



MEMO

Finance

To: Finance and Personnel
From: Finance Director, William Van Rossum
Date: August 1, 2022
Re: ARPA Funding Committee Recommendation

This is a follow up to the discussion from the May 16, 2022, Finance and Personnel Committee. At that meeting, direction was given to narrow the list of projects to the awarded amount of \$1.7 million. The ARPA committee met again following the May 16 meeting to finalize the list of projects and funding. The same criteria were followed with further conversation on what made sense in terms of use of ARPA funding. Some projects were left as presented the first time, while others had funding reduced and some projects removed. The complete list of projects for ARPA funding is in Table C. at the end of this summary.

Furthermore, the final rule offers a standard allowance for revenue loss of up to \$10 million, allowing recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation. Recipients that select the standard allowance may use that amount – in the City of Kaukauna this will be the full award. Using this method will streamline reporting requirements. By using this method, the city will not have to track specific project spend. By taking this approach, it will allow

the city to place the awarded dollars in the desired capital fund to accomplish the selected APRA project. Recommended fund placement is on the following pages.

The breakdown of projects by department is shown in table A below.

Table A.

Department	Amount
1000 Islands	\$200,000
Clerk	\$45,000
Community Development	\$150,000
DPW	\$40,000
Fire Department	\$289,500
Kaukauna Utilities	\$580,000
Parks	\$350,000
Police Department	\$48,500
Total	\$1,703,000

The breakdown of project by capital fund is shown in table B below.

Table B.

Fund	Description	Amount
420	Streets and Sidewalk	\$40,000
421	Equipment	\$383,000
422	Parks and Pool	\$550,000
423	Misc. Building	\$150,000
KU	Kaukauna Utilities	\$580,000
	Total	\$1,703,000

With over 50 projects on the list and close to \$4 million in cost, not every project could be selected. During the final discussion of the ARPA funds, the committee decided to place every project on a list if it wasn't the ARPA list. The other four lists each project was placed on include:

- Table D - 5 Year Capital Improvement Plan (CIP)
- Table E - 5 Year People and Operations Plan (POP)
- Table F - Discard Project List
- Table G – Kaukauna Utility Projects not being funded with ARPA

Part of the vetting process included effects on operations longer term, planning, and readiness for the project. When this topic began, many projects were placed on the list for the sake of using the ARPA funds. Many projects though not selected are one's committee feel are worth continuing conversation and planning. We've all been around the 5-year Capital Improvement plan. The 5-year People & Operations plan (POP) is something we will be introducing this budget cycle for another planning tool. The tables mentioned above can be found on the last few pages of this summary.

Recommended Action:

Motion 1 - Make a motion to use the standard revenue loss allowance for the ARPA funding.

Motion 2 - Approve APRA projects on this list as shown in Table C of this document and approve fund allocation as shown in Table B of this document that support these projects.

Table C - ARPA Project List

Updated: 7/25/2022

Project Name	Department	Amount	Project Lead	Submitted By
Upgrade boardwalk trail to address safety issues and meet accessibility guidelines	1000 Islands	\$200,000	Debbie Nowak	Debbie Nowak, Mayor Penterman
Hwy 55 and Hwy 96 Intersection Control	DPW	\$40,000	John Neumeier/Jamie Graff	Police Department, Mayor Penterman
City Core Façade Grants (Uptown and Downtown areas older buildings in the CCD Zone) & “Live Downtown Program” grants to finish or update second floor City Core residential units	Community Development	\$150,000	Joe Stephenson	Joe Stephenson, Mayor Penterman
Portable Radios - These are the replacements that have been previously discussed. The actual amount needed would likely be at the low end of this estimate. And if necessary, we could spend even less, but then we would need to add a capital project for the remainder.	Fire Department	\$255,300	Chief Carrel	Chief Carrel
Large Park Update in an economically distressed neighborhood (visioning sessions for the neighborhood to make it their own) (maybe part ARPA and part CIP funded)	Parks	\$350,000	Joe Stephenson	Joe Stephenson/ Alder Thiele/ Alder Moore/Mayor Penterman
2021 Risk & Resilience Assessment of the Water Supply System found some weaknesses and it was directed towards physical security. There is a need for safety switches and/or card readers on all doors for documentation who is in and out of plants. This also includes the need for upgrade and moving of cameras.	Kaukauna Utilities	\$125,000	Andy VandenHeuvel	Michael Avanzi
Defibrillator - This is for our 3 rd ambulance. This has been ordered, but it has not arrived or been paid for yet.	Fire Department	\$34,200	Chief Carrel	Chief Carrel

Table C - ARPA Project List

Updated: 7/25/2022

Project Name	Department	Amount	Project Lead	Submitted By
Safe drinking water account to offset costs to those well owners in the city who now have to adhere to the current ordinance regarding wells with an income of over \$65,000/year, not covered by current DNR grants. 54 Private Wells in the city that either need to be tested or abandoned. Need to offer some kind of funding for residents that don't qualify for DNR Funding. This is to protect the safety of our groundwater supply.	Kaukauna Utilities	\$50,000	Andy VandenHeuvel	Alder Moore/Michael Avanzi
Looping Water Main on Loderbauer before city paving. Right now it's a long dead end with very low chlorine residual and lower pressure because of not being looped.	Kaukauna Utilities	\$240,000	Andy VandenHeuvel	Michael Avanzi
System Study looking for best treatment options to enhance water quality (Hard Water) for Kaukauna Utilities Residential and Commercial Customers. Includes a complete system Asset Management Plan.	Kaukauna Utilities	\$50,000	Andy VandenHeuvel	Michael Avanzi/Alder Moore, Alder Antoine
2023 Relay on Park, Klein, 4 th , 5 th , Hendricks Ave. Utilities has 92 public side Lead Services at an estimated cost \$2,500 per service on the public side.	Kaukauna Utilities	\$115,000	Andy VandenHeuvel	Michael Avanzi/Alder Moore/Mayor Penterman
Cellebrite Machine and Computer allowing investigation to extract data from phones when involved in a situation	Police Department	\$18,500	Chief Graff	Chief Graff
Badger Election Books	Clerk	\$45,000	Sally Kenney	Mayor Penterman
TruNark machine (Drug Task force machine)	Police Department	\$30,000	Chief Graff	Chief Graff

Table D - 5 Year Capital Improvement Plan Project List

Updated: 7/25/2022

Project Name	Department	Amount	Project Lead	Submitted By
Rail crossing quiet zone	DPW	TBD	John Neumeier/William Van Rossum	Alder Coenen
Book Mobile - Increases Circulation and brings books to communities that are underserved	Library	\$205,000	Ashley Thiem-Menning	Ashley Thiem-Menning
Bicycle Check Out Hub	Recreation	TBD	Joe Stephenson	Alder Thiele
Vehicle for Code Enforcement Officer	Community Development	\$35,000	Joe Stephenson	William Van Rossum
Pool Upgrade	Parks	\$500,000	Terri Vosters	Council
Broadband light poles at key roads exiting the city to include cameras.	Information Technology	TBD	Don Krause	Alder Moore
Replace door controllers	Information Technology	\$40,000	Don Krause	Don Krause
Replace Video Surveillance Cameras	Information Technology	\$50,000	Don Krause	Don Krause
Update parks with ADA Accessible equipment and include Inside the Park development.	Parks	TBD	Terri Vosters	Alder Thiele, Alder Moore
Emerald Ash Borer Damaged Tree Removal - Tree Removal for Terrace Ash Trees - Approximately 600 Trees.	DPW	\$420,000	John Neumeier	John Neumeier
Installation of Garbage/Recycle Collection Areas for Downtown Business district - In conjunction with Downtown Revitalization Efforts (Façade, Alley Design)	DPW	\$200,000	John Neumeier	John Neumeier
Power Load System - This is an amazing tool to help prevent back injuries when loading patients. Virtually all new ambulances have this as standard equipment, but our existing ambulance did not include it (it should have). This would be to retrofit our current 1st out ambulance.	Fire Department	\$34,100	Chief Carrel	Chief Carrel
Connect Kaukauna's Fiber Network to WisNet's Appleton Pop	Information Technology	\$300,000	Don Krause	Don Krause

Table E - 5 year People & Operation Plan Project List

Updated: 7/25/2022

Project Number	Project Name	Department	Amount	Project Lead	Submitted By
7	Replace existing WIFI Access Points	Information Technology	\$8,000	Don Krause	Don Krause
9	Upgrade Microsoft Windows Licenses to Datacenter	Information Technology	\$20,000	Don Krause	Don Krause
11	Conversion of all head-end system to cloud (Keyless Entry Fob System) (\$3,600 Ongoing)	Information Technology	\$3,600	Don Krause	Don Krause
13	Internet Scanner – Albert Scanner	Information Technology	\$10,000	Don Krause	Don Krause
15	Office365 Migration to Government Cloud	Information Technology	\$18,000	Don Krause	Don Krause
17	Office365 Malicious Activity Monitoring (Ongoing expense)	Information Technology	\$3,000	Don Krause	Don Krause
23	Support Library in various ways such as Social Service Worker (Ongoing expense)	Library	\$87,000	Ashley Thiem-Menning	Alder Thiele
30	Replace core switch in DF101A	Information Technology	\$10,000	Don Krause	Don Krause
31	Upgrade all workstations to Windows 11	Information Technology	\$12,000	Don Krause	Don Krause
35	Develop a BID and fund a staff position to help create/manage the BID (Outgoing expense)	Community Development	\$100,000	Joe Stephenson	Joe Stephenson
41	Add an additional firewall	Information Technology	\$6,000	Don Krause	Don Krause
43	Replace existing firewall	Information Technology	\$5,000	Don Krause	Don Krause

Table E - 5 year People & Operation Plan Project List

Updated: 7/25/2022

Project Number	Project Name	Department	Amount	Project Lead	Submitted By
44	Upgrade one of the existing Hosts	Information Technology	\$10,000	Don Krause	Don Krause
45	Upgrade VMware Licenses to Essentials	Information Technology	\$2,000	Don Krause	Don Krause
46	Upgrade the existing Video Surveillance Server	Information Technology	\$10,000	Don Krause	Don Krause
47	Multi-Factor Authentication and Password Management (\$3,600 on going)	Information Technology	\$7,200	Don Krause	Don Krause
48	Chief Information Officer / Director Resource (\$15,000 on going)	Information Technology	\$20,000	Don Krause	Don Krause
54	Technology Current State Assessment (City and Utility)	Information Technology	\$15,000	Don Krause	Michael Avanzi
10	High Rise Rope Rescue System - We have been eyeing this and looking to add in the next 1-2 years, and figured it might be a good ARPA purchase.	Fire Department	\$4,600	Chief Carrel	Chief Carrel
14	Broadband access to key parks in the city	Information Technology	TBD	Don Krause	Alder Moore
28	City Park Tree Replacement - Due to Ash Borer Removals - Grignon, 1000 Islands, Other parks?	DPW	\$50,000	John Neumeier	John Neumeier

Table F - Discard Project List

Updated: 7/25/2022

Project Name	Department	Amount	Project Lead	Submitted By
First 5 Fox Valley - Program Service that Support Young Children and Families (Organization is requesting 10% of Funds)	Civic Promotions	\$170,000	Mayor	Mayor
Lost Revenues across the General fund for 2022, 2023, 2024 years	Finance	TBD	William Van Rossum	William Van Rossum
Set aside a dollar amount that equals the lose of monies for ambulance transportation/supplies and apply it the purchase of a new ambulance. Offset costs for replenishing materials due to the covid requirements in transporting covid patients.	Fire Department	TBD	Chief Carrel/ William Van Rossum	Alder Moore
Monies used to go from part-time to full time human resources.	Human Resources	TBD	William Van Rossum	Alder Moore
Use monies to off-set Kaukauna's share of the Interceptor project planned by the HOVMSD.	Sanitary	TBD	John Neumeier/William Van Rossum	Alder Moore
Use monies to hire an additional ambulance personnel with the acquisition of a new vehicle. (on going)	Fire Department	TBD	Chief Carrel	Alder Moore
The difference in Full vs Part-time wages of Code enforcement Officer for 2022 and 1/4 of the wages for 2023 to allow the budget to slowly assume the full cost of this position	Community Development	\$40,000	William Van Rossum	William Van Rossum

Table G - Kaukauna Utility Non-ARPA Project List

Updated: 7/25/2022

Project Name	Department	Amount	Project Lead	Submitted By
Looping Water Main on Kavanaugh Road before city and town paves the road. Right now if there was a fire in the section it would pretty much turn the water off to the homes.	Kaukauna Utilities	\$120,000	Andy VandenHeuvel	Michael Avanzi
2023 Cathodic Protection for the Industrial Tower. Tower was painted in 2018 and needs to have cathodic Protection installed.	Kaukauna Utilities	\$35,000	Andy VandenHeuvel	Michael Avanzi