



# City of Watertown

## Capital Projects and Equipment Replacement – As Recommended by Mayor



**2018-2022**

**CITY OF WATERTOWN**  
**Summary & Description of the Capital Plan – As Approved by City Council**  
**2018-2022**

## **Plan Description**

This document represents the long-term Equipment Replacement Schedule and Capital Improvement Plan for the City of Watertown.

This is intended to be a reflection of the intentions of the City of Watertown in regard to capital expenditures in future years. These intentions are based on the overall goals and objectives set by City Council as well as the individual mission and goals of each department within the City. The plan is not considered a budget, as such, but is a working plan of what the capital budgets for ensuing years are expected to be. The long-term CIP in subsequent years will continue to be updated each year and the “out” years will eventually roll forward to become the current year capital projects. The year, project scope and dollar amount will also be updated each year based on available dollars and overall impact on the operating and maintenance budgets for the City. In other words, this document is not intended to be the final word in regard to future years but reflects the City’s **firm intentions** for those years to come.

## **Plan Summary**

Years 1 through 5 (2018-2022) within this document reflect the long-term CIP as approved by the City Council.

The approved plan includes all items that meet the criteria as a capital asset in accordance with the schedule set out below:

▪ Buildings & Structures	\$50,000
▪ Improvements Other than Buildings & Structures	\$25,000
▪ Furniture & Equipment	\$ 5,000
▪ Machinery & Automotive Equipment	\$ 5,000

In addition, certain smaller items have been included in the plan if the item is viewed as particularly important to the operation of the department and to assist with planning of equipment needs. Also, certain items that do not meet the criteria as a capital asset are included if they involve planning or study for the potential need to acquire capital assets. Consequently, many relatively low-cost items are included in this plan.

Overall, the plan includes a total CIP estimated cost of \$58,570,380 over the next five fiscal years. The following chart shows the five year plan broken down by function. There are six different categories of functions to help group departments with similar functions together. For instance, the Public Safety function includes Police, Fire, Ambulance and E-911 while the Public Works function includes Streets, Storm Sewer, Sewer, Solid Waste, Airport, and Cemetery.

<u>Function</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>General Government</b>	2,603,920	1,611,320	153,400	73,920	168,320	4,610,880
<b>Public Safety</b>	2,557,500	520,000	647,600	467,000	311,000	4,503,100
<b>Public Works</b>	7,051,850	11,212,700	5,569,650	12,162,450	7,289,200	43,285,850
<b>Health &amp; Welfare</b>	4,000	4,000	-	-	-	8,000
<b>Culture &amp; Recreation</b>	1,206,000	1,486,100	1,335,550	1,240,150	876,750	6,144,550
<b>Conservation &amp; Development</b>	3,000	1,500	1,500	8,000	4,000	18,000
<b>Total</b>	13,426,270	14,835,620	7,707,700	13,951,520	8,649,270	58,570,380

Showing the Long Term Capital Plan by function shows where the city resources are planned to be spent over the next five years. Clearly, the majority of the capital planning resources will be used providing public works services such as road repairs and infrastructure, sewer repairs and maintenance, and storm sewer improvements throughout the community.

As one might expect, the largest concentration of dollars is found in the areas that can generally be described as infrastructure improvements. In the CIP instructions to Departments, supervisors are asked to place any large construction projects other than street, storm sewer and airport projects already outlined in a state or federal long term plan in the later years of the Capital Improvement Plan. This will allow ample opportunity for stakeholders and Council members to be involved in prioritizing projects and reviewing cost estimates to determine the best way to fund those projects while allowing sufficient time for Departments to complete project planning and operational impact analysis on future budgets.

The amount of \$43,012,650, or 73% of the total, is planned for infrastructure improvements over the next five years categorized as follows:

- Storm Sewer & Flood Control  
\$ 2,300,000
- Street System  
\$ 13,130,000
- Sanitary Sewer Collection System  
\$ 1,625,000
- Wastewater Facility Improvements  
\$ 1,208,300
- Airport System  
\$ 9,850,000
- Park & Recreation Improvements and Recreational Trail Expansion  
\$ 3,898,750
- Landfill Cell # 7 Construction, Stormwater Improvement Project  
\$ 1,515,600
- Indoor Gun Range  
\$ 1,500,000
- City Administrative Building  
\$ 4,000,000
- Street Department Building/Relocation  
\$ 3,985,000

## Plan Funding

Funding for the overall CIP is another important part of the long term planning process. As shown below, the majority of the funding will come from the Capital Improvement Sales tax or “second penny” sales tax. The second penny is deposited into the Capital Improvement Sales Tax Fund to be allocated to various infrastructure projects and some equipment replacement such as fire trucks and ambulances. The second penny can also be used for planning capital projects such as feasibility studies and long term planning documents such as comprehensive land use plans.

The General Fund along with the Park and Recreation funding will come from the first penny sales tax revenues deposited into the General Fund. The Park and Recreation Fund programs and capital needs are subsidized by the General Fund in the form of transfers. A small amount of second penny sales tax is also transferred to the Park and Recreation Fund to help with capital infrastructure costs.

State and Federal Grants also plays a large part in the CIP funding. State and Federal grants assist in funding street system improvements, Upper Big Sioux Watershed capital needs and Airport improvement projects.

The Sewer and Solid Waste Departments are funded entirely with user fees. Fees are set to not only cover the day to day operations of the department, but also to cover any capital needs for both equipment and capital infrastructure such as building expansions and additional landfill cells. These user fees are assessed periodically to ensure the fees collected are adequate to cover the operations and capital needs of the department.

The overall Capital Improvement Plan funding summary is separated by revenue type for each of the five years as shown below.

Revenue Type	2018	2019	2020	2021	2022	Total
General Fund Revenues	1,041,850	1,111,050	1,018,650	982,150	1,222,150	5,375,850
Park & Recreation Fund Revenues	174,200	320,700	76,700	203,000	59,200	833,800
Prairie Lakes Wellness Center Revenues	45,000	45,000	45,000	45,000	45,000	225,000
Capital Improvement Sales Tax Revenues	9,009,170	5,244,670	4,171,900	8,720,420	4,294,920	31,441,080
E-911 Surcharges	10,700	4,000	3,200	3,500	18,000	39,400
Sewer Revenues	1,678,050	383,500	708,850	833,450	409,800	4,013,650
Solid Waste Revenues	1,050,500	507,900	749,600	2,292,700	691,400	5,292,100
Airport Revenues	55,000	-	42,500	17,500	-	115,000
Federal and State Grants	-	7,125,000	807,500	665,000	1,900,000	10,497,500
Library Fines Revenues	11,800	8,800	8,800	8,800	8,800	47,000
Donations	100,000	-	-	180,000	-	280,000
Special Assessments	250,000	-	-	-	-	250,000
Donated by other Departments	-	85,000	75,000	-	-	160,000
<b>Total</b>	<b>13,426,270</b>	<b>14,835,620</b>	<b>7,707,700</b>	<b>13,951,520</b>	<b>8,649,270</b>	<b>58,570,380</b>

## Equipment Replacement Plan -

Within each department, the five-year equipment replacement schedule (2018 – 2022) is broken down in detail showing the request and the funding sources for both equipment replacement and new purchases. This allows the requests to be reviewed within a specific department giving a better understanding of the overall equipment needs within that department.

This schedule is intended to reflect the replacement of equipment based on the average life cycle of equipment. Each department is asked to evaluate their equipment and estimate the average life cycle of their equipment. The average replacement schedule is provided for each department based on their current equipment inventory. The replacement schedule **is not** considered a budget, as such, but is a plan of what will need to be replaced in future years. The equipment replacement schedule will continue to be updated and the “out” years will eventually roll forward to become the current equipment replacement requests.

Departments are encouraged to review their equipment condition with the replacement schedule before filling out their equipment needs both current and long-term. Equipment that frequently gets “pushed out” past the normal replacement period should be reviewed and changed to reflect a more accurate life cycle. This ensures the equipment with high maintenance costs gets replaced first and other equipment in good working order replaced in future years.

The equipment replacement schedule can also be used as an asset management tool. All of the equipment on the schedule will eventually need to be replaced at some time in the future. There are many departments that utilize the same types of equipment such as mowers, dump trucks and pick-up trucks. Using the replacement schedule to manage common resources will result in a cost-savings to the City.

For instance, a problematic piece of equipment in one department may not be in another department. There are many instances such as police cars, parks mowers, and dump trucks that are essential to departments operations and are used heavily on a daily basis. Maintenance issues can cause major delays in their daily workload creating an inefficient environment or public complaints. However, other departments using the same equipment on a less frequent basis would not encounter the same maintenance issues and work delays.

Any equipment on the replacement schedule that is anticipated to come from other departments is listed under “donated from other departments” category. This helps to keep the equipment need on the long term plan, but doesn’t require any future monetary resources to be allocated to the future purchase.

Thus, having guidelines and a routine schedule to replace and transfer the equipment will serve as a management tool to help the Mayor and department heads better coordinate these replacements with the needs of their departments. This will help maximize the opportunities to pass on equipment resulting in overall cost savings.

# Equipment Replacement Plan Summary

Years 1 through 5 (2018-2022) reflect the long-term equipment replacement needs as Approved by City Council. The following list outlines the changes made to the original Department requests which have been incorporated in the approved replacement plan.

## **Mayor and City Council:**

Moved Council and Mayor laptops from 2017 to 2018 - \$13,200

## **Attorney's Office:**

Removed Printer from 2022 - \$800

## **Fire Department:**

Moved Jaws Rescue Equipment from 2017 to 2019 - \$35,000

Moved SCBA Equipment from 2017 to 2018 - \$20,000

Moved Thermal Imaging Camera from 2019 to 2020 - \$30,000

Moved Thermal Imaging Camera from 2020 to 2021 - \$15,000

Moved SCBA Equipment from 2020 to 2021 - \$30,000

## **Street Department:**

Moved Tractor with mower from 2017 to 2018 - \$62,000

Removed Tractor with mower from 2019 - \$62,000

## **Snow Removal:**

Moved Motor Grader from 2018 to 2017 - \$285,000

Moved Dump Trucks from 2017 to 2018 - \$160,000

Moved 2 Sander Boxes from 2017 to 2018 - \$34,000

Moved 2 Snow Plows and Hitches from 2017 to 2018 - \$24,000

Removed Replacement of Pickup - \$40,000 (Will get donated from Landfill)

## **Library:**

Reduced Book Budget in 2018 - 2022 to reflect 3% increases

## **Parks, Recreation and Forestry Departments:**

### **Recreation Programs:**

Moved DISCatcher Baskets from 2018 to 2019 - \$8,200

### **Golf Course:**

Moved Sidewinder Mower from 2017 to 2019 - \$35,000

Moved Sprayer from 2021 to 2020 - \$32,000

### **Softball/Baseball:**

Moved Anza Mower from 2017 to 2019 - \$58,000

### **Bramble Park Zoo:**

Reduced Truck in 2018 from \$27,850 to \$15,000

### **Park Systems:**

Moved Benches from 2017 to 2019 - \$4,000

Moved Mower from 2018 to 2019 and reduced from \$55,000 to \$40,000

**City Park:**

Moved Mower from 2019 to 2021 - \$57,000

**Cemetery:**

Moved Snowblower from 2019 to 2020 - \$12,500

**Forestry:**

Dump Truck and Tractor with Loader remain in budget as place holders, but will be transferred from another department when one comes available. No money will be set aside for the purchase.

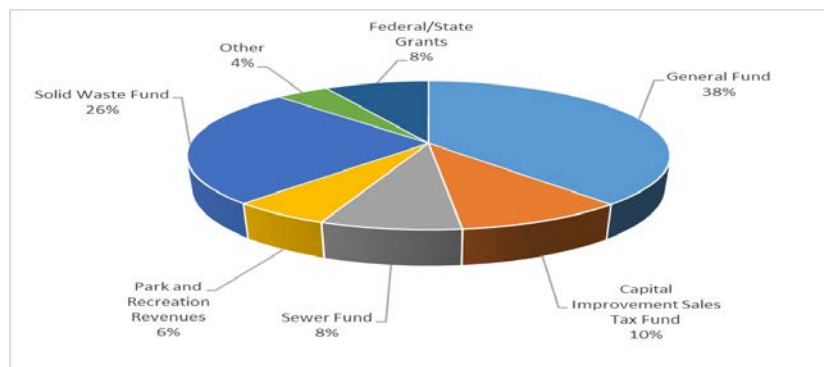
The following chart shows the five year equipment replacement plan broken down by function. These are the same six function categories notated in the total expenditures comparison chart discussed earlier in the report.

Function	2018	2019	2020	2021	2022	Total
General Government	41,000	48,400	79,500	11,000	105,400	285,300
Public Safety	1,017,500	488,000	569,600	457,000	301,000	2,833,100
Public Works	1,702,550	1,212,700	2,153,150	2,584,350	1,374,200	9,026,950
Health & Welfare	4,000	4,000	-	-	-	8,000
Culture & Recreation	324,750	543,350	315,550	370,150	229,750	1,783,550
Conservation & Development	3,000	1,500	1,500	8,000	4,000	18,000
<b>Total</b>	<b>3,092,800</b>	<b>2,297,950</b>	<b>3,119,300</b>	<b>3,430,500</b>	<b>2,014,350</b>	<b>13,954,900</b>

Showing the plan by function shows where the city resources are planned to be spent over the next five years. Clearly, the majority of the equipment replacement resources will be used providing public works, public safety and culture & recreation equipment such as mowers, police vehicles, ambulances, street sweepers and dump trucks.

### Equipment Replacement Plan Funding

Funding for the overall equipment replacement plan is another important part of the long term planning process. As shown below, a large portion of the funding will come from the General Fund Sales Tax or “first penny” sales tax. The first penny is deposited into the General fund to be allocated to fund the operations of the General Fund departments including equipment needs. The Park and Recreation Fund requests will also come from the first penny sales tax revenues through a subsidy in the form of a transfer.



The second penny sales tax is deposited into the Capital Improvement Sales Tax Fund to be allocated to some equipment replacement such as fire trucks and ambulances. A small amount of second penny sales tax is also transferred into the Park and Recreation Fund, Airport Fund and E-911 Fund to help with equipment costs.

Federal and State grants will help fund several pieces of equipment used in the airport grounds through Airport Improvement Project grant funds. This equipment is specifically used to support aeronautical functions at the airport, therefore a majority of the replacement costs can be funded through state and federal grant awards.

The Sewer and Solid Waste Departments are funded entirely with user fees similar to private business. As Enterprise Funds, these departments set fees to cover current expenses as well as reserves for future equipment replacement needs. Like any other private business, these fees need to be reviewed periodically during the long term planning process to ensure adequate funds are being collected for future equipment replacement needs.

The Equipment Replacement Plan for each of the five years is shown within each individual department in the next section.

## **Long Term Capital Plan**

Within each department, the five-year Long Term Capital Plan for the City of Watertown (2018 – 2022) is broken down in detail showing the request and the funding sources for the requests as approved by the City Council. This allows the project requests to be reviewed within a specific department giving a better understanding of the overall infrastructure replacement needs within that department.

This is intended to be a reflection of the intentions of the City of Watertown in regard to capital infrastructure expenditures in future years. The plan is not considered a budget, as such, but is a working plan of what the capital projects for ensuing years are expected to be. Each year, departments will review their capital project requests and update the cost as well as the impact the project will have to the day-to-day operation budget. Depending on available funds both in capital dollars as well as operational revenues, the projects could eventually roll forward to become the current year projects to be approved during the budget process. In other words, this document is not intended to be the final word in regard to future years but reflects the City's **firm intentions** to complete the projects in future years to come.

## **Long Term Capital Plan Summary**

Years 1 through 5 (2018-2022) reflect the long-term CIP as Approved by the City Council. The following list outlines the changes made to the original Department requests which have been incorporated in the approved Long Term Capital Plan.

### Street System Improvements:

Moved Mall Road Reconstruction from 2017 to 2018 - \$500,000

Removed 14th Ave turn lanes project - \$100,000

Moved 20th Ave Bridge repair from 2017 to 2020 and reduced from \$410,000 to \$250,000

Removed 18th Ave and 15th St N Construction - \$950,000



Rec Programs:

Moved Pickleball Courts at Nelson Park from 2017 to 2018 - \$40,000

Golf Course:

Removed Yellow Course renovations in 2017 - \$200,000

Reduced Red Course renovations in 2018 from \$150,000 to \$100,000

Moved Establish Tree Nursery in 2018 from Golf Course to Parks Systems

Moved Golf Course Campus Remodel Design from 2019 to 2021

Removed Golf Course Campus Remodel Construction - \$600,000

Removed Blue Course Renovations from 2020

Moved upgrade to Maintenance Shop from 2021 to 2022 and reduced from \$200,000 to \$100,000

Reduced Course Maintenance in 2021 from \$150,000 to \$50,000 and moved to 2020

Aquatic Center:

Moved Additional Slide from 2018 to 2019

Removed Wave Pool from 2020 - \$1,750,000

Moved Boiler Replacement from 2021 to 2018

Softball/Baseball Complex:

Removed Outfield Lighting - Koch Complex from 2019 - \$110,000

Auditorium/Fieldhouse:

Moved Auditorium Improvements from 2017 to 2018 - \$79,500

Reduced Ice Arena remodel from \$500,000 to \$300,000 and moved from 2018 to 2020 and 2021

Added Ice Arena remodel design in 2019 - \$50,000

Bramble Park Zoo:

Removed Animal Care Building from 2021 - \$600,000

Cemetery:

Moved Rebuild/Repair Roads from 2017 to 2018

Moved Rebuild/Repair Roads from 2019 to 2020

City Park and Campgrounds:

Reduced Roads and Parking Area in 2017 from \$750,000 to \$75,000

The following chart shows the five year plan broken down by function. These are the same six function categories as previously discussed. However, only the functions that have future capital projects planned are listed below.

<u>Function</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>General Government</b>	2,562,920	1,562,920	73,900	62,920	62,920	4,325,580
<b>Public Safety</b>	1,540,000	32,000	78,000	10,000	10,000	1,670,000
<b>Public Works</b>	5,349,300	10,000,000	3,416,500	9,578,100	5,915,000	34,258,900
<b>Culture &amp; Recreation</b>	881,250	942,750	1,020,000	870,000	647,000	4,361,000
<b>Total</b>	10,333,470	12,537,670	4,588,400	10,521,020	6,634,920	44,615,480

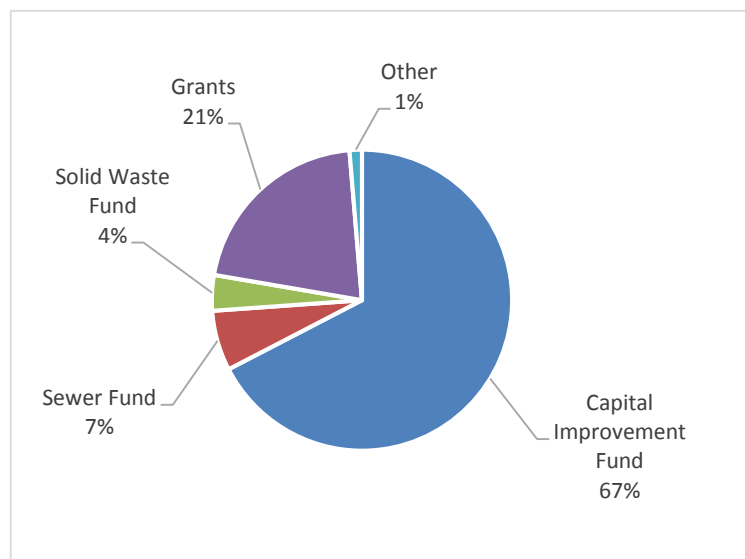
Showing the Long Term Capital Plan by function shows where the city resources are planned to be spent over the next five years. Clearly, the majority of the capital planning resources will be used providing public works services such as road repairs and infrastructure, airport reconstruction projects, sewer repairs and maintenance as well as storm sewer improvements throughout the community.

The Capital Improvement Plan involves capital improvement infrastructure projects along with road maintenance. In the CIP instructions to Departments, supervisors are asked to place any large construction projects other than street, storm sewer and airport projects already outlined in

a state or federal long term plan in the later years of the Capital Improvement Plan. This will allow ample opportunity for stakeholders and Council members to be involved in prioritizing projects and reviewing cost estimates to determine the best way to fund those projects while allowing sufficient time for Departments to complete project planning and operational impact analysis on future budgets.

## Long Term Capital Plan Funding

Funding for the Long Term Capital Plan is another important part of the planning process. As shown below, a large portion of the funding or 67% will come from the Capital Improvement Sales tax or “second penny” sales tax. The City has historically used between 45 – 49% of the second penny for street and storm sewer improvements each year. The rest is split between recreations, public safety, economic development and debt payments. Debt payments are not included in the long term planning; however, they need to be considered when reviewing the projects using second penny sales tax funds to ensure adequate funds will be available to make the yearly debt payments.



State and Federal Grants funding also plays a large part in the capital projects funding. State and Federal grants assist in funding Upper Big Sioux Watershed project throughout the Big Sioux Watershed area with the larger amount funding Airport improvement projects such as runway reconstruction and taxiways.

As stated before, the Sewer and Solid Waste Departments are funded entirely with user fees. Infrastructure costs such as building expansions and renovations as well as additional landfill cells and land purchases can be very high dollar costs that don't happen every year. The fee structure must be set to collect adequate fees not only to provide cash flow for day to day operations, but also to allow for sufficient reserves to fund large infrastructure projects in future years.

The Long Term Capital Plan for each of the five years immediately follows the Equipment Replacement Schedule within each individual department in the next section.

# 2017 CIP As Approved by City Council

## Mayor and City Council

**Mission Statement:** To oversee and integrate administrative responsibilities of the City that are under the direction of the Mayor and City Council. To coordinate response to the requests and needs of citizens and to implement the directives of elected officials.

**Department Description:** The City of Watertown is governed by the Mayor and Aldermanic form of government. The Mayor is elected at large for a four-year term. The legislative/policy function is the responsibility of the Council comprised of two Alderpersons elected from each of the five wards overlapping four-year terms.

### Equipment Replacement Schedule:

Computers	5 years
Printers	7 years
Council Laptops	5 years

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Office Equipment:							
Council and Mayor Laptops	R	13,200	-	-	-	13,200	26,400
Printer - Admin Asst	R	-	800	-	-	-	800
Computer	R	-	-	1,500	-	-	1,500
<b>Total Spending</b>		<b>13,200</b>	<b>800</b>	<b>1,500</b>	<b>-</b>	<b>13,200</b>	<b>28,700</b>
<b>Funding Sources:</b>							
General Fund Revenues		13,200	800	1,500	-	13,200	28,700
<b>Total Funding</b>		<b>13,200</b>	<b>800</b>	<b>1,500</b>	<b>-</b>	<b>13,200</b>	<b>28,700</b>

### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

## 2017 CIP As Approved by City Council

### Government Buildings

**Department Description:** The Finance Office oversees and coordinates the financial operations of the City and provides business advice to the Mayor and Council. This includes maintaining the day-to-day financial recordkeeping and accountability in addition to preparation of the annual operating and capital budgets and the comprehensive annual financial report (CAFR). The Finance Office also serves as the City's Human Resources Department. Other Finance Office responsibilities include conducting City elections, issuing City debt, administering state and federal grants, managing the investment portfolio, issuing business and alcoholic beverage licenses, managing the many insurance policies, maintaining official records including Council proceedings, ordinances, resolutions, contracts and leases.

#### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Senior Center Improvements	R	5,000	5,000	5,000	5,000	5,000	25,000
Administrative Building	R	2,500,000	1,500,000	-	-	-	4,000,000
Total Spending		<u>2,505,000</u>	<u>1,505,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>4,025,000</u>
<b>Funding Sources:</b>							
Capital Improvement Fund		<u>2,505,000</u>	<u>1,505,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>4,025,000</u>
Total Funding		<u>2,505,000</u>	<u>1,505,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>4,025,000</u>

# 2017 CIP As Approved by City Council

## City Attorney

**Mission Statement:** To provide legal support services to the Mayor, City Council and various City departments.

**Department Description:** The City Attorney indirectly works for individual citizens within the municipality through their elected representatives. The City Attorney's client is the municipal corporation, not the public at large. The City Attorney is the prosecutor for the City of Watertown and renders legal opinions and advice on any matter relating to the conduct and exercise of any authorized power of a municipal corporation. The City Attorney participates in all collective bargaining negotiations with union representatives and handles all litigation involving collective bargaining unions and their members with the Department of Labor, Circuit Court and South Dakota Supreme Court. The City Attorney prepares and/or reviews all contracts and all agreements entered into by the City participating in the negotiation and purchase or sale of real property within the City of Watertown. The City Attorney prepares or reviews all resolutions and ordinances adopted or implemented and provides representation and counsel to the various boards and committees established under ordinances and state statute.

### Equipment Replacement Schedule:

Computers	5 years
Printers	7 years
City Attorney Laptop	5 years

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Office Equipment:							
Computers	R	1,500	-	-	1,500	-	3,000
Printer	R	-	800	-	-	-	800
City Attorney Laptop	R	-	-	-	-	1,200	1,200
<b>Total Spending</b>		<b>1,500</b>	<b>800</b>	<b>-</b>	<b>1,500</b>	<b>1,200</b>	<b>5,000</b>
<b>Funding Sources:</b>							
General Fund Revenues		1,500	800	-	1,500	1,200	5,000
<b>Total Funding</b>		<b>1,500</b>	<b>800</b>	<b>-</b>	<b>1,500</b>	<b>1,200</b>	<b>5,000</b>

### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

# 2017 CIP As Approved by City Council

## Finance Office

**Mission Statement:** To effectively communicate with citizens, elected officials and City staff by providing high quality financial reports and budget documents along with overseeing the preservation of all vital city documents

**Department Description:** The Finance Office oversees and coordinates the financial operations of the City and provides business advice to the Mayor and Council. This includes maintaining the day-to-day financial recordkeeping and accountability in addition to preparation of the annual operating and capital budgets and the comprehensive annual financial report (CAFR). The Finance Office also serves as the City's Human Resources Department. Other Finance Office responsibilities include conducting City elections, issuing City debt, administering state and federal grants, managing the investment portfolio, issuing business and alcoholic beverage licenses, managing the many insurance policies, maintaining official records including Council proceedings, ordinances, resolutions, contracts and leases.

### Equipment Replacement Schedule:

Computers	5 years	Fax Machine	8 years
Printers	7 years		
Finance Laptop	5 years		
Copier	8 years		
Accounting Software	10 years		

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computers	R	3,000	3,000	-	2,000	2,000	10,000
Printers	R	2,300	800	-	-	-	3,100
Finance Office Laptop	R	-	-	1,500	-	-	1,500
Accounting Software (2004)	R	-	-	60,000	-	-	60,000
Copier (2012)	R	-	-	-	-	10,000	10,000
<b>Total Spending</b>		<b>5,300</b>	<b>3,800</b>	<b>61,500</b>	<b>2,000</b>	<b>12,000</b>	<b>84,600</b>
<b>Funding Sources:</b>							
General Fund Revenues		5,300	3,800	1,500	2,000	12,000	24,600
Capital Improvement Fund		-	-	60,000	-	-	60,000
<b>Total Funding</b>		<b>5,300</b>	<b>3,800</b>	<b>61,500</b>	<b>2,000</b>	<b>12,000</b>	<b>84,600</b>

### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

# 2017 CIP As Approved by City Council

## Information Technology

**Mission Statement:** Provide efficient computer related services to all city departments through cost effective solutions.

**Department Description:** Technical resource for employees of the City along with ordering and setting up all technical equipment for the departments. The IT department responsibilities include information systems management, server and network administration, information system security, technology planning, website development and maintenance and GOV-TV administration.

### Equipment Replacement Schedule:

Computer	5 years	Copiers	8 years
Desktop Printers under \$500	6 years	Switching/Firewalls	5 years
Multifunction Printers	7 years	Wireless/On Premise Phones	7 years
Servers	7 years	Projectors/TVS	5 years
Server Battery Backups	5 years	IT Testing Equipment	7 years

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Printer (2010)	R	2,000	-	-	-	-	2,000
Email Server (2013)	R	-	40,000	-	-	-	40,000
Laptop (2015)	R	-	-	1,500	-	-	1,500
Computer (2015)(2017)	R	-	-	-	1,500	1,500	3,000
Citywide Licensing for Microsoft Office	R	-	-	-	-	70,000	70,000
<b>Total Spending</b>		<b>2,000</b>	<b>40,000</b>	<b>1,500</b>	<b>1,500</b>	<b>71,500</b>	<b>116,500</b>
<b>Funding Sources:</b>							
General Fund Revenues		2,000	40,000	1,500	1,500	71,500	116,500
<b>Total Funding</b>		<b>2,000</b>	<b>40,000</b>	<b>1,500</b>	<b>1,500</b>	<b>71,500</b>	<b>116,500</b>

### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Fiber Optic Infrastructure	N	25,000	25,000	25,000	25,000	25,000	125,000
<b>Total Spending</b>		<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>125,000</b>
<b>Funding Sources:</b>							
Capital Improvement Fund		25,000	25,000	25,000	25,000	25,000	125,000
<b>Total Funding</b>		<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>125,000</b>

# 2017 CIP As Approved by City Council

## Engineering Department

**Mission Statement:** To lay the foundation of our community by providing accurate, responsive engineering services and advice on public improvements.

**Department Description:** Responsible for preparing plans and specifications for City streets, sanitary sewers, lift stations, storm sewers, detention ponds, urban systems projects, airport improvements, landfill improvements, and industrial park additions. The Engineering Department provides technical assistance to other departments as requested. The department develops and enforces engineering construction standards for subdivisions and municipal infrastructure. The Engineering Department supervises projects engineered by consultants, and prepares and updates street and utility maps. The Engineering Department also oversees the Plan Commission Board.

### Equipment Replacement Schedule:

Computers	5 years	Vehicles	10 years
Printers	7 years	Plotter	7 years
Survey Equipment (Total Station)	10 years	Fax Machine	8 years
Copier	8 years	GPS Rover	10 years
Workstations	4 years	Data Collector	5 years

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computers	R	6,000	3,000	3,000	6,000	7,500	25,500
Total Station	R	13,000	-	-	-	-	13,000
Copier (2012)	R	-	-	12,000	-	-	12,000
<b>Total Spending</b>		<b>19,000</b>	<b>3,000</b>	<b>15,000</b>	<b>6,000</b>	<b>7,500</b>	<b>50,500</b>
<b>Funding Sources:</b>							
General Fund Revenues		19,000	3,000	15,000	6,000	7,500	50,500
<b>Total Funding</b>		<b>19,000</b>	<b>3,000</b>	<b>15,000</b>	<b>6,000</b>	<b>7,500</b>	<b>50,500</b>

### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Pictometry Update (GIS)	R	32,920	32,920	43,900	32,920	32,920	175,580
<b>Total Spending</b>		<b>32,920</b>	<b>32,920</b>	<b>43,900</b>	<b>32,920</b>	<b>32,920</b>	<b>175,580</b>
<b>Funding Sources:</b>							
Capital Improvement Fund		32,920	32,920	43,900	32,920	32,920	175,580
<b>Total Funding</b>		<b>32,920</b>	<b>32,920</b>	<b>43,900</b>	<b>32,920</b>	<b>32,920</b>	<b>175,580</b>



## 2017 CIP As Approved by City Council

### Police Department

**Mission Statement:** Provide superior law enforcement services to our community while making Watertown a safe place to visit, live, work and raise a family.

**Department Description:** Effectively prevent and control conduct threatening life and property, to aid and protect individual and constitutional guarantees, to identify and resolve conflicts and problems and to create and maintain security in the community.

#### Equipment Replacement Schedule:

Computers	5 years	Rifles	10 years
Ballistic Vests	10 years	Shotguns	10 years
Body Cameras	5 years	Pistols	6 years
Outdoor cameras	10 years	Patrol Vehicles	3 years
Tasers	5 years	Bicycles	10 years
Printers	7 years	Copiers	8 years
AED's	5 years	Design Plotter	10 years
PBT Equipment	10 years	Digital Radios	10 years
Night Vision Equip	15 years	Speed Trailer	15 years
Cameras indoor and dash cameras	5 years	Speed Board Trailer	20 years
Lawnmower/snow blower	10 years	TV/Projectors	10 years
Cellular Response Console	8 years	Polygraph Equip	7 years
Vehicle Repair Equipment	15-20 years	Radar	5 years
Throw Phone	8 years	Wireless Radio	7 years
Total Station	10 years	Weapon Lights	8 years
Label Printer	5 years	Voice Recorder	5 years
SWAT Equip	10 years	Interview recorder	10 years
Portable Alarm System	5 years	Quadcopter	5 years
Exercise Equipment	10-15 years		

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computers (3 each year)	R	4,500	4,500	4,500	4,500	4,500	22,500
Interview Room Recorder	R	18,000	-	-	-	-	18,000
Copier	R	-	-	-	-	10,000	10,000
Vehicles & Equipment:							
Patrol Cars ( 4 each year)	R	140,000	140,000	140,000	140,000	140,000	700,000
Firearms - 38 handguns, 6 shotguns, 3	R	12,000	-	4,200	6,300	6,300	28,800
AED's (4 each year)	R	8,400	8,400	-	-	-	16,800
Digital Portable Radios (15)	R	41,000	41,000	41,000	-	-	123,000
IP-based Cameras (Uptown)	R	40,000	-	-	-	-	40,000
Treadmill	R	2,000	-	-	-	-	2,000
Tasers	R	-	-	20,000	20,000	-	40,000
Snowblower	R	-	-	-	2,000	-	2,000
<b>Total Spending</b>		<b>265,900</b>	<b>193,900</b>	<b>209,700</b>	<b>172,800</b>	<b>160,800</b>	<b>1,003,100</b>
<b>Funding Sources:</b>							
General Fund Revenues		265,900	193,900	209,700	172,800	160,800	1,003,100
<b>Total Funding</b>		<b>265,900</b>	<b>193,900</b>	<b>209,700</b>	<b>172,800</b>	<b>160,800</b>	<b>1,003,100</b>

## 2017 CIP As Approved by City Council

### Police Department Continued

#### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Indoor Gun Range	N	1,500,000	-	-	-	-	1,500,000
Carpet and Vinyl Flooring	R	-	32,000	68,000	-	-	100,000
Office Furniture	R	-	-	10,000	10,000	10,000	30,000
<b>Total Spending</b>		<b>1,500,000</b>	<b>32,000</b>	<b>78,000</b>	<b>10,000</b>	<b>10,000</b>	<b>1,630,000</b>
<b>Funding Sources:</b>							
General Fund Revenues		-	-	10,000	10,000	10,000	30,000
Capital Improvement Fund		1,500,000	32,000	68,000	-	-	1,600,000
<b>Total Funding</b>		<b>1,500,000</b>	<b>32,000</b>	<b>78,000</b>	<b>10,000</b>	<b>10,000</b>	<b>1,630,000</b>

# 2017 CIP As Approved by City Council

## Fire Department

**Mission Statement:** Always Ready...Honored to Serve...Proudly committed to our neighbors, our friends, our families...Serving and protecting our community...Most importantly sharing a common bond and interest in preserving life and property.

**Department Description:** Responsible for protection of life and property through fire suppression, fire prevention, hazardous material response and public education. The Fire Department provides protection for the City of Watertown, 9 townships around the City, and (2) villages for a total of 350 square miles. The department also has a mutual aid response agreement with 9 area fire departments around the City.

### Equipment Replacement Schedule:

Fire Trucks	20 years	Saws	10 years
Service Truck	15 years	Extrication Equip	10 years
Command Response Vehicle	10 years	Air Paks	10 years
Command Vehicle - Administration	15 years	Radios	10 years
Response Trailer	20 years	Exhaust Fans	10 years
Thermal Imaging Cameras	10 years	Gas Monitors	10 years
SCBA Fill Station	15 years	Mower/Snowblower	5 years
Turnout Gear	8 years	Air Lift Bags	10 years
Turnout Gear Washer/Dryer	15 years	O2 Generator	15 years

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Vehicles & Equipment:							
Turnout Gear	R	9,000	15,200	15,700	9,600	10,000	59,500
SCBA Equipment	R	20,000	-	-	30,000	30,000	80,000
Hoses & Nozzles	R	4,200	5,400	5,000	5,000	-	19,600
Command Vehicles (2004, 2005)	R	18,000	-	-	-	20,000	38,000
Pumper Truck (1989)	R	650,000	-	-	-	-	650,000
Jaws Rescue Equipment	R	-	35,000	-	-	-	35,000
Thermal Imaging Camera	R	-	-	30,000	15,000	-	45,000
Tender Truck (2002)	R	-	-	265,000	-	-	265,000
<b>Total Spending</b>		<b>701,200</b>	<b>55,600</b>	<b>315,700</b>	<b>59,600</b>	<b>60,000</b>	<b>1,192,100</b>
<b>Funding Sources:</b>							
General Fund Revenues		51,200	55,600	50,700	59,600	60,000	277,100
Capital Improvement Fund		650,000	-	265,000	-	-	915,000
<b>Total Funding</b>		<b>701,200</b>	<b>55,600</b>	<b>315,700</b>	<b>59,600</b>	<b>60,000</b>	<b>1,192,100</b>

### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Replace Main Fire Station Roof	R	40,000	-	-	-	-	40,000
<b>Total Spending</b>		<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>40,000</b>
<b>Funding Sources:</b>							
Capital Improvement Fund		40,000	-	-	-	-	40,000
<b>Total Funding</b>		<b>40,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>40,000</b>

## 2017 CIP As Approved by City Council

### Ambulance Department

**Mission Statement:** Always Ready...Honored to Serve...Proudly committed to our neighbors, our friends, our families...Serving and protecting our community...Most importantly sharing a common bond and interest in preserving life and property.

**Department Description:** Provides 24-hour advance life support emergency medical service for the City residents and all residents in Codington County. The department provides emergency transfers from Watertown to hospitals in South Dakota, North Dakota, and Minnesota.

#### Equipment Replacement Schedule:

Ambulances	10 years	Computers	5 years
Cardiac Monitors	10 years	Printer	8 years
IV Pumps	7 years	Copier	10 years
Power Cots	10 years	Exercise Equip	5 years
Patient Care Report Tablet	5 years	Stair Chair	10 years

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computers	R	4,700	6,500	5,000	5,100	5,200	26,500
Vehicles & Equipment:							
Lifepack (2004, 2011, 2011)	R	35,000	-	36,000	-	37,000	108,000
Ambulance ( 2000, 2010)	R	-	212,000	-	180,000	-	392,000
Power Cot (2010)	R	-	16,000	-	16,000	-	32,000
CPR Equipment (2014)	N	-	-	-	20,000	20,000	40,000
Total Spending		<u>39,700</u>	<u>234,500</u>	<u>41,000</u>	<u>221,100</u>	<u>62,200</u>	<u>598,500</u>
<b>Funding Sources:</b>							
General Fund Revenues		39,700	22,500	41,000	41,100	62,200	206,500
Capital Improvement Fund		-	212,000	-	180,000	-	392,000
Total Funding		<u>39,700</u>	<u>234,500</u>	<u>41,000</u>	<u>221,100</u>	<u>62,200</u>	<u>598,500</u>

#### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

# 2017 CIP As Approved by City Council

## Street Department

**Mission Statement:** Provide the citizens of Watertown safe roadways by efficiently managing and maintaining City streets, alleys, public right-of-ways and also maintain drainage ways to help prevent flooding.

**Department Description:** Provide street system maintenance and repair and includes all activities related to highways and streets.

### Equipment Replacement Schedule:

Loaders	10 years	Bobcat	5 years
Blades	10 years	Skidsteer	5 years
Sweepers	10 years	Dump Truck	10 years
Tractors	10 years	Employee Vehicle	10 years
Mowers	10 years	Steel Roller	10 years
Grasshopper Mowers	5 years	Packer	10 years
Cold Planer	10 years	Roller	10 years
Broom/Bucket Truck	10 years	Roller Trailer	10 years
Carry On Trailer	10 years	Trailers	10 years
Sprayer Trailer	10 years	Weed Sprayer	5 years
Box Scraper	10 years	Computer	5 years
Disc	10 years	Copier	8 years
Paint Striping Machine	10 years	Printer	7 years
Steam Cleaner	10 years		

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computer & Software	R	-	-	4,200	-	-	4,200
Copier/Printer/Fax/Scanner	R	-	-	6,500	-	-	6,500
Vehicles & Equipment:							
Railroad Crossing & Other Improvements	R	8,000	8,000	8,000	8,000	8,000	40,000
Paint Striper	N	9,500	-	-	-	-	9,500
Tractor with mower	R	62,000	-	-	-	65,000	127,000
Equipment Trailer	R	7,000	-	-	-	-	7,000
Mowers (2)	R	40,000	-	-	-	-	40,000
Loader	R	180,000	-	180,000	-	-	360,000
Sweeper	R	-	300,000	-	-	320,000	620,000
Pickup	R	-	-	50,000	-	-	50,000
Steel Roller (1999)	R	-	-	45,000	-	-	45,000
Skid Steer w/attachments	R	-	-	70,000	-	-	70,000
Motor Grader	R	-	-	-	300,000	-	300,000
<b>Total Spending</b>		<b>306,500</b>	<b>308,000</b>	<b>363,700</b>	<b>308,000</b>	<b>393,000</b>	<b>1,679,200</b>
<b>Funding Sources:</b>							
General Fund Revenues		306,500	308,000	363,700	308,000	393,000	1,679,200
<b>Total Funding</b>		<b>306,500</b>	<b>308,000</b>	<b>363,700</b>	<b>308,000</b>	<b>393,000</b>	<b>1,679,200</b>

## 2017 CIP As Approved by City Council

### Street Department Continued

#### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Ventilation & Electric Improvements	R	-	55,000	-	-	-	55,000
Land and Building	N/R	-	-	-	3,985,000	-	3,985,000
<b>Total Spending</b>		<b>-</b>	<b>55,000</b>	<b>-</b>	<b>3,985,000</b>	<b>-</b>	<b>4,040,000</b>
<b>Funding Sources:</b>							
Capital Improvement Fund		-	55,000	-	3,985,000	-	4,040,000
<b>Total Funding</b>		<b>-</b>	<b>55,000</b>	<b>-</b>	<b>3,985,000</b>	<b>-</b>	<b>4,040,000</b>

## 2017 CIP As Approved by City Council

### Snow Removal Department

The Street Department staff is responsible for the snow removal efforts along with part-time staffing and contracted labor for large events.

**Department Description:** Provide snow removal and sanding for icy streets. The snow removal budget is based on 10-12 snow events per season.

#### Equipment Replacement Schedule:

Snow Loader	10 years	Snow Body Inserts	10 years
Snow Blower	10 years	Body Sanders	10 years
Snow Plows	10 years	Sander Box	10 years
Stainless Steel Sander	10 years	V Plows	10 years

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Vehicles & Equipment:							
2 Sander Boxes	R	34,000	-	-	-	-	34,000
2 Snow Plows & Hitches	R	24,000	-	-	-	-	24,000
Dump Trucks w/plow & sander	R	160,000	368,000	200,000	210,000	-	938,000
Snow Box Inserts	R	-	-	-	48,000	-	48,000
Motor Grader	R	-	-	-	-	310,000	310,000
<b>Total Spending</b>		<u>218,000</u>	<u>368,000</u>	<u>200,000</u>	<u>258,000</u>	<u>310,000</u>	<u>1,354,000</u>
<b>Funding Sources:</b>							
General Fund Revenues		218,000	368,000	200,000	258,000	310,000	1,354,000
<b>Total Funding</b>		<u>218,000</u>	<u>368,000</u>	<u>200,000</u>	<u>258,000</u>	<u>310,000</u>	<u>1,354,000</u>

#### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

# 2017 CIP As Approved by City Council

## Cemetery Department

**Mission Statement:** Provide a serene, secure and aesthetic final rest for community members and an attractive and peaceful location for family members to visit.

**Department Description:** Assist the general public with lot locations, deed transactions, cemetery lot sales, and keeping all cemetery records current. The Cemetery was formed when the City of Watertown purchased 40 acres from the Winona and St. Peter Railroad. Additional adjacent land has been purchased throughout the years.

### Equipment Replacement Schedule:

Computer	5 years	Chainsaw	5 years
Printer	7 years	Push Mower	7 years
Backhoe	15 years	Leaf Blower	5 years
Garden Tractor/snow blower	7 years	Trimmer	3 years
Pickup	15 years	Weed Sprayer	8 years
Golf Cart	10 years	UTV	10 years
Dump Truck	20 years		

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Vehicles & Equipment:							
Trimmers	R	300	300	-	300	-	900
Snowblower for mower	R	3,500	-	-	-	-	3,500
Cab for mower	R	5,000	-	-	-	-	5,000
Mower/Snowblower	R	-	-	12,500	-	-	12,500
<b>Total Spending</b>		<b>8,800</b>	<b>300</b>	<b>12,500</b>	<b>300</b>	<b>-</b>	<b>21,900</b>
<b>Funding Sources:</b>							
General Fund Revenues		8,800	300	12,500	300	-	21,900
<b>Total Funding</b>		<b>8,800</b>	<b>300</b>	<b>12,500</b>	<b>300</b>	<b>-</b>	<b>21,900</b>

### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Other:							
Rebuild/Repair roads	R	50,000	-	50,000	-	50,000	150,000
New Office	R	-	-	-	200,000	-	200,000
<b>Total Spending</b>		<b>50,000</b>	<b>-</b>	<b>50,000</b>	<b>200,000</b>	<b>50,000</b>	<b>350,000</b>
<b>Funding Sources:</b>							
Capital Improvement Fund		50,000	-	50,000	200,000	50,000	350,000
<b>Total Funding</b>		<b>50,000</b>	<b>-</b>	<b>50,000</b>	<b>200,000</b>	<b>50,000</b>	<b>350,000</b>



## 2017 CIP As Approved by City Council

### Animal Control /Community Service Officer

**Mission Statement:** Provide a comprehensive and effective Animal Control Program for the City that brings people into compliance with the law, minimizes animal issues between neighbors, and protects the health and safety of the public.

**Department Description:** Provide for continual animal control activities, programs, and the enforcement of City Ordinances relating to animal control, junk vehicles and parking. Provide animal advocacy and responsible pet ownership by maintaining a positive and professional relationship with the community and the Glacial Lakes Humane Society.

#### Equipment Replacement Schedule:

Vehicle	10 years	Toughbook Computer	5 years
Printer	5 years	Camera	5 years
Rifle and Shotgun	10 years	Taser	5 years
Live Traps	10 years		

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computers	R	-	4,000	-	-	-	4,000
Vehicles & Equipment:							
Digital Portable Radio	R	4,000	-	-	-	-	4,000
<b>Total Spending</b>		<u>4,000</u>	<u>4,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,000</u>
<b>Funding Sources:</b>							
General Fund Revenues		4,000	4,000	-	-	-	8,000
<b>Total Funding</b>		<u>4,000</u>	<u>4,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,000</u>

#### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

# 2017 CIP As Approved by City Council

## Forestry Department

**Mission Statement:** Serve as a catalyst to promote a tree friendly and healthy community, while maintaining a safe urban forest.

**Department Description:** Under the direction of the Parks, Recreation and Forestry Department, the Forestry Department provides care of established city trees, maintain a tree planting program for city parks, boulevards and city owned property, and assist the public with tree and shrub problems.

### Equipment Replacement Schedule:

Dump Truck	20 years	Stumper	15 years
Chainsaw	5 years	Payloader	15 years
Chipper	20 years	Bucket Truck	20 years
Pickup	15 years	Hedge Trimmer	8 years
Trolley	15 years		

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Vehicles & Equipment:							
Chain Saw	R	750	750	750	750	750	3,750
Dump Truck	R	-	85,000	-	-	-	85,000
Tractor w/loader (2006)	R	-	-	75,000	-	-	75,000
<b>Total Spending</b>		<b>750</b>	<b>85,750</b>	<b>75,750</b>	<b>750</b>	<b>750</b>	<b>163,750</b>
<b>Funding Sources:</b>							
General Fund Revenues		750	750	750	750	750	3,750
Donated from another Department		-	85,000	75,000	-	-	160,000
<b>Total Funding</b>		<b>750</b>	<b>85,750</b>	<b>75,750</b>	<b>750</b>	<b>750</b>	<b>163,750</b>

### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Boulevard Trees	R/N	15,000	15,000	15,000	15,000	15,000	75,000
<b>Total Spending</b>		<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>75,000</b>
<b>Funding Sources:</b>							
Capital Improvement Fund		15,000	15,000	15,000	15,000	15,000	75,000
<b>Total Funding</b>		<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>75,000</b>

# 2017 CIP As Approved by City Council

## Library Department/Library Fines Fund

**Mission Statement:** Strive to maintain a collection that contains current, recreational, informational and educational materials for all ages.

**Department Description:** The Library provides City residents with information resources and library services. The Watertown Regional Library is governed by a six-member board (one of whom is a city council liaison) appointed by the Mayor with the approval of the City Council.

**Department Description:** The Library Fines Fund accounts for the revenues and expenditures of library fines and other types of miscellaneous income as allowed by South Dakota Codified Law. The Library Board oversees the activity of this fund and is used to replace computers, monitors and printers at the Library.

### Equipment Replacement Schedule:

Computers	5 years	Walk behind Vacuum	12 years
Printers	10 years	Microfilm Scanner	12 years
Copiers	15 years	Server	7 years
Tractor w/snowblower	12 years		

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computers	R	8,000	8,000	8,000	8,000	8,000	40,000
Monitors	R	800	800	800	800	800	4,000
Printer	R	3,000	-	-	-	-	3,000
Other:							
Materials Budget (General Fund)	N/R	103,000	106,100	109,300	112,600	116,000	547,000
Walk behind vacuum	R	-	2,000	-	-	-	2,000
<b>Total Spending - Library</b>		<b>114,800</b>	<b>116,900</b>	<b>118,100</b>	<b>121,400</b>	<b>124,800</b>	<b>596,000</b>
<b>Funding Sources:</b>							
General Fund Revenues		103,000	108,100	109,300	112,600	116,000	549,000
Library Fines Fund Revenues		11,800	8,800	8,800	8,800	8,800	47,000
<b>Total Funding - Library</b>		<b>114,800</b>	<b>116,900</b>	<b>118,100</b>	<b>121,400</b>	<b>124,800</b>	<b>596,000</b>

### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

# 2017 CIP As Approved by City Council

## Building Services Department

**Mission Statement:** Serving the citizens of Watertown by ensuring a compliant community through comprehensive building permit issuance and inspection using the International Code Council (ICC) standards and City Ordinances.

**Department Description:** Provide for the administration of building, permitting, inspection, code enforcement, management of flood hazard areas, and zoning related to building permits and construction projects. The department is charged with assuring community compliance through permit issuance and inspections using adopted international construction codes and City Ordinances. The Building Services Department also oversees the Board of Adjustment.

### Equipment Replacement Schedule:

Computers	4 years
City Council Chamber computer	5 years
Field Notebooks	4 years
Vehicles	10 years

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computers	R	3,000	1,500	1,500	4,000	4,000	14,000
Field Inspection Notebook (2017)	R	-	-	-	4,000	-	4,000
<b>Total Spending</b>		<b>3,000</b>	<b>1,500</b>	<b>1,500</b>	<b>8,000</b>	<b>4,000</b>	<b>18,000</b>
<b>Funding Sources:</b>							
General Fund Revenues		3,000	1,500	1,500	8,000	4,000	18,000
<b>Total Funding</b>		<b>3,000</b>	<b>1,500</b>	<b>1,500</b>	<b>8,000</b>	<b>4,000</b>	<b>18,000</b>

### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

# 2017 CIP As Approved by City Council

## Park and Recreation - Supervision

**Mission Statement:** Operate a department with multiple divisions in a fluid and harmonious manner ensuring all divisions are meeting their goals and objectives.

**Department Description:** Directs and coordinates operations in the Department's eleven sub-activities as follows: Recreation Programs, Golf Course, Family Aquatics Center, Softball/Baseball Complex, Auditorium/Fieldhouse, Zoo, Ice Arena/Expo Center, Forestry, Cemetery, Parks System and City Park & Camping.

### Equipment Replacement Schedule:

Computers	5 years
Printers	7 years
Copiers	8 years

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computers	R	1,500	1,500	-	1,500	-	4,500
Copier (2012)	R	-	-	3,000	-	-	3,000
<b>Total Spending</b>		<b>1,500</b>	<b>1,500</b>	<b>3,000</b>	<b>1,500</b>	<b>-</b>	<b>7,500</b>
<b>Funding Sources:</b>							
Park & Rec Fund Revenues		1,500	1,500	3,000	1,500	-	7,500
<b>Total Funding</b>		<b>1,500</b>	<b>1,500</b>	<b>3,000</b>	<b>1,500</b>	<b>-</b>	<b>7,500</b>

### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

# 2017 CIP As Approved by City Council

## Park and Recreation - Recreation Programs

**Mission Statement:** Provide diverse, challenging and enjoyable recreational opportunities for all ages.

**Department Description:** Provide the opportunity to participate in all types of recreational activities either indoors or outdoors, youth or adult, structured or open during leisure time year round.

### Equipment Replacement Schedule:

Computer	5 years	Pitching Machines	7 years
Printer	7 years	Pitching Mounds	10 years
Copier	8 years	Scoreboards	15 years
Paddle Boats/Canoes	7 years	Golf Mats	5 years
Tables/Chairs	15 years	Pottery Kiln	15 years
Portable Disc Catchers	10 years	Pottery Wheels	5 years
Trailers	15 years	Backboard/Rim	15 years
Vehicles	10 years	Archery Targets	5 years
Volleyball Standards	10 years	Archery Bows	7 years
Volleyball Nets	3 years	Shooting Machine	10 years

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment							
Computer	R	1,500	-	1,500	-	1,500	4,500
Vehicles & Equipment:							
Baseball & Softball Equipment	R	5,000	5,000	5,000	5,000	5,000	25,000
Pottery Kiln (1996)	R	5,000	-	-	-	-	5,000
Initiation Hockey Equipment	R	2,700	-	2,700	-	2,700	8,100
Indoor Shuffleboard Court w/ Acces.	N	2,000	-	-	-	-	2,000
PA System (Portable)	N	4,500	-	-	-	-	4,500
DISCatcher Baskets (19) - (2003)	R	-	8,200	-	-	-	8,200
Inflatable Theater	N	-	-	-	20,000	-	20,000
<b>Total Spending</b>		<b>20,700</b>	<b>13,200</b>	<b>9,200</b>	<b>25,000</b>	<b>9,200</b>	<b>77,300</b>
<b>Funding Sources:</b>							
Park & Rec Fund Revenues		20,700	13,200	9,200	25,000	9,200	77,300
<b>Total Funding</b>		<b>20,700</b>	<b>13,200</b>	<b>9,200</b>	<b>25,000</b>	<b>9,200</b>	<b>77,300</b>

### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Other:							
Pickleball Courts at Nelson Park	N	40,000	-	-	-	-	40,000
Climbing Wall	N	-	30,500	-	-	-	30,500
Pump Track	N	-	-	30,000	-	-	30,000
<b>Total Spending</b>		<b>40,000</b>	<b>30,500</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>100,500</b>
<b>Funding Sources:</b>							
Park & Rec Fund Revenues							-
Capital Improvement Fund		40,000	30,500	30,000	-	-	100,500
<b>Total Funding</b>		<b>40,000</b>	<b>30,500</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>100,500</b>

## 2017 CIP As Approved by City Council

### Park and Recreation - Golf Course

**Mission Statement:** To provide a golf course and facilities that adds to the image and diversity of the community while creating an atmosphere in which players of all ages and abilities will enjoy.

**Department Description:** Offers the opportunity to participate in the game of golf at whatever level is desired at a reasonable cost.

#### Equipment Replacement Schedule:

Computers	5 years	Sprayers	10 years
Printers	7 years	Rakes	10 years
Mowers	7 years	Greens Rollers	8 years
Driving Range Equipment	13 years	Tractors	20 years
Greens Aerators	12 years	Blowers	15 years
Tractor Attachments	10-15 years	Seeders	15 years
Shop Equipment	20 years	Vehicles	20 years
Topdressers/Brushes	10 years	Utility Carts	10 years

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Vehicles & Equipment:							
Reel Grinder (1995)	R	40,000	-	-	-	-	40,000
Bedknife Grinder (2000)	R	23,000	-	-	-	-	23,000
Pond Aeration System	N	4,000	-	-	-	-	4,000
Side Winder Mower	N	-	35,000	-	-	-	35,000
Tee Mower (2007)	R	-	35,000	-	-	-	35,000
Grass Seeder (2002)	R	-	-	14,000	-	-	14,000
Turflines Rollers	N	-	-	12,000	-	-	12,000
Sprayer (2011)	R	-	-	32,000	-	-	32,000
Fairway Mower (2009)	R	-	-	-	55,000	-	55,000
Tractor (1999)	R	-	-	-	-	45,000	45,000
<b>Total Spending</b>		<b>67,000</b>	<b>70,000</b>	<b>58,000</b>	<b>55,000</b>	<b>45,000</b>	<b>295,000</b>
<b>Funding Sources:</b>							
Park & Rec Fund Revenues		67,000	70,000	58,000	55,000	45,000	295,000
<b>Total Funding</b>		<b>67,000</b>	<b>70,000</b>	<b>58,000</b>	<b>55,000</b>	<b>45,000</b>	<b>295,000</b>

#### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Course Renovations	R	100,000	-	-	-	-	100,000
Clubhouse Road Closure	R	-	150,000	-	-	-	150,000
Course Maintenance	R	-	-	50,000	-	-	50,000
Campus Remodel - Design	N	-	-	-	45,000	-	45,000
Upgrade Maintenance Shop	R	-	-	-	-	100,000	100,000
<b>Total Spending</b>		<b>100,000</b>	<b>150,000</b>	<b>50,000</b>	<b>45,000</b>	<b>100,000</b>	<b>445,000</b>
<b>Funding Sources:</b>							
Capital Improvement Fund		100,000	150,000	50,000	45,000	100,000	445,000
<b>Total Funding</b>		<b>100,000</b>	<b>150,000</b>	<b>50,000</b>	<b>45,000</b>	<b>100,000</b>	<b>445,000</b>

## 2017 CIP As Approved by City Council

### Park and Recreation - Family Aquatic Center

**Mission Statement:** To provide a community friendly aquatic facility that focuses on health benefits, leisure swimming and water safety skills.

**Department Description:** Provide the opportunity for youth and adults to learn to swim or just enjoy recreational swimming and other water play as individuals or families.

#### Equipment Replacement Schedule:

Computers	5 years	Cash Register	10 years
Printers	7 years	Chair Lift	15 years
Lazy River Tubes	5 years	Pool Ladders	20 years
Deck Furniture	7 years	Lifeguard Stands	15 years
Concession Equipment	5 years	Fencing	20 years
Sand Filters	20 years	Playground	20 years
Chemical Controllers/Chlorine Feeders	10 years	Pumps/Motors	10 years
Pool Vacuum	10 years	Boilers	15 years
Umbrellas	5 years	Water Slides	25 years
Diving Board	10 years	Shade Structures	20 years
Interactive Play Feature	20 years	Lockers	15 years
AED	10 years	Security Cameras	10 years
ID Printing System	10 years		

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment							
Computer	R	-	-	1,500	-	-	1,500
Furniture & Equipment:							
Tubes (50) - Lazy River	R	2,000	-	2,000	-	2,000	6,000
Deck Furniture	R	-	7,500	-	7,500	-	15,000
<b>Total Spending</b>		<u>2,000</u>	<u>7,500</u>	<u>3,500</u>	<u>7,500</u>	<u>2,000</u>	<u>22,500</u>
<b>Funding Sources:</b>							
Park & Rec Fund Revenues		2,000	7,500	3,500	7,500	2,000	22,500
<b>Total Funding</b>		<u>2,000</u>	<u>7,500</u>	<u>3,500</u>	<u>7,500</u>	<u>2,000</u>	<u>22,500</u>

#### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Boiler Replacement	R	40,000	-	-	-	-	40,000
Additional Slide	N	-	230,000	-	-	-	230,000
<b>Total Spending</b>		<u>40,000</u>	<u>230,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>270,000</u>
<b>Funding Sources:</b>							
Capital Improvement Fund		40,000	230,000	-	-	-	270,000
<b>Total Funding</b>		<u>40,000</u>	<u>230,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>270,000</u>



## 2017 CIP As Approved by City Council

### Park and Recreation - Softball/Baseball Complex

**Mission Statement:** To provide quality facilities for recreational and competitive team participation and act as an economic catalyst through tournament hosting.

**Department Description:** Allows for the opportunity to play a combination of youth baseball, youth softball, and adult softball, both slow and fast pitch for men and women with the ability to host larger tournaments.

#### Equipment Replacement Schedule:

Field Striper	5 years	Field Groomer Drag	10 years
Shade Structures	15 years	Scoreboards	20 years
Bleachers	25 years	Field Lights	25 years
Concession Equipment	5 years	Fencing	25 years

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Furniture & Equipment:							
Field Groomer-Sand Pro	N	25,000	-	-	-	-	25,000
Mower-Anza/New Complex	N	-	58,000	-	-	-	58,000
<b>Total Spending</b>		<u>25,000</u>	<u>58,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>83,000</u>
<b>Funding Sources:</b>							
Park & Rec Fund Revenues		25,000	58,000	-	-	-	83,000
<b>Total Funding</b>		<u>25,000</u>	<u>58,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>83,000</u>

#### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Outfield Lighting - Foundation	N	180,000	180,000	-	-	-	360,000
Outfield Lighting - Koch Complex	R	-	-	110,000	110,000	110,000	330,000
Koch Complex Improvements	R	-	-	-	-	97,000	97,000
<b>Total Spending</b>		<u>180,000</u>	<u>180,000</u>	<u>110,000</u>	<u>110,000</u>	<u>207,000</u>	<u>787,000</u>
<b>Funding Sources:</b>							
Capital Improvement Fund		180,000	180,000	110,000	110,000	207,000	787,000
<b>Total Funding</b>		<u>180,000</u>	<u>180,000</u>	<u>110,000</u>	<u>110,000</u>	<u>207,000</u>	<u>787,000</u>

## 2017 CIP As Approved by City Council

### Park and Recreation - Auditorium/Fieldhouse

**Mission Statement:** To promote team and individual activities and healthy lifestyles by providing open turf space in a year-round environment.

**Department Description:** The Fieldhouse headquarters Parks, Recreation & Forestry Department with offices for the Director, Superintendent of Recreation, and Superintendent of Parks & Forestry, Office Manager, and Secretary/Receptionist. The building along with the auditorium is used for all youth and adult indoor recreation programs offered by the Department as well as by the Watertown School District for basketball, golf and tennis. The Auditorium is used by Arrowhead Archery Club and storage for Jr./Teener Baseball League and Junior Olympics Softball League. The two facilities can be rented out for various functions.

#### Equipment Replacement Schedule:

TV	7 years	Turf	10 years
Floor Machine/Buffer/Burnisher	10 years	Batting Cages	7 years
PA System	5 years	Protective Netting	5 years
Slab Roller	15 years	Push Mower	5 years
Divider Nets	15 years	Riding Mower	7 years
Chair Lift	20 years	Security Cameras	10 years
Water Fountain	15 years	Wall mats	15 years

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Furniture & Equipment:							
Television	N	2,000	-	-	-	-	2,000
Protective Screen	R	3,500	-	-	-	-	3,500
Turf Replacement	R	-	-	-	25,000	-	25,000
<b>Total Spending</b>		<b>5,500</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	<b>30,500</b>
<b>Funding Sources:</b>							
Park & Rec Fund Revenues		5,500	-	-	25,000	-	30,500
<b>Total Funding</b>		<b>5,500</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	<b>30,500</b>

#### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Auditorium Improvements	R	79,500	-	-	-	-	79,500
Ice Arena Remodel Design	N	-	50,000	-	-	-	50,000
Remodel Ice Arena for Fieldhouse	N	-	-	150,000	150,000	-	300,000
<b>Total Spending</b>		<b>79,500</b>	<b>50,000</b>	<b>150,000</b>	<b>150,000</b>	<b>-</b>	<b>429,500</b>
<b>Funding Sources:</b>							
Capital Improvement Fund		79,500	50,000	150,000	150,000	-	429,500
<b>Total Funding</b>		<b>79,500</b>	<b>50,000</b>	<b>150,000</b>	<b>150,000</b>	<b>-</b>	<b>429,500</b>

## 2017 CIP As Approved by City Council

### Park and Recreation - Zoo

**Mission Statement:** Promote wildlife understanding and conservation through public education, maintenance of superior exhibits and high quality care for the animal collection. Provide patrons with an enjoyable recreational experience.

**Department Description:** Provide the opportunity for all ages to view and enjoy over 800 animals in naturalistic exhibits. Provide educational opportunities for all age groups as well as special events.

#### Equipment Replacement Schedule:

Computers	5 years	Concession Equip	10 years
Printers	8 years	Microscope	25 years
Servers	5 years	Corn Feeders	10 years
Copiers	8 years	Rides	20 years
Time Clock	10 years	Mining Kiosk	20 years
2-way Radios	5 years	Penny Machine	10 years
Security Cameras	10 years	Change Machine	10 years
TV	8 years	Aquariums	20 years
Smart Board	15 years	Lift Station	10 years
Projector	8 years	Shotguns	20 years
Cash Register	10 years	Restraint Cages	20 years
Corral and Loading Area	25 years	Tables/Chairs	10 years
Portable Isofourine Machine	20 years	Picnic Tables	20 years
Bleachers	20 years	Benches	15 years
Freezers/Coolers	15 years	Bobcat	15 years
Dump Truck	20 years	UTV	10 years
Van	15 years	Pickup	10 years
Trailer	10 years	Power Washer	20 years
Mowers	7 years	Tiller	15 years
Trimmers	5 years	Air Compressor	10 years
Saws (variety)	10-15 years	Snow Blower	10 years
Hand Held Blower	10 years	Trash Pump	10 years
Electric Heaters	5 years	Generator	10 years
Fences/Gate openers	20 years	Floor Scrubber	10 years
Vacuum	5 years	Kaivas Machine	10 years

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computer	R	3,000	-	-	-	-	3,000
Vehicles & Equipment:							
Truck (2001, 2004)	R	15,000	-	-	29,000	-	44,000
Other:							
Zoo Animals	N/R	3,000	1,500	3,000	3,000	3,000	13,500
<b>Total Spending</b>		<b>21,000</b>	<b>1,500</b>	<b>3,000</b>	<b>32,000</b>	<b>3,000</b>	<b>60,500</b>
<b>Funding Sources:</b>							
Park & Rec Fund Revenues		21,000	1,500	3,000	32,000	3,000	60,500
<b>Total Funding - Bramble Park Zoo</b>		<b>21,000</b>	<b>1,500</b>	<b>3,000</b>	<b>32,000</b>	<b>3,000</b>	<b>60,500</b>

## 2017 CIP As Approved by City Council

### Park and Recreation - Zoo Continued

#### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Concession seating	N	10,000	-	-	-	-	10,000
Garage/Shop Building	N	202,750	-	-	-	-	202,750
Bison Fence Repair	R	-	27,250	-	-	-	27,250
Renovate Alligator/Red Pandas	R	-	-	15,000	-	-	15,000
<b>Total Spending</b>		<b>212,750</b>	<b>27,250</b>	<b>15,000</b>	<b>-</b>	<b>-</b>	<b>255,000</b>
<b>Funding Sources:</b>							
Capital Improvement Fund		112,750	27,250	15,000	-	-	155,000
Donations - LAZS		100,000	-	-	-	-	100,000
<b>Total Funding</b>		<b>212,750</b>	<b>27,250</b>	<b>15,000</b>	<b>-</b>	<b>-</b>	<b>255,000</b>

## 2017 CIP As Approved by City Council

### Park and Recreation - Ice Arena

**Mission Statement:** To provide quality and functional facilities to maintain and expand involvement in ice related sporting activities.

**Department Description:** Allow for the uninterrupted skating season (November-March) for hockey games and practice, Lions Club Ice Show and practice, and open figure skating and lessons. Concrete floor non-ice season uses will be promoted for better multi-use of the facility.

#### Equipment Replacement Schedule:

Ice Resurfacer	15 years	Scoreboards	20 years
Walk behind Ice Edger	10 years		

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Equipment:							
Ice Resurfacer (2002)	R	-	100,000	-	-	-	100,000
Total Spending		-	100,000	-	-	-	100,000
<b>Funding Sources:</b>							
Park & Rec Fund Revenues		-	100,000	-	-	-	100,000
Total Funding		-	100,000	-	-	-	100,000

#### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

# 2017 CIP As Approved by City Council

## Park and Recreation - Parks Systems

**Mission Statement:** To establish and maintain a system of neighborhood parks, recreational trails, and athletic fields for the health and enjoyment of community citizens and guests.

**Department Description:** Created to improve, care for and manage a system of parks and recreational facilities to meet the needs of all park users. The park division staff assists all other facility divisions with labor and equipment, maintains 26 park areas of 242 acres including: 29 miles of recreation trail, ice arena, ball complex, Disc Golf, 15 tennis courts, 154 garden plots, 17 ball fields, 11 playgrounds, 2 picnic shelters, 2 park rest rooms, outdoor ice rink, 7 basketball courts, 6 sand volleyball courts, Anza soccer plaza, Derby Downs, and many flower beds.

### Equipment Replacement Schedule:

Pickup	15 years	Snow blower	8 years
Pickup Plow	10 years	Skidsteer	15 years
Dump Truck	20 years	Leaf Blower	5 years
Tractor	10 years	Hedge Trimmer	8 years
Push Mower	7 years	String Trimmer	3 years
ATV/UTV	10 years	Chainsaw	5 years
Mowers	10 years	Showmobile	20 years
Trailers	20 years	Welder	15 years
Computer	5 years	Printer	7 years
Weed Sprayer	8 years	Golf Cart	10 years

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Vehicles & Equipment:							
Tractor (2003)	R	21,000	-	-	-	-	21,000
Mower (2001, 2006)	R	-	40,000	-	-	-	40,000
Other:							
Benches	N	-	4,000	-	-	-	4,000
<b>Total Spending</b>		<b>21,000</b>	<b>44,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>65,000</b>
<b>Funding Sources:</b>							
Park & Rec Fund Revenues		21,000	44,000	-	-	-	65,000
<b>Total Funding</b>		<b>21,000</b>	<b>44,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>65,000</b>

### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

## 2017 CIP As Approved by City Council

### Park and Recreation - City Park and Camping

**Mission Statement:** To provide quality camping and outdoor recreational experiences for all ages.

**Department Description:** Provide the opportunity to enjoy an outdoor recreation experience in a water-based park offering camping, swimming, picnicking, playgrounds, boat launch, volleyball, horseshoes and softball field. Maintenance responsibilities for Jackson Park, Derby Downs and a portion of the bike trails are a function of the City Park Manager and staff.

**Equipment Replacement Schedule:**

Pickup	15 years	String Trimmer	3 years
Golf Cart	10 years	Computer	5 years
Weed Sprayer	8 years	Printer	7 years
Mower	10 years	Leaf Blower	5 years
Push Mower	7 years		

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Vehicles & Equipment:							
Mower/Trimmers (2)	R	500	-	-	-	-	500
Mower (2012)	R	-	-	-	57,000	-	57,000
Total Spending		<u>500</u>	<u>-</u>	<u>-</u>	<u>57,000</u>	<u>-</u>	<u>57,500</u>
<b>Funding Sources:</b>							
Park & Rec Fund Revenues		<u>500</u>	<u>-</u>	<u>-</u>	<u>57,000</u>	<u>-</u>	<u>57,500</u>
Total Funding		<u>500</u>	<u>-</u>	<u>-</u>	<u>57,000</u>	<u>-</u>	<u>57,500</u>

#### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Replace Roof on Shelter #1	R	5,000	-	-	-	-	5,000
Camping Cabin	N	24,000	-	-	-	-	24,000
Comfort Station	R	-	-	275,000	-	-	275,000
Sewer Hookups - 6 Additional Campsites	N	-	-	-	15,000	-	15,000
Total Spending		<u>29,000</u>	<u>-</u>	<u>275,000</u>	<u>15,000</u>	<u>-</u>	<u>319,000</u>
<b>Funding Sources:</b>							
Capital Improvement Fund		<u>29,000</u>	<u>-</u>	<u>275,000</u>	<u>15,000</u>	<u>-</u>	<u>319,000</u>
Total Funding		<u>29,000</u>	<u>-</u>	<u>275,000</u>	<u>15,000</u>	<u>-</u>	<u>319,000</u>

## 2017 CIP As Approved by City Council

### Prairie Lakes Wellness Center

**Mission Statement:** Providing Fitness for Life.

**Department Description:** Provide programs and facilities in the areas of recreation, culture, and health enhancement to meet the needs of all age groups and to provide the opportunity for growth to individuals (social, physical & mental).

**Equipment Replacement Schedule:**

Free Weights	12 years	Computers	5 years
Cybex Weight Machines	12 years	Stereo Equip	5 years
Treadmills	6 years	Vacuum	4 years
Elliptical	6 years	Copier	10 years
Bikes	6 years	Security Camera	10 years
Kiser Bikes	7 years	Printers	7 years
Group Fitness Equipment	3 years	Pool Lift	14 years
Aquatic Equipment	3 years	Weight Scales	7 years
Washer/Dryer	15 years	Pressure Washer	15 years
Body Comp Machine	5 years	TV	6 years
Snow Blower/Mower/Weed Whip	8-10 years		

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Equipment:							
Fitness Equipment	N/R	45,000	45,000	45,000	45,000	45,000	225,000
Total Spending		45,000	45,000	45,000	45,000	45,000	225,000
<b>Funding Sources:</b>							
Wellness Center Fund		45,000	45,000	45,000	45,000	45,000	225,000
Total Funding		45,000	45,000	45,000	45,000	45,000	225,000

#### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.



## 2017 CIP As Approved by City Council

### Capital Improvement Sales Tax Fund

**Department Description:** Provide an appropriation for the sales tax which, by ordinance, is restricted for acquisition of land and other land rights, capital improvements, the funding of ambulances and medical emergency response vehicles, the transfer to the special 911 fund authorized by SDCL 34-45-12, the purchasing of fire fighting vehicles and equipment, debt retirement and costs related to the study of or planning for potential capital improvements as determined by the City Council.

#### Long Term Capital Improvement Project Plan Street System Improvements

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>						
Annual Programs:						
Milling & Overlay Annual Program	850,000	850,000	850,000	850,000	850,000	4,250,000
Seal Coating/Crack Sealing	400,000	400,000	400,000	400,000	400,000	2,000,000
Sidewalk, Curb & Gutter Prog.	50,000	50,000	50,000	50,000	50,000	250,000
Traffic Signal Improvements	60,000	60,000	60,000	60,000	60,000	300,000
Street, Bridge & Parking Lot Projects:						
Downtown Parking /Alley Improv	75,000	75,000	75,000	75,000	75,000	375,000
Mall Street Reconstruction	500,000	-	-	-	-	500,000
4th St NE from 1st Ave N to Hwy 81	200,000	-	-	-	-	200,000
Jensen Ave Road Reconstruction	750,000	-	-	-	-	750,000
River Ridge Park Street Improvements	100,000	-	-	-	-	100,000
4th Ave SW Bridge Maint	-	355,000	-	-	-	355,000
11th St S from Hwy 212 to Jensen Ave	-	-	250,000	-	-	250,000
20th Ave. S Bridge Repair	-	-	250,000	-	-	250,000
14th Ave N from 11St to 25th St	-	-	-	1,850,000	-	1,850,000
11th St. SE from Hwy 212 to 1st Ave N	-	-	-	-	1,700,000	1,700,000
<b>Total Spending</b>	<b>2,985,000</b>	<b>1,790,000</b>	<b>1,935,000</b>	<b>3,285,000</b>	<b>3,135,000</b>	<b>13,130,000</b>
<b>Funding Sources:</b>						
Capital Improvement Fund	2,735,000	1,790,000	1,935,000	3,285,000	3,135,000	12,880,000
Special Assessments	250,000	-	-	-	-	250,000
<b>Total Funding</b>	<b>2,985,000</b>	<b>1,790,000</b>	<b>1,935,000</b>	<b>3,285,000</b>	<b>3,135,000</b>	<b>13,130,000</b>

#### Long Term Capital Improvement Project Plan Storm Sewer & Flood Control Improvements

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>						
Miscellaneous Storm Sewer Projects	100,000	100,000	100,000	100,000	100,000	500,000
Sump Pump Drainage Improvements	200,000	200,000	200,000	200,000	200,000	1,000,000
Highland Blvd Storm Sewer	400,000	-	400,000	-	-	800,000
<b>Total Spending</b>	<b>700,000</b>	<b>300,000</b>	<b>700,000</b>	<b>300,000</b>	<b>300,000</b>	<b>2,300,000</b>
<b>Funding Sources:</b>						
Capital Improvement Fund	700,000	300,000	700,000	300,000	300,000	2,300,000
<b>Total Funding</b>	<b>700,000</b>	<b>300,000</b>	<b>700,000</b>	<b>300,000</b>	<b>300,000</b>	<b>2,300,000</b>

## 2017 CIP As Approved by City Council

**\*Note: The table below listing other projects paid for from Capital Improvement Sales Tax revenues are also included in other departments and are shown here for informational purposes only.**

		<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
IT	Fiber Optic Infrastructure	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000
Finance	Accounting Software	-	-	60,000	-	-	60,000
City Hall	Senior Center Improvements	5,000	5,000	5,000	5,000	5,000	25,000
City Hall	Administrative Building	2,500,000	1,500,000	-	-	-	4,000,000
Police	Indoor/Outdoor Gun Range	1,500,000	-	-	-	-	1,500,000
Police	Carpet & Vinyl Flooring	-	32,000	68,000	-	-	100,000
Fire	Replace Main Fire Station Roof	40,000	-	-	-	-	40,000
Fire	Tender Truck	-	-	265,000	-	-	265,000
Fire	Pumper Truck	650,000	-	-	-	-	650,000
AMB	Ambulance	-	212,000	-	180,000	-	392,000
Engineering	Pictometry Update	32,920	32,920	43,900	32,920	32,920	175,580
Cemetery	Road Repairs/New Roads	50,000	-	50,000	-	50,000	150,000
Cemetery	New Office	-	-	-	200,000	-	200,000
P&R	Pickleball Courts at Nelson Park	40,000	-	-	-	-	40,000
P&R	Climbing Wall	-	30,500	-	-	-	30,500
P&R	Pump Track	-	-	30,000	-	-	30,000
P&R	Clubhouse Road Closure	-	150,000	-	-	-	150,000
P&R	Course Renovations/Maintenance	100,000	-	50,000	-	-	150,000
P&R	Campus Remodel	-	-	-	45,000	-	45,000
P&R	Upgrade Maintenance Shop	-	-	-	-	100,000	100,000
P&R	Boilder Replacement	40,000	-	-	-	-	40,000
P&R	Additional Slide	-	230,000	-	-	-	230,000
P&R	Outfield Lighting	180,000	180,000	110,000	110,000	110,000	690,000
P&R	Other Improvements	-	-	-	-	97,000	97,000
P&R	Remodel Ice Arena for Fieldhouse	-	-	150,000	150,000	-	300,000
P&R	Ice Arena Remodel Design	-	50,000	-	-	-	50,000
P&R	Auditorium Improvements	79,500	-	-	-	-	79,500
P&R	Concession Seating	10,000	-	-	-	-	10,000
P&R	Garage/Shop Building	202,750	-	-	-	-	202,750
P&R	Bison Fence Repair	-	27,250	-	-	-	27,250
P&R	Renovate Alligator/Red Pandas	-	-	15,000	-	-	15,000
P&R	Recreational Trail Expansion	175,000	175,000	175,000	175,000	175,000	875,000
P&R	Playground Development	-	60,000	-	-	-	60,000
P&R	Park Shop Relocation/Remodel	-	-	200,000	-	-	200,000
P&R	New Parks	-	-	-	-	150,000	150,000
P&R	ANZA Lighting	-	-	-	360,000	-	360,000
P&R	Replace Roof and Shelter	5,000	-	-	-	-	5,000
P&R	Sewer Hookups	-	-	-	15,000	-	15,000
P&R	Camping Cabin	24,000	-	-	-	-	24,000
P&R	Comfort Station Improvements	-	-	275,000	-	-	275,000
Forestry	Boulevard Trees	15,000	15,000	15,000	15,000	15,000	75,000
Airport	Ramp Reconstruction (AIP)	-	-	-	-	2,000,000	2,000,000
Airport	Taxiway Reconstruction (AIP)	-	7,500,000	-	-	-	7,500,000
Airport	Reconstruct Public Parking and Access	-	-	-	350,000	-	350,000

## 2017 CIP As Approved by City Council

### E-911 Fund

**Mission Statement:** Provide efficient and professional public safety telecommunications and emergency services.

**Department Description:** E-911 services are provided to the City of Watertown and the Counties of Codington, Hamlin, Day, Deuel, Clark and Grant, and the visiting public to our service area. The department provides radio services and links to all public safety agencies providing emergency services.

#### Equipment Replacement Schedule:

APC SMART UPS	10 years	Logging Recorder	7 years
UPS SMART Battery	4 years	Console	15 years
Computer Monitors	3 years	Radios	10 years
Computers	4 years	Fax Machine	5 years
Printers	5 years		

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
911 Workstations (Radios)	R	8,000	-	-	-	-	8,000
Tower Lights	R	2,700	-	-	-	-	2,700
Computers (4)	R	-	4,000	-	-	-	4,000
Office Chairs	R	-	-	3,200	-	-	3,200
Computer Monitors (16)	R	-	-	-	3,500	-	3,500
UPS Batteries	R	-	-	-	-	18,000	18,000
<b>Total Spending</b>		<b>10,700</b>	<b>4,000</b>	<b>3,200</b>	<b>3,500</b>	<b>18,000</b>	<b>39,400</b>
<b>Funding Sources:</b>							
E-911 Fund Revenues		10,700	4,000	3,200	3,500	18,000	39,400
<b>Total Funding</b>		<b>10,700</b>	<b>4,000</b>	<b>3,200</b>	<b>3,500</b>	<b>18,000</b>	<b>39,400</b>

#### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

## 2017 CIP As Approved by City Council

### Sewer Collection System

**Mission Statement:** Maintain a prioritized list of sanitary sewer lines and manholes to facilitate an annual rehabilitation project. To jet clean, rod and televise as many feet of sanitary sewer as possible while maintaining the data generated by these activities in a data base.

**Department Description:** The division of the Wastewater Fund which operates and maintains the sewer collection system and associated lift stations.

#### Equipment Replacement Schedule:

Computers	5 years	Generator	20 years
Printers	6 - 7 years	Pickup w/plow	10-15 years
Confined Space Equipment	7 years	Pumps	20 years
Air Compressor	20 years	Dump Body	20 years
Backhoe	30 years	Pressure Washer	12 years
Gas Meter	10 years	Flow Meter	15 years
Jetter	10 years	SCADA Computer	8 years
Portable Generator	10 years	Steamer	40 years
Tandem Trailer	20 years	Televising Trailer	10 years
Truck/Utility Box & Crane	12 years		

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computers	R	1,200	-	1,200	-	-	2,400
Software	R	750	-	-	-	-	750
Printer	R	-	-	500	-	-	500
Vehicles & Equipment:							
SCADA Computer & Software (2010)	R	8,000	-	-	-	-	8,000
Jetter (2008)	R	325,000	-	-	-	-	325,000
Steamer (1974)	R	58,000	-	-	-	-	58,000
Air Compressor (1995)	R	25,000	-	-	-	-	25,000
4x4 Pickup w/Plow (2003, 2009,2012)	R	-	39,000	39,000	-	39,000	117,000
Pressure Washer	R	-	-	-	4,400	-	4,400
6 inch pumps (3)	R	-	-	-	154,000	-	154,000
Tandem Trailer (2000)	R	-	-	-	4,500	-	4,500
Truck w/Utility Box & Crane	R	-	-	-	86,900	-	86,900
550 Dump Body	R	-	-	-	58,000	-	58,000
Flow Meter	R	-	-	-	-	3,000	3,000
<b>Total Spending</b>		<b>417,950</b>	<b>39,000</b>	<b>40,700</b>	<b>307,800</b>	<b>42,000</b>	<b>847,450</b>
<b>Funding Sources:</b>							
Sewer Fund Revenues		417,950	39,000	40,700	307,800	42,000	847,450
<b>Total Funding</b>		<b>417,950</b>	<b>39,000</b>	<b>40,700</b>	<b>307,800</b>	<b>42,000</b>	<b>847,450</b>

#### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

## 2017 CIP As Approved by City Council

### Sewer Collection System Improvements

**Department Description:** There are two types of sanitary sewer rehabilitation projects completed within this department; lining projects and reconstruction projects. The projects are based off the information collected during the televising process of maintaining the sanitary sewer infrastructure. The lining and reconstruction projects are done in alternating years with a project being identified and completed every year.

#### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Sanitary Sewer Projects:							
Sanitary Sewer Rehab - TBD	R/N	325,000	325,000	325,000	325,000	325,000	1,625,000
Total Spending		<u>327,018</u>	<u>327,019</u>	<u>327,020</u>	<u>327,021</u>	<u>325,000</u>	<u>1,625,000</u>
<b>Funding Sources:</b>							
Sewer Fund Revenues							
Total Funding		<u>325,000</u>	<u>325,000</u>	<u>325,000</u>	<u>325,000</u>	<u>325,000</u>	<u>1,625,000</u>

# 2017 CIP As Approved by City Council

## Sewer Treatment Facility

**Mission Statement:** Treat the City's wastewater and associated biosolids cost effectively in compliance with all associated State and Federal regulations and discharge permit requirements.

**Department Description:** The Wastewater Treatment Facility is the division of the Wastewater Fund which operates and maintains the Wastewater Treatment Facility.

### Equipment Replacement Schedule:

Computers/Software	5 years	Welder/Generator	20 years
Printers	6 - 7 years	Pickup w/plow	15-20 years
Confined Space Equipment	7 years	Pumps	15 years
Pretreatment Heating Boilers	30 years	Server	7 years
Ultraviolet Disinfection System	15-20 years	Copier	10 years
Sludge Transport Tankers	20 years	Various meters	5-10 years
Sludge Mixing Pumps	25 years	SCADA	15 years
Portable Pump and Power Pack	25 years	ATV	18 years
RAS/WAS Building Heater	25 years	Utility Vehicle	10 years
Repeater	25 years	Phone System	15 years
Walk Behind Snow Blower	8 years	Riding Mower	12 years
Tractor w/Boom Mower	20 years	Pull Mower	20 years
Tractor Snow Blower	15 years	Gate Valves	27 years
Digested Sludge Transfer Pumps	26 years	Various Samplers	10 years
Air Compressor	25 years	Jetter	10 years

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Software	R	5,500	-	-	-	-	5,500
Computers	R	-	1,200	1,200	1,200	-	3,600
Copier (2002)	R	-	-	-	-	3,600	3,600
Network Server (2008)	R	-	-	14,000	-	-	14,000
Printers	R	-	-	-	600	1,000	1,600
Phone System	R	-	-	-	6,500	-	6,500
Vehicles & Equipment:							
Utility Vehicle (2008, 2009)	R	-	16,300	-	-	-	16,300
Portable Jetter	R	-	-	6,500	-	-	6,500
Portable DO Meter	R	-	-	600	-	-	600
Sludge Building Air Compressors	R	-	-	20,000	-	-	20,000
Effluent Sampler	R	-	-	-	6,000	-	6,000
Tractor with boom mower	R	-	-	-	121,000	-	121,000
Effluent Flow Meter	R	-	-	-	-	5,450	5,450
RAS/WAS Building Heater	R	-	-	-	-	7,700	7,700
Raw Sampler	R	-	-	-	-	6,000	6,000
<b>Total Spending</b>		<b>5,500</b>	<b>17,500</b>	<b>42,300</b>	<b>135,300</b>	<b>23,750</b>	<b>224,350</b>
<b>Funding Sources:</b>							
Sewer Fund Revenues		5,500	17,500	42,300	135,300	23,750	224,350
<b>Total Funding</b>		<b>5,500</b>	<b>17,500</b>	<b>42,300</b>	<b>135,300</b>	<b>23,750</b>	<b>224,350</b>

## 2017 CIP As Approved by City Council

### Sewer Treatment Facility Continued

#### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Admin Building Space Evaluation	N	23,000	-	-	-	-	23,000
Biosolids Construction and Eng	R	895,300	-	-	-	-	895,300
Clarifier #2 Structural Repairs	R	-	-	290,000	-	-	290,000
Rate Study	R	-	-	-	50,000	-	50,000
<b>Total Spending - Treatment Plant</b>		<b>918,300</b>	<b>-</b>	<b>290,000</b>	<b>50,000</b>	<b>-</b>	<b>1,258,300</b>
<b>Funding Sources:</b>							
Sewer Fund Revenues		918,300	-	290,000	50,000	-	1,258,300
<b>Total Funding - Treatment Plant</b>		<b>918,300</b>	<b>-</b>	<b>290,000</b>	<b>50,000</b>	<b>-</b>	<b>1,258,300</b>

## 2017 CIP As Approved by City Council

### Sewer Industrial Pretreatment

**Mission Statement:** Prevent the introduction of pollutants into the Wastewater Treatment Facility which may cause pass-through or interference with the treatment process.

**Department Description:** This division inspects the commercial and industrial users of the facility for compliance with the Wastewater ordinances. It also maintains ongoing sump pump inspection program to eliminate inflow from entering the sewer collection.

#### Equipment Replacement Schedule:

Computers/Software	5 years	Sample Flow Meter	25 years
Portable pH Meter	10 years	Van	12 years
Portable Flow Meters	13 years	Flowlink	5 years
Portable Samplers	10 years		
Refrigerator	12 years		

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computer	R	1,200	-	1,200	-	-	2,400
Software	R	-	-	-	750	-	750
Vehicles & Equipment:							
Portable Flow Meter (2007, 2008, 2008)	R	-	-	3,000	6,000	-	9,000
Refrigerator (2009)	R	-	-	-	550	-	550
pH Meter (2013)	R	-	-	-	-	750	750
Portable Sampler (2007, 2012)	R	-	-	-	-	3,700	3,700
Total Spending		<u>1,200</u>	<u>-</u>	<u>4,200</u>	<u>7,300</u>	<u>4,450</u>	<u>17,150</u>
<b>Funding Sources:</b>							
Sewer Fund Revenues		<u>1,200</u>	<u>-</u>	<u>4,200</u>	<u>7,300</u>	<u>4,450</u>	<u>17,150</u>
Total Funding		<u>1,200</u>	<u>-</u>	<u>4,200</u>	<u>7,300</u>	<u>4,450</u>	<u>17,150</u>

#### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.



## 2017 CIP As Approved by City Council

### Sewer Laboratory

**Mission Statement:** Collect and analyze samples in order to provide process control information to the Wastewater Treatment Facility staff and to demonstrate permit compliance.

**Department Description:** Maintains the Quality Assurance/Quality Control program to ensure that only accurate data is produced and reported.

#### Equipment Replacement Schedule:

4-Hole Steam Bath	15 years	Conductivity Meter	10 years
8-Hole Steam Bath	12 years	Desiccator	15 years
Ammonia Distillation Unit	10 years	Computer/Software	5 years
Analytical Balance	13 years	Drying Oven	10 years
Autoclave	10 years	E.coli Incubator	10 years
Benchtop DO Probe	5 years	Dishwasher	10 years
Benchtop DO Meter	7 years	Printer	6 years
BOD Incubator	10 years	Muffle Furnace	10 years
Centrifuge	15 years	Portable pH Meter	10 years
COD Reactor	10 years	Quanti-Tray Sealer	10 years
Coliform Water Bath	15 years	Refrigerator	12 years
Spectrophotometer	10 years	Vacuum Pump	12 years
Water Distillation Unit	15 years		

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computer	R	-	1,200	-	1,200	-	2,400
Printer	R	-	-	500	-	-	500
Software	R	-	-	700	-	-	700
Laboratory Equipment:							
Refrigerator (2007, 2008)	R	550	-	-	-	-	550
Coliform Water Bath (2003, 2012)	R	2,700	-	-	-	2,700	5,400
Muffle Furnace (2008)	R	3,850	-	-	-	-	3,850
COD Reactor (2008)	R	1,500	-	-	-	-	1,500
E Coli Incubator (2008)	R	1,500	-	-	-	-	1,500
Benchtop Oxygen Probe (2010, 2011)	R	-	800	800	-	-	1,600
Benchtop DO Meter (2013)	R	-	-	1,750	-	-	1,750
Desiccator (2007)	R	-	-	2,900	-	-	2,900
BOD Incubator (2011)	R	-	-	-	4,500	-	4,500
Vacuum Pump (2009)	R	-	-	-	550	-	550
8-Hole Steam Bath (2009)	R	-	-	-	1,800	-	1,800
Centrifuge (2007)	R	-	-	-	-	850	850
Spectrophotometer (2012)	R	-	-	-	-	5,100	5,100
Drying Oven (2007, 2012)	R	-	-	-	-	4,150	4,150
Analytical Balance (2009)	R	-	-	-	-	1,800	1,800
<b>Total Spending</b>		<b>10,100</b>	<b>2,000</b>	<b>6,650</b>	<b>8,050</b>	<b>14,600</b>	<b>41,400</b>
<b>Funding Sources:</b>							
Sewer Fund Revenues		10,100	2,000	6,650	8,050	14,600	41,400
<b>Total Funding</b>		<b>10,100</b>	<b>2,000</b>	<b>6,650</b>	<b>8,050</b>	<b>14,600</b>	<b>41,400</b>

#### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

## 2017 CIP As Approved by City Council

### Solid Waste Collection

**Mission Statement:** Provide cost effective and efficient curbside collection of residential solid waste materials and respond to customer calls in a timely manner.

**Department Description:** The Solid Waste Collection division of the Solid Waste Fund provides residential solid waste pickup for the City residents and to keep our community clean and free of debris.

#### Equipment Replacement Schedule:

Automated Trucks	6 years	Pup Packer Truck	13 years
95 gallon Refuse Containers	10 years	Computer	5 years
High Density Refuse Containers	5 years	Pickup	13 years

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computer	R	1,200	-	-	-	-	1,200
Vehicles & Equipment:							
300-450 gallon Refuse Containers	R/N	14,300	14,300	14,300	14,300	14,300	71,500
95 gallon Refuse Containers	R/N	23,400	23,400	23,400	23,400	23,400	117,000
Automated Trucks (2-2012)	R	262,000	-	-	-	524,000	786,000
Pup Packer Truck (2006)	R	-	145,000	-	-	-	145,000
Total Spending		<u>300,900</u>	<u>182,700</u>	<u>37,700</u>	<u>37,700</u>	<u>561,700</u>	<u>1,120,700</u>
<b>Funding Sources:</b>							
Solid Waste Fund Revenues		300,900	182,700	37,700	37,700	561,700	1,120,700
Total Funding		<u>300,900</u>	<u>182,700</u>	<u>37,700</u>	<u>37,700</u>	<u>561,700</u>	<u>1,120,700</u>

#### Long Term Capital Improvement Project Plan

There are no Long Term Capital Improvement Projects planned for this department.

## 2017 CIP As Approved by City Council

### Solid Waste Disposal

**Mission Statement:** Dispose all of the solid waste produced by the City of Watertown and surrounding service areas effectively and efficiently while maintaining complete compliance with all applicable State and Federal regulations.

**Department Description:** The Sanitary Landfill provides environmentally safe and cost effective solid waste disposal for the City of Watertown and surrounding areas. The Landfill is a Regional Sub-title D Solid Waste Facility.

#### Equipment Replacement Schedule:

3/4 ton Pickup w/plow	15 years	Scraper	20 years
ADC Mixer	12 years	Bobcat Mower	10 years
Fence	10 years	Bobcat	15 years
Compactor	5 years	Computer	5 years
Copier	9 years	UTV	10 years
Dozer	15 years	Tractor	20 years
Trailer	15 years	Server	7 years
Landfill Scale	13 years	Loader	10 years
Dumpsters	12 years	Scraper	14 years
Fuel Tank Leak Detection System	10 years	1 ton Pickup	13 years

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Technology & Office Equipment:							
Computers	R	3,600	-	-	1,200	-	4,800
Software License	R	3,000	-	-	-	-	3,000
Server	R	-	-	14,000	-	-	14,000
Vehicles & Equipment:							
Pickup w/Snowplow (2000,2008)	R	39,000	-	-	39,000	-	78,000
ADC Mixer (2006)	R	50,000	-	-	-	-	50,000
Bobcat (2003)	R	20,000	-	-	-	-	20,000
Tractor (1993)	R	25,000	-	-	-	-	25,000
Trailer (2003)	R	5,000	-	-	-	-	5,000
Roll Off Dumpsters	R/N	7,000	-	-	-	-	7,000
Gator (2009)	N	-	8,500	-	-	-	8,500
Compactor (2010)	R	-	-	556,700	-	-	556,700
Catch Fence	R	-	-	-	15,000	-	15,000
Scraper (1996)	R	-	-	-	820,000	-	820,000
Fuel Tank Leak Detection System	R	-	-	-	10,000	-	10,000
<b>Total Spending</b>		<b>152,600</b>	<b>8,500</b>	<b>570,700</b>	<b>885,200</b>	<b>-</b>	<b>1,617,000</b>
<b>Funding Sources:</b>							
Solid Waste Fund Revenues		152,600	8,500	570,700	885,200	-	1,617,000
<b>Total Funding</b>		<b>152,600</b>	<b>8,500</b>	<b>570,700</b>	<b>885,200</b>	<b>-</b>	<b>1,617,000</b>

## 2017 CIP As Approved by City Council

### Solid Waste Disposal Continued

#### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Landfill Buildout Stormwater Improv.	N	371,000	-	-	-	-	371,000
Tier II Assessment	R	-	30,000	-	-	-	30,000
Comprehensive Rate Study	R	-	-	55,000	-	-	55,000
Cell #7 Design/Construction	N	-	-	61,500	1,083,100	-	1,144,600
<b>Total Spending</b>		<b>371,000</b>	<b>30,000</b>	<b>116,500</b>	<b>1,083,100</b>	<b>-</b>	<b>1,600,600</b>
<b>Funding Sources:</b>							
Solid Waste Fund Revenues		371,000	30,000	116,500	1,083,100	-	1,600,600
<b>Total Funding</b>		<b>371,000</b>	<b>30,000</b>	<b>116,500</b>	<b>1,083,100</b>	<b>-</b>	<b>1,600,600</b>

# 2017 CIP As Approved by City Council

## Solid Waste Recycling

**Mission Statement:** Provide cost effective and efficient curbside collection of residential solid waste materials and respond to customer calls in a timely manner.

**Department Description:** The Recycling division of the Solid Waste Fund is used to maximize landfill use by minimizing solid waste generated through promoting the reuse of materials such as yard waste/composting, tree and untreated wood chipping and recycling of metals, plastics, cardboard and paper products.

### Equipment Replacement Schedule:

Automated Recycling Truck	6 years	Compost Turner	10 years
Recycle Containers	10 years	Tanker Truck	12 years

### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Vehicles & Equipment:							
Compost Turner (2008)	R	132,000	-	-	-	-	132,000
Tanker Truck (1993)	R	68,000	-	-	-	-	68,000
Automated Recycling Truck (2013)	R	-	262,000	-	-	-	262,000
Automated Yard Waste Truck (2015)	R	-	-	-	262,000	-	262,000
Other:							
Automated Grass Containers	N/R	26,000	24,700	24,700	24,700	24,700	124,800
<b>Total Spending</b>		<b>226,000</b>	<b>286,700</b>	<b>24,700</b>	<b>286,700</b>	<b>24,700</b>	<b>848,800</b>
<b>Funding Sources:</b>							
Solid Waste Fund Revenues		226,000	286,700	24,700	286,700	24,700	848,800
<b>Total Funding</b>		<b>226,000</b>	<b>286,700</b>	<b>24,700</b>	<b>286,700</b>	<b>24,700</b>	<b>848,800</b>

### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Compost Pad Maintenance	R	-	-	-	-	105,000	105,000
<b>Total Spending</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>105,000</b>	<b>105,000</b>
<b>Funding Sources:</b>							
Solid Waste Fund Revenues		-	-	-	-	105,000	105,000
<b>Total Funding</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>105,000</b>	<b>105,000</b>

## 2017 CIP As Approved by City Council

### Airport Fund

**Mission Statement:** Provide Watertown and surrounding communities a safe, reliable and friendly aviation facility. Teamwork, cooperation and effective application are the mechanisms of our service.

**Department Description:** The Airport provides the regional community inexpensive air transportation for business and personal use and provides a base of operation for General Aviation traffic.

#### Equipment Replacement Schedule:

TV	10 years	Pickup	10 years
Projector	10 years	Plow Trucks	10 years
Computers	5 years	Blowers	10 years
Printer	7 years	Broom	10 years
Cameras	5 years	Tractors	10 years
Mowers	10 years	Weed Whips	10 years
Batwings	10 years	Welders	10 years
Snow Blower	10 years	Dump Truck	20 years
Wheel Loader	15 years	Truck Plow	10 years
UTV	10 years	Equip Attachments	20 years
Sprayer	15 years	Hoists	20 years
De-ice Tower	10 years	Trailers	20 years
Tug	10 years	Animal Traps	20 years
Transfer Pump	10 years	Server	5 years
Spider Lift	10 years	Vericom's	10 years

#### Long Term Equipment Replacement Schedule

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Vehicles & Equipment:							
Vehicle Tires	R	15,000	-	-	-	-	15,000
Pick up (2004)	R	40,000	-	-	-	-	40,000
Snow Blower/Broom (AIP)	R	-	-	850,000	-	-	850,000
Oshkosh Snow Plow (AIP)	R	-	-	-	350,000	-	350,000
<b>Total Spending</b>		<b>55,000</b>	<b>-</b>	<b>850,000</b>	<b>350,000</b>	<b>-</b>	<b>1,255,000</b>
<b>Funding Sources:</b>							
Airport Fund Revenues		55,000	-	42,500	17,500	-	115,000
Federal Grant Funds (AIP)		-	-	765,000	315,000	-	1,080,000
State Grant Funds (AIP)		-	-	42,500	17,500	-	60,000
<b>Total Funding</b>		<b>55,000</b>	<b>-</b>	<b>850,000</b>	<b>350,000</b>	<b>-</b>	<b>1,255,000</b>

## 2017 CIP As Approved by City Council

### Airport Fund Continued

#### Long Term Capital Improvement Project Plan

	R/N	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Total</u>
<b>Proposed Spending:</b>							
Taxiway Reconstruction Project	R	-	7,500,000	-	-	-	7,500,000
Reconstruct Parking/Access Road	R	-	-	-	350,000	-	350,000
Ramp Reconstruction	R	-	-	-	-	2,000,000	2,000,000
<b>Total Spending - Airport</b>		<b>-</b>	<b>7,500,000</b>	<b>-</b>	<b>350,000</b>	<b>2,000,000</b>	<b>9,850,000</b>
<b>Funding Sources:</b>							
Federal Grant Funds (AIP)		-	6,750,000	-	315,000	1,800,000	8,865,000
State Grant Funds (AIP)		-	375,000	-	17,500	100,000	492,500
Capital Improvement Fund		-	375,000	-	17,500	100,000	492,500
<b>Total Funding - Airport</b>		<b>-</b>	<b>7,500,000</b>	<b>-</b>	<b>350,000</b>	<b>2,000,000</b>	<b>9,850,000</b>