



Village of Weston, Wisconsin
MEETING NOTICE

- Meeting of:** FINANCE COMMITTEE (FC)
- Members:** Berger {c}, Ermeling, Bender, Sukup, Yaeger
- Date/Time:** Wednesday, March 23rd @ 6:00 P.M.
- Location:** Weston Municipal Center (5500 Schofield Ave) – Board Room
- Agenda:** The agenda packet will be emailed out 3 days prior to the meeting, and also posted on the Village website at www.westonwi.gov.
- Attendance:** Committee members and Department Directors, please indicate if you will, or will not, be attending so we may determine in advance if there will be a quorum.
- Questions:** Jenna Trittin, Recording Secretary
715-359-6114
jtrittin@westonwi.gov

This notice was posted at the Municipal Center, and on the Village's website at www.westonwi.gov, and was emailed to local media outlets (Print, TV, and Radio) on 3/17/2016 @ 8:45 a.m.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above noticed meeting in order to gather information. No actions to be taken by any other board, commission, or committee of the Village, aside from the Finance Committee. Should a quorum of other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993).

Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act requires that meeting or material to be in accessible location or format must contact the Weston Municipal Center, by 12 noon the Friday prior to the meeting so any necessary arrangements can be made to accommodate each request.



Village of Weston, Wisconsin
OFFICIAL MEETING AGENDA OF THE FINANCE COMMITTEE

The Regular meeting of the Village of Weston Finance Committee, composed of five (5) members, will convene at the Weston Municipal Center, Board Room, 5500 Schofield Ave., Weston, on **Wednesday, March 23, 2016, at 6:00 p.m.** to consider the following matters:

- A. Opening of Session.
 - 1. Meeting called to order by Trustee Berger at 6:00 p.m.
 - 2. Clerk will take attendance and roll call
 - 3. Request for silencing of cellphones and other electronic devices.
 - 4. Acknowledgment of visitors, if any.
- B. Comments from the public on matters pertaining to committee business and oversight.
- C. Presentations.
- D. Consent Items for Discussion/Action.
 - 5. [Approval of previous meeting minutes from February 24, 2016.](#)
- E. Business Items for consideration, discussion, and action.
 - 6. [Discussion and recommendation for Capital Equipment Purchase – Sewer Televising Camera.](#)
 - 7. [Discussion and recommendation to Authorize Expenditure of Sewer Utility Funds for Replacement of Mesker-Colleen and Ross Avenue Wastewater Pumping Stations.](#)
 - 8. [Discussion and recommendation of \\$1,700,000 Bank Note Financing for Park and Recreational Land Acquisitions located on the South Side of STH 29 in the Village of Weston.](#)
 - 9. [Discussion and recommendation of February 2016 Budget Status Reports from Village Staff.](#)
- F. Reports.
 - 10. Deputy Finance Director / Treasurer
 - 11. [Finance Director / Treasurer](#)
 - a) 2015 Financial Audit Update.
 - b) State Assembly Bill (AB 515) – Restoring \$3 million to the Recycling Grant Program in 2016.
 - c) State Assembly Bill (AB 843) – Chargeback of Property Tax Refunds to All Other Taxing Jurisdictions, not just which the Local Municipality is Required to Pay by Itself.
 - 12. Administrator
- G. Remarks from Committee; discuss items to be included for the next Finance Committee agenda.
- H. Set next meeting date for **Wednesday, April 27th, 2016.**
- I. Announcements.
- J. Adjourn.

WITNESS: My signature this 18th day of March, 2016.

John Jacobs
Weston Finance Director/Treasurer

This notice was posted at the Municipal Center, and on the Village's website at www.westonwi.gov, and was emailed to local media outlets (Print, TV, and Radio) on 3/18/2016 @ 5:00 p.m. A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above noticed meeting in order to gather information. No actions to be taken by any other board, commission, or committee of the Village, aside from the Board of Trustees. Should a quorum be other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993). Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting. Any person who has a qualifying disability as defined by the Americans with Disabilities Act requires that meeting or material to be in accessible location or format must contact the Weston Municipal Center at 715-359-6114, by 2pm the Friday prior to the meeting so any necessary arrangements can be made to accommodate each request.

Village of Weston, Wisconsin
REGULAR MEETING OF THE FINANCE COMMITTEE

March 23rd, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – D.5.



Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE FINANCE COMMITTEE
held on Wednesday, February 24, 2016 at 6:00 pm in the Board Room at the Municipal Center,
Chairman Berger presiding.

A. Opening of Session at 6 P.M.

- 1. Finance Committee meeting called to order by FC Chairman Berger.**
- 2. Clerk (or recording secretary/deputy clerk) will take attendance and/or roll call.**
Roll call indicated 4 members present.

<u>Member</u>	<u>Present</u>
Bender, Robert	YES
Berger, Scott	YES
Ermeling, Barbara	YES
Sukup, Carrie	NO
Yaeger, Richard	YES

Village Staff in attendance: Guild, Stroik, and Trittin.

- 3. Requests for silencing of cellphones and other electronic devices.**
- 4. Acknowledgement of visitors, if any.**

B. General Comments from the public.

C. Presentations.

D. Consent Agenda Items for Consideration

- 5. Approval of Previous Minutes from January 27, 2016.**
Motion by Yaeger, second by Bender to approve previous minutes.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	YES
Berger, Scott	YES
Ermeling, Barbara	YES
Sukup, Carrie	NOT VOTING
Yaeger, Richard	YES

E. Business Items for consideration, discussion, and action.

- 6. Discussion and recommendation of 2015-2019 Financial Audit Services Request for Proposals for the Village of Weston.**

Schenck gave a proposal for 2016-2019, but could not provide a proposal for 2015 due to a partner of the firm being the spouse of the previous Deputy Finance Director, Jessica Trautman, who was with the Village for 8 months of the 2015 fiscal year. Ermeling voiced concern over completing a single year audit when the goal was to get a new provider. Guild said that we could negotiate with our current provider to complete the 2015 audit and then send out a new RFP later this year. Berger inquired on whether the Schenck audit included the single audit fee. Stroik responded that Schenck said their price was all inclusive. Guild stated that he would double check. Stroik stated that when looking at the Financial Audit Services RFP Summary too much weight should not be placed on the number of counties, villages, or cities, as they were not very comparable between firms. Yaeger voiced concerns about the distance of firms from the Village. Yaeger also said price was comparable among firms, but was surprised that Clifton Larson did not come in close to their prior proposals. Guild stated that he was surprised as well. Yaeger said that Clifton, Schenck, Hawkins, and KerberRose have all been strong in governmental auditing. Guild was wondering if we could ask that they exclude Trautman's husband for the 2015 audit and utilize Schenck's services, as price is very competitive. Yaeger stated that independence is a potential issue, but Guild's suggestion to exclude Trautman for 2015 may allow the firm to maintain independence. Yaeger said he has mixed feelings about negotiating with Clifton Larson for one year and then going with a different bid for future years, as he is not sure

whether that was in the specifications. Guild stated that it was not in the specifications, but based on discussion with the Finance Committee he thought it may be a possibility. Guild said one option is to stay with Clifton for a year and see whether they would be willing to negotiate. Then we could look at another contract at a later time and see how prices hold. Another option would be to negotiate directly with Schenck to see if it would be possible to exclude Trautman in order to have Schenck complete the 2015-2019 audits. Yaeger mentioned that we would need to get a new price figure if Schenck were to complete the 2015 audit as well. Bender stated that if we were to bring someone in from another office from Schenck it is likely the price would rise. Bender also stated that it would be difficult to avoid the loss of independence if we went with Schenck. Ermeling mentioned that we could just negotiate this year's contract with Clifton. Ermeling then asked if we would have to send out a new RFP for next year. Guild responded that we would need to send out a new RFP and we would have a one year contract with our current provider. Guild mentioned that we could still go with another firm and asked Stroik if she had any experience with any of the firms we were considering. Stroik stated that she had some experience with Wipfli. Bender said that Wipfli did an audit for them at the Healthcare Center a long time ago. Guild raised the question of whether Sukup being on the Finance Committee would cause any issues. Bender and Ermeling stated that she may be able to just abstain from voting on any issues pertaining to the audit if Wipfli were to be the Village's chosen audit firm. Bender asked what last year's audit price was. Stroik stated that it was \$24,600. Bender said that we could try to negotiate with Clifton for a one year audit and then redo the RFP after this year's audit is complete. Bender stated that with any new firm the Village will have to train them and if we are going to spend the time to train them, we may as well have the audit contract for a longer period of time. Ermeling suggested that we could do a new 5 year RFP this fall and negotiate with Clifton this year. Berger questioned whether the Village was satisfied with Clifton's services. Guild stated that he is not as happy with the presentation of the audit, as far as comprehension of non-finance people. Guild stated that there have been no issues with presentation for banks and other borrowing agencies. Yaeger stated that all of the firms are reputable. Bender stated that submitting for CAFR has been successful with the current audit firm, so reports must be being presented in a reasonable manner. Berger agreed with Yaeger that all of the firms are reputable and based on price Schenck looks the best. Ermeling would like to see what Clifton would be willing to negotiate for and then to send out a new RFP after the audit. Bender said that when the CAFR is submitted, the Village should be sending out a new RFP.

Motion by Ermeling, second by Bender, to negotiate with Clifton for 2015 and go out on 5 year bid as soon as CAFR is submitted. The RFP needs go out in July of 2016.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	YES
Berger, Scott	YES
Ermeling, Barbara	YES
Sukup, Carrie	NOT VOTING
Yaeger, Richard	YES

7. Discussion and recommendation of January 2016 Budget Status Reports from Village Staff.

Jacob's flight was delayed, making him unable to attend this meeting. Guild asked if there were any questions and stated that we can delve more into the numbers at next month's meeting. Bender stated that since the report is only for 1 month, you cannot tell much.

Motion to place on file by Yaeger, second by Bender.

Yes Vote: 4 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Bender, Robert	YES
Berger, Scott	YES
Ermeling, Barbara	YES
Sukup, Carrie	NOT VOTING
Yaeger, Richard	YES

F. Reports.

8. Deputy Finance Director / Treasurer

No report at this time

9. Finance Director / Treasurer

a) State Assembly Bill (AB 515) – Restoring \$3 million to the Recycling Grant Program in 2016

Guild stated this bill will restore money to the recycling grant program. The money that the Village lost in this year's budget will then get added into our recycling fund, which the Village uses for capital equipment replacements. Based on the fund balance and the planned income that we were going to dedicate to capital equipment, we were going to see things get difficult in 2018. Due to having a Fleet Replacement Schedule in place, the Village was able to see that something needed to be done. Wodalski was able to get a \$75,000 grant for the street lighting replacement. This allows us to have more money towards fleet replacement.

b) State Assembly Bill (AB 843) – Chargeback of Property Tax Refunds to All Other Taxing

Jurisdictions, not just which the Local Municipality is Required to Pay by Itself

Guild stated that when someone gets a refund or something adjusted on their taxes, the local government has to pay the whole thing as opposed to the percentage being split between all 4 taxing jurisdictions (technical, county, school, and municipality).

10. Administrator

Village met with WI DNR on 2/24/16. The DNR is an important bureaucratic hurdle to proceed with development of the southeast quadrant, which is the Neighborhood Master Plan that the Village is looking at for the 320 acres immediately adjacent to the southeast corner of Camp Phillips and State Highway 29. The Village is working with an engineering firm to put together a concept plan and the Village has secured a relationship with a development company out of Madison. Guild stated that he has seen the first draft of the financial proforma of what they think it will take to put this project together. The plan is to have Neighborhood Master Plan done in June. Then in July the Camp Phillips Corridor Plan will be adjusted. The Camp Phillips Corridor Plan is from Weston Avenue to Ross Avenue along the Camp Phillips corridor. Once the two planning documents have been put together, in August we will update and have a rewritten TIF 1 Project Plan. Once the new plan has been adopted and submitted to the state, we can take our updated financials and project plan and we can go on the market to refinance our TIF debt along with the additional debt the Village will take on for this project. The goal is to begin the project in 2017. Additionally, the Village has secured 3 options on property on the eastern side of TIF 1, immediately south of the business park along State Highway 29. The Village has the option to purchase the 80 acres of the Prohaska Tree Farm, the driving range of the Crane Meadows Golf Course, and the 40 acres of the Mashuda property (adjacent to Progress Way). The Board of Trustees has authorized the borrowing of 1.7 million dollars to implement the purchasing options over the course of the next several months. The Prohaska Tree Farm purchase is time sensitive as the option to purchase expires on March 15. The Village has a third of the price covered under Marathon County's Environmental Impact Fund, as a grant, so the Village would like to go ahead with the purchase of the Prohaska Tree Farm. The rest of the purchasing will take place later this year, subject to the approval of the Board of Trustees. Village staff have been talking with the board about how half of the property in the TIF district is undeveloped, which adds up to thousands of acres of unused land. It is difficult to get people down towards County Highway J. The Village has talked with the board on trying to create some kind of economic driver to get more people coming to the east end of the Village. The Village has been exploring the possibility of a combination of public and privately owned sports and recreation facilities. The Village is looking at partnering with the Central Wisconsin Off-Road Cycling Coalition to create mountain biking, off-road cycling, walking paths, and other things through this Prohaska Tree Farm area. The Village has several privately owned recreation facilities in the area already. The Village has also been looking into creating some baseball and softball diamonds within a centrally located complex. Partnerships for this project are being investigated. If these plans for the Prohaska Tree Farm fall through, plan b is to develop it into part of the industrial park, and plan c is to put the property back on the market. The Village is working locally with Intercity on a financing package. It would be a 3 year financing plan with low principal payments in year 1 & year 2, with a balloon payment in year 3 that is callable in time. The hope is that in 2019 when our debt drops off, we take all of our debt from these projects and wrap it into a larger package. Ermeling asked if the Village is going to shop around for other finance options. Guild said he does plan to look around and see what other banks have to offer. Yaeger asked if any of the options are contingent on others. Guild stated that all 3 are separate purchasing options. Berger said an International Mountain Bicycling Association Ride Center would draw many people, as there are only a small number of them in the world. Guild responded that the future of our investments lies in tourism. There will be more on these developments at next month's meeting.

G. Remarks from Committee; discuss items to be included for next Finance Committee Agenda.

H. Set next meeting date for Wednesday, March 30th, 2016.

- Per Administrator Guild, the next meeting date will actually be March 23rd, 2016 due to Spring Break falling on the week of the 30th. An e-mail was sent to all Finance Committee members regarding this change on 03/02/16.

I. Announcements.

- Save the date: 20th Anniversary Celebration – Friday, March 11th, 2016 @ Dale's Weston Lanes.
 - RSVPs are being worked on; however, until an online link can be created RSVPs can be e-mailed to Renee.

J. Adjourn.

Berger adjourned the Finance Committee meeting at 7:00 P.M.

Scott Berger, Chairman
Donna Stroik, Deputy Finance Director/Treasurer
Jenna Trittin, Recording Secretary

Village of Weston, Wisconsin
REGULAR MEETING OF THE FINANCE COMMITTEE

March 23rd, 2016

MEETING PACKET COVER SHEET
AGENDA ITEM – E.6.



Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review

REQUEST FROM: **MICHAEL WODALSKI; DEPUTY DIRECTOR OF PUBLIC WORKS**

ITEM DESCRIPTION: **CAPITAL EQUIPMENT PURCHASE: SEWER TELEVISIONING CAMERA**

DATE/MTG: **FINANCE COMMITTEE; WEDNESDAY, MARCH 23, 2016**

POLICY QUESTION: Should the Finance Committee recommend the purchase of a new sewer televising camera from Envirotech Equipment for a total price of \$71,586.00?

RECOMMENDATION TO: I make a motion to recommend the purchase of the sewer televising camera from Envirotech Equipment for a price of \$71,586.00.

LEGISLATIVE ACTION:

- | | | |
|--|---------------------------------------|-------------------------------------|
| <input type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Resolution |
| <input checked="" type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | |
| | <input type="checkbox"/> Proclamation | |
-
-

FISCAL IMPACT ANALYSIS:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Budget Line Item: | <u>Capital Equipment Fund (Sewer): Page 175</u> |
| <input checked="" type="checkbox"/> Budget Line Item: | _____ |
| <input checked="" type="checkbox"/> Budgeted Expenditure: | <u>\$50,000</u> |
| <input type="checkbox"/> Budgeted Revenue: | _____ |
-
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- | | |
|--|--|
| <input checked="" type="checkbox"/> WI Statute: | <u>State Statute 61.54 Public Works Bidding is not required for equipment purchases.</u> |
| <input type="checkbox"/> WI Administrative Code: | _____ |
| <input type="checkbox"/> Case Law / Legal: | _____ |
| <input type="checkbox"/> Municipal Code: | _____ |
| <input type="checkbox"/> Municipal Rules: | _____ |
-
-

PRIOR REVIEW: The 2016 Capital Equipment Plan was adopted during the 2016 budget process showing the purchase of the Sewer Televising Camera.

BACKGROUND:

The Capital Equipment Plan was created in 2014 and has been implemented to date. One of the items to be purchased in 2016 is a Sewer Televising Camera. This is a piece of equipment the Village has owned, however the existing camera is approximately 20 years old and has reached the end of its useful life as it is unable to record video.

- Supplemental Briefer for Agenda Items under Consideration?
- Attachments?
-
-

Village of Weston Wisconsin
FINANCE COMMITTEE BRIEFER
Michael Wodalski; Deputy Director of Public Works

Date: Thursday, March 17, 2016

Re: Capital Equipment Purchase: Sewer Televising Camera

1. Policy Question:

Should the Finance Committee recommend the purchase of a new Sewer Televising Camera from Envirotech Equipment for a total price of \$71,586.00?

2. Purpose:

The purpose of purchasing a new Sewer Televising Camera is to once again have the capability to view and record information regarding the interior of sewer pipes. The existing camera has reached the end of its useful life as it is no longer able to televise and record the conditions of our sewer pipes.

3. Background:

The Village of Weston has televised its sanitary sewer system to assess the condition of the existing pipes. This is important in determining if there are problem areas that may need to be cleaned more regularly. Additionally, televising allows staff to detect issues before they become emergencies.

4. Issue Analysis:

A request was made to two different dealers (Envirotech Equipment and MacQueen Equipment) to request a quote. The Village has had relationships with both of these companies, as our existing camera is an Aries brand that Envirotech sells and services and MacQueen is the company that the Sewer Vac Truck was purchased through as well as who the recent street sweeper was leased through. Staff met with vendors from each organization and went over the Village's needs for a new camera, once the needs were discussed the equipment dealers submitted quotes based off of those machines meeting the Village's needs.

Some of the important factors for a new camera are: light weight (current camera is ~50 lbs and new cameras are ~25 lbs, this greatly reduces the strain on staff's body as they are lowering and raising these cameras into manholes that are 15+ feet deep), ability to televise larger sewer mains and pan and tilt the camera (current camera is only able to televise straight ahead, if a problem is present, there is no way to turn the camera to get a better view of the crack, sag, rock, etc.), ability to record video and integrate with asset management software/gis (current camera had the ability to record to a DVD, but that video then had to be converted to a digital file and that file then had to be attached to the gis software, a fairly cumbersome task), as well as other technological updates over the past 20 years (better picture quality, quick disconnects, etc.

Staff has a familiarity with Aries equipment (Envirotech) and is also familiar with their customer service and timely response. The two cameras as quoted, are fairly similar and provide the same functions. As a result, the cameras themselves do not appear to have any major advantage over each other, thus staff is most comfortable sticking with the Aries brand from Envirotech.

5. Fiscal Impact:

The Village received quotes as shown in the table below:

Dealer (Brand)	Total Price
Envirotech Equipment (Aries)	\$71,586.00
MacQueen Equipment (Envirosight)	\$90,200.00

Staff recommends moving forward with the purchase of the Aries camera from Envirotech Equipment for \$71,586.00.

The original estimate used for budgeting purposes was a price of \$50,000. This price was based strictly on upgrading and replacing the camera. Once we started talking to the dealers, it became apparent that the hose reel as well as other electronics would need to be replaced/upgraded as well. Thus, the difference in price between the estimate and actual price. The purchase was planned to be made by the Sewer Utilities Unrestricted Fund Balance which by the end of 2016 is projected to be \$6,892,687. The \$21,586 that this purchase is over the budgeted amount accounts for only 0.3% of the fund balance.

6. Statutory Reference:

Wis. Stat. § 61.54 describes the requirements for public works bidding, in which equipment purchases are not subject to state bidding laws.

7. Prior Review:

Equipment was included in the Capital Equipment Plan

8. Attachments:

- Quotes from each dealer
- Equipment Information Sheets
- Capital Equipment Plan

9. Policy Choices:

- 1) To recommend the purchase of the Aries camera from Envirotech Equipment
- 2) To recommend the purchase not be made
- 3) To recommend the purchase be delayed and have staff investigate other alternatives

10. Recommendation:

I recommend the purchase of the Aries Sewer Televising Camera from Envirotech Equipment.

11. Legislative Action:

I move to recommend the purchase of the Aries Sewer Televising Camera from Envirotech Equipment.



P.O. Box 801
Pewaukee, WI

262-264-0231

800-381-9134

Fax # 262-264-0725

Quote No. 030716-3A

Quotation

Customer

Weston, Village of
Attn: Keith Donner
Weston Municipal Building
5500 Schofield Ave.
Weston, WI 54476

Date: 3/7/2016

Terms: Net 30

Delivery TBD

FOB Destination

Item	Qty	Description	Unit Price	Total
	1	Aries Pathfinder Camera System Complete Including: Steerable(6) Wheel Drive Camera Transporter with Remote Controlled Electric Camera Lift; Back Up Camera Built Into the Tip Up Connector, Built In Inclination Sensor; Built In 512 Hz Sonde, Built In Ultra Bright LED Lights, 3" Through 5" Rubber Wheels and 4" Carbide Wheels for 6" Through 24" Pipelines	71,586.00	71,586.00
		Pan & Tilt Camera with 40:1 Zoom Capabilities, Built In Wiper Assembly, 360 Continuous Rotation In All Directions, Automatic and Manual Focus and Iris Controls, Starlight Settings, Fast Keys on Camera Controller with Home Centering Feature.		
		System Controller Complete including: Electronics Mounted in Custom Rack Mount Enclosure with Cooling Fan, Video Distribution Amplifier, 19" LCD Color Monitor with Pedestal Mount		
		1,000' of Coaxial Cable Mounted on a Cable Reel with Auto Levelwind, Drop Down Cable Guide, Remote and Local Controls, Mechanical Footage Counter Assembly. Note: Reel Mounted on Stand with Transporter Storage Built In Below.		
		PipeTech Software with Standard and PACP Templates for Recording Video in MPEG Format; Logging Observations, Custom Report Printing, and Video Indexing. Software Loaded on Laptop Computer and Interfaced with Aries Controller System		

Customer Satisfaction
Through Partnerships

Envirotech...

Subtotal
Sales Tax ()
Total

Note: Any and all shipping and sales tax will be added to this invoice.



P.O. Box 801
Pewaukee, WI

262-264-0231

800-381-9134

Fax # 262-264-0725

Quote No. 030716-3A

Quotation

Customer

Weston, Village of
Attn: Keith Donner
Weston Municipal Building
5500 Schofield Ave.
Weston, WI 54476

Date: 3/7/2016

Terms: Net 30

Delivery TBD

FOB Destination

Item	Qty	Description	Unit Price	Total
		System Accessories Including Inter-Connect Cables, MH Downhole Equipment, Maintenance Items, and Operation and Maintenance Manuals.		
		Notes: EnviroTech Personnel to Assist with System Setup in Customers Existing TV Truck and Complete Training on all Components. Please See Detailed Component List for Greater Information		
		OPTION:		
	1	Aries Large Line Bolt On Kit for Aries TR3310 Transporter with High Traction 8" Pneumatic Tires for 18" and Larger Pipelines	7,840.00	7,840.00

Customer Satisfaction
Through Partnerships

Envirotech...

Note: Any and all shipping and sales tax will be added to this invoice.

Subtotal	\$79,426.00
Sales Tax ()	\$0.00
Total	\$79,426.00

VENDOR NAME

MacQueen Equipment Inc.

MAKE AND MODEL

Rovver X

Spec #	Description	Qty	Price	Subtotal
1.0	Price for base unit:		\$72,855.00	\$0.00
	Rovver X Includes: RCX90 camera (high-resolution CCD color zoom camera, built-in LED lighting, twin laser diodes for measuring feature width); ROVVER X 130 crawler (steerable with twin high-performance motors and 6-wheel drive, anodized aluminum/stainless steel chassis with pressure indicator, inclination and tilt sensors, location transmitter, rear viewing video camera); Rear Vision Camera, capability to transfer data to included desktop Win Can Vision Report software to generate reports and save data; wheels (6 small rubber, 4 medium rubber, 4 large rubber wheels, 4 medium grease wheels, 4 wheel spacers); VC200 control pendant to operate crawler, reel and camera (daylight viewable touch screen, MPEG-4 video encoding, storage to flash drive or USB Stick, online diagnostics and firmware updates, desk mount); RAX300 automatic motorized cable reel (with footage counter, splash-proof rating, 1000' orange transmission cable) wireless remote control; 25' extension cable with E-Stop			
<div style="border: 1px solid red; padding: 5px; color: red; font-weight: bold;"> \$72,855 (Base Price) + \$12,230 (Lift) + \$529 (512 Hz sonde) + \$4,586 (rearview lift camera) = \$90,200 Total </div>				
1.1	Crawler Options Use this section to offer crawler options. Number items starting with 1.11, 1.12, etc. Use as many numbers as you need.			
1.11	RX400 Crawler		\$53,304.00	\$0.00
1.12	RX95 Crawler		\$12,740.00	\$0.00
1.13	Automated Remote Lift Accessory to raise camera	*	\$12,230.00	\$0.00
1.14	Large Diameter Carriage Accessory (wheel extensions for inspection of large diameter pipe)	*	\$10,192.00	\$0.00
1.15	Rovver X SAT 140 Crawler only (additional crawler for SAT system)		\$40,768.00	\$0.00
1.16	LF2200-FV10 receiver locator with hard carrying case and headphones		\$2,600.00	\$0.00
1.17	512 Hz external sonde transmitter 10-15' detection		\$529.00	\$0.00
1.18	512 Hz external sonde transmitter 20-30' detection		\$1,011.00	\$0.00
1.19	512 Hz external sonde transmitter 40-60' detection		\$1,809.00	\$0.00
1.20	Wheel Options Use this section to offer wheel options. Number items starting with 1.21, 1.22, etc. Use as many numbers as you need.			
1.21	Large diameter grease wheel (each)		\$374.00	\$0.00
1.22	3.33" diameter small grease wheel for RX95-130 Crawler (each)		\$257.00	\$0.00
1.23	4.33" diameter medium grease wheel (each)		\$327.00	\$0.00
1.24	3.33" diameter rubber wheel (each)		\$225.00	\$0.00
1.25	4.33" diameter wide rubber wheel (each)		\$268.00	\$0.00
1.26	4.33" diameter super aggressive spike wheel (each)		\$582.00	\$0.00
1.27	5.31" diameter large rubber wheel (each)		\$270.00	\$0.00
1.28	Large balloon tires for RX Carriage (each)		\$532.00	\$0.00
1.29	Wheel bolt kit		\$46.00	\$0.00
1.30	Camera Options Use this section to offer camera options. Number items starting with 1.31, 1.32, etc. Use as many numbers as you need.			
1.31	Rovver "X" rear view Auxiliary Lift camera with LED lamps	*	\$4,586.00	\$0.00
1.32	Rovver "X" Auxiliary high power LED Lights with reflectors		\$3,057.00	\$0.00
1.33	DigiSewer side scan camera system for Rovver RX130 and RX400 crawlers. Includes USB adapter Includes WinCan software module for inspection DOES NOT INCLUDE WIN CAN OFFICE (will require WinCan software)		\$35,525.00	\$0.00
1.34	Laser Ring for DigiSewer 3 Camera		\$7,134.00	\$0.00
1.35	RCX90 pan/tilt/zoom camera (additional camera)		\$23,500.00	\$0.00
1.36	RAC50 Axial camera		\$5,000.00	\$0.00
1.40	Lighting Options Use this section to offer lighting options. Number items starting with 1.41, 1.42, etc. Use as many numbers as you need.			
1.41	Auxiliary Light RAL 1000 for DigiSewer 3 Camera		\$4,076.00	\$0.00
1.50	Control Consoles Use this section to offer control console options. Number items starting with 1.51, 1.52, etc. Use as many numbers as you need.			
1.51	DCX5000 Desk top controller and CCU for Rovver X (ILO VC200 controller-Requires software and Rack mount Computer to operate Rovver X)		\$8,235.00	\$0.00
1.52	DCX5000 Desk top controller and CCU for Rovver X (In addition to VC200 controller-Requires software and Rack mount Computer to operate Rovver X)		\$20,384.00	\$0.00
1.53	DCX5000 Desk top Controller with CCU and 1640' cable reel (ILO VC200 controller and std. 1000' cable			

1.55	reel. Requires Software and Rack mount Computer to operate Rovver X System)	\$19,558.00	\$0.00
1.54	WinCan 1020 Office Entry Software Package: Date Collection IM Export/ Draw-Text/ Simple Crack Width/ Deformation Measurement with Photo/ Viewer/Map VX Entry/ Rating Grading	\$2,994.00	\$0.00
1.55	WinCan 1030 Truck Advanced Software Package: Date Collection IM Export/ Draw-Text/ Simple Crack Width/ Deformation Measurement with Photo/ Viewer/Map VX Entry/ Rating Grading/ Win Can Validator/ Sata Transfer/ Control Texgenerator/ Divx-MPEG1 w/o Hardware	\$7,764.00	\$0.00
1.56	WinCan 1040 Truck Expert Software Package: Date Collection IM Export/ Draw-Text/ Mnahole Borehole-Satellite/ Simple Crack Width/ Deformation Measurement with Photo/ Viewer/Map VX Entry/ Rating Grading/ Win Can Validator/ Sata Transfer/ Control Texgenerator/ Divx-MPEG1 w/o Hardware/ MPEG 1-2-4 with HDVideo Creations Including Software Overlay and Encoding	\$11,824.00	\$0.00
1.57	WinCan 1050 Manhole/Borehole Package: Manhole-Borehole/ Lateral-Satellite/ Draw-Test/ Simple Crackwidth/ Win Can Photo Assistant/ Viewer/ Data Collection(IM-Export)/ Map VX Entry/ Rating-Grading/ GIS Analysis/ RehabilitationPlaining/ Statics/ Win Can Validator/ Report Generator/ Win Can Meta DB/ Satellite Maps/ Map Export-GIS Module-ArcGIS Intergration	\$6,597.00	\$0.00
1.58	WinCan 1060 Office (Expert) Package: Data Collection/ Manhole-Borehole/ Lateral-Satellite/ Draw-Test/ Simple Crackwidth- Deformation Measurement with Photos/ Win Can Photo Assistant/ Viewer/ Data Collection(IM-Export)/ Map VX Entry/ Rating-Grading/ Win Can Validator/ Win Can Data Transfer/ Report Generator/ Win Can Mets DB	\$5,024.00	\$0.00
1.59	WinCan 1070 Office Analyst Subscription Package: One license/ Data Collection/ Manhole-Borehole/ Lateral-Satellite/ Draw-Test/ Simple Crack width- Deformation Measurement with Photos/ Win Can Photo Assistant/ Viewer/ Data Collection(IM-Export)/ Map VX Entry/ Rating-Grading/ GIS Analysis/ Rehabilitation Plaining/ Statistics/ Win Can Validator/ Report Generator/ Win Can Meta DB/ GIS Analysis/ Satellite Maps/ Map Export-GIS Module-ArcGIS Integration. (Price Per Year)	\$2,994.25	\$0.00
1.510	WinCan 1071 Truck Analyst Subscription Package: Includes All Modules in WinCan Expert Mobile (Price Per Year)	\$2,994.25	\$0.00
1.511	WinCan 1010 Protouch For Touch Screen Tablets	\$2,537.00	\$0.00
1.512	WinCan VX 5000 Network Office Package: Entry 3 Users	\$7,206.00	\$0.00
1.513	WinCan VX 5010 Network Office Package: Entry; Every Additional User > 3	\$2,131.00	\$0.00
1.514	WinCan VX 5020 Network Office Package: Office 3 Users	\$12,078.00	\$0.00
1.515	WinCan VX 5030 Network Office Package: Office; Every Additional User > 3	\$3,501.00	\$0.00
1.516	WinCan VX 5040 Network Analyst Subscription: 3 Users (Price Per Year)	\$7,206.50	\$0.00
1.517	WinCan VX 5050 Network Analyst Subscription: User > 3 (Price Per Year)	\$2,131.50	\$0.00
1.518	WinCan 1083 Web Hosting (Cloud): Small <100 Gigabyte (Monthly)	155	
1.519	WinCan 1084 Web Hosting (Cloud): Medium (< 1 Terabyte) (Monthly)	\$425.00	
1.520	WinCan 1085 Web Hosting (Cloud): Big (< 5 Terabyte) (Monthly)	\$875.00	
1.521	WinCan 2010 Data Collection: Section	\$1,522.50	
1.522	WinCan 2020 Data Collection: Manhole	\$1,522.50	
1.523	WinCan 2030 Data Collection: Lateral / Satellite	\$1,522.50	
1.524	WinCan 2090 Data MGMT: Reportgenerator	\$1,522.50	
1.525	WinCan 2110 Data MGMT: Control Textgenerator (Not Possible For Office Version)	\$1,065.75	
1.526	WinCan 2140 Data MGMT: Asset MGMT (Cityworks, Hansen, Maximo, Lucity, Cartegraph, etc.)	\$5,582.50	
1.527	WinCan 2141 Measurment Modules: Inclination (Texgenerator Required)	\$1,979.25	
1.528	WinCan 2040 Measurment Modules: PhotoAssistant	\$3,095.75	
1.529	WinCan 2150 Measurment Modules: Diameter & Deformation	\$1,979.25	
1.530	WinCan 2160 Measurment Modules: 3D	\$5,692.50	
1.531	WinCan 2190 GIS Modules: GIS Truck Module	\$4,110.75	
1.532	WinCan 2200 GIS Modules: GIS Office Module	\$7,612.50	
1.533	WinCan 2210 Scanning Modules: ScanExplorer	\$7,612.50	
1.534	WinCan 2230 Scanning Modules: LaserScan	\$5,024.25	
1.535	WinCan 4000 Hardware: Dongle (Single)	\$304.50	
1.536	WinCan 4010 Hardware: Dongle (Network)	\$629.33	
1.537	WinCan 4020 Hardware: MobileCap	\$888.15	
1.538	WinCan 4030 Hardware: Vitex Board	\$1,116.50	
1.539	WinCan 4050 Hardware: TG09	\$2,233.00	
1.540	WinCan Hardware: Rack Mount Computer	\$2,639.00	
1.541	WinCan Hardware: Dell Laptop w/ Docking Station	\$1,877.75	
1.542	WinCan 6100 V7 & V8 to VX: Mobile	\$6,597.50	
1.543	WinCan 6100 V7 & V8 to VX: Office	\$4,567.50	
1.540	Two Day on Site Software Training	\$3,393.00	\$0.00
1.541	Bronze Infinity Plan, Maintains owned software (Annual Maintenance Fee)	\$1,522.00	\$0.00

1.60	Cable and Cable Drum Options Use this section to offer cable and cable drum options. Number items starting with 1.61, 1.62, etc. Use as many numbers as you need.		
1.61	RX Sat Lateral Launch upgrade to Rovver X with DCX5000 desk mount controller ad CCU (requires Software and installation)	\$92,645.00	\$0.00
1.62	Top Manhole roller	\$333.00	\$0.00

1.63	Flexible cable guide pulley for manhole bottom	\$1,015.00	\$0.00
1.64	Tiger Tail guide	\$68.00	\$0.00
1.70	Other Crawler Options Use this section to offer crawler options. Number items starting with 1.71, 1.72, etc. Use as many numbers as you need.		
1.71	Additional Pressurization System with CO2 canister	\$356.00	\$0.00
1.80	PERFORMANCE OPTIONS Use this section to offer performance & extended warranty options. Number items starting with 1.81, 1.82, etc. Use as many numbers as you need.		
1.81	1 Year warranty on Rovver X components		\$0.00
1.90	EXTENDED WARRANTY OPTIONS Use this section to offer performance/warranty options, number these items starting with 1.91, 1.92, 1.93, etc. (Specify years, miles or hours extended term covers.)		
1.91		Price: \$	
1.20	VENDOR OWNED RENTAL RETURN OR DEMO EQUIPMENT PROGRAM See Solicitation Special Terms and Conditions. DEDUCT cost per Used Hour from the original Contract Price		\$15.00
2.0	DISCOUNT OFF LIST PRICE FOR RELATED PARTS AND ACCESSORIES (See Special Terms and Conditions)		%
	Price List Date and Number	\$	
2.1	NEW EQUIPMENT RENTAL PROGRAM If rental programs are available on the new equipment offered, with the option to purchase, list the hourly/weekly/monthly rental rate. Indicate the percent of rental fee paid by the purchaser that will be applied to the purchase price. See Solicitation Special Terms & Conditions.		
	Hourly Rental Rate:	\$	
	Weekly Rental Rate:	\$	
	Monthly Rental Rate:	\$	
	Percent (%) of Rental Fee applied to purchase price:		%
2.2	Delivery Starting Point (city, state, zip code)		Saint Paul MN, 55104
2.3	Price per loaded mile		\$5.50

Price quote for:

Crawler Inspection Camera System

Vendor Name:	MacQueen Equipment, Inc.
Contact Person:	Dan Gage
Street Address:	595 Aldine Street
P.O. Box:	
City, State, Zip	St. Paul MN 55104
Phone #:	651.645.5726
Toll Free #:	800.832.6417
Fax #:	651.645.6668
Email Address:	dgage@macqueeneq.com

Spec #	Information Requested	Answer
1.0	Make & Model	Envirosight Rover X
	Crawler:	
	Number of drive wheels/tracks	6 wheels w/overlapping design
	Number of drive motor(s)	(2) 50 watt DC
	Drive mechanism (chain, belt, gear, etc.)	Gear drive
	Does drive mechanism have a clutch	NO
	Internal pressure rating	IP 68
	Pressurization method	CO2 cartridge w/regulator
	Does crawler maintain pressure if camera is removed	YES
	Over/under pressure indicator light	YES
	Can repressurization be accomplished in the field	YES
	Quantity, type & size of tracks/wheels included with base package	Six 3.33" small diameter rubber/ four 4.33" medium diameter rubber/four 5.31" rubber wheels
	Overlapping wheel design to prevent high centering	YES
	Wheel/Track change tool requirement	Quick Change
	Wheel/Track change time requirement	4 wheel change is 2 minutes
	Minimum pipe diameter	6"
	Dimension-crawler only (LxHxW)	12.5 x 5.4" x 3.15"
	Overall length with camera attached	18"
	Weight of crawler	22 lb
	Overall weight crawler with camera attached	25.75.lb
	Material the crawler constructed from	Stainless Steel & Aluminum construction
	Cable connector type to crawler	Stainless steel bayonet connector that will lock with spring pin. Waterproof with positive lock
	Tools required to connect/disconnect crawler from cable	None
	Number of controls required to operate crawler	One pendant control for all crawler, lights, camera zoom
	Direction crawler can operate (example: forward/neutral/reverse)	Control pendant has all functions for crawler, forward/reverse/right/left

Is crawler steerable	YES
Does crawler have rear vision camera capability	YES
Inclinometer standard	YES
Power requirement (watts/amps/voltage)	50 Watts
Is a Sonde device available	Std
<u>Camera:</u>	
-	
Pan & tilt	YES
Pan and tilt control type	Joy stick
Home position control type	Yes with automatic return
Pixels & lines of resolution	380,000 pixels w/420HTV lines of resolution
Zoom (magnification optical & digital)	40:1 (10x optical 4x digital)
Lux rating	1 Lux sensitivity
Construction material	Stainless steel
Lens type	v
Lens field of view (VxHxD)	.025" to infinity/68 degree x 90 degree x 100 degree
Black & white or color	Color
Lighting type	LED light ring w/optional additional lighting
Type of lighting control	infinite adjustment
Field replaceable lights	YES
Focus (auto & manual)	Auto & manual
Connection type	Stainless stele waterproof swivel loc-tite style.
Dimensions (LxHxW)	7x3x3
Camera weight	3.75 lb
Pressurization method	CO2 cartridge, field pressurization capable
Internal pressure rating	IP 68
Over/under pressure indicator light	On Screen Display
Does camera maintain pressure when removed from crawler	YES
Will camera connect to cable w/o crawler and be fully functional	NO
Maximum viewing angle for pan	360
Maximum viewing angle for tilt	135 degree
Camera controller have "home" position function type	Yes, one touch button automatic
Does camera have the ability to view 360 degrees	YES
Field replaceable windshield on camera	YES

Cable:

-

Cable length	1000
Cable diameter	.19" diameter
Break strength	1000lbs
Single or multi-conductor	Multi-conductor
Repairable	YES
<u>Cable Reel:</u>	
Motorized (yes/no)	YES
Drive type	Motorized utilizing a slip ring design using gold & rhodium housed in an environmentally sealed housing
Automatic pay-out, or pulled by crawler	Auto pay-out
Automatically payed-in	Yes with speed & torque controls
Cable reel level wind system	Auto level wind system
Drum emergency stop switch	Drum has (red) emergency stop button for the operator. Cable drum also has a automatic shutdown if the cable reel is tilted more than 30 degrees
Resettable counter	Yes
Counter-mechanical or electronic	Electronic
Forward/reverse engagement control type (manual or electronic)	Electronic
Speed control type	Pay out and in is controlled by the speed of the crawler
Type of torque control	Button on control pendant
Overheat sensor	YES
Cable reel capacity	1000'
Portable	YES
Dimensions (LxHxW)	21" x 21" x 14"
Power requirements	2 amps
<u>Central Control Unit:</u>	
Power requirements	4 amps
Circuit protection type	Fuse & circuit breakers
Video in/out	Video BNC connector & RS232 for text and footage data to software
Type of text generator	On screen text & information fields. Includes help directory and will store data for 30 days after the power is turned off.
Keyboard	YES/ On screen of pendant
Desktop camera control	YES
Number of video text generators on-screen	7
Video display of footage, time and date	YES
Warranty	1 Year

PATHFINDER SERIES

Pipeline Inspection Systems

See what you're missing.

Versatile and powerful transporters

Whether you choose the Pathfinder or the Pathfinder XL, you will inspect your pipelines with the most versatile and technologically-advanced transporters available.

The Pathfinder series of sewer inspection equipment offers feature-packed transporters complete with camera lift, rear-facing camera and a powerful, six-wheel, steerable drive to navigate the toughest obstacles quickly and efficiently.



Pathfinder XL
(8" Relined and Larger)

Pathfinder
(6" Relined -24")



CLEAR IMAGES

- » High-resolution camera module and high-intensity lighting provide picture clarity
- » Adjustable camera lifts center lens in pipe for total pipe vision

EASY OPERATIONS

- » Six wheel drive system designed to match pipe contours
- » Operates in power forward, power reverse, steer-left, steer-right and free wheel mode

PRODUCTIVITY

- » Separate electronics and motor drive enclosures are sealed and pressurized to prevent moisture intrusion
- » Superior performance in navigating deteriorating and debris-filled pipes

PATHFINDER SERIES

Pipeline Inspection Systems

See what you're missing.

Pathfinder XL Features:

The Aries TR3400 Pathfinder XL is a steerable, self-propelled transporter for relined 8" and larger lines.

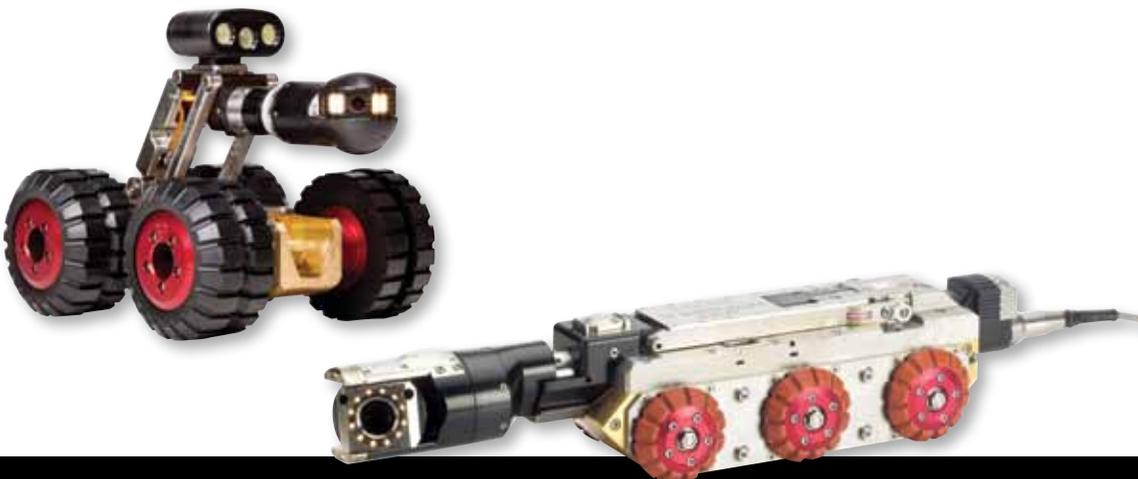
- » Operates on Aries Pathfinder Portable PR3300 Reel or any Aries mainline system
- » Continuous duty drive motors with auto release clutches
- » Standard electric lift assembly for operation 8" and above pipelines
- » Six-wheeled transporter assembly
- » 3 tire sizes standard for operation in 8" to 30" sewer lines
- » Single fastener mounting for fast tire size changes
- » Integral 512Hz sonde/locating beacon
- » Integral rear-viewing camera and LED lighting
- » Detachable auxiliary light head (optional)
- » Large diameter pipe kit for operation in up to 60" lines (optional)
- » Rear-tip cable connection with secure twist-lock mechanism
- » Rear-viewing camera allows for quick retrieval up to 200' per minute



Pathfinder Features:

The Aries TR3300 Pathfinder is a steerable, self-propelled transporter for relined 6" to 24" lines.

- » Incorporates a 6-wheel drive system designed to match pipe contour regardless of size
- » All gear-driven drive train powered by two independent, brushless motors
- » Operates in power forward, power reverse, steer-left, steer-right and free wheel modes
- » Compact design for superior maneuverability
- » Continuous duty drive motors
- » 3 tire sizes standard for operation in 6" relined to 24" sewer lines
- » Waterproof gel-filled circuit board cavity
- » Manual camera-lifting mechanism provides easy transitions from small to large pipe inspections
- » Auxiliary high power detachable light head
- » 512Hz detachable locating beacon
- » Single fastener mounting for fast tire size changes
- » Rear-tip cable connection with secure twist-lock mechanism
- » Rear-viewing camera allows for quick retrieval up to 200' per minute



ARIES
INDUSTRIES, INC.

Corporate Office

550 Elizabeth Street
Waukesha, WI 53186
Toll Free: 800-234-7205
Phone: 262-896-7205
Fax: 262-896-7099

Western Regional

5748 E. Shields Avenue, Suite 101
Fresno, CA 93727
Toll Free: 800-671-0383
Phone: 559-291-0383
Fax: 559-291-0463

Southern Regional

1441 SW 10th Avenue, Unit 202
Pompano Beach, FL 33069
Toll Free: 800-327-4346
Phone: 954-785-5540
Fax: 954-785-5014

Aries Canada Ltd.

1081 Meyerside Drive, Units 1&2
Mississauga, Ontario
Canada L5T-1M4
Toll Free: 877-730-7010
Phone: 905-795-7913
Fax: 905-795-7905



ROVERX

Envirosight

Envirosight

- Zoom L1
- L2
- Focus L3
- Light L4
- Elevator L5

- R1 Speed
- R2 Cable Reel
- R3 Speed
- R4
- R5 Power

On/Off

Last Project:

Name:

Customer:

Created:

- Fast Forward
- Quick Access
- Project Overview
- Direct Control
- Settings



ROVER X

The Power of One.

ROVER X is the one system that lets you do everything—control inspections, view and record digital video, log observations, generate reports, and link directly to asset-management software. All this capability is packed into a simple three-piece layout, with no CCU or other components to clutter your truck.

Though remarkably self-contained, ROVER X is built on an expandable digital backbone. Not only can you add side-scanning and laser profiling, you can view data from onboard sensors, automate tasks with macros, and measure defects on-screen. And future capabilities are limitless—ROVER X's firmware updates automatically to the latest features, and its architecture is ready for any accessory—even ones that don't exist yet.

Advanced technology aside, ROVER X is built for the rigors of sewer inspection. Twelve wheel options—plus camera lift, carriage and illumination accessories—mean ROVER X transforms in seconds to inspect pipelines 6–72 inches diameter. Its six-wheel drive with proportional steering navigates past obstacles, and overlapping wheels climb offsets better than tracks. Powerful motors and a geared drive train maximize range and pivot capability, even with carriage and pneumatic tires installed.

Ultimately, however, reliability and productivity have made ROVER the number one crawler brand in the world. ROVER X continues this tradition with unsurpassed video resolution and 50% more illumination, leaving no detail hidden. Its powerful reel monitors cable tension optically to prevent slack and minimize resistance, allowing one-man operation. And self-diagnostic capabilities, plus access to operating history, only enhance the uptime of the one crawler that already leads the industry.

Responsive Controls

Control multiple camera and crawler functions at once using proportional joysticks. • View live and recorded video directly on control pendant. • Enhance productivity with custom controls. • Use macros to automate common inspection tasks like joint scanning. • Access specialized functions using intuitive touchscreen interface.



camera controls

crawler/reel controls

Recording

Capture digital video and images on onboard memory. • Export video, images and data using USB media or network port. • Review inspections directly on screen.

Reporting

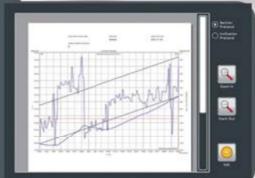
Enter observations on touchscreen interface. • Use standard defect catalogs (PACP, WRc), or custom ones. • Generate simple reports, or transfer data to WinCan for full reporting and asset management. • Overlay text on video without external hardware. • View system status and lifetime operating history.



observation entry



manhole-to-manhole report



incline report



WinCan export



system status

Import data directly to WinCan (now or any time in the future) and benefit from: database capabilities (filtering/querying) • full PACP compliance • GIS integration • advanced technology modules (laser, DigiSewer, 3D) • enhanced reporting • support for network installation and enterprise databases (Oracle, SQL) • links to municipal applications (ArcGIS, Hansen, Maximo, CityWorks, GBA, Cartegraph)

ROVVER X



Remote Control

Included standard with every system, this wireless remote lets you control camera, crawler, lift and reel from the palm of your hand.

Envirosight

Visibility

Capture the best video resolution possible from an inspection crawler. • Illuminate distant targets with 50% brighter LED lighting. • Boost illumination in large pipelines with auxiliary lamp. • See above flow with high-mount rear-view camera, plus additional rear-view camera on auxiliary lamp.



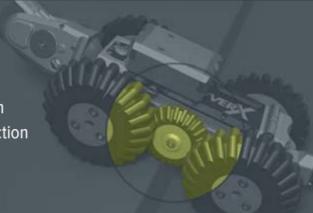
Adaptability

Remotely adjust camera height over 7" range with lift accessory. • Address pipe of any size, material and condition with 12 wheel options. • Extend height and wheelbase with carriage accessory to inspect pipelines up to 72" diameter.



Maneuverability

Control any number of camera and crawler functions simultaneously. • Pivot in place with zero-degree turn capability. • Use macros to automate common inspection tasks (like joint scanning). • Avoid high-centering on offsets and debris with overlapping wheels.



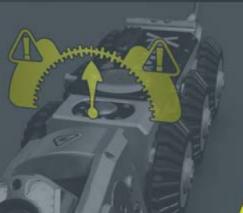
Range

Crawl up to 1000' with standard cable reel. • Overcome tough obstacles with unmatched maneuverability and power. • Prevent tangles and maximize crawl range with optical cable tension control. • Control reel direction, force, speed and operating mode directly from operator pendant.



Measurement

Track pipe grade with inclinometer. • Monitor temperature and pressure with onboard sensors. • Locate crawler using built-in sonde transmitter. • Easily add side-scanning and laser profiling capability. • Size defects with twin laser dots. • Avoid flips with warnings from integral roll sensor.



Field-Readiness

Inspect from truck, pickup or ATV using simple three-component system layout with no CCU. • Run off generator or inverter with low power requirement. • Inspect pipelines 6–72" diameter with single, reconfigurable crawler design. • Store 1000' of strong, lightweight cable on compact, automated reel. • Transport system in compact, weatherproof enclosure.



Complete Capability

With a selection of 12 wheel types—plus a detachable automatic lift, carriage and auxiliary lamp—ROVER X is the only single system that lets you inspect pipelines 6–72" diameter. With single-screw attachment of wheels, you'll be ready in record time to inspect any combination of pipe size, material and condition. (For wheel chart, see reverse panel.)



Power to Maneuver

ROVER was the first inspection crawler to introduce a compact, steerable 6-wheel drive, giving operators the agility to navigate past obstacles that stop other crawlers.

ROVER X adds to that legacy with CAN-bus controls, which allow you to perform multiple functions concurrently. Now you can steer while panning the camera and adjusting camera lift height. Proportional joysticks give you fine control over speed and direction, and also let you pivot in place (perform zero-degree turns).



Many Ways to Inspect

► **DigiSewer.** Generate side-scan images that capture every square inch of a pipe's interior surface. With DigiSewer, you can perform detailed inspection three times faster than with CCTV—all at a price point and learning curve anyone can manage. Inspection results are optimized for rapid transmission (3000 ft/GB) and analysis. Attach the DigiSewer laser ring, and you can also scan for pipe deformity.

◀ **Laser.** ROVER X's twin lasers project measurement dots 2" apart, helping you size features and defects. What's more, when you pan the lasers 360 degrees, WinCan's laser module automatically determines the ovality of the pipe at that point.

For full laser scanning, connect the ROVER X laser accessory or the laser-equipped DigiSewer side-scan camera. WinCan's laser module will track ovality along the full length of the pipe and generate a graphical report.

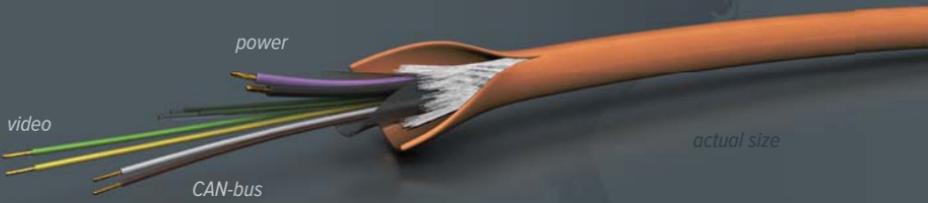


Onboard Intelligence

ROVVER X uses CAN-bus, the same control architecture built into modern automobiles. This gives ROVVER X capabilities not found anywhere else:

Automatic Updates: When connected wirelessly or via LAN, the pendant updates its firmware automatically, ensuring the latest features and maximum reliability.

Concurrent Control: High-bandwidth communications mean you can control any number of camera, crawler and accessory functions simultaneously.



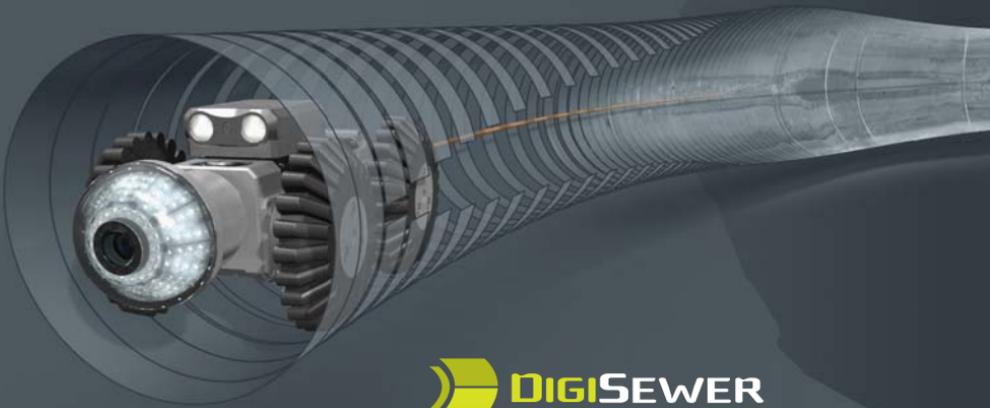
Agility & Uptime: With only six conductors, lightweight ROVVER X cable is easy to pull long distances, and also easy to field-reterminate. Kevlar gives it a 1000-lb. break strength, and a tough jacket maximizes abrasion resistance. CAN-bus architecture supports thousands of functions over a single wire pair.

Future-Readiness: Technology evolves, so ROVVER X's capability isn't hard-wired. Add any number of sensors and end effectors, even ones that don't exist yet.

Information: Access real-time system information using intuitive touchscreen controls—from real-time sensor data to lifetime service and operating history.

Self-Diagnostics: Connect your system to a PC running ROVVER X Studio, and our technicians can log in to read error codes and perform diagnostic tests.

To perform side-scanning, all you need is a DigiSewer camera (shown here) connected to your crawler, and WinCan software with the Scan Explorer module.



DIGISEWER



Wheels

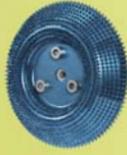
ROVVER X wheel options help you address any combination of pipeline diameter, material and condition. With single-screw attachment, wheels swap out in seconds, and keyed axles ensure positive traction.



3.4"



3.8"



4.3"



5.3"



8.7"



Pneumatic wheels require the ROVVER X accessory carriage.



10.2"

Specifications

system

ratings CE, NRTL
power 120-240 Vac, 60 Hz
viewing capability pipelines 6–72" diameter

camera (RCX90)

imager color 1/4" CCD
resolution 720 × 576 pixels
zoom lens 120× (10× optical, 12× digital)
pressure rating 1 bar
features auto shutter; auto/manual focus
illumination dimmable shadowless 40-LED array
articulation ±145 deg tilt; infinite pan
measurement twin laser diodes
sensing temperature, pressure, pan/tilt angles
size 6.6" × 3.1" × 2.8" (168 × 81 × 72 mm)
weight 3.3 lb (1.5 kg)
materials aluminum, stainless steel

crawler (RX130)

wheels 6
turn radius down to 0.0"
camera color rear-view w/ high-lux tri-LED lamp
sensors pitch, roll, temperature, pressure
pressure rating 1 bar
size 12.2" × 4.4" × 3.2" (310 × 111 × 90 mm)
weight 13.2 lb (6 kg)
materials aluminum, stainless steel
sonde transmitter 33 kHz / 512 Hz

control pendant (VC200)

controls twin proportional joysticks; push-button controls (*power, lamp intensity, camera lift, zoom, focus, reel mode, pull force, crawl speed/direction*); 10 soft keys; touchscreen
touchscreen 8.4" color (800×600 pixels)
video capture MPEG-4 (H.256)
image capture JPEG
storage external USB; internal flash (64 GB)
connectivity Ethernet
size 13.5" × 9.3" × 3" (342 × 236 × 75 mm)
weight 4.4 lb (2 kg)
firmware VisionControl (auto-updating)
bundled software VisionReport

axial auxiliary lamp (optional)

lamps four (4) hi-lux tri-LED lamps
dimensions 4.6" × 5.2" × 5.2" (117 × 132 × 132 mm)
materials aluminum, stainless steel



cable reel (RAX300)

cable length 1000' (300 m)
cable diameter 1/4" (6.5 mm)
cable weight 0.03 lb/ft
cable strength 1000 lb
cable conductors 6
controls (local) power, emergency stop
controls (via pendant) auto/manual, speed, forward/reverse, pull strength
sensors tension, tilt
size 24.2" × 12.4" × 19.3" (620 × 315 × 490 mm)
weight 123.5 lb (56 kg)
connections pendant, service port, video in/out

camera lift (optional)

lift range 3.1–10.2" (132–312)
materials aluminum, stainless steel

carriage (optional)

wheelbase (width/length) 14.5"/12.2" (368/310 mm)
weight 34.2 lb (15.5 kg)
materials aluminum, stainless steel

auxiliary lamp/rear camera (optional)

forward illumination twin hi-lux tri-LED lamps
camera color rear-view w/ high-lux tri-LED lamp
sonde transmitter 33 kHz / 512 Hz
materials aluminum, stainless steel

basic system

- RX130 crawler body
- RCX90 camera head
- RAX300 reel with 1000' cable
- VC200 control pendant
- VisionReport software
- wireless remote control
- small rubber wheels (6)
- medium rubber wheels (4)
- medium grease wheels (4)
- large rubber wheels (4)
- wheel spacers (4)
- crawler body transport case
- camera head transport case
- tools (wrenches, pressure kit)

optional accessories

- laser profiler
- DigiSewer side-scan camera
- remote camera lift
- large-pipe carriage
- auxiliary lamp/rear-view camera
- desktop mount for pendant
- USB media for pendant
- wheel sets (see chart on flap)
- cable management accessories
- lowering devices
- WinCan observation and asset management software
- other accessories



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VILLAGE OF WESTON
2016 CIP BUDGET REQUEST
AND 2017 FINANCIAL PLAN
PROGRAM COMMENTS

Department/Office: Finance	Budget: Capital Equipment Fund
Program: Capital Projects Funds	Submitted by: Keith Donner/John Jacobs

UTILITY FUNDS (WATER, SEWER, & STORMWATER) - CAPITAL IMPROVEMENTS FUND
2016 Capital Improvements Program (CIP) Budget – 2017 Financial Plan

	2014 Actual	2015 Budget	2015 Estimate	2016 Proposed Budget	2017 Financial Plan
Fund Balance, January 1	\$ -	\$ -	\$ -	\$ -	\$ -
REVENUES					
Fund Balance - Water Utility	\$ 26,046	\$ 4,700	\$ 6,755	\$ 1,358,755	\$ 34,755
Fund Balance - Sewer Utility	-	550,000	-	610,000	-
Fund Balance - Stormwater Utility	-	-	-	5,000	-
Total Revenues	\$ 26,046	\$ 554,700	\$ 6,755	\$ 1,973,755	\$ 34,755
EXPENDITURES					
Water - SCADA Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
Water - Furniture & Equipment	-	-	-	-	-
Water - Replace Excavator #23	-	4,700	6,755	6,755	6,755
Water - Power Valve Turner	-	-	-	40,000	-
Sewer - Magnetic Manhole Lifter	-	-	-	8,000	-
Sewer - Sewer Televising Camera	-	-	-	50,000	-
Water/Sewer - Utility Van Replacement	26,046	-	-	22,000	28,000
Design - Ross Ave. Lift Station	-	60,000	-	-	-
Design - Mesker/Colleen Lift Station	-	40,000	-	-	-
Construction - Ross Ave. Lift Station	-	200,000	-	300,000	-
Construction - Mesker/Colleen Lift Station	-	250,000	-	230,000	-
Design Well #7 - Camp Phillips Road	-	-	-	100,000	-
Ridgeview Subdivision Connection to E. Everest	-	-	-	17,000	-
Automated Meter Reading - Water Utility	-	-	-	1,200,000	-
Total Expenditures	\$ 26,046	\$ 554,700	\$ 6,755	\$ 1,973,755	\$ 34,755
Excess Revenues Over (Under) Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance, December 31	\$ -	\$ -	\$ -	\$ -	\$ -

VILLAGE OF WESTON
2016 Operating Budget - 2017 Financial Plan
ENTERPRISE FUNDS - Budget Summary

Fund Name	2014 Actual	2015 Amended Budget	2015 Estimate	2016 Proposed Budget	2017 Financial Plan
NET ASSETS BALANCES - including Infrastructure					
<u>Water Utility (Fund 60)</u>					
Net Assets, January 1st	\$ 23,816,805	\$ 24,023,328	\$ 24,023,328	\$ 23,960,806	\$ 23,722,766
Revenues	2,302,472	2,249,585	2,174,815	2,156,956	2,167,956
Expenses	(2,095,949)	(2,438,663)	(2,237,337)	(2,394,996)	(2,296,206)
Net Assets, December 31st	<u>\$ 24,023,328</u>	<u>\$ 23,834,250</u>	<u>\$ 23,960,806</u>	<u>\$ 23,722,766</u>	<u>\$ 23,594,516</u>
<u>Sewer Utility (Fund 61)</u>					
Net Assets, January 1st	\$ 25,508,219	\$ 25,889,922	\$ 25,889,922	\$ 26,010,899	\$ 26,064,313
Revenues	2,216,889	1,968,900	2,104,639	2,234,138	2,443,638
Expenses	(1,835,186)	(2,007,072)	(1,983,662)	(2,180,724)	(2,286,259)
Net Assets, December 31st	<u>\$ 25,889,922</u>	<u>\$ 25,851,750</u>	<u>\$ 26,010,899</u>	<u>\$ 26,064,313</u>	<u>\$ 26,221,692</u>
<u>Stormwater Utility (Fund 63)</u>					
Net Assets, January 1st	\$ 9,281,874	\$ 9,353,771	\$ 9,353,771	\$ 9,372,749	\$ 9,436,754
Revenues	658,596	605,224	619,835	644,642	644,125
Expenses	(586,699)	(579,007)	(600,857)	(580,637)	(570,524)
Net Assets, December 31st	<u>\$ 9,353,771</u>	<u>\$ 9,379,988</u>	<u>\$ 9,372,749</u>	<u>\$ 9,436,754</u>	<u>\$ 9,510,355</u>
<u>GRAND TOTAL</u>					
Net Assets, January 1st	\$ 58,606,898	\$ 59,267,021	\$ 59,267,021	\$ 59,344,454	\$ 59,223,833
Revenues	5,177,957	4,823,709	4,899,289	5,035,736	5,255,719
Expenses	(4,517,834)	(5,024,742)	(4,821,856)	(5,156,357)	(5,152,989)
Net Assets, December 31st	<u>\$ 59,267,021</u>	<u>\$ 59,065,988</u>	<u>\$ 59,344,454</u>	<u>\$ 59,223,833</u>	<u>\$ 59,326,563</u>
UNRESTRICTED NET ASSETS BALANCES - excluding Infrastructure					
<u>Water Utility (Fund 60)</u>					
Unrestricted Net Assets, Jan. 1st		\$ 3,928,680	\$ 3,928,680	\$ 3,866,158	\$ 3,628,118
Revenues		2,249,585	2,174,815	2,156,956	2,167,956
Expenses		(2,438,663)	(2,237,337)	(2,394,996)	(2,296,206)
Unrestricted Net Assets, Dec. 31st		<u>\$ 3,739,602</u>	<u>\$ 3,866,158</u>	<u>\$ 3,628,118</u>	<u>\$ 3,499,868</u>
<u>Sewer Utility (Fund 61)</u>					
Unrestricted Net Assets, Jan. 1st		\$ 6,718,296	\$ 6,718,296	\$ 6,839,273	\$ 6,892,687
Revenues		1,968,900	2,104,639	2,234,138	2,443,638
Expenses		(2,007,072)	(1,983,662)	(2,180,724)	(2,286,259)
Unrestricted Net Assets, Dec. 31st		<u>\$ 6,680,124</u>	<u>\$ 6,839,273</u>	<u>\$ 6,892,687</u>	<u>\$ 7,050,066</u>
<u>Stormwater Utility (Fund 63)</u>					
Unrestricted Net Assets (Deficit), Jan. 1st		\$ (142,503)	\$ (142,503)	\$ (123,525)	\$ (59,520)
Revenues		605,224	619,835	644,642	644,125
Expenses		(579,007)	(600,857)	(580,637)	(570,524)
Unrestricted Net Assets, (Deficit), Dec. 31st		<u>\$ (116,286)</u>	<u>\$ (123,525)</u>	<u>\$ (59,520)</u>	<u>\$ 14,081</u>
<u>GRAND TOTAL</u>					
Unrestricted Net Assets, Jan. 1st		\$ 10,504,473	\$ 10,504,473	\$ 10,581,906	\$ 10,461,285
Revenues		4,823,709	4,899,289	5,035,736	5,255,719
Expenses		(5,024,742)	(4,821,856)	(5,156,357)	(5,152,989)
Unrestricted Net Assets, Dec. 31st		<u>\$ 10,303,440</u>	<u>\$ 10,581,906</u>	<u>\$ 10,461,285</u>	<u>\$ 10,564,015</u>

	Funding Source	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
FY2014 Purchases	Capital Equipment	\$ 75,133.85	\$ 57,836.22	\$ 57,836.22	\$ 57,836.22	\$ 41,678.20							\$ 290,320.71
	SAFER												\$ -
FY 2015 Purchases	Capital Equipment		\$ (7,185.63)	\$ 103,137.40	\$ 103,137.40	\$ 103,137.40	\$ 103,137.40	\$ 27,020.80					\$ 432,384.77
	SAFER		\$ 141,839.00										\$ 141,839.00
FY 2016 Purchases	Capital Equipment			\$ 139,793.00	\$ 91,000.00	\$ 91,000.00	\$ 40,000.00	\$ 40,000.00					\$ 401,793.00
	SAFER			\$ 178,268.00	\$ 106,983.00	\$ 106,983.00	\$ 73,199.00	\$ 73,199.00	\$ 73,199.00				\$ 611,831.00
FY 2017 Purchases	Capital Equipment			\$ 74,000.00	\$ 68,000.00	\$ 68,000.00	\$ 68,000.00	\$ 28,000.00	\$ 28,000.00				\$ 266,000.00
	SAFER			\$ 139,237.00	\$ 128,086.00	\$ 63,897.00	\$ 40,000.00						\$ 371,220.00
FY 2018 Purchases	Capital Equipment				\$ 35,500.00	\$ 105,000.00	\$ 105,000.00	\$ 105,000.00	\$ 105,000.00	\$ 105,000.00			\$ 455,500.00
	SAFER				\$ 104,410.00	\$ 46,065.00	\$ 46,065.00	\$ 46,065.00					\$ 242,605.00
FY 2019 Purchases	Capital Equipment						\$ 60,750.00	\$ 50,250.00	\$ 50,250.00	\$ 50,250.00			\$ 211,500.00
	SAFER						\$ 98,548.00	\$ 68,919.00	\$ 68,919.00	\$ 68,919.00	\$ 68,919.00		\$ 374,224.00
FY 2020 Purchases	Capital Equipment							\$ 94,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00	\$ 314,000.00
	SAFER							\$ 59,291.00	\$ 48,142.00	\$ 48,142.00	\$ 48,142.00		\$ 203,717.00

Committed FY Cost	Capital Equipment	\$ -	\$ 57,836.22	\$ 160,973.62	\$ 251,973.62	\$ 410,798.60	\$ 453,233.40	\$ 409,534.80	\$ 302,514.00	\$ 155,250.00	\$ -	\$ -	
Total FY Cost	Capital Equipment	\$ 75,133.85	\$ 192,489.59	\$ 479,034.62	\$ 572,193.62	\$ 678,794.60	\$ 658,596.40	\$ 572,453.80	\$ 426,433.00	\$ 279,169.00	\$ 123,919.00	\$ 55,000.00	

	Funding Source	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
FY 2014 Purchases	Ref & Recy Fund		\$ 64,632.06	\$ 64,632.06	\$ 64,632.06								\$ -
FY 2015 Purchases	Ref & Recy Fund		\$ 33,908.53	\$ 67,684.53	\$ 67,684.53	\$ 67,684.53	\$ 67,684.53	\$ 33,776.00					\$ -
FY 2016 Purchases	Ref & Recy Fund												\$ -
FY 2017 Purchases	Ref & Recy Fund												\$ -
FY 2018 Purchases	Ref & Recy Fund				\$ 22,500.00								\$ -
FY 2019 Purchases	Ref & Recy Fund						\$ 7,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ -
FY 2020 Purchases	Ref & Recy Fund							\$ 52,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Committed FY Cost	Ref & Recy Fund	\$ -	\$ 64,632.06	\$ 132,316.59	\$ 132,316.59	\$ 67,684.53	\$ 67,684.53	\$ 58,776.00	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ -
Total FY Cost	Ref & Recy Fund	\$ -	\$ 98,540.59	\$ 132,316.59	\$ 132,316.59	\$ 90,184.53	\$ 74,684.53	\$ 110,776.00	\$ 40,000.00	\$ 40,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00

	Funding Source	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
FY 2014 Purchases	Sewer & Water	\$ 15,046.00											\$ -
FY 2015 Purchases	Sewer & Water		\$ -	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -	\$ -
FY 2016 Purchases	Sewer & Water			\$ 116,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY 2017 Purchases	Sewer & Water				\$ 18,000.00								\$ -
FY 2018 Purchases	Sewer & Water					\$ 203,000.00							\$ -
FY 2019 Purchases	Sewer & Water						\$ 23,250.00						\$ -
FY 2020 Purchases	Sewer & Water												\$ -
Committed FY Cost	Sewer & Water	\$ -	\$ -	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -	\$ -
Total FY Cost	Sewer & Water	\$ 15,046.00	\$ -	\$ 122,755.20	\$ 24,755.20	\$ 209,755.20	\$ 30,005.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source Net Expense	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
Capital Equipment Fund	\$ 75,133.85	\$ 192,489.59	\$ 479,034.62	\$ 572,193.62	\$ 678,794.60	\$ 658,596.40	\$ 572,453.80	\$ 426,433.00	\$ 279,169.00	\$ 123,919.00	\$ 55,000.00	\$ 2,903,207.10
Refuse and Recycling Fund	\$ -	\$ 98,540.59	\$ 132,316.59	\$ 132,316.59	\$ 90,184.53	\$ 74,684.53	\$ 110,776.00	\$ 40,000.00	\$ 40,000.00	\$ 15,000.00	\$ 15,000.00	\$ 550,000.00
Sewer and Water Utility Funds	\$ 15,046.00	\$ -	\$ 122,755.20	\$ 24,755.20	\$ 209,755.20	\$ 30,005.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -	\$ -
Storm Water Utility Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,750.00	\$ 36,750.00	\$ 36,750.00	\$ 36,750.00	\$ 36,750.00	\$ 36,750.00
Total Net Expense	\$ 90,179.85	\$ 291,030.18	\$ 734,106.41	\$ 729,265.41	\$ 978,734.33	\$ 763,286.13	\$ 726,735.00	\$ 503,183.00	\$ 355,919.00	\$ 175,669.00	\$ 106,750.00	\$ 3,850,000.00

Village of Weston, Wisconsin
REGULAR MEETING OF THE FINANCE COMMITTEE

March 23rd, 2016

MEETING PACKET COVER
SHEET AGENDA ITEM – E.7.



**Village of Weston, Wisconsin
AGENDA ITEM COVERSHEET
Requested for Official Consideration and Review**

REQUEST FROM: **KEITH DONNER, DIRECTOR OF PUBLIC WORKS AND UTILITIES**

ITEM DESCRIPTION: **AUTHORIZE EXPENDITURE OF SEWER UTILITY FUNDS FOR REPLACEMENT OF MESKER-COLLEEN AND ROSS AVENUE WASTEWATER PUMPING STATIONS**

DATE/MTG: **FINANCE COMMITTEE, WEDNESDAY, MARCH 23, 2016
PROPERTY & INFRASTRUCTURE COMMITTEE, MONDAY, APRIL 4, 2016
BOARD OF TRUSTEES, MONDAY, APRIL 4, 2016**

POLICY QUESTION: Should the Board of Trustees authorize expenditure from Sewer Utility investments and/or the hook-up fee account to cover 100% of the cost of replacement of the wastewater pumping stations at Ross Avenue and Mesker-Colleen?

RECOMMENDATION TO: I make a motion that the Board of Trustees authorize expenditure from Sewer Utility investments and/or the hook-up fee account to cover 100% of the cost of replacement of the wastewater pumping stations at Ross Avenue and Mesker-Colleen.

LEGISLATIVE ACTION:

- | | | |
|---|------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order | <input type="checkbox"/> Policy | <input type="checkbox"/> Reports |
| <input checked="" type="checkbox"/> Expenditure | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution |
-
-

FISCAL IMPACT ANALYSIS:

- Budget Line Item: _____
- Budgeted Expenditure: 61-00-18700-000-444 – Ross \$300,000; Mesker-Colleen \$230,000
- Budgeted Revenue: _____
-
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statute: _____
- WI Administrative Code: _____
- Case Law / Legal: _____
- Municipal Code: _____
- Municipal Rules: _____
-
-

PRIOR REVIEW: 2016 Budget preparation; June 2015 Retained Becher-Hoppe for engineering services.

BACKGROUND: In June 2015 the Village retained Becher-Hoppe for engineering services related to the replacement of the wastewater pumping stations at Ross Avenue west of Bayberry and Mesker-Colleen Streets. The Director's estimate of cost included in the 2016 budget documents has since been superseded by a February opinion of probable cost from Becher-Hoppe. The current estimates are: Ross Avenue \$260,000, Mesker-Colleen \$330,000; Engineering \$47,000. The costs of replacement excluding engineering are, therefore, \$590,000 - \$60,000 over the budget estimate. Including engineering the costs are approximately \$107,000 over the estimate. Actual costs will be much clearer once bids for the project are opened on March 23, prior to the Finance Committee meeting. Irrespective of bid results, these projects would be recommended to be financed from Sewer Utility investments and/or the hook-up fee account. The Director recommends financing the projects 100% from Sewer Utility funds at the discretion of the Finance Director. Attached Budget Information and Previous Request for Consideration

Keith Donner

From: Kenneth J. Ligman <kligman@becherhoppe.com>
Sent: Wednesday, February 17, 2016 4:18 PM
To: Keith Donner
Cc: Michael Wodalski; Stephen M. Opatik
Subject: weston lift stations

Opinion of probable construction cost for Ross Avenue lift station = \$260,000

Opinion of probable construction cost for Mesker/Colleen lift station = \$330,000

VILLAGE OF WESTON
2016 CIP BUDGET REQUEST
AND 2017 FINANCIAL PLAN
PROGRAM COMMENTS

Department/Office: Finance	Budget: Capital Equipment Fund
Program: Capital Projects Funds	Submitted by: Keith Donner/John Jacobs

UTILITY FUNDS (WATER, SEWER, & STORMWATER) - CAPITAL IMPROVEMENTS FUND
2016 Capital Improvements Program (CIP) Budget – 2017 Financial Plan

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Total Revenues	\$ 26,046	\$ 554,700	\$ 6,755	\$ 1,973,755	\$ 34,755
EXPENDITURES					
Water - SCADA Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
Water - Furniture & Equipment	-	-	-	-	-
Water - Replace Excavator #23	-	4,700	6,755	6,755	6,755
Water - Power Valve Turner	-	-	-	40,000	-
Sewer - Magnetic Manhole Lifter	-	-	-	8,000	-
Sewer - Sewer Televising Camera	-	-	-	50,000	-
Water/Sewer - Utility Van Replacement	26,046	-	-	22,000	28,000
Design - Ross Ave. Lift Station	-	60,000	-	-	-
Design - Mesker/Colleen Lift Station	-	40,000	-	-	-
Construction - Ross Ave. Lift Station	-	200,000	-	300,000	-
Construction - Mesker/Colleen Lift Station	-	250,000	-	230,000	-
Design Well #7 - Camp Phillips Road	-	-	-	100,000	-
Ridgeview Subdivision Connection to E. Everest	-	-	-	17,000	-
Automated Meter Reading - Water Utility	-	-	-	1,200,000	-
Total Expenditures	\$ 26,046	\$ 554,700	\$ 6,755	\$ 1,973,755	\$ 34,755
Excess Revenues Over (Under) Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance, December 31	\$ -	\$ -	\$ -	\$ -	\$ -

VILLAGE OF WESTON
2016 Operating Budget - 2017 Financial Plan
ENTERPRISE FUNDS - Budget Summary

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Expenses	(586,699)	(579,007)	(600,857)	(580,637)	(570,524)
Net Assets, December 31st	<u>\$ 9,353,771</u>	<u>\$ 9,379,988</u>	<u>\$ 9,372,749</u>	<u>\$ 9,436,754</u>	<u>\$ 9,510,355</u>
<u>GRAND TOTAL</u>					
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UNRESTRICTED NET ASSETS BALANCES - excluding Infrastructure					
<u>Water Utility (Fund 60)</u>					
Unrestricted Net Assets, Jan. 1st		\$ 3,928,680	\$ 3,928,680	\$ 3,866,158	\$ 3,628,118
Revenues		2,249,585	2,174,815	2,156,956	2,167,956
Expenses		(2,438,663)	(2,237,337)	(2,394,996)	(2,296,206)
Unrestricted Net Assets, Dec. 31st		<u>\$ 3,739,602</u>	<u>\$ 3,866,158</u>	<u>\$ 3,628,118</u>	<u>\$ 3,499,868</u>
<u>Sewer Utility (Fund 61)</u>					
Unrestricted Net Assets, Jan. 1st		\$ 6,718,296	\$ 6,718,296	\$ 6,839,273	\$ 6,892,687
Revenues		1,968,900	2,104,639	2,234,138	2,443,638
Expenses		(2,007,072)	(1,983,662)	(2,180,724)	(2,286,259)
Unrestricted Net Assets, Dec. 31st		<u>\$ 6,680,124</u>	<u>\$ 6,839,273</u>	<u>\$ 6,892,687</u>	<u>\$ 7,050,066</u>
<u>Stormwater Utility (Fund 63)</u>					
Unrestricted Net Assets (Deficit), Jan. 1st		\$ (142,503)	\$ (142,503)	\$ (123,525)	\$ (59,520)
Revenues		605,224	619,835	644,642	644,125
Expenses		(579,007)	(600,857)	(580,637)	(570,524)
Unrestricted Net Assets, (Deficit), Dec. 31st		<u>\$ (116,286)</u>	<u>\$ (123,525)</u>	<u>\$ (59,520)</u>	<u>\$ 14,081</u>
<u>GRAND TOTAL</u>					
Unrestricted Net Assets, Jan. 1st		\$ 10,504,473	\$ 10,504,473	\$ 10,581,906	\$ 10,461,285
Revenues		4,823,709	4,899,289	5,035,736	5,255,719
Expenses		(5,024,742)	(4,821,856)	(5,156,357)	(5,152,989)
Unrestricted Net Assets, Dec. 31st		<u>\$ 10,303,440</u>	<u>\$ 10,581,906</u>	<u>\$ 10,461,285</u>	<u>\$ 10,564,015</u>

**VILLAGE OF WESTON
REQUEST FOR CONSIDERATION**

AGENDA ITEM DSCRPTN: RECOMMENDATION TO EXECUTE CONTRACT WITH BECHER-HOPPE ENGINEERS FOR SEWAGE PUMP STATION REPLACEMENTS – ROSS AVENUE AND MESKER/COLLEEN

FOR CONSIDERATION AT: PROPERTY & INFRASTRUCTURE COMMITTEE, MONDAY, JUNE 1, 2015
BOARD OF TRUSTEES, MONDAY, JUNE 1, 2015

LEGISLATION TYPE: ACKNOWLEDGE | **MOTION** | ORDINANCE | POLICY | RESOLUTION

RECOMMENDATION TO: Execute a contract with Becher-Hoppe Engineers for the Ross Avenue and Mesker-Colleen sewage pump station replacements in accordance with their proposal dated April 30, 2015. Fees for the project are summarized as follows:

Ross Avenue Area Alternatives Analysis	\$4,800 Lump Sum
Ross and Mesker-Colleen Siting	\$5,200 Lump Sum
Ross Avenue Station Design	\$8,400 Lump Sum
Mesker-Colleen Station Design	\$8,400 Lump Sum
Bidding for both projects	\$2,800 Lump Sum
Ross Avenue Construction Administration	\$5,100 Lump Sum
Mesker-Colleen Construction Administration	\$5,100 Lump Sum
Ross Avenue Construction Inspection*	\$3,600 Estimate
Mesker-Colleen Construction Inspection*	\$3,600 Estimate

*Construction Inspection is time and material based on minimum inspections at 5 project milestones as defined in the request for proposals.
Total Fees - \$39,800 Lump Sum plus \$7,200 Estimated for Construction Inspection.

REPORT PREPARED BY: KEITH DONNER; DIRECTOR OF PUBLIC WORKS AND UTILITIES

BACKGROUND: There is a need to replace the two referenced sewage pump stations (a.k.a. lift stations) due to the deterioration of the steel floor plate in the dry-well of each of them. These stations have vacuum primed pumps and date back to the 1980's for their original construction. The Village has been working toward converting its vacuum primed sewage pump stations to submersible pump style stations in the interest of improved equipment reliability and improved safety for personnel conducting routine operation and maintenance activities. The projects require the procurement of a consulting engineer for design, bidding, and construction services. The Village anticipated project costs in the range of \$450,000 and engineering design fees in the range of \$100,000 for the two projects combined (see 2015 budget detail attached). Although the Village does not have a formal procurement policy, the Department of Public Works determined it to be prudent to obtain proposals for the professional services required for the project, owing to the estimated design costs and overall project costs. In the interest of allowing the Director and Deputy Director to devote their attention to other matters, and for additional professional perspective regarding the project, the Village partnered with Roth Professional Solutions for the preparation of a request for proposals (RFP), management/administration of the proposal solicitation process, and evaluation of proposals. The Department invited 5 engineering firms with a presence in the Central Wisconsin region – CWE, Inc.; Becher-Hoppe Associates; MSA Professional Services; Clark-Dietz &

Associates; and AECOM – to submit proposals for the project(s). AECOM elected not to submit a proposal. Proposals were received from the other four firms. While all firms are qualified to perform the services needed for the project, staff concurs with the recommendation of Robert Roth, P.E., Roth Professional Solutions, as described in the proposal evaluation (attached). It is further recommended to execute a contract with Becher-Hoppe in accordance with their proposal. Also attached is the RFP, and a copy of each responding firm's proposal (minus any information of a more proprietary or confidential nature).

FISCAL IMPACTS:

Budget Line Item:	61-07-*****_***_*** – Sewer Capital Projects Fund
Budget Line Item:	
Budgeted Expenditure:	Estimated \$100,000 design; \$450,000 construction
Budgeted Revenue:	N/A

STATUTORY REFERENCES:

Wisconsin Statue:	
Administrative Code:	
Municipal Code:	
Judicial Ruling:	

FURTHER REVIEW:

VILLAGE OF WESTON
2015 CIP BUDGET REQUEST
AND 2016 FINANCIAL PLAN
PROGRAM COMMENTS

Department/Office: Finance	Budget: Facility Projects Fund
Program: Capital Projects Funds	Submitted by: John Jacobs/Keith Donner

FACILITY PROJECTS FUND

2015 Capital Improvements Program (CIP) Budget – 2016 Financial Plan

A capital projects fund has been created to account for the financing and project costs for the construction and major repairs of specific Village building facilities and for the purchase and development of Village parkland areas. The primary financial resources of this fund are the proceeds of general obligation debt, contributions/donations, room tax funds, and state grants. The capital projects fund is a part of the Village's 5-year Capital Improvements Program (CIP) Budget.

A transfer from the Room Tax Fund to reimburse this fund for the 2008 construction of the new Skateboard Park at Kennedy Park is planned to occur during the period of 2010-2014, until the Facilities Fund has been fully reimbursed for the \$278,316 total project costs of the Skateboard Park. Currently, there are no projects budgeted for 2015 or 2016.

	2013 Actual	2014 Budget	2014 Estimate	2015 Proposed Budget	2016 Financial Plan
Fund Balance (Deficit), January 1	\$ (94,983)	\$ -			
REVENUES					
Transfer from Other Funds:					
Room Tax Fund	\$ 31,000	\$ -			
Capital Equipment Fund	63,983	-			
Total Revenues	\$ 94,983	\$ -			
EXPENDITURES					
None	\$ -	\$ -			
Total Expenditures	\$ -	\$ -			
Excess Revenues Over (Under) Expenditures	\$ 94,983	\$ -			
Fund Balance, December 31	\$ -	\$ -			
Summary of Fund Balance (Deficit):					
Advance from Debt Service Fund	\$ -	\$ -			
Unassigned Fund Balance	-	-			
TOTAL FUND BALANCE, December 31	\$ -	\$ -			

Moved to Capital
Improvements Fund

UTILITY FUNDS (WATER, SEWER, & STORMWATER) - FACILITY PROJECTS FUND
2015 Capital Improvements Program (CIP) Budget – 2016 Financial Plan

	2013 Actual	2014 Budget	2014 Estimate	2015 Proposed Budget	2016 Financial Plan
Fund Balance, January 1	\$ -	\$ -	\$ -	\$ -	\$ -
REVENUES					
Fund Balance - Sewer Utility	\$ -	\$ -	\$ -	\$ 550,000	\$ -
Total Revenues	\$ -	\$ -	\$ -	\$ 550,000	\$ -
EXPENDITURES					
Design - Ross Ave. Lift Station	\$ -	\$ -	\$ -	\$ 60,000	\$ -
Design - Mesker/Colleen Lift Station	-	-	-	40,000	-
Construction - Ross Ave. Lift Station	-	-	-	200,000	-
Construction - Mesker/Colleen Lift Station	-	-	-	250,000	-
Total Expenditures	\$ -	\$ -	\$ -	\$ 550,000	\$ -
Excess Revenues Over (Under) Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance, December 31	\$ -	\$ -	\$ -	\$ -	\$ -

RECOMMENDATION

ROSS AVENUE & MESKER-COLLEEN LIFT STATION REPLACEMENTS CONSULTING SERVICES FOR LIFT STATION DESIGN & CONSTRUCTION

For:

WESTON MUNICIPAL UTILITIES
Village of Weston, Marathon County, Wisconsin
5500 Schofield Ave., Weston, WI 54476

PREPARED BY:



RFP RELEASED: APRIL 2, 2015
PROPOSALS DUE: APRIL 30, 2015

INCLUDED WITHIN THIS DOCUMENT:

BACKGROUND	PAGE 1
SCOPE OF WORK	PAGE 1-2
EVALUATION OF PROPOSALS	PAGE 2
FEE ANALYSIS	PAGE 2-3
RECOMMENDATION	PAGE 3

BACKGROUND

Lift stations have evolved significantly over the years and the Public Works Department has determined that it is in its best interests to work with an experienced firm who may be familiar with the details involved with planning and designing a lift station in today's standards. On April 2, 2015 a Request for Proposal (RFP) for Design Services for the Rehabilitation of the Ross Avenue Lift Station and the Mesker-Colleen Lift Station was solicited to invited firms with a local presence in the metro-area. The objective of the RFP was to contract with a qualified firm who best suits the Village of Weston. A significant part of the scope of work includes the feasibility and alternatives analysis of the Ross Avenue Lift Station, which is a planning step that would potentially impact how the station is designed.

Firms were provided with all available Village data on each lift station to use in their preparation of proposals. Engineers were asked to put a detailed proposed together including costs, for all aspects of the project work including construction services. The RFP was prepared to maximize the respondent's information going-in to the project, to eliminate vast amounts of Staff's time in dealing with apples and oranges responses, as well as to provide a solid basis for preparation of quality proposals.

The RFP was coordinated by Roth Professional Solutions who is assisting the Village in providing guidance and expertise in the consultant selection process. Proposals were submitted on April 30, 2015. There were very few questions fielded from the respondents throughout the proposal process.

SCOPE OF WORK

Feasibility Study. A study of feasible alternatives is requested to determine viable options for a possible re-routing of the Village of Weston collection system west of the intersection of Ross Avenue and Alderson Street. This area flows through Schofield to the Wausau Treatment Plant. The Village of Weston pays per gallon via a separate agreement for conveyance flows through Schofield. The analysis would general include a life-cycle cost comparison of all alternatives. The Village is looking for all realistic options to be considered, including gravity sewer main rerouting and pump station alternatives. Since the study may impact the design of the Ross Avenue Station, it is requested prior to any design work on that Station.

Ross Avenue Station. The Ross Avenue site is located in a mid-block area between Bayberry Street and Birch Street. It is currently within the Ross Avenue right-of-way (north side) as approximately shown below. The Ross Avenue Pump Station is a Smith & Loveless Recessed Wetwell Mounted Lift Station with Vacuum Primed Pumps. The scope includes a full rehabilitation of this station by converting it to a submersible pump lift station with integral valve vault. It currently operates around 100 GPM at 22.7' TDH.



Ross Avenue Lift Station Site



Mesker-Colleen Lift Station Site

Mesker-Colleen Station. The Mesker-Colleen Pump Station site is located off the end of Colleen Avenue at its intersection with Mesker Street. It is currently within right-of-way of Mesker Street (west side) as approximately shown above. The Mesker-Colleen Pump Station is also a Recessed Wetwell Mounted Lift Station with Vacuum

Primed Pumps. The scope includes a full rehabilitation of this station by converting it to a submersible pump lift station with integral valve vault. It currently operates around 130 GPM at 66’ TDH with 7.5 hp motors.

PROPOSAL EVALUATION

Proposals were received from four (4) out of the five (5) invited firms. AECOM opted out due to workload issues. Submitted proposals were reviewed for completeness, approach, relevant experience, staff & qualifications, ability to meet the timeframe, and cost. Because all of the firms were considered experienced in lift station work, a general guideline for evaluating the proposals also assisted in the proposal ranking. The proposal ranking structure was not publicized during the process – it was simply utilized as a guide.

The Village received four (4) excellent proposals that were completed in a comprehensive and detailed manner in accordance with the RFP. All the proposals showed each firm’s quality of service and experience in municipal public works projects. However, some of the proposals lacked in approach and content specific to the Village’s needs.

Proposals were narrowed down to two (2) possible firms based on completeness of the proposal, approach for the overall project, current lift station experience, and familiarity with Village (for the feasibility portion). These firms provided more information in their respective proposals in these categories. Becher Hoppe and CWE were those firms.

FEE ANALYSIS

While cost is not the ultimate basis for selection, it reveals a great deal of information about the intent of responding firms on how they will approach the project. Hours were requested for each major category, to ascertain the level of budgeting and time compared to expected ranges. Design and construction fees ranged from \$47,000 to \$111,670. This is a very wide range for design and construction services from firms in a relatively close geographic area.

The following summary of fees and hours is provided for the two firms:

Firms	Fee	Hours Design	Hours Construction	Total Hours
Becher Hoppe	\$47,000	382	190	572
CWE	\$87,060	630	530	1160

The following information is interpreted from the fee information:

Becher Hoppe

The fee and hours provided by Becher Hoppe were adequate for typical municipal lift station projects. The design-through-bidding proposal fee was \$29,600. The hours provided for feasibility of the Ross Avenue station is adequate and appears to be based on a knowledge of the system/area. They provided a detailed approach on the project in the proposal document, so it is clear their work for the station is based on knowledge, experience, and typical details in station design and construction, with input from pump suppliers and electronics controls technicians. It is noted that Becher Hoppe is utilizing a sub-consultant for the electrical design/controls component. This is fairly common although some firms can provide this in house. While we would normally identify a benefit to having all services provided under one roof, on lift station projects it is inevitable that outside representatives such as pump suppliers, controls specialists, and other product representatives provide recommendations on the station design, so it is not deemed as a detractor from a valuable design delivery. Becher Hoppe appears to provide the required amount of inspection time as identified in the RFP.

CWE

The fee and hours provided by CWE included \$55,420 for design-through-bidding fees. In general CWE represented a knowledge of the scope of work, and they have significant experience with the Village including involvement in both of the original lift station designs. However, this did not appear to convey as a savings value to the Village. CWE did not identify in their approach any insight or recommendations on the project from their experience with the Village systems. CWE appears to allocate additional time in working with the Village to meet the Village’s needs and consequentially this may carry through the proposal in other areas. The hours and value provided seem to indicate this. CWE’s proposal included more hours for the Ross Avenue LS feasibility – this is the most arbitrary portion of the RFP which we expected to have some variability. However, the numbers for lift station design and construction were all approximately twice that of Becher Hoppe. The additional budgeted hours correlate to a higher overall fee, but it is difficult to determine what additional level of quality would be achieved for the extra cost on a lift station project.

Construction, Generally

Construction observation/inspection was not considered as a determining factor for proposal award. Full-time inspection is not necessarily needed for lift station construction as a significant portion of the work is below ground or interior confined space construction. Milestone inspections and performance-based inspections are typical in lift station construction.

RECOMMENDATION

It is recommended that Becher Hoppe be retained as the design and construction consultant for the scope of work included in the RFP. Becher Hoppe has been found through the evaluation process to be a suitable choice that is experienced, has identified a detailed approach, and has staff identified that are qualified to complete the scope of work. While there is a significant range in proposal fees from the respondents, we rely on the detailed scope of work provided in the RFP that fully disclosed the Village’s expectations thus making the likelihood of a major scope change only limited to changes directed by the Village or due to unique construction circumstances. Further, we find that Becher Hoppe’s experience and familiarity with similar stations affords them to be more efficient on the project to meet the Village’s best interests overall.

RESPECTFULLY SUBMITTED,



Robert J. Roth, PE

Roth Professional Solutions, Inc.

	Becher-Hoppe		Clark-Dietz		CWE		MSA	
	Cost Estimates	Hours	Cost Estimates	Hours	Cost Estimates	Hours	Cost Estimates	Hours
Ross Ave. Alternatives	4,800	57	3,340	28	16,000	172	12,008	133
Siting & Deliverables (Both Stations)	5,200	63	3,750	34	4,820	60	9,482	88.75
Ross Avenue								
Design	8,400	99	18,675	159	15,600	168	20,227	215
Bidding	2,800	32	1,670	14	2,500	26	3,439	29
Construction Admin	5,100	51	7,070	58	15,220	96	10,731	101
Construction RPR	3,600	44	-	-	??	160	10,693	136
Mesker-Colleen								
Design	8,400	99	18,675	159	14,000	152	20,227	215
Bidding	-	32	1,670	14	2,500	26	3,439	29
Construction Admin	5,100	51	7,070	58	16,420	114	10,731	101
Construction RPR	3,600	44			??	160	10,693	136
Total Estimate	\$ 47,000	572.00	\$ 61,920	524.00	\$ 87,060	1,134.00	\$ 111,670	1,183.75
	Assumed to bid both projects together	44 hrs. on-site RPR each station	Construction Admin and RPR costs and hours combined in estimate.	??? hrs. on-site RPR each station	Construction Admin and RPR costs combined in estimate.	160 hrs. on-site RPR each station		136 hrs. on-site RPR each station
Average hourly rate	\$ 82.17		\$ 118.17		\$ 76.77		\$ 94.34	
Approach	Response was prepared as detailed in the RFP. Proposal included additional thought and consideration on certain LS details.		Response was prepared as detailed in the RFP. The approach included a summary work plan for the project.		Proposal was complete and provided comprehensive description of project scope and delivery of services. The approach included a general work plan for the project, but proposes to confirm scope/deliverables by working closely with Village staff.		Proposal was prepared as detailed in the RFP. The approach included a summary of work and deliverables.	
Experience	Firm has completed several lift station projects, some recently.		Firm has completed several lift station projects in Wisconsin and Illinois.		Firm has completed several lift stations in Wisconsin.		Firm has completed several lift station projects in the area.	
Qualifications	Firm is familiar with the Village and its infrastructure and supplies qualified staff. A subconsultant is provided for electrical consulting services.		Firm supplies qualified and capable staff, including electrical consulting, from local and branch offices.		Firm represents an understanding of Village infrastructure and supplies qualified staff with experience in the Village for design services.		Firm supplies qualified and capable staff, including electrical consulting, from local and branch offices.	

Village of Weston, Wisconsin
REGULAR MEETING OF THE FINANCE COMMITTEE

March 23rd, 2016

MEETING PACKET COVER
SHEET AGENDA ITEM – E.8.



**VILLAGE OF WESTON
REQUEST FOR CONSIDERATION**

AGENDA ITEM DSCRPTN: \$1,700,000 GENERAL OBLIGATION BANK NOTE FINANCING FOR PARK AND RECREATIONAL LAND ACQUISITIONS LOCATED ON THE SOUTH-SIDE OF STH 29 IN THE VILLAGE OF WESTON

FOR CONSIDERATION AT: FINANCE COMMITTEE MEETING, WEDNESDAY, MARCH 23, 2016

LEGISLATION TYPE: ACKNOWLEDGE | **MOTION** | ORDINANCE | POLICY | RESOLUTION

RECOMMENDATION TO: RECOMMEND TO THE BOARD OF TRUSTEES TO BORROW \$1,700,000 GENERAL OBLIGATION BANK NOTE FINANCING FOR PARK AND RECREATIONAL LAND ACQUISITIONS LOCATED ON THE SOUTH-SIDE OF STH 29 IN THE VILLAGE OF WESTON

REPORT PREPARED BY: JOHN JACOBS, VILLAGE TREASURER

BACKGROUND: The Village will be purchasing parkland and recreational parcels on the south side of STH 29 in the Village of Weston, between Ryan Street and Business Park South. The Village has already acquired the options to purchase several contingent parcels of land in this area. In order to purchase this land, the Village requested proposals from local financial institutions to provide "gap financing" for the land acquisition at this time. The Village is seeking to obtain a bank note for a 3-year maturity issue, which would have a balloon payment at the end of the 3-year period of time. After the 3-year period of time or sooner, the Village would refinance this "gap financing" into the Village's planned 2018-2019 general obligation debt issue for the upgrades and replacements of several Weston municipal building facilities, including the Weston Municipal Center, the Weston Public Safety Building, and the Weston Parks Office.

Other facts that should be noted is that in 2018, the Village's annual debt service payment on the tax levy will decrease by \$401,131. Then in 2019, the Village's annual debt service payment on the tax levy will decrease by an additional \$985,455. So, the strategic plan here from Village staff is to initiate "gap financing" for the period of 2016-2019 for this \$1.7 million note issue for land acquisition. Then in 2018-2019 when the Weston building facilities are addressed in the CIP Budget, the financing for the building projects will be combined with the remaining \$1.5 million general obligation debt issuance for the purchase of these land parcels.

Therefore, the Village's annual debt service fund budget and tax levy will be able to absorb the annual increase in the debt amortization schedule for this \$1.7 million borrowing, with the significant reductions in the debt service tax levy beginning by 2018 and 2019.

The Village is planning on including \$100,000 of annual principal payments in the 2017 and 2018 debt service fund budget (along with interest costs), and then making a \$1.5 million balloon payment in the final year (2019). We also have the opportunity to refinance this 3-year debt issuance earlier than April 2019, without any prepayment penalties.

Administrator Guild will be able to share the tentative plans for these parcels with you at the meeting on March 23rd.

FISCAL IMPACTS:

Budget Line Item: _____

Budgeted Expenditure: _____

Budgeted Expenditure: _____

STATUTORY REFERENCES:

Wisconsin Statue: _____

Administrative Code: _____

Municipal Code: _____

Judicial Ruling: _____

FURTHER REVIEW:

TO BE REVIEWED BY VILLAGE BOARD ON 4/04/2016



**29 South
Recreational Properties**



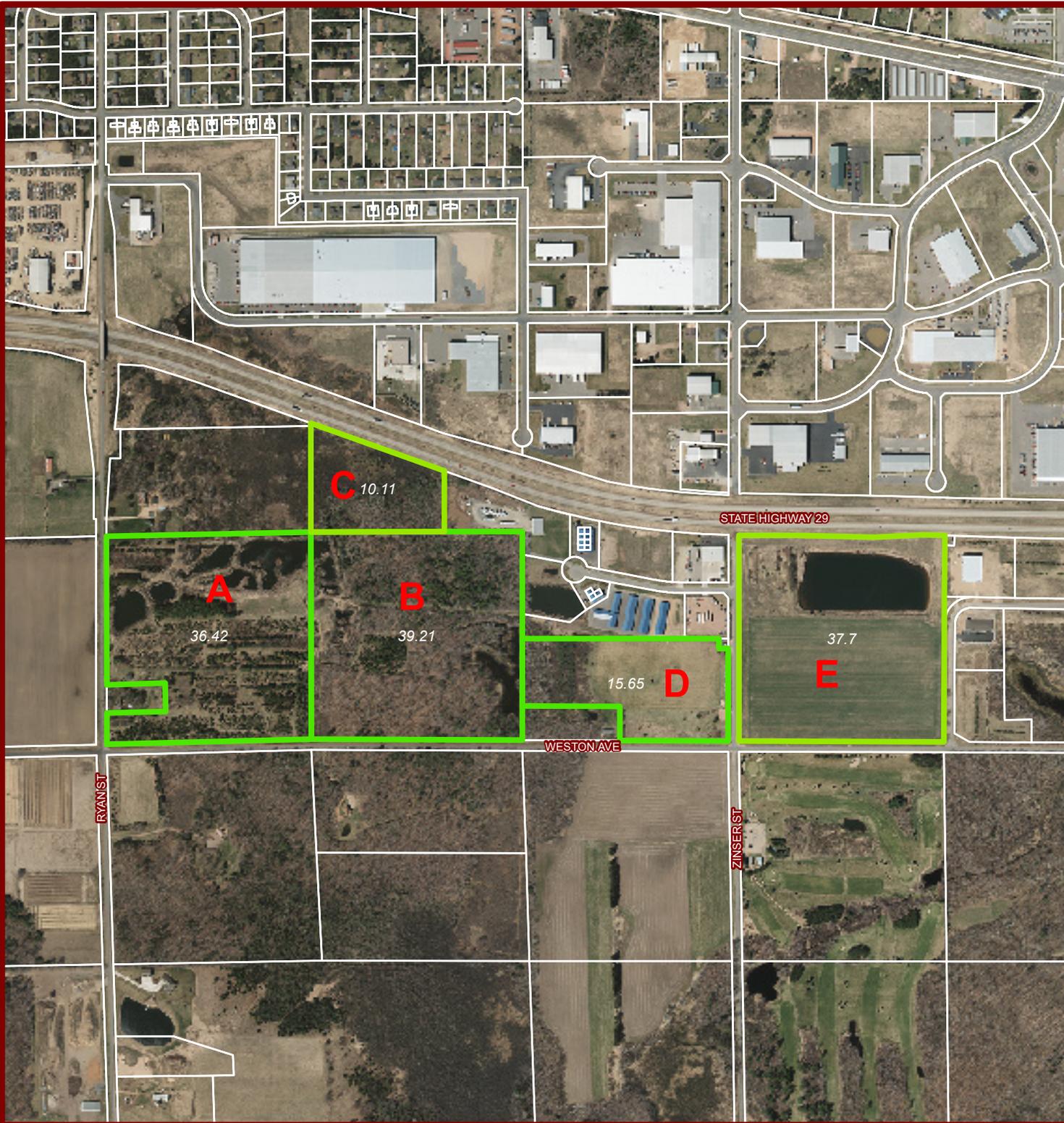
Map Date: February 15, 2016

Map created by Technology
Services Department

0 395 790 1,580 Feet

 **Properties of Interest**

- A** Prohaska Property #1
- B** Prohaska Property #2
- C** Guerndt Property
- D** Intercity State Bank Property
- E** Mashuda Property



VILLAGE OF WESTON, WISCONSIN

REQUEST FOR

3-YEAR
TAX-EXEMPT BANK NOTE
(with a balloon payment at end of 3 years)

MARCH 4, 2016



KEY DATES:

Proposal Due (updated):	March 17, 2016 @ 5pm (Thursday)
Expected Contract Award Date by the Village Board of Trustees:	April 4, 2016 @ 6pm (Monday)
Note Issue Date:	April 11, 2016 (Monday) (to be negotiated with financial institution)
Settlement Date:	April 13, 2016 (Wednesday) (to be negotiated with financial institution)

REQUEST FOR PROPOSAL

Prepared by: Village of Weston
5500 Schofield Avenue
Weston, WI 54476

Today's Date: March 4, 2016

Purpose: Land Acquisition on the south side of STH 29 in the Village of Weston for parkland/recreational purposes.

Loan Amount: **\$1,700,000 (NON-BANK QUALIFIED, TAX-EXEMPT ISSUE)**

Facts of the Issuance:

The Village will be purchasing parkland and recreational parcels on the south side of STH 29 in the Village of Weston.

The Village is seeking funds from local financial institutions to provide the financing for the land acquisition at this time. The Village will obtain a bank note for a 3-year issue (with a balloon payment at the end of 3 years) that will be held with a local financial institution for this financing proposal. The Village seeks to obtain quotes from local financial institutions at this time and will make a decision on the best financing option and payment terms offered to the Village. The Village Board will be making its recommendation at the Village Board meeting scheduled for Monday, April 4, 2016.

This 3-year note issue will be considered tax-exempt because the borrowing purpose is for public recreational improvements for the Village of Weston. This note issue will be considered "non-bank qualified", because the Village of Weston will be issuing other tax-exempt or taxable debt in 2016 that will exceed \$10 million cumulatively.

Terms of the Issuance:

Issue Amount: \$1,700,000

Issue Date: April 11, 2016 (to be negotiated with financial institution)

Settlement Date: April 13, 2016 (to be negotiated with financial institution)

First Interest Payment Date: October 11, 2016; semi-annually thereafter

First Principal Payment Date: April 11, 2017; annually thereafter

- 1) 3-year bank note Due in 2 equal installments of \$100,000 on 04/11/2017 and 04/11/2018; and then a balloon payment of \$1,500,000 due on 04/11/2019.

Final Maturity Date: April 11, 2019

Call Provision: Principal is eligible to be refinanced without penalty at any time during the life of the issue.

Legal Opinion: Village of Weston will pay for legal costs and forms that are required with this borrowing issue.

The Village of Weston has the right to reject any and/or all bids on this bank note issue.

If you have any questions about the information enclosed, please contact John Jacobs, Village of Weston, Finance Director, at (715) 241-2605 or by sending an email to jjacobs@westonwi.gov. Your response to this bank note proposal is encouraged, as the Village of Weston continues to work with the participation of the local financial institution community in the Wausau metro area for its financing/banking needs.

BANK PROPOSAL

For the Village of Weston, Wisconsin on the \$1,700,000 Bank Note for the Park and Recreational Land Acquisition located on the south side of STH 29 in the Village of Weston.

Loan Amount:	\$1,700,000
Issue Date:	04/11/2016
Final Maturity Date:	04/11/2019
Loan Interest Rate:	_____ %
Total Interest Costs Thru Maturity	\$ _____
Cost of Loan Issuance, if any	\$ _____
TOTAL COSTS (Interest + Issuance)	<u><u>\$ _____</u></u>

Also attach a copy of your proposed amortization schedule with this proposal.

Name of Financial Institution submitting the Proposal: _____

Address of Financial Institution: _____

Name of Financial Institution Representative submitting Proposal: _____

Contact Phone Number: (_____) _____

Contact Email Address: _____

Any Other Comments from the Financial Institution: _____

Responses must be returned to the Village of Weston, Finance Director, John Jacobs, by **Thursday, March 17, 2016 by 5pm.** Responses will be accepted in person, by mail, by fax, or by email. The information below will assist you in returning the information to us by the method of your choice. Thank you for your prompt attention to this matter.

Forward Responses to: John Jacobs
Village of Weston, Finance Director
5500 Schofield Avenue
Weston, WI 54476
(715) 241-2605 direct #
(715) 359-6117 fax #
jjacobs@westonwi.gov

3- Year Tax Exempt Bank Note RFP Summary (with a balloon payment at end of 3 years)

Park and Recreational Land Acquisition

	Intercity State Bank	Peoples State Bank	Abbybank
Loan Amount	\$ 1,700,000.00	\$ 1,700,000.00	\$ 1,700,000.00
Issue Date	4/11/2016	4/11/2016	4/11/2016
Maturity Date	4/11/2019	4/11/2019	4/11/2019
Loan Interest Rate	1.86%	2.97%	3.24%
Total Costs Through Maturity	\$ 90,520.00	\$ 142,560.00	\$ 157,680.00
RFP Prepared by	Randy Balk	Peter Kramer	Craig Stuedemann

INTERCITY STATE BANK
RFP Proposal

BANK PROPOSAL

For the Village of Weston, Wisconsin on the \$1,700,000 Bank Note for the
Park and Recreational Land Acquisition located on the south side of STH 29 in the Village of
Weston.

Loan Amount:	\$1,700,000
Issue Date:	04/11/2016
Final Maturity Date:	04/11/2019
Loan Interest Rate:	<u>1.86</u> %
Total Interest Costs Thru Maturity	\$ <u>90,520.00</u>
Cost of Loan Issuance, if any	\$ <u>N/A</u>
TOTAL COSTS (Interest + Issuance)	\$ <u><u>90,520.00</u></u>

Also attach a copy of your proposed amortization schedule with this proposal.

Name of Financial Institution submitting the Proposal: INTERCITY STATE BANK

Address of Financial Institution: 962 GRAND AVENUE
SCHOFIELD, WI 54476

Name of Financial Institution Representative submitting Proposal: RANDY L BALK

Contact Phone Number: (715) 359-4231

Contact Email Address: RANDYB@INTERCITYSTATEBANK.COM

Any Other Comments from the Financial Institution: _____

Responses must be returned to the Village of Weston, Finance Director, John Jacobs, by **Thursday, March 17, 2016 by 5pm.** Responses will be accepted in person, by mail, by fax, or by email. The information below will assist you in returning the information to us by the method of your choice. Thank you for your prompt attention to this matter.

Forward Responses to: John Jacobs
Village of Weston, Finance Director
5500 Schofield Avenue
Weston, WI 54476
(715) 241-2605 direct #
(715) 359-6117 fax #
jjacobs@westonwi.gov

Funding Date: 04/11/2016
First Payment Date: 04/11/2017

Compounding: U.S. Rule
Period: Actual/360
Pmt Schedule: Annually

Principal: 1,700,000.00
Initial Interest Rate: 0.000%
Interest Rate: 1.860%
Pmt Amount: 100,000.00

Payment Number	Payment Date	Payment Days	Payment Amount	Interest Amount	Principal Reduction	Outstanding Balance	Equity Built
1	10/11/2016	183	\$16,073.50	16,073.50	.00	1,700,000.00	
2	04/11/2017	182	\$115,985.67	15,985.67	100,000.00	1,600,000.00	\$100,000.00
3	10/11/2017	183	\$15,128.00	15,128.00	.00	1,600,000.00	\$100,000.00
4	04/11/2018	182	\$115,045.33	15,045.33	100,000.00	1,500,000.00	\$200,000.00
5	10/11/2018	183	\$14,182.50	14,182.50	.00	1,500,000.00	\$200,000.00
6	04/11/2019	182	\$1,514,105.00	14,105.00	1,500,000.00	.00	\$1,700,000.00
2019	Totals:		1,790,520.00	90,520.00	1,700,000.00		
Grand Totals:			1,790,520.00	90,520.00	1,700,000.00		

This amortization schedule is provided to you for your convenience. The amortization may include estimates based upon information provided by you. Actual terms of credit offered by us may vary from this amortization schedule. The outstanding balance shown above will vary from your actual outstanding balance owed to the Bank because of the timing of payments.

PEOPLES STATE BANK
RFP Proposal

BANK PROPOSAL

For the Village of Weston, Wisconsin on the \$1,700,000 Bank Note for the Park and Recreational Land Acquisition located on the south side of STH 29 in the Village of Weston.

Loan Amount:	\$1,700,000
Issue Date:	04/11/2016
Final Maturity Date:	04/11/2019
Loan Interest Rate:	<u>2.97</u> %
Total Interest Costs Thru Maturity	\$ <u>142,560</u>
Cost of Loan Issuance, if any	\$ <u>0*</u>
TOTAL COSTS (Interest + Issuance)	\$ <u>142,560</u>

Also attach a copy of your proposed amortization schedule with this proposal.

Name of Financial Institution submitting the Proposal: Peoples State Bank

Address of Financial Institution: 1905 Stewart Avenue
Wausau, WI 54401

Name of Financial Institution Representative submitting Proposal: Peter Kramer

Contact Phone Number: (715) 847-4011

Contact Email Address: peter.kramer@bankpeoples.com

Any Other Comments from the Financial Institution: _____

* All legal costs incurred with the documentation of this issue to be paid by the Village of Weston

Responses must be returned to the Village of Weston, Finance Director, John Jacobs, by **Thursday, March 17, 2016 by 5pm.** Responses will be accepted in person, by mail, by fax, or by email. The information below will assist you in returning the information to us by the method of your choice. Thank you for your prompt attention to this matter.

Forward Responses to: John Jacobs
Village of Weston, Finance Director
5500 Schofield Avenue
Weston, WI 54476
(715) 241-2605 direct #
(715) 359-6117 fax #
jjacobs@westonwi.gov

AMORTIZATION SCHEDULE

Principal	Loan Date	Maturity	Loan No	Call / Coll	Account	Officer	Initials
\$ 1,700,000.00	04-01-2016	04-11-2019					
References in the boxes above are for Lender's use only and do not limit the applicability of this document to any particular loan or item. Any item above containing "****" has been omitted due to text length limitations.							

Borrower: .

Lender: Peoples State Bank
P O Box 1686
1905 Stewart Ave
Wausau, WI 54402-1686

Disbursement Date: April 11, 2016
Interest Rate: 2.970

Repayment Schedule: Principal+Interest
Calculation Method: 30 /360 U.S. Rule

Payment Number	Payment Date	Payment Amount	Interest Paid	Principal Paid	Remaining Balance
1	10-11-2016	25,245.00	25,245.00	0.00	1,700,000.00
2016 TOTALS:		25,245.00	25,245.00	0.00	
2	04-11-2017	25,245.00	25,245.00	0.00	1,700,000.00
3	04-11-2017	100,000.00	0.00	100,000.00	1,600,000.00
4	10-11-2017	23,760.00	23,760.00	0.00	1,600,000.00
2017 TOTALS:		149,005.00	49,005.00	100,000.00	
5	04-11-2018	23,760.00	23,760.00	0.00	1,600,000.00
6	04-11-2018	100,000.00	0.00	100,000.00	1,500,000.00
7	10-11-2018	22,275.00	22,275.00	0.00	1,500,000.00
2018 TOTALS:		146,035.00	46,035.00	100,000.00	
8	04-11-2019	1,522,275.00	22,275.00	1,500,000.00	0.00
TOTALS:		1,842,560.00	142,560.00	1,700,000.00	

NOTICE: This is an estimated loan amortization schedule. Actual amounts may vary if payments are made on different dates or in different amounts.

ABBY BANK
RFP Proposal

BANK PROPOSAL

For the Village of Weston, Wisconsin on the \$1,700,000 Bank Note for the Park and Recreational Land Acquisition located on the south side of STH 29 in the Village of Weston.

Loan Amount:	\$1,700,000
Issue Date:	04/11/2016
Final Maturity Date:	04/11/2019
Loan Interest Rate:	<u>3.24</u> %
Total Interest Costs Thru Maturity	\$ <u>157,680</u>
Cost of Loan Issuance, if any	\$ <u> </u>
TOTAL COSTS (Interest + Issuance)	\$ <u>157,680</u>

Also attach a copy of your proposed amortization schedule with this proposal.

Name of Financial Institution submitting the Proposal: Abby Bank

Address of Financial Institution: 2405 Schofield Ave
Weston, WI 54476

Name of Financial Institution Representative submitting Proposal: Craig Stuedemann

Contact Phone Number: (715) 298-4184

Contact Email Address: craigs@abbybank.com

Any Other Comments from the Financial Institution: Abby Bank does not
have any prepayment penalties on its loans and
will not charge the Village any closing costs.

Responses must be returned to the Village of Weston, Finance Director, John Jacobs, by **Thursday, March 17, 2016 by 5pm**. Responses will be accepted in person, by mail, by fax, or by email. The information below will assist you in returning the information to us by the method of your choice. Thank you for your prompt attention to this matter.

Forward Responses to: John Jacobs
Village of Weston, Finance Director
5500 Schofield Avenue
Weston, WI 54476
(715) 241-2605 direct #
(715) 359-6117 fax #
jjacobs@westonwi.gov

AMORTIZATION SCHEDULE

Principal \$1,700,000.00	Loan Date 04-11-2016	Maturity 04-11-2019	Loan No	Call / Coll	Account	Officer	Initials
References in the boxes above are for Lender's use only and do not limit the applicability of this document to any particular loan or item. Any item above containing "****" has been omitted due to text length limitations.							

Borrower: Village of Weston

Lender: AbbyBank
Weston
2405 Schofield Ave
Suite 100
Weston, WI 54476

Disbursement Date: April 11, 2016
Interest Rate: 3.240

Repayment Schedule: Irregular
Calculation Method: 365/360 U.S. Rule

Payment Number	Payment Date	Payment Amount	Interest Paid	Principal Paid	Remaining Balance
1	10-11-2016	27,999.00	27,999.00	0.00	1,700,000.00
2016 TOTALS:		27,999.00	27,999.00	0.00	
2	04-11-2017	27,846.00	27,846.00	0.00	1,700,000.00
3	04-11-2017	100,000.00	0.00	100,000.00	1,600,000.00
4	10-11-2017	26,352.00	26,352.00	0.00	1,600,000.00
2017 TOTALS:		154,198.00	54,198.00	100,000.00	
5	04-11-2018	26,208.00	26,208.00	0.00	1,600,000.00
6	04-11-2018	100,000.00	0.00	100,000.00	1,500,000.00
7	10-11-2018	24,705.00	24,705.00	0.00	1,500,000.00
2018 TOTALS:		150,913.00	50,913.00	100,000.00	
8	04-11-2019	1,524,570.00	24,570.00	1,500,000.00	0.00
2019 TOTALS:		1,524,570.00	24,570.00	1,500,000.00	
TOTALS:		1,857,680.00	157,680.00	1,700,000.00	

NOTICE: This is an estimated loan amortization schedule. Actual amounts may vary if payments are made on different dates or in different amounts.

Village of Weston, Wisconsin
REGULAR MEETING OF THE FINANCE COMMITTEE

March 23rd, 2016

MEETING PACKET COVER
SHEET AGENDA ITEM – E.9.



VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - General Fund only
February 29, 2016
***** 84% of Year Remaining *****

<u>APPROPRIATION AREA</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>	<u>February 29, 2015</u>		<u>PERCENT LEFT</u>
					<u>BUDGET</u>	<u>ACTUAL</u>	
GENERAL FUND:							
General Government	\$1,056,976	\$48,280	\$1,008,696	95.4%	\$948,853	\$86,825	90.8%
Public Safety	3,104,440	785,686	2,318,754	74.7%	3,057,680	768,479	74.9%
Public Works	1,819,360	54,043	1,765,317	97.0%	1,780,230	112,158	93.7%
Human Services	14,520	0	14,520	100.0%	14,520	0	100.0%
Culture & Recreation	335,330	13,342	321,988	96.0%	321,161	23,239	92.8%
Community Development	375,044	23,049	351,995	93.9%	359,324	46,628	87.0%
Misc. Programs	29,510	0	29,510	0.0%	0	0	0.0%
Transfer to Other Funds	0	0	0	0.0%	152,750	0	0.0%
Contingency Reserve	100,000	0	100,000	100.0%	19,982	0	0.0%
TOTAL APPROPRIATION	\$6,835,180	\$924,402	\$5,910,778	86.5%	\$6,654,500	\$1,037,330	84.4%
				↑			
REVENUES							
Property Taxes	\$3,406,514	\$0	\$3,406,514	100.0%	\$3,199,723	\$0	100.0%
Other Taxes	637,770	44,388	593,382	93.0%	613,930	39,044	93.6%
State Shared Revenues	1,030,977	0	1,030,977	100.0%	1,028,480	0	100.0%
Other Grants & Aids	911,929	(839)	912,768	100.1%	975,245	293	100.0%
Interest Income	55,000	0	55,000	100.0%	50,000	(15,567)	131.1%
Munic. Services-Town/All Other	83,950	54,417	29,533	35.2%	85,950	66,424	22.7%
Applied Fund Balance/Reserve	0	800	(800)	#DIV/0!	137,916	0	100.0%
All Other Revenue	709,040	0	709,040	100.0%	563,256	1,115	99.8%
TOTAL RESOURCES	\$6,835,180	\$98,766	\$6,736,414	98.6%	\$6,654,500	\$91,309	98.6%
				↑			

VILLAGE OF WESTON
STATEMENT OF REVENUES
02/29/16
(16% Y-T-D completed)

<u>ACCOUNT DESCRIPTION</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D % REV.</u>	<u>ADJUSTED BUDGET</u>	<u>REMAINING BALANCE (SURPLUS)</u>	<u>BUDGET % LEFT</u>
GENERAL FUND					
Property Taxes	3,406,514	100%	3,406,514	0	0%
Pmt. In Lieu of Taxes-Water Utility	81,012	17%	486,070	405,058	83%
Pmt. In Lieu of Taxes-Rothschild	0	0%	113,660	113,660	100%
Mobile Home Fees	0	0%	36,000	36,000	100%
Other Taxes	11,826	580%	2,040	(9,786)	-480%
Special Assessments	760	15%	5,000	4,240	85%
State Shared Revenues	0	0%	1,030,977	1,030,977	100%
Transportation Aids	184,266	25%	737,065	552,799	75%
Other State & Federal Aids	(839)	0%	174,864	175,703	100%
License Revenue	43,663	18%	244,440	200,777	82%
Permits Revenue	17,449	14%	122,570	105,121	86%
Fines/Forfeitures/Penalties	5,564	5%	106,550	100,986	95%
Street & Highway Revenue	184	3%	5,850	5,666	97%
Misc. Other Fees	75	2%	3,330	3,255	98%
Econ Dev Pub fees	0		6,100		
Park Rental Fees/Park Maint. Fees	330	3%	10,600	10,270	97%
Munic. Services-General Gov't	2,296	43%	5,350	3,054	57%
Munic. Services-Public Safety	5,833	17%	35,000	29,167	83%
Munic. Services-Public Works	0	0%	40,300	40,300	100%
Munic. Services-Inspections	0	0%	3,300	3,300	100%
Interest Income	296	1%	55,000	54,705	99%
Sales of Village Property	0	0%	2,000	2,000	100%
Insurance Recoveries	0	0%	6,000	6,000	100%
Contributions - All Other	0	0%	775	775	100%
Miscellaneous Revenue	800	11%	7,100	6,300	89%
Fund Balance - Applied Budget Surplus	138,725	100%	138,725	0	0%
Fund Balance - General Fund Balance	50,000	0%	50,000	0	100%
TOTAL	3,948,753	58%	6,835,180	2,880,327	42%

**VILLAGE OF WESTON
STATEMENT OF EXPENDITURES**

02/29/16

(16% Y-T-D completed)

<u>ACCOUNT DESCRIPTION</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D % EXP.</u>	<u>ADJUSTED BUDGET</u>	<u>REMAINING BALANCE</u>	<u>BUDGET % LEFT</u>
GENERAL FUND					
Village Board President	1,079	14%	7,550	6,471	86%
Village Board Trustees	5,250	16%	33,290	28,040	84%
Village Board Retreat	-	0%	500	500	100%
Village Municipality Dues	2,479	43%	5,700	3,221	57%
Personnel Committee	-	0%	3,216	3,216	100%
Board of Review	-	0%	400	400	100%
Municipal Court	14,188	25%	56,346	42,158	75%
Village Attorney	-	0%	40,320	40,320	100%
Administrator	14,416	16%	90,180	75,764	84%
Clerk/Elections/Personnel	35,688	14%	251,990	216,302	86%
Data Processing/Central Services	60,553	37%	162,960	102,407	63%
Information Technology	14,638	24%	60,680	46,042	76%
Finance/Audit & Budgeting/Tax Collection	24,082	15%	160,880	136,798	85%
Village Assessor	595	2%	30,980	30,385	98%
Finance Committee	-	0%	3,254	3,254	100%
Risk Management/Insurance	857	1%	78,180	77,323	99%
Municipal Building/Misc. Gen'l Gov't.	6,314	9%	70,550	64,236	91%
Everest Metro Police Dept.	638,595	27%	2,370,630	1,732,035	73%
SAFER District - Village Administration	140,936	1001%	14,080	(126,856)	-901%
SAFER District - Operations	361	0%	554,930	554,569	100%
Public Safety Committee	-	0%	2,160	2,160	100%
Other Public Safety	-	0%	2,600	2,600	100%
Building Inspections	15,851	10%	160,040	144,189	90%
Public Works Administration	21,870	33%	67,065	45,195	67%
Public Infrastructure Committee	-	0%	1,230	1,230	100%
Street Operations - Village	76,406	7%	1,044,660	968,254	93%
Street Operations - Town	450	4%	11,921	11,471	96%
Traffic Control	2,958	8%	38,000	35,042	92%
Hard Materials Handling	-	0%	31,716	31,716	100%
Winter Street Maintenance - Village	44,189	12%	359,538	315,349	88%
Winter Street Maintenance - Town	2,181	28%	7,802	5,621	72%
Street Irrigation Maintenance	214	1%	36,028	35,814	99%
Street Sweeping	66	0%	18,900	18,834	100%
Street Lighting	18,253	9%	202,500	184,247	91%
Pet Licensing/Animal Control	-	0%	14,520	14,520	100%
Parks-Administration	23,611	10%	225,806	202,195	90%
Parks-Grounds Maintenance	2,778	4%	75,735	72,957	96%
Parks-Mowing	6,600	27%	24,416	17,816	73%
Parks-Ice Rinks	2,103	28%	7,446	5,343	72%
Park & Recreation Committee	16	1%	1,927	1,912	99%
Community Development	31,440	20%	156,054	124,614	80%
Planning Commission	131	2%	8,250	8,119	98%
Board of Appeals	-	0%	2,800	2,800	100%
Farmers Market	-	0%	4,050	4,050	100%
Extra Limits/Comprehensive Plan	3,454	9%	36,970	33,516	91%
Taxpayer Relations	17,504	14%	128,720	111,216	86%
Village Newsletter	-	0%	38,200	38,200	100%
Interfund Transfers - Refuse/Recycling	-	0%	28,850	28,850	100%
Contingency Reserve/Misc	-	0%	100,660	100,660	100%
TOTAL - General Fund	1,230,105	18%	6,835,180	5,605,075	82%

VILLAGE OF WESTON
2016 Contingency Reserve - General Fund
02/29/16

	<u>Salaries/ Wages</u>	<u>Fringe Benefits</u>	<u>Misc. Exps.</u>	<u>Equip. Outlay</u>	<u>TOTAL</u>
Original Budget	40,200	10,460	50,000	-	100,660
Budget Adjustment					
FINAL Adjusted Budget	<u>40,200</u>	<u>10,460</u>	<u>50,000</u>	<u>-</u>	<u>100,660</u>

Budget Adjustment #1 - none approved through 02/29/16

Village of Weston, Wisconsin
REGULAR MEETING OF THE FINANCE COMMITTEE

March 23rd, 2016

MEETING PACKET COVER
SHEET AGENDA ITEM – F.11.



Village of Weston, Wisconsin
Report for the month of February 2016
MONTHLY DEPARTMENT REPORT FROM VILLAGE TREASURER

Monthly Department Briefer #2016-02
John Jacobs, Village Treasurer
Monday, March 7th, 2016

1. FOR YOUR IMMEDIATE ATTENTION -- TRUSTEES.

- Village of Weston 2015 Financial Audit Services Contract – on 03/07/2016 Village Board meeting agenda (recommendation came from 02/24/2016 Finance Committee meeting)

2. STRATEGIC PLAN PROJECT STATUS.

- Upgrade Civics System Accounting Software to Clarity Version – The upgrade took place in September 2015; however, we are still encountering a few glitches in some of the modules (Special Assessments/Improvement Districts, for example), where access to portions of the module is not yet working 100% for the Finance and Utility Administrative Team. Nate is assisting us to work with Civics on fixing these problems.
- RFP for Financial Auditing Services contract for 2015-2019 period was completed in Feb 2016, and the recommendation is being presented to the Village Board at the 3/07/2016 meeting.
- 2016 Operating Budget & CIP Budget document was used in data-entry of all 2016 budget line items during Jan/Feb 2016. There are still a few new account numbers in the general ledger of the Village that need to be setup, before the entire 2016 budget has been fully setup for 2016 budget status reporting to the individual departments. This will be completed in early March 2016.
- Working with AccuMed on their proposed Customer Portal, to allow Village Staff access into their EMS billing software to generate reports by ourselves for SAFER District, without the week-long wait from their staff in generating these reports.
- Placed notice of Village Staff to begin RFP process for Assessment Services for 2017-2019 on Finance Department's 2016 calendar.

3. BUDGET AND FINANCIAL PLAN STATUS.

- Generated January 2016 budget status reports (for General Fund only) for Feb 2016 Finance Committee meeting. Donna has setup and updated the 2016 template for each individual fund's report, which will hopefully be ready for the March 2016 Finance Committee meeting.
- Donna has setup all individual department budget status reports in Clarity, in hopes that these linked reports can be brought over to the new "Dashboard" for all departments, including Police, Court, and Fire, in the coming months, when Civics has activated the Dashboard program for us.....with Nate's assistance, too.

4. EMPLOYEE DEVELOPMENT & ENGAGEMENT.

- Jacobs spends 30 minutes – 1 hour each morning reviewing daily task priority list with Stroik and Trittin.
- Jacobs spend 15-30 minutes each late afternoon reviewing daily tasks completed, or updating the task list for the following day.
- Jacobs spends 30 minutes – 1.5 hours updating the daily tasks listing for the Finance Department Team each evening before leaving work, and submits daily report to Finance Team members, Administrator Guild, Human Resources Manager Weinkauff, and I.T. Director Crowe.
- Jacobs spends about 1-2 hours each day mentoring Stroik and Trittin on tasks that they have been assigned, and answering any questions which they might have.

5. PERFORMANCE AND METRICS.

- Stroik and Trittin have picked up many of the Finance Department tasks very quickly during the past 2 months for Trittin, and for the past 3 weeks for Stroik (since hired on 2/10/16).
- Daily expectations and highest priority duties are getting completed regularly and quickly.
- The Finance Department Team is aware of all deadlines looming ahead on all tasks.

6. COMMUNITY FEEDBACK

- One comment that was received since early 2016, is that why are the multi-family units of greater than 4 units NOT being charged for refuse/recycling fees/curbside pickup (spring & fall) on the property tax bills, while all residential units from 1-4 units ARE being charged a \$155 annual fee per unit on their property tax bill? Higgins/Parker/Jacobs are looking into this question, especially for not being charged anything for spring/fall curbside pickup in front of those properties that are greater than 4 units. The equitableness question has been raised here.

7. IDENTIFIED NEEDS.

- Jacobs has requested assistance from Guild on obtaining all “signed” copies of the 2014, 2015, and 2016 SAFER intergovernmental service contracts with all municipalities.....in preparation of final 12/31/2015 reconciliation of the EMS services billed and payments received for each municipality, per the signed intergovernmental agreements. The Finance Department does not presently have a copy of the “signed” contracts, and will need them for the 12/31/2015 year-end auditors for the SAFER District.

8. NEW IDEAS & OPPORTUNITIES.

- Nothing noted at this time.

9. MISCELLANEOUS COMMENTS / ISSUES.

- Stroik and Trittin have been a pleasure to work with in the re-evolving Finance Department in the few short weeks that we have all been together. We have about 5 weeks before the Village’s financial audit onsite fieldwork will be conducted (week of April 11th), and it will be fun to see how the new team handles the responsibility of getting all (3) trial balances and workpapers completed for the Everest Metro, SAFER, and the Village audits during the months of March and April.

From: League of Wisconsin Municipalities <witynski@lwm-info.ccsend.com> on behalf of League of Wisconsin Municipalities <witynski@lwm-info.org>
Sent: Friday, February 19, 2016 12:49 PM
To: John Jacobs
Subject: Capitol Buzz -- Assembly Passes Recycling and Charge-Back Bills

Having trouble viewing or printing this email? [Click here](#)

League of Wisconsin Municipalities
Capitol Buzz

February 19, 2016

Witynski@lwm-info.org

www.lwm-info.org

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Assembly Passes Recycling and Charge-Back Bills Before Adjourning

Yesterday, the Assembly met for the last time this session and passed two bills sought by the League: [AB 515](#), restoring \$3 million to the recycling grant program in 2016; and [AB 843](#), ensuring that the county, the school district, and other taxing jurisdictions always contribute to any property tax refunds municipalities are required to pay.

The vote on the recycling bill was [87-8](#). The charge-back bill passed by voice vote.

While the Assembly has adjourned for the session, the Senate plans to meet once more this session on March 15 to consider bills that have made it through the Assembly. It appears that there is a good chance the recycling and charge-back bills will be among those the Senate takes up on March 15.

The League thanks Sen. Cowles (R-Green Bay) and Rep. Tittl (R-Manitowoc) for introducing the recycling bill. Phone calls and emails by League members to their state legislators urging support for the recycling bill was vitally important and helped cause the bill to advance through each step in the process.

We also thank Sen. Gudex (R-Fond du Lac) and Rep. Novak (R-Dodgeville) for introducing the charge-back bill at the League's request only two and one-half weeks ago. The League also thanks Stan Riffle, special counsel for the Village of Fox Point, in working with DOR to get an initial version of the charge-back bill drafted.

Property Rights and Navigable Water Bills Sent to the Governor

Yesterday, the Assembly voted along party lines to concur in amended versions of AB 582, the property rights bill, and SB 459, the navigable waters, wetlands, and stormwater bills that the Senate had passed earlier this week. These bills will now be sent to the Governor for his signature.

The amended version of AB 582 does not include the developers' discount provision in the original bill, which provided a 50% discount on the assessed value of vacant platted lots formerly classified as agricultural land. Other items in the bill problematic to municipalities were removed by the Assembly authors in January.

SB 459, the companion to AB 600, includes key items relating to stormwater treatment that the League supports. The following items in the bill were inserted through the efforts of Paul Kent working on behalf of the League's Local Government Stormwater Group.

--Provides that DNR may not prohibit the construction of storm water management ponds in navigable or nonnavigable artificial waterways as a method for achieving compliance with DNR's prescribed performance standards for sources of nonpoint water pollution.

--Provides that DNR must give credit for any pollutant reduction achieved by ponds in artificial waterways in determining compliance with performance standards specified in a storm water discharge permit.s:

--Exempts from wetland permitting requirements any discharge that is the result of maintaining a sedimentation or stormwater detention basin and associated conveyance features.

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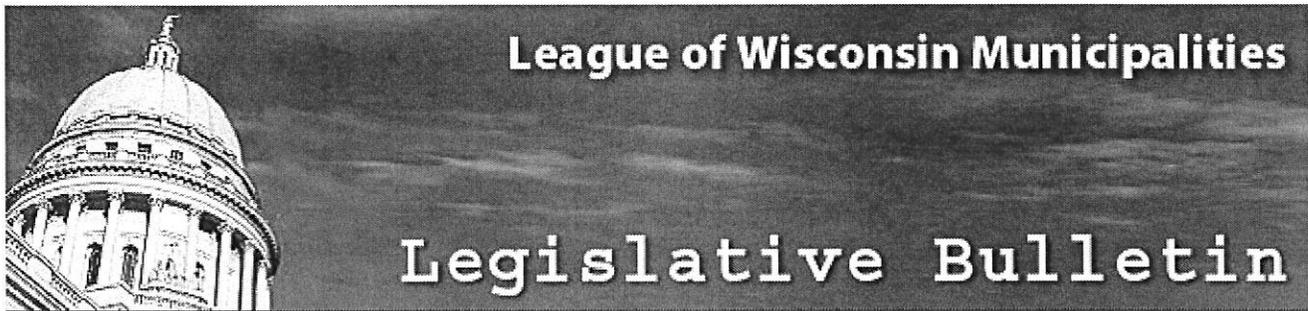
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From: League of Wisconsin Municipalities <witynski@lwm-info.ccsend.com> on behalf of League of Wisconsin Municipalities <witynski@lwm-info.org>
Sent: Monday, February 8, 2016 11:56 AM
To: John Jacobs
Subject: Legislative Bulletin -- Charge-back Bill Introduced

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2015-16, No. 56
February 8, 2016

In this Issue:

**Charge-back Bill
Introduced**

**Assembly's Floor Agenda
Includes Municipal Bills**

**Knife Preemption Bill
Signed into Law**

**Recently Introduced
Legislation**

**Hearings on Municipal
Bills**

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Bill Introduced at League's Request Requiring Charge-back of Tax Refunds

Last week, Sen. Gudex (R-Fond du Lac) and Rep. Novak (R-Dodgeville) introduced legislation at the League's request requiring the Department of Revenue, upon application by a municipality, to "charge back," to the other taxing jurisdictions within the municipality property taxes that the municipality rescinded or refunded to taxpayers. SB 689/AB 843 clarifies that each taxing jurisdiction must pay back its share of a property tax refund to the municipality. Under current law that is not always the case. DOR must first determine that the refund affects the equalized value of the community before allowing for the city or village to charge back to the other taxing jurisdictions their share of the tax refund. This has resulted in many communities in recent years being held solely responsible for covering 100% of a tax refund.

It will be very difficult to get this legislation enacted before the session ends in a month or so. Nevertheless, the League is working on trying to accomplish just that.

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Action Step: Contact your state legislators and urge their support for SB 689/AB 843.

Assembly's Agenda for Tuesday's Floor Session Includes Bills Affecting Municipalities

The full Assembly meets tomorrow to vote on 68 bills, including the following that affect municipalities:

Bills the League Supports

AB 210, Authorizing Local Sales Tax for Maintenance of Streets and Highways.

AB 497, Establishing statewide residency requirements for sexually violent persons on supervised release.

AB 600, The regulation of navigable waters and wetlands, including provisions providing municipalities with additional flexibility for complying with stormwater regulations.

SB 314, Prohibiting persons from acquiring state or local government property through adverse possession.

Bills the League either Opposes or is Neutral about

AB 582, Property rights legislation, including creating a developer's discount on the property tax value of vacant platted lots formerly classified as agricultural land. (*Note: While the League opposed this bill when it was introduced, we have shifted our position to neutral as a result of significant changes the authors made to address most of our concerns.*)

AB 583, Prohibiting municipalities from adopting ordinances that prohibit, regulate the duration or frequency of, or unreasonably restrict the rental of a "residential dwelling" for seven consecutive days or longer.

Governor Signs Knife Preemption Bill into Law

Over the weekend Governor Walker signed AB 142 into law as Act 149. The amended version of the bill that the Governor signed into law prohibits local governments from enacting ordinances that regulate knives more stringently than state law. However, Act 149 allows local governments to pass ordinances regulating knives in municipally-owned buildings. The Act takes effect February 8, 2016.

Recently Introduced Legislation

AB 843/SB 689, Requiring Charge-back of Tax Refunds in all Instances. The bill requires the Department of Revenue, upon application by a municipality, to "charge back," to the other taxing jurisdictions within the municipality property taxes that the municipality rescinded or refunded to taxpayers. The bill clarifies that each taxing jurisdiction must pay back its share of a property tax refund to the municipality. Under current law that is not always the case. DOR must first determine that the refund affects the equalized value of the community before allowing for the city or village to charge back to the other taxing jurisdictions their share of the tax refund. This has resulted in many communities in recent years being solely responsible for covering 100% of a tax refund. By Rep. Novak (R-Dodgeville) and Sen. Gudex (R-Fond du Lac). *The League supports this bill.* [Comment on this bill to the League.](#)

AB 845/SB 639, Creating a legislative committee on the oversight of law enforcement and investigation to study issues related to law enforcement technology and investigation of crimes and to report its findings and recommendations to the legislature. By Rep. Craig (R-Big Bend) and Sen. Wanggaard (R-Racine). *The League has not yet formed a position on this bill.* [Comment on this bill to the League.](#)

AB 849, Eliminating Preemption of Municipal Regulation of Firearms. By Rep. Sargent (D-Madison). *The League supports this bill, but it has no chance of advancing.* [Comment on this bill to the League.](#)

SB 700, Prohibiting a municipality from selling its water sewer utility to an investor owned public utility. By Sen. Larson (D-Milwaukee). *The League has not yet taken a position on this bill. Comment on this bill to the League.*

Hearings on Municipal Bills

SB 578, Changing the Definition of "Tourism Entity" under the room tax law. By Senate Committee on Agriculture, Small Business, and Tourism, on Wednesday, February 10, at 10:30 a.m. in 201 Southeast, State Capitol. *The League supports this bill.*

AB 653, Drainage districts and regulating the removal of material from certain drainage ditches. By Assembly Committee on Agriculture, on Wednesday, February 10, at 3:00 p.m. in 328 Northwest, State Capitol. *The League supports this bill.*

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Sent: Wednesday, March 2, 2016 5:02 PM
To: John Jacobs
Subject: Capitol Buzz -- Governor Signs Municipal Bills into Law

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Capitol Buzz

March 2, 2016

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Governor Signs Fourteen Bills into Law Impacting Municipalities

On Monday and Tuesday of this week Governor Walker signed over 100 bills into law, including the 13 listed impacting municipalities:

AB 497 (Act 156), Residency Standards for Sexually Violent Persons. Establishes statewide uniform standards for placing sexually violent persons released from institutions in a community. *The League supports this legislation.*

AB 563 (Act 178) Allowing towns within Dane County to Withdraw from County Zoning. The League opposed this bill.

AB 568 (Act 176), Landlord Rights and Historic Property Preservation. The final version of this bill signed by the Governor was significantly watered down from the bill originally introduced. *The League shifted from oppose to neutral after changes addressing our concern were made.* Under Act 176, municipalities retain ability to register landlords and implement rental inspection programs. The bill as signed by the Governor also no longer requires owner consent before a property or neighborhood can be designated historic. Instead, the Act requires notice to owners about a public hearing on whether to

designate the building as historic. Also, an owner may appeal a historic designation decision by the landmarks commission to the governing body, which can overturn the designation by a majority vote.

SB 47 (Act 209), Changes the timeframe in which a municipal clerk must respond to a request for an absentee ballot. *The League did not lobby this bill.*

- **SB 50 (Act 256), TIF Technical Changes.** Makes several technical changes to the TIF law, including clarifying that the municipality's equalized value for the preceding year, as used in the calculation of the levy limit exception for the year that a TID terminates, excludes the value of any TID value increments. *The League supports this bill.*

-

- **SB 51 (Act 257), TIF Annual Reporting.** Makes several changes improving reporting and transparency regarding the performance of TIF districts, including requiring a community to submit an annual report by July 1 describing the status of each existing TID to each overlying taxing jurisdiction as well as to DOR. (Note, this bill generally takes effect October 1, 2016). *The League supports this bill.*

- **SB 53 (Act 254), TIFs Negatively impacted by Tech College Buy Down.** Allows for extending the life of a tax incremental district by three years if the district was adversely impacted by 2013 Wisconsin Act 145, the technical college property tax rate buy down legislation. *The League supports this bill.*

- **SB 54 (Act 255), Treatment of Vacant Land and City-owned Land in TIDs.** Removes the restriction that vacant property may not comprise more than 25% of the area of a newly-created TID, and excludes all tax-exempt city-owned property from the calculation of a TID's initial tax incremental base value. *The League supports this bill.*

SB 134 (Act 174), Making it easier for currently non-participating municipalities to join WRS. Allows an employer who elects to be included within the provisions of the Wisconsin Retirement System to elect to be a participating employer only

with respect to employees hired on or after the date on which the employer elects to participate in WRS.

The bill also allows a municipal employer that elects to be a participating employer on or after the effective date of the bill to choose not to include any of its public utility employees. *The League supports this bill.*

SB 314 (Act 219), Prohibits Persons from Acquiring Municipal Land by Adverse Possession. *The League supports this bill.*

SB 450 (Act 233), Modifying Treatment of Stray or Abandoned Animals and Animals Involved in Crimes. *The League supports this bill.*

SB 458 (Act 211), Building Permits. Requires the Department of Safety and Professional Services to establish a system by which a person may electronically submit an application to a municipal authority for a building permit for a one- or two-family dwelling, through which the person may be issued the building permit by the municipal authority, and through which the municipal authority may submit copies of issued building permits to DSPS. *The League is neutral on this bill.*

SB 466 (Act 169), Authorizing libraries to notify collection agencies and law enforcement agencies of patrons' delinquent accounts. *The League supports this bill.*

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Sent: Monday, March 7, 2016 10:02 AM
To: John Jacobs
Subject: Legislative Bulletin -- Contact Senator on Recycling and Charge-back Bills

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League of Wisconsin Municipalities

Legislative Bulletin

2015-16, No. 60
March 7, 2016

In this Issue:

- Final Push for Recycling and Charge-back bills**
- Legislature's Schedule**
- Recently Introduced Legislation**
- Hearings on Municipal Bills**

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Final Push for Senate Passage of Recycling and Charge-Back Bills

The Senate's last floor day of the session is Tuesday, March 15. Leadership has not yet announced the list of bills the Senate will take up that day. The list will likely include hundreds of bills passed by the Assembly when it last met the week of February 15-19.

We need to make sure that on March 15 the Senate passes AB 515, restoring \$3 million to the recycling grant program in 2016, and AB 843, ensuring that counties, school districts, and other taxing jurisdictions contribute their fair share towards any property tax refunds municipalities are required to pay. Under current law, that doesn't happen about 20% of the time leaving municipalities solely responsible for paying the refund.

The Assembly passed both of these bills on its last floor day, February 18. The vote on the recycling bill was 87-8. The charge-back bill passed by voice vote.

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The Senate Committee on Revenue has scheduled a vote on the Senate companion to AB 843, SB 689, for tomorrow, March 8 at 9:00 a.m. The Senate Environment Committee has already unanimously voted to recommend passage of SB 340, the Senate companion to AB 515.

Call to Action: Click on the following Voter Voice link and send a message to your Senator urging him or her to: 1) make sure that AB 515, the bill restoring funding to the recycling grant program, and AB 843, the charge-back bill, are scheduled for a floor vote on March 15; and 2) vote in support of passing both bills.

<https://www.votervoice.net/LWM/campaigns/45043/respond>

Thanks for your help.

Legislature's Schedule

The Assembly met for the last time this session on February 18. The Senate plans to meet one more time, on March 15, before adjourning for the session. The Senate will have potentially 200 Assembly bills on its calendar. Any bills not passed by both houses after March 15 will be dead for this session and will need to be reintroduced next session.

The 2017-2018 legislative session will commence in early January 2017.

Recently Introduced Legislation

Given that the Legislative session is approaching the end and any bill introduced at this point in time is not going to be enacted, we won't be summarizing newly introduced bills in the remaining Bulletins for this session.

Hearings on Municipal Bills

No public hearings on municipal bills are scheduled for this week.

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Sent: Monday, March 14, 2016 2:24 PM
To: John Jacobs
Subject: Legislative Bulletin -- Recycling and Charge-back Bills on Senate Calendar

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2015-16, No. 61
March 14, 2016

In this Issue:

Recycling and Charge-back bills headed for a vote

Right to Rent Bill appears Dead

Legislature's Schedule
League of Wisconsin Municipalities

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Senate to Vote on 85 items Tomorrow, Including Recycling and Charge-Back Bills

The Senate's last floor day of the session is tomorrow, March 15. We are happy to report that the list of 85 bills the Senate will take up tomorrow includes [AB 515](#), restoring \$3 million to the recycling grant program in 2016, and [AB 843](#), ensuring that counties, school districts, and other taxing jurisdictions contribute their fair share towards any property tax refunds municipalities are required to pay.

A special **thank you** to the many municipal officials who contacted their legislators in support of these two bills. Without your engagement these League supported bills would not be on the verge of enactment. Thanks for your advocacy.

[Other Bills Affecting Municipalities on tomorrow's Senate Calendar](#)

AB 575, Requiring DOR to determine equalized values by August 1. *The League supports this bill.*

AB 576, Making changes to the process by which DOR supervises municipal property tax assessments. *The League supports this bill.*

AB 624, Repealing the ability of citizens to petition for a referendum on whether a community should issue liquor licenses. *The League is neutral on this bill.*

AB 714, Changing the definition of "tourism entity" under the room tax law. *The League supports this bill.*

AB 730, Prohibiting municipalities from banning the use of plastic bags. *The League opposes this bill.*

AB 820, Imposing additional duties on the PSC related to the expansion of broadband access in Wisconsin. The bill also creates a process by which political subdivisions may become certified as Broadband Forward! communities by the PSC. *The League negotiated a few changes to this bill and in the end took a neutral position on it.*

Right to Rent Legislation not on Senate's Final Floor Calendar

Absent from the list of bills the Senate plans to take up tomorrow is AB 583, legislation sought by the Wisconsin Realtors Association prohibiting local governments from prohibiting persons from renting their homes for 7 days or longer. The League initially strongly opposed this bill, but then switched to neutral after negotiating for changes to the bill that were made on the Assembly floor last month. The Assembly passed the bill by a voice vote. We thought the bill would likely sail through both houses and therefore negotiated what we thought at the time was the best deal we could get. However, Senator Chris Kapenga (R-Delafield) and a couple of other GOP senators expressed concerns within their caucus about the bill interfering with local control. We are pleased to see that as a result, leadership has decided against scheduling the bill for a vote.

While the right to rent bill appears dead for this session, the Realtors will undoubtedly seek to pass similar legislation again next session.

Legislature and Bulletin Schedule

The Senate is meeting for its final floor period of the session tomorrow. The Assembly met for the last time this session on February 18. Any bills not passed by both houses by tomorrow are dead for this session and will need to be reintroduced next session.

The 2017-2018 legislative session will commence in early January 2017.

This is the last *Legislative Bulletin* of the 2015-2016 session. The *Bulletin* will resume publication in January 2017. For the remainder of 2016 we will use the *Capitol Buzz* to keep you informed of any legislative activity relevant to municipalities.

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Sent: Wednesday, March 16, 2016 9:12 AM
To: John Jacobs
Subject: Capitol Buzz -- Senate Passes Recycling and Charge-Back Bills

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Capitol Buzz

March 16, 2016

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Senate Finishes Session by Passing Recycling, Charge-back, and other Municipal Bills

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Last night the state Senate wrapped up its work for the 2015-2016 session by passing over 85 items, including [AB 515](#), restoring \$3 million to the recycling grant program in 2016, and [AB 843](#), ensuring that counties, school districts, and other taxing jurisdictions contribute their fair share towards any property tax refunds municipalities are required to pay.

The vote on AB 515 was 30-2, with Senators Kapenga (R-Delafield) and Stroebel (R-Saukville) voting against. The charge-back bill, AB 843, passed 32-0.

The League sends **a big thank you** to **Sen. Rick Gudex** (R-Fond du Lac) and **Rep. Todd Novak** (R-Dodgeville) for introducing at our request the charge-back bill on February 2. Despite the late date in the session, the authors and League staff successfully shepherded the bill through each step of the legislative process. We also **thank Sen. Rob Cowles** (R-Green Bay) and **Rep. Paul Tittl** (R-Manitowoc) for authoring and pushing through AB 515, the recycling funding increase. Both of these bills will now be sent to the Governor for his signature.

.....

Other Bills Affecting Municipalities the Senate Passed Last Night (These bills passed by voice vote unless otherwise indicated.)

AB 575, Requiring DOR to determine equalized values by August 1. *The League supports this bill.*

AB 576, Making changes to the process by which DOR supervises municipal property tax assessments. *The League supports this bill.*

AB 624, Repealing the ability of citizens to petition for a referendum on whether a community should issue liquor licenses. *The League is neutral on this bill.*

AB 714, Changing the definition of "tourism entity" under the room tax law. *The League supports this bill.*

AB 720, Relating to the redemption period and notice of sale applicable to a foreclosure action involving noncommercial property and procedures regarding abandoned property in a foreclosure action. Passed by a vote of 18-14. *The League opposes this bill.*

AB 730, Prohibiting municipalities from banning the use of plastic bags. Passed by a vote of 19-13. *The League opposes this bill.*

AB 820, Imposing additional duties on the PSC related to the expansion of broadband access in Wisconsin. The bill also creates a process by which political subdivisions may become certified as Broadband Forward! communities by the PSC. *The League negotiated a few changes to this bill and in the end took a neutral position on it.*

Legislature's Schedule. Based on public comments by Assembly and Senate leaders, it appears that neither house is likely to return to the floor this session. This means that any bill that has not been passed both houses is dead and will need to be re-introduced next session. The 2017-2018 session begins in early January 2017.



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