and other misc. training sessions.
6) Office Supplies increased $200 to reflect actual costs.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

MAYOR

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	51415	110	Salaries	$ 11,455	$ 11,857	$ 12,449	$ 12,449	$ 5,976	$ 12,449	$ 13,151	$ 13,151	5.64%
100	51415	120	Hourly Wages	10,188	6,557	10,130	10,130	4,864	10,130	10,720	10,720	5.82%
100	51415	122	Hourly Wages Part Time	26,475	26,475	27,004	27,004	13,413	27,004	27,545	27,545	2.00%
100	51415	150	FICA	3,681	3,381	3,793	3,793	1,817	3,793	3,933	3,933	3.70%
100	51415	151	Retirement	1,472	1,280	1,558	1,558	628	1,558	1,659	1,659	6.49%
100	51415	152	Health, Dental, DIB, Life & Wks Cmp Ins	9,126	7,051	9,852	9,852	5,033	9,852	10,496	10,496	6.54%
			Subtotal	**62,397**	**56,600**	**64,786**	**64,786**	**31,732**	**64,786**	**67,504**	**67,504**	**4.19%**
			CONTRACTUAL SERVICES									
100	51415	210	Telephone	930	445	930	930	343	930	930	930	0.00%
100	51415	212	Seminars and Conferences	1,500	612	2,500	2,500	10	2,500	2,500	2,500	0.00%
100	51415	213	Inclusiveness Initiatives	0	0	0	0	0	0	0	0	0.00%
100	51415	218	Cell/Radio	480	520	480	480	240	480	480	480	0.00%
			Subtotal	**2,910**	**1,577**	**3,910**	**3,910**	**593**	**3,910**	**3,910**	**3,910**	**0.00%**
			SUPPLIES AND EXPENSE									
100	51415	310	Office Supplies	200	39	200	200	86	200	200	400	100.00%
100	51415	330	Mileage Reimbursement	400	700	1,000	1,000	521	1,000	1,000	1,000	0.00%
			Subtotal	**600**	**739**	**1,200**	**1,200**	**607**	**1,200**	**1,200**	**1,400**	**16.67%**
			CAPITAL OUTLAY									
100	51415	830	Office Equipment	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 65,907**	**$ 58,916**	**$ 69,896**	**$ 69,896**	**$ 32,932**	**$ 69,896**	**$ 72,614**	**$ 72,814**	**4.17%**

City Clerk

Program Full Time Equivalents: 2.48

Program Mission:

To maintain official Council Proceedings, committee agendas & minutes and act as the custodian of all City records; satisfy customers with prompt, courteous, and professional service; issue various City licenses; publish all legal notices required by law; and make sure all programs are delivered in a manner that assures public confidence in accuracy, productivity, and fairness. The City Clerk's Office also ensures that all city taxes are collected.

List of Program Service(s) Descriptions:

1) *Records Management* – Prepare and maintain all City Council and Committee Meeting records and other official City documents and provide appropriate accessibility to internal and external users.
2) *Licensing Agent* – Issue liquor, bartender, special event permits, boat launch permits, cigarette, solicitor, taxi, chicken, and pet licenses for various individuals and businesses in the community.
3) *Tax Collection*– Collect as well as prepare and review tax documents in accordance with Department of Revenue mandates.

Important Outputs:

1) *Council and Committee Agendas, Minutes, Resolutions and Ordinances* –Activity funded by property tax. Provide necessary public notification and appropriate accessibility to internal and external users. This ensures City actions comply with approved Council and related Committee recommendations.
2) *Licensing Documents* – Activity funded by property tax and license collections. Individual and business information is gathered, reviewed, and maintained to assure all licensees are eligible and comply with City requirements. Documents help insure the safety of the general public using these services.

Expected Outcomes:

1) Maintain official City documents so that they are available for review by the public in a timely fashion.

2) Maintain documents and collect fees for licensing requirements to help ensure the public is properly protected when using these services.
3) Increase tax collections and return on the investment of City funds.

2025 Performance Measures:

1) Work as part of Document Management Team to identify City needs and two or more potential providers of a digital document management system by July 31, 2025.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Measure: Assist in the identification and selection of next generation web-based agenda and minutes software. Identify 3-4 potential vendors and demo their products by June 30, 2024.
   a. Result: Agenda and minutes software provider has been selected; going to Finance-Personnel Committee and Common Council for approval in August, 2024.

Significant Program Achievements:

1) Completed the Council and Committee minutes in time for approval at the next meeting.
2) Licensing completed within the applicable timeframes.
3) Tax collections fully collected prior to Department of Revenue deadlines.

Existing Program Standards Including Importance to Community:

1) Prepare timely minutes of Council and Committee proceedings available for public inspection.
   a. Community Importance.
      i. Allows public opportunity to review Council agenda and actions to provide them time to make contact regarding any concerns they may have.
      ii. Establishes a routine schedule for community involvement.

2) Establish Licensing Requirements to City business community.
   a. Community Importance.
      i. Provides the public with assurance that businesses that are operating within the City are properly licensed and conform to applicable licensing laws and regulations.
      ii. Provides City staff the ability to respond to community concerns regarding businesses within the City.
3) Prepare tax documents that ensure proper collection of City tax revenues.
   a. Community Importance.
      i. Provides an accurate tax bill that is fair to each taxpayer according to their assessment and is informative for them so they know the cost of service for each taxing jurisdiction.

Costs and Benefits of Program and Services:

The proposed 2025 City Clerk's Office program cost is $284,164. The program benefits the community by providing citizens with timely agendas and minutes of Council and Committee proceedings. Programs are administered in a manner that assures public confidence in accuracy, productivity, and fairness with work performed in accordance with Wisconsin State Statutes, De Pere Municipal Ordinances, Department of Revenue mandates, and related case law. The program also ensures that businesses operating within the City are properly licensed and compliant with applicable laws and regulations for the public's safety. The program also collects the taxes required for the City's operation.

2025 Program Objectives:

1) Continue to work with all city departments to collect outstanding debt owed to the City prior to issuance of any city licenses or permits.
2) Continue training and development of the new electronic agenda and minutes management system.
3) Continue to improve overall process for issuing Special Event Permits.
4) Expand the City's offerings of online form submission and payment.

2025 Budget Significant Expenditure Changes:

1) Salaries increased $3,644 due to a step increase and expected cost of living adjustment.
2) Hourly Wages Part Time decreased $3,042 because the position returned to the normal split of 50% City Clerk, 25% Water, and 25% Sewer.
3) Seasonal labor increased $720 due to anticipated hourly wage increase.

4) Health, Dental, DIB, Life & Wks Cmp Ins decreased $17,895 due to retirement of staff member who had elected health coverage.
5) Postage increased $850 due to USPS rate increases.
6) Seminars and Conferences increased $700 due to anticipated attendance of two staff members at the annual WMCA Clerk's Conference and associated travel costs; also includes miscellaneous continuing clerk/treasurer education courses, conferences of the League of WI Municipalities, WI Municipal Clerk's Association, and WI Municipal Treasurer's Association.
7) Consulting increased $500 and includes $8,500 for Municipal Code update services, $1,500 for annual tax collection software licensing fees, and $500 for paid county specials.
8) Memberships/Subscriptions remained the same. Membership fees are as follows: WMCA - $130; WMTA - $55.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

CITY CLERK

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	51420	110	Salaries	$ 60,782	$ 61,591	$ 65,413	$ 65,413	$ 31,404	$ 65,413	$ 69,057	$ 69,057	5.57%
100	51420	120	Hourly Wages	112,453	113,473	116,486	116,486	62,990	116,486	114,114	114,114	-2.04%
100	51420	122	Hourly Wages Part Time	7,488	10,585	14,976	14,976	8,688	14,976	11,934	11,934	-20.31%
100	51420	125	Overtime Wages	1,500	593	3,000	3,000	422	1,500	3,000	3,000	0.00%
100	51420	126	Seasonal Labor	1,200	2,065	5,400	5,400	2,224	4,100	6,120	6,120	13.33%
100	51420	150	FICA	13,493	13,113	14,440	14,440	7,220	14,307	14,504	14,504	0.44%
100	51420	151	Retirement	11,882	12,438	12,758	12,758	5,451	12,655	12,939	12,939	1.42%
100	51420	152	Health, Dental, DIB, Life & Wks Cmp Ins	45,955	47,225	49,033	49,033	13,470	13,470	31,138	31,138	-36.50%
100	51420	190	Training	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**254,753**	**261,083**	**281,506**	**281,506**	**131,868**	**242,906**	**262,806**	**262,806**	**-6.64%**
			CONTRACTUAL SERVICES									
100	51420	210	Telephone	2,538	1,716	2,538	2,538	938	2,538	2,538	2,538	0.00%
100	51420	211	Postage	4,200	4,158	4,400	4,400	4,932	4,932	5,250	5,250	19.32%
100	51420	212	Seminars and Conferences	400	399	800	800	500	500	1,500	1,500	87.50%
100	51420	215	Consulting	13,500	8,228	10,000	10,000	7,300	9,100	10,500	10,500	5.00%
			Subtotal	**20,638**	**14,501**	**17,738**	**17,738**	**13,670**	**17,070**	**19,788**	**19,788**	**11.56%**
			SUPPLIES AND EXPENSE									
100	51420	310	Office Supplies	1,000	838	1,000	1,000	128	800	1,000	1,000	0.00%
100	51420	315	Publications	140	135	140	140	135	135	135	135	-3.57%
100	51420	320	Memberships/Subscriptions	185	130	185	185	115	115	185	185	0.00%
100	51420	330	Mileage Reimbursement	250	0	250	250	0	30	250	250	0.00%
			Subtotal	**1,575**	**1,103**	**1,575**	**1,575**	**378**	**1,080**	**1,570**	**1,570**	**-0.32%**
			CAPITAL OUTLAY									
100	51420	810	Capital Equipment	900	1,023	0	0	0	0	0	0	0.00%
			Subtotal	**900**	**1,023**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 277,866**	**$ 277,710**	**$ 300,819**	**$ 300,819**	**$ 145,916**	**$ 261,056**	**$ 284,164**	**$ 284,164**	**-5.54%**

Human Resources

Program Full-Time Equivalents: 2.8

Program Mission:

To strive to understand the needs and expectations of all employees and provide the support systems that enables us to achieve high performance and satisfaction in our work; recognizing long-term personal and community goals.

List of Program Service Descriptions:

1) *Recruitment*—Conduct all internal and external recruitments throughout all City Departments. Includes advertising, interviewing process, selection, background, offer and new employee orientation.
2) *Benefit/Compensation Administration*—Administer all benefits and compensation plan for employees of the City. Programs include all benefit time off, pay for performance, self-insured health insurance, self-insured and fully insured dental insurance, vision insurance, long-term disability, ICI (short-term disability), life insurance, employee assistance program, identity theft, FMLA, employee development program, flexible spending, Health Reimbursement Accounts, COBRA, health assessments, FICA alternative plan, pension plan and wellness benefits. Also acts as the plan administrator of both the health and dental self-funded plans. Responsible for renewal of all insurance plans.
3) *Labor Relations*—Assists departments in consistent enforcement of contract language for bargaining agreements. Advises them on interpretation of language to avoid potential liability for the City. Participates in all negotiation sessions with City Attorney and involved department head. Provides research on negotiation items and prepares all costing information on contract offers and final settlements to ensure accurate picture of bargaining is given to City officials. Participates in all grievance/ prohibitive practice and arbitration matters. Provides research and investigation for those issues as they surface.
4) *Risk Management Services*—Administration of City worker's compensation. Manage employee light duty/return to work program. Lead of City safety team efforts and administration. Ensure compliance with state and federal laws.
5) *Employee Performance*-daily inquiries by departments on matters pertaining to their employees. Conduct employee investigations and disciplines, performance improvement plans etc. Administer all performance appraisals.
6) *Department Inquiries/Policy Creation and Enforcement.* Assist employees and departments on a broad range of employee/workplace issues or questions. Establishes and administers all City policies and procedures.

Important Outputs:

1) *Recruitment*—positions are fully staffed with the most qualified people as soon as possible after an opening occurs for department continuation and to ensure community service/operations are not interrupted. Activity funded by property tax.
2) *Benefit/Compensation Administration*—fair and consistent administration and communication of employee benefit and compensation programs to all City employees. Providing the most cost-effective programs possible for the community. Activity funded by property tax.
3) *Labor Relations*—Successful bargaining and administration of affordable contracts with bargaining units. Handling of labor issues that occur including grievances or contract language general inquiries. Work with department heads to accomplish their objectives within the parameters of contracts. Activity funded by property tax.
4) *Risk Management Services*—Work with the safety team to manage employee safety to ensure minimal claims payment and a safe working environment for all employees. Work with departments so employees are trained and knowledgeable on correct safety procedures and employment laws. Activity funded by property tax.
5) *Employee Performance*-Assist departments on employee performance concerns; required performance appraisals for all non-union personnel. Activity funded by property tax.
6) *Department Inquiries/Policy Creation and Enforcement*—Consistent information and support to all departments to allow them to better do their jobs and provide service to the community. Accurately written policies and train employees on them. Activity funded by property tax.

Expected Outcomes:

1) *Recruitment*---Maintain staffing levels with low vacancy to fill time so that service to the community is not interrupted. Maintain a high level of most qualified applicants becoming City employees. Decrease the amount of time necessary to do so by efficient processes when possible.
2) *Benefit/Compensation Administration*—Maintain benefit and compensation programs for employees within budget constraints. Increase new initiatives for cost savings measures in benefit programs.
3) *Labor Relations*—Maintain or decrease the number of grievances or other challenges that cost the community in time, effort and costs. Maintain current bargaining initiatives in contract for fiscal responsibility. Decrease the amount of time needed for successful contract negotiation.
4) *Liability Services*---Maintain or decrease the number of claims received and costs of worker's compensation insurance for city. Increased awareness to provide and promote a safe and healthful work environment for employees.
5) *Employee Performance*—Employees performing appropriately; decreased lawsuits against the City.

6) *Department Inquiries/Policy creation and enforcement*—Maintain quality information given to departments to allow them to do their jobs more efficiently. Policies are understood and adhered to.

2025 Performance Measures (July 2024-June 2025):

1) 3% turnover (with exception of retirements and employees leaving for promotions) by offering competitive wages/benefits and an overall positive employee culture by June of 2025.
2) 3 employees receiving a referral bonus by recommending a new hire through continued education and program incentive by June of 2025.
3) 90 medical plan participants registered online with Teladoc through education and outreach by June of 2025.

2024 Performance Measurement Data (July 2023 – June 2024):

1) 5% increase in distinct patients meeting with onsite health nurse by continued education and outreach and more nursing access
   a. Result: 20% decrease of unique patients (72 unique patients versus 87); changed onsite nursing program to virtual
2) 4 employees receiving a referral bonus by recommending a new hire through continued education and program incentive
   a. Result: 1 employee received a referral bonus.
3) 82 medical plan participants registered online with Teladoc through education and outreach.
   a. Result: 84 participants have registered with Teladoc

Significant Program Achievements (July 2023 to June 2024):

1) Filled a significant number of positions in an expedited timeframe including a few department head positions
2) Managed numerous employee issues effectively
3) Benefits renewal; changes to stop loss premiums saving $100,000, avoided 40% increase in EAP carrier costs by changing vendors, expanded mental health services, expanded nearsite benefits, implemented health calcium screening program, offered voluntary benefits, implemented short-term disability (i.e. ICI) program, enhanced LTD benefits
4) Onboard rollout for seasonal employees and continued rollout for benefit eligible positions
5) Changes to the policy changes
6) Managed worker's compensation cases effectively; finding light duty work to get employees back to work when appropriate
7) Restructure the onsite nursing program
8) Pay for performance program implementation

9) Physical demands for field positions evaluated and updated
10) Hiring processes for police and fire department formalized and approved by PFC
11) Implemented EMC on call nurse for worker's compensation
12) Updated employee emergency contact information and worked with IT to ensure accessible to managers
13) Created a new template for job descriptions and started working to get them updated

Existing Program Standards Including Importance to Community:

1) Conduct all internal/external recruitments
    a. Community Importance.
        i. Allows departments to be fully staffed with the most qualified employees for uninterrupted and efficient services.
2) Administration of City Benefits/Insurance Programs—annual review of renewal for self-funded plans to ensure appropriate fund balance is maintained. Monthly monitoring through reports of plan costs and claims. Accurate information is given to employees upon request.
    a. Community Importance.
        i. Provides fair and equitable pay and benefits for retention of employees and in accordance with labor agreements. Successfully ensure the City's interests for a safe working environment and reduced City liability.
3) Labor Relations—negotiate and follow bargaining agreements with 2 labor unions within City. Administer contracts correctly and fairly so the City is not exposed to liability in form of grievances, prohibited practices, and the like.
    a. Community Importance.
        i. Provides governing language for employees, wages, hours, and working conditions.
4) Compliance with all applicable state and federal laws including FMLA, ADA, Worker's Comp, HIPAA, etc.
    a. Community Importance.
        i. Safeguards the community from unnecessary liability and cost for non-compliance.

Costs and Benefits of Program and Services:

The proposed 2025 Human Resources program cost is $462,167. The program benefits the community by providing the internal support structure for human resource functions. This includes the administration of benefits, compensation, recruitment, liability services, labor, and employee relations. The program also establishes, administers and effectively communicates sound policies, rules and practices while maintaining compliance with employment and labor laws, organizational directives, and labor agreements. This allows the departments and their employees to operate as effectively and efficiently as possible and better serve the residents of De Pere.

2025 Program Objectives:

1) Continue working to fill open positions in an expedited manner including City Manager
2) Implement benefit plan design changes
3) Policy Changes
4) Negotiate successor fire and police labor agreements
5) Benefits broker RFP
6) Compensation Market Study
7) Research HRIS systems
8) Implement security alert system city wide
9) Update all job descriptions
10) Implement E-forms and make all Human Resources' forms fillable

2025 Significant Budget Expenditure Changes:

1) Hourly Wages increased a net $2,198 due to an employee stepping up in the pay plan and market adjustment
2) Retirement increased a net $954 due to salary increases and retirement rates increasing
3) Organizational Training includes $2,000 for various City-wide training
4) Seminars and conferences includes state and local SHRM conferences, legal updates, WPELRA conferences, one out-of-state conference, and other employment seminars
5) Consulting increased a net $12,675 and includes market compensation study ($13,275), compensation consultant for position changes/new positions ($6,000), Employee Assistance Program Services ($15,000), Halogen online performance management system ($7,500), NeoGov software modules to include: online recruitment system ($8,500) onboarding ($7,000) and electronic forms ($6,000)
6) Cell/Radio increased a net of $480 due to adding appropriate funding source for HR Director cellphone stipend.
7) Memberships and subscriptions includes Society for Human Resources Management (SHRM), Wisconsin Public Employer Labor Relations Association (WPELRA) and all employee annual membership to Current Young Professionals, and Wisconsin City/County Management Association (WCMA)

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

HUMAN RESOURCES

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	51430	110	Salaries	$ 185,646	$ 191,312	$ 201,211	$ 201,211	$ 97,313	$ 211,003	$ 211,003	$ 211,003	4.87%
100	51430	120	Hourly Wages	36,589	36,736	39,385	39,385	18,898	41,583	41,583	41,583	5.58%
100	51430	122	Hourly Wages Part Time	0	0	0	0	0	0	0	0	0.00%
100	51430	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
100	51430	150	FICA	17,001	17,212	18,406	18,406	8,551	19,323	19,323	19,323	4.98%
100	51430	151	Retirement	15,112	16,600	16,601	16,601	7,296	17,428	17,555	17,555	5.74%
100	51430	152	Health, Dental, DIB, Life & Wks Cmp Ins	56,275	50,889	61,028	61,028	29,832	66,570	58,589	58,589	-4.00%
100	51430	192	Tuition Assistance	7,000	1,350	7,000	7,000	0	1,000	7,000	7,000	0.00%
100	51430	193	Organizational Training	2,825	0	2,900	2,900	0	2,900	3,000	3,000	3.45%
			Subtotal	**320,448**	**314,098**	**346,531**	**346,531**	**161,890**	**359,807**	**358,053**	**358,053**	**3.32%**
			CONTRACTUAL SERVICES									
100	51430	210	Telephone	1,054	690	1,054	1,054	388	1,054	1,054	1,054	0.00%
100	51430	211	Postage	125	25	130	130	0	130	130	130	0.00%
100	51430	212	Seminars and Conferences	6,000	6,732	6,275	6,275	1,345	6,275	6,500	6,500	3.59%
100	51430	215	Consulting	38,000	34,665	50,600	50,600	18,474	45,999	68,875	63,275	25.05%
100	51430	218	Cell/Radio		0	0	0	240	480	480	480	100.00%
			Subtotal	**45,179**	**42,113**	**58,059**	**58,059**	**20,448**	**53,938**	**77,039**	**71,439**	**23.05%**
			SUPPLIES AND EXPENSE									
100	51430	310	Office Supplies	950	1,188	975	975	112	900	975	975	0.00%
100	51430	315	Publications	200	15	200	200	0	100	200	200	0.00%
100	51430	320	Memberships/Subscriptions	2,500	517	2,500	2,500	1,695	2,500	2,600	2,600	4.00%
100	51430	330	Mileage Reimbursement	625	675	650	650	204	650	675	675	3.85%
100	51430	340	Recruiting	27,000	14,762	28,225	28,225	7,261	28,225	28,225	28,225	0.00%
			Subtotal	**31,275**	**17,157**	**32,550**	**32,550**	**9,271**	**32,375**	**32,675**	**32,675**	**0.38%**
			CAPITAL OUTLAY									
100	51430	811	Office Equipment	700	0	0	0	0	0	0	0	0.00%
			Subtotal	**700**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 397,602**	**$ 373,368**	**$ 437,140**	**$ 437,140**	**$ 191,609**	**$ 446,120**	**$ 467,767**	**$ 462,167**	**5.73%**

Elections

Program Full Time Equivalents: 0

Program Mission:

To coordinate, conduct, and administer elections pursuant to federal and state regulations including the Help America Vote Act (HAVA) regulations, Military and Overseas Voting Empowerment (MOVE) regulations, utilizing the Statewide Voter Registration System (WisVote) for maintaining voter records and absentee records, maintaining and updating districts & offices, make ongoing necessary WisVote changes in accordance with the 2021 Redistricting, along with on-going clerk certification and election inspector training, as required by law.

List of Program Service(s) Descriptions:

1) *Conduct Elections* – Conduct primary and general elections in February, April, August, and November 2024.
2) *Records Management* – Prepare and maintain all voter registration records, absentee applications and ballots, districts and offices, GIS map records, election setup, poll books, post-election activities, canvass, Wisconsin Election Data Collection, and update data according to the 2021 Redistricting, in accordance with HAVA regulations including electronic file and voting machine updates.
3) *Election Training* – Attend election update and training sessions; develop & provide training to election inspectors for the purpose of running efficient elections in compliance with state and federal requirements; and maintain certification and re-certification requirements.

Important Outputs:

1) *Four Certified and Canvassed Elections*–Activity funded by property tax. Four Elections conducted for local, county, state and federal offices to provide citizens an opportunity to elect candidates to represent their interests in governmental matters.
2) *Federal & State Compliance for WisVote* – Activity funded by property tax. Voter registration, absentee, and GIS Map records maintained in accordance with computerized on-line Statewide Voter Registration System (WisVote) regulations and requirements to ensure that all electors are qualified and have an equal voice in electing their representatives in government offices.

3) *Election Inspector Training* – Activity funded by property tax. All election inspectors are trained, as required by state law, on election procedures prior to their participation in the required elections to ensure that elections are fairly and accurately executed.

Expected Outcomes:

1) Increase voter turnout for the spring elections by 2% compared with Elections in 2021.
2) Maintain 100% compliance with Statewide Voter Registration System (WisVote) for voter registration, the HAVA & MOVE regulations, Voter Photo ID regulations and proof of residence regulations.
3) Maintain 100% certification and recertification requirements for chief election inspectors and election inspectors.

2025 Performance Measures:

1) Create two new Election Inspector video trainings by July 31, 2025.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Measure: Successfully implement electronic poll books for Central Count processing of absentee ballots for 2024 elections. 100% of absentee participation will be recorded via electronic poll book rather than paper ballot logs in the 2024 elections.
   a. Result: Did not meet.

Significant Program Achievements:

1) Completed all elections in compliance with federal and state regulations.
2) 100% of election inspectors and chief inspectors attended refresher training prior to working elections to maintain certification level.

Existing Program Standards Including Importance to Community:

1) Conduct Elections in accordance with federal and state regulations including the Help America Vote Act and the Military and Overseas Voting Empowerment Act.
   a. Community Importance.
      i. Allows the voting public to elect representatives at the local, state, and federal level with a minimum level of effort.
2) Maintain voter registration, absentee records, and voting history in full compliance with WisVote.
   a. Community Importance.
      i. Provides the public with assurance that only qualified electors participate in the election process.
3) Train election inspectors prior to each election and maintain required certification.
   a. Community Importance.
      i. Provides the public with an efficiently run election process at the four polling locations within the city.

Costs and Benefits of Program and Services:

The proposed 2025 Elections program cost is $41,740. The program benefits the community by providing citizens the opportunity to elect their representatives in government on the local, state, and federal level in an efficient manner and provides 100% compliance with federal and state mandatory regulations.

2025 Program Objectives

1) Continue to increase absentee voter returns and decrease the number of absentee ballots going to non-responsive voters.
2) Continue to encourage online voter registration.
3) Continue training and promotion of electronic poll books.

2025 Budget Significant Expenditure Changes:

1) Poll worker hourly wages decreased $22,000 due to handling two scheduled elections in 2025 versus four in 2024. Includes $19,000 for election day wages for poll workers and chief inspectors at four polling locations plus Central Count, and $4,000 for training wages (calculated at two hours per poll worker and four hours per chief inspector)
2) Postage has been $0 in the past but now includes $4,150; the cost of absentee ballot mailings will be attributed to this line item instead of being included in the general postage budget going forward.

3) Seminars and Conferences increased by $50. Includes miscellaneous continuing education classes through UW-Green Bay and WMCA for Clerk and Deputy Clerk on election administration.
4) Consulting decreased $7,230 due to a decrease in the number of scheduled elections. Includes $750 for voting machine software/hardware maintenance; $4,500 for Brown County support, supplies, and programming; and $1,980 for polling place rentals ($330 per location per election).
5) Office Supplies decreased $9,000 due to the decrease in the number of scheduled elections. Includes $3,000 for printing costs (anticipated to be higher than in the past due to WEC-mandated changes to absentee ballots which now include multiple colors); $1,500 for general office supplies, $1,500 for food for poll workers; and $1,000 for polling place consumables and signage.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

ELECTIONS

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	51440	120	Hourly Wages	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	0.00%
100	51440	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
100	51440	128	Hourly Wages--Poll Workers	18,000	15,242	45,000	45,000	12,913	30,000	23,000	23,000	-48.89%
100	51440	150	FICA	0	23	0	0	6	6	0	0	0.00%
100	51440	151	Retirement	0	0	0	0	0	0	0	0	0.00%
100	51440	152	Health, Dental, DIB, Life & Wks Cmp Ins	0	0	0	0	0	0	0	0	0.00%
100	51440	190	Training	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**18,000**	**15,265**	**45,000**	**45,000**	**12,919**	**30,006**	**23,000**	**23,000**	**-48.89%**
			CONTRACTUAL SERVICES									
100	51440	210	Telephone	0	0	0	0	0	0	0	0	0.00%
100	51440	211	Postage	0	0	0	0	0	0	4,150	4,150	100.00%
100	51440	212	Seminars and Conferences	300	337	350	350	149	149	360	360	2.86%
100	51440	215	Consulting	7,800	5,775	14,460	14,460	5,294	10,600	7,230	7,230	-50.00%
			Subtotal	**8,100**	**6,112**	**14,810**	**14,810**	**5,443**	**10,749**	**11,740**	**11,740**	**-20.73%**
			SUPPLIES AND EXPENSE									
100	51440	310	Office Supplies	4,000	4,041	16,000	16,000	5,813	12,000	7,000	7,000	-56.25%
100	51440	315	Publications	0	0	0	0	0	0	0	0	0.00%
100	51440	320	Memberships/Subscriptions	0	0	0	0	0	0	0	0	0.00%
100	51440	330	Mileage Reimbursement	50	0	0	0	0	0	0	0	0.00%
			Subtotal	**4,050**	**4,041**	**16,000**	**16,000**	**5,813**	**12,000**	**7,000**	**7,000**	**-56.25%**
			CAPITAL OUTLAY									
100	51440	810	Capital Equipment	5,000	6,735	10,000	10,000	0	0	50,000	0	-100.00%
			Subtotal	**5,000**	**6,735**	**10,000**	**10,000**	**0**	**0**	**50,000**	**0**	**-100.00%**
			TOTAL	**$ 35,150**	**$ 32,152**	**$ 85,810**	**$ 85,810**	**$ 24,175**	**$ 52,755**	**$ 91,740**	**$ 41,740**	**-51.36%**

Information Management

Program Full Time Equivalents: 1.48

Program Mission:

Support the Information Technology (IT) environment associated with general business operations.

List of Program Service(s) Descriptions:

1) *Build and maintain digital operations infrastructure* – For all buildings this includes the cable plant and network edge devices.
2) *Plan, purchase and implement new applications* – Applications are software programs that users interact with directly.
3) *Provide cybersecurity services* – Purchase, install and maintain administrative, physical and technical controls to provide secure IT operations across the organization.
4) *Provide system administration services* – Create and maintain data and record storage along with organized secure access.
5) *Provide network administration services* – Design and maintain secure connectivity of devices and equipment throughout the organization and external environment.
6) *Provide desktop support services* – Purchase, install and maintain digital desktop equipment.
7) *Provide employee assistance services* – Serve as a point of contact for questions and training for most information systems within the organization.

Important Outputs:

1) *Physical equipment foundation for electronic media creation and communication* – Activity funded by property tax. The application and maintenance of municipal business software and devices require a flexible foundation of connectivity, sharing and security to support department operations.
2) *Efficient communication* – Activity funded by property tax. Users (staff) can communicate and collaborate efficiently, in many cases without leaving their workspace or desk. Citizens can do business without having to be on-site.
3) *Efficiently produced work product* – Activity funded by property tax. Users (staff) are able to create, organize, share, modify and store their work product with minimal material and labor cost.

Expected Outcomes:

1) Accessibility of a fully functional physical network to connect devices & equipment between City buildings, departments & workgroups.
2) Availability of quality digital applications for communication and records storage and retrieval.
3) Secure access to IT resources from City owned facilities.
4) Secure access to IT resources from remote work locations.
5) Error free desktop equipment operation.
6) Employee effective use of technology.

2025 Performance Measures:

1) Limit system downtime to non-business hours while providing 99.99% uptime of core business systems.
2) Complete system change requests within 72 hours.
3) Respond to network system outages within 60 minutes, 24/7.

2024 Performance Measurement Data (July 2023–June 2024):

1) Limit system downtime to non-business hours, less than 1 hour per month average.
   a. Result: No network outages observed outside of the scheduled monthly 1 hour maintenance window.
2) Complete system change requests within 72 hours.
   a. Result: Routinely maintained unless requests need clarification.
3) Respond to network system outage within 60 minutes, 24/7.
   a. Result: No network outages observed.

Significant Program Achievements:

1) Led acquisition and implementation of SeeClickFix infrastructure. Leveraged prior relationship with CivicPlus to save $19,000 on implementation cost.
2) Led acquisition and implementation of digital signage infrastructure for use throughout all network connected City facilities.
3) Assisted acquisition and implementation of CivicRec park and recreation management platform.

4) Replaced copiers at City Hall Floor 2, Fire Station 1, CC and MSC and migrated faxing on new copiers to cloud faxing platform.
5) The IT Director completed ISC2 Certified Information Systems Security Professional (CISSP) training and earned CISSP certification.
6) Completed external and internal cybersecurity penetration test and implemented controls to correct critical findings.
7) Implemented dedicated A/C in the data center.
8) Implemented 15-character passwords to improve IT cybersecurity posture.
9) The IT department absorbed a significant amount of Police Department IT tasks with the retirement of the PD business manager.
10) Resolved 750 helpdesk requests.
11) Replaced 38 end of life end user computing devices.

Existing Program Standards Including Importance to Community:

1) Maintain common industry standard equipment and services.
    a. Community Importance
        i. Allows staff to communicate with citizens effectively and efficiently via multiple options so citizens don't have to come on-site.
        ii. Provides staff a means to efficiently create, organize and share information so requests from the public are completed quickly.
        iii. Provides customers 24/7 digital access to information via internet and mobile devices.

Costs and Benefits of Program and Services:

The proposed 2025 Information Management program cost is $365,642. This program benefits the community directly by creating a secure internal digital environment to service customers. This program funds a minimum infrastructure needed to securely support operations associated with general business activities.

2025 Program Objectives:

1) Implementation of ERP replacement software.
2) Replace core network switch, routers and wireless network infrastructure.
3) Complete least privilege access across all end user computing devices to improve IT cybersecurity posture.

4) Refine cybersecurity posture to ensure a safe IT environment.

2025 Budget Significant Expenditure Changes:

1) Salaries increased $4,135 to reflect step increase and cost of living adjustment.
2) Hourly wages increased $9,932 to reflect step increase, cost of living adjustment and new IT Support Specialist position.
3) FICA increased $1,076 to reflect wage increases and new IT Support Specialist position.
4) Retirement increased $1,035 to reflect wage increases, contribution rate increase and new IT Support Specialist position.
5) Health, Dental, DIB, Life & Wks Comp Ins increased $6,306 to reflect the increase in health insurance premiums and new IT Support Specialist position.
6) Training includes $3,500 to attend IT Operations/Cybersecurity training.
7) Seminars & Conferences includes $3,000 to attend Governmental Information Processing Association of Wisconsin (GIPAW) spring and fall conferences, Black Hills Information Security WWHF and the Multi State Information Sharing and Analysis Center (MS-ISAC) annual meeting.
8) Consulting decreased $4,471. Includes $10,000 for annual cybersecurity penetration testing. $14,471 for the SeeClickFix subscription has been moved from Consulting to Other Contractual Services.
9) Cell/Radio increased $1,004 to fund a 2nd cellular hotspot for IT testing, a cell phone for new IT Support Specialist and secure remote support.
10) Data increased $7,200. The increase is due to adding a backup internet connection at City Hall to provide voice and data services if the primary Internet connection fails.
11) Other Contractual Services increased $6,110. General Fund share is 28%. The increase is due to the renewal of Microsoft 365 and moving the SeeClickFix subscription fee from Consulting to Other Contractual Services.
12) Memberships increased $50 due to increased membership fees. Memberships include Wisconsin Cyber Response Team (CRT), Governmental Information Processing Association of Wisconsin (GIPAW), Elections Infrastructure Information Sharing and Analysis Center (EI-ISAC), Multi-State Information Sharing and Analysis Center (MS-ISAC), and Sourcewell Cooperative Purchasing (formerly NJPA).
13) Office Supplies increased $90 due to new IT Support Specialist.
14) Operating Supplies increased $4,595. General Fund share is 28%. The increase is due to the increased cost of PC replenishment and software support renewals. Since the COVID-19 pandemic IT has been deploying laptops when possible. IT will be replacing 5-year-old laptops that were deployed during the COVID-19 pandemic in 2025.
15) Capital Outlay includes $20,000 for backup server replacement, $30,000 for core switch and router replacement, and $30,000 for wireless network replacement.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

INFORMATION MANAGEMENT

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	51450	110	Salaries	$ 68,920	$ 70,494	$ 74,209	$ 74,209	$ 35,626	$ 74,209	$ 78,344	$ 78,344	5.57%
100	51450	120	Hourly Wages	37,992	38,001	40,961	40,961	19,664	40,961	43,304	50,893	24.25%
100	51450	125	Overtime Wages	0	0	0	0	0	115	0	0	0.00%
100	51450	150	FICA	8,179	8,021	8,811	8,811	4,038	8,819	9,306	9,887	12.21%
100	51450	151	Retirement	7,270	7,712	7,947	7,947	3,211	7,955	8,455	8,982	13.03%
100	51450	152	Health, Dental, DIB, Life & Wks Comp Ins	29,232	29,373	31,716	31,716	16,653	31,716	34,541	38,022	19.88%
100	51450	190	Training	3,500	2,768	3,500	3,500	0	1,000	3,500	3,500	0.00%
			Subtotal	**155,093**	**156,369**	**167,143**	**167,143**	**79,193**	**164,775**	**177,450**	**189,628**	**13.45%**
			CONTRACTUAL SERVICES									
100	51450	210	Telephone	0	0	0	0	0	0	0	0	0.00%
100	51450	212	Seminars and Conferences	3,000	1,626	3,000	3,000	979	3,000	3,000	3,000	0.00%
100	51450	215	Consulting	0	0	14,471	14,471	13,856	13,856	20,000	10,000	-30.90%
100	51450	218	Cell/Radio	1,128	987	1,380	1,380	766	1,380	1,824	2,384	72.75%
100	51450	219	Data	0	0	0	0	0	0	7,200	7,200	100.00%
100	51450	240	Equipment Maintenance	0	0	0	0	0	0	0	0	0.00%
100	51450	290	Other Contractual Services	36,888	23,521	37,242	47,882	7,296	37,000	43,352	43,352	16.41%
			Subtotal	**41,016**	**26,135**	**56,093**	**66,733**	**22,897**	**55,236**	**75,376**	**65,936**	**17.55%**
			SUPPLIES AND EXPENSE									
100	51450	310	Office Supplies	400	99	400	400	115	400	400	490	22.50%
100	51450	320	Memberships/Subscriptions	100	50	100	100	150	150	150	150	50.00%
100	51450	330	Mileage Reimbursement	220	194	220	220	121	220	220	220	0.00%
100	51450	340	Operating Supplies	26,748	20,067	24,623	24,623	9,906	24,200	27,718	29,218	18.66%
			Subtotal	**27,468**	**20,410**	**25,343**	**25,343**	**10,293**	**24,970**	**28,488**	**30,078**	**18.68%**
			CAPITAL OUTLAY									
100	51450	811	Capital Equipment	0	0	43,000	43,000	8,084	43,000	80,000	80,000	86.05%
			Subtotal	**0**	**0**	**43,000**	**43,000**	**8,084**	**43,000**	**80,000**	**80,000**	**86.05%**
			TOTAL	**$ 223,577**	**$ 202,913**	**$ 291,579**	**$ 302,219**	**$ 120,466**	**$ 287,981**	**$ 361,314**	**$ 365,642**	**25.40%**

Sustainability Programming

Program Full Time Equivalents: 0.0

Program Mission:

The sustainability commission is established to explore sustainability initiatives that can be implemented in the City, with the ultimate goal of providing a more sustainable, livable, and healthy community.

List of Program Service(s) Descriptions:

1) Citizen Contact – Provide a forum for addressing public concerns related to sustainable policies and practices.
2) Sustainable Projects – Work on sustainability related projects as directed by City Council and City Manager.
3) Identify and recommend sustainable policies and programs to the City Council for consideration.

Important Outputs:

1) The Commission meets monthly to discuss sustainability initiatives.

Expected Outcomes:

1) Provide formal discussions to discuss sustainable initiatives to promote a more sustainable, livable, and healthy community.

2025 Performance Measures (July 2024 – June 2025):

1) Provide at least one (1) educational sustainability initiative program that impacts the community.

2024 Performance Measures (July 2023 – June 2024):

1) Provide at least one (1) educational sustainability initiative program that impacts the community. This was met by discussing pollinator education.

Significant Program Achievements:

1) Continued work on clean air initiative.
2) Attended farmer's market to promote sustainable practices.
3) Implemented food waste composting service with public/private partnership with Greener Bay Compost.
4) Created a pollinator education when No Mow May was eliminated.

Existing program Standards Including Importance to Community:

1) Conduct a regular meeting of the Sustainability Commission on the first Tuesday after the first Council meeting every month.
    a. Community Importance
        i. Allows actions required or requested on behalf of the community to be acted upon in a timely manner.
        ii. Establishes a routine schedule for community involvement.

Costs and Benefits of Program and Services:

The proposed 2025 Sustainability Programming budget is $26,700. The program benefits the community by providing citizens the opportunity to have input regarding sustainable initiatives to promote a more sustainable, livable, and healthy community. This program also develops policies and practices pertaining to sustainable initiatives.

2025 Program Objectives:

1) Hire a consultant to create a clean energy work plan for the City.
2) Continue with clean air initiative program.

2025 Budget Significant Expenditure Changes:

1) Seminars and Conferences of $1,000 to provide funding for the Commissioners to attend various seminars or conferences pertaining to sustainability.
2) Consulting of $12,000 is for partnering with Greener Bay Compost for food waste composting.
3) No Capital Equipment requested.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

SUSTAINABILITY PROGRAMMING

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			CONTRACTUAL SERVICES									
100	51460	210	Telephone	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	0.00%
100	51460	211	Postage	0	0	500	500	261	500	500	500	0.00%
100	51460	212	Seminars and Conferences	0	0	1,000	1,000	0	1,000	1,000	1,000	0.00%
100	51460	215	Consulting	0	0	10,000	10,000	530	10,000	132,000	12,000	20.00%
			Subtotal	**0**	**0**	**11,500**	**11,500**	**791**	**11,500**	**133,500**	**13,500**	**17.39%**
			SUPPLIES AND EXPENSE									
100	51460	310	Office Supplies	0	0	3,000	3,000	72	3,000	3,000	3,000	0.00%
100	51460	315	Publications	0	0	0	0	0	0	0	0	0.00%
100	51460	320	Memberships/Subscriptions	0	0	0	0	0	0	0	0	0.00%
100	51460	330	Mileage Reimbursement	0	0	200	200	0	200	200	200	0.00%
100	51460	340	Operating Supplies	0	0	10,000	10,000	0	10,000	10,000	10,000	0.00%
			Subtotal	**0**	**0**	**13,200**	**13,200**	**72**	**13,200**	**13,200**	**13,200**	**0.00%**
			CAPITAL OUTLAY									
100	51460	810	Capital Equipment	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 0**	**$ 0**	**$ 24,700**	**$ 24,700**	**$ 863**	**$ 24,700**	**$ 146,700**	**$ 26,700**	**8.10%**

Finance Department

Program Full Time Equivalents: 0.77

Program Mission:

To direct the maintenance of the municipal accounting system and the procedures governing receipt and expenditure of municipal funds as well as plan, organize, control, direct, and evaluate the work of staff involved with various fiscal activities. The Finance Department also ensures that City funds are invested to optimize return in accordance with state statutes.

List of Program Service(s) Descriptions:

1) *Budget Management* – Assist Elected Officials and City Manager in establishing and evaluating performance of City budgets and developing financial strategies compatible with overall needs of City.
2) *Adherence to Internal Control Policies* – Implement and monitor departmental adherence to City internal controls to safeguard and maximize the use of City resources.
3) *Financial Reporting* – Prepare financial reports in adherence to generally accepted accounting principles (GAAP) and state statutes that fairly state the City's financial position useful to both internal and external users.
4) *Investment Recordkeeping* – Invest and account for City funds to provide the maximum return in accordance with state statutes.

Important Outputs:

1) *Preparation of Annual Budget* –Activity funded by property tax. The Annual Budget provides funding for all municipal services and activities.
2) *Daily Financial Reports* – Activity funded by property tax. Authorized users can review activity in relation to the Annual Budget to ensure that City resources are collected and spent to comply with the Council-approved budget.
3) *Annual Financial Reports* – Activity funded by property tax. Taxpayers and financial consultants can review the Annual Financial Report that accurately discloses the City's financial position and annual operating revenue and expense detail to determine the City's financial strength to provide future goods and services for the community.
4) *Tax and Investment Revenues* – Activity funded by property tax. Property taxes are collected and invested in compliance with state statutes and Council-approved financial institutions to provide the safest and maximum return on available financial resources. These revenues secure funding for municipal services and activities.

Expected Outcomes:

1) Maintain timely budget reports that accurately reflect adherence to current City Council spending directives and prior financial results.
2) Maintain financial data available to all authorized users of City's financial systems to assist them in reviewing compliance with applicable internal controls.
3) Maintain timely and accurate annual financial reports to assist internal and external users in evaluating historical data to assist in future decision-making processes.

2025 Performance Measures (July 2024 – June 2025):

1) Continue to emphasize the use of City owned credit cards to increase the City's rebate by 5% from July 2024-June 2025.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Reduce by 50% the number of adjusting journal entries done by the auditors for the 2023 audit.
   a. Result: 22 adjusting journal entries were done for 2023 compared to 40 adjusting journal entries for 2022. This was just less than 50%.
2) Create a Team to evaluate the financial system and explore a new ERP (enterprise resource planning) software system by April 2024.
   a. Result: Example RFP's have been gathered and a Team will be created after the RFP for ERP Consulting has been issued.

Significant Program Achievements:

1) Completed the 2024 Annual Budget Reports according to budget calendar.
2) Completed annual financial reports and single audit in a timelier manner.
3) Implemented new credit card terminals at the MSC, Police, Health, Community Center, and Clerks offices. The new terminals pass the service fee directly on to the customer resulting in cost savings to the City.

Existing Program Standards Including Importance to Community:

1) Prepare timely budget reports in accordance with generally accepted accounting principles.
   a. Community Importance.
      i. Allows financial actions required or requested on behalf of the community to be acted upon in a timely manner.
      ii. Establishes a routine schedule for community involvement.
2) Provide Financial Data to Internal Users of City's financial system daily.
   a. Community Importance.
      i. Provides the financial system that allows anyone in the community an opportunity to provide or purchase services to or from the City on an immediate basis.
      ii. Provides the municipality the ability to respond to community inquiries regarding financial information daily.
3) Prepare annual financial reports in accordance with generally accepted accounting principles.
   a. Community Importance.
      i. Provides an accurate, reliable financial report that the community can rely upon to ensure that their resources through their payment of taxes or user fees are properly spent or safeguarded according to their elected officials' directives.

Costs and Benefits of Program and Services:

The proposed 2025 Finance Department program cost is $185,163. The program benefits the community by providing citizens with timely financial data and reports that indicate the City resources are spent in accordance with elected official directives and are safeguarded against any unauthorized use or disposition. The program also invests City funds in compliance with state statutes.

2025 Budget Significant Expenditure Changes:

1) Salaries increased $3,192 due to the cost-of-living adjustment and step increase for the Finance Director.
2) Retirement increased $309 due to the salary and wage increases and an increase in the employer WRS rate by .05%.
3) Health, Dental, DIB, Life & Wks Cmp Ins increased $972 due to a 10% increase in health insurance premiums, a 3% increase in dental insurance premiums, and additional LTD insurance.
4) Training increased $500 for a Finance/Clerk department team building.
5) Telephone decreased $480 as the Finance Director's cellphone reimbursement was moved to Cell/Radio.
6) Seminars and conferences includes $1,310 for WGFOA Conference registrations and hotels, WGFOA accounting seminars, APA meetings and other governmental accounting trainings.

7) Consulting includes INCODE software annual maintenance fees ($11,300), credit card transaction fees for boat launches ($3,500), and Seamless Docs ($19,960). This is a decrease of $28,740 in large part due to the reduced credit card fees.
8) Cell/Radio increased $480 as the Finance Director's cellphone reimbursement was moved from Telephone to this line.
9) Auditing increased $6,700 to cover additional services including completion of the Municipal Financial Report (Form C), Tax 16 report, and a single audit.
10) Memberships and Subscriptions includes GFOA ($225), WGFOA ($25), MTAW ($60), and APA ($55).
11) Mileage reimbursement increased $110 for the seminars and conferences listed above.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

FINANCE

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	51500	110	Salaries	$ 55,179	$ 61,874	$ 58,013	$ 58,013	$ 27,851	$ 58,013	$ 61,205	$ 61,205	5.50%
100	51500	120	Hourly Wages	21,223	21,624	22,714	22,714	10,904	22,714	23,393	23,393	2.99%
100	51500	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
100	51500	150	FICA	5,845	6,427	6,176	6,176	2,928	6,176	6,472	6,472	4.80%
100	51500	151	Retirement	5,195	5,213	5,570	5,570	2,251	5,570	5,880	5,880	5.55%
100	51500	152	Health, Dental, DIB, Life & Wks Cmp Ins	11,582	36,065	12,267	12,267	6,557	13,114	13,239	13,239	7.92%
100	51500	190	Training	0	0	0	0	0	0	500	500	100.00%
			Subtotal	**99,024**	**131,203**	**104,740**	**104,740**	**50,491**	**105,587**	**110,688**	**110,688**	**5.68%**
			CONTRACTUAL SERVICES									
100	51500	210	Telephone	2,400	5,499	2,880	2,880	1,296	2,880	2,400	2,400	-16.67%
100	51500	212	Seminars and Conferences	700	1,104	1,150	1,150	255	955	1,310	1,310	13.91%
100	51500	215	Consulting	38,125	62,533	63,500	63,500	21,788	48,925	34,760	34,760	-45.26%
100	51500	218	Cell/Radio	0	0	0	0	240	0	480	480	100.00%
100	51500	219	Auditing	13,000	40,320	27,300	27,300	15,711	32,000	34,000	34,000	24.54%
			Subtotal	**54,225**	**109,456**	**94,830**	**94,830**	**39,290**	**84,760**	**72,950**	**72,950**	**-23.07%**
			SUPPLIES AND EXPENSE									
100	51500	310	Office Supplies	300	316	300	300	1,877	1,877	300	300	0.00%
100	51500	320	Memberships/Subscriptions	725	0	365	365	140	365	365	365	0.00%
100	51500	330	Mileage Reimbursement	150	64	750	750	134	750	860	860	14.67%
			Subtotal	**1,175**	**380**	**1,415**	**1,415**	**2,150**	**2,992**	**1,525**	**1,525**	**7.77%**
			CAPITAL OUTLAY									
100	51500	811	Capital Equipment	0	494	60,000	60,000	0	60,000	500,000	0	-100.00%
			Subtotal	**0**	**494**	**60,000**	**60,000**	**0**	**60,000**	**500,000**	**0**	**-100.00%**
			TOTAL	**$ 154,424**	**$ 241,532**	**$ 260,985**	**$ 260,985**	**$ 91,932**	**$ 253,339**	**$ 685,163**	**$ 185,163**	**-29.05%**

Assessor

Program Full Time Equivalents: 0.10

Program Mission:

Create and maintain equitable and uniform valuations of real property for assessment purposes (personal property is exempted effective January 1, 2024 pursuant to 2023 Wisconsin Act 12).

List of Program Service(s) Descriptions:

1) *Property Owner Contact* - Answer assessment questions and provide assessment information to property owners, appraisers, realtors etc.
2) *Residential/Commercial Property Assessment* – Wisconsin Statutes, Chapter 70 requires that new construction be physically inspected, listed and measured after the assessment date of January 1st on an annual basis. Building permits are reviewed from the prior year and uniform and equitable property values are established for new and altered structures to be used as a base for tax purposes.
3) *Manufacturing Assessment* – Provide building permit and sales information of industrial properties to the State of Wisconsin, Department of Revenue to assist in the establishment of uniform and equitable property values.
4) *Open Book / Board of Review* - Informational open book hearings are held on an annual basis to assist the general public in understanding assessment procedures and property values. Board of Review meetings are held on an annual basis as per Wisconsin State Statute to afford property owners the opportunity to contest property values established by the assessor.

Important Outputs:

1) *Uniform Residential/Commercial Property Values* – The assessor's office, funded by property tax, meets Wisconsin State Statute requirements to have an appointed statutory assessor establish and maintain uniform and equitable assessments. Equitable assessments benefit the community in assuring that property owners will pay their fair share of taxes.

Expected Outcomes:

1) The establishment of uniform and equitable assessments for real property provides community value in maintaining and ensuring fair taxation of all residential, commercial, and industrial property owners along with businesses subject to personal property taxation.

2) Open Book and Board of Review hearings (required by Wisconsin State Statute) are held to provide property owners an opportunity to challenge their property's assessed value and to solicit adjustments when compared to similar properties thus ensuring fair taxation.
3) Increase the knowledge of the general public on assessment procedures through increased property owner contacts via office, phone and city web site that is funded by property tax.

2025 Performance Measures:

1) Provide 100% computer exemption reports to Department of Revenue by May 1, 2025.
2) Efficiently review and revise 100% of all parcel splits, combinations, new subdivisions, and name changes on work roll by April 1, 2025.
3) Successfully submit 100% of final real estate value reports to Department of Revenue by second Monday in June.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Inspect partially completed construction by January 15, 2024.
   a. Result: 100% of partially completed construction inspections were completed on January 15, 2024.
2) Provide computer exemption reports to Department of Revenue by May 1, 2024.
   a. Result: 100% of computer exemption reports were provided to Department of Revenue by May 1, 2024.
3) Review and revise parcel splits, combinations, new subdivisions, and name changes on work roll by April 1, 2024.
   a. Result: 100% of parcel splits, combinations, new subdivisions, and name changes were reviewed and revised by April 1, 2024.
4) Successfully submit 100% of final real estate value reports to Department of Revenue by second Monday in June.
   a. Result: 100% of real estate value reports were submitted to the Department of Revenue by June 10, 2024.

Significant Program Achievements:

1) Updated educational assessment information placed on City of De Pere website.
2) Determined timely partial assessments on January 5, 2024.
3) Provided building permit applications to Accurate Appraisal LLC via computer.
4) Worked closely with Accurate Appraisal LLC and general public answering property/construction valuation questions.
5) Open Book meeting was held in-person on April 30 and May 1, 2024; telephonic appointments were available through May 28, 2024.
6) Board of Review was held on June 6, 2024.

Existing Program Standards Including Importance to Community:

1) *Conduct an annual open book assessment review hearing.*
   a. Community Importance
      i. Provides the opportunity for property owners to review assessments and become educated on statutory assessment procedures. Annual meeting encourages community involvement in assessment reviews.
2) *Conduct an annual Board of Review meeting.*
   a. Community Importance
      i. Annual meeting provides the opportunity for property owners to legally challenge their assessments pursuant to Wisconsin State Statute and encourages property owner involvement in property valuation challenges.

Costs and Benefits of Program and Services:

The 2025 Assessor budget is $99,796. The program benefits the community by providing citizens with the opportunity to discuss, offer input, and challenge property values in the community. The program also benefits the community by providing uniform and equitable assessment methodology.

2025 Significant Budget Expenditure Changes:

1) Health, Dental, DIB, Life & Wks Cmp Ins decreased $2,722 because employee waived coverage.
2) The Consulting budget includes $17,800 attributable to the Wisconsin Department of Revenue fee for assessing manufacturing properties (average 10% increase per year over past 3 years), $72,000 for Accurate Appraisal's annual assessment contract fee, and $500 for stipends paid to Board of Review members and meeting publication costs.
3) Office Supplies decreased $100 to reflect actual usage.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

ASSESSOR

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	51530	120	Hourly Wages	$ 5,358	$ 5,359	$ 6,906	$ 6,906	$ 1,438	$ 6,906	$ 6,766	$ 6,766	-2.03%
100	51530	125	Overtime Wages	50	0	50	50	2	2	50	50	0.00%
100	51530	150	FICA	410	381	532	532	100	528	521	521	-2.01%
100	51530	151	Retirement	368	379	480	480	99	477	474	474	-1.30%
100	51530	152	Health, Dental, DIB, Life & Wks Cmp Ins	2,514	2,494	2,757	2,757	930	2,757	35	35	-98.73%
100	51530	190	Training	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**8,700**	**8,614**	**10,725**	**10,725**	**2,569**	**10,670**	**7,846**	**7,846**	**-26.84%**
			CONTRACTUAL SERVICES									
100	51530	210	Telephone	1,500	616	1,500	1,500	555	1,500	1,500	1,500	0.00%
100	51530	212	Seminars and Conferences	0	0	0	0	0	0	0	0	0.00%
100	51530	215	Consulting	88,000	102,985	85,500	85,500	76,145	91,830	90,300	90,300	5.61%
100	51530	290	Other Contractual Services	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**89,500**	**103,601**	**87,000**	**87,000**	**76,700**	**93,330**	**91,800**	**91,800**	**5.52%**
			SUPPLIES AND EXPENSE									
100	51530	310	Office Supplies	250	25	250	250	0	0	150	150	-40.00%
100	51530	320	Memberships/Subscriptions	0	0	0	0	0	0	0	0	0.00%
100	51530	330	Mileage Reimbursement	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**250**	**25**	**250**	**250**	**0**	**0**	**150**	**150**	**-40.00%**
			CAPITAL OUTLAY									
100	51530	811	Capital Equipment	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 98,450**	**$ 112,240**	**$ 97,975**	**$ 97,975**	**$ 79,268**	**$ 104,000**	**$ 99,796**	**$ 99,796**	**1.86%**

City Hall

Program Full Time Equivalents: 0.15

Program Mission:

This program provides funding for the maintenance and operations of the City Hall facility.

List of Program Service(s) Descriptions:

1) *Preventative maintenance on HVAC* – Building Maintenance staff work cooperatively with outside contractor to inspect all HVAC equipment twice/year to ensure maximum efficiency is met.
2) *Repairs and maintenance to buildings and grounds* – Building Maintenance staff conduct repairs and maintenance on "as needed" basis throughout the building.

Important Outputs:

1) *Preventative maintenance on all HVAC units and equipment in City Hall* – Funded by property tax and ensures the life expectancy is maximized of all HVAC equipment.
2) *Repairs performed on all building equipment or infrastructure* – Funded by property tax and ensures City Hall is kept in good working order, safe, and aesthetic.
3) *Manual labor assistance* – Funded by property tax and provides assistance to departments based out of City Hall for general office care tasks including assembly, removals, reorganizing, or troubleshooting equipment or building related items.
4) *Regular scheduled cleaning of City Hall* – Funded by property tax and ensures regular cleaning of facility is done to ensure the facility is sanitary and safe.

Expected Outcomes:

1) Maintain comfortable work climate throughout City Hall.
2) Maintain efficiency of all HVAC equipment.
3) Maintain clean and sanitary work environment.

2025 Performance Measures (July 2024 – June 2025):

1) Reduce energy used for both electric and gas by 1% through improvements in energy efficiencies.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Reduce energy use by 1% through improvements in energy efficiencies.
   a. Result: 2023 total electrical use = 660,400 kWh. 2024 total electrical use = 589,247 kWh. This is a decrease of 71,153 kWh or 10.78%. Performance measure for electricity use was met. 2023 gas use = 44,358.5 Therms. 2024 gas use = 35,219.0 Therms. This is a decrease of 9,139.5 Therms or 20.6%. Performance measure for gas use was met.

Significant Program Achievements:

1) Replace the carpeting on second floor
2) Replace the boilers with high efficiency modulating units.
3) Replace the heating circulation pumps with new units that operate off variable frequency drives (VFD) to save energy.
4) Design and bid out the installation of safety railing around the green roof so staff can maintain the green roof.
5) Paint the Human Resources Directors office.
6) Upgrade the return air paths in second floor offices to reduce the sound travel of conversation in key offices for privacy.
7) Upgrade parking lot lights to LED

Existing program Standards Including Importance to Community:

1) Conduct yearly preventative maintenance on air conditioning and heating units.
   a. Community Importance
      i. Ensures HVAC equipment runs as efficient as possible, reduces the amount of repairs, and maximizes the life expectancy of the equipment.
2) Regular scheduled cleaning of City Hall.
   a. Community Importance
      i. Ensures a clean and sanitary building that is open for large amounts of public use.

Costs and Benefits of Program and Services:

The proposed 2025 City Hall program budget is $154,615. The program benefits the community by providing a clean, safe, and efficiently run building designed to be the headquarters of the City's operations.

2025 Budget Significant Expenditure Changes:

1) Hourly wages increased $2,625 to reflect change in allocation for building maintenance wages as detailed in the building maintenance program and wage increases.
2) FICA increased $201 to reflect a change in allocation for building maintenance wages.
3) Retirement increased $188 to reflect change in allocation for building maintenance wages and 10% increase in insurance.
4) Health, Dental, DIB, Life & Wks Cmp Ins increased $405 to reflect a change in allocation for building maintenance wages.
5) Consulting includes $10,000 to hire a landscape consultant for design of landscaping around City Hall and $10,000 for other landscaping and HVAC services.
6) Cleaning Service Contract decreased $7,978 to reflect actual 2025 contract fees.
7) Utilities increased $6,405 to reflect 10% increase in water rates and 8% in electricity and 6% in gas.
8) Repairs and Maintenance increased $8,000 for replacing variable frequency drive for the air handler.
9) Memberships/Subscriptions includes $240 for OptiSigns signage software platform subscription.
10) Capital equipment includes $10,000 for general miscellaneous repairs as needed.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

CITY HALL

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	51600	120	Hourly Wages	$ 18,356	$ 26,453	$ 11,193	$ 11,193	$ 12,183	$ 15,000	$ 13,818	$ 13,818	23.45%
100	51600	125	Overtime Wages	0	272	0	0	336	336	0	0	0.00%
100	51600	126	Seasonal Labor	0	0	0	0	0	0	0	0	0.00%
100	51600	150	FICA	1,404	1,990	856	856	918	1,173	1,057	1,057	23.45%
100	51600	151	Retirement	1,248	1,894	772	772	768	1,058	960	960	24.35%
100	51600	152	Health, Dental, DIB, Life & Wks Cmp Ins	6,763	8,489	4,191	4,191	3,784	4,191	4,596	4,596	9.66%
			Subtotal	**27,771**	**39,099**	**17,013**	**17,013**	**17,989**	**21,758**	**20,431**	**20,431**	**20.10%**
			CONTRACTUAL SERVICES									
100	51600	210	Telephone	1,900	16,777	1,900	1,900	862	18,000	1,900	1,900	0.00%
100	51600	215	Consulting	10,000	14,172	10,000	10,000	2,934	10,000	35,000	20,000	100.00%
100	51600	217	Cleaning Service Contract	29,722	22,870	29,722	29,722	10,554	21,108	21,744	21,744	-26.84%
100	51600	220	Utilities	51,895	63,622	51,895	51,895	25,982	53,000	58,300	58,300	12.34%
			Subtotal	**93,517**	**117,441**	**93,517**	**93,517**	**40,332**	**102,108**	**116,944**	**101,944**	**9.01%**
			SUPPLIES AND EXPENSE									
100	51600	314	Repairs and Maintenance	12,000	13,362	12,000	12,000	7,301	14,602	20,000	20,000	66.67%
100	51600	320	Memberships/Subscriptions	0	0	240	240	0	240	240	240	0.00%
100	51600	340	Operating Supplies	12,000	11,260	12,000	12,000	3,691	12,000	12,000	12,000	0.00%
			Subtotal	**24,000**	**24,622**	**24,240**	**24,240**	**10,992**	**26,842**	**32,240**	**32,240**	**33.00%**
			CAPITAL OUTLAY									
100	51600	810	Capital Equipment	0	18,853	10,000	12,911	4,151	10,000	410,000	10,000	0.00%
			Subtotal	**0**	**18,853**	**10,000**	**12,911**	**4,151**	**10,000**	**410,000**	**10,000**	**0.00%**
			TOTAL	**$ 145,288**	**$ 200,015**	**$ 144,770**	**$ 147,681**	**$ 73,465**	**$ 160,708**	**$ 579,615**	**$ 164,615**	**13.71%**

Other General Government

Program Mission:

This program provides funding for non-collectables, general fund property and liability insurances, sundry, and employee performance and bonus pay program.

Costs and Benefits of Program and Services:

The proposed 2025 Budget for the Other General Government program cost is $1,284,320.

2025 Budget Significant Expenditure Changes:

1) Postage is a new account as part of a sundry reallocation. The budget is $12,850, additional funding was also added to the Elections program.
2) Outside Services is a new account as part of a sundry reallocation. The budget is $4,640 and includes services such as copier leases and the OPEB Table update.
3) Office Supplies is a new account as part of a sundry reallocation. The budget is $6,000 and covers a portion of supplies used by multiple programs such as deposit slips, checks, envelopes, etc.
4) Memberships/Subscriptions is a new account as part of a sundry reallocation. The budget is $1,540 and includes the City's Amazon Prime membership and Gannett subscription.
5) Property & Liability Insurance increased $535,000 due to a budget change keeping all property and liability insurance in this program instead of being allocated out to other programs in their Health, Dental, DIB, Life &Wks Comp Ins accounts.
6) Sundry Unclassified decreased $24,000 due to the additional accounts being added to this program.
7) Judgements, Lost-Awards, Indemnities decreased $1,000 to reflect historical trends.
8) Reserved Wage & Benefit Funds increased $381,094 to provide funding for staff covered by pending collective bargaining agreement adjustments.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

OTHER GENERAL GOVERNMENT

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			CONTRACTUAL SERVICES									
100	51901	211	Postage	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 12,850	$ 12,850	100.00%
100	51900	215	Outside Services	0	0	0	0	0	0	4,640	4,640	100.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**17,490**	**17,490**	**100.00%**
			SUPPLIES AND EXPENSE									
100	51901	310	Office Supplies	0	0	0	0	0	0	6,000	6,000	100.00%
100	51900	320	Memberships/Subscriptions	0	0	0	0	0	0	1,540	1,540	100.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**7,540**	**7,540**	**100.00%**
			GENERAL INSURANCES									
100	51901	510	Property and Liability	286,737	134,254	106,000	106,000	112,577	116,820	641,000	641,000	504.72%
100	51901	524	Sundry Unclassified	30,000	46,968	49,000	49,000	22,802	49,000	25,000	25,000	-48.98%
			Subtotal	**316,737**	**181,223**	**155,000**	**155,000**	**135,380**	**165,820**	**666,000**	**666,000**	**329.68%**
			GRANTS, CONTRIBUTIONS, INDEM									
100	51901	710	Illegal Taxes/Refunds Uncollectables	7,000	85,545	7,000	7,000	5,773	6,500	7,000	7,000	0.00%
100	51901	720	Judgements, Lost-Awards, Indemnities	1,000	0	1,000	1,000	0	0	0	0	0.00%
			Subtotal	**8,000**	**85,545**	**8,000**	**8,000**	**5,773**	**6,500**	**7,000**	**7,000**	**-12.50%**
			COST REALLOCATIONS									
100	50000	592	Transfer Out	0	5,908	0	0	0	32,909	36,745	36,745	100.00%
100	51901	900	Contingency fund	0	(6,020)	0	0	0	0	0	0	0.00%
100	51901	901	Employee Performance & Bonus Pay	34,592	(57)	36,322	36,322	15	0	37,412	37,412	3.00%
100	51901	911	Reserved Wage and Benefit Funds	101,407	0	209,594	209,594	0	0	548,878	590,688	181.82%
			Subtotal	**135,999**	**(169)**	**245,916**	**245,916**	**15**	**32,909**	**623,035**	**664,845**	**170.35%**
			TOTAL	**$ 460,736**	**$ 266,599**	**$ 408,916**	**$ 408,916**	**$ 141,167**	**$ 205,229**	**$ 1,321,065**	**$ 1,362,875**	**233.29%**

Health Department

Program Full Time Equivalents: 4.95

Program Mission:

The mission of the Health Department is to protect and promote public health across the lifespan through education, policy development and valued services.

List of Program Service(s) Descriptions:

1) *Public Health Education and Nursing* –Promote and protect the health of populations using knowledge from nursing, social, and public health sciences. Apply nursing and public health principles to assess, develop, implement, and evaluate care plans and health programs related to health promotion, disease prevention, and health protection services for individuals, families, and the community.
2) *Public Health Sanitarian* – Provide environmental health services to ensure the health and safety of the community. Provide weights and measures inspection services as required of municipalities by state statute.

Important Outputs:

1) *Maternal child & family health programming/services* – Activity funded by tax levy and grant funding. Maternal child health programming is *required by state statute*. Services include but are not limited to community planning for coordination of service delivery, education to groups and individuals regarding development and health issues.
2) *Chronic disease and injury prevention programming/services:* Activities funded by tax levy and grant funding. The assurance of injury prevention programming *required by state statute.* The benefit to the residents is to ensure the safety of individual children and prevent injuries and fatalities.
3) *Communicable Disease Control and Prevention*– This service includes immunization services as well as communicable disease follow up. These activities are funded by tax levy, grants, and fee for service revenue. Childhood immunization programming is *required by state statute*. Communicable disease programming is *required by state statute*.
4) *Public Health Preparedness* – This program is funded by grant dollars. Preparedness response activities are conducted, and plans are reviewed/revised each year. This program benefits the community by ensuring the health department's ability to respond to urgent public health matters and support the City's Emergency Response.

5) *Community Health Assessment/Improvement Planning* – Time and effort is funded by tax levy and is *required by state statute*. Together with community partners, conduct assessment of leading health data indicators, choose priorities to focus efforts on and develop evidence-based community strategies to achieve measurable outcomes.
6) *Resident Complaint Investigation and Resolution* – Activity funded by tax levy. Human health hazards investigation and resolution *required by state statute and city ordinances*.
7) *Weights and Measure Inspections* – Activity funded by program revenue. State statute requires municipalities to permit and inspect all businesses for compliance with weights and measures equipment ensuring consumer protection for weights and measures devices.
8) *Establishment Licensing and Inspections (Department of Health Services and Department of Agriculture and Consumer Protection)* – Activity funded by program revenue. The agent contract for the City of De Pere provides licensing and inspections for all restaurants, temporary restaurants, hotel/motels, campgrounds, swimming pools, spas, tattoo & body piercing, school kitchens, recreational education camp establishments and temporary/permanent retail establishments.
9) *Rabies Prevention and Control* – Activity funded by tax levy. Follow-up is completed on all reported animal bites and exposures as *required by state statute and city ordinance* for the victim of the bite and the offending animal. This includes laboratory analysis services for appropriate specimens based on the most current public health recommendations. Benefit to the community is the protection of potential rabies exposures.
10) *Childhood Lead Poisoning Prevention* – Activity funded by grant funding. Blood lead levels of children are monitored and follow-up is provided to all families of children with elevated levels as *required by state statute*. Public education on lead is also provided.
11) *Public Health Education* – Activity funded by tax levy and grant funding. Education is provided to residents in a variety of ways including direct mailings to households, monthly articles, city-wide newsletter contributions, social media, up-to-date website, channel 4 contributions, educational presentations in the community, press releases, media interviews and individual education.
12) *Radon Testing Program* – Activity is funded by program revenue. Kits are provided to city residents at a nominal fee to allow residents access to test kits and education.

Expected Outcomes:

1) Avert vaccine preventable disease by assuring vaccine coverage rates are maintained and/or increased in select population cohorts.
2) Conduct surveillance, investigation and institute public health control measures for all suspect, probable and confirmed cases of communicable disease within the City of De Pere.
3) Prevent illness through the assurance of establishment compliance with food safety, environmental and hygiene standards.

2025 Performance Measures (July 2024-June 2025):

1) In accordance with WI DHS benchmarks, conduct personalized reminder/recall activities for children that are behind schedule monthly provide to achieve an **82%** city-wide immunization rate of 4 DtaP, 3 Polio, 1 MMR, 3 Hib, 3 Hepatitis B, 4 Pneumococcal and 1 varicella for De Pere children turning 24 months.
2) Health Department nursing staff will initiate the investigation of 100% of suspect, probable and confirmed cases of illness and disease within 72 hours in *accordance with state statute*.
3) Conduct education and follow-up to assure that food establishments are compliant with the state/local laws.
   a. 100% of licensed establishments will be inspected at least once annually as required by the DATCP Agent Contract.
   b. Re-inspections will be conducted as necessary to verify compliance.
   c. Establishment complaint investigation will be initiated within 72 hours of receipt.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Conduct personalized reminder/recall activities for children that are behind schedule monthly provide to achieve an 80% city-wide immunization rate of 4 DtaP, 3 Polio, 1 MMR, 3 Hib, 3 Hepatitis B and 1 varicella for De Pere children turning 24 months.
   a. Result: The immunization rate for this age group is at **82**% by 24 months of age.
2) Health Department nursing staff will initiate the investigation of 100% of reported suspect, probable and confirmed cases of illness and disease within 72 hours in *accordance with state statute*.
   a. Result: Health department staff investigated all disease reports within 72 hours.
3) Conduct education and follow-up to assure that food establishments are compliant with the state/local laws.
   a. Result: 100% of licensed establishments will be inspected at least once annually as required by the DATCP Agent Contract.
   d. Result: 100% of re-inspections were conducted in accordance with department procedures to verify compliance.
   b. Result: 100% of establishment investigations complaints were initiated within 72 hours.

Significant Program Achievements:

The health department navigated another year of positive and exciting transitions. After the welcomed transition out of the heightened COVID response, the department welcomed a new Health Department Director in January 2024. This transition of leadership has been successful with much appreciation credited to the outgoing Director, City Administration, and dedicated health department staff.

Reinvesting into the community has been an ongoing priority for the department. In doing so, the health department reinvested health department grant fund allocations to schools, as well as partner organizations and businesses to enhance supplies/equipment and programming to create environments allowing the community to connect and engage with each other. Existing valued services and programs have continued, while many have been enhanced to offer best practice standards as well as additional, more flexible service availability. Most notably, De Pere has been a leader among peer public health agencies in prioritizing social connectedness programming, offering state/regional updates on this important work. The health department continues to collaborate with adjacent jurisdictional partners to finalize the state required Community Health Assessment and looks forward to publishing the comprehensive health improvement plan by the end of 2024. Finally, the environmental health program continues to grow with new establishments opening regularly. The demand for inspections/licensing short-term rentals (tourist rooming houses) is increasing with the anticipation of the NFL Draft.

Program performance management has also been a department priority. For the first time ever, the department has a programmatic performance dashboard to allow staff to systematically monitor programmatic data and trends to assist the department to enhance efficiency, effectiveness, transparency and accountability. The framework has allowed the department to set quantifiable program goals, financial/operational monitoring, data collection/analysis and reporting and identification of programmatic quality improvement opportunities.

Existing Program Standards Including Importance to Community:

Public Health Departments have a fundamental responsibility to provide public health protection and services twenty-four hours a day, seven days a week. The Foundational Public Health Services Framework describes the unique responsibilities of governmental public health and defines a standard set of services and capabilities including preventing the spread of communicable disease; ensuring food, air, and water quality are safe; supporting maternal and child health; improving access to clinical care services; and preventing chronic disease and injury. In addition, public health departments provide local protection and services specific to their community's needs.

The ten essential service/standards are outlined below:

1. Assess and monitor population health status, factors that influence health, and community needs and assets.
2. Investigate, diagnose, and address health problems and hazards affecting the population.
3. Communicate effectively to inform and educate people about health, factors that influence it, and how to improve it.
4. Strengthen, support, and mobilize communities and partnerships to improve health.
5. Create, champion, and implement policies, plans, and laws that impact health.
6. Utilize legal and regulatory actions designed to improve and protect the public's health.
7. Assure an effective system that enables equitable access to the individual services and care needed to be healthy.

8. Build and support a diverse and skilled public health workforce.
9. Improve and innovate public health functions through ongoing evaluation, research, and continuous quality improvement.
10. Build and maintain a strong organizational infrastructure for public health.

Costs and Benefits of Program and Services:

The proposed 2025 Health Department total program cost is $755,615. (The local tax levy portion equating to $755,615-235,195=$520,420. 68.9% tax levy funded, 31.1% funded by program revenue, grants). Every dollar spent on community prevention saves $5.60 (American Public Health Association). Investing early and wisely in both clinical and community preventive services is essential if we are to successfully address the leading causes of death and disability, namely, chronic diseases and their risk factors. Essential public health services ensure the public's safety. The investment in primary prevention programming and services decreases chronic disease and increases the quality of life for those who live, work and play in the City of De Pere.

2024 Budget Significant Expenditure Changes:

1) Salaries increased $21,224 due to step increases and salary grade increase.
2) Hourly wages increased $3,099 due to projected step increases.
3) Seasonal labor decreased $47,860 due to the discontinuation of COVID response LTE staff.
4) FICA decreased $2,187 due to the discontinuation of COVID response LTE staff.
5) Retirement decreased $1,834 due to the previous full-time LTE no longer employed (and had contributions to WRS).
6) Health, Dental, DIB, Life & Wks Cmp Ins decreased $18,219 due to a staff retirement and the new hire not taking benefits. In addition, the department's estimated share of the property, liability and auto insurance allocation ("Other Insurance Allocation") was not allocated this year.
7) Seminars and Conferences: Decreased $175 due to a decrease in seminars/conferences as WALHDAB incorporated meeting fees into dues showing an increase in memberships/subscriptions. Wisconsin Public Health Operations Conference $650. Wisconsin Public Health Association Conference $650. Wisconsin Lead/Radon Refresher Course $300. Specific public health programmatic/ infrastructure workforce development conference registration fees (State/National) will be covered under the associated grants' scope of work, and not funded by tax levy. Professional development for the DATCP Agent Program and/or Weights and Measures will be covered by specific program revenue, not tax levy.
8) Memberships/Subscriptions: Increase $95 due to an increase in membership fees and subsequent decrease in seminars/conferences as WALHDAB incorporated meeting fees into association dues. Wisconsin Public Health Association $295, Wisconsin Association of Local Health Departments and Boards (WALHDAB) $560, Wisconsin Environmental Health Association $40. Wisconsin Association of Weights and Measures $30 (covered by program revenue, not tax levy), Association for Professionals in Infection Control $220 (covered by grant, not tax levy).

9) Weights and Measurements: This is a new line item created in the amount of $3,000 to align direct, non-personnel expenses to program. This is offset by program revenue.
10) Immunization Outreach Grant expense increased $1,440 due to an aligned projection increase in grant fund revenue.
11) Public Health Infrastructure: This is a new line item in the amount of $35,267 created to appropriately categorize direct, non-personnel expenses. This expense is offset entirely by grant revenue.
12) Agent Program Surplus: This $4,000 balance surplus has been depleted by an overall program deficit prior to the approved increased fee schedule for FY2024-25.
13) Agent Program: This is a new line item created in the amount of $3,300 to align direct, non-personnel expenses to program. This is offset by program revenue.
14) COVID Immunization/VFC: This expense line in the amount of $14,000 is due to carryover approval from WI DHS, ending in June of 2025, and is offset entirely by grant revenue.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

HEALTH DEPARTMENT

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	54100	110	Salaries	$ 335,300	$ 325,413	$ 360,661	$ 360,661	$ 175,984	$ 360,661	$ 381,885	$ 381,885	5.88%
100	54100	120	Hourly Wages	50,939	51,305	54,850	54,850	26,827	54,850	57,949	57,949	5.65%
100	54100	125	Overtime Wages	0	0	0	0	257	257	0	0	0.00%
100	54100	126	Seasonal Labor	110,930	82,713	60,000	60,000	2,879	11,040	12,140	12,140	-79.77%
100	54100	150	FICA	34,509	32,832	36,010	36,010	15,083	31,947	33,823	33,823	-6.07%
100	54100	151	Retirement	29,942	30,397	32,402	32,402	11,764	28,688	30,568	30,568	-5.66%
100	54100	152	Health, Dental, DIB, Life & Wks Cmp Ins	90,805	112,594	122,128	122,128	74,881	122,128	103,930	103,930	-14.90%
100	54100	190	Training	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**652,424**	**635,254**	**666,050**	**666,050**	**307,674**	**609,571**	**620,295**	**620,295**	**-6.87%**
			CONTRACTUAL SERVICES									
100	54100	210	Telephone	1,700	1,460	1,700	1,700	628	1,700	1,700	1,700	0.00%
100	54100	212	Seminars and Conferences	1,700	801	1,775	1,775	410	1,775	1,600	1,600	-9.86%
100	54100	215	Consulting	0	0	0	0	0	0	0	0	0.00%
100	54100	218	Cell/Radio	800	1,116	835	835	478	835	835	835	0.00%
100	54100	240	Equipment Maintenance	800	1,152	800	800	667	800	800	800	0.00%
			Subtotal	**5,000**	**4,529**	**5,110**	**5,110**	**2,183**	**5,110**	**4,935**	**4,935**	**-3.42%**
			SUPPLIES AND EXPENSE									
100	54100	310	Office Supplies	2,500	3,090	2,500	2,500	359	2,500	2,600	2,600	4.00%
100	54100	320	Memberships/Subscriptions	800	940	800	800	200	500	895	895	11.88%
100	54100	324	Medical Supplies	5,000	5,940	5,000	5,000	2,634	5,000	5,200	5,200	4.00%
100	54100	330	Mileage Reimbursement	1,500	586	1,000	1,000	135	1,000	1,040	1,040	4.00%
100	54100	331	Transportation	1,500	1,244	1,500	1,500	280	1,500	1,560	1,560	4.00%
100	54100	351	MCH Grant	8,933	4,400	9,229	9,229	0	9,147	9,147	9,147	-0.89%
100	54100	352	Radon Grant	0	0	0	0	0	0	0	0	0.00%
100	54100	353	Weights and Measures		0	0	0	549	3,000	3,000	3,000	100.00%
100	54100	354	Childhood Lead Grant	1,877	1,485	2,161	2,161	0	2,161	2,161	2,161	0.00%
100	54100	355	Immunization Outreach Grant	7,458	1,989	7,799	7,799	42	8,939	9,239	9,239	18.46%
100	54100	356	Public Health Infrastructure	0	0	0	0	0	0	35,267	35,267	100.00%
100	54100	357	COVID	0	16,817	0	0	4,440	4,440	0	0	0.00%
100	54100	358	Preparedness Grant	34,037	50,423	34,417	34,417	6,601	34,417	35,106	35,106	2.00%
100	54100	359	Prevention Grant	4,294	1	4,300	4,300	1	4,300	4,300	4,300	0.00%
100	54100	360	Communicable Disease Grant	3,600	1,743	3,600	3,600	339	3,570	3,570	3,570	-0.83%
100	54100	361	Agent Program Surplus	0	9,293	4,000	4,000	0	0	0	0	-100.00%
100	54100	362	Agent Program	0	0	0	0	202	3,300	3,300	3,300	100.00%
100	54100	363	COVID Immunization/VFC	0	0	0	0	1,657	6,000	14,000	14,000	100.00%

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

HEALTH DEPARTMENT

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
100	54100	364	COVID Public Health Workforce	0	0	0	0	3,660	13,751	0	0	0.00%
100	54100	365	COVID ARPA	0	0	0	0	60,104	198,931	0	0	0.00%
100	54100	370	Leaf Grant	0	6,918	0	0	0	0	0	0	0.00%
			Subtotal	**71,499**	**104,869**	**76,306**	**76,306**	**81,203**	**302,456**	**130,385**	**130,385**	**70.87%**
			CAPITAL OUTLAY									
100	54100	810	Capital Equipment	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 728,923**	**$ 744,652**	**$ 747,466**	**$ 747,466**	**$ 391,059**	**$ 917,137**	**$ 755,615**	**$ 755,615**	**1.09%**

Board of Health

Program Full Time Equivalents: 0

Program Mission:

To act as a policy forming body for health department staff in efforts to protect and promote the health of City of De Pere residents.

List of Program Service(s) Descriptions:

1) *Medical Advisor* – Provides medical orders and advisement to the Health Officer and staff.
2) *Assurance* – Assure that measures are taken to provide an environment in which individuals can be healthy and services and programs meet the public health needs of the community.
3) *Policy Development* – Regularly review and advocate for local policies and the provision of reasonable and necessary public health services.

Important Outputs:

1) *Approval of Health Department Policy and Procedures* – Activity funded by property tax. Policy and procedures provide for consistent services provided to the community.
2) *Annual Budget Review and Discussion* – Activity funded by property tax. The annual budget provides for the operation of health department services. This allows the community to have input into the funding utilized to support public health programming.
3) *Advise the Health Officer and Staff* – Activity funded by property tax. Required by state statute. Provides standing orders for medical services provided and program guidance for services to meet the community's needs.

Expected Outcomes:

1) Maintain or increase the health of community members by assuring the provision of public health services according to Wisconsin State Statute, standing orders and established department policy and procedures.
2) Maintain or increase the number of public health services provided to the community at the lowest possible cost.

2025 Performance Measures:

1) Conduct an annual review of health department agency's policy and procedures by May of each year.
2) Recommend at least one health policy to the City Council for consideration/adoption.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Conduct an annual review of health department's policy and procedures by May of each year.
   a. Result: The board of health reviewed the agency's policy/procedures on 5/13/2024.
2) Recommend at least (1) health policy to the City Council for consideration/adoption.
   a. Result: The Board of Health gave a recommendation to the City Council to support an FDA information sharing agreement allowing for faster, more efficient communication between the City of De Pere Health Department and the federal government when responding to a foodborne outbreak. This was policy/agreement was subsequently adopted by City Council unanimously.

Significant Program Achievements:

The Board of Health has been very supportive and involved during the department's state required chapter 140 review. The health department passed the review and continues to be designated as a level II health department.

Existing Program Standards Including Importance to Community:

1) Conduct at least quarterly meetings of the Board of Health.
   a. Community Importance.
      i. Provides opportunity for required actions of the board.
      ii. Allows opportunity for community involvement.
      iii. Required by state statute for all local health departments.

Costs and Benefits of Program and Services:

The proposed 2025 Board of Health program cost is $100. The program benefits the community by allowing for resident involvement of board members in the policy development and public health programming. In addition, the Board supports health department programming that promotes healthy lifestyles and protects health through health education, policy development and valued services.

2025 Program Objectives:

1) Develop policy and provide leadership that emphasizes public health needs and that advocates for equitable distribution of public health resources and/or environmental changes improving health and quality of life.
2) Regularly and systematically collect, assemble, analyze and make available information on the health of the community, including statistics on health status and community health needs.

2025 Budget Significant Expenditure Changes:

There are none.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

BOARD OF HEALTH

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	54110	190	Training	$ 100	$ 40	$ 100	$ 100	$ 0	$ 100	$ 100	100	0.00%
			Subtotal	**100**	**40**	**100**	**100**	**0**	**100**	**100**	**100**	**0.00%**
			TOTAL	**$ 100**	**$ 40**	**$ 100**	**$ 100**	**$ 0**	**$ 100**	**$ 100**	**$ 100**	**0.00%**

Development Services

Program Full Time Equivalents: 1.71

Program Mission:

The work of the Development Services Department promotes and improves the quality of life and economic health of the City of De Pere. That mission is pursued with work in Planning, Economic Development, Redevelopment, and Historic Preservation. Responsive and thorough customer service provided in all areas.

List of Program Service(s) Descriptions:

1) ***Citizen / Customer Contact*** – Respond to multiple and diverse inquiries on projects related to the areas of responsibility.
2) ***Planning*** –
   a. Comprehensive Plan: Responsible for the development, update, and implementation of the City Comprehensive Plan.
   b. Downtown Master Plan: Responsible for the development, update, and implementation of the Downtown Master Plan.
   c. Cultural District Master Plan: Responsible for the development, update, and implementation of the Downtown Master Plan.
   d. West Downtown Vision Plan: Responsible for the development, update, and implementation of the West Downtown Vision Plan.
   e. Zoning Code: Functions as the Zoning Administrator and leading the update and implementation of the Zoning Code.
   f. Annual Affordable Housing Analysis: Responsible for the development, update, and implementation of the annually required affordable housing analysis.
   g. Plan Commission: Staff support to the Plan Commission, which oversees plan approval, rezoning, annexation, site plan review, and land subdivision requests. Staff reviews and prepares material for all meetings.
   h. Intergovernmental Projects: Work with local agencies and units in government for project development and coordination (ie. WisDOT Projects, FEMA, local government coordination, etc).
   i. Board of Appeals: Processes all variance requests and staffs monthly Board of Appeals (BOA) meetings.
   j. Internal City Projects: Lead and coordinate internal City projects ranging from subarea plans to parking studies.
   k. Staff serves as City's appointee on the Brown County Board of Planning Commissioners, the Brown County Job Center Steering Committee, Committees within the Greater Green Bay Chamber, Definitely De Pere and the De Pere Area Chamber and other groups as needed.

3) ***Economic Development*** –
   a. Retention: Work with the existing businesses in the City to help retain or expand their operations.
   b. Recruitment: Support and foster a high quality of life and a healthy business climate to attract new business to the industrial / business parks and the business districts.
   c. Land Sales: Market and negotiate City-owned land in the industrial parks and downtown redevelopment properties.
   d. Tax Finance District (TID) Administration: Responsible for the management of the TID districts and individual TID plans, including the annual Joint Review Board (JRB) review meeting for both the East and West side. Staff prepares spreadsheet analysis, agenda, and supporting material for all meetings.
   e. Business Improvement District (BID) Administration: Staff contact to the Business Improvement District Board. Staff facilitates and prepares materials for the annual meeting, budget, and assessments. Staff prepares agenda and supporting material for all meetings.
   f. Local Economic Development Fund administration (formally Revolving Loan Fund). Administration. Responsible for the management of the City of De Pere Economic Development Fund that was created as a result of the CDBG Close Program. The fund includes a locally funded revolving loan fund, downtown business recruitment grant, and brownfield fund.
   g. Affordable Housing Programs Administration: Responsible for the management of the City of De Pere affordable housing programs.

4) ***Redevelopment*** –
   a. Redevelopment Authority: Staff support for the Redevelopment Authority which oversees redevelopment and management of RDA-owned property in Downtown De Pere. Staff prepares agenda and supporting material for all meetings.
   b. Façade Grants: Responsible for the administration of the City Façade Grant Program.
   c. Development Guidelines: Responsible for the development, updates, and implementation of the development guidelines (i.e. building guidelines, signage, streetscape, etc).

5) ***Historic Preservation*** –
   a. Historic Preservation Commission: Staff support to the Historic Preservation Commission. Staff reviews and prepares material for all meetings. Please see the separate Historic Preservation budget narrative for more detail.

6) ***Definitely De Pere - Main Street Program*** – The City provides direct support to the City of De Pere Main Street Program. In addition to the financial support, staff also serves on various committees of the Main Street Program.

Important Outputs:

1) ***Citizen / Customer Contact:*** Provide timely, helpful and thorough responses to inquiries. Maintain business and citizen contact levels in a manner that meets or exceeds the needs of the community.
2) ***Planning:*** Process applications for planning department functions. Coordinate and staff key meetings. Create and implement long-term and short-term plans.
3) ***Economic Development:*** Creation and administration of the TIF Districts. Administration of the Revolving Loan Fund programs. Rapid response to site selection inquiries. Market and negotiate city business park properties. Create and implement an economic development strategy.
4) ***Redevelopment Authority:*** Preserve/enhance the overall health of the City. Administration of the Façade Improvement Program. Implementation and update of the Downtown Master Plan, Cultural District Master Plan, and the forthcoming West Downtown Vision Plan.
5) ***Main Street Program:*** Coordination and staffing for the BID Board. Staff support to Definitely De Pere.

Expected Outcomes:

1) ***Citizen / Customer Contact:*** Citizens will understand the short and long-term planning and economic development goals for the City of De Pere. Citizens will easily be able to gather information about planning and economic development projects. Citizens will feel valued for the role they play in maintaining a high quality of life.
2) ***Planning:*** De Pere will be a regional leader in planning best practices and policies. Those practices will support the effort to maintain and increase the quality of life in the City and home affordability.
3) ***Economic Development:*** Business owners and real estate professionals will promote De Pere as a great place to own and operate a business. De Pere will have a reputation for commitment to quality standards balanced with efficient processes and collaborative staff.
4) ***Redevelopment Authority:*** The Downtown De Pere aesthetic will include a mix of old and new buildings, thoughtfully designed, and balanced with active and beautiful public spaces. The Downtown De Pere experience will be walkable and include multiple choices for living, playing and working.
5) ***Main Street Program:*** A dynamic and diverse downtown, unified by art and culture that is a destination for residents and visitors. Downtown events will draw residents and visitors from the region.

2025 Performance Measures:

1) Planning/Zoning/Community
   a. Complete rewriting the Platting and Division of Land Ordinance by May 31, 2025.

b. Complete an online status map and information page for Plan Commission reviewed zoning map amendment, PUD, conditional use, land division, major design exception, and variance requests by May 31, 2025.
c. Initiate Downtown Strategic Vision/Plan – April 2025.

2) Economic Development
   a. Complete periodic audits for all required TIDs to understand the baseline of each TID and the impact of future projected projects and mill rates by June 2025.
   b. Complete the Golden Shovel Application to the NEW North by December 31, 2024.
   c. Complete redevelopment plan and acquisition for lands in the SW area of the community by November 2024.

2024 Performance Measurement Data:

1) Planning/Zoning/Community
   a. Complete a Comprehensive Housing Study by May 31, 2024.
      Result – Complete
   b. Prepare staff or a consultant to begin rewriting the Platting and Division of Land Ordinance by December 31, 2024.
      Result – ongoing.
   c. Complete an online status map and information page for Plan Commission reviewed zoning map amendment, PUD, conditional use, land division, major design exception, and variance requests by April 1, 2024
      Result – Ongoing
2) Economic Development
   a. Complete periodic audits for all TIDs to understand the baseline of each TID and the impact of future projected projects and mill rates by May 2024.
      Result – Ongoing with CLA.
   b. Successfully plan and implement the creation of a new TID for the first phase of redevelopment of Shopko Redevelopment by December 1, 2023 (private development dependent) and Complete WEDC CDI and Idle Site Grants related to former ShopKo redevelopment by March 30, 2024.
      Result – TID Creation complete, CDI and Idle Sites – Ongoing.
   c. Complete an Economic Development Strategic Plan by October 1, 2024. (staff availability dependent).
      Result – underway with planned target for Nov 30, 2024.

Significant Program Achievements (July 2023 – July 2024):

1) Planning:
   a. Ongoing quarterly edits to the Zoning Code.
   b. Successfully processed a number of presubmittal consultation inquiries, site plan and zoning applications while maintaining a high level of customer service.
   c. Processed 5 CSM's, 0 plats, 7 extraterritorial plats/CSMs, 8 zoning map amendments, 0 design exceptions, and 10 other requests that required Plan Commission and/or additional approvals.
   d. Processed 0 variance requests for the Board of Appeals.
   e. Processed 0 sign variance applications with the Plan Commission and Building Inspection Division.
   f. Processed 40 site plans with City staff.
   g. Zoning Code implementation project management.
2) Economic Development:
   a. Worked with New North Greater Green Bay Chamber, and site selectors to respond to site selection inquiries.
   b. Partnered with Definitely De Pere and De Pere Chamber on Economic Development events like the Business Walk and State of De Pere luncheon.
   c. Facilitated Development/Sale agreements with the Law Department in both east and west industrial parks. See TID 2024 Performance Measurement Data for detail.
   d. Coorganized and participated in the 2023 and 2024 Business Walks
   e. Coordinated and facilitated regular meetings with Definitely De Pere and the De Pere Chamber in order to coordinate initiatives and promote collaboration.
   f. Conducted 40+ Business Retention and Expansion (BRE) visits or phone calls.
   g. Communicated/recruited with over 50+ businesses looking to locate in De Pere or the region.
   h. Created a development plan for the SW area neighborhood.
   i. Began implementation for the affordable housing programs, including the first loans and Rock the Block Program (September 2024)
   j. Complete RFP process and contract with Brownfield consultant.
3) Implementation of initiatives related to the newly adopted City brand standards and imagery.
4) Presentations and special events to promote and represent De Pere including, but not limited to, Leadership Green Bay Economic Development Panel, the De Pere Chamber Business Walk, NEWREP Housing Panel, WEDA Basic Economic Development Course, Greater Green Bay Chamber ED 101 For Local Officials, Greater Green Bay Chamber Business Recruitment and Retention Task Force, St. Norbert College, UWGB, Sister Cities, De Pere Mens Club and Unified School District of De Pere Facilities Committee, and assisted with the planning and presentations for the State of the County and State of De Pere addresses.

Existing Program Standards Including Importance to Community:

1) Conduct a regular meeting of the Plan Commission on the fourth Monday of the month.
   a. Allows actions required or requested on behalf of the community to be acted upon in a timely manner.
   b. Establishes a routine schedule for community involvement.
2) Conduct a meeting of the Redevelopment Authority (RDA) on the fourth Monday of the month as necessary.
   a. Allows actions required or requested on behalf of the community to be acted upon in a timely manner.
   b. Establishes a routine schedule for community involvement.
3) Conduct a regular meeting of the Historic Preservation Commission (HPC) on the third Monday of the month.
   a. The HPC promotes preservation of the City's history and culture.
4) Conduct an annual meeting of the Joint Review Board (JRB) and other JRB meetings as needed for Tax Increment District related items.
   a. TID Districts provide funding in order to support business growth and development.
5) Conduct a regular meeting of the Board of Appeals (BOA) on the fourth Monday of the month.
   a. Allows actions required or requested on behalf of the community to be acted upon in a timely manner.
   b. Establishes a routine schedule for community involvement.
6) Conduct at least one Business Improvement District (BID) board meeting in the late summer/fall of every year.
   a. The BID Operating Plan sets out funding allocation and activities in order to maintain and grow a dynamic downtown environment.
7) Participate as needed in meetings of the Common Council, Finance/Personnel Committee and the Board of Public Works Committees.
   a. Allows actions required or requested on behalf of the community to be acted upon in a timely manner.
   b. Establishes a routine schedule for community involvement.
8) Represent the community on a regular basis for regional programs
   a. Provides an opportunity for the community interests to be expressed on issues or activities that may impact the community on a regional level.
9) Participate in regular committee meetings of the Main Street District and De Pere Chamber Economic Development Committee.
   a. Assisting partner organizations in their economic development efforts.
10) Participate in monthly Brown County Plan Commission Board of Directors meetings and quarterly Brown County Job Center Community Steering Committee meetings.
   a. Representation and input in these groups ensure De Pere's participation in County and regional issues that impact the City.

Costs and Benefits of Program and Services:

The proposed 2025 Economic Development and Planning portion of the Development Services Department cost is $282,876. The program benefits the community by providing citizens with representation in the discussion and implementation of the long-term growth and development of the community. The program also benefits the community by providing a strong economic program that provides the ability for citizens to work within their community, which also helps balance the cost of municipal services. Overall, the Proposed Development Services Department 2025 budget represents a $22,256 or 7.29% decrease over the 2024 budget.

2025 Budget Significant Expenditure Changes:

1) Salaries increased by $7,185 due to step increases, COLA.
2) Hourly wages increased by $1,581 due to step increases and COLA increases.
3) Overtime wages decreased by $300 to reflect actual costs.
4) FICA increased by $648 due to step increases, COLA increases.
5) Retirement increased by $665 due to step increases, COLA increases
6) Health, Dental, DIB, Life & retirement, FICA, Wks Cmp Ins decreased by $670 due to actual trends
7) Training. Training increased $30 to $2,730 and includes the following:
   IEDC Economic Development Training ($1,500), department training ($300), APA Passport Training ($180), Webinars and events to maintain AICP certification ($500), ULI/CNU exam preparation ($250).
8) Seminars and Conferences. Increased by $3,840 to 7,600. The increase is due to sending the Community and Economic Development Position to a retail recruitment conference and adding two additional staff members to the State Planning Conference – the location is unknown at this time. The total also includes a reallocation of some previous training items. The detailed breakdown is as follows:
   National APA Conference ($2,400), Wisconsin APA Conference – three attends ($2,400), WEDA Governor's Conference and Best Practices Conference ($1,600), Midwest retail conference ($1,200).
9) Consulting decreased by $120,225 to $5,000. The detailed breakdown is as follows:
   a. Brown County Recording Fees - $100
   b. Misc. Economic Development CSM's and Environmental Reviews, wetland delineations - $4,900
10) Membership/Subscriptions increased by $116 to $2,550: The detailed breakdown is as follows:
    APA/AICP – three staff ($1,750), IEDC ($250), Congress of New Urbanism ($150), and WEDA ($400).
11) Mileage increased by $194 due to an additional staff member.
12) Contributions – De Pere Area Chamber of Commerce decreased by $250 due to its funding structure.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

DEVELOPMENT SERVICES

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	56700	110	Salaries	$ 106,527	$ 108,934	$ 125,045	$ 125,045	$ 59,822	$ 119,643	$ 132,230	$ 132,230	5.75%
100	56700	120	Hourly Wages	24,111	24,118	28,839	28,839	13,126	$ 26,253	30,420	30,420	5.48%
100	56700	125	Overtime Wages	300	0	300	300	9	9	0	0	-100.00%
100	56700	126	Seasonal Labor	0	0	0	0	0	0	0	0	0.00%
100	56700	150	FICA	10,017	10,040	11,795	11,795	5,328	11,162	12,443	12,443	5.49%
100	56700	151	Retirement	8,904	9,455	10,639	10,639	3,988	10,067	11,304	11,304	6.26%
100	56700	152	Health, Dental, DIB, Life & Wks Cmp Ins	31,665	31,891	39,151	39,151	18,399	36,798	38,481	38,481	-1.71%
100	56700	190	Training	2,700	265	2,700	2,700	2,015	2,600	2,730	2,730	1.11%
			Subtotal	**184,224**	**184,703**	**218,469**	**218,469**	**102,687**	**206,532**	**227,608**	**227,608**	**4.18%**
			CONTRACTUAL SERVICES									
100	56700	210	Telephone	850	368	892	892	329	658	892	892	0.00%
100	56700	212	Seminars and Conferences	4,600	1,983	4,768	4,768	587	3,760	7,600	7,600	59.40%
100	56700	215	Consulting	10,000	33,918	40,000	125,225	47,780	110,000	30,000	5,000	-87.50%
100	56700	218	Cell/Radio		0	0	0	2,120	2,408	576	576	100.00%
				15,450	**36,269**	**45,660**	**130,885**	**50,816**	**116,826**	**39,068**	**14,068**	**-69.19%**
			SUPPLIES AND EXPENSE									
100	56700	310	Office Supplies	650	650	1,763	1,763	1,477	1,700	1,700	1,700	-3.56%
100	56700	313	Promotions & Advertising	1,500	428	1,500	1,500	0	1,500	1,500	1,500	0.00%
100	56700	315	Publications	0	0	0	0	0	0	0	0	0.00%
100	56700	320	Memberships/Subscriptions	2,300	1,778	2,434	2,434	1,522	2,400	2,550	2,550	4.77%
100	56700	330	Mileage Reimbursement	250	272	406	406	0	800	600	600	47.78%
			Subtotal	**4,700**	**3,128**	**6,103**	**6,103**	**2,999**	**6,400**	**6,350**	**6,350**	**4.05%**
			GRANTS, CONTRIBUTIONS, INDEM									
100	56700	702	Contribution--BID/Definitely De Pere	30,000	30,000	30,000	30,000	0	30,000	30,000	30,000	0.00%
100	56700	703	Contribution--Advance	4,300	4,347	4,400	4,400	4,536	4,536	4,600	4,600	4.55%
100	56700	704	Contribution--De Pere Chamber	500	0	500	500	0	250	250	250	-50.00%
			Subtotal	**34,800**	**34,347**	**34,900**	**34,900**	**4,536**	**34,786**	**34,850**	**34,850**	**-0.14%**
			CAPITAL OUTLAY									
100	56700	811	Capital Equipment	0	0	0	0	0	0	0	0	0.00%
100	56700	830	Furniture	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 239,174**	**$ 258,446**	**$ 305,132**	**$ 390,357**	**$ 161,037**	**$ 364,544**	**$ 307,876**	**$ 282,876**	**-7.29%**

Geographic Information System (GIS) Services

Program Full Time Equivalents: 1.29

Program Mission:

Develop, implement and maintain a City-wide GIS program.

List of Program Service(s) Descriptions:

1) *Citizen / Customer Contact* – Receive requests from citizens which can vary from a map request to information on land records (FEMA, Parcel Dimensions, etc.).
2) *Stormwater Utility* – Develop the stormwater billing for the City and maintain the stormwater utility mapping.
3) *Water / Wastewater Utility* – Maintain the water and wastewater utility mapping.
4) *City Web Mapping* – Develop and maintain the city mapping website for internal and external use.
5) *Citywide Mapping* – Develop and maintain citywide database, which is used by citizens and the city departments.
6) *Training* – Provide citywide GIS training to departments so users can access and work with City data.
7) *Maintenance* – Maintain custom GIS applications and GIS infrastructure.
8) *Drone Program* – Provide comprehensive program administration to the City Drone program.

Important Outputs:

1) *Utilities* – Yearly updates to the City utility network (water, sewer and stormwater). This work also includes the stormwater billing calculations. The utility programs fund this output. The utilities are important to the community for the provision of basic services (water, sewer, and stormwater drainage).
2) *Data Updates* – The department is responsible for maintaining all of the City GIS data, which is used by other departments. Data updates are funded through the tax levy and utiltiies. Data maintenance is critical to the community since many of the City programs' functions are tied to the master database.
3) *Departmental Mapping* – Department averages 275 project requests per year. This work is primarily funded through the combination of the tax levy, various utilities, and tax increment districts. Mapping is important to the community since these maps are used to help complete maintenance of services provided to citizens.

Expected Outcomes:

1) Maintain the Citywide GIS Library.
2) Maintain or increase the access of public land record information to the departments and the community.
3) Provide a centralized source for City data while eliminating data redundancy.

2025 Performance Measures:

1) Transition utility data to the new ESRI standard (Utility Network) to phase out ArcMap (for ArcGIS Pro) by December 2025.
2) Expand drone team by approximately five Part 107 certified pilots (PD/FD) by September 2025.
3) Evaluate ERU (Equivalent Runoff Unit) square footage for stormwater billing by October 2025.

2024 Performance Measurement Data (July 2023-August 2024):

1) Provide mapping project/data request confirmation to clients within 24 hours.
   a. Result: Achieved
2) Implement migration plan phasing out ArcMap for ArcGIS Pro for GIS deparement by December 2024.
   a. Result: Underway. Due to new recommended data format (Utility Network), completion now anticipated for 2025.
3) Database Migration to new version of SQL server by April 2024.
   a. Result: Scheduled. The work is tentatively planned for November 2024.
4) Fully impement indoor & tethered drones (team flight training/ PD FD critial process education) by February 2024.
   a. Result: Underway. New pilots have been added to both teams. Full implementation of tethered drone expected by September 2024 and indoor drone by November 2024. City Drone Policy was successfully updated in May 2024 to now include the tethered drone.

Significant Program Achievements:

1) Completed analysis and generated the City storm water utility billing database generating over $2,487,000 in revenue.
2) Completed updates to GIS utility data for storm sewer, sanitary sewer and water distribution systems, totaling over 1 million pieces of data. System supports construction, maintenance, location and planning processes in the City.
3) Implemented a new data collection process to improve efficiency in utility data updates (with Engineering).Successfully developed a new process for yearly utility updates to limit delays (with Engineering).

4) Repurposed our original Mavic drone as a Marketing/Communications-only drone to reduce overlap with Public Safety needs.
5) Successfully onboarded new pilots who passed the FAA Part 107 exam and trained new (and existing) pilots on different drones.

Existing Program Standards Including Importance to Community:

1) Maintain / Develop Citywide GIS Infrastructure. Allow citizens to access data for information related to their community.
   a. Allow departments to access data for information related to departmental needs. (Utilities being a critical service)
2) City Drone Program / Drone Program Administration.
   a. Provide life safety/emergency response support for Police and Fire operations such as search and rescue operations, fire scene operations, Police critical incident support and natural disaster assessments.
   b. Provide aerial imagery for public relations and social media use.
   c. Provide inspections for City utility operations, traffic surveys, and construction monitoring.
   d. Provide data and documentation for GIS/Planning systems.
   e. Ensure program pilots are FAA licensed and comply with all safety policy procedures.

Costs and Benefits of Program and Services:

The proposed 2025 GIS program costs $155,007 or a decrease of 0.64%. The program benefits the community by providing accurate land information data to citizens and internal departments. GIS applications increase productivity, allowing staff to complete daily business more efficiently resulting in enhanced customer service and better decision-making.

2025 Program Objectives:

1) Migrate GIS Department to ArcGIS Pro software.
2) Leverage ESRI ELA licensing to deploy GIS solutions more visible to the public, including new web mapping and story mapping of community interest/benefit. We will further improve efficiency through the use of mobile systems and GIS technology.
3) Complete calculations and billing for the stormwater utility.
4) Manage drone operations including training/onboarding, conducting flights, tech support, and supply procurement.

2025 Budget Significant Expenditure Changes:

1) Salaries decreased by $5,678 due to staffing changes.
2) Hourly wages increased by $5,937 due to staffing changes.
3) Health, Dental, DIB, Life & Workers Comp Ins decreased $9,001 due to staffing changes.
4) Training program increased $1,150 and includes three days of ESRI instructor-led training to support ArcGIS Pro migration ($3,075), to attend the Commercial UAV Expo in Las Vegas NV (drone training and conference) ($2,125), for Development Services Team Building ($300), and in drone pilot training reallocated from a different fund ($750).
5) Seminar and Conference funding increased $605 and includes WLIA conferences ($2,450) and Esri Wisconsin User Group conference ($350).
6) Consulting increased $15,000 for contracted service to conduct a GIS system audit and GIS version upgrade – the balance of the work split between the utilities.
7) Cellphone increased by $480 due to a correction in allocation.
8) Data increased $108 due to correction in allocation and increased needs for staff.
9) Office Supplies decreased by $1,000 to meet recent spending trends.
10) Membership decreased by $50 and includes $140 for WI Land Information Association (2) and $135 for URISA (1).
11) Repair and Maintenance Supplies increased by $375 due to a correction in allocation (drone supplies).

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

GIS

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	56900	110	Salaries	$ 53,135	$ 56,997	$ 57,172	$ 57,172	$ 23,352	$ 46,704	$ 51,494	$ 51,494	-9.93%
100	56900	120	Hourly Wages	39,773	38,978	42,881	42,881	8,203	32,813	48,818	48,818	13.85%
100	56900	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
100	56900	150	FICA	7,107	7,346	7,654	7,654	2,384	6,083	7,674	7,674	0.26%
100	56900	151	Retirement	6,318	6,149	6,904	6,904	1,667	5,487	6,972	6,972	0.99%
100	56900	152	Health, Dental, DIB, Life & Wks Cmp Ins	19,568	18,712	21,282	21,282	3,701	9,251	12,281	12,281	-42.29%
100	56900	190	Training	5,100	4,936	5,100	5,100	0	5,100	6,250	6,250	22.55%
			Subtotal	**131,001**	**133,118**	**140,993**	**140,993**	**39,306**	**105,438**	**133,489**	**133,489**	**-5.32%**
			CONTRACTUAL SERVICES									
100	56900	210	Telephone	400	167	400	400	148	400	400	400	0.00%
100	56900	211	Postage	0	0	0	0	0	0	0	0	0.00%
100	56900	212	Seminars and Conferences	2,195	918	2,195	2,195	575	2,195	2,800	2,800	27.56%
100	56900	215	Consulting	0	0	0	0	0	0	15,000	15,000	100.00%
100	56900	218	Cell/Radio		0	0	0	238	477	480	480	100.00%
100	56900	219	Data	180	0	180	180	69	138	288	288	60.00%
			Subtotal	**2,775**	**1,084**	**2,775**	**2,775**	**1,031**	**3,210**	**18,968**	**18,968**	**583.53%**
			SUPPLIES AND EXPENSE									
100	56900	310	Office Supplies	2,200	886	2,200	2,200	116	2,200	1,200	1,200	-45.45%
100	56900	315	Publications	0	0	0	0	0	0	0	0	0.00%
100	56900	320	Memberships/Subscriptions	295	65	325	325	65	255	275	275	-15.38%
100	56900	330	Mileage Reimbursement	500	300	700	700	60	150	700	700	0.00%
100	56900	350	Repair and Maintenance Supplies		0	0	0	0	0	375	375	100.00%
			Subtotal	**2,995**	**1,250**	**3,225**	**3,225**	**240**	**2,605**	**2,550**	**2,550**	**-20.93%**
			CAPITAL OUTLAY									
100	56900	811	Capital Equipment	9,775	8,543	9,010	9,010	3,058	9,010	0	0	**-100.00%**
100	56900	830	Furniture	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**9,775**	**8,543**	**9,010**	**9,010**	**3,058**	**9,010**	**0**	**0**	**-100.00%**
			TOTAL	**$ 146,546**	**$ 143,996**	**$ 156,003**	**$ 156,003**	**$ 43,636**	**$ 120,263**	**$ 155,007**	**$ 155,007**	**-0.64%**

TOTAL GENERAL GOVERNMENT

City of De Pere
2025 General Fund
Adopted Budget

GENERAL GOVERNMENT
EXPENDITURES

Total General Government

	Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
	PERSONAL SERVICES									
110	Salaries	$ 1,119,380	$ 1,145,571	$ 1,220,739	$ 1,220,739	$ 588,994	$ 1,218,267	$ 1,277,029	$ 1,277,029	4.61%
120	Hourly Wages	475,857	476,133	500,622	500,622	239,723	493,972	524,169	531,758	6.22%
122	Hourly Wages Part Time	94,675	97,772	103,908	103,908	52,861	103,908	102,647	102,647	-1.21%
124	Hourly Wages Board of Health	0	0	0	0	0	0	0	0	0.00%
125	Overtime Wages	3,100	954	4,600	4,600	1,026	2,269	4,300	4,300	-6.52%
126	Seasonal Labor	112,130	84,778	65,400	65,400	5,103	15,140	18,260	18,260	-72.08%
128	Hourly Wages--Poll Workers	18,000	15,242	45,000	45,000	12,913	30,000	23,000	23,000	-48.89%
150	FICA	130,262	129,320	139,518	139,518	63,320	134,547	141,582	142,162	1.89%
151	Retirement	110,696	115,669	121,045	121,045	47,593	116,523	123,638	124,165	2.58%
152	Health, Dental, DIB, Life and Wks Comp Ins	399,306	414,081	424,960	424,960	216,287	381,403	394,504	397,985	-6.35%
190	Training	14,400	8,457	15,900	15,900	4,685	13,300	17,580	17,580	10.57%
192	Tuition Assistance	7,000	1,350	7,000	7,000	0	1,000	7,000	7,000	0.00%
193	Organizational Training	2,825	0	2,900	2,900	0	2,900	3,000	3,000	3.45%
	Subtotal	**2,487,629**	**2,489,328**	**2,651,593**	**2,651,593**	**1,232,505**	**2,513,230**	**2,636,708**	**2,648,886**	**-0.10%**
	CONTRACTUAL SERVICES									
210	Telephone	17,692	33,914	19,604	19,604	10,861	37,535	20,064	20,064	2.35%
211	Postage	4,325	4,183	5,030	5,030	5,194	5,562	22,880	22,880	354.87%
212	Seminars and Conferences	30,195	18,829	34,163	34,163	5,458	29,959	38,520	38,520	12.75%
213	Inclusiveness Initiatives	0	0	0	0	0	0	0	0	0.00%
215	Consulting	281,750	303,811	355,953	499,678	205,534	392,836	515,889	340,289	-4.40%
216	Auditing	13,000	40,320	27,300	27,300	15,711	32,000	34,000	34,000	24.54%
217	Cleaning Service Contract	29,722	22,870	29,722	29,722	10,554	21,108	21,744	21,744	-26.84%
218	Cell/Radio	4,328	3,814	5,135	5,135	4,960	7,960	6,865	7,425	44.60%
219	Data	4,430	4,046	4,980	4,980	1,871	4,938	12,488	12,488	150.76%
220	Utilities	51,895	63,622	51,895	51,895	25,982	53,000	58,300	58,300	12.34%
224	Public Notices	6,000	4,840	6,000	6,000	2,532	6,000	6,000	6,000	0.00%
240	Equipment Maintenance	800	1,152	800	800	667	800	800	800	0.00%
290	Other Contractual Services	36,888	23,521	37,242	47,882	7,296	37,000	43,352	43,352	16.41%
	Subtotal	**481,025**	**524,921**	**577,824**	**732,189**	**296,619**	**628,698**	**780,902**	**605,862**	**4.85%**

City of De Pere
2025 General Fund
Adopted Budget

GENERAL GOVERNMENT
EXPENDITURES

Total General Government

	Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
	SUPPLIES AND EXPENSE									
310	Office Supplies	16,975	14,374	34,763	34,763	11,895	31,102	30,700	30,990	-10.85%
313	Promotions	1,500	428	1,500	1,500	-	1,500	1,500	1,500	0.00%
314	Cleaning and Maintenance	12,000	13,362	12,000	12,000	7,301	14,602	20,000	20,000	66.67%
315	Publications	2,420	447	2,420	2,420	224	2,065	2,415	2,415	-0.21%
320	Memberships/Subscriptions	20,885	15,981	23,264	23,264	16,619	22,935	26,455	26,455	13.72%
324	Medical Supplies	5,000	5,940	5,000	5,000	2,634	5,000	5,200	5,200	4.00%
330	Mileage Reimbursement	4,810	3,102	6,191	6,191	1,195	5,915	6,810	6,810	10.00%
331	Transportation	6,600	5,380	6,700	6,700	2,429	6,700	6,760	6,760	0.90%
340	Operating Suppllies	74,748	78,326	102,898	102,898	24,793	102,475	98,943	95,443	-7.25%
350	Repair and Maintenance Supplies	0	0	0	0	0	0	375	375	100.00%
351	MCH Grant	8,933	4,400	9,229	9,229	0	9,147	9,147	9,147	-0.89%
352	Radon Grant	0	0	0	0	0	0	0	0	0.00%
353	Weights and Measures	0	0	0	0	549	3,000	3,000	3,000	100.00%
354	Childhood Lead Grant	1,877	1,485	2,161	2,161	0	2,161	2,161	2,161	0.00%
355	Immunization Outreach Grant	7,458	1,989	7,799	7,799	42	8,939	9,239	9,239	18.46%
356	Public Health Infrastructure	0	0	0	0	0	0	35,267	35,267	100.00%
357	COVID	0	16,817	0	0	4,440	4,440	0	0	0.00%
358	Preparedness Grant	34,037	50,423	34,417	34,417	6,601	34,417	35,106	35,106	2.00%
359	Prevention Grant	4,294	1	4,300	4,300	1	4,300	4,300	4,300	0.00%
360	Communicable Disease Grant	3,600	1,743	3,600	3,600	339	3,570	3,570	3,570	-0.83%
361	Agent Record Surplus	0	9,293	4,000	4,000	0	0	0	0	-100.00%
362	Agent Record	0	0	0	0	202	3,300	3,300	3,300	100.00%
363	COVID Immunization/VFC	0	0	0	0	1,657	6,000	14,000	14,000	100.00%
364	COVID Public Health Workforce	0	0	0	0	3,660	13,751	0	0	0.00%
365	COVID ARPA	0	0	0	0	60,104	198,931	0	0	0.00%
370	Leaf Grant	0	6,918	0	0	0	0	0	0	0.00%
	Subtotal	**205,137**	**230,409**	**260,242**	**260,242**	**144,685**	**484,250**	**318,248**	**315,038**	**21.06%**
	FIXED CHARGES									
510	Property Insurance	286,737	134,254	106,000	106,000	112,577	116,820	641,000	641,000	504.72%
524	Misc General Expense	30,000	46,968	49,000	49,000	22,802	49,000	25,000	25,000	-48.98%
	Subtotal	**316,737**	**181,223**	**155,000**	**155,000**	**135,380**	**165,820**	**666,000**	**666,000**	**329.68%**

City of De Pere
2025 General Fund
Adopted Budget

GENERAL GOVERNMENT
EXPENDITURES

	Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
Total General Government										
	GRANTS, CONTRIBUTIONS, INDEM									
702	Contribution--Main Street Program	30,000	30,000	30,000	30,000	0	30,000	30,000	30,000	0.00%
703	Contribution--Advance	4,300	4,347	4,400	4,400	4,536	4,536	4,600	4,600	4.55%
704	Contribution--De Pere Chamber	500	0	500	500	0	250	250	250	-50.00%
710	Illegal Taxes/Refunds	7,000	85,545	7,000	7,000	5,773	6,500	7,000	7,000	0.00%
720	Grants and Donations	14,200	15,000	19,000	19,000	16,015	18,000	18,000	18,000	-5.26%
	Subtotal	**56,000**	**134,892**	**60,900**	**60,900**	**26,324**	**59,286**	**59,850**	**59,850**	**-1.72%**
	CAPITAL OUTLAY									
810	Capital Equipment	6,400	28,737	124,200	127,111	12,235	114,200	1,040,000	90,000	-27.54%
811	Office Equipment	13,675	11,720	9,010	9,010	3,058	9,010	7,200	6,700	-25.64%
830	Furniture	0	0	0	0	0	0	1,000	500	100.00%
	Subtotal	**20,075**	**40,457**	**133,210**	**136,121**	**15,294**	**123,210**	**1,048,200**	**97,200**	**-27.03%**
	COST REALLOCATIONS									
592	Transfer Out	0	5,908	0	0	0	32,909	36,745	36,745	100.00%
900	Contingency	0	(6,020)	0	0	0	0	0	0	0.00%
901	Employee Merit Pay	34,592	(57)	36,322	36,322	15	0	37,412	37,412	3.00%
911	Reserved Wage and Benefit Funds	101,407	0	209,594	209,594	0	0	548,878	590,688	181.82%
	Subtotal	**135,999**	**(169)**	**245,916**	**245,916**	**15**	**32,909**	**623,035**	**664,845**	**170.35%**
	Total	**$ 3,702,602**	**$ 3,601,061**	**$ 4,084,685**	**$ 4,241,961**	**$ 1,850,821**	**$ 4,007,403**	**$ 6,132,943**	**$ 5,057,681**	**23.82%**

PUBLIC SAFETY

PUBLIC SAFETY EXPENDITURES

PROGRAM BUDGET	FULL TIME EQUIVALENTS
Police	43.00
Crossing Guards	2.84
Fire	29.90
Building Inspection	2.65
Jail	0.00
TOTAL	**78.39**

Police

Program Full Time Equivalents: 43.0

Program Mission:

The Mission of the De Pere Police Department is to provide an integrated team approach to pro-active patrol, crime prevention, and criminal investigation utilizing city and community resources to improve the safety and quality of life in the City of De Pere

List of Program Service(s) Descriptions:

1) Provide excellent law enforcement services to community 24 hours per day, 365 days per year
2) Engage community through community policing and community interactions
3) Prevent crime through special initiatives, proactive patrol, and evidence-based best policing practices
4) Ensure motoring safety through traffic enforcement, education, and speed-calming measures
5) Make arrests through self-initiated field activity or court order; process and prosecute suspects
6) Document and store policing events through electronic and conventional means and retrieve upon request
7) Collect, store and properly dispose of case evidence and found property
8) Conduct case follow-up through specialized investigations and assist District Attorney's office with case management
9) Engage school children and provide visible deterrent and quick response through specialized school resource personnel
10) Improve quality of life through Police Social Worker position and other mental health initiatives

Important Outputs:

1) *Crime Prevention* – Although it is hard to measure crimes that were prevented, it is directly related to criminal activity below. The better the prevention the lower the crime rate. This benefits the community in lower insurance rates, increased well-being and an increase in satisfaction in government. Crime prevention is funded through property tax and small grants.
2) *Criminal Activity* – The reduction of crimes in the City, especially those serious crimes like burglary, assault, etc. is a direct reflection of the desirability for people wanting to live and work in De Pere. Increased development and a steady tax base benefit a highly desirable community. Policing services are funded through property taxes and small grants to fund specific enforcement overtime.

3) *Traffic Safety* – Reducing traffic crashes and the severity of damage and injuries for those involved in crashes is a huge benefit to the greater community as reduced injury and death is so important, but also lowers insurance rates and reduced damages to property. Additionally, increased positive interaction with citizens increases overall satisfaction with policing services. Traffic safety is funded through property taxes and small grants for specialized traffic enforcement (drunk driving, seat belts, pedestrian crossings, etc.). Funding is through general property taxes. The department also participates in several traffic safety overtime operations funded by Wisconsin DOT Grants including OWI Task Force, Click it or Ticket, and Speedwave. Additionally, revenue generated through fines and forfeitures increases the general fund.
4) *Case management* – Increased closure rates and clearance of criminal cases is beneficial to the department and to the community for the purpose of accountability. Criminal or ordinance violation prosecution is an important step in the criminal justice system and without it the other steps leading to it are wasted. The closure of a case allows the victim to have peace of mind and the community to continue faith in city policing abilities. The funding for detectives and police officers for case management is through property taxes.

Expected Outcomes:

1) Continue law enforcement services in the community on 24/7/365 basis to maintain an orderly and safe community
2) Increased engagement with the community through the use of community policing and other interactions while continuing to develop citizen relationships and increased department transparency to build and maintain trust
3) Maintain crime prevention efforts through special initiatives and proactive patrol concentrating on preventable negative activity and working closely with neighborhood groups to ensure two-way communication and responsiveness
4) Increased motorist and pedestrian safety through traffic enforcement and education efforts while concentrating on reducing both the volume and severity of traffic crashes and injuries
5) Maintain community safety by identifying prolific offenders, making arrests through self-initiation or court order, and processing and prosecuting criminal suspects. Through this a decrease in measurable criminal activity should be realized
6) Documenting, storing, and retrieving police incident data while increasing efficiency in handling the information
7) Collection, storage and disposal of case evidence and found property. Attempting to increase efficiency through data driven reports to allow purging of evidence once no longer needed for court processes.
8) To increase crime clearance rates, case follow-up through specialized investigations and assistance to the District Attorney's office with case management will be conducted
9) Increase engagement with area school children and provide the visible deterrent and quick response to a problem through specialized school resource personnel
10) Increased quality of life through service referrals and welfare checks completed by the Police Social Worker

2025 Performance Measurement:

1) Increase formal personal interactions between the department and the community from 5 events per year to 10, particularly by hosting and/or participating in more planned community events.

2024 Performance Measures (July 2023 – June 2024):

1) Increase personal interactions between the department and the community, particularly neighborhood watch groups by 50%
   a. Result: Goal met. Personal interactions and participation in neighborhood watch events was increased by over 50% due, in large part, to the 2 new Community Policing Officer positions. In addition, there were more compliance checks of establishments serving alcoholic beverages to verify compliance with minimum drinking age requirements.

Significant Program Achievements:

1) Significantly increased community engagement by implementing 2 Community Policing Officer positions.
2) Decreased fuel usage and costs through use of Hybrid squads, police motorcycle, and bicycles.
3) Continued use of Body Worn Cameras to document officer/citizen actions, collect evidence, and to ensure unbiased records and one-sided views.
4) Increased staff preparedness through mass casualty and active shooter response trainings.
5) Continued community policing through the community policing philosophy department-wide.
6) Continued training school district staff on active threat response.
7) Repairs and updates of the basement area of the police department facility

Existing Program Standards Including Importance to Community:

1) The police department responds to all calls for service in the City of De Pere and assists other agencies as requested. Response to calls for service for emergency situations are done immediately, non-emergency but high priority calls are with 5 minutes and non-emergency low priority situations within a maximum of 30 minutes. It is important to the community because requests are handled in a timely manner, citizens are safer, injury can be minimized, lives can be saved, property safeguarded and law enforcement can engage in enforcement action on behalf of the victims and suspects.
2) Criminal case investigations are mandatory in cases where identifiable solvability factors are present. Cases that do not have a possibility of being solved are documented and filed for later use or follow-up in case more information can be

obtained. The resolution of criminal cases through suspect identification and arrest follow-up by quality criminal investigations increases victim satisfaction and prosecutable cases resulting in positive community satisfaction.

3) Nearly 100% of all school age children in nine public schools in two school districts have personal contact with school resource officers during the school year. School interaction by police increases positive reinforcement and prevents crime through presence, counseling and enforcement action and provides police/teacher/student role modeling.
4) Crime prevention is a required segment of a patrol officer's day. The department requires at least four personal contacts with a person per day through traffic enforcement, field interviews, meet and greets, business talks, presentations, etc. Crime Prevention reduces or eliminates criminal activity thereby increasing community satisfaction and reducing investigative and personnel costs.
5) As part of Team Policing, department personnel regularly participate in individual and group specialized enforcement for traffic, criminal, surveillance, task forces, etc. As a result, the community should experience a reduction of criminal and municipal violations, an increase in citizen contact, increased safety of citizens and motoring public, and suspect identification and victim resolution.
6) Record keeping is an important and necessary element of policing services. The department must maintain a 100% accuracy rate for stored information. It is important because documents and evidence stored in a safe manner are available for later retrieval, aid in the follow up and prosecution of various cases, a timely response to citizen, insurance, and attorney requests and as an institutional memory for significant events. The department responds to all requests for records.

Costs and Benefits of Program and Services:

The proposed 2025 Police program cost is $6,564,777. The program benefits the community by providing citizens with a wide range of high-quality policing and administrative services performed by highly trained, well equipped, and prepared officers and staff.

2025 Program Objectives:

1) Enhance the department's efforts at recruitment and retention to avoid future potential staffing shortfalls
2) Continue to increase community policing efforts with Community Policing Officers (CPs)
3) Continue to enhance officer equipment and preparedness for active shooter / mass casualty criminal events
4) Continue efforts to become more paperless, leveraging IT resources and digital storage, while enhancing efficiency
5) Continue bicycle safety program throughout jurisdiction
6) Continue mountain bike patrol program
7) Improve police department facilities and catch up on overdue maintenance and upgrades

8) Enhance officer wellness initiatives including the Peer Officer Support Team (POST)
9) Continue policy and procedure updates
10) Continue building morale and camaraderie in various work groups and in personnel overall
11) Build neighborhood watch programs and commitment by police personnel in crime prevention

2025 Budget Significant Expenditure Changes:

1) Salaries decreased by $45,214 due to the retirement of long-tenured salaried personnel and the position being vacant during recruitment efforts.
2) Hourly Wages Part Time decreased $19,200 due reduction in Community Service Officer hours.
3) Overtime increased by $23,500 due to hourly wage increases, an increase in arrests, overtime from new special events and 50 percent event overtime billing.
4) Retirement increased $41,862 due to wage increases, and the department being nearly fully staffed for most of the year.
5) Training expenditures increased due in part to the state doubling the per officer training funds returned to the City of De Pere from $160 per officer to $320 per officer in 2025. Training expenditures include: mandatory state law enforcement certification, recertification, technology training, legal updates, management training, training supplies, and performance improvement training as necessary. The department's training costs for mandatory training are approximately $550 per person per year. In addition, the department sends officers to discretionary training including: Mass Casualty/Active Shooter Incident Response, Drug Recognition Expert Training, Instructor Certification Training for Defense and Arrest Tactics, Firearms, Emergency Vehicle Operation, Professional Communications, Taser Instructor, Internet Crimes Against Children, and training on emerging criminal trends such as cryptocurrency scams and frauds.
6) Telephone costs decreased by $2,500 to reflect lower costs and fewer land lines due to eliminating hardwired fax machines.
7) Postage decreased by $400 to reflect fewer items being mailed out and more electronic communications.
8) Seminars/Conferences for 2025 include DOJ Technology Conference $500, Wisconsin Chiefs of Police Conference $460, Open Records Updates $600, Police Executive Group training $700, FBI National Academy Association meetings $600 and other miscellaneous in-services and workshops. This account also includes meals and lodging associated with such conferences.
9) Consulting includes the cost of the Body Worn Camera (BWC) payment, which increased markedly to $86,594 per year. This increase was driven by the need to increase the number of body-worn cameras to 39 for sworn officers and adding an additional 2 BWCs for Community Service Officers. In addition, 2 additional software licenses were added to allow records personnel to access the system. Lastly, the system will allow GPS display of officer locations to the dispatch center during high-risk calls. Consulting also includes: Fotokite tethered drone live video streaming $3,300, OWI blood draw costs at hospitals $1,500, language line translators $500, LexisNexis data services $4,650, vehicle evidence towing

fees $500, animal care (Humane Society, veterinarian. etc.) $5,800, Personnel Evaluations $500, PEP testing for Officer Candidates $500, and Background Investigations and associated travel for new officers $1,200, and for other related testing and services in this category $350.

10) Utilities increased by $1,250 to reflect an increase in costs for electricity and natural gas from utility companies.
11) Equipment and Vehicle Maintenance increased by $4,500. This was due to a number of department vehicles now having higher miles and now being outside of warranty coverage. As such, we are experiencing an increase in repair and maintenance costs on those vehicles.
12) Other Contractual Services is for software maintenance agreements, Copier and Printer Lease and maintenance, HVAC systems in the department and a new item – costs associated with records management connected to the City of Green Bay through the Brown County Sheriff Department. The costs include Tyler Works (scheduling) $6,421, Ocean (undercover video recording) $100, NetMotion $5,300 (secure network connections for mobile users) and Records Management Software $18,500.
13) Memberships and Subscriptions: WI Chief of Police Assoc.- Chief/Captains $450, International Assoc. of Chief of Police – Chief/Captains $450, WI Juvenile Officers Assoc.- Liaison Officers $60, FBI National Academy – 2 Captains $220, WI Assoc. for Identification - D/SGT $20, National Assoc. of Working Dogs - K-9 Officer $35, NAWLEE - Business Manager $75.
14) Capital Outlay of $61,383 includes the replacement of ballistic helmets ($14,500); replacement of tasers ($13,680); final lease payment for admin squads ($29,093); year two lease payment for motorcycle ($4,110).

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

POLICE

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	52100	110	Salaries	$ 504,576	$ 506,311	$ 635,658	$ 635,658	$ 298,682	$ 586,000	$ 590,144	$ 590,144	-7.16%
100	52100	120	Hourly Wages	3,157,395	3,026,542	3,244,228	3,244,228	1,437,250	3,144,000	3,370,333	3,370,333	3.89%
100	52100	122	Hourly Wages Part Time	20,000	23,668	39,200	39,200	14,870	29,840	39,200	20,000	-48.98%
100	52100	125	Overtime Wages	181,000	309,907	250,000	250,000	132,042	271,000	273,500	273,500	9.40%
100	52100	126	Seasonal Labor	0	5,233	0	0	2,070	2,070	0	0	0.00%
100	52100	150	FICA	294,277	291,709	316,505	316,505	138,632	306,539	324,468	324,189	2.43%
100	52100	151	Retirement	486,736	499,417	565,161	565,161	211,167	565,161	607,023	607,023	7.41%
100	52100	152	Health, Dental, DIB, Life & Wks Cmp Ins	761,130	903,730	849,216	849,216	443,303	849,216	833,576	833,111	-1.90%
100	52100	190	Training	10,400	15,793	10,900	10,900	9,870	15,900	16,900	16,900	55.05%
			Subtotal	**5,415,514**	**5,582,311**	**5,910,867**	**5,910,867**	**2,687,888**	**5,769,726**	**6,055,143**	**6,035,200**	**2.10%**
			CONTRACTUAL SERVICES									
100	52100	210	Telephone	10,400	5,750	10,400	10,400	3,837	7,900	7,900	7,900	-24.04%
100	52100	211	Postage	2,600	860	2,600	2,600	163	2,200	2,200	2,200	-15.38%
100	52100	212	Seminars and Conferences	3,000	2,368	3,100	3,100	13	2,400	3,200	3,200	3.23%
100	52100	215	Consulting	66,650	63,727	72,300	72,300	69,251	72,300	105,394	105,394	45.77%
100	52100	217	Cleaning Service Contract	24,900	24,679	24,900	24,900	12,015	24,900	24,900	24,900	0.00%
100	52100	218	Cell/Radio	23,000	24,920	24,500	24,500	7,713	24,500	25,500	25,500	4.08%
100	52100	219	Data	6,000	3,300	6,000	6,000	1,650	3,900	6,200	6,200	3.33%
100	52100	220	Utilities	18,400	21,356	18,050	18,050	8,374	18,050	19,300	19,300	6.93%
100	52100	240	Equipment Maintenance	26,800	40,186	28,000	28,000	8,986	28,000	32,500	32,500	16.07%
100	52100	290	Other Contractual Services	38,100	39,888	41,100	41,100	27,877	41,100	42,500	42,500	3.41%
			Subtotal	**219,850**	**227,036**	**230,950**	**230,950**	**139,880**	**225,250**	**269,594**	**269,594**	**16.73%**

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

POLICE

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			SUPPLIES AND EXPENSE									
100	52100	310	Office Supplies	7,200	7,068	9,450	9,450	3,503	9,450	9,750	9,750	3.17%
100	52100	312	Crime Prevention Program	2,000	1,595	2,400	2,400	136	2,400	2,500	2,500	4.17%
100	52100	314	Cleaning and Maintenance	28,850	3,984	30,000	30,000	3,503	30,000	30,200	30,200	0.67%
100	52100	315	Publications	200	0	200	200	0	200	200	200	0.00%
100	52100	320	Memberships/Subscriptions	1,500	755	1,500	1,500	840	1,500	1,500	1,500	0.00%
100	52100	330	Mileage Reimbursement	0	0	0	0	0	0	0	0	0.00%
100	52100	331	Transportation/Fuel	77,500	63,894	73,650	73,650	29,567	67,500	75,500	75,500	2.51%
100	52100	340	Operating Supplies	22,800	18,671	29,000	29,000	5,851	29,000	30,400	30,400	4.83%
100	52100	343	Guns and Ammo	10,400	11,261	12,950	12,950	5,195	12,950	13,500	13,500	4.25%
100	52100	349	Operating Supplies - Community Policing	0	0	2,000	2,000	0	2,000	2,050	2,050	2.50%
100	52100	360	Radar/Communications Equip	10,400	8,608	10,900	10,900	5,337	10,900	11,200	11,200	2.75%
100	52100	362	Emergency Voucher Program	0	(3,454)	0	0	81	0	0	0	0.00%
100	52100	363	Police K-9 Expenses		28,963	0	0	14	0	0	0	0.00%
100	52100	364	Misc Grant Expenses		24,047	0	0	0	0	0	0	0.00%
100	52100	390	MISC.	1,000	0	1,000	1,000	0	1,000	0	1,000	0.00%
100	52100	392	Uniform Allowances	18,000	15,124	20,050	20,050	5,128	20,500	20,800	20,800	3.74%
100	52100	393	Parking Tickets - State	0	(345)	0	0	(248)	0	0	0	0.00%
			Subtotal	**179,850**	**180,171**	**193,100**	**193,100**	**58,908**	**187,400**	**197,600**	**198,600**	**2.85%**
			CAPITAL OUTLAY									
100	52100	810	Capital Equipment	3,500	39,588	42,500	42,500	81,911	81,911	722,073	61,383	44.43%
			Subtotal	**3,500**	**39,588**	**42,500**	**42,500**	**81,911**	**81,911**	**722,073**	**61,383**	**44.43%**
			TOTAL	**$ 5,818,714**	**$ 6,029,105**	**$ 6,377,417**	**$ 6,377,417**	**$ 2,968,586**	**$ 6,264,287**	**$ 7,244,410**	**$ 6,564,777**	**2.94%**

Crossing Guards

Program Full Time Equivalents: 2.84

Program Mission:

The Mission of the De Pere Police Department Crossing Guards is to provide a secure and safe environment for young children by monitoring crosswalks at corners throughout the City deemed to be a significant crossing risk.

List of Program Service(s) Descriptions:

1) Provide assistance with traffic control for young children to cross during regular school hours
2) Positively engage school children and provide role modeling

Important Outputs:

1) *Pedestrian Safety* – Benefits the community by the reduction in traffic crashes and injuries for children involved in traffic crashes at controlled intersections and crossing. This is funded through property tax and an intergovernmental agreement with the Town of Ledgeview for crossings in their jurisdiction.

Expected Outcomes:

1) Maintain a safer community by proactive and highly visible specific school children crossings using trained adult personnel
2) Maintain child pedestrian involved crashes at crossing guard-deployed locations at zero crashes.

2025 Performance Measures:

1) Maintain job related injuries at 0% through June 2025 through use of training and specialized equipment.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Maintain job related injuries at 0% through June 2024 through use of training and specialized equipment.
   a. Result: We had zero reported job-related injuries for 2023-2024 school year.

Significant Program Achievements:

1) No injuries or deaths to school children in 2023-2024 school year
2) All crossing guards participated in specific traffic control training
3) Icy weather foot traction equipment distributed and used by guards

Existing Program Standards Including Importance to Community:

1) Selection and training of guards
   Guards are selected from a pool of applicants or retained from an existing employee list. Qualified applicants are interviewed and hired. The training of the guards takes place at the beginning of each school year, and police personnel train guards hired throughout a school year on an individual basis. Well qualified, dedicated, and trained crossing guards are important to the safety of the children in our community
2) Hours of operation
   Operational hours are dependent on the school the crossing is assisting. Each school has a different start time and therefore the guards are placed at appropriate times prior to school starting, and again when school lets out. Typically, the guards are at the crossing about a half hour prior to and about 15 minutes after the start/end of school. The operational times provide the optimum times when a guard is needed, helping the community stay safe while being fiscally efficient.
3) Specific Equipment
   Crossing guards are issued specific traffic control equipment and other safety devices to ensure a safe crossing. Hand-held stop signs are required to stop traffic and crossing guards are required to wear an orange or safety green vest in order for road users to be aware of their presence. Additionally, the crossing guards are issued tall reflective orange traffic cones to further enhance situational awareness. This brings safety to the guard, pedestrians and road users alike.

Costs and Benefits of Program and Services:

The proposed 2025 Crossing Guard program cost is $97,038. The program benefits the community by providing young citizens with a safe place to cross specific busy intersections to and from public and private schools.

2025 Program Objectives:

1) Continue safety priority of students utilizing crossing guard assisted locations
2) Maintain adequate substitute guard pool to supplement existing regular guard locations when regular guard unable to perform crossing duties.
3) Police patrol monitoring of crossing locations to assist guards.

2025 Budget Significant Expenditure Changes:

1) Health, Dental, DIB, Life & Wks Cmp Ins decreased $224 due to a decrease in workers compensation rates.
2) Training - $600 for mandatory training at the start of each year.
3) Operating Supplies decreased by $750 as we made several equipment purchases in 2024, replacing old and worn equipment and should need fewer items in 2025.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

CROSSING GUARDS

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	52110	121	Hourly Wages Crossing Guards	$ 89,764	$ 74,771	$ 89,764	$ 89,764	$ 40,723	$ 89,764	$ 89,764	$ 89,764	0.00%
100	52110	150	FICA	1,302	1,099	1,302	1,302	591	1,302	1,302	1,302	-0.03%
100	52110	152	Health, Dental, DIB, Life & Wks Cmp Ins	2,594	5,160	2,397	2,397	1,215	2,397	2,172	2,172	-9.36%
100	52110	190	Training	600	600	600	600	0	600	600	600	0.00%
			Subtotal	**94,260**	**81,630**	**94,063**	**94,063**	**42,529**	**94,063**	**93,838**	**93,838**	**-0.24%**
			SUPPLIES AND EXPENSE									
100	52110	330	Mileage Reimbursement	1,600	920	1,200	1,200	400	1,200	1,200	1,200	0.00%
100	52110	340	Operating Supplies	1,000	909	2,750	2,750	30	2,750	2,000	2,000	-27.27%
			Subtotal	**2,600**	**1,829**	**3,950**	**3,950**	**430**	**3,950**	**3,200**	**3,200**	**-18.99%**
			TOTAL	**$ 96,860**	**$ 83,460**	**$ 98,013**	**$ 98,013**	**$ 42,959**	**$ 98,013**	**$ 97,038**	**$ 97,038**	**-0.99%**

Fire Rescue Department

Program Full Time Equivalents: 29.90

Paid on Call: 24

Program Mission:

De Pere Fire Rescue Department exists to serve our community. We are committed to providing a superior level of emergency service that continually improves the quality of life, health and safety of the community we serve. The Department's mission includes prevention, education, emergency response, incident management, planning and coordination to prevent harm in our community.

List of Program Service(s) Descriptions:

1) *Emergency Medical Services* – Provide quality response of emergency medical personnel trained in basic and advanced life support. These personnel provide on scene evidence-based emergency medical care and hospital transportation. Each department vehicle is equipped with basic medical care equipment. Ambulances have advance life support equipment and transporting capabilities.
2) *Fire and Rescue Responses* – Well trained firefighters respond to a wide range of calls for service from structure fires, hazardous materials, physical entrapment, carbon monoxide alarms and a variety of requests for services.
3) *Station and Vehicle Maintenance* – The vehicle maintenance program is designed to sustain the fleet of emergency vehicles through all types of repair, preventative maintenance and testing. When extensive vehicle maintenance is needed, on-duty members facilitate the needed repairs with the Municipal Service Center and/or other outside resources. The buildings and grounds maintenance program is designed to maintain our fire stations in a professional and appropriate manner.
4) *Accident Prevention, Public Education and Fire Investigations* – The goals of these prevention programs are to reduce the risk of harm to our citizens and visitors. The in-school educational programs, along with our annual open house day, are the core of our preventive services. The smoke and carbon monoxide detector installation program has been very effective in providing home safety for our citizens. The department established, in conjunction with the Health Department, a Community Paramedicine Program. The focus of the program is accident prevention and community risk reduction.
5) *Administration and External Relations* – Provide for planning, administration, budgeting, invoicing, purchasing, payroll, external relations and management of the Fire Rescue Department.

6) *Communications* – The department must maintain and update our communication systems as needed. The implementation of the new Brown County computer aided data system (CAD) will generate significant changes to our communications process, which is yet to be determined. The department's staff needs to be trained in all aspects of communication. This program must include maintenance, coordination and systems updates.

Important Outputs:

1) Improve the quality of emergency medical services through enhanced medical direction, hospital staff support and evidence-based medical training. De Pere Fire Rescue will continue to strive to achieve industry metrics and standards continuing as a statewide leader in the delivery of prehospital emergency medical services.
2) The department will continue to provide incident scene management for the command and control at all events to include but not limited to: fire, medical, hazardous materials and rescue events.
3) Provide a comprehensive training plan to improve the effective and efficient handling of all types of incident responses.
4) Provide an effective vehicle, equipment and facilities maintenance program and coordination with the Municipal Service Center.
5) Through coordinated accident prevention, education and investigation programs reduce the potential for significant incidents within the City of De Pere.
6) Provide responsible oversight, comprehensive administration and effective management of the department, which includes planning, organizing, budgeting, supervising, coordinating and improved internal and external relationships.

Expected Outcomes:

1) *Emergency Medical Services* – Provide high quality, critical emergency pre-hospital lifesaving care in high stress environments.
2) *Fire Rescue Response* – Provide high quality incident management and coordinated response to all fire and rescue incidents within the City; contracted response areas, auto-aid partners and to mutual aid locations.
3) *Training* – Provide a comprehensive training plan that assures all emergency service personnel are prepared for any situation, condition or hazard they may encounter in their pursuit to protect the citizens and themselves, as well as conserving property.
4) *Maintenance* – Maintain response readiness through preventive maintenance; routine and emergency repairs. Maintain safety and reduce community liability through mandatory testing of fire rescue department pumps, ladders, hoses and station equipment.
5) *Prevention, Education and Investigations* – Reduce the risk to citizens, businesses, and staff by proactively eliminating threats, fire and life safety code violations and public education.
6) *Administration, Operations and External Relations* – Provide comprehensive administration and management of the fire rescue department.

7) *Communications* – Implement standard operating guidelines for improved communications and coordination during incident responses. Coordinate with Brown County Communications Center to improve our Mobile Data Computer (MDC) system and incorporate the County's new Computer Aided Dispatch (CAD) system into our department.

2025 Performance Measures:

1) *Emergency Medical Services* – Responses to emergency medical aid requests within the city should be in accordance with NFPA Standard 1720. Emergency medical care providers should have a turnout time of not more than one minute and an on-scene time of four minutes, five minutes total response time or less, at least 90% of the time. Advanced life support capabilities should arrive on scene within nine minutes of initial dispatch time.
2) *Fire Rescue Response* – De Pere Fire Rescue should respond to all structure fire alarms in accordance with NFPA Standard 1720. Response for the initial fire unit on scene should be one minute twenty seconds turnout time and on scene in four minutes or less, five minutes twenty seconds total response time. The full fire alarm assignment should arrive on scene within nine minutes of initial dispatch time with a minimum of 17 personnel.

2024 Performance Measurement Data (August 2023 – July 2024):

Fire and Emergency Medical Service Responses

On scene emergency response times should be a one-minute turnout and on scene in less than five minutes, from time of dispatch, at least 90% of the time.

a) From 8/1/23 through 7/31/24, The department met the above initial response criteria 88% of the time.

Advanced life support capabilities should arrive on scene within nine minutes of initial dispatch time. A full fire alarm assignment should arrive on scene within nine minutes of initial dispatch time with a minimum of 17 personnel.

a) From 8/1/23 through 7/31/24, The department met the above response criteria 98% of the time.

The non-emergent responses do not require the use of lights or siren during the response; therefore, response times are slower than emergent. The department averaged 5 minutes per non-emergent response.

Significant Program Achievements:

1) Continued to lead and collaborated multi-jurisdictional public safety entities in integrated threat preparation and training.
2) Continue implementation of department wide policy management software (Lexipol).
3) Dr. Bob Zemple continues the oversight program, which includes; response preparation, on-line and off-line medical direction, as well as continuing education, which included training at start of the art simulation lab.
4) Our Stay-at-Home Assistance Program continues to support a comprehensive approach to assist our elderly citizens to safely and securely remain in their own homes as long as possible in conjunction with the Health Department.
5) We were again awarded the Coverdell grant supporting post stroke patient follow-up in conjunction with the Health Department.
6) The two 2024 fire prevention inspection cycles will be successfully completed. We conducted approximately 1,700 inspections.
7) Successfully on boarded 5 new Paid-on-Premise employees to support daytime operations.
8) Outfit and implementation of new engine for Station #2.
9) Procured, restored and implemented a second boat into our operation.

Existing Program Standards Including Importance to Community:

1) More than 85% of all alarms for De Pere Fire Rescue are for emergency medical services. It is estimated that the revenue collected from emergency transports will be approximately $1,000,000 for 2025, which includes contracts with the Towns of Lawrence, Ledgeview, and the Village of Ashwaubenon.
2) De Pere Fire Rescue also provides fire protection and related services to our citizens and visitors.
3) De Pere Fire Rescue maintains fire department facilities and equipment to effectively support our mission. We are a workforce assigned to 24-hour shifts and prioritize maintenance of Stations #1 and #2, as well as all department equipment when not involved in emergency medical and fire protection response.

Costs and Benefits of Program and Services:

The proposed 2025 budget for De Pere Fire Rescue is $4,778,080. The program benefits the community by providing citizens with a wide range of high-quality fire and rescue services by highly trained and prepared staff.

2025 Budget Significant Expenditure Changes:

1) Hourly Wages Part Time increased $25,000 due to addition of part time Administrative Assistant position.
2) Training is funding to provide for all department training. These include leadership, special operations, hazmat training, etc.
3) Seminars/Conferences is funding for professional development. These include FDIC, Image Trend annual conference, Wisconsin Fire Chief's Annual Conference, Wisconsin Association of Emergency Vehicles, LifeQuest Services CADS Conference, WI DOJ Active Shooter Conference, etc.
4) Consulting is funding for outside services. This includes annual ambulance billing/administrative fees from LifeQuest Services, and recurring maintenance fees for numerous software programs, i.e.Image Trend, CrewSense, Lexipol, KNOX BOX and PS Tracks. Consulting increased $20,000 due to increased software and support user fees.
5) Memberships/Subscriptions is for professional organizations. These include Brown County Fire Chief's Association, Brown County MABAS 112, Wisconsin State Fire Chief's Association, International Association of Fire Chiefs, Wisconsin EMS Association, International Association of Arson Investigators.
6) Medical Supplies increased $5,000 due to increased supply costs.
7) Capital Equipment: replace cradlepoints - $13,500.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

FIRE

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	52200	110	Salaries	$ 551,940	$ 567,823	$ 587,284	$ 587,284	$ 277,247	$ 587,284	$ 615,579	$ 615,579	4.82%
100	52200	120	Hourly Wages	2,060,621	2,097,974	2,125,477	2,125,477	928,614	2,125,477	2,163,453	2,163,453	1.79%
100	52200	122	Hourly Wages Part Time	19,055	0	0	0	0	0	25,000	25,000	100.00%
100	52200	125	Overtime Wages	115,000	126,469	115,000	115,000	56,947	115,000	115,000	115,000	0.00%
100	52200	126	Seasonal Labor	0	0	0	0	0	0	0	0	0.00%
100	52200	129	Hourly Wages -- POC/POP FF	135,000	101,418	135,000	135,000	58,885	135,000	135,000	135,000	0.00%
100	52200	150	FICA	45,643	45,546	47,415	47,415	20,605	47,415	49,272	49,272	3.92%
100	52200	151	Retirement	487,187	508,154	531,816	531,816	198,448	531,816	540,451	540,451	1.62%
100	52200	152	Health, Dental, DIB, Life & Wks Cmp Ins	653,333	779,679	684,554	684,554	333,874	684,554	659,950	659,950	-3.59%
100	52200	155	Vaccinations/Physicals	0	517	30,000	30,000	88	88	30,000	30,000	0.00%
100	52200	190	Training	14,000	11,816	14,000	14,000	1,420	14,000	14,000	14,000	0.00%
100	52200	191	Training Act 102	0	30,222	0	0	0	0	0	0	0.00%
			Subtotal	**4,081,779**	**4,269,618**	**4,270,546**	**4,270,546**	**1,876,128**	**4,240,634**	**4,347,706**	**4,347,706**	**1.81%**
			CONTRACTUAL SERVICES									
100	52200	210	Telephone	9,000	7,558	9,000	9,000	3,324	9,000	9,000	9,000	0.00%
100	52200	211	Postage	200	243	200	200	146	200	200	200	0.00%
100	52200	212	Seminars and Conferences	9,000	5,593	9,000	9,000	3,375	9,000	9,000	9,000	0.00%
100	52200	215	Consulting	115,000	169,097	115,000	133,000	59,961	133,000	170,000	135,000	17.39%
100	52200	219	Data	6,000	5,727	7,000	7,000	3,259	7,000	7,000	7,000	0.00%
100	52200	220	Utilities	17,000	23,190	27,000	27,000	8,850	27,000	27,000	27,000	0.00%
100	52200	240	Equipment Maintenance	53,000	75,705	55,000	55,000	31,520	55,000	55,000	55,000	0.00%
			Subtotal	**209,200**	**287,113**	**222,200**	**240,200**	**110,435**	**240,200**	**277,200**	**242,200**	**9.00%**

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

FIRE

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			SUPPLIES AND EXPENSE									
100	52200	310	Office Supplies	4,000	3,061	4,000	4,000	372	4,000	4,000	4,000	0.00%
100	52200	314	Cleaning and Maintenance	4,250	3,623	4,250	4,250	2,623	5,000	4,250	4,250	0.00%
100	52200	320	Memberships/Subscriptions	2,000	1,599	2,000	2,000	422	2,000	2,000	2,000	0.00%
100	52200	324	Medical Supplies	40,000	49,663	40,000	40,000	26,264	40,000	45,000	45,000	12.50%
100	52200	328	Fire Prevention/Education Supplies	8,000	7,242	8,000	8,000	(553)	8,000	8,000	8,000	0.00%
100	52200	330	Mileage Reimbursement	7,000	7,053	7,000	7,000	3,004	7,000	7,000	7,000	0.00%
100	52200	331	Transportation	20,000	36,932	32,000	32,000	15,749	32,000	32,000	32,000	0.00%
100	52200	340	Operating Supplies	20,000	15,974	20,000	20,000	5,064	20,000	20,000	20,000	0.00%
100	52200	341	Fire-Emer. Operations Ctr	0	0	0	0	0	0	0	0	0.00%
100	52200	350	Repair and Maintenance Supplies	30,000	31,561	35,924	35,924	6,353	35,924	35,924	35,924	0.00%
100	52200	360	Support Dog Expenses	0	3,674	0	0	3,508	3,500	0	0	0.00%
100	52200	392	Clothing Allowance	16,000	14,666	16,000	16,000	6,579	16,000	16,500	16,500	3.13%
			Subtotal	**151,250**	**175,049**	**169,174**	**169,174**	**69,385**	**173,424**	**174,674**	**174,674**	**3.25%**
			CAPITAL OUTLAY									
100	52200	810	Capital Equipment	0	0	11,000	11,000	0	11,000	336,500	13,500	22.73%
100	52200	811	Office Equipment	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**11,000**	**11,000**	**0**	**11,000**	**336,500**	**13,500**	**22.73%**
			TOTAL	**$ 4,442,229**	**$ 4,731,780**	**$ 4,672,920**	**$ 4,690,920**	**$ 2,055,948**	**$ 4,665,258**	**$ 5,136,080**	**$ 4,778,080**	**2.25%**

Building Inspection

Program Full Time Equivalents: 2.65

Program Mission:

To protect the health, safety and welfare of the residents and general public while maintaining neighborhood aesthetics and property values.

List of Program Service(s) Descriptions:

1) *Homeowner/Contractor Contact* – Receive and answer a variety of questions from citizens, contractors etc., pertaining to all phases of development and construction (whether new or existing).
2) *Residential/ Commercial Permit and Inspection* – Educate architects, owners and contractors on applicable codes; issue building and mechanical permits and perform inspections for code compliance.
3) *Commercial Electrical/Plumbing Permit and Inspections* – Educate architects, owners, electricians and plumbers; issue permits and perform inspections for code compliance.
4) *Commercial Plumbing Permit and Inspection* – Educate architects, owners and plumbing contractors; issue permits and perform inspections for code compliance.
5) *Sign Permits* – Educate business owners and sign contractors; and issue permits and perform inspections for code compliance.
6) *Zoning Code Enforcement* – Assure that all properties comply with applicable regulations in all zoning districts.

Important Outputs:

1) *Number of Permits Issued / Development (July 2023 to July 2024)* – 2,238 total number of permits were issued through July 2024 (37.9% increase from 2022/2023). Cumulatively over the past 7-years the number of permits has increased 105% with no additional staffing. Permits issued benefit the city by assuring that construction projects meet code. Of that, in 2024, the City has completed 62 single-family home plan reviews/starts, this is 21 or 51% increase at this time in 2023.
2) *Commercial Permit Review* – De Pere received a commercial permit delegation for projects up to 50,000 cubic feet in 2018. In-house plan review typically yields a permit in 3-5 days. Projects submitted to the State often wait 8-10 weeks before the plan set is even reviewed. So far in 2024, the City has completed 44 commercial plan reviews and 15 change of occupancy evaluations.

3) *Consistent Development* – The City of De Pere continues to be a progressive and desirable community in which to build and live. Recent annexations and subdivision approvals will help meet the demand for single-family lots. Businesses continue to develop and expand in the business parks.
4) *Public Education*– Numerous building permits and construction information funded through permit fees have been prepared and/or revised for dissemination on the city website, in the office, and on via the City social media pages.
5) *Code Enforcement*- Complaint-initiated response and follow-up in order to preserve and maintain public health, safety and welfare of community in the area of building and zoning code. From July 2023 to July 2024, the Building Inspection Division tracked 235 documented complaints a 18.1% increase over the previous year and trending for 13.6% increase over 2023

Expected Outcomes:

1) Provide value to the community by maintaining a high level of contact with property owners and contractors that provide information and understanding to meet their own safety needs.
2) The issuance of all residential and commercial building permits along with associated mechanical sub-contractor (electrical, plumbing and HVAC) permits followed by strict enforcement of applicable health and safety codes provides protection for all owners and occupants of property within the City of De Pere. The community as a whole benefits by the lessened potential for personal injury and damage to structures.
3) The issuance of sign permits and enforcement of the sign ordinance benefits the overall appearance of the business community. Enhanced aesthetics of the industrial/business parks and business districts encourages commercial growth and increased consumer spending.
4) The enforcement of the De Pere Zoning Code preserves the integrity of the various residential, commercial and industrial zoning districts. Proper enforcement maintains property values that create a stable tax base for the city. Well thought out zoning district delineation encourages and attracts systematic and orderly development of the city.

2025 Performance Measures:

1) Conduct at least ten code enforcement and nuisance property team meetings in order to provide an interdepartmental approach to challenged properties by November 2025.
2) Perform 10 ride-a-longs/training for the Code Technician with various departments that will be utilizing the position code enforcement responsibilities (DPW-polycarts, Parks – weeds, Health – various items, Planning – zoning code, and Building Inspection – general property maintenance code) – November 2025.
3) Work with Law Department, Police Department, and Development Services Director to draft and approve code enforcement policy to present to the Common Council for approval (January 2025).

2024 Performance Measurement Data (July 2023 – July 2024):

1) Conduct at least ten code enforcement and nuisance property team meetings in order to provide an interdepartmental approach to challenged properties by November 2024.
    a) Result: Completed
2) Work with Law Department, Police Department, and Development Services Director to draft and approve code enforcement policy to present to the Common Council for approval (April 2024).
    a) Result: Ongoing review with the Law Department.

Significant Program Achievements:

1) Significant increase in plan review. To date, plan reviews for one and two-family dwellings, alterations, additions, accessory buildings, decks, pools, fences, and other small permits increased by 29% percent over 2023 and 75% since 2020.
2) Continued training programs at the building sites for contractors and tradespeople.
3) Issued appropriate building and mechanical permits and completed inspections.
4) Met quarterly with the Brown County Homebuilders Association to review building code and related construction issues.
5) Provide on-site code training in association with the Brown County Home Builders Association.
6) Provide state-wide code training to all the Associations and tradespeople (Winter Code Updates).
7) Growing the Bay Area Municipal Code Inspectors Coalition.

Existing Program Standards Including Importance to Community:

1) Review and issue permit for small commercial projects.
    a. Allows permit applications that previously were reviewed by the state to be reviewed internally, on a much shorter timeline.
    b. Increases the amount of small commercial projects that begin with a permit.
2) Permits are required for residential and commercial projects.
    a. Provides for safe and healthy buildings.
    b. Establishes a routine schedule for community involvement.
3) Sign permits are required for replacement or new signage.
    a. Provides for orderly signage display within the community.
4) Complaint initiated Code Enforcement and necessary follow up.
    a. Addresses property maintenance and other Code issues in the community.

Costs and Benefits of Program and Services:

The proposed 2025 Building Inspection budget as part of the Development Services Department is $334,629. The program benefits the community by providing citizens with safe and code-compliant housing and commercial development. The program also benefits the community by supporting stable residential, commercial and industrial properties that provide citizens the opportunity to live and work within the same community. The 2025 budget represents a $1,070 or 0.32% increase over the previous budget.

2025 Significant Budget Expenditure Changes:

1) Salary wages decreased $26,716 due to the change in allocation of Senior Building Inspector wages.
2) Hourly wages increased $24,707 due to COLA, trends and addition of Permit Technician/Code Enforcement Specialist position.
3) Hourly wages Elec/Plmb Inspector removed all expenses and decreased by $10,000 due to the proposed department reorganization.
4) Retirement increased $140 to reflect actual trends and proposed department reorganization.
5) Training. Increased $1,975 to a total of $4,975, however, most of this increase is a result of reclassifying previous expenses from Seminars and Conferences. Training includes the League of WI Municipalities Building Inspectors Institute ($1,380). BIANEDW Winter Code Updates ($1,200), Commercial Code Training (UW Code Development - $1,895), Various Building Inspectors Association of Northeast Wisconsin (BIANEW) events ($500).
6) Telephone. Reduced by $315 due to trends.
7) Seminars and Conferences. Removed all expenses and reclassified to Training.
8) Consulting. $3,500 for INCODE maintenance for online plan submittal and content manager. The budget also includes $1,000 to cover legal department costs for building-related items and $3,000 to fund INCODE software maintenance.
9) Cell/Radio. Decreased $225 due to actual usage trends.
10) Equipment/Maintenance increased by $500 due to reallocating $200 from Transportation and $300 from Memberships and Subscriptions.
11) Office Supplies decreased by $300 due to the reallocation of training code book materials from office supplies to training.
12) Memberships and Subscriptions. Decreased by $480 due to reallocations to other department accounts. Required credential subscription and BIANEW - $100. Includes membership in the Building Inspector's Association of Northeast Wisconsin for 2 Inspectors ($10), International Code Council (ICC) membership ($180), and subscription to the Journal of Light Construction ($120)
13) Transportation decreased by $200 due to anticipated fuel cost savings with new vehicles.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

BUILDING INSPECTION

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	52400	110	Salaries	$ 79,920	$ 84,145	$ 85,591	$ 85,591	$ 43,253	$ 86,505	$ 92,290	$ 65,574	-23.39%
100	52400	120	Hourly Wages	98,908	99,833	109,335	109,335	51,803	103,606	115,346	140,053	28.10%
100	52400	125	Overtime Wages	0	148	0	0	9	100	0	0	0.00%
100	52400	126	Seasonal Labor	0	0	0	0	0	0	0	0	0.00%
100	52400	127	Hourly Wages--Elec/Plmb Inspector	10,000	7,493	10,000	10,000	4,032	9,200	0	0	-100.00%
100	52400	150	FICA	13,825	13,892	15,057	15,057	7,029	14,685	15,884	15,730	4.47%
100	52400	151	Retirement	12,160	13,048	13,450	13,450	5,494	13,125	14,431	14,291	6.25%
100	52400	152	Health, Dental, DIB, Life & Wks Cmp Ins	71,954	75,869	79,461	79,461	37,912	75,823	73,599	78,860	-0.76%
100	52400	190	Training	3,000	480	3,000	3,000	0	2,000	4,975	4,975	65.83%
			Subtotal	**289,768**	**294,908**	**315,894**	**315,894**	**149,532**	**305,044**	**316,525**	**319,484**	**1.14%**
			CONTRACTUAL SERVICES									
100	52400	210	Telephone	1,200	836	1,200	1,200	442	884	885	885	-26.25%
100	52400	212	Seminars and Conferences	1,500	713	1,500	1,500	1,392	1,500	0	0	-100.00%
100	52400	215	Consulting	7,500	75	7,500	7,500	7,286	7,500	7,500	7,500	0.00%
100	52400	218	Cell/Radio	1,075	982	1,075	1,075	597	1,194	850	850	-20.93%
100	52400	240	Equipment Maintenance	1,000	832	1,000	1,000	113	3,413	1,500	1,500	50.00%
			Subtotal	**12,275**	**3,438**	**12,275**	**12,275**	**9,830**	**14,492**	**10,735**	**10,735**	**-12.55%**
			SUPPLIES AND EXPENSE									
100	52400	310	Office Supplies	900	1,938	1,500	1,500	1,252	1,500	1,200	1,200	-20.00%
100	52400	320	Memberships/Subscriptions	890	517	890	890	236	826	410	410	-53.93%
100	52400	331	Transportation	3,400	3,685	3,000	3,000	1,028	1,760	2,300	2,800	-6.67%
			Subtotal	**5,190**	**6,140**	**5,390**	**5,390**	**2,516**	**4,086**	**3,910**	**4,410**	**-18.18%**
			CAPITAL OUTLAY									
100	52400	810	Capital Equipment	0	0	0	0	0	0	45,000	0	0.00%
100	52400	830	Furniture	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**45,000**	**0**	**0.00%**
			TOTAL	**$ 307,233**	**$ 304,486**	**$ 333,559**	**$ 333,559**	**$ 161,878**	**$ 323,621**	**$ 376,170**	**$ 334,629**	**0.32%**

Jail

Program Full Time Equivalents: 0

Program Mission:

House prisoners in a secure environment

List of Program Service(s) Descriptions:

Provide specific secure housing for arrested persons at a Brown County facility at a per diem cost to De Pere

Important Outputs:

Prisoner Housing – A $40/day charge is applied to all De Pere prisoners housed in the county jail for municipal charges. All county charged prisoners are funded though the county tax base. Funding sources for De Pere jail charges are from De Pere property tax and a $40/day "turnkey" fee charged to individual prisoners. Prisoners are housed in the Brown County Jail on De Pere charges due to the inability to pay a bond at the time of arrest and there is the likelihood of not appearing for court, for court orders (warrants), and for sentencing of certain municipal cases. It is important to have the ability to house certain individuals that are disorderly, fighting, resistive, intoxicated, a flight risk, or awaiting other more serious charges in the county jail, and certainly there is a benefit to the community to do so when necessary.

Expected Outcomes:

Maintaining the safety of the community is accomplished by segregating disorderly persons from law abiding persons, allowing sobriety for those not able to make sound decisions, and ensuring compliance with mandatory court appearances by securing a surety.

2025 Performance Measures:

1) Maintain jail costs near their current level, despite increasing officer activity and arrests by attempting to increase the number of releases of low-level, non-violent offenders from custody to responsible persons in 2025.

2024 Performance Measures:

1) Reduce jail costs by 10% by increasing the number of releases of low-level offenders from custody to responsible persons in 2024.
   a. Result: Goal met. The costs for the jail for 2024 are on pace for more than a 10% savings in 2024.

Significant Program Achievements:

1) Satisfactorily provided a secure housing environment for persons arrested in the City of De Pere

Existing Program Standards Including Importance to Community:

In each call for service an officer must first make a decision to either arrest a person or issue a citation based on the issue at hand, the demeanor of the person, the ability to post a bond, an outstanding court order, or other factors like intoxication, injury, seriousness of offense, etc. A person may be arrested but able to post bond and the person is thus transported to the police station. However, in some cases the person must be transported to the county jail for holding on municipal charges based on the factors previously stated. In misdemeanor or felony cases, particularly violent felonies, there is very little discretion. Having the ability to house disorderly persons is important to the safety of the community.

Costs and Benefits of Program and Services:

The proposed 2025 Police Jail program cost is $6,750. The program benefits the community by providing citizens and the police a safer place to house court ordered and self-initiated arrestees awaiting adjudication through the court systems.

2025 Program Objectives:

1) Maintain efficient use of county facility and keep costs in check.
2) Monitor travel/trips to facility.

2025 Budget Significant Expenditure Change:

1) Jail housing fees decreased by $1,000 due to increased discretion in jailing or not jailing low-level offenders.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

JAIL

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			CONTRACTUAL SERVICES									
100	52700	219	Data	$ 250	$ 103	$ 250	$ 250	$ 93	$ 250	$ 250	$ 250	0.00%
100	52700	222	Jail	5,000	7,080	7,500	7,500	960	6,500	6,500	6,500	-13.33%
100	52700	240	Equipment Maintenance	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**5,250**	**7,183**	**7,750**	**7,750**	**1,053**	**6,750**	**6,750**	**6,750**	**-12.90%**
			TOTAL	**$ 5,250**	**$ 7,183**	**$ 7,750**	**$ 7,750**	**$ 1,053**	**$ 6,750**	**$ 6,750**	**$ 6,750**	**-12.90%**

TOTAL PUBLIC SAFETY

City of De Pere
2025 General Fund
Adopted Budget

PUBLIC SAFETY
EXPENDITURES

TOTAL PUBLIC SAFETY

	Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
	PERSONAL SERVICES									
110	Salaries	$ 1,136,436	$ 1,158,279	$ 1,308,533	$ 1,308,533	$ 619,182	$ 1,259,789	$ 1,298,013	$ 1,271,297	-2.85%
120	Hourly Wages	5,316,924	5,224,349	5,479,040	5,479,040	2,417,668	5,373,083	5,649,132	5,673,839	3.56%
121	Hourly Wages Crossing Guards	89,764	74,771	89,764	89,764	40,723	89,764	89,764	89,764	0.00%
122	Hourly Wages Part Time	39,055	23,668	39,200	39,200	14,870	29,840	64,200	45,000	14.80%
125	Overtime Wages	296,000	436,524	365,000	365,000	188,999	386,100	388,500	388,500	6.44%
126	Seasonal Labor	0	5,233	0	0	2070	2,070	0	0	0.00%
127	Hourly Wages Plumbing Inspector	10,000	7,493	10,000	10,000	4,032	9,200	0	0	0.00%
129	Hourly Wages POC FF	135,000	101,418	135,000	135,000	58,885	135,000	135,000	135,000	0.00%
150	FICA	355,047	352,246	380,278	380,278	166,857	369,941	390,926	390,494	2.69%
151	Retirement	986,083	1,020,619	1,110,426	1,110,426	415,109	1,110,102	1,161,904	1,161,765	4.62%
152	Health, Dental, DIB, Life & Wks Cmp Ins	1,489,011	1,764,438	1,615,628	1,615,628	816,304	1,611,990	1,569,297	1,574,093	-2.57%
155	Vaccinations	0	517	30,000	30,000	88	88	30,000	30,000	0.00%
190	Training	28,000	28,689	28,500	28,500	11,290	32,500	36,475	36,475	27.98%
191	Training Act 102	0	30,222	0	0	0	0	0	0	0.00%
	Subtotal	**9,881,320**	**10,228,467**	**10,591,369**	**10,591,369**	**4,756,077**	**10,409,467**	**10,813,211**	**10,796,227**	**1.93%**
	CONTRACTUAL SERVICES									
210	Telephone	20,600	14,145	20,600	20,600	7,603	17,784	17,785	17,785	-13.67%
211	Postage	2,800	1,103	2,800	2,800	309	2,400	2,400	2,400	-14.29%
212	Seminars and Conferences	13,500	8,675	13,600	13,600	4,781	12,900	12,200	12,200	-10.29%
215	Consulting	189,150	232,899	194,800	212,800	136,498	212,800	282,894	247,894	27.26%
217	Cleaning Service Contract	24,900	24,679	24,900	24,900	12,015	24,900	24,900	24,900	0.00%
218	Cell/Radio	24,075	25,902	25,575	25,575	8,310	25,694	26,350	26,350	3.03%
219	Data	12,250	9,129	13,250	13,250	5,001	11,150	13,450	13,450	1.51%
220	Utilities	35,400	44,546	45,050	45,050	17,225	45,050	46,300	46,300	2.77%
222	Jail	5,000	7,080	7,500	7,500	960	6,500	6,500	6,500	-13.33%
240	Equipment Maintenance	80,800	116,722	84,000	84,000	40,619	86,413	89,000	89,000	5.95%
290	Other Contractual Services	38,100	39,888	41,100	41,100	27,877	41,100	42,500	42,500	3.41%
	Subtotal	**446,575**	**524,769**	**473,175**	**491,175**	**261,197**	**486,692**	**564,279**	**529,279**	**11.86%**
	SUPPLIES AND EXPENSE									
310	Office Supplies	12,100	12,067	14,950	14,950	5,127	14,950	14,950	14,950	0.00%
312	Crime Prevention Program	2,000	1,595	2,400	2,400	136	2,400	2,500	2,500	4.17%
314	Cleaning and Maintenance	33,100	7,607	34,250	34,250	6,126	35,000	34,450	34,450	0.58%
315	Publications	200	0	200	200	0	200	200	200	0.00%
320	Memberships/Subscriptions	4,390	2,871	4,390	4,390	1,498	4,326	3,910	3,910	-10.93%
324	Medical Supplies	40,000	49,663	40,000	40,000	26,264	40,000	45,000	45,000	12.50%
328	Fire Prevention/Education Supplies	8,000	7,242	8,000	8,000	(553)	8,000	8,000	8,000	0.00%

City of De Pere
2025 General Fund
Adopted Budget

PUBLIC SAFETY
EXPENDITURES

TOTAL PUBLIC SAFETY

	Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
330	Mileage Reimbursement	8,600	7,973	8,200	8,200	3,404	8,200	8,200	8,200	0.00%
331	Transportation	100,900	104,511	108,650	108,650	46,345	101,260	109,800	110,300	1.52%
340	Operating Supplies	43,800	35,554	51,750	51,750	10,945	51,750	52,400	52,400	1.26%
343	Guns and Ammo	10,400	11,261	12,950	12,950	5,195	12,950	13,500	13,500	4.25%
349	Operating Supplies-Community Policing	0	0	2,000	2,000	0	2,000	2,050	2,050	2.50%
350	Repair and Maintenance Supplies	30,000	31,561	35,924	35,924	6,353	35,924	35,924	35,924	0.00%
360	Radar/Communications Equip	10,400	8,608	10,900	10,900	5,337	10,900	11,200	11,200	2.75%
360	Support Dog Expenses	0	3,674	0	0	3,508	3,500	0	0	0.00%
362	Emergency Voucher Program	0	(3,454)	0	0	81	0	0	0	0.00%
363	Police K-9 Expenses	0	28,963	0	0	14	0	0	0	0.00%
364	Misc Grant Expenses	0	24,047	0	0	0	0	0	0	0.00%
390	MISC.	1,000	0	1,000	1,000	0	1,000	0	1,000	0.00%
392	Clothing Allowance	34,000	29,790	36,050	36,050	11,708	36,500	37,300	37,300	3.47%
393	Parking Tickets--State	0	(345)	0	0	(248)	0	0	0	0.00%
	Subtotal	**338,890**	**363,189**	**371,614**	**371,614**	**131,238**	**368,860**	**379,384**	**380,884**	**2.49%**
	CAPITAL OUTLAY									
810	Capital Equipment	3,500	39,588	53,500	53,500	81,911	92,911	1,103,573	74,883	39.97%
811	Office Equipment	0	0	0	0	0	0	0	0	0.00%
830	Furniture	0	0	0	0	0	0	0	0	0.00%
	Subtotal	**3,500**	**39,588**	**53,500**	**53,500**	**81,911**	**92,911**	**1,103,573**	**74,883**	**39.97%**
	TOTAL	**$ 10,670,286**	**$ 11,156,013**	**$ 11,489,659**	**$ 11,507,659**	**$ 5,230,424**	**$ 11,357,929**	**$ 12,860,447**	**$ 11,781,273**	**2.54%**

PUBLIC WORKS

PUBLIC WORKS EXPENDITURES

PROGRAM BUDGET	FULL TIME EQUIVALENTS
Public Works Administration	0.81
Engineering	1.90
Municipal Service Center	0.30
Building Maintenance	1.25
Fleet Maintenance	0.90
Snow and Ice Control	0.96
Street Maintenance	0.99
Traffic Signs and Marking	0.98
Street Lighting	0.12
Traffic Lights	0.00
Brush Collection	0.39
Transit System	0.00
Garbage and Refuse Collection	2.66
Landfill	0.00
Weed Control	0.10
Recycling	1.10
TOTAL	**12.46**

Public Works Administration

Program Full Time Equivalents: 0.81

Program Mission:

Provide planning, coordination and supervision of public works services. Ensure public works services are provided in a cost effective and efficient manner.

List of Program Service(s) Descriptions:

1) *Planning public works services* –Long range planning for the public works operations and capital improvements.
2) *Coordination of public works services* – Need to coordinate the public works operations with other various City departments or outside governmental agencies operations or projects.
3) *State and Federal grants* – Investigates and applies for various state and federal funding for capital projects.
4) *Supervision of public works services* – Provides supervision and direction to the employees that provide the public works services.
5) *Budget Administration* – Develop yearly operational budget in a fiscally responsible manner. Monitor public works operations so that the services delivered are done within the adopted budget established by the City Council.
6) *Establish and monitor policies*- Review existing operational policies and establish new operational policies to provide public works services that are in the best interest of the community.
7) *Respond to complaints* – Responds to complaints and concerns of the general public regarding public works operations.

Important Outputs:

1) *Departmental Budget*- Activities and services by the department are supported by the property tax (25%), storm water utility (25%), water utility (25%), and the sewer utility (25%). Develop and manage the annual budget for all public works services. The public works annual budget provides funding for all public works services provided to the community.
2) *Monthly Board of Public Works Meeting (BOPW)* – Activity funded by the property tax (25%), storm water utility (25%), water utility (25%), and the sewer utility (25%). Send out monthly agenda and attachments to Board of Public Works members. BOPW establishes policies pertaining to the public works operations and also makes various recommendations to Council regarding public works operations that will meet the needs of the community.
3) *Quarterly Sustainability Commission Meeting* - Activity funded by the property tax (25%), storm water utility (25%), water utility (25%), and the sewer utility (25%). Send out quarterly and special meetings agenda and attachments to

Sustainability Commission members. Sustainability Commission explores sustainability initiatives that can be implemented in the City with the ultimate goal of providing a more sustainable, livable, and healthy community.

4) *Monitoring Public Works Operations* - Activity funded by the property tax (25%), storm water utility (25%), water utility (25%), and the sewer utility (25%). Overseeing the operations of the public works department to make certain the services being performed are being done in a manner that are in the best interest of the community. This is important to the community to make certain the services provided by the public works department are done so in an efficient and cost effective manner.

Expected Outcomes:

1) Maintain public works operations in a cost-effective manner in order to meet or exceed the needs of the community.
2) Maintain Board of Public Works meeting in order to provide formal discussions to discuss public works issues and recommend policy or policy changes to meet the needs of the community.
3) Maintain Sustainability Commission meeting in order to provide formal discussions to discuss sustainable initiatives to promote a more sustainable, livable, and healthy community.
4) Maintain establishing a budget to be provided to the City Council for adoption in order to fund public works services.
5) Maintain or decrease response time to complaints received by the public regarding operations so adjustments to the operations can be made if warranted.
6) Maintain or increase obtaining funding for capital projects in order to minimize the property tax impact to the community.
7) Maintain coordination of public works services with other City departments in order to be able to provide services to the community with the resources available.
8) Maintain long range planning of the capital improvements program so the City is able to plan and fund projects in the future.

2025 Performance Measures (July 2024 – June 2025):

1) Respond to 100% of complaints within 24 hours of receiving them.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Respond to complaints within 24 hours of receiving them.
   a. Result: Review of phone call logs show response within 24 hours. Performance measure met.

Significant Program Achievements:

1) Continued to investigate opportunities to improve the services provided to the community while keeping expenditures to a minimum.
2) Continued to work with Brown County Highway Department with South Bridge corridor projects.
3) Continued to work with DOT with construction projects.
4) Continue working with other communities to joint bid projects.
5) Worked with various wireless companies pertaining to installation on City water towers.
6) Continue to look for a new yard waste site for the City.
7) Continued working on the expansion plans for the MSC.

Existing Program Standards Including Importance to Community:

1) Conduct a regular meeting of the Board of Public Works the first Monday after the first Council meeting every month.
   a. Community Importance.
      i. Allows actions required or requested on behalf of the community to be acted upon in a timely manner.
      ii. Establishes a routine schedule for community involvement.
2) Conduct a regular quarterly meeting of the Sustainability.
   a. Community Importance.
      i. Allows actions required or requested on behalf of the community to be acted upon in a timely manner.
      ii. Establishes a routine schedule for community involvement.
3) Establish policies pertaining to the public works operations.
   a. Community Importance.
      i. Allows for policies and procedures so that the operations are done in a manner that are in the best interests of the community.
4) Develop and monitor annual operating budget.
   a. Community Importance.
      i. Provides an annual operating budget for the public works department so that services are delivered in fiscally responsible manner.

Costs and Benefits of Program and Services:

The proposed 2025 Public Works Administration program cost is $127,518. This amount is only 25% of the total cost of the program. The other 75% costs for this program is spread out through the following utilities: 25% storm water utility, 25% water utility, and 25%

sewer utility. The program benefits the community by providing citizens the opportunity to have input regarding the public works operations. This program also develops policies and codes pertaining to the public works operations. This program is also responsible for developing and maintaining the public works budget so that services are delivered to the community in a fiscal and responsible manner.

2025 Program Objectives:

1) Continue to coordinate with DOT on construction projects.
2) Continue to coordinate with Brown County Highway Department on South Bridge corridor projects.
3) Continue to work with CBCWA providing a Lake Michigan water source.
4) Investigate opportunities to improve the services we provide and keep expenditures to a minimum.
5) Continue to look at ways to bid projects with other communities to save money.
6) Continue to evaluate new sites for the City's yard waste facility.

2025 Budget Significant Expenditure Changes:

1) Salaries increased $2,588 to reflect employee wage increases.
2) Hourly Wages increased $1,276 to reflect employee step and wage increases.
3) FICA increased $296 to reflect change in employee wages.
4) Retirement increased $306 to reflect change in employee wages and retirement contribution rate.
5) Health, Dental, DIB, Life & Wks Cmp Ins decreased $2,661 to reflect property and liability insurances previously included in this budget line are now included in Other General Government budget, 100-51901-510.
6) Training is funding to provide for all department trainings such as team building, safety training and necessary training to maintain certifications and licenses.
7) Postage increased $846 to reflect increase in mailings.
8) Seminars and Conferences provide funding for APWA conferences and other miscellaneous conferences.
9) Consulting decreased $9,629 to reflect actual costs and not hiring a consultant for evaluating a transportation utility. Consulting is for copier lease.
10) Memberships/Subscriptions include American Public Works Association, American Society of Civil Engineers, Institute of Traffic Engineers, Lake Area Public Works Association, and Wisconsin Department of Regulation and Licensing.
11) No Capital Equipment requested.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

PUBLIC WORKS ADMINISTRATION

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	53000	110	Salaries	$ 47,756	$ 48,438	$ 51,199	$ 51,199	$ 24,581	$ 51,199	$ 53,787	$ 53,787	5.05%
100	53000	120	Hourly Wages	21,235	25,042	22,857	22,857	13,146	26,292	24,133	24,133	5.58%
100	53000	125	Overtime Wages	500	217	500	500	43	500	500	500	0.00%
100	53000	126	Seasonal Labor	0	0	0	0	0	0	0	0	0.00%
100	53000	150	FICA	5,316	5,394	5,704	5,704	2,690	5,966	5,999	5,999	5.18%
100	53000	151	Retirement	4,725	5,305	5,144	5,144	2,212	5,381	5,450	5,450	5.94%
100	53000	152	Health, Dental, DIB, Life & Wks Cmp Ins	22,326	26,308	24,494	24,494	13,080	24,494	21,833	21,833	-10.86%
100	53000	190	Training	2,000	782	3,000	3,000	71	3,000	3,000	3,000	0.00%
			Subtotal	**103,858**	**111,487**	**112,898**	**112,898**	**55,823**	**116,833**	**114,702**	**114,702**	**1.60%**
							17,998					
			CONTRACTUAL SERVICES									
100	53000	210	Telephone	766	325	766	766	279	766	766	766	0.00%
100	53000	211	Postage	1,563	2,357	2,154	2,154	1,964	3,928	3,000	3,000	39.28%
100	53000	212	Seminars and Conferences	2,500	1,370	2,500	2,500	(21)	2,500	2,500	2,500	0.00%
100	53000	215	Consulting	829	1,020	10,829	10,829	577	10,829	1,200	1,200	-88.92%
100	53000	218	Cell/Radio	1,800	1,305	1,800	1,800	569	1,800	1,800	1,800	0.00%
			Subtotal	**7,458**	**6,376**	**18,049**	**18,049**	**3,369**	**19,823**	**9,266**	**9,266**	**-48.66%**
			SUPPLIES AND EXPENSE									
100	53000	310	Office Supplies	2,500	1,741	2,500	2,500	871	2,500	2,500	2,500	0.00%
100	53000	320	Memberships/Subscriptions	400	355	400	400	19	400	400	400	0.00%
100	53000	331	Transportation	650	800	650	650	139	650	650	650	0.00%
100	53000	340	Operating Supplies	0	0	0	0	0	0	0	0	0.00%
100	53000	350	Repair and Maintenance Supplies	0	0	0	0	2	2	0	0	0.00%
			Subtotal	**3,550**	**2,896**	**3,550**	**3,550**	**1,031**	**3,552**	**3,550**	**3,550**	**0.00%**
			CAPITAL OUTLAY									
100	53000	810	Capital Equipment	0	0	3,300	3,300	3,205	3,300	0	0	-100.00%
			Subtotal	**0**	**0**	**3,300**	**3,300**	**3,205**	**3,300**	**0**	**0**	**-100.00%**
			TOTAL	**$ 114,866**	**$ 120,759**	**$ 137,797**	**$ 137,797**	**$ 63,428**	**$ 143,508**	**$ 127,518**	**$ 127,518**	**-7.46%**

Engineering

Program Full Time Equivalents: 1.90

Program Mission:

Provide engineering, including design, and construction administration for public works improvement projects in the City. Ensure that that the City receives a high quality project that adheres to standards for construction. Coordinate and review future development and land use with the City Planner. Address residents questions and concerns related to engineering and City infrastructure.

List of Program Service(s) Descriptions:

1) *Plan public works improvement projects* –Work with planning to determine long term development plans and the required location and size of infrastructure to service the development.
2) *Develop and maintain the capital improvements program*- Based on the condition and age of infrastructure, develop and maintain the capital improvement program.
3) *Design public works improvement projects* – Design public works improvement projects. Design includes surveying, drafting, writing specifications, obtaining regulatory permits for projects, and bidding.
4) *Administer construction oversight for public works improvement projects* – Oversee and manage public works improvement projects. This includes construction updates for elected officials and informing the public of upcoming construction projects.
5) *Respond to complaints* – Respond to complaints and concerns of the general public regarding construction, drainage issues, street improvements, sidewalk concerns, traffic, or other public works issues.
6) *Create and submit annual storm water permits* – As part of the City's storm water discharge permit to the Wisconsin Department of Natural Resources (WDNR), an annual submittal is required. Engineering develops the annual submittal and oversees storm water management practices throughout the year to meet the WDNR permit requirements.
7) *Coordinate with private utility working in public right of way* – Coordinate City construction projects with private utility companies. Review and approve street excavation permits. Review final restoration.

Important Outputs:

1) *Administration of public works improvement projects*- Administration of this department is supported by the property tax (25%), storm water utility (25%), water utility (25%), and the sewer utility (25%).

2) *Develop plans and specifications* – In order to bid projects, the engineering department develops plans and specifications for contractor to bid and build public improvement projects.
3) *Generate construction records* - Once projects are bid and awarded to a contractor, staff will then provide construction administration to ensure the contractors are constructing the project per City standards. As part of this administration, staff develops daily construction logs, tracks quantities, and creates record drawings of how things were constructed on the project.
4) *Maintain system maps* – The engineering department maintains and prints maps for construction completed during the calendar year.
5) *Plan future growth (new and redevelopment)* – Staff plans future improvements for the City to address growth. This includes utility extensions and upsizing, storm water management facilities, and traffic facilities (vehicle, bicycle, and pedestrian).
6) *Inspect various City facilities* – Staff annually inspects the City's storm water management ponds, traffic signals, and pedestrian hand rails. Staff works with other departments or contractors for required maintenance.

Expected Outcomes:

1) Maintain existing street infrastructure so that the roads are safe to travel.
2) Maintain public awareness of public works improvement projects.
3) Maintain public works improvement programs in a cost-effective manner in order to meet or exceed the needs of the community.
4) Respond in a timely matter to complaints received by the public regarding street and sewer infrastructure so that issues can be addressed in a timely manner.
5) Develop long term infrastructure plans.
6) Provide recommendations on policies and improvements for City facilities.

2025 Performance Measures (July 2024 – June 2025):

1) Respond to 100% of complaints within three (3) business days of receiving them.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Respond to complaints within three (3) business days of receiving them.
   a. Result: Performance measure met

Significant Program Achievements:

1) Completed 2024 public works improvements program which included:
   a. Relayed approximately 5,800 lineal feet of water main in preparation for street resurfacing and reconstruction.
   b. Constructed/reconstructed/lined approximately 6,000 lineal feet of sanitary sewer.
   c. Removed and replaced sanitary laterals in conjunction with water main/service relays.
   d. Completed the rehabilitation of concrete on Enterprise Drive from Heritage Road to the northern cul-de-sac, O'Keefe Road from Enterprise Drive to S. Broadway Street, and Millenium Court from Enterprise Drive to the western cul-de-sac.
   e. Completed the reconstruction of three alleys on the City's east side.
   f. Constructed a new cul-de-sac at the western end of Charles Street in coordination with the Mulva Cultural Center Development.
   g. Completed the Waterview Heights Fifth Addition Phase II Subdivision Construction.
   h. Implemented a new full-length sanitary sewer lateral replacement program as part of our utility relay projects.
   i. Relayed a portion of the west-side box culvert through the Community Center parcel.
2) Coordinated with the Town of Ledgeview to design, bid and reconstruct eroding stormwater ditch off of Prosper Street.
3) Completed pond trapping project to remove rodents that cause bank erosion from City ponds.
4) Completed chemical treatment of phragmites around City ponds.
5) Completed smoke testing to identify leaks and locations of groundwater/rainwater inflow and infiltration in the City's sanitary sewer.
6) Evaluated open-pick hole manhole lids and casting on the City's sanitary sewer system and created a manhole adjustment program to further eliminate inflow into the City's sanitary sewer system.
7) Reviewed all public and private storm water management facilities.
8) Reviewed all traffic signals and hand rails for maintenance. Coordinated repairs.
9) Further coordinated the TDS fiber installation project throughout the City.
10) Fully implemented of the Foundation Drain Disconnection program to promote the installation of sump pumps throughout the City.
11) Relocated utilities and coordinated with the Wisconsin Department of Transportation in the design and construction of the new Southbridge Interchange of Interstate Highway 41.
12) Coordinated the CTH GV design as part of the future southbridge corridor.

Existing Program Standards Including Importance to Community:

1) Utilize existing computer software to generate construction plans.
   a. Community Importance.
      i. Quality plans, from a legibility standpoint, and design data, improve bidding (cost) on projects because contractors have a clear expectation of what is included when they bid the project.
2) Maintain construction specifications for infrastructure improvement projects.
   a. Community Importance.
      i. Construction inspection throughout project ensures contractors are constructing streets per the City's construction specifications. Similar to plans, clear and concise specifications improve bidding (cost) on projects. When contractors have a clear understanding on how the project is to be built, and how work is to be paid, bidding prices are generally lower.
3) Provide public information and updates for construction projects.
   a. Community importance.
      i. Construction activities can have a direct and significant impact on residents. Providing information to residents on upcoming construction projects allows them to plan their activities in an attempt to minimize disruption to them.
4) Maintain and improve information on the GIS system.
   a. Community Importance.
      i. The GIS system has become a very important tool for maintaining and tracking City facilities such as sewers, water main, signs and street lights. Engineering receives requests from residents and businesses on almost a daily basis for information on existing infrastructure. The use of GIS greatly improves the efficiency in getting this information. Engineering works with planning to maintain this information.

Costs and Benefits of Program and Services:

The proposed 2025 Engineering Program cost is $292,816. This amount is only 25% of the total cost of the program. The other 75% costs for this program is spread out through the following utilities: 25% storm water utility, 25% water utility, and 25% sewer utility. The program benefits the community by ensuring that the City's public works improvement projects are built per City standards and specifications as well as making sure everything is done within budget.

2025 Program Objectives:

1) Complete the design and construction the next phase of the American Boulevard Expansion.
2) Complete the design and construction of the new segment of William Street on what was formerly the Shopko parcel.
3) Continue to coordinate the design and construction of the Southbridge Corridor and Interchange.
4) Continue to review, inspect and coordinate the TDS City-wide fiber installation project.
5) Complete an aggressive public works improvement program which includes water main relays, sanitary sewer relays/lining, storm sewer construction, and resurfacing and reconstruction of City streets.
6) Continue to update engineering CAD standards and construction plans.
7) Monitor public and private storm water management facilities.
8) Continue to implement the City's inflow and infiltration program sump pump installation and full-length lateral replacement policies.

2025 Budget Significant Expenditure Changes:

1) Hourly Wages increased $5,091 to reflect increase in employee wages.
2) Seasonal Labor decreased $1,800 to reflect eliminating one seasonal employee due to addition of staff engineer.
3) Retirement increased $674 to reflect increase in employee wages.
4) Health, Dental, DIB, Life & Wks Cmp Ins decreased $11,927 to reflect property and liability insurances previously included in this budget line are now included in Other General Government budget, 100-51901-510.
5) Training is funding to provide for all-department trainings such as software training, construction training, design training and miscellaneous engineering training.
6) Seminars and Conferences provide funding for APWA conference and miscellaneous conferences.
7) Consulting includes CADD and design software licenses, ESRI license, DNR MS4 permit, NEWSC fees, Phosphorous study, bridge and sign bridge inspections, outside consultant services that are not able to be performed by City staff and lease payments for color printer.
8) Memberships/Subscriptions include American Public Works Association, American Society of Civil Engineers, Institute of Traffic Engineers and Wisconsin Department of Regulation and Licensing.
9) Operating Supplies increased $600 to reflect increase in employee safety show allowance.
10) Capital Equipment includes the general fund share of $2,000 for replacing existing surface pro computer.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

ENGINEERING

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	53110	110	Salaries	$ 46,729	$ 46,237	$ 71,840	$ 71,840	$ 28,200	$ 71,840	$ 75,188	$ 75,188	4.66%
100	53110	120	Hourly Wages	87,043	82,106	90,631	90,631	44,671	90,631	95,722	95,722	5.62%
100	53110	125	Overtime Wages	12,000	12,381	12,000	12,000	588	12,000	12,000	12,000	0.00%
100	53110	126	Seasonal Labor	15,000	9,518	15,000	15,000	3,200	15,000	13,200	13,200	-12.00%
100	53110	150	FICA	11,369	10,865	13,565	13,565	5,541	13,565	14,184	14,184	4.57%
100	53110	151	Retirement	9,912	9,867	12,038	12,038	4,166	12,038	12,712	12,712	5.60%
100	53110	152	Health, Dental, DIB, Life & Wks Cmp Ins	40,345	55,815	52,066	52,066	21,023	52,066	40,139	40,139	-22.91%
100	53110	190	Training	3,125	503	4,000	4,000	1,461	4,000	4,000	4,000	0.00%
			Subtotal	**225,524**	**227,290**	**271,140**	**271,140**	**108,851**	**271,140**	**267,146**	**267,146**	**-1.47%**
			CONTRACTUAL SERVICES									
100	53110	210	Telephone	970	411	970	970	350	970	970	970	0.00%
100	53110	212	Seminars and Conferences	1,000	156	1,200	1,200	27	1,200	1,200	1,200	0.00%
100	53110	215	Consulting	20,500	5,633	10,000	10,000	3,768	10,000	10,000	10,000	0.00%
100	53110	218	Cell/Radio	2,544	2,485	3,000	3,000	915	3,000	3,000	3,000	0.00%
			Subtotal	**25,014**	**8,683**	**15,170**	**15,170**	**5,059**	**15,170**	**15,170**	**15,170**	**0.00%**
			SUPPLIES AND EXPENSE									
100	53110	310	Office Supplies	0	0	0	0	0	0	0	0	0.00%
100	53110	320	Memberships/Subscriptions	250	0	300	300	0	300	300	300	0.00%
100	53110	331	Transportation	2,500	2,570	3,500	3,500	275	3,500	3,500	3,500	0.00%
100	53110	340	Operating Supplies	2,813	3,060	3,500	3,500	1,249	3,500	4,100	4,100	17.14%
100	53110	350	Repair and Maintenance Supplies	500	196	600	600	103	600	600	600	0.00%
			Subtotal	**6,063**	**5,826**	**7,900**	**7,900**	**1,627**	**7,900**	**8,500**	**8,500**	**7.59%**
			CAPITAL OUTLAY									
100	53110	810	Capital Equipment	5,250	5,695	31,750	31,750	22,345	2,000	32,000	2,000	-93.70%
			Subtotal	**5,250**	**5,695**	**31,750**	**31,750**	**22,345**	**2,000**	**32,000**	**2,000**	**-93.70%**
			TOTAL	**$ 261,851**	**$ 247,495**	**$ 325,960**	**$ 325,960**	**$ 137,882**	**$ 296,210**	**$ 322,816**	**$ 292,816**	**-10.17%**

Municipal Service Center

Program Full Time Equivalents: 0.30

Program Mission:

To maintain the interior and exterior of the MSC, and to prevent building deterioration while extending the life of the building through preventative maintenance.

List of Program Service(s) Descriptions:

1) *Preventative Maintenance* – Conduct preventative maintenance on the HVAC throughout building.
2) *Building Repairs* – Fix and repair items needing attention.
3) *Fuel distribution* – Provide fuel station for all city vehicles.
4) *Customer service center for public work and park related questions* – Provides staffing to answer questions related to public work and park administration questions from both phone or counter.

Important Outputs:

1) *Distribution of fuel to all city departments* – Funded by the property tax (55%), storm water utility (15%), water utility (15%), and the sewer utility (15%) and serves as a vital support service to all departments requiring fuel.
2) *Storage space for public work and park department fleets* – Funded by the property tax (55%), storm water utility (15%), water utility (15%), and the sewer utility (15%) and serves as a vital location to house the City's public work and park department's fleets.
3) *Storage area for public work and park department equipment and supplies* – Funded by the property tax (55%), storm water utility (15%), water utility (15%), and the sewer utility (15%) and serves as a vital location to house the City's public work and park department's equipment.
4) *Customer service response to residents and client* – Funded by the property tax (55%), storm water utility (15%), water utility (15%), and the sewer utility (15%) and provides service and response to citizen questions or concerns.

Expected Outcomes:

1) Efficient and safe functioning facility to support the operations of the public works and parks departments.
2) Quality customer service to residents and clients.

3) Efficient and effective running HVAC.
4) Fuel distribution to all city departments.

2025 Performance Measures (July 2024 – June 2025):

1) Reduce the amount of electricity used by 1% through power management with the installation of timer switches and installation of LED lighting.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Reduce electric cost by 1% through power management and LED lighting replacements.
    a. Result: Electricity used 2023 = 215,280 KW; 2024=237,067 KW. Increased 10.1%. Performance measure was not met.

Significant Program Achievements:

1) Remodel the Engineer office space to add in the new engineer cubicle.
2) Replacement of 3 fuel tanks to be installed in August of 2024.
3) Replace the generator transfer switch.
4) Replace the large pressure washer in the wash bay.
5) Install new underbody wash system.
6) Upgrade the fire alarm panel.

Existing Program Standards Including Importance to Community:

1) Fuel pumps operation 24 hours a day, 7 days a week.
    a. Community Importance.
        i. Serves as a central location for all city vehicles to obtain fuel in an efficient manner.
2) Conduct preventative maintenance on HVAC of building in the spring and fall months.
    a. Community Importance.
        i. Preventative maintenance ensures the community that our HVAC are used to its maximum potential both in utilizing energy, as well as its operational life.

3) Cleaning of MSC.
   a. Community Importance.
      i. Regular cleaning of MSC is conducted to ensure the facility stays in good condition to maximize its operational life, as well as create a clean work atmosphere.

Costs and Benefits of Program and Services:

The proposed 2025 Municipal Service Center program cost is $160,785. This amount is only 55% of the total cost of the program. The other 45% is spread out through the following utilities: 15% Water Utility, 15% Sewer Utility, and 15% Storm Water Utility. The program benefits the community by providing a support facility for mainly the Public Works and Park Departments. The support facility allows the departments to conduct city operations in an effective and efficient manner.

2025 Budget Significant Expenditure Changes:

1) Hourly Wages increased $13,989 to reflect change in allocation for building maintenance wages and increase in employee wages as detailed in the building maintenance program.
2) Overtime Wages increase $300 to reflect actual costs.
3) FICA increased $1,093 to reflect change in allocation for building maintenance wages and increase in employee wages.
4) Retirement increased $1,004 to reflect change in allocation for building maintenance wages and increase in employee wages.
5) Health, Dental, DIB, Life & Wks Cmp Ins increased $2,463 to reflect change in allocation for building maintenance wages and to reflect increase in health insurance premiums.
6) Training includes various training for building maintenance staff for various certifications required for staff to maintain.
7) Consulting increased $2,750 to reflect hiring contractor to install breaker to emergency generator. Consulting includes outside vendors to update fire extinguishers, conduct HVAC preventative maintenance, monitoring fire alarm system, pressure washer maintenance, pest control, emergency generator maintenance, building maintenance scheduling software, and fuel tracking software.
8) Cleaning Service Contract decreased $10,430 to reflect actual costs for cleaning contract.
9) Utilities increased $3,000 to reflect water rate increases of 10%, electric rate increases of 8% and gas rate increases of 6%
10) Cleaning and Maintenance increased $3,000 to reflect actual costs.
11) Capital Equipment includes the general fund share of $16,500 for replacing four (4) garage doors ($13,750) and replacing existing large conference room chairs ($2,750).

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

MUNICIPAL SERVICE CENTER

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	53230	110	Salaries	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	0.00%
100	53230	120	Hourly Wages	19,478	18,149	22,385	22,385	8,467	22,385	36,374	36,374	62.49%
100	53230	125	Overtime Wages	100	292	100	100	366	400	400	400	300.00%
100	53230	126	Seasonal Labor	3,441	1,920	3,441	3,441	37	3,441	3,441	3,441	0.00%
100	53230	150	FICA	1,548	842	1,770	1,770	656	1,793	2,863	2,863	61.76%
100	53230	151	Retirement	1,331	1,364	1,551	1,551	591	1,572	2,556	2,556	64.73%
100	53230	152	Health, Dental, DIB, Life & Wks Cmp Ins	7,961	7,176	9,403	9,403	3,293	9,403	11,866	11,866	26.19%
100	53230	190	Training	275	0	275	275	0	275	275	275	0.00%
			Subtotal	**34,135**	**29,743**	**38,925**	**38,925**	**13,411**	**39,269**	**57,775**	**57,775**	**48.43%**
			CONTRACTUAL SERVICES									
100	53230	210	Telephone	130	54	130	130	48	130	130	130	0.00%
100	53230	215	Consulting	14,000	19,269	18,500	18,500	3,399	18,500	21,250	21,250	14.86%
100	53230	217	Cleaning Service Contract	10,734	8,444	24,060	24,060	6,617	13,234	13,630	13,630	-43.35%
100	53230	220	Utilities	26,000	34,038	30,000	30,000	11,898	30,000	33,000	33,000	10.00%
			Subtotal	**50,864**	**61,805**	**72,690**	**72,690**	**21,961**	**61,864**	**68,010**	**68,010**	**-6.44%**
			SUPPLIES AND EXPENSE									
100	53230	314	Cleaning and Maintenance	9,000	9,595	9,000	9,000	5,813	11,626	12,000	12,000	33.33%
100	53230	340	Operating Supplies	6,500	4,404	6,500	6,500	1,562	6,500	6,500	6,500	0.00%
			Subtotal	**15,500**	**13,999**	**15,500**	**15,500**	**7,375**	**18,126**	**18,500**	**18,500**	**19.35%**
			CAPITAL OUTLAY									
100	53230	810	Capital Equipment	0	0	19,250	19,250	3,419	19,250	25,016,500	16,500	-14.29%
			Subtotal	**0**	**0**	**19,250**	**19,250**	**3,419**	**19,250**	**25,016,500**	**16,500**	**-14.29%**
			TOTAL	**$ 100,499**	**$ 105,546**	**$ 146,365**	**$ 146,365**	**$ 46,167**	**$ 138,509**	**$ 25,160,785**	**$ 160,785**	**9.85%**

Building Maintenance

Program Full Time Equivalents: 1.25

Program Mission:

Reduce disruption and lower maintenance / repair costs through an organized maintenance program established by the careful operation and timely service of the City's buildings and equipment. The principles upon which the maintenance programs are based include the systematic inspection, detection, and correction of potential equipment failure before major defects develop.

List of Program Service(s) Descriptions:

1) *City Facility Maintenance* – Perform building maintenance for the City's various owned buildings.
2) *City Facility Repairs* – Perform necessary repairs to the various City owned buildings.

Important Outputs:

1) *Maintain and Repair City facilities* - Activities and services by this program are supported by the property tax. The maintenance and repair of the City's facilities is necessary so that municipal services that are expected from the community can be done. Repairs are requested by various departments and then scheduled. Preventative maintenance is scheduled based on industry standards of building equipment. Maintenance and repairs are done for the following programs and facilities: City Hall, Police Department, Fire Department, Municipal Service Center, Street Lighting, Community Center, Parks & Public Land, Boat Ramps, and Swimming Pools. The allocated wages for building maintenance for each of these programs will vary year to year depending on the amount of maintenance and repairs required. The 2025 budget allocates the maintenance staff wages as follows: City Hall ($13,818); Police Department ($13,818); Fire Department ($13,818); Municipal Service Center ($27,637); Building Maintenance ($69,092); Street Lighting ($13,818), Community Center ($13,818); Parks & Public Land ($41,455); and Swimming Pools ($69,092).

Expected Outcomes:

1) Reduce the number of unnecessary facility repairs through preventative maintenance.
2) Maintain repairs of building facilities so that they are safe for the public.

2025 Performance Measures (July 2024 – June 2025):

1) Perform 100% of preventative maintenance for City buildings on an annual basis.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Perform 100% of preventative maintenance for City buildings on an annual basis.
   a. Result: Preventative maintenance was 100% accomplished on all City buildings.

Significant Program Achievements:

1) Maintained City buildings and facilities.
2) Upgrade HVAC components at the community center, and city hall departments to allow for more efficient operations.
3) Replaced the aging Clock on main street with a new version of the same design.

Existing Program Standards Including Importance to Community:

1) Perform preventative maintenance on City facilities as per industry standards.
   a. Community Importance.
      i. Allows safe facilities to be utilized by the public.

Costs and Benefits of Program and Services:

The proposed 2025 Building Maintenance program cost is $192,922. The program benefits the community by maintaining City facilities that are essential in the operations to provide municipal services to the community.

2025 Program Objectives:

1) Continue to maintain City buildings and facilities so as to reduce work interruptions.

2025 Budget Significant Expenditure Changes:

1) Salaries increased $2,371 to reflect increase in employee wages.
2) Hourly wages increased $13,129 to reflect increase in employee wages and change in allocation for building maintenance wages.
3) FICA increased $1,186 to reflect increase in wages and change in allocation for building maintenance wages.
4) Health, Dental, DIB, Life & Wks Cmp Ins decreased $7,998 to reflect property and liability insurances previously included in this budget line are now included in Other General Government budget, 100-51901-510.
5) Retirement increased $1,129 to reflect increase in wages and change in allocation for building maintenance wages.
6) Training includes staff training on building maintenance for various certifications staff is required to maintain.
7) Consulting includes general costs for outside services related to tasks internal staff is unable to address.
8) Safety Equipment and Uniforms increased $572 to reflect increase in employee safety shoe allowance.
9) No Capital Equipment requested.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

BUILDING MAINTENANCE

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	53231	110	Salaries	$ 44,578	$ 45,825	$ 47,219	$ 47,219	$ 22,672	$ 47,219	$ 49,590	$ 49,590	5.02%
100	53231	120	Hourly Wages	30,202	46,490	55,963	55,963	30,697	55,963	69,092	69,092	23.46%
100	53231	125	Overtime Wages	600	1,019	600	600	0	600	600	600	0.00%
100	53231	126	Seasonal Labor	0	0	0	0	0	0	0	0	0.00%
100	53231	150	FICA	5,767	6,917	7,939	7,939	3,879	7,939	9,125	9,125	14.94%
100	53231	151	Retirement	5,126	6,541	7,161	7,161	2,792	7,161	8,290	8,290	15.77%
100	53231	152	Health, Dental, DIB, Life & Wks Cmp Ins	26,240	35,254	37,791	37,791	16,495	37,791	37,791	29,793	-21.16%
100	53231	190	Training	6,500	3,205	6,500	6,500	1,412	6,500	6,500	6,500	0.00%
			Subtotal	**119,012**	**145,251**	**163,173**	**163,173**	**77,947**	**163,173**	**180,988**	**172,990**	**6.02%**
			CONTRACTUAL SERVICES									
100	53231	210	Telephone	0	0	0	0	0	0	0	0	0.00%
100	53231	215	Consulting	500	0	500	500	0	500	500	500	0.00%
100	53231	218	Cell/Radio	2,259	2,682	2,432	2,432	1,131	2,432	2,432	2,432	0.00%
			Subtotal	**2,759**	**2,682**	**2,932**	**2,932**	**1,131**	**2,932**	**2,932**	**2,932**	**0.00%**
			SUPPLIES AND EXPENSE									
100	53231	310	Office Supplies	500	0	500	500	0	500	500	500	0.00%
100	53231	331	Transportation	7,000	4,091	7,000	7,000	1,384	7,000	7,000	7,000	0.00%
100	53231	340	Operating Supplies	3,000	910	3,000	3,000	610	3,000	3,000	3,000	0.00%
100	53231	350	Repair and Maintenance Supplies	4,000	690	4,000	4,000	38	4,000	4,000	4,000	0.00%
100	53231	351	Safety Equipment and Uniforms	1,928	981	1,928	1,928	500	1,928	2,500	2,500	29.67%
			Subtotal	**16,428**	**6,672**	**16,428**	**16,428**	**2,533**	**16,428**	**17,000**	**17,000**	**3.48%**
			CAPITAL OUTLAY									
100	53231	860	Capital Outlay	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 138,199**	**$ 154,604**	**$ 182,533**	**$ 182,533**	**$ 81,611**	**$ 182,533**	**$ 200,920**	**$ 192,922**	**5.69%**

Fleet Maintenance

Program Full Time Equivalents: 0.90

Program Mission:

Provide preventative and emergency repairs for the street, water, park, engineering, building inspections, health, police and fire departments to minimize the costs of operations and maximize the availability of equipment for municipal services provide to the community.

List of Program Service(s) Descriptions:

1) *Equipment Maintenance* –Perform vehicle and equipment maintenance for operations of the street, water, park, engineering, building inspections, health, police and fire departments.
2) *Equipment Repairs* – Perform necessary repairs to equipment so that it can be up and running for operational needs of the street, water, park, engineering, building inspections, health, police and fire departments.

Important Outputs:

1) *Maintain and Repair Equipment*- Activities and services by the department is supported by the property tax (20%), water utility (15%), sewer utility (15%) and storm water utility (50%). The maintenance and repair of equipment is necessary so that municipal services that are expected from the community can be done. The repairs and maintenance are performed at the Municipal Service Center. Repairs are requested by the employees and then scheduled. Maintenance is scheduled based on the hours and miles of equipment.

Expected Outcomes:

1) Maintain equipment and perform preventative maintenance so the City can prevent unnecessary repairs.
2) Maintain repairs so the equipment is capable of operating in a safe and efficient manner.

2025 Performance Measures (July 2024 – June 2025):

1) Perform vehicle and equipment maintenance every 4,000 miles on 100% of fleet vehicles.
2) Perform vehicle and equipment maintenance every 500 hours on 100% of garbage and recycling trucks.
3) Perform equipment maintenance every 300 hours on 100% of the front-end loaders and dump trucks.
4) Perform equipment maintenance on every police vehicle every 6,000 miles.
5) Perform equipment and vehicle maintenance on every fire department equipment or vehicle as recommended by industry standards.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Perform vehicle and equipment maintenance every 4,000 miles on 100% of fleet vehicles.
   a. Result: 79% of vehicles and equipment with 4,000-mile maintenance requirement were completed. This performance measure was not met due to staffing. New staff member hired in July.
2) Perform vehicle and equipment maintenance every 500 hours on 100% of the garbage and recycling trucks.
   a. Result: 85% of all garbage/recycling trucks were maintained every 500 hours. This performance measure was not met due to staffing. New staff member hired in July.
3) Perform equipment maintenance every 300 hours on 100% of the front-end loaders and dump trucks.
   a. Result: 85% of the front-end loaders and dump trucks were maintained every 300 hours. This performance measure was not met due to staffing. New staff member hired in July.
4) Perform equipment maintenance on every police vehicle every 6,000 miles.
   a. Result: This was accomplished.

Significant Program Achievements:

1) Maintained 261 pieces of equipment for the street, water, park, engineering, building inspections, health, police and fire departments.

Existing Program Standards Including Importance to Community:

1) Perform preventative maintenance for vehicles and equipment for the street, water, park, engineering, building inspections, health, police and fire departments, as per the manufacturer's recommendations.
   a. Community Importance.
      i. Allows equipment to be operational so that municipal services can be provided to the community.

Costs and Benefits of Program and Services:

The proposed 2025 Fleet Maintenance cost is $173,548. This amount is only 20% of the total cost of the program. The other 80% costs for this program are spread out through the following utilities: 50% storm water utility, 15% water utility, and 15% sewer utility. The program benefits the community by maintaining and repairing equipment that is essential in the operations to provide municipal services to the community.

2025 Program Objectives:

1) Continue to maintain high standards of equipment repair.
2) Ensure adequate training for mechanics for new equipment.
3) Continue to reduce consulting costs by reducing outsourcing repairs by training staff to be able to perform repairs in house.

2025 Budget Significant Expenditure Changes:

1) Salaries increased $474 to reflect increase in employee wages.
2) Training is for staff on fleet maintenance equipment such as troubleshooting and diagnostic performance.
3) Consulting increased $7,000 to reflect purchasing new tires for the grader. Consulting includes tasks unable to perform in our fleet maintenance shop and for GPS/AVL on equipment.
4) Safety Equipment and Uniforms increased $1,100 to reflect increase in employee safety shoe allowance and increased costs due to the addition of a fourth mechanic.
5) Capital Equipment includes the general fund share of $12,200 for replacement of existing exhaust fans in the shop ($5,000), new portable welding exhaust fan ($3,000), replace equipment grease reels ($4,000), and miscellaneous tools for shop ($200).

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

FLEET MAINTENANCE

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	53240	110	Salaries	$ 8,916	$ 9,165	$ 9,444	$ 9,444	$ 4,534	$ 9,444	$ 9,918	$ 9,918	5.02%
100	53240	120	Hourly Wages	40,675	32,373	57,285	57,285	19,653	57,825	58,690	58,690	2.45%
100	53240	125	Overtime Wages	400	1,728	400	400	250	400	400	400	0.00%
100	53240	126	Seasonal Labor	0	3	0	0	0	0	0	0	0.00%
100	53240	150	FICA	3,824	3,302	5,135	5,135	2,790	5,177	5,279	5,279	2.80%
100	53240	151	Retirement	3,399	3,336	4,632	4,632	1,484	4,669	4,796	4,796	3.54%
100	53240	152	Health, Dental, DIB, Life & Wks Cmp Ins	16,348	14,559	18,589	18,589	5,547	18,589	18,589	18,589	0.00%
100	53240	190	Training	200	0	200	200	0	200	200	200	0.00%
			Subtotal	**73,763**	**64,466**	**95,685**	**95,685**	**34,258**	**96,304**	**97,872**	**97,872**	**2.29%**
			CONTRACTUAL SERVICES									
100	53240	210	Telephone	42	160	42	42	16	42	42	42	0.00%
100	53240	212	Seminars and Conferences	0	0	0	0	0	0	0	0	0.00%
100	53240	215	Consulting	11,200	15,604	18,000	18,000	14,673	20,000	25,000	25,000	38.89%
100	53240	218	Cell/Radio	102	103	102	102	40	102	102	102	0.00%
			Subtotal	**11,344**	**15,868**	**18,144**	**18,144**	**14,728**	**20,144**	**25,144**	**25,144**	**38.58%**
			SUPPLIES AND EXPENSE									
100	53240	331	Transportation	538	962	658	658	149	658	658	658	0.00%
100	53240	340	Operating Supplies	5,506	6,096	7,974	7,974	3,215	7,974	7,974	7,974	0.00%
100	53240	350	Repair and Maintenance Supplies	26,200	29,080	26,200	26,200	9,898	26,200	26,200	26,200	0.00%
100	53240	351	Safety Equipment and Uniforms	1,800	1,965	2,400	2,400	404	2,400	3,500	3,500	45.83%
			Subtotal	**34,044**	**38,104**	**37,232**	**37,232**	**13,665**	**37,232**	**38,332**	**38,332**	**2.95%**
			CAPITAL OUTLAY									
100	53240	810	Capital Equipment	2,260	4,191	35,540	35,540	7,178	35,540	12,200	12,200	-65.67%
			Subtotal	**2,260**	**4,191**	**35,540**	**35,540**	**7,178**	**35,540**	**12,200**	**12,200**	**-65.67%**
			TOTAL	**$ 121,411**	**$ 122,629**	**$ 186,601**	**$ 186,601**	**$ 69,829**	**$ 189,220**	**$ 173,548**	**$ 173,548**	**-7.00%**

Snow and Ice Control

Program Full Time Equivalents: 0.96

Program Mission:

Ensure the safe movement of vehicular and pedestrian traffic throughout the City during and after snow and ice events.

List of Program Service(s) Descriptions:

1) *Snow plowing* – Perform snow plowing throughout the City during the winter months.
2) *Salting / Sanding* – Perform salting / sanding operations throughout the City during the winter months.

Important Outputs:

1) *Removing Snow from City Streets*- Activities and services by this program is supported by the property tax. Snow plowing is necessary during the winter months to ensure the streets are cleared of snow so the traveling motorists can safely travel throughout the City. The City will schedule a snowplow operation when a minimum of 3" of snow has accumulated. There are sixteen (16) different plow routes throughout the City that employees are assigned to. It takes approximately seven (7) hours to plow a 3" event. This program is important to the community because if the streets are not cleared of accumulating snowfalls it would be difficult for the public to travel safely throughout the City.
2) *Applying Salt / Sand to City Streets* - Activities and services by this program are supported by the property tax. Salting / sanding is necessary during the winter months to ensure that all the main City streets, intersections, hills, and curves are kept clear of ice so that traveling motorists can safely travel throughout the City. The police department will notify public works when they feel the roads are becoming slippery. Once public works is notified, employees are called in to salt. There are six (6) different routes throughout the City that employees are assigned to. It takes approximately three (3) hours to go through the City once the salt operations begin. Salting operations will include salting for snow accumulations of less than 3" of snow. This program is important to the community because road conditions throughout the City would become hazardous to the traveling public without the application of salt.

Expected Outcomes:

1) Maintain the condition of all City streets, alleys, and parking lots so that traffic can safely travel throughout the City.
2) Reduce slippery conditions on roads so that traffic can travel safely through the City.

2025 Performance Measures (July 2024 – June 2025):

1) Utilize social media providing at least one educational snow and ice removal post in November, December, January, February and March.

2024 Performance Measures (July 2023 – June 2024):

1) Utilize social media providing at least one educational snow and ice removal, “Did you know” post in November, December, January, February, and March.
    a. Result: Performance Measure Met.

Significant Program Achievements:

1) Increased pre-wetting and anti-icing in snowplow operations that have reduced salt usage and improved road conditions during the winter season.
2) Utilized snow blower on toolcat in alleys after heavier snowfalls to create a wider path.
3) Cross trained multiple employees on snow removal operations due to retirement and future retirements.
4) Plowed in tandem in west industrial park, American/Lawrence/Southbridge to clear road in less passes and apply salt to plowed roads quicker

Existing Program Standards Including Importance to Community:

1) Plow all streets, alleys, and parking lots throughout the City when the City receives 3” of snow.
    a. Community Importance.
        i. Allow motorists to travel throughout the City in a safe manner during the winter months.

2) Salt / Sand all streets and parking lots throughout the City when the police department calls for the salt trucks.
   a. Community Importance.
      i. Reduces ice on main streets, intersections, hills, and curves to allow the motorists to travel throughout the City in a safe manner during the winter months.

Costs and Benefits of Program and Services:

The proposed 2025 Snow and Ice Control program cost is $353,299. The program benefits the community by allowing the streets to be kept clear of snow and ice so that the community can safely travel throughout the City during the winter months.

2025 Program Objectives:

1) Continue to train new staff on snowplow equipment. Train experienced staff on various pieces of snow removal equipment.
2) Plow all streets within 8 hours for most storms.
3) Continue tandem plowing during a full plow event to clear main streets first.
4) Update snowplow maps to improve efficiencies.
5) Continue to send staff to seminars/conferences on snow removal operations.
6) Continue to send staff to snowplow rodeo.

2025 Budget Significant Expenditure Changes:

1) Health, Dental, DIB, Life & Wks Cmp Ins increased $2,978 to reflect health insurance increase.
2) Training includes training for operational training of salting and plowing.
3) Seminars and Conferences include staff participation in the APWA snow plow rodeo and other snow plowing conferences.
4) Consulting is for the need to hire contractors as needed or rent equipment.
5) Operating Supplies increased $10,000 to reflect actual costs.
6) No Capital Equipment requested.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

SNOW AND ICE CONTROL

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	53310	120	Hourly Wages	$ 79,000	$ 53,626	$ 86,602	$ 86,602	$ 34,148	$ 86,602	$ 89,200	$ 89,200	3.00%
100	53310	125	Overtime Wages	40,000	22,365	40,000	40,000	9,488	40,000	40,000	40,000	0.00%
100	53310	150	FICA	9,104	6,053	9,685	9,685	3,271	9,685	9,884	9,884	2.05%
100	53310	151	Retirement	8,092	5,887	8,736	8,736	2,651	8,736	8,979	8,979	2.79%
100	53310	152	Health, Dental, DIB, Life & Wks Cmp Ins	27,173	27,800	31,758	31,758	12,000	31,578	34,736	34,736	9.38%
100	53310	190	Training	500	279	500	500	0	500	500	500	0.00%
			Subtotal	**163,869**	**116,010**	**177,281**	**177,281**	**61,557**	**177,101**	**183,299**	**183,299**	**3.39%**
			CONTRACTUAL SERVICES									
100	53310	212	Seminars and Conferences	1,000	0	1,000	1,000	0	1,000	1,000	1,000	0.00%
100	53310	215	Consulting	4,000	1,105	4,000	4,000	630	4,000	4,000	4,000	0.00%
			Subtotal	**5,000**	**1,105**	**5,000**	**5,000**	**630**	**5,000**	**5,000**	**5,000**	**0.00%**
			SUPPLIES AND EXPENSE									
100	53310	331	Transportation	27,500	29,124	35,000	35,000	13,667	35,000	35,000	35,000	0.00%
100	53310	340	Operating Supplies	12,446	27,991	30,000	30,000	48,427	50,000	40,000	40,000	33.33%
100	53310	341	Salt, Sand, Chloride	80,000	103,066	90,000	90,000	31,575	90,000	90,000	90,000	0.00%
			Subtotal	**119,946**	**160,182**	**155,000**	**155,000**	**93,669**	**175,000**	**165,000**	**165,000**	**6.45%**
			CAPITAL OUTLAY									
100	53310	810	Capital Equipment	0	0	0	0	0	0	625,000	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**625,000**	**0**	**0.00%**
			TOTAL	**$ 288,815**	**$ 277,297**	**$ 337,281**	**$ 337,281**	**$ 155,856**	**$ 357,101**	**$ 978,299**	**$ 353,299**	**4.75%**

Street Maintenance

Program Full Time Equivalents: 0.99

Program Mission:

Maintain and repair all City streets, parking lots, and alleys in a safe and timely manner to ensure the safe travel of motorist, bicyclists, and pedestrians.

List of Program Service(s) Descriptions:

1) *Street Maintenance* – Perform street, parking lot, and alley maintenance throughout the City.

Important Outputs:

1) *Street, parking lot, and alley maintenance* – Activities and services by this program are supported by the property tax. Maintenance of streets, parking lots, and alleys to reduce or eliminate hazards are necessary to ensure the traveling motorists can safely travel throughout the City.

Expected Outcomes:

1) Reduce hazards on all City streets, alleys, and parking lots so that traffic can safely travel throughout the City.

2025 Performance Measures (July 2024 – June 2025):

1) Respond to road hazards within 24 hours of notification.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Respond to road hazards within 24 hours of receiving them.
   a. Result: Review of reports show response within 24 hours. Performance measure met

Significant Program Achievements:

1) Tracked pothole patching volume and locations.
2) Purchased Mastic One patcher in 2024 and utilized it for long term street patching in numerous locations including Commerce Dr, Main Ave and S. 6th St as well as high manholes, water valves and catch basins.
3) Utilize Mastic One to make a longer lasting patch repair to roadways to improve road conditions. Used Mastic One on Main Ave and the Tour De Pere bike race route to improve road conditions.

Existing Program Standards Including Importance to Community:

1) Patch potholes per industry standards to keep all streets, alleys, and parking lots maintained so that hazards are reduced throughout the City.
    a. Community Importance.
        i. Reduce road hazards so motorists to travel throughout the City in a safe manner.

Costs and Benefits of Program and Services:

The proposed 2025 Street Maintenance program cost is $216,924. The program benefits the community by allowing the streets to be kept clear of road hazards.

2025 Program Objectives:

1) Continue road maintenance activities to improve road conditions.
2) Utilize Mastic One around manhole castings and areas prone to roadway patching to improve travel conditions.

2025 Budget Significant Expenditure Changes:

1) Seasonal Labor increased $406 to reflect increase in seasonal wages.
2) Health, Dental, DIB, Life & Wks Cmp Ins increased $3,805 to reflect increase in health insurance.
3) Training includes funding for street employees to attend road maintenance seminar/workshops.
4) Seminars and Conferences include funding for staff participation to attend APWA training.
5) Consulting includes $10,000 for blacktop patching.
6) Operating Supplies increased $1,000 to reflect purchasing of retaining wall block for wall repairs.
7) Safety Equipment and Uniforms increased $1,675 to reflect increase in employee safety shoe allowance.
8) No Capital Equipment requested.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

STREET MAINTENANCE

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	53330	120	Hourly Wages	$ 74,057	$ 61,054	$ 84,140	$ 84,140	$ 23,752	$ 84,140	$ 86,675	$ 86,675	3.01%
100	53330	125	Overtime Wages	2,000	765	2,000	2,000	407	2,000	2,000	2,000	0.00%
100	53330	126	Seasonal Labor	6,201	3,875	6,500	6,500	408	6,500	6,906	6,906	6.25%
100	53330	150	FICA	5,908	4,802	6,684	6,684	1,821	6,684	6,884	6,884	2.99%
100	53330	151	Retirement	5,172	4,365	5,944	5,944	1,466	5,944	6,163	6,163	3.69%
100	53330	152	Health, Dental, DIB, Life & Wks Cmp Ins	31,118	20,215	38,046	38,046	7,317	38,046	41,851	41,851	10.00%
100	53330	190	Training	2,000	1,669	2,000	2,000	375	2,000	2,000	2,000	0.00%
			Subtotal	**126,456**	**96,745**	**145,314**	**145,314**	**35,546**	**145,314**	**152,479**	**152,479**	**4.93%**
			CONTRACTUAL SERVICES									
100	53330	212	Seminars and Conferences	270	0	270	270	0	270	270	270	0.00%
100	53330	215	Consulting	10,000	12,514	10,000	10,000	0	10,000	10,000	10,000	0.00%
			Subtotal	**10,270**	**12,514**	**10,270**	**10,270**	**0**	**10,270**	**10,270**	**10,270**	**0.00%**
			SUPPLIES AND EXPENSE									
100	53330	331	Transportation	10,000	7,893	10,000	10,000	3,123	10,000	10,000	10,000	0.00%
100	53330	340	Operating Supplies	3,000	2,870	3,000	3,000	223	3,000	4,000	4,000	33.33%
100	53330	350	Repair and Maintenance Supplies	1,000	744	31,000	31,000	30,501	31,000	31,000	31,000	0.00%
100	53330	351	Safety Equipment and Uniforms	6,646	5,400	7,500	7,500	2,253	7,500	9,175	9,175	22.33%
			Subtotal	**20,646**	**16,907**	**51,500**	**51,500**	**36,099**	**51,500**	**54,175**	**54,175**	**5.19%**
			CAPITAL OUTLAY									
100	53330	810	Capital Outlay	0	0	0	0	0	0	95,000	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**95,000**	**0**	**0.00%**
			TOTAL	**$ 157,372**	**$ 126,167**	**$ 207,084**	**$ 207,084**	**$ 71,645**	**$ 207,084**	**$ 311,924**	**$ 216,924**	**4.75%**

Traffic Signs and Markings

Program Full Time Equivalents: 0.98

Program Mission:

Provide the public a safe and orderly flow of vehicular and pedestrian traffic by means of pavement markings and signage as required by the Manual of Uniform Traffic Control Devices.

List of Program Service(s) Descriptions:

1) *Maintenance of Traffic Signs* – Maintain existing street signs throughout the City. Maintenance includes repairing damage signs caused by traffic or replacing signs because of reflectivity requirements.
2) *Maintenance of Traffic Pavement Markings* – Maintain existing pavement markings throughout the City. Maintenance includes repainting all pavement markings throughout the City on an annual basis. Pavement markings include stop bars, lane striping, and parking stall striping.
3) *Maintenance of Street Marker Signs* – Maintain existing street marker signs throughout the City. Maintenance includes repairing damage signs caused by traffic or replacing signs because of reflectivity requirements.

Important Outputs:

1) *Traffic Signs* – Activities and services by this program are supported by the property tax and State shared revenues. Maintenance of existing street signs to provide vehicular and pedestrian traffic necessary information so to ensure the traveling public can safely travel throughout the City.
2) *Traffic Pavement Markings* – Activities and services by this program are supported by the property tax and State shared revenues. Maintenance of existing pavement markings to provide vehicular and pedestrian traffic the necessary lane delineations and stop bars so to ensure the traveling public can safely travel throughout the City.
3) *Street Marker Signs* – Activities and services by this program are supported by the property tax and State shared revenues. Maintenance of existing street marker signs to identify the names of the streets throughout the City so that the traveling public can identify streets they need to travel.

Expected Outcomes:

1) Maintain all traffic signs to ensure vehicular and pedestrian traffic can safely travel throughout the City.
2) Maintain all traffic pavement markings to ensure vehicular and pedestrian traffic can safely travel throughout the City.
3) Maintain all street marker signs to ensure that all streets are identified so that motorists can find their destination.

2025 Performance Measures (July 2024 – June 2025:

1) Respond to and assess all calls pertaining to street signs being damaged within 24 hours of notification.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Respond to all calls pertaining to street signs being damaged within 24 hours of notification.
   a. Result: Review of reports show response within 24 hours. Performance measure met.

Significant Program Achievements:

1) Installed approximately 250 new street name signs with the new City of De Pere logo.
2) Streets and Parks staff attended UW Madison Transportation Information Center training on MUTCD-Work Zone Safety. (2023) Staff became certified to conduct flagging operations on State highways (2023).
3) Conducted multiple barricading special events for Definitely De Pere, Pink Flamingo, Celebrate De Pere, Tour De Pere and other special events.
4) Completed city street name sign change out city wide.

Existing Program Standards Including Importance to Community:

1) Satisfy the federal requirements for maintenance of existing traffic signs and pavement markings throughout the City.
   a. Community Importance.
      i. Provides vehicular and pedestrian traffic a means to allow for safe and orderly flow.
      ii. Provides street markers so that motorist can identify streets to find their destination points and addresses.

Costs and Benefits of Program and Services:

The proposed 2025 Traffic Signs and Markings program cost is $186,734. The program benefits the community by allowing existing street signs and pavement markings to be maintained that provide information to vehicular and pedestrian traffic.

2025 Program Objectives:

1) Continue to maintain pavement striping City wide.
2) Continue to work with other city departments to fabricate and change out signs as requested/required.

2025 Budget Significant Expenditure Changes:

1) Overtime Wages increased $1,500 to reflect the need for setting up for traffic control for special events sponsored by Definitely De Pere.
2) Seasonal Labor increased 813 to reflect increased in employee wages.
3) FICA increased $283 to reflect increase in overtime and seasonal wages.
4) Retirement increased $282 to reflect increase in overtime and employee wages.
5) Health, Dental, DIB, Life & Wks Cmp Ins increased $2,388 to reflect increase in health insurance premiums.
6) Training is for training staff on sign maintenance and traffic markings.
7) Seminars and Conferences include funding for staff person to attend workshop on line striping operations.
8) Consulting includes fees paid to City of Green Bay for street striping as well as for sign repairs the City cannot do.
9) Operating Supplies increased $2,000 to reflect actual costs.
10) No Capital Equipment requested.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

TRAFFIC SIGNS AND MARKINGS

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	53400	120	Hourly Wages	$ 65,084	$ 49,050	$ 68,338	$ 68,338	$ 25,403	$ 68,338	$ 70,388	$ 70,388	3.00%
100	53400	125	Overtime Wages	2,000	1,530	2,000	2,000	1,726	3,500	3,500	3,500	75.00%
100	53400	126	Seasonal Labor	6,250	9,032	6,500	6,500	2,217	6,500	7,313	7,313	12.51%
100	53400	150	FICA	5,223	3,850	5,475	5,475	2,002	5,590	5,758	5,758	5.18%
100	53400	151	Retirement	4,562	3,494	4,853	4,853	1,389	4,957	5,135	5,135	5.81%
100	53400	152	Health, Dental, DIB, Life & Wks Cmp Ins	21,158	17,361	23,876	23,876	7,520	23,876	26,264	26,264	10.00%
100	53400	190	Training	400	90	400	400	0	400	400	400	0.00%
			Subtotal	**104,676**	**84,406**	**111,442**	**111,442**	**40,258**	**113,161**	**118,759**	**118,759**	**6.56%**
			CONTRACTUAL SERVICES									
100	53400	212	Seminars and Conferences	225	0	225	225	0	225	225	225	0.00%
100	53400	215	Consulting	10,000	7,838	10,000	10,000	2,500	10,000	10,000	10,000	0.00%
			Subtotal	**10,225**	**7,838**	**10,225**	**10,225**	**2,500**	**10,225**	**10,225**	**10,225**	**0.00%**
			SUPPLIES AND EXPENSE									
100	53400	331	Transportation	3,750	3,109	3,750	3,750	572	3,750	3,750	3,750	0.00%
100	53400	340	Operating Supplies	38,000	39,894	38,000	38,000	20,929	40,000	40,000	40,000	5.26%
100	53400	342	Paint--Sign and Mark	14,000	16,118	14,000	14,000	12,826	14,000	14,000	14,000	0.00%
			Subtotal	**55,750**	**59,121**	**55,750**	**55,750**	**34,327**	**57,750**	**57,750**	**57,750**	**3.59%**
			CAPITAL OUTLAY									
100	53400	810	Capital Equipment	0	0	12,000	12,000	12,000	12,000	75,000	0	-100.00%
			Subtotal	**0**	**0**	**12,000**	**12,000**	**12,000**	**12,000**	**75,000**	**0**	**-100.00%**
			TOTAL	**$ 170,651**	**$ 151,366**	**$ 189,417**	**$ 189,417**	**$ 89,085**	**$ 193,136**	**$ 261,734**	**$ 186,734**	**-1.42%**

Street Lighting

Program Full Time Equivalents: 0.12

Program Mission:

Maintain and provide adequate street lighting for traffic and pedestrian safety along public ways. The major purpose of streetlights is to reduce vehicle and pedestrian accidents by illuminating hazards. Street lighting is also used to illuminate City owned property and equipment for security and safety purposes.

List of Program Service(s) Descriptions:

1) *Street Lighting* – Maintain existing streetlights throughout the City.

Important Outputs:

1) *Street Lighting* – Activities and services by this program are supported by the property tax. Maintenance of existing streetlights to provide adequate lighting at intersections and other areas where there are hazards in order to prevent accidents.

Expected Outcomes:

1) Maintain existing streetlights to ensure vehicular and pedestrian safety at intersections and other areas where there are hazards.
2) Maintain existing streetlights to illuminate City owned properties and equipment for security and safety purposes.

2025 Performance Measures (July 2024 – June 2025):

1) Respond to 100% of burnt-out streetlights within three (3) business days of being notified.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Respond to 100% of burnt-out streetlights within 24 hours of being notified.
   a. Result: This was not met due to staff being on extended leave.

Significant Program Achievements:

1) Continue lamp and ballast replacement program.
2) Once a month staff will travel the complete city and log both City owned and WPS owned lights that have issues, we then staff will repair city owned lights and report the list to WPS for repair.
3) Completed the LED head replacement program for all decorator light poles that are city owned.
4) Received a grant to help fund the upgrade to LED light heads throughout the city. The new LED Light heads are on order and should be completed in 2025

Existing Program Standards Including Importance to Community:

1) Maintain existing streetlights throughout the City to meet the requirements of the City's municipal codes.
    a. Community Importance.
        i. Provide adequate street lighting for traffic and pedestrian safety along public ways.

Costs and Benefits of Program and Services:

The proposed 2025 Street Lighting program cost is $467,477. The program benefits the community by allowing existing streetlights to be maintained that provide lighting along public ways for vehicular and pedestrian traffic.

2025 Program Objectives:

1) Continue to investigate energy saving programs for street lighting.
2) Continue to replace existing street lighting with LED lighting.

2025 Budget Significant Expenditure Changes:

1) Hourly wages increased $2,625 to reflect the increase in employee wages and change in allocation for building maintenance wages.
2) FICA increased $201 to reflect the increase in wages and change in allocation for building maintenance wages.
3) Retirement increased $188 to reflect increase in wages and change in allocation for building maintenance wages.
4) Health, Dental, DIB, Life & Wks Cmp Ins increased $509 to reflect increase in health insurance and change in allocation for building maintenance wages.
5) Consulting is for contracting outside services for locates and to repair street and decorative lighting.

6) Utilities increased $30,672 to reflect 8% increase in electricity rates.
7) No Capital Equipment requested.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

STREET LIGHTING

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	53420	120	Hourly Wages	$ 8,216	$ 10,176	$ 11,193	$ 11,193	$ 5,717	$ 11,193	$ 13,818	$ 13,818	23.45%
100	53420	125	Overtime Wages	200	529	300	300	92	300	300	300	0.00%
100	53420	126	Seasonal Labor	1,250	80	1,300	1,300	0	1,300	1,300	1,300	0.00%
100	53420	150	FICA	662	801	898	898	418	898	1,099	1,099	22.36%
100	53420	151	Retirement	572	772	793	793	397	793	981	981	23.73%
100	53420	152	Health, Dental, DIB, Life & Wks Cmp Ins	3,983	4,376	5,086	5,086	2,572	5,144	5,595	5,595	10.01%
100	53420	190	Training	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**14,883**	**16,734**	**19,570**	**19,570**	**9,197**	**19,628**	**23,093**	**23,093**	**18.00%**
			CONTRACTUAL SERVICES									
100	53420	215	Consulting	10,000	7,888	10,000	10,000	8,855	12,000	10,000	10,000	0.00%
100	53420	220	Utilities	383,400	392,978	383,400	383,400	181,185	383,400	414,072	414,072	8.00%
			Subtotal	**393,400**	**400,866**	**393,400**	**393,400**	**190,040**	**395,400**	**424,072**	**424,072**	**7.80%**
			SUPPLIES AND EXPENSE									
100	53420	331	Transportation	312	233	312	312	92	312	312	312	0.00%
100	53420	340	Operating Supplies	20,000	16,864	20,000	20,000	3,106	20,000	20,000	20,000	0.00%
100	53420	350	Repair and Maintenance Supplies	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**20,312**	**17,097**	**20,312**	**20,312**	**3,198**	**20,312**	**20,312**	**20,312**	**0.00%**
			CAPITAL OUTLAY									
100	53420	810	Capital Equipment	0	0	0	0	0	0	90,000	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**90,000**	**0**	**0.00%**
			TOTAL	**$ 428,595**	**$ 434,697**	**$ 433,282**	**$ 433,282**	**$ 202,435**	**$ 435,340**	**$ 557,477**	**$ 467,477**	**7.89%**

Traffic Lights

Program Full Time Equivalents: 0

Program Mission:

Maintain and provide signalization for traffic controls at sixteen intersections throughout the City in order to provide safe and orderly flow of vehicular traffic.

List of Program Service(s) Descriptions:

1) *Traffic Lights* – Maintain existing traffic signals throughout the City. Maintenance includes repairing damage caused by traffic, replacing signal lights when they are out, and adjusting timing as needed.

Important Outputs:

1) *Traffic Lights* – Activities and services by this program are supported by the property tax. Maintenance of existing traffic lights to provide safe and orderly flow of vehicular traffic. Proper function signals prevents accidents as well as delays due to traffic back ups.

Expected Outcomes:

1) Maintain existing traffic lights to ensure safe and orderly flow of vehicles.
2) Maintain existing traffic lights to protect vehicles and pedestrians at busy intersections.
3) Maintain existing traffic lights to reduce the severity and frequency of accidents between vehicles entering intersections.

2025 Performance Measures (July 2024 – June 2025):

1) Respond to 100% of malfunctioning or damage signals within 24 hours of being notified.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Respond to 100% of malfunctioning or damages signals within 24 hours of being notified.
    a. Result: Responded to 100% of malfunctioning or damages signals within 24 hours of being notified.

Significant Program Achievements:

1) Maintained signalization at intersections.

Existing Program Standards Including Importance to Community:

1) Maintain existing traffic lights throughout the City per industry standards as well as the Manual of Uniform Traffic Control Devices.
    a. Community Importance.
        i. Provide traffic lights to ensure safe and orderly flow of vehicles.

Costs and Benefits of Program and Services:

The proposed 2025 Traffic Lights program cost is $46,206. The program benefits the community by allowing existing traffic lights to be maintained that ensure safe and orderly flow of vehicles at busy intersections.

2025 Program Objectives:

1) Continue to maintain signalization at all intersections.
2) Evaluated the needs for pedestrian signals.

2025 Budget Significant Expenditure Changes:

1) Consulting increased $4,000 to reflect actual costs. Consulting fees include fees paid to City of Green Bay for maintenance of traffic signals and locates.
2) Utilities increased $2,386 to reflect 8% increase in electricity rates.
3) Operating supplies decreased $500 to reflect actual costs.
4) No Capital Equipment requested.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

TRAFFIC LIGHTS

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	53450	120	Hourly Wages	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	0.00%
100	53450	122	Hourly Wages Part Time	0	0	0	0	0	0	0	0	0.00%
100	53450	125	Overtime Wages	0	136	0	0	53	0	0	0	0.00%
100	53450	150	FICA	0	11	0	0	4	0	0	0	0.00%
100	53450	151	Retirement	0	10	0	0	0	0	0	0	0.00%
100	53450	152	Health, Dental, DIB, Life & Wks Cmp Ins	0	22	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**178**	**0**	**0**	**57**	**0**	**0**	**0**	**0.00%**
			CONTRACTUAL SERVICES									
100	53450	215	Consulting	12,000	11,667	10,000	10,000	6,826	13,652	14,000	14,000	40.00%
100	53450	218	Cell/Radio	0	0	0	0	0	0	0	0	0.00%
100	53450	220	Utilities	29,820	30,714	29,820	29,820	14,791	29,582	32,206	32,206	8.00%
			Subtotal	**41,820**	**42,381**	**39,820**	**39,820**	**21,616**	**43,234**	**46,206**	**46,206**	**16.04%**
			SUPPLIES AND EXPENSE									
100	53450	331	Transportation	0	0	0	0	0	0	0	0	0.00%
100	53450	340	Operating Supplies	1,000	92	1,000	1,000	0	0	1,000	500	-50.00%
			Subtotal	**1,000**	**92**	**1,000**	**1,000**	**0**	**0**	**1,000**	**500**	**-50.00%**
			CAPITAL OUTLAY									
100	53450	810	Capital Equipment	0	0	0	0	0	0	50,000	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**50,000**	**0**	**0.00%**
			TOTAL	**$ 42,820**	**$ 42,651**	**$ 40,820**	**$ 40,820**	**$ 21,674**	**$ 43,234**	**$ 97,206**	**$ 46,706**	**14.42%**

Brush Collection

Program Full Time Equivalents: 0.39

Program Mission:

Provide a cost effective and efficient method for residents to dispose of their brush and yard waste.

List of Program Service(s) Descriptions:

1) *Brush Collection* – Collect resident's brush three times a year
2) *Compost Facility* – Maintain and operate City's compost facility.

Important Outputs:

1) *Brush Collection* – Activities and services by this program are supported by the property tax. The City picks up brush at the curb three times per year for the residents. Brush is either collected with a truck and loader or the brush is chipped if the piles of brush are small. The brush collected in trucks or chipped is then hauled to the compost site. This service is a value to the community because not everyone has the means to be able to haul their brush to the compost facility so by having curbside pickup they are able to dispose of their brush.
2) *Compost Facility* – Activities and services by this program are supported by a combination of the property tax and the Town of Ledgeview. Currently funding is 73% City and 27% Ledgeview. Operations of the compost facility allow residents a site to bring their brush and yard waste to. Weekly the City stockpiles the brush and yard waste. The yard waste is hauled away on a weekly basis. Also once the brush piles are large enough, the City hires a contractor to chip the brush into wood chips, which are provided to the residents at no charge. The compost facility is a value to the community because it provides wood chips at no charge. The facility also provides the community a place to dispose of their yard waste the residents create when maintaining their properties.

Expected Outcomes:

1) Maintained properties free of yard waste and brush.
2) Maintain supply of mulch for residents.

2025 Performance Measures (July 2024 – June 2025):

1) Decrease number of household brush violations by 1% by educating the community on City policy and location of where to dispose of brush during non-collection periods via website/social media.

2024 Performance Measures (July 2023 – June 2024):

1) Decrease number of household brush violations by 1% by educating the community on City policy.
   a. Result: Household brush violations (452 from July 2022-June 2023, 459 from July 2023 to June 2024). Increased 1.5%. Performance measure not met.

Significant Program Achievements:

1) Provided street department employees and seasonal staff with training and refreshers on the safe operation of the brush chipper.
2) Maintained Woodchipper Safety Shield on wood chippers for added safety for staff.

Existing Program Standards Including Importance to Community:

1) Maintain brush collection three times per year.
   a. Community Importance.
      i. Provides an easier alternative for residents to dispose of brush.
2) Maintain daily hours of operations at the compost facility every week year round.
   a. Community Importance.
      i. Provides a site for residents to drop off brush and yard waste.
      ii. Provides a supply of mulch for residents to utilize.

Costs and Benefits of Program and Services:

The proposed 2025 Brush Collection program cost is $136,505. The program benefits the community by allowing curbside collection of brush three times per year. It also allows for the operations of the compost facility, which gives residents a site to dispose of their brush and yard waste. The compost operations also provide mulch for the residents to utilize.

2025 Program Objectives:

1) Continue to monitor brush collection operations to improve efficiency and meet overall community needs.

2025 Budget Significant Expenditure Changes:

1) Health, Dental, DIB, Life & Wks Cmp Ins increased $1,766 to reflect increase in health insurance.
2) Consulting increased $3,000 to reflect actual costs. Consulting is for funding disposal of brush and compost as well as contracting for tub grinding brush.
3) Utilities increased $30 to reflect an increase of 8% for electricity.
4) Transportation decreased $2,000 to reflect actual costs.
5) No Capital Equipment requested.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

BRUSH COLLECTION

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
Account Number			PERSONAL SERVICES									
100	53460	120	Hourly Wages	$ 46,133	$ 40,575	$ 52,376	$ 52,376	$ 19,808	$ 52,376	$ 53,947	$ 53,947	3.00%
100	53460	125	Overtime Wages	100	74	100	100	0	100	100	100	0.00%
100	53460	126	Seasonal Labor	8,938	1,918	9,300	9,300	1,467	9,300	9,300	9,300	0.00%
100	53460	150	FICA	3,666	3,087	4,149	4,149	1,490	4,149	4,269	4,269	2.90%
100	53460	151	Retirement	3,144	2,861	3,621	3,621	989	3,621	3,756	3,756	3.74%
100	53460	152	Health, Dental, DIB, Life & Wks Cmp Ins	14,430	15,783	17,659	17,659	5,733	17,659	19,425	19,425	10.00%
			Subtotal	**76,411**	**64,297**	**87,205**	**87,205**	**29,486**	**87,205**	**90,798**	**90,798**	**4.12%**
			CONTRACTUAL SERVICES									
100	53460	215	Consulting	25,000	36,600	32,000	32,000	400	32,400	35,000	35,000	9.38%
100	53460	220	Utilities	377	389	377	377	154	377	407	407	7.96%
			Subtotal	**25,377**	**36,989**	**32,377**	**32,377**	**554**	**32,777**	**35,407**	**35,407**	**9.36%**
			SUPPLIES AND EXPENSE									
100	53460	331	Transportation	12,000	8,799	12,000	12,000	4,316	12,000	12,000	10,000	-16.67%
100	53460	340	Operating Supplies	300	205	300	300	170	300	300	300	0.00%
100	53460	350	Repair and Maintenance Supplies	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**12,300**	**9,004**	**12,300**	**12,300**	**4,486**	**12,300**	**12,300**	**10,300**	**-16.26%**
			CAPITAL OUTLAY									
100	53460	810	Capital Equipment	0	0	0	0	0	0	3,000,000	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**3,000,000**	**0**	**0.00%**
			TOTAL	**$ 114,088**	**$ 110,291**	**$ 131,882**	**$ 131,882**	**$ 34,526**	**$ 132,282**	**$ 3,138,505**	**$ 136,505**	**3.51%**

Transit System

Program Full Time Equivalents: 0

Program Mission:

Provide funding for mass transit throughout the City.

List of Program Service(s) Descriptions:

1) *Transit System* – Provides an option for residents to utilize bus service as alternative transportation. This program provides the funding for the bus service provided by the Green Bay Transit Authority.

Important Outputs:

1) *Transit System* – Activities and services by this program are supported by the property tax and mass transit aids. Bus service allows residents to have an alternative transportation throughout the City.

Expected Outcomes:

1) Maintain bus service for the residents.

2025 Performance Measures (July 2023 – June 2024):

1) To increase value of the service to the community and see a 1% increase in ridership.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Increase value of the service to the community and see a 1% increase in ridership.
   a. Result: Fixed Route Ridership: 2023=366,716; 2024=398,462. This is an increase of 8.66%. Performance measure met.

Significant Program Achievements:

1) Provide a transportation alternative to driving a vehicle of residents and visitors of the community.

Existing Program Standards Including Importance to Community:

1) Identify required funding through discussions with Green Bay Metro prior to City budget development.
   a. Community Importance.
      i. Provides an alternative transportation for residents.

Costs and Benefits of Program and Services:

The proposed 2025 Transit System program cost is $173,334. This cost includes the City of De Pere's local share of the program as well as the City's portion of facilities and maintenance capital costs. The program benefits the community by an alternative transportation mode. This program provides funding to the Green Bay Transit Authority to provide the City this bus services.

2025 Program Objectives:

1) Continue to maintain bus services for the community.

2025 Budget Significant Expenditure Changes:

1) Transit System increased by $25,361.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

TRANSIT SYSTEM

Account Number CONTRACTUAL SERVICES

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
100	53520	213	Transit System	$ 408,100	$ 82,557	$ 147,973	$ 147,973	$ 87,073	$ 174,146	$ 173,334	$ 173,334	17.14%
			Subtotal	**408,100**	**82,557**	**147,973**	**147,973**	**87,073**	**174,146**	**173,334**	**173,334**	**17.14%**
			TOTAL	**$ 408,100**	**$ 82,557**	**$ 147,973**	**$ 147,973**	**$ 87,073**	**$ 174,146**	**$ 173,334**	**$ 173,334**	**17.14%**

Garbage and Refuse Collection

Program Full Time Equivalents: 2.66

Program Mission:

Provide an efficient and effective service of collection and disposal of trash and unsightly debris throughout the City in a timely manner.

List of Program Service(s) Descriptions:

1) *Garbage Collection* – Provide weekly curbside pickup of garbage throughout the City.
2) *Rubbish Collection* – Provide curbside pickup of large bulky trash items twice a year throughout the City.
3) *Rubbish Drop Off Site* – This provides an option for residents to haul their rubbish and large bulky items to the City's Municipal Service Center (MSC) throughout the entire year.

Important Outputs:

1) *Garbage Collection* – Activities and services by this program are supported by the property tax. The City collects garbage by using one-person automatic garbage trucks. Garbage is collected Monday thru Thursday by specific routes. Once route is completed for the day the garbage trucks then haul garbage to the landfill transfer station in Hobart. The residents benefit from this service because it provides them a means to dispose of their household waste. If the City did not provide this service then the residents would need to hire a private service to pick up their household waste.
2) *Rubbish Collection* – Activities and services by this program are supported by the property tax. Providing curbside pickup of large bulky trash items twice a year for residents throughout the City allows for a means for residents to dispose of their large bulky trash items. Collection is done on the designated garbage day. Rubbish is collected using a loader and dump truck for non-metal items. Once truck is full it is hauled to the landfill transfer station in Hobart. Metal items are separated and picked up with a one-ton dump truck and hauled to the Municipal Service Center. Once the City has a large quantity of metal items, a company that salvages metal items will be called to pick up all the metal items that have been collected. This service is a value to the community because not everyone has the means to dispose of their large bulky trash items so by having curbside pickup they are able to dispose of these items.

3) *Rubbish drop off site* – Activities and services by this program are supported by the property tax. This provides an option for residents to haul their rubbish and large bulky items to the City's Municipal Service Center (MSC) throughout the months of April through November. Residents will bring their items to the MSC during these months on Wednesdays from 3:00 PM to 7:00 PM and Saturdays 8:00 AM to 4:00 PM. Items will be stockpiled until such time there are quantities large enough to haul to the landfill transfer station. This service benefits the residents of the City by giving them another alternative to dispose of their bulky trash items.

Expected Outcomes:

1) Maintain residential garbage collection on a weekly basis keeps properties clean.
2) Maintain a means for residents to dispose of large bulky trash items either by curbside pickup or a drop off location in order to keep properties looking neat and clean.

2025 Performance Measures (July 2024 – June 2025):

1) Decrease the number of rubbish violations letters by 1% by educating the community on city policy through the use of social media on rubbish drop off site, website, and violation tags.

2024 Performance Measures (July 2023 – June 2024):

1) Decrease the number of rubbish violation letters 1% by educating the community on City policy.
   a. Result: 326 violations in 2023 (July 2022-June 2023), 309 violations in 2024 (July 2023-June 2024). This is a decrease of 5 ½ %. Performance measure was met.

Significant Program Achievements:

1) Continued to monitor and reviewed routes to ensure peak efficiency. Modified/updated routes to ensure remaining at peak efficiency
2) Issued 605 violation notices July 2023-June 2024 down from 1,347 violation notices in July 2022-June 2023 for unacceptable items in garbage containers, ie. recycling, yard waste, motor oil etc.
3) Established Toter polycarts as sole garbage and recycling cart for consistent appearance and cost savings.

Existing Program Standards Including Importance to Community:

1) Curbside garbage collection using automated garbage trucks.
    a. Community Importance.
        i. Provides the residents with a means to dispose of their household garbage on a weekly basis.
2) Rubbish curbside collection twice per year.
    a. Community Importance.
        i. Provides the residents with a means to dispose of their large bulky trash items twice per year.
3) Provide rubbish drop off site year-round at the Municipal Service Center.
    a. Community Importance.
        i. Provides the residents with a means for residents to drop off their large bulky trash items on a weekly basis instead of relying on the twice per year curbside pickup.

Costs and Benefits of Program and Services:

The proposed 2025 Garbage/Refuse Collection program cost is $451,990. The program benefits the community by giving the residents a means to dispose of their household waste on a weekly basis. It also benefits the residents by giving them options to dispose of their larger bulky trash items.

2025 Program Objectives:

1) Continue to maintain level of service with continued City growth
2) Continue to update route maps to improve the efficiencies of the operation.
3) Continue to investigate eliminating commercial garbage collection.

2025 Budget Significant Expenditure Changes:

1) Seasonal Labor increased $1,138 to reflect increase in seasonal wages.
2) Health, Dental, DIB, Life & Wks Cmp Ins increased $7,601 to reflect increase in health insurance.
3) Training for staff development in garbage truck operations. In addition, staff trained on new garbage trucks and controls.
4) Consulting increased $5,000 to reflect the addition of dumpster services for the Community Center and Mission Square. Consulting for garbage dumpster services for Marquette Square, Nicolet Square, alley of 400 Block of Main Avenue, Mission Square and Community Center. Consulting also includes $1,000 funding for WDNR and Brown County for solid waste operations.

5) Transportation increased $6,666 to reflect actual costs.
6) Garbage and Poly Cart Supplies decreased $10,000 to reflect actual costs.
7) No Capital Equipment requested.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

GARBAGE/REFUSE COLLECTION

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	53620	120	Hourly Wages	$ 201,421	$ 206,523	$ 222,094	$ 222,094	$ 117,480	$ 222,094	$ 228,757	$ 228,757	3.00%
100	53620	125	Overtime Wages	3,000	5,593	3,000	3,000	598	3,000	3,000	3,000	0.00%
100	53620	126	Seasonal Labor	17,500	17,448	18,200	18,200	7,715	18,200	19,338	19,338	6.25%
100	53620	150	FICA	15,892	16,224	17,484	17,484	8,909	17,484	18,010	18,010	3.01%
100	53620	151	Retirement	13,901	15,034	15,531	15,531	6,319	15,531	16,107	16,107	3.71%
100	53620	152	Health, Dental, DIB, Life & Wks Cmp Ins	65,562	88,504	76,011	76,011	43,262	76,011	83,612	83,612	10.00%
100	53620	190	Training	500	0	500	500	63	500	500	500	0.00%
			Subtotal	**317,776**	**349,327**	**352,820**	**352,820**	**184,345**	**352,820**	**369,324**	**369,324**	**4.68%**
			CONTRACTUAL SERVICES									
100	53620	210	Telephone	0	0	0	0	0	0	0	0	0.00%
100	53620	215	Consulting	10,000	7,901	10,000	10,000	4,050	10,000	15,000	15,000	50.00%
			Subtotal	**10,000**	**7,901**	**10,000**	**10,000**	**4,050**	**10,000**	**15,000**	**15,000**	**50.00%**
			SUPPLIES AND EXPENSE									
100	53620	331	Transportation	48,010	70,749	50,000	50,000	27,021	54,042	56,666	56,666	13.33%
100	53620	340	Operating Supplies	1,000	0	1,000	1,000	203	1,000	1,000	1,000	0.00%
100	53620	344	Garbage and Poly Cart Supplies	20,000	(475)	20,000	20,000	195	20,000	10,000	10,000	-50.00%
			Subtotal	**69,010**	**70,273**	**71,000**	**71,000**	**27,419**	**75,042**	**67,666**	**67,666**	**-4.70%**
			CAPITAL OUTLAY									
100	53620	810	Capital Equipment	0	0	0	0	0	0	375,000	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**375,000**	**0**	**0.00%**
			TOTAL	**$ 396,786**	**$ 427,501**	**$ 433,820**	**$ 433,820**	**$ 215,814**	**$ 437,862**	**$ 826,990**	**$ 451,990**	**4.19%**

Landfill

Program Full Time Equivalents: 0

Program Mission:

Provide funding for the disposal of solid waste that is collected throughout the City.

List of Program Service(s) Descriptions:

1) *Landfill* – Provides funding for the tipping fees for disposal of solid waste.

Important Outputs:

1) *Landfill* – Activities and services by this program are supported by the property tax. Funds the disposal of solid waste collected by the City. The City hauls the garbage and rubbish collected from the community to the transfer station in Hobart. The County then hauls this material to the landfill. The weights of the material are collected from each City truck and then recorded. This weight is then converted to tons and the County will then invoice the City based on the tons collected. This program is valuable to the community because it funds the tipping fees required to dispose of all solid waste collected from the residents of the community.

Expected Outcomes:

1) Maintain disposal operations of solid waste collected by the City.

2025 Performance Measures (July 2024 – June 2025):

1) Monitor 100% of the weight slips from the transfer station to make sure the County invoices the City properly for landfill charges.

2024 Performance Measures (July 2023 – June 2024):

1) Monitor the weight slips from the transfer station to make sure the County invoices the City properly for landfill charges.
   a. Result: All weight slips are entered into a database to appropriately analyze and checked for proper payment.

Significant Program Achievements:

1) The City delivered 5,640.47 tons of garbage to the landfill from weekly household collection and 520.41 tons of garbage from curbside collection and rubbish drop off site to the transfer station.
2) Utilized a direct haul to the South Landfill periodically while on the east side of city.

Existing Program Standards Including Importance to Community:

1) Review Brown County tonnage and fee reports monthly to identify expenditure trends to develop annual funding requirements.
    a. Community Importance.
        i. Provides funding for disposal of solid waste collected throughout the City.

Costs and Benefits of Program and Services:

The proposed 2025 Landfill program cost is $320,000. This program benefits the community by providing funding for disposal of solid waste.

2025 Program Objectives:

1) Continue to monitor volume of material going to landfill for compliance.

2025 Budget Significant Expenditure Changes:

1) None.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

LANDFILL

Account Number CONTRACTUAL SERVICES

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
100	53630	214	Landfill	$ 320,000	$ 335,365	$ 320,000	$ 320,000	$ 120,281	$ 320,000	$ 320,000	$ 320,000	0.00%
			Subtotal	**320,000**	**335,365**	**320,000**	**320,000**	**120,281**	**320,000**	**320,000**	**320,000**	**0.00%**
			TOTAL	**$ 320,000**	**$ 335,365**	**$ 320,000**	**$ 320,000**	**$ 120,281**	**$ 320,000**	**$ 320,000**	**$ 320,000**	**0.00%**

Weed Control

Program Full Time Equivalents: 0.10

Program Mission:

The management of noxious and unsightly weeds throughout the community.

List of Program Service(s) Descriptions:

1) *Weed control* – Perform mowing / cutting operations to control grass and weeds in undeveloped lots, City property, and along roadways.

Important Outputs:

1) *Cutting weeds and grass* – Activities and services by this program is supported by the property tax (35%) and storm water utility (65%). Maintenance along roadways and City properties to keep grass and weeds mowed to acceptable heights. This service is valuable to the community because it improves visibility at intersections as well as preventing the spread of noxious weeds.

Expected Outcomes:

1) Decrease the spread of noxious weeds.
2) Increase visibility at intersections for the traveling public.

2025 Performance Measures (July 2024 – June 2025):

1) Cut high visibility locations a minimum of 3 times during the cutting season to maintain vision and aesthetics.

2024 Performance Measures (July 2023 – June 2024):

1) Respond to 100% of weed complaints within 72 hours of receiving them. Determine if this can be done with current staff levels or whether additional staff is needed or there is a need to outsource some of the work load in order to respond to weed complaints in a timely manner.
   a. Result: This was accomplished.

Significant Program Achievements:

1) Maintained safe vision triangles throughout the City.
2) Cut and maintained high traffic volume areas of litter.
3) Cut growth around storm sewer drainage areas within the city during winter months
4) Cut growth around city owned RR spurs annually per CN RR requirements.

Existing Program Standards Including Importance to Community:

1) Maintain highway standards for clear vision triangle at intersections.
   a. Community Importance.
      i. Reduce road hazards along roadways so motorists can see at intersections
      ii. Maintain City owned properties so that they are in compliance with the City's ordinance for tall grass and weeds.

Costs and Benefits of Program and Services:

The proposed 2025 Weed Control program cost is $26,932. This amount is only 35% of the total cost of the program. The other 65% costs for this program are spread out through the following utilities: 65% storm water utility. The program benefits the community by allowing the streets to be kept clear of road hazards at intersections. It also benefits the community by allowing City owned properties to be maintained for grass and weeds.

2025 Program Objectives:

1) Continue to cut weeds in business and industrial parks twice per year.
2) Continue to maintain safe vision triangle at intersections throughout the City.

2025 Budget Significant Expenditure Changes:

1) Seasonal Labor increased $65 to reflect increase in seasonal wages.
2) Health, Dental, DIB, Life & Wks Cmp Ins increased $749 to reflect increase in health insurance.
3) Operating Supplies increased $4,500 to reflect replacing blades on flail mowers.
4) No Capital Equipment requested.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

WEED CONTROL

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	53640	120	Hourly Wages	$ 7,350	$ 7,384	$ 10,648	$ 10,648	$ 2,526	$ 10,648	$ 10,967	$ 10,967	3.00%
100	53640	125	Overtime Wages	0	820	0	0	(3)	0	0	0	0.00%
100	53640	126	Seasonal Labor	1,000	1,724	1,040	1,040	345	1,040	1,105	1,105	6.25%
100	53640	150	FICA	577	629	830	830	135	830	855	855	3.06%
100	53640	151	Retirement	500	696	735	735	(44)	735	762	762	3.74%
100	53640	152	Health, Dental, DIB, Life & Wks Cmp Ins	5,515	5,580	7,494	7,494	1,778	7,494	8,243	8,243	9.99%
			Subtotal	**14,942**	**16,833**	**20,747**	**20,747**	**4,736**	**20,746**	**21,932**	**21,932**	**5.71%**
			SUPPLIES AND EXPENSE									
100	53640	340	Operating Supplies	0	0	0	0	0	0	4,500	4,500	100.00%
100	53640	361	Fuel - City Vehicles/EQ	500	580	500	500	225	500	500	500	0.00%
			Subtotal	**500**	**580**	**500**	**500**	**225**	**500**	**5,000**	**5,000**	**900.00%**
			CAPITAL OUTLAY									
100	53640	810	Capital Equipment	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 15,442**	**$ 17,413**	**$ 21,247**	**$ 21,247**	**$ 4,961**	**$ 21,246**	**$ 26,932**	**$ 26,932**	**26.76%**

Recycling

Program Full Time Equivalents: 1.10

Program Mission:

Provide an efficient and effective service of collection and disposal of recycling material throughout the City in a timely manner.

List of Program Service(s) Descriptions:

1) *Recycling Collection* – Provide biweekly curbside pickup of recycling throughout the City.

Important Outputs:

1) *Recycling Collection* – Activities and services by this program are supported by the property tax and DNR grants. In 2024 the grant received was $97,805.77. Providing biweekly recycling collection for residents throughout the City. The City collects recyclables by using one-person automatic recycling trucks. Recycling is collected Monday thru Thursday by specific routes. Once route is completed for the day the recycling trucks haul recyclable materials to the County transfer station in Ashwaubenon. The weights of every truck are recorded and the County will include these weights as part of the overall invoice for the landfill. The City will either pay or be paid for the recyclable materials depending on the market rate for recyclable materials. The residents benefit from this service because it provides them a means to dispose of their recyclable materials. If the City did not provide this service, the residents would need to hire a private service to pick up their recyclables.

Expected Outcomes:

1) Increase the amount of recycling collected so that less material goes into the landfill.

2025 Performance Measures (July 2024 – June 2025):

1) Maintain a 0% rejection of loads with Brown County Port and Resource Recovery due to contamination.

2024 Performance Measures (July 2023 – June 2024):

1) Maintain a 0% rejection of loads with Brown County Port and Resource Recovery due to contamination.
    a. Result: The County did not reject any of the City's loads. Performance measure met.

Significant Program Achievements:

1) Increased efforts to educate community and residents on the importance of recycling. Issued 267 violation notices of non-compliance of recycling.
2) Established Toter polycarts as sole garbage and recycling cart for consistent appearance and cost savings.
3) Place educational stickers on recycling carts with Tri-County Recycling QR code on recycling carts

Existing Program Standards Including Importance to Community:

1) Curbside recycling collection using automated recycling trucks.
    a. Community Importance.
        i. Provides the residents with a means to dispose of their household recycling on a biweekly basis.
        ii. Reduces the amount of material that goes into the landfills.

Costs and Benefits of Program and Services:

The proposed 2025 Recycling program cost is $166,928. The program benefits the community by giving the residents a means to dispose of their household recycling on a biweekly basis.

2025 Program Objectives:

1) Continue to maintain level of service with continued City growth
2) Continue to update route maps to improve the efficiencies of the operation.
3) Continue to investigate eliminating commercial recycle collection.

2025 Budget Significant Expenditure Changes:

1) Overtime Wages increased $600 to reflect increase actual costs due to holiday collection.
2) Health, Dental, DIB, Life & Wks Cmp Ins increased $4,056 to reflect increase in health insurance.
3) Training to fund staff attending recycling seminars.
4) Consulting increased $5,670 to reflect the addition of dumpster services for the Community Center and Mission Square. Consulting for garbage dumpster services for Marquette Square, Nicolet Square, alley of 400 Block of Main Avenue, Mission Square and Community Center.
5) Garbage and Poly Cart Supplies decreased $10,000 to reflect actual costs.
6) No Capital Equipment requested.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

RECYCLING

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	53650	120	Hourly Wages	$ 55,852	$ 62,139	$ 69,002	$ 69,002	$ 31,406	$ 69,002	$ 71,072	$ 71,072	3.00%
100	53650	125	Overtime Wages	200	2,218	200	200	414	800	800	800	300.00%
100	53650	126	Seasonal Labor	403	0	420	420	0	420	420	420	0.00%
100	53650	150	FICA	4,294	4,906	5,300	5,300	2,358	5,346	5,504	5,504	3.85%
100	53650	151	Retirement	3,812	4,626	4,775	4,775	1,880	4,816	4,959	4,959	3.86%
100	53650	152	Health, Dental, DIB, Life & Wks Cmp Ins	33,336	44,098	40,562	40,562	19,104	40,562	44,618	44,618	10.00%
100	53650	190	Training	500	0	500	500	186	500	500	500	0.00%
			Subtotal	**98,396**	**117,988**	**120,759**	**120,759**	**55,348**	**121,446**	**127,873**	**127,873**	**5.89%**
			CONTRACTUAL SERVICES									
100	53650	215	Consulting	6,000	5,969	6,000	6,000	3,038	6,000	11,670	11,670	94.50%
			Subtotal	**6,000**	**5,969**	**6,000**	**6,000**	**3,038**	**6,000**	**11,670**	**11,670**	**94.50%**
			SUPPLIES AND EXPENSE									
100	53650	331	Transportation	16,885	2,810	16,885	16,885	5,692	16,885	16,885	16,885	0.00%
100	53650	340	Operating Supplies	500	0	500	500	210	500	500	500	0.00%
100	53650	344	Poly Cart Supplies	20,000	(476)	20,000	20,000	195	20,000	10,000	10,000	-50.00%
			Subtotal	**37,385**	**2,335**	**37,385**	**37,385**	**6,097**	**37,385**	**27,385**	**27,385**	**-26.75%**
			CAPITAL OUTLAY									
100	53650	810	Capital Equipment	0	0	0	0	0	0	70,000	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**70,000**	**0**	**0.00%**
			TOTAL	**$ 141,781**	**$ 126,292**	**$ 164,144**	**$ 164,144**	**$ 64,483**	**$ 164,831**	**$ 236,928**	**$ 166,928**	**1.70%**

TOTAL PUBLIC WORKS

City of De Pere
2025 General Fund
Adopted Budget

PUBLIC WORKS
EXPENDITURES

TOTAL PUBLIC WORKS

	Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
	PERSONAL SERVICES									
110	Salaries	$ 147,979	$ 149,664	$ 179,702	$ 179,702	$ 79,988	$ 179,702	$ 188,483	$ 188,483	4.89%
120	Hourly Wages	735,746	694,688	853,514	853,514	376,875	857,489	908,835	908,835	6.48%
125	Overtime Wages	61,100	49,667	61,200	61,200	14,024	63,600	63,600	63,600	3.92%
126	Seasonal Wages	59,983	45,517	61,701	61,701	15,389	61,701	62,323	62,323	1.01%
150	FICA	73,149	67,683	84,617	84,617	35,964	85,105	89,714	89,714	6.02%
151	Retirement	64,248	64,158	75,515	75,515	26,290	75,955	80,648	80,648	6.80%
152	Health, Denal, DIB, Life & Wks Comp Ins	315,495	362,852	382,835	382,835	158,723	382,713	394,561	386,563	0.97%
190	Training	16,000	6,527	17,875	17,875	3,568	17,875	17,875	17,875	0.00%
	Subtotal	**1,473,701**	**1,440,756**	**1,716,960**	**1,716,960**	**710,820**	**1,724,140**	**1,806,039**	**1,798,041**	**4.72%**
	CONTRACTUAL SERVICES									
210	Telephone	1,908	950	1,908	1,908	693	1,908	1,908	1,908	0.00%
211	Postage	1,563	2,357	2,154	2,154	1,964	3,928	3,000	3,000	39.28%
212	Seminars and Conference	4,995	1,525	5,195	5,195	6	5,195	5,195	5,195	0.00%
213	Transit System	408,100	82,557	147,973	147,973	87,073	174,146	173,334	173,334	17.14%
214	Landfill	320,000	335,365	320,000	320,000	120,281	320,000	320,000	320,000	0.00%
215	Consulting	134,029	133,009	149,829	149,829	48,715	157,881	167,620	167,620	11.87%
217	Cleaning Service Contract	10,734	8,444	24,060	24,060	6,617	13,234	13,630	13,630	-43.35%
218	Cell/Radio	6,705	6,574	7,334	7,334	2,654	7,334	7,334	7,334	0.00%
219	Data	0	0	0	0	0	0	0	0	0.00%
220	Utilities	439,597	458,119	443,597	443,597	208,028	443,359	479,685	479,685	8.14%
	Subtotal	**1,327,631**	**1,028,900**	**1,102,050**	**1,102,050**	**476,031**	**1,126,985**	**1,171,706**	**1,171,706**	**6.32%**

City of De Pere
2025 General Fund
Adopted Budget

PUBLIC WORKS
EXPENDITURES

TOTAL PUBLIC WORKS

	Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
	SUPPLIES AND EXPENSE									
310	Office Supplies	3,000	1,741	3,000	3,000	871	3,000	3,000	3,000	0.00%
314	Cleaning & Maintenance Supplies	9,000	9,595	9,000	9,000	5,813	11,626	12,000	12,000	33.33%
320	Memberships/Subscriptions	650	355	700	700	19	700	700	700	0.00%
331	Transportation	129,145	131,140	139,755	139,755	56,430	143,797	146,421	144,421	3.34%
340	Operating Supplies	94,065	102,387	114,774	114,774	79,904	135,774	128,374	127,874	11.41%
341	Salt, Sand and Chloride	80,000	103,066	90,000	90,000	31,575	90,000	94,500	94,500	5.00%
342	Paint--Sign and Mark	14,000	16,118	14,000	14,000	12,826	14,000	14,000	14,000	0.00%
344	Garbage Bags and Poly Cart Supplies	40,000	(951)	40,000	40,000	390	40,000	20,000	20,000	-50.00%
350	Repair and Maintenance	31,700	30,711	61,800	61,800	40,543	61,802	61,800	61,800	0.00%
351	Safety Equipment and Uniforms	10,374	8,346	11,828	11,828	3,156	11,828	15,175	15,175	28.30%
361	Fuel - Equipment	500	580	500	500	225	500	500	500	0.00%
	Subtotal	**412,434**	**403,088**	**485,357**	**485,357**	**231,751**	**513,027**	**496,470**	**493,970**	**1.77%**
	CAPITAL OUTLAY									
810	Captial Equipment	7,510	9,886	101,840	101,840	48,147	72,090	29,440,700	30,700	-69.85%
	Subtotal	**7,510**	**9,886**	**101,840**	**101,840**	**48,147**	**72,090**	**29,440,700**	**30,700**	**-69.85%**
	TOTAL	**$ 3,221,276**	**$ 2,882,629**	**$ 3,406,207**	**$ 3,406,207**	**$ 1,466,749**	**$ 3,436,242**	**$ 32,914,915**	**$ 3,494,417**	**2.59%**

CULTURE, EDUCATION & RECREATION

CULTURE, EDUCATION AND RECREATION EXPENDITURES

PROGRAM BUDGET	FULL TIME EQUIVALENTS
Community Center	2.15
Historic Preservation Commission	0.00
Park and Rec Administration	2.00
Parks & Public Land	4.43
Forestry	2.78
Boat Ramps	0.15
Parks Equipment/Vehicle Maintenance	0.50
Recreation and Recreation Programs	4.10
Special Events/Celebrations	0.15
TOTAL	**16.25**

Community Center

Program Full Time Equivalents: 2.15

Program Mission:

To maintain the Community Center as a broad-based facility with the intent to provide a wide variety of uses, high quality services and varied recreational opportunities at affordable costs for the entire community in a safe and pleasurable atmosphere.

List of Program Service(s) Descriptions:

1) *Facility Reservations* – Provide a variety of multi-purpose rooms and audio/visual equipment available for rent to resident and non-resident groups, organizations and businesses for public or private functions. Rooms provided free of charge for city departments, service organizations and school youth groups through high school within the community.

Important Outputs:

1) *Room Rentals.* Activity funded by property tax and private funds. Facility provides a convenient location, affordable rates, community service for non-profit and youth organizations and city departments, enhanced relationships within the community.

Expected Outcomes:

1) Continue to keep Community Center well-maintained, operating efficiently and increasing overall revenues.
2) Promote sustainability practices with users of the Community Center.

2025 Performance Measures (July 2024-June 2025):

1) Increase the percentage of on-line rentals by 10% through enhanced marketing efforts.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Increase number of paid rentals at Community Center by 2%.
   a. Result: Number of paid rentals increased by 1.4% (7/1/22 – 6/30/23 = 276 rentals, 7/1/23 – 6/30/24 = 280 rentals).

2024 Significant Program Achievements:

1) Implemented new registration/reservation/POS software system, CivicRec and consolidated the gateway processor to same company for entire city which is a significant decrease in transaction fees and passed on credit card fees to user. CivicRec has provided the community with the option to search room availability and reserve Community Center rooms online.
2) Nearly completed branding project initiative for the Community Center (still searching for a few large photos for adequate print quality for canvas prints).
3) Installed TV monitors on each level of the Community Center for digital announcements/signage through OptiSigns.
4) Hired and trained new Part Time Office Assistant, Community Center Facility Attendant and two Part-time CC Maintenance personnel.
5) Researched chair replacements for Oak & Hickory Rms. and soliciting for donations to cover costs. Currently pursuing quotes on replacing patio furniture and securing donations to cover half of the costs.
6) Received quotes on upgrading communications equipment in collaboration with a grant through the Health Dept.
7) Renewed agreements with SESAC, BMI, ASCAP & MPLC licensing companies, extended agreement with MultiMedia Channels for our department brochures, eliminated Elevator & Security Monitoring contracts and numerous other building maintenance agreements.
8) Collaborated with the Beautification Committee on the ordering and planting of our flowerpots, which was a savings in staff time and city funds.
9) Completed the following major projects: LED lighting installation project, air handler fan replacement; construction of dumpster enclosure to begin in Fall.

Existing Program Standards Including Importance to Community:

1) Provide a broad-based facility with a variety of uses and activities for the community.
    a. Community Importance:
        i. Serves as an easily accessible location for a variety of recreation programs and activities for people of all ages of our community. These programs, which financially sustain themselves, facilitate social interaction that are critical to community cohesion and pride; enhance a sense of wellness; provide organized, structured, cognitively stimulating and enjoyable activities for all ages as well as provide a refuge of safety and care for all participants.
        ii. Provides customer service, serving as a resource contact.
        iii. Creates a source of revenue.

2) Provide five economically priced multi-purpose rooms available for rent or free to City Departments as requested and non-profit organizations or school youth groups, Monday thru Thursday.
   a. Community Importance:
      i. Provides a central-based meeting place for all entities whether public, private or corporate such as social gatherings, showers, receptions, parties for any occasion, training sessions, meetings, etc.
      ii. Creates a source of revenue.

Costs and Benefits of Program and Services:

The proposed 2025 Community Center Program cost is $431,554. The program benefits the community by providing the citizens with a centrally located meeting place offering varied recreation programs, events and services while serving a wide-age range of participants. The programs are offered at affordable rates to promote physical activity, social interaction, cohesion, and pride as well as enhance their health and well-being and aide in acquiring lifelong skills. The Community Center also serves as a rental facility for public, private, corporate and city functions, providing five economically priced multi-purpose rooms.

2025 Objectives:

1) Monitor program offerings and usage to ensure maximum use of Community Center and facilities within our community.
2) Continue to reduce number of call-ins for Community Center.
3) Increase online reservations and marketing efforts for Community Center rentals.
4) Renew multi-year agreement with Multi-Media Channels to cover brochure costs.
5) Complete approved capital improvement projects to potentially include replacement of countertops, window sills/ledges, painting walls, and updates throughout facility; lower level outdoor signage; and air conditioning unit replacement.

2025 Budget Significant Expenditure Changes:

1) Salaries increased $5,033 to reflect COLA and performance pay adjustments.
2) Hourly Wages decreased $22,251 due to the reallocation of .5 FTE (Rec Coordinator) to Rec and Rec Programs budget.
3) Hourly Wages Part-Time increased $20,000 to reflect reallocation of PT Office Assistant Position from Rec and Rec Programs to CC budget.
4) Overtime Wages increased $150 to reflect actual trends.
5) Seasonal Labor increased $1,020 to reflect seasonal wage raises and increase of 30 hours/year for Facility Attendants.
6) FICA decreased $1,001 due to the reallocation of .5 FTE Rec Coordinator position to Rec and Rec Programs budget.
7) Retirement decreased $1,091 due to the reallocation of .5 FTE Rec Coordinator position to Rec and Rec Programs budget.

8) Training includes Management Training Seminars (1) $125, Support Staff Training (2) $150, First Aid/CPR Training (5) $75.
9) Postage decreased $270 to reflect actual trends.
10) Consulting decreased $3,675 due to reallocation of garbage/recycling collection services for dumpster to Public Works budget. Includes Security/Fire/Elevator Monitoring Service ($425).
11) Data increased $204 to reflect projected costs.
12) Equipment Maintenance increased by $3,200 to replace the door closer on the upper level of the Community Center.
13) Memberships/Subscriptions increased $687 to reflect trends and major increase from SESAC due to population size. Includes the following music and movie licenses: MPLC ($831), ASCAP ($465), SESAC ($1,200), BMI ($466).
14) Capital Outlay includes $15,000 – CC general improvements.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
COMMUNITY CENTER												
Account Number			PERSONAL SERVICES									
100	55140	110	Salaries	$ 94,126	$ 95,621	$ 99,805	$ 99,805	$ 47,920	$ 99,805	$ 104,838	$ 104,838	5.04%
100	55140	120	Hourly Wages	86,105	78,600	89,671	89,671	40,809	89,671	67,420	67,420	-24.81%
100	55140	122	Hourly Wages Part Time	0	0	0	0	0	0	20,000	20,000	100.00%
100	55140	125	Overtime Wages	500	657	500	500	393	650	650	650	30.00%
100	55140	126	Seasonal Labor	15,280	14,211	15,280	15,280	6,211	14,500	16,300	16,300	6.68%
100	55140	150	FICA	14,047	13,362	14,755	14,755	6,678	14,755	13,754	13,754	-6.78%
100	55140	151	Retirement	12,290	12,327	13,108	13,108	5,167	13,119	12,017	12,017	-8.32%
100	55140	152	Health, Dental, DIB, Life & Wks Cmp Ins	41,613	50,916	63,431	63,431	32,058	62,000	61,095	61,095	-3.68%
100	55140	190	Training	350	120	350	350	127	250	350	350	0.00%
			Subtotal	**264,311**	**265,814**	**296,900**	**296,900**	**139,364**	**294,750**	**296,424**	**296,424**	**-0.16%**
			CONTRACTUAL SERVICES									
100	55140	210	Telephone	4,000	1,839	4,000	4,000	1,477	4,000	4,000	4,000	0.00%
100	55140	211	Postage	695	235	695	695	25	260	425	425	-38.85%
100	55140	212	Seminars and Conferences	0	0	0	0	0	0	0	0	0.00%
100	55140	215	Consulting	4,300	0	4,100	4,100	0	421	425	425	-89.63%
100	55140	217	Cleaning Service Contract	34,592	33,387	34,595	34,595	15,434	34,000	35,580	35,580	2.85%
100	55140	218	Cell/Radio	480	460	480	480	240	480	480	480	0.00%
100	55140	219	Data	996	1,012	1,116	1,116	576	1,170	1,320	1,320	18.28%
100	55140	220	Utilities	40,000	41,825	43,400	43,400	14,624	38,500	43,400	43,400	0.00%
100	55140	240	Equipment Maintenance	6,500	6,500	8,000	8,000	5,808	8,000	11,200	11,200	40.00%
100	55140	290	Other Contractual Services	13,150	11,149	13,278	13,278	2,626	12,705	13,838	13,838	4.22%
			Subtotal	**104,713**	**96,408**	**109,664**	**109,664**	**40,808**	**99,536**	**110,668**	**110,668**	**0.92%**
			SUPPLIES AND EXPENSE									
100	55140	310	Office Supplies	2,750	3,715	2,750	2,750	(276)	2,500	2,750	2,750	0.00%
100	55140	320	Memberships/Subscriptions	2,037	2,142	2,275	2,275	1,159	2,815	2,962	2,962	30.20%
100	55140	331	Transportation	0	0	0	0	0	0	0	0	0.00%
100	55140	340	Operating Supplies	3,750	3,658	3,750	3,750	583	3,700	3,750	3,750	0.00%
			Subtotal	**8,537**	**9,515**	**8,775**	**8,775**	**1,467**	**9,015**	**9,462**	**9,462**	**7.83%**
			CAPITAL OUTLAY									
100	55140	810	Capital Equipment	0	0	15,000	15,000	0	15,000	242,000	15,000	0.00%
			Subtotal	**0**	**0**	**15,000**	**15,000**	**0**	**15,000**	**242,000**	**15,000**	**0.00%**
			TOTAL	**$ 377,561**	**$ 371,737**	**$ 430,339**	**$ 430,339**	**$ 181,639**	**$ 418,301**	**$ 658,554**	**$ 431,554**	**0.28%**

Historic Preservation Commission

Program Full Time Equivalents: 0

Program Mission:

The purpose of the Commission is to affect and accomplish the protection, enhancement, perpetuation, and use or improvement of sites, which represent or reflect elements of the City's cultural, social, economic, political or architectural history. The Commission serves to foster civic pride in the notable accomplishments of the past.

List of Program Service(s) Descriptions:

1) *Citizen Contact* – Receive input/questions from citizens on projects related to the areas of responsibility.
2) *Historic Districts / Places* – Responsible for the creation and maintenance of historic sites and districts.
3) *Historic District Plans* – Responsible for the development, update and implementation of historic district plans for each district.
4) *Historic District Education* – Responsible for the continuing education of the citizens about the historical heritage of the city and the historic properties designated.

Important Outputs:

1) *Preservation of historic structures, sites, and districts* – Funding provided through tax levy and state/federal grants. Preservation is important since the City of De Pere is known for its historic heritage, sites and districts.
2) *Creation of new historic sites and districts* – Funding provided through tax levy and state/federal grants. Studying and creating new districts is important since more buildings and areas qualify as the City ages.
3) *Education programs related to the program* – Funding provided primarily through grants. Education is important to help maintain and increase the overall quality of the City's historic background.

Expected Outcomes:

1) Maintain citizen contact levels in a manner that meets or exceeds the needs of the community.
2) Maintain or increase the overall quality of life of residents and visitors though the implementation of the City's historic preservation policies.

3) Maintain or increase the overall quality of life for the citizens in De Pere with a historic preservation program that enhances the historical heritage of the City.
4) Increase the awareness on the City's heritage and provide education to maintain the historic sites and districts in the City.

2025 Performance Measures:

1) Complete a 2024 Certified Local Government Sub-grant. A $6,000 sub-grant was awarded in 2024 for the potential Federal Register and State Register designation of a commercial building. (January 2024 through September 2025).
2) Target three residential properties and three commercial properties, identified in the City's 2017 Historical & Architectural Resources Survey, to determine if there is an interest in becoming either federal and state designated, or locally designated, as historic (July 2025).
3) Provide at least two education programs that continue the education on the historical heritage of the City. (May 2025 - Historic Preservation Month, and December 2025).

2024Performance Measurement Data:

1) Follow up on a 2023 application to the Wisconsin Historical Society for a 2024 Certified Local Government Sub-grant. An August 14, 2023 Notice of Intent was submitted for $4,500 in grant dollars for the potential Federal Register and State Register designation of a commercial building. A formal application was due by December 18, 2023. (January 2024 through September 2025).
   Result: The awarded sub-grant was increased to $6,000 for the Historic Preservation Commission in February 2024. A Memorandum of Agreement and Scope of Work were reviewed in June 2024. The sub-grant concludes in September 2025.
2) Target three residential properties and three commercial properties, identified in the City's 2017 Historical & Architectural Resources Survey, to determine if there is an interest in becoming either federal and state designated, or locally designated, as historic (July 2024).
   Result: Designation inquiries were made to four properties. One property expressed interest and is the subject site for the above-referenced $6,000 sub-grant.
   Result: The delisting of two properties also occurred—one site due to fire and the second site due to demolition. The final delisting step at the Wisconsin Historical Society level for the demolition site will occur in the fall of 2024.

3) Provide at least two education programs that continue the education on the historical heritage of the City. (May 2024 - Historic Preservation Month, and December 2024).
Result: The Historic Preservation Commission developed and promoted a new virtual Historic walking Tour that resides on the Definitely De Pere website.
Result: The Historic Preservation Commission provided updated information for the City's GIS "Historic" map layer. The Historic Preservation Commission page provided new designation information for two properties.

Significant Program Achievements (August 2023 – July 2024):

1) August 2023 - successfully worked with the property owner of 127 N Broadway ST to secure interest in the proposed federal and state historic designation of the property.
2) September 2023 - completed the national historic designation of 1335 Ridgeway BL.
3) November 2023 - coordinated the review/approval process among the WDNR, Wisconsin Historical Society, and the Historic Preservation Commission for the demolition of a historic building at 290 Reid ST on the St. Norbert College campus.
4) November and December 2023 - submitted a Certified Local Government letter of intent and a formal sub-grant request application. A $6,000 sub-grant was awarded in February 2024. The grant is in progress and will complete in September 2025.
5) December 2024 - completed the design and order for approximately 65 historic district/building signs to be printed and distributed to property owners in the City. The signs are being distributed in 2024.
6) December 2023 - completed the national historic designation of 815 Nicolet DR.
7) January 2024 - completed an annual report for the Wisconsin Historical Society, and revised the Historic Preservation Commission page on the City's website. The annual report and website revisions were required for the City to retain a Certified Local Government status.
8) February 2024 - created a list of projects to attempt to complete during the calendar year 2024.
9) June 2024 - held a training session with the Wisconsin Historical Society about Historic Preservation Commissioner basics, the historic Preservation Ordinance, and historically designated properties.

Existing Program Standards Including Importance to Community:

1) Conduct a regular meeting of the Historic Preservation Commission on the third Monday of the month.
   a. Allows actions required or requested on behalf of the community to be acted upon in a timely manner, including the Certificate of Appropriateness (COA) permits, and review of photo-documenting of historic structures prior to demolition.
   b. Establishes a routine schedule for community involvement.
   c. In 2024 the HPC held meetings every two months, which allowed additional time to complete tasks between meetings. Bi-monthly meetings may be repeated in 2025.

2025 Program Objectives:

1) Continue Historic District signage for the residential districts. Signage is important for the identification of historic buildings and educates the community about the historic districts.
2) Facilitate a Certified Local Government Sub-grant to designate residential, commercial, and institutional properties as historic, which are identified in the City's 2017 Historical & Architectural Resources Survey.
3) Continue implementation of the City's 2017 Historical & Architectural Resources Survey by working on State and National historic building/district designations by targeting potential local, state, and federal designations. The City's 2017 Historical & Architectural Resources Survey provides a work plan for the establishment of future historic buildings in the City.
4) Provide at least two education programs that continue the education on the historical heritage of the City. Educational programs are important for property owners and citizens in understanding both the history of the community and the programs that are available to historic properties.

Costs and Benefits of Program and Services:

The proposed 2025 Historic Preservation program costs $20,860. The program benefits the community by providing citizens with access to an online database that identifies historically designated properties and districts, educational information about preserving and restoring a property, and connections to state and federal-level funding sources for restorations of historic properties. The program benefits the community by providing citizens with representation in the discussion and implementation of the City's historic preservation program. The program also benefits the community by providing education on the historical heritage of the city. . Overall, the Proposed Development Services Department 2025 budget represents a $6,000 or 40% increase over the 2024 budget.

2025 Budget Significant Expenditure Changes:

1) Seminars and Conferences. WAHPC Spring Conference ($450), Local History Conference ($200), National Trust for Historic designation travel to Madison ($100).
2) Consulting. Increased $6,000 and will be reimbursed by the State Historical Society grant, additional consulting for historic preservation signage ($3,200).
3) Memberships/Subscriptions. Fox Wisconsin Heritage Parkway ($250). National Alliance of Preservation Commissions ($100). WAHPC Membership ($40). National Trust for Historic Preservation ($20).

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
HISTORIC PRESERVATION COMMISSION												
Account Number			CONTRACTUAL SERVICES									
100	55150	212	Seminars and Conferences	$ 750	$ 406	$ 750	$ 750	$ 246	$ 650	$ 750	$ 750	0.00%
100	55150	215	Consulting	3,200	6,174	3,200	3,200	0	3,200	9,200	9,200	187.50%
			Subtotal	**3,950**	**6,579**	**3,950**	**3,950**	**246**	**3,850**	**9,950**	**9,950**	**151.90%**
			SUPPLIES AND EXPENSE									
100	55150	310	Office Supplies	200	0	200	200	160	200	200	200	0.00%
100	55150	320	Memberships/Subscriptions	410	0	410	410	0	410	410	410	0.00%
100	55150	331	Mileage Reimbursement	300	186	300	300	272	75	300	300	0.00%
100	55150	391	Historic Preservation Supplies	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**910**	**186**	**910**	**910**	**432**	**685**	**910**	**910**	**0.00%**
			GRANTS, CONTRIBUTIONS, INDEM									
100	55150	701	Historical Society	7,000	14,000	10,000	10,000	10,000	10,000	10,000	10,000	0.00%
			Subtotal	**7,000**	**14,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**0.00%**
			TOTAL	**$ 11,860**	**$ 20,765**	**$ 14,860**	**$ 14,860**	**$ 10,678**	**$ 14,535**	**$ 20,860**	**$ 20,860**	**40.38%**

Park and Rec Administration

Program Full Time Equivalents: 2.0

Program Mission:

To collaborate with the Board of Park Commissioners in developing policies as well as developing long term plans for quality park, recreation and forestry services to the residents of De Pere. The program is also responsible for overseeing and managing all other operations of the department.

List of Program Service(s) Descriptions:

1) *Development of Park Board Agenda* – Creates monthly agenda of items that require action by the Park Board.
2) *Future planning of park, recreation and forestry service* – Develops short and long term plans to help guide the department in offering applicable and beneficial programs and services to the community.
3) *Review, change and establish needed Policies* – Annual review of policies to provide municipal services and to promote the short and long term interests of the community.
4) *Department Budget Maintenance*– Develops the yearly capital and operational budgets in a fiscally responsible manner.
5) *Community feedback* – Receives community input and evaluates programs and services (i.e., Civic Rec Survey portal, Social Media, etc…).
6) *Park Design* – Works with Board of Park Commissioners revising and developing park design and layout.
7) *Supervision and leadership of management staff* –Evaluates and supervises management staff and skilled laborers.

Important Outputs:

1) *Comprehensive Park and Outdoor Recreation Plan* – Long range planning document that is funded by the Park Special Revenue Fund and guides the department in appropriately servicing the community with park and recreation services.
2) *Departmental Budget Proposal* – Activity and services by the department supported by property tax. This service is valuable to the City because it develops a structured and cost conscious plan for fiscal spending.
3) *Monthly Park Board agenda* – Program funded by property tax dollars. This service provides a structured monthly agenda to the Park Board and provides notification to the community on these topics.

4) *Park or facility development* – Program funded by property tax dollars. Provides professional insight and design to facilities to maximize safety, efficiency, and effectiveness for their proposed use.
5) *Park or facility changes* – Program funded by property tax dollars. Provides professional knowledge and guidance in revising current park layouts and amenities to ensure efficiency and effectiveness.
6) *Staff Communication and Supervision* – Program funded by property tax dollars. Conduct weekly staff meetings and quarterly all-department meetings, in addition to guidance and supervision of department managers. Ensures department mission and tasks are kept on track.

Expected Outcomes:

1) Maintain an updated Comprehensive Park and Outdoor Recreation Plan every five years.
2) Maintain clear and informative Park Board agendas.
3) Maintain clear and up to date policies.
4) Maintain the development of the proposed budget by August of each year.
5) Maintain a highly knowledgeable, skilled, and motivated work force.
6) Ensure City facilities and buildings operate efficiently and effectively.
7) Increased program and citizen satisfaction as a result of adapting programs and services based on community feedback.
8) Maintain high quality, safe, efficient parks that meet community and neighborhood needs through the design of new parks and restructuring of current parks.

2025 Performance Measures:

1) Review all See Click Fix submittals within 48 hours.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Receive a 90% acceptable rating for department service through user survey.
   a. Result: Survey was not performed in the traditional format due to validation concerns using social media and current mailing list, along with the conversion of our on-line registration system.

Significant Program Achievements:

1) Completed construction of Nelson Family Pavilion.
2) Completed Comprehensive Outdoor Recreation Plan.
3) Conducted Aerial Deer Survey and analysis of deer population.
4) Completed Wilson Park Master Plan.
5) Grew Holiday Light Show at Voyageur Park.

Existing Program Standards Including Importance to Community:

1) Conduct a regular meeting of the Board of Park Commissioners the third Thursday of the month.
   a. Community Importance.
      i. Allows actions required or requested on behalf of the community to be acted upon in a timely manner.
      ii. Establishes a routine schedule for community involvement.
2) Draft budget proposed by August of each year to the Park Board.
   a. Community Importance.
      i. Provides community input and guidance to the department budgetary proposal.
3) Conduct weekly staff meetings and quarterly all department meetings.
   a. Community Importance.
      i. Provides a cohesive, knowledgeable, and motivated workforce.
4) Revision of long range Comprehensive Outdoor Plan every five years for parks, open space and leisure based programming.
   a. Community Importance.
      i. Provides coordinated plan to the City in an effort to accommodate park and open space needs of a growing De Pere.
      ii. Provides professional analysis and input on revising or changing current park or leisure programs to better fit community needs and trends.

Costs and Benefits of Program and Services:

The proposed 2025 Park and Rec Administration program cost is $338,428. The program benefits the community by providing the community with leadership and supervision to front line services within the department. In addition, this program is key to developing short and long term strategic planning for parks and open space, as well as develops the annual budget proposal.

2025 Objectives:

1) Provide timely and accurate meeting Park Board meeting agendas.
2) Complete master planning for Waterview Heights new park.
3) Implement and educate community on new Dog Ordinance.

2025 Budget Significant Expenditure Changes:

1) Salaries increased by $8,195 to reflect projected wage rate increase.
2) Hourly wages increased by $5,367 to reflect projected wage rate.
3) FICA increased by $1,038 to reflect projected wage increases.
4) Retirement increased by $1,039 to reflect projected increase in retirement funding.
5) Training includes all department training $1,025, customer service training for office assistant $250, and $550 for increased departmental wide safety training.
6) Seminars and conferences includes WPRA State Conference $1,500, Office Support Workshop $250, NRPA National Conference $2,550.
7) Consulting of $30,000 includes $5,000 for general consulting needs, $25,000 for consultant to begin marking property boundaries of parks.
8) Cell/Radio increased by $618 to accommodate for cell phone for Forestry Supervisor position.
9) Data increased by $433 to reflect projected data charges and increase of one additional IPAD for field operations.
10) Other Contractual Services decreased $325 to reflect actual costs.
11) Membership/Subscriptions includes $420 - WPRA Membership, $180 NRPA Membership.
12) No Capital Outlay.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
PARK AND REC ADMINISTRATION												
Account Number			PERSONAL SERVICES									
100	55200	110	Salaries	$ 126,080	$ 127,317	$ 135,024	$ 135,024	64,824	$ 135,024	$ 143,219	$ 143,219	6.07%
100	55200	120	Hourly Wages	54,662	67,896	57,678	57,678	32,227	57,678	63,045	63,045	9.31%
100	55200	125	Overtime Wages	700	419	700	700	0	150	700	700	0.00%
100	55200	126	Seasonal Labor	0	360	0	0	0	0	0	0	0.00%
100	55200	150	FICA	13,880	14,856	14,795	14,795	7,219	14,753	15,833	15,833	7.01%
100	55200	151	Retirement	12,338	13,849	13,345	13,345	5,626	13,307	14,384	14,384	7.79%
100	55200	152	Health, Dental, DIB, Life & Wks Cmp Ins	52,340	52,224	57,235	57,235	28,541	57,235	55,940	55,940	-2.26%
100	55200	190	Training	1,250	662	1,750	1,750	980	1,750	1,825	1,825	4.29%
			Subtotal	**261,250**	**277,583**	**280,527**	**280,527**	**139,418**	**279,897**	**294,946**	**294,946**	**5.14%**
			CONTRACTUAL SERVICES									
100	55200	210	Telephone	4,000	1,838	4,000	4,000	1,478	4,000	4,000	4,000	0.00%
100	55200	212	Seminars and Conferences	3,950	419	4,100	4,100	14	4,100	4,300	4,300	4.88%
100	55200	215	Consulting	3,000	2,555	28,000	28,000	15,574	20,000	50,000	30,000	7.14%
100	55200	218	Cell/Radio	1,716	956	1,716	1,716	439	1,716	2,334	2,334	36.01%
100	55200	219	Data	200	238	215	215	90	240	648	648	201.40%
100	55200	240	Equipment Maintenance	200	0	200	200	0	200	200	200	0.00%
100	55200	290	Other Contractual Services	325	290	325	325	26	26	0	0	-100.00%
			Subtotal	**13,391**	**6,297**	**38,556**	**38,556**	**17,621**	**30,282**	**61,482**	**41,482**	**7.59%**
			SUPPLIES AND EXPENSE									
100	55200	310	Office Supplies	850	170	875	875	73	750	900	900	2.86%
100	55200	320	Memberships/Subscriptions	565	385	580	580	0	580	600	600	3.45%
100	55200	331	Transportation	600	195	500	500	276	500	500	500	0.00%
100	55200	340	Operating Supplies	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**2,015**	**750**	**1,955**	**1,955**	**349**	**1,830**	**2,000**	**2,000**	**2.30%**
			CAPITAL OUTLAY									
100	55200	810	Capital Equipment	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 276,656**	**$ 284,630**	**$ 321,038**	**$ 321,038**	**$ 157,387**	**$ 312,009**	**$ 358,428**	**$ 338,428**	**5.42%**

Parks and Public Lands

Program Full Time Equivalents: 4.43

Program Mission:

Develop and maintain parks, recreational areas and leisure facilities that are equally available to all citizens and to enhance their well-being and environment. It is also to help protect our resources for future generations.

List of Program Service(s) Descriptions:

1) *Turf Maintenance* – Mowing, fertilizing, aerating, planting, replacement, and restoration.
2) *Landscape Projects* – Including restoration of flower or shrub beds.
3) *Park Maintenance* – Maintenance on all park facilities (i.e. Tennis courts, playgrounds, etc)
4) *Recreational Field Maintenance* – Includes prepping and restoring baseball, softball, football, soccer and other recreational fields for scheduled usage.
5) *Snow Removal* – Includes park facilities, city maintained sidewalks and select other facilities.
6) *Assist Other Departments* – Assisting other departments as necessary to help maximize City needs and/or emergencies.
7) *Geese Removal* – Program designed to use volunteers to discourage geese from using high use park areas.

Important Outputs:

1) *Maintain Turf/Grass* – Activity funded by property tax. Creates usable & aesthetically pleasing park and open spaces.
2) *Park Maintenance* – Activity funded by property tax. Results in clean, safe, & functional park facilities.
3) *Recreation Field Maintenance* – Activity funded by property tax. Results in safe & playable field conditions for youth & adult athletic programs.
4) *Snow Removal* – Activity funded by property tax. Clear City sidewalks and parking lots. Results in a safer and more usable condition for the public.
5) *Ice Rinks* – Activity funded by property tax. Installation and maintenance of five rinks in the City. These rinks allow children and adults the opportunity for inexpensive outdoor recreational activity during the winter.
6) *Maintained flower and shrub beds* – Activity funded by a combination of property tax funds and Beautification Committee funds. Prepare and install various locations throughout the City. These beds beautify numerous areas of the City and give citizens a better sense of community.

Expected Outcomes:

1) Maintain safe, playable & well-maintained sport facilities that provide a quality experience during athletic events.
2) Maintain clean and safe parks and open spaces that meet community expectations.
3) Maintain aesthetically pleasing park areas that enhance our community's quality of life and promote healthy lifestyles.
4) Increase inter-departmental cooperation and sharing to decrease costs. Share knowledge and investigate inter-governmental purchasing and sharing of equipment to decrease costs.
5) Increase response time for snow removal with better weather monitoring and increased cooperation with other departments in use of equipment.
6) Decrease number of geese in select parks, which results in less waste from the waterfowl and a more usable park.
7) Maintain the number of shrub/flower beds in the City roundabouts.

2025 Performance Measurement Data (July 2024 – June 2025):

1) Reduce seasonal time watering hanging baskets by 20% by use of self-watering baskets.

2024 Performance Measures:

1) Remove all snow from sidewalks within 48 hours of a snowfall.
   a. Result: Initial snow removal efforts were completed within 24 hours of an accumulating snow event. Follow up snow and ice management was completed within 48 hours of the snow fall ending.

Significant Program Achievements:

1) Assisted with several local soccer tournaments (Select Soccer President's Cup and Tony Litt Soccer).
2) Worked with Street Dept. to maintain and identify more waste and recycle containers in select parks and to schedule regular pick-ups by crews.
3) Worked with numerous families to obtain and install memorial benches in Voyageur Park, Riverwalk and James Street Parkway.
4) Installed City banners and hanging pots in early spring. Banners and pots were installed within 2 weeks of Memorial Day. Introduce 45 new self-watering hanging baskets that only require water every third day.
5) Worked with various volunteers of community service individuals and service groups to help clean parks and trail systems.
6) Continued to market the memorial bench/tree program to be more visible.

7) Worked with the Communication Specialist to 'market' more of our contributions and programs to the public.

8) Continued a 5 day a week restroom cleaning schedule during the summer to help minimize exposures to the public and maintain a cleaner overall facility.
9) Installed Playgrounds at Lawton and Legion Parks.
10) Worked with Department of Public Works to tentatively remove mowing/trimming of much of the underpass to reduce exposures to dangerous conditions.
11) Worked with a contractor to assist in maintenance of two roundabouts and two large beds on Main Ave to reduce weed growth and garbage buildup.
12) Aided in operations for the De Pere Beer Gardens.
13) Aided in the set up and opening of the Nelson Family Pavilion.

Existing program Standards Including Importance to Community:

1) Bi-weekly line trimming of parks & open spaces.
    a. Community Importance
        i. Ensures park areas are kept clean and aesthetically acceptable to the community.
2) Daily sport facility maintenance.
    a. Community Importance
        i. Provides safe and playable field conditions for thousands of youth and adults that participate in athletic events on a daily basis.
3) Weekly grass cutting.
    a. Community Importance
        i. Ensures grass is cut to an acceptable standard set forth by city ordinance, as well as community response.
        ii. Creates an atmosphere within parks and open spaces that encourages use.
4) Garbage removal from parks and facilities approximately 2 times/week.
    a. Community Importance
        i. Maintains a clean park by removing unsanitary refuse.
5) Maintenance of flower and shrub beds.
    a. Community Importance
        i. Creates aesthetically pleasing areas around the City and enhances tourism.

6) Weekly maintenance of playgrounds.
   a. Community Importance
      i. Ensures the community that playgrounds are safe.

Costs and Benefits of Program and Services:

The proposed 2025 Parks and Public Land program budget is $789,149. The program benefits the community by providing residents and other patrons with clean, well maintained, and adequately equipped recreational and leisure facilities.

2025 Objectives:

1) Improve park maintenance operations and efficiency during the spring and fall months.
2) Maintain clean and safe park areas that are aesthetically pleasing to users.
3) Remove snow from City sidewalks within 48 hours after snow has fallen.
4) Maintain and prepare game fields/diamonds in accordance with league schedules.
5) Check on condition of park facilities within 1 working day of any larger events taking place in parks.
6) Create and develop a safe work atmosphere.
7) Monthly playground inspections to ensure proper maintenance and safety.

2025 Budget Significant Expenditure Changes:

1) Salaries increased by $39,541 to include the reallocation of Park Superintendent wages.
2) Hourly Wages increased $20,523 to reflect projected 2025 wages rates.
3) FICA increased $4,671 to reflect projected increases.
4) Retirement increased $4,293to reflect proposed increases in retirement funding.
5) Health, Dental, DIB, Life & Wks Cmp Ins decreased $4,474 to reflect actual insurance coverage for parks maintenance workers and reallocation of “other insurances”.
6) Training: Playground Safety training (3 people) $1,500; Turf Equip/Main. (2 people) $200; Safety programs (4 people) $100; Turf training (2 people) $200.
7) Seminars and Conferences includes: Turf Management (1 person) $100; WPRA Summer Park tour (1 person) $300.

8) Consulting increased by $8,104. This includes Roundabout Maintenance cost - $8,100, Nelson Family Pavilion surveillance and door access - $3,504, Nelson Pavilion Internet - $600, Cross Connection maintenance - $3,000, HVAC Preventative Maintenance - $3,000, Nelson Pavilion weekend cleaning contract - $2,500, GPS location services for vehicles/equipment - $2,400, and General services - $400.
9) Utilities increased by $11,440 to accommodate addition of Nelson Family Pavilion and increase in costs.
10) Equipment Maintenance increased by $2,500 to accommodate for expenses related to retaining wall repair.
11) Operating supplies increases $9,664 to replace 3 line trimmers, 3 push mowers, various hand tools, annual crusher dust maintenance for park trails and to accommodate port o lets that were moved from the Recreation Budget.
12) Turf Chemical increased $1,000 for additional weed control and fertilization of ball fields.
13) Memorial Benches increased $4,800 to accommodate growing number of requests.
14) Safety equipment increased by $1,000 to cover increased safety toe boot allowance along with the addition of another arborist.
15) No Capital Outlay.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
PARKS AND PUBLIC LAND												
Account Number			PERSONAL SERVICES									
100	55210	110	Salaries	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 39,451	$ 39,451	100.00%
100	55210	120	Hourly Wages	230,397	278,023	245,562	245,562	123,243	245,562	266,085	266,085	8.36%
100	55210	125	Overtime Wages	4,000	2,554	4,000	4,000	1,118	2,500	4,000	4,000	0.00%
100	55210	126	Seasonal Labor	118,000	80,312	127,560	127,560	41,501	125,000	133,280	133,280	4.48%
100	55210	150	FICA	19,642	22,388	20,941	20,941	9,680	20,789	25,612	25,612	22.31%
100	55210	151	Retirement	15,939	20,163	17,220	17,220	7,159	17,116	21,513	21,513	24.93%
100	55210	152	Health, Dental, DIB, Life & Wks Cmp Ins	88,903	100,002	101,744	101,744	52,421	95,000	106,218	106,218	4.40%
100	55210	190	Training	2,000	2,219	2,000	2,000	396	700	2,000	2,000	0.00%
			Subtotal	**478,881**	**505,661**	**519,027**	**519,027**	**235,518**	**506,668**	**598,159**	**598,159**	**15.25%**
			CONTRACTUAL SERVICES									
100	55210	212	Seminars and Conferences	400	126	400	400	393	393	400	400	0.00%
100	55210	215	Consulting	14,400	8,544	15,400	15,400	2,375	15,000	18,604	23,504	52.62%
100	55210	220	Utilities	45,560	46,697	45,060	45,060	14,328	45,000	56,500	56,500	25.39%
100	55210	240	Equipment Maintenance	10,000	2,946	15,000	15,000	3,656	15,000	17,500	17,500	16.67%
			Subtotal	**70,360**	**58,312**	**75,860**	**75,860**	**20,751**	**75,393**	**93,004**	**97,904**	**29.06%**
			SUPPLIES AND EXPENSE									
100	55210	331	Transportation	23,808	24,678	23,000	23,000	8,910	22,000	22,522	22,522	-2.08%
100	55210	340	Operating Supplies	35,700	34,564	38,200	38,200	19,353	38,200	47,864	47,864	25.30%
100	55210	345	Turf Chemicals	10,000	9,809	12,000	12,000	6,621	12,000	13,000	13,000	8.33%
100	55210	346	Memorial Benches		0	0	0	3,790	3,790	4,800	4,800	100.00%
100	55210	351	Safety Equipment	3,800	2,880	3,900	3,900	1,433	3,900	4,900	4,900	25.64%
			Subtotal	**73,308**	**71,931**	**77,100**	**77,100**	**40,107**	**79,890**	**93,086**	**93,086**	**20.73%**
			CAPITAL OUTLAY									
100	55210	810	Capital Equipment	11,000	160,739	33,500	52,460	8,751	52,460	1,349,000	0	-100.00%
			Subtotal	**11,000**	**160,739**	**33,500**	**52,460**	**8,751**	**52,460**	**1,349,000**	**0**	**-100.00%**
			TOTAL	**$ 633,549**	**$ 796,644**	**$ 705,487**	**$ 724,447**	**$ 305,127**	**$ 714,411**	**$ 2,133,249**	**$ 789,149**	**11.86%**

Forestry

Program Full Time Equivalents: 2.78

Program Mission:

Expand and upgrade our successful urban forestry program. Preserve, protect and improve our environment and enhance the aesthetics of our community. Work together with other departments to form alliances to better serve the public.

List of Program Service(s) Descriptions:

1) *Insect and Disease Control* – Help monitor and control native and invasive pests of trees and shrubs in the City of De Pere.
2) *Prune Trees and Shrubs* – Continue to train and safety prune trees and shrubs on all City grounds.
3) *Removal of Trees and Shrubs* – Remove undesirable, unsafe or unwanted trees, shrubs and plants on all City owned properties including ROWs.
4) *Plant Trees, Shrubs and Flowers* – Continue to offer our tree planting program in spring and fall. Plant shrubs and flowers where needed and desirable.
5) *Landscaping Projects* – Install and maintain various beds on City grounds and ROWs.
6) *Assist Other Departments* – Assisting other departments as necessary to help maximize City needs and/or emergencies.
7) *Community Education* – Educate the community on matters of insect and disease concerns and control. Educate members of the community on proper pruning and other matters of Forestry.
8) *Review of Landscaping Plans* – Review and provide recommendations to proposed site plans of business developments.
9) *Unsafe Tree Condition Response* – Respond in a timely manner to all unsafe tree conditions created when adverse storms move into our immediate area or other contributing factors exist that cause damage.

Important Outputs:

1) *Planting of trees and shrubs in City parks and ROW* – Activity funded by property tax and fees. Result in a younger, rejuvenated urban forest long-term.
2) *Pruning of trees and shrubs in City parks and ROW* – Activity funded by property tax. Result in a more managed and maintained urban forest.
3) *Removal of trees and shrubs in City parks and ROW* - Activity funded by property tax. Results in less risk trees in the urban forest.

4) *Community Presentations to school and service groups* – Activity funded by property tax. Contributes to community education regarding Forestry matters.

Expected Outcomes:

1) Maintain a healthy urban forest that enhances quality of life and increases property values.
2) Decrease the number of calls about insects and diseases by educating residents of identification and control measures.
3) Maintain or increase number of trees pruned in the City.
4) Maintain the amount of risk trees removed.
5) Maintain a healthier urban forest in Spongy Moth infested areas.
6) Increase the number of trees planted in the parks to help maintain the City's canopy cover and to begin replacing anticipated losses that are occurring due to Emerald Ash Borer and other insects or diseases.
7) Maintain the amount of shrub and/or flowerbeds in the City to continue to beautify select areas.
8) Maintain our assistance of other departments to help minimize costs and contribute to a healthy relationship between the departments.

2025 Performance Measures (July 2024-June 2025):

1) Prune 600+ terrace trees in 2025 to improve tree health, truck clearance, and aesthetics throughout the city.

2024 Performance Measurement Data:

1) Plant up to 125 trees in 2024 from a grant secured from NEW Water. The grant will be for 250 trees with the additional 125 being planted in 2025.
   a. Result: We anticipate City arborists to plant all 125 trees allocated in 2024 from the New Water grant by the end of the year.

Significant Program Achievements:

1) As part of our Arbor Day Program our department assisted in planting 3 trees with the help of West De Pere Intermediate Elementary School students and with financial assistance from Wisconsin Public Service, in front of the school.
2) Received Tree City, USA award.

3) Partnering with the GB Packers, National Forest Service and WDNR to obtain up to 35 donated trees in a program called 'First Downs for Trees'.
4) Worked with De Pere Beautification Committee to prep and plant various beds, pots and roundabouts in the City.
5) Assisted with installation of banners and hanging baskets in the downtown areas of the city.
6) Worked with a contractor to remove over 150 stumps in the city.
7) Shift primary operations from tree removal to tree pruning.

Existing program Standards Including Importance to Community:

1) Regular community education through presentations and media.
   a. Community Importance
      i. Helps citizens become more informed about our services and many environmental concerns found throughout our community.
      ii. Assists in developing grass roots support in maintaining and developing a healthy urban forest.
2) Scheduled tree maintenance and removal.
   a. Community Importance
      i. Aids in our urban forest remaining healthy by eliminating risks in terraces and other ROWs. By maintaining a healthy urban forest it also increases the value of the City's infrastructure. The department has a goal of a pruning every tree approximately every 5 years. The department also has a goal of removing high risk trees w/in one working day and risk trees within one month.
3) Yearly insect and disease monitoring and control.
   a. Community Importance
      i. Provides consistent monitoring of threats to our urban forest, that left unmonitored could have a catastrophic effect on our urban forest. Two of the newest include monitoring for Emerald Ash Borer and Japanese Beetle.
4) Spring and Fall Tree Planting Program for residents and in parks/ROWs.
   a. Community Importance
      i. Provides home owners with the opportunity to enhance their property value at a minimal cost. Many economic and social importances follow a healthy, increasing, well maintained, urban forest.
5) Respond to resident tree issues w/in one working day.
   a. Community Importance
      i. Provides quick response to potential threats of our urban forest and sets a high standard for customer service. This allows our department to diagnose threats and the urgency of the threat.

Costs and Benefits of Program and Services:

The proposed 2025 Forestry program budget is $365,312. The program benefits the community by providing an urban forest that is continuously maintained. By maintaining the urban forest the City helps to eliminate risk trees in the terrace, in parks and other ROW areas. The program also helps to minimize damages to all trees in the city by identifying and helping to control pests of those trees. By maintaining a healthier, managed urban forest the community benefits from reduced air pollution, rainwater filtration, noise pollution, heat reduction, increased property values and reduced storm water run off. A healthy, managed urban forest contributes to dozens of other social and economic benefits as well.

2025 Objectives:

1) Receive Tree City USA award.
2) Monitor Emerald Ash Borer population and continue to educate residents of options and consequences.
3) Continue to replant trees in parks and ROWs where ash have been removed to help mitigate stormwater and return health, social economic and environmental benefits to the areas.
4) Complete removal of all City inventoried, right of way and park lands dead/dying ash to help reduce risk to the public.
5) Remove all stumps within one year of tree removal.
6) Primary focus on street tree pruning for aesthetics, tree health and truck clearance.

2025 Budget Significant Expenditure Changes:

1) Salaries decreased by $51,234 to reflect distribution of wages for Park Superintendent.
2) Hourly Wages increased $90,393 due to the addition of the Forestry Supervisor position and to reflect wage changes.
3) Seasonal Labor decreased by $9,880 as part of the restructuring of the Forestry Division that included the addition of adding a Forestry Supervisor position in 2024.
4) FICA increased by $2,853 to reflect projected expenses.
5) Retirement increased by $2,809 to reflect proposed increases in retirement funding.
6) Health, Dental, DIB, Life & Wks Cmp Ins increased $24,343 to reflect actual insurance coverage for arborists.
7) Training includes Wisconsin Arborists Association conferences - Summer and Annual (3 staff) $1,275.
8) Seminars and Conference includes Wisconsin Arborist Association conferences - Fall and Annual (1 person) $550; Management Educational programs (1 person) $300.
9) Consulting includes $3,600 for Invasive Species Control, and $700 for General Consulting.
10) Equipment Maintenance increased by $10,000 to accommodate fitting of Lift Truck with Forestry equipment.

11) Memberships/Subscriptions increased by $225 to accommodate for Forestry Supervisor. Includes Wisconsin Arborist Association (2 persons) $130; International Society of Arboriculture – (2 persons) $320; Society of Municipal Arborists – (1 person) $80; Tree care brochure – (1 person) $60.
12) Transportation increased by $4,915 to reflect projected additional fuel due to adding staff position.
13) Operating supplies increased by $6,500 to reflect the following additions; $1,500 - IPAD for in the Field Forestry Operations and Forestry Supervisor, $4,000 – Forestry Supervisor Computer and Office/Work Station, $1,000 for increase in general supplies for third forestry employee.
14) No Capital Outlay.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

FORESTRY

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	55220	110	Salaries	$ 86,377	$ 92,909	$ 90,685	$ 90,685	$ 48,735	$ 80,000	$ 39,451	$ 39,451	-56.50%
100	55220	120	Hourly Wages	77,172	83,753	83,202	83,202	40,987	83,202	173,595	173,595	108.64%
100	55220	125	Overtime Wages	583	822	583	583	23	200	583	583	0.00%
100	55220	126	Seasonal Labor	0	2,009	9,880	9,880	2,730	2,730	0	0	-100.00%
100	55220	150	FICA	12,556	13,538	13,490	13,490	6,570	12,540	16,343	16,343	21.14%
100	55220	151	Retirement	11,161	12,475	12,038	12,038	5,051	11,275	14,847	14,847	23.33%
100	55220	152	Health, Dental, DIB, Life & Wks Cmp Ins	34,484	40,938	42,220	42,220	21,360	40,000	66,563	66,563	57.66%
100	55220	190	Training	850	625	850	850	588	825	1,275	1,275	50.00%
			Subtotal	**223,183**	**247,070**	**252,949**	**252,949**	**126,045**	**230,772**	**312,657**	**312,657**	**23.60%**
			CONTRACTUAL SERVICES									
100	55220	212	Seminars and Conferences	850	559	850	850	292	600	850	850	0.00%
100	55220	215	Consulting	3,020	14,127	3,020	3,020	262	1,500	4,300	4,300	42.38%
100	55220	240	Equipment Maintenance	400	92	400	400	0	300	10,400	10,400	2500.00%
			Subtotal	**4,270**	**14,779**	**4,270**	**4,270**	**554**	**2,400**	**15,550**	**15,550**	**264.17%**
			SUPPLIES AND EXPENSE									
100	55220	320	Memberships/Subscriptions	365	0	365	365	275	340	590	590	61.64%
100	55220	331	Transportation	12,420	8,172	10,000	10,000	2,398	12,500	14,915	14,915	49.15%
100	55220	340	Operating Supplies	4,800	3,104	4,800	4,800	999	4,800	11,300	11,300	135.42%
100	55220	346	Trees	10,000	4,853	10,000	10,000	9,749	16,277	10,000	10,000	0.00%
100	55220	347	Tree Chemicals	300	293	300	300	0	300	300	300	0.00%
			Subtotal	**27,885**	**16,421**	**25,465**	**25,465**	**13,421**	**34,217**	**37,105**	**37,105**	**45.71%**
			CAPITAL OUTLAY									
100	55220	810	Capital Equipment	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 255,338**	**$ 278,270**	**$ 282,684**	**$ 282,684**	**$ 140,019**	**$ 267,389**	**$ 365,312**	**$ 365,312**	**29.23%**

Boat Ramps

Program Full Time Equivalents: 0.15

Program Mission:

Provide safe and efficient facilities to launch watercraft, while enhancing boater access to the Fox River.

List of Program Service(s) Descriptions:

1) Maintain park and launch facilities on a weekly basis.
2) Sale of day passes on site and season passes at City Hall and the Municipal Service Center.
3) Thirteen total boat ramps for launching.
4) Bathroom facilities and parking for 150 boats/trailers at 3 launches.

Important Outputs:

1) *Daily to weekly maintenance and cleaning of the facility* – Activity funded by property tax and boat launch fees. Provides for safe and sanitary launch conditions, in addition to prolonging the life expectancy of the facility and reducing capital costs.
2) *Posting of launch conditions on website* – Activity funded by property tax. This allows both residents and tourists to monitor the condition of the launch.
3) *Sell day and season passes* – Activity funded by property tax. The sale of daily passes on site allows one-time users the flexibility to only purchase for their use. The sale of season passes allows a user to purchase passes once and use all launches in Brown County.

Expected Outcomes:

1) Increased quality of life to community through access to Fox River for recreational activities which include fishing, water skiing, special event participation, sight-seeing, etc.
2) Maintain clean and safe boat ramps through routine maintenance.
3) Increase revenue generated from the sale of day and season passes.
4) Reduce waterfowl population at all ramps.

2025 Performance Measures (July 2024 – June 2025):

1) Respond to all ticket machine malfunctions within 24 hours.

2024 Performance Measurement Data:

1) Increase daily passes by 1% by increasing social media presence, especially during lulls in boating seasons.
   a. Result: Day pass revenue actually decreased by 5% from the previous year.

Significant Program Achievements:

1) Maintained clean and safe boat launches.
2) Conducted preventative maintenance on ticket machines.
3) Posted daily boat launch conditions on City website in the spring.
4) Completed dock extensions for Perkofski Boat Launch.

Existing program Standards Including Importance to Community:

1) Clean launch sites 1 – 2 times/week. This helps to maintain a safe launch site for users.
   a. Community Importance
      i. Reduces and or eliminates unsanitary conditions from occurring.
2) Maintain bathroom facilities 1 – 5 times/week.
   a. Community Importance
      i. Reduces and or eliminates unsanitary conditions from occurring.
3) Monitor launch conditions in the spring on a daily basis.
   a. Community Importance
      i. Allows users of the facilities to better plan and prepare when they can use the facility. Eventually will lead to more people using the facility sooner and increasing tourism.
4) Sell season passes at the MSC and City Hall.
   a. Community Importance
      i. Provides alternate locations for out of area visitors and community residents to purchase season passes in a convenient location. This increases revenue for the City and allows users to have flexibility when purchasing their passes.

5) Offer automated ticket machines at 2 of the 3 city boat launches.
   a. Community Importance
      i. Allows the users of the facility flexibility for payment options. This system also saves City department's time and energy with a more efficient collection system.

Costs and Benefits of Program and Services:

The proposed 2025 Boat Ramps program budget is $27,758. The program benefits the community by providing safe, clean facilities to launch watercraft and to provide the community with access to the Fox River.

2025 Objectives:

1) Maintain clean and safe boat launches for our users.
2) Put in docks at Fox Point and Perkofski Boat Launches as soon as possible in the spring to maximize use during spring walleye run.
3) Provide daily and at times hourly updates on boat launch conditions in the spring.

2025 Budget Significant Expenditure Changes:

1) Hourly Wages increased $695 to reflect projected expenses.
2) Overtime wages increased by $200 to reflect trends.
3) FICA increased $69 to reflect projected expenses.
4) Retirement increased $68 to reflect increases in retirement funding.
5) Health, Dental, DIB, Life & Wks Cmp Ins decreased $1,204 to reflect projected insurance costs.
6) Operating supplies increased by $500 to reflect increases in supply costs.
7) No Capital Outlay.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

BOAT RAMPS

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
100	55230	120	Hourly Wages	$ 8,556	$ 8,509	$ 9,212	$ 9,212	$ 5,281	$ 9,212	$ 9,907	$ 9,907	7.54%
100	55230	125	Overtime Wages	150	423	200	200	413	413	400	400	100.00%
100	55230	126	Seasonal Labor	0	95	0	0	0	0	0	0	0.00%
100	55230	150	FICA	666	667	720	720	419	736	788	788	9.51%
100	55230	151	Retirement	592	616	649	649	394	664	716	716	10.30%
100	55230	152	Health, Dental, DIB, Life & Wks Cmp Ins	3,351	3,849	3,851	3,851	2,463	3,851	2,646	2,646	-31.29%
			Subtotal	**13,315**	**14,159**	**14,632**	**14,632**	**8,970**	**14,876**	**14,458**	**14,458**	**-1.19%**
			CONTRACTUAL SERVICES									
100	55230	210	Telephone	1,800	1,438	1,800	1,800	566	1,800	1,800	1,800	0.00%
100	55230	220	Utilities	6,750	5,141	6,615	6,615	2,475	6,500	6,750	6,750	2.04%
100	55230	240	Equipment Maintenance	1,750	813	1,750	1,750	(5)	1,750	1,750	1,750	0.00%
			Subtotal	**10,300**	**7,391**	**10,165**	**10,165**	**3,037**	**10,050**	**10,300**	**10,300**	**1.33%**
			SUPPLIES AND EXPENSE									
100	55230	340	Operating Supplies	2,500	3,113	2,500	2,500	783	2,800	3,000	3,000	20.00%
			Subtotal	**2,500**	**3,113**	**2,500**	**2,500**	**783**	**2,800**	**3,000**	**3,000**	**20.00%**
			CAPITAL OUTLAY									
100	55230	810	Capital Equipment	0	0	0	0	0	0	35,000	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**35,000**	**0**	**0.00%**
			TOTAL	**$ 26,115**	**$ 24,663**	**$ 27,297**	**$ 27,297**	**$ 12,790**	**$ 27,726**	**$ 62,758**	**$ 27,758**	**1.69%**

Parks Equipment/Vehicle Maintenance

Program Full Time Equivalents: 0.5

Program Mission:

Provide proper maintenance to all equipment and vehicles assigned to department. Provide equipment and vehicles that are safe and dependable to be operated on a day-to-day basis.

List of Program Service(s) Descriptions:

1) *Maintenance and repairs to all park equipment and vehicles* – Staff conduct routine maintenance (Oil changes, rotate tire, seasonal tune-ups, etc.) on all vehicles and equipment in addition to repairing broken or malfunctioning items on vehicles and equipment.

Important Outputs:

1) *Conduct preventative maintenance on all vehicles and equipment* – Activity funded by property tax and ensures all vehicles and equipment maintains their life expectancy as well as run efficiently.
2) *Repairs to all department vehicles and equipment* – Activity funded by property tax and ensures the departments fleet are operational with minimal down time.

Expected Outcomes:

1) Maintain all equipment and vehicles are running at their highest level of fuel efficiency possible.
2) Decrease equipment down time through preventative maintenance.
3) Repair equipment and vehicles in a quick and efficient manner to reduce or eliminate staff down time.

2025 Performance Measures (July 2024-July 2025):

1) Reduce maintenance expenses by 1% through annual inspections and pre-season tune ups.

2024 Performance Measurement Data (July 2023-June 2024):

1) Reduce fuel usage in Recreation Budget by 1% through the acquisition of newer fuel efficient vehicle for Recreation staff.
    a. Result: Analyzing the data indicated a 30% reduction of gasoline used. "Gallons used" reduced from 88.19 gallons to 59.82 gallons. A bulk of the reduction is due to the implementation of a hybrid vehicle to the Recreation Fleet.

Significant Program Achievements:

1) Conducted routine maintenance checks every 3,000 miles on all vehicles.
2) Approved replacement of Truck 18.
3) Replacement of Van 34.
4) Rebuilt Goosen Vac.

Existing program Standards Including Importance to Community:

1) Tune ups conducted on all mowers and equipment prior to being put into use for their season.
    a. Community Importance
        i. Ensures equipment is running efficiently, and minimizes breakdowns over the season.
2) Oil changes conducted every 3,000 miles on all vehicles.
    a. Community Importance
        i. Prolongs the life of the vehicle and aids in the prevention of major repair costs and/or breakdowns.
3) Repairs to vehicles and equipment.
    a. Community Importance
        i. Allows staff to perform tasks needed in maintaining parks and open spaces.
4) Routine maintenance on all vehicles.
    a. Community Importance
        i. Ensures the life expectancy of the vehicle is maximized and becomes less of a burden to the tax payer, by not having unnecessary high replacement costs.

Costs and Benefits of Program and Services:

The proposed 2025 Park Equipment/Vehicle Maintenance budget is $144,906. The program benefits the community by maintaining equipment and vehicles used in performing necessary functions of the departments operation.

2025 Objectives:

1) Implement the use of robotic mowers to improve playing experience on baseball field and reduce staff time.
2) Provide regular maintenance on fleet vehicles to ensure maximum efficiency and usage.
3) Maintain database of fleet equipment and vehicles in an effort to identify condition.
4) Continue investigating aging fleet with hybrid, EV or fuel efficient options.

2025 Budget Significant Expenditure Changes:

1) Retirement increased by $153 to reflect the projected increase in retirement funding.
2) Health, Dental, DIB, Life & Wks Cmp Ins decreased $1,110 due to reflect projected insurance costs.
3) Consulting increased by $3,000 to reflect growing expenses in keeping our fleet operating. This account accommodates charges for when vehicles or equipment need to be sent out for service.
4) Operating supplies increased by $3,000 to reflect growing expenses in maintaining aging fleet and equipment.
5) No Capital Outlay.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
PARKS EQUIPMENT/VEHICLE MAINTENANCE												
Account Number			PERSONAL SERVICES									
100	55240	120	Hourly Wages	$ 38,536	$ 40,833	$ 40,693	$ 40,693	$ 22,813	$ 40,000	$ 42,590	$ 42,590	4.66%
100	55240	125	Overtime Wages	788	132	788	788	163	500	788	788	0.00%
100	55240	126	Seasonal Labor	0	165	0	0	70	0	0	0	0.00%
100	55240	150	FICA	3,008	3,100	3,173	3,173	1,706	3,098	3,318	3,318	4.57%
100	55240	151	Retirement	2,674	2,885	2,862	2,862	1,433	2,795	3,015	3,015	5.33%
100	55240	152	Health, Dental, DIB, Life & Wks Cmp Ins	8,942	12,387	11,305	11,305	5,537	11,305	10,195	10,195	-9.82%
			Subtotal	**53,948**	**59,501**	**58,821**	**58,821**	**31,722**	**57,698**	**59,906**	**59,906**	**1.84%**
			CONTRACTUAL SERVICES									
100	55240	215	Consulting	10,000	5,694	11,000	11,000	11,020	11,500	14,000	14,000	27.27%
			Subtotal	**10,000**	**5,694**	**11,000**	**11,000**	**11,020**	**11,500**	**14,000**	**14,000**	**27.27%**
			SUPPLIES AND EXPENSE									
100	55240	340	Operating Supplies	27,000	31,912	38,000	38,000	21,544	40,000	41,000	41,000	7.89%
			Subtotal	**27,000**	**31,912**	**38,000**	**38,000**	**21,544**	**40,000**	**41,000**	**41,000**	**7.89%**
			CAPITAL OUTLAY									
100	55240	810	Capital Equipment	0	0	0	0	0	40,000	408,000	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**40,000**	**408,000**	**0**	**0.00%**
			TOTAL	**$ 90,948**	**$ 97,107**	**$ 107,821**	**$ 107,821**	**$ 64,286**	**$ 149,198**	**$ 522,906**	**$ 114,906**	**6.57%**

Recreation and Recreation Programs

Program Full Time Equivalents: 4.1

Program Mission:

Establish and maintain City-wide recreational activities that will be economically provided to City of De Pere residents of all ages with adequate, convenient, equitable and high-quality recreational opportunities on a year-round basis.

List of Program Service(s) Descriptions:

1) *Recreation Programs/Services*– Provide a wide variety of recreation programs, events and services to people of all ages – resident and non-resident youth to adults and senior citizens.
2) *Summer Day Camps, Playgrounds & Kid Zone Programs* – Safe, fun, socially interactive, educational and cost-effective recreation programs and activities offered during the summer and before/after school hours for families in cooperation with local schools and the City.
3) *League Support* - Subsidies offered to 4 major user groups in the City: De Pere Area Baseball; De Pere Rapides Youth Soccer; Youth Hockey; De Pere Girls Softball Association.
4) *Adult Leagues* - Leagues include adult softball (summer and fall leagues), basketball, and pickleball leagues.
5) *Recreation Scholarship Fund* - Established to provide recreational opportunities for youth and families who have demonstrated financial need.

Important Outputs:

1) Leisure/Recreation Programs:
   A) Activity funded by property tax and private funds.
   B) A variety of well-rounded programs are offered for all ages in and around our community, which include recreational, educational, socially interactive, health & wellness, arts, enrichment, humanities and public service.
   C) Offering and participating in recreation programs increases the quality of life in the community, decreases juvenile issues in the community, creates a healthier community, increases socialization and promotes learning of life-long skills.
   D) Provide programs for the community that are affordable.
   E) Internal and external programming offered in conjunction with AARP, City Health, Police & Fire Departments and the schools promote cooperation and a cost savings.

2) Summer Day Camps, Kidz Zone & Playground Programs:
   A) Summer Day Camps & Kidz Zone Programs funded by private funds; Playground Program funded primarily by property tax, minimally by private funds.
   B) Programs are community-based, economical, socially interactive, educational, safe and fun.
   C) Kidz Zone and Summer Day Camp programs additionally fill a need for working parents providing care for their children.
   D) A strong, collaborative partnership is established with the school districts and the City.
3) Financial Assistance to Youth User Groups:
   A) Funding provided through property taxes.
   B) Assisting with the offering of youth user groups increases the quality of life in the community and creates a healthier community.
      a) De Pere Area Baseball
      b) De Pere Rapides Soccer
      c) Youth Hockey
      d) De Pere Girls Softball Association
4) Adult Leagues:
   A) Funded through team/player registration fees. Maintenance of fields funded by property tax.
   B) Offering and participating in leagues increases the quality of life in the community and creates a healthier community.
      a) Summer Softball: 2 leagues, 14 teams (Copper 4 teams, Brass 10 teams)
      b) Fall Softball: 1 league, 6 teams
      c) Basketball: 7 leagues, 38 teams
      d) Kickball: 0 leagues, 0 teams
      e) Pickleball: 2 Leagues, 17 teams
5) Marketing, Advertising and Publicity of Programs and Services:
   A) Funding for department brochure is provided through contractual agreement and private advertising sales; other avenues are at no cost.
   B) Ensuring quality marketing and publicity of programs and services helps maintain an informed community and increases participation in programs:
      a) Department brochure w/ authentic pictures
      b) Interior digital signage at Community Center and City Hall
      c) Flyers to local schools: elementary through college
      d) Press releases to local newspapers
      e) Information updates on the City website
      f) Social media outlets
      g) City Newsletter

h) Personal Communications with community throughout recreational program services and recreation software

6) Recreation Scholarship Fund:
   A) Funded through support of local service organizations and community members.
   B) Established to provide youth in the City of De Pere the opportunity to participate in recreation programs offered by the Park, Recreation & Forestry Department, regardless of financial status.
   C) Scholarships are available only for instructional programs, special events, pool passes, swim lessons, City sponsored youth leagues, Summer Playgrounds, Kidz Zone and Summer Camp Programs.
   D) Scholarships are awarded on a first come, first served basis and will be awarded only as long as there are available funds.
7) Staff Recruitment & Retention:
   A) By offering competitive wages for employees in a variety of roles, staff retention has stabilized and recruitment enhanced.

Expected Outcomes:

1) Sponsored programs enhance the quality of life through partnering with other organizations and reducing the financial impact on the City.
2) Youth, Family, Adult and Senior programs enhance the quality of life by reducing juvenile issues in the community, provide family bonding time, increase social interaction with community members, create a healthier community, and increase the learning of lifelong skills.
3) Programs offered increase exposure to and participation in arts, enrichment and humanities programs.
4) Programs offered increase opportunities for participants and staff to strengthen relationships and connections within the community.
5) Adult Athletic Leagues enhance the quality of life for adults and create a healthier community.
6) Maintain varied recreation programs & services for people of all ages in our community at the lowest possible costs and continue to provide recreation scholarships to those who are financially burdened.
7) Instructional based programs and leagues offered will maintain a “break even” or better cost basis.
8) Increase and promote online registration as the preferred method of registration versus other methods.
9) Maintain capacities in Summer Day Camp and Kidz Zone Programs that are profitable and near or at maximum capacity.
10) Increase overall participation in Summer Playground Program to aid in the reduction of program expenses and determine validity of program. Obtain financial donations to help fund and support playground program.
11) Continue to stay competitive with the job market to attract and retain qualified seasonal, part-time and full-time staff.

2025 Performance Measures (July 2024-June 2025):

1) Attain an average rating of very good to excellent for all recreation programs surveyed through CivicRec.

2024 Performance Measures Data (July 2023 – June 2024):

1) Increase participation numbers for youth and senior special events/workshops by 10%.
   a. Result: Youth and senior special events increased by 6.4%. Seven (7) youth & community special events were at maximum participation last year and this year as well. Our biggest decrease was seen in the Parent Child Dance which combined to one dance for all ages instead of two dances for different age groups. Without that event, the increase in participation was 11.9%.

Significant Program Achievements:

1) Implemented new registration, reservation and POS software system, CivicRec. This provided a substantial cost savings to the city and consolidated all recreation management software under one platform. Separate contracts canceled included: RecDesk (POS), Survey Monkey, ActiveNet, and QuickScores.
2) Transitioned to digital staff onboarding processes in collaboration with the HR Department.
3) Fully staffed all programs (high percentage of returning staff) and maintained a decent sub list for programs/summer camp/playgrounds. Hired new yoga instructors, pom, dance, youth activity instructors and sports league umpires, officials and scorekeepers. Successfully found replacement staff/subs for instructors that had unforeseen medical issues or spassed away. Hired new year-round Recreation Office Assistant for 1,000 hours per year which will help greatly with continuity of services provided.
4) Partnered with Community Service Officers to facilitate a consistent camp training.
5) Youth Special Events: annual outdoor Easter Egg Hunt - volunteers filled over 7,000 eggs and over 380 children attended the event with their families. Summer Carnival - 2 businesses sponsored 4 games with volunteers. Park Playground Bingo Night promoted families attending our Summer Carnival by giving out carnival game tickets as prizes. Increased max attendance for Kids Night to Rule the Pool from 50 to 60 with great success.
6) New Multi-Generational Special Events: Partnered with Allouez on a Movie in the Park with over 30 people in attendance; both departments acquired a sponsor to cover movie rights costs. Plans are to continue this partnership next summer with each of us hosting a movie at one of our parks. Held our first Puzzle Mania event. 8 teams consisting of 2-4 members participates in this competition. Plan to continue this event twice a year.

7) Our annual Community Snowman Photo Contest saw an increase in community participation with 20 families submitting photos. This event helps boost our social media image by having a fun contest to vote in and our posts being shared to others outside the city.
8) With board approvals, a Park Playground location was changed from Braisher Park to Jim Martin Park for one year to see how the community responded. This year, Jim Martin Park is the highest attended park with 33 children enrolled. We have had a positive response to this change and are excited by the many amenities this park has to offer.
9) Implemented weekly park hosted activities into our Park Playground Program, which included water games, kickball, capture the flag, lava lamp craft, and tennis. The goal of this is to promote children attending different parks throughout the program and to meet new staff and friends.
10) Collaborated with Allouez and Bellevue Summer Camps for Olympics.
11) Partnered with Public Works to provide a preschool special event at the MSC. Added additional pop-up workshops (Art Expressions, Dance Parties, Splashes and Storytime) to encompass a wide age range and wide range of interest.
12) Collaborated with OLOL to publicize Kidz Zone for their new families. Information was placed in all new family folders.
13) Renewed contractual agreements with Green Bay Tennis Inc., YEL (Youth Enrichment League); De Pere Unified School District, West De Pere School District, & Our Lady of Lourdes School for cooperative programming in the schools and Inner Dimensions Wellness for Guided Meditation, Meditative Fusion and Crystal Sound Bowl Healing classes.
14) Ran two pickleball leagues in the summer season and started an indoor pickleball program for the school year.
15) Offered online registration for adult league roster additions and drop in players starting with summer softball leagues.
16) Senior Programming continued to see consistency in card group attendance, ticket sales, and programming attendance. We have seen an increase in card groups coming to play at the center with three (3) new groups, and some groups have begun to come more than once a week. Groups have also been welcoming new members that have come to the center looking for a place to spend their afternoon and a card group to join. Events held and highlights included: two Partner Cribbage Tournaments with 82 participants; two Luncheon Bingo's with 77 participants; A Taste of De Pere event with 14 restaurants donating all food and drinks serving over 70 participants and volunteers; 11 Friday Bingo's with 20-32 participants each month; Wii Bowling activity with 2-6 participants weekly.
17) Continued to receive donations and maintained a healthy balance in the Recreation Scholarship Fund. In 2023, a total of 65 scholarships were awarded for Family Swim Pool Passes and other recreation programs/workshops. As of July 2024, 49 scholarships have been awarded.

Existing Program Standards Including Importance to Community:

1) All registration-based programs shall financially sustain themselves.
   A) Community Importance:
      a) Programs offered are not a financial burden to the taxpayer or to the community and can be a source of revenue.

2) All programs offered are evaluated by staff and participants to ensure programs are adapting to the demands of the community.
   A) Community Importance:
      a) Programs offered are based on feedback from the users and reflective of current needs, wants and trends.
3) Provide financial support annually to youth user groups to assist in offering an economically affordable program.
   A) Community Importance:
      a) Strengthens partnerships and collaborations with organizations within the community.
      b) Strengthens communication with citizens in what we do and what we have to offer.
      c) Provides opportunities for youth to participate in sport-related activities outside of a school setting.
4) Implement and maintain cost-effective Summer Day Camp and Kidz Zone Programs
   A) Community Importance:
      a) Meets a specific need and demand within our community while remaining cost-effective to our participants.
      b) Provides socially interactive, educational, and fun programming in a safe atmosphere.
      c) Strengthens and enhances the collaborative partnership with the schools providing cooperative programming at affordable costs.
      d) Programs financially sustain themselves and create a significant source of revenue for the City.
      e) Utilizes facility during low traffic hours maximizing available times.

Costs and Benefits of Program Services:

The proposed 2025 Recreation and Recreation Programs cost is $762,795. The program benefits the community by providing residents an opportunity to participate in programs that enhance their health and well-being, promote family cohesiveness and positively impact their sense of community. The Recreation Programs are offered to be fiscally achievable for the participant and offered in convenient locations throughout the City. In addition, Recreation Programs provide financial support to youth groups to encourage and enhance participation in the activities.

2025 Objectives:

1) Maintain a variety of recreational programs that expand to all age groups.
2) Continue exploring the possibility of contracting programs that are more specialized and hard to find/retain instructors.
3) Expand on the revitalization of the Summer Park Playground Program adding more special events, planned weekly activities and specialized programming (i.e. Art in the Park). Continue to pursue getting water to Kiwanis Park for the benefit of the Park Playground Program and general park users. Continue reviewing the outcomes of moving Braisher Park Playground Program to Jim Martin Park.
4) Continue to enhance marketing efforts through different social media outlets with the goal of increasing attendance at our

recreation programs and events. Work closely with Communications Specialist to build photo/video base to aid in promoting programs/events through various methods.

5) Increase registration levels for pickleball leagues, clinics, and programs.
6) Streamline registration process for adult leagues and pursue transition to online registration options.
7) Promote adult league offerings to increase the number of teams and hire adequate staff to maintain appropriate officiating levels and a deep sub base.
8) Continue to explore and enhance the new CivicRec software to optimize the program's capabilities.
9) Collaborate with recreation staff, videographer, Health, Police and Fire to streamline common training for summer seasonal staff. Specific material would still be covered by Recreation Supervisor of program.
10) By community request, add school-age holiday workshops.
11) Increase programming for tweens and middle school ages.
12) In collaboration with the HR department, work to improve and streamline digital onboarding process.
13) Transition Summer Camp registration to an online format through Civic Rec.
14) Research and obtain more sponsorships for playground program, special events and various programs.
15) Hold a Pet Halloween Costume Contest for both the community and city staff.

2025 Budget Significant Expenditure Changes:

1) Salaries increased $6,616 to reflect COLA and performance pay adjustments.
2) Hourly Wages increased $34,615 to reflect COLA, performance pay adjustments and reallocation of 50% of Rec Coordinator's position.
3) Hourly Wages Part Time decreased by $19,000 to reflect the transfer of wages to the Community Center Budget.
4) Seasonal Labor increased $26,837 to reflect seasonal wage rate increases.
5) FICA increased $3,268 as a result of the changes in wages.
6) Retirement increased $2,988 as a result of the changes in wages.
7) Health, Dental, DIB, Life & Workers Compensation Insurance increased by $6,414 to reflect projected insurance costs.
8) Training includes: Management training seminars ($150), Recreational staff training ($100).
9) Seminars & Conferences increased $100 to reflect increases in hotel and conference registration fees. Includes: WPRA Conference (2 - $1,200), Rec Workshop (1 - $450), Meal reimbursement ($250).
10) Rentals reduced by $6,220 to reflect the transfer of expenses to the Swimming and Aquatic Budgets.
11) Other Contractual Services decreased $20,000 due to switching our recreation software from ActiveNet to CivicRec.
12) Memberships and Subscriptions increased $1,920 due to purchasing CivicRec software which allowed us to eliminate Survey Monkey and Activity Messenger. Includes: WPRA Professional Memberships (3 - $390), Sam's Club Plus Membership ($120), Zoom Membership ($150), Canva Software ($300), Sling ($2,600).
13) No Capital Outlay.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

RECREATION AND RECREATION PROGRAMS

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
Account Number			PERSONAL SERVICES									
100	55300	110	Salaries	$ 123,991	$ 123,988	$ 132,186	$ 132,186	$ 63,467	$ 132,186	$ 138,802	$ 138,802	5.01%
100	55300	120	Hourly Wages	103,992	56,862	111,987	111,987	28,776	146,602	146,601	146,601	30.91%
100	55300	122	Hourly Wages Part Time	0	0	19,000	19,000	7,420	19,000	0	0	-100.00%
100	55300	125	Overtime Wages	250	146	250	250	10	150	250	250	0.00%
100	55300	126	Seasonal Labor	245,118	226,754	232,143	232,143	71,364	215,000	258,980	258,980	11.56%
100	55300	150	FICA	21,014	16,728	22,340	22,340	7,953	24,732	25,608	25,608	14.63%
100	55300	151	Retirement	15,520	12,754	16,865	16,865	5,241	20,558	19,853	19,853	17.72%
100	55300	152	Health, Dental, DIB, Life & Wks Cmp Ins	52,739	40,237	64,646	64,646	20,818	64,646	71,060	71,060	9.92%
100	55300	190	Training	250	41	250	250	0	150	250	250	0.00%
			Subtotal	**562,874**	**477,509**	**599,668**	**599,668**	**205,050**	**623,023**	**661,403**	**661,403**	**10.29%**
			CONTRACTUAL SERVICES									
100	55300	210	Telephone	0	0	0	0	0	0	0	0	0.00%
100	55300	212	Seminars and Conferences	1,800	58	1,800	1,800	21	600	1,900	1,900	5.56%
100	55300	213	Rentals	6,220	7,646	6,220	6,220	1,156	9,725	0	0	-100.00%
100	55300	218	Cell/Radio	1,340	1,230	1,280	1,280	547	1,280	1,280	1,280	0.00%
100	55300	219	Data	300	315	300	300	121	300	300	300	0.00%
100	55300	220	Utilities	11,000	12,712	13,500	13,500	1,769	12,000	13,500	13,500	0.00%
100	55300	240	Equipment Maintenance	0	0	0	0	0	0	0	0	0.00%
100	55300	290	Other Contractual Services	31,000	36,796	32,000	32,000	27,629	27,500	12,000	12,000	-62.50%
			Subtotal	**51,660**	**58,757**	**55,100**	**55,100**	**31,243**	**51,405**	**28,980**	**28,980**	**-47.40%**
			SUPPLIES AND EXPENSE									
100	55300	320	Memberships/Subscriptions	960	656	1,640	1,640	116	700	3,560	3,560	117.07%
100	55300	331	Transportation	3,400	2,719	5,000	5,000	802	3,000	5,000	5,000	0.00%
100	55300	340	Operating Supplies	41,780	39,074	44,640	44,640	9,129	44,500	45,980	45,980	3.00%
100	55300	348	Playground Supply and Expense	3,250	3,196	3,250	3,250	75	3,250	3,250	3,250	0.00%
100	55300	361	League Support	9,447	10,411	9,447	9,447	(670)	8,777	9,447	9,447	0.00%

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
RECREATION AND RECREATION PROGRAMS												
100	55300	362	Adult League Supplies	3,750	2,403	3,750	3,750	1,179	3,900	3,925	3,925	4.67%
100	55300	363	Youth Program Supplies	0	0	0	0	0	0	0	0	0.00%
100	55300	364	Adult Program Supplies	0	0	0	0	0	0	0	0	0.00%
100	55300	365	Family Program Supplies	0	0	0	0	0	0	0	0	0.00%
100	55300	373	Summer Band	1,250	1,192	1,250	1,250	50	1,250	1,250	1,250	0.00%
			Subtotal	**63,837**	**59,649**	**68,977**	**68,977**	**10,681**	**65,377**	**72,412**	**72,412**	**4.98%**
			CAPITAL OUTLAY									
100	55300	810	Capital Equipment	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 678,371**	**$ 595,915**	**$ 723,745**	**$ 723,745**	**$ 246,974**	**$ 739,805**	**$ 762,795**	**$ 762,795**	**5.40%**

Special Events/Celebrations

Program Full Time Equivalents: 0.15

Program Mission:

Assist various service and civic organizations, business groups and school districts in providing special activities and/or events for our citizens.

List of Program Service(s) Descriptions:

1) Program/Event Set Up – Assist organizations with event set up on public grounds.
2) Banner/Decoration Set Up & Take Down – Install and removal of banners and decorations at various locations in De Pere.
3) Operation of Beer Gardens.
4) Operation and running of Holiday Light Show.

Important Outputs:

1) Install decorations during the winter season at select locations in De Pere (lights, trees, banners). Activity funded by property tax. Decorations provide residents a sense of community, as well as creating a comfortable and welcoming feeling to visitors and residents.
2) Continue to work with organizations, groups and the School Districts to better serve the community. This collaboration generates community pride as well as better and more cost effective special events for the community. Activity funded by property tax.
3) Install large banners over Reid St as needed. Activity funded by property tax or user group. Allows community or city related events to utilize a prime marketing location for special events.
4) Assist in set up of large community events, which provides for a more cost-effective event and experience for the community. Activity funded by property tax.
5) Operate multiple Beer Gardens.

Expected Outcomes:

1) Maintain successful special events that aid in community pride, enhance quality of life, and promote tourism in the community.
2) Increased communication with organizations, groups and School Districts when helping to set up for events and celebrations. This helps increase operational efficiencies and decrease site concerns.
3) Maintain or increase amount of locations with decorations.
4) Maintain festive atmosphere during select seasons.

2025 Performance Measures (July 2024 – June 2025):

1) Obtain at least 25 rentals of the Nelson Family Pavilion.

2024 Performance Measurement Data:

1) Increase attendance of the Holiday Light Show by 5%.
    a. Result: Attendance went from 1,275 cars in 2022 to 3,175 cars in 2023, or a 67% increase in attendance.

Significant Program Achievements:

1) Set up holiday decorations and banners.
2) Ran Nelson Pavilion Grand opening celebration with an estimated attendance of over 3,000 throughout the evening.
3) Ran Holiday Light Show.
4) Ran Beer Gardens at Voyageur Park.
5) Assisted with several large-scale special events (ie. Celebrate De Pere, Rock the Dock, Pink Flamingo, etc…).

Existing program Standards Including Importance to Community:

1) Provide labor and planning assistance to various groups, organizations and School Districts for large community events in the City of De Pere.
    a. Community Importance.
        i. This benefits the community by having efficient, safe and well-run events and celebrations take place in the City and to create positive messages and experiences for participants.

Costs and Benefits of Program and Services:

The proposed 2025 Special Events/Celebrations program budget is $48,390. The program/service benefits the community by creating more organized and positive participation in the activities.

2025 Objectives:

1) Maintain relationship with local schools to continue use of community parks for school special events (ie. Cross country runs).
2) Expand Beer Gardens to a weekly event at Voyageur Park.
3) Market use of Nelson Family Pavilion and look to expand its use.
4) Cooperate with organizations to carry out successful Holiday Light Show.

2025 Budget Significant Expenditure Changes:

1) Hourly Wages increased $696 to reflect projected wage rate increases.
2) Overtime increased by $250 to accommodate for growing number of special events in the park system.
3) Seasonal Labor increased by $741 to reflect the expansion of De Pere Beer Gardens and Holiday Light Show.
4) FICA increased $83 to reflect projected wage increases.
5) Retirement increased $70 to reflect projected increase in retirement funding.
6) Health, Dental, DIB, Life and Wks Comp Ins decreased $171 to reflect projected costs.
7) Operating Supplies increased $11,949 to accommodate expenses for expanding De Pere Beer Gardens to a weekly event during the summer.
8) No Capital Outlay.

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

SPECIAL EVENTS/CELEBRATIONS

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
Account Number			PERSONAL SERVICES									
100	55310	120	Hourly Wages	$ 8,556	$ 0	$ 9,211	$ 9,211	$ 0	$ 9,211	$ 9,907	$ 9,907	7.56%
100	55310	125	Overtime Wages	0	96	0	0	102	200	250	250	100.00%
100	55310	126	Seasonal Labor	1,655	919	1,608	1,608	160	1,608	2,349	2,349	46.08%
100	55310	150	FICA	679	16	728	728	4	743	811	811	11.42%
100	55310	151	Retirement	582	0	636	636	0	649	706	706	11.07%
100	55310	152	Health, Dental, DIB, Life & Wks Cmp Ins	2,476	0	2,887	2,887	0	2,887	2,716	2,716	-5.94%
			Subtotal	**13,947**	**1,031**	**15,070**	**15,070**	**266**	**15,299**	**16,739**	**16,739**	**11.08%**
			SUPPLIES AND EXPENSE									
100	55310	340	Operating Supplies	16,335	12,287	19,702	19,702	10,499	21,500	31,651	31,651	60.65%
			Subtotal	**16,335**	**12,287**	**19,702**	**19,702**	**10,499**	**21,500**	**31,651**	**31,651**	**60.65%**
			TOTAL	**$ 30,282**	**$ 13,318**	**$ 34,772**	**$ 34,772**	**$ 10,764**	**$ 36,799**	**$ 48,390**	**$ 48,390**	**39.16%**

TOTAL CULTURE, EDUCATION AND RECREATION

City of De Pere
2025 General Fund
Adopted Budget

CULTURE, EDUCATION & RECREATION
EXPENDITURES

	Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
Total Culture, Education & Recreation										
	PERSONAL SERVICES									
110	Salaries	$ 430,574	$ 439,835	$ 457,700	$ 457,700	$ 224,947	$ 447,015	$ 465,761	$ 465,761	1.76%
120	Hourly Wages	607,976	614,475	647,216	647,216	294,137	681,138	779,150	779,150	20.38%
122	Hourly Wages PT	0	0	19,000	19,000	7,420	19,000	20,000	20,000	5.26%
125	Overtime Wages	6,971	5,249	7,021	7,021	2,222	4,763	7,621	7,621	8.55%
126	Seasonal Wages	380,053	324,824	386,471	386,471	122,036	358,838	410,909	410,909	6.32%
150	FICA	85,493	84,654	90,943	90,943	40,229	92,147	102,067	102,067	12.23%
151	Retirement	71,095	75,070	76,724	76,724	30,072	79,482	87,051	87,051	13.46%
152	Health, Dental & Life Ins	284,848	300,554	347,319	347,319	163,200	336,924	376,432	376,432	8.38%
190	Training	4,700	3,667	5,200	5,200	2,091	3,675	5,700	5,700	9.62%
	Subtotal	**1,871,711**	**1,848,328**	**2,037,594**	**2,037,594**	**886,352**	**2,022,982**	**2,254,691**	**2,254,691**	**10.65%**
	CONTRACTUAL SERVICES									
210	Telephone	9,800	5,115	9,800	9,800	3,521	9,800	9,800	9,800	0.00%
211	Postage	695	235	695	695	25	260	425	425	-38.85%
212	Seminars and Conference	7,750	1,568	7,900	7,900	965	6,343	8,200	8,200	3.80%
213	Rentals	6,220	7,646	6,220	6,220	1,156	9,725	0	0	0.00%
215	Consulting	37,920	37,094	64,720	64,720	29,231	51,621	96,529	81,429	25.82%
217	Cleaning Service Contract	34,592	33,387	34,595	34,595	15,434	34,000	35,580	35,580	2.85%
218	Cell/Radio	3,536	2,646	3,476	3,476	1,226	3,476	4,094	4,094	17.78%
219	Data	1,496	1,565	1,631	1,631	787	1,710	2,268	2,268	39.06%
220	Utilities	103,310	106,374	108,575	108,575	33,195	102,000	120,150	120,150	10.66%
240	Equipment Maintenance	18,850	10,350	25,350	25,350	9,459	25,250	41,050	41,050	61.93%
290	Other Contractual Services	44,475	48,235	45,603	45,603	30,281	40,231	25,838	25,838	-43.34%
	Subtotal	**268,644**	**254,217**	**308,565**	**308,565**	**125,280**	**284,416**	**343,934**	**328,834**	**6.57%**
	SUPPLIES AND EXPENSE									
310	Office Supplies	3,800	3,885	3,825	3,825	(42)	3,450	3,850	3,850	0.65%
320	Memberships/Subscriptions	4,337	3,182	5,270	5,270	1,550	4,845	8,122	8,122	54.12%
330	Mileage Reimbursement	300	186	300	300	272	75	300	300	0.00%
331	Transportation	40,228	35,763	38,500	38,500	12,386	38,000	42,937	42,937	11.52%
340	Operating Supplies	131,865	127,713	151,592	151,592	62,889	155,500	184,545	184,545	21.74%
345	Turf Chemicals	10,000	9,809	12,000	12,000	6,621	12,000	13,000	13,000	8.33%
346	Memorial Benches	0	0	0	0	3,790	3,790	4,800	4,800	100.00%

City of De Pere
2025 General Fund
Adopted Budget

CULTURE, EDUCATION & RECREATION
EXPENDITURES

	Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
Total Culture, Education & Recreation										
346	Trees	10,000	4,853	10,000	10,000	9,749	16,277	10,000	10,000	0.00%
347	Tree Chemicals	300	293	300	300	0	300	300	300	0.00%
348	Playground Supply and Expense	3,250	3,196	3,250	3,250	75	3,250	3,250	3,250	0.00%
351	Safety Equipment	3,800	2,880	3,900	3,900	1,433	3,900	4,900	4,900	25.64%
361	League Support	9,447	10,411	9,447	9,447	(670)	8,777	9,447	9,447	0.00%
362	Adult League Supplies	3,750	2,403	3,750	3,750	1,179	3,900	3,925	3,925	4.67%
363	Youth Program Supplies	0	0	0	0	0	0	0	0	0.00%
364	Adult Program Supplies	0	0	0	0	0	0	0	0	0.00%
373	Summer Band	1,250	1,192	1,250	1,250	50	1,250	1,250	1,250	0.00%
385	Pool Chemicals	0	0	0	0	0	0	0	0	0.00%
386	Concessions Purchases	0	0	0	0	0	0	0	0	0.00%
391	Historic Preservation Supplies	0	0	0	0	0	0	0	0	0.00%
	Subtotal	**222,327**	**205,765**	**243,384**	**243,384**	**99,281**	**255,314**	**290,626**	**290,626**	**19.41%**
	CONTRIBUTIONS									
701	Historical Society	7,000	14,000	10,000	10,000	10,000	10,000	10,000	10,000	0.00%
	Subtotal	**7,000**	**14,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**0.00%**
	CAPITAL OUTLAY									
810	Capital Equipment	11,000	160,739	48,500	67,460	8,751	107,460	2,034,000	15,000	-69.07%
	Subtotal	**11,000**	**160,739**	**48,500**	**67,460**	**8,751**	**107,460**	**2,034,000**	**15,000**	**-69.07%**
	TOTAL	**$ 2,380,682**	**$ 2,483,051**	**$ 2,648,044**	**$ 2,667,004**	**$ 1,129,664**	**$ 2,680,172**	**$ 4,933,251**	**$ 2,899,151**	**9.48%**

TOTAL GENERAL FUND EXPENDITURES

City of De Pere
2025 General Fund
Adopted Budget

EXPENDITURES

Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
TOTAL GENERAL GOVERNMENT EXPENDITURES	$ 3,702,602	$ 3,601,060	$ 4,084,685	$ 4,241,961	$ 1,850,821	$ 4,007,403	$ 6,132,943	$ 5,057,681	23.82%
TOTAL PUBLIC SAFETY EXPENDITURES	$ 10,670,286	$ 11,156,013	$ 11,489,659	$ 11,507,659	$ 5,230,424	$ 11,357,929	$ 12,860,447	$ 11,781,273	2.54%
TOTAL PUBLIC WORKS EXPENDITURES	$ 3,221,276	$ 2,882,629	$ 3,406,207	$ 3,406,207	$ 1,466,749	$ 3,436,242	$ 32,914,915	$ 3,494,417	2.59%
TOTAL CULTURE, ED & REC EXPENDITURES	$ 2,997,808	$ 3,067,909	$ 3,287,595	$ 3,306,555	$ 1,331,491	$ 3,286,552	$ 4,933,251	$ 2,899,151	-11.82%
TOTAL GENERAL FUND EXPENDITURES	**$ 20,591,972**	**$ 20,707,611**	**$ 22,268,146**	**$ 22,462,382**	**$ 9,879,485**	**$ 22,088,126**	**$ 56,841,556**	**$ 23,232,522**	**4.33%**

GENERAL FUND REVENUES

General Fund Revenues

PROPERTY TAX LEVY:

General Property Tax Levy for General Fund purposes increased $342,415. The total property tax levy for all funds increased $1,065,087.

	Actual 2024	Budgeted 2025	% of Change
General Fund Levy	$10,421,160	$10,463,575	3.29%
Debt Fund Levy	$ 4,239,593	$ 4,757,123	12.21%
Special Revenue Fund Levy	$ 0	$ 441,751	100.00%
Capital Projects Fund Levy	$ 1,841,276	$ 1,399,525	-49.08%
Tax Increment District (TID) Levy	$ 1,643,991	$ 1,849,133	12.48%
TOTAL LEVY	$18,146,020	$19,211,107	5.87%

SIGNIFICANT REVENUE CHANGES:

TAXES:

1) General Fund Levy increased $342,415 to support general fund expenditures not supported by other revenues.
2) Payment in Lieu of Taxes increased $90 to reflect 2024 actuals.
3) Public Accommodations increased $1,000 to reflect trends.
4) Retained Sales Tax increased $80 to reflect trends.
5) Housing Authority increased $4,000 to reflect trends.
6) Interest Penalties & Taxes decreased $500 as personal property has been eliminated.
7) Interest Penalties Specials & Deeds decreased $2,500 to reflect trends.

INTERGOVERNMENTAL REVENUE:

1) Personal Property Aid increased $314,733. This accounts for the personal property aid reallocation as well as the new payment from the State to offset the loss of all remaining personal property.
2) State Fire Insurance increased $15,700 to reflect trends.
3) State Grants decreased $95,949 as part of the personal property aid reallocation.
4) State Aid for Police Training increased $7,040 due to an increase by the State.
5) State Aid for Connecting Highways increased $15,038 to reflect state budget increase.

6) COVID 19 Grants decreased $195,085 as several grants have ended.
7) State Misc Grants increased $35,267 for the Health Department's PHI grant.

LICENSES AND PERMITS:

1) Operator's Licenses decreased $14,200 to reflect the second year of two-year license renewals as well as the impact due to the new Statewide operator's licensing.
2) Food & Beverage Licenses increased $10,254 to reflect raised fees and an increase in TRH permitting.
3) Cable Television Franchise License decreased $14,000 to reflect trends.
4) Dog License increased $700 to reflect department estimates.
5) Building Permits increased $141,000 to reflect department estimates including 5% fee increase.
6) Commercial Permit Review increased $1,550 to reflect department estimates including 5% fee increase.
7) Flood Plain/Zoning Letters decreased $265 to reflect department estimates.
8) Sanitary Sewer Excavation increased $649 to reflect department estimates including 5% fee increase
9) Electrical Permits increased $7,750 to reflect department estimates including 5% fee increase.
10) Plumbing Permits increased $3,500 to reflect department estimates including 5% fee increase.
11) HVAC Permits increased $12,000 to reflect department estimates including 5% fee increase.
12) Zoning Permits and Fees increased $550 to reflect department estimates including 5% fee increase.
13) CSM Reviews increased $1,550 to reflect department estimates including 5% fee increase.
14) Excavation Permits increased $2,437 to reflect department estimates.

FINES AND FORFEITURES:

1) Parking Violations increased $5,000 due to department estimates.

PUBLIC CHARGES FOR SERVICE:

1) Clerk-Passports decreased $1,400 to reflect department estimates.
2) Clerk's Office Admin Fees decreased $200 to reflect department estimates.
3) Letter of No Specials decreased $2,125 to reflect department estimates including 5% fee increase.
4) License Publication Fees decreased $300 to reflect department estimates.
5) Ambulance Fees increased $175,000 to reflect trends.
6) Street Department Revenue increased $3,174 due to a 5% fee increase.
7) Public Health Revenue decreased $980 to reflect department estimates.
8) Memorial Benches increased $4,800 to match the budgeted expenses.
9) Community Center increased $5,950 to reflect department estimates including 5% fee increase.

10) Programs-Financial Assistance increased $320 to reflect department estimates.
11) Athletic Facility Fees increased $4,045 to reflect department estimates including 5% fee increase and the Brown County Fairground agreement.
12) Beer Gardens increased $15,000 to reflect the increase in the number of events.
13) Ambulance Fees from Townships increased $19,000 to reflect an estimated CPI increase using the current contract.
14) Copies Maps Blueprints increased $100 to reflect trends.

INTERGOVERNMENTAL CHARGES FOR SERVICE:

1) Brown County DTF Officer increased $120,000 to account for the payment received from Brown County to help offset the City's cost of this position.

MISCELLANEOUS REVENUES:

1) Interest On Investments increased $600,000 to reflect trends.
2) Farm Leases decreased $3,000 to reflect the department estimates.
3) Residential Lease decreased $16,000 as the property leased is being razed.
4) Other increased $3,500 to account for the credit card rebate received on City purchases.

OTHER FINANCING SOURCES:

1) Transfers from Capital Projects Fund decreased $331,607 to reflect the reallocation of the pool operating deficit to a newly created special revenue fund.

City of De Pere
2024 General Fund
Adopted Budget

REVENUES

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
			TAXES								
100	41110		General Property	$ 9,216,557	$ 9,216,564	$ 10,421,160	$ 10,421,158	$ 10,421,158	$ 45,444,483	$ 10,763,575	3.29%
100	41130		Mobile Home Fees	6,600	5,194	5,150	2,567	5,134	5,100	5,100	-0.97%
100	41150		Payments in Lieu of Taxes	10,000	1,358	1,350	1,440	1,440	1,440	1,440	6.67%
100	41200		Sales and Use	0	7470	0	0	0	0	0	0.00%
100	41210		Public Accommodations	12,500	14,221	14,000	6,915	14,000	15,000	15,000	7.14%
100	41220		Retained Sales Tax	120	120	120	76	200	200	200	66.67%
100	41310		From Municipal Water Utility	515,000	433,053	450,000	0	450,000	430,000	430,000	-4.44%
100	41320		Housing Authority	34,000	37,103	35,000	39,868	39,868	39,000	39,000	11.43%
100	41800		Interest Penalties & Taxes	1,400	1,173	500	484	800	0	0	-100.00%
100	41810		Interest Penalties Specials & Deeds	10,000	6,955	10,000	5,376	7,500	7,500	7,500	-25.00%
			Subtotal	**9,806,177**	**9,723,211**	**10,937,280**	**10,477,886**	**10,940,100**	**45,942,723**	**11,261,815**	**2.97%**
			INTERGOVERNMENTAL REVENUE								
100	43220		Mass Transit Federal Aid	0	0	0	0	0	0	0	0.00%
100	43410		State Shared Revenue	1,202,342	1,466,490	2,060,157	0	2,060,157	2,098,398	2,098,398	1.86%
100	43411		State Shared Revenue - Expenditure Restraint	197,288	197,289	126,375	0	126,375	126,375	126,375	0.00%
100	43412		Personal Property Aid	0	0	0	0	0	314,733	314,733	100.00%
100	43420		State Fire Insurance	103,800	119,301	119,300	0	137,715	135,000	135,000	13.16%
100	43430		Other State Shared Taxes - Exempt Computer Aid	77,852	84,592	84,592	0	84,592	84,592	84,592	0.00%
100	43500		State Grants	120,683	101,949	101,949	104,525	104,525	6,000	6,000	-94.11%
100	43505		Law Enforcement	0	818	0	17,144	24,000	0	0	0.00%
100	43505	364	Police Misc Grants	0	34097	0	13,233	18,233	0	0	0.00%
100	43507		K-9 Expenses and Donations	2,500	44,691	0	3,009	44,691	0	0	0.00%
100	43510		Rescue EMS Act 102	15,000	59,813	15,000	8,860	28,417	15,000	15,000	0.00%
100	43520		State Aid for Police Training	5,120	6,413	5,120	683	6,413	12,160	12,160	137.50%
100	43530		State Aid for Connecting Highways	72,426	72,426	88,012	51,525	103,050	103,050	103,050	17.09%
100	43531		General Transportation Aids	1,385,117	1,385,298	1,394,256	697,231	1,394,462	1,394,462	1,394,462	0.01%
100	43532		Mass Transit State Aid	274,790	0	0	0	0	0	0	0.00%
100	43540		State Recycling Grants	97,691	97,720	97,720	97,806	97,806	97,806	97,806	0.09%
100	43550		ACT 102 Ambulance Grant	0	0	0	0	0	0	0	0.00%
100	43551		Health Matching Grant	60,199	64,560	61,506	25,705	62,534	63,523	63,523	3.28%
100	43552		COVID 19 Grants	167,124	222,860	209,085	63,729	212,333	14,000	14,000	-93.30%
100	43590		State Misc Grants	0	0	0	0	0	35,267	35,267	100.00%
100	43600		Other State Payments	0	0	0	0	0	0	0	0.00%
100	43605		Payment in Lieu of Tax - DNR	0	0	0	0	0	0	0	0.00%
			Subtotal	**3,781,932**	**3,958,316**	**4,363,072**	**1,083,450**	**4,505,303**	**4,500,366**	**4,500,366**	**3.15%**

City of De Pere
2024 General Fund
Adopted Budget

REVENUES

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
			LICENSES AND PERMITS								
100	44105		Liquor and Malt Beverage Licenses	39,800	30,321	33,000	31,286	32,000	33,000	33,650	1.97%
100	44110		Operator's Licenses	10,815	10,039	25,000	16,242	20,500	9,000	10,800	-56.80%
100	44115		Cigarette Licenses	2,415	2,500	2,300	2,100	2,300	2,300	2,300	0.00%
100	44121		Food & Beverage Licenses	86,806	92,233	95,746	68,189	101,000	101,000	106,000	10.71%
100	44125		Cable Television Franchise License	112,200	99,729	104,000	21,890	87,300	90,000	90,000	-13.46%
100	44130		Trailer Park	100	0	0	0	0	0	0	0.00%
100	44140		Other Permits and Fees	9,455	10,452	9,455	7,214	8,200	9,500	9,500	0.48%
100	44210		Dog License	4,672	3,970	4,500	3,938	4,400	4,500	5,200	15.56%
100	44300		Building Permits	393,750	219,051	309,000	197,394	545,000	450,000	450,000	45.63%
100	44301		Commercial Permit Review	11,025	12,650	15,450	9,950	20,000	17,000	17,000	10.03%
100	44303		Flood Plain/Zoning Letters	315	350	515	0	0	250	250	-51.46%
100	44305		Construction	168	0	0	0	0	0	0	0.00%
100	44307		Sanitary Sewer Excavation	12,600	13,025	12,978	9,825	12,978	12,978	13,627	5.00%
100	44910		Electrical Permits	105,000	48,712	77,250	54,598	149,000	85,000	85,000	10.03%
100	44920		Plumbing Permits	57,750	34,748	51,500	31,732	73,000	55,000	55,000	6.80%
100	44925		HVAC Permits	147,000	62,909	103,000	65,292	141,000	115,000	115,000	11.65%
100	48902		Zoning Permits and Fees	3,150	1,150	3,150	2,050	4,000	3,700	3,700	17.46%
100	48903		CSM/Plat Reviews	21,000	13,633	15,450	8,955	18,000	17,000	17,000	10.03%
100	48906		Excavation Permits	27,563	21,670	27,563	20,577	41,000	30,000	30,000	8.84%
			Subtotal	**1,045,584**	**677,141**	**889,857**	**551,232**	**1,259,678**	**1,035,228**	**1,044,027**	**17.33%**
			FINES AND FORFEITURES								
100	45100		City Share of Fines and Forfeitures	0	(5,031)	0	(4,795)	(4,795)	0	0	0.00%
100	45110		Court Penalties and Costs	300,000	243,630	240,000	116,126	240,000	240,000	240,000	0.00%
100	45130		Parking Violations	35,000	23,894	30,000	27,457	39,500	35,000	35,000	16.67%
			Subtotal	**335,000**	**262,493**	**270,000**	**138,788**	**274,705**	**275,000**	**275,000**	**1.85%**
			PUBLIC CHARGES FOR SERVICE								
100	46100		General Government	2,205	160	0	0	0	0	0	0.00%
100	46101		Clerk-Passports	6,825	6,323	6,000	1,715	3,500	4,600	4,600	-23.33%
100	46102		Clerk's Office Admin Fees	2,100	2,398	2,100	340	1,600	1,900	1,900	-9.52%
100	46110		Letters of No Specials	28,665	23,730	24,000	12,525	18,000	22,000	26,125	8.85%
100	46120		License Publication Fees	2,400	1,194	1,500	1,278	1,125	1,200	1,200	-20.00%
100	46207		Police Alarm Monitoring	7,140	10,750	6,000	3,125	10,750	6,000	6,000	0.00%
100	46208		Police Department Fees	315	743	550	506	743	550	550	0.00%
100	46210		Background Checks	331	2,153	800	1,150	1,450	800	800	0.00%
100	46212		Police OT Reimbursements	0	15,432	0	3,171	15,432	0	0	0.00%

City of De Pere
2024 General Fund
Adopted Budget

REVENUES

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
100	46220		Police Fingerprints	551	606	630	297	630	630	840	33.33%
100	46226		Fire OT Reimbursements	0	6,788	0	477	477	0	0	0.00%
100	46298		Ambulance Fees	1,025,000	1,175,711	1,025,000	395,495	1,170,000	1,200,000	1,200,000	17.07%
100	46340		Street Department Revenue	38,588	82,570	63,476	44,755	63,476	63,476	66,650	5.00%
100	46345		Garbage & Recycling Fees	12,600	18,639	12,600	19,150	20,000	12,600	12,600	0.00%
100	46350		Snow Removal Charges	7,276	4,052	7,276	1,322	7,276	7,276	7,276	0.00%
100	46360		Parking Permits	0	0	0	0	0	0	0	0.00%
100	46406		Weed & Nuisance Control	0	(3,403)	0	0	0	0	0	0.00%
100	46421		Recycling Containers	4,450	5,597	4,450	7,877	7,877	4,450	4,450	0.00%
100	46501		Public Health Revenue	315	10,077	1,400	329	400	400	420	-70.00%
100	46510		Weights & Measures Fees	21,600	21,997	21,661	17,727	21,005	21,005	21,005	-3.03%
100	46521		Animal Control	0	186	0	0	0	0	0	0.00%
100	46700		Recreation Programs	426,458	445,825	443,778	287,167	421,000	438,544	449,508	1.29%
100	46721		Recreation	17,850	18,865	16,686	0	17,500	17,000	17,425	4.43%
100	46722		Concessions	44,625	49,380	53,534	14,691	49,000	51,975	54,574	1.94%
100	46723		Swimming	227,850	23,889	254,410	15,678	260,000	263,000	0	0.00%
100	46723	010	Season Pass	0	108,770	0	87,769	0	0	0	0.00%
100	46723	020	General Admission	0	92,833	0	21,762	0	0	0	0.00%
100	46723	030	Swim Lessons	0	40,055	0	41,406	0	0	0	0.00%
100	46723	040	Syble Hopp Aquatics	0	21,340	0	12,156	0	0	0	0.00%
100	46724		Forestry	12,495	18,454	12,870	7,842	18,000	12,500	13,125	1.98%
100	46724	346	Memorial Benches	0	0	0	7,870	3,790	4,800	4,800	100.00%
100	46725		Community Center	53,550	64,994	64,040	38,307	65,000	66,657	69,990	9.29%
100	46727		Programs-Financial Assistance	5,250	1,078	6,180	(319)	6,800	6,500	6,500	5.18%
100	46747		Athletic Facility Fees	129,675	24,370	19,055	13,711	19,055	22,000	23,100	21.23%
100	46747	010	Daily Boat Fees	0	73,095	60,000	39,639	60,000	60,000	60,000	0.00%
100	46747	020	Season Boat Fees	0	24,494	29,000	1,215	29,000	29,000	29,000	0.00%
100	46747	030	Beer Gardens	0	11,397	20,000	18,752	23,000	35,000	35,000	75.00%
100	46747	040	Holiday Lights	0	0	2,500	0	2,500	2,500	2,500	0.00%
100	46800		Payment In Lieu of Parkland	0	0	0	0	0	0	0	0.00%
100	47306		Ambulance Fees From Townships	230,000	256,969	260,000	203,139	270,839	279,000	279,000	7.31%
100	47401		Engineering Fees	700,000	700,000	700,000	0	700,000	700,000	700,000	0.00%
100	48901		Copies Maps Blueprints	525	3,201	500	565	600	600	600	20.00%
100	48908		Building Permits & Voter Report (Clerk)	606	0	0	0	0	0	0	0.00%
100	48909		Sundry	607	35	0	0	0	0	0	0.00%
100	48910		Retiree Insurance Admin Fee	1,102	448	450	221	450	450	450	0.00%
			Subtotal	**3,010,954**	**3,365,192**	**3,120,446**	**1,322,808**	**3,290,275**	**3,336,413**	**3,099,988**	**-0.66%**
			INTERGOVERNMENTAL CHARGES FOR SERVICE								
100	47311		Crossing Guard Hours	20,000	16,456	18,939	0	18,939	18,939	18,939	0.00%
100	47320		Payment for Liaison Officer	291,000	327,831	295,390	0	295,390	304,390	304,390	3.05%
100	47321		Brown County DTF Officer	0	127,818	0	0	125,000	120,000	120,000	100.00%
100	47402		Data Processing Charges	16,580	32,675	17,076	0	17,076	17,588	17,588	3.00%
100	47406		TID Admin Allocation	117,548	117,548	121,074	0	121,074	124,706	124,706	3.00%
100	47415		Equipment Rental	32,468	32,467	33,442	0	33,442	34,445	34,445	3.00%
100	47432		Space Rentals	49,300	56,461	59,562	20,308	57,555	59,858	59,858	0.50%
100	47433		Ice Arena Rent	0	229,061	20,000	18,984		0	0	0.00%
			Subtotal	**526,896**	**940,317**	**565,483**	**39,292**	**668,476**	**679,926**	**679,926**	**20.24%**

City of De Pere
2024 General Fund
Adopted Budget

REVENUES			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
			MISCELLANEOUS REVENUES								
100	48100		Interest On Investments	325,000	1,942,411	1,400,000	1,119,237	2,238,474	1,400,000	2,000,000	42.86%
100	48200		Rents & Leases	0	903	0	468	936	0	0	0.00%
100	48201		Farm Leases	4,678	1,815	3,000	0	2,500	0	0	-100.00%
100	48202		Brown County Fairgrounds	0	0	0	0	0	0	0	0.00%
100	48203		Residental Lease	16,000	15,335	16,000	8,314	9,794	0	0	-100.00%
100	48300		Property Sales	150,000	19,796	100,000	17,522	63,950	100,000	100,000	0.00%
100	48301		Refuse Garbage Equipment & Property	15,000	7,511	10,000	8,665	10,000	10,000	10,000	0.00%
100	48309		Other	5,000	342,212	0	275,585	0	0	0	0.00%
100	48420		Insurance Recovery Police Equipment & Property	0	0	0	0	0	0	0	0.00%
100	48430		Insurance Recovery Street Equipment & Property	0	0	0	0	0	0	0	0.00%
100	48440		Insurance Recovery Other Equipment & Property	0	58,549	0	0	0	0	0	0.00%
100	48500		Donations	0	0	0	0	0	0	0	0.00%
100	48510		Police Programs	0	0	0	33,915	33,915	0	0	0.00%
100	48515		Park and Rec	0	8,000	0	0	0	0	0	0.00%
100	48515	340	Holiday Light Show Donations	0	2,500	0	0	0	0	0	0.00%
100	48520		Fire & Rescue	5,750	552	0	2,995	11,922	0	0	0.00%
100	48520	360	Support Dog Revenue	0	2,498	0	998	1,000	0	0	0.00%
100	48900		Other	0	27,719	0	914	3,500	3,500	3,500	100.00%
			Subtotal	**521,428**	**2,429,800**	**1,529,000**	**1,468,612**	**2,375,991**	**1,513,500**	**2,110,000**	**38.00%**
			OTHER FINANCING SOURCES								
100	49100		Proceeds From Long Term Notes	0	0	0	0	0	0	0	0.00%
100	49130		Installment Contracts	0	0	0	0	0	0	0	0.00%
100	49140		State Trust Fund Loans	0	0	0	0	0	0	0	0.00%
100	49200		Transfer From Special Fund	250,000	261,400	250,000	0	250,000	250,000	250,000	0.00%
100	49222		Transfer From TID #9	11,400	0	11,400	0	11,400	11,400	11,400	0.00%
100	49223		Transfer From TID #6-#17	0	0	0	0	0	0	0	0.00%
100	49240		Transfer From Capital Projects Fund	1,200,000	248,527	331,607	0	346,380	474,901	0	0.00%
100	49260		Transfer From Enterprise Fund (Water Utility)	0	0	0	0	0	0	0	0.00%
100	49261		Transfer From Enterprise Fund (Wastewater)	0	0	0	0	0	0	0	0.00%
100	49271		Transfer From Parkland Dedication Fund	0	0	0	0	0	0	0	0.00%
100	49290		OT In	0	8,705	0	0	0	0		0.00%
			Subtotal	**1,461,400**	**518,632**	**593,007**	**0**	**607,780**	**736,301**	**261,400**	**-55.92%**
			TOTAL GENERAL FUND REVENUES	**20,489,371**	**21,875,102**	**22,268,145**	**15,082,067**	**23,922,309**	**58,019,458**	**23,232,522**	**4.33%**
100	49300		Fund Balances Applied	**102,601**	**0**		**0**	**0**	**0**	**0**	**0.00%**
			TOTAL GENERAL FUND REVENUES	**$ 20,591,972**	**$ 21,875,102**	**$ 22,268,145**	**$ 15,082,067**	**$ 23,922,309**	**$ 58,019,458**	**$ 23,232,522**	**4.33%**

SPECIAL FUND

City of De Pere Economic Development Program Fund

THIS FUND REPLACED THE PRIOR REVOLVING LOAN PROGRAM ADMINISTERED BY THE CITY THROUGH THE STATE OF WISCONSIN

Program Mission:

The specific purpose for the expenditure of the funds has been designated for economic development purposes according to City Council Resolution 19-85,

In 1986, the Wisconsin Development Fund awarded De Pere $595,000 to administer as part of the CDBG-ED Revolving Loan Fund program. Since then the City issued loans to new and expanding businesses located in the City of De Pere. The loan program focused on job creation for low and moderate-income individuals. In the spring of 2018, the Wisconsin DOA informed RLF governmental entities that spring reporting would be postponed due to a HUD monitoring scheduled for May 2018. The findings from that monitoring session resulted in a proposed Substantial Amendment that proposed CDBG-CLOSE. In 2019, the City received full control over the program funds. Following the repayment of outstanding RLF loans and the Pandemic Response Loans, the Economic Development fund has an equity balance of $936,736 and $64,819 in outstanding revolving loan fund debt (including interest).

There is one outstanding loan - Battle House GB, LLC $4,748 ($4,733 principal, $14 interest including interest, and 3 months of COVID deferred payments)

In 2024 the City created the following programs for the Economic Development Fund and funded them with the preliminary amounts. The Common Council approved the initial program; however, the funding should be reviewed and adjusted annually based on the utilization or availability of other federal or state funds. All actions from this program would require Finance and Personnel Committee review and Common Council authorization prior to expenditures.

1) Locally Funded Revolving Loan Program - $443,100.
2) Downtown Business Recruitment Grant – “Experience De Pere” - $150,000.

3) Brownfield Property Acquisition and Remediation Program - $410,000.
   a. Task 1: Program Development
   b. Task 2: Evaluation of (8) Catalyst Brownfield Sites
   c. Task 3. Assessment, Remediation Planning, Onsite Remediation Work
   d. Task 4. Future Grant Application Support

List of Program Service(s) Descriptions:

1) *Revolving Loan Fund* – Based on the items identified in the Tax Increment District (TID) Plans, state or federal grants, or other economic development efforts; funds are provided to those projects to assist with existing business growth.
2) *Downtown Business Recruitment Grant* – Assist in locating new or expanding businesses to downtown in the effort to achieve 95 to 100% occupancy in the downtown.
3) *Brownfield Property Acquisition and Remediation Program* – Assist with the necessary identification, planning, and cleanup of environmentally contaminated sites in the City.

Important Outputs and Expected Outcomess:

1) *Revolving Loan Project Financing for Capital Equipment* – The City provides funding for existing development for the purchase of capital equipment to grow the existing business that would not directly benefit from TIF. Growing the existing businesses in the community is important since the use of the funds helps to create new jobs or increase the business footprint in the community. The principal and interest on any RLF are paid by the holders of the RLF agreement.
2) *Downtown Business Recruitment Grant* – Filling vacant spaces is vital to the continued success of downtown De Pere and the grant program is a pivotal part in helping new businesses overcome the challenges of the first few months of income while they establish their business base.
3) *Brownfield Property Acquisition and Remediation Program* – Brownfields become a long-standing eyesore in the community and a deterrent to redevelopment. Remedial action and efforts of the program should be directed to brownfield sites located outside of a TID or in a TID when a fund gap still exists after TIF funds have been exhausted.

2025 Performance Measures:

1) *Revolving Loan Fund* – Establish new program rules and applications for a locally funded program.
2) *Downtown Business Recruitment Grant* – Utilize any remaining funds to recruit new businesses to the downtown and leverage the success of the program to apply to the WEDC to supplement the program and continue its success.

3) *Brownfield Property Acquisition and Remediation Program* – Complete the Brownfield Operating Program and complete the tasks identified in Task Order No. 1 with the City's brownfield consultant (Phase 1 assessment, cut sheets for redevelopment on closed brownfield sites, etc).

2024 Performance Measurement Data: None. A new program created in the 2025 budget cycle.

Significant Program Achievements:

1) *Revolving Loan Fund* – Met with 3 existing local businesses looking to low-interest lows to assist with capital equipment growth.
2) *Downtown Business Recruitment Grant* – To date, the City has approved eight (8) Downtown Business Recruitment Grants. Two (2) full-value grants remain. Grant awardees are listed below.

Orsetta	The Porch
Conquer Martial Arts	Oakley's
Blue Door Artworks	Voyageurs Bakehouse
Ginger Birch	Sofreh Eatey

3) *Brownfield Property Acquisition and Remediation Program* – Secured a brownfield consultant to assist with remedial action efforts.

Costs and Benefits of Program and Services:

The cost of the Economic Development Program is shown in either to administration of the program, direct grants businesses, issuances of revolving loans, or expenditures in the brownfield program. By February 2025 all outstanding funds should be paid back to the RLF account for a total balance of approximately $1,003,100, however; by the end of 2025, the City will have expended 12,580 in the administration of the program, expended nearly all of the $150,000 Downtown Business Recruitment Grant funds, and nearly $72,500 in consulting costs directly related to the Brownfield Program program. Therefore, the fund could have a balance of $768,020 by the end of 2025. This does not include any potential brownfield acquisitions/remediations that could arise in 2025. Any future revolving loan fund expenditures would be counted against the total fund equity balance but would be paid back according to the terms of any future agreements.

2025 Budget Significant Expenditure Changes:

1) Salaries increased $511 to reflect actual costs
2) FICA increased $39 to reflect actual costs
3) Retirement increased $38 to reflect actual costs
4) Health, Dental, DIB, Life & Wks Comp Ins decreased $2,017 to reflect the position payment split structure in the second year of the program.
5) Brownfield Program increased by $32,500 as expected under Task Order No. 1 and due to the new program creation in 2024.
6) Downtown Business Recruitment Grant increased by $30,000 due to the new program creation in 2024.

City of De Pere
2025 Special Fund
Adopted Budget

ECONOMIC DEVELOPMENT FUND

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
Expenditures												
Account Number			PERSONAL SERVICES									
206	56700	110	Salaries	$ 0	$ 0	$ 6,283	$ 6,283	$ 2,893	$ 5,786	$ 6,794	$ 6,794	8.13%
206	56700	120	Hourly Wages	0	0	0	0	0	0	0	0	0.00%
206	56700	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
206	56700	150	FICA	0	0	481	481	221	442	520	520	8.05%
206	56700	151	Retirement	0	0	434	434	200	399	472	472	8.80%
206	56700	152	Health, Dental, DIB, Life & Wks Comp Ins	0	0	2,054	2,054	11	23	37	37	-98.20%
			Subtotal	**0**	**0**	**9,252**	**9,252**	**3,325**	**6,650**	**7,823**	**7,823**	**-15.45%**
			OTHER -Locally Funded Revolving Loan									
206	82030		Rehabilitation Principal Loan	0	0	0	0	0	0	0	0	0.00%
206	50000	592	Transfer to Other Funds	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			OTHER -Brownfield Program									
206	56703	215	Program Development Admin (Consulting)	0	0	0	0	0	10,000	0	0	0.00%
206	56703		Evaluation of (8) Catalyst Brownfield Sites (Consulting)	0	0	0	0	0	30,000	32,500	32,500	100.00%
206	56703		Assessment, Remediation, Action (Capital Cost)	0	0	0	0	0	0	0	0	0.00%
206	56703		Future Grant Application Support (Consulting)	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**40,000**	**32,500**	**32,500**	**100.00%**
			OTHER -Downtown Business Recruitment Grant									
206	56702	720	Business Recruitment Grant	0	0	0	0	37,500	120,000	30,000	30,000	100.00%
			Subtotal	**0**	**0**	**0**	**0**	**37,500**	**120,000**	**30,000**	**30,000**	**100.00%**
			TOTAL EXPENDITURES	**$ 0**	**$ 0**	**$ 9,252**	**$ 9,252**	**$ 40,825**	**$ 166,650**	**$ 70,323**	**$ 70,323**	**660.08%**
Revenues												
206	48101		Interest on Investment	$ 0	$ 0	$ 0	$ 0	$ 0	$ 5,546	$ 2,500	$ 2,500	100.00%
206	48121		Interest on Loans	0	3,276	14	14	93	0	0	0	-100.00%
206	48310		Repayment of Principal	0	109,926	4,056	4,056	20,198	0	0	0	-100.00%
			TOTAL REVENUES	**$ 0**	**$ 113,202**	**$ 4,069**	**$ 4,069**	**$ 20,291**	**$ 5,546**	**$ 2,500**	**$ 2,500**	**-38.56%**

City of De Pere Affordable Housing Fund

Program Mission:

Increase affordable housing opportunities in the City of De Pere by incentivizing a diversity of housing stock, repairing the older and more affordable housing products, encouraging restoration of upper stories residential units in the downtown, and partnering with non-profit organizations striving to provide more affordable housing options in the communities.

The City created TID No. 6 as an industrial TID on the west side on March 3, 1998. The TID had a maximum life of March 3, 2021, and was extended for 1 year to capture funds for affordable housing. In 2022, the City received $1,968,527 to use in affordable housing and for general housing stock improvement. Each municipality must identify its affordable housing needs and develop a plan. State law requires a municipality to use the funds for affordable housing and to describe how it will use the funds in its affordable housing extension resolution. In 2021 the City stated a minimum of 75% of the funds received by extending TID No. 6 for affordable housing will be used throughout the community by implementing neighborhood and affordable housing initiatives that included:

(1) A housing stock improvement program for those who qualify under the affordable housing program guidelines

(2) An affordable housing development program to include affordable units, as defined by WHEDA and CDBG limits, in residential or mixed-use developments;

(3) A second story/upper story activation program to renovate and update units within and around the downtown for affordable units; and

The City can amend desired programs after receiving the funds provided at least 75% of the funds are used for affordable housing. In 2023, the City expanded the program by requiring all 100% of program funds to be used for affordable housing and added two additional program opportunities.

(1) Affordable Lot Purchase Program

(2) Rock The Block by Habitat for Humanity partnership

Program Service(s) Descriptions:

1) *Increasing affordable housing opportunities* through the inclusion of affordable units in mixed-use developments, new and existing neighborhoods, and in older downtown buildings.
2) *Improving the existing housing stock by* modernizing and improving the housing stock in De Pere while maintaining affordability for homeowners and buyers with zero-interest loans

Important Outputs and Expected Outcomess:

1) *Affordable Housing* – Increasing affordable housing opportunities through the inclusion of affordable units in mixed-use developments, new and existing neighborhoods, and in older downtown buildings.

2025 Performance Measures:

1) *Affordable Housing Stock Improvement Program*
   a. Establish new program rules and applications for the locally funded program.
   b. Consider expanding the loan and removing matching requirements in exchange for a larger low-interest loan.
   c. Rebrand the program
2) *Upper Story Activation*
   a. Terminate the program as the State of Wisconsin/WHEDA created a more appropriate program and transfer fund to a separate action.
3) *Affordable units in residential or mixed-use developments*
   a. Craft program rules for affordability targets within each development.
   b. Identify an agency or internal plan to monitor affordability compliance.
4) *Affordable Lot Purchase Program*
   a. Reserve lots within the SW area plan for partnership affordable housing opportunities.

2024 Performance Measurement Data: None. New program created in the 2025 budget cycle.

Significant Program Achievements:

1) *Affordable Housing Stock Improvement Program* – Completed two loans between Jan 2024 and August 2024.
2) *Rock The Block by Habitat for Humanity partnership* – Completed the Sept 2024 program and facilitated an After Action Review (AAR) for process improvement in 2026 (west side)

Costs and Benefits of Program and Services:

The cost of the Affordable Housing Program is $1,057,823 but is developer/development driven. The fund could see an additional $319,150 in revenue if the City elected to classify 2025 as a TID 8, affordable housing extension year. The program benefits the community by providing citizens with increased affordable housing and residential rehabilitation funds. The program also benefits the community by providing a strong economic and housing program that provides the ability for citizens to continue to reside within their community. Overall, the Proposed Affordability Fund 2025 Budget represents a $1,057,823 increase over the 2024 budget because of the new programs. Therefore, the fund could have a balance of $1,098,224 by the end of 2025.

2025 Budget Significant Expenditure Changes:

1) Salaries increased by $6,794 to reflect the costs of a new position
2) FICA increased by $520 to reflect the costs of a new position
3) Retirement increased by $472 to reflect the costs of a new position
4) Health, Dental, DIB, Life & Wks Comp Ins increased by $37 to reflect costs of a new position
5) Program expenses increased by $1,050,000 to reflect development targets but may not be expended if the development does not materialize.

City of De Pere
2025 Special Fund
Adopted Budget

AFFORDABLE HOUSING FUND

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
Expenditures												
Account Number			PERSONAL SERVICES									
286	56700	110	Salaries	$ 0	$ 0	$ 0	$ 0	$ 2,893	$ 5,786	$ 6,794	$ 6,794	100.00%
286	56700	120	Hourly Wages	0	0	0	0	0	0	0	0	0.00%
286	56700	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
286	56700	150	FICA	0	0	0	0	221	443	520	520	100.00%
286	56700	151	Retirement	0	0	0	0	200	402	472	472	100.00%
286	56700	152	Health, Dental, DIB, Life & Wks Comp Ins	0	0	0	0	11	23	37	37	100.00%
			Subtotal	**0**	**0**	**0**	**0**	**3,325**	**6,653**	**7,823**	**7,823**	**100.00%**
			OTHER									
286	56700		Affordable Housing Stock Improvement (0 Interest)	$ 0	$ 0	$ 0	$ 0	$ 0	$ 25,000	$ 50,000	$ 50,000	100.00%
286	56700		Affordable Housing Stock Improvement (+ Interest)	0	0	0	0	0	0	200,000	200,000	100.00%
286	56700		Upper Story Activation	0	0	0	0	0	0	0	0	0.00%
286	56700		Affordable Units New Developments	0	0	0	0	0	0	800,000	800,000	100.00%
286	56700		Affordable Lot Purchase Program	0	0	0	0	0	0	0	0	0.00%
286	56700		Rock the Block	0	0	0	0	0	100,000	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**125,000**	**1,050,000**	**1,050,000**	**100.00%**
			TOTAL EXPENDITURES	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 3,325**	**$ 131,653**	**$ 1,057,823**	**$ 1,057,823**	**100.00%**
Revenues												
286	41120		Tax Increment	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 319,150	$ 319,150	100.00%
			TOTAL REVENUES	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 319,150**	**$ 319,150**	**100.00%**

Wastewater Treatment Services Fund

Program Mission:

The Wastewater Treatment Services Fund is used to account for transactions pertaining to wastewater treatment services provided to City customers by the Green Bay Metropolitan Sewage District. Wastewater treatment services provided to Ahlstrom-Munksjo, SC Acquisition, Fox River Fiber, and Sonoco Products, located within the City are invoiced directly by this fund. The fund is also used to account for transactions pertaining to the collection system. The estimated fund balance and assets of the Wastewater Treatment Services Fund at December 31, 2024 is $29,675,244.

List of Program Service(s) Descriptions:

1) Performed regular flushing of City's sewer mains.
2) Repaired broken sewer mains as needed.
3) Repaired sewer manholes as needed.

2025 Performance Measures (July 2024 – June 2025):

1) Respond to 100% of emergency calls within 45 minutes of receiving them in order to prevent potential property damage**.**

2024 Performance Measurement Data: (July 2023 – June 2024):

1) Respond to 100% of emergency calls within 45 minutes of receiving them in order to prevent potential property damage**.**
   a. Result: All calls were responded to within 45 minutes

2025 Program Objectives:

1) Continue regular flushing of City’s sewer mains.
2) Continue televising of City’s sewer mains.
3) Repair sewer mains and manholes as needed.

2025 Budget Significant Expenditure Changes:

1) Wastewater treatment charges increased $768,022 to reflect actual costs. This also includes a proposed 7.50% increase by GBMSD.
2) Maintenance increased $178,295 to reflect actual capital project and equipment costs.
3) Billings & Collection increased $33,000 to reflect proposed increase by Green Bay Water Utility.
4) Administration increased $53,428 to reflect increase in employee wages, health insurance premiums and allocation of new IT Support Specialist wages.
5) Capital Outlays:
   a. Televising & Repairs $627,500.
   b. Sewer Lining and Repair $266,000.
   c. Sewer Lining Easements & Alleys $160,000.
   d. Manhole Rehabilitation and Pipe Joint Repair $90,000.
   e. Foundation Drain Program $200,000.
   f. Full Lateral Relay Program $100,000.
   g. Replacing Existing Sewer Camera Equipment $60,000.
   h. Sewer Utility Share for Engineering for Replacing Engineering Truck #32 $15,000.
   i. Sewer Utility Share for Engineering for Replacing Engineering Truck #37 $15,000.
   j. Sewer Utility Share for Engineering Surface Pro Computers $2,000.
   k. Sewer Utility Share for MSC Replacing Four (4) Garage Doors $3,750.
   l. Sewer Utility Share for MSC Replacing Existing Large Conference Room Chairs $750.
   m. Sewer Utility Share for Fleet for Replacing Existing Exhaust Fans in Shop $3,750.
   n. Sewer Utility Share for Fleet for New Portable Welding Exhaust Fan $2,250.
   o. Sewer Utility Share for Fleet for Replacing Existing Equipment Grease Reels $3,000.
   p. Sewer Utility Share for Fleet for Miscellaneous Tool Replacement for Shop $150
   q. Sewer Utility Share for Replacing City's GIS Software $50,000.
   r. Debt Service Principal & Interest Payments $105,000.

City of De Pere
2025 Special Fund
Adopted Budget

WASTEWATER TREATMENT SERVICES

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
Account Number												
201	53610		Wastewater Treatment Charges	$ 7,371,230	$ 5,733,262	$ 6,050,000	$ 6,050,000	$ 3,171,173	$ 6,342,346	$ 6,818,022	$ 6,818,022	12.69%
201	53611		Maintenance	1,662,095	2,771,730	1,525,855	1,525,855	123,149	1,525,855	1,704,150	1,704,150	11.68%
201	53612		Billings & Collection	388,500	390,686	400,000	400,000	148,246	400,000	400,000	433,000	8.25%
201	53615		Administration	729,590	917,147	825,000	825,000	406,690	825,000	866,250	878,428	6.48%
201	59200		Transfer To General Fund	250,000	250,000	250,000	250,000	125,000	250,000	250,000	250,000	0.00%
			TOTAL EXPENDITURES	**$ 10,401,415**	**$ 10,062,824**	**$ 9,050,855**	**$ 9,050,855**	**$ 3,974,258**	**$ 9,343,201**	**$ 10,038,422**	**$ 10,083,600**	**11.41%**
Revenues												
201	46900		Utility Billings	$ 5,460,090	$ 5,637,141	$ 5,478,535	$ 5,478,535	$ 2,795,736	$ 5,591,471	$ 5,731,258	$ 5,731,258	4.61%
201	46900		Utility Billings-Paper Mills	4,969,412	4,693,651	4,135,073	4,135,073	2,068,130	4,136,259	4,301,710	4,301,710	4.03%
201	48300		Property Sales	0	57,600	0	0	0	0	0	0	0.00%
201	48911		Forfeited Discounts	35,000	39,675	22,123	22,123	11,561	23,121	22,123	22,123	0.00%
201	49100		Proceeds of Debt	0	0	0	0	0	0	0	0	0.00%
			Fund Balance Applied	0	0	0	0	0	0	0	0	0.00%
201	49200		Transfer From Other Fund	160,845	0	160,845	160,845	0	0	0	0	-100.00%
			TOTAL REVENUES	**$ 10,625,347**	**$ 10,428,067**	**$ 9,796,577**	**$ 9,796,577**	**$ 4,875,426**	**$ 9,750,852**	**$ 10,055,091**	**$ 10,055,091**	**2.64%**

2025 Sanitary Sewer Capital Projects & Equipment	
Televise & Repair	$ 627,500
Sewer Lining & Repair	266,000
Sewer Lining Easements & Alleys	160,000
Manhole Rehabilitation & Pipe Joint Repair	90,000
Foundation Drain Program	200,000
Full Lateral Relay Program	100,000
Replacing Existing Sewer Camera Equipment	60,000
Sewer Utility Share for Engineering Replacing Engineering Truck #32	15,000
Sewer Utility Share for Engineering Replacing Engineering Truck #37	15,000
Sewer Utility Share for Engineering Surface Pro Computer	2,000
Sewer Utility Share for MSC Replacing Four (4) Garage Doors	3,750
Sewer Utility Share for MSC Replacing Existing Large Conference Room Chairs	750
Sewer Utility Share for Fleet for Replacing Existing Exhaust Fans in Shop	3,750
Sewer Utility Share for Fleet for New Portable Welding Exhaust Fan	2,250
Sewer Utility Share for Fleet for Replacing Existing Equipment Grease Reels	3,000
Sewer Utility Share for Fleet for Miscellaneous Tool Replacement for Shop	150
Sewer Utility Share for Replacing City's GIS Software	50,000
Debt Service Principal & Interest Payments	105,000
Total Capital	**$ 1,704,150**

2025 Cash Flow Analysis	
Estimated Cash Balance - 1/1/25	$ 3,257,860
Estimated Expenditures	(10,038,422)
Estimated Revenues	10,055,091
Estimated Cash Balance - 12/31/25	**$ 3,274,528**

Source of Debt	Balance 12/31/2024	2025 Principal	Balance 12/31/2025
2016 Series A	$ 212,500	$ 105,000	$ 107,500
Total	**$ 212,500**	**$ 105,000**	**$ 107,500**

Public Land Acquisition Fund

The Public Land Acquisition Fund was created to account for fees collected on building permits for residential construction that can be used by the City to acquire open space land for parks, recreational areas and other City operations necessary to meet the needs of the community. The estimated fund balance for the Public Land Acquisition Fund at December 31, 2024 is projected to be $XXXX.

City of De Pere
2025 Special Fund
Adopted Budget

PUBLIC LAND ACQUISITION FUND

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
Account Number												
210	50000	215	Appraisals	$ 0	$ 0	$ 0	$ 0	$ 1,837	$ 0	$ 0	$ 0	0.00%
210	56720		Property Purchase	0	0	0	0	0	0	0	0	0.00%
210	56721		Operating Supplies	25,000	0	0	0	0	0	0	0	0.00%
210	56722		Consulting	10,000	8	0	0	0	0	0	0	0.00%
			TOTAL EXPENDITURES	**$ 35,000**	**$ 8**	**$ 0**	**$ 0**	**$ 1,837**	**$ 0**	**$ 0**	**$ 0**	**0.00%**
Revenues												
210	46810		Park Dedication Fees	$ 15,000	$ 8,700	$ 15,000	$ 15,000	$ 10,200	$ 15,000	$ 15,000	$ 15,000	0.00%
210	48500		State Grants/Other	0	0	0	0	0	0	0	0	0.00%
210	49100		Debt Proceeds	0	0	0	0	0	0	0	0	0.00%
			TOTAL REVENUES	**$ 15,000**	**$ 8,700**	**$ 15,000**	**$ 15,000**	**$ 10,200**	**$ 15,000**	**$ 15,000**	**$ 15,000**	**0.00%**

Cable Access Fund

Program Full Time Equivalents: 1.35

Program Mission:

Make local government accessible to the citizens of De Pere to promote citizen access and exposure to local government and further government accountability. Produce and broadcast public information regarding City business and events. Assist the City departments with audio/video projects. Enhance City social media and marketing efforts. Offset operational costs through donations and sponsorships.

List of Program Service(s) Descriptions:

1) *Disseminate Public Meetings* – Bring video/audio of public meetings and pertinent government business to the citizen's television and internet enabled device.
2) *Bulletin Board* – Fill time slots with informational bulletins associated with government or community business and events.
3) *Produce Shows* – Produce, televise, and make available online shows and videos directed at the City's current business or community projects.
4) *Produce sponsorship recognition content* – Create web and video content to support recognition of donors and sponsors.

Important Outputs:

1) *Public Meetings* – Activity funded by Cable Access Fees. Currently the Common Council, Finance/Personnel Committee, Plan Commission, Board of Public Works, Board of Park Commissioners, Historic Preservation Commission, Sustainability Commission, Redevelopment Authority, License Committee, Board of Appeals, and Board of Health meetings are recorded and televised multiple times per week on a rotating schedule to service viewers on all work shifts. Meetings are digitally streamed live and available for on demand viewing online. Eventually all meetings will be televised allowing viewers to follow legislative items from committee through Common Council.
2) *Bulletin Board* – Activity funded by Cable Access Fees. A slideshow of pertinent information related to City business. The content contains brochure, news and general information keeping residents informed on a routine basis.
3) *Shows* – Activity funded by Cable Access Fees. 15-to-30-minute television shows addressing specific government business or public events are produced to extend discussion of pertinent issues facing the community beyond what public meetings provide.

4) *Video Content* - Activity funded by Cable Access Fees. Serving the needs of the City organization to create videos of specific training or promotional events. Creating short segments of informational programs and enhance City social media efforts.
5) *Internet Presence* – Activity funded by Cable Access Fees. Make available channel content via an on-demand internet presence.
6) *Internal Support* – Activity funded by Cable Access Fees. Make available audio and visual equipment and assistance to City departments.

Expected Outcomes:

1) Up-to-date citizen knowledge of current government business, services and community projects.
2) Public awareness of recreational activities and events.
3) Citizen's in-depth understanding of specific government programs and related organizations' activities.
4) Citizen knowledge of local business community.

2025 Performance Measures:

1) Record 100% of scheduled televised public meetings through Dec. 31, 2025.
2) Increase overall video views by 10% via YouTube by Dec. 31, 2025.
3) Create new primary City Recruitment/Hiring Video by Nov. 1, 2025.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Record 100% of scheduled televised public meetings.
   a. Result: All scheduled televised public meetings were recorded and made available.
2) Increase public meetings views by 5% via YouTube.
   a. Result: Not completed. For strategic content reasons, all public meetings transitioned to their own YouTube channel, newly established in March 2024. Due to this realignment, viewership of meetings on YouTube initially declined 4.53% during this transition period, but overall viewership of all video subject matter increased 248.1% across our YouTube channels thus far in 2024.
3) Increase fund revenue by $500 by creating underwriting for The Mayor's Corner.
   a. Result: Underwriting was not completed for The Mayor's Corner in 2024.

Significant Program Achievements:

1) Maintained a perfect public meeting production record, more than 1,110 meetings since the channel was relocated from St. Norbert College to City Hall.
2) Increased online video viewership by over 240% year-over-year.
3) Continue to receive awards for video production from the Best of the Midwest Media Fest.
4) Created informational spots for upcoming and current City services.
5) Added 3rd party informational and educational programming, including two weekly government education programs via WisconsinEye.
6) Revamped Mayor's Corner video series to be more social-media friendly.
7) Created Police Recruitment Video and numerous virtual park tours.

Existing Program Standards Including Importance to Community:

1) Professionally produce and broadcast public meetings and City business content 24/7.
    a. Community Importance
        i. Eliminates the time and distance requirement along with the costs associated with attending meetings.
        ii. Allows for complete re-viewing of past meetings above meeting minutes.
        iii. Meetings are broadcast during three different segments of the day, 24/7, so TV viewers on all work shifts receive programming. In addition, meetings are available on demand via internet presence.
        iv. City information is displayed repeatedly to service the intermittent TV viewer.
        v. Programs provide insight into subjects not found elsewhere.

Costs and Benefits of Program and Services:

The proposed 2025 Cable Access Fund program cost is $174,674. The program benefits the community by providing citizens with television and internet viewing access to public meetings and other City business information along with general interest content from their home or business. The estimated fund balance of the Cable Access Fund at December 31, 2024 is $0.

2025 Program Objectives:

1) Promote increased government transparency.
2) Increase audience through the TV channel and internet.
3) Promote the use of video to provide information to residents.

2025 Budget Significant Expenditure Changes:

1) Hourly Wages increased $3,382 to reflect actual costs.
2) FICA increased $381 to reflect actual costs.
3) Retirement increased $391 to reflect actual costs.
4) Health, Dental, DIB, Life & Wks Cmp Ins increased $809 due to increase in health insurance premium.
5) Training includes $500 for professional development opportunities related to video editing and production.
6) Seminars and Conferences include Wisconsin Community Media (WCM) Annual Spring Conference for $525.
7) Cell/Radio increased $480 for Video Production Specialist cell phone.
8) Other Contractual Services is seeing a $1,662 increase due to upcoming transition from MinuteTraq software to CivicClerk to distribute public meeting agendas and supporting materials online.
9) Memberships & Subscriptions include WCM membership for $310.
10) Capital Outlay includes $22,000 for Chamber Media Processor/Router Replenishment (7 yr) & Video Production Lighting & Gear Upgrades (7 yr).

2025 Significant Revenue Changes:

1) Sponsorships decreased $750 due to discontinuation of sponsor solicitations.

City of De Pere
2025 Special Fund
Adopted Budget

CABLE ACCESS FUND

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
Account Number			PERSONAL SERVICES									
209	50000	110	Salaries	$ 29,696	$ 31,392	$ 32,627	$ 32,627	$ 16,081	$ 32,627	$ 34,213	$ 34,213	4.86%
209	50000	120	Hourly Wages	55,482	46,057	58,442	58,442	28,056	58,442	61,824	61,824	5.79%
209	50000	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
209	50000	126	Hourly Wages Part Time	3,200	3,308	3,500	3,500	1,770	3,500	3,600	3,600	2.86%
209	50000	150	FICA	6,563	5,943	7,018	7,018	3,323	7,018	7,399	7,399	5.44%
209	50000	151	Retirement	5,792	5,480	6,284	6,284	2,545	6,284	6,675	6,675	6.22%
209	50000	152	Health, Dental, DIB, Life & Wks Comp Ins	14,985	12,879	15,361	15,361	7,879	15,361	16,170	16,170	5.27%
209	50000	190	Training	500	0	500	500	0	150	500	500	0.00%
			Subtotal	**116,218**	**105,058**	**123,731**	**123,731**	**59,654**	**123,381**	**130,381**	**130,381**	**5.37%**
			CONTRACTUAL SERVICES									
209	50000	212	Seminars and Conferences	510	0	510	510	544	544	525	525	2.94%
209	50000	215	Consulting	0	0	0	0	0	0	0	0	0.00%
209	50000	218	Cell/Radio	0	0	0	0	44	44	480	480	100.00%
209	50000	240	Equipment Maintenance	625	500	625	625	0	82	625	625	0.00%
209	50000	290	Other Contractual Services	15,598	14,498	16,733	16,733	13,877	14,902	18,395	18,395	9.93%
			Subtotal	**16,733**	**14,998**	**17,868**	**17,868**	**14,464**	**15,572**	**20,025**	**20,025**	**12.07%**
			SUPPLIES AND EXPENSE									
209	50000	310	Office Supplies	210	104	100	100	0	50	100	100	0.00%
209	50000	320	Memberships/Subscriptions	310	0	310	310	310	310	310	310	0.00%
209	50000	330	Mileage Reimbursement	358	25	358	358	268	325	358	358	0.00%
209	50000	340	Operating Supplies	1,642	0	1,500	1,500	0	1,200	1,500	1,500	0.00%
			Subtotal	**2,520**	**130**	**2,268**	**2,268**	**578**	**1,885**	**2,268**	**2,268**	**0.00%**

City of De Pere
2025 Special Fund
Adopted Budget

CABLE ACCESS FUND

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
			OTHER									
209	50000	592	Transfer to General Fund	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			CAPITAL OUTLAY									
209	50000	810	Capital Equipment	31,000	0	30,000	30,000	15,376	30,000	22,000	22,000	-26.67%
			Subtotal	**31,000**	**0**	**30,000**	**30,000**	**15,376**	**30,000**	**22,000**	**22,000**	**-26.67%**
			TOTAL EXPENDITURES	**$ 166,471**	**$ 120,185**	**$ 173,867**	**$ 173,867**	**$ 90,072**	**$ 170,838**	**$ 174,674**	**$ 174,674**	**0.46%**

Revenues

209	43430		State Shared Revenue	$ 47,500	$ 47,422	$ 47,500	$ 47,500	$ 0	$ 47,500	$ 47,500	$ 47,500	0.00%
209	44125		Franchise Fees	90,429	66,486	90,429	90,429	14,593	90,429	90,429	90,429	0.00%
209	44126		Sponsorships	561	250	750	750	0	0	0	0	-100.00%
209	49290		OT In	0	5,908	0	0	0	0	0	0	0.00%
			General Fund Balance Transfer	27,981	0	35,188	35,188			36,745	36,745	4.42%
			TOTAL REVENUES	**$ 166,471**	**$ 120,066**	**$ 173,867**	**$ 173,867**	**$ 14,593**	**$ 137,929**	**$ 174,674**	**$ 174,674**	**0.46%**

Swimming

Program Full Time Equivalents: 1.05

Program Mission:

Provide a safe facility for the opportunity to learn proper swimming skills and to enjoy water-related facilities.

List of Program Service(s) Descriptions:

1) Lessons – provides swimming and diving lessons for participants six months old to adult. During the summer months progressive swim lessons are offered at Legion and VFW pool during the mornings. From September through May swimming lessons are offered in the evenings at Syble Hopp School.
2) Private Swim Lessons – One-on-one for individualized swim lessons to better meet the participant's skill levels and flexibility of families' schedules. Offered in the summer at Legion and VFW pools and in the school year at Syble Hopp School.
3) Future Lifeguard Program – Recruitment event that teach participants the foundational basics of being a lifeguard.
4) Water Aerobics – water fitness classes offered for adults Monday-Thursday at Legion pool and during the school year at Syble Hopp School. Water Fitness classes offered at Syble Hopp during summer season.
5) Youth Nights with inflatables – scheduled programs youth to use the pool outside of the scheduled Open Swim hours, special activities, games and events are planned for the events.
6) Adult Master Swim Program – a competitive masters swim program offered at VFW on Monday evenings.
7) Lap Swim 6:45 – 8:30am (M/W (Legion); T/TH (VFW)); Open Swim – 1-5pm and 6-8pm* (M-F) and 1-6pm (Sat & Sun) throughout the summer provides participants an opportunity to enjoy the pool in a safe environment.
   **Mondays at VFW and Wednesdays at Legion alternative programing offered during those time slots.*
8) Concessions – provides refreshments for pool participants.
9) Pool Rentals – use of aquatic facilities that cater to private events with use of inflatables, toys, and modified pool usage.

Important Outputs:

1) Progressive Swim Lesson Program: 126 lessons offered for participants six months old to adult.
   A) Funded through user fees.
   B) Offering swim lessons is a significant way we protect our community from preventable tragedy, drowning, and encourages healthy methods of exercise for all ages.

C) Offering and participating in swim lessons increases the perceived quality of life in the community, decreases juvenile issues in the community, and increases the learning of life-long skills.

2) Future Lifeguard Program – used as a tool to help increase staffing at each pool for future.

3) Open Swim: 784 hours of open swim offered during the summer; two pools open seven days a week.
   A) Funded through user day pass/seasonal membership fees, and department budget.
   B) Offering and participating in open swim increases the perceived quality of life in the community, decreases juvenile issues in the community, and increases the learning of life-long skills.

4) Varied aquatic programming includes family swim, lap swim, and water aerobics.
   A) Funded through participant registration fees and user day pass/seasonal membership fees.
   B) Multiple aquatic program offerings ensure efficient use of the pool facility and maximize pool usage. Offering and participating in open swim increases the perceived quality of life in the community, decreases juvenile issues in the community, and increases the learning of life-long skills.

5) Swimming pool programs and admissions are offered to be fiscally achievable for the participant and offered in convenient locations throughout the City.
   A) Offering convenient and affordable programming increases opportunities for participation for the community.
   B) Funded through user fees.

6) Pool Passes: Summer seasonal passes are sold to residents and non-residents for use of VFW Aquatic Center & Legion pool. Passes are purchased for the Main Pool, Family, or Lap Swim. Passes can apply to both pools or just Legion Pool.
   A) Funded through user fees and property tax dollars.
   B) Offering seasonal passes increases convenience and opportunities for participation and attendance for the purchaser.

7) Day Passes: Same daily admission fee for residents and non-residents for either the Tot or Main pool. Passes are good for the afternoon and evening for one set rate.
   A) Funded through user fees.
   B) Offering day passes increases convenience and opportunities for participation and attendance for the purchaser.

8) Pool Rentals: Pools are available for rent to residents and non-residents at VFW Aquatic Center & Legion Pool during non-programming and non-open swim hours.
   A) Funded through user fees.
   B) Offering pool rentals helps increase revenue and adds a special opportunity for private parties for any occasion or for work events.

Expected Outcomes:

1) Programs offered will maintain a “break even” or better cost basis.
2) Programs offered shall increase the quality of life in the community through a community survey.
3) Programs offered reduce juvenile issues in the community.
4) Swimming pools will maintain a staffing level that provides a safe environment and quality programming.
5) Program offerings will increase learning of life-long and life-saving skills.
6) Locations will maintain a safe and entertaining family friendly environment.

2025 Performance Measure (August 2024 – July 2025):

1) Increase season pass sales by 3%.

2024 Performance Measurement Data (August 2023 – July 2024):

1) Increase swim lesson participation by 5% through increased marketing efforts and social media presence.
   a. Attained a 14.7% increase in swim lesson participation for the 2024 season.
   b. 2023 ~ 643 group lesson participants vs 2024 ~ 681 group lesson participants
   c. 2023 ~ 76 private lesson participants vs 2024 ~ 144 private lesson participants

Significant Program Achievements:

1) More qualified applicants were received than openings available for the following positions: Senior Pool Manager, Pool Manager, Assistant Pool Manager, Lifeguard, and Pool Facility Attendant.
2) Increased limited private swim lesson options during the school year at Syble Hopp School.
3) Implemented evening swim lesson options for the summer season to accommodate working parents. 94 participants were served during two sessions of lessons (12 classes).
4) 550 participants were served in summer group swim lesson programs over 8 sessions at two locations.
5) Certified 8 staff in CPR for the Professional Rescuer and 18 staff as Lifeguards internally.
6) Collaborated with the Health Department, Fire Department, and Police Department for pool staff in-service. Cross trained Fire Department in aquatics rescues and ran six successful practice EMS drills with staff. Worked with Health Department to ensure staff are trained in Narcan administration prior to season starting.
7) Collaborated with Green Bay and Ashwaubenon to host the NEWPRO Lifeguard Competition. Two teams of lifeguards from De Pere competed in the competition demonstrating their lifeguarding skills and physical fitness.

8) Exceeded projected rental revenue by offering Friday morning rental times, pool parties, and additional adjustments.
9) Streamlined rental process for rentals at VFW Pool and Legion Pool to include online booking options.
10) Certified all Pool Managers in Lifeguard Management (through the American Red Cross).
11) Implemented lifeguard certification plan for 2024 to reduce overall costs associated with offering classes. All certification classes were held at our facilities saving the City of De Pere over $600 in rental fees.
12) Added Slush Puppies at VFW concessions which was an instant top seller. Over 1,100 slush puppies were sold by third week of July, netting over $2,600 in revenue on this product (when similarly priced ice cream products would bring in ~$1,650 in revenue).
13) Transitioned Pool Pass applications to CivicRec, allowing online purchases with in-person validation. Reduced overall cost of pool passes long term, by switching to key tags instead of printed IDs.
14) Transitioned to digital staff onboarding processes in collaboration with the HR Department.
15) Updated certification reimbursement processes for staff to remain competitive with other local municipalities.
16) Expanded and reimagined pool special events to make best use of existing equipment, facilities, and staff skills.

Existing Program Standards Including Importance to Community:

1) All registration-based programs shall financially sustain themselves.
   A) Community Importance:
      a) Programs offered are not a financial burden to the taxpayer or to the community and can be a source of revenue.
2) All programs offered are continuously evaluated by staff and by participants to ensure programs are adapting to the demands of the community.
   A) Community Importance:
      a) Programs offered are based on feedback from the users and reflective of current needs and wants.
3) Swimming pools have Open Swim – 1-5 pm and 6-8 pm (M-F) throughout the summer and 1-6 pm (Sa & Su) which equates to (40 hours of open, recreational swim each week).
   A) Community Importance:
      a) Provides participants an opportunity to enjoy the pool in a safe environment.
      b) Helps decrease juvenile issues in the community.
4) Swimming pools have morning lap swim two times a week at each pool; Legion (M/W), VFW (T/TH) 6-8 am.
   A) Community Importance
      a) Provide community ability to enjoy the pool in a safe environment.
      b) Provide ability for community to have time to use pool for fitness to improve on physical, emotional, spiritual, and mental well-being.

5) Swimming pool is staffed at a level that provides a safe environment and quality programming.
   A) Community Importance:
      a) Site is safe for participating in programming for users.
6) Effective maintenance of health records.
   A) Community Importance:
      a) Site that is approved by the Health Department.
      b) All health records and operations are COVID-19 approved
7) Lifeguards must currently hold Lifeguard, First Aid/CPR and AED certifications.
   A) Community Importance:
      a) Well-trained and currently certified staff that are capable of providing the most up-to-date rescue and instructing skills.
8) Concessions, Admissions, Bathhouse, Slide Attendants/Basket Attendants and Concessionaires must be certified in First Aid/ CPR & AED for the Professional Rescuer
   A) Community Importance
      a) Well-trained and currently certified staff that are capable of providing the most up-to-date rescue and instructing skills.

Costs and Benefits of Program Services:

The proposed 2025 Swimming Pool cost is $717,901. The Legion Pool and VFW Aquatic Facility and aquatic programming at Syble Hopp School benefit the community by providing residents an opportunity to participate in aquatic programs that enhance their health and well-being, promote family cohesiveness and positively impact their sense of community. Swimming pool programs and admissions are offered to be fiscally achievable for the participant and offered in convenient locations throughout the City.

2025 Objectives:

1) Increase interdepartmental collaboration with the Health Department, Police Department, and Fire Department when planning seasonal training.
2) Streamline digital staff onboarding processes in collaboration with the HR Department.
3) Hire and maintain adequate staffing at Legion Pool, VFW Aquatic Facility and at Syble Hopp.
4) Schedule Lifeguard Certification and CPR certification courses in spring to make use of our facilities & reduce class costs.
5) Certify managers and concessions staff in Safe Food Handling practices.
6) Update certification reimbursement processes for staff to remain competitive with other local municipalities.
7) Increase season pool pass sales.

8) Continue Pool Manager training for succession purposes.
9) Continue to develop evening group lesson opportunities for families during summer season.
10) Revise and streamline the private swim lesson registration process for the summer season.
11) Research security/surveillance systems to protect the facilities from vandalism and protect our customers.

2025 Budget Significant Expenditure Changes:

1) Hourly Wages increased $13,129 to reflect increases in wages for Building Maintenance staff (25% allocation).
2) Overtime wages increased $2,300. Increase includes decision to allow seasonal staff overtime to be eligible for overtime, as well as our full-time maintenance staff checking and addressing after hour concerns.
3) Seasonal labor increased by $22,824 due to increasing wages by $1/hr. ($16,174) and for two proposed staffing additions ($6,650) at VFW during the busiest times to ensure safety standards are met, prompt service is provided to guests, and bathrooms vandalism can be addressed.
4) FICA increased $1,593 to reflect projected costs.
5) Retirement increased by $1,188 to reflect projected costs.
6) Health, Dental, DIB, Life & Workers Comp Insurance decreased $12,693 to reflect projected costs.
7) Training includes LGI Certification – Senior Pool Mgr (1) $350, LG Mgmt Certification for Pool Mgrs/Assistant Pool Mgrs (5) $500, LG Certifications/Rec-Certifications (50) $1,970, Certified Food Mgr (1) $0 *(due in 2027)*, Safe Food Handler Certification (8) $120, Work Permits (11) $110, CPO Training (2) $950
8) Seminars and Conferences includes Association of Professional Aquatic Conference -AOPA (1) $2,200
9) Rentals increased $14,000 to reflect reallocation of Syble Hopp Pool rental fees from Rec and Rec Programs budget $13,850 (reflects increase of $10,150 due to rental fees increasing from $10/hr. to $50/hr.) and SNC Pool rentals $150.
10) Memberships/Subscriptions increased $10 to reflect actual costs for Association of Professional Aquatics membership.
11) Operating Supplies decreased $3,495 to reflect the eliminating RecDesk and transitioning services to CivicRec, reallocating SNC pool rentals to new Rental account and license increases.
12) Pool Chemicals increased $24,000 due to market increases in product cost.
13) Capital Outlay includes Legion Pool Boiler Repair - $15,000, Aqua Climb replacement holds - $6,000, and replacement of VFW Freezer - $7,000.

2025 Significant Revenue Changes:

1) General Property increased $441,751. These funds are part of the $900,000 approved with the Pool Referendum and reflects the estimated operating deficit.
2) Swimming Revenue increased $21,740 to reflect department estimates.

City of De Pere
2025 Special Fund
Adopted Budget

EXPENDITURES

SWIMMING POOLS

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
			PERSONAL SERVICES									
213	55420	110	Salaries	$ 25,010	$ 25,010	$ 26,258	$ 26,258	$ 12,612	$ 26,258	$ 27,319	$ 27,319	4.04%
213	55420	120	Hourly Wages	54,993	49,246	55,963	55,963	18,779	55,963	69,092	69,092	23.46%
213	55420	125	Overtime Wages	500	1,011	1,700	1,700	2,024	5,000	4,000	4,000	135.29%
213	55420	126	Seasonal Labor	258,218	258,375	257,461	257,461	76,480	257,461	280,285	280,285	8.87%
213	55420	150	FICA	9,903	9,427	10,153	10,153	3,599	10,406	11,746	11,746	15.68%
213	55420	151	Retirement	5,474	5,317	5,791	5,791	1,635	6,018	6,979	6,979	20.52%
213	55420	152	Health, Dental, DIB, Life & Wks Cmp Ins	39,001	39,880	50,369	50,369	11,213	30,000	37,675	37,675	-25.20%
213	55420	190	Training	1,000	901	4,000	4,000	1,210	3,900	4,000	4,000	0.00%
			Subtotal	**394,099**	**389,167**	**411,695**	**411,695**	**127,551**	**395,006**	**441,096**	**441,096**	**7.14%**
			CONTRACTUAL SERVICES									
213	55420	210	Telephone	2,000	1,295	2,050	2,050	718	2,050	2,050	2,050	0.00%
213	55420	212	Seminars and Conferences	2,033	1,954	2,166	2,166	789	800	2,200	2,200	1.57%
213	55420	213	Rentals		0	0	0	0	0	14,000	14,000	100.00%
213	55420	218	Cell/Radio	0	0	0	0	0	0	0	0	0.00%
213	55420	219	Data	525	0	750	750	0	750	750	750	0.00%
213	55420	220	Utilities	83,475	58,915	79,500	79,500	9,979	73,000	79,500	79,500	0.00%
213	55420	240	Equipment Maintenance	54,000	36,725	44,000	44,000	19,241	44,000	44,000	44,000	0.00%
			Subtotal	**142,033**	**98,889**	**128,466**	**128,466**	**30,727**	**120,600**	**142,500**	**142,500**	**10.92%**
			SUPPLIES AND EXPENSE									
213	55420	320	Memberships/Subscriptions	40	45	45	45	0	55	55	55	22.22%
213	55420	340	Operating Supplies	16,555	21,965	17,745	17,745	9,074	14,000	14,250	14,250	-19.70%
213	55420	385	Pool Chemicals	40,900	34,429	40,000	40,000	13,595	38,000	64,000	64,000	60.00%
213	55420	386	Concession Purchases	23,500	26,804	28,000	28,000	10,160	28,000	28,000	28,000	0.00%
			Subtotal	**80,995**	**83,243**	**85,790**	**85,790**	**32,830**	**80,055**	**106,305**	**106,305**	**23.91%**
			CAPITAL OUTLAY									
213	55420	810	Capital Equipment	0	13,560	13,600	13,600	10,719	10,719	488,000	28,000	105.88%
			Subtotal	**0**	**13,560**	**13,600**	**13,600**	**10,719**	**10,719**	**488,000**	**28,000**	**105.88%**
			TOTAL	**$ 617,127**	**$ 584,858**	**$ 639,551**	**$ 639,551**	**$ 201,827**	**$ 606,380**	**$ 1,177,901**	**$ 717,901**	**12.25%**

City of De Pere
2025 Special Fund
Adopted Budget

EXPENDITURES

Revenues

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
213	44110		General Property	0	0	0	0	0	0	0	441,751	**100.00%**
213	46723		Swimming	227,850	23,889	254,410	254,410	15,678	260,000	263,000	276,150	**100.00%**
213	46723	010	Season Pass	0	108,770	0	0	87,769	0	0	0	**0.00%**
213	46723	020	General Admission	0	92,833	0	0	21,762	0	0	0	**0.00%**
213	46723	030	Swim Lessons	0	40,055	0	0	41,406	0	0	0	**0.00%**
213	46723	040	Syble Hopp Aquatics	0	21,340	0	0	12,156	0	0	0	**0.00%**
			TOTAL REVENUES	**227,850**	**286,886**	**254,410**	**254,410**	**178,771**	**260,000**	**263,000**	**717,901**	**182.18%**

DEBT SERVICE FUND

Debt Service Fund

The Debt Service Fund is used to record revenues and expenditures for the payment of general fund long term debt principal and interest for all City operations excluding revenue bond principal and interest for the water and wastewater utilities. Debt for the water and wastewater utilities is accounted for in the water and wastewater fund budgets.

EXPENDITURES

Bonds:

1) 2013 Bond Issue for $5,650,000. Principal is $150,000. Interest is $24,781. Principal balance after the 2025 payments are made is $555,000. Interest balance after the 2025 payments are made is $42,556. Bonds are scheduled to mature in 2028.

2) 2014 Bond Issue for $1,075,000. Principal is $75,000. Interest is $11,850. Principal balance after the 2025 payments are made is $320,000. Interest balance after the 2025 payments are made is $24,450. Bonds are scheduled to mature in 2029.

3) 2017 Bond Issue for $1,700,000. Principal is $210,000. Interest is $18,563. Principal balance after the 2025 payments are made is $465,000. Interest balance after the 2025 payments are made is $19,388. Bonds are scheduled to mature in 2027.

4) 2018 Bond Issue for $5,545,000. Principal is $340,000. Interest is $144,013. Principal balance after the 2025 payments are made is $3,845,000. Interest balance after the 2025 payments are made is $578,350. Bonds are scheduled to mature in 2033.

Notes:

1) 2015 Note issue for $6,270,000. Principal is $180,000. Interest is $3,600. Note is scheduled to mature in 2025.

2) 2016 Note issue for $5,900,000. Principal is $660,000. Interest is $20,600. Principal balance after the 2025 payments are made is $370,000. Interest balance after 2025 payments is made is $7,400. Note is scheduled to mature in 2026.

3) 2016 Note issue for $890,000. Principal is $90,000. Interest is $3,960. Principal balance after the 2025 payments are made is $90,000. Interest balance after the 2025 payments are made is $2,025. Note is scheduled to mature in 2026.

4) 2017 Note issue for $2,015,000. Principal is $150,000. Interest is $13,338. Principal balance after the 2025 payments are made is $490,000. Interest balance after 2025 payments are made is $15,176. Note is scheduled to mature in 2027.

5) 2018 Note issue for $2,600,000. Principal is $270,000. Interest is $39,600. Principal balance after the 2025 payments are made is $870,000. Interest balance after 2025 payments are made is $52,800. Note is schedule to mature in 2028.

6) 2019 Note Issue for $8,715,000. Principal is $900,000. Interest is $141,550. Principal balance after the 2025 payments are made is $3,205,000. Interest balance after the 2025 payments are made is $236,800 Note is scheduled to mature in 2029.

7) 2019 Note Issue for $880,000. Principal is $65,000. Interest is $17,715. Principal balance after the 2025 payments are made is $625,000. Interest balance after the 2025 payments are made is $45,665. Note is scheduled to mature in 2029.

8) 2020 Note Issue for $8,340,000. Principal is $810,000. Interest is $75,450. Principal balance after the 2025 payments are made is $4,265,000. Interest balance after the 2025 payments are made is $154,400. Note is scheduled to mature in 2030.

9) 2020 Note Issue for $2,670,000. Principal is $290,000. Interest is $18,780. Principal balance after the 2025 payments are made is $1,405,000. Interest balance after the 2025 payments are made is $50,083. Note is scheduled to mature in 2030.

10) 2021 Note Issue for $6,375,000. Principal is $655,000. Interest is $86,800. Principal balance after the 2025 payments are made is $3,685,000. Interest balance after the 2025 payments are made is $261,800. Note is scheduled to mature in 2031.

11) 2021 Note Issue for $3,895,000. Principal is $295,000. Interest is $53,558. Principal balance after the 2025 payments are made is $3,270,000. Interest balance after the 2025 payments are made is $225,549. Note is scheduled to mature in 2031.

12) 2022 Note Issue for $10,100,000. Principal is $765,000. Interest is $342,400. Principal balance after the 2025 payments are made is $7,795,000. Interest balance after the 2025 payments are made in $1,417,600. Note is scheduled to mature in 2032.

13) 2022 Note Issue for $885,000. Principal is $100,000. Interest is $32,600. Principal balance after the 2025 payments are made is $785,000. Interest balance after the 2025 payments are made is $122,046. Note is scheduled to mature in 2032.

14) 2023 Note Issue for $8,350,000. Principal is $500,000. Interest is $351,650. Principal balance after the 2025 payments are made is $7,140,000. Interest balance after the 2025 payments are made is $1,660,800. Note is scheduled to mature in 2033.

15) 2023 Note Issue for $6,670,000. Principal is $75,000. Interest is $324,648. Principal balance after the 2025 payments are made is $6,525,000. Interest balance after the 2025 payments are made is $1,638,098. Note is scheduled to mature in 2033.

16) 2024 Note Issue for $7,725,000. Principal is $640,000. Interest is $359,435. Principal balance after the 2025 payments are made is $7,085,000. Interest balance after the 2025 payments are made is $2,064,250. Note is scheduled to mature in 2039.

Revenues:

1) Property tax levy is $4,757,123.
2) Transfer from Capital Projects Fund (TID #7) is $193,560.
3) Transfer from Capital Projects Fund (TID #8) is $314,549.
4) Transfer from Capital Projects Fund (TID #9) is $464,728.
5) Transfer from Capital Projects Fund (TID #10) is $528,420.
6) Transfer from Capital Projects Fund (TID #11) is $364,513.
7) Transfer from Capital Projects Fund (TID #12) is $552,485.
8) Transfer from Capital Projects Fund (TID #13) is $277,575.
9) Transfer from Capital Projects Fund (TID #14) is $152,305.
10) Transfer from Capital Projects Fund (TID #15) is $608,320.
11) Transfer from Capital Projects Fund (TID #17) is $155,892.
12) Transfer from Capital Projects Fund (TID #18) is $71,458.
13) Transfer from Pool Capital Projects Fund is $381,863.
14) Unappropriated Surplus Funds represents the TID 6 debt payment and prior year bid premiums used to pay future debt payments.

City of De Pere
2025 Debt Service Fund
Adopted Budget

Debt Service

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
Account Number			PRINCIPAL (G.O.)									
301	58100	610	Bonds	$ 980,000	$ 855,000	$ 725,000	$ 725,000	$ 0	$ 725,000	$ 775,000	$ 775,000	6.90%
301	58100	611	Notes	6,125,000	5,020,000	6,000,000	6,000,000	0	6,000,000	6,445,000	6,445,000	7.42%
			Subtotal	**7,105,000**	**5,875,000**	**6,725,000**	**6,725,000**	**0**	**6,725,000**	**7,220,000**	**7,220,000**	**7.36%**
			INTEREST (G.O.) AND DEBT SERVICE FEES									
301	58200	620	Bonds	261,807	264,206	227,020	227,020	113,509	227,020	199,206	199,206	-12.25%
301	58200	623	Notes	1,124,384	1,103,889	1,687,573	1,687,573	837,823	1,687,573	1,885,683	1,885,683	11.74%
301	58200	630	Debt Service Fees	2,600	15,048	9,975	9,975	0	9,500	9,500	9,500	-4.76%
			Subtotal	**1,388,791**	**1,383,143**	**1,924,568**	**1,924,568**	**951,332**	**1,924,093**	**2,094,389**	**2,094,389**	**8.82%**
			TOTAL EXPENDITURES	**$ 8,493,791**	**$ 7,258,143**	**$ 8,649,568**	**$ 8,649,568**	**$ 951,332**	**$ 8,649,093**	**$ 9,314,389**	**$ 9,314,389**	**7.69%**
Revenues												
301	41110		Property Tax Levy	$ 4,438,614	$ 4,438,614	$ 4,239,594	$ 4,239,594	$ 4,239,593	$ 4,239,593	$ 4,757,123	$ 4,757,123	12.21%
301	48110		Interest On Investments	0	0	0	0	0	0	0	0	0.00%
301	49110		Special Assessments	125,000	0	0	0	0	0	0	0	0.00%
301	49120		Proceeds From Long Term Notes	0	0	0	0	0	0	0	0	0.00%
301	49210		Transfer From General Fund	0	0	0	0	0	0	0	0	0.00%
301	49220		Transfer From Special Fund	0	(2,486,300)	0	0	0	0	0	0	0.00%
301	49223		Transfer From TID #5	0	0	0	0	0	0	0	0	0.00%
301	49224		Transfer From TID #6	0	2,588,606	0	0	0	0	0	0	0.00%
301	49225		Transfer From TID #7	224,570	224,570	197,708	197,708	0	197,708	193,560	193,560	-2.10%
301	49226		Transfer From TID #8	319,964	319,964	309,906	309,906	0	309,906	314,549	314,549	1.50%
301	49227		Transfer From TID #9	268,295	268,294	278,680	278,680	0	278,680	464,728	464,728	66.76%
301	49228		Transfer From TID #10	520,850	520,850	523,383	523,383	0	523,383	528,420	528,420	0.96%
301	49229		Transfer From TID #11	275,467	275,467	374,371	374,371	0	374,371	364,513	364,513	-2.63%
301	49230		Transfer From TID #12	470,556	470,556	605,173	605,173	0	605,173	552,485	552,485	-8.71%
301	49231		Transfer From TID #13	236,825	236,825	255,325	255,325	0	255,325	277,575	277,575	8.71%
301	49232		Transfer From TID #14	156,108	156,108	154,255	154,255	0	154,255	152,305	152,305	-1.26%
301	49233		Transfer From TID #15	95,338	95,338	613,649	613,649	0	613,649	608,320	608,320	-0.87%
301	49234		Transfer From TID #16	0	0	0	0	0	0	0	0	0.00%
301	49235		Transfer From TID #17	65,490	65,490	66,600	66,600	0	66,600	155,892	155,892	134.07%
301	49237		Transfer From TID #18	0	0	0	0	0	0	71,458	71,458	100.00%
301	49236		Pool Referendum Fund	380,078	380,078	381,047	381,047	0	381,047	381,863	381,863	0.21%
301	49240		Transfer From Capital Projects Fund	0	0	0	0	0	0	0	0	0.00%
301	49260		Transfer From Water Fund	0	0	0	0	0	0	0	0	0.00%
301	49261		Transfer From Wastewater Fund	0	0	0	0	0	0	0	0	0.00%
301	49300		Unappropriated Surplus Funds	916,636	0	649,878	649,878	0	0	491,600	491,600	-24.36%
			Subtotal	**8,493,791**	**7,554,458**	**8,649,568**	**8,649,568**	**4,239,593**	**7,999,690**	**9,314,389**	**9,314,389**	**7.69%**
			TOTAL REVENUES	**$ 8,493,791**	**$ 7,554,458**	**$ 8,649,568**	**$ 8,649,568**	**$ 4,239,593**	**$ 7,999,690**	**$ 9,314,389**	**$ 9,314,389**	**7.69%**

CAPITAL PROJECTS

City of De Pere, Wisconsin														
Projects	**Cost**	**Street Property Tax**	**10 Year Note**	**15 Year Bond**	**Bonds - TID**	**SA**	**Donations and Grants**	**Special Rev Fund**	**Storm Water Fund**	**Waste Water Fund**	**Water Utility**	**General Fund**	**Other**	**Deleted**
General Government														
Municipal Court - Replace Office Furniture	6,200											6,200		
City Administrator - Misc. Office Equipment and Furniture	2,000											1,000		1,000
Cable Access - Replace Media Processor and Router and Upgrade Video Production Lighting	22,000							22,000						
Elections - Replace Voting Tabulators (5)	50,000			50,000										
IT - Replace Backup Server Infrastructure	20,000											20,000		
IT - Replace Core Switch and Router Infrastructure	30,000											30,000		
IT - Replace Wireless Network Infrastructure	30,000											30,000		
Finance - Replace ERP Software System	500,000			500,000										
City Hall - Annual Maintenance	10,000											10,000		
City Hall - 1st floor City Hall Remodel	300,000			300,000										
City Hall - Green Roof Safety Rail Caps	100,000													100,000
GIS - Utility Network	150,000								50,000	50,000	50,000			
Total General Government	**1,220,200**	**0**	**0**	**850,000**	**0**	**0**	**0**	**22,000**	**50,000**	**50,000**	**50,000**	**97,200**	**0**	**101,000**
Public Safety														
Police - Replace Ballistic Helmets	14,500											14,500		
Police - Replace Department Handguns	23,000			23,000										
Police - Replace Tasers (12)	13,680											13,680		
Police - Remodel and Expand Officer's Workspace	23,000			23,000										
Police - Final Lease Payment for Admin Squads (2)	29,093											29,093		
Police - Replace Fleet (6) and Handheld (6) Radios	60,000			60,000										
Police - Replace Admin Vehicle (1) and Detective Squad (1)	95,000			95,000										
Police - Replace School Resource and Community Police Officer Squads (3)	463,800			231,900										231,900
Police - Year 2 Lease Payment for Motorcycle	4,110											4,110		
Fire - Replace PPE	50,000			50,000										
Fire - Replace Cradlepoints in Emergency Vehicles (9)	13,500											13,500		
Fire - Replace Thermal Imaging Cameras (2)	15,000			15,000										
Fire - Purchase Power Stair Chairs (2)	45,000			30,000										15,000
Fire - Replace Boat Foam Collar System	36,000			36,000										
Fire - Replace Hose and Nozzles	177,000			177,000										
Building Inspection - Purchase Truck	45,000			45,000										
Total Public Safety	**1,107,683**	**0**	**0**	**785,900**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**74,883**	**0**	**246,900**
Public Works														
Engineering - Replace Truck #32	60,000			15,000					15,000	15,000	15,000			
Engineering - Replace Truck #37	60,000			15,000					15,000	15,000	15,000			
Engineering - Replace Surface Pro Computers (4)	8,000								2,000	2,000	2,000	2,000		
MSC - Replace Garage Doors (4)	25,000								3,750	3,750	3,750	13,750		
MSC - Replace Conference Room Chairs	5,000								750	750	750	2,750		
MSC - MSC Expansion	25,000,000			25,000,000										
Fleet Maintenance - Replace Equipment Exhaust Extraction Hose	25,000								12,500	3,750	3,750	5,000		
Fleet Maintenance - Purchase Portable Welding Exhaust Fan	15,000								7,500	2,250	2,250	3,000		
Fleet Maintenance - Replace Equipment Grease Reels	20,000								10,000	3,000	3,000	4,000		
Fleet Maintenance - Replace Misc Tools	1,000								500	150	150	200		
Snow & Ice - Replace Truck #70	300,000			300,000										
Snow & Ice - Replace Truck #72	300,000			300,000										
Snow & Ice - Retrofit Truck #22 with Salt Brine Equipment	25,000			25,000										
Street Maintenance - Replace Truck #53	80,000			80,000										
Street Maintenance - Purchase Concrete Grinder	15,000			15,000										
Traffic Signs & Markings - Replace Flashing Pedestrian Signs at Third and Main	25,000			25,000										
Traffic Signs & Markings - Replace Sign Message Boards (2)	50,000			50,000										
Street Lighting - Replace Decorative and Regular Street Light Poles and Fixtures	50,000			50,000										
Street Lighting - Replace Brackets for Street Light Banners	10,000			10,000										
Street Lighting - Replace WPS Owned Decorative Street Light Fixtures	30,000			30,000										

City of De Pere, Wisconsin														
Projects	**Cost**	**Street Property Tax**	**10 Year Note**	**15 Year Bond**	**Bonds - TID**	**SA**	**Donations and Grants**	**Special Rev Fund**	**Storm Water Fund**	**Waste Water Fund**	**Water Utility**	**General Fund**	**Other**	**Deleted**
Traffic Lights - Replace Traffic Signal Cameras/Install Audible Push Buttons at Merrill and Broadwa	50,000			50,000										
Brush Collection - Construct Yard Waste Sites (2)	3,000,000			3,000,000										
Garbage/Refuse Collection - Replace Garbage Truck #87	375,000			375,000										
Recycling - Mill Alley Dumpster Enclosure	70,000			70,000										
Water - Merrill Street Reservoir Inspection	5,000										5,000			
Water - Scheuring Road Reservoir Inspection	5,000										5,000			
Water - Hydrant Painting	50,000										50,000			
Water - 9th Street Reservoir Repairs	125,000										125,000			
Water - 9th Street Tower Clean and Overcoat	50,000										50,000			
Water - Truck #29 Mounted Crane	10,000										10,000			
Planning - Downtown Strategic Vision	10,000												10,000	
Planning - TID 7 Downtown Strategic Vision	25,000				25,000									
Planning - TID 7 Development Rebate	260,000				260,000									
Planning - TID 8 Southbridge Interchange Segment 1	100,000				100,000									
Planning - TID 9 Downtown Strategic Vision	25,000				25,000									
Planning - TID 9 Whitebox/Spec Building Design	50,000				0									50,000
Planning - TID 9 Development Rebate	260,000				260,000									
Planning - TID 10 Stormwater Pond Trail	500,000				500,000									
Planning - TID 10 Development Rebate	200,000				200,000									
Planning - TID 11 Southbridge Interchange Segment 2	178,375				178,375									
Planning - TID 11 Southbridge Interchange Segment 3	400,000				400,000									
Planning - TID 11 West Industrial Park Railroad Spur Inspection & Maintenance	22,500				22,500									
Planning - TID 11 Development Rebate	300,000				300,000									
Planning - TID 12 American Boulevard Extension	1,950,000				1,950,000									
Planning - TID 12 Garroman Drive Extension	250,000				250,000									
Planning - TID 12 SW Neighborhood Phase 1	1,500,000				1,500,000									
Planning - TID 12 Southbridge Interchange Segment 2	535,125				535,125									
Planning - TID 12 Property Acquisition	300,000				300,000									
Planning - TID 12 West Industrial Park Railroad Spur Inspection & Maintenance	22,500				22,500									
Planning - TID 12 Development Rebate	300,000				300,000									
Planning - TID 13 Development Rebate	300,000				300,000									
Planning - TID 14 Development Rebate	215,000				215,000									
Planning - TID 15 Southbridge Interchange Segment 1	3,569,075				3,569,075									
Planning - TID 15 Employers Blvd/Preserve Infrastructure	1,200,000				1,200,000									
Planning - TID 15 Development Rebate	300,000				300,000									
Planning - TID 17 Development Rebate	3,500,000				3,500,000									
Planning - TID 18 Downtown Strategic Vision	25,000				25,000									
Planning - TID 18 Parking Ramp	7,750,000			1,162,500	6,587,500									
Planning - TID 18 Wisconsin and William Street Reconstruction	700,000				500,000								200,000	
Total Public Works	**54,591,575**	**0**	**0**	**30,572,500**	**23,325,075**	**0**	**0**	**0**	**67,000**	**45,650**	**290,650**	**30,700**	**210,000**	**50,000**
Parks & Recreation														
Community Center - Facility Improvements/Upgrades & Repairs	15,000											15,000		
Community Center - Replace Countertops, Sill and Ledges	50,000			50,000										
Community Center - Replace Lower Level Outdoor Sign	15,000													15,000
Community Center - Replace AC Unit	140,000			140,000										
Community Center - Replace Chairs (66) and Foyer Tables (2)	22,000													22,000
Community Center - Repaint Main Walls throughout Facility	20,000													20,000
Parks & Public Lands - Legion, VFW and Jim Martin Sand Volleyball Court Update	9,000			9,000										
Parks & Public Lands - Kelly Danen Bathroom Door and Timer Installation	7,000													7,000
Parks & Public Lands - Kelly Danen Bleacher Replacement	15,000													15,000
Parks & Public Lands - Optimist Park Storm Drain Extension	35,000													35,000
Parks & Public Lands - Rainbow Park Playground Replacement	150,000			150,000										
Parks & Public Lands - ADA Sidewalk and Hard Surface Replacement	25,000			25,000										
Parks & Public Lands - Crackfilling and Sealcoating	25,000			25,000										

City of De Pere, Wisconsin															
Projects	**Cost**	**Street Property Tax**	**10 Year Note**	**15 Year Bond**	**Bonds - TID**	**SA**	**Donations and Grants**	**Special Rev Fund**	**Storm Water Fund**	**Waste Water Fund**	**Water Utility**	**General Fund**	**Other**	**Deleted**
Parks & Public Lands - Voyageur Park Accessibility Repairs to Dock, Pathway, Shoreline	225,000			225,000										
Parks & Public Lands - Voyageur Park Dumpster Enclosure	75,000			75,000										
Parks & Public Lands - VFW Softball Building Door Replacement	6,000			6,000										
Parks & Public Lands - VFW Shelter #2 Roof Replacement	11,000			11,000										
Parks & Public Lands - Wilson Park Redevelopment	175,000						175,000							
Parks & Public Lands - Braisher Park Shelter Roof Replacement	13,000			13,000										
Parks & Public Lands - Waterview Heights Neighborhood Park Development	250,000													250,000
Parks & Public Lands - LED Light Replacement Program	15,000													15,000
Parks & Public Lands - Pickle Ball Facility Installation	250,000													250,000
Parks & Public Lands - Nelson Pavilion Aluminum Railing Extension	20,000													20,000
Parks & Public Lands - Nelson Pavilion Multi-Purpose Room Epoxy Floor	20,000													20,000
Parks & Public Lands - Nelson Pavillion Lower Level/Bowl Area Step Installation	16,000			16,000										
Parks & Public Lands - Patriot Park Sign Replacement	7,000			7,000										
Boat Ramps - Perkofski Boat Launch Ticket Machine Replacement	20,000			20,000										
Boat Ramps - Voyageur Park Dock Repair/Replacement	15,000			15,000										
Parks Equip/Veh Maintenance - Bucket Truck Refabrication	135,000			135,000										
Parks Equip/Veh Maintenance - Robotic Mower Purchase	13,000			7,000										6,000
Parks Equip/Veh Maintenance - Mower #307 Replacement	40,000			40,000										
Parks Equip/Veh Maintenance - Admin Vehicle Purchase	50,000			50,000										
Parks Equip/Veh Maintenance - Car #11 Replacement	50,000			50,000										
Parks Equip/Veh Maintenance - Truck #207 Replacement	75,000			75,000										
Parks Equip/Veh Maintenance - Truck #7 Replacement	45,000			45,000										
Swimming Pools - Legion Pool Technical Design, Bid and Contruction Management	475,000													475,000
Swimming Pools - Legion Pool Boiler Repair	15,000							15,000						
Swimming Pools - VFW Water Wall Hand Holds Replacement	6,000							6,000						
Swimming Pools - VFW Freezer Replacement (2)	7,000							7,000						
Total Parks & Recreation	**2,557,000**	**0**	**0**	**1,189,000**	**0**	**0**	**175,000**	**28,000**	**0**	**0**	**0**	**15,000**	**0**	**1,150,000**
Street Management														
Crackfilling/Patching - Various	270,000		270,000											
Resurfacing-Various	999,587	941,276					58,311							
Sidewalks	237,400		115,000			122,400								
Concrete Street Rehabilitation	575,000		575,000											
Merrill Street Reconstruction	535,000		535,000											
Northeast Street Reconstruction	960,000		960,000											
Main Avenue and Reid Street Pavement Replacement Design	250,000		50,000				50,000						150,000	
Broadway Pavement Resurface	55,200		13,800										41,400	
Alley Reconstruction	56,000		56,000											
Total Street Management	**3,938,187**	**941,276**	**2,574,800**	**0**	**0**	**122,400**	**108,311**	**0**	**0**	**0**	**0**	**0**	**191,400**	**0**
Sanitary Sewer														
Televising/ Repair	627,500						67,500			560,000				
Sewer Lining and Repair	266,000									266,000				
Sewer Lining Easements and Alleys	160,000									160,000				
Manhole Rehabilitation and Pipe Joint Repair	90,000									90,000				
Foundation Drain Disconnection Program	200,000									200,000				
Full Lateral Replacement Program	100,000									100,000				
Replace Sewer Camera Equipment	60,000									60,000				
Total Sanitary Sewer	**1,503,500**	**0**	**0**	**0**	**0**	**0**	**67,500**	**0**	**0**	**1,436,000**	**0**	**0**	**0**	**0**
Water Utility														
Water Main Relay - Misc	1,230,000										1,230,000			
Total Water Utility	**1,230,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**1,230,000**	**0**	**0**	**0**
Storm Water Utility														

City of De Pere, Wisconsin														
Projects	**Cost**	**Street Property Tax**	**10 Year Note**	**15 Year Bond**	**Bonds - TID**	**SA**	**Donations and Grants**	**Special Rev Fund**	**Storm Water Fund**	**Waste Water Fund**	**Water Utility**	**General Fund**	**Other**	**Deleted**
Leaf Collection - Leaf Blower Attachment for Toolcat	12,000								12,000					
Storm Sewer Maintenance - Televising	60,000								60,000					
Storm Sewer Maintenance - Repair/Replacement/Installation	1,062,000								1,062,000					
Storm Sewer Maintenance - Sewer Lining in Easements	250,000								250,000					
Total Storm Water Utility	**1,384,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**1,384,000**	**0**	**0**	**0**	**0**	**0**
TOTALS - CAPITAL PROJECTS	**$ 67,532,145**	**$ 941,276**	**$ 2,574,800**	**$ 33,397,400**	**$ 23,325,075**	**$ 122,400**	**$ 350,811**	**$ 50,000**	**$ 1,501,000**	**$ 1,531,650**	**$ 1,570,650**	**$ 217,783**	**$ 401,400**	**$ 1,547,900**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Sarah Huettl

DATE PREPARED: July 24, 2024

DESCRIPTION OF PROJECT

New chair, desk and file cabinets for office. This would include a curved corner L-shaped height adjustable work surface, Stationary back surface, lateral file cabinet, box file cabinet, double door wall mounted cabinet, wall mounted open shelf, tack boards and dual monitor arm.

I do have quotes for both the chair and the desk/cabinets.

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 6,200

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND	6,200	100%
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

$0

PROJECT JUSTIFICATION

The current chair, desk and file cabinets are over 20 years old. The curved corner/adjustable height desk would be beneficial from an ergonomic stand point. The chair would be more comfortable and beneficial as well. The file cabinets show signs of wear and tear and would function better.

This set up would provide more space in the office and allow easier access to the window to help the public. It would also allow space for future storage.

Project replaces current chair, desk and cabinets.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Andrew Pantzlaff

DATE PREPARED: 8/13/2024

DESCRIPTION OF PROJECT Chambers Media Processor/Router Replenishment & Video Production Lighting & Gear Upgrades (7 year)

NEW: or **REPLACEMENT: X**

PROJECTED COST: $

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$22,000	
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

None

PROJECT JUSTIFICATION

Replace council chambers media processor and router, which have reached or are approaching end of life. Items are integral in sending our AT&T signals. Also upgrade various video production lighting and recording equipment by replacing end of life items and supplementing existing gear to improve output quality and ease-of-use. The end results will help achieve time savings for staff and more professional-level production for recruitment videos, interview segments for cable access and social media content, and general filming and recording operations in both indoor and outdoor scenarios. Items to be purchased include aperture light domes, a gimble, camera mounts, stands, filters, lenses, and other video production items.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Carey Danen, City Clerk

DATE PREPARED: August 13, 2024

DESCRIPTION OF PROJECT

Purchase of five (5) DS-200 ballot tabulator machines from Electronic Systems & Software.

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 50,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	50,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

None - annual maintenance costs for voting equipment are already included in the Elections budget under 100-51440-215.

PROJECT JUSTIFICATION

The City owns six DS-200s (and has possession of one additional machine on loan from the County). All but one of these machines were purchased in 2013. Information provided by the vendor indicates that the expected lifespan for this equipment is 12-15 years; we have already experienced issues with two of the machines in recent elections. Of these seven machines, one was purchased with ARPA funds during the pandemic, so we need to replace six total. The cost for one of them was covered in the 2024 budget, so I am requesting the funds to replace the rest of the 2013 machines.

The Brown County Clerk's Office is exploring the possibility of a group purchase in 2025 for all municipalities in order to maximize cost savings. If the group purchase does not occur then we will most likely pursue a phased replacement, purchasing one or two machines each year.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Steve Massey, IT Director

DATE PREPARED: 8-5-2024

DESCRIPTION OF PROJECT

Backup Server Infrastructure

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 20,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND	20,000	100%
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The current backup server will be five years old in 2025. To ensure reliable backup and recovery operations the backup server should be replaced before system failure occurs. If the current backup server fails it should be expected that backup and recovery operations would not be possible. This would have a major impact on City operations.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Steve Massey, IT Director

DATE PREPARED: 8-5-2024

DESCRIPTION OF PROJECT

Core Switch and Router Infrastructure

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 30,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND	30,000	100%
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The current core switch and router network infrastructure will be five years old in 2025. To ensure reliable networking and electronic communications the core switch and router network infrastructure should be replaced before system failure occurs. If the current core switch and router network infrastructure fails it should be expected that all electronic communications would not be possible. This would have a major impact on City operations.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Steve Massey, IT Director

DATE PREPARED: 8-5-2024

DESCRIPTION OF PROJECT

Wireless Network Infrastructure

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 30,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND	30,000	100%
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The current wireless network infrastructure will be five years old in 2025. To ensure reliable wireless networking the wireless network infrastructure should be replaced before system failure occurs. If the current wireless network infrastructure fails it should be expected that wireless networking would not be possible. This would have a major impact on City operations.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Finance

DATE PREPARED: 08/29/2024

DESCRIPTION OF PROJECT

Purchase Replacement ERP Software

NEW: ✘ or REPLACEMENT:

PROJECTED COST: $ 500,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	$500,000	100%
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

Annual maintenance costs would be required based on the modules included in the ERP.

PROJECT JUSTIFICATION

The current software (Incode) is outdated and not meeting department's needs. A new software could include financial management, procurement, human capital management, licensing and permitting, etc.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 7-25-2024

DESCRIPTION OF PROJECT

Remodel 1st floor of City Hall creating more cubicles/offices for additional staff.

NEW: X or REPLACEMENT:

PROJECTED COST: $ 300,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**= $ 300,000**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The first floor needs to be remodeled to create more office/cubicle space due to the addition of employees over the past few years. The intent would be to hire an architect to design, bid, and oversee the construction.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET Deleted

PROPOSED BY: Public Works Department

DATE PREPARED: 7-25-2024

DESCRIPTION OF PROJECT:

City Hall Roof Safety Rail Improvements.

NEW: X or REPLACEMENT:

PROJECTED COST: $ 100,000

PROPOSED METHOD OF FINANCING:	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**$100,000**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The green roof on City Hall had a safety rail installed in 2024. It has been requested to design and construct caps on the rail to cover the anchor bolts. The intent of this is to hire the consultant that designed and oversaw the construction of the safety rail and have them design, bid, and administer the construction of the rail caps.

PROJECT RANKINGS 1

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Kristen Vincent / Dan Lindstrom

DATE PREPARED: 8/8/24

DESCRIPTION OF PROJECT

Project will procure contracted services to migrate the City's GIS utility data to the recommended ESRI Utility Network data model. Completion of this extensive transition is required by March 2026.

NEW: X **or** **REPLACEMENT:**

PROJECTED COST: $150,000

PROPOSED METHOD OF FINANCING		$	%
GENERAL FUND			
CAPITAL IMPROVEMENTS FUND			
GENERAL OBLIGATION DEBT			
SPECIAL ASSESSMENT			
GRANTS			
OTHER	Storm/Sanitary/Water Utility	$150,000	33.3% Each Utility

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

Since 2018, the City has continuously used the ESRI small government Enterprise Licensing Agreement (ELA). 2025 will be Year 2 of the current 3-year term ($30,141 per year, in this term). The ability to edit, maintain, and model our data in the Utility Network (once we have completed the migration) is already included in this licensing. This is the only foreseeable recurring cost at this time.

PROJECT JUSTIFICATION

ESRI, the City's GIS provider, is retiring the software platform called ArcMap in March 2026. We are required to transition to their next-generation software called ArcGIS Pro. With the retirement of ArcMap, ESRI is also retiring the system and methods we currently use to store and edit our utility (sanitary, stormwater, and water) network data. After conversations with ESRI, it was determined that their new Utility Network model is the best route for the City. This transition is substantial, will take an extended amount of time, and will require ESRI or an ESRI-certified consultant to assist with Data Readiness and Utility Network Implementation. This transition will not only position us well for the future, but will allow for enhanced capabilities with regards to modeling flows and capacities, among other benefits.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Chief of Police Jeremy A. Muraski

DATE PREPARED: 08/12/2024

DESCRIPTION OF PROJECT Replacement of Ballistic Helmets

NEW: or **REPLACEMENT: X**

PROJECTED COST: $ 14,500

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND	$14,500	
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

None.

PROJECT JUSTIFICATION

The ballistic helmets are at the end of their useful life as they are certified for 5 years of use. These helmets are worn by officers on high-risk calls such as disturbances with weapons, shots fired calls, barricaded subjects, etc.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Chief of Police Jeremy A. Muraski

DATE PREPARED: 08/12/2024

DESCRIPTION OF PROJECT Replacement of Department Handguns

NEW: or **REPLACEMENT: X**

PROJECTED COST: $ 23,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$23,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

Routine cleaning and lubrication. The costs for gun oil, solvents, cleaning patches, etc. are all budgeted for in our regular guns and ammo budget line item.

PROJECT JUSTIFICATION

The department wishes to replace our end-of life .40 caliber handguns with new 9mm handguns.

After studying the available literature and ballistics studies, our firearms instructors/rangemasters have determined that the 9mm handguns offer several advantages including reduced ammunition cost as 9mm is a worldwide standard (less expensive and more readily available), enhanced accuracy for users with smaller hands, greater ammo capacity than the current .40 caliber handguns, and also the capability to add aiming devices such as red dots to further enhance officers' accuracy and accountability for any rounds fired.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Chief of Police Jeremy A. Muraski

DATE PREPARED: 08/12/2024

DESCRIPTION OF PROJECT Replacement of 12 Tasers

NEW: **or** **REPLACEMENT: X**

PROJECTED COST: $ 13,680 each year for 5 years (Total $68,400)

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND	$13,680 (Year 1)	100%
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

Routine maintenance, replacement cartridges, etc. are all included in contract.

PROJECT JUSTIFICATION

In our fleet of Tasers, 12 are extremely old. Taser has introduced 3 new models since we purchased these and there are significant functional and reliability improvements in the newer models. These Tasers are model X26 and are actually no longer in use in most places. They are no longer supported by taser. By purchasing these 12 Tasers we would have a uniform fleet of Taser 7s department-wide so there would be no confusion over how they work, etc. Currently we have the new models and these old X26s which function quite differently. The X26s are no longer reliable.

Conducted Electrical Weapons (Taser) are an intermediate level of force tool, below the deadly force option, used for compliance and control of persons under arrest or posing a threat to officers or citizens. It is a less lethal, de-escalation piece of equipment. The current Conducted Electrical Weapons being replaced by this proposal are out-of-date with device support dwindling from the company. This proposal package covers all training equipment, service equipment, device maintenance, and continued support for the Taser 7 for the next five years. These Tasers would become the property of the city at the end of the five years.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Chief of Police Jeremy A. Muraski

DATE PREPARED: 08/12/2024

DESCRIPTION OF PROJECT Remodel and Expand Officer's Workspace

NEW: X or REPLACEMENT:

PROJECTED COST: $ 23,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$23,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

Routine maintenance, and cleaning

PROJECT JUSTIFICATION

Our department continues to experience growth in the population we serve, and in the complexity if cases we investigate. There are times when multiple officers and CSOs will need to be working to complete case reports and do other office work. The existing workspace available for officers is small, cramped, and does not allow for more than 2-3 officers to work at one time. It also makes it difficult to make phone calls, listen to interview room audio, attend court or meetings virtually, because there are no sound barriers or acoustical tile present. We have some available open general space right next to the existing officers' room and received an estimate from a contractor to remove one existing load bearing wall and add another which would allow us to greatly expand the office space and compartmentalize workstations for sound, while still maintaining the all-important proximity to the subject interview rooms, and evidence processing and submittal areas. The expanded workspace would also be even closer to the shift supervisor's offices to allow better communication between shift supervisors, officers, and CSOs.

The above amount would cover not only the construction and finish work, but would also allow the purchase of the needed additional office furniture and related equipment to furnish the workspace.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Chief of Police Jeremy A. Muraski

DATE PREPARED: 08/12/2024

DESCRIPTION OF PROJECT Final Year Lease Payment for 2 Admin Squads

NEW: or **REPLACEMENT: X**

PROJECTED COST: $ 29,093

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND	$29,093	100%
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

Routine maintenance, fuel costs, oil changes, tires, brakes, etc.

PROJECT JUSTIFICATION

This would be the third and final lease payment of the 2 admin replacement squads that were purchased in 2023. They would then be completely paid off and we would expect them to have at least 6-7 more years of useful service.

The city is moving away from leasing for squad purchases so it is likely this would be the last lease style request you would see for police vehicle purchases.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Chief of Police Jeremy A. Muraski

DATE PREPARED: 08/12/2024

DESCRIPTION OF PROJECT Replacement of Police Fleet and Handheld Radios

NEW: or **REPLACEMENT: X**

PROJECTED COST: $ 60,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$60,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

Programming adjustments, and some replacement rechargeable batteries.

PROJECT JUSTIFICATION

Many of our police radios are at or near their end of useful service life. As such, we are proposing the replacement of a portion of our police radios each year for the next 4 years. They were phased in over a similar timeline so it makes sense to replace them in 4 batches.

This purchase would allow us to replace 6 mobile radios (the higher power vehicle mounted units), and 6 portable handheld radios. They would have a life expectancy of approximately 10 years.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Chief of Police Jeremy A. Muraski

DATE PREPARED: 08/12/2024

DESCRIPTION OF PROJECT Replacement of 1 Admin Vehicle and 1 Detective Squad

NEW: or **REPLACEMENT: X**

PROJECTED COST: $ 95,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$95,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

Routine maintenance, fuel costs, oil changes, tires, brakes, etc.

PROJECT JUSTIFICATION

We are proposing the replacement of one Detective Vehicle (Car 19) - grid score of 25, and one admin vehicle (Car 134) - grid score of 25.

The detective squad is a 2007 model year and has significant rust damage and is starting to demonstrate mechanical issues due to age. Car 134 is approaching 10 years old and also has rust damage, but was also originally an emergency response patrol squad (rigorous24/7 use) before being handed down through 2 other job functions before finally landing as an admin vehicle. It is starting to experience major mechanical difficulties with expensive repairs needed.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Chief of Police Jeremy A. Muraski

DATE PREPARED: 08/12/2024

DESCRIPTION OF PROJECT **Replacement of School Resource Officer and Community Police Squads**

There are 6 squad cars currently in use that are at end of life on the vehicle maintenance grid. They are as follows: Squad 25 – Score 25, Squad 26 – Score 33, Squad 131 – Score 23, Squad 136 – Score 31, Squad 138 – Score 29, Squad 139 – Score 25

NEW: **or** **REPLACEMENT: X**

PROJECTED COST: $ 463,800

PROPOSED METHOD OF FINANCING	**$**	**%**	
GENERAL FUND			
CAPITAL IMPROVEMENTS FUND	**$463,800**	**100%**	**(Deleted)**
GENERAL OBLIGATION DEBT	**$231,900**	**50%**	**(Keep)**
SPECIAL ASSESSMENT			
GRANTS			
OTHER	**Offsets from auction proceeds**		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

Fuel, routine maintenance items such as oil changes, tires, brakes, consumables like wiper blades, fluids, etc. They would be under warranty for any major repairs.

PROJECT JUSTIFICATION

These are all old, high mileage squads, currently used by our 2 community police officers and 4 School Resource Officers. They are also occasionally used by patrol when patrol squads are out for repairs or maintenance, or during larger special events when more squads are needed. They are all well out of warranty and are starting to experience numerous mechanical problems including the need for costly repairs. We are proposing replacing all of them. Because the new squads would not first undergo the rigors of daily patrol and 24/7 emergency response, instead going directly to these functions, we would expect them to last many years in this role (8-10 years). The current squads were “hand me downs” from after patrol use, and old squads have to be turned over every 2 years or so, which is expensive given the cost of upfitting and decommissioning. We believe it would represent a significant savings in the long run to implement these squads with the intent of keeping them as CP and SRO squads for 8-10 years. Further, this would allow us to implement school district and community policing specific graphics for the CP and SRO squads which does not make financial sense on a car that is turned over every year or two. E.g. a “Redbird” Squad designed with students and a “Phantom” squad designed with students.

Further, because they are upfitted with all of the same equipment, they would also be useable as backup squads for patrol. The cost for each squad is $77,300 but includes all necessary upfitting and emergency equipment such as emergency lighting, police radios, transport cage, computer, data modem, printer, etc. By implementing this change, we would then implement a regular schedule of replacing patrol squads at the rate of 4 per year, which is the historical time they are no longer functional and reliable as emergency response vehicles due to high miles, high engine hours, and associated mechanical issues. Instead of using hand me down cars to the point of failure or near failure, they would be auctioned off while they still had some resale value with the revenue returning to the general fund.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Chief of Police Jeremy A. Muraski

DATE PREPARED: 09/5/2024

DESCRIPTION OF PROJECT Year 2 Lease for Police Motorcycle

NEW: **or** **REPLACEMENT: X**

PROJECTED COST: $ 4,110

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND	$4,110	100%
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

Routine maintenance, fuel costs, oil changes, tires, brakes, etc.

PROJECT JUSTIFICATION

This would be the year two lease payment for the police motorcycle. This was calculated after lease payments for 2024 were taken out and the remainder was rolled over into 2025.

By Leasing a police motorcycle, we have the advantage if getting a much newer motorcycle with advanced safety features like antilock braking that our much older motorcycle did not have, making it much safer to operate than the old legacy motorcycle. The motorcycle is useful for routine patrol, community engagement, special events, parades, and VIP visits. It makes the officer very visible in the community, very approachable, and also uses significantly less gasoline than regular patrol SUVs.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: De Pere Fire Rescue

DATE PREPARED: August 1, 2024

DESCRIPTION OF PROJECT: Replace personal protective equipment (reoccurring line item). Structural firefighting gear should be replaced every 10-years. Our department closely monitors the condition of all structural firefighting gear and has set-up a replacement cycle. Personal protective equipment also includes items to protect our personnel during incident response, including technical rescue, body armor, hearing and eye protection.

NEW: **or** **REPLACEMENT: X**

PROJECTED COST: $50,000

PROPOSED METHOD OF FINANCING:	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**$50,000**	
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		

OTHER

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)
None identified.

PROJECT JUSTIFICATION
This is an amount set aside for annual replacement of personal protective equipment (PPE). The NFPA standard replacement every 10-years.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No. 1**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: De Pere Fire Rescue

DATE PREPARED: August 8, 2024

DESCRIPTION OF PROJECT: Replace 9 Cradlepoints in Fire Department Vehicles. These devices are essentially our internet connection for the critical electronic infrastructure in our emergency response vehicles. We are experiencing failures. Steve Massey has indicated these devices are at the end of life and due for replacement.

NEW: or REPLACEMENT: X

PROJECTED COST: $13,500

PROPOSED METHOD OF FINANCING:	**$**	**%**
GENERAL FUND	**$13,500**	
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		

OTHER

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)
None identified.

PROJECT JUSTIFICATION

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No. 2**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: De Pere Fire Rescue

DATE PREPARED: August 8, 2024

DESCRIPTION OF PROJECT: Replace 2 Thermal Imaging Cameras (TIC). This device is critical to fireground operation. It allows us to see heat signatures in a non-visual environment. We use the device to check for potential victims, as well as locating fire. Our current devices are 20 plus years old. They are no longer supported for service, and we are beginning to experience failure.

NEW: or REPLACEMENT: X

PROJECTED COST: $15,000

PROPOSED METHOD OF FINANCING:	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$15,000	
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		

OTHER

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)
None identified.

PROJECT JUSTIFICATION

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No. 4**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: De Pere Fire Rescue

DATE PREPARED: August 8, 2024

DESCRIPTION OF PROJECT: Purchase 2 Power Stair Chairs – De Pere Fire Rescue currently utilizes a collapsable wheelchair to move immobile patients up and down floors. A power stair chair assists the operators by assuming the majority of the patient's weight when ascending and descending stairs. We wish to purchase one of these devices for each of our ambulances. This device is imperative in reducing workplace injury by reducing the number of times our staff must physically lift patients. Lifting patients subjects the City to a great deal of liability. This device reduces risk for the City, improves health and safety and is a staff satisfier.

NEW: X or REPLACEMENT:

PROJECTED COST: $30,000

PROPOSED METHOD OF FINANCING:	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**$30,000**	
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)
None identified.

PROJECT JUSTIFICATION

The proposed devices are a continual effort to work toward injury prevention, as well as employment longevity and staff satisfaction.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No. 5**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: De Pere Fire Rescue

DATE PREPARED: August 8, 2024

DESCRIPTION OF PROJECT: Replace boat foam collar system. Labor and material to remove and replace existing floatation collar on the refurbished fire, police and MSC boat.

NEW: or REPLACEMENT: X

PROJECTED COST: $36,000

PROPOSED METHOD OF FINANCING:	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**$36,000**	
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		

OTHER

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)
None identified.

PROJECT JUSTIFICATION
The department received a government surplus boat manufactured in 2000. The boat has undergone significant restoration in an effort to support rescue operations in our community. A significant amount of the restoration work has been done by fire department staff over the last several months. The boat is in good running order; however, due to the service life over the last 24-years subject to sun and salt water, the foam collars have significantly degraded. Multiple efforts have been made to patch; however, all efforts have failed leaving replacement as the only option.
The boat itself is made of welded Aluminum and if maintained should have an infinite life span.
The current foam collar system is original equipment from 2000. It was repaired by the manufacturer once in the past 24 years and the boat was used in extreme weather conditions for 12 months of the year. This proposed replacement is expected to have twice the life expectancy as it will now be housed in moderate weather conditions and utilized less than 6 months of the year.
I would like to begin an effort to raise donation funding up to $100,000 to facilitate the replacement of the motors, which is the other major component with a definitive live span.
To date the project has cost a small fraction of the replacement cost of a similar new boat at $400,000.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No. 3**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: De Pere Fire Rescue

DATE PREPARED: August 8, 2024

DESCRIPTION OF PROJECT

Hose and nozzle replacement.

NEW: or REPLACEMENT: X

PROJECTED COST: $177,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**$177,000**	
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

To begin a replacement program for the current hose and nozzles, we have experienced hose failures at an increased rate as the equipment ages.

Consistency is imperative in the fire service warranting the request to transition all the equipment at the same time.

We would like to proactively replace this mission critical equipment prior to experiencing failure.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No. 6**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Development Services Director

DATE PREPARED: 8/10/2024

DESCRIPTION OF PROJECT

Vehicle replacement for Building Inspection 2007 Impala continues to deteriorate over time and has reach the point in the vehicle replacement formula where it needs to be replaced.

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 45,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$45,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The MSC fleet team reviewed the vehicle and equipment replacement ratings for all City vehicles and equipment. The replacement ratings are based on the American Public Works Association's guidelines for vehicle and equipment replacement. These guidelines rate vehicles and equipment based on condition, maintenance & repair costs, reliability, type of service, miles / hours, and age. Points are given for each criteria. Total point ranges rate the equipment as:

Under 18 points – Excellent condition
18 to 22 points - Good condition
23 to 27 points - Qualifies for replacement
28 points and above - Needs immediate consideration for replacement

The existing vehicle will be rated at 24 in 2025 and qualifies for consideration for replacement. The vehicle is used by the Inspection Division on a daily basis year round and continues to require repairs. The 2024 repairs will assit with car for an additional year (2025).

The MSC fleet team recommends replacing the existing vehicle, but retaining the vehicle in case of a new position in 2025 that would allow the City to spread out the department vehicle purchase an additional year.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN-YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works Department

DATE PREPARED: 7-25-2024

DESCRIPTION OF PROJECT:

Replace Truck #32 – 2006 ½ ton pickup truck

NEW: or REPLACEMENT: X

PROJECTED COST: $ 60,000

PROPOSED METHOD OF FINANCING:		**$**	**%**
GENERAL FUND			
CAPITAL IMPROVEMENTS FUND			
GENERAL OBLIGATION DEBT		**$15,000**	
SPECIAL ASSESSMENT			
GRANTS			
OTHER	**Water Utility**	**$15,000**	
	Sewer Utility	**$15,000**	
	Storm Water Utility	**$15,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The MSC fleet team reviewed the vehicle and equipment replacement ratings for all City vehicles and equipment. The replacement ratings are based on the American Public Works Association's guidelines for vehicle and equipment replacement. These guidelines rate vehicles and equipment based on condition, maintenance & repair costs, reliability, type of service, miles / hours, and age. Points are given for each criteria. Total point ranges rate the equipment as:

Under 18 points –	Excellent condition
18 to 22 points -	Good condition
23 to 27 points -	Qualifies for replacement
28 points and above -	Needs immediate consideration for replacement

The existing vehicle will be rated at 28 in 2024 and qualifies for consideration for replacement. The vehicle is used by the engineering department on a weekly basis year round.

The MSC fleet team reviewed the required repairs that are currently needed for this vehicle which are:

1) Box rusted out and needs replacement	= $20,000
2) Brakes need full replacement	= $ 3,000
3) bumper rusting though	= $1,000
Total repairs	= $ 24,000

The MSC fleet team recommends replacing the existing vehicle.

PROJECT RANKINGS 1

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN-YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works Department

DATE PREPARED: 7-25-2024

DESCRIPTION OF PROJECT:

Replace Truck #37 – 2006 ½ ton 4 x4 pickup truck

NEW: or REPLACEMENT: X

PROJECTED COST: $ 60,000

PROPOSED METHOD OF FINANCING:		**$**	**%**
GENERAL FUND			
CAPITAL IMPROVEMENTS FUND			
GENERAL OBLIGATION DEBT		**$15,000**	
SPECIAL ASSESSMENT			
GRANTS			
OTHER	**Water Utility**	**$15,000**	
	Sewer Utility	**$15,000**	
	Storm Water Utility	**$15,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The MSC fleet team reviewed the vehicle and equipment replacement ratings for all City vehicles and equipment. The replacement ratings are based on the American Public Works Association's guidelines for vehicle and equipment replacement. These guidelines rate vehicles and equipment based on condition, maintenance & repair costs, reliability, type of service, miles / hours, and age. Points are given for each criteria. Total point ranges rate the equipment as:

Under 18 points –	Excellent condition
18 to 22 points -	Good condition
23 to 27 points -	Qualifies for replacement
28 points and above -	Needs immediate consideration for replacement

The existing vehicle will be rated at 26 in 2024 and qualifies for consideration for replacement. The vehicle is used by the engineering department on a weekly basis year round.

The MSC fleet team reviewed the required repairs that are currently needed for this vehicle which are:

1) Box rusted out and needs replacement	= $20,000
2) Brakes need full replacement	= $ 3,000
3) Rear main engine seal and oil pan leaking	= $1,200
Total repairs	= $ 24,200

The MSC fleet team recommends replacing the existing vehicle.

PROJECT RANKINGS 1

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 22, 2024

DESCRIPTION OF PROJECT

Engineering – Surface Pro Replacement

Replace older surface pro computers.

NEW: or REPLACEMENT: X

PROJECTED COST: $8,000

PROPOSED METHOD OF FINANCING		**$**	**%**
GENERAL FUND		**$2,000**	
CAPITAL IMPROVEMENTS FUND			
GENERAL OBLIGATION DEBT			
SPECIAL ASSESSMENT			
GRANTS			
OTHER	**Storm Water Utility**	**$2,000**	
	Water Utility	**$2,000**	
	Sewer Utility	**$2,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Engineering staff uses Surface Pro's extensively in the field during the summer for construction management. IT has recommended replacing the older Surface Pro's due to the age and the need for battery replacement. One Surface Pro was replaced in 2024. The remaining for (4) Surface Pros are proposed for replacement in 2025.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 7-23-2024

DESCRIPTION OF PROJECT

Replace four (4) existing garage doors.

NEW: or REPLACEMENT: X

PROJECTED COST: $ 25,000

PROPOSED METHOD OF FINANCING		**$**	**%**
GENERAL FUND		**$ 13,750**	
CAPITAL IMPROVEMENTS FUND			
GENERAL OBLIGATION DEBT			
SPECIAL ASSESSMENT			
GRANTS			
OTHER	**Storm Water Utility**	**= $ 3,750**	
	Water Utility	**= $ 3,750**	
	Wastewater Utility	**= $ 3,750**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

There are four (4) existing garage doors at the MSC that need replacing due to deterioration. These garage doors are located at wash bay east, wash bay west, woodshop, and sign shop. The

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 7-25-2024

DESCRIPTION OF PROJECT

MSC Expansion

NEW: X or REPLACEMENT:

PROJECTED COST: $ 25,000,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**25,000,000**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The MSC is in need of expansion for storage of the City's equipment and vehicles. The City had an evaluation of the MSC facility done in 2010. The evaluation of the MSC operations showed the City's operations have outgrown equipment & vehicle storage capacity at the MSC. Equipment and vehicles are tightly parked end to end, creating inefficiencies for equipment and vehicle movements as well as increased safety risks. The evaluation looked at different equipment and vehicle layouts utilizing the existing storage, but it was obvious that there is not enough space for all the equipment and vehicles. This has resulted in increased storage of equipment and vehicles outside exposed to all the weather elements. In addition, this project will include expansion of the office area to provide adequate office space for employees that have been added to the operations as well as future employees to accommodate future growth of the City. The expansion will also include necessary updates to the facilities to meet ADA requirements and the addition of parking to accommodate the operations for customers and employees.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 7-23-2024

DESCRIPTION OF PROJECT

Replace equipment exhaust extraction hose.

NEW: or REPLACEMENT: X

PROJECTED COST: $ 25,000

PROPOSED METHOD OF FINANCING		**$**	**%**
GENERAL FUND		**$5,000**	
CAPITAL IMPROVEMENTS FUND			
GENERAL OBLIGATION DEBT			
SPECIAL ASSESSMENT			
GRANTS			
OTHER	**Storm Water Utility**	**= $ 12,500**	
	Water Utility	**= $ 3,750**	
	Wastewater Utility	**= $ 3,750**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The existing equipment for exhaust extraction hose used to vent exhaust when equipment is running in the shop, the hose reels are damaged and needs replacement.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 7-23-2024

DESCRIPTION OF PROJECT

Purchase a new portable welding exhaust fan.

NEW: X or REPLACEMENT:

PROJECTED COST: $ 15,000

PROPOSED METHOD OF FINANCING		**$**	**%**
GENERAL FUND		**$3,000**	
CAPITAL IMPROVEMENTS FUND			
GENERAL OBLIGATION DEBT			
SPECIAL ASSESSMENT			
GRANTS			
OTHER	**Storm Water Utility**	**= $ 7,500**	
	Water Utility	**= $ 2,250**	
	Wastewater Utility	**= $ 2,250**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The fleet team often need to weld on various equipment in the shop for repairs and maintenance. The portable welding exhaust fan will remove weld fumes from welding especially in closed areas such as inside a garbage truck.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 7-23-2024

DESCRIPTION OF PROJECT

Replace equipment grease reels.

NEW: or REPLACEMENT: X

PROJECTED COST: $ 20,000

PROPOSED METHOD OF FINANCING		**$**	**%**
GENERAL FUND		**$4,000**	
CAPITAL IMPROVEMENTS FUND			
GENERAL OBLIGATION DEBT			
SPECIAL ASSESSMENT			
GRANTS			
OTHER	**Storm Water Utility**	**= $ 10,000**	
	Water Utility	**= $ 3,000**	
	Wastewater Utility	**= $ 3,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The existing equipment grease reels used for providing oil and grease for equipment maintenance needs to be replaced due to the deterioration resulting in grease and oil leaks.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN

2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works Department

DATE PREPARED: 7-24-2024

DESCRIPTION OF PROJECT:

Replacement of 2007 5-yard tandem dump truck #70 with plow, wing, and sander.

NEW: or REPLACEMENT: X

PROJECTED COST: $ 300,000

PROPOSED METHOD OF FINANCING:	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**$ 300,000**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The MSC fleet team reviewed the vehicle and equipment replacement ratings for all City vehicles and equipment. The replacement ratings are based on the American Public Works Association's guidelines for vehicle and equipment replacement. These guidelines rate vehicles and equipment based on condition, maintenance & repair costs, reliability, type of service, miles / hours, and age. Points are given for each criteria. Total point ranges rate the equipment as:

Under 18 points –	Excellent condition
18 to 22 points -	Good condition
23 to 27 points -	Qualifies for replacement
28 points and above -	Needs immediate consideration for replacement

The existing 2007 dump truck is currently rated at 26 in 2024 and needs immediate consideration for replacement. The dump truck is used mainly for snow operations.

The MSC fleet team reviewed the required repairs that are currently needed for this truck which are:

1) Wing replacement	= $10,000
2) Plow replacement	= $16,500
3) Hydraulic hose replacement	= $6,000
4) Control valve assembly replacement	= $6,000
5) Bump box hinge point and subframe rusted	= $5,000

Total repairs needed = $43,500

The MSC fleet team recommends this truck be replaced.

PROJECT RANKINGS 1

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN

2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works Department

DATE PREPARED: 7-24-2024

DESCRIPTION OF PROJECT:

Replacement of 2006 12-yard tandem dump truck #72 with plow, wing, and sander.

NEW: or REPLACEMENT: X

PROJECTED COST: $ 300,000

PROPOSED METHOD OF FINANCING:	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**$ 300,000**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The MSC fleet team reviewed the vehicle and equipment replacement ratings for all City vehicles and equipment. The replacement ratings are based on the American Public Works Association's guidelines for vehicle and equipment replacement. These guidelines rate vehicles and equipment based on condition, maintenance & repair costs, reliability, type of service, miles / hours, and age. Points are given for each criteria. Total point ranges rate the equipment as:

Under 18 points –	Excellent condition
18 to 22 points -	Good condition
23 to 27 points -	Qualifies for replacement
28 points and above -	Needs immediate consideration for replacement

The existing 2006 dump truck is currently rated at 27 in 2024 and needs immediate consideration for replacement. The dump truck is used mainly for snow operations.

The MSC fleet team reviewed the required repairs that are currently needed for this truck which are:

1) Wing replacement	= $10,000
2) Plow replacement	= $16,500
3) Hydraulic hose replacement	= $6,000
4) Control valve assembly replacement	= $6,000
5) Bushings for the swap loader arm need to be replaced	= $1,000

Total repairs needed = $39,500

The MSC fleet team recommends this truck be replaced.

PROJECT RANKINGS 1

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 7-25-2024

DESCRIPTION OF PROJECT

Retrofit truck #22 with salt brine equipment.

NEW: or REPLACEMENT: X

PROJECTED COST: $ 25,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**$25,000**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The City started using salt brine in the snow & ice operations in 2008. We found when using salt brine the City was able to reduce the amount of salt by 30%. The City applies salt brine to the streets prior to storms using a truck with a tank to spray the salt brine onto the pavement. The intent is to retrofit the existing truck #22 with equipment to apply salt brine to the streets. This equipment is currently on truck #18 which is the park's department truck that is being replaced in 2024 so is no longer available for the street department to use. Truck #22 will have the dump box removed and the brine tanks and equipment will be installed.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 7-24-2024

DESCRIPTION OF PROJECT

Replace truck #53 - 2006 1/2 ton 4 x 4 truck.

NEW: or REPLACEMENT: X

PROJECTED COST: $ 80,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**$80,000**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The MSC fleet team reviewed the vehicle and equipment replacement ratings for all City vehicles and equipment. The replacement ratings are based on the American Public Works Association's guidelines for vehicle and equipment replacement. These guidelines rate vehicles and equipment based on condition, maintenance & repair costs, reliability, type of service, miles / hours, and age. Points are given for each criteria. Total point ranges rate the equipment as:

Under 18 points –	Excellent condition
18 to 22 points -	Good condition
23 to 27 points -	Qualifies for replacement
28 points and above -	Needs immediate consideration for replacement

The existing vehicle will be rated at 26 in 2025 and qualifies for consideration for replacement. The vehicle is used by the street department on a weekly basis year round.

The MSC fleet team reviewed the required repairs that are currently needed for this vehicle which are:

1) Fuel lines rusted out and needs replacement	= $800
2) Brake lines are rust and can burst under panic braking	= $1000
3) Engine oil leaks	=$200
4) Box is rusting through in both wheel wells	=$2200
5) Cab floorboards are rusting through	=$1000

Total repairs = $ 5,200

The MSC fleet team recommends replacing the existing vehicle.

PROJECT RANKINGS

CITY COUNCIL
STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 07-23-24

DESCRIPTION OF PROJECT

Purchase concrete grinder for City owned sidewalk repairs.

NEW: X or REPLACEMENT:

PROJECTED COST: $15,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$15,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The concrete grinder is for sidewalk repairs on City owned sidewalk. The City currently contracts sidewalk grinding. The costs for sidewalk grinding the past three (3) years are: 2022=$13,427.00; 2023=$15,080.00; 2024=16,930.00. City staff would then perform this work instead of contracting out.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 07-25-24

DESCRIPTION OF PROJECT

Replace existing flashing pedestrian signs at Third Street and Main Avenue.

NEW: or **REPLACEMENT:** X

PROJECTED COST: $25,000

PROPOSED METHOD OF FINANCING **$** **%**

GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	$25,000	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The existing flashing pedestrian signs at the intersection of Third Street and Main Avenue need to be replaced because they are no longer functioning. These signs will be replaced with new rapid rectangular flashing beacons similar to those at the mid-block on Main Avenue between Third Street and Fourth Street.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 07-23-24

DESCRIPTION OF PROJECT

Purchase two (2) new sign message boards.

NEW: X or REPLACEMENT:

PROJECTED COST: $50,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	$50,000	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The sign message boards are used to alert traffic for street closures, construction projects, events, etc. The City currently has two (2) sign message boards that are regularly used for all City construction projects. Throughout the year there is a need for more sign message boards. Recent events such as the downtown bike race showed the need for these sign message boards and because the City's sign message boards were in use, Definitely De Pere needed to rent them.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Works

DATE PREPARED: 7/23/2024

DESCRIPTION OF PROJECT: Replacing existing both decorative and regular street light poles and fixtures.

NEW: _____ or REPLACEMENT:___X__

PROJECTED COST: $50,000

PROPOSED METHOD OF FINANCING:	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	$50,000	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The project is an annual program for replacing City owned streetlights and fixtures. This program has been ongoing since 2019.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 07-23-24

DESCRIPTION OF PROJECT

Replace existing brackets for street light banners.

NEW: or **REPLACEMENT: X**

PROJECTED COST: $10,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$10,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The existing brackets for the street light banners need to be replace due to deterioration.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Works

DATE PREPARED: 8/1/2024

DESCRIPTION OF PROJECT: Replacing WPS existing decorative fixtures in the downtown areas.

NEW: _____ or REPLACEMENT:___X__

PROJECTED COST: $30,000

PROPOSED METHOD OF FINANCING:	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	$30,000	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

At the 1/8/2024 BOPW meeting discussion was had on replacing decorative street light fixtures in the downtown areas that are owned by WPS. WPS would replace the fixtures with a LED Paragon fixture if the City pays for it. The BOPW recommended budgeting for this in 2025.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Works

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT: Replacing existing Merrill Street cameras and install audible push buttons.

NEW: X and REPLACEMENT: X

PROJECTED COST: $50,000

PROPOSED METHOD OF FINANCING:	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	$50,000	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The existing signal cameras at the intersection of Merrill Street and S. Broadway Street are deteriorated and need repair. The majority of the components are old and the City cannot get replacement parts which creates issues when the signal malfunctions. The project includes the addition of audible push buttons for visually impaired pedestrians.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 7-25-2024

DESCRIPTION OF PROJECT

New yard waste sites

NEW: X or REPLACEMENT:

PROJECTED COST: $ 3,000,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**3,000,000**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The City needs to relocate the existing compost site to a new location in order to accommodate the future YMCA. The intent is to build two (2) smaller yard waste sites which will be located on Commerce Drive and off of American Boulevard.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works Department

DATE PREPARED: 7-24-2023

DESCRIPTION OF PROJECT:

Replace #87, 2014 Peterbilt automated garbage truck.

NEW: or REPLACEMENT: X

PROJECTED COST: $ 375,000

PROPOSED METHOD OF FINANCING:	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**$375,000**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The MSC fleet team reviewed the vehicle and equipment replacement ratings for all City vehicles and equipment. The replacement ratings are based on the American Public Works Association's guidelines for vehicle and equipment replacement. These guidelines rate vehicles and equipment based on condition, maintenance & repair costs, reliability, type of service, miles / hours, and age. Points are given for each criteria. Total point ranges rate the equipment as:

Under 18 points –	Excellent condition
18 to 22 points -	Good condition
23 to 27 points -	Qualifies for replacement
28 points and above -	Needs immediate consideration for replacement

The existing 2014 garbage truck will be rated at 28 in 2024 qualifies for the immediate need for replacement. The garbage truck is used all year round.

In the past garbage and recycle trucks are replaced on a five (5) year cycle due to everyday usage with all the mechanical moving parts. The truck is needed in order for the City to continue to pick up garbage.

The MSC fleet team reviewed the required repairs that are currently needed for this truck which are:

1) Packer and plates need replacement = $8,000
2) Lift cylinders leaking = $1,800
3) Tailgate rusted, fabricate new lights and paint = $4,000
4) the side fenders are rusted through = $6,000
4) Replace hydraulic tank that is rusted through = $1,500
5) Rebuild arm assembly = $28,000
6) Replace hydraulic valve assembly = $9,000

Total repairs needed = $58,300

This vehicle was placed on order as a demo unit with the intention of being purchased in 2025 around January under the city's new purchasing policy.

The MSC fleet team recommends replacing the existing garbage.

PROJECT RANKINGS 1

CITY COUNCIL
STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 7-25-2024

DESCRIPTION OF PROJECT

Construct new dumpster enclosures in Mill Alley.

NEW: X or REPLACEMENT:

PROJECTED COST: $ 70,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**$70,000**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

As part of the downtown area garbage and recycling collection, the City is providing dumpster collection services for garbage and recycling to eliminate the use of carts which results in improving the overall appearance in the downtown.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 7-25-2024

DESCRIPTION OF PROJECT

Hydrant Painting

NEW: or REPLACEMENT:

PROJECTED COST: $ 50,000

PROPOSED METHOD OF FINANCING **$** **%**

GENERAL FUND
CAPITAL IMPROVEMENTS FUND
GENERAL OBLIGATION DEBT
SPECIAL ASSESSMENT
GRANTS
OTHER **Water Utility = $ 50,000**

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Repaint hydrants throughout the City. This is the first year of a four-year program

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 7-26-2024

DESCRIPTION OF PROJECT

9th Street Reservoir Repairs.

NEW: or REPLACEMENT: X

PROJECTED COST: $ 125,000

PROPOSED METHOD OF FINANCING **$** **%**

GENERAL FUND
CAPITAL IMPROVEMENTS FUND
GENERAL OBLIGATION DEBT
SPECIAL ASSESSMENT
GRANTS
OTHER **Water Utility = $125,000**

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The DNR is requiring the City to make repairs to the 9th Street reservoir for the existing overflow per the DNR's 2020 Sanitary Survey Report. Per the DNR, the overflow from the Ninth Street ground storage reservoir does not terminate through the sidewall in a visible, downward opening, with a free air break of 12 to 24-inches above a splashpad, and a 24-mesh screen between two flanges as required in s. NR 811.64(4)(a), Wis. Adm Code. Vertical drop overflow pipes must be located outside of the structure in accordance with s. NR 811.64(4)(d), Wis. Adm. Code. The DNR is requiring the work to be done by December 31, 2025, by modifying the Ninth Street ground storage reservoir overflow such that it terminates through the sidewall in a visible, downward opening free air break, 12 to 24-inches above a splashpad. This project will be designed and constructed to meet the DNR requirements.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 7-26-2024

DESCRIPTION OF PROJECT

Ninth Street water tower clean and paint repair.

NEW: or REPLACEMENT: X

PROJECTED COST: $ 50,000

PROPOSED METHOD OF FINANCING **$** **%**

GENERAL FUND
CAPITAL IMPROVEMENTS FUND
GENERAL OBLIGATION DEBT
SPECIAL ASSESSMENT
GRANTS
OTHER **Water Utility = $50,000**

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The project is to clean and repair paint for the City's Ninth Street water tower. The water tower was last painted in 2013 and needs cleaning and paint repairs.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 8-6-2024

DESCRIPTION OF PROJECT

Truck #29 Mounted Crane

NEW: X or REPLACEMENT:

PROJECTED COST: $ 10,000

PROPOSED METHOD OF FINANCING **$** **%**

GENERAL FUND	
CAPITAL IMPROVEMENTS FUND	
GENERAL OBLIGATION DEBT	
SPECIAL ASSESSMENT	
GRANTS	
OTHER	**Water Utility = $ 10,000**

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

This 2,000lb light duty truck mounted crane will be utilized by the water department for the maintenance and repairs for hydrants. The hydrant bonnet spreader will connect to the crane to hoist/lift off this top section while saving staff from manually having to lift this portion of the hydrant. This should help to limit potential injuries that might be related to this work. In addition, staff will be able to perform the hydrant maintenance which will save the City money by not having to hire a contractor to do the work.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

New Downtown Strategic Vision/Plan/Document that will be a culmination of the works completed to date, a triage approach the 2010 plan to retain, revise, remove elements and will include a robust public engagement efforts to craft the future vision for downtown De Pere.

NEW: ✘ or REPLACEMENT:

PROJECTED COST: $ 85,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT	BID - $10,000	11.75%
GRANTS	TIDs 7, 9, 18	
OTHER	$25,000 each	88.25%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

In 2010 the city completed a Downtown Plan that was to guide the future of the downtown for the years to come. It was a complex document that focused on very detailed visions. Unfortunately, that can sometimes be confusing when the city is approached by projects that meet the intent of the plan but not the actual vision. Thus, the rigidity of the document can be more of a challenge. Moreover, since the adoption of the 2010 Downtown Plan, the city also approved the 2018 City-wide Strategic Vision and Branding, the 2017 Cultural District Master Plan, a Wayfinding Master Plan, and many one-off infrastructure investments and park improvements. Definitely De Pere, a Main Street organization, continues to place a heavy focus on public art, amenities, streetscaping, and public realm improvements throughout the downtown but without a location plan. Each City Department and Definitely De Pere are making great strides to improve the downtown but are not making improvements under a cohesive vision. Before the comprehensive plan update process, the Plan Commission and Common Council weighed in and stated the west side needed to have a plan to match the Cultural District Master Plan. In theory, the idea had merit, but while undertaking the process much of the draft document wanted to reference back to the 2010 Plan and the Cultural District master plan – thus creating overlap and restating concepts and themes. Throughout the draft process staff realized that "yet another competing plan" resulted in additional disjointed efforts. Moreover, the business owners on the west side were not appreciative of not being included in an art and cultural plan when public art and amenities were planned and implemented for the west side.

Therefore, the Development Services Department, in conjunction with DPW, Parks and Recreation, City Administrator, and Definitely De Pere proposed to work with a consultant to complete a new Downtown Strategic Vision/Plan/Document that will be a culmination of the works completed to date, a triage approach the 2010 plan to retain, revise, remove elements and will include a robust public engagement efforts to craft the future vision.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/9/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 260,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	260,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 7 (Downtown East). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment. This includes facade rehabilitation agreements with guaranteed revenue.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

Deleted

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/13/2024

DESCRIPTION OF PROJECT

Completion of whitebox/Spec building design

NEW: ✘ **or** **REPLACEMENT:**

PROJECTED COST: **$** 50,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	TID No. 19 $50,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The City of De Pere is interested in contracting with a consultant to complete preliminary/whitebox designs in the downtown which could lead to the working with a developer to construct a building in the future for mixed uses. This would also assist with the creation of a development proforma.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/9/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 260,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$260,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 9 (Downtown West). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment. This includes facade rehabilitation agreements with guaranteed revenue.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

Stormwater Pond Trail

NEW: ✗ **or** **REPLACEMENT:**

PROJECTED COST: $ 500,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	TID 10	$500,000

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Belmark is interested in partnering with the City to design and construct a stormwater pond around the stormwater pond to the north of their campus. This would be a TID expense but reimbursed by Belmark through an agreement.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive – TID 10

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 200,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		$200,000

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 10 (East Industrial Park). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom

DATE PREPARED: 8/13/2024

DESCRIPTION OF PROJECT

Segment 2 (GV-15) - Southbridge Interchange to Lawrence Drive Improvements. The City's anticipated costs the proposed revision to the infrastructure agreements with brown county. See the attached memo.

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ $16,926,100 (segment 2) – 2024 Cost $713,500

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS	TID 11: $178,375	25%
OTHER	TID 12: $535,125	75%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The STH 32 bridge (Claude Allouez Bridge) in the City of De Pere is the only bridge over the Fox River between the STH 172 bridge and the STH 96 bridge, and experiences congestion and backups at the roundabout on the east side of the bridge. A second, "southern bridge" (south of the Claude Allouez Bridge) in the City of De Pere has been discussed and planned for many years to alleviate the congestion of traffic in De Pere. The proposed South Bridge Connector will connect CTH EB at CTH F to CTH GV at CTH X, connecting to I-41 and constructing a new bridge across the Fox River. The first phase of the "southern bridge project" will connect CTH GV from the northbound ramps of the new I-41 interchange to Lawrence Drive. While not all the design details have been determined at the time, in general both the City and County anticipate CTH GV from I-41 to Lawrence Drive will be designed and built as a four-lane urban arterial per WisDOT FDM design standards and the Brown County standard urban CTH section. This includes 30-inch curb and gutter, 14' wide outside lanes, 12' wide inside lanes, a raised boulevard median (width to be determined during design), 10' wide sign and snow storage zone, and a 10' wide asphalt sidewalk on the north side of the roadway. French Road and Innovative Court will be connected to CTH GV at the proper distance from the new I-41 interchange that WisDOT plans to build. Roundabouts are proposed at the intersection of French Road/Innovation Court and the intersection of Lawrence Drive. It is the intent the County and City will share the design, right of way acquisition, and construction costs from French Road/Innovation Court to Lawrence Drive. The City's anticipated costs per the Brown County Municipal

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom

DATE PREPARED: 8/10/2023

DESCRIPTION OF PROJECT

Segment 3 (GV-16)- Southbridge Interchange to Lawrence Drive Improvements. The City's anticipated costs the proposed revision to the infrastructure agreements with brown county. See the attached memo.

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 2,393,300 (segment 3) – 2024 Cost $400,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS	TID No. 11	
OTHER	$400,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The STH 32 bridge (Claude Allouez Bridge) in the City of De Pere is the only bridge over the Fox River between the STH 172 bridge and the STH 96 bridge, and experiences congestion and backups at the roundabout on the east side of the bridge. A second, "southern bridge" (south of the Claude Allouez Bridge) in the City of De Pere has been discussed and planned for many years to alleviate the congestion of traffic in De Pere. The proposed South Bridge Connector will connect CTH EB at CTH F to CTH GV at CTH X, connecting to I-41 and constructing a new bridge across the Fox River. The first phase of the "southern bridge project" will connect CTH GV from the northbound ramps of the new I-41 interchange to Lawrence Drive. While not all the design details have been determined at the time, in general both the City and County anticipate CTH GV from I-41 to Lawrence Drive will be designed and built as a four-lane urban arterial per WisDOT FDM design standards and the Brown County standard urban CTH section. This includes 30-inch curb and gutter, 14' wide outside lanes, 12' wide inside lanes, a raised boulevard median (width to be determined during design), 10' wide sign and snow storage zone, and a 10' wide asphalt sidewalk on the north side of the roadway. French Road and Innovative Court will be connected to CTH GV at the proper distance from the new I-41 interchange that WisDOT plans to build. Roundabouts are proposed at the intersection of French Road/Innovation Court and the intersection of Lawrence Drive. It is the intent the County and City will share the design, right of way acquisition, and construction costs from French Road/Innovation Court to Lawrence Drive. The City's anticipated costs per the Brown County Municipal

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Work and Development Services Department

DATE PREPARED: 8/10/2023

DESCRIPTION OF PROJECT

TID 11 and TID 12 – West Business Park Railroad Maintenance – Annual maintenance on City-owned railroad lines, which includes repairs ordered by Canadian National Railroad and snow removal. This is the first year of a two-year program.

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ $45,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS	TID No. 11 $22,500	50%
OTHER	TID No. 12 $22,500	50%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

This will be a City cost after 2035.

PROJECT JUSTIFICATION

Work includes inspection and repairs as ordered by Canadian National Railroad and snow and ice removal in the winter on the City owned railroad spurs in the West Industrial Park. This is a two year cycle ($22,500/year/TID)

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive – TID 11

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 300,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$300,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 11 (West Business Park). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Work and Development Services Department

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Future Infrastructure – American Blvd Extension

NEW: **or** **REPLACEMENT:**

PROJECTED COST: $ 1,950,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$1,950,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

This is the future extension on American Blvd to extend from the current terminus through L-481 and L-480 to be annexed into the CIty in 2024/2025. Construction is scheduled to start in the 2025.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Work and Development Services Department

DATE PREPARED: 8/9/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Future Infrastructure – Garroman Dr

NEW: **or** **REPLACEMENT:**

PROJECTED COST: $

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$250,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

This is the completion of Garroman Dr for the road that was partially completed in 2020. Construction is scheduled to start in the 2024. The completion street extension will be vital to reroute traffic during the South Bridge Construction.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Work and Development Services Department

DATE PREPARED: 8/20/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Future Infrastructure – SW Neighborhood Phase 1

NEW: **or** **REPLACEMENT:**

PROJECTED COST: $

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS	TID 12	
OTHER	$1,500,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

This is planned for the first Phase of the SW neighborhood Plan (former Turriff Property). Target for design approval in 2025 and construction between 2025 and 2026.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

Potential acquisition of property in the TID for redevelopment

NEW: ✗ **or** **REPLACEMENT:**

PROJECTED COST: $ 300,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$300,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Strategic property acquisition that would further development of the underutilized land in TID #12.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive – TID 12

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 300,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$300,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 12 (West Industrial Park). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive – TID 13

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 200,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$300,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 13 (Main Ave Corridor). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive – TID 14

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 215,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$215,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 14 (Irwin School Redevelopment). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom

DATE PREPARED: 8/13/2024

DESCRIPTION OF PROJECT

Segment 1 (GV-14) - Southbridge Interchange to Lawrence Drive Improvements. The City's anticipated costs the proposed revision to the infrastructure agreements with brown county. See the attached memo.

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 3,994,075 (segment 1) – 2024 Cost $3,569,075

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS	TID 15:	
OTHER	$3,569,075	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The STH 32 bridge (Claude Allouez Bridge) in the City of De Pere is the only bridge over the Fox River between the STH 172 bridge and the STH 96 bridge, and experiences congestion and backups at the roundabout on the east side of the bridge. A second, "southern bridge" (south of the Claude Allouez Bridge) in the City of De Pere has been discussed and planned for many years to alleviate the congestion of traffic in De Pere. The proposed South Bridge Connector will connect CTH EB at CTH F to CTH GV at CTH X, connecting to I-41 and constructing a new bridge across the Fox River. The first phase of the "southern bridge project" will connect CTH GV from the northbound ramps of the new I-41 interchange to Lawrence Drive. While not all the design details have been determined at the time, in general both the City and County anticipate CTH GV from I-41 to Lawrence Drive will be designed and built as a four-lane urban arterial per WisDOT FDM design standards and the Brown County standard urban CTH section. This includes 30-inch curb and gutter, 14' wide outside lanes, 12' wide inside lanes, a raised boulevard median (width to be determined during design), 10' wide sign and snow storage zone, and a 10' wide asphalt sidewalk on the north side of the roadway. French Road and Innovative Court will be connected to CTH GV at the proper distance from the new I-41 interchange that WisDOT plans to build. Roundabouts are proposed at the intersection of French Road/Innovation Court and the intersection of Lawrence Drive. It is the intent the County and City will share the design, right of way acquisition, and construction costs from French Road/Innovation Court to Lawrence Drive. The City's anticipated costs per the Brown County Municipal

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Work and Development Services Department

DATE PREPARED: 8/22/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Future Infrastructure – Residential Infrastructure in TID No. 15 north of Employers Blvd.

NEW: or REPLACEMENT:

PROJECTED COST: $ 1,200,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS	TID 15:	
OTHER	$1,200,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

This is the future infrastructure necessary for the construction of a mixed-density and mixed-income residential neighborhood north of Employers recommended for approval by the Finance and Personnel Committee. The cost may increase or decreased based on the design aesthetic and stormwater needs for the area; however, it is a TID cost.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive – TID 15

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 300,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$300,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 1 (Humana/UHG West Business Park). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment.
- Bungalows/Preserve DA 7 homes - Anticipated Value $415,000 each at @ $15/per $1000 assessed value: $43,500 - 90% = approximately $39,000
- Other $261,000

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive – TID 17

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 3,500,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$3,500,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 1 (Humana/UHG West Business Park). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment.
- Amerilux - $3,200,000
- other - $300,000

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/1/5/2024

DESCRIPTION OF PROJECT

Planning, Feasibility, Design, and Construction of a municipal parking structure in the area plan for the redevelopment of the former Shopko

NEW: ✗ or REPLACEMENT:

PROJECTED COST: $ $7,750,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	$1,162,500	15%
SPECIAL ASSESSMENT		
GRANTS	TID No. 18	
OTHER	$6,587,500	85%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Upon City's purchase of lands for said parking structure, the City shall design and construct, at City's sole cost and expense, a public parking structure based upon City's parking consultant's recommendations. The parking structure design shall be substantially similar to the concept plans set forth in the approved development agreement. The parking structure shall include an at grade pedestrian entrance on the north side. The City shall use best efforts to locate said entrance near a corresponding pedestrian entrance on the south side of the Project. The City shall provide the preliminary plans for the general layout and height for the parking structure to Developer for Developer's review and approval, which shall not be unreasonably withheld, no later than December 31, 2024, and construction of the parking structure shall be completed on or before May 31, 2026.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Work and Development Services Department

DATE PREPARED: 8/9/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
With the potential acquisition of the ROWs necessary for the redevelopment of the Shopko Site William and Wisconsin Steet is to be reconstructed.

NEW: **or** **REPLACEMENT:**

PROJECTED COST: $ 700,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS	WEDC $200,000	29%
OTHER	TID 18: 500,000	71%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

This is the reconstruction of William and Wisconsin Street in coordination with the redevelopment of the Shopko Site.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Paula Rahn

DATE PREPARED: July 25, 2024

DESCRIPTION OF PROJECT

Community Center Improvements/Upgrades & Repairs Fund

NEW: or REPLACEMENT: X

PROJECTED COST: $15,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND	**$15,000**	**100%**
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

As the Community Center ages, (25 years) we continue to experience unexpected repairs and updates to our facility and equipment. This yearly fund helps cover those unexpected mechanical repairs as well as miscellaneous upgrades to the facility (i.e. replacing countertops/sills, tables, chairs, blinds, painting of walls, basic mechanical systems repairs, etc.)

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 2 Goal No.

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Paula Rahn

DATE PREPARED: August 5, 2024

DESCRIPTION OF PROJECT

Updates for Community Center to include replacement of countertops, sills, ledges, etc.

NEW: or REPLACEMENT: X

PROJECTED COST: $50,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**$50,000**	**100%**
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

After 25 years, the Community Center is in need of new updates to modernize the facility. These updates would include replacing the countertops, sills and ledges throughout the facility.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 5 Goal No.

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET Deleted

PROPOSED BY: Paula Rahn

DATE PREPARED: August 6, 2024

DESCRIPTION OF PROJECT

Replace Lower-Level Outdoor Sign at Community Center

NEW: or REPLACEMENT: X

PROJECTED COST: $15,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**$15,000**	**100%**
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

None

PROJECT JUSTIFICATION

The lower-level sign for the Community Center is 25 years old and was identified to be replaced with a new updated park design sign.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 6 Goal No.

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Paula Rahn

DATE PREPARED: August 5, 2024

DESCRIPTION OF PROJECT

Replace AC Unit at Community Center

NEW: or REPLACEMENT: X

PROJECTED COST: $140,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**$140,000**	**100%**
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

As the Community Center ages, (25 years) we continue to experience unexpected repairs. During a routine preventative maintenance inspection in June, one of two condenser coils was leaking, thus only one side of the AC unit was only working. After consulting with Administration, the decision was made to place project in 2025 budget as by the time parts would come it would be September and AC would not be needed as much by that time. Patching the system would possibly be good for 1-2 years so rather than spend money on the possibility the AC unit would function properly and last, the decision was made to do a full AC replacement with a new system and hopefully last another 25 years.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 1 Goal No.

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET Deleted

PROPOSED BY: Paula Rahn

DATE PREPARED: August 8, 2024

DESCRIPTION OF PROJECT

Replacement of 2 tables and 66 soft cloth chairs in Oak & Hickory Rms. and upper-level foyer at Community Center

NEW: or REPLACEMENT: X

PROJECTED COST: $22,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**$22,000**	**100%**
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

None

PROJECT JUSTIFICATION

After 25 years, the soft cloth chairs in our Oak & Hickory Rms. and in the upper-level foyer have become worn, tattered, stained and discolored and are in dire need of replacement. An end table and seating table are also requested to be replaced as the end table has been stained and the legs aren't sturdy anymore; the seating table would match the new set and the current table would be used in the Pine Rm.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 3 Goal No.

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

Deleted

PROPOSED BY: Paula Rahn

DATE PREPARED: August 8, 2024

DESCRIPTION OF PROJECT

Re-paint main color of walls throughout Community Center facility

NEW: or REPLACEMENT: X

PROJECTED COST: $20,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$20,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

Touch up painting due to nicks and marks from general use of facility.

PROJECT JUSTIFICATION

As part of the Branding Project initiative, it was identified the main interior walls of the Community Center need a good refresh. Plans would be to paint all the main walls which currently are a soft cream color with the De Pere Cloud White color that matches the De Pere branding color palette. This would not include any accent walls which were completed during the branding project initiative.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 4 Goal No.

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Update to sand pit volleyball courts at Legion, VFW and Jim Martin

NEW: or **REPLACEMENT: X**

PROJECTED COST: $9,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$9,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Over time our sand pit volleyball courts have deteriorated. The poles are rusting and should be replaced. However, most of the improvements for the courts are digging out and replacing the sand in the courts. Over time the level of sand has diminished and dirt, weeds and stones have made there way into the courts.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 8 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

Deleted

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Install new doors and timers at Kelly Danen restrooms.

NEW: or **REPLACEMENT: X**

PROJECTED COST: $7,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	$7,000	100%
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Now that we constructed a playground at Kelly Danen Park, activity and use is increasing and will likely continue to do so year round. The restroom facility does not have timers on the doors so they must be manually opened and closed. In order to provide restroom facilities to people utilizing the playground we must install new doors and timers.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **20** **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

Deleted

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Replacement of Kelly Danen Bleachers

NEW: or **REPLACEMENT: X**

PROJECTED COST: $15,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	$15,000	100%
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Kelly Danen Park has two ball diamonds. The upper diamond has one set of large wooden bleachers we are recommending replacing with aluminum bleachers that are ADA compliant. These wooden bleachers have caused a fair amount of complaints and maintenance over the years. The wood splinters and breaks causing safety issues with users. We continue to replace boards, but unfortunately the boards just continue to break and cause problems. Age of the bleachers is not known, but its safe to say they are over 25 years old.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 9 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

Deleted

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Optimist Park Storm drain extension

NEW: X or REPLACEMENT:

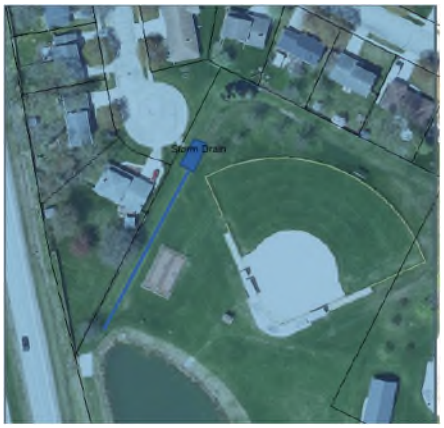
PROJECTED COST: $35,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	$35,000	100%
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

We are proposing a storm drain extension on the Northwest side of Optimist Park. There is a drainage ditch that runs along the north side of property and then eventually south to the retention pond. At the northeast corner of the park there is access to the park off of S. Superior Street, however at the crossing it is often wet from standing water making access to the park difficult. Park users have built make shift bridges to cross the area, of which are often times not safe or compliant with building codes/ADA/etc… We are proposing storm drain to alleviate the standing water in this area and also create an easier access/passage into the park.



PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 10 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Replacement of playground at Rainbow Park.

NEW: or **REPLACEMENT: X**

PROJECTED COST: $150,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$150,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The playground at Rainbow Park was constructed in 1998 and is now 26 years old. Commercial playground equipment is recommended to last about 20 years. We recommend replacing the playground and create an ADA accessible route to the facility. We would also recommend the use of Poured in Place or Turf fall surface versus engineered wood fiber due to the high volume of use the facility receives.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 3 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2024 - 2030

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Park Dept. Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

ADA Sidewalk and Hard Surface replacement program

NEW: **or** **REPLACEMENT: X**

PROJECTED COST: $ 25,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$25,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

As part of the City's Accessibility Audit conducted and completed in 2012, the City has identified the need to replace sidewalks throughout the park system in an effort to come into compliance with the American with Disabilities Act requirements. Funding will incrementally replace current sections of sidewalk (in our park system) that do not have an appropriate cross or running slope.

In addition, we will also use this program to replace sidewalk or hard surface areas identified by our Engineering Department for repair/replacement.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 1 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2024 - 2030

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 1, 2024

DESCRIPTION OF PROJECT

Crackfilling and Sealcoating program

NEW: or **REPLACEMENT: X**

PROJECTED COST: $25,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$25,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

In an effort to extend the life of our parking lots and blacktopped surfaces, we would like to begin a yearly program that works with our Engineering Division to crackfill and/or sealcoat a portion of our surfaces on a regular basis. The project would be integrated into the Engineering Divisions City yearly wide crackfill and sealcoat project.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 2 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Voyageur Park accessibility repairs to dock, pathway and concrete along the water front

NEW: or **REPLACEMENT: X**

PROJECTED COST: $225,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$225,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

With the continuing improvements to Voyageur Park we are suggesting to continue with such improvements to make key areas of the park accessible. Right now we have several concerns with accessibility of the park. First, the permanent wooden dock that aids in the transition of people accessing the floating docks has deteriorated badly and is in need of a full replacement. Second, the concrete area along the shoreline has sunk and is in need of review and likely mudjacking. Last the accessibility down to the docks is in question due to the slope/grade of the pathway coming down to the dock. This needs to be analyzed and designed to provide for an ADA compliant access down to the docks.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 4 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Voyageur Park Dumpster Enclosure

NEW: X or REPLACEMENT:

PROJECTED COST: $75,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$75,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

With the addition of the Nelson Pavilion and the Canoe/Kayak Launch, the park continues to be activated. Attendance and larger events continue to navigate to the park, and this is in addition to the growing popularity of the park for the general park user (ie. Playground, walks, Riverwalk, etc…). With the growing popularity and use comes garbage. We currently handle garbage by our utilizing standard trash and recycling carts then having our DPW operation come and pick the cans. However, we are starting to have an extensive number of cans which makes it challenging to find an appropriate location for the trucks to pick them. In addition, we have a growing number of people that dump large amounts of personal garbage in our cans because they are conveniently located in the parking lot. A dumpster will help on multiple levels for keeping the park clean and allow for efficient removal.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 16 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Replacement of doors at VFW Softball Building

NEW: or REPLACEMENT: X

PROJECTED COST: $6,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$6,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The building that serves the VFW Softball Field has three doors that are all in deteriorating condition. Two of the doors are for the restrooms and are single stall restrooms which require the user to lock the door from the inside.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 5 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Replace roof on VFW Shelter #2

NEW: or **REPLACEMENT: X**

PROJECTED COST: $11,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$11,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Our maintenance staff has indicated the roof on VFW Shelter #2 has deteriorated and should be replaced. We are recommending a metal roof overlay.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 6 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Park Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Wilson Park redevelopment

NEW: or **REPLACEMENT:**

PROJECTED COST: $175,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$175,000	
100%		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The Board of Park Commissioners went through a lengthy process to develop a master plan for Wilson Park. Total improvements to the park is estimated to be $175,000, which include a walking path, lighting, landscaping and features to emphasize the park as a passive recreation park.

This project is being proposed to move forward, but only if grants are available or donations come forward.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 11 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Replacement of roof on Braiser Park Shelter

NEW: or REPLACEMENT: X

PROJECTED COST: $13,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$13,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The roof at Braiser Park Shelter is in need of replacement. Instead of replacing the roof, we suggest doing a metal roof overlay which has a significantly longer life expectancy versus us removing the shingle and replacing with a shingled roof again.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 7 Goal No.

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

Deleted

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Development of Waterview Heights Neighborhood Park

NEW: X or REPLACEMENT:

PROJECTED COST: $250,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND	$250,000	100%
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Waterview Heights is one of De Pere's newer developing residential areas. A neighborhood park was approved and designed to be part of the overall developing area. By the end of 2024, one of the streets bordering the park shall be installed and staff has been getting asked when the park will be developed. While we will plan to do an outreach to the area for input on park planning, the park is intended to be a passive recreation park and is not intended to host active athletic fields. The proposed money will cover playground, landscaping, sidewalk, drainage, and sign.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 12 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

Deleted

PROPOSED BY: Park Dept. Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

LED Replacement program in Parks

NEW: or **REPLACEMENT: X**

PROJECTED COST: $15,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**$15,000**	**100%**
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

In an effort to improve our energy efficiency through the park system, we have created a yearly investment into switching over standard park lighting to LED lighting.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **18** **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

Deleted

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Installation of Pickle Ball facility

NEW: X or REPLACEMENT:

PROJECTED COST: $250,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	$250,000	100%
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

We have been receiving quite a few comments and requests for the addition of new Pickle Ball courts. We currently have two at Legion Park and two at VFW Park which has sufficed for the short term, however the sport continues to gain popularity in our City and region. Staff is proposing the addition of a new Pickle Ball court facility, however a location has yet to be determined. The facility in the size of 4-6 courts would be recommended.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 17 Goal No.

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

Deleted

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Nelson Pavilion – Aluminum Railing extension

NEW: X or REPLACEMENT:

PROJECTED COST: $20,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	$20,000	100%
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

As we opened the new Nelson Pavilion we learn of items to help enhance the facility. While the railing is designed to be removable, the railing sections weigh over 300lbs. This will ultimately cause a unique challenge in the convenient removal of the railings for City Band and/or large music performances. We are proposing acquiring 6 Aluminum sections of railing that match our current railing. These aluminum sections will be half the weight of a steel railing and be convenient and easy to remove. The steel railing sections will then be added to the current railing and help enclose the patio area which ultimately aids in rentals and keeping events private.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 15 Goal No.

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

Deleted

PROPOSED BY: Park Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Nelson Pavilion – Epoxy Floor in multi-purpose room

NEW: X or REPLACEMENT:

PROJECTED COST: $20,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	$20,000	100%
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

We are recommending the installation of an epoxy floor for the multi-purpose room of the Nelson Family Pavilion. The floor is currently smooth concrete, however an epoxy floor would add to the attractiveness of the facility for renting as well as preserving the longevity of the floor.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 19 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Nelson Pavilion – Steps to lower level/bowl area

NEW: X or REPLACEMENT:

PROJECTED COST: $16,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$16,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

As we opened the Nelson Pavilion and observed how and where people move around the facility. It was made apparent there is a fair amount of traffic between the patio and the lower level bowl area. In order to get to the "bowl" you must navigate down a rather steep slope of green space. Providing a set of steps to the bowl will provide an option for people to safely navigate down to the bowl or up to the patio.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 13 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Park Dept Staff

DATE PREPARED: August 11, 2024

DESCRIPTION OF PROJECT

Replacement of Patriot Park Sign

NEW: or REPLACEMENT: X

PROJECTED COST: $7,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	$7,000	100%
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Since the new branding initiative we have tried to incrementally update our park signs as they deteriorate. Patriot Park sign is starting to erode at the base and staff is worried about its long term maintenance.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 14 Goal No.

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Staff

DATE PREPARED: August 1, 2024

DESCRIPTION OF PROJECT

Replacement of Ticket Machine at Perkofski Boat Launch

NEW: **or** **REPLACEMENT: X**

PROJECTED COST: $ 20,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	20,000	100
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

We are recommending the replacement of the Ticket Machine at Perkofski Boat Launch for multiple reasons. First, the machine was installed back in over 10 years ago now and is showing signs of deterioration. Second, the machine is technically designed for car washes and not for Boat Launches. This design has caused some problems with how people use the machine and causing paper jams. Last, we have encountered several problems with the machine and its proprietary credit card processing system. We are required to go through a specific vendor to process credit card transactions and this causes a rather high processing fee for the City. Ideally, we would like to find a Ticket machine that allows us to use our current credit card processing company so that service and transaction fees are kept to a minimum.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **1** **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Staff

DATE PREPARED: August 1, 2024

DESCRIPTION OF PROJECT

Repairs to Voyageur Park Docks

NEW: **or** **REPLACEMENT: X**

PROJECTED COST: $ 15,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	15,000	100
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Staff is recommending some repairs and maintenance is performed on the docks at Voyageur Park. The docks were refurbished approximately 10 years ago and are showing some signs of deterioration. While in overall general good condition, the docks have components that are deteriorating and should be replaced/repaired to ensure the docks have a long life before a major overhaul or replacement.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **2** **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Staff

DATE PREPARED: August 1, 2024

DESCRIPTION OF PROJECT

Refabricate Bucket Truck to fit Forestry operations

NEW: **or** **REPLACEMENT: X**

PROJECTED COST: $135,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**135,000**	**100**
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Building Maintenance acquired a new bucket truck due to the inability of Truck 64 to work/lift street lighting. Instead of getting rid of this truck, we requested to keep the truck and refabricate it for Forestry operations. The refabricated truck would come in very useful for year round use in several areas. First, it is a smaller truck which will aid in efficient pruning of smaller trees. Our larger lift truck requires a fair amount of set up. In addition, now with the addition of our Forestry Supervisor…it provides us a second lift truck an arborist can use for lower level pruning. Last, it allows us to raise/change banners more efficiently through the use of two lift trucks.

Refabricating the lift truck includes insulating the boom and installing a security grate over the cab.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **1** **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Staff

DATE PREPARED: August 1, 2024

DESCRIPTION OF PROJECT

Robotic Mower Acquisition

NEW: X or REPLACEMENT:

PROJECTED COST: $13,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**7,000**	**100**
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Staff would like to acquire and conduct a pilot program robotic mowers in select locations of the City. A robotic mower is a small mower that operates on GPS, is self operated, and runs off a scheduled program to cut a defined area of grass. The robotic mower does not require staff to operate, however does require staff to periodically check for issues, breakdowns, obstacles, etc… We believe the robotic mowers can be a useful and effective component to our mowing operation by focusing on athletic fields that are fenced in (ie. Kelly Danen, Gandrud Field, Optimist park ball fields). We mow our general park areas 1x per week, however try to mow our athletic fields 2-3X per week to allow for a more playable and consistent surface. Implementing a robotic mower would allow us to not have to make special trips to a park/location to mow an athletic field, thus saving time, money and allowing our staff to focus on other tasks. The samples we are looking at do not require a monthly subscription or service charge.

Benefits of the mower include: operates in rain, operate 7 days a week, can schedule any program we wish (our plan would be to schedule mowing 11p – 7am mowing every day when the park is closed), has sensors to go around obstacles, reduced staff time, consistent playing field.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 7 Goal No.

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Staff

DATE PREPARED: August 1, 2024

DESCRIPTION OF PROJECT

Replace #307 (6 ft mower)

NEW: or REPLACEMENT: X

PROJECTED COST: $40,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**40,000**	**100**
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Staff is recommending the replacement of 307, our 6ft rear turning mower. It is a 2002 and is currently scored as a 28 in our Fleet Maintenance condition scoring. This falls in the category of "needs immediate consideration". Our intent is to replace the rear turning mower with a Zero Turn mower and trailer which are combined less expensive than a rear turn mower.

Staff have tried and experimented with these mowers and feel it is a good time to place into our fleet.

Mechanics Equipment/Vehicle Scoring System

under 18	**Condition I**	**Excellent**
18 to 22	**Condition II**	**Good**
23 to 27	**Condition III**	**Qualifies for Replacement**
28 and above	**Condition IV**	**Needs immediate consideration**

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **6** **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Staff

DATE PREPARED: August 1, 2024

DESCRIPTION OF PROJECT

Park/Forestry Administration vehicle acquisition

NEW: X or REPLACEMENT:

PROJECTED COST: $50,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**50,000**	**100**
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

With the addition of the Forestry Supervisor, we are in need of an additional administrative vehicle. Our intent is to have our Forestry Supervisor use Truck 8, which is the vehicle used by our Park Superintendent. We would then look to acquire a Hybrid vehicle similar to the Ford Maverick of our Street Superintendent for the Park Superintendent. The Forestry Supervisor requires an administrative vehicle as he will be serving in the capacity of our City Forester. This requires him to navigate the city and inspect trees and answer to residents. Our Park Superintendent also requires an administrative vehicle for the purpose of inspecting parks, week complaints, sidewalk complaints, work quality of staff, park projects, meeting with park users, etc…

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **4** **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 – 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: **Staff**

DATE PREPARED: **August 1, 2024**

DESCRIPTION OF PROJECT

Replacement of Car #11

NEW: **or** **REPLACEMENT: X**

PROJECTED COST: $ 50,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**50,000**	**100**
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Car #11 is a hybrid Toyota Prius used by administration. The vehicle is a 2008 (16 years old) with close to 70,000 miles, and currently has a condition score of 26 which ranks high in the "Qualifies for replacement" category.

Mechanic staff raised concern over the underside of the vehicle which appears to be progressively rusting out. In addition, there has been repetitive brake issues with the vehicle along with odors (from mice) that have not been able to be eliminated.

Projected repair costs:

Complete brake assembly	$1,200	
Wheel bearing hubs	$ 800	
Suspension/Subframe replacement	$3,000	
Battery replacement	$3,100	
Total		8,100

Mechanics Equipment/Vehicle Scoring System

under 18	**Condition I**	**Excellent**
18 to 22	**Condition II**	**Good**
23 to 27	**Condition III**	**Qualifies for Replacement**
28 and above	**Condition IV**	**Needs immediate consideration**

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 5 **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Staff

DATE PREPARED: August 1, 2024

DESCRIPTION OF PROJECT

Replace #207 (3/4 Ton – Crew Cab pick up)

NEW: or REPLACEMENT: X

PROJECTED COST: $75,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**75,000**	**100**
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Staff is requesting the replacement of Truck 207, which is a 2006 Four wheel drive ¾ Ton pick up that is currently scored as a 27 in our Mechanics ranking system. This is at the top level of "Qualifies for replacement" and will shortly be in "needs immediate consideration". The truck is used extensively during the spring, summer and fall for maintaining our restrooms. It is also used extensively in the winter and serves as our main truck for our "hand route", which also includes some plowing. Lastly, it is a crew cab which affords us the ability to stock supplies inside, as well as use the vehicle for transporting more than two individuals when jobs require (thus saving on fuel).

Projected repair costs:		
Fuel lines	$ 800	
Brake lines	$1,000	
Oil leak	$ 300	
Front drive axle rebuild	$3,000	
Total		$5,100

Mechanics Equipment/Vehicle Scoring System

under 18	**Condition I**	**Excellent**
18 to 22	**Condition II**	**Good**
23 to 27	**Condition III**	**Qualifies for Replacement**
28 and above	**Condition IV**	**Needs immediate consideration**

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 3 Goal No.

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Staff

DATE PREPARED: August 1, 2024

DESCRIPTION OF PROJECT

Replace Truck 7 (1/2 Ton Truck)

NEW: or REPLACEMENT: X

PROJECTED COST: $45,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND	**45,000**	**100**
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Staff is recommending the replacement of Truck 7, which is a 2002 ½ Ton Pick up Truck. It currently scores a 31 in our Fleet Maintenance condition scoring. This falls in the category of "needs immediate consideration". The truck has a number of issues, but has an ongoing issue with the ABS brake system which causes a safety concern.

Projected repair costs:

Box replacement	$16,000
Full brake replacement	$ 3,000
ABS control module	$ 1,100
Total	$20,100

Mechanics Equipment/Vehicle Scoring System

under 18	**Condition I**	**Excellent**
18 to 22	**Condition II**	**Good**
23 to 27	**Condition III**	**Qualifies for Replacement**
28 and above	**Condition IV**	**Needs immediate consideration**

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **2** **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

Deleted

PROPOSED BY: Staff

DATE PREPARED: August 1, 2024

DESCRIPTION OF PROJECT

Legion Pool Technical Design, Bid and Construction management

NEW: X or REPLACEMENT:

PROJECTED COST: $ 475,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	475,000	100

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The tentative plan laid by the City for Legion Pool was to begin Technical design in 2025. This would allow for demolition and construction of a new pool in 2026, with opening of the facility in 2027. This project would include the hiring of a consultant to design the pool with all technical specifications, coordinate the bidding of the facility, and then ultimately provide construction oversight and management.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 1 Goal No.

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Staff

DATE PREPARED: August 1, 2024

DESCRIPTION OF PROJECT

Repair/refurbish Legion Pool Boiler

NEW: **or** **REPLACEMENT: X**

PROJECTED COST: $ 15,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	15,000	100
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Maintenance staff have indicated the boiler at Legion Pool is in need of repairs/updates. The boiler needs to have the burners removed and cleaned, replace two circulating pumps, and replace the burner housing.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **4** **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 – 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Staff

DATE PREPARED: August 1, 2024

DESCRIPTION OF PROJECT

Replacement holds for Water Wall at VFW Pool

NEW: X or REPLACEMENT:

PROJECTED COST: $ 6,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	6,000	100
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

We are recommending the replacement of the hand holds on the Climbing Wall of VFW Pool to remedy safety concerns. We have come to understand the hand holds on the Climbing Wall at VFW continue become loose and do not retain their tightening. After consulting with the manufacturer we were informed the hand holds can wear out and should be replaced as this can cause safety concerns. The replacement hand holds are supposed to last 5 years or longer.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 2 Goal No.

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Staff

DATE PREPARED: August 1, 2024

DESCRIPTION OF PROJECT

Replacement VFW Freezer (acquisition of 2 chest freezers)

NEW: **or** **REPLACEMENT: X**

PROJECTED COST: $ 7,000

PROPOSED METHOD OF FINANCING	$	%
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	7,000	100
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Currently we have several different freezers at VFW Pool to hold all our frozen product. One of the freezers is a chest freezer which we believe to be over 25 years old and is need of replacement. Two freezers are up right commercial freezers, however they are not doing a good job of maintaining temperature. Through failures and the inability to maintain temperature the above referenced freezers have been responsible for several major losses of product. We are recommending the replacement of the old chest freezer and the purchase of an additional chest freezer. In addition, we would then recommend using the two up right commercial freezers for long term product storage (ie. Where the door is not opened frequently.).

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION 3 **Goal No.**

2025 STREET MANAGEMENT

IMPROVEMENT	ASSESSABLE	NON-ASSESSABLE	OUTSIDE FUNDING	TOTAL COST
Crackfill/Patch/Repair	$0	$270,000	$0	$270,000
Resurfacing	$0	$941,276	$58,311	$999,587
Sidewalk	$122,400	$115,000	$0	$237,400
Concrete Street Rehabilitation	$0	$575,000	$0	$575,000
Merrill Street Reconstruction	$0	$535,000	$0	$535,000
Northeast Street Reconstruction	$0	$960,000	$0	$960,000
Main Avenue and Reid Street Pavement Replacement Design	$0	$50,000	$200,000	$250,000
Broadway Pavement Resurface	$0	$13,800	$41,400	$55,200
Alley Reconstruction	$0	$56,000	$0	$56,000
Total	$122,400	$3,516,076	$299,711	$3,938,187

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Street Management – Street Maintenance and Repair – Crackfilling/Concrete Patching/Asphalt Patching/Curb Repair at various locations. Work anticipated includes the following types of work, approximate quantities, and costs:

Crackfilling	80,000 LF	$120,000
Concrete Patching	1,200 SY	$40,000
Asphalt Patching	1,500 SY	$30,000
Curb Repair	6,000 LF	$30,000
Colored Concrete Sealing	50,000 SF	$50,000

NEW: or REPLACEMENT: X

PROJECTED COST: $270,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**$270,000**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The purpose of this project is to maintain the existing street system, thereby extending its maximum useful life. The amount of the proposed maintenance work and corresponding dollar amount conforms to the recommendations of the City of De Pere Pavement Management Plan. Crackfilling is intended to be done at the 3rd and 9th year on streets that have been resurfaced and the 6th and 12th year on streets that have been reconstructed. Additional crackfilling is done on streets that are in the six year rotation and rated 7 above. Colored concrete sealing is completed around 5 years after the previous sealing.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Street Management – Resurfacing – Various locations. Work anticipated includes overlay of the following streets, the length, and year of last overlay:

Street	From	To	Length	Last Overlay	Rating
Adams Street	Irwin Street	Ridgeway Boulevard	1003	2003	5
Martin Street	South End	Butler Street	685	2005	5
Nick Lane	Cul de Sac	Lemon Lane	779	2003, 2006	5, 7
Old Ivy Court	Waterview Road	Cul de Sac	466	2002	6
O'Keefe Road	Broadway Street	Red Wing Trail	1,942	1998	4,5
Old Ivy Road	Lantern Lane	Waterview Road	310	2002, 2004	6,7
Pleasant Place	Third Street	Cul de Sac	437	1995	4
Samantha Street	Stock Lane	Meneau Drive	1,275	2003	5
Washington Street	Braisher Park	Ridgeway Boulevard	346	1996	3
Waterview Road	Red Tail Glen	Lost Dauphin Road	1,395	2001, 2002, 2004	5, 6
Total			8,638		

NEW: or REPLACEMENT: X

PROJECTED COST: $999,587

PROPOSED METHOD OF FINANCING		**$**	**%**
GENERAL FUND			
CAPITAL IMPROVEMENTS FUND			
GENERAL OBLIGATION DEBT			
SPECIAL ASSESSMENT			
GRANTS - LRIP		**$58,311**	
OTHER	**Property Tax**	**$941,276**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The purpose of this project is to maintain the existing street system, thereby extending the maximum useful life. The amount of the proposed resurfacing corresponds to funding available.

The cul de sac on Nick Lane is rated a 7. This is added in with the block of Nick Lane from Meneau Drive to Lemon Lane because trucks will need to access the cul de sac over the resurfaced section in the future.

Half of the block on Old Ivy Road is rated a 6 and half is rated a 7. These two halves are being grouped together.

O'Keefe Road is half City and half Town of Ledgeview. This will be split approximately 50/50.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Street Management – Sidewalks – Various locations. Work anticipated includes the following types of work and costs:

Item	Cost	Engineering & Admin
New Sidewalk Orders-special charge	$12,000	$2,400
Sidewalk Repairs-special charge	$90,000	$18,000
City Repairs – Ramps, Tree impacts (Includes Mudjacking and Grinding)	$115,000	

NEW: or REPLACEMENT: X

PROJECTED COST: $237,400

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**$115,000**	
SPECIAL ASSESSMENT	**$122,400**	
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The proposed construction includes the construction of new sidewalks and ramps at various locations, plus the replacement of defective walks and ramps in the repair area. The new construction is to complete construction of sidewalks in areas that the Common Council has ordered new installation. The ramps will be installed at various intersections where adjacent development has occurred. The replacement of defective sidewalks is part of an ongoing 8-year program cycle for the entire City. The 2025 repair area is on the west side and bounded by the west municipal limits, north municipal limits, the railroad tracks on the east, and Grant Street on the south.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: JULY 29, 2024

DESCRIPTION OF PROJECT

Street Management – 2024 Concrete Street Rehabilitation – Concrete pavement repairs including full panel patches, partial depth patching, and cross-stitching cracks.

Street	From	To	Age
American Boulevard	Biotech Way	Southbridge Road	25
Destiny Drive	Rockland Road	STH 32/57	25
Profit Place	Cul de Sac	North End	25

NEW: or REPLACEMENT: X

PROJECTED COST: $575,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**$575,000**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The purpose of this project is to maintain the concrete pavement on streets in the City, thereby extending its maximum useful life. A major rehabilitation of concrete streets is completed approximately 25 years after construction. The goal is to extend the overall pavement life to 40 years or greater.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: JULY 29, 2024

DESCRIPTION OF PROJECT

Street Management – Merrill Street Reconstruction – This work involves reconstruction on several streets on the northeast side of De Pere as listed below.

Location	From	To	Length	Last Overlay	Rating
Merrill Street	Broadway Street	Erie Street	1770	2005	3, 4, 5

NEW: or REPLACEMENT: X

PROJECTED COST: $535,000

PROPOSED METHOD OF FINANCING **$** **%**

GENERAL FUND	
CAPITAL IMPROVEMENTS FUND	
GENERAL OBLIGATION DEBT	**$535,000**
SPECIAL ASSESSMENT	
GRANTS	
OTHER	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Merrill Street has been planned for reconstruction due to the large cross slopes, deteriorated curb and asphaltic concrete pavement. Several of the segments are now rated 3. Additionally, the amount of annual patching due to potholes continues to increase. Water services and sanitary laterals will be replaced as part of the project. Storm sewer and/or laterals will be constructed as part of the project to collect sump pump and storm water runoff.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: JULY 29, 2024

DESCRIPTION OF PROJECT

Street Management – Northeast Street Reconstruction – This work involves reconstruction on several streets on the northeast side of De Pere as listed below.

Location	From	To	Length	Last Overlay	Rating
Oakdale Avenue	Ridgeway Drive	North End	1048	1997	2, 4
Randall Avenue	Broadway Street	Glenwood Avenue	1365	1997	3, 4, 5
Talbot Avenue	Ridgeway Boulevard	Glenwood Avenue	882	1997	3

NEW: or REPLACEMENT: X

PROJECTED COST: $960,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**$960,000**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Randall Street, Oakdale Avenue, and Talbot Avenue have been planned for reconstruction due to the deteriorated curb and asphaltic concrete pavement. Several of the segments are now rated 2 and 3 due to the poor condition of the pavement. The Street Department needed to complete a lot of temporary patching this year due to the deteriorated condition. The utilities in the area are deteriorated and require replacement, including cast iron water main that has had multiple breaks. Additionally, this is an area where there are wastewater flows during rain events, which indicates high inflow and infiltration of clear water into the sewer system. Storm sewer and/or laterals will be constructed as part of the project to collect sump pump and storm water runoff.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Street Management – Main Avenue and Reid Street Pavement Replacement -WisDOT Project 4190-17-00/71/72 – Partial Engineering for the pavement replacement project on Main Avenue and Reid Street being led by WisDOT.

NEW: or REPLACEMENT: X

PROJECTED COST: $250,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**$50,000**	
SPECIAL ASSESSMENT		
GRANTS (Reimbursement for Real Estate Services)	**$50,000**	
OTHER	**$150,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

WisDOT and the City have entered into a State/Municipal Agreement for the pavement replacement of Main Avenue and Reid Street. As part of the agreement, there is a 75-25 match for Preliminary Engineering. The lead design time on WisDOT projects is several years. The overall preliminary design engineering is estimated to be $1,394,000 with a $1,045,500 in State funding and $348,500 in City funding. The City has bonded $300,000 since 2022 for partial design. The amount included in the worksheet is estimate for the City's 2024 fiscal year. Unless there is an amended SMFA, the City's portion of preliminary design will be bonded.

The City of De Pere is responsible for acquiring right of way/easements for the WisDOT project. The acquisition will occur in 2026. In 2025, the City will hire a consultant to acquire parcels. This cost is reimbursed by WisDOT. This has been listed above as a "Grant" because the City will bond for it and then submit for reimbursement.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Street Management – Broadway Street Pavement Resurfacing from Cook Street to Merrill Street -WisDOT Project 4085-65-07/72 – Partial Engineering for the pavement resurfacing project on Broadway Street being led by WisDOT. This project is scheduled for 2027 construction.

NEW: or REPLACEMENT: X

PROJECTED COST: $55,200

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**$13,800**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER	**$41,400**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

WisDOT and the City have entered into a State/Municipal Agreement for the pavement resurfacing of Broadway Street from Cook Street to Merrill Street. The construction work is scheduled for 2027. As part of the agreement, there is a 75-25 match for Preliminary Engineering. The lead design time on WisDOT projects is several years. The City has bonded $19,550 since 2024 for the partial design. Unless there is an amended SMFA, the City's portion of preliminary design will be bonded.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Street Management – Alley Reconstruction – Various locations. Work anticipated involves reconstructing alleys to improve drainage and pavement structure.

Alley (Between)	From	To	Length	Rating
Ontario and Winnebago	Charles Street	George Street	361	3

NEW: or REPLACEMENT: X

PROJECTED COST: $56,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	**$56,000**	
SPECIAL ASSESSMENT		
GRANTS		
OTHER		

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The purpose of this project is to maintain the existing alley system. The alleys are used for access to residents and businesses. Alleys have been included because they have deteriorated to a rating of 3.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

2025 SEWER MANAGEMENT

IMPROVEMENT	ASSESSABLE	NON-ASSESSABLE	OUTSIDE FUNDING	TOTAL COST
Televise/Repair	$0	$560,000	$67,500	$627,500
Sewer Lining and Repair	$0	$266,000	$0	$266,000
Sewer Lining Easements and Alleys	$0	$160,000	$0	$160,000
Manhole Rehabilitation and Pipe Joint Repair	$0	$90,000	$0	$90,000
Foundation Drain Disconnection Program	$0	$200,000	$0	$200,000
Full Lateral Relay Program	$0	$100,000	$0	$100,000
Replace Sewer Camera Equipment	$0	$60,000	$0	$60,000
TOTAL	$0	$1,436,000	$67,500	$1,503,500

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Sewer Management – Televising/Repair – Repair is completed at various locations, most of which will correlate to the current and future street maintenance program. This work will include televising, and after review, performing necessary repairs to the sewers and structures that are located on streets scheduled for overlay and/or reconstruction. This work includes rehabilitation on sewers and structures that are identified during daily operation of the sewer systems and may be outside of the future street maintenance program. Televising is completed on streets that are in the 5-year capital improvement program and other sanitary sewers in the City. Construction activities anticipated includes the following types of work, approximate quantities, and costs:

Televising and Cleaning	10,000 LF	$20,000
Sewer and Manhole Repair	Resurfacing and Reconstruction	$567,500
Sewer and Manhole Repair	Resurfacing Only	$20,000
Sewer and Manhole Repair	Alley Reconstruction	$20,000

NEW: or REPLACEMENT: X

PROJECTED COST: $627,500

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS – WisDOT 90% Match	**$67,500**	
OTHER Sewage Revenue Fund	**$560,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Sewer repair is an integral part of street maintenance. By performing repairs of deteriorated pipes and structures prior to the resurfacing, or structure failure, emergency repair excavations into new street surfaces should be minimized. Additionally, repairs may be made to sewers outside of the street maintenance program. Repairing deteriorated pipes and structures is important to prevent sewer system failure. The sanitary sewer televising program will identify maintenance issues in the sanitary sewer to better allocate construction dollars and minimize sanitary sewer blockages and backups. A big component of this worksheet is repairing sanitary laterals in conjunction with the water main/service relay.

Sanitary relay is required for the I41 and CTH GV intersection. The relay is 90% funded by WisDOT. The 90% match is shown above as a grant.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Sewer Management – Sewer Lining and Repair – Sanitary sewer lining or relay as determined by televising program and street resurfacing program. Emphasis is placed on lining sewers that are in the proposed street resurfacing program for the next two years.

NEW: or REPLACEMENT: X

PROJECTED COST: $266,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	**Sewage Revenue Fund $266,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Sanitary sewers are televised prior to street resurfacing. Sewer sections determined to be in poor quality are to be lined/replaced prior to resurfacing the street. Additionally, sewers that are found to be deteriorated in areas where pavement is not being replaced or access is difficult are lined. The cost of sewer lining is significantly less than replacing the sewer when restoration costs are included.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Sewer Management – Sewer Lining of Easements and Alleys – Line sanitary sewers in easements and alleys

NEW: or REPLACEMENT: X

PROJECTED COST: $160,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	**Sewage Revenue Fund $160,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The City has approximately 53,000 feet of clay and concrete pipe located in alleys and easements. Over the last several years, we have allocated additional funds to line some of these areas. Because many of these sewers are located outside of the street resurfacing program, they have not been lined. The goal of this project is to allocate additional sewer funds over the next ten years to line these sewers. Many of these sewers are located in areas that are extremely difficult to relay through traditional techniques such as open cut construction.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Sewer Management – Manhole Rehabilitation and Pipe Joint Repair – Work anticipated includes Manhole Rehabilitation and Pipe Joint Repair of the following types:

Manhole Rehab (spray on liner, grout, replace rings and castings) - $50,000
Pipe Joint Repair - $40,000

NEW: or REPLACEMENT: X

PROJECTED COST: $90,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	**Sewage Revenue Fund $90,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Deteriorated and leaking manholes are identified during sewer system review each year that require repair. Deteriorated manholes can lead to street failures, while deteriorated and leaking manholes and pipes contribute to clear water infiltration in the sanitary sewer system. There is a significant amount of inflow and infiltration into the City's sanitary sewer which increases the City's wastewater treatment costs.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Sewer Management – Foundation Drain Disconnection Program (FFDP) – In 2024, the City updated the ordinance in 2024 to require disconnection of foundation drains and require sump pumps for applicable properties through the City. The City implemented the Foundation Drain Disconnection Program in preparation for this ordinance change. This program reimburses property owners for disconnecting the foundation drain from the sanitary sewer and installing a sump pit and pump and discharging to grade. The proposed reimbursement rate is 50% of eligible costs. The allocation included is for the City's match.

FFDP Funding $200,000

NEW: X or REPLACEMENT:

PROJECTED COST: $200,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	**Sewage Revenue Fund $200,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The City of De Pere has significant clear water flows into the sanitary sewer system. Houses constructed prior to 1973 were not required to install sump pumps. Many of those properties have foundation drains for ground water that discharge to the sanitary sewer. The wastewater from the City's collection system discharges into the Green Bay Metropolitan Sewerage District (GBMSD) wastewater treatment facility located in West De Pere. The City of De Pere pays GBMSD for wastewater treatment based on five different parameters, one of which is the volume of flow. The City pays GBMSD to treat inflow and infiltration (I&I) from clear water into the sanitary sewer system. In addition to this charge, GBMSD has experienced high flows during wet weather events. The treatment plant is not designed for such high flows. If clear water is not reduced by municipalities, significant treatment plant upgrades will be required which will increase wastewater treatment rates.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Sewer Management – Full Lateral Replacement Program – This program provides a 50% reimbursement match for property owners who complete full lateral replacement with plastic pipe through pipe bursting or lining. The allocation included is for the City's match. This is a voluntary program. The goal of the match is to encourage property owners to replace an entire deteriorated sanitary lateral rather than a spot repair that will still leak.

Full Lateral Replacement $100,000

NEW: X or REPLACEMENT:

PROJECTED COST: $100,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	**Sewage Revenue Fund $100,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The City of De Pere has significant clear water flows into the sanitary sewer system. The City of De Pere operates and maintains a sanitary sewer system which includes over 100 miles of gravity sewers and two lift stations. Studies estimate that there are approximately the same number of miles of private sewer and laterals. The City maintains the public sewer through cleaning, televising, reconstructing, lining, and sealing leaks. Private laterals are the responsibility of the private property owners and many times not maintained. A significant amount of clear water is estimated to come from private laterals. For instance, as the City seals leaks around the main, the water table will increase until a point where a leak occurs on the private laterals. The goal of the program is to provide an incentive for property owners to repair their entire lateral with pipe bursting or lining.

The wastewater from the City's collection system discharges into the Green Bay Metropolitan Sewerage District (GBMSD) wastewater treatment facility located in West De Pere. The City of De Pere pays GBMSD for wastewater treatment based on five different parameters, one of which is the volume of flow. The City pays GBMSD to treat inflow and infiltration (I&I) from clear water into the sanitary sewer system. In addition to this charge, GBMSD has experienced high flows during wet weather events. The treatment plant is not designed for such high flows. If clear water is not reduced by municipalities, significant treatment plant upgrades will be required which will increase wastewater treatment rates.

PROJECT RANKINGS

CITY COUNCIL
STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 7-25-2024

DESCRIPTION OF PROJECT

Replace existing sewer camera equipment.

NEW: or REPLACEMENT: X

PROJECTED COST: $ 60,000

PROPOSED METHOD OF FINANCING **$** **%**

GENERAL FUND
CAPITAL IMPROVEMENTS FUND
GENERAL OBLIGATION DEBT
SPECIAL ASSESSMENT
GRANTS
OTHER **Wastewater Utility = $ 60,000**

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The sewer camera was replaced in 2024. Originally, when we budgeted for the camera replacement the City was told the existing computer and equipment did not need to be replaced. The camera is utilized on a regular basis to televise and inspect our sanitary sewers and without the updates limits the City in televising. The intent would be to upgrade the computer system and all necessary equipment so the new sewer camera will function propertly.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

2025 WATER SYSTEM MANAGEMENT

IMPROVEMENT	ASSESSABLE	NON-ASSESSABLE	OUTSIDE FUNDING	TOTAL COST
Water Main Relay	$0	$1,230,000	$315,000	$1,545,000
TOTAL	$0	$1,230,000	$315,000	$1,545,000

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Water Distribution Management – Water Main System Relay – Water main relay is completed at various locations in the City based on age of pipe, materials, poor performance (breaks, poor flow characteristics) and street resurfacing and reconstruction.

Anticipated work for 2025 is as follows:

Street	From	To	Size	Material
I41-CTH GV			12”	PVC
Adams Street	Irwin Street	Ridgeway Boulevard	6”	CI
Grant Street	Ninth Street	Suburban Drive	10”	CI
Martin Street	Termini	Butler Street	6”	CI
Pleasant Place	Third Street	Termini	2”	CI
Oakdale Avenue	Ridgeway Drive	North End	6”	CI
Randall Avenue	Oakdale Avenue	Talbot Avenue	4”, 6”	CI
Talbot Avenue	Ridgeway Boulevard	Randall Avenue	6”	CI
Washington Street	Braisher Park	Ridgeway Boulevard	6”	CI

Additional comments on water main work includes:
Water relay for the I41 and CTH GV intersection (90% funded by WisDOT). The 90% match is shown below.
Water relay on Grant Street is being completed in preparation of the pavement rehab being completed by Brown County in 2026.
Water service relay on Merrill Street from Broadway Street to Erie Street
Water relay through Braisher Park with the Washington Street project.

NEW: or REPLACEMENT: X

PROJECTED COST: $1,545,000

PROPOSED METHOD OF FINANCING		**$**	**%**
GENERAL FUND			
CAPITAL IMPROVEMENTS FUND			
GENERAL OBLIGATION DEBT			
SPECIAL ASSESSMENT			
GRANTS – WisDOT 90% Match		**$315,000**	
OTHER	**Water Utility**	**$1,230,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Project involves water main relay at various locations throughout the City which are determined by number of breaks reported by the Water Department and street reconstruction and resurfacing projects. Water main replacement is emphasized in areas where street reconstruction/resurfacing are proposed.

PROJECT RANKINGS

CITY COUNCIL
STAFF RECOMMENDATION **Goal No.**

2025 STORM WATER MANAGEMENT

IMPROVEMENT	ASSESSABLE	NON-ASSESSABLE	OUTSIDE FUNDING	TOTAL COST
Leaf Blower Attachment for Toolcat	$0	$12,000	$0	$12,000
Storm Sewer Televising	$0	$60,000	$0	$60,000
Storm Sewer Repair/Replacement/Installation	$0	$1,062,000	$0	$1,062,000
Storm Sewer Lining	$0	$250,000	$0	$250,000
TOTAL	$0	$1,384,000	$0	$1,384,000

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Public Works

DATE PREPARED: 07-31-24

DESCRIPTION OF PROJECT

Purchase leaf blower attachment for Toolcat.

NEW: X or REPLACEMENT:

PROJECTED COST: $12,000

PROPOSED METHOD OF FINANCING **$** **%**

GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	Storm Water Utility = $12,000	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The leaf blower attachment would be used during leaf collection in the fall to help remove leaves from the street.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Storm Water Management – Televising – Televising is completed on streets that are in the 5-year capital improvement program and storm sewers. There are also storm sewer segments that have not been televised for many years. A storm sewer televising program has been created to televise the storm sewer on a 10-year rotational basis. Construction activities anticipated includes the following types or work, approximate quantities, and costs:

Televising and Cleaning	40,000 LF	$60,000

NEW: or REPLACEMENT: X

PROJECTED COST: $60,000

PROPOSED METHOD OF FINANCING		**$**	**%**
GENERAL FUND			
CAPITAL IMPROVEMENTS FUND			
GENERAL OBLIGATION DEBT			
SPECIAL ASSESSMENT			
GRANTS			
OTHER	**Storm Water Utility**	**$60,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The storm sewer televising program will identify maintenance issues in the storm sewer to better allocate construction dollars and minimize storm sewer blockages and backups.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: July 29, 2024

DESCRIPTION OF PROJECT

Storm Water Management – Storm Sewer Repair/Replacement/Installation – Work includes:
1) Repair and replace storm sewer at various locations around the City with emphasis on the street resurfacing program area ($75,000).
2) Replace/repair storm sewer and install new storm sewer and storm laterals at various locations to eliminate private property drainage problems for existing development ($867,000).
3) Install storm sewer for alley reconstruction to improve drainage ($10,000).
4) Fox River Trail storm sewer repair ($110,000)

NEW: X or REPLACEMENT: X

PROJECTED COST: $1,062,000

PROPOSED METHOD OF FINANCING		**$**	**%**
GENERAL FUND			
CAPITAL IMPROVEMENTS FUND			
GENERAL OBLIGATION DEBT			
SPECIAL ASSESSMENT			
GRANTS			
OTHER	**Storm Water Utility**	**$1,062,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Storm sewer work is completed on street projects in preparation for paving. Sewer repair is an integral part of street maintenance and drainage around the City. By performing replacement/repairs to deteriorated pipes and structures prior to street reconstruction/resurfacing or structure failure, emergency repair excavations into new street surfaces should be minimized. Additionally, new storm sewer and/or storm laterals are installed on resurfacing streets when requested by property owners or in areas of known private property drainage issues. Over the last several years storm laterals have been installed on several streets being resurfaced due to private property drainage issues. The locations are determined based on past drainage issues known to City staff or when requested by property owners. Generally property owners make requests as part of the public notification process in December and January. Current streets identified in 2024 for new storm sewer main and/or laterals include the following:

Adams Street – Irwin Street to Ridgeway Boulevard
Martin Street – South End to Butler Street
Merrill Street – Broadway Street to Erie Street (laterals only)
Oakdale Avenue – Ridgeway Boulevard to North End.
Pleasant Place – Third Street to East End
Randall Avenue – Broadway Street to Talbot Avenue
Talbot Avenue – Ridgeway Boulevard to Glenwood Avenue
Washington Street – Braisher Park to Ridgeway Boulevard

This program has helped to alleviate significant private property drainage issues over the last few years.

PROJECT RANKINGS

CITY COUNCIL
STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: DEPARTMENT OF PUBLIC WORKS

DATE PREPARED: JULY 29, 2024

DESCRIPTION OF PROJECT

Storm Sewer Management – Sewer Lining in Easements – Line corrugated metal storm sewers located in easements

NEW: or REPLACEMENT: X

PROJECTED COST: $250,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER **Storm Water Utility**	**$250,000**	

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The City has approximately 7,500 feet of corrugated metal storm sewer of which, approximately half is in easements. Much of this pipe is old and based on age nearing the end of life. To make matters more challenging, some of these sewers are located in extremely tight areas with structures, including some with garages or pools over the top. The project proposed for 2025 will be lining a 54" storm sewer running in an easement from Broadway Street to the Fox River on Ridgeway Boulevard extended. This storm sewer goes adjacent to a garage and under an inground pool. This project may require open cut cut construction of the storm sewer at the Fox River Trail and into the Fox River. The work is being done prior to the Fox River Trail resurfacing scheduled for 2025.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

New Downtown Strategic Vision/Plan/Document that will be a culmination of the works completed to date, a triage approach the 2010 plan to retain, revise, remove elements and will include a robust public engagement efforts to craft the future vision for downtown De Pere.

NEW: ✘ or REPLACEMENT:

PROJECTED COST: $ 85,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT	BID - $10,000	11.75%
GRANTS	TIDs 7, 9, 18	
OTHER	$25,000 each	88.25%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

In 2010 the city completed a Downtown Plan that was to guide the future of the downtown for the years to come. It was a complex document that focused on very detailed visions. Unfortunately, that can sometimes be confusing when the city is approached by projects that meet the intent of the plan but not the actual vision. Thus, the rigidity of the document can be more of a challenge. Moreover, since the adoption of the 2010 Downtown Plan, the city also approved the 2018 City-wide Strategic Vision and Branding, the 2017 Cultural District Master Plan, a Wayfinding Master Plan, and many one-off infrastructure investments and park improvements. Definitely De Pere, a Main Street organization, continues to place a heavy focus on public art, amenities, streetscaping, and public realm improvements throughout the downtown but without a location plan. Each City Department and Definitely De Pere are making great strides to improve the downtown but are not making improvements under a cohesive vision. Before the comprehensive plan update process, the Plan Commission and Common Council weighed in and stated the west side needed to have a plan to match the Cultural District Master Plan. In theory, the idea had merit, but while undertaking the process much of the draft document wanted to reference back to the 2010 Plan and the Cultural District master plan – thus creating overlap and restating concepts and themes. Throughout the draft process staff realized that "yet another competing plan" resulted in additional disjointed efforts. Moreover, the business owners on the west side were not appreciative of not being included in an art and cultural plan when public art and amenities were planned and implemented for the west side.

Therefore, the Development Services Department, in conjunction with DPW, Parks and Recreation, City Administrator, and Definitely De Pere proposed to work with a consultant to complete a new Downtown Strategic Vision/Plan/Document that will be a culmination of the works completed to date, a triage approach the 2010 plan to retain, revise, remove elements and will include a robust public engagement efforts to craft the future vision.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/9/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 260,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	260,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 7 (Downtown East). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment. This includes facade rehabilitation agreements with guaranteed revenue.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

Deleted

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/13/2024

DESCRIPTION OF PROJECT

Completion of whitebox/Spec building design

NEW: ✘ **or** **REPLACEMENT:**

PROJECTED COST: **$** 50,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	TID No. 19 $50,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The City of De Pere is interested in contracting with a consultant to complete preliminary/whitebox designs in the downtown which could lead to the working with a developer to construct a building in the future for mixed uses. This would also assist with the creation of a development proforma.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/9/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 260,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$260,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 9 (Downtown West). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment. This includes facade rehabilitation agreements with guaranteed revenue.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

Stormwater Pond Trail

NEW: ✗ **or** **REPLACEMENT:**

PROJECTED COST: $ 500,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	TID 10	$500,000

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Belmark is interested in partnering with the City to design and construct a stormwater pond around the stormwater pond to the north of their campus. This would be a TID expense but reimbursed by Belmark through an agreement.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive – TID 10

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 200,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER		$200,000

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 10 (East Industrial Park). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom

DATE PREPARED: 8/13/2024

DESCRIPTION OF PROJECT

Segment 2 (GV-15) - Southbridge Interchange to Lawrence Drive Improvements. The City's anticipated costs the proposed revision to the infrastructure agreements with brown county. See the attached memo.

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ $16,926,100 (segment 2) – 2024 Cost $713,500

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS	TID 11: $178,375	25%
OTHER	TID 12: $535,125	75%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The STH 32 bridge (Claude Allouez Bridge) in the City of De Pere is the only bridge over the Fox River between the STH 172 bridge and the STH 96 bridge, and experiences congestion and backups at the roundabout on the east side of the bridge. A second, "southern bridge" (south of the Claude Allouez Bridge) in the City of De Pere has been discussed and planned for many years to alleviate the congestion of traffic in De Pere. The proposed South Bridge Connector will connect CTH EB at CTH F to CTH GV at CTH X, connecting to I-41 and constructing a new bridge across the Fox River. The first phase of the "southern bridge project" will connect CTH GV from the northbound ramps of the new I-41 interchange to Lawrence Drive. While not all the design details have been determined at the time, in general both the City and County anticipate CTH GV from I-41 to Lawrence Drive will be designed and built as a four-lane urban arterial per WisDOT FDM design standards and the Brown County standard urban CTH section. This includes 30-inch curb and gutter, 14' wide outside lanes, 12' wide inside lanes, a raised boulevard median (width to be determined during design), 10' wide sign and snow storage zone, and a 10' wide asphalt sidewalk on the north side of the roadway. French Road and Innovative Court will be connected to CTH GV at the proper distance from the new I-41 interchange that WisDOT plans to build. Roundabouts are proposed at the intersection of French Road/Innovation Court and the intersection of Lawrence Drive. It is the intent the County and City will share the design, right of way acquisition, and construction costs from French Road/Innovation Court to Lawrence Drive. The City's anticipated costs per the Brown County Municipal

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom

DATE PREPARED: 8/10/2023

DESCRIPTION OF PROJECT

Segment 3 (GV-16)- Southbridge Interchange to Lawrence Drive Improvements. The City's anticipated costs the proposed revision to the infrastructure agreements with brown county. See the attached memo.

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 2,393,300 (segment 3) – 2024 Cost $400,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS	TID No. 11	
OTHER	$400,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The STH 32 bridge (Claude Allouez Bridge) in the City of De Pere is the only bridge over the Fox River between the STH 172 bridge and the STH 96 bridge, and experiences congestion and backups at the roundabout on the east side of the bridge. A second, "southern bridge" (south of the Claude Allouez Bridge) in the City of De Pere has been discussed and planned for many years to alleviate the congestion of traffic in De Pere. The proposed South Bridge Connector will connect CTH EB at CTH F to CTH GV at CTH X, connecting to I-41 and constructing a new bridge across the Fox River. The first phase of the "southern bridge project" will connect CTH GV from the northbound ramps of the new I-41 interchange to Lawrence Drive. While not all the design details have been determined at the time, in general both the City and County anticipate CTH GV from I-41 to Lawrence Drive will be designed and built as a four-lane urban arterial per WisDOT FDM design standards and the Brown County standard urban CTH section. This includes 30-inch curb and gutter, 14' wide outside lanes, 12' wide inside lanes, a raised boulevard median (width to be determined during design), 10' wide sign and snow storage zone, and a 10' wide asphalt sidewalk on the north side of the roadway. French Road and Innovative Court will be connected to CTH GV at the proper distance from the new I-41 interchange that WisDOT plans to build. Roundabouts are proposed at the intersection of French Road/Innovation Court and the intersection of Lawrence Drive. It is the intent the County and City will share the design, right of way acquisition, and construction costs from French Road/Innovation Court to Lawrence Drive. The City's anticipated costs per the Brown County Municipal

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Work and Development Services Department

DATE PREPARED: 8/10/2023

DESCRIPTION OF PROJECT

TID 11 and TID 12 – West Business Park Railroad Maintenance – Annual maintenance on City-owned railroad lines, which includes repairs ordered by Canadian National Railroad and snow removal. This is the first year of a two-year program.

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ $45,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS	TID No. 11 $22,500	50%
OTHER	TID No. 12 $22,500	50%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

This will be a City cost after 2035.

PROJECT JUSTIFICATION

Work includes inspection and repairs as ordered by Canadian National Railroad and snow and ice removal in the winter on the City owned railroad spurs in the West Industrial Park. This is a two year cycle ($22,500/year/TID)

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive – TID 11

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 300,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$300,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 11 (West Business Park). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Work and Development Services Department

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Future Infrastructure – American Blvd Extension

NEW: **or** **REPLACEMENT:**

PROJECTED COST: $ 1,950,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$1,950,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

This is the future extension on American Blvd to extend from the current terminus through L-481 and L-480 to be annexed into the CIty in 2024/2025. Construction is scheduled to start in the 2025.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Work and Development Services Department

DATE PREPARED: 8/9/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Future Infrastructure – Garroman Dr

NEW: **or** **REPLACEMENT:**

PROJECTED COST: $

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$250,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

This is the completion of Garroman Dr for the road that was partially completed in 2020. Construction is scheduled to start in the 2024. The completion street extension will be vital to reroute traffic during the South Bridge Construction.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Work and Development Services Department

DATE PREPARED: 8/20/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Future Infrastructure – SW Neighborhood Phase 1

NEW: **or** **REPLACEMENT:**

PROJECTED COST: $

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS	TID 12	
OTHER	$1,500,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

This is planned for the first Phase of the SW neighborhood Plan (former Turriff Property). Target for design approval in 2025 and construction between 2025 and 2026.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

Potential acquisition of property in the TID for redevelopment

NEW: ✗ **or** **REPLACEMENT:**

PROJECTED COST: $ 300,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$300,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Strategic property acquisition that would further development of the underutilized land in TID #12.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive – TID 12

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 300,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$300,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 12 (West Industrial Park). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive – TID 13

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 200,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$300,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 13 (Main Ave Corridor). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive – TID 14

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 215,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$215,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 14 (Irwin School Redevelopment). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom

DATE PREPARED: 8/13/2024

DESCRIPTION OF PROJECT

Segment 1 (GV-14) - Southbridge Interchange to Lawrence Drive Improvements. The City's anticipated costs the proposed revision to the infrastructure agreements with brown county. See the attached memo.

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 3,994,075 (segment 1) – 2024 Cost $3,569,075

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS	TID 15:	
OTHER	$3,569,075	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

The STH 32 bridge (Claude Allouez Bridge) in the City of De Pere is the only bridge over the Fox River between the STH 172 bridge and the STH 96 bridge, and experiences congestion and backups at the roundabout on the east side of the bridge. A second, "southern bridge" (south of the Claude Allouez Bridge) in the City of De Pere has been discussed and planned for many years to alleviate the congestion of traffic in De Pere. The proposed South Bridge Connector will connect CTH EB at CTH F to CTH GV at CTH X, connecting to I-41 and constructing a new bridge across the Fox River. The first phase of the "southern bridge project" will connect CTH GV from the northbound ramps of the new I-41 interchange to Lawrence Drive. While not all the design details have been determined at the time, in general both the City and County anticipate CTH GV from I-41 to Lawrence Drive will be designed and built as a four-lane urban arterial per WisDOT FDM design standards and the Brown County standard urban CTH section. This includes 30-inch curb and gutter, 14' wide outside lanes, 12' wide inside lanes, a raised boulevard median (width to be determined during design), 10' wide sign and snow storage zone, and a 10' wide asphalt sidewalk on the north side of the roadway. French Road and Innovative Court will be connected to CTH GV at the proper distance from the new I-41 interchange that WisDOT plans to build. Roundabouts are proposed at the intersection of French Road/Innovation Court and the intersection of Lawrence Drive. It is the intent the County and City will share the design, right of way acquisition, and construction costs from French Road/Innovation Court to Lawrence Drive. The City's anticipated costs per the Brown County Municipal

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Work and Development Services Department

DATE PREPARED: 8/22/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Future Infrastructure – Residential Infrastructure in TID No. 15 north of Employers Blvd.

NEW: or REPLACEMENT:

PROJECTED COST: $ 1,200,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS	TID 15:	
OTHER	$1,200,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

This is the future infrastructure necessary for the construction of a mixed-density and mixed-income residential neighborhood north of Employers recommended for approval by the Finance and Personnel Committee. The cost may increase or decreased based on the design aesthetic and stormwater needs for the area; however, it is a TID cost.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive – TID 15

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 300,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$300,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 1 (Humana/UHG West Business Park). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment.
- Bungalows/Preserve DA 7 homes - Anticipated Value $415,000 each at @ $15/per $1000 assessed value: $43,500 - 90% = approximately $39,000
- Other $261,000

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/12/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
Development Incentive – TID 17

NEW: **or** **REPLACEMENT:** ✘

PROJECTED COST: $ 3,500,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS		
OTHER	$3,500,000	100%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Development Incentive to support development of TID 1 (Humana/UHG West Business Park). Actual amount to be determined and reviewed by Council based on proposed project value and generated increment.
- Amerilux - $3,200,000
- other - $300,000

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Daniel Lindstrom, Development Services Director

DATE PREPARED: 8/1/5/2024

DESCRIPTION OF PROJECT

Planning, Feasibility, Design, and Construction of a municipal parking structure in the area plan for the redevelopment of the former Shopko

NEW: ✗ or REPLACEMENT:

PROJECTED COST: $ $7,750,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT	$1,162,500	15%
SPECIAL ASSESSMENT		
GRANTS	TID No. 18	
OTHER	$6,587,500	85%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

Upon City's purchase of lands for said parking structure, the City shall design and construct, at City's sole cost and expense, a public parking structure based upon City's parking consultant's recommendations. The parking structure design shall be substantially similar to the concept plans set forth in the approved development agreement. The parking structure shall include an at grade pedestrian entrance on the north side. The City shall use best efforts to locate said entrance near a corresponding pedestrian entrance on the south side of the Project. The City shall provide the preliminary plans for the general layout and height for the parking structure to Developer for Developer's review and approval, which shall not be unreasonably withheld, no later than December 31, 2024, and construction of the parking structure shall be completed on or before May 31, 2026.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

CITY OF DE PERE SEVEN YEAR CAPITAL IMPROVEMENTS PLAN
2025 - 2031

CAPITAL PROJECTS WORKSHEET

PROPOSED BY: Department of Public Work and Development Services Department

DATE PREPARED: 8/9/2024

DESCRIPTION OF PROJECT

DEVELOPMENT DRIVEN
With the potential acquisition of the ROWs necessary for the redevelopment of the Shopko Site William and Wisconsin Steet is to be reconstructed.

NEW: **or** **REPLACEMENT:**

PROJECTED COST: $ 700,000

PROPOSED METHOD OF FINANCING	**$**	**%**
GENERAL FUND		
CAPITAL IMPROVEMENTS FUND		
GENERAL OBLIGATION DEBT		
SPECIAL ASSESSMENT		
GRANTS	WEDC $200,000	29%
OTHER	TID 18: 500,000	71%

ADDITIONAL ANNUAL OPERATING AND MAINTENANCE COSTS (Identify)

PROJECT JUSTIFICATION

This is the reconstruction of William and Wisconsin Street in coordination with the redevelopment of the Shopko Site.

PROJECT RANKINGS

CITY COUNCIL

STAFF RECOMMENDATION **Goal No.**

Tax Increment District Funds

Program Mission:

The mission of the Tax Increment Districts (TIDs) is to create jobs and increase the City tax base.

Note: Tax Incremental Finance, or TIF, is a financing tool that allows municipalities to invest in infrastructure and other improvements, and pay for these investments by capturing property tax revenue from the newly developed property. An area is identified (the tax incremental district, or TID) as appropriate for a certain type of development, and projects are identified to encourage and facilitate the desired development.

List of Program Service(s) Descriptions:

1) *Project Plan* – The project plan is the document for each district that outlines the activities/projects in each district that are planned during the life of the district.
2) *Financing* – Based on the items identified in the Tax Increment District (TID) Plan; funds are provided to those projects.
3) *Increment Collection* – The tax increment is collected by the City and captured within the TID fund. The dollars are used to pay off the financing and debt created by funding TID projects.

Important Outputs:

1) *Project Financing / Funding New Development* – The City bonds to provide funding for new development. The new development is important to the community since the use of the funds helps to create jobs or increase the tax base. The principal and interest on the bonds are paid by the new tax increment from the project.
2) *Project Financing / Funding Re-Development* – The City bonds to provide funding for re-development. The re-development is important to the community since the use of the funds helps to create jobs, increases the tax base, and improves the quality of the district. The principal and interest on the bonds are paid by the new tax increment from the project.

Expected Outcomes:

1) Projects identified in the project plan are implemented and the plan will be analyzed to determine if future projects shall be maintained or modified.
2) New development and re-development provide growth in the tax base and create new and retained jobs in the community.
3) Increased tax increment pays off the debt from the bonded projects.

2025 Performance Measures:

1) New development /redevelopment should have a projected return of 4/1 or better.
2) Marketing of the program to develop at least four projects per year.
3) Creation of a new Ashland Ave TID and SE Area TID
4) Complete periodic audits for all TIDs to understand the baseline of each TID and the impact of future projected projects and mill rates.

2024 Performance Measurement Data:

1) New development /redevelopment should have a projected return of 4/1 or better (assessed value to assistance ratio).
   Result – Ongoing.
2) Marketing the program to develop at least four projects per year.
   Result - Completed Sign Agreements:
   TID No. 7 – De Pere Tile and Stone/Salt Box Lighting relocation to 310 N Wisconsin ST.
   TID No. 10 – Belmark Plant 1 expansion at 600 Heritage RD and Plant 8 redevelopment at 1862 Commerce DR.
   TID No. 11 – Wolter new location at 1768 W Matthews DT
   TID No. 11 – EDL new 45,000 sq ft/90 employee facility at 2005 Venture AV
   Result - Completed Approved Term Sheets:
   TID No. 9 – Gavic Properties redevelopment of 417 Main AV
   TID No. 10 – Valley Cabinet new manufacturing facility
   TID No. 11 – Washworld expansion at 2222 American BLVD
   TID No. 12 – Badgerland Supply expansion 1414 Builder CT
   TID No. 12 – Revised term sheet for Bayside Machine at 2257 American BLVD
   TID No. 15 – Green Bay Nursery relocation at 2108 Lawrence DR.
   TID No. 15 – Preserve Development multi-family, condominium and townhome growth on the former human campus
3) Creation of a new Shopko TID, Ashland Ave TID, and SE Area TID
   Results
   Shopko TID – Complete
   Ashland AV TID and SE Area TID – Preliminary discussions
4) Complete periodic audits for all TIDs to understand the baseline of each TID and the impact of future projected projects and mill rates.
   Result: Ongoing. The Finance Director and Development Services Director continue to evaluate which TIDs audits are necessary.

Significant Program Achievements:

1) Increment growth over the previous year: $47,683,700 represents a 9.9% growth in value and represents 13.82% of the total increment value in all TIDs.
2) Completed comprehensive annual TID report.
3) Prepare/Present ED 101 to local elected officials and the WEDA Basic Economic Development Course.

Existing Program Standards Including Importance to Community:

1) Expenditures must match the specifications of the Project Plan.
2) Debt from the funded project must be paid off within the life of the TID.

Costs and Benefits of Program and Services:

The cost of the TID program is shown in two areas – administration costs and also the impact on the mill rate based on the existing bonding and the new planned bonding for the fiscal year. The City is planning for $10,082,575 in new TID infrastructure projects extending American Blvd, Garroman DR, reconstructing Wisconsin ST and William ST, new infrastructure on the Humana Campus north of Employers BLVD, Phase 1 of SW, neighborhood, a design for several of the South Bridge Connector segments. $6,587,500 for parking ramp construction. An additional $182,500 in possible consulting for CSMs, studies, and other necessary development-related expenses, and planned for up to $7,795,000 in potential development incentives for projects to the TIDs. It is important to note two items:

1. While the City plans for projects during the budget process, it does not mean that projects are bonded in the next fiscal year. The project must be ready to go in that year otherwise it will be deferred.
2. While the TID programs have a cost, the program is designed to pay back the related costs throughout the life of the individual TID life.

The TID program is a critical economic development tool for the City to use to help spur development that would not occur without the support of the program. This development is critical for creating jobs and increasing the overall tax base in the community.

CAPITAL PROJECTS FUND

TAX INCREMENT DISTRICT # 7

TID Type: Reh/Cons post-95

Creation Valuation Year: 2007
Creation Date: 10/17/2006
Final Date of Allowable Expenditures: 10/17/2028
Mandated Closing Date: 10/17/2033

Location: Located on the east side of the City and overlays a large part of the downtown district.

TID Purpose: TID has been used to spur re-development in the downtown. Tax finance districts are used to account for long-term debt proceeds and tax increment and project revenues used to finance project expenditures within the TID.

2024 TID Value: $23,228,600
Base Value: $11,409,500
Current Increment Value: $11,819,100
Value Change Over Previous Year: $3,355,300

Anticipated Total Future Costs: $3,658,446
Anticipated Total Future Revenue(absent extension): $4,681,608
Annual Increment Revenue (2025): $162,315

2025 Proposed Projects:	Consulting costs related to potential development projects (CSM/Plat, Environ Studies, Soil Testing, etc.)	$ 20,000
	Downtown Strategic Vision	25,000
	TOTAL	$ 45,000
Development Driven Projects: (may occur if new projects proposed in district):	TID 7 Developer Rebate, including Façade Renovation Agreements (guarantee minimum payments)	$ 260,000
	TOTAL	$ 260,000

Source: Wisconsin DOR Statement of Changes Preliminary Report 2024

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #7

Expenditures

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
			PERSONAL SERVICES									
260	50000	110	Salaries	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	0.00%
260	50000	120	Hourly Wages	0	0	0	0	0	0	0	0	0.00%
260	50000	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
260	50000	126	Seasonal Labor	2,143	5,874	0	0	0	0	0	0	0.00%
260	50000	150	FICA	31	85	0	0	0	0	0	0	0.00%
260	50000	151	Retirement	0	0	0	0	0	0	0	0	0.00%
260	50000	152	Health, Dental, DIB, Life & Wks Cmp Ins	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**2,174**	**5,959**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			CONTRACTUAL SERVICES									
260	50000	212	Seminars and Conferences	0	0	0	0	0	0	0	0	0.00%
260	50000	215	Consulting	15,000	37,354	65,000	65,000	7,587	10,087	45,000	45,000	-30.77%
260	50000	290	Other Contractual Services	0	0	0	0	0	0	0	0	0.00%
260	50000	582	Debt Issuance Costs	0	860	0	0	0	0	0	0	0.00%
			Subtotal	**15,000**	**38,214**	**65,000**	**65,000**	**7,587**	**10,087**	**45,000**	**45,000**	**-30.77%**
			SUPPLIES AND EXPENSE									
260	50000	330	Mileage Reimbursement	0	0	0	0	0	0	0	0	0.00%
260	50000	340	Operating Supplies	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
260	50000	592	Transfer to Debt Service	224,570	1,998,824	197,708	197,708	0	197,708	193,560	193,560	-2.10%
260	50000	810	Transfer for Admin	0	0	0	0	0	0	0	0	0.00%

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #7

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
			CAPITAL OUTLAY									
260	50000	583	General Administration	3,000	21,309	3,000	3,000	150	150	150	150	-95.00%
260	50000	810	Site Development	200,000	0	0	0	0	0	0	0	0.00%
260	50000	810	Street Administration (Engineering)	0	0	0	0	0	0	0	0	0.00%
260	50000	560	Development Rebate	360,000	0	360,000	360,000	808,504	1,608,504	260,000	260,000	-27.78%
260	50000	810	Street Construction	0	0	0	0	0	0	0	0	0.00%
260	50000	810	Storm Sewers	0	0	0	0	0	0	0	0	0.00%
260	50000	810	Sanitary Sewers	0	0	0	0	0	0	0	0	0.00%
260	50000	810	Water Mains	0	0	0	0	0	0	0	0	0.00%
260	50000	810	Industrial Land Purchase	0	0	0	0	0	0	0	0	0.00%
260	50000	810	Transfer to General Fund	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**563,000**	**21,309**	**363,000**	**363,000**	**808,654**	**1,608,654**	**260,150**	**260,150**	**-28.33%**
			TOTAL EXPENDITURES	**$ 804,744**	**$ 2,064,305**	**$ 625,708**	**$ 625,708**	**$ 816,241**	**$ 1,816,449**	**$ 498,710**	**$ 498,710**	**-20.30%**
Revenues												
260	41120		Tax Increments	$ 88,738	$ 86,546	$ 112,429	$ 112,429	$ 115,821	$ 115,821	$ 162,315	$ 162,315	44.37%
260	41121		Payment in Lieu of Taxes	0	0	0	0	2,701	2,701	4,271	4,271	100.00%
260	43412		Personal Property Aid	0	0	0	0	4,412	4,412	5,116	5,116	100.00%
260	43430		Tax Exempt Computer Aid	4,500	2,586	4,500	4,500	2,586	2,586	2,700	2,700	-40.00%
260	43500		State Grants	0	4,412	0	0	0	0	0	0	0.00%
260	48100		Interest on Investment	0	0	0	0	0	0	0	0	0.00%
260	48210		Rent City Land	0	0	0	0	0	0	0	0	0.00%
260	48305		Property Sales	0	0	0	0	0	0	0	0	0.00%
260	49000		Transfer From General Fund	0	0	0	0	0	0	0	0	0.00%
260	49100		Debt Proceeds/Premium	560,000	68,670	360,000	360,000	0	0	260,000	260,000	-27.78%
260	49290		OT In	0	0	0	0	0	0	0	0	0.00%
			TOTAL REVENUES	**$ 653,238**	**$ 162,214**	**$ 476,929**	**$ 476,929**	**$ 125,520**	**$ 125,520**	**$ 434,402**	**$ 434,402**	**-8.92%**

CAPITAL PROJECTS FUND

TAX INCREMENT DISTRICT # 8

TID Type: Mixed-Use

Creation Valuation Year: 2007
Creation Date: 8/21/2007
Final Date of Allowable Expenditures: 8/21/2022
Mandated Closing Date: 8/21/2027

Location: Located on the west side of the City and it is bounded by HWY 41 to the west, Lawrence to the east, Scheuring to the north and Southbridge to the south.

TID Purpose: The project plan has identified HWY 41 visible business development within this district. Our primary use will be infrastructure and possible business grants. Tax finance districts are used to account for long-term debt proceeds, tax increment, and project revenues used to finance project expenditures with the TID.

2024 TID Value: $53,311,700
Base Value: $32,201,300
Current Increment Value: $21,110,400
Value Change Over Previous Year: -$8,033,600

Anticipated Total Future Costs: $1,333,661
Anticipated Total Future Revenue(absent extension): $1,834,416
Annual Increment Revenue (2025): $319,150

2025 Proposed Projects:	South Bridge Segment 1 (GV-14) Design, Acquisition, Construction Note: Contract signed prior to expenditure period		$ 100,000
		TOTAL	$ 100,000

Development Driven Projects: None
(may occur if new projects proposed in district):

Source: Wisconsin DOR Statement of Changes Preliminary Report 2024

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #8

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
Account Number			PERSONAL SERVICES									
280	50000	110	Salaries	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	0.00%
280	50000	120	Hourly Wages	0	0	0	0	0	0	0	0	0.00%
280	50000	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
280	50000	126	Seasonal Labor	0	0	0	0	0	0	0	0	0.00%
280	50000	150	FICA	0	872	0	0	0	0	0	0	0.00%
280	50000	151	Retirement	0	13	0	0	0	0	0	0	0.00%
280	50000	152	Health, Dental, DIB, Life & Wks Cmp Ins	0	19	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**904**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			CONTRACTUAL SERVICES									
280	50000	212	Seminars and Conferences	0	0	0	0	0	0	0	0	0.00%
280	50000	215	Consulting	0	760	0	0	600	0	0	0	0.00%
280	50000	290	Other Contractual Services	0	0	0	0	0	0	0	0	0.00%
280	50000	582	Debt Issuance Costs	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**760**	**0**	**0**	**600**	**0**	**0**	**0**	**0.00%**
			SUPPLIES AND EXPENSE									
280	50000	330	Mileage Reimbursement	0	0	0	0	0	0	0	0	0.00%
280	50000	340	Operating Supplies	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
280	50000	592	Transfer to Debt Service	319,964	732,617	309,906	309,906	0	309,906	314,549	314,549	1.50%
280	50000	810	Transfer for Admin	0	0	0	0	0	0	0	0	0.00%

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #8

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
			CAPITAL OUTLAY									
280	50000	583	General Administration	0	150	0	0	150	150	0	0	0.00%
280	50000	583	Street Administration (Engineering)	0	4,570	0	0	7,486	15,000	100,000	100,000	100.00%
280	50000	810	Development Rebate	0	0	0	0	0	0	0	0	0.00%
280	50000	810	Street Construction	0	0	0	0	0	0	0	0	0.00%
280	50000	810	Storm Sewers	0	0	0	0	0	0	0	0	0.00%
280	50000	810	Sanitary Sewers	0	0	0	0	0	0	0	0	0.00%
280	50000	810	Water Mains	0	0	0	0	0	0	0	0	0.00%
280	50000	810	Industrial Land Purchase	0	0	0	0	0	0	0	0	0.00%
280	50000	810	Transfer to General Fund	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**4,720**	**0**	**0**	**7,636**	**15,150**	**100,000**	**100,000**	**100.00%**
			TOTAL EXPENDITURES	**$ 319,964**	**$ 739,000**	**$ 309,906**	**$ 309,906**	**$ 8,236**	**$ 325,056**	**$ 414,549**	**$ 414,549**	**33.77%**
Revenues												
280	41120		Tax Increments	$ 275,000	$ 390,355	$ 418,241	$ 418,241	$ 400,007	$ 400,007	$ 319,150	$ 319,150	-23.69%
280	41121		Payment in Lieu of Taxes	0	0	0	0	988	988	0	0	0.00%
280	43412		Personal Property Aid	0	851	0	0	851	851	182,239	182,239	100.00%
280	43430		Tax Exempt Computer Aid	0	229,321	115,000	115,000	229,321	229,321	229,321	229,321	99.41%
280	43500		State Grants	0	851	0	0	0	0	0	0	0.00%
280	48100		Interest on Investment	0	0	0	0	0	11,895	11,000	11,000	100.00%
280	48210		Rent City Land	0	0	0	0	0	0	0	0	0.00%
280	48305		Property Sales	0	0	0	0	0	0	0	0	0.00%
280	49000		Transfer From General Fund	0	0	0	0	0	0	0	0	0.00%
280	49100		Debt Proceeds/Premium	0		0	0	0	0	0	0	0.00%
			TOTAL REVENUES	**$ 275,000**	**$ 621,378**	**$ 533,241**	**$ 533,241**	**$ 631,168**	**$ 643,063**	**$ 741,710**	**$ 741,710**	**39.09%**

CAPITAL PROJECTS FUND

TAX INCREMENT DISTRICT # 9

TID Type: Reh/Cons post-95

Creation Valuation Year: 2012
Creation Date: 8/7/2012
Final Date of Allowable Expenditures: 8/7/2034
Mandated Closing Date: 8/7/2039

Location: Located on the west side of the City in the downtown area.

TID Purpose: To continue the redevelopment in the downtown. Our primary use will be infrastructure and possible business grants. Tax finance districts are used to account for long-term debt proceeds, tax increment, and project revenues used to finance project expenditures with the TID

2024 TID Value: $24,532,700
Base Value: $14,157,100
Current Increment Value: $10,375,600
Value Change Over Previous Year: $193,300

Anticipated Total Future Costs: $9,598,278
Anticipated Total Future Revenue(absent extension): $8,497,112
Annual Increment Revenue (2025): $156,860

2025 Proposed Projects:	Consulting costs related to potential development projects (CSM/Plat, Environ Studies, Soil Testing, etc.)	$	20,000
	Downtown Strategic Vision		25,000
	TOTAL	$	45,000
Development Driven Projects: (may occur if new projects proposed in district):	TID 9 Developer Rebate, including Façade Renovation Agreements (guarantee minimum payments)	$	260,000
	TOTAL	$	260,000

Source: Wisconsin DOR Statement of Changes Preliminary Report 2024

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #9

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
Account Number			PERSONAL SERVICES									
285	50000	110	Salaries	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	0.00%
285	50000	120	Hourly Wages	0	0	0	0	0	0	0	0	0.00%
285	50000	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
285	50000	126	Seasonal Labor	2,143	5,002	0	0	0	0	0	0	0.00%
285	50000	150	FICA	31	73	0	0	0	0	0	0	0.00%
285	50000	151	Retirement	0	0	0	0	0	0	0	0	0.00%
285	50000	152	Health, Dental, DIB, Life & Wks Cmp Ins	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**2,174**	**5,075**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			CONTRACTUAL SERVICES									
285	50000	212	Seminars and Conferences	0	0	0	0	0	0	0	0	0.00%
285	50000	215	Consulting	15,000	11,741	65,000	65,000	603	25,000	95,000	45,000	-30.77%
285	50000	290	Other Contractual Services	0	0	0	0	0	0	0	0	0.00%
285	50000	582	Debt Issuance Costs	0	4,993	0	0	0	0	0	0	0.00%
			Subtotal	**15,000**	**16,734**	**65,000**	**65,000**	**603**	**25,000**	**95,000**	**45,000**	**-30.77%**
			SUPPLIES AND EXPENSE									
285	50000	330	Mileage Reimbursement	0	0	0	0	0	0	0	0	0.00%
285	50000	340	Operating Supplies	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
285	59230	930	Transfer to Debt Service	268,295	275,749	278,680	278,680	0	278,680	464,728	464,728	66.76%
285	50000	810	Transfer for Admin	0	0	0	0	0	0	0	0	0.00%

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #9			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
			CAPITAL OUTLAY									
285	57120	820	General Administration	3,000	6,027	3,000	3,000	150	150	150	150	-95.00%
285	57311	820	Street Administration (Engineering)	0	133,128	0	0	0	0	0	0	0.00%
285	57315	820	Development Rebate	360,000	1,080,000	360,000	360,000	0	50,000	260,000	260,000	-27.78%
285	57330	820	Street Construction	0	30	0	0	0	0	0	0	0.00%
285	57340	820	Storm Sewers	0	0	0	0	0	0	0	0	0.00%
285	57341	820	Sanitary Sewers	0	0	0	0	0	0	0	0	0.00%
285	57342	820	Water Mains	0	0	0	0	0	0	0	0	0.00%
285	57700	860	Industrial Land Purchase	0	0	0	0	0	0	0	0	0.00%
285	59210	820	Transfer to General Fund	11,400	11,400	0	0	0	0	0	0	0.00%
			Subtotal	**374,400**	**1,230,586**	**363,000**	**363,000**	**150**	**50,150**	**260,150**	**260,150**	**-28.33%**
			TOTAL EXPENDITURES	**$ 659,869**	**$ 1,528,143**	**$ 706,680**	**$ 706,680**	**$ 753**	**$ 353,830**	**$ 819,878**	**$ 769,878**	**8.94%**
Revenues												
285	41120		Tax Increments	$ 50,873	$ 44,894	$ 161,854	$ 161,854	$ 154,798	$ 154,798	$ 156,860	$ 156,860	-3.09%
285	41121		Payment in Lieu of Taxes	0	4,398	0	0	7,940	31,503	25,000	25,000	100.00%
285	43412		Personal Property Aid	0	254,759	0	0	4,759	4,759	52,005	52,005	100.00%
285	43430		Tax Exempt Computer Aid	5,000	3,246	5,000	5,000	3,246	3,246	3,246	3,246	-35.09%
285	43500		State Grants	0	0	0	0	0	0	0	0	0.00%
285	48110		Interest on Investment	0	0	0	0	0	0	0	0	0.00%
285	48210		Rent City Land	0	0	0	0	0	0	0	0	0.00%
285	48300		Property Sales	0	0	0	0	0	0	0	0	0.00%
285	49000		Transfer From General Fund	0	0	0	0	0	0	0	0	0.00%
285	49100		Bonds/Notes	0	370,000	0	0	0	0	0	0	0.00%
285	49300		Debt Proceeds/Premium	360,000	3,749	360,000	360,000	0	0	260,000	260,000	-27.78%
			TOTAL REVENUES	**$ 415,873**	**$ 681,046**	**$ 526,854**	**$ 526,854**	**$ 170,743**	**$ 194,306**	**$ 497,111**	**$ 497,111**	**-5.65%**

CAPITAL PROJECTS FUND

TAX INCREMENT DISTRICT # 10

TID Type: Industrial post-04

Creation Valuation Year: 2012
Creation Date: 8/7/2012
Final Date of Allowable Expenditures: 8/7/2027
Mandated Closing Date: 8/7/2032

Location: Located on the east side of the City for the East Industrial Park.

TID Purpose: To continue the development in the East Industrial Park. Our primary use will be infrastructure and possible business grants. Tax finance districts are used to account for long-term debt proceeds, tax increment, and project revenues used to finance project expenditures with the TID

2024 TID Value: $39,662,200
Base Value: $21,789,400
Current Increment Value: $17,872,800
Value Change Over Previous Year: -$504,900

Anticipated Total Future Costs: $4,394,946
Anticipated Total Future Revenue(absent extension): $6,459,400
Annual Increment Revenue (2025): $245,452

2025 Proposed Projects:	Consulting costs related to potential development projects (CSM/Plat, Environ Studies, Soil Testing, etc.)	$ 20,000
	Stormwater Pond Trail (reimbursed)	500,000
	South Bridge Segment 3 (GV-16) Design, Acquisition, Construction	-
	South Bridge Segment 4 (GV-17) Design, Acquisition, Construction	-
	South Bridge Segment 5 (GV-18) Design, Acquisition, Construction	-
	TOTAL	$ 520,000
Development Driven Projects: (may occur if new projects proposed in district):	TID 10 Developer Rebates	$ 200,000
	TOTAL	$ 200,000

Source: Wisconsin DOR Statement of Changes Preliminary Report 2024

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #10

Expenditures

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
			PERSONAL SERVICES									
290	50000	110	Salaries	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 6,315	100.00%
290	50000	120	Hourly Wages	0	0	0	0	0	0	0	0	0.00%
290	50000	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
290	50000	126	Seasonal Labor	2,143	0	0	0	0	0	0	0	0.00%
290	50000	150	FICA	31	0	0	0	0	0	0	483	100.00%
290	50000	151	Retirement	0	0	0	0	0	0	0	439	100.00%
290	50000	152	Health, Dental, DIB, Life & Wks Cmp Ins	0	0	0	0	0	0	0	2,007	100.00%
			Subtotal	**2,174**	**0**	**0**	**0**	**0**	**0**	**0**	**9,244**	**100.00%**
			CONTRACTUAL SERVICES									
290	50000	212	Seminars and Conferences	0	0	0	0	0	0	0	0	0.00%
290	50000	215	Consulting	15,000	1,095	70,000	70,000	600	1,000	20,000	20,000	-71.43%
290	50000	290	Other Contractual Services	0	0	0	0	0	0	0	0	0.00%
290	50000	582	Debt Issuance Costs	0	2,778	0	0	0	0	0	0	0.00%
			Subtotal	**15,000**	**3,873**	**70,000**	**70,000**	**600**	**1,000**	**20,000**	**20,000**	**-71.43%**
			SUPPLIES AND EXPENSE									
290	50000	330	Mileage Reimbursement	0	0	0	0	0	0	0	0	0.00%
290	50000	340	Operating Supplies	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
290	59230	930	Transfer to Debt Service	520,850	526,476	523,383	523,383	0	523,383	528,420	528,420	0.96%
290	50000	810	Transfer for Admin	0	0	0	0	0	0	0	0	0.00%

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #10

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
			CAPITAL OUTLAY									
290	57120	820	General Administration	0	14,256	0	0	150	150	150	150	100.00%
290	57311	820	Street Administration (Engineering)	0	0	0	0	0	0	0	0	0.00%
290	57315	820	Development Rebate	200,000	1,086	200,000	200,000	69,345	179,345	200,000	200,000	0.00%
290	57330	820	Street Construction	0	0	0	0	0	0	0	0	0.00%
290	57340	820	Storm Sewers	0	0	0	0	0	0	0	0	0.00%
290	57341	820	Sanitary Sewers	0	0	0	0	0	0	0	0	0.00%
290	57342	820	Water Mains	0	0	0	0	0	0	0	0	0.00%
290	57700	860	Industrial Land Purchase	0	0	0	0	0	0	0	0	0.00%
290	59210	820	Transfer to General Fund	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**200,000**	**15,341**	**200,000**	**200,000**	**69,495**	**179,495**	**200,150**	**200,150**	**0.08%**
			TOTAL EXPENDITURES	**$ 738,024**	**$ 545,690**	**$ 793,383**	**$ 793,383**	**$ 70,095**	**$ 703,878**	**$ 748,570**	**$ 757,814**	**-4.48%**
Revenues												
290	41120		Tax Increments	$ 187,642	$ 179,144	$ 220,841	$ 220,841	$ 227,502	$ 227,502	$ 245,298	$ 245,298	11.07%
290	41121		Payment in Lieu of Taxes	0	10,292	0	0	7,962	7,962	7,605	7,605	100.00%
290	43412		Personal Property Aid	0	20,110	18,000	18,000	17,623	17,623	64,083	64,083	256.02%
290	43430		Tax Exempt Computer Aid	0	0	0	0	2,486	2,486	2,486	2,486	100.00%
290	43500		State Grants	0	0	0	0	0	0	0	0	0.00%
290	48110		Interest on Investment	0	0	0	0	0	0	0	0	0.00%
290	48210		Rent City Land	0	0	0	0	0	0	0	0	0.00%
290	48300		Property Sales	0	0	0	0	0	0	0	0	0.00%
290	49000		Transfer From General Fund	0	0	0	0	0	0	0	0	0.00%
290	49100		Bonds/Notes	0	205,000	0	0	0	0	0	0	0.00%
290	49300		Debt Proceeds/Premium	200,000	0	200,000	200,000	0	0	200,150	200,000	0.00%
			TOTAL REVENUES	**$ 387,642**	**$ 414,546**	**$ 438,841**	**$ 438,841**	**$ 255,574**	**$ 255,574**	**$ 519,622**	**$ 519,472**	**18.37%**

CAPITAL PROJECTS FUND

TAX INCREMENT DISTRICT # 11

TID Type: Mixed-use

Creation Valuation Year: 2015
Creation Date: 9/1/2015
Final Date of Allowable Expenditures: 9/1/2030
Mandated Closing Date: 9/1/2035

Location: Located on the west side of the City for the West Industrial Park.

TID Purpose: To continue the development in the West Industrial Park. Our primary use will be business grants and infrastructure. Tax Finance districts are used to account for long-term debt proceeds, tax increment, and project revenues used to finance project expenditures with the TID.

2024 TID Value: $81,337,900
Base Value: $29,592,300
Current Increment Value: $51,745,600
Value Change Over Previous Year: $25,272,500

Anticipated Total Future Costs: $13,982,671
Anticipated Total Future Revenue(absent extension): $16,363,977
Annual Increment Revenue (2025): $782,298

2025 Proposed Projects:	South Bridge Segment 2 (GV-15) Design	$	-
	South Bridge Segment 2 (GV-15) Acquisition		178,375
	South Bridge Segment 2 (GV-15) Construction		-
	South Bridge Segment 3 (GV-16) Design		400,000
	South Bridge Segment 3 (GV-16) Acquisition		-
	South Bridge Segment 3 (GV-16) Construction		-
	Consulting costs related to potential development projects (CSM/Plat, Environ Studies, Soil Testing, etc.)		20,000
	Railroad Spur Inspection and Maintenance (split between TID 11 and TID 12)		22,500
	TOTAL	$	620,875
Development Driven Projects: (may occur if new projects proposed in district):	TID 11 Developer Rebates	$	300,000
	TOTAL	$	300,000

Source: Wisconsin DOR Statement of Changes Preliminary Report 2024

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #11

Expenditures

Account Number			PERSONAL SERVICES									
			Account Title	**2023 Adopted Budget**	**2023 Year End Actual**	**2024 Adopted Budget**	**2024 Current Budget**	**2024 6 mos Actual**	**2024 Year End Estimate**	**2025 Dept Head Proposed**	**2025 Executive Proposed**	**2025 / 2024 Budget % of Change**
291	50000	110	Salaries	$ 37,495	$ 35,824	$ 51,319	$ 51,319	$ 23,175	$ 46,351	$ 52,882	$ 58,733	14.45%
291	50000	120	Hourly Wages	0	0	0	0	0	0	0	0	0.00%
291	50000	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
291	50000	126	Seasonal Labor	2,143	0	0	0	0	0	0	0	0.00%
291	50000	150	FICA	2,899	2,690	3,926	3,926	1,729	3,546	4,045	4,493	14.45%
291	50000	151	Retirement	2,550	2,473	3,541	3,541	1,370	3,198	3,675	4,082	15.28%
291	50000	152	Health, Dental, DIB, Life & Wks Cmp Ins	8,623	7,650	12,955	12,955	4,661	9,323	10,310	12,163	-6.11%
			Subtotal	**53,710**	**48,637**	**71,741**	**71,741**	**30,935**	**62,418**	**70,913**	**79,471**	**10.78%**
			CONTRACTUAL SERVICES									
291	50000	212	Seminars and Conferences	0	0	168	168	0	0	0	0	-100.00%
291	50000	215	Consulting	65,000	6,953	20,000	20,000	14,514	20,000	20,000	20,000	0.00%
291	50000	290	Other Contractual Services	0	0	0	0	0	17,500	22,500	22,500	100.00%
291	50000	582	Debt Issuance Costs	0	9,689	0	0	0	0	0	0	0.00%
			Subtotal	**65,000**	**16,642**	**20,168**	**20,168**	**14,514**	**37,500**	**42,500**	**42,500**	**110.73%**
			SUPPLIES AND EXPENSE									
291	50000	330	Mileage Reimbursement	0	0	56	56	0	0	0	0	-100.00%
291	50000	340	Operating Supplies	0	0	336	336	0	0	0	0	-100.00%
			Subtotal	**0**	**0**	**392**	**392**	**0**	**0**	**0**	**0**	**0.00%**
291	59230	930	Transfer to Debt Service	275,467	275,467	374,371	374,371	0	374,371	364,513	364,513	-2.63%
291	50000	810	Transfer for Admin	0	0	0	0	0	0	0	0	0.00%

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #11

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
			CAPITAL OUTLAY									
291	57120	820	General Administration	0	22,309	150	150	150	150	150	150	0.00%
291	57311	820	Street Administration (Engineering)	22,500	28,845	259,000	259,000	49,911	75,000	578,375	578,375	123.31%
291	57315	820	Development Rebate	300,000	45,389	350,000	350,000	31,347	31,347	300,000	300,000	-14.29%
291	57330	820	Street Construction	400,000	351,655	0	0	0		0	0	0.00%
291	57340	820	Storm Sewers	0	0	0	0	0	0	0	0	0.00%
291	57341	820	Sanitary Sewers	0	0	0	0	0	0	0	0	0.00%
291	57342	820	Water Mains	0	0	0	0	0	0	0	0	0.00%
291	57700	860	Industrial Land Purchase	0	0	0	0	0	0	0	0	0.00%
291	59210	820	Transfer to General Fund	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**722,500**	**448,197**	**609,150**	**609,150**	**81,408**	**106,497**	**878,525**	**878,525**	**44.22%**
			TOTAL EXPENDITURES	**$ 1,116,677**	**$ 788,942**	**$ 1,075,822**	**$ 1,075,822**	**$ 126,857**	**$ 580,786**	**$ 1,356,451**	**$ 1,365,009**	**26.88%**
Revenues												
291	41120		Tax Increments	$ 224,434	$ 330,579	$ 728,624	$ 728,624	$ 696,859	$ 696,859	$ 782,298	$ 782,298	7.37%
291	41121		Payment in Lieu of Taxes	0	2,487	0	0	3,134	3,134	0	0	0.00%
291	43412		Personal Property Aid	0	60	0	0	60	60	11,803	11,803	100.00%
291	43430		Tax Exempt Computer Aid	0	0	0	0	0	0	0	0	0.00%
291	43500		State Grants	0	0	0	0	0	0	0	0	0.00%
291	48110		Interest on Investment	0	0	0	0	0	8,537	11,037	11,037	100.00%
291	48210		Rent City Land	0	0	0	0	0	0	0	0	0.00%
291	48300		Property Sales	0	1,971	0	0	0	0	0	0	0.00%
291	49000		Transfer From General Fund	0	0	0	0	0	0	0	0	0.00%
291	49100		Bonds/Notes	0	725,000	0	0	0	0	0	0	0.00%
291	49300		Debt Proceeds/Premium	722,500	27,600	609,000	609,000	0	0	878,375	878,375	44.23%
			TOTAL REVENUES	**$ 946,934**	**$ 1,087,697**	**$ 1,337,624**	**$ 1,337,624**	**$ 700,053**	**$ 708,590**	**$ 1,683,514**	**$ 1,683,514**	**25.86%**

CAPITAL PROJECTS FUND

TAX INCREMENT DISTRICT # 12

TID Type: Mixed-use

Creation Valuation Year: 2015
Creation Date: 9/1/2015
Final Date of Allowable Expenditures: 9/1/2030
Mandated Closing Date: 9/1/2035

Location: Located on the west side of the City for the West Industrial Park.

TID Purpose: To continue the development in the West Industrial Park. Our primary use will be business grants and infrastructure. Tax Finance districts are used to account for long-term debt proceeds, tax increment, and project revenues used to finance project expenditures with the TID.

2024 TID Value: $163,804,400
Base Value: $22,246,700
Current Increment Value: $141,557,700
Value Change Over Previous Year: $18,406,400

Anticipated Total Future Costs: $29,844,862
Anticipated Total Future Revenue(absent extension): $36,807,306
Annual Increment Revenue (2025): $2,140,092

2025 Proposed Projects:

Amerivan BLVD Extension		1,950,000
Garroman DR Extension		250,000
SW Neighborhood Plan Improvements Phase 1		1,500,000
South Bridge Segment 2 (GV-15) Design		535,125
South Bridge Segment 2 (GV-15) Acquisition		-
South Bridge Segment 2 (GV-15) Construction		-
Property Acquisition		300,000
Consulting costs related to potential development projects (CSM/Plat, Environ Studies, Soil Testing, etc.)		20,000
Railroad Spur Inspection and Maintenance (split between TID 11 and TID 12)		22,500
	TOTAL	$ 4,577,625

Development Driven Projects:
(may occur if new projects proposed in district):

TID 12 Developer Rebates		$ 300,000
	TOTAL	$ 300,000

Source: Wisconsin DOR Statement of Changes Preliminary Report 2024

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #12

Expenditures

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
			PERSONAL SERVICES									
292	50000	110	Salaries	$ 56,517	$ 47,806	$ 71,943	$ 71,943	$ 29,287	$ 58,575	$ 69,823	$ 74,282	3.25%
292	50000	120	Hourly Wages	0	0	0	0	0	0	0	5,520	100.00%
292	50000	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
292	50000	126	Seasonal Labor	2,143	0	0	0	0	0	0	0	0.00%
292	50000	150	FICA	4,355	3,575	5,504	5,504	2,186	4,481	5,341	6,105	10.92%
292	50000	151	Retirement	3,843	3,242	4,964	4,964	1,725	4,042	4,853	5,546	11.73%
292	50000	152	Health, Dental, DIB, Life & Wks Cmp Ins	11,030	8,524	15,626	15,626	5,295	10,590	13,236	16,600	6.23%
			Subtotal	**77,888**	**63,148**	**98,037**	**98,037**	**38,494**	**77,687**	**93,253**	**108,053**	**10.22%**
			CONTRACTUAL SERVICES									
292	50000	212	Seminars and Conferences	0	0	168	168	0	0	0	0	-100.00%
292	50000	215	Consulting	65,000	13,245	20,000	20,000	16,339	22,339	20,000	20,000	0.00%
292	50000	290	Other Contractual Services	0	0	0	0	0	17,500	22,500	22,500	100.00%
292	50000	582	Debt Issuance Costs	0	54,873	0	0	0	0	0	0	0.00%
			Subtotal	**65,000**	**68,119**	**20,168**	**20,168**	**16,339**	**39,839**	**42,500**	**42,500**	**110.73%**
			SUPPLIES AND EXPENSE									
292	50000	330	Mileage Reimbursement	0	0	56	56	0	0	0	0	-100.00%
292	50000	340	Operating Supplies	0	0	336	336	0	0	0	0	-100.00%
			Subtotal	**0**	**0**	**392**	**392**	**0**	**0**	**0**	**0**	**-100.00%**
292	59230	930	Transfer to Debt Service	470,556	470,556	605,173	605,173	0	605,173	552,485	552,485	-8.71%
292	50000	810	Transfer for Admin	0	0	0	0	0	0	0	0	0.00%
292	59220	820	Transfer to Capital Projects		635,556	0	0	0	0	0	0	0.00%

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #12

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
			CAPITAL OUTLAY									
292	57120	820	General Administration	0	21,309	150	150	150	150	150	150	0.00%
292	57311	820	Street Administration (Engineering)	22,500	257,478	497,200	497,200	58,210	88,210	535,125	535,125	7.63%
292	57315	820	Development Rebate	300,000	0	300,000	300,000	35,140	35,140	300,000	300,000	0.00%
292	57330	820	Street Construction	0	46,103	1,760,500	1,760,500	0	0	3,700,000	3,700,000	110.17%
292	57340	820	Storm Sewers	0	0	0	0	0	0	0	0	0.00%
292	57341	820	Sanitary Sewers	0	0	0	0	0	0	0	0	0.00%
292	57342	820	Water Mains	0	0	0	0	0	0	0	0	0.00%
292	57700	860	Industrial Land Purchase	0	3,296,894	0	0	0	0	300,000	300,000	100.00%
292	59210	820	Transfer to General Fund	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**322,500**	**3,621,783**	**2,557,850**	**2,557,850**	**93,500**	**123,500**	**4,835,275**	**4,835,275**	**89.04%**
			TOTAL EXPENDITURES	**$ 935,944**	**$ 4,859,162**	**$ 3,281,620**	**$ 3,281,620**	**$ 148,332**	**$ 846,199**	**$ 5,523,513**	**$ 5,538,313**	**68.77%**
Revenues					-							
292	41120		Tax Increments	$ 792,493	$ 699,346	$ 2,064,076	$ 2,064,076	$ 1,974,090	$ 1,974,090	$ 2,140,092	$ 2,140,092	3.68%
292	41121		Payment in Lieu of Taxes	0	0	0	0	0	0	0	0	0.00%
292	43412		Personal Property Aid	0	0	0	0	0	0	0	0	0.00%
292	43430		Tax Exempt Computer Aid	0	0	0	0	0	0	0	0	0.00%
292	43500		State Grants	0	0	0	0	0	0	0	0	0.00%
292	48110		Interest on Investment	0	0	0	0	0	21,045	26,045	26,045	100.00%
292	48210		Rent City Land	0	2,099	0	0	0	11,250	11,250	11,250	100.00%
292	48300		Property Sales	275,000	0	234,000	234,000	0	0	0		0.00%
292	49000		Transfer From General Fund	0	0	0	0	0	0	0	0	0.00%
292	49100		Bonds/Notes	0	4,050,000	0	0	0	0	0	0	0.00%
292	49300		Debt Proceeds/Premium	322,500	2,063	2,557,700	2,557,700	0	123,500	4,835,125	4,835,125	89.04%
			TOTAL REVENUES	**$ 1,389,993**	**$ 4,753,509**	**$ 4,855,776**	**$ 4,855,776**	**$ 1,974,090**	**$ 2,129,885**	**$ 7,012,512**	**$ 7,012,512**	**44.42%**

CAPITAL PROJECTS FUND

TAX INCREMENT DISTRICT # 13

TID Type: Mixed-use

Creation Valuation Year: 2017
Creation Date: 7/18/2017
Final Date of Allowable Expenditures: 7/18/2032
Mandated Closing Date: 7/18/2037

Location: Located around the Main Avenue and Lawrence Drive intersections, generally

TID Purpose: Primarily to fund the Main and Lawrence roundabout infrastructure project. Development and redevelopment incentive may be considered to increase density and add vitality to the district.

2024 TID Value: $76,293,200
Base Value: $49,749,600
Current Increment Value: $26,543,600
Value Change Over Previous Year: $5,935,600

Anticipated Total Future Costs: $5,338,450
Anticipated Total Future Revenue(absent extension): $8,684,206
Annual Increment Revenue (2025): $401,290

2025 Proposed Projects:

Consulting costs related to potential development projects (CSM/Plat, Environ Studies, Soil Testing, etc.)	$	20,000
TOTAL	$	20,000

Development Driven Projects:
(may occur if new projects proposed in district):

TID 13 Developer Grants or Future Infrastructure	$	300,000
TOTAL	$	300,000

Source: Wisconsin DOR Statement of Changes Preliminary Report 2024

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #13

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
			PERSONAL SERVICES									
293	50000	110	Salaries	$ 30,186	$ 31,249	$ 43,380	$ 43,380	$ 20,611	$ 41,222	$ 46,070	$ 46,070	6.20%
293	50000	120	Hourly Wages	0	0	0	0	0	0	0	0	0.00%
293	50000	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
293	50000	126	Seasonal Labor	2,143	0	0	0	0	0	0	0	0.00%
293	50000	150	FICA	2,340	2,393	3,319	3,319	1,537	3,153	3,524	3,524	6.20%
293	50000	151	Retirement	2,053	2,222	2,993	2,993	1,222	2,844	3,202	3,202	6.97%
293	50000	152	Health, Dental, DIB, Life & Wks Cmp Ins	6,909	7,856	11,072	11,072	4,176	8,352	8,261	8,261	-25.39%
			Subtotal	**43,631**	**43,719**	**60,764**	**60,764**	**27,546**	**55,572**	**61,057**	**61,057**	**0.48%**
			CONTRACTUAL SERVICES									
293	50000	212	Seminars and Conferences	0	0	168	168	0	0	0	0	-100.00%
293	50000	215	Consulting	15,000	11,735	20,000	20,000	600	1,200	20,000	20,000	0.00%
293	50000	290	Other Contractual Services	0	0	0	0	0	0	0	0	0.00%
293	50000	582	Debt Issuance Costs	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**15,000**	**11,735**	**20,168**	**20,168**	**600**	**1,200**	**20,000**	**20,000**	**-0.83%**
			SUPPLIES AND EXPENSE									
293	50000	330	Mileage Reimbursement	0	0	56	56	0	0	0	0	-100.00%
293	50000	340	Operating Supplies	0	0	336	336	0	0	0	0	-100.00%
			Subtotal	**0**	**0**	**392**	**392**	**0**	**0**	**0**	**0**	**-100.00%**
293	59230	930	Transfer to Debt Service	236,825	236,825	255,325	255,325	0	255,325	$ 277,575	$ 277,575	8.71%
293	50000	810	Transfer for Admin	0	0	0	0	0	0	0	0	0.00%

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #13

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
			CAPITAL OUTLAY									
293	57120	820	General Administration	0	6,027	0	0	150	150	150	150	100.00%
293	57311	820	Street Administration (Engineering)	0	0	0	0	0	0	0	0	0.00%
293	57315	820	Development Rebate	300,000	15,202	300,000	300,000	0	0	300,000	300,000	0.00%
293	57330	820	Street Construction	0	0	0	0	0	0	0	0	0.00%
293	57340	820	Storm Sewers	0	0	0	0	0	0	0	0	0.00%
293	57341	820	Sanitary Sewers	0	0	0	0	0	0	0	0	0.00%
293	57342	820	Water Mains	0	0	0	0	0	0	0	0	0.00%
293	57700	860	Industrial Land Purchase	0	0	0	0	0	0	0	0	0.00%
293	59210	820	Transfer to General Fund	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**300,000**	**21,229**	**300,000**	**300,000**	**150**	**150**	**300,000**	**300,150**	**0.05%**
			TOTAL EXPENDITURES	**$ 595,456**	**$ 313,509**	**$ 636,649**	**$ 636,649**	**$ 28,296**	**$ 312,247**	**$ 658,632**	**$ 658,782**	**3.48%**
Revenues												
293	41120		Tax Increments	$ 189,827	$ 167,516	$ 287,658	$ 287,658	$ 275,117	$ 275,117	$ 401,290	$ 401,290	39.50%
293	41121		Payment in Lieu of Taxes	0	0	0	0	0	0	0	0	0.00%
292	43412		Personal Property Aid	0	0	0	0	0	0	34,962	34,962	100.00%
293	43430		Tax Exempt Computer Aid	0	0	0	0	0	0	0	0	0.00%
293	43580		State Grants	0	0	0	0	0	0	0	0	0.00%
293	48110		Interest on Investment	0	0	0	0	0	2,827	5,654	5,654	100.00%
293	48210		Rent City Land	0	0	0	0	0	0	0	0	0.00%
293	48300		Property Sales	0	0	0	0	0	0	0	0	0.00%
293	48309		Miscellaneous	0	15,202	0	0	0	0	0	0	0.00%
293	49000		Transfer From General Fund	0	0	0	0	0	0	0	0	0.00%
293	49100		Bonds/Notes	0	0	0	0	0	0	0	0	0.00%
293	49300		Debt Proceeds/Premium	300,000	0	300,000	300,000	0	0	300,000	300,000	0.00%
			TOTAL REVENUES	**$ 489,827**	**$ 182,718**	**$ 587,658**	**$ 587,658**	**$ 275,117**	**$ 277,944**	**$ 741,906**	**$ 741,906**	**26.25%**

CAPITAL PROJECTS FUND

TAX INCREMENT DISTRICT # 14

TID Type: Blight Elimination

Creation Valuation Year: 2019
Creation Date: 10/16/2018
Final Date of Allowable Expenditures: 10/16/2041
Mandated Closing Date: 10/16/2046

Location: Located at 428 Superior Street, the former Irwin School.

TID Purpose: To support the renovation and adaptive reuse of the historic Irwin School into residential units.

2024 TID Value: $2,823,700
Base Value: $579,600
Current Increment Value: $2,244,100
Value Change Over Previous Year: $317,300

Anticipated Total Future Costs: $2,962,739
Anticipated Total Future Revenue(absent extension): $2,898,286
Annual Increment Revenue (2025): $30,819

2025 Proposed Projects:

Consulting costs related to potential development projects (CSM/Plat, Environ Studies, Soil Testing, etc.)	$	2,500
TOTAL	$	2,500

Development Driven Projects:
(may occur if new projects proposed in district):

TID 14 Developer Rebates & Site Assembly ($1,090,000 original rebate)	$	215,000
TOTAL	$	215,000

Source: Wisconsin DOR Statement of Changes Preliminary Report 2024

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #14

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
Account Number			PERSONAL SERVICES									
294	50000	110	Salaries	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	0.00%
294	50000	120	Hourly Wages	0	0	0	0	0	0	0	0	0.00%
294	50000	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
294	50000	126	Seasonal Labor	0	0	0	0	0	0	0	0	0.00%
294	50000	150	FICA	0	0	0	0	0	0	0	0	0.00%
294	50000	151	Retirement	0	0	0	0	0	0	0	0	0.00%
294	50000	152	Health, Dental, DIB, Life & Wks Cmp Ins	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			CONTRACTUAL SERVICES									
294	50000	212	Seminars and Conferences	0	0	0	0	0	0	0	0	0.00%
294	50000	215	Consulting	2,500	760	2,500	2,500	600	600	2,500	2,500	0.00%
294	50000	290	Other Contractual Services	0	0	0	0	0	0	0	0	0.00%
294	50000	582	Debt Issuance Costs	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**2,500**	**760**	**2,500**	**2,500**	**600**	**600**	**2,500**	**2,500**	**0.00%**
			SUPPLIES AND EXPENSE									
294	50000	330	Mileage Reimbursement	0	0	0	0	0	0	0	0	0.00%
294	50000	340	Operating Supplies	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
294	59230	930	Transfer to Debt Service	156,108	156,108	154,255	154,255	0	154,255	152,305	152,305	-1.26%

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #14

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
			CAPITAL OUTLAY									
294	57120	820	General Administration	0	1,325	150	150	150	150	150	150	0.00%
294	57311	820	Street Administration (Engineering)	0	0	0	0	0	0	0	0	0.00%
294	57315	820	Development Rebate	654,000	0	300,000	300,000	0	0	215,000	215,000	-28.33%
294	57330	820	Street Construction	0	0	0	0	0	0	0	0	0.00%
294	57340	820	Storm Sewers	0	0	0	0	0	0	0	0	0.00%
294	57341	820	Sanitary Sewers	0	0	0	0	0	0	0	0	0.00%
294	57342	820	Water Mains	0	0	0	0	0	0	0	0	0.00%
294	57700	860	Industrial Land Purchase	0	0	0	0	0	0	0	0	0.00%
294	59210	820	Transfer to General Fund	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**654,000**	**1,325**	**300,150**	**300,150**	**150**	**150**	**215,150**	**215,150**	**-28.32%**
			TOTAL EXPENDITURES	**$ 812,608**	**$ 158,193**	**$ 456,905**	**$ 456,905**	**$ 750**	**$ 155,005**	**$ 369,955**	**$ 369,955**	**-19.03%**
Revenues												
294	41120		Tax Increments	$ 29,674	$ 0	$ 27,711	$ 27,711	$ 28,547	$ 28,547	$ 30,819	$ 30,819	11.21%
294	41121		Payment in Lieu of Taxes	0	0	0	0	0	0	0	0	0.00%
294	43412		Personal Property Aid	0	0	0	0	0	0	0	0	0.00%
294	43430		Tax Exempt Computer Aid	0	0	0	0	0	0	0	0	0.00%
294	43580		State Grants	0	0	0	0	0	0	0	0	0.00%
294	48110		Interest on Investment	0	0	0	0	0	1,808	1,808	1,808	100.00%
294	48210		Rent City Land	0	0	0	0	0	0	0	0	0.00%
294	48300		Property Sales	0	0	0	0	0	0	0	0	0.00%
294	49000		Transfer From General Fund	0	0	0	0	0	0	0	0	0.00%
294	49100		Bonds/Notes	0	0	0	0	0	0	0	0	0.00%
294	49300		Debt Proceeds/Premium	654,000	0	300,000	300,000	0	0	215,000	215,000	-28.33%
			TOTAL REVENUES	**$ 683,674**	**$ 0**	**$ 327,711**	**$ 327,711**	**$ 28,547**	**$ 30,355**	**$ 247,627**	**$ 247,627**	**-24.44%**

CAPITAL PROJECTS FUND

TAX INCREMENT DISTRICT # 15

TID Type: Mixed-Use

Creation Valuation Year: 2020
Creation Date: 2/18/2020
Final Date of Allowable Expenditures: 2/20/2035
Mandated Closing Date: 2/20/2040

Location: Located on the west side of the City and it is bounded by HWY 41 to the west, Lawrence to the east, Scheuring to the north and Southbridge to the south. This TID overlaps TID No. 8.

TID Purpose: Our primary use will be infrastructure and possible business grants. Tax finance districts are used to account for long-term debt proceeds, tax increment, and project revenues used to finance project expenditures with the TID.

2024 TID Value: $47,037,800
Base Value: $2,616,000
Current Increment Value: $44,421,800
Value Change Over Previous Year: $6,074,600

Anticipated Total Future Costs: $28,241,095
Anticipated Total Future Revenue(absent extension): $31,853,331
Annual Increment Revenue (2025): $671,576

2025 Proposed Projects:	South Bridge Segment 1 (GV-14) Design	$	-
	South Bridge Segment 1 (GV-14) Acquisition		-
	South Bridge Segment 1 (GV-14) Construction		3,569,075
	Employers Blvd/Preserve Multi-family Infrastructure and Stormwater		1,200,000
	Consulting costs related to potential development projects (CSM/Plat, Environ Studies, Soil Testing, etc.)		20,000
	TOTAL	$	4,789,075
Development Driven Projects: (may occur if new projects proposed in district):	TID 15 Developer Grant	$	300,000
	TOTAL	$	300,000

Source: Wisconsin DOR Statement of Changes Preliminary Report 2024

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #15

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
			PERSONAL SERVICES									
295	50000	110	Salaries	$ 87,801	$ 77,177	$ 105,416	$ 105,416	$ 44,166	$ 88,331	$ 103,696	$ 107,691	2.16%
295	50000	120	Hourly Wages	0	0	0	0	0	0	0	5,520	100.00%
295	50000	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
295	50000	126	Seasonal Labor	2,143	0	0	0	0	0	0	0	0.00%
295	50000	150	FICA	6,748	5,785	8,064	8,064	3,287	6,757	7,933	8,661	7.39%
295	50000	151	Retirement	5,970	5,263	7,274	7,274	2,548	6,095	7,207	7,868	8.17%
295	50000	152	Health, Dental, DIB, Life & Wks Cmp Ins	17,371	13,446	22,508	22,508	8,451	16,901	91,824	95,035	322.23%
			Subtotal	**120,033**	**101,671**	**143,262**	**143,262**	**58,452**	**118,084**	**210,660**	**224,775**	**56.90%**
			CONTRACTUAL SERVICES									
295	50000	212	Seminars and Conferences	0	0	168	168	0	0	0	0	-100.00%
295	50000	215	Consulting	15,000	760	20,000	20,000	600	2,500	20,000	20,000	0.00%
295	50000	290	Other Contractual Services	0	0	0	0	0	0	0	0	0.00%
295	50000	582	Debt Issuance Costs	0	57,673	0	0	0	0	0	0	0.00%
			Subtotal	**15,000**	**58,433**	**20,168**	**20,168**	**600**	**2,500**	**20,000**	**20,000**	**-0.83%**
			SUPPLIES AND EXPENSE									
295	50000	330	Mileage Reimbursement	0	0	56	56	0	0	0	0	-100.00%
295	50000	340	Operating Supplies	0	0	336	336	0	0	0	0	-100.00%
			Subtotal	**0**	**0**	**392**	**392**	**0**	**0**	**0**	**0**	**-100.00%**
295	59230	930	Transfer to Debt Service	95,338	95,338	613,649	613,649	0	613,649	608,320	608,320	-0.87%

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #15

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
			CAPITAL OUTLAY									
295	57120	820	General Administration	0	6,027	150	150	150	150	150	150	0.00%
295	57311	820	Street Administration (Engineering)	0	27,227	0	0	23,856	33,856	0	0	0.00%
295	57315	820	Development Rebate	2,000,000	0	500,000	500,000	0	300,000	300,000	300,000	-40.00%
295	57330	820	Street Construction	2,375,000	1,515,099	0	0	0	0	4,769,075	4,769,075	100.00%
295	57340	820	Storm Sewers	0	0	0	0	0	0	0	0	0.00%
295	57341	820	Sanitary Sewers	0	0	0	0	0	0	0	0	0.00%
295	57342	820	Water Mains	0	0	0	0	0	0	0	0	0.00%
295	57700	860	Industrial Land Purchase	0	0	0	0	18,300	0	0	0	0.00%
295	59210	820	Transfer to General Fund	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**4,375,000**	**1,548,353**	**500,150**	**500,150**	**42,306**	**334,006**	**5,069,225**	**5,069,225**	**913.54%**
			TOTAL EXPENDITURES	**$ 4,605,371**	**$ 1,803,795**	**$ 1,277,621**	**$ 1,277,621**	**$ 101,358**	**$ 1,068,240**	**$ 5,908,205**	**$ 5,922,320**	**363.54%**
Revenues												
295	41120		Tax Increments	$ 525,810	$ 464,007	$ 649,008	$ 649,008	$ 620,714	$ 620,714	$ 671,576	$ 671,576	3.48%
295	41121		Payment in Lieu of Taxes	0	0	0	0	63,655	63,655	0	0	0.00%
295	43412		Personal Property Aid	0	0	0	0	0	0	0	0	0.00%
295	43430		Tax Exempt Computer Aid	0	0	0	0	0	0	0	0	0.00%
295	43580		State Grants	0	0	0	0	0	0	0	0	0.00%
295	48110		Interest on Investment	0	0	0	0	0	23,970	33,970	33,970	100.00%
295	48210		Rent City Land	0	0	0	0	0	0	0	0	0.00%
295	48300		Property Sales	0	0	0	0	0	0	0	0	0.00%
295	49000		Transfer From General Fund	0	0	0	0	0	0	0	0	0.00%
295	49100		Bonds/Notes	0	4,315,000	0	0	0	0	0	0	0.00%
295	49300		Debt Proceeds/Premium	4,375,000	136,176	500,000	500,000	0	0	5,069,075	5,069,075	913.82%
			TOTAL REVENUES	**$ 4,900,810**	**$ 4,915,183**	**$ 1,149,008**	**$ 1,149,008**	**$ 684,368**	**$ 708,338**	**$ 5,774,621**	**$ 5,774,621**	**402.57%**

CAPITAL PROJECTS FUND

TAX INCREMENT DISTRICT # 16

TID Type:	Rehabilitation and Conservation
Creation Valuation Year:	2020
Creation Date:	2/18/2020
Final Date of Allowable Expenditures:	2/18/2042
Mandated Closing Date:	2/18/2047
Location:	123 N. Broadway
TID Purpose:	Redevelopment of an underutilized parcel in the Downtown. This is a single use TID.
2024 TID Value:	$0
Base Value:	$0
Current Increment Value:	$0
Value Change Over Previous Year:	$0
Anticipated Total Future Costs:	$0
Anticipated Total Future Revenue(absent extension):	$0
Annual Increment Revenue (2025):	$0
2025 Proposed Projects:	None
Development Driven Projects: (may occur if new projects proposed in district):	None

Source: Wisconsin DOR Statement of Changes Preliminary Report 2024

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #16

Expenditures

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
			PERSONAL SERVICES									
296	50000	110	Salaries	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	0.00%
296	50000	120	Hourly Wages	0	0	0	0	0	0	0	0	0.00%
296	50000	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
296	50000	150	FICA	0	0	0	0	0	0	0	0	0.00%
296	50000	151	Retirement	0	0	0	0	0	0	0	0	0.00%
296	50000	152	Health, Dental, DIB, Life & Wks Cmp Ins	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			CONTRACTUAL SERVICES									
296	50000	212	Seminars and Conferences	0	0	0	0	0	0	0	0	0.00%
296	50000	215	Consulting	2,500	760	0	0	0	0	0	0	0.00%
296	50000	290	Other Contractual Services	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**2,500**	**760**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			SUPPLIES AND EXPENSE									
296	50000	330	Mileage Reimbursement	0	0	0	0	0	0	0	0	0.00%
296	50000	340	Operating Supplies	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
296	59230	930	Transfer to Debt Service	0	0	0	0	0	0	0	0	0.00%

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #16

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
			CAPITAL OUTLAY									
296	57120	820	General Administration	0	150	150	150	150	150	150	150	0.00%
296	57311	820	Street Administration (Engineering)	0	0	0	0	0	0	0	0	0.00%
296	57315	820	Development Rebate	0	0	0	0	0	0	0	0	0.00%
296	57330	820	Street Construction	0	0	0	0	0	0	0	0	0.00%
296	57340	820	Storm Sewers	0	0	0	0	0	0	0	0	0.00%
296	57341	820	Sanitary Sewers	0	0	0	0	0	0	0	0	0.00%
296	57342	820	Water Mains	0	0	0	0	0	0	0	0	0.00%
296	57700	860	Industrial Land Purchase	0	0	0	0	0	0	0	0	0.00%
296	59210	820	Transfer to General Fund	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**150**	**150**	**150**	**150**	**150**	**150**	**150**	**0.00%**
			TOTAL EXPENDITURES	**$ 2,500**	**$ 910**	**$ 150**	**$ 150**	**$ 150**	**$ 150**	**$ 150**	**$ 150**	**0.00%**
Revenues												
296	41120		Tax Increments	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	0.00%
296	43412		Personal Property Aid	0	0	0	0	0	0	0	0	0.00%
296	43430		Tax Exempt Computer Aid	0	0	0	0	0	0	0	0	0.00%
296	43580		State Grants	0	0	0	0	0	0	0	0	0.00%
296	48110		Interest on Investment	0	0	0	0	0	0	0	0	0.00%
296	48210		Rent City Land	0	0	0	0	0	0	0	0	0.00%
296	48300		Property Sales	0	0	0	0	0	0	0	0	0.00%
296	49000		Transfer From General Fund	0	0	0	0	0	0	0	0	0.00%
296	49100		Bonds/Notes	0	0	0	0	0	0	0	0	0.00%
296	49300		Debt Proceeds/Premium	0	0	0	0	0	0	0	0	0.00%
			TOTAL REVENUES	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**0.00%**

CAPITAL PROJECTS FUND

TAX INCREMENT DISTRICT # 17

TID Type: Mixed Use

Creation Valuation Year: 2021
Creation Date: 3/16/2021
Final Date of Allowable Expenditures: 3/16/2036
Mandated Closing Date: 3/16/2043

Location: East Industrial Park (overlay of TID No. 10)

TID Purpose: To continue the development in the East Industrial Park. Our primary use will be infrastructure and possible development grants. Tax finance districts are used to account for long-term debt proceeds, tax increment, and project revenues used to finance project expenditures with the TID

2024 TID Value: $17,299,800
Base Value: $0
Current Increment Value: $17,299,800
Value Change Over Previous Year: -$3,332,800

Anticipated Total Future Costs: $27,382,419
Anticipated Total Future Revenue(absent extension): $39,411,970
Annual Increment Revenue (2025): $237,583

2025 Proposed Projects:	South Bridge Segment 3 (GV-16) Design	$	-
	South Bridge Segment 3 (GV-16) Acquisition		-
	South Bridge Segment 3 (GV-16) Construction		-
	South Bridge Segment 4 (GV-17) Design		-
	South Bridge Segment 4 (GV-17) Acquisition		-
	South Bridge Segment 4 (GV-17) Construction		-
	Consulting costs related to potential development projects (CSM/Plat, Environ Studies, Soil Testing, etc.)		20,000
	TOTAL	$	20,000
Development Driven Projects:	Development Incentive	$	3,500,000
(may occur if new projects proposed in district):	TOTAL	$	3,500,000

Source: Wisconsin DOR Statement of Changes Preliminary Report 2024

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #17

Expenditures

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
			PERSONAL SERVICES									
297	50000	110	Salaries	$ 0	$ 0	$ 10,996	$ 10,996	$ 5,063	$ 10,125	$ 11,890	$ 18,205	65.56%
297	50000	120	Hourly Wages	0	0	0	0	0	0	0	0	0.00%
297	50000	125	Overtime Wages	0	0	0	0	0	0	0	0	0.00%
297	50000	150	FICA	0	0	841	841	387	775	910	1,393	65.56%
297	50000	151	Retirement	0	0	759	759	349	699	826	1,265	66.76%
297	50000	152	Health, Dental, DIB, Life & Wks Cmp Ins	0	0	3,595	3,595	20	40	65	2,072	-42.36%
			Subtotal	**0**	**0**	**16,191**	**16,191**	**5,819**	**11,638**	**13,691**	**22,935**	**41.65%**
			CONTRACTUAL SERVICES									
297	50000	212	Seminars and Conferences	0	0	168	168	0	0	0	0	-100.00%
297	50000	215	Consulting	65,000	1,072	20,000	20,000	959	2,500	20,000	20,000	0.00%
297	50000	290	Other Contractual Services	0	0	0	0	0	0	0	0	0.00%
297	50000	582	Debt Issuance Costs	0		0	0	0	0	0	0	0.00%
			Subtotal	**65,000**	**1,072**	**20,168**	**20,168**	**959**	**2,500**	**20,000**	**20,000**	**-0.83%**
			SUPPLIES AND EXPENSE									
297	50000	330	Mileage Reimbursement	0	0	56	56	0	0	0	0	-100.00%
297	50000	340	Operating Supplies	0	0	336	336	0	0	0	0	-100.00%
			Subtotal	**0**	**0**	**392**	**392**	**0**	**0**	**0**	**0**	**-100.00%**
297	59230	930	Transfer to Debt Service	65,490	65,490	66,600	66,600	0	66,600	141,600	155,892	134.07%

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #17

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Expenditures												
			CAPITAL OUTLAY									
297	57120	820	General Administration	0	21,309	0	0	0	150	150	150	100.00%
297	57311	820	Street Administration (Engineering)	0	0	0	0	23,300	23,300	0	0	0.00%
297	57315	820	Development Rebate	500,000	110,000	500,000	500,000	0	0	3,500,000	3,500,000	600.00%
297	57330	820	Street Construction	0	27,072	327,440	327,440	0	0	0		-100.00%
297	57340	820	Storm Sewers	0	0	0	0	0	0	0	0	0.00%
297	57341	820	Sanitary Sewers	0	0	0	0	0	0	0	0	0.00%
297	57342	820	Water Mains	0	0	0	0	0	0	0	0	0.00%
297	57700	860	Industrial Land Purchase	0	0	0	0	0	0	0	0	0.00%
297	59210	820	Transfer to General Fund	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**500,000**	**158,381**	**827,440**	**827,440**	**23,300**	**23,450**	**3,500,150**	**3,500,150**	**323.01%**
			TOTAL EXPENDITURES	**$ 630,490**	**$ 224,943**	**$ 930,791**	**$ 930,791**	**$ 30,077**	**$ 104,187**	**$ 3,675,441**	**$ 3,698,977**	**297.40%**
Revenues												
297	41120		Tax Increments	$ 0	$ 0	$ 349,197	$ 349,197	$ 305,692	$ 305,692	$ 237,583	$ 237,583	-31.96%
297	41121		Payment in Lieu of Taxes	0	0	0	0	0	0	0	0	0.00%
297	43412		Personal Property Aid	0	0	0	0	0	0	0	0	0.00%
297	43430		Tax Exempt Computer Aid	0	0	0	0	0	0	0	0	0.00%
297	43580		State Grants	0	0	0	0	0	0	0	0	0.00%
297	48110		Interest on Investment	0	0	0	0	0	1,357	0	0	0.00%
297	48210		Rent City Land	0	0	0	0	0	0	0	0	0.00%
297	48300		Property Sales	0	0	0	0	0	0	50,000	50,000	100.00%
297	49000		Transfer From General Fund	0	0	0	0	0	0	0	0	0.00%
297	49100		Bonds/Notes	0	0	0	0	0	0	0	0	0.00%
297	49300		Debt Proceeds/Premium	500,000	0	827,440	827,440	0	23,450	3,500,000	3,500,000	322.99%
			TOTAL REVENUES	**$ 500,000**	**$ 0**	**$ 1,176,637**	**$ 1,176,637**	**$ 305,692**	**$ 330,498**	**$ 3,787,583**	**$ 3,787,583**	**221.90%**

CAPITAL PROJECTS FUND

TAX INCREMENT DISTRICT # 18

TID Type: Mixed Use

Creation Valuation Year: 2024
Creation Date: 5/7/2024
Final Date of Allowable Expenditures: 5/7/2046
Mandated Closing Date: 5/7/2051

Location: Located on the east side of the City and overlays a large part of the downtown district and TID No. 7

TID Purpose: To continue the development in the East Industrial Park. Our primary use will be infrastructure and possible development grants. Tax finance districts are used to account for long-term debt proceeds, tax increment, and project revenues used to finance project expenditures with the TID

2024 TID Value: $0
Base Value: $0
Current Increment Value: $0
Value Change Over Previous Year: $0

Anticipated Total Future Costs: $52,887,195
Anticipated Total Future Revenue(absent extension): $62,358,425
Annual Increment Revenue (2025): $0

2025 Proposed Projects:

Consulting costs related to potential development projects (CSM/Plat, Environ Studies, Soil Testing, etc.)	$ 20,000
Downtown Strategic Vision	25,000
Parking Ramp	6,587,500
Wisconsin and William Street Reconstruction	500,000
TOTAL	$ 7,132,500

Development Driven Projects: None
(may occur if new projects proposed in district):

Source: Wisconsin DOR Statement of Changes Preliminary Report 2024

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #18

			Account Title	2023 Year End Actual	2024 Adopted Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2024 / 2025 Budget % of Change
Expenditures										
Account Number			PERSONAL SERVICES							
298	50000	110	Salaries	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	0.00%
298	50000	120	Hourly Wages	0	0	0	0	0	0	0.00%
298	50000	125	Overtime Wages	0	0	0	0	0	0	0.00%
298	50000	150	FICA	0	0	0	0	0	0	0.00%
298	50000	151	Retirement	0	0	0	0	0	0	0.00%
298	50000	152	Health, Dental, DIB, Life & Wks Cmp Ins	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			CONTRACTUAL SERVICES							
298	50000	212	Seminars and Conferences	0	0	0	0	0	0	0.00%
298	50000	215	Consulting	0	0	0	0	65,000	45,000	100.00%
298	50000	290	Other Contractual Services	0	0	0	0	0	0	0.00%
298	50000	582	Debt Issuance Costs	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**65,000**	**45,000**	**100.00%**
			SUPPLIES AND EXPENSE							
298	50000	330	Mileage Reimbursement	0	0	0	0	0	0	0.00%
298	50000	340	Operating Supplies	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
298	59230	930	Transfer to Debt Service	0	0	0	0	71,458	71,458	100.00%

City of De Pere
2025 Capital Projects Fund
Adopted Budget

TID DISTRICT #18

			Account Title	2023 Year End Actual	2024 Adopted Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2024 / 2025 Budget % of Change
Expenditures										
			CAPITAL OUTLAY							
298	57120	820	General Administration	0	0	0	0	150	150	100.00%
298	57311	820	Street Administration (Engineering)	0	0	0	0	0	0	0.00%
298	57315	820	Development Rebate	0	0	0	0	0	0	0.00%
298	57330	820	Street Construction	0	0	0	0	7,087,500	7,087,500	100.00%
298	57340	820	Storm Sewers	0	0	0	0	0	0	0.00%
298	57341	820	Sanitary Sewers	0	0	0	0	0	0	0.00%
298	57342	820	Water Mains	0	0	0	0	0	0	0.00%
298	57700	860	Industrial Land Purchase	0	0	0	0	0	0	0.00%
298	59210	820	Transfer to General Fund	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**7,087,650**	**7,087,650**	**100.00%**
			TOTAL EXPENDITURES	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 7,224,108**	**$ 7,204,108**	**100.00%**
Revenues										
298	41120		Tax Increments	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	0.00%
298	41121		Payment in Lieu of Taxes	0	0	0	0	0	0	0.00%
298	43412		Personal Property Aid	0	0	0	0	0	0	0.00%
298	43430		Tax Exempt Computer Aid	0	0	0	0	0	0	0.00%
298	43580		State Grants	0	0	0	0	0	0	0.00%
298	48110		Interest on Investment	0	0	0	0	0	0	0.00%
298	48210		Rent City Land	0	0	0	0	0	0	0.00%
298	48300		Property Sales	0	0	0	0	0	0	0.00%
298	49000		Transfer From General Fund	0	0	0	0	0	0	0.00%
298	49100		Bonds/Notes	0	0	0	0	0	0	0.00%
298	49300		Debt Proceeds/Premium	0	0	0	0	7,087,500	7,087,500	100.00%
			TOTAL REVENUES	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 7,087,500**	**$ 7,087,500**	**100.00%**

Swimming Pools Capital Projects Fund

The Swimming Pools Capital Projects Fund was created to account for the construction and debt payments related to the swimming pools. The estimated fund balance for the Swimming Pools Capital Projects Fund on December 31, 2024, is projected to be -$889,643. The current debt for the VFW Aquatic Facility will be paid off in 2030.

City of De Pere
2025 Capital Projects Fund
Adopted Budget

SWIMMING POOLS CAPITAL PROJECTS FUND			Account Title	2023 Year End Actual	2024 Adopted Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2024 / 2025 Budget % of Change
Expenditures										
Account Number										
450	50000	582	Debt Issuance Costs	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0	0.00%
450	50000	583	Paying Agent Fees	0	0	0	0	0	0	0.00%
450	50000	592	Transfer to Debt Service	380,078	381,047	0	381,047	381,863	381,863	0.21%
450	50000	592	Transfer to General Fund	248,527	331,607	0	346,380	0	0	0.00%
			TOTAL EXPENDITURES	**$ 628,605**	**$ 712,654**	**$ 0**	**$ 727,427**	**$ 381,863**	**$ 381,863**	**100.00%**
Revenues										
450	41110		General Property	$ 0	$ 0	$ 0	$ 0	$ 0	$ 458,249	100.00%
450	49290		Transfer In	900,000	0	0	900,000	0	0	100.00%
			TOTAL REVENUES	**$ 900,000**	**$ 0**	**$ 0**	**$ 900,000**	**$ 0**	**$ 458,249**	**100.00%**

Source of Debt	Balance 12/31/2024	2025 Principal	Balance 12/31/2025
2020A GO Promissory Notes-$3.6M	$ 2,185,350	$ 349,350	$ 1,836,000
Total	**$ 2,185,350**	**$ 349,350**	**$ 1,836,000**

2023 Fund Balance **$ (1,062,216)**

2025 Cash Flow Analysis	
Estimated Fund Balance - 1/1/25	$ (889,643)
Estimated Expenditures	381,863
Estimated Revenues	458,249
Estimated Cash Balance/(Deficit) - 12/31/25	**$ (813,257)**

	Principal	Interest	Total
2025	349,350	32,513	381,863
2026	354,450	25,526	379,976
2027	362,100	18,437	380,537
2028	369,750	11,195	380,945
2029	372,300	7,497	379,797
2030	377,400	3,774	381,174

WATER UTILITY

Water Utility

Program Full Time Equivalents: 4.00

Program Mission:

Provide a safe, adequate and reliable supply of water with appropriate and efficient management and maintenance of the pumping, storage and distribution system. Also provide timely and accurate reports to the WPSC, WDNR and City Administration. The estimated fund balance and assets of the Water Utility on December 31, 2024 is $27,954,446.

2025 Performance Measures (July 2024 – June 2025):

1) Respond to 100% of emergency calls within 45 minutes of receiving them in order to prevent potential property damage.

2024 Performance Measurement Data*: *(July 2023 – June 2024):

1) Responded to 100% of emergency calls within 45 minutes of receiving them in order to prevent potential property damage. Evaluate new after hour call in procedures to determine if all calls are responded to within 45 minutes.
   a. Result: All after hour calls were responded to within 45 minutes.

Significant Program Achievements:

1) Continued daily inspections at the eight water facilities locations, that include four well stations, three CBCWA stations, three towers and four reservoirs, to ensure reliable operations.
2) Collected 400+ water samples (construction bacteriological investigation samples, monthly bacteriological samples, quarterly well raw water, and distribution disinfection byproduct samples, PFAS and ucmr5 samples, annual nitrate, and lead and copper samples) according to the Safe Drinking Water Act Rules and Regulations with no violations.
3) All broken water mains and services were repaired.
4) 1,353 fire hydrants were flushed, with approximately 150 flushed twice to evaluate them for proper operation and improve system hydraulics.
5) Turned 500+ valves in the system for required maintenance.
6) Prepared and distributed the 2023 CCR as required.
7) Installed over 60 new water meters for new developments.

8) Replaced old and undersized water mains where needed.
9) Certified and submitted to the DNR the Lead Service Line (LSL) date base survey of all City and customer owned water service lines to comply with EPA rules for lead and copper.
10) Submitted monthly eMOR, quarterly eDMR and annual eDMR reports to the DNR as required.
11) Completed all annual tank inspection as required.
12) DNR 5-Year Inspections at Matthew tower, Merrill tower, and Ninth Street reservoir.
13) Completed the Scheuring reservoir cleaning and painting project.
14) Completed west-side leak detection on water distribution system with new Sewerin equipment.
15) Implemented private system ordinance for inspection and maintenance of private systems.

2025 Program Objectives:

1) Continue daily inspections at the eight water facilities locations to ensure reliable operations.
2) Continue to collect all water samples in accordance with the Safe Drinking Water Act Rules and Regulations
3) Repair all broken water mains and services.
4) Flush all fire hydrants annually, with approximately 150 flushed twice to evaluate them for proper operation and improve system hydraulics.
5) Turn 500+ valves in the system for required maintenance.
6) Prepare and distribute the 2024 CCR as required.
7) Replace old and undersized water mains where needed.
8) Submit monthly eMOR, quarterly eDMR and annual eDMR reports to the DNR as required.
9) Continue to perform all residential cross-connection inspections and submit the DNR annual report as required.
10) Continue to build the Lead Service Line (LSL) date base for all City and customer owned water service lines to comply with EPA rules for Lead and Copper.
11) Complete all annual tank inspections as required.
12) Complete east-side leak detection on water distribution system with Sewerin equipment.
13) DNR 5-Year Inspections at Merrill reservoir, and Scheuring reservoir.
14) Ninth Street reservoir overflow pipe re-construct for compliance with DNR regulations.
15) Ninth Street tower cleaning and overcoating project.
16) SCADA Win911 license upgrade.
17) Hydrant painting project, year 1 of 4.
18) Utility crane installation for truck 29.
19) Perform necessary inspections and maintenance for private water systems.

2025 Budget Significant Expenditure Changes:

1) Source of Supply – Purchase Water increased $3,500,000 to reflect more accurately what is in the annual PSC report. This was reallocated from outside services.
2) Pumping – Pumping – Fuel or Power Purchased increased $5,000 to reflect actual increases in electric rates.
3) Pumping – Pumping – Labor and Expenses increased $3,000 to reflect increases in employee wages.
4) Pumping – Pumping – Maintenance of Equipment increased $8,000 to reflect upgrades to SCADA system.
5) Water Treatment – Treatment - Chemicals increased $5,000 to reflect increase in costs for chemicals used for water treatment.
6) Water Treatment – Treatment - Maintain Equipment increased $2,000 to reflect actual costs.
7) Transmission & Distribution Maintenance – T & D Maintenance - Reservoirs/Stand Pipes increased $100,000 to reflect actual costs of 2025 capital projects for Merrill reservoir inspection, Scheuring Road reservoir inspection. Ninth Street reservoir repairs, and Ninth Street tower clean and overcoat.
8) Transmission & Distribution Maintenance – T & D Maintenance of Mains increased $50,000 to reflect actual costs.
9) Transmission & Distribution Maintenance – T & D Meter Maintenance – Shared 50% increased $10,000 to reflect actual costs.
10) Transmission & Distribution Maintenance – T & D Maintenance of hydrants increased $50,000 to reflect hydrant painting. This also includes $50,000 for general hydrant maintenance.
11) Customer Accounts – Meter Reading – Shared 50% increased $33,000 to reflect proposed increase by Green Bay Water Utility.
12) Customer Accounts – Records – Collections - Shared 50% increased $42,589 to reflect employee wage increases and allocation of new IT Support Specialist wages.
13) Administrative & General Operations – Outside Services decreased $3,579,029 to reflect shifting purchase of water to new account under Source of Supply – Purchased Water.
14) Administrative & General Operations – Employee Pension & Benefits increased $22,000 to reflect an increase in health insurance and allocation of new IT Support Specialist wages.
15) Administrative & General Operations – Regulatory Commission Expense increased $1,000 to reflect actual costs.
16) Administrative & General Maintenance – Admin. & General Rents increased $941 to reflect actual costs.
17) Utility Operating Income – FICA increased $55,000 to reflect more accurately what is in the annual PSC report. This was reallocated from administrative and general salaries.
18) Capital Outlays:
    a. Miscellaneous Relays $1,230,000.
    b. Merrill Street Reservoir Inspection $5,000.
    c. Scheuring Road Reservoir Inspection $5,000.

d. Hydrant Painting $50,000.
e. Ninth Street Reservoir Repairs $125,000.
f. Ninth Street Tower Clean and Overcoat $50,000.
g. Truck #29 Mounted Crane $10,000.
h. Water Utility Share for Engineering for Replacing Engineering Truck #32 $15,000.
i. Water Utility Share for Engineering for Replacing Engineering Truck #37 $15,000.
j. Water Utility Share for Engineering Surface Pro Computers $2,000.
k. Water Utility Share for MSC Replacing Four (4) Garage Doors $3,750.
l. Water Utility Share for MSC Replacing Existing Large Conference Room Chairs $750.
m. Water Utility Share for Fleet for Replacing Existing Exhaust Fans in Shop $3,750.
n. Water Utility Share for Fleet for New Portable Welding Exhaust Fan $2,250.
o. Water Utility Share for Fleet for Replacing Existing Equipment Grease Reels $3,000.
p. Water Utility Share for Fleet for Miscellaneous Tool Replacement for Shop $150.
q. Water Utility Share for Replacing City's GIS Software $50,000.

2025 Budget Significant Revenue Changes:

1) Sales of Water - Metered Sales Residential increased $440,769 to reflect actual revenues received due to the PSC approving an overall water rate increase of 9.44%.
2) Sales of Water - Metered Sales Commercial increased $145,870 to reflect actual revenues received due to the PSC approving an overall water rate increase of 9.44%.
3) Sales of Water - Metered Multi-Family increased $414,992 to reflect more accurately what is in the annual PSC report.
4) Sales of Water - Metered Sales Industrial increased $83,685 to reflect actual revenues received due to the PSC approving an overall water rate increase of 9.44%.
5) Sales of Water - Private Fire Protection increased $13,003 to reflect actual revenues received due to the PSC approving an overall water rate increase of 9.44%.
6) Sales of Water - Public Fire Protection increased $305,374 to reflect actual revenues received due to the PSC approving an overall water rate increase of 9.44%.
7) Sales of Water - Other Sales to Public Authorities increased $67,607, to reflect actual revenues received due to the PSC approving an overall water rate increase of 9.44%.
8) Sales of Water - Misc Non-Operating Revenue decreased $50,000 to reflect decrease in lease payments from wireless companies.
9) Other Operating Revenues – Transfer from Other Fund decreased $316,000 to reflect ARPA funding approved by Council that was only to be used in 2024.

City of De Pere
2025 Water Fund Budget
Adopted Budget

Expenditures

Account Number			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
			SOURCE OF SUPPLY									
601	66020	290	Purchased Water	$ 0	$ 3,547,645	$ 0	$ 0	$ 1,552,305	$ 3,619,000	$ 3,500,000	$ 3,500,000	100.00%
601	66140	340	Maintenance of Wells	2,000	5,870	2,000	2,000	0	2,000	2,000	2,000	0.00%
			Subtotal	**2,000**	**3,553,515**	**2,000**	**2,000**	**1,552,305**	**3,621,000**	**3,502,000**	**3,502,000**	**175000.00%**
			PUMPING									
601	66230	220	Pumping--Fuel or Power Purchased	25,000	41,641	25,000	25,000	20,134	40,268	30,000	30,000	20.00%
601	66240	120	Pumping--Labor and Expenses	26,000	30,034	27,000	27,000	15,412	30,823	30,000	30,000	11.11%
601	66260	220	Pumping--Miscellaneous	8,000	0	8,000	8,000	0	8,000	8,000	8,000	0.00%
601	66310	340	Pumping--Maint. Structures & Imp	60,000	9,443	40,000	40,000	4,501	30,000	40,000	40,000	0.00%
601	66330	340	Pumping--Maintenance of Equipment	40,000	22,871	30,000	30,000	16,098	32,196	38,000	38,000	26.67%
			Subtotal	**159,000**	**103,988**	**130,000**	**130,000**	**56,145**	**141,288**	**146,000**	**146,000**	**12.31%**
			WATER TREATMENT									
601	66410	000	Treatment--Chemicals	25,000	41,352	25,000	25,000	14,609	29,219	30,000	30,000	20.00%
601	66520	340	Treatment--Maintain Equipment	8,000	63,000	8,000	8,000	69,329	70,000	10,000	10,000	25.00%
			Subtotal	**33,000**	**104,353**	**33,000**	**33,000**	**83,938**	**99,219**	**40,000**	**40,000**	**21.21%**
			TRANSMISSION & DISTRIBUTION OPERATIONS									
601	66600	340	T& D Ops Supervision/Engineer	55,000	616	57,750	57,750	22	57,750	59,483	59,483	3.00%
601	66620	340	T & D --Line Expense	68,000	68,850	68,000	68,000	28,514	68,000	70,040	70,040	3.00%
601	66630	340	T & D -- Meters Shared 50%	30,000	25,426	30,000	30,000	24,635	49,269	30,900	30,900	3.00%
			Subtotal	**153,000**	**94,892**	**155,750**	**155,750**	**53,170**	**175,019**	**160,423**	**160,423**	**3.00%**
			TRANSMISSION & DISTRIBUTION MAINTENANCE									
601	66720	340	T & D Maintenance --Reservoirs/Stand Pipes	214,000	95,548	180,000	180,000	19,344	180,000	280,000	280,000	55.56%
601	66730	340	T & D Maintenance of Mains	275,000	403,766	275,000	275,000	141,926	283,852	325,000	325,000	18.18%
601	66750	340	T & D Maintenace of Services	70,000	108,205	70,000	70,000	12,258	70,000	70,000	70,000	0.00%
601	66760	340	T & D Meter Maintenance--Shared 50%	40,000	35,846	50,000	50,000	31,450	62,900	60,000	60,000	20.00%
601	66770	340	T & D Maintenance of Hydrants	50,000	81,542	50,000	50,000	(8,609)	50,000	100,000	100,000	100.00%
601	66780	340	T & D Maintenance Misc Plant	30,595	2,114	80,000	80,000	9,053	80,000	80,000	80,000	0.00%
			Subtotal	**679,595**	**727,021**	**705,000**	**705,000**	**205,422**	**726,752**	**915,000**	**915,000**	**29.79%**

City of De Pere
2025 Water Fund Budget
Adopted Budget

Expenditures				2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Account Number			CUSTOMER ACCOUNTS									
601	69020	120	Meter Reading-Shared 50%	100,000	115,597	160,000	160,000	63,563	160,000	160,000	193,000	20.63%
601	69030	340	Records- Collections--Shared 50%	257,250	278,250	270,000	270,000	148,132	296,265	305,000	312,589	15.77%
			Subtotal	**357,250**	**393,847**	**430,000**	**430,000**	**211,695**	**456,265**	**465,000**	**505,589**	**17.58%**
			ADMINISTRATIVE & GENERAL OPERATIONS									
601	69200	120	Admin and General Salaries	205,000	174,151	250,000	250,000	85,959	250,000	250,000	250,000	0.00%
601	69210	340	Office Supplies and Expense	45,000	52,227	50,000	50,000	13,722	50,000	50,000	50,000	0.00%
601	69230	290	Outside Services	3,729,029	54,247	3,729,029	3,729,029	45,236	90,472	150,000	150,000	-95.98%
601	69240	000	Property Insurance	15,108	14,668	15,108	15,108	3,777	15,108	15,108	15,108	0.00%
601	69250	000	Injuries and Damages--WC and Liability Insurance	23,992	24,641	25,000	25,000	6,345	25,000	25,000	25,000	0.00%
601	69260	151	Employee Pension & Benefits	194,000	275,693	220,000	220,000	113,956	227,912	242,000	246,589	12.09%
601	69280	000	Regulatory Commission Expense	6,200	7,198	6,200	6,200	0	7,200	7,200	7,200	16.13%
			Subtotal	**4,218,329**	**602,824**	**4,295,337**	**4,295,337**	**268,995**	**665,691**	**739,308**	**743,897**	**-82.68%**
			ADMINISTRATIVE & GENERAL MAINTENANCE									
601	69270	000	Admin. & General Rents	16,000	16,447	16,000	16,000	0	16,447	16,941	16,941	5.88%
			Subtotal	**16,000**	**16,447**	**16,000**	**16,000**	**0**	**16,447**	**16,941**	**16,941**	**5.88%**
			UTILITY OPERATING INCOME									
601	66030	320	Depreciation Expense	700,000	758,115	775,000	775,000	0	775,000	775,000	775,000	0.00%
601	66080	250	Taxes	584,850	427,554	425,000	425,000	0	425,000	425,000	425,000	0.00%
601	66240	150	FICA	0	55,759	0	0	27,362	54,724	55,000	55,000	100.00%
			Subtotal	**1,284,850**	**1,241,428**	**1,200,000**	**1,200,000**	**27,362**	**1,254,724**	**1,255,000**	**1,255,000**	**4.58%**
			Total Operating Expenditures	**6,903,024**	**6,838,315**	**6,967,087**	**6,967,087**	**2,459,033**	**7,156,405**	**7,239,672**	**7,284,850**	**4.56%**
			INTEREST CHARGES									
601	66040	427	Interest on Long Term Debt	8,400	10,166	6,350	6,350	3,175	6,350	6,350	6,350	0.00%
			Subtotal	**8,400**	**10,166**	**6,350**	**6,350**	**3,175**	**6,350**	**6,350**	**6,350**	**0.00%**
			TOTAL EXPENDITURES	**$ 6,911,424**	**$ 6,848,481**	**$ 6,973,437**	**$ 6,973,437**	**$ 2,462,208**	**$ 7,162,755**	**$ 7,246,022**	**$ 7,291,200**	**4.56%**

City of De Pere
2025 Water Fund Budget
Adopted Budget

Water Revenues			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Account Number			SALES OF WATER									
601	46410		Metered Sales Residential	$ 3,605,000	$ 3,397,357	$ 3,296,324	$ 3,296,324	$ 1,616,793	3,421,134	3,737,093	3,737,093	13.37%
601	46420		Metered Sales Commercial	1,266,900	1,188,477	1,161,455	1,161,455	464,238	982,328	1,307,325	1,307,325	12.56%
601	46425		Metered Multi-Family		30,216	0	0	178,292	377,266	414,992	414,992	100.00%
601	46430		Metered Sales Industrial	659,200	669,341	652,590	652,590	281,729	596,139	736,276	736,276	12.82%
601	46445		Private Fire Protection	0	133,897	134,284	134,284	69,023	146,053	147,287	147,287	9.68%
601	46470		Public Fire Protection	1,339,000	1,317,013	1,315,525	1,315,525	696,382	1,473,545	1,620,899	1,620,899	23.21%
601	46480		Other Sales to Public Authorities	198,881	175,244	125,162	125,162	58,411	123,598	192,769	192,769	54.02%
601	46500		Bulk Water Sales		0	0	0	962	2,035	0	0	0.00%
601	48100		Interest Income	688	1,727	972	972	0	0	0	0	0.00%
601	48914		Misc Non Operating Revenue	257,500	236,314	250,000	250,000	73,914	200,000	200,000	200,000	-20.00%
			Subtotal	**7,466,219**	**7,149,589**	**6,936,312**	**6,936,312**	**3,439,744**	**7,322,096**	**8,356,640**	**8,356,640**	**20.48%**
			OTHER OPERATING REVENUES									
601	48911		Forfeited Discounts	36,000	42,407	36,000	36,000	12,948	36,000	36,000	36,000	0.00%
601	48912		Miscellaneous Service Revenue	7,000	6,507	7,000	7,000	1,813	7,000	7,000	7,000	0.00%
601	48913		Other Water Revenue	32,000	103,624	32,000	32,000	35,773	35,773	32,000	32,000	0.00%
601	49200		Transfer from Other Fund	0	42,518	316,000	316,000	0	316,000	0	0	-100.00%
			Subtotal	**75,000**	**195,056**	**391,000**	**391,000**	**50,534**	**394,773**	**75,000**	**75,000**	**-80.82%**
			TOTAL REVENUES	**$ 7,541,219**	**$ 7,344,645**	**$ 7,327,312**	**$ 7,327,312**	**$ 3,490,278**	**$ 7,716,869**	**$ 8,431,640**	**$ 8,431,640**	**15.07%**

City of De Pere
2025 Water Fund Budget
Adopted Budget

Water Utility 2025 Capital Projects & Equipment		Account
Miscellaneous Relays	$ 1,230,000	601-19060
Merrill Street Reservoir Inspection	5,000	601-66720-215
Scheuring Road Reservoir Inspection	5,000	601-66720-215
Hydrant Painting	50,000	601-66770-215
Ninth Street Reservoir Repairs	125,000	601-66720-215
Ninth Street Tower Clean and Overcoat	50,000	601-66720-215
Truck #29 Mounted Crane	10,000	601-19500
Water Utility Share for Engineering Replacing Engineering Truck #32	15,000	601-19500
Water Utility Share for Engineering Replacing Engineering Truck #37	15,000	601-19500
Water Utility Share for Engineering Surface Pro Computer	2,000	601-66780-340
Water Utility Share for MSC Replacing Four (4) Garage Doors	3,750	601-66780-340
Water Utility Share for MSC Replacing Existing Large Conference Room Chairs	750	601-66780-340
Water Utility Share for Fleet for Replacing Existing Exhaust Fans in Shop	3,750	601-66780-340
Water Utility Share for Fleet for New Portable Welding Exhaust Fan	2,250	601-66780-340
Water Utility Share for Fleet for Replacing Existing Equipment Grease Reels	3,000	601-66780-340
Water Utility Share for Fleet for Miscellaneous Tool Replacement for Shop	150	601-66780-340
Water Utility Share for Replacing City's GIS Software	50,000	601-69230-290
Total Capital	**$ 1,570,650**	

Source of Debt	Balance 12/31/2024	2025 Principal	Balance 12/31/2025
2016 Series A	$ 212,500	$ 105,000	$ 107,500
Total	**$ 212,500**	**$ 105,000**	**$ 107,500**

2025 Cash Flow Analysis	
Estimated Cash Balance - 1/1/25	$ (5,197,689)
Estimated Expenditures	(7,246,022)
Depreciation	775,000
Capital Outlays - Miscellaneous Water Main Relays	(1,230,000)
Estimated Revenues	8,431,640
Debt Principal Repayments	(105,000)
Estimated Cash Balance/(Deficit) - 12/31/25	**$ (4,572,071)**

STORM WATER UTILITY

Storm Water Utility

Program Mission:

The City created a storm water utility as a more equitable way for funding needed maintenance and improvements to the City's storm water management system. The storm water funds storm water management operation and maintenance activities. Activities include cleaning and routine repair of ditches, detention basins, storm sewers, catch basins, manholes, street sweeping, leaf collection, and construction of storm water treatment, detention, and conveyance facilities serving a public purpose. The storm water utility funds the following programs: Public Works Administration, Engineering, Municipal Service Center, Fleet Maintenance, Street Cleaning, Leaf Collection, Storm Sewer Maintenance, Landfill, and Weed Control. The estimated fund balance and assets of the Storm Water Utility at December 31, 2024 is $19,318,889. The 2023 audit showed the fund balance is $869,608 as of December 31, 2023.

2025 Performance Measures:

1) Continue to evaluate the ERU to determine if there is significant revenue to cover the costs of the storm water utility. If there is not sufficient revenue to cover the operational costs then will make suggested changes for the 2026 budget.

2025 Budget Significant Expenditure Changes:

1) Hourly Wages increased $60,126 to reflect allocation of Building Inspector and new Permit Technician/Code Enforcement Specialist wages.
2) FICA increased $4,873 to reflect allocation of Building Inspector and new Permit Technician/Code Enforcement Specialist wages.
3) Retirement increased by $4,820 to reflect allocation of Building Inspector and new Permit Technician/Code Enforcement Specialist wages.
4) Health, Dental, DIB, Life & Wks Cmp Ins increased $16,476 to reflect increases in health insurance and allocation of Building Inspector and new Permit Technician/Code Enforcement Specialist wages.
5) Postage increased $846 to reflect increase in mailings.
6) Cleaning Service Contract increased $662 to reflect actual costs for cleaning contract.
7) Utilities increased $818 to reflect water rate increases of 10%, electric rate increases of 8% and gas rate increases of 6%.
8) Cleaning and Maintenance increased $818 to reflect actual costs.

9) Transportation increased $3,000 to reflect actual costs.
10) Operating Supplies increased $8,957 to reflect increase in employee safety show allowance ($600) and to reflect replacing blades on flail mowers ($8,357).
11) Safety Equipment and Uniforms increased $2,750 to reflect increase in employee safety shoe allowance and increased costs due to the addition of a fourth mechanic.

2025 Budget Significant Revenue Changes:

1) Total revenues will increase by $202,600 due to increase of storm water utility fee from $122 to $132 per ERU.

Storm Water Utility
Public Works Administration

Program Full Time Equivalents: 0.91

Program Mission:

Provide planning, coordination and supervision of public works services. Ensure public works services are provided in a cost effective and efficient manner.

List of Program Service(s) Descriptions:

1) *Planning public works services* – Long range planning for the public works operations and capital improvements.
2) *Coordination of public works services* – Need to coordinate the public works operations with other various City departments or outside governmental agencies operations or projects.
3) *State and Federal grants* – Investigates and applies for various state and federal funding for capital projects.
4) *Supervision of public works services* – Provides supervision and direction to the employees that provide the public works services.
5) *Budget Administration* – Develop yearly operational budget in a fiscally responsible manner. Monitor public works operations so that the services delivered are done within the adopted budget established by the City Council.
6) *Establish and monitor policies* – Review existing operational policies and establish new operational policies to provide public works services that are in the best interest of the community.
7) *Respond to complaints* – Responds to complaints and concerns of the general public regarding public works operations.

Important Outputs:

1) *Departmental Budget* – Activities and services by the department are supported by the property tax (25%), storm water utility (25%), water utility (25%), and the sewer utility (25%). Develop and manage the annual budget for all public works services. The public works annual budget provides funding for all public works services provided to the community.
2) *Monthly Board of Public Works Meeting (BOPW)* – Activity funded by the property tax (25%), storm water utility (25%), water utility (25%), and the sewer utility (25%). Send out monthly agenda to Board of Public Works member. BOPW establishes policies pertaining to the public works operations and also makes various recommendations to Council regarding public works operations that will meet the needs of the community.

3) *Quarterly Sustainability Commission Meeting* – Activity funded by the property tax (25%), storm water utility (25%), water utility (25%), and the sewer utility (25%). Send out quarterly and special meetings agenda and attachments to Sustainability Commission members. Sustainability Commission explores sustainability initiatives that can be implemented in the City with the ultimate goal of providing a more sustainable, livable, and healthy community.
4) *Monitoring Public Works Operations* – Activity funded by the property tax (25%), storm water utility (25%), water utility (25%), and the sewer utility (25%). Overseeing the operations of the public works department to make sure the services being performed are being done in a manner that are in the best interest of the community. This is important to the community to make sure the services provided by the public works department are done so in an efficient and cost effective manner.

Expected Outcomes:

1) Maintain public works operations in a cost-effective manner in order to meet or exceed the needs of the community.
2) Maintain Board of Public Works meeting in order to provide formal discussions to discuss public works issues and recommend policy or policy changes to meet the needs of the community.
3) Maintain Sustainability Commission meeting in order to provide formal discussions to discuss sustainable initiatives to promote a more sustainable, livable, and healthy community.
4) Maintain establishing a budget to be provided to the City Council for adoption in order to fund public works services.
5) Maintain or decrease response time to complaints received by the public regarding operations so adjustments to the operations can be made if warranted.
6) Maintain or increase obtaining funding for capital projects in order to minimize the property tax impact to the community.
7) Maintain coordination of public works services with other City departments in order to be able to provide services to the community with the resources available.
8) Maintain long range planning of the capital improvements program so the City is able to plan and fund projects in the future.

2025 Performance Measures (July 2024 – June 2025):

1) Respond to 100% of complaints within 24 hours of receiving them.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Respond to complaints within 24 hours of receiving them.
   a. Result: Performance measure met

Significant Program Achievements:

1) Continued to investigate opportunities to improve the services provided to the community while keeping expenditures to a minimum.
2) Continued to work with Brown County Highway Department with South Bridge corridor projects.
3) Continued to work with DOT with construction projects.
4) Continue working with other communities to joint bid projects.
5) Worked with various wireless companies pertaining to installation on City water towers.
6) Continue to look for a new yard waste site for the City.
7) Continued working on the expansion plans for the MSC.

Existing Program Standards Including Importance to Community:

1) Conduct a regular meeting of the Board of Public Works the first Monday after the first Council meeting every month.
   a. Community Importance.
      i. Allows actions required or requested on behalf of the community to be acted upon in a timely manner.
      ii. Establishes a routine schedule for community involvement.
2) Conduct a regular quarterly meeting of the Sustainability.
   a. Community Importance.
      i. Allows actions required or requested on behalf of the community to be acted upon in a timely manner.
      ii. Establishes a routine schedule for community involvement.
3) Establish policies pertaining to the public works operations.
   a. Community Importance.
      i. Allows for policies and procedures so that the operations are done in a manner that are in the best interests of the community.
4) Develop and monitor annual operating budget.
   a. Community Importance.
      i. Provides an annual operating budget for the public works department so that services are delivered in fiscally responsible manner.

Costs and Benefits of Program and Services:

The proposed 2025 Storm Water Utility - Public Works Administration program cost is $408,343. This amount is only 25% of the total cost of the program. The other 75% costs for this program is spread out through the following: 25% general property taxes, 25% water utility, and 25% sewer utility. The program benefits the community by providing citizens the opportunity to have input regarding the public works operations. This program also develops policies and codes pertaining to the public works operations. This program is also responsible for developing and maintaining the public works budget so that services are delivered to the community in a fiscal and responsible manner.

2025 Program Objectives:

1) Continue to coordinate with DOT on construction projects.
2) Continue to coordinate with Brown County Highway Department on South Bridge corridor projects.
3) Continue to work with CBCWA providing a Lake Michigan water source.
4) Investigate opportunities to improve the services we provide and keep expenditures to a minimum.
5) Continue to look at ways to bid projects with other communities to save money.
6) Continue to evaluate new sites for the City's yard waste facility.

2025 Budget Significant Expenditure Changes:

1) Hourly Wages increased $37,757 to reflect allocation of Building Inspector and new Permit Technician/Code Enforcement Specialist wages.
2) FICA increased $2,888 to reflect allocation of Building Inspector and new Permit Technician/Code Enforcement Specialist wages.
3) Retirement increased $,2624 to reflect allocation of Building Inspector and new Permit Technician/Code Enforcement Specialist wages.
4) Health, Dental, DIB, Life & Wks Cmp Ins increased $15,487 to reflect increases in health insurance and allocation of Building Inspector and new Permit Technician/Code Enforcement Specialist wages.
5) Training is funding to provide for all department trainings such as team building, safety training and necessary training to maintain certifications and licenses.
6) Postage increased $846 to reflect increase in mailings.
7) Seminars and Conferences provide funding for APWA conferences and other miscellaneous conferences.
8) Consulting decreased $9,629 to reflect actual costs and not hiring a consultant for evaluating a transportation utility. Consulting is for copier lease, remote video streaming for drone, and software maintenance for GIS.

9) Memberships/Subscriptions include American Public Works Association, American Society of Civil Engineers, Institute of Traffic Engineers, Lake Area Public Works Association, and Wisconsin Department of Regulation and Licensing.
10) Capital Equipment includes storm water utility share of $50,000 for replacing City's GIS software.

City of De Pere
2025 Stormwater Utility
Adopted Budget

			Expenditures / Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
PUBLIC WORKS ADMINISTRATION												
Account Number			PERSONAL SERVICES									
650	53000	110	Salaries	$ 102,429	$ 106,937	$ 117,814	$ 117,814	$ 55,778	$ 117,814	$ 122,236	$ 122,236	3.75%
650	53000	120	Hourly Wages	49,756	40,749	53,000	53,000	20,432	53,000	54,950	92,707	74.92%
650	53000	125	Overtime Wages	500	217	500	500	43	500	500	500	0.00%
650	53000	126	Seasonal Labor	4,250	0	4,250	4,250	0	4,250	4,250	4,250	0.00%
650	53000	150	FICA	11,742	11,349	13,167	13,167	5,516	13,167	13,655	16,543	25.64%
650	53000	151	Retirement	10,383	10,554	11,821	11,821	4,348	11,821	12,349	14,973	26.67%
650	53000	152	Health, Dental, DIB, Life & Wks Cmp Ins	34,906	31,503	38,356	38,356	19,215	38,448	41,133	56,620	47.62%
650	53000	190	Training	6,124	782	7,124	7,124	71	7,124	7,124	7,124	0.00%
			Subtotal	**220,090**	**202,092**	**246,032**	**246,032**	**105,404**	**246,124**	**256,197**	**314,954**	**28.01%**
			CONTRACTUAL SERVICES									
650	53000	210	Telephone	786	404	808	808	299	808	808	808	0.00%
650	53000	211	Postage	1,563	2,357	2,154	2,154	1,964	3,928	3,000	3,000	39.28%
650	53000	212	Seminars and Conferences	2,500	1,370	2,500	2,500	(21)	2,500	2,500	2,500	0.00%
650	53000	215	Consulting	21,820	25,935	38,336	38,336	12,267	38,336	28,707	28,707	-25.12%
650	53000	218	Cell/Radio	1,800	422	1,800	1,800	164	1,800	1,800	1,800	0.00%
			Subtotal	**28,469**	**30,488**	**45,598**	**45,598**	**14,674**	**47,372**	**36,815**	**36,815**	**-19.26%**
			SUPPLIES AND EXPENSE									
650	53000	310	Office Supplies	2,500	1,883	2,500	2,500	871	2,500	2,500	2,500	0.00%
650	53000	320	Memberships/Subscriptions	400	355	400	400	19	400	400	400	0.00%
650	53000	331	Transportation	2,486	2,797	2,486	2,486	139	2,486	2,486	2,486	0.00%
650	53000	340	Operating Supplies	0	0	0	0	0	0	0	0	0.00%
650	53000	350	Repair and Maintenance Supplies	1,188	0	1,188	1,188	2	1,188	1,188	1,188	0.00%
			Subtotal	**6,574**	**5,035**	**6,574**	**6,574**	**1,031**	**6,574**	**6,574**	**6,574**	**0.00%**
			CAPITAL OUTLAY									
650	53000	810	Capital Equipment	21,365	7,357	16,785	16,785	3,205	16,785	50,000	50,000	197.89%
			Subtotal	**21,365**	**7,357**	**16,785**	**16,785**	**3,205**	**16,785**	**50,000**	**50,000**	**197.89%**
			TOTAL	**$ 276,498**	**$ 244,971**	**$ 314,989**	**$ 314,989**	**$ 124,314**	**$ 316,855**	**$ 349,586**	**$ 408,343**	**29.64%**

Storm Water Utility
Engineering

Program Full Time Equivalents: 2.0

Program Mission:

Provide engineering, including design, and construction administration for public works improvement projects in the City. Ensure that that the City receives a high quality project that adheres to standards for construction. Coordinate future development and land use with the City Planner. Address residents questions and concerns related to engineering and City infrastructure.

List of Program Service(s) Descriptions:

1) *Plan public works improvement projects* – Work with planning to determine long term development plans and the required location and size of infrastructure to service the development.
2) *Develop and maintain the capital improvements program* – Based on the condition and age of infrastructure, develop and maintain the capital improvement program.
3) *Design public works improvement projects* – Design public works improvement projects. Design includes surveying, drafting, writing specifications, obtaining regulatory permits for projects, and bidding.
4) *Administer construction oversight for public works improvement projects* – Oversee and manage public works improvement projects. This includes construction updates for elected officials and informing the public of upcoming construction projects.
5) *Respond to complaints* – Respond to complaints and concerns of the general public regarding construction, drainage issues, street improvements, sidewalk concerns, traffic, or other public works issues.
6) *Create and submit annual storm water permits* – As part of the City's storm water discharge permit to the Wisconsin Department of Natural Resources (WDNR), an annual submittal is required. Engineering develops the annual submittal and oversees storm water management practices throughout the year to guarantee conformance to the (WDNR) permit requirements.

Important Outputs:

1) *Administration of public works improvement projects-* Administration of this department is supported by the property tax (25%), storm water utility (25%), water utility (25%), and the sewer utility (25%).

2) *Develop plans and specifications* – In order to bid projects, the engineering department develops plans and specifications for contractor to bid and build public improvement projects.
3) *Generate construction records* - Once projects are bid and awarded to a contractor, staff will then provide construction administration to ensure the contractors are constructing the project per City standards. As part of this administration, staff develops daily construction logs, tracks quantities, and creates record drawings of how things were constructed on the project.
4) *Maintain system maps* – The engineering department maintains and prints maps for construction completed during the calendar year.
5) *Plan future growth (new and redevelopment)* – Staff plans future improvements for the City to address growth. This includes utility extensions and upsizing, storm water management facilities, and traffic facilities (vehicle, bicycle, and pedestrian).
6) *Inspect various City facilities* – Staff annually inspects the City's storm water management ponds, traffic signals, and pedestrian hand rails. Staff works with other departments or contractors for required maintenance.

Expected Outcomes:

1) Maintain existing street infrastructure so that the roads are safe to travel.
2) Maintain public awareness of public works improvement projects.
3) Maintain public works improvement programs in a cost effective manner in order to meet or exceed the needs of the community.
4) Maintain or decrease response time to complaints received by the public regarding street and sewer infrastructure so that issues can be addressed in a timely manner.
5) Develop long term infrastructure plans.
6) Provide recommendations on policies for City facilities.

2025 Performance Measures (July 2024 – June 2025):

1) Respond to 100% of complaints within three (3) business days of receiving them.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Respond to complaints within three (3) business days of receiving them.
   a. Result: Performance measure met

Significant Program Achievements:

1) Completed 2024 public works improvements program which included:
   a. Relayed approximately 5,800 lineal feet of water main in preparation for street resurfacing and reconstruction.
   b. Constructed/reconstructed/lined approximately 6,000 lineal feet of sanitary sewer.
   c. Removed and replaced sanitary laterals in conjunction with water main/service relays.
   d. Completed the rehabilitation of concrete on Enterprise Drive from Heritage Road to the northern cul-de-sac, O'Keefe Road from Enterprise Drive to S. Broadway Street, and Millenium Court from Enterprise Drive to the western cul-de-sac.
   e. Completed the reconstruction of three alleys on the City's east side.
   f. Constructed a new cul-de-sac at the western end of Charles Street in coordination with the Mulva Cultural Center Development.
   g. Completed the Waterview Heights Fifth Addition Phase II Subdivision Construction.
   h. Implemented a new full-length sanitary sewer lateral replacement program as part of our utility relay projects.
   i. Relayed a portion of the west-side box culvert through the Community Center parcel.
2) Coordinated with the Town of Ledgeview to design, bid and reconstruct eroding stormwater ditch off of Prosper Street.
3) Completed pond trapping project to remove rodents that cause bank erosion from City ponds.
4) Completed chemical treatment of phragmites around City ponds.
5) Completed smoke testing to identify leaks and locations of groundwater/rainwater inflow and infiltration in the City's sanitary sewer.
6) Evaluated open-pick hole manhole lids and casting on the City's sanitary sewer system and created a manhole adjustment program to further eliminate inflow into the City's sanitary sewer system.
7) Reviewed all public and private storm water management facilities.
8) Reviewed all traffic signals and hand rails for maintenance. Coordinated repairs.
9) Further coordinated the TDS fiber installation project throughout the City.
10) Fully implemented of the Foundation Drain Disconnection program to promote the installation of sump pumps throughout the City.
11) Relocated utilities and coordinated with the Wisconsin Department of Transportation in the design and construction of the new Southbridge Interchange of Interstate Highway 41.
12) Coordinated the CTH GV design as part of the future southbridge corridor.

Existing Program Standards Including Importance to Community:

1) Utilize existing computer software to generate construction plans.
   a. Community Importance.
      i. Quality plans, from a legibility standpoint, and design data, improve bidding (cost) on projects because contractors have a clear expectation of what is included when they bid the project.
2) Maintain construction specifications for infrastructure improvement projects.
   a. Community Importance.
      i. Construction inspection throughout project ensures contractors are constructing streets per the City's construction specifications. Similar to plans, clear and concise specifications improve bidding (cost) on projects. When contractors have a clear understanding on how the project is to be built, and how work is to be paid, bidding prices are generally lower.
3) Provide public information and updates for construction projects.
   a. Community importance.
      i. Construction activities can have a direct and significant impact on residents. Providing information to residents on upcoming construction projects allows them to plan their activities in an attempt to minimize disruption to them.
4) Maintain and improve information on the GIS system.
   a. Community Importance.
      i. The GIS system has become a very important tool for maintaining and tracking City facilities such as sewers, water main, signs and street lights. Engineering receives requests from residents and businesses on almost a daily basis for information on existing infrastructure. The use of GIS greatly improves the efficiency in getting this information. Engineering works with planning to maintain this information.

Costs and Benefits of Program and Services:

The proposed 2025 Storm Water Utility - Engineering Program cost is $311,087. This amount is only 25% of the total cost of the program. The other 75% costs for this program is spread out through the following utilities: 25% storm water utility, 25% water utility, and 25% sewer utility. The program benefits the community by ensuring that the City's public works improvement projects are built per City standards and specifications as well as making sure everything is done within budget.

2025 Program Objectives:

1) Complete the design and construction the next phase of the American Boulevard Expansion.
2) Complete the design and construction of the new segment of William Street on what was formerly the Shopko parcel.
3) Continue to coordinate the design and construction of the Southbridge Corridor and Interchange.
4) Continue to review, inspect and coordinate the TDS City-wide fiber installation project.
5) Complete an aggressive public works improvement program which includes water main relays, sanitary sewer relays/lining, storm sewer construction, and resurfacing and reconstruction of City streets.
6) Continue to update engineering CAD standards and construction plans.
7) Monitor public and private storm water management facilities.
8) Continue to implement the City's inflow and infiltration program sump pump installation and full-length lateral replacement policies.

2025 Budget Significant Expenditure Changes:

1) Hourly Wages increased $5,091 to reflect increase in employee wages.
2) Seasonal Labor decreased $1,800 to reflect eliminating one seasonal employee due to addition of staff engineer.
3) Health, Dental, DIB, Life & Wks Cmp Ins decreased $6,877 to reflect property and liability insurances previously included in this budget line are now included in Other General Government budget, 100-51901-510.
4) Training is funding to provide for all-department trainings such as software training, construction training, design training and miscellaneous engineering training.
5) Seminars and Conferences provide funding for APWA conference and miscellaneous conferences.
6) Consulting includes CADD and design software licenses, ESRI license, DNR MS4 permit, NEWSC fees, Phosphorous study, bridge and sign bridge inspections, outside consultant services that are not able to be performed by City staff and lease payments for color printer.
7) Memberships/Subscriptions include American Public Works Association, American Society of Civil Engineers, Institute of Traffic Engineers and Wisconsin Department of Regulation and Licensing.
8) Operating Supplies increased $600 to reflect increase in employee safety show allowance.
9) Capital Equipment includes the storm water utility share of $2,000 for replacing existing surface pro computer.

City of De Pere
2025 Stormwater Utility
Adopted Budget

			Expenditures Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
ENGINEERING STORMWATER UTILITY												
Account Number			PERSONAL SERVICES									
650	53110	110	Salaries	$ 58,412	$ 57,802	$ 90,113	$ 90,113	$ 34,220	$ 90,113	$ 88,317	$ 88,317	-1.99%
650	53110	120	Hourly Wages	87,043	79,879	90,631	90,631	43,510	90,631	95,722	95,722	5.62%
650	53110	125	Overtime Wages	12,000	12,330	12,000	12,000	588	12,000	12,000	12,000	0.00%
650	53110	126	Seasonal Labor	15,000	9,517	15,000	15,000	3,200	15,000	13,200	13,200	-12.00%
650	53110	150	FICA	12,263	11,576	14,962	14,962	5,903	14,962	15,188	15,188	1.51%
650	53110	151	Retirement	10,707	10,771	13,299	13,299	4,466	13,299	13,625	13,625	2.45%
650	53110	152	Health, Dental, DIB, Life & Wks Cmp Ins	34,703	39,246	50,242	50,242	18,238	50,242	43,365	43,365	-13.69%
650	53110	190	Training	3,125	503	4,000	4,000	1,461	4,000	4,000	4,000	0.00%
			Subtotal	**233,253**	**221,625**	**290,248**	**290,248**	**111,586**	**290,248**	**285,417**	**285,417**	**-1.66%**
			CONTRACTUAL SERVICES									
650	53110	210	Telephone	970	480	970	970	352	970	970	970	0.00%
650	53110	212	Seminars and Conferences	1,000	156	1,200	1,200	27	1,200	1,200	1,200	0.00%
650	53110	215	Consulting	20,500	6,233	10,000	10,000	3,018	10,000	10,000	10,000	0.00%
650	53110	218	Cell/Radio	2,544	903	3,000	3,000	333	3,000	3,000	3,000	0.00%
			Subtotal	**25,014**	**7,772**	**15,170**	**15,170**	**3,729**	**15,170**	**15,170**	**15,170**	**0.00%**
			SUPPLIES AND EXPENSE									
650	53110	310	Office Supplies	0	0	0	0	0	0	0	0	0.00%
650	53110	320	Memberships/Subscriptions	250	0	300	300	0	300	300	300	0.00%
650	53110	331	Transportation	2,500	1,700	3,500	3,500	275	3,500	3,500	3,500	0.00%
650	53110	340	Operating Supplies	2,813	3,060	3,500	3,500	1,249	3,500	4,100	4,100	17.14%
650	53110	350	Repair and Maintenance Supplies	500	71	600	600	38	600	600	600	0.00%
			Subtotal	**6,063**	**4,831**	**7,900**	**7,900**	**1,561**	**7,900**	**8,500**	**8,500**	**7.59%**
			CAPITAL OUTLAY									
650	53110	810	Capital Equipment	5,250	5,695	41,750	41,750	30,949	41,750	32,000	2,000	-95.21%
			Subtotal	**5,250**	**5,695**	**41,750**	**41,750**	**30,949**	**41,750**	**32,000**	**2,000**	**-95.21%**
			TOTAL	**$ 269,580**	**$ 239,923**	**$ 355,068**	**$ 355,068**	**$ 147,826**	**$ 355,068**	**$ 341,087**	**$ 311,087**	**-12.39%**

Storm Water Utility
Municipal Service Center

Program Full Time Equivalents: 0.32

Program Mission:

To maintain the interior and exterior of the MSC, and to prevent building deterioration while extending the life of the building through preventative maintenance.

List of Program Service(s) Descriptions:

1) *Preventative Maintenance* – Conduct preventative maintenance on the HVAC throughout building.
2) *Building Repairs* – Fix and repair items needing attention.
3) *Fuel distribution* – Provide fuel station for all city vehicles.
4) *Customer service center for public work and park related questions* – Provides staffing to answer questions related to public work and park administration questions from both, phone or counter.

Important Outputs:

1) *Distribution of fuel to all city departments* – Funded by the property tax (55%), storm water utility (15%), water utility (15%), and the sewer utility (15%) and serves as a vital support service to all departments requiring fuel.
2) *Storage space for public work and park department fleets* – Funded by the property tax (55%), storm water utility (15%), water utility (15%), and the sewer utility (15%) and serves as a vital location to house the City's public work and park department's fleets.
3) *Storage area for public work and park department equipment and supplies* – Funded by the property tax (55%), storm water utility (15%), water utility (15%), and the sewer utility (15%) and serves as a vital location to house the City's public work and park department's equipment.
4) *Customer service response to residents and client* – Funded by the property tax (55%), storm water utility (15%), water utility (15%), and the sewer utility (15%) and provides service and response to citizen questions or concerns.

Expected Outcomes:

1) Efficient and safe functioning facility to support the operations of the public works and parks departments.

2) Quality customer service to residents and clients.
3) Efficient and effective running HVAC.
4) Fuel distribution to all city departments.

2025 Performance Measures (July 2024 – June 2025):

1) Reduce the amount of electricity used by 1% through power management with the installation of timer switches and installation of LED lighting.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Reduce electric cost by 1% through power management and LED lighting replacements.
    a. Result: Electricity used 2023 = 215,280 KW; 2024=237,067 KW. Increased 10.1%. Performance measure was not met.

Significant Program Achievements:

1) Remodel the Engineer office space to add in the new engineer cubicle.
2) Replacement of 3 fuel tanks to be installed in August of 2024.
3) Replace the generator transfer switch.
4) Replace the large pressure washer in the wash bay.
5) Install new underbody wash system.
6) Upgrade the fire alarm panel.

Existing Program Standards Including Importance to Community:

1) Fuel pumps operation 24 hours a day, 7 days a week.
    a. Community Importance.
        i. Serves as a central location for all city vehicles to obtain fuel in an efficient manner.
2) Conduct preventative maintenance on HVAC of building in the spring and fall months.
    a. Community Importance.
        i. Preventative maintenance ensures the community that our HVAC are used to its maximum potential both in utilizing energy, as well as its operational life.

3) Cleaning of MSC.
   a. Community Importance.
      i. Regular cleaning of MSC is conducted to ensure the facility stays in good condition to maximize its operational life, as well as create a clean work atmosphere.

Costs and Benefits of Program and Services:

The proposed 2025 Storm Water Utility - Municipal Service Center program cost is $43,849. This amount is only 15% of the total cost of the program. The other 85% costs for this program is spread out through the following: 55% general property taxes, 15% water utility, and 15% sewer utility. The program benefits the community by providing a support facility for mainly the Public Works and Park Departments. The support facility allows the departments to conduct city operations in an effective and efficient manner.

2025 Budget Significant Expenditure Changes:

1) Hourly Wages increased $3,815 to reflect change in allocation for building maintenance wages and increase in employee wages as detailed in the building maintenance program.
2) Overtime Wages increase $82 to reflect actual costs.
3) FICA increased $298 to reflect change in allocation for building maintenance wages and increase in employee wages.
4) Retirement increased $274 to reflect change in allocation for building maintenance wages and increase in employee wages.
5) Health, Dental, DIB, Life & Wks Cmp Ins increased $950 to reflect change in allocation for building maintenance wages and to reflect increase in health insurance premiums.
6) Training includes various training for building maintenance staff for various certifications required for staff to maintain.
7) Consulting increased $750 to reflect hiring contractor to install breaker to emergency generator. Consulting includes outside vendors to update fire extinguishers, conduct HVAC preventative maintenance, monitoring fire alarm system, pressure washer maintenance, pest control, emergency generator maintenance, building maintenance scheduling software, and fuel tracking software.
8) Cleaning Service Contract increased $662 to reflect actual costs for cleaning contract.
9) Utilities increased $818 to reflect water rate increases of 10%, electric rate increases of 8% and gas rate increases of 6%
10) Cleaning and Maintenance increased $818 to reflect actual costs.
11) Capital Equipment includes the storm water utility share of $4,500 for replacing four (4) garage doors ($3,750), and replacing existing large conference room chairs ($750)

City of De Pere
2025 Stormwater Utility
Adopted Budget

			Expenditures / Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
MUNICIPAL SERVICE CENTER												
Account Number			PERSONAL SERVICES									
650	53230	120	Hourly Wages	$ 5,312	$ 4,950	$ 6,105	$ 6,105	$ 2,309	$ 6,105	$ 9,920	$ 9,920	62.49%
650	53230	125	Overtime Wages	27	80	27	27	100	100	109	109	303.70%
650	53230	126	Seasonal Labor	938	100	938	938	10	938	938	938	0.00%
650	53230	150	FICA	422	573	483	483	175	488	781	781	61.76%
650	53230	151	Retirement	363	379	423	423	161	428	697	697	64.74%
650	53230	152	Health, Dental, DIB, Life & Wks Cmp Ins	1,957	1,512	2,286	2,286	898	2,286	3,236	3,236	41.56%
650	53230	190	Training	75	0	75	75	0	75	75	75	0.00%
			Subtotal	**9,095**	**7,594**	**10,337**	**10,337**	**3,653**	**10,420**	**15,756**	**15,756**	**52.42%**
			CONTRACTUAL SERVICES									
650	53230	210	Telephone	35	259	35	35	13	35	35	35	0.00%
650	53230	211	Postage	0	0	0	0	0	0	0	0	0.00%
650	53230	215	Consulting	3,818	5,255	5,045	5,045	912	5,045	5,795	5,795	14.87%
650	53230	217	Cleaning Service Contract	2,927	2,303	3,055	3,055	1,805	3,610	3,717	3,717	21.67%
650	53230	220	Utilities	7,091	9,056	8,182	8,182	4,082	8,182	9,000	9,000	10.00%
			Subtotal	**13,871**	**16,873**	**16,317**	**16,317**	**6,812**	**16,872**	**18,547**	**18,547**	**13.67%**
			SUPPLIES AND EXPENSE									
650	53230	314	Cleaning and Maintenance	2,455	1,317	2,455	2,455	1,644	3,288	3,273	3,273	33.32%
650	53230	340	Operating Supplies	1,773	423	1,773	1,773	365	1,773	1,773	1,773	0.00%
			Subtotal	**4,228**	**1,740**	**4,228**	**4,228**	**2,009**	**5,061**	**5,046**	**5,046**	**19.35%**
			CAPITAL OUTLAY									
650	53230	810	Capital Equipment	20,250	0	15,750	15,750	933	15,750	4,500	4,500	-71.43%
			Subtotal	**20,250**	**0**	**15,750**	**15,750**	**933**	**15,750**	**4,500**	**4,500**	**-71.43%**
			TOTAL	**$ 47,444**	**$ 26,207**	**$ 46,632**	**$ 46,632**	**$ 13,407**	**$ 48,103**	**$ 43,849**	**$ 43,849**	**-5.97%**

Storm Water Utility
Fleet Maintenance

Program Full Time Equivalents: 2.04

Program Mission:

Provide preventative and emergency repairs for the street department, water department, parks department, and engineering department so as to minimize the costs of operations and maximize the availability of equipment for municipal services provide to the community.

List of Program Service(s) Descriptions:

1) *Equipment Maintenance* – Perform vehicle and equipment maintenance for operations of the street department, water department, parks department, and engineering department.
2) *Equipment Repairs* – Perform necessary repairs to equipment so that it can be up and running for operational needs of the street department, water department, parks department and engineering department.

Important Outputs:

1) *Maintain and Repair Equipment* – Activities and services by the department is supported by the property tax (20%), water utility (15%), sewer utility (15%) and storm water utility (50%). The maintenance and repair of equipment is necessary so that municipal services that are expected from the community can be done. The repairs and maintenance are performed at the Municipal Service Center. Repairs are requested by the employees and then scheduled. Maintenance is scheduled based on the hours and miles of equipment.

Expected Outcomes:

1) Maintain equipment and perform preventative maintenance so the City can prevent unnecessary repairs.
2) Maintain repairs so the equipment is capable of operating in a safe and efficient manner.

2025 Performance Measures (July 2024 – June 2025):

1) Perform vehicle and equipment maintenance every 4,000 miles on 100% of fleet vehicles.
2) Perform vehicle and equipment maintenance every 500 hours on 100% of garbage and recycling trucks.
3) Perform equipment maintenance every 300 hours on 100% of the front-end loaders and dump trucks.
4) Perform equipment maintenance on every police vehicle every 6,000 miles.
5) Perform equipment and vehicle maintenance on every fire department equipment or vehicle as recommended by industry standards.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Perform vehicle and equipment maintenance every 4,000 miles on 100% of fleet vehicles.
   a. Result: 79% of vehicles and equipment with 4,000-mile maintenance requirement were completed. This performance measure was not met due to staffing. New staff member hired in July.
2) Perform vehicle and equipment maintenance every 500 hours on 100% of the garbage and recycling trucks.
   a. Result: 85% of all garbage/recycling trucks were maintained every 500 hours. This performance measure was not met due to staffing. New staff member hired in July.
3) Perform equipment maintenance every 300 hours on 100% of the front-end loaders and dump trucks.
   a. Result: 85% of the front-end loaders and dump trucks were maintained every 300 hours. This performance measure was not met due to staffing. New staff member hired in July.
4) Perform equipment maintenance on every police vehicle every 6,000 miles.
   a. Result: This was accomplished.

Significant Program Achievements:

1) Maintained 261 pieces of equipment for the street, water, park, engineering, building inspections, health, police and fire departments.

Existing Program Standards Including Importance to Community:

1) Perform preventative maintenance for vehicles and equipment for the street, water, park, engineering, police and fire departments, as per the manufacturer's recommendations.
   a. Community Importance.
      i. Allows equipment to be operational so that municipal services can be provided to the community.

Costs and Benefits of Program and Services:

The proposed 2025 Storm Water Utility - Fleet Maintenance cost is $433,871. This amount is only 50% of the total cost of the program. The other 50% costs for this program is spread out through the following utilities: 20% general property taxes, 15% water utility, and 15% sewer utility. The program benefits the community by maintaining and repairing equipment that is essential in the operations to provide municipal services to the community.

2025 Program Objectives:

1) Continue to maintain high standards of equipment repair.
2) Ensure adequate training for mechanics for new equipment.
3) Continue to reduce consulting costs by reducing outsourcing repairs by training staff to be able to perform repairs in house.

2025 Budget Significant Expenditure Changes:

1) Salaries increased $1,185 to reflect increase in employee wages.
2) Training is for staff on fleet maintenance equipment such as troubleshooting and diagnostic performance.
3) Consulting increased $17,500 to reflect purchasing new tires for the grader. Consulting includes tasks unable to perform in our fleet maintenance shop and for GPS/AVL on equipment.
4) Safety Equipment and Uniforms increased $2,750 to reflect increase in employee safety shoe allowance and increased costs due to the addition of a fourth mechanic.
5) Capital Equipment includes the general fund share of $30,500 for replacement of existing exhaust fans in the shop ($12,500), new portable welding exhaust fan ($7,500), replace equipment grease reels ($10,000), and miscellaneous tools for shop ($500).

City of De Pere
2025 Stormwater Utility
Adopted Budget

FLEET MAINTENANCE

			Expenditures / Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
Account Number			PERSONAL SERVICES									
650	53240	110	Salaries	$ 22,290	$ 22,912	$ 23,610	$ 23,610	$ 11,336	$ 23,610	$ 24,795	$ 24,795	5.02%
650	53240	120	Hourly Wages	101,688	80,931	143,210	143,210	49,133	143,210	146,725	146,725	2.45%
650	53240	125	Overtime Wages	1,000	4319	1,000	1,000	626	1,000	1,000	1,000	0.00%
650	53240	126	Seasonal Labor	0	8	0	0	0	0	0	0	0.00%
650	53240	150	FICA	9,561	8,288	12,838	12,838	3,926	12,838	13,198	13,198	2.80%
650	53240	151	Retirement	8,499	7,522	11,580	11,580	3,553	11,580	11,990	11,990	3.55%
650	53240	152	Health, Dental, DIB, Life & Wks Cmp Ins	34,953	15,840	45,375	45,375	10,194	45,375	46,473	46,473	2.42%
650	53240	190	Training	500	0	500	500	0	500	500	500	0.00%
			Subtotal	**178,490**	**139,820**	**238,113**	**238,113**	**78,768**	**238,113**	**244,681**	**244,681**	**2.76%**
			CONTRACTUAL SERVICES									
650	53240	210	Telephone	105	82	105	105	39	105	105	105	0.00%
650	53240	212	Seminars and Conferences	0	0	0	0	0	0	0	0	0.00%
650	53240	215	Consulting	28,000	38,542	45,000	45,000	36,501	45,000	62,500	62,500	38.89%
650	53240	218	Cell/Radio	255	258	255	255	99	255	255	255	0.00%
			Subtotal	**28,360**	**38,882**	**45,360**	**45,360**	**36,640**	**45,360**	**62,860**	**62,860**	**38.58%**
			SUPPLIES AND EXPENSE									
650	53240	331	Transportation	1,345	1,479	1,645	1,645	372	1,645	1,645	1,645	0.00%
650	53240	340	Operating Supplies	13,765	15,091	19,935	19,935	8,038	19,935	19,935	19,935	0.00%
650	53240	350	Repair and Maintenance Supplies	65,500	88,046	65,500	65,500	43,843	65,500	65,500	65,500	0.00%
650	53240	351	Safety Equipment and Uniforms	4,500	4,011	6,000	6,000	1,009	6,000	8,750	8,750	45.83%
			Subtotal	**85,110**	**108,628**	**93,080**	**93,080**	**53,262**	**93,080**	**95,830**	**95,830**	**2.95%**
			CAPITAL OUTLAY									
650	53240	810	Capital Equipment	5,650	10,478	113,850	113,850	17,944	113,850	30,500	30,500	-73.21%
			Subtotal	**5,650**	**10,478**	**113,850**	**113,850**	**17,944**	**113,850**	**30,500**	**30,500**	**-73.21%**
			TOTAL	**$ 297,610**	**$ 297,808**	**$ 490,403**	**$ 490,403**	**$ 186,614**	**$ 490,403**	**$ 433,871**	**$ 433,871**	**-11.53%**

Storm Water Utility
Street Cleaning

Program Full Time Equivalent: 1.35

Program Mission:

To thoroughly sweep and remove all foreign material from residential streets, downtown business areas, parking malls, parks parking lots and construction zones which may inhibit and/or alter public safety.

List of Program Service(s) Descriptions:

1) *Street Sweeping* – Sweep all City streets using street sweepers from April through November.
2) *Parking Lot Sweeping* – Sweep City owned parking lots using street sweepers from April through November.

Important Outputs:

1) *Street Sweeping* – Activities and services by this program are supported 100% by the storm water utility. Street sweeping is done throughout the months of April thru October. The City has two street sweepers that are assigned areas to sweep. The initial spring street sweeping takes approximately three weeks to sweep the entire City. After the initial sweeping it takes approximately two weeks to go through the entire City. This benefits the community by keeping the streets clean and keep sediment and debris from draining into the Fox River.
2) *Parking Lot Sweeping* – Activities and services by this program are supported 100% by the storm water utility. Parking lot cleaning is done on City owned parking lots throughout the City. This benefits the community by keeping the parking lots clean and keep sediment and debris from draining into the Fox River.

Expected Outcomes:

1) Maintain the City's ability to meet DNR mandates for storm water requirements.
2) Decrease the amount of dirt and debris from entering the storm sewers that eventually discharge into the Fox River.

2025 Performance Measures (July 2024 – June 2025):

1) Complete a minimum of 10 sweeping rotations of the city annually.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Complete a minimum of 10 sweeping rotations of the city annually.
   a. Result: Performance measure met-swept 12 rounds of the city.

Significant Program Achievements:

1) Continued City wide sweeping to meet City's MS4 permitting requirements.

Existing Program Standards Including Importance to Community:

1) Utilizing industry standards for equipment to sweep streets and parking lots.
   a. Community Importance.
      i. Keeps City streets and parking lots clean of dirt and debris.

Costs and Benefits of Program and Services:

The proposed 2025 Storm Water Utility - Street Cleaning program cost is $176,669. The program benefits the community by keeping all City streets and City owned parking lots cleaned from dirt and debris. It also assists in meeting some of the storm water requirements mandated by the DNR.

2025 Program Objectives:

1) Train additional employees on sweeping operations. (10 Street employees currently trained)
2) Continue to utilize two sweepers to help meet the DNR's storm water requirements.

2025 Budget Significant Expenditure Changes:

1) Transportation increased $3,000 to reflect actual costs.
2) No Capital Equipment requested.

City of De Pere
2025 Stormwater Utility
Adopted Budget

			Expenditures Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
STREET CLEANING												
Account Number			GENERAL ADMINISTRATION									
650	53300	120	Hourly Wages	$ 78,610	$ 86,283	$ 91,755	$ 91,755	$ 41,983	$ 91,755	$ 94,508	$ 94,508	3.00%
650	53300	125	Overtime Wages	400	190	400	400	163	400	400	400	0.00%
650	53300	126	Seasonal Labor	2,000	176	2,000	2,000	0	2,000	2,000	2,000	0.00%
650	53300	150	FICA	6,073	6,571	7,079	7,079	3,100	7,079	7,289	7,289	2.98%
650	53300	151	Retirement	5,373	5,945	6,359	6,359	2,600	6,359	6,596	6,596	3.73%
650	53300	152	Health, Dental, DIB, Life & Wks Cmp Ins	30,050	22,746	37,176	37,176	15,355	37,176	37,176	37,176	0.00%
650	53300	190	Training	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**122,506**	**121,912**	**144,769**	**144,769**	**63,201**	**144,769**	**147,969**	**147,969**	**2.21%**
			CONTRACTUAL SERVICES									
650	53300	215	Consulting	0	0	0	0	0	0	0	0	0.00%
650	53300	220	Utilities	400	108	400	400	55	400	400	400	0.00%
			Subtotal	**400**	**108**	**400**	**400**	**55**	**400**	**400**	**400**	**0.00%**
			SUPPLIES AND EXPENSE									
650	53300	331	Transportation	8,570	12,533	10,000	10,000	6,885	13,000	13,000	13,000	30.00%
650	53300	340	Operating Supplies	300	55	300	300	0	300	300	300	0.00%
650	53300	350	Repair and Maintenance Supplies	13,392	12,264	15,000	15,000	1,848	15,000	15,000	15,000	0.00%
			Subtotal	**22,262**	**24,852**	**25,300**	**25,300**	**8,733**	**28,300**	**28,300**	**28,300**	**11.86%**
			CAPITAL OUTLAY									
650	53300	810	Capital Equipment	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 145,168**	**$ 146,872**	**$ 170,469**	**$ 170,469**	**$ 71,989**	**$ 173,469**	**$ 176,669**	**$ 176,669**	**3.64%**

Storm Water Utility
Leaf Collection

Program Full Time Equivalent: 0.57

Program Mission:

To effectively and efficiently collect and dispose of all yard and garden waste from City streets during spring and fall collection periods.

List of Program Service(s) Descriptions:

1) *Leaf and Yard Waste Collection* – Collect residents' leaves and yard waste in the spring and the fall.

Important Outputs:

1) *Leaf and Yard Waste Collection* – Activities and services by this program are supported 100% by the storm water utility. Collection of leaves and yard waste is done in the early spring and late fall. During the spring collection the City picks up leaves and yard waste with three single leaf loaders. This equipment is a vacuum leaf loader mounted on dump truck frame. The three trucks are assigned areas of the City and will collect yard waste for approximately one month. The City will normally go through the entire community at least four times during this period. In the fall the City again utilizes the same single leaf loaders. The City will normally go through the entire community at least four times in the five week period. The majority of the leaves are brought to local farmers that use them for their farming operations. This service is a value to the community because not everyone has the means to be able to haul their leaves to the compost facility so by having curbside pickup they are able to dispose of their leaves. It is also a benefit for the community by disposing of the leaves it keeps the storm sewers from being blocked and plugged and as a result will prevent flooding and improves storm water quality.

Expected Outcomes:

1) Increases storm water quality by keeping leaves out of the storm sewers.

2025 Performance Measures (July 2024 – June 2025):

1) Increase the volume of leaves hauled to farmers or landowners by 5%.

2024 Performance Measurement Date (July 2023 – June 2024):

1) Increase the volume of leaves hauled to farmers by 5% in order to decrease leaf disposal costs.
   a. Result: This was met. Minimal loads to the compost site-great fall weather assisted in this.

Significant Program Achievements:

1) Implemented an additional single leaf loader into operation to improve the efficiencies for fall leaf collection.

Existing Program Standards Including Importance to Community:

1) Utilize industry standard for collection leaf and yard waste.
   a. Community Importance.
      i. Provides an easier alternative for residents to dispose of leaves and yard waste.
      ii. Improves storm water quality by keeping the leaves out of the storm sewers.

Costs and Benefits of Program and Services:

The proposed 2024 Storm Water Utility - Leaf Collection program cost is $125,018. The program benefits the community by allowing curbside collection of leaves and yard waste in the early spring and late fall.

2025 Program Objectives:

1) Continue to improve efficiencies with leaf collection operations.

2025 Budget Significant Expenditure Changes:

1) Consulting ($10,000) used to fund disposal of leaves.
2) Capital Equipment includes purchasing leaf blower for toolcat ($12,000).

City of De Pere
2025 Stormwater Utility
Adopted Budget

			Expenditures	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
			Account Title									
LEAF COLLECTION												
Account Number			PERSONAL SERVICES									
650	53320	120	Hourly Wages	$ 38,399	$ 30,698	$ 49,091	$ 49,091	$ 3,726	$ 49,091	$ 50,564	$ 50,564	3.00%
650	53320	125	Overtime Wages	1,000	3,846	1,000	1,000	0	1,000	1,000	1,000	0.00%
650	53320	126	Seasonal Labor	12,500	0	12,500	12,500	0	12,500	12,500	12,500	0.00%
650	53320	150	FICA	3,195	2,579	4,013	4,013	273	4,013	4,126	4,126	2.81%
650	53320	151	Retirement	2,679	2,360	3,456	3,456	255	3,456	3,584	3,584	3.69%
650	53320	152	Health, Dental, DIB, Life & Wks Cmp Ins	13,925	6,740	11,244	11,244	4,088	11,244	11,244	11,244	0.00%
650	53320	190	Training	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**71,698**	**46,224**	**81,304**	**81,304**	**8,342**	**81,304**	**83,018**	**83,018**	**2.11%**
			CONTRACTUAL SERVICES									
650	53320	215	Consulting	10,000	1,000	10,000	10,000	0	10,000	10,000	10,000	0.00%
650	53320	218	Cell/Radio	0	0	0	0	0	0	0	0	0.00%
650	53320	219	Data	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**10,000**	**1,000**	**10,000**	**10,000**	**0**	**10,000**	**10,000**	**10,000**	**0.00%**
			SUPPLIES AND EXPENSE									
650	53320	331	Transportation	10,000	15,447	10,000	10,000	1,199	10,000	10,000	10,000	0.00%
650	53320	340	Operating Supplies	0	0	0	0	0	0	0	0	0.00%
650	53320	350	Repair and Maintenance Supplies	10,000	13248	10,000	10,000	3,336	10,000	10,000	10,000	0.00%
			Subtotal	**20,000**	**28,695**	**20,000**	**20,000**	**4,535**	**20,000**	**20,000**	**20,000**	**0.00%**
			CAPITAL OUTLAY									
650	53320	810	Capital Equipment	150,000	19,581	0	0	74	74	12,000	12,000	100.00%
			Subtotal	**150,000**	**19,581**	**0**	**0**	**74**	**74**	**12,000**	**12,000**	**100.00%**
			TOTAL	**$ 251,698**	**$ 95,499**	**$ 111,304**	**$ 111,304**	**$ 12,951**	**$ 111,378**	**$ 125,018**	**$ 125,018**	**12.32%**

Storm Water Utility
Storm Sewer Maintenance

Program Full Time Equivalents: 0.60

Program Mission:

To maintain and repair storm sewer system and curb inlets.

List of Program Service(s) Descriptions:

1) *Storm Sewer Maintenance* – Perform storm sewer maintenance throughout the City by flushing, jetting, root cutting, physical inspections, televising, and rebuilding to prevent flooding and/or backups.

Important Outputs:

1) *Storm Sewer Maintenance* – Activities and services by this program are supported 100% by the storm water utility fees. Maintenance of storm sewer is necessary to ensure the storm sewer is functioning in order to prevent flooding throughout the City. Maintenance includes cleaning debris from inlet, flushing and cleaning storm sewer mains, and repairing or replacing storm sewer infrastructure.

Expected Outcomes:

1) Decrease flooding.
2) Increase life expectancy of storm sewer infrastructure.

2025 Performance Measures (July 2024 – June 2025):

1) Increase the number of inlets cleaned per year by 5%.

2024 Performance Measurement Data (July 2023 – June 2024):

1) Increase the number of inlets cleaned per year by 5%.
   a. Result: This was met. 2023 = cleaned 222 inlets, 2024=cleaned 348 inlets

Significant Program Achievements:

1) Continued to utilize tractor with cutting boom to cut brush and phragmites throughout city storm water ponds and swales.
2) Cut and removed trees from ponds to reduce amount of phosphorus contamination.
3) Contracted Phragmities treatment around storm pond/swales

Existing Program Standards Including Importance to Community:

1) Utilize industry standards for cleaning and televising storm sewer infrastructure.
    a. Community Importance.
        i. Reduction of flooding by keeping storm sewers cleaned and maintained.

Costs and Benefits of Program and Services:

The proposed 2025 Storm Water Utility – Storm Sewer Maintenance program cost is $1,548,045 The program benefits the community by allowing the existing storm sewers to be maintained to reduce and prevent flooding.

2025 Program Objectives:

1) Continue to clean storm sewer inlets to minimize flooding.
2) Continue to televise storm sewer lines to determine conditions of storm sewer.
3) Continue to clean swales to minimize flooding.

2025 Budget Significant Expenditure Changes:

1) Consulting ($105,000) is funding for storm sewer repairs, engineering fees for work that City staff cannot perform, pond rodent control, phragmites treatment, and contractor locating storm sewer.
2) Capital outlay requested includes storm sewer televising $60,000, storm sewer repair/replacement/installation $1,062,000, and storm sewer lining $250,000.

City of De Pere
2025 Stormwater Utility
Adopted Budget

STORM SEWER MAINTENANCE

Account Number			Expenditures / Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
			PERSONAL SERVICES									
650	53440	120	Hourly Wages	$ 40,000	$ 20,833	$ 42,440	$ 42,440	$ 17,569	$ 42,440	$ 42,440	$ 42,440	0.00%
650	53440	125	Overtime Wages	1,500	95	1,500	1,500	79	1,500	1,500	1,500	0.00%
650	53440	126	Seasonal Labor	1,250	0	1,250	1,250	34	1,250	1,250	1,250	0.00%
650	53440	150	FICA	3,193	1,594	3,380	3,380	1,311	3,380	3,380	3,380	0.00%
650	53440	151	Retirement	2,822	1,453	3,032	3,032	1,121	3,032	3,054	3,054	0.72%
650	53440	152	Health, Dental, DIB, Life & Wks Cmp Ins	14,246	4,498	15,671	15,671	4,478	15,671	15,671	15,671	0.00%
650	53440	190	Training	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**63,011**	**28,472**	**67,272**	**67,272**	**24,592**	**67,272**	**67,295**	**67,295**	**0.03%**
			CONTRACTUAL SERVICES									
650	53440	215	Consulting	105,000	156,131	105,000	105,000	18,033	105,000	105,000	105,000	0.00%
650	53440	218	Cell/Radio	0	0	0	0	0	0	0	0	0.00%
650	53440	219	Data	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**105,000**	**156,131**	**105,000**	**105,000**	**18,033**	**105,000**	**105,000**	**105,000**	**0.00%**
			SUPPLIES AND EXPENSE									
650	53440	340	Operating Supplies	3,750	599	3,750	3,750	0	3,750	3,750	3,750	0.00%
			Subtotal	**3,750**	**599**	**3,750**	**3,750**	**0**	**3,750**	**3,750**	**3,750**	**0.00%**
			CAPITAL OUTLAY									
650	53440	810	Capital Equipment	1,384,700	15,029	1,285,600	1,285,600	0	1,285,600	1,372,000	1,372,000	6.72%
			Subtotal	**1,384,700**	**15,029**	**1,285,600**	**1,285,600**	**0**	**1,285,600**	**1,372,000**	**1,372,000**	**6.72%**
			TOTAL	**$ 1,556,461**	**$ 200,231**	**$ 1,461,622**	**$ 1,461,622**	**$ 42,626**	**$ 1,461,622**	**$ 1,548,045**	**$ 1,548,045**	**5.91%**

Storm Water Utility
Landfill

Program Full Time Equivalents: 0

Program Mission:

Provide funding for the disposal of street sweepings that is collected throughout the City.

List of Program Service(s) Descriptions:

1) *Landfill* – This is a program created in 2021 to fund the tipping fees for street sweepings that was previously funded by the general fund landfill program.

Important Outputs:

1) *Landfill* – Activities and services by this program are supported 100% by the storm water utility. Funds the disposal of street sweepings collected by the City. The City hauls the street sweepings collected from the community to the Outagamie County Landfill in Little Chute. The weights of the material are collected from each City truck and then recorded. This weight is then converted to tons and the County will then invoice the City based on the tons collected. This program is valuable to the community because it funds the tipping fees required to dispose of all the street sweepings collected from street sweeping the community.

Expected Outcomes:

1) Maintain disposal operations of street sweepings collected by the City.

2025 Performance Measures (July 2024 – June 2025):

1) Monitor the weight slips from the transfer station to make sure the County invoices the City properly for landfill charges.

2024 Performance Measures (July 2023 – June 2024):

1) Monitor the weight slips from the transfer station to make sure the County invoices the City properly for landfill charges. Performance measure met-audited all weight slips and ensured proper invoicing and accounting.

Significant Program Achievements:

1) The City delivered 317.29 tons of sweepings to the landfill between July 2023-June 2024.

Existing Program Standards Including Importance to Community:

1) Review Brown County tonnage and fee reports monthly to identify expenditure trends to develop annual funding requirements.
   a. Community Importance.
      i. Provides funding for disposal of street sweepings collected throughout the City from sweeping the streets.

Costs and Benefits of Program and Services:

The proposed 2025 Landfill program cost is $16,000. This program benefits the community by providing funding for disposal of street sweepings.

2025 Program Objectives:

1) Continue to monitor volume of material going to landfill.

2025 Budget Significant Expenditure Changes:

1) None.

City of De Pere
2025 Stormwater Utility
Adopted Budget

EXPENDITURES

LANDFILL

			Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % Of Change
Account Number			CONTRACTUAL SERVICES									
650	53630	214	Landfill	$ 16,000	$ 12,621	$ 16,000	$ 16,000	$ 8,116	$ 16,000	$ 16,000	$ 16,000	0.00%
			Subtotal	**16,000**	**12,621**	**16,000**	**16,000**	**8,116**	**16,000**	**16,000**	**16,000**	0.00%
			TOTAL	**$ 16,000**	**$ 12,621**	**$ 16,000**	**$ 16,000**	**$ 8,116**	**$ 16,000**	**$ 16,000**	**$ 16,000**	0.00%

Storm Water Utility
Weed Control

Program Full Time Equivalents: 0.10

Program Mission:

The management of noxious and unsightly weeds throughout the community.

List of Program Service(s) Descriptions:

1) *Weed control* – Perform mowing / cutting operations to control grass and weeds in undeveloped lots, City property, and along roadways.

Important Outputs:

1) *Cutting weeds and grass* – Activities and services by this program is supported by the property tax (35%) and storm water utility (65%). Maintenance along roadways and City properties to keep grass and weeds mowed to acceptable heights. This service is valuable to the community because it improves visibility at intersections as well as preventing the spread of noxious weeds.

Expected Outcomes:

1) Decrease the spread of noxious weeds.
2) Increase visibility at intersections for the traveling public.

2025 Performance Measures (July 2024 – June 2025):

1) Cut high visibility locations a minimum of 3 times during the cutting season to maintain vision and aesthetics.

2024 Performance Measures (July 2023 – June 2024):

1) Respond to 100% of weed complaints within 72 hours of receiving them. Determine if this can be done with current staff levels or whether additional staff is needed or there is a need to outsource some of the work load in order to respond to weed complaints in a timely manner.
   a. Result: This was accomplished.

Significant Program Achievements:

1) Maintained safe vision triangles throughout the City.
2) Cut and maintained high traffic volume areas of litter.
3) Cut growth around storm sewer drainage areas within the city during winter months
4) Cut growth around city owned RR spurs annually per CN RR requirements.

Existing Program Standards Including Importance to Community:

1) Maintain highway standards for clear vision triangle at intersections.
   a. Community Importance.
      i. Reduce road hazards along roadways so motorists can see at intersections
      ii. Maintain City owned properties so that they are in compliance with the City's ordinance for tall grass and weeds.

Costs and Benefits of Program and Services:

The proposed 2025 Storm Water Utility - Weed Control program cost is $50,016. This amount is only 65% of the total cost of the program. The other 35% costs for this program are funded by the general fund. The program benefits the community by allowing the streets to be kept clear of road hazards at intersections. It also benefits the community by allowing City owned properties to be maintained for grass and weeds.

2025 Program Objectives:

1) Continue to cut weeds in business and industrial parks twice per year.
2) Continue to maintain safe vision triangle at intersections throughout the City.

2025 Budget Significant Expenditure Changes:

1) Hourly Wages increased 3,772 to reflect wage increases.
2) Seasonal Labor increased $121 to reflect increase in seasonal wages.
3) FICA increased $290 to reflect increase in wages.
4) Retirement increased $270 to reflect increase in wages.
5) Health, Dental, DIB, Life & Wks Cmp Ins increased $3,041 to reflect increase in health insurance.
6) Operating Supplies increased $8,357 to reflect replacing blades on flail mowers.
7) No Capital Equipment requested.

City of De Pere
2025 Stormwater Utility
Adopted Budget

			Expenditures	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
			Account Title									
WEED CONTROL												
Account Number			PERSONAL SERVICES									
650	53640	120	Hourly Wages	$ 13,650	$ 21,257	$ 16,595	$ 16,595	$ 4,721	$ 16,595	$ 20,367	$ 20,367	22.73%
650	53640	125	Overtime Wages	0	1,519	0	0	17	17	0	0	0.00%
650	53640	126	Seasonal Labor	1,857	3,201	1,931	1,931	641	1,931	2,052	2,052	6.27%
650	53640	150	FICA	1,071	1,728	1,298	1,298	414	1,299	1,588	1,588	22.37%
650	53640	151	Retirement	928	1,444	1,145	1,145	314	1,146	1,416	1,416	23.62%
650	53640	152	Health, Dental, DIB, Life & Wks Cmp Ins	10,586	6,988	12,267	12,267	1,444	12,267	15,308	15,308	24.79%
650	53640	190	Training	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**28,092**	**36,137**	**33,236**	**33,236**	**7,550**	**33,255**	**40,730**	**40,730**	**22.55%**
			CONTRACTUAL SERVICES									
650	53640	210	Telephone	0	0	0	0	0	0	0	0	0.00%
650	53640	215	Consulting	0	0	0	0	0	0	0	0	0.00%
650	53640	218	Cell/Radio	0	0	0	0	0	0	0	0	0.00%
			Subtotal	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			SUPPLIES AND EXPENSE									
650	53640	331	Transportation	0	1,304	0	0	418	418	0	0	0.00%
650	53640	340	Operating Supplies	0	0	0	0	0	0	8,357	8,357	100.00%
650	53640	361	Fuel	929	0	929	929	0	929	929	929	0.00%
			Subtotal	**929**	**1,304**	**929**	**929**	**418**	**1,347**	**9,286**	**9,286**	**899.57%**
			CAPITAL OUTLAY									
650	53640	810	Capital Equipment	11,700	0	0	0	0	0	0	0	0.00%
			Subtotal	**11,700**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0.00%**
			TOTAL	**$ 40,721**	**$ 37,441**	**$ 34,165**	**$ 34,165**	**$ 7,968**	**$ 34,602**	**$ 50,016**	**$ 50,016**	**46.40%**

TOTAL STORM WATER UTILITY

City of De Pere
2025 Stormwater Utility
Adopted Budget

TOTAL STORMWATER UTILITY

Expenditures Account Title		2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
110	Salaries	$ 183,131	$ 187,652	$ 231,537	$ 231,537	$ 101,334	$ 231,537	$ 235,348	$ 235,348	1.65%
120	Hourly Wages	414,458	365,581	492,827	492,827	183,383	492,827	515,196	552,953	12.20%
125	Overtime Wages	16,427	22,595	16,427	16,427	1,616	16,517	16,509	16,509	0.50%
126	Seasonal Labor	37,795	13,003	37,869	37,869	3,885	37,869	36,190	36,190	-4.43%
150	FICA	47,520	44,258	57,220	57,220	20,617	57,226	59,204	62,093	8.52%
151	Retirement	41,753	40,428	51,115	51,115	16,818	51,121	53,310	55,934	9.43%
152	Health, Dental, DIB, Life & Wks Cmp Ins	175,326	129,073	212,617	212,617	73,911	212,709	213,606	229,093	7.75%
190	Training	9,824	1,285	11,699	11,699	1,532	11,699	11,699	11,699	0.00%
	Subtotal	**926,235**	**803,875**	**1,111,310**	**1,111,310**	**403,097**	**1,111,505**	**1,141,063**	**1,199,819**	**7.96%**
	CONTRACTUAL SERVICES									
210	Telephone	1,896	1,225	1,918	1,918	703	1,918	1,918	1,918	0.00%
211	Postage	1,563	2,357	2,154	2,154	1,964	3,928	3,000	3,000	39.28%
212	Seminars and Conferences	3,500	1,525	3,700	3,700	6	3,700	3,700	3,700	0.00%
214	Landfill	16,000	12,621	16,000	16,000	8,116	16,000	16,000	16,000	0.00%
215	Consulting	189,138	233,096	213,381	213,381	70,732	213,381	222,002	222,002	4.04%
217	Cleaning Service Contract	2,927	2,303	3,055	3,055	1,805	3,610	3,717	3,717	21.67%
218	Cell/Radio	4,599	1,584	5,055	5,055	596	5,055	5,055	5,055	0.00%
219	Data	0	0	0	0	0	0	0	0	0.00%
220	Utilities	7,491	9,164	8,582	8,582	4,137	8,582	9,400	9,400	9.53%
	Subtotal	**227,114**	**263,875**	**253,845**	**253,845**	**88,059**	**256,174**	**264,792**	**264,792**	**4.31%**
	SUPPLIES AND EXPENSE									
310	Office Supplies	2,500	1,883	2,500	2,500	871	2,500	2,500	2,500	0.00%
314	Cleaning and Maintenance	2,455	1,317	2,455	2,455	1,644	3,288	3,273	3,273	33.32%
320	Memberships/Subscriptions	650	355	700	700	19	700	700	700	0.00%
331	Transportation	24,901	35,260	27,631	27,631	9,287	31,049	30,631	30,631	10.86%
340	Operating Supplies	22,401	19,228	29,258	29,258	9,653	29,258	38,215	38,215	30.61%
350	Repair and Maintenance Supplies	90,580	113,630	92,288	92,288	49,068	92,288	92,288	92,288	0.00%
351	Safety Equipment and Uniforms	4,500	4,011	6,000	6,000	1,009	6,000	8,750	8,750	45.83%
361	Fuel	929	0	929	929	0	929	929	929	0.00%
	Subtotal	**148,916**	**175,684**	**161,761**	**161,761**	**71,550**	**166,012**	**177,286**	**177,286**	**9.60%**
	CAPITAL OUTLAY									
810	Capital Equipment	1,598,915	58,140	1,473,735	1,473,735	53,105	1,473,809	1,501,000	1,471,000	-0.19%
	Subtotal	**1,598,915**	**58,140**	**1,473,735**	**1,473,735**	**53,105**	**1,473,809**	**1,501,000**	**1,471,000**	**-0.19%**
	TOTAL	**$ 2,901,180**	**$ 1,301,574**	**$ 3,000,651**	**$ 3,000,651**	**$ 615,811**	**$ 3,007,500**	**$ 3,084,141**	**$ 3,112,897**	**3.74%**

City of De Pere
2025 Stormwater Utility
Adopted Budget

			Expenditures Account Title	2023 Adopted Budget	2023 Year End Actual	2024 Adopted Budget	2024 Current Budget	2024 6 mos Actual	2024 Year End Estimate	2025 Dept Head Proposed	2025 Executive Proposed	2025 / 2024 Budget % of Change
REVENUES												
650	41000	000	Residential	$ 943,282	$ 956,738	$ 1,056,541	$ 1,056,541	$ 1,044,168	$ 1,044,168	$ 1,148,585	$ 1,148,585	8.71%
650	42000	000	Non-Residential-NR	963,785	1,018,780	1,119,080	1,119,080	1,126,394	1,126,394	1,224,577	1,224,577	9.43%
650	42021	000	Street Management	0	242,000	0	0	0	0	0		0.00%
650	43000	000	Agricultural	0	0	0	0	0	0	0	0	0.00%
650	43500	000	State Grants	0	104,215	0	0	0	0	0	0	0.00%
650	44000	000	Tax Exempt	263,617	262,787	320,949	320,949	289,308	289,308	318,239	318,239	-0.84%
650	45000	000	Underdeveloped & Other	28,488	21,288	21,676	21,676	27,237	27,237	21,676	21,676	0.00%
650	48300	000	Property Sales	0	983	0	0	0	0	0	0	0.00%
			Fund Balance	702,008		482,405	482,405		489,254	371,064	399,820	-17.12%
TOTAL REVENUES				**$ 2,901,180**	**$ 2,606,791**	**$ 3,000,651**	**$ 3,000,651**	**$ 2,487,107**	**$ 2,976,361**	**$ 3,084,141**	**$ 3,112,897**	**3.74%**