



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Agenda - Final Finance Committee

Monday, April 9, 2018

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[18-0488](#) Finance Committee minutes from March 26, 2018 meeting

Attachments: [MeetingMinutes26-Mar-2018-04-08-36.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[18-0489](#) Request for City of Appleton to waive 710 feet of sidewalk and concrete paving special assessments for the Trail View Estates Development (east side of Cherryvale Drive) as long as that portion of the parcels remain undeveloped.

Attachments: [Trail View Estates.pdf](#)

[18-0490](#) Request permission to sell the 2006 Ford F250 3/4 Ton crew cab pickup truck to the Princeton Fire Department for \$8,000.

Attachments: [Request to Sell Haz-Mat Pickup Truck to Princeton Fire Department.pdf](#)

[18-0491](#) Request to award the 2017 Wastewater Sidewalk Repair project contract to Martell Construction, Inc in the amount of \$36,468 with a contingency of 10% for a project total not to exceed \$40,115.

Attachments: [2017 Wastewater Sidewalk Repairs.pdf](#)

[18-0496](#) Anticipated Award of Unit E-18 Miscellaneous Concrete and Street Patch Repair (bids to be opened on Monday, April 9, 2018).

- [18-0499](#) Request for City of Appleton to waive the sidewalk special assessment for 1143 W. Cedar Street in exchange for dedication of 850 SF of property needed to construct the wide sidewalk/multi-purpose sidepath.

Attachments: [Cedar St Memo.pdf](#)
[Cedar Street Drawing.pdf](#)

6. Information Items

- [18-0497](#) Contract 5-17 was awarded to Kruczek Construction, Inc for \$3,092,000 with a contingency of \$154,600 for Oneida Street Sewer/Water Construction. Payments issued to date total \$2,890,874.92. Request final payment of \$68,643.63.

[18-0498](#) Director's Reports

Finance
- FCEC Bonds

Parks, Recreation & Facilities
- 2018 Monthly Report

Attachments: [2018 - March FMD Report.pdf](#)

7. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.

For questions regarding this agenda, please call Tony Saucerman at (920) 832-6440.



City of Appleton

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Meeting Minutes Finance Committee

Monday, March 26, 2018

5:30 PM

Council Chambers, 6th Floor

Joint Meeting with Library Board

1. Call meeting to order

Meeting called to order at 5:30 pm.

2. Roll call of membership

Present: 5 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers, Alderperson Croatt and Alderperson Baranowski

3. Approval of minutes from previous meeting

[18-0443](#)

Finance Committee minutes from March 12, 2018 meeting

Attachments: [MeetingMinutes12-Mar-2018-02-40-48.pdf](#)

Alderperson Croatt moved, seconded by Alderperson Baranowski, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderperson Plank, Alderperson Lobner, Alderperson Siebers, Alderperson Croatt and Alderperson Baranowski

4. Public Hearings/Appearances

5. Action Items

[18-0445](#)

Request approval of design for mixed use development proposed by Commercial Horizons.

The Motion on this item was as follows:

Support the city's efforts to include the library's needs as identified in a mixed use development with Commercial Horizons on the current site of Soldier's Square Parking Ramp

Attachments: [Mixed Use Library Memo.pdf](#)
[Library RFP.pdf](#)
[Mixed Use Library Summary Grid.pdf](#)
[Scores for Mixed Use Library Project Proposals.pdf](#)
[Mixed-use Library close up.JPG](#)

Amended language to add "as identified as option 1 by Commercial Horizons", Baranowski, second by Siebers carries 5-0

Aldersperson Lobner moved, seconded by Aldersperson Croatt, that the Report Action Item be recommended for approval as amended. Roll Call. Motion carried by the following vote:

Aye: 5 - Aldersperson Plank, Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt and Aldersperson Baranowski

Meeting went into Recess

Meeting Reconvened

[18-0444](#)

Request to award Unit C-18 Sidewalk Sawcutting to ASTI Sawing, Inc in an amount not to exceed \$30,000.

Attachments: [Award of Contract Unit C-18.pdf](#)

Aldersperson Baranowski moved, seconded by Aldersperson Croatt, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Aldersperson Plank, Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt and Aldersperson Baranowski

[18-0446](#)

Request for approval of Bid Packages and project related expenses into the Guaranteed Maximum Price Amendment to Miron Construction for the Jones Park Project for a contract not to exceed \$3,753,690 plus a contingency of 5% for a contract not to exceed \$3,937,861 and approval of the following 2018 Budget adjustment:

Public Works Capital Project Fund

Debt Proceeds	- \$887,558
Mobility Study Implementation Project	- \$887,558

Facilities Management Capital Projects Fund

Jones Park Project	+\$887,558
Debt Proceeds	+\$887,558

transfer funds from the Mobility Study Implementation Project to the Jones Park Project

Attachments: [2018 Jones Park Bid Package Memo.pdf](#)

Alderson Lobner moved, seconded by Alderson Croatt, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderson Plank, Alderson Lobner, Alderson Siebers, Alderson Croatt and Alderson Baranowski

[18-0450](#)

Request to approve the following 2017 Budget adjustments:

General Fund - Parks & Recreation

Charges for Services - Pool	+\$41,000
Concession Supplies	+\$41,000

to record the increased pool concession revenue used to purchase additional concession supplies

General Fund

Fringe Benefits - HR Department	+\$2,845
Fringe Benefits - Police Department	+\$183,679
Fringe Benefits - Fire Department	+\$66,428
Find Balance	- \$252,952

to record the use of general fund balance to cover the cost of health care costs

Attachments: [2017 Corrected Final Budget adjustments_.pdf](#)

Aldersperson Croatt moved, seconded by Aldersperson Lobner, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Aldersperson Plank, Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt and Aldersperson Baranowski

6. Information Items

[18-0451](#)

The following 2017-2018 Budget carryover appropriations were approved in accordance with policy:

1. Non-Lapsing Funds	\$660,985
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Attachments: [Consolidated 17-18 carryover FINAL - NL.pdf](#)

This Presentation was presented

7. Adjournment

Aldersperson Croatt moved, seconded by Aldersperson Baranowski, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Aldersperson Plank, Aldersperson Lobner, Aldersperson Siebers, Aldersperson Croatt and Aldersperson Baranowski



MEMO

TO: Finance Committee

FROM: Paula Vandehey, Director of Public Works *PAV*

DATE: April 1, 2018

SUBJECT: **Request for City of Appleton to waive a portion of sidewalk and concrete paving special assessments as an incentive for the Trail View Estates Development.**

In 1997 the City of Appleton officially mapped Cherryvale Drive (Geenen Avenue at the time) to establish a north/south connection between Edgewood Drive and Evergreen Drive. However, as development occurred in the Village of Little Chute the roadway shifted from the original official map location. The ultimate location of Cherryvale Drive created an unusual property that is challenging to develop. The property owner offered to deed the land to the City, however we turned that offer down as we are trying to promote as much development in this area as possible in order to support the infrastructure investments that have already been made by the City. We also did not want to take on the additional maintenance of sidewalk shoveling and grass cutting of this long, narrow lot.

As a financial incentive for the development, the Developer is requesting the City waive a portion of sidewalk and concrete paving special assessments for the Trail View Estates Development. As shown on the attached maps, the proposal is to waive 710 feet (\$64,255) of the total 1,045 feet of special assessments. The remaining 335 feet would be assessed (\$30,318) per the City of Appleton's Special Assessment Policy. Using conservative estimates, the 3 new duplex homes would add approximately \$1 million in assessed value generating \$21,000 in new tax revenue annually.

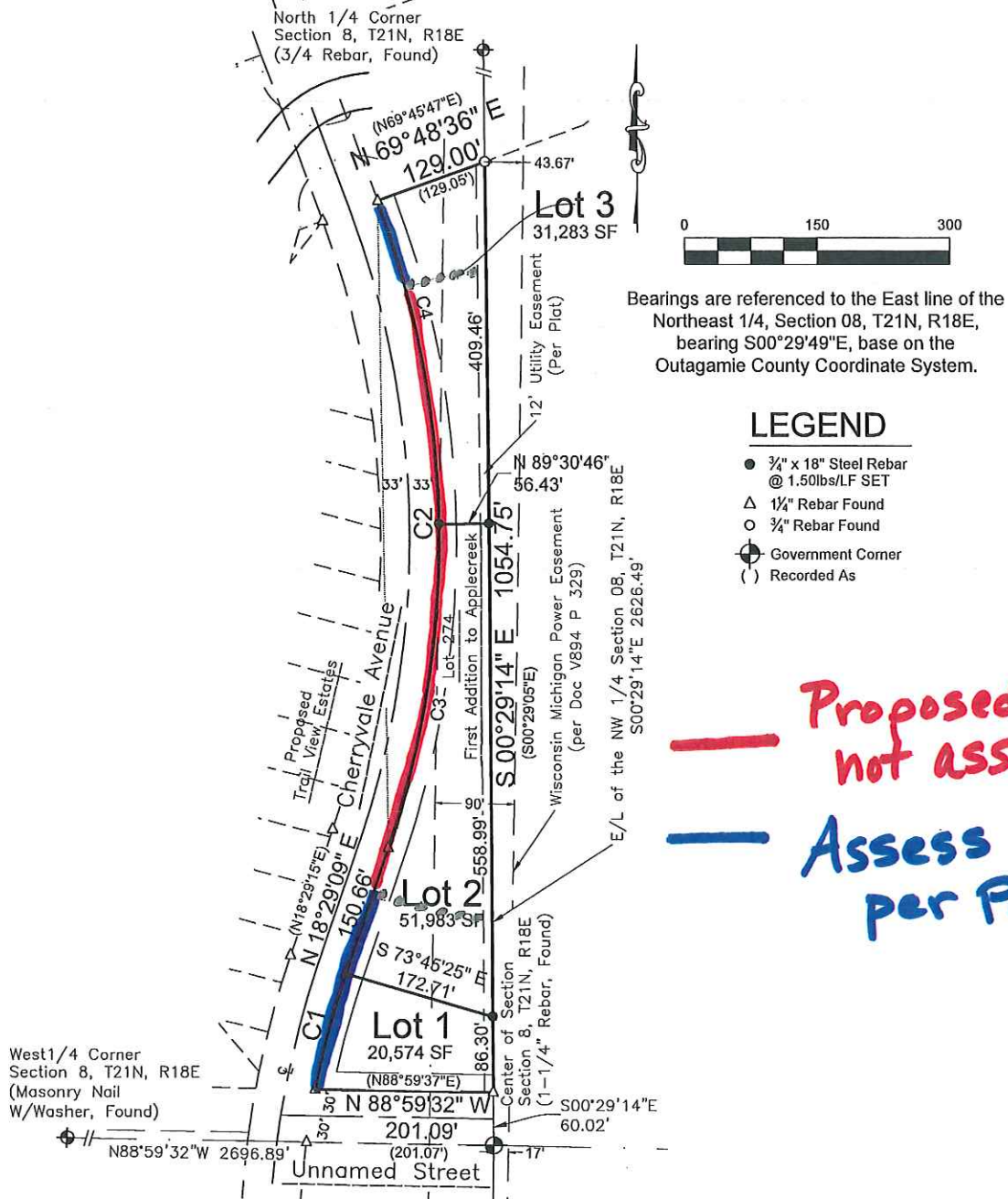
City staff supports the waiver so long as the portion of the parcel that is not assessed remains undeveloped. The property owners will still be responsible for sidewalk shoveling and grass mowing along the entire length of this segment of Cherryvale Drive.

Attachments

C: Tony Saucerman, Finance Director
Bev Matheys, Managerial Accounting Coordinator

Certified Survey Map No. _____

Part of Lot 274, First Addition to Applecreek Estates, of the Southeast 1/4 of the Southwest 1/4 of Section 08, Township 21 North, Range 18 East, City of Appleton, Outagamie County, Wisconsin.



Bearings are referenced to the Final Plat of ????

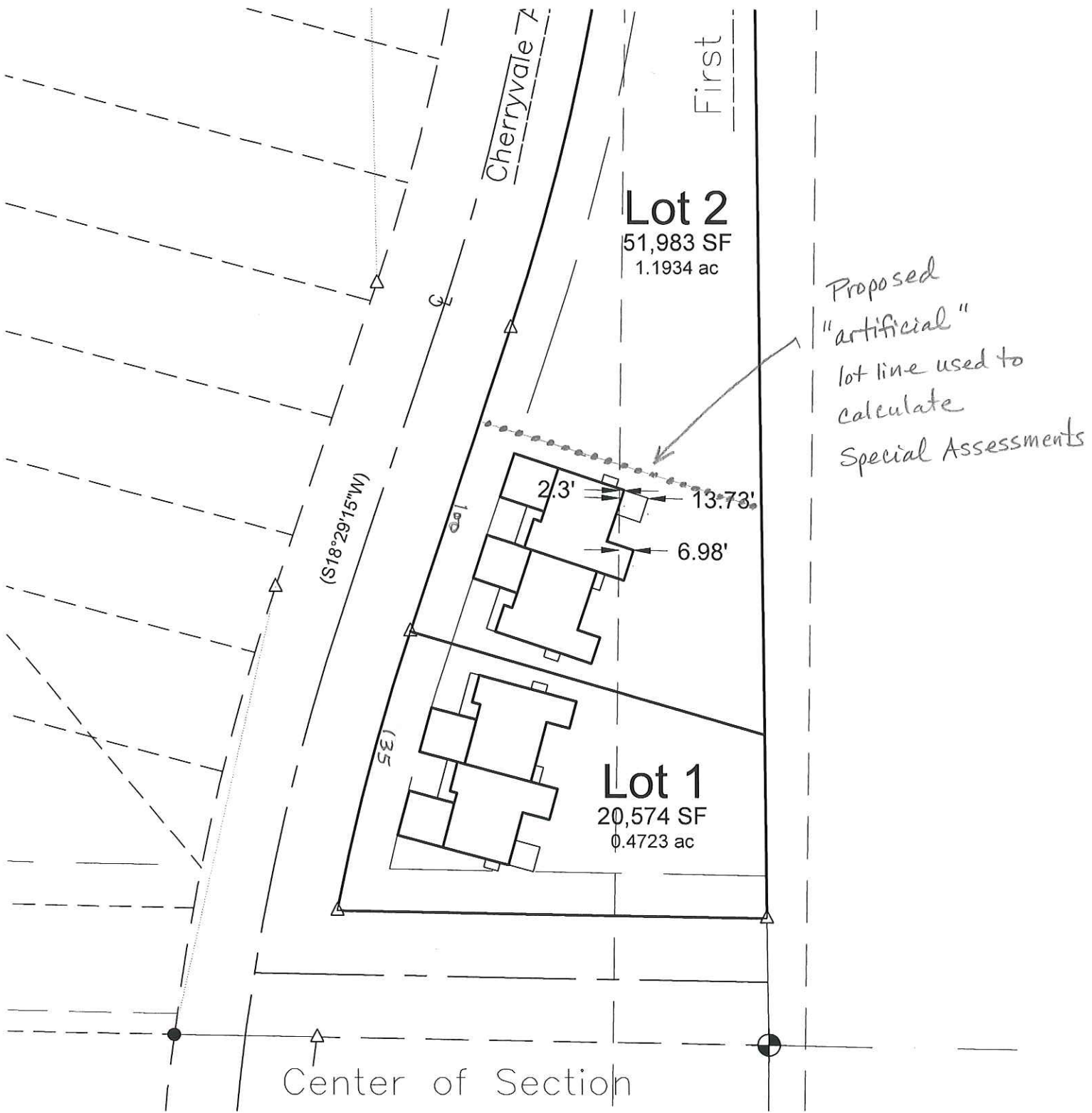


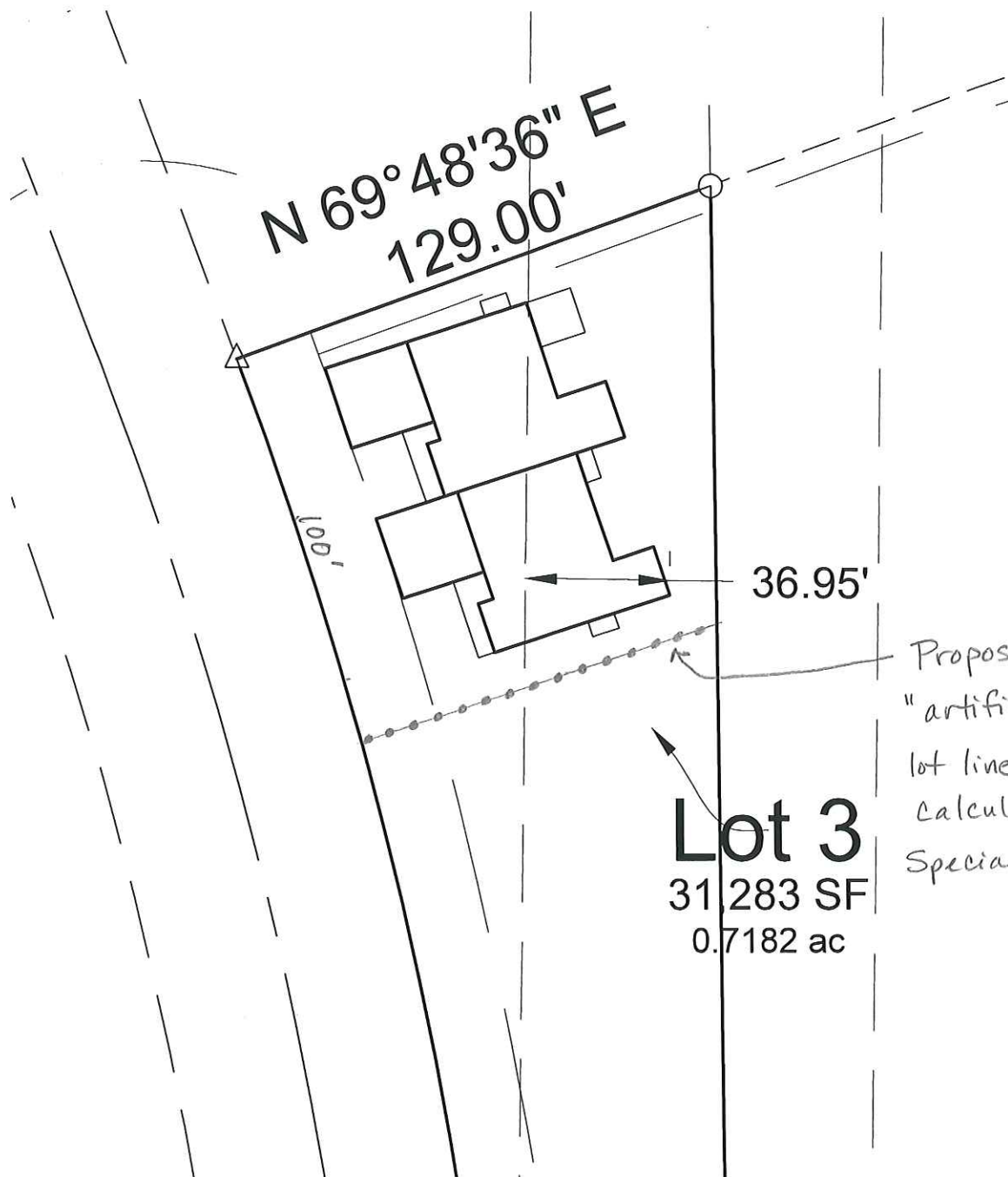
Davel Engineering & Environmental, Inc.
Civil Engineers and Land Surveyors
1811 Racine Street
Menasha, Wisconsin
Ph. 920-991-1866, Fax 920-830-9595

James R. Sehloff Professional Land Surveyor No. S-2692 Date _____

Survey for:
Emerald Valley Estates, LLC
1718 Vanzeeland Ct
Little Chute, WI 54140

File: 5220.1CSM.dwg
Date: 03/09/2018
Drafted By: jim
Sheet: 1 of 3





N 69°48'36" E
129.00'

100'

36.95'

Lot 3
31,283 SF
0.7182 ac

Proposed
"artificial"
lot line used to
calculate
Special Assessments



"...meeting community needs...enhancing quality of life."

**APPLETON FIRE DEPARTMENT
700 N. DREW STREET
APPLETON, WI 54911**

MEMORANDUM

To: Alderperson Kathy Plank, Chair - Finance Committee
Members of the Common Council

From: Darrel Baker, Deputy Fire Chief

Date: March 21, 2018

Re: Request to Sell Obsolete Haz-Mat Pickup Truck to the Princeton Fire Department

The Appleton Fire Department Haz-Mat Team (Special Revenue Fund) purchased a 2006 Ford F250 ¾ Ton Crew Cab Pickup Truck in January 2006 for \$26,220. Recently, the Haz-Mat Team replaced that truck with a 2017 Ford F350 Pickup Truck.

Our department staff have discussed the disposal of the obsolete pickup truck with Fleet Manager, Bruce Brazee, who has agreed that getting \$8,000 would be a fair price for the 2006 pickup. The Princeton Fire Department is interested in purchasing the obsolete truck for \$8,000. The City's procurement policy allows for the 'sale, trade, transfer, or donation to an outside publicly funded agency'. The department has reviewed this proposal with Jeff Fait, Purchasing Manager, who agreed that the method of disposal and the price was acceptable for the 2006 pickup truck. However, the City's procurement policy also states that selling an item greater than \$2,500 to an outside publicly funded agency requires approval from the Finance Committee.

Therefore, the department respectfully requests permission to sell the 2006 Ford F250 ¾ Ton Crew Cab Pickup Truck to the Princeton Fire Department for \$8,000. If you have any questions or need additional clarification, please feel free to contact me at 832-5810. Thank you!

"Appleton Fire Department....serving with P.R.I.D.E."



"...meeting community needs...enhancing quality of life."

**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

1819 East Witzke Boulevard
Appleton, Wisconsin 54911-8401
(920) 832-5572 FAX (920) 993-3103
Email - dean.gazza@appleton.org

TO: Finance Committee

FROM: Dean R. Gazza

DATE: 4-9-2018

RE: Action: Award the "2017 Wastewater Sidewalk Repair Project" contract to Martell Construction, Inc. in the amount of \$36,468.25 with a contingency of 10% for a project total not to exceed \$40,115.00

The 2017 Capital Improvement Plan included \$220,000 to repair hardscapes at the Wastewater Treatment Plant. The scope of the project included replacing the road in front of the V Building and replacing the sidewalks by the final clarifiers. Of that amount, \$190,748 has been utilized for design along with construction of the road in front of the V Building, leaving a balance of \$29,252 for replacement of the sidewalks around the final clarifiers. We solicited bids for the sidewalk replacement in the fall of 2017, and no bids were received. Our consulting engineer recommended that we carry the money over and re-bid in early 2018. The project was rebid in February 2018 and all the bids received were above the estimated project budget. After deliberating with our consulting engineer, it was agreed that with the amount of bids received along with low bid price, we have received the best possible price for this project and, therefore, should proceed with the repairs. We will be utilizing the 2017 carryover amount of \$29,252 and also another \$10,863 from the 2018 Wastewater hardscapes project. The locations were determined by our consulting engineer after a hardscape audit was completed at the site.

The bids were received as follows:

Martell Construction, Inc.	\$36,468.25
Jim Fischer, Inc.	\$38,275.00
Sommers Construction	\$43,124.50
Fischer Ullman Construction, Inc.	\$43,955.00
Highway Landscapers, Inc.	\$46,963.00
RJM Construction, LLC.	\$49,327.00

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to Martell Construction, Inc. The Parks, Recreation, and Facilities Management Department has also reviewed the bids and is in agreement with the engineer's recommendation. Therefore, we recommend awarding the contract to Martell Construction, Inc. in the amount of \$36,468.25 plus a contingency of 10% only to be utilized as needed.

Please contact me at 832-5572 or at dean.gazza@appleton.org with any questions.



MEMO

"...meeting community needs...enhancing quality of life."

TO: Finance Committee

FROM: Paula Vandehey, Director of Public Works *PAV*

DATE: April 5, 2018

SUBJECT: Request for City of Appleton to waive the sidewalk special assessment for 1143 W. Cedar Street in exchange for dedication of 850 SF of property needed to construct the wide sidewalk/multi-purpose sidepath.

The City's 2019 Budget includes construction of a wide sidewalk/multi-purpose sidepath along the south side of Cedar Street as shown on the attached drawing. This sidewalk segment will connect the Lutz Park trail to the Alicia Park trail. In order to construct this sidewalk/multi-purpose sidepath we need additional right-of-way of 850 square feet from the property owner, James Bayer at 1143 W. Cedar Street. Tim Smith from the Assessor's Office valued the property needed at \$3,200 (see attached letter).

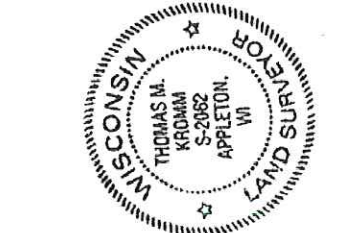
The Bayer's have generously offered to donate the property contingent upon the following:

- The special assessment for the sidewalk/multi-use sidepath be waived (estimated at \$6,100)
- The City will maintain the walk similar to other wide sidewalks/sidepaths throughout the City
- The City will take care to minimize tree removal
- The City will reinstall/replace the existing wire fence as needed to accommodate the new sidewalk

City staff supports these contingencies in order to construct this key bike/pedestrian connection through this neighborhood. If approved, the Attorney's Office will draft the appropriate land transfer documents accordingly.

Attachments

N.00°12'W. 1331.95' (1332.00 Plat)



CEDAR STREET RIGHT OF WAY

Right-Of-Way Monumentation Map of a Part of Lot 3, Block 86, 3rd Ward Plat, all according to the Assessor's Map of the City of Appleton, being located in the SE 1/4 of Section 34, T.21N., R.17E., in the City of Appleton, Outagamie County, Wisconsin.

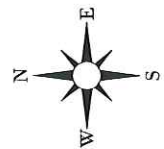
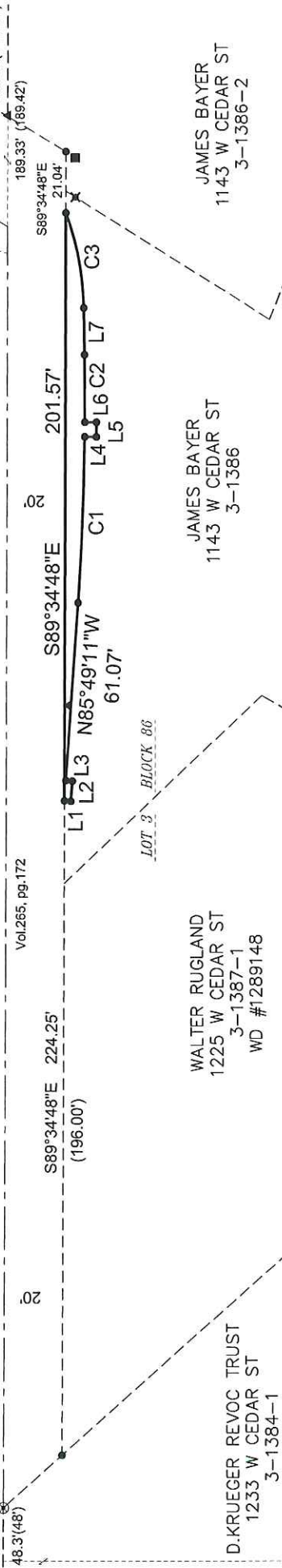
CURVE	RADIUS	LENGTH	LC	LCB
C1	1009.00'	56.93'	56.92'	N87°26'10"W
C2	1009.00'	23.09'	23.09'	N89°59'32"W
C3	100.00'	33.47'	33.31'	S79°45'54"W

LINE	TABLE
L1	N04°10'49"E 2.16'
L2	N85°49'11"W 6.94'
L3	S04°10'49"W 2.16'
L4	N00°25'12"E 4.00'
L5	N89°34'48"W 5.00'
L6	S00°25'12"W 3.97'
L7	S89°21'08"W 16.00'

LOT 6 BLOCK 85 3RD WARD PLAT

CEDAR STREET

Vol. 265, pg. 172

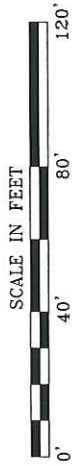


BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, OUTAGAMIE COUNTY, NORTH LINE OF THE SE 1/4 OF SECTION 34-21-17 RECORDED AS N88°57'04"W H:\Acad\RW\acq\2018\Cedar_Street_South_Walk_0129_2018

SCHEDULE OF LAND AND INTERESTS REQUIRED

PARCEL NO.	SHEET NO.	OWNER	INTEREST	NEW AREA	EXISTING	REMAINING
1	1	JAMES AND JEANETTE BAYER	FEE	824 SQ. FT.	76,000 SQ. FT. ML	77,000 SQ. FT. ML

- = 3/4" Iron Rebar, 24" long, Weighing 1.5 lbs./ft. Set
- ▣ = 2" O.D. Iron Pipe Found
- ▲ = 1.3" O.D. Iron Pipe Found
- × = Chisel "X" Set
- ✕ = Railroad Spike Found
- ✕ = 3/4" Iron Rebar Found
- ⊗ = Government Corner
- ⊗ = 1 1/4" Iron Rebar Found
- () = Measurements of Record
- = Acquisition(Fee) Area



CITY OF APPLETON
DEPT. OF PUBLIC WORKS
ENGINEERING DIVISION
100 NORTH APPLETON STREET
APPLETON, WI 54911
920-832-6474 DRAFTED BY: T. KROMM

WALTER RUGLAND
1225 W CEDAR ST
3-1387-1
WD #1289148

JAMES BAYER
1143 W CEDAR ST
3-1386

JAMES BAYER
1143 W CEDAR ST
3-1386-2

March 5, 2018

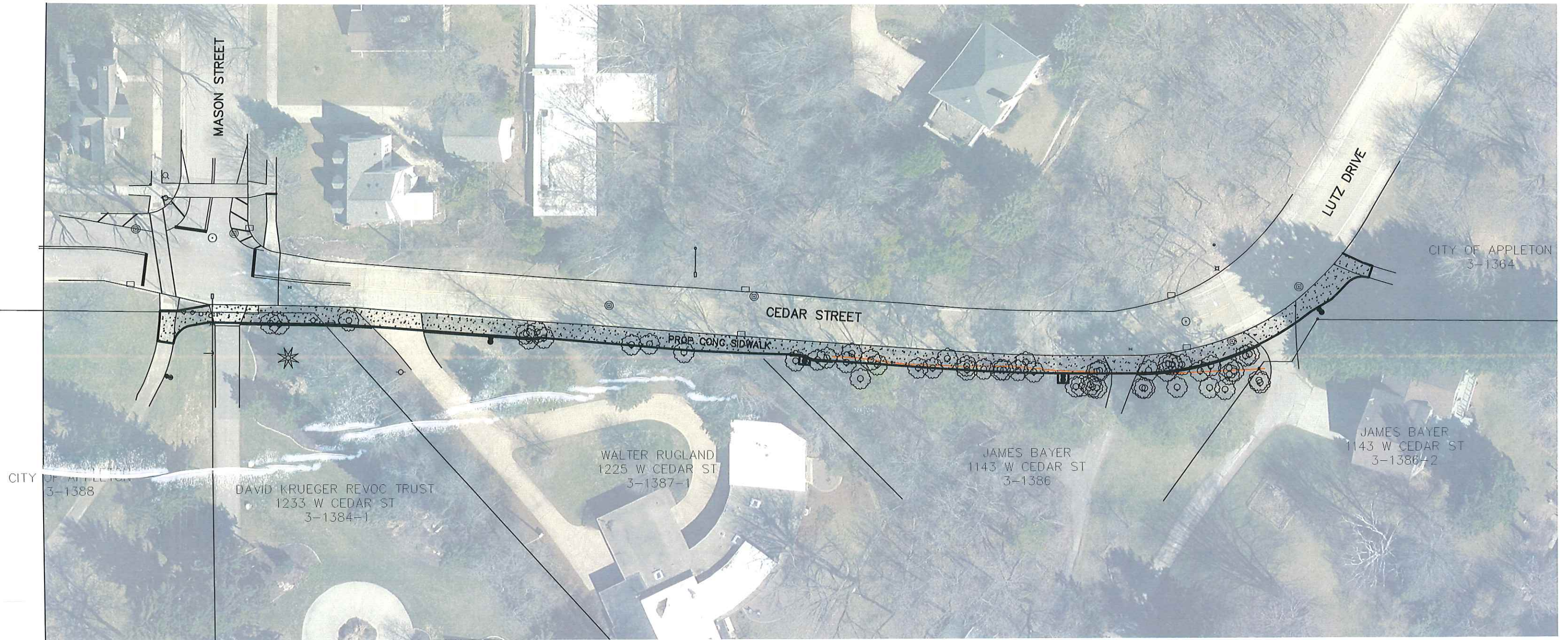
RE: 1143 West Cedar Street

In 2014 we did a citywide re-evaluation and adjusted values, including land to 100% of market value. The subject's land value along with all the residential properties in the city were reviewed and adjusted to market value at that time. The property at 1143 W Cedar has 78,316 square feet of land with approximately 315 feet of frontage on the Fox River. The current land assessment is \$3.71 a square foot. The assessment per square foot is definitely influenced by the river frontage, but if 850 square feet was taken from 1143 West Cedar Street we would adjust the assessment down by $850 \times \$3.71$ or \$3200.

For 2019 we will be reviewing all residential properties in the city and again adjusting to market value. I would expect the land value to remain the same or slightly increase.

If you have any questions, feel free to contact me.

Tim Smith
City of Appleton
Assessor Office
920-832-5850





City of Appleton

Facilities and Construction Management

Mission:

In partnership with the Common Council and the Mayor, we will provide a safe and productive working environment, which supports the departments and the community. In a professional manner, we will anticipate and respond to the needs of the community with dignity and respect by proactively and aggressively planning, maintaining, operating and managing all City-owned properties in a safe, accessible and cost effective manner.

March 2018 – Monthly Report

Month in Review

March 2018 - Monthly Report

Our department will provide a report on a regular basis to keep everyone apprised of what's happening in the Facilities and Construction Management Division. The report will be provided as an informational item at Finance Committee. The report may consist of the following:

- A brief overview of the past month(s).
- Project Status for CIP and major facilities projects.
- Data pertaining to the quantity of work orders completed by in-house staff by facility and work order type including related costs.
- Energy Conservation initiatives and information.
- What's going on in the Facilities Management field?
- Other.

Brief Overview

It is hard to believe we're already in the 2nd quarter of 2018. We work hard to be in a position that outdoor work can begin when the weather permits. Despite the latest weather we did get a good start on some projects including the roof replacement at Fire Station #5 and exterior caulking of joints at the Library. Overall, we feel good about the progress made towards our slate of projects for 2018. Jones Park will be a significant project that we anticipate starting in mid-April.



Replacement of roof at
Fire Station #5



Capital Improvement Project Status

Site	Project Description	Budget	Status
City Hall	Renovate the Tube delivery system	\$50,000	Bidding
Fire Stations	Upgrade kitchens and Bathroom Areas	\$50,000	Planning
Fire Stations	FS #5 Driveway Reconstruction	\$80,000	Construction
Fire Stations	Replace Flooring	\$30,000	Planning
Fire Stations	FS #1 replace waste lines	\$35,000	Design
Fire Stations	Replace Roof on FS #5	\$150,000	Construction
Library	Re-Caulk Stone Veneer Panels	\$25,000	Construction
Library	Renovate four service desks	\$50,000	Planning
Library	Secure Public Areas	\$40,000	Planning
MSB	Electrical Distribution System Testing and Repairs	\$25,000	Planning
MSB	Renovate Bathroom and Lockerroom	\$375,000	Design
Wastewater	Landscaping (trees, Turf)	\$25,000	Planning
Wastewater	Hardscape Improvements	\$290,000	Design
Wastewater	HVAC Upgrades (S Building or B-Building Boiler)	\$250,000	Design
Wastewater	Electrical Distribution Phase 1 Upgrades	\$1,470,750	Design
Water Treatment	HVAC Upgrades (Future Design)	\$25,000	Design
Valley Transit	New Generator	\$145,000	Waiting for VT Approval
Valley Transit	HVAC Upgrades (Bus Garage)	\$30,000	Waiting for VT Approval
Various Parks	Field Reconstructions	\$25,000	Planning
City Sites	Landscaping (trees, Turf)	\$25,000	Planning
City Sites	Hardscape Improvements	\$50,000	Design
AMP	Scheig Center Phase 3	\$100,000	Bidding
Ellen Kort Park	Development of Ellen Kort Park	\$25,000	Design
Jones Park	Development of Jones Park	\$3,545,000	Bidding
Mead Park/Pool	Recoat Mead Pool and Paint Slide Tower	\$145,000	Planning
Telulah Park	Riverfront Phase 1	\$765,000	Design
Vulcan Heritage	Hardscape Improvements – Parking Lot	\$250,000	Bidding
Various Parks	Lighting Upgrades (Linwood)	\$50,000	Design
Various Parks	Security Upgrades at parks (Peabody, Kiwanis)	\$15,000	Planning
Various Parks	ADA Improvements	\$50,000	Design/Bidding
Trestle Trails	Design for Edison and Lawe Street Trestles	\$100,000	Design
Lutz Park Trail	Construction of Trail – Lutz Park to Yacht Club	\$375,000	Construction
Various	Statue and Monument Restoration	\$15,000	Planning

Various Project Stages:

1. Planning
2. Design
3. Bidding (or solicitation of quotes, RFP, etc.)
4. Construction
5. Complete



Repaired and Refinished WW
A-Building Lab cabinets.

Construction Projects

Jones Park

Anticipating construction start in April (weather permitting) and upon bid approval of Common Council.

Other Projects – In Progress

Continued development of the GIS applications for both Facilities and Parks. This work includes collecting all the data necessary to build a system that will be efficient and effective for our trades people to perform their work. This initiative will take up to two years and will be a critical component of our asset management system as Tyler-Munis is implemented.

ADA Upgrades

In 2015 a city wide ADA audit was conducted. It was decided that the CIP program would fund \$50,000 per year to repair the identified deficiencies.

In 2016 \$49,460 was spent to complete 83 deficiencies identified. Highlights from the repairs included repairs to the stall partitions at City Park, Sidewalk repairs at City Park, Sidewalk Repairs at Telulah Park, and sidewalk repair at Highview Park.

In 2017 \$46,172 was spent to complete 140 deficiencies identified. Highlights from the repairs included Restroom repairs at Highview Park, restroom repairs at Alicia Park, Sidewalk repairs at Highview Park, Sidewalk repairs at Alicia Park and a new playground at Kiwanis Park.

In 2018, improvements will include drinking fountain upgrades at Colony Oaks, Hoover, Jaycee, Kiwanis and Schaefer parks. In addition bleacher pads and dugouts will be upgraded at Linwood Park. Walkways will be upgraded at Hoover Park.

Many deficiencies will be addressed at the time of replacement. For example, when the Erb Pavilion was replaced it addressed numerous issues. Many issues could not be simply repaired without a full replacement. Jones Park will have many issues resolved with the new construction in 2018.

AED Upgrades

Replacing 8 units throughout facilities that have exceeded a 10 year life span.

Work Order Information – By Facility (In-house Staff) – March

Facility	WO Qty.
City Hall	15
Fire Station #1	9
Fire Station #2	13
Fire Station #3	11
Fire Station #4	11
Fire Station #5	11
Fire Station #6	5
Golf Course	17
Library	19
MSB	40
Police	20
Parks & Rec.	33
Transit Center	4
Valley Transit	16
Water Plant	13
Water Lake Station	3
Wastewater Plant	35
Other	2
FMD	14
Total	291

WO Type	WO Qty.
Electrical	86
Plumbing	37
HVAC	51
Building/Structural	26
Fire/Life Safety	41
Locksmith	7
Paint/Carpentry	2
Roads/Grounds	3
Furniture	6
Security	4
Other	14
Non-Facilities	6
Code Compliance	4
Overhead Door	4
Total	291

Various other work was completed by outside contractors such as HVAC Preventive Maintenance, Fire Protection Inspections, Elevator Inspections, Overhead Door Inspections, Pest Control, etc.

Energy Conservation

Focus on Energy Incentives

We apply and receive energy incentives for the various energy efficient initiatives. Below are monies we received this month for previous projects.

Fire Station #4 – Received \$300 for lights upgraded in the basement areas.

Doughboy Statute, City Park Christmas Tree and lighting at the Municipal Services Building – Received a total of \$3,960 for various lighting upgrades at these sites.

Wastewater – Received \$858 for various upgrades in stairwells.

What New in Facilities Management?

Most City facilities have an area dedicated to exercise equipment. For example, the Police Station, Fire Stations, Municipal Services Building and Wastewater Plant have dedicated areas and equipment for exercise. It is my goal an area can be allocated within City Hall for some basic general exercise for employees. In general, people are more conscientious of their physical and mental health and providing an amenity that can improve either can greatly reduce medical expenses as well as improve overall attitudes, mood and self-confidence, which all benefit an employee as well as their employer.

Please call me with any questions @ 832-5572. Thank you.