



DEPARTMENT OF
**PUBLIC
WORKS**

Date: June 2, 2025

To: Finance Committee

From: Laura Jungwirth, Director of Public Works
Jeri Ohman, Director of Finance

Subject: Request to apply for a Safe Drinking Water Loan and
Approve a Resolution declaring official intent to reimburse
expenditures for loan disbursement payments

The Wisconsin Department of Natural Resources Safe Drinking Water Loan Program (SDWLP) has made funding available for the 2026 state fiscal year to municipalities for assisting property owners with costs associated with the replacement of private lead service lines (LSL's). This funding will be made available to municipalities in the form of a loan with a percentage of the loans issued qualifying for principal forgiveness.

The SDWLP Priority Evaluation Ranking Formula (PERF) is used to determine projects that are eligible for principal forgiveness funding and standard loan funding. The PERF is based on several factors including census tract data. The City of Appleton currently has some census tracts with the city limits that may qualify for the principal forgiveness program. The Department of Public Works is requesting to apply for this program to secure funding to replace LSL's in designated census tract areas and will only accept funding if principal forgiveness loans are awarded.

A condition of the SDWLP loan application is that a resolution must be passed that ensures any funds received from the SDWLP loan will be utilized for reimbursement of project costs.

Therefore, staff recommends approval to apply for a Safe Drinking Water Loan and approval of Resolution Declaring Official Intent to Reimburse Expenditures from Loan Disbursement Payments.

RESOLUTION NO.

RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE EXPENDITURES FROM LOAN DISBURSEMENT PAYMENTS

TO THE CITY OF APPLETON COMMON COUNCIL

WHEREAS, the City of Appleton (the "Municipality") plans to undertake a project to replace private lead service water lines servicing City of Appleton customers (the "Project");

WHEREAS, the Municipality has applied to the Safe Drinking Water Loan Program (the "SDWLP") for financial assistance in the form of a loan made by the SDWLP to the Municipality of which a portion of the principal will be forgiven at the time loan disbursements are made to the Municipality;

WHEREAS, the Municipality expects to finance the entirety of the Project using the funds made available through the SDWLP;

WHEREAS, because the loan funds will not be disbursed prior to completion of work, the Municipality must provide interim financing to cover the costs of the Project incurred prior to receipt of the disbursements of the loan; and

WHEREAS, it is necessary, desirable, and in the best interest of the Municipality to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the loan funds are issued.

NOW THEREFORE, BE IT RESOLVED by Mayor Jacob A. Woodford and City Clerk Kami Lynch of the Municipality, that:

Section 1. Expenditure of Funds. The Municipality shall make expenditures as needed from its funds on hand to pay the costs of the Project until Loan disbursements become available.

Section 2. Declaration of Official Intent. The Municipality hereby officially declares its intent to reimburse said expenditures with disbursements of the Loan, the principal amount of which is not expected to exceed \$820,000.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Loan are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Municipality pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. This Resolution shall be made available for public inspection at City Hall within 30 days of its approval in compliance with applicable State law governing the availability of records of official acts and shall remain available for public inspection until the Loan is disbursed.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Effective Date: _____, 2025.

Submitted By: City of Appleton

Signed: _____
Jake Woodford, Mayor

Kami Lynch, City Clerk