

**COLUMBUS COMMON COUNCIL – COMMITTEE OF THE WHOLE
TUESDAY, APRIL 19, 2016 – FOLLOWING REGULAR MEETING
COLUMBUS CITY HALL
AGENDA**

1. Roll Call
2. Notice of Open Meeting
3. Approve Agenda
4. Citizens Comments on agenda items
5. Department Reports – written reports only
6. Library-Community Center Feasibility/Planning Grant Update
7. Review 2016 Sewer Rate Study with Baker Tilly
8. Review and discuss Middle School Storm Sewer project for 2016
9. Ruekert-Mielke Task Order: WWTP Filtration Building Electrical Upgrades
10. Consider Resolution to Vacate Certain Portions of Newcomb Street and Spring Street, Located in the City of Columbus, Columbia County, Wisconsin.
11. Consider Resolution 3-16, Resolution Designation Officials Authorized to Declare Official Intent Under Reimbursement Bond Regulations for City of Columbus.
12. Consider Resolution 9-16, Resolution Designation Officials Authorized to Declare Official Intent Under Reimbursement Bond Regulations for Sewer Utility.
13. Consider Resolution Authorizing the Issuance and Sale of General Obligation Bonds, City of Columbus, Columbia
14. Social Media policy
15. Street Project Policies and Procedures
16. Working Hours for 2016 Street Project
17. Fiber optic connections on James Street (future Fire Station property)
18. Adjourn to closed session per ss 19.85(1)(e) deliberating or negotiating the purchase of public properties, the investment of public funds, or conducting other public business, whenever competitive or bargaining reasons require specifically to consider the disposition of the remaining Hydro Street Brewing Company collateral.
19. Reconvene to open session.
20. Adjourn



CITY COUNCIL REPORT

FOR APRIL 19, 2016 MEETING

LEVEL OF STAFFING - AS OF 03/31/2016

35 Paid on Call Firefighters - Non-Probationary Members
3 Paid on Call Firefighters - Probationary Members
1 Fire Chief
39 Total Active Members

1 Vacant Firefighter Positions
0 Hiring Process
0 Eligibility List

Full staff level for active fire personnel is 40

1 Fire Inspector (retired firefighter not on active roster)

INCIDENT RESPONSES

March 2016

Run #	Alarm Date	Alarm Time	End Time	Incident Location	City Incident	Rural Incident	Incident Type	# of F.F.
16-032	03/01	0223	0315	Hwy 60 @ County A		X	MVA (not found)	14
16-033	03/01	1523	1630	151 SB @ 121 Exit		X	MVA	13
16-034	03/04	1646	1655	613 Birdsey Street	X		EMS Assist (cancelled)	6
16-035	03/06	0750	0810	Kwik Trip	X		MVA	11
16-036	03/09	1045	1115	126 S. Ludington	X		Odor Invest.	8
16-037	03/10	1318	1400	Hwy 151 @ MM 117	X		MVA	8
16-038	03/11	1900	2200	N5797 N. Salem Rd		X	Mutual Aid to Beaver Dam	3
16-039	03/13	0919	1040	Hwy 151 @ Cty V		X	MVA	13
16-040	03/14	1025	1230	Sun Prairie FD		X	Mutual Aid to Sun Prairie	2
16-041	03/15	1653	1730	1355 Park Avenue	X		Fire Alarm Malfunction	15
16-042	03/23	1101	1105	W. James @ N. Lewis	X		MVA	5
16-043	03/23	1135	1300	Hwy 151, 1/10 mile south of Dane-Columbia Line		X	MVA	8
16-044	03/23	1950	1956	Dix @ W. James	X		MVA	8
16-045	03/23	2058	2110	429 N Ludington	X		Power Line Sparking	10
16-046	03/23	2312	0012	125 ½ W James St	X		Smoke Removal	9
16-047	03/24	1124	1200	Hwy 151, SB between Deansville Rd & County V		X	MVA	9
16-048	03/24	1712	1812	Park Ave & Tower Drive	X		MVA	13
16-049	03/25	1106	1245	538 W. Mill	X		Lift Assist	6
16-050	03/27	1957	2015	Hwy 151 near Deansville Road		X	False Call	22

Current Monthly Total: 19

Total Runs by Month:

Jan	15	July
Feb	16	Aug
Mar	19	Sep
Apr		Oct
May		Nov
June		Dec

Year to date total 50

Last Year at this time 35

TRAININGS, MEETINGS, AND COMMUNITY ACTIVITIES

March 2016

- 03/01 Department Extrication Training
- 03/02 Entry Level Firefighter Class @ MATC – Ramsey
- 03/03 Koehn spoke on WBEV’s Community Comment program about acquiring a drone
Firefighter I Class @ MATC – Groh
- 03/06 Firefighter I Class @ MATC – Groh
- 03/07 Department Officers Meeting
- 03/08 Semi-Monthly Department Drill – Severe Weather Spotting
Monthly Department Meeting
- 03/08-10 Governor’s Conference on Emergency Management - Koehn
- 03/09 Entry Level Firefighter Class @ MATC – Ramsey
- 03/10 Firefighter I Class @ MATC – Groh
- 03/11-12 WI State Firefighters Convention – 7 Fire Department Members Attended
- 03/15 Koehn spoke at the Agri-Business Dinner about acquiring a drone
Monthly Minimum Standards Training
-
- 03/16 Entry Level Firefighter Class @ MATC – Ramsey
DCARI Meeting @ Sun Prairie – Fox
- 03/17 Presentation to 5th graders @ CMS about Emergency Preparedness - Koehn
- 03/19 Entry Level Firefighter Class @ MATC – Ramsey
- 03/21 Weather Spotters Class @ Beaver Dam HS – 5 Fire Department Members
- 03/22 Semi-Monthly Department Drill - Columbus Community Hospital Tour
- 03/24 Hazmat Class @ MATC – Groh
- 03/29 Department Ropes and Knot Training
- 03/30 Entry Level Firefighter Class @ MATC – Ramsey
- 03/31 Presentation to Zion 4K & Kindergarten - Koehn
Firefighter I Class @ MATC – Groh

FIRE INSPECTIONS

MARCH

59 Inspections

ITEMS OF NOTE FOR MARCH

On March 15, the Columbus Agri-Business Council held its annual dinner at Kestrel Ridge. As was mentioned to the city council previously, the proceeds from that event were earmarked for the fire department and specifically for the purchase of an Unmanned Aerial Vehicle (UAV) or “drone”. After the event, the agri-business council donated \$3500 to the fund, which along with previous donations, “put us over the top” in the funds needed to make the purchase.

Six firefighters had applied for a vacant lieutenant position within the department. The selection process included an interview with senior officers, an interview with the police and fire commission, a written test, and a practical test. After completion of all the steps, Marty Powers was selected as our new lieutenant. He has been a member of the department since 2004. His promotion was effective April 1.

Randy Koehn



Firefighter **Emily Ramsey** has been with the department since January 4, 2016. She is currently enrolled in an Entry Level Firefighter class at MATC. The following is in her words...

I grew up just outside of Minneapolis, MN. My husband, Caleb, and I were married about 16 years ago. He flies for the Air Force, and in our time together we have moved several times between five states. Six years ago, he took a job flying for the Wisconsin Air Guard so that brought us here with no prospects for moving.

I graduated from Alegant School of Radiology in 2006 and worked as a diagnostic tech for five years in two different hospitals. Since moving to Wisconsin, I have been a stay at home mom and have loved every minute of it.

We have two beautiful children, Leva, 8 and Finn, 7. They are actively involved in sports here in Columbus so most of our evenings are spent on the sidelines of either a soccer, football, or baseball/softball field. I am also a coach on the girls' 8U softball team and volunteer at the Columbus Community Hospital.

We own a condo down in Fort Myers, FL so when we are able, we get away from the cold and enjoy spending time near the ocean. I also enjoy exercising and cooking healthy for the family. I am very excited to be a part of the Columbus Fire Department where I have the opportunity to serve the community that I love.



Firefighter **Matthew Ekrke** rejoined the department on January 4, 2016, after having been a member previously from 2003-2007.

Matt was born and raised in Columbus and graduated from Columbus High School in 2001. He and his wife, Robyn, are the parents of a 3-year old son, Matthew, Jr.

Matt works at Amerhart, Ltd. in Sun Prairie where I works in the yard working with product orders.

In his spare time, he enjoys deer, duck, pheasant, and turkey hunting, as well as taking care of the family farm with his dad.

Matt has the following professional certification:

- Wisconsin Firefighter 1



COLUMBUS POLICE DEPARTMENT

159 S. Ludington St.
Columbus, WI. 53925
920-623-5919 (Main)
920-623-5930 (Fax)



April 12, 2016

Mayor Crombie,
Members of the Common Council:

RE: POLICE DEPARTMENT ACTIVITY REPORT

This is the written report for the police department covering recent activity and current events.



COLUMBUS POLICE DEPARTMENT

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PERSONNEL

The department is not fully staffed. The positions are broken down below.

Current Staffing overview:

	Authorized by Budget	Actual
<u>Sworn Officers</u>		
Full-time police officers:	10	9.5
Limited Term Officers	N/A	1
(Position breakdown)		
Patrol Officer	6	5.5
Sergeant	1	1
Lieutenant	2	2
Chief	1	1
<u>Clerical</u>		
Office Manager (full-time)	1	1
Clerk (part-time)	2	2
<u>Adult, School Crossing Guards (part-time)</u>		
Regular	N/A	6
Substitute	N/A	4

NOTE: N/A indicates that the budget doesn't specify a set amount of positions (e.g. regular, full-time vs. part-time) as long as the total amount of positions doesn't exceed the approved amount of funds



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Employee	Date of Hire	Years of Service with CPD
Chief Daniel Meister	2/1/2010	6.1
Lieutenant Dennis Weiner	2/8/2008	8.1
Lieutenant Roger Witthun	12/17/2001	14.3
Sergeant Terry Seely	12/31/2004	11.3
Officer Matt Schultz	12/23/2002	13.3
Officer Kelly Towne	2/2/2004	12.1
Officer Eric Nofsinger	8/20/2013	2.7
Officer Ben Ziegler	10/28/2013	2.5
Officer Kayla Damrow	3/14/2014	2.1
Officer Cody Laughran	10/27/2015	0.4
Office Manager Erika Kellar	2/4/1999	17.2
Police Clerk Bonnie Langsdorf	9/30/2006	9.7
Police Clerk Kim Huber	4/29/2013	2.9

I have made a conditional offer to one of the police officer candidates and he has accepted the full-time position. Brandon Reigstad of Sun Prairie impressed both the law enforcement panel and the police & fire commission in his interviews. After successfully completing his pre-employment exams, we anticipate he will start his training with us the last week of April.

I would like to recognize Officer Cody Laughran for his service as a police officer with us. Cody was hired as a limited term employment (LTE) officer in November to fill the patrol vacancy until a new officer was hired. Cody will be working through the end of April.

FACILITIES

The basement repair project is underway. Repair of the drywall and other walls in about half done.



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ACTIVITY

Below is a list of the type of calls for service for our agency for the month of March; as provided by the Columbia Co. Sheriff's Office Communications Center...

10-16	DOMESTIC ABUSE	2
10-46	DISABLED VEHICLE	7
5-DAY	5 DAY WARNING	3
911 HANG UP	911 HANG UP	10
ACCIDENT	ACCIDENT	16
ALARM	ALARM ACTIVATION	6
ANIMAL BITE	ANIMAL BITE	1
ANIMAL	ANIMAL	3
BOND	BOND CONDITION/VIOLATION	1
CHILD ABUSE	CHILD ABUSE	1
CIVIL	CIVIL COMPLAINT	1
COMPLIANCE	COMPLIANCE CHECKS	1
CONTROLLED	CONTROLLED SUBSTANCE	6
DC	DISORDERLY CONDUCT	7
DEATH INV	DEATH INVESTIGATION	4
DRIVE	DRIVING COMPLAINT	14
EMS CALL	EMS CALL	20
ESCORT	ESCORT	1
EXTRA PATROL	EXTRA PATROL	1
FIRE	FIRE	4
FLEET MAINT	FLEET MAINTENANCE	4
FOLLOW UP	FOLLOW UP	7
FRAUD	FRAUD	2
GENERAL	GENERAL	24
HARASSMENT	HARASSMENT	4
HAZ RDWY	HAZARD ON THE ROADWAY	2
HOUSE WATCH	HOUSE WATCH	7
JUVENILE	JUVENILE COMPLAINT	4
KEEP PEACE	KEEP THE PEACE	1
LITTERING	LITTERING	1
LOST/FOUND	LOST/FOUND	4
MUTUAL	MUTUAL AID	9
NOISE	NOISE	2
O/W PERSON	OUT WITH A PERSON	2
OPEN DOOR	OPEN DOOR	2
ORD VIOL	ORDINANCE VIOLATION	4
PARKING VIOL	PARKING VIOLATION	7
RADAR	RADAR ENFORCEMENT	3
SECURITY	SECURITY	179
SLIDE OFF	SLIDE OFF	4
SUSPICIOUS	SUSPICIOUS	13
THEFT	THEFT	14
THREAT	THREAT	2
TRAF CONTROL	TRAFFIC CONTROL	1
TRAFFIC STOP	TRAFFIC STOP	144
TRESPASS	TRESPASSING	1
VANDALISM	VANDALISM	4
VEH LOCKOUT	VEHICLE LOCK OUT	12
WARRANT	WARRANT/WANTED PERSON	4
WEAPONS	WEAPONS VIOLATION	2
WELFARE	WELFARE CHECK	14

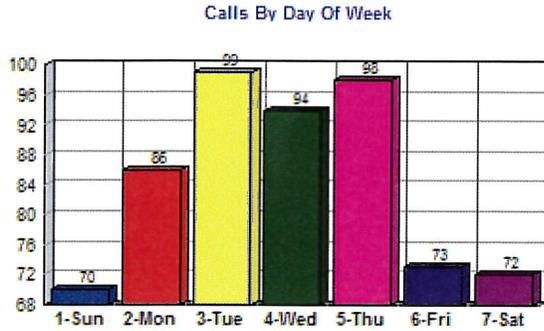
Group Total: 592



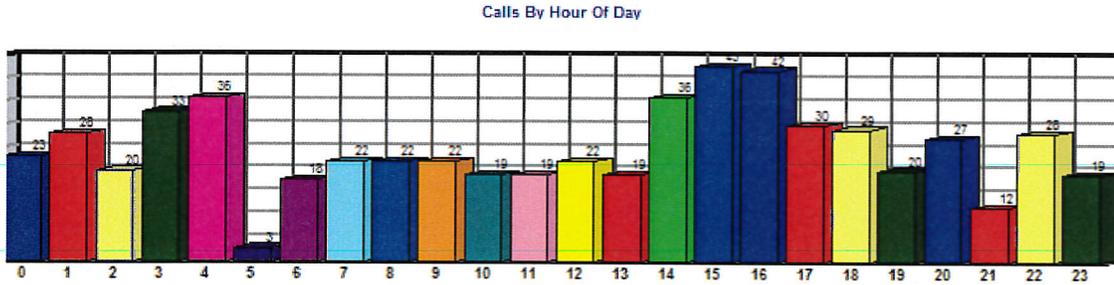
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Calls by day of the Week (March)



Calls by Hour of the Day – 24 hour format (March)





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PATROL/INVESTIGATIONS

We recently experienced several thefts from motor vehicles in various areas of the city. In all cases, the vehicles were left unlocked while parked outside overnight. We remind our residents to lock their vehicles while unattended and store any valuables out of sight.

On April 1st we responded to a call of an unresponsive person sitting inside a car at a local gas station. The person was suffering from a Heroin overdose and was revived with the administration of Narcan – an opiate antagonist. The person was also on probation for illegal drug possession and had suspected Heroin inside the car with him.

TRAINING

All officers will be participating in first aid and CPR training next week as part of their bi-annual recertification in this invaluable skill.

As part of his department orientation, Chaplain Jeremy Roll has been riding along with the officers during their various shifts.

EVENTS/PROGRAMS

Our department will be hosting a drug/medication take back event in conjunction with the city's Arbor Day Event on April 30th. This is also part of a nationwide collection event. Residents are encouraged to bring their unused or unwanted prescription and/or over-the-counter medications to this event for disposal. We request that people keep the medications in the original container if possible. No sharps, needles, injectors or inhalers should be brought to this event.

As always, the medication drop box is available 24 hours a day inside the lobby at the public safety building.

On Tuesday, May 3rd our department will be hosting a "Town Hall" type presentation regarding the dangers of Heroin and substance abuse. *Heroin in Our Hometown* will be presented at the Columbus Middle School from 6:00PM to 8:00PM. This informative program is being put on by the Columbus Parent University and Prevention and Response Columbia County (PARCC). It is open to all adults free of charge with separate activities for children so that the adults can focus on the presentation. More information will be disseminated to the public in the next week.



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We will also be participating in the city-wide bicycle rodeo on May 21st. We encourage all residents who own a bicycle in the city to get their bicycles licensed per city ordinance. This helps us to identify lost/stolen bicycles and get them back to their owners.

If you have any questions regarding this report, please contact me.

Respectfully submitted,

Daniel M. Meister
Chief of Police

2016 AGENDA ITEM

MEETING DATE: April 19, 2016

AGENDA ITEM: Library/Community Commons Area Project Update

DETAILED DESCRIPTION OF SUBJECT MATTER:

Last fall and winter, Council reviewed plans brought forth by the Library and the Library Board with interest in exploring the future space needs of the Library and how it relates to other community needs. Information that came out of the Library's "Root for Columbus" project identified public support for the concept of a future shared space that would look at combining other community resources such as recreation, the senior center and possible private ventures.

In December, Library Director Cindy Fesemyer came before you to ask the Council to consider funding work with a consultant, Economic Development Partners to help in the exploration of grant funding to help us understand what a future space like this could be, or whether other approaches would be worthwhile, including more straightforward plans to just expand the Library space.

The specific intent was that the grant sought would be a Community Development Block Grant (CDBG) from the State of Wisconsin for planning. At the December 15, 2015 meeting of the Council, there was an approval for \$5000 to go toward this effort.

Since the turn into the New Year, I have had conversations with Cindy Jaggi, owner of Economic Development Partners on what information was needed and necessary to move forward with the CDBG grant. As we looked into the application requirements in terms of demographic information needed for a successful grant, one of the items necessary was to show that the "benefitted population" within the City that a new facility would serve is at least 51% of its residents of low to moderate income, or (LMI).

The last information that the city received relative to their LMI percentage came from census data about 6 years ago. It showed that community-wide, Columbus had a 44.64% population of low- to moderate income. The 51% requirement has given us pause to relook at the potential success of a State CDBG planning grant.

The other concern I have is that there are other procedural requirements for a grant application submittal which include Council resolutions that identify future grant match funds that I don't think was made clear when the issue was discussed last year. My takeaway from the discussions was that it was worthwhile to make the investment in an application to see if the City could obtain one with the assistance of Economic Development Partners. However, after understanding what comprises a strong application I think we need to slow the process down to ensure that current and potential future investments into reviewing this project bring the City and Library the best bang for the buck. I am concerned that an application for the CDBG Grant would not be successful at this time.

Considering these issues, I would like to continue to work with Cindy Jaggi, the Library and other necessary staff to re-evaluate this effort and determine the next course of action. Very likely this could mean working on the application materials and submitting the application during the next CDBG Planning Grant open period which will be in 2017. In speaking with Cindy Jaggi this could be a workable arrangement within the confines of the agreement we currently have for her services. In addition, she will work with us to determine what best course of action will bring the needed information to learn about further possibilities for the Library space.

2016 AGENDA ITEM

MEETING DATE: April 19, 2016

AGENDA ITEM: Middle School Storm Sewer Project

DETAILED DESCRIPTION OF SUBJECT MATTER:

The 2016 City Budget includes funding in the Capital Projects Fund for the replacement of a storm sewer that runs through the back playground area of the Columbus Middle School. The budget amount for that project was \$15,000.

The project was bid as an alternate alongside the bidding for the 2016 Street Project. The low bidder for the project bid the Middle School Storm Sewer replacement with a price of \$22,283.90, or \$7283.90 over what had been budgeted.

My hope from Tuesday's meeting is to review options for the situation and determine next steps going forward. If it is the intent of the City to proceed we need to identify sources of funding for the amount over the budget.

I believe that we have a couple of options to cover this cost. One would be out of the General Fund Contingency Account, which currently has \$24,885.52 in it. The other would be to utilize funds in from the current bonding from 2015, which was for street work. Other storm sewer work performed in the 2016 Street Project is included in this bonding.

ACTION REQUESTED OF COUNCIL: Consideration of the storm sewer work at the Columbus Middle School in 2016.

TASK ORDER 2016-06
2016 WWTF Filtration Building Electrical Upgrades

This is Task Order No. 2016-06,
consisting of 5 pages.

Task Order

In accordance with paragraph 1.1 of the Master Professional Service Agreement between the City of Columbus (City) and Ruekert and Mielke, Inc. (R/M) for Professional Services – Task Order Edition dated April 6, 2010 (“Agreement”), City and R/M agree as follows:

1. Background

- A. The age and condition of existing electrical components within the Filter Building have progressed to point that brings concern as to their reliability and maintainability. Corrosion within this electrical equipment is starting to degrade wire terminations and component parts. Technology changes in the performance and safety features of the electrical equipment involved (Variable Frequency Drives, Motor Control Center and Pump Control Panel) make these existing equipment models now obsolete.

2. Proposed Design

- A. To bring these electrical panels up to industry standards, a project design for current technology Variable Frequency Drives, Motor Control Centers and Pump Control Panel is proposed to replace the current Filter Influent Electrical Systems at the WWTF.

3. Services of R/M

1. R/M proposes full engineering services through this project. We proposed to provide design, bidding and construction services. Formal contract documents using the EJCDC format would be used with this project for bidding and construction. Specifics of our proposed services are listed below.

Design

- Review existing systems to be replaced and identify current make and model components suitable to recreate required performance.
- Provide Equipment Layout Plan along with transition sequence to move from the old to the new equipment.
- Provide Electrical and Controls Design plans, details and schedules.
- Coordinate Design with the WWTF SCADA system.
- Provide Drafting Services for Plan Development
- Write Technical Specifications
- Obtain Wage Rates
- Write Contract and Front End Specifications to Industry Standards

TASK ORDER 2016-06
2016 WWTF Filtration Building Electrical Upgrades

- Coordinate DNR Submittal and Approval
- Conduct 90% Drawing Approval with City
- Conduct Internal QA/QC
- Provide Final Document Preparation for Public Bidding

Bidding

- Administer Public Bidding Documents with Electronic Plan Room
- Answer Bidders' Questions
- Attend Pre-Bid Meeting
- Issue Addenda
- Attend Bid Opening
- Review Bids and Prepare Bid Tabulation
- Make Formal Award Recommendation to City

Construction Related Services

- Administer Contract Execution (e.g. Insurance, Agreement, Bonding, etc)
- Issue Notice to Proceed
- Draft Preconstruction Meeting Agenda
- Attend Preconstruction Meeting
- Draft Preconstruction Meeting Minutes
- Review Submittals Such As Shop Drawings, Test Results and Vendor Operation and Maintenance Manuals
- Attend Two Progress Meetings with Contractor (Separate from Inspections)
- Provide Intermittent Construction Inspections (25 Hours)
- Review and Negotiate Change Orders
- Review and Coordinate Contractor Pay Requests
- Answer Contractor Questions and Coordinate With Contractor
- Coordinate with City During Construction
- Attend Equipment Start Up and Provide Substantial Completion Inspection
- Write Punch List
- Conduct Punch List Inspection
- Assemble Project Closeout Documentation

TASK ORDER 2016-06
2016 WWTF Filtration Building Electrical Upgrades

3. City's Responsibilities

City shall have those responsibilities set forth in Section II of Agreement, subject to the following:

- i. City shall confirm attendance to meetings prior to attendance.
- ii. Allow access to WWTF during design.
- iii. Provide timely review of plans.

4. Items Excluded

A. The following items are excluded from the Scope of Services:

- Any grant application related to this project.
- As-Built drawings other than contractor-submitted redlines.

5. Times for Rendering Services

A. Schedules are subject to change due to activities beyond the control of Ruekert/Mielke. In general the tentative project schedule is as follows:

Authorization to Proceed	05/01/2016
Preliminary Design	06/15/2016
Final Design and Advertise	07/15/2016
Bids Due on Project	08/12/2016
Start Construction	09/15/2016
Final Completion	03/15/2017
Project Closeout	03/31/2017

6.

7. Payments to R/M

A. City shall pay R/M for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Estimate of Compensation for Services</i>
Design	Standard Hourly Rates	\$18,500.00
Bidding	Standard Hourly Rates	\$3,000.00
Construction Related Services	Standard Hourly Rates	\$10,500.00
Reimbursable	Standard Rates	\$1,000.00
	TOTAL =	\$33,000.00

TASK ORDER 2016-06
2016 WWTF Filtration Building Electrical Upgrades

- B. The terms of payment are set forth in Section III and Exhibit A of the Agreement.
- C. Terms and Conditions: Execution of this Task Order by City and R/M shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. R/M is authorized to begin performance upon its receipt of a copy of this Task Order signed by City.

TASK ORDER 2016-06
2016 WWTF Filtration Building Electrical Upgrades

The Effective Date of this Task Order is May 3, 2016.

City of Columbus:

Ruekert and Mielke, Inc. :

By:

By:



Name:

Name:

Jason P. Lietha

Title:

Title:

Vice President/Office Manager

**DESIGNATED REPRESENTATIVE FOR
TASK ORDER:**

Name: Patrick Vander Sanden

Name: Jason Lietha

Title: City Administrator

Title: Vice President/Office Manager

Address: 105 N. Dickason Blvd.
Columbus, WI 53925-1565

Address: 258 Corporate Drive, Madison WI
53714-2407

E-Mail
Address: pvandersanden@columbuswi.us

E-Mail
Address: jlietha@ruekert-mielke.com

Phone: 920.623.5900

Phone: 608.819.2600

Fax: 920.623.5901

Fax: 608.819.2600

2016 Columbus Wisconsin Standard Rates
 RUEKERT & MIELKE, INC.

Exhibit A

<u>STANDARD HOURLY RATES</u>		<u>STANDARD HOURLY RATES</u>	
<u>ENGINEERING SERVICES</u>		<u>SCADA SERVICES</u>	
Engineer 9	\$220.00	Senior SCADA Analyst	\$165.00
Engineer 8	175.00		
Engineer 7	165.00	<u>SURVEYING SERVICES</u>	
City Engineer 7	149.00	Professional Land Surveyor	119.00
City Engineer 7 (Meeting Rate)	74.00	Crew Chief / Surveyor	109.00
Engineer 6	151.00	Surveying Technician	79.00
Engineer 5	141.00		
Engineer 4	131.00	<u>CONSTRUCTION REVIEW SERVICES</u>	
Engineer 3	111.00	Construction Review Manager	135.00
Engineer 2	104.00	Senior Construction Review Technician	92.00
Engineer 1	91.00	Construction Review Technician 2	79.00
Senior Engineer Technician	126.00	Construction Review Technician 1	67.00
Engineer Technician 3	105.00		
Engineer Technician 2	95.00	<u>ADMINISTRATIVE SERVICES</u>	
Engineer Technician 1	85.00	Certified Public Accountant (Company CFO)	165.00
Environmental Coordinator	131.00	Project Assistant	67.00
		Administrative Assistant	67.00
<u>LANDSCAPE ARCHITECT SERVICES</u>		<u>MISCELLANEOUS</u>	
Senior Landscape Architect	121.00	<u>MILEAGE</u>	
		For Engineers and Technicians	.54/mile
		For Construction Review Technicians	.58/mile
<u>MUNICIPAL ECONOMICS & PLANNING SERVICES</u>		For Survey Crews	.75/mile
Senior Economic Consultant	171.00	Nonbillable R/M truck mileage	.00/mile
Economic Consultant	125.00	Nonbillable mileage	.00/mile
Senior Planning Consultant	115.00		
<u>IT/GIS TECHNICIAN SERVICES</u>		Print reproductions	.30/sq. foot
Asset Management Consultant	160.00	Color copies	.30/page
IT/GIS Analyst 4	145.00	B&W copies	.10/page
IT/GIS Analyst 2	120.00	Color plots	2.50/sq. foot
IT/GIS Analyst 1	106.00	Scanning	.30/scan
IT/GIS Technician 2	95.00	Flow Probe	125.00/day
IT/GIS Technician 1	85.00	GPS equipment	125.00/day
		ATV fee	125.00/day
		Robotics equipment	125.00/day
		Road Tube Traffic Counter – day	50.00/day
		Road Tube Traffic Counter – week	150.00/week
		Turning Movement Traffic Counter	10.00/day

Note: Overtime rates will be 120% of standard rate for construction review services.

RESOLUTION NO. _____

CITY OF COLUMBUS, COLUMBIA COUNTY, WISCONSIN

**A RESOLUTION TO VACATE CERTAIN PORTIONS OF NEWCOMB STREET
AND SPRING STREET, LOCATED IN THE CITY OF COLUMBUS,
COLUMBIA COUNTY, WISCONSIN**

RECITALS:

A. The portions of the Newcomb Street right-of-way and the Spring Street right-of-way in the City of Columbus, Columbia County, Wisconsin shown and described on the diagram attached hereto as Exhibit A and the legal description attached hereto as Exhibit B, both Exhibits being incorporated herein, are no longer necessary for City street purposes; and

B. The Columbus Common Council intends to discontinue and vacate that portion of Newcomb Street and that portion of Spring Street described and shown on Exhibits A and B (hereinafter "Right-of-Way to be Vacated"); and

C. This Resolution was introduced before the Common Council of the City of Columbus on the 19th day of April, 2016. A Notice of Pendency of Resolution to Discontinue and Vacate was filed with the Register of Deeds for Columbia County on the 20th day of April, 2016. The Notice of Hearing was published as a Class 3 Notice under Chapter 985 of the Wisconsin Statutes. A copy of the Notice of Hearing was served or mailed more than 30 days prior to the hearing in the manner prescribed by law to the owners of all the frontage of the lots and lands abutting upon the Right-of-Way to be Vacated as shown by the records on file with the City. A public hearing was held before the Common Council of the City of Columbus on the ____ day of _____, 2016; and

D. No proper written objection to the vacation and discontinuance of the Right-of-Way to be Vacated has been filed with the City Clerk; and

E. The public interest requires the Right-of-Way to be Vacated to be vacated and discontinued. The vacation and discontinuation of the Right-of-Way to be Vacated will not leave any land-locked parcels;

NOW, THEREFORE, pursuant to § 66.1003(4), Wis. Stats., the Common Council of the City of Columbus hereby resolves as follows:

1. **Discontinuance of Right-of-Way.** The Right-of-Way to be Vacated identified on the attached Exhibits A and B is hereby vacated and discontinued.

2. **Reversion of Title.** Fee title to the parcels described as being vacated and discontinued shall revert as follows:

a. The part of Newcomb Street to be vacated and discontinued shall revert to the owner or owners of the lands adjoining the discontinued Newcomb Street with the owner or owners acquiring the land to the centerline of that part of Newcomb Street being discontinued.

b. The part of Spring Street to be vacated and discontinued shall revert to the owner or owners of the lands adjoining the discontinued Spring Street with the owner or owners acquiring the land to the centerline of that part of Spring Street being discontinued.

3. **Clerk Duties.** The City Clerk is instructed to record a certified copy of this Resolution with the Columbia County Register of Deeds.

The above Resolution was duly adopted at the meeting of the Common Council of the City of Columbus on the ___ day of _____, 2016.

CITY OF COLUMBUS

By: _____
Kelly Crombie, Mayor

Attest: _____
Anne Donahue, Clerk

Approved: _____

Posted: _____

EXHIBIT A

MAP [Not to scale]

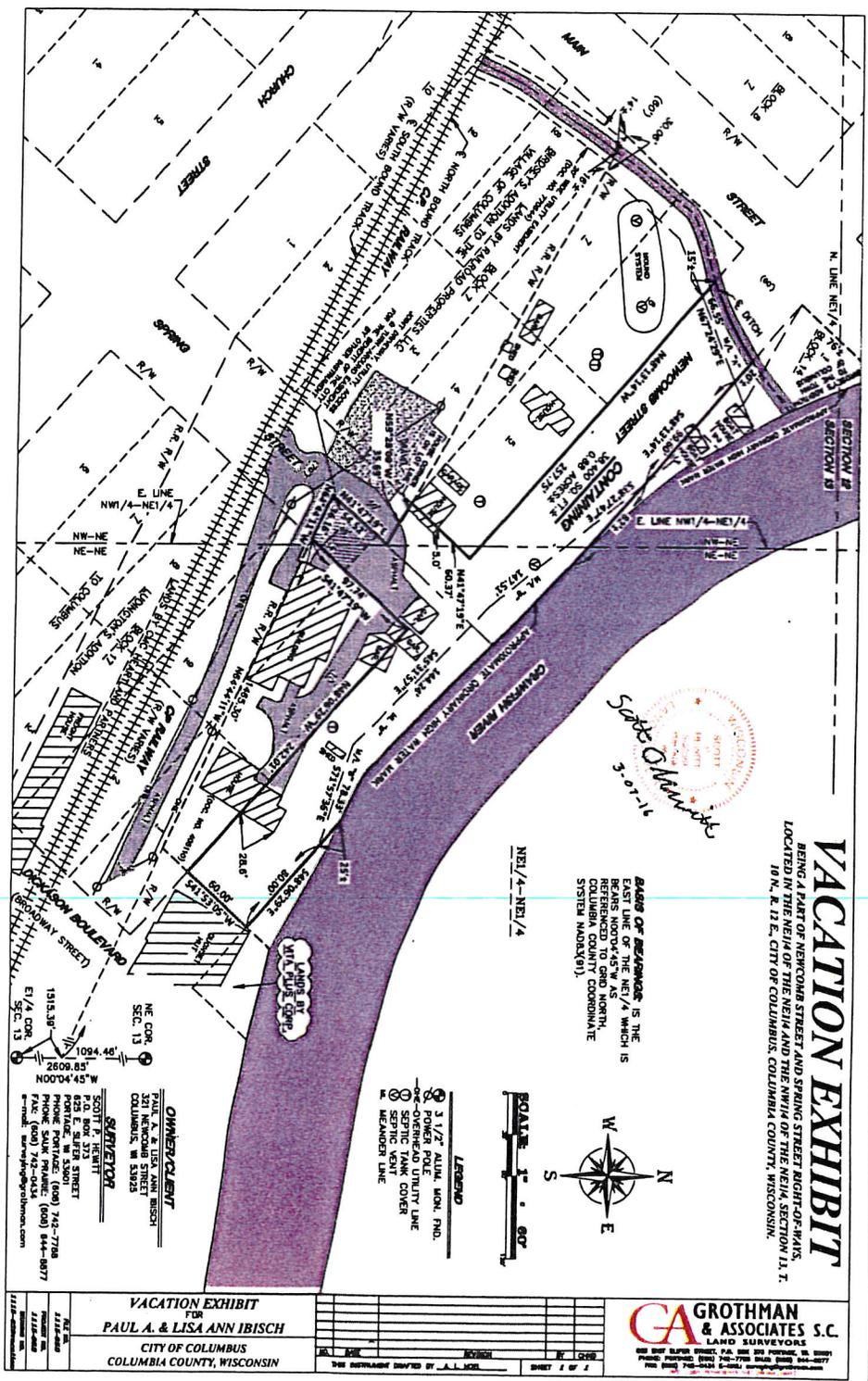


EXHIBIT B

Legal Descriptions

LEGAL DESCRIPTION

**City of Columbus Properties
City of Columbus, Columbia County, WI**

Portions of Spring Street & Newcomb Street Right-of-Ways To Be Vacated:

Being a part of the Northeast Quarter of the Northeast Quarter and the Northwest Quarter of the Northeast Quarter of Section 13, Town 10 North, Range 12 East, City of Columbus, Columbia County, Wisconsin, described as follows:

Commencing at the East Quarter corner of said Section 13;
thence North 00°04'45" West along the East line of the Northeast Quarter of said Section 13, 1,515.39 feet;
thence North 64°44'11" West, 1,465.30 feet to the point of intersection with the Northerly right-of-way line of the CP Railway and the Southeasterly right-of-way line of Spring Street this being the point of beginning;
thence continuing North 64°44'11" West, 36.16 feet;
thence North 41°47'19" East, 54.52 feet;
thence North 59°28'00" West, 35.69 feet to a point in the Northwesterly right-of-way line of Spring Street;
thence North 41°47'19" East along the Northwesterly right-of-way line of Spring Street, 60.37 feet to the point of intersection with the Southwesterly right-of-way line of Newcomb Street;
thence North 48°13'14" West along the Southwesterly right-of-way line of Newcomb Street, 257.75 feet to a point which lies South 48°13'14" East, 15 feet more or less from the centerline of an existing drainage ditch and being the beginning of meander line "A" along said ditch;
thence North 67°24'29" East along said meander line "A", 66.55 feet to a point in the Northeasterly right-of-way line of Newcomb Street, said point lies South 48°13'14" East, 20 feet more or less from the centerline of an existing drainage ditch and being the end of meander line "A" along said ditch;
thence South 48°13'14" East, along the Northeasterly right-of-way line of Newcomb Street, 99.60 feet to a point which lies North 48°13'14" West, 82 feet more or less from the water's edge of the Crawfish River and being the beginning of meander line "B" along said river;
thence South 38°27'47" East along said meander line "B", 147.51 feet;
thence South 45°31'57" East along said meander line "B", 144.24 feet;
thence South 71°57'36" East along said meander line "B", 78.33 feet to a point in the Northeasterly right-of-way line of Newcomb Street, said point lies South 48°06'29" East, 25 feet more or less from the water's edge of the Crawfish River and being the end of meander line "B" along said river;
thence South 48°06'29" East along the Northeasterly right-of-way line of Newcomb Street, 80.00 feet to a point in the Southeasterly line of lands described and recorded in Document No. 406110;
thence South 41°53'05" West along the Easterly line of lands described and recorded in Document No. 406110, 60.00 feet to a point in the Southwesterly right-of-way line of Newcomb Street;
thence North 48°06'29" West along the Southwesterly right-of-way line of Newcomb Street, 242.01 feet to the point of intersection with the Southeasterly right-of-way line of Spring Street;
thence South 41°47'19" West along the Southeasterly right-of-way line of Spring Street, 97.74 feet to the point of beginning.
Containing 38,400 square feet, (0.88 acres), more or less. Intending to include all lands lying between meander line "A" herein described and the centerline of an existing drainage ditch lying between true Northwesterly extensions of the Northeasterly and Southwesterly lines herein described and intending to include all lands lying between meander line "B" and the water's edge of the Crawfish River lying between true Southeasterly and Northwesterly extensions of the Northeasterly lines herein described and being subject to servitudes and easements of use or record if any.

THIS DESCRIPTION WAS PREPARED BY: GROTHMAN & ASSOCIATES, SC
SCOTT P. HEWITT
Professional Land Surveyor, No. 2229
Dated: March 7, 2016
File No.: 1115-652

THIS DESCRIPTION WAS PREPARED FOR: Mr. & Mrs. Paul Ibisch
321 Newcomb Street
Columbus, WI 53925

RESOLUTION NO. 3-2016

**RESOLUTION DECLARING OFFICIAL INTENT
TO REIMBURSE EXPENDITURES
FROM PROCEEDS OF BORROWING – CITY**

WHEREAS, the CITY OF COLUMBUS, Columbia County, Wisconsin (the "Issuer") plans to undertake in cooperation with the State of Wisconsin Department of Transportation the reconstruction of State Hwys. 16/60 a/k/a James Street through the City of Columbus including but not limited to utilities along the corridor (the "Project");

WHEREAS, the Issuer expects to finance the Project on a long-term basis by issuing tax-exempt bonds or other tax-exempt obligations (collectively, the "Bonds");

WHEREAS, because the Bonds will not be issued prior to commencement of the Project, the Issuer must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, the CITY COUNCIL (the "Governing Body") of the Issuer deems it to be necessary, desirable, and in the best interests of the Issuer to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer that:

Section 1. Expenditure of Funds. The Issuer shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Bonds become available.

Section 2. Declaration of Official Intent. The Issuer hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$500,000.00.

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

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the Issuer's Clerk within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

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

Adopted and recorded _____, 20__

Approved _____, 20__

CITY OF COLUMBUS

Kelly Crombie, Mayor

ATTEST:

(SEAL)

Anne Donahue, Clerk

[After adoption, please return a copy of this Resolution to Quarles & Brady LLP, Bond Counsel, at 411 East Wisconsin Avenue, 27th Floor, Milwaukee, Wisconsin 53202-4497, Attention: _____.]

City only

**CITY ONLY
HWY. 16/60 - JAMES STREET PROJECT EXPENSES
YEAR 2012 THROUGH 02/16/2016**

	SERVICE:	AMOUNT:	
YEAR 2012			
Ruekert & Mielke	Engineering	\$ 12,325.55	
Wisconsin Dept. of Transportation	Engineering	\$ 8,111.82	
		<u>\$ 20,437.37</u>	
YEAR 2013			
Ruekert & Mielke	Engineering	\$ 9,310.55	
		<u>\$ 9,310.55</u>	
YEAR 2014			
Ruekert & Mielke	Engineering	\$ 34,918.50	
Wisconsin Dept. of Transportation	Engineering	\$ 70,321.61	
Schaefer Land Design	Consultant - CSS	\$ 8,100.50	
Patrick Vander Sanden	Reimbursed Mileage	\$ 25.99	
		<u>\$ 113,366.60</u>	
YEAR 2015			
Ruekert & Mielke	Engineering City/Sewer, Etc.	\$ 14,975.66	
Wisconsin Dept. of Transportation	Engineering	\$ 60,732.47	
Forster Electrical Engineering	Traffic Light - Engineering	\$ 21,331.25	
<i>Boardman & Clark, LLP</i>	<i>Legal Services</i>	\$ 2,771.00	
<i>Easement Purchases</i>	<i>Multiple Properties</i>	\$ 104,591.00	
<i>Staff Time/Expenses</i>	<i>Various Supplies/Postage</i>	\$ 978.27	
<i>The Highland Group</i>	<i>Contracted Services</i>	\$ 75,740.00	\$ 184,080.27 (1)
		<u>\$ 281,119.65</u>	
YEAR 2016			
<i>Easement Purchases</i>	<i>Multiple Properties</i>	\$ 4,200.00	\$ 4,200.00 (1)
		<u>\$ 4,200.00</u>	
	Expenses Through 02/17/2016:	<u>\$ 428,434.17</u>	
Total Expenses for project through 02/12:	\$	428,434.17	
State DOT Reimbursed Amount:	\$	(188,280.27)	
Reimbursement Resolution Total:	\$	<u>240,153.90</u>	(2)

Capital Projects Fund - Fund Balance: (\$363,713.52) *Estimated (Pre-Audit) (3)*

- (1) Amount that is anticipated to be reimbursed by State of Wisconsin Dept. of Transportation
- (2) Amount less reimbursed by State - to be reimbursed by borrowing authorized by Council.
- (3) Undesignated Fund Balance for Capital Projects Fund as of 12/31/2015.
Current expenses are depleting the current cash balance in the Capital Projects.

**HWY 16/60 - JAMES STREET PROJECT
CITY SEWER UTILITY EXPENSES COMBINED**

	SERVICE:	AMOUNT:	
YEAR 2012			
Ruekert & Mielke	Engineering	\$ 12,325.55	
Wisconsin Dept. of Transportation	Engineering	\$ 8,111.82	
		<u>\$ 20,437.37</u>	
YEAR 2013			
Ruekert & Mielke	Engineering	\$ 9,310.55	
		<u>\$ 9,310.55</u>	
YEAR 2014			
Ruekert & Mielke	Engineering	\$ 34,918.50	
Wisconsin Dept. of Transportation	Engineering	\$ 70,321.61	
Schaefer Land Design	Consultant - CSS	\$ 8,100.50	
Patrick Vander Sanden	Reimbursed Mileage	\$ 25.99	
		<u>\$ 113,366.60</u>	
YEAR 2015			
Ruekert & Mielke	Engineering - City/Sewer	\$ 109,458.66	
Wisconsin Dept. of Transportation	Engineering	\$ 60,732.47	
Forster Electrical Engineering	Traffic Light - Engineering	\$ 21,331.25	
<i>Boardman & Clark, LLP</i>	<i>Legal Services</i>	\$ 2,771.00	
<i>Easement Purchases</i>	<i>Multiple Properties</i>	\$ 104,591.00	
<i>Staff Time/Expenses</i>	<i>Various Supplies/Postage</i>	\$ 978.27	
<i>The Highland Group</i>	<i>Contracted Services</i>	\$ 75,740.00	\$ 184,080.27 (1)
		<u>\$ 375,602.65</u>	
YEAR 2016			
<i>Easement Purchases</i>	<i>Multiple Properties</i>	\$ 4,200.00	\$ 4,200.00 (1)
Ruekert & Mielke	Engineering - Sewer Only	\$ 40,674.00	
		<u>\$ 44,874.00</u>	
	Expenses Through 02/17/2016:	<u>\$ 563,591.17</u>	
TOTAL PER PAYEE			
Ruekert & Mielke		\$ 206,687.26	
Wisconsin Dept. of Transportation		\$ 139,165.90	
Schaefer Land Design		\$ 8,100.50	
Forster Electrical Engineering		\$ 21,331.25	
Patrick Vander Sanden		\$ 25.99	
Boardman & Clark, LLP		\$ 2,771.00	
Easement Purchases		\$ 108,791.00	
Staff Time/Expenses		\$ 978.27	
The Highland Group		\$ 75,740.00	
		<u>\$ 563,591.17</u>	
Total Expenses for project through 02/17:		\$ 563,591.17	
State DOT Reimbursed Amount:		\$ (188,280.27)	
Reimbursement Resolution Total:		<u>\$ 375,310.90</u>	(2)

Capital Projects Fund - Fund Balance: (\$363,713.52) *Estimated (Pre-Audit)* **(3)**

- (1) Amount that is anticipated to be reimbursed by State of Wisconsin Dept. of Transportation
- (2) Amount less reimbursed by State - to be reimbursed by borrowing authorized by Council.
- (3) Undesignated Fund Balance for Capital Projects Fund as of 12/31/2015.
Current expenses are depleting the current cash balance in the Capital Projects.

**SEWER UTILITY
HWY 16/60 - JAMES STREET PROJECT EXPENSES**

	SERVICE:	AMOUNT:
YEAR 2014		
Ruekert & Mielke	Engineering	\$ 12,716.15
		<u>\$ 12,716.15</u>
YEAR 2015		
Ruekert & Mielke	Engineering	\$ 81,766.85
		<u>\$ 81,766.85</u>
	Expenses Through 02/17/2016:	<u><u>\$ 94,483.00</u></u>

Total Expenses for project through 02/17: \$ **94,483.00** *(Not Reimburse-able by State)*

TASK ORDERS APPROVED:

2014-07 - Preliminary Design \$ 52,969.00

2015-06 - Design, Bidding Services \$ 82,188.00

Total Task Orders: **\$ 135,157.00**

O/S TASK ORDER: \$ 40,674.00 TO BE PAID OUT YET

RESOLUTION NO. 3-16

**RESOLUTION DESIGNATING OFFICIALS
AUTHORIZED TO DECLARE OFFICIAL INTENT UNDER
REIMBURSEMENT BOND REGULATIONS - CITY**

WHEREAS, the Department of the Treasury has issued final regulations (Treas. Reg. Section 1.150-2) (the "Reimbursement Bond Regulations") that, for the purpose of determining whether interest on certain obligations of a state or local government is excluded from gross income for federal income tax purposes, permit the use of the proceeds of tax-exempt obligations to reimburse capital expenditures made prior to the date such obligations are issued only if the state or local government, within 60 days of the date of expenditure, declares its official intent to reimburse the expenditure with proceeds of a borrowing;

WHEREAS, the Reimbursement Bond Regulations require that if a current expenditure is to be permanently financed by a later issue of tax-exempt obligations a state or local government must declare its intention to reimburse itself for the expenditure from proceeds of a borrowing within 60 days from when the expenditure is made (the "Declaration of Official Intent");

WHEREAS, the Reimbursement Bond Regulations permit a state or local government to designate an official or employee to make Declarations of Official Intent on its behalf;

WHEREAS, the CITY COUNCIL (the "Governing Body") of the CITY OF COLUMBUS (the "Issuer") deems it to be necessary, desirable and in the best interest of the Issuer to authorize an official (or officials) or employee (or employees) of the Issuer to make a Declaration of Official Intent on its behalf when the Issuer reasonably expects to reimburse itself from the proceeds of a borrowing for certain expenditures for a specific property, project or program which it pays from other funds prior to the receipt of the proceeds of the borrowing with respect to such expenditures;

WHEREAS, the Governing Body hereby finds and determines that designating an official (or officials) or employee (or employees) with the authority to make Declarations of Official Intent will facilitate compliance with the Reimbursement Bond Regulations.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer, pursuant to Treas. Reg. Section 1.150-2(e)(1), that:

Section 1. Authorization to Declare Official Intent. The following officials or employees of the Issuer are hereby authorized and designated to make Declarations of Official Intent pursuant to the above-referenced Reimbursement Bond Regulations: CITY ADMINISTRATOR.

Section 2. Form of Declaration. Any such Declaration of Official Intent shall be made in substantially the form attached hereto.

Section 3. Public Availability. Any Declaration of Official Intent shall be maintained in the files of the Issuer and shall be made available for public inspection in compliance with applicable State law governing the availability of records of official acts of the Governing Body including Subchapter II of Chapter 19, Wisconsin Statutes (the "Public Records Law").

Section 4. Further Authorizations. The officials or employees authorized and designated above are each hereby further authorized to take such other actions as may be necessary or desirable to comply or evidence compliance with the Reimbursement Bond Regulations.

Section 5. Effective Date. This Resolution shall take effect immediately upon its adoption and approval.

Adopted, recorded and approved this _____ day of _____, 20__.

Kelly Crombie, Mayor

ATTEST:

Anne Donahue, Clerk

(SEAL)

[After adoption, please return a copy of this Resolution to Quarles & Brady LLP, Bond Counsel, at 411 East Wisconsin Avenue, 27th Floor, Milwaukee, Wisconsin 53202-4497, Attention: _____.]

NO. 2016 - 01

DECLARATION OF OFFICIAL INTENT

JAMES STREET PROJECT

This is a Declaration of Official Intent of the CITY OF COLUMBUS (the "Issuer") to reimburse an expenditure with proceeds of a borrowing or borrowings authorized by the Issuer. This Declaration is made under and pursuant to Treas. Reg. Section 1.150-2. The undersigned has been designated as an official or employee authorized by the Issuer to make this Declaration of Official Intent pursuant to a Resolution adopted on MARCH _____, 2016. This Declaration of Official Intent is a public record maintained in the files of the Issuer and is available for public inspection pursuant to Subchapter II of Chapter 19, Wisconsin Statutes.

The undersigned hereby declares that it is the reasonable expectation of the Issuer to use proceeds of a borrowing or borrowings to be incurred by the Issuer to reimburse expenditures for the property, project or program or from the fund(s)/account(s) described below:

1. Project* description: A project in coordination with the State of Wisconsin Department of Transportation to reconstruct State Hwys. 16/60 a/k/a James Street within the City of Columbus including but not limited to all utilities along the corridor.

(Provide a general functional description of the property, project or program for which the expenditure to be reimbursed is paid, e.g. "___ building program", "highway capital improvement program", "hospital equipment acquisition", "combined utility improvement program", etc.)

OR

2. Identify fund(s)/account(s): Capital Projects Fund #415 – used to make expenditures as needed for the cost of the James Street project since its planning stages started in 2012.

(Provide a general functional description of the purpose of the fund or account from which the expenditure to be reimbursed is paid, e.g. "construction fund program" and "parks and recreation fund" and "highway fund".)

The anticipated maximum principal amount of the borrowing or borrowings to be incurred to reimburse expenditures for the above-described purposes is reasonably expected, on the date hereof, to be \$500,000.00.

The Issuer intends to reimburse itself from borrowed funds within eighteen (18) months, (3 years if the Issuer is a "small issuer") after the later of (a) the date the expenditure is paid or (b) the date the facility is placed in service, but in no event more than 3 years after the expenditure is paid.

* Each of the expenditures described must be one of the following: a capital expenditure (i.e. any cost which is properly chargeable to a capital account or would be so chargeable with a proper election), a cost of issuance for a bond, an expenditure relating to certain extraordinary working capital items, a grant, a qualified student loan, a qualified mortgage loan, or a qualified veterans' mortgage loan.

No money from sources other than the anticipated borrowing or borrowings is, or is reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer with respect to the expenditure, pursuant to the budgetary and financial circumstances of the Issuer as of the date of this Declaration.

Dated this ____ day of _____, 20__.

By: _____
Patrick Vander Sanden,
Title: CITY ADMINISTRATOR

[After adoption, please return a copy of this Resolution to Quarles & Brady LLP, Bond Counsel, at 411 East Wisconsin Avenue, 27th Floor, Milwaukee, Wisconsin 53202-4497, Attention: _____.]

City only

**CITY ONLY
HWY. 16/60 - JAMES STREET PROJECT EXPENSES
YEAR 2012 THROUGH 02/16/2016**

	SERVICE:	AMOUNT:	
YEAR 2012			
Ruekert & Mielke	Engineering	\$ 12,325.55	
Wisconsin Dept. of Transportation	Engineering	\$ 8,111.82	
		<u>\$ 20,437.37</u>	
YEAR 2013			
Ruekert & Mielke	Engineering	\$ 9,310.55	
		<u>\$ 9,310.55</u>	
YEAR 2014			
Ruekert & Mielke	Engineering	\$ 34,918.50	
Wisconsin Dept. of Transportation	Engineering	\$ 70,321.61	
Schaefer Land Design	Consultant - CSS	\$ 8,100.50	
Patrick Vander Sanden	Reimbursed Mileage	\$ 25.99	
		<u>\$ 113,366.60</u>	
YEAR 2015			
Ruekert & Mielke	Engineering City/Sewer, Etc.	\$ 14,975.66	
Wisconsin Dept. of Transportation	Engineering	\$ 60,732.47	
Forster Electrical Engineering	Traffic Light - Engineering	\$ 21,331.25	
<i>Boardman & Clark, LLP</i>	<i>Legal Services</i>	\$ 2,771.00	
<i>Easement Purchases</i>	<i>Multiple Properties</i>	\$ 104,591.00	
<i>Staff Time/Expenses</i>	<i>Various Supplies/Postage</i>	\$ 978.27	
<i>The Highland Group</i>	<i>Contracted Services</i>	\$ 75,740.00	\$ 184,080.27 (1)
		<u>\$ 281,119.65</u>	
YEAR 2016			
<i>Easement Purchases</i>	<i>Multiple Properties</i>	\$ 4,200.00	\$ 4,200.00 (1)
		<u>\$ 4,200.00</u>	
	Expenses Through 02/17/2016:	<u>\$ 428,434.17</u>	
Total Expenses for project through 02/12:	\$	428,434.17	
State DOT Reimbursed Amount:	\$	(188,280.27)	
Reimbursement Resolution Total:	\$	<u>240,153.90</u>	(2)

Capital Projects Fund - Fund Balance: (\$363,713.52) *Estimated (Pre-Audit) (3)*

- (1) Amount that is anticipated to be reimbursed by State of Wisconsin Dept. of Transportation
- (2) Amount less reimbursed by State - to be reimbursed by borrowing authorized by Council.
- (3) Undesignated Fund Balance for Capital Projects Fund as of 12/31/2015.
Current expenses are depleting the current cash balance in the Capital Projects.

Handwritten text at the top left corner, possibly a signature or name.

HWY 16/60 - JAMES STREET PROJECT
CITY SEWER UTILITY EXPENSES COMBINED

	SERVICE:	AMOUNT:	
YEAR 2012			
Ruekert & Mielke	Engineering	\$ 12,325.55	
Wisconsin Dept. of Transportation	Engineering	\$ 8,111.82	
		<u>\$ 20,437.37</u>	
YEAR 2013			
Ruekert & Mielke	Engineering	\$ 9,310.55	
		<u>\$ 9,310.55</u>	
YEAR 2014			
Ruekert & Mielke	Engineering	\$ 34,918.50	
Wisconsin Dept. of Transportation	Engineering	\$ 70,321.61	
Schaefer Land Design	Consultant - CSS	\$ 8,100.50	
Patrick Vander Sanden	Reimbursed Mileage	\$ 25.99	
		<u>\$ 113,366.60</u>	
YEAR 2015			
Ruekert & Mielke	Engineering - City/Sewer	\$ 109,458.66	
Wisconsin Dept. of Transportation	Engineering	\$ 60,732.47	
Forster Electrical Engineering	Traffic Light - Engineering	\$ 21,331.25	
Boardman & Clark, LLP	Legal Services	\$ 2,771.00	
Easement Purchases	Multiple Properties	\$ 104,591.00	
Staff Time/Expenses	Various Supplies/Postage	\$ 978.27	
The Highland Group	Contracted Services	\$ 75,740.00	\$ 184,080.27 (1)
		<u>\$ 375,602.65</u>	
YEAR 2016			
Easement Purchases	Multiple Properties	\$ 4,200.00	\$ 4,200.00 (1)
Ruekert & Mielke	Engineering - Sewer Only	\$ 40,674.00	
		<u>\$ 44,874.00</u>	
	Expenses Through 02/17/2016:	<u>\$ 563,591.17</u>	
TOTAL PER PAYEE			
Ruekert & Mielke		\$ 206,687.26	
Wisconsin Dept. of Transportation		\$ 139,165.90	
Schaefer Land Design		\$ 8,100.50	
Forster Electrical Engineering		\$ 21,331.25	
Patrick Vander Sanden		\$ 25.99	
Boardman & Clark, LLP		\$ 2,771.00	
Easement Purchases		\$ 108,791.00	
Staff Time/Expenses		\$ 978.27	
The Highland Group		\$ 75,740.00	
		<u>\$ 563,591.17</u>	
Total Expenses for project through 02/17:		<u>\$ 563,591.17</u>	
State DOT Reimbursed Amount:		<u>\$ (188,280.27)</u>	
Reimbursement Resolution Total:		<u>\$ 375,310.90</u>	(2)
Capital Projects Fund - Fund Balance:	(\$363,713.52)		<i>Estimated (Pre-Audit) (3)</i>

(1) Amount that is anticipated to be reimbursed by State of Wisconsin Dept. of Transportation
(2) Amount less reimbursed by State - to be reimbursed by borrowing authorized by Council.
(3) Undesignated Fund Balance for Capital Projects Fund as of 12/31/2015.
Current expenses are depleting the current cash balance in the Capital Projects.

City of Denver

**SEWER UTILITY
HWY 16/60 - JAMES STREET PROJECT EXPENSES**

	SERVICE:	AMOUNT:
YEAR 2014		
Ruekert & Mielke	Engineering	\$ 12,716.15
		<u>\$ 12,716.15</u>
YEAR 2015		
Ruekert & Mielke	Engineering	\$ 81,766.85
		<u>\$ 81,766.85</u>
	Expenses Through 02/17/2016:	<u>\$ 94,483.00</u>

Total Expenses for project through 02/17: \$ **94,483.00** *(Not Reimburse-able by State)*

TASK ORDERS APPROVED:

2014-07 - Preliminary Design \$ 52,969.00

2015-06 - Design, Bidding Services \$ 82,188.00

Total Task Orders: \$ **135,157.00**

O/S TASK ORDER: \$ 40,674.00 **TO BE PAID OUT YET**

1911

RESOLUTION NO. 9 -2016

**RESOLUTION DECLARING OFFICIAL INTENT
TO REIMBURSE EXPENDITURES
FROM PROCEEDS OF BORROWING FOR SEWER UTILITY**

WHEREAS, the CITY OF COLUMBUS, Columbia County, Wisconsin (the "Issuer") plans to undertake in cooperation with the State of Wisconsin Department of Transportation the reconstruction of State Hwys. 16/60 a/k/a James Street through the City of Columbus including but not limited to utilities along the corridor (the "Project");

WHEREAS, the Issuer expects to finance the Project on a long-term basis by issuing tax-exempt bonds or other tax-exempt obligations (collectively, the "Bonds");

WHEREAS, because the Bonds will not be issued prior to commencement of the Project, the Issuer must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, the CITY COUNCIL (the "Governing Body") of the Issuer deems it to be necessary, desirable, and in the best interests of the Issuer to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer that:

Section 1. Expenditure of Funds. The Issuer shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Bonds become available.

Section 2. Declaration of Official Intent. The Issuer hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$150,000.00.

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

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the Issuer's Clerk within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

2000 Project

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

Adopted and recorded _____, 20__

Approved _____, 20__

CITY OF COLUMBUS

Kelly Crombie, Mayor

ATTEST:

(SEAL)

Anne Donahue, Clerk

[After adoption, please return a copy of this Resolution to Quarles & Brady LLP, Bond Counsel, at 411 East Wisconsin Avenue, 27th Floor, Milwaukee, Wisconsin 53202-4497, Attention: _____.]

**SEWER UTILITY
HWY 16/60 - JAMES STREET PROJECT EXPENSES**

	SERVICE:	AMOUNT:
YEAR 2014		
Ruekert & Mielke	Engineering	\$ 12,716.15
		<u>\$ 12,716.15</u>
YEAR 2015		
Ruekert & Mielke	Engineering	\$ 81,766.85
		<u>\$ 81,766.85</u>
	Expenses Through 02/17/2016:	<u>\$ 94,483.00</u>

Total Expenses for project through 02/17: \$ **94,483.00** *(Not Reimburse-able by State)*

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2015-06 - Design, Bidding Services \$ 82,188.00

Total Task Orders: \$ **135,157.00**

O/S TASK ORDER: \$ **40,674.00** TO BE PAID OUT YET

**SEWER UTILITY
2015 ENGINEERING EXPENSES FOR JAMES STREET RECONSTRUCTION**

MONTH PAID/CHARGES FOR:	COLLECTION SYSTEM - JAMES STREET	
NOVEMBER, 2014		
DECEMBER, 2014	\$	11,146.55
JANUARY, 2015(11/14 CHGS)	\$	1,569.60
FEBRUARY, 2015(12/14 CHGS)	\$	5,785.95
FEBRUARY, 2015(01/15 CHGS)	\$	6,722.25
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MAY/JUNE, 2015(04/15 CHGS)	\$	3,918.40
JULY, 2015 (05/15 CHGS)	\$	504.00
AUGUST, 2015(06/15 CHGS)	\$	3,848.20
SEPT. 2015(07/15/CHGS)	\$	1,838.50
OCTOBER, 2015(08/15 CHGS)	\$	6,093.80
NOVEMBER, 2015(09/15 CHGS)	\$	2,508.20
NOVEMBER, 2015(10/15 CHGS)	\$	4,951.20
NOVEMBER, 2015 (10/3 TO 10/30)	\$	6,821.30
DECEMBER, 2015 (10/31 TO 11/27)	\$	12,885.10
JANUARY, 2016 (11/27 TO 12/31/15)	\$	8,261.50
TOTAL PAID THROUGH 02-17-2016:	\$	94,483.00
TASK ORDER:	\$	52,969.00
TASK ORDER:	\$	82,188.00
REMAING AMOUNT OF TASK ORDER(S):	\$	40,674.00

TASK ORDER #2014-07

TASK ORDER 2015-06

TASK ORDER 2015-06

2015-2016 Columbus James Street Sanitary Sewer Design and Bidding Services

This is Task Order No. 2015-06,
consisting of 4 pages.

Task Order

In accordance with paragraph 1.1 of the Master Professional Service Agreement between City of Columbus (City) and Ruekert & Mielke Inc. (R/M) for Professional Services – Task Order Edition, dated March 16, 2010 ("Agreement"), City and R/M agree as follows:

1. Specific Project Data

- A. This task order represents an extension of the efforts identified and performed under Task Order 2014-07 which included field work, soil borings, topographic survey, and preparation of 30% complete Plans, Specifications and Estimate (PS&E).
- B. This task order includes the scope of services and associated cost for efforts to advance the James Street sanitary sewer and Hughes Lift Station design from 30% PS&E through final design and bidding in 2016.
- C. This task order also includes the preparation of special assessments as directed by the City.
- D. A final task order will be prepared after the bidding phase (in 2016 for 2017 services) is complete to encompass scope of services related to construction administration and review.

2. Scope of Services for R/M

- A. Perform Field Investigations/Survey As Necessary
- B. Project Administration/Coordination with KL Engineering to Incorporate Sewer Design into Final PS&E
- C. Sanitary Sewer Planning Meetings/Review/Coordination with City Staff
- D. Hughes Lift Station Planning Meetings/Site Visits with City Staff
- E. Design and Prepare Final Sewer Plan and Profiles; Details for Construction
- F. Design and Prepare Final Hughes Lift Station Drawings
- G. Design and Prepare Hughes Lift Station Final Force Main Plan and Profiles; Details for Construction
- H. Prepare Final Technical Specifications (Special Provisions) in WisDOT Format

TASK ORDER 2015-06

2015-2016 Columbus James Street Sanitary Sewer Design and Bidding Services

- I. Update Quantities and Opinion of Probable Construction Cost at 60%, 90%, and Final PS&E
- J. Prepare and Submit Sanitary Sewer Extension and Lift Station Applications to DNR
- K. Project Quality Assurance/Quality Control (QA/QC)
- L. General Coordination with KL Engineering During Bidding
- M. Attend Pre-Bid Conference Meeting
- N. General Coordination with Potential Bidders
- O. Addenda Preparation (if required)
- P. Attend Bid Opening and Review Bids
- Q. Prepare Assessments Including:
 - a. Obtain surveys and CSMs
 - b. Prepare Draft Assessment Report (Includes spreadsheet and exhibit)
 - c. Attend Public Hearing
 - d. Finalize Proposed Assessment Prior to Construction
 - e. Prepare Final Assessment After Construction
- R. Reimbursable Expenses, Including Plan Reproduction, Mileage, and Equipment as Necessary.

3. Columbus Responsibilities

- A. City shall have those responsibilities set forth in Section II of Agreement, subject to the following:
 - Review plans and cost estimates in a timely manner.
 - Provide field location and/or existing sanitary sewer collection system information as requested.
 - Attend meetings.

4. Times for Rendering Services

- A. Schedules are subject to change due to activities beyond the control of R/M. In general the tentative schedule is as follows:

Page 2 of 4 Pages
(Attachment 1 - Task Order Form)

TASK ORDER 2015-06

2015-2016 Columbus James Street Sanitary Sewer Design and Bidding Services

- a. Complete by December 15, 2016.

5. Items not Included in Task Order

A. The following items are excluded from the Scope of Services and considered to be additional services which require authorization in writing for approval:

- Field stake property line or easement locations.
- Flow monitoring.
- Design of street or roadway plans associated with any upgrade or realignment for any location.
- Design of storm sewer, water main, traffic signals, or street lighting associated with this project.
- Sewer televising or cleaning coordination.
- Easement creation for any sanitary sewer or lift station associated design.
- Title reports required to create legal documents.
- Modeling update of proposed sanitary sewer.
- Environmental, archeological or historical research.
- Any permit completion or submittal not identified in scope of services.

6. Payments to R/M

A. City shall pay R/M for services rendered as follows on a hourly rate not to exceed without authorization included as Exhibit A and based on an estimate of man hours included as Exhibit B:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Estimate of Compensation for Services</i>
Design Services	Standard Hourly Rates	\$82,188.00

B. The terms of payment are set forth in Section III and Exhibit A of the Agreement.

C. Detailed man-hour estimates are attached as Exhibit B.

Terms and Conditions: Execution of this Task Order by the City and R/M shall make it subject to the terms and conditions of the agreement (as modified above), which Agreement is incorporated by this reference. R/M is authorized to begin performance upon its receipt of a copy of this Task Order signed by the City.

TASK ORDER 2015-06

2015-2016 Columbus James Street Sanitary Sewer Design and Bidding Services

Terms and Conditions: Execution of this Task Order by the City and R/M shall make it subject to the terms and conditions of the agreement (as modified above), which Agreement is incorporated by this reference. R/M is authorized to begin performance upon its receipt of a copy of this Task Order signed by the City.

The Effective Date of this Task Order is July 21, 2015.

City of Columbus:

Ruekert & Mielke, Inc.:

By: _____

By: _____

Name: _____

Name: Jason P. Lietha P.E.

Title: _____

Title: Vice President/Madison Office
Manager

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

Name: Patrick Vander Sanden

Name: Jason P. Lietha PE

Title: Administrator

Title: Vice President/Madison Office
Manager

Address: 105 N. Dickason Blvd.
Columbus WI 53925

Address: 258 Corporate Drive
Madison WI 53714

E-Mail: pvandersanden@columbuswi.us

E-Mail: jlietha@ruekert-mielke.com

Phone: 920-623-5900

Phone: 608-819-2600

Fax: 920-623-5901

Fax: 608-819-2601

TASK ORDER 2014-07

2014 Columbus James Street Sanitary Sewer Preliminary Design

This is Task Order No. 2014-07,
consisting of 4 pages.

Task Order

In accordance with paragraph 1.1 of the Master Professional Service Agreement between City of Columbus (City) and Ruekert and Mielke Inc. (R/M) for Professional Services – Task Order Edition, dated March 16, 2010 ("Agreement"), CW&L and R/M agree as follows:

1. Specific Project Data

- A. The purpose of this task order is gather field data, perform soil borings, collect survey data and prepare 30 percent plans for the James Street project related to sanitary sewer design and Hughes Lift Station design. See attached map for locations of project area.
- B. Subsequent task orders will be prepared to encompass additional scope of services necessary beyond the 30 percent plan submittal.

2. Scope of Services for R/M

- A. Utility coordination - call Digger's Hotline and determine utility potential conflicts in design.
- B. Soil Boring coordination, field mark boring location and schedule field drilling with geotechnical consultant.
- C. Coordinate televising/flow monitoring and review of results to locate sanitary sewer laterals along James Street corridor. Exhibit C.
- D. Field survey to supplement WisDOT survey data for sanitary sewer and other utilities to determine vertical locations. This task will also review the existing survey data from KL Engineering to determine areas where additional information is needed for sanitary sewer design such as the site for proposed Hughes Lift station.
- E. Prepare 30 percent plans showing existing plan view alignments and existing profiles along with proposed alignment for new sanitary sewer.
- F. Prepare 30 percent plans showing lift station location and preliminary design with force main layout.
- G. Coordination with KL Engineering for proposed utilities and street grades.
- H. Sanitary sewer system planning meeting and a lift station planning meeting with Columbus Public Works and Wastewater staff.

TASK ORDER 2014-07

2014 Columbus James Street Sanitary Sewer Preliminary Design

- I. Geotechnical report review for issues related to groundwater and bedrock that may impact construction or design of sanitary sewer and sanitary sewer lift station.
- J. Prepare draft technical specifications for inclusion into WisDOT Plans, Specifications, and Estimates (PS&E).
- K. Update preliminary quantities and project cost estimates for the lift station and sanitary sewer improvements.
- L. Project QA/QC.
- M. Reimbursable expenses, including plan reproduction, mileage, and soil borings.

3. Columbus Responsibilities

- A. City shall have those responsibilities set forth in Section II of Agreement, subject to the following:
 - City shall identify preferred location of new Hughes Lift Station near Continental Drive.
 - City shall televise the sanitary sewer to determine lateral number and locations for plans on all sewer runs that have laterals in the corridor.
 - City shall flow monitor the locations of the Hibbard Street sanitary sewer to determine a basis for flow the Hughes Lift Station will be required to serve.
 - City shall provide direction of future expansion areas to incorporate into the design of sanitary sewer and lift station.

4. Times for Rendering Services

- A. Schedules are subject to change due to activities beyond the control of R/M. In general the tentative schedule is as follows:
 - a. Complete by January 1, 2015.

5. Items not Included in Task Order

- A. The following items are excluded from the Scope of Services and considered to be additional services which require authorization in writing for approval:
 - Field stake property line or easement locations.
 - Flow monitoring by the consultant.

TASK ORDER 2014-07

2014 Columbus James Street Sanitary Sewer Preliminary Design

- Design of street or roadway plans associated with any upgrade or realignment for any location.
- Televising by the consultant.
- More than one planning meeting.
- Site meetings to coordinate televising or flow monitoring.
- Easement creation for any sanitary sewer or lift station associated design.
- Title reports required to create legal documents.
- Modeling update of new proposed sewer.
- Plans, specification and Estimate for project past 30% plan submittal as described in Section 2 above.
- Environmental, archeological or historical research.
- Any permit completion or submittal.

6. Payments to R/M

- A. Columbus shall pay R/M for services rendered as follows on a hourly rate not to exceed without authorization included as Exhibit A and based on an estimate of man hours included as Exhibit B:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Estimate of Compensation for Services</i>
Easement Services	Standard Hourly Rates	\$52,969.00

- B. The terms of payment are set forth in Section III and Exhibit A of the agreement, subject to the following:

TASK ORDER 2014-07

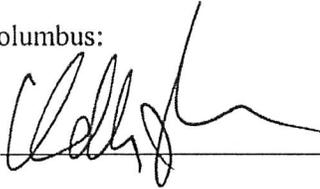
2014 Columbus James Street Sanitary Sewer Preliminary Design

Terms and Conditions: Execution of this Task Order by Columbus and R/M shall make it subject to the terms and conditions of the agreement (as modified above), which Agreement is incorporated by this reference. R/M is authorized to begin performance upon its receipt of a copy of this Task Order signed by Columbus.

The Effective Date of this Task Order is _____.

City of Columbus:

Ruekert & Mielke, Inc.:

By: 

By: 

Name: KELLY CROMBIE

Name: Steven C. Wurster, P.E.

Title: MAYOR

Title: Vice President

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Patrick Vander Sanden

Name: Jason P. Lietha PE

Title: Administrator

Title: Office Manager

Address: 105 N. Dickason Blvd.
Columbus WI 53925

Address: 258 Corporate Drive
Madison WI 53714

E-Mail: pvandersanden@columbuswi.us

E-Mail: jlietha@ruekert-mielke.com

Phone: 920-623-5900

Phone: 608-819-2600

Fax: 920-623-5901

Fax: 608-819-2601

RESOLUTION NO. 9-16

RESOLUTION DESIGNATING OFFICIALS
AUTHORIZED TO DECLARE OFFICIAL INTENT UNDER
REIMBURSEMENT BOND REGULATIONS FOR SEWER UTILITY

WHEREAS, the Department of the Treasury has issued final regulations (Treas. Reg. Section 1.150-2) (the "Reimbursement Bond Regulations") that, for the purpose of determining whether interest on certain obligations of a state or local government is excluded from gross income for federal income tax purposes, permit the use of the proceeds of tax-exempt obligations to reimburse capital expenditures made prior to the date such obligations are issued only if the state or local government, within 60 days of the date of expenditure, declares its official intent to reimburse the expenditure with proceeds of a borrowing;

WHEREAS, the Reimbursement Bond Regulations require that if a current expenditure is to be permanently financed by a later issue of tax-exempt obligations a state or local government must declare its intention to reimburse itself for the expenditure from proceeds of a borrowing within 60 days from when the expenditure is made (the "Declaration of Official Intent");

WHEREAS, the Reimbursement Bond Regulations permit a state or local government to designate an official or employee to make Declarations of Official Intent on its behalf;

WHEREAS, the CITY COUNCIL (the "Governing Body") of the CITY OF COLUMBUS (the "Issuer") deems it to be necessary, desirable and in the best interest of the Issuer to authorize an official (or officials) or employee (or employees) of the Issuer to make a Declaration of Official Intent on its behalf when the Issuer reasonably expects to reimburse itself from the proceeds of a borrowing for certain expenditures for a specific property, project or program which it pays from other funds prior to the receipt of the proceeds of the borrowing with respect to such expenditures;

WHEREAS, the Governing Body hereby finds and determines that designating an official (or officials) or employee (or employees) with the authority to make Declarations of Official Intent will facilitate compliance with the Reimbursement Bond Regulations.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer, pursuant to Treas. Reg. Section 1.150-2(e)(1), that:

Section 1. Authorization to Declare Official Intent. The following officials or employees of the Issuer are hereby authorized and designated to make Declarations of Official Intent pursuant to the above-referenced Reimbursement Bond Regulations: CITY ADMINISTRATOR.

Section 2. Form of Declaration. Any such Declaration of Official Intent shall be made in substantially the form attached hereto.

Section 3. Public Availability. Any Declaration of Official Intent shall be maintained in the files of the Issuer and shall be made available for public inspection in compliance with applicable State law governing the availability of records of official acts of the Governing Body including Subchapter II of Chapter 19, Wisconsin Statutes (the "Public Records Law").

Section 4. Further Authorizations. The officials or employees authorized and designated above are each hereby further authorized to take such other actions as may be necessary or desirable to comply or evidence compliance with the Reimbursement Bond Regulations.

Section 5. Effective Date. This Resolution shall take effect immediately upon its adoption and approval.

Adopted, recorded and approved this ____ day of _____, 20__.

Kelly Crombie, Mayor

ATTEST:

Anne Donahue, Clerk

(SEAL)

[After adoption, please return a copy of this Resolution to Quarles & Brady LLP, Bond Counsel, at 411 East Wisconsin Avenue, 27th Floor, Milwaukee, Wisconsin 53202-4497, Attention: _____.]

NO. 2016 – 02

DECLARATION OF OFFICIAL INTENT

JAMES STREET PROJECT – SEWER UTILITY

This is a Declaration of Official Intent of the CITY OF COLUMBUS (the "Issuer") to reimburse an expenditure with proceeds of a borrowing or borrowings authorized by the Issuer. This Declaration is made under and pursuant to Treas. Reg. Section 1.150-2. The undersigned has been designated as an official or employee authorized by the Issuer to make this Declaration of Official Intent pursuant to a Resolution adopted on MARCH _____, 2016. This Declaration of Official Intent is a public record maintained in the files of the Issuer and is available for public inspection pursuant to Subchapter II of Chapter 19, Wisconsin Statutes.

The undersigned hereby declares that it is the reasonable expectation of the Issuer to use proceeds of a borrowing or borrowings to be incurred by the Issuer to reimburse expenditures for the property, project or program or from the fund(s)/account(s) described below:

1. Project* description: A project in coordination with the State of Wisconsin Department of Transportation to reconstruct State Hwys. 16/60 a/k/a James Street within the City of Columbus including the sewer utilities along the corridor.
(Provide a general functional description of the property, project or program for which the expenditure to be reimbursed is paid, e.g. "___ building program", "highway capital improvement program", "hospital equipment acquisition", "combined utility improvement program", etc.)

OR

2. Identify fund(s)/account(s): SEWER UTILITY FD #600 – used to make expenditures as needed for the cost of the James Street project primarily engineering.
(Provide a general functional description of the purpose of the fund or account from which the expenditure to be reimbursed is paid, e.g. "construction fund program" and "parks and recreation fund" and "highway fund".)

The anticipated maximum principal amount of the borrowing or borrowings to be incurred to reimburse expenditures for the above-described purposes is reasonably expected, on the date hereof, to be \$150,000.00.

The Issuer intends to reimburse itself from borrowed funds within eighteen (18) months, (3 years if the Issuer is a "small issuer") after the later of (a) the date the expenditure is paid or (b) the date the facility is placed in service, but in no event more than 3 years after the expenditure is paid.

* Each of the expenditures described must be one of the following: a capital expenditure (i.e. any cost which is properly chargeable to a capital account or would be so chargeable with a proper election), a cost of issuance for a bond, an expenditure relating to certain extraordinary working capital items, a grant, a qualified student loan, a qualified mortgage loan, or a qualified veterans' mortgage loan.

No money from sources other than the anticipated borrowing or borrowings is, or is reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer with respect to the expenditure, pursuant to the budgetary and financial circumstances of the Issuer as of the date of this Declaration.

Dated this ____ day of _____, 20__.

By: _____
Patrick Vander Sanden,
Title: CITY ADMINISTRATOR

[After adoption, please return a copy of this Resolution to Quarles & Brady LLP, Bond Counsel, at 411 East Wisconsin Avenue, 27th Floor, Milwaukee, Wisconsin 53202-4497, Attention: _____.]

**SEWER UTILITY
HWY 16/60 - JAMES STREET PROJECT EXPENSES**

	SERVICE:	AMOUNT:
YEAR 2014		
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Ruekert & Mielke	Engineering	\$ 81,766.85
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	Expenses Through 02/17/2016:	<u><u>\$ 94,483.00</u></u>

Total Expenses for project through 02/17: \$ **94,483.00** *(Not Reimburse-able by State)*

TASK ORDERS APPROVED:

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**SEWER UTILITY
2015 ENGINEERING EXPENSES FOR JAMES STREET RECONSTRUCTION**

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TASK ORDER:	\$	52,969.00
TASK ORDER:	\$	82,188.00
REMAING AMOUNT OF TASK ORDER(S):	\$	40,674.00

TASK ORDER #2014-07

TASK ORDER 2015-06

TASK ORDER 2015-06

2015-2016 Columbus James Street Sanitary Sewer Design and Bidding Services

This is Task Order No. 2015-06,
consisting of 4 pages.

Task Order

In accordance with paragraph 1.1 of the Master Professional Service Agreement between City of Columbus (City) and Ruekert & Mielke Inc. (R/M) for Professional Services – Task Order Edition, dated March 16, 2010 ("Agreement"), City and R/M agree as follows:

1. Specific Project Data

- A. This task order represents an extension of the efforts identified and performed under Task Order 2014-07 which included field work, soil borings, topographic survey, and preparation of 30% complete Plans, Specifications and Estimate (PS&E).
- B. This task order includes the scope of services and associated cost for efforts to advance the James Street sanitary sewer and Hughes Lift Station design from 30% PS&E through final design and bidding in 2016.
- C. This task order also includes the preparation of special assessments as directed by the City.
- D. A final task order will be prepared after the bidding phase (in 2016 for 2017 services) is complete to encompass scope of services related to construction administration and review.

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- A. Perform Field Investigations/Survey As Necessary
- B. Project Administration/Coordination with KL Engineering to Incorporate Sewer Design into Final PS&E
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- E. Design and Prepare Final Sewer Plan and Profiles; Details for Construction
- F. Design and Prepare Final Hughes Lift Station Drawings
- G. Design and Prepare Hughes Lift Station Final Force Main Plan and Profiles; Details for Construction
- H. Prepare Final Technical Specifications (Special Provisions) in WisDOT Format

TASK ORDER 2015-06

2015-2016 Columbus James Street Sanitary Sewer Design and Bidding Services

- I. Update Quantities and Opinion of Probable Construction Cost at 60%, 90%, and Final PS&E
- J. Prepare and Submit Sanitary Sewer Extension and Lift Station Applications to DNR
- K. Project Quality Assurance/Quality Control (QA/QC)
- L. General Coordination with KL Engineering During Bidding
- M. Attend Pre-Bid Conference Meeting
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- O. Addenda Preparation (if required)
- P. Attend Bid Opening and Review Bids
- Q. Prepare Assessments Including:
 - a. Obtain surveys and CSMs
 - b. Prepare Draft Assessment Report (Includes spreadsheet and exhibit)
 - c. Attend Public Hearing
 - d. Finalize Proposed Assessment Prior to Construction
 - e. Prepare Final Assessment After Construction
- R. Reimbursable Expenses, Including Plan Reproduction, Mileage, and Equipment as Necessary.

3. Columbus Responsibilities

- A. City shall have those responsibilities set forth in Section II of Agreement, subject to the following:
 - Review plans and cost estimates in a timely manner.
 - Provide field location and/or existing sanitary sewer collection system information as requested.
 - Attend meetings.

4. Times for Rendering Services

- A. Schedules are subject to change due to activities beyond the control of R/M. In general the tentative schedule is as follows:

Page 2 of 4 Pages
(Attachment 1 - Task Order Form)

TASK ORDER 2015-06

2015-2016 Columbus James Street Sanitary Sewer Design and Bidding Services

- a. Complete by December 15, 2016.

5. Items not Included in Task Order

A. The following items are excluded from the Scope of Services and considered to be additional services which require authorization in writing for approval:

- Field stake property line or easement locations.
- Flow monitoring.
- Design of street or roadway plans associated with any upgrade or realignment for any location.
- Design of storm sewer, water main, traffic signals, or street lighting associated with this project.
- Sewer televising or cleaning coordination.
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- Modeling update of proposed sanitary sewer.
- Environmental, archeological or historical research.
- Any permit completion or submittal not identified in scope of services.

6. Payments to R/M

A. City shall pay R/M for services rendered as follows on a hourly rate not to exceed without authorization included as Exhibit A and based on an estimate of man hours included as Exhibit B:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Estimate of Compensation for Services</i>
Design Services	Standard Hourly Rates	\$82,188.00

B. The terms of payment are set forth in Section III and Exhibit A of the Agreement.

C. Detailed man-hour estimates are attached as Exhibit B.

Terms and Conditions: Execution of this Task Order by the City and R/M shall make it subject to the terms and conditions of the agreement (as modified above), which Agreement is incorporated by this reference. R/M is authorized to begin performance upon its receipt of a copy of this Task Order signed by the City.

TASK ORDER 2015-06

2015-2016 Columbus James Street Sanitary Sewer Design and Bidding Services

Terms and Conditions: Execution of this Task Order by the City and R/M shall make it subject to the terms and conditions of the agreement (as modified above), which Agreement is incorporated by this reference. R/M is authorized to begin performance upon its receipt of a copy of this Task Order signed by the City.

The Effective Date of this Task Order is July 21, 2015.

City of Columbus:

Ruekert & Mielke, Inc.:

By: _____

By: _____

Name: _____

Name: Jason P. Lietha P.E.

Title: _____

Title: Vice President/Madison Office
Manager

**DESIGNATED REPRESENTATIVE FOR
TASK ORDER:**

Name: Patrick Vander Sanden

Name: Jason P. Lietha PE

Title: Administrator

Title: Vice President/Madison Office
Manager

Address: 105 N. Dickason Blvd.
Columbus WI 53925

Address: 258 Corporate Drive
Madison WI 53714

E-Mail: pvandersanden@columbuswi.us

E-Mail: jlietha@ruekert-mielke.com

Phone: 920-623-5900

Phone: 608-819-2600

Fax: 920-623-5901

Fax: 608-819-2601

TASK ORDER 2014-07

2014 Columbus James Street Sanitary Sewer Preliminary Design

This is Task Order No. 2014-07,
consisting of 4 pages.

Task Order

In accordance with paragraph 1.1 of the Master Professional Service Agreement between City of Columbus (City) and Ruekert and Mielke Inc. (R/M) for Professional Services – Task Order Edition, dated March 16, 2010 ("Agreement"), CW&L and R/M agree as follows:

1. Specific Project Data

- A. The purpose of this task order is gather field data, perform soil borings, collect survey data and prepare 30 percent plans for the James Street project related to sanitary sewer design and Hughes Lift Station design. See attached map for locations of project area.
- B. Subsequent task orders will be prepared to encompass additional scope of services necessary beyond the 30 percent plan submittal.

2. Scope of Services for R/M

- A. Utility coordination - call Digger's Hotline and determine utility potential conflicts in design.
- B. Soil Boring coordination, field mark boring location and schedule field drilling with geotechnical consultant.
- C. Coordinate televising/flow monitoring and review of results to locate sanitary sewer laterals along James Street corridor. Exhibit C.
- D. Field survey to supplement WisDOT survey data for sanitary sewer and other utilities to determine vertical locations. This task will also review the existing survey data from KL Engineering to determine areas where additional information is needed for sanitary sewer design such as the site for proposed Hughes Lift station.
- E. Prepare 30 percent plans showing existing plan view alignments and existing profiles along with proposed alignment for new sanitary sewer.
- F. Prepare 30 percent plans showing lift station location and preliminary design with force main layout.
- G. Coordination with KL Engineering for proposed utilities and street grades.
- H. Sanitary sewer system planning meeting and a lift station planning meeting with Columbus Public Works and Wastewater staff.

TASK ORDER 2014-07

2014 Columbus James Street Sanitary Sewer Preliminary Design

- I. Geotechnical report review for issues related to groundwater and bedrock that may impact construction or design of sanitary sewer and sanitary sewer lift station.
 - J. Prepare draft technical specifications for inclusion into WisDOT Plans, Specifications, and Estimates (PS&E).
 - K. Update preliminary quantities and project cost estimates for the lift station and sanitary sewer improvements.
 - L. Project QA/QC.
 - M. Reimbursable expenses, including plan reproduction, mileage, and soil borings.
3. **Columbus Responsibilities**
- A. City shall have those responsibilities set forth in Section II of Agreement, subject to the following:
 - City shall identify preferred location of new Hughes Lift Station near Continental Drive.
 - City shall televise the sanitary sewer to determine lateral number and locations for plans on all sewer runs that have laterals in the corridor.
 - City shall flow monitor the locations of the Hibbard Street sanitary sewer to determine a basis for flow the Hughes Lift Station will be required to serve.
 - City shall provide direction of future expansion areas to incorporate into the design of sanitary sewer and lift station.
4. **Times for Rendering Services**
- A. Schedules are subject to change due to activities beyond the control of R/M. In general the tentative schedule is as follows:
 - a. Complete by January 1, 2015.
5. **Items not Included in Task Order**
- A. The following items are excluded from the Scope of Services and considered to be additional services which require authorization in writing for approval:
 - Field stake property line or easement locations.
 - Flow monitoring by the consultant.

TASK ORDER 2014-07

2014 Columbus James Street Sanitary Sewer Preliminary Design

- Design of street or roadway plans associated with any upgrade or realignment for any location.
- Televising by the consultant.
- More than one planning meeting.
- Site meetings to coordinate televising or flow monitoring.
- Easement creation for any sanitary sewer or lift station associated design.
- Title reports required to create legal documents.
- Modeling update of new proposed sewer.
- Plans, specification and Estimate for project past 30% plan submittal as described in Section 2 above.
- Environmental, archeological or historical research.
- Any permit completion or submittal.

6. Payments to R/M

- A. Columbus shall pay R/M for services rendered as follows on a hourly rate not to exceed without authorization included as Exhibit A and based on an estimate of man hours included as Exhibit B:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Estimate of Compensation for Services</i>
Easement Services	Standard Hourly Rates	\$52,969.00

- B. The terms of payment are set forth in Section III and Exhibit A of the agreement, subject to the following:

TASK ORDER 2014-07

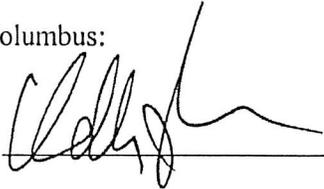
2014 Columbus James Street Sanitary Sewer Preliminary Design

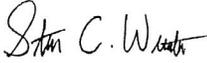
Terms and Conditions: Execution of this Task Order by Columbus and R/M shall make it subject to the terms and conditions of the agreement (as modified above), which Agreement is incorporated by this reference. R/M is authorized to begin performance upon its receipt of a copy of this Task Order signed by Columbus.

The Effective Date of this Task Order is _____.

City of Columbus:

Ruekert & Mielke, Inc.:

By: 

By: 

Name: KELLY CROMBIE

Name: Steven C. Wurster, P.E.

Title: MAYOR

Title: Vice President

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Patrick Vander Sanden

Name: Jason P. Lietha PE

Title: Administrator

Title: Office Manager

Address: 105 N. Dickason Blvd.
Columbus WI 53925

Address: 258 Corporate Drive
Madison WI 53714

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2016 AGENDA ITEM

MEETING DATE: March 29, 2016

AGENDA ITEM: Social Media Policy

DETAILED DESCRIPTION OF SUBJECT MATTER:

The new City website is public, and city staff are still working to learn the intricacies and methods for items on the website. We have appreciated some initial feedback on the site and working to address some the issues we are seeing within the first weeks of the new site's release.

With that, another important communication tool between the City, the community and the outside is the development of a clear and solid policy for social media. The City Council has explored this issue in the past, but I would like to start to revisit it - as utilizing it properly can help with getting information out that needs to get out quickly to a large audience.

Attached is a revised draft of a social media policy for review. A centralized City organization-style facebook page (and potentially a Twitter presence) could allow us to provide city residents with information about what is happening in the city, alert followers to emergency situations, or spread the word about projects or things we would like to showcase.

ACTION REQUESTED OF COUNCIL: Review and discuss potential for a social media policy in Columbus

CITY OF COLUMBUS

Website Content & Social Media Policy

1.0 PURPOSE:

The purpose of this policy is to provide guidelines and procedures for the distribution of information via electronic means (city website/social media)

2.0 ORGANIZATIONS AFFECTED:

All departments and staff of the City of Columbus.

3.0 POLICY:

This policy directs city staff on how to provide information to the public via the use of the City website and social media outlets.

4.0 DEFINITIONS:

Social Media: is the social interaction among people in which they create, share or exchange information and ideas in virtual communities and networks and includes blogs and information sites such as Twitter, Facebook, Pinterest, YouTube, Tumblr, Google Plus, Instagram, LinkedIn, etc. At this time, the City will develop and maintain a single “City of Columbus” Facebook page. Any interest in using additional social media opportunities requires a review by the City Administrator and a discussion/final approval by the Columbus City Council.

Website: The official City of Columbus website.

Webmaster: City of Columbus Economic Development Director

5.0 PROCEDURE:

As information dissemination requires accurate and useful information on city activities to the public, it is important to ensure that the information provided through these venues is both functional for the Columbus community, but also portrays the City in a positive manner.

Posting on City website:

Web authors have been identified within each City department and those authors have been given permissions by the City Webmaster to use the Content Management System (CMS) to post items in their respective sections of the website.

Postings to Departmental Page – content on various departmental pages are designed to assist community members with achieving a government action via electronic means (program sign up, payment of a tax or fee, register a question or concern). Departmental pages should also keep in the spirit of showcasing a positive image to the City and their respective department.

- Postings that highlight an upcoming program/event/deadline can be added to the Department Head without prior approval
- Postings/content that provides information on a particular activity or service provided by a department need approval by the Mayor or City Administrator

Postings for the home page – all content requested to be placed upon the City website home page needs prior approval by the Mayor or City Administrator. Posts on the home page of the website are reserved for the following:

- Links to other Departmental pages and the City meeting/event calendar. Design graphics and photos will be present and continually reviewed for appearance
- Posts of a positive nature, highlighting an city achievement or accolade
- Informational or instructional posts – directing users on how to complete a city transaction or participate in a community event or process
- Links directing users to a departmental page, where more information on a program or activity is displayed

Continual Review –

- The content of the entire website will be monitored on a daily basis by the City Administrator and the Webmaster. Postings that are not consistent with the spirit of the Website & Social Media Policy will be removed immediately.

Facebook

The City will have and maintain two City of Columbus Facebook pages – one, a general page for the quick dissemination of information on City events, programs and issues. It will be utilized to provide information to those who are interested on upcoming events, deadlines, “how-to” procedures and any posting that highlights positive attributes of the community. Postings on the “City of Columbus” Facebook page will disseminate information from all departments as parts of the City organization, flowing through the one source.

- Posting administration: city staff must provide any planned text and get approval prior to posting information on the City Facebook page.
- Page type: the City of Columbus Facebook page will be an organizational-type page, which will allow for singular postings of information, but will not allow followers to comment. Postings will frequently refer followers to follow up with the City website or particular city departments if there are specific questions or concerns about any post.

The second page will be the Columbus Recreation page, which allows for information from the Recreation Department to program participants relative to sign-ups, scheduling and other program updates.

Twitter

The City will open an official City Twitter account, to allow for the quick dissemination of emergency notices, event notices and other items related to City events and issues.