

**COLUMBUS COMMON COUNCIL – REGULAR MEETING
TUESDAY, AUGUST 16, 2016 – 6:30 PM
COLUMBUS CITY HALL
AGENDA**

1. Roll Call
2. Pledge of Allegiance
3. Notice of Open Meeting
4. Approve Agenda
5. Correspondence & Communications
 - a. HLPC update on pavilion project

Consent Agenda

1. Council Minutes – 08/01/16, 07/25/16, 08/08/16
2. Hillside Cemetery – 06/06/16
3. HLPC – 08/08/16
4. Library Board – 06/02/16, 06/21/16
5. PFC – 08/08/16
6. Recreation Advisory – 01/11/16, 06/13/16
7. Senior Center Advisory – 04/07/16, 05/05/16, 06/02/16, 07/07/16
8. Treasurer's Report – July 2016

Unfinished Business

New Business

1. Update and possible action regarding further remediation and possible repair work on Chapel St Water Tower
2. Consider and take action on Task Order 2016-05 with Ruckert Mielke for GIS Site Development
3. Consider and take action on Task Order 2016-10 with Ruckert-Mielke for Fireman's Park Storm Water Study
4. Consider and take action to contract with MSA Professional Services for a Phase 1 Environmental Site Assessment and Asbestos Inspection at 1149 W James St
5. Consider and take action on applications for Operator Licenses: Thomas L Gehweiler
6. Consider and take action on claims in the amount of \$264,615.99
7. Report of City Officers – City Administrator, Mayor

Adjourn

**COLUMBUS COMMON COUNCIL – REGULAR MEETING
MONDAY, AUGUST 1, 2016 – 6:30 PM
COLUMBUS CITY HALL**

The Columbus Common Council held a regular meeting on Tuesday August 1, 2016 at 6:30 pm at Columbus City Hall. The meeting was called to order by Mayor Crombie and notice of open meeting was noted as posted. Present: Mayor Crombie, Council members Hendrickson, Melotte, Reid, Rule, Thom and Traxler, City Attorney Johnson, City Administrator Vander Sanden, City Clerk Donahue, interested citizens and the media.

Mayor Crombie led the Council in the pledge of allegiance. Motion by Traxler second by Melotte to approve the agenda. Motion carried voice vote. There were no citizen comments or communications.

Mayor Crombie presented the Consent Agenda. No items were asked to be removed from the Consent Agenda. Motion by Melotte second by Rule to approve the Consent Agenda as presented. Motion carried voice vote.

Mayor Crombie call to order a public hearing on a proposed Ordinance No. 732-16, "An Ordinance to Impose an Impact Fee Pursuant to §66.0617, WIS. STATS". City Attorney Johnson introduced the proposed ordinance and explained the ordinance is directed toward a section of land in Columbus Commerce Center to pay for road work done as part of the WDOT work at the intersection of STH 16 and STH 60.

Michael Eisenga, owner of the Columbus Commerce Center, stated he is aware of the Memorandum of Understanding between the City, the State and Columbus Commerce Center for the work. Eisenga stated he has an estimate of \$35,000 for the work to install turn lanes at the intersection of STH 16 and STH 60.

Mayor Crombie asked three time for any citizen comments. Hearing none, the public hearing closed on a motion Thom second by Hendrickson. Motion carried voice vote.

City Engineer Lietha was present to answer questions on the final report of the special assessments for 2016 Street and Utility Improvements.

Motion by Thom second by Reid to accept the final report of the special assessments for 2016 Street and Utility Improvements. Motion carried 6-0 on a roll call vote with Hendrickson, Melotte, Reid, Rule, Thom and Traxler voting 'Yes.'

City Administrator Vander Sanden reported the city has not yet received the report of the insurance adjustor on the damage to the Chapel Street Water Tower but has forwarded to them a proposal for repair. The independent review by a structural engineer is not rescheduled at this time.

Thom asked at what time the residents will be allowed to return to their homes. Vander Sanden stated that is not known at this time, but stated some work will need to be done before the residents are allowed to return. After the reports of the insurance company and the independent engineer are received more will be known. HLPC has been getting quotes for repair and PW Manager Clark has been getting quotes to take the tower down.

City Attorney Johnson reported the dollar amount in the ordinance came from the State Municipal Agreement signed by the City of Columbus, the WDOT and Michael Eisenga. An impact fee is different from a special assessment in that the impact fee goes against a specific property in a specific incidence. Eisenga asked the city to meet with him and his attorney about the MOU. Tabled until after the parties can meet.

Discussion of Ordinance No. 732-16, "An Ordinance to Impose an Impact Fee Pursuant to §66.0617, WIS. STATS" was tabled to the next meeting to allow time for the parties to meet.

Motion by Traxler second by Melotte to grant operator licenses to Tressan Firkus, Amanda Anderson, Teresa Miller. Motion carried 6-0 on a roll call vote with Hendrickson, Melotte, Reid, Rule, Thom and Traxler voting 'Yes.'

Motion by Rule second by Melotte to approve payment of claims in the amount of \$1,423,199.46. Motion carried 6-0 on a roll call vote with Hendrickson, Melotte, Reid, Rule, Thom and Traxler voting 'Yes.'

City Administrator reported the summer listening session for the Council will be Wednesday August 24, 2016 at 6:00 pm at the Rest Haven in Firemans Park. National Night Out will be held Tuesday August 2, 2016 at Firemans Park from 6:00 pm to 9:00 pm.

Mayor Crombie presented, on behalf of the City Council, an honor tree to City Clerk Donahue in recognition of working for the city for 40 years.

Items placed on file through the Consent Agenda:

Council Minutes – 07/19/16

CWL – 05/12/16, 06/09/16

HLPC – 07/13/16

Picnic License: Oddfellows Tri-County Lodge #40, for Oddtoberfest, Sept 24, 2016 at Fireman's Park Pavilion; Picnic License: Columbus WI F.U.N., for Arts & Ales, August 7, 2016 in the 100 block of S Water St, part of S Water Street Parking lot

Street Closing – Columbus WI F.U.N. – 100 block S. Water St, part of S Water Street Parking lot 8/7/16, for Arts & Ales, 7 am – 9 pm

The meeting adjourned at 7:11 pm on a motion by Traxler second by Thom. Motion carried voice vote.

Anne Donahue
City Clerk

**COLUMBUS COMMON COUNCIL – COMMITTEE OF THE WHOLE
MONDAY, AUGUST 1, 2016 – 7:20 PM
COLUMBUS CITY HALL**

The Columbus Common Council held a Committee of the Whole meeting on Tuesday August 1, 2016 at 7:20 pm at Columbus City Hall. The meeting was called to order by Council President Thom and notice of open meeting was noted as posted. Present: Mayor Crombie, Council members Hendrickson, Melotte, Reid, Rule, Thom and Traxler, City Attorney Johnson, City Administrator Vander Sanden, City Clerk Donahue, interested citizens and the media.

Motion by Rule second by Traxler to approve the agenda as posted. Hearing no objections, Council President Thom announced the agenda approved.

Jake Boness presented information on the proposed Snowmobile Trails through the city for the winter 2016-2017 season. At this time, the Snowmobile Club would like Option A to be considered for approval. The Council asked Boness to try to get another options to work. Tabled until the club is ready to bring an option to the Council.

A council workshop with the CDA will be scheduled for Monday August 22, 2016 at 7:00 pm to discuss TIF #4 & Economic Development.

The Sewer Utility rate study recommendations for the City of Columbus and the Elba Sanitary District were tabled.

Ordinance No. 731-16, An Ordinance to Repeal and Recreate Section 102-328(b) & 102-328(c) of the City Code of Ordinances Regarding Fixed Charge and Variable Charge Sewer Rates. was tabled.

Task Order 2016-05 with Ruckert Mielke for GIS Site Development was referred to the next regular meeting of the Council, August 16, 2016.

Task Order 2016-10 with Ruckert-Mielke for Firemans Park Storm Water Study was referred to the next regular meeting of the Council, August 16, 2016.

Revision #2 of the State Municipal Agreement (SMA) with WDOT on the James St Project, Industrial Dr to River Road, was tabled to the next committee of the whole meeting of the Council, August 16, 2016.

Discussion on City Waste Management Program, 2017 and beyond was tabled to the next committee of the whole meeting of the Council, August 16, 2016.

A task order will be requested from MSA Professional Services for a Phase I Environmental Site Assessment and Asbestos Inspection of the property at 1149 W. James Street.

Council Code of Conduct was tabled to the next committee of the whole meeting, August 16, 2016. City Attorney Johnson recommended reviewing ss 19.59 to start.

The meeting adjourned to closed session at 8:50 pm on a motion by Traxler second by Hendrickson per 19.85(1)(c) personnel to consider the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically city administrator evaluation. Motion carried 7-0 on a roll call vote with Crombie, Hendrickson, Melotte, Reid, Rule, Thom and Traxler voting 'Yes.' The meeting did not reconvene to open session.

Anne Donahue, City Clerk

**EMERGENCY MEETING
SPECIAL JOINT MEETING OF THE COLUMBUS COMMON
COUNCIL AND THE COLUMBUS HLPC
MONDAY, JULY 25, 2016 - 5:30 P.M.
COLUMBUS CITY HALL – COUNCIL CHAMBERS**

The Columbus Common Council and the Historic Landmarks and Preservation Commission (HLPC) held a special joint emergency meeting on Monday July 25, 2016 at 5:30 pm at Columbus City Hall.

The Council meeting was called to order by Mayor Crombie and notice of open meeting was noted as posted. Present: Mayor Crombie, Council members Hendrickson, Melotte, Reid, Thom and Traxler, City Attorney Johnson, City Administrator Vander Sanden, City Clerk Donahue, interested citizens and the media. Excused Rule. Motion by Melotte second by Hendrickson to approve the agenda. Motion carried voice vote.

The HLPC meeting was called to order by Chair Fredericks and notice of open meeting was noted as posted. Present: Chair Fredericks, Altschwager, Hermanson, Salzwedel, Schirmacher and Ulrich. Excused Kurth. Motion by Ulrich second by Altschwager to approve the agenda. Motion carried voice vote.

City Administrator Vander Sanden updated the group on the Chapel Street water tower. General Engineering has inspected the structure and an adjustor from the City insurance carrier, EMC, will be inspecting it later this week. Vander Sanden introduced Kent Fish, General Engineering, who reviewed the General Engineering report and stated it appears the structure had been struck by lightning during the storm July 21, 2016. There is damage to a larger area of the bricks than what fell to the ground. 2 homes neighboring the structure have been evacuated. Fish stated he feels the structure is now unsafe and should be removed.

The group discussed repair versus tearing down the tower. Motion by Salzwedel second by Hermanson to get a third opinion of the structure at the expense of the HLPC. Motion carried voice vote. Vander Sanden will contact engineering companies for the inspection and arrange for an inspection to be done as soon as possible.

The Council meeting adjourned at 6:50 pm on a motion by Melotte second by Thom. Motion carried voice vote.

The HLPC meeting adjourned at 6:50 pm on a motion by Altschwager second by Salzwedel. Motion carried voice vote.

Anne Donahue
City Clerk

**SPECIAL JOINT MEETING
COLUMBUS COMMON COUNCIL AND THE COLUMBUS HLPC
MONDAY, August 8, 2016 - 5:30 P.M.
COLUMBUS CITY HALL – 2nd WARD ROOM**

The Columbus Common Council and the Historic Landmarks and Preservation Commission (HLPC) held a special joint on Monday August 8, 2016 at 5:30 pm at Columbus City Hall.

The Council meeting was called to order by Mayor Crombie and notice of open meeting was noted as posted. Present: Mayor Crombie, Council members Reid, Rule, Thom and Traxler, City Attorney Johnson, City Administrator Vander Sanden, City Clerk Donahue, interested citizens and the media. Excused Hendrickson and Melotte.

The HLPC meeting was called to order by Chair Fredericks and notice of open meeting was noted as posted. Present: Chair Fredericks, Altschwager, Hermanson, Kurth, Schirmacher and Ulrich. Excused Salzwedel.

Vander Sanden circulated the inspection report of the Chapel Street water tower from the insurance adjustor key points from a report Kurt Straus will be filing tomorrow with the City of the review he performed of the water tower last week. Straus was hired as the third opinion of the condition of the water tower.

Fredericks welcomed Dennis Buchda, Richards Insurance Agency, to explain the coverage of the water tower by the City. Buchda stated the insurance company has authorized \$68,000 to cover the cost of repair of the water tower due to the damage of the lightning strike. There would be \$50,000 to cover the cost of demolishing the water tower. If the City decides to demolish, the check already issued will be the extent of coverage. Maintenance of the tower would not be covered now or in the future.

Clark, PW Manager, received a proposal to remove the entire water tower. Clark has asked for a proposal to remove the tank and leave the brick tower.

HLPC members asked if information was available on the cost to repair and then annual maintenance costs for the tower, as well as the cost to save the tank and then to maintain the tank, either alone or on the tower.

Council members asked what needs to be done for the residents to return to their homes as soon as possible.

Tom Hermanson, Hermanson Concrete & Masonry, stated they could remove the loose bricks, and then let everyone return home. The unknown is exactly how much of the brick is loose. Hermanson considered the loose brick a hazard, and the rest of the tower safe. Bands could be placed on the tower, both the brick and the metal parts. They would remove the delaminated bricks and then get another visit from the adjustor.

For the HLPC - Motion by Schirmacher second by Altschwager to recommend to the Council to accept the estimate of Hermanson Concrete & Masonry to investigate and do some repair work on the water tower by removing the area of damaged masonry, investigate the extent of the damage and report back to the City. Hermanson (HLPC) abstained from the vote. Motion carried voice vote.

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Columbus Common Council – special joint meeting

Historic Landmarks & Preservation commission – special joint meeting

For the Council – Motion by Traxler second by Reid to accept the recommendation of the HLPC to accept the estimate of Hermanson Concrete & Masonry LLC to investigate and do some repair work on the water tower by removing the area of damaged masonry, investigate the extent of the damage and report back to the City. Motion carried 4-0 with Reid, Rule, Thom and Traxler voting 'Yes'.

The Council meeting adjourned at 6:48 pm on a motion by Thom second by Traxler. Motion carried voice vote.

The HLPC meeting adjourned at 6:48 pm on a motion by Altschwager second by Schirmacher. Motion carried voice vote.

Anne Donahue
City Clerk

**MINUTES OF THE ANNUAL MEETING OF
HILLSIDE CEMETERY ASSOCIATION
MONDAY - JUNE 6, 2016 – 6:30 pm**

The meeting of Hillside Cemetery Association was called to order by President Marks at 6:30 p.m. at the Columbus Senior Center, Columbus, Wisconsin on Monday June 6, 2016. The public meeting had been posted and evidence thereof indicated by the city clerks's proof of posting.

Roll Call:

John Marks, Gloria Moldscheck, Alice Schmitt, Clara Sennhenn, David Roelke, Beth Altschwager, Evelyn McNulty, Bob Link. **Advisory:** Joyce Shepard; **Absent:** Bonnie Schoenherr. **Others Present,** Davis Clark of public works, Shirley Banetzke

The minutes and Treasury report were read and approved by voice vote.

Davis Clark reported on the accident during Memorial Day week of a child age 3 having a head stone fall on the ankle fracturing it.

John Marks talked to Mike (2 Dirty Old Men) to straighten some of the old tipping stones. Bob Link stated how important to have these stones straightened, and that the City Attorney be notified. Bob Link asks if it would be helpful to have a sign at the entrance not to climb on the head stones, with attorney approval.

Trees:

Davis Clark said stumps were removed, and no trees to take down this year. Any planting of trees for the cemetery would be in the fall, White Oak or Maple.

Update of Restoration of Head Stones:

The Wisconsin Correctional center will be back June 20 thru the 23 and also June 27, 28, and 29. There are 5 workers that we pay for; if any more come we are not charged. For 5 workers \$160.00 per day, Leader \$60.00 per day. So far there have been 48 stones repaired. The 2 Dirty Old Men help the workers what to do, remove forms and place dirt around stones and seed. The Cemetery Board thanked Bob Link for all his help. Davis Clark of Public Works will have his people set up in the morning.

Hermanson Concrete said they also do work of setting monuments. Bob Link asked that we get an estimate for setting larger stones.

Due to the accident of stone hitting someone; this may a good time to bring up to the City Council Budget meeting request for more money to repair stones.

John Marks asked the opinion of the Board while doing repairs to move smaller stones from same family closer together on to the same cemetery slab. David Roelke moved that we move all small stones the same slab, this will be beneficial for weed cutting; Second by Clara Sennhenn, carried by voice vote.

Roads:

The road along the top of Cemetery is in bad shape. Davis will check into the cost from the cemetery office to the Columbarium. Davis suggested we wait until next year, there may some grant funds, will do research. Dave Roelke made a motion on 853 feet road repair: second Beth Altschwager. Carried by voice vote. Davis will get an extra figure. The city will repair the spot on Maple where a large tree went down.

Trash Barrels:

John Marks asked what happened to the white trash barrels. John asked for thoughts on which barrels to use the white plastic or wire. Alice Schmidt made a motion we keep the wire barrels instead of plastic, second by Clara Sennhenn, carried by voice vote.

Chapel Roof:

Davis will have Jenny obtain a quote for doing the roof so it can be put in next year's budget. Dave Roelke volunteered to do the roof, he will check on the insurance.

Vacant Land:

The city is receiving \$60.00 per area for the cemetery land.

Fill Dirt:

John Marks made a suggestion to put fill dirt on the Northeast section filling back end, for future usage. Davis Clark will call the foreman to find if they could dump clean fill only at the northeast of Cemetery. He meets every Wednesday, and will ask about next year when doing the James Street construction. Motion was made by Alice Schmidt for Davis Clark to check out putting clean fill dirt on the Northeast filling in back section. Second by Bob Link, carried by voice vote.

Replacement of Liaison for the Cemetery Board:

Beth Altschwager asked when we will know who will be our new liaison for the Cemetery.

Election of members

Board of Trustees:

John Marks asked Joyce Shepard if she would be willing to except being on the Board of Trustees replacing Helen Petrich. Beth Altschwager made a motion to elect Joyce Shepard for a three-year term, that the secretary cast a unanimous ballot for such nominees for a three year term, second by Clara Sennhenn, carried by voice vote.

Board of Advisory:

Gloria Moldscheck asked Shirley Banetzke if she would be willing to except being on the Advisory Board for a one-year term. Bob Link made a motion that Bonnie Schoenherr and Shirley Banetzke, for a one-year term, that the secretary cast a unanimous ballot for such nominees for a one year term, second Evelyn McNulty, carried voice vote.

As there is no further business Beth Altschwager made a motion to adjourn, second by Alice Schmidt @ 8:15 pm.

Gloria Moldscheck, Secretary

**Columbus Common Council / Columbus Historic Landmarks and Preservation
Commission
Special Joint Meeting, Columbus City Hall, 5:30 PM**

Date: August 8, 2016

CHLPC Attendees:

Carolyn Fredricks, Chairman

Beth Altschwager

RuthAnn Hermanson

Jan Ulrich

Kris Schirmacher

Retta Kurth

1. Call Meeting to Order

2. Discussion of Chapel Street water tower.

3. Consider and possible action on the Chapel Street Water Tower.

Schirmacher made a motion to recommend to the City Council an acceptance of the estimated bid contract by Hermanson Concrete & Masonry LLC for investigative repair work on unsafe bricks. Altschwager seconded it. The motion carried, R. Hermanson abstaining. The City Council accepted the recommendation in an unanimous vote.

4. Adjourn: Altschwager made a motion to adjourn. Kurth seconded it. The motion carried. Meeting adjourned at 7:05 PM.

**Columbus Public Library
Library Board Meeting
Tuesday, June 2, 2016
Columbus City Council Meeting Room**

Peter Kaland called the meeting to the Library Board to order at 6PM (and Mayor Kelly Crombie did the same for the City Council.)

Library Board members present: Trina Reid, Bill O'Donnell, Mary Lou Sharpee, Nora Vieau, Dan Stuntebeck and Jenny Perkins. Also present Cindy Fesemyer. Excused absence: Kate Stover

City Council members present: Trina Reid, Rod Melotte, Mike Thom, Andy Traxler and Regan Agnew.

Mayor Crombie present.

Also in attendance was, Patrick Vander Sanden, City Administrator.

Adoption of the Agenda: Jenny moved and Dan seconded a motion to approve the Agenda as presented. Motion carried.

We discussed various possibilities for addressing the library's dire space needs. Nothing was decided, but there is unanimous agreement on both sides that the library has real and pressing space needs that need to be resolved. Statistics were presented to the City Council from the Wisconsin Library Association and the South Central Library System that indicate the Columbus Public Library:

- needs 66% more space (just to hit a mid-range target) than it currently has
- the library is short-staffed
- demand for library services continues to climb

There was no need for either body to go into Closed Session.

There being no further business, Nora moved and Jenny seconded a motion to adjourn the meeting. Motion carried.

Bill O'Donnell, Secretary

Columbus Public Library
Library Board Meeting
Tuesday June 21, 2016
Phyllis Luchsinger Callahan Meeting Room

Peter Kaland called the regular meeting or order at 5:00 PM Present: Trina Reid, Kate Stover, Jenny Perkins, and Mary Lou Sharpee. Excused absent: Cindy Fesemyer, Bill O'Donnell and Nora Vieau.

Adoption of the Agenda: Kate moved and Trina seconded a motion to approve the Agenda as presented. Motion carried

Board Minutes: Correction to the May Minutes: Kate was present at the May meeting. That correction will be added to the Minutes. Added to the Minutes: Bill O'Donnell called a roll call of each member to go into closed session with the following members voting yes-Reid, O'Donnell, Sharpee, Vieau, Stuntebeck, Perkins, Kaland. The minutes were approved as amended. Trina moved and Kate seconded. Motion carried.

Financial Secretary's Report:

The SCLS Foundation Fund balance is \$236,563.00

The Farmers and Merchants balance is \$32,786.49

The Anchor Bank balance is \$34,081.50

Auditors suggested that a budget be created for the Anchor Bank account. This point was tabled.

There was a donation of \$500.00 given in memory of Peggy Fredrick. This gift was gratefully received by the Board.

There was no response about the fees charged by SCLS since they have not met.

Trina moved and Kate seconded to approve the report. Motion carried.

Directors Report: Written Report

Because of staff changes and vacations, Katy Kraemer was hired as a LTE through June and into July. The Fines and Fees policy needs to be changed to reflect new state law which has established a \$50.00 fine minimum in order to contact police for collection. Monthly bills of \$13, 127.08 were presented. Pete moved and Jenny seconded a motion to accept the bills. Motion passed.

Friends of the Library Report: There was a book sale at the Friday Night Out Celebration. The Board thanks the Friends for their continuing support.

Correspondence: A letter from Kelly Crombie concerning gift certificates was discussed as was Cindy's response to the letter. In the future better communication is necessary with merchants before any changes are considered or made. Letters from Paul Johnson and Jerry and Gail Bassler were read and discussed. Main points were the 10 foot easement use during the 2017 James Street construction. Three options for further action were discussed. It was decided that a rebuttal should be written.

Unfinished Business: Discussion for PTO for part time employees was held. The library does not have sick days for PTE staff. Library employees should be able to get PTO as earned after the first 30 days of employment. This option was passed subject to questions about implementation for employees with accumulated PTO.

Library expansion was discussed. There is no consensus at the City Council to buy property at this point. It was suggested that a capital study be done to evaluate the value of city property. The possibility of putting the library in the city hall brought up concerns about the building structure and

the continuing strong efforts to reconstruct the auditorium. Another consideration was the possible expansion of the city hall.

Committee Reports: None

Building and Grounds: None

Personnel: Jenni Frenchman, our new Youth Services Director, came to the meeting. Her experience is extensive and interesting. The Board was pleased to meet her. Welcome Jenni!

New Business: Dan Stuntebeck has resigned from the Library Board. The Board thanks Dan for his support of the Columbus Library.

There being no further business, Kate moved and Jenny seconded a motion to adjourn the meeting. Motion carried.

Submitted by

Mary Lou Sharpee
Temporary Secretary

Columbus Police and Fire Commission Minutes – August 8, 2016

The regular Police and Fire Commission meeting was called to order by President Rod Musel at 5:32 PM on Monday August 8, 2016 in the Fire Department meeting room.

Compliance with open meeting law duly noted.

Roll Call: Present – Rod Musel, Joe Sampson, Larry Olson, Joe Roche, Tim Hoffman
Absent - none

Motion by Olson to approve the current agenda and the minutes from the previous meeting. 2nd by Hoffman. All in favor.

Public Comments – None

Police Department – No police department representative was present. Musel reported Sgt. Seeley intends on retiring near the end of this month. The sergeant vacancy will be posted both externally and internally.

Fire Department - Chief Koehn reported they currently have two openings and we have three candidates to be interviewed at tonight's meeting.

Chief Koehn reported the call volume was up this year and they were about one month ahead on calls compared to last year.

The emergency lights and graphics are being put on the truck donated by Enbridge and they hope to have it in service soon.

The fire departments UAV was put into service in July. A couple very nice demos were given to the public at National Night Out.

New Business – Sampson will not participate in the interview or vote on candidate Daniel Sampson due to a personal conflict of interest.

Sampson made a motion to go into closed session to interview the three fire fighter candidates. 2nd by Olson. Closed session began at 5:45 PM.

Motion by Olson with a second by Roche to go into open session after the interviews were conducted. Back into open session at 5:27 PM.

Motion by Musel to place fire fighter candidates Daniel Sampson, Andrew Harmon and Thomas Powers on the eligibility list. 2nd by Olson. All members voted in favor.

Motion to adjourn by Musel. All in favor and the meeting was adjourned at 5:28 PM.

The next regular meeting is scheduled for Monday November 14, 2016 at 5:30 PM.

PFC Secretary
Joe Sampson

Recreation Advisory Committee
January 11, 2016 – 6:30
Department of Public Works
229 E School Street

Meeting called to order at 6:30 pm by Adrian Shepard

Present: Amy Jo Meyers, Regan Rule, Adrian Shepard, Adam Carthew, Kristin Hansen, Michelle Wallace, Juan Guerrero

Notice of an Open and Posted Meeting

Motion to approve January 2016 meeting agenda by Kristin Hansen, 2nd by Michelle Wallace

Motion to approve December 2015 meeting minutes by Kristin Hansen, 2nd by Adrian Shepard

Public Comments- None

Old Business

Grant discussion: Amy Jo and Adrian met to discuss plan to present to Columbus City Council on January 19th about the grant application to renovate Washington Park and Meister Park. Adrian to forward a copy of the power point presentation which has those details. Annette Deuman, the school superintendent, is unable to provide school support at this time. We will plan a public forum to discuss structures and accessibility, funding/fundraising, safety, etc. in early February.

Ice Rink Family Event: The First Annual Broomball Tournament originally scheduled for February 13th is now rescheduled to February 27th at 11am. The Sleigh Rally elected not to share the date of their event. Adam to make winner trophies. Concessions will be sold and warming barrels to be available.

New Business

Zumba Session discussion: Currently there are three fitness instructors using Fireman's Pavilion to hold classes. The current contract has them pay the city \$5 per participant for each 6 week session and no charge for "drop ins". The contract between the city and the instructors is up for renewal in February 2016. It is discussed to change to a flat rental fee to the city each 6 weeks versus a per person fee. Amy Jo to research overhead costs of the Pavilion for the classes and present the current contract for the board to review at the February 8th meeting. Of note, it costs \$400/day for residents to rent the pavilion for an event and \$800/day for non-residents.

Ice Rink: 65 skates are now available for rental. A flyer went out on social media detailing the warming house hours and rules. The rink will be open Friday 6-9, Saturday and Sunday 10-4. Two people were hired to run the concessions and rentals with one working at a time.

Director's Report

Upcoming Dates to Note:

02/27/16 Broomball Tourney

03/26/16 Easter egg Hunt

04/09/16 Arts and Craft Fair in the Pavilion

04/30/16 Arbor Day Celebration

06/04/16 Mud Run in collaboration with the CFD

Feb/March: Community Bonfire

November: Father/Daughter Dance and Mother/Son Minute to Win It

Halloween Decorating contest: to be discussed for the fall

Christmas Decorating Contest 2016: to be discussed- breaking the city up into districts instead of city wide contest. Enerpac and American Packing interested in sponsoring.

Motion to adjourn meeting at 7:10pm by Kristin Hansen, 2nd by Adam Carthew

Minutes respectfully submitted by Kristin Hansen

Columbus Recreation Department
Advisory Committee Meeting
June 13, 2016 6:60pm
161 North Dickason Blvd/ Community Center

Meeting called to order at 6:40 pm

Members Present: Todd Farrington, Michelle Wallace, Kristin Hansen, Adam Carthew, Amy Jo Meyers

Notice of Open and Posted Meeting

Motion to approve June Agenda by Michelle Wallace, 2nd by Todd Farrington

Motion to approve May Meeting Minutes by Kristin Hansen, 2nd by Todd Farrington

Public Comments: None

Old Business

Grant Discussion: Waiting to hear grant results. Kwik Trip donated \$250. The Knights of Columbus are holding a meeting on June 14, 2016 and will let the Department know their donation decision.

A letter of intent has been submitted and is waiting for approval by the city before distribution.

Pavilion Rates: Issue tabled for June.

Columbus Courtside Organization:

The city has been asked to allow BDL to offer basketball in addition to ESYBL. The city to hold a Family Meeting to get community feedback. After that, the committee will discuss community feedback and invite CCO back for another meeting.

New Business

None

Director's Report

Summer camps are enrolling and will be starting.

Motion to adjourn at 7:20pm by Kristin Hansen, 2nd by Michelle Wallace

Next meeting scheduled for July 11, 2016/ 6:30pm

**Minutes of the
Columbus Area Senior Citizens Advisory Board
Columbus Area Senior Center
April 7, 2016**

- I. Call to order by Chair Gessler at 9:00am
- II. Roll call: Present: Solie, Ballweg, Smith, Parpart, Gessler, Weiner, Heiniger, Lang.
Absent: Royem
- III. Notice of open and posted meeting: Yes
- IV. Approvals:
 1. Agenda: Motion Parpart, 2nd Ballweg. Approved
 2. Prior meeting minutes: Motion Parpart, 2nd Heiniger. Approved
- V. Comments/suggestions of citizens present: Welcomed new Director Lang.
- VI. Comments/suggestion box: None
- VII. Old Business
 1. WASC reaccreditation progress report: Director Lang becoming familiar with the process for reaccreditation. WASC has been notified of change in leadership at CASC.
 2. Events Review
 - a. May 17 Pedal Days: Weeklong event. Will be stopping at CASC to decorate on Wednesday.
 - b. April 30 Arbor Day: 9am-2pm. Volunteers needed.
 - c. May 25 Senior Health & Fitness: No changes from last year's event
 - d. July 19 Summer Picnic: No action at this time.
 - e. September 17 Fall Festival: No action at this time.
 - f. Dec 2 Holiday party: No action at this time.
 - g. Other events?
 3. Committee Report and Comments: None
- VIII. New Business: Volunteer breakfast scheduled for April 11 at 8:30AM

- IX. Director's report for the first quarter of 2016: Attached
- X. Comments & suggestions from advisory board members for director: None
- XI. Adjourn: Motion Weiner, 2nd Solie. Meeting adjourned at 9:40AM

Next Meeting: Thursday, May 5, 2016, 9:00 am at the Senior Center

Respectfully submitted

Brad Solie, Secretary.

**Minutes of the
Columbus Area Senior Citizens Advisory Board
Columbus Area Senior Center
May 5, 2016 at 9:00 a.m.**

- I. Call to order by Chair Gessler at 9:03AM
- II. Roll call: Present-Solie, Ballweg, Smith, Parpart, Gessler, Weiner, Heiniger, Lang.
Absent: Royem
- III. Notice of open and posted meeting: Yes
- IV. Approvals:
 1. Agenda: Motion Parpart, 2nd Heiniger. Approved
 2. Prior meeting minutes: Motion Solie, 2nd Weiner. Approved.
- V. Comments/suggestions of citizens present: None
- VI. Comments/suggestion box : 1. Concern about someone not being invited to the volunteer breakfast. Director Lang states this issue has been resolved. 2. Suggestion for different activities, ie bus trips. 3. Suggestion for change in birthday menu.
- VII. Old Business
 1. WASC reaccreditation progress report: Director Lang has reviewed current information. Will attend WASC meeting May 12th.
 - a. Set up sub-committee meeting time in June: Gessler, Heiniger, and Ballweg volunteered to serve on sub-committee. Meeting date TBD.
 2. Events Review
 - a. May 17 Pedal Days: 5-7PM. Part of weeklong event to encourage family biking.
 - b. May 25 Senior Health & Fitness: Partnering with the hospital. 8AM walk. 1PM CPR class. Five vendors currently scheduled.
 - c. July 19 Summer Picnic: No action at this time
 - d. September 17 Fall Festival: Had initial meeting with Library Director May 4th.
 - e. Dec 2 Holiday party: No action at this time.
 - f. Other events? FFA talk scheduled in June. Monthly lunch and learns presented by hospital.

3. Committee Report and Comments: None

VIII. New Business

1. New activities/programming survey: Director Lang to meet with Senior Center patrons May 11 for ideas. Formal survey to follow.

IX. Director's report April 2016: Attached

X. Comments & suggestions from advisory board members for director: None.

XI. Adjourn: Motion Parpart, 2nd Smith. Adjourned at 9:54 AM

Next Meeting: Thursday, June 2, 2016, 9:00 am at the Senior Center

Respectfully Submitted,

Brad Solie

Secretary

**Minutes of the
Columbus Area Senior Citizens Advisory Board
Columbus Area Senior Center
June 2, 2016**

- I. Call to order by Chair Gessler at 9:04am
- II. Roll call: Present: Solie, Ballweg, Smith, Parpart, Gessler, Weiner, Heiniger, Lang.
Absent: Royem
- III. Notice of open and posted meeting: Yes
- IV. Approvals:
 1. Agenda: Motion Parpart, 2nd Weiner. Approved
 2. Prior meeting minutes: Motion Solie, 2nd Heiniger. Approved
- V. Comments/suggestions of citizens present: None
- VI. Comments/suggestion box: 1. Concern re: playing games on computer.
Computer use agreement specifically states no online games.
- VII. Old Business
 1. WASC reaccreditation progress report: Board requested to review and update programming. Director Lang planning to delay submission of reaccreditation to late 2016/early 2017 to allow her more time on the job to gain familiarity. Reports some good networking contacts made at May 12th WASC meeting.
 2. Events Review
 - a. May 17 Pedal Days: 36 attended. Conflict with a school event likely kept attendance down. Details in director's report
 - b. May 25 Senior Health & Fitness: 68 participants. 12 vendors. Details in director's report.
 - c. July 19 Summer Picnic: Early planning stage.
 - d. September 17 Fall Festival: Initial preliminary planning done with library and rec. directors.
 - e. Dec 2 Holiday party: No action at this time.
 - f. Other events?
 3. Committee Report and Comments: None
- VIII. New Business: None

- IX. Director's report for the first quarter of 2016: Attached
- X. Comments & suggestions from advisory board members for director: None
- XI. Adjourn: Motion Solie, 2nd Ballweg. Meeting adjourned at 9:55AM

Next Meeting: Thursday, May 7, 2016, 9:00 am at the Senior Cente

Respectfully submitted

Brad Solie, Secretary.

**Minutes of the
Columbus Area Senior Citizens Advisory Board
Columbus Area Senior Center
July 7, 2016 at 9:00 a.m.**

- I. Call to order: 9AM by Chair Gessler
- II. Roll call: Ballweg absent. Gessler, Weiner, Smith, Solie, Heiniger, Lang, Parpart present. New City Council rep. to begin August meeting: Regan Hendrickson
- III. Notice of open and posted meeting: Yes
- IV. Approvals:
 1. Agenda: Removed May 17 and 25 events from old business. Motion Parpart, 2nd Weiner to approve revised agenda. Approved
 2. Prior meeting minutes: Motion Parpart, 2nd Heiniger. Approved.
- V. Comments/suggestions of citizens present: None
- VI. Comments/suggestion box : None
- VII. Old Business
 1. Events Review
 - a. July 19 Summer Picnic: Purchase tickets by 7/11. Catered by Feil's. Astico 4H assisting. Entertainment will be sing along and karaoke.
 - b. September 17 Fall Festival: Senior Center and Library each with 2hr. entertainment (staggered). Plans very similar to last year. Note that date conflicts with Sorghum Festival in Fall River.
 - c. Dec 2 Holiday party: No action at this time.
 - d. Grandparents Day/Senior Center Month – Sept: Possibly do an event on 9/10 where patrons bring their grandchild(ren) for a project and snacks.
 - e. Veterans Day- November: Preliminary planning stage for event on Saturday after Veterans' Day.
 - f. Other events?: none
 2. Committee Report and Comments: None
- VIII. New Business
 1. Review of CASC facility needs and current funding: Attached. Director Lang to investigate room divider costs.
- IX. Director's report June 2016: Attached

- X. Comments & suggestions from advisory board members for director: Question regarding computer instruction. Director Lang reports instruction continues to be available, and efforts being made to increase participation.
- XI. Adjourn: Motion Parpart, 2nd Heiniger. Meeting adjourned at 10:02AM

Next Meeting: Thursday, August 4, 2016, 9:00 am at the Senior Center

Respectfully submitted,

Brad Solie

Secretary.

TREASURER'S REPORT - JULY 2016

CO-MINGLED CASH FUND (UNAUDITED)

Cash on Hand - Beginning of Month:	\$	1,224,271.77
Receipts	\$	1,251,332.00
Disbursements	\$	(1,429,641.09)
<i>Cash on Hand - Month End:</i>	\$	1,045,962.68
Outstanding Disbursements/Checks Uncleared	\$	(13,316.64)
<i>Bank Balance - Month End:</i>	\$	1,032,646.04
<i>(UNAUDITED)</i>		
*Co-Mingled Cash includes:		
General Fund	\$	650,697.02
Revolving Loan Fund	\$	865.13
Development Fees Fund	\$	1,606.60
Community Development Authority	\$	24,290.87
Library Fund	\$	(60,085.42)
CAAC (Pool) Fund	\$	31,846.69
Room Tax Fund	\$	23,306.48
Cable TV Fund	\$	193,118.36
Solid Waste Fund	\$	(92,762.31)
Hillside Cemetery Fund	\$	50,692.90
Special Revenue Fd - Parks	\$	2,791.63
Columbus Emergency Medical	\$	38,766.35
Debt Service Fund	\$	249,962.00
Capital Project Funds	\$	(136,754.91)
TIF #3	\$	45,300.31
TIF #4	\$	(6,564.55)
Sewer Utility Fund	\$	15,568.47
Trust Funds (Cash on Hand)	\$	0.42
TOTAL:	\$	1,032,646.04
<i>(UNAUDITED)</i>		
<u>PAYROLL FUND</u>		
Cash on Hand - Beginning of Month:	\$	5,429.44
Receipts	\$	150,404.49
Disbursements	\$	(150,667.78)
<i>Cash on Hand - Month End:</i>	\$	5,166.15
<i>(UNAUDITED)</i>		
<u>SAVINGS - FARMERS & MERCHANTS BK</u>		
Cash on Hand - Beginning of Month:	\$	3,367,248.96
Interest Earned - .25%	\$	-
Disbursements/Withdrawals	\$	(576,358.43)
Deposits (W/L Reimbursed Costs - 2016 St. Projects)	\$	347,822.00
<i>Cash on Hand - Month End:</i>	\$	3,138,712.53
<i>(UNAUDITED)</i>		
<u>INVESTMENTS</u>		
Investment Total - General Fund:		
General Fund (F&M Cdars, LGIP & Savings)	\$	1,478,930.48
TOTAL	\$	1,478,930.48
Investment Total - Funds:		
Designated Investments Fund	\$	43,875.29
Community Development Authority	\$	69,588.55
Revolving Loan Fund	\$	281,290.27
Cemetery Perpetual Care Fund	\$	110,548.43
Library - Money Market Fund	\$	34,089.76
Debt Service Fund	\$	1,013,912.27
TIF #3	\$	391,281.04
Capital Projects Fund	\$	1,092,937.90
Sewer - Collection Main Replacement Fund-James Street Project	\$	412,977.37
Sewer - 2016 Street Projects	\$	344,125.21
Sewer Bond Redemption Fund	\$	79,077.18
Sewer Connection Fees Investment	\$	201,482.57
Sewer Pump Replacement Fund	\$	113,712.12
WWTP Replacement Fund	\$	1,573,898.60
TOTAL	\$	5,762,796.56
<i>(UNAUDITED)</i>		
GRAND TOTAL - DESIGNATED/UNDESIGNATED FUNDS	\$	7,241,727.04

CITY OF COLUMBUS
INVESTMENTS - MONTH END - JULY 2016

		<i>(Face Value)</i>
		JULY, 2016
FUND:		
#100	TREASURER'S CASH SUMMARY	
	LGIP	\$ 5,338.60
	F&M UNION BK - SVGS	\$ 1,473,591.88
		<u>\$ 1,478,930.48</u>
#200	REVOLVING LOAN FUND SUMMARY	
	F&M UNION BANK - PASSBOOK	\$ 119,424.57
	F&M UNION BANK - CDARS PROGRAM	\$ 161,865.70
		<u>\$ 281,290.27</u>
#205	COMMUNITY DEVELOPMENT AUTHORITY	
	F&M UNION BANK - PASSBOOK	\$ 69,588.55
		<u>\$ 69,588.55</u>
#210	LIBRARY/COUNTY FUND SUMMARY	
	ANCHOR BANK - MONEY MKT	\$ 34,089.76
		<u>\$ 34,089.76</u>
	DEBT SERVICE	
#300	F&M UNION BANK - CDARS-Restricted - CAAC	\$ 229,276.99
	F&M UNION BANK - CDARS-Restricted-Gateway (2)	\$ 513,768.78
	F&M UNION BK - SVGS	\$ 26,366.08
	F&M UNION BANK - CDARS-Restricted-Gateway (1)	\$ 244,500.42
		<u>\$ 1,013,912.27</u>
#410	TIF DISTRICT #3	
	F&M UNION BK - SVGS	\$ 201,691.46
	LGIP	\$ 189,589.58
		<u>\$ 391,281.04</u>
#415	CAPITAL PROJECTS FUND	
	F&M UNION BK - SVGS	\$ 1,092,937.90
		<u>\$ 1,092,937.90</u>
#600	WWTP REPLACEMENT FUND SUMMARY	
	F&M BK-CDARS PRGM	\$ 191,979.30
	DMB COMMUNITY BANK - MONEY MARKET	\$ 1,011,125.25
	ANCHOR BANK - MKT YIELD	\$ 169,875.66
	F&M UNION BK - SVGS	\$ 174,438.53
	LGIP	\$ 26,479.86
		<u>\$ 1,573,898.60</u>
#600	COLLECTION MAIN SUMMARY	
	ANCHOR BANK-MONEY MKT	\$ 195,450.81
	F&M Bank - CDARS - Restricted - James Street	\$ 217,526.56
		<u>\$ 412,977.37</u>
#600	SEWER UTILITY - 2016 STREET PROJECTS	
	F&M UNION BK - SVGS	\$ 344,125.21
		<u>\$ 344,125.21</u>
#600	SANITARY SEWER UTILITY/PUMP REPLACEMENT	
	ANCHOR BANK-MONEY MKT	\$ 113,712.12
		<u>\$ 113,712.12</u>
#600	SEWER BOND REDEMPTION SUMMARY	
	F&M UNION BK - SVGS	\$ 79,077.18
		<u>\$ 79,077.18</u>
#600	SEWER CONNECTION FEES	
	F&M UNION BK - SVGS	\$ 201,482.57
		<u>\$ 201,482.57</u>
VARIOUS	GENERAL FUND - DESIGNATED FUNDS	
	Animal Rescue Fund	\$ 714.99
	Beautification (Mae Ward)	\$ 3,214.23
	Quincentennial Funds	\$ 3,569.75
	Chaplain Program	\$ 51.01
	City Hall Clock Tower Repairs (from HLPC)	\$ 1,532.02
	Historic Preservation	\$ 2,568.56
	Horsin' Around-Fireman's Park Playground Eq.	\$ 306.06
	Police Dept. Equipment & Special Services	\$ 2,645.48
	State Fire Dues - 2% Dues	\$ 28,266.58
	Fire Department - Donations	\$ 1,006.61
		<u>\$ 43,875.29</u>
#235	HILLSIDE CEMETERY	
	F&M UNION BANK - CDARS PROGRAM	\$ 79,123.12
	F&M UNION BANK - CDARS PROGRAM-LEGACY FUNDS	\$ 10,204.55
	F&M UNION BANK - CDARS PROGRAM	\$ 21,220.76
		<u>\$ 110,548.43</u>
GRAND TOTAL - INVESTED FUNDS:		<u>\$ 7,241,727.04</u>

**CITY OF COLUMBUS - WATER & ELECTRIC UTILITIES
TREASURER'S REPORT - JULY 2016**

GENERAL FUND - ACCOUNT #1310

CASH ON HAND - BEGINNING OF MONTH:	\$	908,707.29
Receipts	\$	1,302,043.63
Interest Earned:	\$	145.27
	<i>Sub-total:</i>	\$ 2,210,896.19
Disbursements	\$	(1,345,866.75)
Cash on Hand - Month End:	\$	<u>865,029.44</u>

NOTE: Conventional utility accounting standards recommend a balance equal to two month's worth of bills - approximately \$1,400,000.00.

WATER & LIGHT PAYROLL - ACCOUNT #1311

CASH ON HAND - BEGINNING OF MONTH:	\$	1,000.00
Receipts	\$	36,598.27
	<i>Sub-total:</i>	\$ 37,598.27
Disbursements	\$	(36,598.27)
Cash on Hand - Month End:	\$	<u>1,000.00</u>

NOTE: Balance to cover biweekly payroll plus \$1,000. Separate account provides "clean" picture of payroll account.

CW&L RESERVE FUND - ACCOUNT #1251

CASH ON HAND - BEGINNING OF MONTH:	\$	384,776.86
Receipts:		
Interest Earned:	\$	55.29
	<i>Sub-total:</i>	\$ 384,832.15
Disbursements	\$	(55.29)
Cash on Hand - Month End:	\$	<u>384,776.86</u>

F & M Bank/CDAR 1 Year Certificate of Deposit - .55% - Due: September 22, 2016 - \$72,000.00

(1) F&M Bank/CDAR 1 Year Certificate of Deposit - .70% - Due: June 15, 2017 - \$192,183.00

(4) F&M Bank/CDAR 13 Week Certificate - .30% - Due: September 15, 2016 - \$120,184.00

2016 - 2017 CONSTRUCTION ACCOUNT - ACCOUNT #1257

CASH ON HAND - BEGINNING OF MONTH:	\$	943,713.48
Interest Earned:	\$	305.56
Deposits	\$	-
	<i>Sub-total:</i>	\$ 944,019.04
Disbursements:		
Pay Request #2	\$	(114,742.50)
Pay Request #3	\$	(233,079.50)
Withdrawal	\$	(122,012.10)
Cash on Hand - Month End:	\$	<u>474,184.94</u>

F & M Bank - Reserve Savings Acct. at .25%

2016-2017 CONSTRUCTION - CDARS - ACCOUNT #1257

CASH ON HAND - BEGINNING OF MONTH:	\$	2,500,000.00
Receipts:		
Interest Earned:	\$	-
	<i>Sub-total:</i>	\$ 2,500,000.00
Disbursements	\$	-
Cash on Hand - Month End:	\$	<u>2,500,000.00</u>

(2) F&M Bank/CDAR - 26 Week Certificate of Deposit - .70% - Due: December 15, 2016 - \$305,000

(3) F&M Bank/CDAR - 1 Year Certificate of Deposit - .70% - Due: June 15, 2017 - \$2,195,000

MRB PRINCIPAL & INTEREST - LGIP #5 - ACCOUNT #1255

CASH ON HAND - BEGINNING OF MONTH:	\$	189,440.04
Interest Earned:	\$	60.60
Receipts	\$	45,000.00
	<i>Sub-total:</i>	\$ 234,500.64
Disbursements	\$	-
Cash on Hand - Month End:	\$	<u>234,500.64</u>

NOTE: Transfers of \$45,000 are made monthly to accrue sufficient funds to make May 1 and November 1 principal & interest payments.

CITY OF COLUMBUS - WATER & ELECTRIC UTILITIES
TREASURER'S REPORT - JULY 2016

CW&L DEPRECIATION - LGIP #6 - ACCOUNT #1266
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CASH ON HAND - BEGINNING OF MONTH:	\$	311,201.23
Interest Earned:	\$	107.52
Receipts	\$	5,000.00
	<i>Sub-total:</i>	\$ 316,308.75
Disbursements	\$	-
Cash on Hand - Month End:	\$	316,308.75

NOTE: Bond covenants require a "depreciation fund" with recommended balance of \$300,000 to cover plant renewals and replacements.

CW&L JAMES STREET CONSTRUCTION - LGIP #7 - ACCOUNT #1257

CASH ON HAND - BEGINNING OF MONTH:	\$	-
Interest Earned:	\$	8.41
Receipts	\$	-
	<i>Sub-total:</i>	\$ 8.41
Disbursements - account closed	\$	(8.41)
Cash on Hand - Month End:	\$	-

E-3-P ENHANCED ENERGY EFFICIENCY PROGRAM - ACCOUNT #1313

CASH ON HAND - BEGINNING OF MONTH:	\$	121,511.75
Interest Earned:	\$	-
Receipts	\$	5,973.46
	<i>Sub-total:</i>	\$ 127,485.21
Disbursements	\$	(741.67)
Cash on Hand - Month End:	\$	126,743.54

Note: Interest paid semi-annually.

Local Gov't. Investment Pool	0.42%	F&M Union Bank-Savings	0.25%
Farmers & Merchants Bank - Checking	0.15%	Anchor Bank - Savings	0.10%
Farmers & Merchants Bank - CDARS	0.55%	Associated Bank - Savings	0.10%

CITY OF COLUMBUS
GENERAL OPERATING FUND #100
JULY 2016

Revenues	ADOPTED 2016	ACTIVITY THRU	DIFFERENCE	USED	COMMENTS:
	Budget:	07/31/2016:	(UNDER)OVER:	YTD %:	
Taxes	\$ 2,384,066	\$ 252,115	\$ (2,131,951)		
Intergovernmental Aid Payments	\$ 917,045	\$ 350,410	\$ (566,635)		
Licenses & Permit Fees	\$ 84,450	\$ 62,195	\$ (22,255)		
Municipal Fines & Forfeitures	\$ 52,000	\$ 32,689	\$ (19,311)		
Public Charges for Services	\$ 43,580	\$ 22,479	\$ (21,101)		
Intergovernment Charges	\$ 9,150	\$ 8,800	\$ (350)		
Senior Center Revenue	\$ 12,974	\$ 8,086	\$ (4,888)		
Recreation Program Revenues	\$ 26,000	\$ 12,325	\$ (13,675)		
Park Shelter/Pavilion Rentals	\$ 18,000	\$ 24,050	\$ 6,050		
Interest On Investments	\$ 22,000	\$ 16,368	\$ (5,632)		
Miscellaneous Revenue Sources	\$ 15,412	\$ 69,552	\$ 54,140		
Interfund Transfer	\$ 95,972	\$ 95,972	\$ -		
TOTAL REVENUES:	\$ 3,680,649	\$ 955,040	\$ (2,725,609)	25.95%	

Expenditures	ADOPTED 2016	ACTIVITY THRU	DIFFERENCE	USED	
GENERAL GOVERNMENT	Budget:	07/31/2016:	(UNDER)OVER:	YTD %:	
City Council	\$ 33,617	\$ 19,438	\$ (14,179)		
Historical Preservation	\$ 4,000	\$ 4,553	\$ 553		
Contingency Funds-Carry Over Projects	\$ 8,200	\$ 8,200	\$ -		<i>Library Study & Aquatic Ctr. Painting</i>
Contingency Funds	\$ 30,000	\$ -	\$ (30,000)		
Legislative Support/Codification	\$ 10,000	\$ 11,162	\$ 1,162		
Administration	\$ 332,187	\$ 190,650	\$ (141,537)		
Elections	\$ 19,719	\$ 7,734	\$ (11,985)		
Assesment of Property	\$ 13,600	\$ 8,306	\$ (5,294)		
Professional Services - Attorney	\$ 85,000	\$ 38,687	\$ (46,313)		
Professional Services - Audit	\$ 27,700	\$ 20,740	\$ (6,960)		
City Hall - Operating Expenses	\$ 109,312	\$ 46,883	\$ (62,429)		
City Hall - Capital Expense	\$ 10,000	\$ 5,792	\$ (4,208)		
Bad Debt Allowance	\$ -	\$ -	\$ -		
Insurances	\$ 90,000	\$ 35,298	\$ (54,702)		
Unemployment	\$ 5,000	\$ -	\$ (5,000)		
Building Permit Fees	\$ 57,000	\$ 21,779	\$ (35,221)		
Payments To Others	\$ 190,375	\$ 375	\$ 190,000		
TOTAL GENERAL GOVERNMENT:	\$ 1,025,710	\$ 419,597	\$ (416,113)	40.91%	

Expenditures	ADOPTED 2016	ACTIVITY THRU	DIFFERENCE		
PUBLIC SAFETY	Budget:	07/31/2016:	(UNDER)OVER:		
Police Department - Administration	\$ 352,033	\$ 191,767	\$ (160,266)		
Police Department - Patrol	\$ 569,826	\$ 291,899	\$ (277,927)		
Police Department - Clerical Support	\$ 94,429	\$ 51,859	\$ (42,570)		
Police Department - Animal Control	\$ 2,000	\$ 1,500	\$ (500)		
Police Department - School Crossing	\$ 25,767	\$ 13,743	\$ (12,024)		
Fire Department - Operational Costs	\$ 215,213	\$ 127,342	\$ (87,871)		
Emergency Medical Services	\$ 95,500	\$ 23,876	\$ (71,624)		
Emergency Management	\$ 8,435	\$ 3,170	\$ (5,265)		
TOTAL PUBLIC SAFETY:	\$ 1,363,203	\$ 705,156	\$ (658,047)	51.73%	

**CITY OF COLUMBUS
GENERAL OPERATING FUND #100
JULY 2016**

Expenditures

	ADOPTED 2016	ACTIVITY THRU	DIFFERENCE	USED
PUBLIC WORKS	Budget:	07/31/2016:	(UNDER)OVER:	YTD %:
Udey Dam	\$ 5,285	\$ 2,307	\$ (2,978)	
Street Lighting	\$ 95,500	\$ 51,035	\$ (44,465)	
Municipal Garage/Vehicle Maintenance	\$ 101,705	\$ 39,061	\$ (62,644)	
Administration	\$ 175,751	\$ 78,494	\$ (97,257)	
Streets / Traffic Control	\$ 147,525	\$ 54,112	\$ (93,413)	
Snow & Ice Removal	\$ 76,945	\$ 48,024	\$ (28,921)	
City Building & Grounds Maintenance	\$ 63,330	\$ 34,690	\$ (28,640)	
Forestry	\$ 101,870	\$ 51,944	\$ (49,926)	
Weed Control	\$ 8,905	\$ 4,299	\$ (4,606)	
Storm Sewers	\$ 13,110	\$ 7,142	\$ (5,968)	
Recycling Center	\$ 18,279	\$ 4,548	\$ (13,731)	
TOTAL PUBLIC WORKS:	\$ 808,205	\$ 375,656	\$ (432,549)	46.48%

Expenditures

	ADOPTED 2016	ACTIVITY THRU	DIFFERENCE	
HUMAN SERVICES/RECREATIONAL	Budget:	07/31/2016:	(UNDER)OVER:	
Senior Center	\$ 116,885	\$ 42,893	\$ (73,992)	
Recreation	\$ 108,895	\$ 66,434	\$ (42,461)	
Parks	\$ 151,360	\$ 80,489	\$ (70,871)	
Athletic Field Maintenance	\$ 16,391	\$ 9,398	\$ (6,993)	
TOTAL HUMAN SVS/RECREATIONAL:	\$ 393,531	\$ 199,214	\$ (194,317)	50.62%

Expenditures

	ADOPTED 2016	ACTIVITY THRU	DIFFERENCE	
PROFESSIONAL SVCS - ENGINEERING	Budget:	07/31/2016:	(UNDER)OVER:	
Planning & Other Development	\$ 15,000	\$ 5,209	\$ (9,791)	
Other Svcs - Non-Infrastructure (mtgs)	\$ 9,000	\$ 4,853	\$ (4,147)	
GIS Services	\$ 25,000	\$ -	\$ (25,000)	
Operating Expenses	\$ 500	\$ -	\$ (500)	
TOTAL HUMAN SVS/RECREATIONAL:	\$ 49,500	\$ 10,062	\$ (39,438)	0.00%

	ADOPTED 2016	ACTIVITY THRU	DIFFERENCE	
TRANSFER TO OTHER FUNDS:	Budget:	07/31/2016:	(UNDER)OVER:	
Community Development Authority	\$ 20,000	\$ 20,000	\$ -	
Hillside Cemetery	\$ 35,000	\$ 35,000	\$ -	
TOTAL INTERFUNDS TRANSFERS:	\$ 55,000	\$ 55,000	\$ -	100.00%

TOTAL EXPENDITURES:	\$ 3,695,149	\$ 1,764,685	\$ (1,701,027)	47.76%
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ASSETS:		YEAR END 2015:	UNAUDITED 07/31/2016:
Certificate of Deposit - F&M Union Bank	0.30%	\$ 502,942.87	\$ -
LGIP	0.41%	\$ 5,326.10	\$ 5,338.60
F&M Union Bank - Savings Account	0.25%	\$ 3,308,601.35	\$ 1,473,591.88
Designated Funds - Savings Account	0.25%	\$ 43,820.35	\$ 43,875.29
Cash on Hand	0.15%	\$ 394,508.18	\$ 650,697.02
CASH AND INVESTMENTS:		\$ 4,255,198.85	\$ 2,173,502.79

CITY OF COLUMBUS
REVOLVING LOAN FUNDS - FUND #200
JULY 2016

REVENUES

Account Title:	ADOPTED BUDGET 2016:	ACTIVITY THRU 07/31/2016:	DIFFERENCE (UNDER)OVER:
RLF; INTEREST ON LOANS	\$ 4,836	\$ 3,231	\$ (1,605)
RLF; INTEREST ON INVESTMENTS	\$ 300	\$ 344	\$ 44
TOTAL INTEREST INCOME	\$ 5,136	\$ 3,576	\$ (1,561)
RLF; SALE OF PROPERTY - HYDRO STREET	\$ -	\$ 14,825	\$ 14,825
TOTAL OTHER FINANCING SOURCES	\$ -	\$ 14,825	\$ 14,825
TOTAL REVENUES:	\$ 5,136	\$ 18,401	\$ 13,265

EXPENDITURES

Account Title:	ADOPTED BUDGET 2016:	ACTIVITY THRU 07/31/2016:	DIFFERENCE (UNDER)OVER:
RLF; OPERATING EXPENSES	\$ 250	\$ 18	\$ (232)
RLF; BAD DEBT EXPENSE - HYDRO STREET	\$ -	\$ 49,374	\$ 49,374
	\$ 250	\$ 49,392	\$ (232)
RLF; PROFESSIONAL SVCS; LEGAL SERVICES	\$ 4,000	\$ 1,696	\$ (2,304)
RLF; PROFESSIONAL SVCS; AUDIT	\$ 500	\$ 500	\$ -
TOTAL GRANT ADMINISTRATION	\$ 4,500	\$ 2,196	\$ (2,304)
TOTAL FUND EXPENDITURES	\$ 4,750	\$ 51,588	\$ (2,536)
Difference-Over (Under) Budget:	\$ (386)	\$ 33,188	\$ 10,729

ASSETS:	YEAR END 2015:	UNAUDITED 07/31/2016:	
CASH ON HAND	\$ (19.61)	\$ 865.13	
F&M UNION BANK - CDARS PROGRAM	\$ 161,543.18	\$ 161,865.70	0.40%
SAVINGS ACCOUNT	\$ 97,831.71	\$ 119,424.57	0.25%
TOTAL ASSETS:	\$ 259,355.28	\$ 282,155.40	Available for Loans

LIABILITIES:	RLF LOAN BALANCES AS OF 07/31/2016:		LOAN STATUS:
LOAN - KESTREL RIDGE GOLF MANAGEMENT	\$	131,770.08	CURRENT
	\$	131,770.08	
NET ASSET/LIABILITY:	\$	150,385.32	

CITY OF COLUMBUS
COMMUNITY ECONOMIC DEVELOPMENT - FUND #205
JULY 2016

REVENUES	ADOPTED	ACTIVITY THRU	DIFFERENCE	COMMENTS:
Account Title:	BUDGET 2016:	07/31/2016:	(UNDER)OVER:	
CONTRIBUTION FROM CITY	\$ 20,000	\$ 20,000	\$ -	
CONTRIBUTION FROM SEWER	\$ 10,000	\$ -	\$ (10,000)	
CONTRIBUTION FROM W&L	\$ 5,000	\$ 6,000	\$ 1,000	
CONTRIBUTION FROM CABLE FUND	\$ 10,000	\$ 10,000	\$ -	
CONTRIBUTION FROM ROOM TAX	\$ 2,000	\$ 2,000	\$ -	
CONTRIBUTION FROM TIF #3	\$ 17,000	\$ -	\$ (17,000)	
ADAMS OUTDOOR ADVERTISING	\$ 12,000	\$ -	\$ (12,000)	
TOTAL INTERGOVERNMENTAL AIDS	\$ 76,000	\$ 38,000	\$ (26,000)	
ADMINISTRATIVE FEES	\$ 550	\$ -	\$ (550)	
CONTRACTED SERVICES	\$ 750	\$ 405	\$ (345)	BUSINESS LUNCHEON
TOTAL PUBLIC CHARGES FOR SERVICES	\$ 550	\$ 405	\$ (895)	
INTEREST INCOME	\$ 150	\$ 98	\$ (52)	
TOTAL OTHER FINANCING SOURCES	\$ 150	\$ 98	\$ (52)	
TOTAL REVENUES:	\$ 76,700	\$ 38,503	\$ (26,947)	

EXPENDITURES	ADOPTED	ACTIVITY THRU	DIFFERENCE	COMMENTS:
Account Title:	BUDGET 2016:	07/31/2016:	(UNDER)OVER:	
PERSONNEL COSTS	\$ 66,075	\$ 29,963	\$ (36,112)	
PROFESSIONAL FEES	\$ 300	\$ 400	\$ 100	
POSTAGE	\$ 200	\$ -	\$ (200)	
OPERATING SUPPLIES & EXPENSES	\$ -	\$ 245	\$ 245	
MARKETING, ADVERTISING, ETC	\$ 8,000	\$ 246	\$ (7,754)	
MILEAGE & EXPENSES	\$ 2,000	\$ 1,813	\$ (187)	
EDUCATION/TRAINING	\$ 1,500	\$ 575	\$ (925)	
WEBSITE DESIGN/SUPPORT	\$ 2,000	\$ 375	\$ (1,625)	
CONTINGENCY	\$ -	\$ -	\$ -	
TOTAL OPERATING EXPENSE:	\$ 80,075	\$ 33,617	\$ (46,458)	
TOTAL EXPENDITURES:	\$ 80,075	\$ 33,617	\$ (46,458)	

Difference-Over (Under) Budget: \$ 3,375 \$ (4,886) \$ (19,511)

ASSETS:	YEAR END 2015:	UNAUDITED - 07/31/2016:	
CASH ON HAND	\$ 20,751.17	\$ 24,290.87	0.15%
SAVINGS ACCOUNT	\$ 69,501.44	\$ 69,588.55	0.25%
TOTAL ASSETS:	\$ 90,252.61	\$ 93,879.42	

CITY OF COLUMBUS
AQUATIC CENTER - FUND #215
JULY 2016

Revenues

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 07/31/2016:	DIFFERENCE (UNDER)OVER:
LOCAL TAX SUBSIDY	\$ 87,404	\$ 87,404	\$ -
TOTAL CITY SUBSIDY:	\$ 87,404	\$ 87,404	\$ -
POOL; DAILY ADMISSIONS	\$ 50,000	\$ 34,654	\$ (15,346)
POOL; MEMBERSHIPS	\$ 36,200	\$ 33,210	\$ (2,990)
POOL; SWIMMING LESSONS	\$ 15,000	\$ 12,576	\$ (2,424)
POOL; SWIM TEAM	\$ 4,000	\$ 1,185	\$ (2,815)
POOL; WATER AEROBICS	\$ -	\$ 215	\$ 215
POOL; CONCESSIONS	\$ 15,000	\$ 18,120	\$ 3,120
POOL; COUPONS/GIFT CERTIFICATES	\$ 900	\$ 55	\$ (845)
POOL; RENTALS	\$ 1,000	\$ -	\$ (1,000)
POOL; MISCELLANEOUS	\$ 500	\$ 373	\$ (127)
POOL; DONATIONS	\$ 200	\$ -	\$ (200)
POOL; INTEREST EARNED	\$ 15	\$ 18	\$ 3
TOTAL REVENUES:	\$ 122,815	\$ 100,406	\$ (22,409)
TOTAL FUND REVENUE:	\$ 210,219	\$ 187,810	\$ (22,409)

Expenditures

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 07/31/2016:	DIFFERENCE (UNDER)OVER:
POOL; PERSONNEL COSTS	\$ 97,000	\$ 56,903	\$ (40,097)
POOL; UTILITIES	\$ 37,100	\$ 17,954	\$ (19,146)
POOL; INSURANCES	\$ 5,119	\$ 5,119	\$ -
POOL; REPAIRS/MAINTENANCE	\$ 11,600	\$ 9,082	\$ (2,518)
POOL; PROFL SVCS/CONSULTANTS	\$ 1,000	\$ 3,289	\$ 2,289
POOL; OPERATING SUPPLIES	\$ 5,900	\$ 3,900	\$ (2,000)
POOL; SMALL ITEMS OF EQUIPMENT	\$ 1,100	\$ 712	\$ (388)
POOL; MARKETING/ADVERTISING	\$ 2,500	\$ 1,437	\$ (1,063)
POOL; TRAINING	\$ 1,500	\$ 1,723	\$ 223
POOL; CHEMICALS	\$ 26,500	\$ 13,550	\$ (12,950)
POOL; PERMITS	\$ 700	\$ 480	\$ (220)
POOL; CONCENSSION STANDS	\$ 13,000	\$ 11,834	\$ (1,166)
POOL; UNIFORMS	\$ 1,500	\$ 2,911	\$ 1,411
POOL; SWIM TEAM CLOTHING	\$ 700	\$ 564	\$ (136)
POOL; CAPITAL EQUIPMENT	\$ 5,000	\$ 22,906	\$ 17,906
TOTAL EXPENSES:	\$ 210,219	\$ 152,363	\$ (57,856)

Difference-Over (Under) Budget: \$ - \$ (35,448) \$ (35,448)

<u>ASSETS LISTING</u>	ACTUAL 12/31/2015:	ACTUAL 07/31/2016:
CASH ON HAND	\$ (20,819.24)	\$ 31,846.69
TOTAL ASSETS HELD:	\$ (20,819.24)	\$ 31,846.69

Interfund Loan from General Fd: \$ (188,230.16) Balance as of 12/31/2015(AUDITED)

**CITY OF COLUMBUS
ROOM TAX - FUND #220
JULY 2016**

REVENUES		ADOPTED	ACTIVITY THRU	DIFFERENCE
Account Number:	Account Title:	BUDGET 2016:	07/31/2016:	(UNDER)OVER:
220-414135-000	ROOM TAX COLLECTED	\$ 16,000	\$ 3,279	\$ (12,721)
220-484810-000	INTEREST INCOME	\$ 40	\$ 24	\$ (16)
	TOTAL INTEREST INCOME	\$ 16,040	\$ 3,303	\$ (12,737)
TOTAL REVENUES:		\$ 16,040	\$ 3,303	\$ (12,737)

EXPENDITURES		ADOPTED	ACTIVITY THRU	DIFFERENCE
Account Number:	Account Title:	BUDGET 2016:	07/24/2016:	(UNDER)OVER:
220-511000-310	ROOM TAX; SHARE OF WEBSITE	\$ 3,250	\$ 350	\$ (2,900)
200-577811-312	ROOM TAX; PRINT/PUBLISH COSTS	\$ -	\$ 1,750	\$ 1,750
220-511000-330	ROOM TAX; CONTRIBUTION TO CDA	\$ 2,000	\$ 2,000	\$ -
220-511000-345	ROOM TAX; SPECIAL EVENTS	\$ -	\$ 3	\$ 3
	TOTAL GRANT ADMINISTRATION	\$ 2,000	\$ 4,103	\$ 3
TOTAL FUND EXPENDITURES		\$ 2,000	\$ 4,103	\$ 3
Difference-Over (Under) Budget:		\$ (14,040)	\$ 801	\$ (12,735)

ASSETS:	YEAR END 2015:	UNAUDITED 07/31/2016:
CASH ON HAND	\$ 19,288.01	\$ 23,306.48
TOTAL ASSETS:	\$ 19,288.01	\$ 23,306.48

APPLICATIONS APPROVED - PAYMENTS PENDING:	PAYMENT AMOUNT AUTHORIZED:	
2015 - Columbus Horse & Carriage Festival	\$ 3,643.00	RECEIVED 07-19-16
	\$ 3,643.00	
NET CASH AVAILABE:	\$ 19,663.48	

CITY OF COLUMBUS
HILLSIDE CEMTERY - FUND #235
JULY 2016

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 07/31/2016:	DIFFERENCE (UNDER)OVER:
REVENUE (NOT PERPETUAL CARE)			
Grave Lot Sales	\$ 7,700	\$ 7,200	\$ (500)
Grave Staking	\$ 1,600	\$ 1,200	\$ (400)
Grave Monument Fees	\$ 600	\$ 800	\$ 200
Grave Openings	\$ 5,000	\$ 4,750	\$ (250)
Miscellaneous Revenue	\$ 150	\$ 25	\$ (125)
Interest On Investments	\$ 25	\$ 54	\$ 29
TOTAL GENERAL REVENUES:	\$ 15,075	\$ 14,029	\$ (1,046)
Tax Subsidy from City:	\$ 35,000	\$ 35,000	\$ -
Total Taxes Received from City:	\$ 35,000	\$ 35,000	\$ -
TOTAL REVENUES:	\$ 50,075	\$ 49,029	\$ (1,046)

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 07/31/2016:	DIFFERENCE (UNDER)OVER:
Cemetery; PWKS Labor	\$ 4,550	\$ 2,614	\$ (1,936)
Cemetery; Secretary Salary	\$ 3,420	\$ 1,980	\$ (1,440)
Cemetery; Social Security	\$ 610	\$ 347	\$ (263)
Cemetery; Retirement	\$ 310	\$ 260	\$ (50)
Cemetery; Health & Dental Insurance	\$ 920	\$ 589	\$ (331)
Cemetery; Life Insurance	\$ 20	\$ 7	\$ (13)
Cemetery; Lt Disability	\$ 35	\$ 13	\$ (22)
Cemetery; Utilities	\$ 1,500	\$ 343	\$ (1,157)
Cemetery; Property/Liability Insurance	\$ 200	\$ 169	\$ (31)
Cemetery; Repairs/Maintenance	\$ 5,000	\$ 1,296	\$ (3,704)
Cemetery; Software Support	\$ 600	\$ 600	\$ -
Cemetery; Monument Repair	\$ 5,000	\$ 4,486	\$ (514)
Cemetery; Supplies/Publication Fees	\$ 450	\$ 156	\$ (294)
Cemetery; Mileage/Expenses	\$ 300	\$ 175	\$ (125)
Cemetery; Plantings	\$ 100	\$ 30	\$ (71)
Cemetery; Contract Labor/Mow	\$ 42,000	\$ 14,014	\$ (27,986)
Cemetery; Trees & Trimming	\$ 1,500	\$ -	\$ (1,500)
TOTAL EXPENSES:	\$ 66,515	\$ 27,079	\$ (39,436)
Difference-Over (Under) Budget:	\$ 16,440	\$ (21,950)	\$ (38,390)

<u>ASSETS LISTING</u>	ACTUAL 12/31/2015:	ACTUAL 07/31/2016:	
CASH ON HAND (NOT PERP. CARE):	\$ 15,554.20	\$ 50,692.90	0.15%

<u>ASSETS LISTING</u>	ACTUAL 12/31/2015:	ACTUAL 07/31/2016:	
PERPETUAL CARE -			
F&M UNION BANK - Perpetual Care	\$ 111,590.63	\$ 100,343.88	0.40%
F&M UNION BANK-Legacy	\$ 10,184.22	\$ 10,204.55	0.40%
TOTAL PERPETUAL CARE FUNDS:	\$ 121,774.85	\$ 110,548.43	

	YEAR 2015	YEAR 2016
PERPETUAL CARE FEES COLLECTED:	\$6,600.00	\$2,400.00
INTEREST EARNED ON PERPETUAL CARE:	\$500.19	\$94.90

CITY OF COLUMBUS
TAX INCREMENTAL DISTRICT #3 - FUND #410
JULY 2016

REVENUES

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 07/31/2016:	DIFFERENCE (UNDER)OVER:
TIF #3; TAX INCREMENT	\$ 490,032	\$ -	\$ (490,032)
TIF #3; TAX ON COMPUTER	\$ 1,400	\$ 3,002	\$ 1,602
TIF #3; INTEREST EARNED	\$ 1,000	\$ 787	\$ (213)
TOTAL REVENUES	\$ 492,432	\$ 3,789	\$ (488,643)

TOTAL FUND REVENUE \$ **492,432** \$ **3,789** \$ **(488,643)**

EXPENSES

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 07/31/2016:	DIFFERENCE (UNDER)OVER:
TIF #3; PERSONNEL COSTS	\$ 18,161	\$ 10,109	\$ (8,052)
TIF #3; PROF'L SVCS - LEGAL	\$ 500	\$ -	\$ (500)
TIF #3; PROF'L SVCS - AUDIT	\$ 4,500	\$ 3,318	\$ (1,182)
TIF #3; OPERATING EXPENSES	\$ 200	\$ 165	\$ (35)
TOTAL OPERATING COSTS:	\$ 23,361	\$ 13,592	\$ (9,769)

TIF #3; PYMTS TO GENERAL FD/SEWER: \$ 109,588 \$ **109,588** \$ (0)

TRANSFER TO CED FUND \$ 17,000 \$ - \$ (17,000)

TRANSFER FOR DEBT PAYMENTS DUE \$ 218,735 \$ 195,539 \$ (23,196)

TRANSFERS TO OTHER FUNDS: \$ **235,735** \$ **195,539** \$ **(40,196)**

JJB INCREMENT REPAYMENT \$ 103,000 \$ 46,120 \$ (56,880)

525 INCREMENT REPAYMENT \$ 15,750 \$ 6,864 \$ (8,886)

COLUMBUS COMMERCE CENTER \$ 105,000 \$ 87,476 \$ (17,524)

TOTAL DEVELOPER INCENTIVE PYMTS: \$ **223,750** \$ **140,460** \$ **(83,290)**

TOTAL GENERAL EXPENSES \$ **592,434** \$ **459,179** \$ **(133,255)**

Difference-Over (Under) Budget: \$ **455,390**

<u>ASSETS LISTING</u>	ACTUAL 12/31/2015:	ACTUAL 07/31/2016:	
CASH ON HAND	\$ 138,027.13	\$ 45,300.31	0.15%
F&M BANK - SVGS	\$ 551,305.47	\$ 201,691.46	0.25%
LGIP	\$ 189,145.92	\$ 189,589.58	0.41%
TOTAL ASSETS HELD:	\$ 878,478.52	\$ 436,581.35	

LIABILITIES:	<i>BALANCE AS OF</i> 07/31/2016:
ADVANCE TO GENERAL FUND	\$ (485,411.82)
ADVANCE TO SEWER UTILITY FUND	\$ (183,596.66)
	\$ (669,008.48)

CITY OF COLUMBUS
CAPITAL PROJECTS - FUND #415
JULY 2016

REVENUES

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 07/31/2016:	DIFFERENCE (UNDER)OVER:
Tax Revenues	\$ 72,265	\$ 72,265	\$ -
T.R.I.P. FUNDS - MILL STREET	\$ 17,000	\$ -	\$ (17,000)
T.R.I.P. FUNDS - CHARLES STREET	\$ 14,000	\$ -	\$ (14,000)
GRANT FUNDS - SAFE ROUTES	\$ 20,000	\$ 2,035	\$ (17,965)
INTEREST INCOME	\$ 197	\$ 1,870	\$ 1,673
TOTAL REVENUES	\$ 123,462	\$ 76,170	\$ (47,292)

TOTAL FUND REVENUE	\$ 123,462	\$ 76,170	\$ (47,292)
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EXPENSES

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 07/31/2016:	DIFFERENCE (UNDER)OVER:
MISC; BANK FEES/CHARGES	\$ 100	\$ 23	\$ (77)
AUDIT/ACCOUNTING FEES	\$ 750	\$ 500	\$ (250)
TOTAL OPERATING COSTS:	\$ 850	\$ 523	\$ (327)

PUBLIC WORKS - STORM SWR	\$ 15,000	\$ -	\$ (15,000)
POLICE DEPT; SQUAD LEASES	\$ 18,512	\$ 18,512	\$ -
GRANT - SAFE ROUTES	\$ 20,000	\$ 2,035	\$ (17,965)
PARK; RESTHAVEN ROOF	\$ 20,000	\$ -	\$ (20,000)
STREETS; 2016 STREET PROJECTS	\$ 1,943,821	\$ 657,789	\$ (1,286,032)
STREETS; JAMES STREET-STATE REIMBURSED COSTS	\$ -	\$ 264,889	\$ 264,889
ENGINEERING - JAMES STREET	\$ 49,100	\$ 52,840	\$ 3,740
TRANSFERS TO OTHER FUNDS:	\$ 2,066,433	\$ 996,065	\$ (1,070,368)

TOTAL GENERAL EXPENSES	\$ 2,067,283	\$ 996,588	\$ (1,070,695)
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Difference-Over (Under) Budget: \$ 1,943,821 \$ 920,418

<u>ASSETS LISTING</u>	ACTUAL 12/31/2015:	ACTUAL 07/31/2016:	
CASH ON HAND	\$ 41,453.53	\$ (136,754.91)	
F&M BANK - SVGS	\$ 1,701,732.16	\$ 1,092,937.90	0.25%
TOTAL CASH AVAILABLE:	\$ 1,743,185.69	\$ 956,182.99	

DESIGNATED FUNDS:

PUBLIC WORKS - SALE PROCEEDS REMAINING \$ 5,989.59

JAMES STREET PROJECT COSTS - REIMBURSE-ABLE BY STATE:	\$ 264,888.86
JAMES STREET PROJECT COSTS - NOT REIMBURSE-ABLE BY STATE:	\$ 260,233.16
<i>(Funds needed to reimburse Capital Projects Fund cash for James Street costs)</i>	

PROJECT ONLY COSTS - 2016 STREET PROJECTS:

Paid Project Costs thru Pay Request #2:	\$ 1,019,508.34	Funds in Savings:	\$ 978,195.40
Less: Pay Request #3	\$ (138,209.67)	Due from: Water Utility	\$ 114,742.50
Remaining Contract Costs:	\$ 881,298.67	Funds Available:	\$ 1,092,937.90

CITY OF COLUMBUS
SEWER UTILITY - FUND #600
JULY 2016

REVENUES

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 07/31/2016:	DIFFERENCE (UNDER)OVER:
PUBLIC CHARGES FOR SERVICE			
Residential Sales	\$ 840,000	\$ 420,211	\$ (419,789)
Commercial Sales	\$ 320,000	\$ 152,200	\$ (167,800)
Industrial Sales	\$ 28,000	\$ 11,951	\$ (16,049)
Public Authority Sales	\$ 22,000	\$ 11,631	\$ (10,369)
Sales to the Town of Elba	\$ 9,000	\$ 6,122	\$ (2,878)
Sales to The Village of Fall River	\$ 130,000	\$ 54,250	\$ (75,750)
TOTAL CHARGES FOR SERVICE:	\$ 1,349,000	\$ 656,364	\$ (692,636)
OTHER REVENUE SOURCES			
Collection/Hauler Fees Collected	\$ 20,000	\$ 21,684	\$ 1,684
Miscellaneous Revenues	\$ 500	\$ 15,000	\$ 14,500
Interest on Investments	\$ 20,000	\$ 10,911	\$ (9,089)
TOTAL MISCELLANEOUS REVENUES:	\$ 40,500	\$ 47,596	\$ 7,096
TOTAL REVENUES:	\$ 1,389,500	\$ 703,960	\$ (685,540)

EXPENDITURES

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 07/31/2016:	DIFFERENCE (UNDER)OVER:
Administration	\$ 53,430	\$ 39,263	\$ (14,167)
Plant Operations	\$ 272,940	\$ 126,510	\$ (146,430)
Collection System	\$ 127,450	\$ 28,081	\$ (99,369)
Lift Stations	\$ 24,401	\$ 11,802	\$ (12,599)
Treatment Plant	\$ 104,430	\$ 128,986	\$ 24,556
Buildings & Grounds	\$ 50,415	\$ 23,073	\$ (27,342)
Bio-Solids Processing	\$ 60,728	\$ 15,116	\$ (45,612)
Billing, Collection & Accounting	\$ 152,375	\$ 74,808	\$ (77,567)
Capital Expenses/Engineering	\$ 40,000	\$ 86,566	\$ 46,566
Debt Service	\$ 320,384	\$ 277,056	\$ (43,328)
TOTAL EXPENSES:	\$ 1,206,553	\$ 811,262	\$ (395,291)
Difference-Over (Under) Budget:	\$ (182,947)	\$ 107,302	\$ 290,249

ASSETS:		YEAR END 2015:	UNAUDITED 07/31/2016:
Cash On Hand	0.15%	\$ (411.88)	\$ 15,568.47
Sewer Bond Redemption Fund	0.25%	\$ 53,930.21	\$ 79,077.18
Sewer - Connection Fees	0.25%	\$ 186,246.51	\$ 201,482.57
Sewer - 2016 Street Projects-F&M Svgs.	0.25%	\$ -	\$ 344,125.21
Replacement Funds:			
Pump, Motor Replacement	0.25%	\$ 113,449.52	\$ 113,712.12
Treatment Plant Replacement-Restricted Fds	.25%-40%	\$ 1,623,595.21	\$ 1,573,898.60
Collection/Main Replacement-James Street	.25%-40%	\$ 1,166,972.51	\$ 412,977.37
CASH AND INVESTMENTS:		\$ 3,143,782.08	\$ 2,740,841.52

2016 AGENDA ITEM

MEETING DATE: August 1, 2016

AGENDA ITEM: ___ GIS Task Order

DETAILED DESCRIPTION OF SUBJECT MATTER:

Attached is a Task Order from Jason Lietha and Ruckert-Mielke relating to the GIS mapping project. The GIS mapping project is a 2016 budgeted item and is designed to create a more comprehensive, electronic map of the City to allow for quick understanding and reference to the City's street, park, tree, and utility infrastructure. It is something that can be expanded into many other areas of municipal operation as well.

The City received a 2016 Urban Forestry Grant from the DNR to assist with the cost. The Forestry link is tied to the need to create a City Tree inventory, which helps set up our map for other data inclusion. The tree inventory is also the reason why the project is starting this late in the year, as it is related to the schedule of the tree consultant charged with performing the survey/inventory for the City. The consultant is Wachtel, and he is not able to perform the work until August.

For those new to the Council, City Engineer Jason Lietha can provide a quick summary of the system and what is necessary to get this project moving ahead.

ACTION REQUESTED OF COUNCIL: Consideration of the Task Order to continue working on the GIS Mapping System.

TASK ORDER 2016-05
2016 City of Columbus GIS Site Development

This is Task Order No. 2016-05,
consisting of 6 pages.

Task Order

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

1. Project Timeline

GIS site development and Tree Inventory to be completed within 120 days from authorization, (completion date could vary as we may wait for springtime conditions to maximize efficiency).

2. Services of R/M (Appendix A)

Ruekert & Mielke, Inc will provide the development of a GIS web application as specifically outlined in the attached appendix A.

- Use of ArcServer software to allow web based GIS mapping
- Geocortex platform to allow users many functions to manage and view data
- Amazon web service provides a reliable and scalable cloud environment
- Use of Columbia and Dodge County map services where available to provide various layer and datasets
- Information within 1.5 mile radius of the City of Columbus Corporate Boundary

3. Services of Wachtel Tree Science, Inc. (Appendix B)

Wachtel Tree Science will provide development of a tree inventory, Urban Forestry plan and a Emerald Ash Bore Readiness / Response plan as specifically outlined in the attached appendix B.

- Inventory assumes approximately 4,000 trees
- Trees within parks and City right of way location will be inventoried
 - tree/growth space ID#
 - inspection date
 - species
 - address

TASK ORDER 2016-05
2016 City of Columbus GIS Site Development

- street
- side street
- growth space size
- DBH
- height class
- percent deadwood
- condition rating
- tree value (Council of Tree and Landscape Appraisers, 7th edition, basic formula method)
- maintenance need categories
- work priority
- clearance issues
- overhead utilities present
- special conditions
- general notes (see attached Master Inventory Data Sheet)
- Urban Forestry Plan (summarize inventory results)
- Emerald Ash Bore readiness plan/response plan

TASK ORDER 2016-05
2016 City of Columbus GIS Site Development

Payments to R/M

- A. City shall pay R/M for services rendered as follows:
 L.S. = Lump Sum A.S. = Annual Subscription

<i>Category of Services</i>	<i>Estimate of Compensation for Services</i>	
<hr/>		
RUEKERT & MIELKE, INC.		
* GIS Web Application Development	\$9,334	L.S.
* 2016 Prorated Annual Service Fee (included 6 months software, data and hardware)	\$2,500	A.S.
Existing file conversion to GIS format		
City Layers	\$2,500	L.S.
Sanitary Layers	\$2,500	L.S.
GIS Management Tools (Annual Services)		
Tree Tool	\$1,200	A.S.
Zoning Tool	\$800	A.S.
Document Upload Tool	\$800	A.S.
Sanitary Sewer Attribute Tool		
Manhole Attribute	\$400	A.S.
Pipe Attribute	\$400	A.S.
Training	\$1,200	L.S.
<hr/>		
SUBTOTAL FOR RUERKET & MIELKE	\$21,634	
SUBTOTAL FOR WACHTEL TREE SCIENCE INC	\$23,050	
<hr/>		
TOTAL TASK ORDER	\$44,684	

* This cost is 2/3 of the total cost. Columbus Water & Light will be paying the remaining 1/3 of the cost.

- B. The terms of payment are set forth in Section III and Exhibit A of the agreement.
 C. Annual subscription cost will reoccur each year in the future.

TASK ORDER 2016-05
2016 City of Columbus GIS Site Development

D. Services/items not included in this task order are as follows:

1. Verification of accuracy of the data provided
2. No storm sewer tools
3. Sanitary Manhole Inspection and Repairs Form
4. Sanitary Overflow (CMOM) Forms
5. Sanitary Manhole Rehabilitation Form
6. Lift Station Attribute Edit Form
7. Sanitary Pipe Cleaning Form
8. Sanitary Pipe Condition Form
9. Sanitary Pipe Televising Form
10. Sanitary Pipe Rehabilitation Form
11. Lateral Inspection Form
12. CCTV and CCTV Defect ReportLinks
13. Also excludes any items not specifically included in this task order

TASK ORDER 2016-05
2016 City of Columbus GIS Site Development

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.

The Effective Date of this Task Order is July 12, 2016.

City of Columbus:

Ruekert & Mielke, Inc. :

By:

By:

Name:

Name:

Jason P. Lietha, P.E.

Title:

Title:

Vice President/Office Manager

Columbus GIS Fee Breakdown
8/2/2016

Initial Cost (One Time)							
	Application Development	Convert Existing Files	Training				Total
Sewer Utility	\$ 4,667	\$ 2,500	\$ 600				\$ 7,767
City General Fund	\$ 4,667	\$ 2,500	\$ 600				\$ 7,767

Annual Cost (Yearly)							
	Annual Service Fee (software / Storage)	Zoning Tool	Document upload Tool	Tree Tool	Sewer Manhole Tool	Sewer Pipe Tool	Total
Sewer Utility	\$ 2,500				\$ 400	\$ 400	\$ 3,300
City General Fund	\$ 2,500	\$ 800	\$ 800	\$ 1,200			\$ 5,300

TASK ORDER 2016-05
2016 City of Columbus GIS Site Development

**DESIGNATED REPRESENTATIVE FOR
TASK ORDER:**

Name: Patrick VanderSanden

Name: Jason P. Lietha

Title: City Administrator

Title: Vice President / Office Manager

105 North
Dickason Blvd
Columbus, WI
53925

258 Corporate Drive Suite 200
Madison WI 53714

Address: _____

Address: _____

E-Mail pvandersanden@columbus.wi.u
Address: s

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

Phone: 920-623-5900

Phone: 608-819-2600

Fax: _____

Fax: _____

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.

Exhibit A-1

07/12/16

~8117-00000 Miscellaneous Project Files > 216 Misc Engineering > Task Orders > Task Order 2016-05 GIS Site Development > Exhibit A - Ruekert and Mielke Current Rates For Columbus.doc~

APPENDIX A - SCOPE OF SERVICES

Esri ArcGIS Server Advantages

Utilizing ArcGIS Server has several distinct advantages over other web-based GIS software solutions:

1. Greater user experience by providing high-quality graphics and a quick response time.
2. The Esri ArcServer platform has been rigorously tested to ensure higher reliability than others. This platform is compatible with most internet browsers, whereas other web-based GIS software may be limited to Internet Explorer on a Windows computer. We also use Latitude Geographics Geocortex user interface that features many tools to navigate within the application. These solutions together work in most internet web browsers such as Internet Explorer, Firefox, Safari, and Google Chrome.
3. The HTML5 platform has become the industry standard for GIS mobile application development. Geocortex includes an HTML5 interface which can be used on any device with internet connection.
4. ArcGIS Server employs the latest technology, thereby eliminating the dependency on legacy technology, like other web-based GIS software that use Classic ASP. Today, ASP.NET is the current standard for building applications with a robust set of tools, improved performance, and security.
5. Editing attribute data in desktop applications is made possible by storing all data in SDE (Spatial Database Engine). Saved edits are immediately available in the GIS web application.
6. ArcGIS Server offers greater printing capabilities than other web-based GIS software. Custom print templates with logo and title blocks can be created.
7. Data maintenance records (i.e. hydrant maintenance & flow test records, sanitary manhole inspection & repair records, sanitary pipe attributes & cleaning records) are presented in a common dashboard.

Scope of Service - GIS Tool Annual Subscription

What is included?

- Cloud access to ArcGIS for Server - map layers and databases
- Cloud access to GeoCortex software - interactive tools to interact with maps and data
- Customer support of software, tools and end users interface
- Upgrades to software and tools as they become available
- Hardware - servers and infrastructure to run the applications
- Bandwidth - on demand applications
- Data storage - maps, images, videos and databases

Execution of this agreement will add the following Subscription Items to the Master GIS Application and Services Agreement:

RMGIS Cloud Services	Core Mapping Services
Street & Park Trees – Attribute Edit Form	Street & Park Trees – Maintenance Form
Sanitary Manhole Attribute Edit Form	Sanitary Pipe Attribute Edit Form

Scope of Services - GIS Web Application Development

Before any department-specific tools can be implemented, R/M must first develop and setup a map service in ArcGIS Server and build viewers from which users can access the data. An example of a Geocortex Map View and tab menus can be found on the following pages.

1. ArcGIS Server/Geocortex Site Setup

Ruekert & Mielke, Inc. R/M will develop and configure a Geocortex HTML5 map viewer for the City of Columbus, and will be accessed through a portal page.

Each map viewer will include applicable layers and tools for the intended users.

The following features will be included in your new ArcGIS Server Application:

- Layer list with active layers
- Navigation controls
- Bookmarks
- Parcel searches by PIN, Owner, and Address
- Print template for 8-1/2"x11" and 11"x17" in portrait and landscape orientation
- Select tools (Point, Freehand, Line, Polygon and Rectangle Identify)
- Mark-up tools
- Buffer Tool
- Ability to add data to map (e.g. shapefile, point file)
- Export map images
- Measure distances and areas
- Link to Google maps for selected area
- Query and Filter

Assumptions:

1. R/M assumes accommodations will be needed for public access at this time.
2. The City of Columbus will provide a list of group and user roles, and the associated layers and tools each group or user should have access to.

GIS WEB APPLICATION

R/M will create a City of Columbus Portal page similar to the image shown below:

welcome to
YOURTOWN™
est. 2013



Welcome | [\[Log Out\]](#) | [Home](#) | [My Profile](#)

Ruekert Mielke's GIS blog



Disclaimer

YourTown™ provides online access to geographic and land information for an imaginary city. This information is for demo purposes only. Ruekert & Mielke Inc. (R/M) is not responsible for any misuse or misrepresentation of this information or its derivatives.

The user expressly agrees that the use of the YourTown™ web site is at the user's sole risk. R/M does not warrant that the service will be uninterrupted or error free. Please contact us if you have questions about this web site.

There are 5 users online.

[Desktop Access](#) | [Mobile Access](#)

Created and Hosted by  **Ruekert & Mielke Inc.** © 2014

[Report a Problem](#)

The City of Columbus map viewer and toolbars will be developed similar to the images shown below: (map layers shown are only examples and will be based upon your needs).

HTML5 Viewer – Map View Maximized



HTML5 Viewer – Toolbar and Layer Menu

Items not currently available in the HTML5 Viewer include:

- Advanced query builder/filebuilder
- System help

Scope Of Services - Import and Convert Digital Map Layers

1. Layers to be included (date supplied by the City of Columbus and through map services provided by Columbia and Dodge Counties).

- Parcels
- Lot Dimensions
- Lot Addresses
- Road Centerlines
- PLSS (Public Land Survey System) lines
- Corporate Boundary lines
- Sidewalks
- FEMA Floodplains
- WISLR Pavement Data
- Parks
- TIF District Boundaries
- County Supervisory Districts
- Voting Wards
- Zoning
- Sanitary Sewer System (including basins, lift station locations, sewer lateral locations and manhole numbers where available)
- Sanitary Sewer Televising Map (By Year)
- Storm Sewer System
- Water Distribution System
- Surface Water
- Soils
- Wetlands
- Contours
- Aerial Photos
 - 1995
 - 2002
 - 2007
 - 2010
 - 2015

B. Convert Digital Map Layers for incorporation into the Web Application for use with infrastructure management tools.

- Some Base Map Layers listed above are available from Columbia County via published map services and will be used directly in lieu of City data. Any layer not available will be converted.

- City of Columbus layers will be converted and loaded into our standard data model and stored in SDE (Spatial Database Engine) as GIS Feature Classes.
- Some cleanup of existing layers will be needed prior to adding to the website. Those include Zoning, Voting Wards, TIF District Boundaries, County Supervisory Districts, Parks, Sewer Basins and the Parcel Data. Polygons and centroids will need to be created for each of these for display on the website. Storm features will be added without cleanup since there are no editing capabilities at this time.

Assumptions:

1. Data conversion or preparation for additional layers not outlined above will incur additional costs.

Scope of Services - GIS Tools

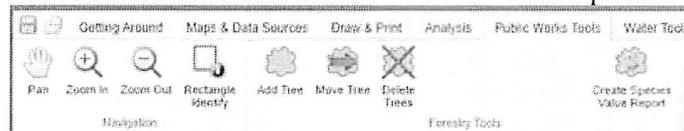
FORESTRY

STREET & PARK TREES - ATTRIBUTE EDIT FORM

Our internet-based tool includes simple forms to place, move, or delete tree & planting locations, and input & edit tree attribute information. Query and reporting tools enable users to quickly see the location of specific tree species (e.g. ash) by tree diameter, condition rating, maintenance priority needs for work order purposes, or the tabulation of tree valuations.

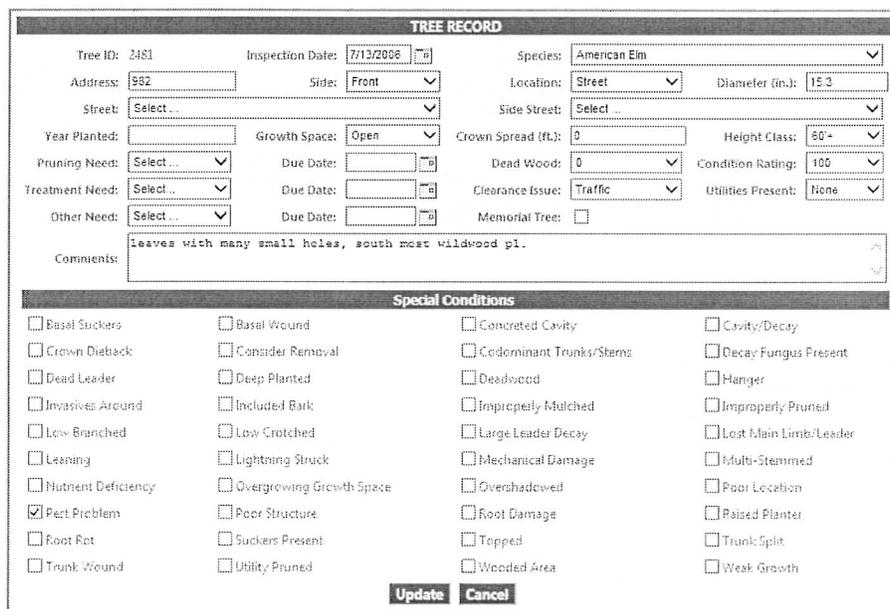
Includes:

- Add, move and delete a tree
- Edit attribute data & special conditions
- Export tree attributes to text file
- Query attributes
- Tree attribute reports
- Create species value report



Public Works Toolbar

The form (shown below) allows the user to view, add, and edit the attributes, and special conditions of a selected tree.

A screenshot of a web-based form titled 'TREE RECORD'. The form contains several input fields and dropdown menus. Fields include: Tree ID (2451), Inspection Date (7/13/2008), Species (American Elm), Address (582), Side (Front), Location (Street), Diameter (in.) (15.3), Street (Select...), Side Street (Select...), Year Planted, Growth Space (Open), Crown Spread (ft.) (0), Height Class (60+), Pruning Need (Select...), Due Date, Dead Wood (0), Condition Rating (100), Treatment Need (Select...), Due Date, Clearance Issue (Traffic), Utilities Present (None), Other Need (Select...), Due Date, Memorial Tree (checkbox). A comments field contains the text: 'leaves with many small holes, south most wildwood pl.'. Below the form is a section titled 'Special Conditions' with a grid of checkboxes for various tree issues: Basal Suckers, Basal Wound, Concreted Cavity, Cavity/Decay, Crown Dieback, Consider Removal, Codominant Trunks/Stems, Decay/Fungus Present, Dead Leader, Deep Planted, Deadwood, Hanger, Invasives Around, Included Bark, Improperly Mulched, Improperly Pruned, Low Branched, Low Crocheted, Large Leader Decay, Lost Main Limb/Leader, Leaning, Lightning Struck, Mechanical Damage, Multi-Stemmed, Nutrient Deficiency, Overgrowing Growth Space, Overshaded, Poor Location, Part Problems, Poor Structure, Root Damage, Raised Planter, Root Rot, Suckers Present, Topped, Trunk Split, Trunk Wound, Utility Pruned, Wooded Area, Weak Growth. At the bottom are 'Update' and 'Cancel' buttons.

Tree Attribute Edit Form

Dropdown lists include:

Species: – most common tree species. List will be altered per client needs.

Side: Front, Right, Left, Back Median

Location: Street, Park, Parking Lot, Building Site, Median, Island, Behind Walk, Natural Area, Ditch, and Other

Street and Side Street: Street Name List provided by client in required format.

Growth Space: Open, 0-3 ft, 3-5 ft, 5 ft +, Boxout, Ditch, Median

Height Class: N/A, 0'-15', 15'-30', 30'-60', 60'+

Pruning Need: Safety, Routine, Training

Treatment Need: EAB, Dutch Elm, Linden Borer, Oak Wilt

Other Need: Watch, Cable & Prune, Girdling Root, Remove, Remove Stakes, Tree Heaving Walk/Curb

Dead Wood & Condition Rating: 0%-100% in 5% increments

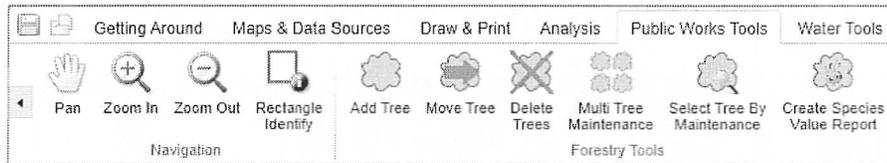
Clearance Issues: Ok, Traffic, Signs/Lights, Walk, Potential View Obstruction

Utilities Present: None, Electric, Tel/Cable, Both, Underground, Overhead

FORESTRY

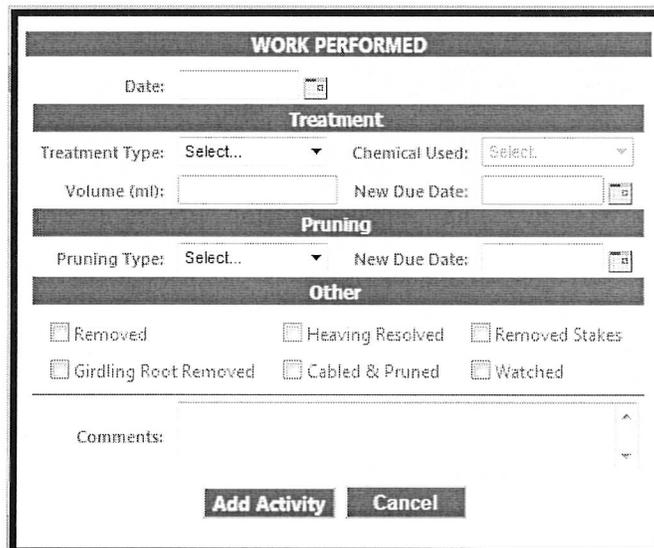
STREET & PARK TREES - MAINTENANCE FORM

Our internet-based tool includes a maintenance form to manage, track, and schedule daily tree care activities such as plantings, removals, staking, pruning, and chemical treatments. Query and reporting tools enable users to quickly display and generate reports for trees requiring maintenance.



Public Works Toolbar

The following forms are appended to our Street and Park Tree Attribute Edit Forms. The Work Performed form is used to input maintenance and treatment activities, date performed, treatment type, chemical used & volume applied:

A screenshot of a web form titled 'WORK PERFORMED'. It has a 'Date:' field with a calendar icon. Below is a 'Treatment' section with 'Treatment Type: Select...' and 'Chemical Used: Select...' dropdowns, and 'Volume (ml):' and 'New Due Date:' input fields. The 'Pruning' section has 'Pruning Type: Select...' and 'New Due Date:' input fields. The 'Other' section has checkboxes for 'Removed', 'Heaving Resolved', 'Removed Stakes', 'Girdling Root Removed', 'Cabled & Pruned', and 'Watched'. At the bottom is a 'Comments:' text area and 'Add Activity' and 'Cancel' buttons.

Tree Maintenance Form

Historical maintenance activities are recorded and displayed below the Street and Park Tree Attribute Edit Form.

MAINTENANCE HISTORY											
Date	Treatment Type	Chemical Used	Volume (ml)	Pruning Type	Watched	Cabled & Pruned	Heaving Resolved	Removed Stakes	Girdling Root Removed	Removed	Comments
<input checked="" type="checkbox"/>	10/16/2013	Dutch Elm	Spectro		<input type="checkbox"/>						

Multi Tree Maintenance

Used to record common maintenance activities for multiple trees. Maintenance activities include Prune & Treat.

Prune Maintenance:

Pruning Tasks dropdown list includes: Cabled and Pruned, Training Pruned, Routine Pruned, Safety Pruned.

Tree Maintenance:

Multiple Tree Maintenance

Select the Date Work Performed, Treatment, Chemical, and New Due Date. Click Update to complete the task or Cancel.

Maintenance Date
Date Work Performed: 8/26/2014

Treatment
Treatment: Select Treatment...
Chemical: Select Chemical...

New Due Date
Due Date: 8/26/2014

Update Cancel

Treatment dropdown list includes: EAB, Dutch Elm, Linden Borer, Oak Wilt

Chemical dropdown list includes: Alamo, Arbotect, Banner Max, Baseline, Cambistat, Compass, Dipel, Floramite, Forbid, Heritage, Imidacloprid, Menace, Onyx, Shuttle, Spectro, Subdue, Transtect, Tree-Age

Select Tree by Maintenance

- Includes the following Tree Maintenance Query form:

Tree Maintenance Query

Check the boxes below to show trees with the following maintenance tasks. You may optionally set a date range to limit your results.

Maintenance
 Watched
 Planted
 Removed Stakes
 Cabled & Pruned
 Heaving Resolved
 Girdling Root Removed
 Removed

Treatments
Treatment Type: Select...

Pruning
Pruning Type: Select...

Dates (Optional)
 Use this Date Range
From Date: 8/26/2014
To Date: 8/26/2014

Search

Tree Maintenance Query Workflow

Treatments Include:

- EAB (Emerald Ash Borer)
- Dutch Elm
- Linden Borer
- Oak Wilt

Pruning Types Include:

- Safety
- Routine
- Training

Other Query Tools

The Simple and Filter Query tools can be used to search on information contained in the Tree Record form.

Report Functionality

The Reports tool includes a standard report of the Tree Record information as a Species Value report. Additional Reports can be provided at an additional cost.

ADMINISTRATION

PARCEL BASED ZONING TOOL

Our internet-based tool includes a simple process for updating parcel zoning classifications. The tool requires that zoning classifications are assigned to parcel polygons; more than one parcel at a time can be updated.



Toolbar for Zoning changes shown above.



Window for selecting parcels to update shown above.



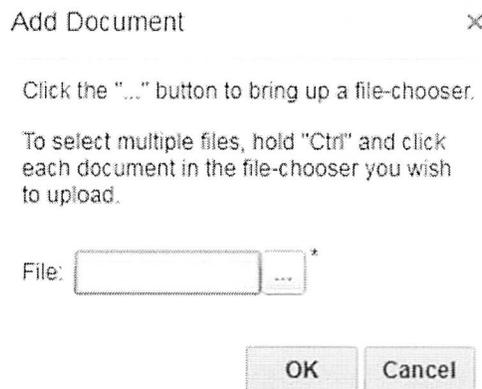
Window for selecting zoning code shown above.

ADMINISTRATION

DOCUMENT UPLOAD

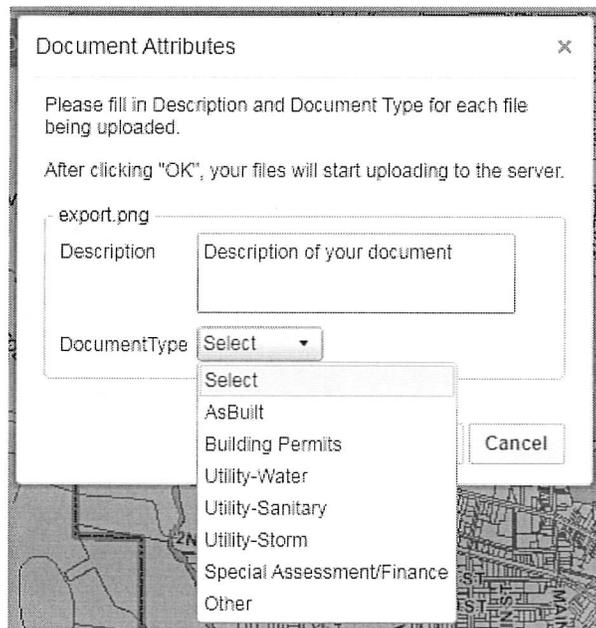
Our internet-based tool includes a form for uploading documents and placing their location in the GIS map as document points. Multiple documents can be uploaded at once, creating multiple document points stacked on top of each other. Documents are accessible through identification in the GIS map.

Using the built-in query tools, users can create on-the-fly queries to search for documents based on document type, description, or name.



The 'Add Document' dialog box has a title bar with 'Add Document' and a close button (X). The main area contains two paragraphs of instructions: 'Click the "..." button to bring up a file-chooser.' and 'To select multiple files, hold "Ctrl" and click each document in the file-chooser you wish to upload.' Below the text is a 'File:' label followed by a text input field and a file selection button (three dots). At the bottom are 'OK' and 'Cancel' buttons.

Select Files to Upload



The 'Document Attributes' dialog box has a title bar with 'Document Attributes' and a close button (X). The main area contains two paragraphs of instructions: 'Please fill in Description and Document Type for each file being uploaded.' and 'After clicking "OK", your files will start uploading to the server.' Below the text is a list of files, with 'export.png' selected. To the right of 'export.png' are two input fields: 'Description' with the text 'Description of your document' and 'DocumentType' with a dropdown menu. The dropdown menu is open, showing options: 'Select', 'AsBuilt', 'Building Permits', 'Utility-Water', 'Utility-Sanitary', 'Utility-Storm', 'Special Assessment/Finance', and 'Other'. A 'Cancel' button is located to the right of the dropdown menu.

Appendix A - 15

Fill out attributes for each file

Document Types include:

- AsBuilt
- Building Permit
- Utility-Water
- Utility-Sanitary
- Utility-Storm
- Special Assessment/Finance
- Other

1. Additional document types can be added at no additional cost during development and up to 30 days after the delivery of the product.
2. .DOC, .PDF, .JPG will be the included file types, any other file types (with limitations) can be added for an additional fee.
3. Zip files will not be permitted due to security reasons.
4. Document points can be colored or “themed” by document type upon request. Stacked document points from uploading multiple documents at once will be themed in a separate “Multiple Documents” color or symbol.

SEWER UTILITY

MANHOLE ATTRIBUTE EDIT TOOL

Our internet-based tool includes a simple form for editing manhole attributes.

Queries can be run to quickly see the location of manholes based on any of the attribute values. Manhole attribute reports can also be generated and printed.

Tabs shown below are for access to additional asset management tools and are not included unless specifically identified in this scope. No tabs are included in this task order.

STRUCTURE DATA

Structure No: Rim Elev.: Type: Manhole

Adj. Rings Material: Select ... Depth (ft): 9.00 Basin: 7

Chimney Material: Select ... Cover: Location:

Cone Material: Select ... Frame: Size (in):

Barrel Material: Select ... Spray Lined: Private:

Year Installed: Status: Active

Comments:

Edit

Summary | Inspections | Repairs | Overflow

INSPECTIONS | **REPAIR HISTORY**

No Inspection Records Found. | No Repair Records Found.

Close

Manhole Attribute Edit Form

GENERAL STRUCTURE DATA

Structure No: Rim Elev.: Type: Manhole

Ring Material: Select ... Depth (ft): 9.00 Basin: 7

Chimney Material: Select ... Cover: Location:

Cone Material: Select ... Frame: Size (in):

Barrel Material: Select ... Spray Lined: Private:

Year Installed: Status: Active

Comments:

Save **Cancel**

Manhole Dashboard

Attribute Editing Form Drop-down Values

Type:

- Select...
- Air Release
- Cleanout
- Guaging
- Dry Well
- Wet Well
- Lift Station
- Manhole
- Metering Manhole

Status:

- Select...
- Active
- Abandoned
- Proposed

Ring, Chimney, Cone, & Barrel Materials:

- Select...
- N/A
- Brick
- Block
- Precast
- Poured
- Other
- HDPE
- Cast Iron
- Steel

SEWER UTILITY

PIPE ATTRIBUTE EDIT TOOL

Our internet-based tool includes a simple form for editing sewer pipe attributes.

Queries can be run to quickly see the location of pipe segments based on any of the attribute values. Pipe attribute reports can also be generated and printed.

Tabs shown below are for access to additional asset management tools and are not included unless specifically identified in this scope. No tabs are included in this task order.

Additional layers will be created for viewing pipes by Year Televised, Year Lined, and Year Cleaned.

PIPE DATA			
Pipe ID:	325 334	Diameter:	4
Material:	PVC	Type:	Main
Year Cleaned:		Year Televised:	
Status:	Active	Year Installed:	
Length:	415.0	Street:	SILVERLAKE
Problem:	<input type="checkbox"/>	Private:	<input type="checkbox"/>
Year Lined:			
Up Inv: 325		334	
Up Dir:	Select...	Dn Inv:	Select...
Comments:			
Edit			
CCTV Video Condition Reports Rehab Cleaning Records			
CONDITION HISTORY		Ratings:	
Create New Condition Report		1. Badly cracked pipe, Major roots, Out of round, Major infiltration, Major sages	
		2. -	
		3. Moderately cracked pipe, Moderate roots, Little Infiltration, Moderate sages	
		4. -	
		5. Clay pipe with hair line cracks, Minor roots, No infiltration, No sages	
		6. -	
		7. Good Clay pipe with uniform slope and tight joints, no roots, Lined clay with no infiltration at laterals	
		8. Newer pipe with non-uniform slope, Minor sages, Minor separated joints	
		9. -	
		10. Newly installed pipe with uniform slope and tight joints, No infiltration	

Pipe Dashboard

PIPE DATA							
Pipe ID:	325 334	Diameter:	4	Length:	415.0	Street:	SILVERLAKE
Material:	PVC	Type:	Main	Problem:	<input type="checkbox"/>	Private:	<input type="checkbox"/>
Year Cleaned:		Year Tevised:		Year Installed:		Year Lined:	
Status:	Active						
Upstream #		325		Downstream #		334	
Up Inv:		Up Dir:	Select...	Dn Inv:		Down Dir:	Select...
Comments:							
				<input type="button" value="Save"/> <input type="button" value="Cancel"/>			

Pipe Attribute Edit Form

Attribute Editing Form Drop-down Values	
Diameter:	Type:
<ul style="list-style-type: none"> • Select... • 4 • 6 • 8 • 10 • 12 • 15 • 16 • 18 • 24 • 27 	<ul style="list-style-type: none"> • Select... • Collector • Force Main • Gravity Main • Interceptor • Lateral • Pressure Main • Trunk • Siphon Main • Main
Street: Data Dependent	Status:
	<ul style="list-style-type: none"> • Select... • Active • Abandoned
Material:	Up & Downstream # : Data Dependent
<ul style="list-style-type: none"> • Select... • CONC • CAST IRON • CLAY • CONC • DI • LINED CLAY • LINED RCP • PVC • RCP • OTHER 	Up & Down Dir:
	<ul style="list-style-type: none"> • Select... • N • NE • E • SE • S • SW • W • NW

Sanitary Pipes by Year Lined

- This Year
- Last Year
- 2 Years Ago
- 3 Years Ago
- 4 Years Ago

Sanitary Pipes by Year Cleaned

- Unknown
- This Year
- Last Year
- 2 Years Ago
- 3 Years Ago
- 4 Years Ago

Sanitary Pipes by Year Televised

- Unknown
- This Year
- Last Year
- 2 Years Ago
- 3 Years Ago
- 4 Years Ago

Scope of Services - Training

Training sessions will be conducted for the City of Columbus staff on use of the ArcGIS Server web application and Geocortex tools.

- Training will be conducted with up to eight (8) users per session as described below:

Training Type	Users	Duration
General	All users using the ArcGIS Server website. Groups limited to 8 users	6 hours
	Training Cost:	\$1,200

- Training session durations are approximate - based on past experience – and are dependent upon the number of users and user participation.
- On-site training costs include travel time and mileage from our Waukesha office.
 - The City of Columbus will provide facility, computers, and high-speed internet connection for each student (if desired).
 - R/M will provide the instructor’s computer and a projector.
 - Training and associated services will be invoiced on a “per session” basis and may include up to two (2) hours of preparation time.
 - Additional training can be provided upon request at \$150/hour.
 - Follow-up support will be provided via WebEx, conference call, and/or email at \$150 per hour.
 - Training Schedule: Within two weeks following the completion of the ArcGIS Server Web Application.

Implementation Schedule

Scope	Week															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
GIS Web Application Development	█	█	█	█												
Import and Convert Digital Map Layers				█	█	█	█									
GIS Tool Development																
Forestry - Street and Park Tree Attribute Edit Form					█	█										
Forestry - Street and Park Tree Maintenance Form						█	█									
Parcel Based Zoning Tool							█	█								
Document Upload Tool								█	█							
Manhole Attribute Edit Tool									█	█						
Pipe Attribute Edit Tool										█	█					
User Training																
General Staff											█	█				
Project Closeout													█			

Actual Implementation Schedule to be mutually determined by City of Columbus and Ruekert & Mielke, Inc. Project Managers.

1. ArcGIS Server Web Application Development Schedule: Within 120 days following the authorization to proceed.
2. Training Schedule: Within 2 weeks following the completion of the ArcGIS Server Web Application.
3. Review, Testing & Acceptance Period: Within 30 days following the completion of training.
4. Completion of these services will be dependent upon weather and the ability to locate surface features.

APPENDIX B

GIS - Street/Park/Public Property Tree Inventory and Database

Wachtel Tree Science, Inc. (Wachtel) will provide a comprehensive Geographic Information System (GIS) inventory of existing individual trees and vacant planting sites (for vacant sites that meet the criteria established by the City), in the public rights-of-way. Wachtel will also inventory all existing trees within (7) closely maintained City parks, Hillside Cemetery and other public properties designated by the City. On these properties, all trees within mowed or maintained areas will be inventoried. Inventory does not include native mass vegetation groupings in undeveloped or forested areas. Only trees 8" DBH and greater that are within the street r-o-w will be inventoried in these situations.

Wachtel will utilize tablet computers using ESRI ArcPad 10.0 and Wachtel's PinPoint 3.0 mobile tree inventory data collection system software. Inventory data will be seamless and compatible with the City's web-based GIS system hosted by Ruckert/Mielke.

Tree management tools pricing to be provided by Ruckert & Mielke, Inc. under a separate proposal line item. These internet-based tools will provide City staff with simple on-line forms to manage tree records collected as part of the inventory effort, as well as future plantings. Query and reporting tools will provide the ability to quickly see the location of specific tree species (e.g. ash) by tree diameter and/or condition rating, the maintenance priority needs for work order purposes, and the tabulation of tree valuations. Work histories can also be stored with each tree record.

Inventory data collected will include: tree/growth space ID#, inspection date, species, address, street, side street, side, location, growth space size, DBH, height class, percent deadwood, condition rating, tree value (Council of Tree and Landscape Appraisers, 7th edition, basic formula method), maintenance need categories, work priority, clearance issues, overhead utilities present, special conditions, and general notes (see attached Master Inventory Data Sheet). We will provide a field for Year Planted, but it will be left blank for the City to populate.

Each tree will be located within 5 feet of its actual coordinate location. The City will provide a 2015 or newer digital orthophoto file (Mr. SID format, 6" pixel preferred) and shapefiles containing parcels, rights-of-way, pavement edge, structure outlines and corporation limit boundaries, if available. The City will also provide a parcel addressing and park/public property naming databases in order for Ruckert & Mielke, Inc. to perform a spatial join after the data is collected. This will provide the City with the ability to use collected data for each tree or vacant site location and have it referenced to the nearest street address or named park/public property in the GIS database.

The City will provide a street map highlighting those streets, parks and public properties to be inventoried.

In the field “heads-up” digitizing of all tree locations and potential planting sites using existing digital orthophotography and/or GIS layers as reference with feature points linked to an Access database will be the method of data collection. This will allow for data quality checks at the end of each day’s inventory data collection.

This proposal assumes 3,200 street sites (planted and vacant) and 750 park/public property trees. There may be State and County highway routes that pass through the City where street tree planting would not be appropriate. A discussion with staff regarding these sites will take place prior to the inventory commencing.

Upon completion of the physical inventory, the City will receive a shapefile and associated database from Wachtel. Data will be Open Database Connectivity compliant and contain unique ID numbers in sequential form. These files will allow the City to provide the data to Ruckert/Mielke to be included in the City’s GIS. Tree management functions and software training to be provided by Ruckert/Mielke staff.

Fee for GIS Public Tree Inventory - \$14,850.00

Urban Forestry Management Plan

We will prepare a comprehensive management plan meeting the DNR’s minimum requirements. The plan will summarize inventory results including: size class distribution, species frequency, condition, tree value, needed tree maintenance, removals, planting, and percent stocking needed for a five-year planning period. We will solicit from staff, general recommendations on current conditions, problems, and prioritize needed improvements regarding the urban forest in the development of the plan. Long-term goals and objectives of the Urban Forestry Management Plan will be determined through solicitation of public input, staff knowledge of the urban forest, and through discussions with the DNR, and other municipalities who have already developed their plans. We will make public, in draft form, an executive summary of the management plan to encourage citizen, staff, committee and council participation and comments.

We will review and evaluate existing City ordinances, programs, and procedures to analyze strengths and weaknesses in the existing City forestry program, and provide recommendations to improve these programs and procedures. Additionally, we will review and evaluate City equipment, staffing, and budgets and recommend any improvements prior to implementing the proposed plan. The plan will include a five-year strategic schedule for pruning, planting, and removing City trees, and a phasing period for implementation along with projected budgets. The plan will meet the requirements of the DNR’s Technical Guide to Developing Urban Forestry Strategic Plans and Urban Forest Management Plans.

Fee for Urban Forestry Management Plan - \$4,950.00

EAB Readiness/Response Plan

1. Establish purpose and scope for the plan. Meet or communicate with City staff and committees to develop goals and objectives for the EAB Readiness Plan. The plan will address: steps to be taken before EAB arrives; after it is found in Columbus; the replanting of ash-alternative trees; and lessons learned by communities dealing with EAB.
2. Review policies, budgets, equipment inventory and personnel as to adequacy in managing the ash tree resource. The plan will make recommendations for managing generated wood residues, identifying potential marshalling yards and ash wood utilization possibilities.
3. Incorporate findings from the street tree and park/municipal properties tree inventories into determining current ash population, species diversity and improve on that diversity in the future.
4. Included within the report will be an executive summary to comply with DNR “Guidelines for Municipal Emerald Ash Borer Plans”.

Fee for Emerald Ash Borer Readiness/Response Plan - \$3,250.00

Electronic copies of the Urban Forestry and EAB Management Plans will be provided.

All data collected and reports prepared will become the property of the City of Columbus upon completion of the project.

ARBORIST DISCLOSURE STATEMENT

Arborists are tree specialists who use their education, knowledge, training and experience to examine trees, recommend measures to enhance the beauty and health of trees, and attempt to reduce the risk of living near trees. Clients may choose to accept or disregard the recommendations of the arborist, or to seek additional advice.

Arborists cannot detect every condition that could possibly lead to the structural failure of a tree. Trees are living organisms that fail in ways we do not fully understand.

Conditions are often hidden within trees and below ground. Arborists cannot guarantee that a tree will be healthy or safe under all circumstances, or for a specified period of time.

Trees can be managed, but they cannot be controlled. To live near trees is to accept some degree of risk. The only way to eliminate all risk associated with trees is to eliminate all trees.

2016 AGENDA ITEM

MEETING DATE: August 1, 2016

AGENDA ITEM: ___ Task Order – Firemens Park Storm Study

DETAILED DESCRIPTION OF SUBJECT MATTER:

Attached is a Task Order from City Engineer Jason Lietha relative to the initiation of a study of the storm sewer system in Firemen’s Park.

Jason will explain further at the Committee of the Whole, but the drainage issues at Firemen’s Park have been an issue for as long as I can remember.

ACTION REQUESTED OF COUNCIL: Consideration of further study in to the drainage needs of Firemen’s Park.

TASK ORDER 2016-10
Fireman's Park Storm Water Study

This is Task Order No. 2016-10,
consisting of 4 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. Specific Project Description

A. Background

- Two locations in Fireman's Park with corrugated metal culverts of unknown depth and alignment (see Exhibit A).
- Metal pipe is collapsing and causing sink holes which creates a safety issue for both people and animals.
- Continuing Department of Public Works maintenance and costs associated with this problematic storm water infrastructure.

B. Purpose

- The purpose of this study is to identify issues with the current storm water infrastructure in Fireman's Park, to evaluate a variety of possible alternatives, and ultimately to recommend a single alternative to the City.

2. Services of R/M

A. Phase 1 – Site Investigation

- Site visit to gather information and evaluate site conditions.
- Collect necessary measurements and survey data.
 - i. Survey data will be used to determine the alignment and grades of the culverts. Survey points include, but are not limited to, the following:
 - Directly upstream and downstream of each culvert.
 - Top of culverts (when possible).
- Identify possible constraints on future solutions.
- Contact the Wisconsin Department of Natural Resources and the Army Corps of Engineers for determination of navigability.

B. Phase 2 – Evaluation of Alternatives

- Phase 2 will include an analysis of data collected in Phase 1.
- Preparation of a report to include the following:
 - Summary of current site conditions and storm water infrastructure.
 - Relevant data collected during site investigation.
 - Identification of possible solutions.

TASK ORDER 2016-10
Fireman's Park Storm Water Study

- Evaluation of solutions based on cost, permit requirements, safety, and effectiveness.

C. Phase 3 – Recommendation for Future Work

- Present study to the City.
- Discuss recommended alternative and logical next steps.

3. Items Excluded

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

- Follow up site visits, meetings, and certifications.
- Plan design.
- Bidding and construction.
- Contaminated site investigations, coordination, and/or remediation design.
- Historical, environmental, or archeological investigations, coordination, and/or mitigation.
- Environmental impact statements or site assessments.
- Title searches.
- Record drawings.
- Real estate appraisal/acquisition.
- Permitting.
- Public hearings.
- Any grant application completion or administration related to this project.

4. Times for Rendering Services

- A. Study to be completed by 45 days from authorization.

5. 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</i>
Site Investigation	Standard Hourly Rates	\$1,600
Evaluation of Alternatives and Report Preparation	Standard Hourly Rates	\$3,678
	TOTAL =	\$5,278

TASK ORDER 2016-10
Fireman's Park Storm Water Study

- B. The terms of payment are set forth in Section III and Exhibit B 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 2016-10
Fireman's Park Storm Water Study

The Effective Date of this Task Order is _____.

City of Columbus:

Ruekert & Mielke, Inc.:

By:

By:



Name:

Name:

Jason P. Lietha, P.E.

Title:

Title:

Vice President

**DESIGNATED REPRESENTATIVE FOR
TASK ORDER:**

Name:

Name:

Jason P. Lietha, P.E.

Title:

Title:

Vice President

Address:

Address:

258 Corporate Drive, Madison WI
53714-2407

E-Mail

Address:

E-Mail

Address:

jlietha@ruekert-mielke.com

Phone:

Phone:

608.819.2600

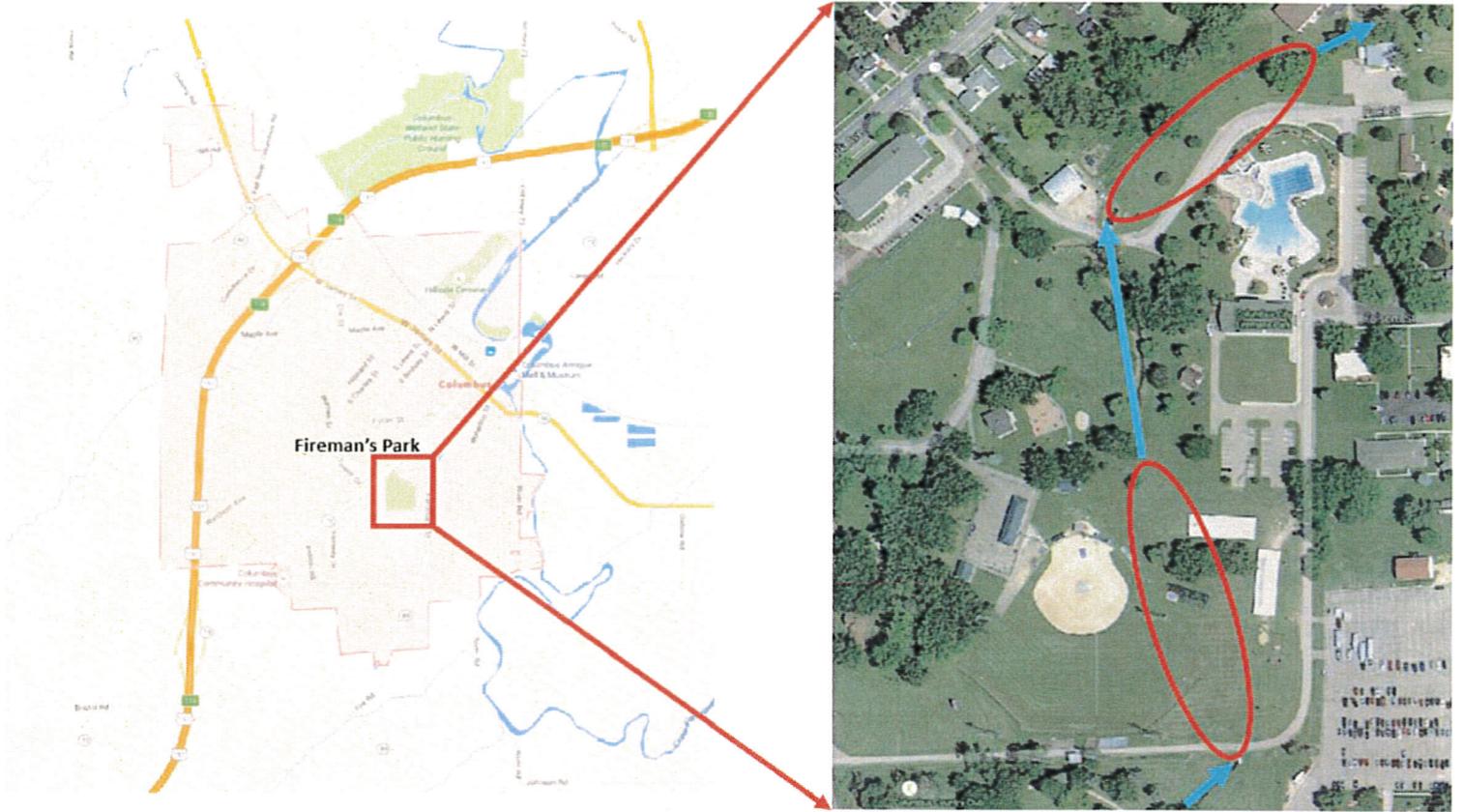
Fax:

Fax:

608.819.2600

Area of Study in Fireman's Park

Exhibit A



Path of stormwater



Unknown path
of culverts



RUEKERT & MIELKE, INC.

STANDARD HOURLY RATES		STANDARD HOURLY RATES	
ENGINEERING SERVICES		SCADA SERVICES	
Engineer 9	\$220.00	Senior SCADA Analyst	\$165.00
Engineer 8	175.00		
Engineer 7	165.00	SURVEYING SERVICES	
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	CONSTRUCTION REVIEW SERVICES	
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	ADMINISTRATIVE SERVICES	
Engineer Technician 1	85.00	Certified Public Accountant (Company CFO)	165.00
Environmental Coordinator	131.00	Project Assistant	67.00
		Administrative Assistant	67.00
LANDSCAPE ARCHITECT SERVICES		MISCELLANEOUS	
Senior Landscape Architect	121.00	MILEAGE	
		For Engineers and Technicians	.54/mile
MUNICIPAL ECONOMICS &		For Construction Review Technicians	.58/mile
PLANNING SERVICES		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		
IT/GIS TECHNICIAN SERVICES		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.

2016 AGENDA ITEM

MEETING DATE: August 16, 2016

AGENDA ITEM: MSA Agreements for Ph. 1 and Asbestos – for Countryside Ford Property

DETAILED DESCRIPTION OF SUBJECT MATTER:

As discussed at the 8/1 COW, MSA provided the low bid for conducting the Phase 1 Environmental Study and the Asbestos Inspection for the Countryside Ford property – which are contingencies for the purchase of the property.

Ted Naegeli, one of the principle owners of the property recently reached out to me to check in on where we are with this process. I explained we were at the review process and he was comfortable based upon where they are at with the construction of the new development.

MSA's total cost for both reviews totals \$5147. The cost of this review would be applied to the cost of the borrowing we will need to complete at the time of the property acquisition, should these reviews come back with no issues. Until then, my recommendation would be that the \$5147 come out of contingency, which the expense would be replaced when the borrowing occurs.

Currently the Contingency Fund has a balance of \$21,800.

ACTION REQUESTED OF COUNCIL: Approval of agreements with MSA for the Ph. 1 Environmental and the Asbestos Inspection



July 21, 2016

Submitted by email: pvandersanden@columbuswi.us

Patrick Vander Sanden
City of Columbus
105 North Dickason Boulevard
Columbus, WI 53925

Re: Asbestos Inspection Proposal for Building
1149 W James Street, City of Columbus

Dear Patrick:

Detailed below is MSA Professional Services, Inc. (MSAs) proposal to complete an asbestos inspection at the building at 1149 W James Street, Columbus. It is my understanding that the building is owned by the Countryside Ford auto dealership and that you are requesting an inspection for asbestos containing materials in preparation for possible demolition of the building.

Asbestos Inspection Services

The scope of services will include the identification, collection and laboratory analysis of suspect asbestos containing materials (SACM). Commercial buildings, and private residential structures owned by a non-private owner, that are being *renovated* or *demolished* must be inspected for the presence of asbestos-containing materials (ACM) prior to a demolition or fire training burn in accordance with Wisconsin Administrative Code Chapter NR 447, Control of Asbestos Emissions.

Specific tasks to be completed during the asbestos assessment include:

- Collection of bulk samples of suspect ACM from representative areas. Typically MSA collects a minimum of 2 samples from each homogenous suspect ACM to determine asbestos content.
- Initial analysis of bulk samples by polarized light microscopy (PLM) using Environmental Protection Agency (EPA) Method 600/M4-82-020 will be conducted using 5- to 10-day turn-around-time (TAT) from the laboratory.
- The Wisconsin DNR requires point counting by Method EPA 600/R-93/116 on PLM results that are 1% or less.
- Preparation of a report documenting the results of the inspection. MSA will plan to deliver the report to the City of Columbus, contingent on timely access to the building for the sampling.

Offices in Illinois, Iowa, Minnesota, and Wisconsin

1230 SOUTH BOULEVARD • BARABOO, WI 53913
(608) 356-2771 • (800) 362-4505 • FAX: (608) 356-2770
www.msa-ps.com

COST ESTIMATE

MSA's cost estimate is broken down into a lump sum charge for the assessment and unit prices for the laboratory analysis. Estimated quantities of samples are provided for budgeting purposes. The City of Columbus will be charged for the actual number of samples analyzed.

MSA Time and Expenses (field and report) @ lump sum	\$1,855.00
Asbestos PLM Analysis @ \$8.00 each, estimated 60 samples	\$480.00
Asbestos Point Count Analysis @ \$31.50 each, estimated 8 samples	\$252.00
Total Estimated Cost	\$2,587.00

The MSA lump sum charge includes collection of up to 60 samples. Additional sampling and analysis above 60 samples will be conducted on a time and materials basis.

ASSUMPTIONS

The proposed study is conditioned upon the following assumptions.

- MSA's services are performed in a manner consistent with the level of skill or care ordinarily exercised by those practicing in this locality under similar conditions. Information provided to MSA by individuals familiar with and/or associated with the buildings will be accepted in good faith and is assumed to be accurate.
- MSA's scope is based on the assumption that appropriate access will be provided to the buildings. MSA will inspect areas of the building accessible with a 16 foot extension ladder. Materials in areas not accessible through these means (for example, roofing) will be assumed to contain asbestos unless the client provides access by alternate means to these areas of the building.
- MSA will use destructive sampling methods on interior and exterior components that will be affected by the demolition/renovation activities. Building components that are not part of the planned renovation and therefore not disturbed during the renovation activities, will not be destructively sampled. The asbestos inspection is limited to visible and accessible, above-ground components and buried or inaccessible interior components (e.g., pipe insulation in concealed chases) or electrical wiring will not be sampled or quantified during this inspection.
- This cost estimate does not include repair or replacement of building materials damaged by MSA during this inspection.
- This cost estimate does not include removal labor or disposal costs associated with any asbestos, hazardous, or regulated materials found within or on the exterior of the structure(s).
- The quantity of samples, sample locations, and analyses performed will be selected to provide analytical data to document and evaluate current site conditions. The samples will be collected from homogeneous material areas and no guarantee is given that the assumed homogeneous area and the sample analyses are consistent throughout the building. Positive confirmation of the homogeneity of the material cannot be confirmed without sampling each ceiling panel, floor tile, floor tile adhesive, etc.; therefore, inferred conditions are based on sample analyses and field observations.
- MSA will not attempt to determine compliance by present or former owners or occupants of the Subject Property with federal, state, or local environmental or land use laws or regulations.

1149 W James Street ACM Inspection Proposal
July 21, 2016

- The compiled final report submitted at the conclusion of our investigation will be limited to observations made during the assessment of the facility as well as information supplied by the present owners of the property and others. MSA will make no certification with respect to the validity of the data collected.
- Prior to demolition, MSA recommends that all ACM identified in pre-demolition asbestos inspections be abated and legally disposed of to limit liability and allow for more economical disposal options for general demolition waste. While non-friable ACM can sometimes remain in-place during demolition, it is not recommended due to it becoming friable (and therefore regulated as friable) during demolition processes. Additionally, demolition debris with non-friable ACM remaining in-place is considerably more expensive to dispose of and cannot be recycled or used as clean fill material.
- MSA recommends that the asbestos abatement contractor(s) visit the site prior to bidding the abatement work and compare actual field conditions, materials observed, and quantities of identified asbestos to the findings of the environmental consultant's asbestos inspection report.
- MSA asbestos inspection reports should not be considered a bidding document as the potential exists for undiscovered suspect materials or quantity errors to present themselves during actual abatement and demolition activities. Asbestos abatement contractors should be held accountable to field-verify asbestos types, conditions, locations, and quantities prior to bidding the work.

Please contact me if you have any questions regarding our proposal. Authorization to proceed can be given by signing and returning the attached Environmental Consulting Services Agreement.

Sincerely,

MSA Professional Services, Inc.



Jayne A. Englebert
Project Manager

Enc. Environmental Consulting Services Agreement



Environmental Consulting Services Agreement

PROFESSIONAL SERVICES

More ideas. Better solutions.

This AGREEMENT ("Agreement") is made on July 21, 2016 by and between CITY OF COLUMBUS (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), Baraboo, which agree as follows:

Scope of Services: MSA shall provide the scope of professional environmental consulting services for the OWNER, directly or indirectly, indicated in the letter proposal dated July 21, 2016 ("Services"). Any changes or additions to the Scope of Services shall be made by written amendment to this Agreement by MSA and OWNER.

Terms and Conditions: All Services performed by MSA pursuant to this Agreement shall be performed in accordance with, and MSA's and OWNER's obligations shall be governed by, the General Terms and Conditions attached hereto and incorporated herein by this reference. Any attachments or exhibits referenced in this Agreement are made part of this Agreement.

Authorization: MSA will commence performance of the Services on this project upon OWNER's written authorization. OWNER's written authorization is provided and acknowledged by the signatures of MSA's and OWNER's authorized representatives below. By signing this Agreement below, each of the undersigned parties represent and warrant that he or she has full right, power and authority to execute this Agreement and bind his or her respective party to the terms and conditions hereof. A copy of this fully-executed Agreement shall be returned for MSA's files.

Survival: The General Terms and Conditions incorporated into this Agreement shall survive the completion of the Services performed hereunder or the termination of this Agreement for any cause.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement and intend to be bound thereby.

CITY OF COLUMBUS

MSA PROFESSIONAL SERVICES, INC.

Patrick Vander Sanden, Administrator

Richard Lyster
Team Leader

Date: _____

Date: July 21, 2016

105 North Dickason Blvd
Columbus, WI 53925
Phone: 920-623-5900
Fax: 920-623-5901

1230 South Blvd
Baraboo, WI 53913
Phone: 608-356-2771
Fax: 608-356-2771



July 14, 2016

Patrick Vander Sanden
City of Columbus
105 North Dickason Boulevard
Columbus, WI 53925

Re: Phase I Environmental Site Assessment (ASTM Practice E 1527-13)
Approx. 3.26 acres (Three Parcels 1090.001 and 1090.B, Parcel 1090.C)
1149 W James Street, City of Columbus

Dear Patrick:

MSA Professional Services, Inc. (MSA) is pleased to provide this proposal for an environmental assessment for the subject property listed above. This letter and the attached agreement comprise MSA's proposal to perform a Phase I Environmental Site Assessment (ESA) for the City of Columbus. We understand the subject property is approximately 3.26 acres on three parcels at the address of 1149 W James Street (a.k.a. "the subject property") in the City of Columbus, as shown on the attached parcel map. Information shows the subject property is owned by Columbus Holdings LLC and is currently used as Countryside Ford auto dealership. It is our understanding the Phase I ESA report will be prepared for the exclusive use of the City of Columbus for their use with property acquisition requirements.

The purpose of a Phase I ESA is to conduct an appropriate inquiry into the ownership and use of the property with the goal of identifying recognized environmental conditions in connection with the property and to permit the user to qualify for landowner liability protection in accordance with the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA). The term, *recognized environmental condition*, refers to the presence, or likely presence, of a hazardous substance or petroleum product on the property under conditions that represent a release, a past release, or a material threat of a release into structures on the property or into the ground, groundwater, or surface water of the property. De minimis conditions that generally do not present a material risk of harm to public health or the environment and that generally would not be the subject of an enforcement action, if brought to the attention of appropriate government agencies, are not recognized environmental conditions.

Scope of MSA Services

MSA Professional Services, Inc. will perform a Phase I ESA in conformance with the scope and limitations of ASTM Practice E 1527-13. ASTM Practice E 1527-13 includes four components:

Records Review - Check standard federal and state environmental database records; review the current USGS 7.5 minute topographic map, and reasonably ascertainable historical documents.

Offices in Illinois, Iowa, Minnesota, and Wisconsin

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www.msa-ps.com

Page -2-

Patrick Vander Sanden
City of Columbus
Columbus, WI 53925
July 14, 2016

Site Reconnaissance - Visit the site to visually and physically observe the property and the interior and exterior of any structures located on the property, to the extent not obstructed by bodies of water, adjacent buildings, or other obstacles.

Interviews - Interview the current and former property owner, and to the extent applicable a key site manager, occupants of the property, and at least one local government official.

Report - Evaluate and document the findings, opinions and conclusions in a Phase I ESA report.

Information You Must Provide

As part of this assessment, you will need to provide the following information and/or documents to MSA. Please provide explanations and/or copies of appropriate documents to MSA in the enclosed envelope along with the Agreement. Please DO NOT send original documents.

- A complete legal description of the property that is to be included in the assessment.
- A copy of any certified survey map(s) or map showing the boundaries of the property.
- Copies of other maps you have related to the property.
- Copies of documents related to any environmental liens or activity or use limitations related to the property, if any, which you are aware of or which were identified during a Title Search or review of the Title abstract. (NOTE: The ASTM standard procedure for conducting an environmental assessment, ASTM 1527-05, assumes that the User (i.e. purchaser or buyer) will conduct their own review of Title records as part of the property transaction and identify any environmental conditions which may be documented in those records. **(Except for documentation or information you provide to MSA related to recorded liens or use-restrictions or other Title records, MSA's services do not include obtaining or reviewing those documents.)**)
- Copies of documents or written summaries of specialized knowledge you have regarding the environmental condition of the property.
- A written explanation for a lower purchase price for the property, if you have actual knowledge that the purchase price of the property is significantly less than the purchase price of comparable properties. (The intent of this section is to determine if a lower purchase price, if the purchase price is significantly less than the market value, is due to the environmental condition or perceived environmental condition, of the property.)
- A completed Property Owner's Permission Form for access to the property. **(We will need the property owner contact name who will be contacted for permission to walkover the property, property owner interview, and permission to tour any buildings that are present).**

Patrick Vander Sanden
City of Columbus
Columbus, WI 53925
July 14, 2016

- The name and contact information of any persons or other entities who will rely upon or receive copies of the completed Phase I Environmental Site Assessment report.
- We understand a Title Search and Lien Search will not be required or performed by MSA.

Significant Assumptions

Information provided to MSA by individuals familiar and/or associated with the property and adjacent properties will be accepted by MSA in good faith and will be assumed to be accurate. Similarly, information provided to MSA by database search services or via governmental or regulatory records or databases, will also be accepted by MSA in good faith and will be assumed to be accurate.

Limitations and Exceptions

There may be environmental issues or conditions relevant to a particular property or property transactions that are outside the scope of the ASTM 1527 standard report. Typical non-scope considerations include, but are not limited to the following:

- evaluation of asbestos
- radon
- lead based paint
- lead in drinking water
- wetlands
- regulatory compliance
- cultural and historic resources
- industrial hygiene
- health and safety
- ecological resources
- endangered species
- indoor air quality
- and high voltage power lines.

If you require any of these services as part of your future plans or use of the property, contact us immediately to arrange for these services and for cost estimates for the additional services. It may be possible for MSA to conduct these activities concurrent with the Phase I ESA, resulting in cost savings.

No environmental assessment can wholly eliminate uncertainty regarding the potential for recognized environmental conditions in connection with a property. Performance of this assessment as prescribed by ASTM 1527 is intended to reduce, but not eliminate, uncertainty regarding the potential for recognized environmental conditions. The findings, opinions and conclusions presented in the final report will be based on the information obtained through the records review, site reconnaissance and interviews conducted during the assessment. No certification, warranty or guarantee of the truthfulness, validity, accuracy or completeness of governmental or regulatory records or databases, database search services, information provided by others, or observations made in connection with this assessment is offered. Similarly, no certification, warranty or guarantee regarding the presence or absence of recognized environmental conditions, is offered, whether or not recognized environmental conditions are identified in the final report.

Page -4-

Patrick Vander Sanden
City of Columbus
Columbus, WI 53925
July 14, 2016

Cost Estimate and Schedule

MSA's fee to complete the Phase I ESA described above is lump sum, not to exceed \$2,560 without client authorization.

We understand the final Phase I ESA report will be completed in approximately three weeks of receipt of the executed Agreement. Please return a signed services agreement, and the property owner contact information for MSA to complete the Phase I ESA report.

We look forward to working with you to complete this Phase I Environmental Assessment. Please contact Jayne Englebert or me if you have questions regarding this proposal (800-362-4505 or 608-355-8901).

Sincerely,

MSA Professional Services, Inc.


Richard Lyster, P.G.
Project Manager

RL/kh

Enclosures: MSA Environmental Consulting Services Agreement
Subject Property Parcel Map
Owner Permission Form

cc: Uriah Monday, MSA

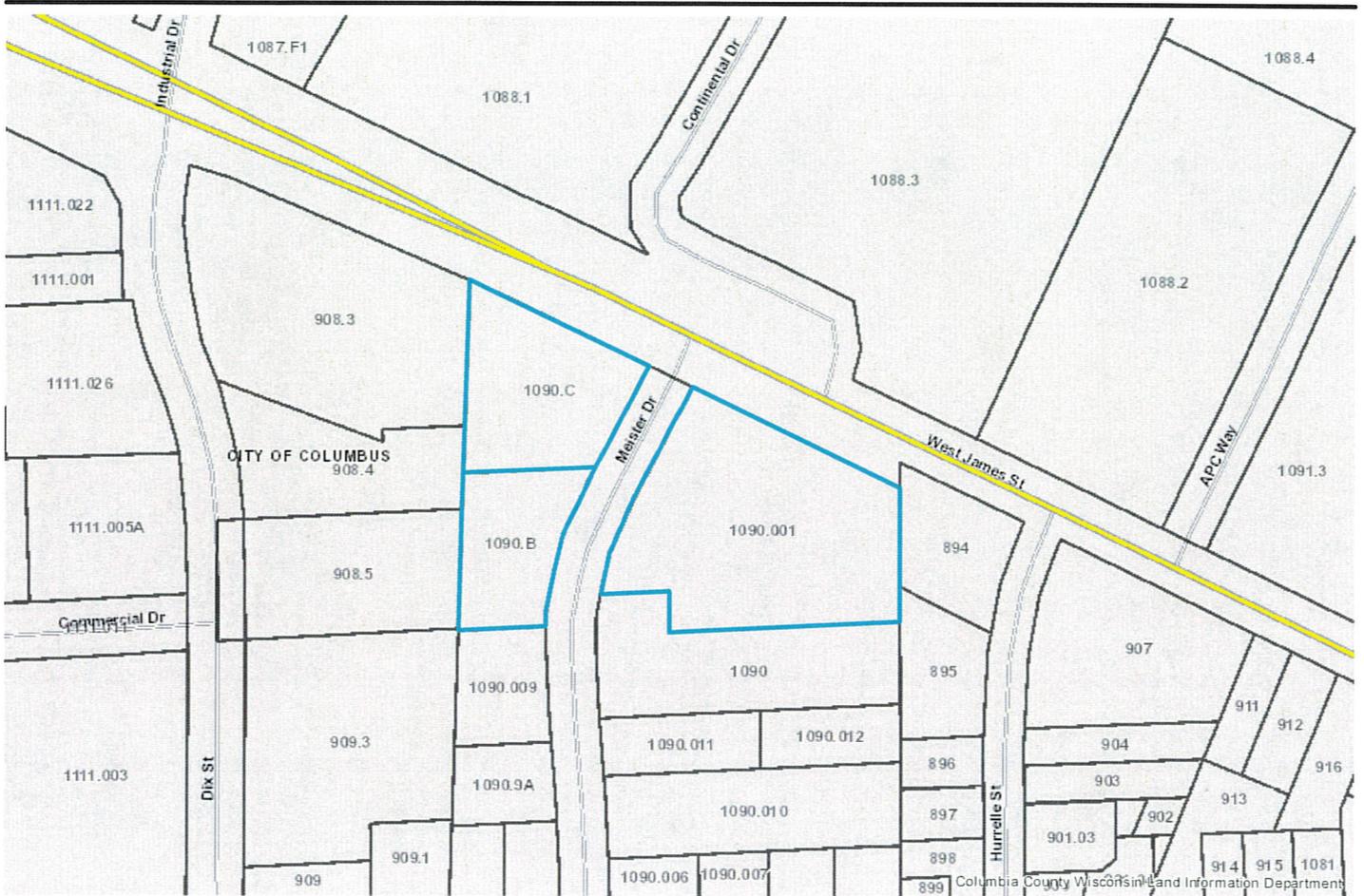
Columbia County, WI

MAP SCALE 1:1,966

Tax Parcel Map 1149 W James St

SOURCE Columbia County Land Information
www.co.columbia.wi.us/ColumbiaCounty/LandInformation

DATE July 8, 2016





PROFESSIONAL SERVICES

More ideas. Better solutions.

Environmental Consulting Services Agreement

This AGREEMENT ("Agreement") is made on July 14, 2016 by and between CITY OF COLUMBUS (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), Baraboo, which agree as follows:

Scope of Services: MSA shall provide the scope of professional environmental consulting services for the OWNER, directly or indirectly, indicated in the letter proposal dated July 14, 2016 ("Services"). Any changes or additions to the Scope of Services shall be made by written amendment to this Agreement by MSA and OWNER.

Terms and Conditions: All Services performed by MSA pursuant to this Agreement shall be performed in accordance with, and MSA's and OWNER's obligations shall be governed by, the General Terms and Conditions attached hereto and incorporated herein by this reference. Any attachments or exhibits referenced in this Agreement are made part of this Agreement.

Authorization: MSA will commence performance of the Services on this project upon OWNER's written authorization. OWNER's written authorization is provided and acknowledged by the signatures of MSA's and OWNER's authorized representatives below. By signing this Agreement below, each of the undersigned parties represent and warrant that he or she has full right, power and authority to execute this Agreement and bind his or her respective party to the terms and conditions hereof. A copy of this fully-executed Agreement shall be returned for MSA's files.

Survival: The General Terms and Conditions incorporated into this Agreement shall survive the completion of the Services performed hereunder or the termination of this Agreement for any cause.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement and intend to be bound thereby.

CITY OF COLUMBUS

MSA PROFESSIONAL SERVICES, INC.

Patrick Vander Sanden, Administrator

Richard Lyster
Team Leader

Date: _____

Date: July 14, 2016

105 North Dickason Blvd
Columbus, WI 53925
Phone: 920-623-5900
Fax: 920-623-5901

1230 South Blvd
Baraboo, WI 53913
Phone: 608-356-2771
Fax: 608-356-2771

2016 AGENDA ITEM

Council Meeting date: August 16, 2016

SUBJECT: Approve Monthly Claims through August 9, 2016

Administration	\$	161,522.49
Treasurer	\$.00
Payroll	\$	237.43
	\$	<u>161,759.92</u>

CDA	\$	598.47
Library	\$	1,769.07
Police Dept.	\$	2,419.91
Senior Center	\$	957.14
Fire Dept.	\$	2,009.13
Recreation	\$	931.72
Hist. Pres.	\$.00
Cable	\$	2,691.00
Aquatic Center	\$	5,464.05
Capital Projects	\$	6,569.41
Sewer	\$	57,017.12
Public Works	\$	<u>22,429.05</u>
Total Claims	\$	264,615.99

LIST ALL SUPPORTING DOCUMENTATION:

NAME OF DOCUMENT(S) Claims Packet through 08/09/2016

NUMBER OF ATTACHMENT PAGE(S) Available on website

IS FUNDING REQUIRED? YES NO

FUNDING SOURCE: 2016 Operating Budgets

DEPARTMENT: All

ACCOUNT NUMBER: Various

MOTION REQUESTED OF COUNCIL:

Approve payment of claims in the amount of \$ 264,615.99