

NOTICE

A meeting of the City of Municipal Services Committee will be held on the date and time stated below. Notice is further given that members of the City Council, Park & Recreation Board, or Plan Commission may be in attendance. Requests for persons with disabilities who need assistance to participate in this meeting should be made by calling City Hall at (608)-882-2266 with as much notice as possible.

City of Evansville **Municipal Services Committee**
Regular Meeting
City Hall, 31 S Madison St., Evansville, WI 53536
Tuesday, October 31, 2023, 5:00 pm

AGENDA

1. Call to Order
2. Roll Call
3. Motion to Approve Agenda
4. Motion to waive the reading of the minutes from the July 25, 2023, meeting and approve them as printed.
5. Civility Reminder
6. Citizen appearances other than agenda items listed:
7. New Business
 - A. Quarterly review and discussion of staff approved sewer adjustments (Jan, Apr, Jul, **Oct**) (Placeholder):
 - B. Disconnection/Tax Roll Update (Placeholder):
 - C. Approval of United Liquid Waste Recycling, Inc Contract
 - D. Discussion and motion to recommend to Common Council Ordinance 2023-12 Amending Ch. 106 Streets Sidewalks and Other Public Places
 - E. Discussion and motion to recommend to Common Council Resolution 2023-23 Fee Schedule Chapter 106 - Streets, Sidewalks and Other Public Places
 - F. Discussion and motion to recommend Common Council Ordinance #2023-13 Chapter 122 Traffic and Vehicles.
 - G. Discussion on Municipal Services Campus.
 - H. Review and Discussion of Energy Plan-Slipstream.
 - I. Motion to recommend Condition Assessment for Youth Center.
 - J. Motion to recommend Stairway assessment for City Hall.
 - K. Discussion on speeding concerns on Garfield Ave

8. Administrative Staff Report
 - A. Parks & Recreation Report
 - B. NorthStar Update (Placeholder)
9. City Engineer Report
 - A. Subdivision and Development Updates
 - B. Roadway Construction Updates
 - C. Lake Leota Dam Project Updates (Placeholder)
10. WPPI Energy Service Manager Report
11. Old Business
 - A. Aquatic Center, Splash pad, and Park Improvement Updates (Placeholder)
12. Upcoming Meetings
 - A. Tuesday, November 28, 2023, at 5:00pm
13. Motion to Adjourn

-James Brooks, Committee Chair

N O T I C E

A meeting of the City of Municipal Services Committee will be held on the date and time stated below. Notice is further given that members of the City Council, Park & Recreation Board, or Plan Commission may be in attendance. Requests for persons with disabilities who need assistance to participate in this meeting should be made by calling City Hall at (608)-882-2266 with as much notice as possible.

City of Evansville **Municipal Services Committee**
 Regular Meeting
 City Hall, 31 S Madison St., Evansville, WI 53536
 Tuesday, September 26, 2023, 5:00 pm
MINUTES

1. Call to Order:

2. Roll Call: Committee Chair Jim Brooks, Alder. Joy Morrison.

Also In Attendance: Donna Hammett, Darren Jacobson, Jason Sergeant, Dianne Duggen, Julie Roberts, Colette Spranger, Mark Sendelbach, Brian Berquist, Mary Ann Zelmanski.

3. Motion to Approve Agenda: Brooks/Morrison 2-0

4. Motion to waive the reading of the minutes from the August 29, 2023, meeting and approve them as printed. Brooks/Morrison 2-0 with correction to 7 B and 9 B.

5. Civility Reminder

6. Citizen appearances other than agenda items listed: 3 residents from the Walker, Almeron St area appeared to ask questions about the road work planned for their street. Ms. Zelmanski wanted to know when the work is going to start. Brooks stated that it all depends on when bids come back etc., residents will be notified. There was also discussion about speed bumps on Cherry, Almeron, and Walker St, due to traffic. At this speed bumps are not in the plans and need to be discussed at Public Safety.

7. New Business

A. Quarterly review and discussion of staff approved sewer adjustments (Jan, Apr, Jul, Oct) (Placeholder)

B. Disconnection Update. Hammett update on Disconnection for this month, 57 residential door knockers were hung and 6 commercial were hung. As of the end of day, there are 47 residential customers still on the list and 3 commercial.

C. Motion to recommend to Common Council to install Speed Bump on Garfield Ave, Presentation by Susan Becker. Motion Morrison, little discussion, not enough information, Ms. Becker was not in attendance, motion withdrawn.

D. Budget Discussion: Roberts went through some of the items in the budget, she explained that there were some blank spaces, these items are in as a place holder and are TBD. Morrison questioned the money allocated for Walker St overlay; it is Vehicle Registration fee. The biggest highlight in the Electric budget for 2024 is a lineperson apprentice position allocated. Brooks asked when we are going to another rate case, Roberts stated that we will start working on it in 2024 for 2025.

- E. Discussion and motion to recommend Common Council Award of Contracts; 2023 Sidewalk Repair; City of Evansville to JB Johnson Bros., LLC.** Berquist talked about the bids for the sidewalk work on Water St. Motion Morrison/Brooks 2-0. Motion Carries.

8. Administrative Staff Report

A. Parks & Recreation Report: None

B. Update on Department/Director: The contact

C. Customer Appreciation Event Update: The event was a success, and we ran out of food, and gave away a lot of swag. Had a great crowd. Evansville Ford's EV vehicles were a big draw,

D. AMI

- 1. AMI Updates-(Placeholder):** Last residential meter has been changed out and the last commercial service was disconnected, just need to wait to change out the meter.

9. City Engineer Report:

A. Subdivision and Development Updates: Had meeting with the Settler Grove developers and they have chosen to take the foot office the gas for now on discussions. Westfield Meadows, continue doing some item from the punch list every month. Spranger stated that she told them today and they are ready to cut a check for tree, so things are moving along.

Morrison added that TDS was on her street and watched one of the workers use the street ask a bathroom. She stated that she was not happy about that and was able to talk to a crew a few days later she talked to the crew there, was told it was a different crew yesterday, was told that it will never happen again. Brooks asked if we could get a letter from the Chief of Police to Five Star, the subcontractor about the law.

B. Roadway Construction Update: Crew was back for one more touch up.

C. Lake Leota Dam Project Updates (Placeholder): Has been submitted to the local and state historic preservation for review.

- a. WPPI Energy Services Manager Update:** We will be able to provide the funds to Ford and Chevy for the EV Charging stations. Spoke to the new building/grounds' supervisor for the school district, good conversation about working with Evansville and WPPI. Brooks, Morrison, and Sergeant would to the WPPI Annual meeting.

10. Old Business

A. Aquatic Center/Splash Pad and Park Improvement Update (Placeholder): Pool looks good. Spranger stated that we are waiting to get the ok to take down the old pool.

11. Upcoming Meetings:

12. Tuesday, October 31, 2023, at 5:00 pm

13. Motion to Adjourn: 5:48 pm

-James Brooks, Committee Chair

UNITED LIQUID WASTE RECYLCING, INC.
Agreement for the Recycling of Wastewater Treatment Sludge

THIS AGREEMENT is made and entered into on 10-24-23, between **United Liquid Waste Recycling, Inc.**, a Wisconsin corporation (“Recycler”) and the City of Evansville (“Client”).

WHEREAS, Client owns and operates a wastewater treatment facility that produces cake waste sludge, which requires offsite storage and land application (collective, “Waste”) at 595 Water Street Evansville, Wisconsin.

WHEREAS, Recycler operates a waste storage, disposal, removal, transport, and recycling business with its principle office located at 715 Morgan Street, Clyman, Wisconsin 53016;

WHEREAS, Client desires to retain Recycler to transport Client’s Waste to specific offsite locations for storage and land application.

NOW, THEREFORE, in consideration of the mutual promises contained herein, it is hereby agreed by and between the parties hereto as follows:

1. **Recitals.** The above recitals are incorporated herein by reference.
2. **Effective Date.** The effective date of this Agreement shall be the date first shown above.
3. **Term.** The term of this Agreement shall be five (5) years beginning on November 9, 2023, and ending on November 8, 2028, but subject to the termination provisions set forth herein. During the term of this Agreement, Recycler will provide contract carrier, Waste removal, and recycling services to Client, or as otherwise agreed upon in writing.
4. **Exclusivity.** Recycler shall be the sole transporter of Client’s Waste during the during the term of this Agreement. Client understands that Recycler may contract out or subcontract with a contract carrier to transport Waste.
5. **Recycler’s Obligations.** During the term of this Agreement, and in addition to any other requirements under this Agreement, Recycler agrees that it will:
 - a. Provide sufficient roll-offs to evacuate and recycle Client’s Waste. Such service shall be provided on an as needed basis, and at the Client’s direction, during the term of this Agreement as mutually agreed.
 - b. Provide Waste pick-up of 25 yard roll-off container on normal business days and to the extent possible such pick-ups will be between the hours of 7:30 a.m. and 4 p.m. This schedule may vary according to the needs of the parties, as agreed upon in writing. It shall be understood not pick-ups are to be done prior to 7:30 a.m. unless mutually agreed upon.
 - c. Provide storage and/or provide disposal of the Waste collected at Client’s facility on or at sites permitted by federal, state and local laws.
 - d. Obtain all permits and do all the necessary leg work involved in gaining site approval for additional disposal sites so that disposal at such sites is properly authorized. These sites will be permitted under Recycler’s WPDES Permit.

- e. Each load will be verified as being a full load. Meter all pick-ups to assure correct gallonage and will leave load slips with Client for each pick-up. Each load slip shall indicate the total gallonage, date, and site used for disposal.
- f. Provide Client with all reports and documentation required to be obtained by Recycler, and that are not otherwise the obligation of Client under this Agreement, and that are necessary for Client to comply with applicable local, state and federal regulations, including, but not limited to:
 - i. Method of disposal,
 - ii. Site locations and rates of disposal,
 - iii. Disposal site approvals,
 - iv. Land application sites and approvals,
 - v. Agronomic load rates, and
 - vi. Cumulative pollutant loading rates, if applicable.
- g. Comply with the WPDES permit and all applicable regulations governing the transport, storage and spreading of liquid wastes.
- h. Notify Client of any changes in the law or regulation by the Wisconsin Department of Natural Resource that requires additional testing due to radium.
- i. Upon request, provide Client with proof of adequate insurance. Client, by signing this Agreement, acknowledges that it has had the opportunity to review Recycler's insurance and is satisfied with the amount and type of Recycler's bonding and insurance.

6. **Client's Obligations.** During the term of this Agreement, and in addition to any other requirements under this Agreement, Client agrees that it will:

- a. Provide Recycler with 12 hours lead-time prior to each pickup.
- b. Pay Recycler the sum of **\$695 per load of Cake Waste evacuated from Client's facility, stored and applied to land by contractor beginning November 9, 2023**, for Waste evacuated from Client's facility and hauled, stored, and/or disposed of by Recycler. **On November 9, 2025, the rate will be \$800 per load.** Change in these prices requires the mutual written consent of the parties hereto. Client agrees to pay Recycler within thirty (30) days of receipt of invoice. In the event Client fails to pay on time, Client agrees to pay a late fee equal to 1.5% per month (18% per annum) on all such unpaid amounts until such amounts are paid.
- c. Client shall obtain all necessary federal, state and/or local permits or authorizations necessary to permit the delivery of the Waste from Client's facility to Recycler's tankers for storage and/or disposal, including but not limited to permits required to operate the wastewater treatment facility.
- d. Pay Recycler a fuel surcharge for every 10% increment increase above the fuel cost in effect on the effective date of this Agreement. The surcharge is be based upon mileage. A fuel usage basis of 30 gallons per load will be utilized. Recycler's diesel fuel cost as of the effective date of this Agreement is **\$3.76** per gallon. Client shall accept price

quotes from Recycler from no less than two (2) fuel suppliers that show an increase in diesel fuel cost of 10% or more.

- e. Throughout the term of the Agreement, and, if necessary, after the expiration of the term or after the termination of this Agreement, provide to all appropriate parties all records and results (in mg/l) of monthly wastewater monitoring required by EPA and DNR, including but not limited to the following:
 - i. Nitrogen concentration, (TKN & ammonia, and organic nitrogen)
 - ii. Potassium,
 - iii. Chloride
 - iv. Total Phosphorus,
 - v. Percent Solids,
 - vi. pH,
 - vii. COD
 - viii. Arsenic, Cadmium, Copper, lead mercury, molybdenum, nickel, selenium, and zinc
 - ix. Fecal Coliform
- f. Provide Waste from the facility that is compliant with land application criteria set forth in the Federal and State laws.
- g. Negotiate, in good faith with Recycler, an equitable unit price for the acceptance and subsequent disposal of Waste in accordance with the applicable laws and regulations, if the Waste from the facility does not meet minimum land application requirements.
- h. Hold Recycler harmless and indemnify Recycler against claims of any sort against Recycler, costs of any sort incurred or suffered by Recycler, and/or damages of any sort incurred or suffered by Recycler, including but not limited to Recycler's reasonable attorneys' fees and lost profits, provided, however, that Client shall so hold Recycler harmless and indemnify Recycler only for those claims, costs, and/or damages that arise out of Client's failure to perform its obligations under this Agreement or that arise out of any acts or omissions by Client, including but not limited to, Client's failure to maintain adequate Waste stabilization and/or maintain Waste so that it is in compliance with the characteristics of wastewater/sludge as provided under federal, state, and local laws and regulations. Notwithstanding any language in this Agreement to the contrary, this paragraph 5(h) shall survive the term of this Agreement.

7. Dispute Resolution.

- a. Non-Binding Mediation. Any material dispute arising with respect to this Agreement, including but not limited to its making or validity, its interpretation, or its breach, or any dispute arising out of the renegotiation of a provision, (such as a price), (hereinafter, a "dispute") that cannot otherwise be resolved within 15 days of any party to this Agreement raising the issue in writing to the other party shall be submitted to mediation (unless a party otherwise elects to proceed directly with binding arbitration as described in 6(b) below). The parties shall mutually agree upon a mediator within 10 days of the end of the 15 day period. The cost of that mediator shall be shared equally between the parties. If the parties cannot agree upon a mediator, then they shall each select their own mediator, at their own expense, and those two mediators

shall, within 10 days, agree upon a third mediator (the cost of which will be shared equally between the parties) who shall then mediate the dispute. Unless otherwise agreed, any mediator shall be independent and knowledgeable in liquid waste storage, hauling, and application methods and related regulations. Notwithstanding any provisions in this paragraph 6(a) to the contrary, in the event the dispute involves Client's failure to pay under this Agreement, Contractor shall not be required to mediate, but may proceed directly with binding arbitration or a lawsuit, at Contractor's option.

- b. **Lawsuit.** Notwithstanding any requirements under section 6(a) above to the contrary, if either party believes, in good faith, that a dispute cannot be resolved by mediation, or if either party disagrees with a mediation result, then either party may file a lawsuit to resolve the dispute.

8. **Termination.** Unless otherwise agreed upon in writing, this Agreement may be terminated only in the event a party commits a material breach of the Agreement, provided, however, that the non-breaching party must first give the breaching party written notice of the material breach and then termination shall be allowed only if such breach is not reasonably cured by the breaching party within 30 days of receipt of such written notice. Client shall remain liable for all amounts due through the date of termination.

9. **Severability.** If any portion of this Agreement is held to be invalid or unenforceable for any reason, it is agreed that this invalidity or unenforceability shall not affect the other portions of this Agreement, and that the remaining covenants, terms, and conditions or portions thereof shall remain in full force.

10. **Amendment.** This Agreement may be amended, modified, superseded, or canceled only by a written instrument executed by all of the parties to the Agreement.

11. **Waiver.** The failure of any party at any time or times to require performance of any provision of this Agreement shall in no manner affect the right at a later time to enforce that provision. No waiver by any party of any breach of any term contained in this Agreement, whether by conduct or otherwise, in any one or more instances, shall be deemed to be or construed as a further or continuing waiver of any such breach or a waiver of any other term contained in this Agreement.

12. **Binding Effect.** This Agreement shall be binding on and be enforceable by the parties to the Agreement and their respective personal representatives, administrators, heirs, successors, and assigns.

13. **Governing Law.** This Agreement shall be governed by, enforced and construed in accordance with the laws of the State of Wisconsin.

14. **Titles/Headings.** All section/paragraph titles or headings in this Agreement are meant for convenience only and do not affect the intent of any such section or paragraph.

15. **Notices.** Where notice is required under this Agreement, it shall be made by personal delivery; certified mail, return receipt requested to the agent listed below, or via facsimile. Notice via personal delivery shall be effective upon such delivery. Notice by certified mail, return receipt requested shall be effective as of the date of receipt indicated on the return receipt. Notice by facsimile shall be effective upon receipt of the facsimile. The following addresses and facsimile numbers shall be deemed valid unless and until a party notifies the other party of a different address or facsimile number:

Recycler's Agent: Robert Tracy, Jr.
Recycler's Address: P.O. Box 247
Clyman, WI 53016
Recycler's Facsimile: 920-696-3592
Recycler's Email: rtracy75@ulwr-inc.com

Client's Agent: City Administrator
Client's Address: P.O. Box 529
Evansville, WI 53536
Client's Facsimile: 608-882-2282
Client's Email:

16. **Counterparts, Copies, and Facsimiles.** This Agreement may be executed in counterparts, each signed by one or more parties hereto, which, collectively, shall constitute an entire Agreement. Copies, including facsimile copies of this Agreement, including signatures, as well as copies of any other documents related to this Agreement shall be deemed valid and have the same force and effect as an original.

17. **Negotiation.** The parties acknowledge that this Agreement has been fairly negotiated and that the parties hereto have had adequate time to review this Agreement and to consult with their advisors.

18. **Confidentiality.** Except as may be necessary to carry out its obligations under this Agreement, Client agrees that it, and its agents and employees, will keep the terms of this Agreement strictly confidential during the term of this Agreement and for a period of two years after the end of the term of the Agreement.

RECYCLER:

United Liquid Waste Recycling, Inc.,
a Wisconsin corporation

By: Robert Tracy Jr.
Robert Tracy, Jr., President

Date: 10-24-23

CLIENT:

City of Evansville

By: _____

Date: _____

Name: _____

Title: _____

**CITY OF EVANSVILLE
ORDINANCE #2023-12**

AMENDING CHAPTER 106, STREETS, SIDEWALKS AND OTHER PUBLIC PLACES¹

The Common Council of the City of Evansville, Rock County, Wisconsin, amend Evansville Municipal Code Chapter 106 as follows:

**Chapter 106
STREETS, SIDEWALKS AND OTHER PUBLIC PLACES²**

¹ **Cross references:** Any ordinance for the establishment of grades, curblines and widths of sidewalks in the public streets and alleys saved from repeal, § 1-10(2); any ordinance for the lighting of streets and alleys saved from repeal, § 1-10(5); any ordinance for the establishment of the grade of a street saved from repeal, § 1-10(6); any ordinance for the naming and changing of names of streets, alleys, public grounds and parks saved from repeal, § 1-10(8); buildings and building regulations, ch. 18; cemeteries, ch. 26; libraries, ch. 74; parks and recreation, ch. 86; peddlers and solicitors, ch. 90; use of streets and sidewalks by peddlers and solicitors, § 90-7; planning, ch. 94; vehicles or equipment damaging streets or bridges, § 106-2; subdivisions, ch. 110; design and layout standards for sidewalks, § 110-160; telecommunications, ch. 118; traffic and vehicles, ch. 122; operation of vehicles on one-way streets, § 122-63; repair of vehicles on street, § 122-125; riding bicycles on sidewalks, § 122-233; trains blocking streets, § 122-291; utilities, ch. 126; zoning, ch. 130; manufactured homes and trailers, § 130-1241.

² **Cross references:** Any ordinance for the establishment of grades, curblines and widths of sidewalks in the public streets and alleys saved from repeal, § 1-10(2); any ordinance for the lighting of streets and alleys saved from repeal, § 1-10(5); any ordinance for the establishment of the grade of a street saved from repeal, § 1-10(6); any ordinance for the naming and changing of names of streets, alleys, public grounds and parks saved from repeal, § 1-10(8); buildings and building regulations, ch. 18; cemeteries, ch. 26; libraries, ch. 74; parks and recreation, ch. 86; peddlers and solicitors, ch. 90; use of streets and sidewalks by peddlers and solicitors, § 90-7; planning, ch. 94; vehicles or equipment damaging streets or bridges, § 106-2; subdivisions, ch. 110; design and layout standards for sidewalks, § 110-160; telecommunications, ch. 118; traffic and vehicles, ch. 122; operation of vehicles on one-way streets, § 122-63; repair of vehicles on street, § 122-125; riding bicycles on sidewalks, § 122-233; trains blocking streets, § 122-291; utilities, ch. 126; zoning, ch. 130; manufactured homes and trailers, § 130-1241.

Article I. In General

- Sec. 106-1. Penalty.
- Sec. 106-2. Vehicles or equipment damaging streets or bridges.
- Sec. 106-3. Implements of Husbandry and Agricultural Commercial Vehicles
- Secs. 106-4--106-30. Reserved.

Article II. Streets

Division 1. Generally

- Sec. 106-31. Width of improved roadways; construction standards.
- Sec. 106-32. Use of right-of-way by abutting property owner.
- Sec. 106-33. Grades.
- Sec. 106-34. Burning material in street.
- Sec. 106-35. Pushing of snow into right-of-way
- Sec. 106-36. Pushing of yard waste into right-of-way
- Secs. 106-37--106-50 Reserved.

Division 2. Streetlights

- Sec. 106-51. Installation in new developments.
- Sec. 106-52. Installation in existing developments.
- Secs. 106-53--106-80 Reserved.

Article III. Sidewalks

Division 1. Generally

- Sec. 106-81. Construction.
- Sec. 106-82. Use.
- Secs. 106-83-106-100 Reserved.

Division 2. Snow and Ice Removal

- Sec. 106-101. Penalty.
- Sec. 106-102. -Removal required.
- Sec. 106-103. Removal by city authorized; payment of costs.
- Sec. 106-104. Determination of expense for work done by city.
- Sec. 106-105. Notice of violation.
- Secs. 106-106-106-130 Reserved.

Article IV. Excavations

- Sec. 106-131. Definitions.
- Sec. 106-132. Permit required.
- Sec. 106-133. Application for permit; bond.
- Sec. 106-134. -Insurance.

- Sec. 106-135. Limitation on rights granted by permit.
- Sec. 106-136. Restoration of surface.
- Sec. 106-137. Notice to police department.
- Sec. 106-138. Repair by city.
- Sec. 106-139. Inspection of sewer connections.
- Secs. 106-140-106-160 Reserved.

Article V. Obstructions

- Sec. 106-161. Prohibited.
- Sec. 106-162. Closure by order of Chief of Police
- Sec. 106-163. Closure by Application
- Secs. 106-164-106-190 Reserved.

Article VI. Street Trees

- Sec. 106-191. ~~City forester~~City Forester.
- Sec. 106-192. Authority to make additional regulations.
- Sec. 106-193. Trimming of trees overhanging street or sidewalk.
- Sec. 106-194. Authority of city to trim trees.
- Sec. 106-195. Planting permit.
- Sec. 106-196. Injuring trees or obstructing growth.
- Sec. 106-197. Attaching objects to trees or supports.
- Sec. 106-198. Hedges.
- Sec. 106-199. Trimming or removal of trees in terraces and tree courts.
- Sec. 106-200. Responsibility of property owner for trees on private property.
- Sec. 106-201. Public nuisances.
- Secs. 106-202-106-230 Reserved.

Article VII. Public Works

Division 1. Generally

- Secs. 106-231-106-250 Reserved.

Division 2. Assessments Generally

- Sec. 106-251. Sanitary sewers.
- Sec. 106-252. Sewer mains and lift stations.
- Sec. 106-253. Curbs and gutters.
- Sec. 106-254. Water mains.
- Sec. 106-255. Sidewalks.
- Sec. 106-256. Method of assessment; payment.
- Sec. 106-257. Deferred special assessments.
- Secs. 106-258-106-280. Reserved.

Division 3. Assessment Procedures

- Sec. 106-281. Alternative procedure created.
- Sec. 106-282. Initial resolution.
- Sec. 106-283. Determination and levy of assessment.
- Sec. 106-284. Notice of hearing.
- Sec. 106-285. Lien.
- Sec. 106-286. Appeals.
- Secs. 106-287-106-310 Reserved.

Division 4. Construction by City

- Sec. 106-311. Authorized.
- Secs. 106-312-106-340 Reserved.

Article VIII. Numbering System

- Sec. 106-341. Numbering of buildings required.
- Sec. 106-342. Assignment of numbers.
- Sec. 106-343. Size, color and location of numbers.
- Sec. 106-344. Altering assigned number.
- Sec. 106-345. Reassignment or correction of numbers.
- Secs. 106-346-106-379 Reserved.

Article IX. Wireless Telecommunications Facilities in the Right-of-Way

- Sec. 106-380. Definitions.
- Sec. 106-381. Purpose.
- Sec. 106-382. Scope.
- Sec. 106-383. Nondiscrimination.
- Sec. 106-384. Administration.
- Sec. 106-385. Application.
- Sec. 106-386. General Standards.
- Sec. 106-387. Application Processing and Appeal.
- Sec. 106-388. Revocation.
- Sec. 106-389. Relocation.
- Sec. 106-390. Abandonment.
- Sec. 106-391. Restoration.
- Sec. 106-392. Severability.

ARTICLE I. IN GENERAL

Sec. 106-1. Penalty.

(a) Any person who shall violate any provision of this chapter shall be subject to a penalty as provided in section 1-11.

(Code 1986, § 8.20)

Sec. 106-2. Vehicles or equipment damaging streets or bridges.³

(a) No person shall operate any vehicle or equipment over the streets, alleys or bridges which could reasonably be expected to damage such streets, alleys or bridges.

(Code 1986, § 8.03)

Sec. 106-3 Implements of Husbandry and Agricultural Commercial Vehicles

(a) The City, without revoking its rights under 106-2, authorizes operation on all streets implements of husbandry as defined in Sec. 340.01 (24) (see Act 377) and agricultural commercial vehicles as defined in Sec. 340.01 (1o) (see Act 377) to operate in excess of any length and weight limitations imposed by Chapter 348 of Wis. Statutes. However, all implements of husbandry and agricultural commercial vehicles are still bound to follow seasonal and special postings and any postings on highway bridges or culverts under Sec. 349.16 of Wis. Statutes. *Sec. 348.27 (19)(b)5.a. of Wis. Statutes (as provided by 2013 Wis. Act 377)*

(Ord. 2015-05)

Secs. 106-4--106-30. Reserved.

ARTICLE II. STREETS

DIVISION 1. GENERALLY

Sec. 106-31. Width of improved roadways; construction standards.

(a) On all four-rod streets, the improved roadway shall be not less than two rods wide from curb to curb.

(b) On all three-rod streets, the improved roadway shall be not less than 28 1/2 feet.

³ **Cross references:** Streets, sidewalks and other public places, ch. 106.

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(c) All streets constructed in the city shall be constructed according to the construction standards and policies adopted by the city council on October 10, 1989, or as may be amended thereafter. A copy of the construction standards and policies shall be maintained in the office of the ~~clerk-treasurer~~City Clerk and at such other locations as the city council may designate for inspection by interested parties.

(Code 1986, § 8.01(1))

Sec. 106-32. Use of right-of-way by abutting property owner.

(a) Any property owner may use that portion of the street right-of-way not included in the roadway for planting of trees, building of sidewalks and making a terrace provided such improvements shall be confined to within one rod of the property line on all four-rod streets where there is no curblin and within 10 1/2 feet of the property line on all three-rod streets where there is no curblin.

(Code 1986, § 8.01(2))

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Sec. 106-33. Grades.

(a) Street grades shall be established by ordinance on file with the ~~clerk-treasurer~~City Clerk.

(Code 1986, § 8.015(1))

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Sec. 106-34. Burning material in street.

(a) No person shall burn any material in any street in the city.

(Code 1986, § 8.04)

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Sec. 106-35. Pushing of snow into right-of-way.

(a) For the safety of the public during snow events, persons or entities engaged in snow and ice removal shall not push, plow, or blow the same onto or across City streets. Snow and ice shall be placed or deposited upon the private property of the owner or resident causing such placement or deposit, or upon the right-of-way abutting the same property from which it was removed.

(Ord. 2018-04)

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Sec. 106-36. Pushing of yard waste into right-of-way.

(a) In the public's interest, to reduce flooding caused by storm water system blockage and reduce costs to clear such blockage, persons or entities engaged in gathering leaves and

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yard waste shall not place or blow the same onto or across City streets. Yard waste includes but is not limited to lawn clippings, leaves, dirt, straw, ashes, rubbish, debris, litter or other refuse matter. Yard waste shall be placed or deposited upon the private property of the owner or resident causing such placement or deposit, or upon the right-of-way abutting the same property from which it was removed. Yard waste gathered for collection by the City or other service provider shall be contained in bags or containers so as to not cause yard waste debris to be blown or spilled onto or across City streets. This subsection shall not apply when leaves and yard waste are blown from the originating property of placement by wind or when placed as instructed by the City for seasonal collection.

(Ord. 2018-04)

Secs. 106-37--106-50. Reserved.

(Ord. 2018-04)

DIVISION 2. STREETLIGHTS

Sec. 106-51. Installation in new developments.

(a) Streetlights and streetlight easements shall be planned and recorded before final approval of a land division map or certified survey. ~~Streetlights shall be placed two (2) at each intersection and every 250' of mid clock, whichever is less.~~

(Code 1986, § 8.12(1))

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Sec. 106-52. Installation in existing developments.

(a) Approval for streetlight installation in existing areas will be as follows:

- (1) The applicant will make a request to the ~~superintendent of municipal services~~City.
- (2) The ~~superintendent of municipal services~~Municipal ~~s~~Services ~~and Community Development Department~~ will help plan the location and provide an application form with a list of neighboring properties that the new streetlight affects.
- (3) The applicant shall get neighbors' approval and secure any necessary easements.
- (4) The completed application form will be submitted to the ~~w~~Water and ~~H~~Light committee- ~~Foreperson~~ for ~~recommendation to the common council approval.~~

~~(4)(5) All streetlights shall be of a color and type as called out in P.W. standards.~~

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~~(5)(6)~~ Restoration of excavations for trenches needed for the installation of streetlights is to be done by the applicant.

(Code 1986, § 8.12(2), Ord. 2014-02, Ord 2023-12)

Secs. 106-53--106-80. Reserved.

ARTICLE III. SIDEWALKS

DIVISION 1. GENERALLY

Sec. 106-81. Construction.

(a) Adoption of state law. The provisions of Wis. Stats. § 66.0907 and any amendments thereto are adopted by reference and made a part of this section.

(b) Specifications.

(1) All sidewalks constructed in the city shall be constructed according to the sidewalk specifications found in the City of Evansville Construction Standards and Policies Manual created by the City Engineer and approved by the municipal services committee. A copy of the sidewalk specifications and Construction Standards and Policies Manual shall be maintained at City Hall for inspection by interested parties.

(2) No exceptions to or variations from the sidewalk specifications will be permitted except by action of the ~~municipal services committee~~ City Administrator.

(c) Permit required. No person shall lay, construct, remove, repair or replace any sidewalk in any public right-of-way within the city unless he/she is under contract with the city or has obtained a building permit therefor from the city building inspector at least seven days before the work is proposed to be undertaken. Such a permit shall be issued by the city at a cost ~~not to exceed the amount set by resolution~~ as determined by appendix A fee schedule of the municipal code.

(d) Inspection required.

(1) Any sidewalk work undertaken pursuant to a permit issued under subsection (c) of this section, or undertaken by any person under contract with the city, shall be inspected by the city inspector prior to placing of any concrete. If the city inspector finds any items of foundation, forms, depth, line or grade unsatisfactory, the work shall be corrected, to the satisfaction of the city inspector, to conform to the sidewalk specifications before placing any concrete.

- (2) After placing, finishing and curing of the concrete, the finished sidewalk shall be inspected by the city inspector. No sidewalk work shall be considered to be complete or acceptable until such work has received such final inspection and received the approval of the city inspector.
- (e) Removal and replacement of unapproved or defective work. Any sidewalk work which is done without the required permit or without the required inspections, or which is determined by the city building inspector not to be in conformance to the sidewalk specifications, shall be removed and replaced. Such removal and replacement shall be completed within 14 days of written notice to do so issued by the city Building Inspector or ~~municipal services committee~~ Public Works Foreperson. If such removal or replacement is not completed within 14 days, such removal and replacement may be undertaken by the city, with all direct and indirect costs therefor charged to the abutting property owner.
- (f) *Sidewalk repair, replacement, and removal.* All sidewalks must be maintained and repaired to prevent a tripping hazard. No person may remove sidewalk without approval of the municipal services committee and common council. If any sidewalk is deemed to need repair, replacement, or removal, up to 100% of the costs shall be assessed to the abutting property owner.
- (g) Required Location.
- (1) *New developments and areas.* Sidewalks shall be required in all new developments and areas as per Sec. 110-160.
- (2) *Existing developments and areas.* Sidewalks shall be required in all existing developments and areas as per Sec. 110-160, under the following conditions:
- a. The addition or continuation of sidewalks improves the safety and mobility of pedestrians in areas surrounding schools, other public buildings, and residential neighborhoods. Including roads defined as primary local, collector, and arterial on the City's *Transportation Plan Map*.
 - b. Any repair, reconstruction, rehabilitation, addition, or improvement of a principal building, the cost of which has a value of ~~50~~25% or greater than the assessed land value of the subject property.
 - c. During the repair and replacement of roadway and other public works projects.
 - d. The requirements for existing developments and areas under subsection (f) of this section do not apply to one-way streets, listed under Sec. 122-63 (b), when the existing right-of-way is less than 30 feet in width. The City Engineer shall determine the side of the street for construction of sidewalk.

(Code 1986, § 8.02(1), Ord. 2014-02, Ord. 2016-04)

Sec. 106-82. Use.

(a) No person shall, except when crossing at a constructed driveway:

- (1) Obstruct a sidewalk so as to prevent or impede its use for pedestrian purposes.
- (2) Use a sidewalk for selling merchandise without a permit obtained from the ~~clerk-treasurer~~ **City Clerk**, who shall grant such permit only to the abutting property owner for not more than one-half of the width of the sidewalk during normal business hours.
- (3) Place goods, wares or merchandise on a sidewalk, except the abutting property owner may use not more than one-half of the width for such purpose.
- (4) Obstruct a sidewalk with goods, wares or merchandise being loaded or unloaded for more than two hours and within three feet of the roadway line along the edge of the sidewalk.

(Code 1986, § 8.02(2))

Secs. 106-83--106-100. Reserved.

DIVISION 2. SNOW AND ICE REMOVAL

Sec. 106-101. Penalty.

(a) If it is necessary to serve a notice of violation under this division, the owner or occupant shall be subject to punishment as provided in section 1-11, in addition to the cost prescribed in this division.

(Code 1986, § 8.08(5))

Sec. 106-102. Removal required.

(a) Every occupant of a lot or parcel of land and every owner of an unoccupied lot or parcel of land having a sidewalk abutting thereon shall keep such walk and the crosswalks connecting therewith free from snow and ice, but 24 hours shall be allowed after each snowfall for the removal of snow which fell during such snowfall. When ice is formed on any sidewalk so that it cannot be removed, the ice shall be sprinkled with ashes, salt or sand within 24 hours after such formation. Removal of snow or ice or

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sprinkling with ashes, salt or sand as required under this section shall require removal or sprinkling from edge to edge of the paved surface.

(Code 1986, § 8.08(1))

Sec. 106-103. Removal by city authorized; payment of costs.

(a) Whenever the occupant or owner fails to remove the snow or sprinkle the ice as required in this division, such work shall be caused to be done by the municipal services department by contract or by written notice and the expense of so doing in front of any lot or parcel of land shall be reported by the ~~m~~Municipal ~~s~~Services Director ~~superintendent~~ to the ~~city~~City Clerk~~er~~ ~~treasurer~~. The ~~city treasury clerk~~ ~~treasurer~~ shall bill within 15 days of such expenditure. If not paid, the ~~city treasury clerk~~ ~~treasurer~~ shall add such amount to the tax roll as a special tax against such lot or parcel of land, which shall be collected in all respects like any other tax upon real estate.

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(Code 1986, § 8.08(2), Ord. 2014-02)

Sec. 106-104. Determination of expense for work done by city.

(a) The expense chargeable to the landowner or occupant as established by the council from time to time by resolution and set forth in appendix A shall be the city's actual cost as determined by the ~~superintendent of m~~Municipal ~~s~~Services Director.

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(Code 1986, § 8.08(3), Ord. 2014-02)

Sec. 106-105. Notice of violation.

It shall be sufficient notice under this division if the municipal services department leaves notice of the violation with a person of the household of suitable age and discretion or, if such person is unavailable, by leaving a tag prominently displayed at a readily observable location on the premises.

(Code 1986, § 8.08(4), Ord. 2014-02)

Secs. 106-106--106-130. Reserved.

ARTICLE IV. EXCAVATIONS

Sec. 106-131. Definitions.⁴

⁴ Cross references: Definitions generally, § 1-2

(a) The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

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Person includes individuals, firms, partnerships and corporations.

Right-of-way includes the traveled portion of the highway, the curb and gutter, the sidewalk and the terrace.

(Code 1986, § 8.06(1))

Sec. 106-132. Permit required.

(a) No person, except the city, its agents, employees and contractors, shall excavate, open or cut any right-of-way within the city without first obtaining a permit from the ~~city clerk treasurer~~ City Clerk and paying the required fee.

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(Code 1986, § 8.06(2))

Sec. 106-133. Application for permit; bond.

(a) The application for a permit required by this article shall state the purpose for which the permit is desired and the location of the proposed excavation, opening or cut, including the estimated square footage, and shall contain an agreement that the applicant will pay all damages to person or property, public or private, caused by the applicant, ~~his~~ agents, employees or servants in doing of the work for which the permit is granted. The applicant shall be required as a condition to the granting of a permit to pay to the City Clerk as a bond the greater of the minimum bond fee set forth in appendix A or the rate per square foot of proposed excavation set forth in appendix A. Upon satisfactory restoration by the applicant and inspection by the city, all but a minimum fee, in such amount as established by the council from time to time by resolution and as set forth in appendix A, shall be refunded to the applicant.

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(Code 1986, § 8.06(3), Ord 2022-01)

Sec. 106-134. Insurance.

(a) The applicant for a permit under this article shall provide to the city a certificate of insurance in such an amount as the municipal services committee may determine, naming the city as an insured, to protect the city from all damages, costs and charges that may accrue from the applicant's use of the right-of-way.

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(Code 1986, § 8.06(4), Ord. 2014-02)

Sec. 106-135. Limitation on rights granted by permit.

(a) No permit for an excavation, opening or cut shall be deemed to convey or grant any privilege to occupy the space within or below the right-of-way.

(Code 1986, § 8.06(5))

Sec. 106-136. Restoration of surface.

(a) The applicant shall restore the right-of-way in conformity with the construction standards and policies adopted by the city council on October 10, 1989, or as may be amended thereafter. In addition, in refilling the excavation, opening or cut, all earth, stone and screening shall be thoroughly and properly tamped and the surface left in as good condition as the surface was in before the excavation, opening or cut was made. Whenever it is necessary to break into a sidewalk to make any excavation, opening or cut, the entire stones so broken shall be removed and replaced, it being the intent to prohibit the mere patching of stones of a sidewalk. In addition, the surface of the right-of-way shall be maintained in good repair by the applicant for one year following the completion of the project.

(Code 1986, § 8.06(6))

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Sec. 106-137. Notice to police department.

(a) Before any excavation, opening or cut in any right-of-way is made by any person, 48 hours' advance notice shall be given by the contractor or the person to the police department, except in case of emergency.

(Code 1986, § 8.06(7))

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Sec. 106-138. Repair by city.

(a) If the contractor or person neglects to perform any portion of the work required by this article, the city shall cause the repairs to be done, and the expense thereof shall be certified to the ~~city clerk treasurer~~ city treasury -by the municipal services committee for collection from the contractor or person. The city treasury ~~clerk treasurer~~ shall give written notice to the contractor, person and property owner for which the work was done of the charges to be paid to the city and of the bond forfeiture. If the amount is not paid within 30 days, the unpaid amount shall be carried into the tax roll as a special tax against the abutting property.

(Code 1986, § 8.06(8), Ord. 2014-02)

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Sec. 106-139. Inspection of sewer connections.

(a) Before connection is made to any main or lateral of the sanitary sewer system of the city, such connection shall be inspected by such official as designated by the city for the purpose of ensuring the proper connection.

(Code 1986, § 8.06(9))

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Secs. 106-140--106-160. Reserved.

ARTICLE V. OBSTRUCTIONS

Sec. 106-161. Prohibited.

(a) Except as provided in section 106-162, 106-163, or 130-568, no person shall stand, sit, loaf or loiter or engage in any sport or exercise on any public street, sidewalk, bridge or public ground within the city in such manner as to prevent or obstruct the free passage of pedestrian or vehicular traffic thereon or to prevent or hinder free ingress to or egress from any place of business or amusement, church, public hall or meeting place.

(Code 1986, § 9.06, Ord. 2005-32, Ord. 2005-51)

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Sec. 106-162. Closure by order of chief of police.

(a) The eChief of pPolice or the eChief's designee, without prior notice, may order the closing, obstruction, encroachment, occupation or physical encumbrance of any street, highway, alley, and sidewalk, or part thereof for city purposes or in case of emergency.

(Ord. 2005-51)

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Sec. 106-163. Closure by application.

(a) **Temporary placement on right-of-way.** Upon written application and review by mMunicipal sServices and Chief of the Police Chief, the City Clerk may issue a temporary placement license authorizing the, obstruction, encroachment, occupation or physical encumbrance of the parking area of any street, highway, alley, and sidewalk, except federal or state highways, for a period of no more than 30 days. No fee shall be charged for such permit.

1. A temporary obstruction shall cover only that portion of the public grounds as set forth in the permit.

2. The obstructions shall be adequately barricaded and lighted so as to be in full view of the public from all directions.
3. If sidewalk use by pedestrians is interrupted, temporary sidewalks, guarded by a fence or other structure, may be required during the period of occupancy.
4. The process of moving any building or structure shall be as continuous as practicable until completed, and if ordered by the Municipal Services ~~Superintendent-Director~~ or designee, shall continue during all hours of the day and night.
5. No building or structure shall remain overnight on any street-crossing or intersection or where it prevents access to any building by emergency vehicles.
6. Upon termination of the work necessitating such obstruction, all parts of the public grounds occupied under the permit shall be vacated, cleaned of all rubbish and obstructions; restored to a condition reasonably similar to that prior to the permittee's occupancy, but in all cases placed in a safe condition for use by the public, at the expense of the permittee.

(b) **Short-Term Closure.** ~~—four (4) hours or less.~~ Submitted applications shall be referred by the City Clerk to the Municipal Services Director and the Police Chief for review and recommendation. Upon ~~the Municipal Services Director and Police Chiefs~~ approval the City Clerk may issue a ~~street use license~~ Street Use License authorizing the closing, obstruction, encroachment, occupation or physical encumbrance of any street, highway, alley, and sidewalk, except federal or state highways, for a period of no more than four (4) hours in a 24 hour time period. A ~~street use license~~ Street Use License does not authorize the serving or consumption of alcoholic beverages in the area of the closed street; such a license may be obtained separately under section 6-43.

(c) **Long-Term Closure.** ~~over four (4) hours.~~—Excluding City sponsored activities and repairs, all closures of the traveled portion of a right-of-way for more than four (4) hours in a 24 hour time period shall require a license. Submitted applications shall be referred by the City Clerk to the Municipal Services Director and the Police Chief for review and recommendation. Upon receiving the recommendations the application must go before the Public Safety Committee for a public hearing. After a public hearing, the Public Safety Committee may authorize the City Clerk to issue a ~~street use license~~ Street Use License authorizing the closing, obstruction, encroachment, occupation or physical encumbrance of any street, highway, alley, and sidewalk, except federal or state highways. The person or an authorized representative of the organization making the application for a ~~s~~ Street Use License shall be present at the meeting at which the ~~public safety committee~~ Public Safety Committee considers authorizing the issuance of the ~~street use license~~ Street Use License, and failure to attend ~~is may be~~ ground for denial of the application. A ~~street use license~~ Street Use License does not authorize the serving

or consumption of alcoholic beverages in the area of the closed street; such a license may be ~~obtained~~applied for separately under section 6-43.

(d) Any person or organization desiring to obtain a license under paragraph (a),(b) or (c) shall submit to the City Clerk the application the applicable fees, and the deposit required under paragraph (e) at least ~~30~~ days prior to the proposed use of the street. The application form shall contain a statement that the applicant agrees to indemnify the city as provided in paragraph (i) of this section and require the applicant to provide the following information:

1. The name, address and telephone number of the applicant or applicants;
2. The name address and telephone number of the person or persons who will be responsible for conducting the proposed use of the street if different than the applicant(s);
3. The date and duration of time for which the requested use of the street is proposed to occur;
4. An accurate description of the portion of the street proposed to be used;
5. The proposed use, described in detail, for which the ~~street use license~~Street Use License is requested and a description of the security measures, if any, the applicant will provide during the use of the street.
6. Any other information deemed necessary.

(e) The city council shall by resolution establish and may from time to time amend a fee for a ~~street use license~~Street Use License, which shall be set forth in appendix A. The applicant must submit this fee with the application for a ~~s~~Street ~~u~~Use ~~l~~License. In addition, the council shall by resolution establish and may from time to time amend a clean-up deposit for a ~~street use license~~Street Use License, which shall be set forth in appendix A. The applicant must submit the clean-up deposit with the application for a ~~street use license~~Street Use License. Upon completion of the use of the street, the municipal services department shall inspect the portion of the street subject to the ~~street use license~~Street Use License to determine if the area has been cleaned and restored by the applicant to its pre-use condition, in which event the deposit shall be refunded to the applicant; otherwise, the deposit shall be forfeited to defray the clean-up cost incurred by the city.

(f) If the applicant submits with the application for a ~~street use license~~Street Use License a petition on a form provided by the City Clerk and signed by at least one resident or business owner from at least two-thirds of the addresses on the portion of the street to be used, no additional fees are required for mailing notices under paragraph (h).

(g) Upon receiving a ~~street use license~~Street Use License application and a petition under paragraph (f), if any, the City ~~Clerk~~ shall review the application and petition and determine if they have been properly completed. If either the application or petition has not been properly completed, the ~~City Clerk~~ ~~clerk~~ ~~treasurer~~ shall promptly inform the applicant of the deficiency.

(h) If the City Clerk receives a properly completed application for a ~~street-use license~~Street Use License under paragraph (c) with a properly completed petition under paragraph (f), the City Clerk shall cause to be published a notice of public hearing on the application at least 14 days before the public hearing. If the City Clerk receives a properly completed application for a ~~street-use license~~Street Use License under paragraph (c) without a properly completed petition under paragraph (f), the City Clerk shall cause to be published a notice of public hearing on the application and mail a copy of the public hearing notice to each owner of a parcel that is adjacent to the portion of the street proposed to be used at least 14 days before the public hearing.

(i) By applying for and receiving a ~~street-use license~~Street Use License, the applicant agrees to indemnify, defend and hold the city and its employees and agents harmless against all claims, liability, loss, damage or expense asserted against or incurred by the city on account of any injury or death of any person or damage to any property caused by or resulting from the activities for which the license is granted. As evidence of the applicant's ability to perform the conditions of the license, the ~~public-safety committee~~Public Safety Committee may require the applicant to furnish a certificate of comprehensive general liability insurance with the city and its employees and agents as an additional insured. The insurance shall include coverage for a contractual liability with minimum limits in an amount as required by the Public Safety Committee ~~public safety committee~~. The certificate of insurance shall provide 30 days written notice to the city upon cancellation, non-renewal or material change in policy. The Municipal Services Department in collaboration with the Police Department will organize the set-up, take-down, and signage prior to the closure of the right-of-way and after.

(j) The ~~e~~City, through ~~the its p~~Police ~~d~~Department, Municipal Services Department or other agents, may terminate, without prior notice, any use authorized by a ~~s~~Street ~~u~~Use ~~l~~License if the health, safety or welfare of the public appears to be endangered by activities generated by or associated with the use or if there are activities that violate any condition specified by the ~~p~~Public ~~s~~Safety ~~e~~Committee when authorizing the issuance of the ~~s~~Street ~~u~~Use ~~l~~License.

~~(k) Following the conclusion of the street closure, any traffic control materials that shall be collected and inventoried by the Municipal Services Department, shall be placed in the Right of Way, so as not to obstruct pedestrian or vehicle traffic, by the responsible party.~~

(Ord. 2005-51, Ord. 2013-03, Ord. 2014-02, Ord 2016-21, Ord 2022-04, Ord 2023-12)

Secs. 106-164--106-190. Reserved.

ARTICLE VI. STREET TREES

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Sec. 106-191. ~~City forester~~City Forester.

(a) *Appointment.* Appointment of the ~~city forester~~City Forester shall be as provided in section 2-161.

(b) *Powers and duties.* The ~~city forester~~City Forester shall have jurisdiction and control over all trees and shrubs upon all streets, public parks, cemeteries and other public grounds in the city. The ~~city forester~~City Forester shall enforce all ordinances pertaining to trees and shrubs.

(c) *Interference.* No person shall prevent, delay or interfere with the ~~city forester~~City Forester or designee ~~or any of his agents or employees~~ while they are engaged in the performance of duties imposed by subsection (b) of this section.

(Code 1986, § 8.07(1))

Sec. 106-192. Authority to make additional regulations.

(a) The ~~e~~City ~~f~~Forester may, subject to the approval of the council, make rules and regulations for planting, pruning, caring for, treating and controlling trees and shrubs upon any street or on other public grounds in the city. After publication in the official city newspaper, such rules shall have the force and effect of ordinances, including penalty for violation.

(Code 1986, § 8.07(2))

Sec. 106-193. Trimming of trees overhanging street or sidewalk.

(a) All trees standing in the streets of the city or upon private property shall be trimmed and pruned so that no branch thereof grows or hangs lower than 14 feet above the level of the street or lower than nine feet above the sidewalk. No trees shall be permitted to stand or grow in such a manner as to obstruct the proper diffusion of light from any streetlight.

(Code 1986, § 8.07(3))

Sec. 106-194. Authority of city to trim trees.

(a) The ~~C~~eity ~~f~~Forester ~~or his~~ authorized agent may prune or trim any tree standing in the streets of the city so that it conforms to this article. If trees standing upon private property are in conflict with this article, the forester shall notify the owner of the premises upon which such trees are located to immediately prune and trim the trees so that they conform to this article. If the trees are not trimmed within five days after such notice, the forester shall cause the trees to be trimmed and pruned so as to comply with the provisions of this article, and the cost thereof shall be ~~charged to assessed as a special tax against~~ the property owner.

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(Code 1986, § 8.07(4), [Ord 2023-12](#))

Sec. 106-195. Planting permit.

(a) Any person wishing to plant upon any city street (terrace) any tree shall obtain a permit therefor from the ~~city forester~~City Forester and shall abide by all rules and regulations concerning the planting of such trees.

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(Code 1986, § 8.07(5))

Sec. 106-196. Injuring trees or obstructing growth.

(a) No person shall allow any gas or other harmful substance to come into contact with the soil surrounding the roots of any tree or shrub in the public right-of-way in such a manner as to injure such tree or shrub, nor shall any person construct any structure in such manner as to retard or interfere with the growth of any such tree or shrub.

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(Code 1986, § 8.07(6))

Sec. 106-197. Attaching objects to trees or supports.

(a) No person shall attach to any tree in any public right-of-way in the city, or to the guard or stake intended for the protection of such tree, any rope, wire, sign or other device except for the purpose of protecting such tree or the public.

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(Code 1986, § 8.07(7))

Sec. 106-198. Hedges.

(a) No hedge or shrubbery shall be planted closer than 18 inches to the sidewalk, and all hedges and shrubbery shall be kept trimmed so that no part thereof projects over the sidewalk. No shrub or hedge shall be permitted to grow so as to obstruct the view of pedestrian or vehicular traffic.

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(Code 1986, § 8.07(8))

Sec. 106-199. Trimming or removal of trees in terraces and tree courts.

(a) The city may trim or remove any tree or part thereof in any terrace or tree court in the city that it deems dead or hazardous to the public or where it is in the best interest of the public or the city. If the city elects to do this work, it shall be performed by city personnel, and the costs thereof shall be paid by the owner of the real estate of which such terrace or tree court is a part. Not later than October 15 in each year, notice shall be given in writing by the ~~city treasury city clerk treasurer~~ to the owner or occupant of all lots or parcels of real estate of which any terrace or tree court is a part of the amount due

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the city for trimming or removal of trees. Unless such amount is paid by November 15 next succeeding, the amount shall be levied as a tax against such lot or parcel of real estate. Any such charge remaining unpaid on November 16 thereafter shall be a lien upon the lot or parcel of real estate, and the city treasury clerk ~~treasurer~~ shall insert the amount unpaid as a tax against such lot or parcel of real estate. All proceedings in relation to the collection of general property taxes and to the return and sale of property for delinquent taxes shall apply to such tax if the tax is not paid within the time required by law.

(Code 1986, § 8.07(9))

Sec. 106-200. Responsibility of property owner for trees on private property.

(a) The owner of real estate shall be solely responsible for the care, maintenance, trimming and removal of all trees located on the real estate of such owner, except as provided in sections 106-199, ~~and 106-201(a).~~

(Code 1986, § 8.07(10))

Sec. 106-201. Public nuisances.

(a) ~~(a) Dutch elm disease.~~—Any tree or part thereof, whether alive or dead, which the Municipal Services Director or designee thereof shall find to be infected, hazardous or a nuisance so as to endanger the public or other trees, plants or shrubs growing within the city or to be injurious to sewers, sidewalks or other public improvements whether growing upon public or private premises, shall be removed, trimmed or treated by the owner of the property upon or adjacent to which such tree or part thereof is located. The director of public works or designee thereof shall give written notice to such owner to remedy the situation which shall be served personally or posted upon the affected tree. Such notice shall specifically state the period of time within which the action must be taken, which shall be within not less than 24 hours nor more than 14 days as determined by the director of public works or designee thereof on the basis of the seriousness of the condition of the tree or danger to the public. If the owner shall fail to remove, treat or trim such tree within the time limited, the director of public works or designee thereof shall cause the tree to be removed, treated or trimmed and shall report the full cost as a special charge against the property.

(b) Obstruction of view at intersections. All trees, hedges, billboards or other obstructions which prevent persons driving vehicles on public streets, alleys or highways from obtaining a clear view of traffic when approaching an intersection or pedestrian crosswalk are public nuisances and may be abated as such.

(c) Tree limbs overhanging street or sidewalk. All limbs of trees which project over and less than 14 feet above any public street or nine feet above any public sidewalk or other public place are public nuisances and may be abated as such.

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~~(1) *Declaration of nuisance.* The council, having determined that the health of the elm trees within the city is threatened by a fatal disease known as Dutch elm disease, hereby declares the following to be public nuisances:-~~

~~a. Any living or standing elm tree or part thereof infected with Dutch elm disease fungus or which harbors any of the elm bark beetles *Scolytus multistriatus* (Eichh.) or *Hylurgopinus rufipes* (Marsh.).~~

~~b. Any dead elm tree or part thereof, including logs, branches, stumps, firewood or other elm material, from which the bark has not been removed and burned or sprayed with an effective elm bark beetle destroying insecticide.~~

~~(2) *Nuisances prohibited.* No person shall permit any public nuisance as defined in subsection (a)(1) of this section to remain on any premises owned or controlled by him within the city.-~~

~~(3) *Inspections.* The city forester shall inspect or cause to be inspected all premises within the city at least twice each year to determine whether any such public nuisance exists thereon, and shall also inspect or cause to be inspected any elm tree reported or suspected to be infected with Dutch elm disease or any elm bark bearing material reported or suspected to be infected with the elm bark beetle.-~~

~~(4) *Abatement.*-~~

~~a. *Procedure in case of imminent danger on public property.* If the city forester upon inspection and examination determines that any public nuisance as defined in this subsection exists in or upon any public street, alley, park or other public place, including the terrace strip between the curb and lot line, within the city, and that danger to other trees within the city is imminent, he shall immediately cause it to be removed and burned or shall otherwise abate the nuisance in such manner as to destroy or prevent as fully as possible the spread of Dutch elm disease or the insect pests or vectors known to carry such disease fungus.-~~

~~b. *Procedure in case of imminent danger on private property.*-~~

~~1. If the city forester determines with reasonable certainty that any public nuisance as defined in this subsection exists in or upon private premises within the city and that danger to other elm trees is imminent, he shall immediately serve upon the owner of such property, if he can be found, or upon the occupant thereof, a written notice to abate such nuisance. Such notice shall advise that the city will remove such nuisance at its expense, provided the owner within five days of the date of such notice executes in writing a request for the removal of such tree at the city's expense and waives any damages for the destruction of such tree necessarily incurred in the removal thereof, such request and waiver to be executed on forms provided by the city forester.~~

~~2.— If the owner of the property upon which such nuisance is found neglects or refuses to execute and deliver to the city forester such a request and waiver within such five day period, he shall at his own expense immediately cause such nuisance to be removed, burned or otherwise abated in such manner as to destroy or prevent as fully as possible the spread of Dutch elm disease. Such nuisance shall be abated within 25 days after the date the property owner was first notified of the existence thereof; and, should the property owner fail or refuse to abate such nuisance within such period, the city forester shall enter upon the premises and cause the nuisance to be abated. The reasonable expense of such removal or abatement shall be certified to the city clerk-treasurer and assessed, collected and enforced against the premises from which such nuisance was removed or abated as taxes are assessed, collected and enforced and shall be paid into the city treasury. No damage shall be awarded to the owner for the destruction of any such tree or for any damage necessarily incurred in the removal thereof.~~

~~e.— *Analysis of specimens.* If the city forester is unable to determine with reasonable certainty whether or not a tree in or upon private or public premises is infected with Dutch elm disease, he shall forward specimens from such tree for diagnosis and report to the state department of agriculture and shall proceed as provided in this section upon receipt of a positive report from the department.~~

~~d.— *Procedure if danger not imminent.* Where the city forester determines upon inspection that any public nuisance as defined in this subsection exists in or upon any public or private premises, but that the danger to other elm trees within the city is not imminent because of elm dormancy, he shall make a written report of his findings to the council, which shall proceed as provided in Wis. Stats. § 27.09(4).~~

~~(5) *Spraying of elm trees.* Whenever it is determined in accordance with subsection (a)(4) of this section that any elm tree or part thereof is infected with Dutch elm disease fungus, the city forester may cause to be sprayed all high value elm trees within a 1,000 foot radius thereof with an effective elm bark beetle destroying concentrate, provided such spraying shall be performed prior to July 31.~~

~~(6) *Assessment of costs of abatement and spraying.*—~~

~~a.— The entire cost of abating any public nuisance as defined in this subsection or of spraying any elm tree or part thereof shall be borne by the city, except that, where any tree or part thereof has been damaged, injured or destroyed by the act or failure to act of the owner of such real estate, the entire cost of abating such public nuisance shall be borne entirely by the owner.~~

~~b. The city forester shall keep account of the work done under this subsection and shall report monthly to the clerk treasurer all work done.~~

~~(7) *Transporting of elm wood.* No person shall transport within the city any bark-bearing elm wood or material without first securing the written permission of the city forester.~~

~~(b) *Obstruction of view at intersections.* All trees, hedges, billboards or other obstructions which prevent persons driving vehicles on public streets, alleys or highways from obtaining a clear view of traffic when approaching an intersection or pedestrian crosswalk are public nuisances and may be abated as such.~~

~~(c) *Tree limbs overhanging street or sidewalk.* All limbs of trees which project over and less than 14 feet above any public street or nine feet above any public sidewalk or other public place are public nuisances and may be abated as such.~~

~~(d) *Dangerous or objectionable trees.* All trees which are a menace to public safety or are the cause of substantial annoyance to the general public are public nuisances and may be abated as such.~~

(Code 1986, § 8.07(12))

Secs. 106-202--106-230. Reserved.

ARTICLE VII. PUBLIC WORKS⁵

DIVISION 1. GENERALLY

Secs. 106-231--106-250. Reserved.

DIVISION 2. ASSESSMENTS GENERALLY

Sec. 106-251. Sanitary sewers.

(a) *Assessment rate.* The assessment rate for the installation of sanitary sewers shall be on a front foot basis based upon the total cost of the project, including but not limited to engineering, inspection, grading and the necessary resurfacing.

(b) *Intersections.* All intersections shall be paid for by the city on the same front foot basis.

(c) *Corner lots.* Corner lots shall be assessed for the entire frontage of the first side improved by the installation of a sanitary sewer. At such time as the second side thereof is improved by such installation, the lot shall be assessed upon one-third of footage on such side.

(Code 1986, § 8.09(1))

Sec. 106-252. Sewer mains and lift stations.

(a) *Generally.* The cost of sewage lift stations and force mains shall be assessed to the areas served by such facility. The total area served or which may be served in the future shall be computed. The pro rata share of the cost of areas immediately to be served shall be assessed to such areas. The city shall carry the remaining cost of the project until additional areas are assessed as provided in subsection (b) of this section.

(b) *Lands added to service area.* Whenever additional land which will be served by such facility is developed so as to be so served or is platted, the pro rata share of the cost of the facility shall be assessed to such land. Should the area which may eventually be served include land lying outside the city limits, the pro rata share of the cost of the facility shall likewise be assessed to such area when it is annexed, developed and platted.

⁵ **Cross references:** Utilities, ch. 126.

(Code 1986, § 8.09(2))

Sec. 106-253. Curbs and gutters.

(a) *Original construction.* The assessment rate on original construction of curb and gutter shall be 100 percent of the cost per front foot of property benefited, including both sides of corner lots.

(b) *Replacement.* When existing curb and gutter is to be replaced in all cases where there is no unusual damage, the assessment shall be determined by the city council based on benefit received, from zero to 100 percent of the actual cost.

(Code 1986, § 8.09(3))

Sec. 106-254. Water mains.

(a) The water utility will extend water mains for new customers and will decide whether the extension is to be a six-inch or larger pipe where fire protection service is needed, or a two-inch pipe as a minimum size or larger where only general service is needed, on the following basis:

- (1) Where the cost of the extension is to be immediately assessed against abutting property, the procedure set forth under Wis. Stats. § 66.60 will apply. Present practice is to assess two-thirds of the cost of the extension against abutting properties. Corner lots are assessed only for the frontage from which the service is connected.
- (2) Where the city is unwilling to make a special assessment because of low density of prospective consumers or for some other reason, extensions will be made on a customer-financed basis as follows:
 - a. *Definitions.* For purposes of this subsection, the following definitions shall apply:
 1. *Customer* means the owner of premises to which water is now or is to be furnished, unless specific written agreements specify otherwise. The customer at all times means the property owner at the time the contribution is to be made or a refund becomes available.
 2. *Contributor* means the owner of property at the time of a contribution or refund unless otherwise specified by written agreement.
 - b. *Basis for determining contributions from original customer.* The applicant (or applicants, pro rata) will advance the amount that would have been assessed under subsection (1) of this section. The contribution must be paid in advance of construction.

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- c. *Additional customers; refunds.* When additional customers are connected to a water main that was originally financed in part by customers, the utility will require a contribution from each new customer equal to the existing average contribution. When the amount of customer contribution computed under subsection (2) of this section is less than would have been assessed under subsection (1) of this section, the applicant for service shall pay an amount equivalent to the assessment. This amount shall then be refunded pro rata to all contributors along the extension whose remaining contribution still exceeds what would have been assessed under subsection (1) of this section. When refunds have reduced the contribution of any contributor to the applicable assessment per front foot, no further refund will be made to that individual. After all refunds have been made, the remaining premises that may connect will be charged at the rate per front foot established for the extension.
 - d. *Limit of extension.* When an extension beyond an existing extension is required to serve a new customer, and the cost for a customer exceeds the average remaining contribution in the original extension, the new extension will be considered as an entirely new project, without refunds, or other connection with the original extension.
- (3) When customers connect to a transmission main or connecting loops laid at utility expense, there will be a contribution of an amount equivalent to the applicable assessment as determined under subsection (1) of this section.
- (4) The development period during which refunds shall be made will be limited to 20 years.

(Code 1986, § 8.09(4))

Sec. 106-255. Sidewalks.

(a) *Original construction.* The total cost involved in the original construction of sidewalks shall be assessed on the basis of 100 percent of the cost per front foot of property benefited, including both sides of corner lots.

(b) *Replacement.* When the city determines that existing sidewalks are to be repaired or because they are no longer serviceable they must be completely replaced, the cost thereof shall be assessed in full as though it were original construction. When existing sidewalks which have remaining useful life must be replaced, the cost thereof shall be assessed in the manner as the council in its discretion directs.

(Code 1986, § 8.09(5))

Sec. 106-256. Method of assessment; payment.

(a) Total cost of all improvements shall be assessed equally on a front foot basis unless otherwise specified in this article or in such instances as the council determines to be of such an unusual nature that they would involve expenditures which would be exorbitant or in excess of that which would ordinarily be expected. In all such instances the council may review the situation or project and may in such unusual or exceptional cases modify the assessments if in its opinion the facts and conditions warrant.

(b) All such special assessments shall be paid to the ~~city treasury~~ ~~city clerk~~ ~~treasurer~~ in cash or in not to exceed ten annual installments. No such annual installment, except the final one, shall be less than \$50.00. Defaulted payments shall bear interest on unpaid balances at a rate of interest to be determined at the time the assessments are levied. Installments or assessments not paid when due shall bear additional interest on the amount past due at the rate of 0.8 percent per month.

(Code 1986, § 8.09(6))

Sec. 106-257. Deferred special assessments.

(a) Except when cost advancement is ordered by the city council under section 106-254(2), any special assessment levied against a property abutting on or benefited by construction of sanitary sewers or sanitary sewer facilities, water mains or water system facilities, storm sewers, street grading and base construction, bituminous surfacing or concrete pavement shall be deferred on the following terms and conditions until the property assessed or any portion thereof is sold, developed or connected to the improvement:

- (1) *Interest.* The principal balance of the assessment shall accrue interest during the period of deferment at the rates prescribed in the final resolution, not to exceed the interest rate paid by the city upon any loan secured to finance the construction of the improvement plus one percent per annum. Interest shall start to accrue from the first day of the year succeeding the date of approval of the final schedule of assessments by the city council, but shall be deferred on the same terms as the principal assessment balance.
- (2) *Termination of deferment.* When any property against which a deferred special assessment under this section is outstanding is sold, subdivided or connected to the improvement for which the assessment is levied, the assessment and the accrued interest shall become due and payable in not more than ten equal annual installments, the first installment to be entered on the next tax roll succeeding sale of the property, approval of the final plat or connection to the improvement. Interest shall continue to accrue on the outstanding principal balance of the assessment at the same rate prescribed in the final resolution levying the assessment, but no interest shall be charged on the interest portion of a deferred installment except such as may be chargeable under the laws of the state for delinquent property tax payments.

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- (3) *Development or connection of part of benefited property.* Whenever a portion less than all of the property against which a deferred special assessment is outstanding is sold, subdivided or connected to the improvement for which the assessment was levied, the city council shall determine that portion of the outstanding deferred assessment and deferred interest which is fairly and properly apportionable to the portion sold, subdivided, surveyed or connected and direct the ~~city treasury city clerk treasurer~~ to enter these amounts on the tax roll in ten equal annual installments commencing with the next succeeding roll. Interest shall be charged on such installments as provided in subsections (1) and (2) of this section.
- (3) *Notice of deferment option.* Whenever the city council adopts a final resolution levying special assessments for public improvements described in this article, the ~~city treasury city clerk treasurer~~ shall attach the following statement to each final special assessment notice mailed to the property owner:

Option to Defer Special Assessment

You are hereby notified that if the property against which this assessment is levied is vacant or undeveloped land or will not presently use the improvement, you may elect to defer this assessment until such time as your property or a portion thereof is sold, developed or connected to the improvement. Interest will be charged during the deferral at a rate of _____% for each full year of deferment, but no payment of principal or interest will become due or payable during such deferment period.

If your property is eligible and you wish to defer this special assessment or any portion thereof, please notify the ~~city clerk treasurer~~ city treasury immediately. Unless a notice is received within 30 days, the first installment of your assessment will be placed on the _____ tax roll for collection in the same manner as real estate taxes.

(Code 1986, § 8.09(7))

Secs. 106-258--106-280. Reserved.

DIVISION 3. ASSESSMENT PROCEDURES

Sec. 106-281. Alternative procedure created.

(a) Pursuant to the authority vested in it by Wis. Stats. § 66.62, the council provides that, in addition to other methods provided by law or ordinance, special assessments for the city's costs of public works or improvements, including street or sidewalk improvements

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constructed, reconstructed or improved with state or federal aid or any current service, may be levied in accordance with the provisions of this division.

(Code 1986, § 8.091(1))

Sec. 106-282. Initial resolution.

(a) Whenever the council shall determine to finance or defray the cost of any public work or improvement or any current service undertaken by the city, any portion of the cost of which is borne by the city, in whole or part, by special assessments under this division, it shall adopt a resolution setting forth such intention, the amount or percentage of the cost to be financed by assessments, and whether the assessment shall be determined and levied before or after completion of the work or improvement, rendition of the service or letting of the contract therefor.

(Code 1986, § 8.091(2))

Sec. 106-283. Determination and levy of assessment.

(a) The provisions of Wis. Stats. §§ 66.54 and 66.60 shall apply to the determination and levy of special assessments under this division, except that when the council determines by resolution, as provided in subsection 106-282, that the assessments shall be levied subsequent to completion of the work or improvement, rendition of the service, or letting of a contract therefor, the report required by Wis. Stats. § 66.60(3) shall contain a statement of the final or city cost of the work, improvement or service in lieu of an estimate of such costs.

(Code 1986, § 8.091(3))

Sec. 106-284. Notice of hearing.

(a) Notice of the time and place of the public hearing on any special assessments proposed to be levied and notice of the final assessment and terms of payment thereof shall be given by the ~~clerk-treasurer~~ city treasury in accordance with the provisions of Wis. Stats. §§ 66.60(7), 66.60(8)(d) and 106-283, by publication of a class 1 notice under Wis. Stats. ch. 985 in the assessment district and by mailing to every person whose property is affected by such special assessment and whose mailing address is known or can be determined with reasonable diligence.

(Code 1986, § 8.091(4))

Sec. 106-285. Lien.

(a) Any special assessment levied under this division shall be a lien against the property assessed from the date of the final resolution determining the amount of such levy.

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(Code 1986, § 8.091(5))

Sec. 106-286. Appeals.

(a) The provisions of Wis. Stats. §§ 66.60(12) and 66.62(2) relating to appeals shall apply to any special assessment levied under this division.

(Code 1986, § 8.091(6))

Secs. 106-287--106-310. Reserved.

DIVISION 4. CONSTRUCTION BY CITY

Sec. 106-311. Authorized.

(a) Any class of public construction or any part thereof may be done directly by the city and its employees pursuant to Wis. Stats. § 62.15(1), without submitting the work for bids.

(Code 1986, § 8.10)

Secs. 106-312--106-340. Reserved.

ARTICLE VIII. NUMBERING SYSTEM

Sec. 106-341. Numbering of buildings required.⁶

(a) The owner, agent or person in possession of every building in the city shall number such building in the manner provided in this article.

(Code 1986, § 8.11(1))

Sec. 106-342. Assignment of numbers.

(a) The ~~city clerk-treasurer~~ shall assign or cause to be assigned to each lot, parcel of land or building its proper number, based on a system designated by the council, and shall

⁶ **Cross references:** Buildings and building regulations, ch. 18.

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inform the owner, agent or person in possession of such premises as to the number thereof at any time upon demand.

(Code 1986, § 8.11(2))

Sec. 106-343. Size, color and location of numbers.

(a) All numbers placed on houses and buildings shall be not less than three inches in height, including background, shall be distinctly legible, of a color which contrasts with the background, and shall be posted in a conspicuous place on the front of each house, building or premises, so as to be easily seen and read from the public way. The number proper, where a background is used, shall be not less than two inches in height.

(Code 1986, § 8.11(3))

Sec. 106-344. Altering assigned number.

(a) Whenever any building has been numbered or renumbered in accordance with the provisions of this article, such number shall not be changed or altered without the consent of the ~~clerk-treasurer~~ Community Development Director.

(Code 1986, § 8.11(4))

Sec. 106-345. Reassignment or correction of numbers.

The Community Development Director ~~clerk-treasurer~~ shall adjust and reassign such building numbers as may be required from time to time. Where there is a mistake or conflict in numbers, the Community Development Director ~~clerk-treasurer~~ shall direct and make the proper adjustment of the numbers.

(Code 1986, § 8.11(5))

Secs. 106-346 – 106-379. Reserved

ARTICLE IX. WIRELESS TELECOMMUNICATIONS FACILITIES IN THE RIGHT-OF-WAY

Sec. 106-380: Definitions

(a) For the purposes of this Chapter, the terms below shall have the following meanings:

Administrator means the Municipal Services Director or ~~his or her~~ designee.

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Application means a formal request, including all required and requested documentation and information, submitted by an applicant to the City of Evansville for a ~~wireless~~ permit.

Applicant means a person or entity filing an application for a ~~wireless~~ permit under this Article.

Base Station, consistent with 47 C.F.R. § 1.6100(b)(1), means a structure or wireless equipment at a fixed location that enables FCC-licensed or authorized wireless communications between user equipment and a communications network. This definition does not include towers or any equipment associated with a tower.

Eligible Facilities Request, consistent with 47 C.F.R. § 1.6100(b)(3), means any request for modification of an existing tower or base station that does not substantially change the physical dimensions of such tower or base station, involving: (i) collocation of new transmission equipment; (ii) removal of transmission equipment; or (iii) replacement of transmission equipment.

FCC means the Federal Communications Commission.

Governmental Pole, consistent with Wis. Stat. § 66.0414(1)(n), means a utility pole that is owned or operated by the City of Evansville in the right-of-way.

Historic District, consistent with Wis. Stat. § 66.0414(3)(c)5, means a right of way adjacent to, or an area designated as historic by the City of Evansville, listed on the national register of historic places in Wisconsin, or listed on the state register of historic places.

Right-of-Way means the surface of, and the space above and below the entire width of an improved or unimproved public roadway, highway, street, bicycle lane, landscape terrace, shoulder, side slope, public sidewalk, or public utility easement over which the City of Evansville exercises any rights of management and control or in which the City of Evansville has an interest.

Small Wireless Facility, consistent with 47 C.F.R. § 1.6002(l), means a facility that meets each of the following conditions:

- (1) The structure on which antenna facilities are mounted, measured from ground level:
 - i. is 50 feet or less in height, or
 - ii. is no more than 10 percent taller than other adjacent structures, or
 - iii. is not extended to a height of more than 50 feet or by more than 10 percent above its preexisting height, whichever is greater, as a result of the collocation of new antenna facilities;

- (2) Each antenna (excluding associated antenna equipment) is no more than three cubic feet in volume;
- (3) All other wireless equipment associated with the structure, including the wireless equipment associated with the antenna and any pre-existing associated equipment on the structure, is cumulatively no more than 28 cubic feet in volume;
- (4) The facility does not require antenna structure registration under 47 C.F.R. part 17;
- (5) The facility is not located on Tribal land as defined in 36 C.F.R. § 800.16(x); and
- (6) The facility does not result in human exposure to radiofrequency radiation in excess of the applicable safety standards specified by federal law.

Support Structure means any structure in the right-of-way (other than an electric transmission structure) capable of supporting wireless equipment, including a utility pole, a wireless support structure as defined in Wis. Stat. § 66.0414(1)(zp), or a base station.

Tower, consistent with 47 C.F.R. § 1.6100(b)(9), means any structure built for the sole or primary purpose of supporting any Federal Communication Commission (FCC) licensed or authorized antennas and their associated facilities, including structures that are constructed for wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul, and the associated site. This definition does not include utility poles.

Transmission Equipment, consistent with 47 C.F.R. § 1.6100(b)(9), means equipment that facilitates transmission for any FCC-licensed or authorized wireless communication service, including, but not limited to, radio transceivers, antennas, coaxial or fiber-optic cable, and regular and backup power supply. The term includes equipment associated with wireless communications services including, but not limited to, private, broadcast, and public safety services, as well as unlicensed wireless services and fixed wireless services such as microwave backhaul.

Underground District, consistent with Wis. Stat. § 66.0414(3)(c)5, means an area designated by the City of Evansville in which all pipes, pipelines, ducts, wires, lines, conduits, or other equipment, which are used for the transmission, distribution, or delivery of electrical power, heat, water, gas, sewer, or telecommunications equipment, are to be located underground.

Utility Pole, means a pole that is used in whole or in part by a communications service provider; used for electric distribution, lighting, traffic control, signage, or a similar function; or used for the collocation of small wireless facilities. “Utility pole” does not include a wireless support structure or an electric transmission structure.

Utility Pole for Designated Services means a utility pole owned or operated in a right-of-way by the City of Evansville that is designed to, or used to, carry electric distribution lines, or cables or wires for telecommunications, cable, or electric service.

Wireless Equipment means an antenna facility at a fixed location that enables wireless services between user equipment and a communications network, and includes all of the following: (a) equipment associated with wireless services; (b) radio transceivers, antennas, or coaxial, metallic, or fiber-optic cable located on, in, under, or otherwise adjacent to a support structure; (c) regular and backup power supplies; (d) equipment that is comparable to equipment specified in this definition regardless of technical configuration. “Wireless Equipment” does not include (a) the structure or improvements on, under, or within which the equipment is collocated; (b) wireline backhaul facilities; or (c) coaxial, metallic, or fiber-optic cable that is between utility poles or wireless support structures or that is not adjacent to a particular antenna. The definition of “Wireless Equipment” in this ordinance is consistent with the definition of “wireless facility” in Wis. Stat. § 66.0414(1)(z).

Wireless Facility or Facility means an installation at a fixed location in the right-of-way consisting of wireless equipment and the support structure, if any, associated with the wireless equipment.

Wireless Infrastructure Provider means any person or entity, other than a wireless services provider, that builds or installs wireless communications transmission equipment, antenna equipment, or wireless support structures.

Wireless Permit or Permit means a permit issued pursuant to this Article and authorizing the placement or modification of a wireless facility of a design specified in the permit at a particular location within the right-of-way, and the modification of any existing support structure to which the wireless facility is proposed to be attached.

Wireless Provider means a wireless infrastructure provider or a wireless services provider.

Wireless Regulations means those regulations adopted pursuant to Section 160-384(b)(1) to implement the provisions of this Article.

Wireless Services means any service using licensed or unlicensed wireless spectrum, including the use of a Wi-Fi network, whether at a fixed location or by means of a mobile device.

Wireless Service Provider means a person or entity that provides wireless services.

Definitions in this Section may contain quotations or citations to 47 C.F.R. §§ 1.6100 and 1.6002 and Wis. Stat. § 66.0414. In the event that any referenced statutory section is amended, creating a conflict between the definition as set forth in this Article and the amended language of the referenced statutory section, the definition in the referenced statutory section, as amended, shall control.

(Ord. 2019-11, Ord. 2021-01, Ord. 2021-02)

Sec. 106-381: Purpose

(a) In the exercise of its police powers, the City of Evansville has priority over all other uses of the right-of-way. The purpose of this Article is to provide the City of Evansville with a process for managing, and uniform standards for acting upon, requests for the placement of wireless facilities within the right-of-way consistent with the City of Evansville's obligation to promote the public health, safety, and welfare; to manage the right-of-way; and to ensure that the public's use is not obstructed or incommoded by the use of the right-of-way for the placement of wireless facilities. The City of Evansville recognizes the importance of wireless facilities to provide high-quality communications and internet access services to residents and businesses within the City of Evansville. The City of Evansville also recognizes its obligation to comply with applicable Federal and State laws regarding the placement of wireless facilities in the right-of-way including, without limitation, the Telecommunications Act of 1996 (47 U.S.C. § 151 et seq.), Section 6409(a) of the Middle Class Tax Relief and Job Creation Act of 2012, Wis. Stat. § 182.017, Wis. Stat. § 196.58, and Wis. Stat. § 66.0414, as amended, and this Article shall be interpreted consistent with those provisions.

(Ord. 2019-11, Ord. 2021-01, Ord. 2021-02)

Sec. 106-382: Scope

(a) **Applicability.** Unless exempted by subsection (b), below, every person who wishes to place a wireless facility in the right-of-way or modify an existing wireless facility in the right-of-way must obtain a wireless permit under this Article.

(b) **Exempt Facilities.** The provisions of this Article (other than Sections 160-139 thru 160-392) shall not be applied to applications for the following:

- (1) Installation, maintenance, operation, or replacement of a small wireless facility strung on cables between two existing utility poles in compliance with the National Electrical Safety Code, provided that the small wireless facility does not exceed 24 inches in length, 15 inches in width, and 12 inches in height and has no exterior antenna longer than 11 inches.
- (2) Installation of a mobile cell facility (commonly referred to as "cell on wheels" or "cell on truck") for a temporary period in connection with an emergency or event, but no longer than required for the emergency or event, provided that installation does not involve excavation, movement, or removal of existing facilities.
- (3) Placement or modification of a wireless telecommunications facility on structures owned by or under the control of the City of Evansville. See Section 13 of this Chapter.

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- (3) Placement or modification of a wireless facility by City of Evansville staff or any person performing work under contract with the City of Evansville.
- (4) The replacement of an existing small wireless facility with a small wireless facility that is substantially similar to, or the same size or smaller than, the existing small wireless facility, provided that there is no change to the support structure on which the small wireless facility is placed.
- (5) Routine maintenance of a wireless facility.

(c) **Placement on City of Evansville-Owned or –Controlled Support Structures.** Any applicant who wishes to place wireless equipment on a support structure owned or controlled by the City of Evansville, including governmental poles and utility poles for designated services, must obtain a wireless permit under this Article and enter into an agreement with the City of Evansville. The agreement shall include provisions regarding make-ready work and specify the compensation to be paid to the City of Evansville for use of the support structure in accordance with the standards set out in Wis. Stat. § 66.0414(4), as amended. Unless prohibited by state or federal law, the person or entity seeking the agreement shall reimburse the City of Evansville for all costs the City of Evansville incurs in connection with its review of and action upon the request for an agreement.

(Ord. 2019-11, Ord. 2021-01, Ord. 2021-02)

Sec. 106-383: Nondiscrimination

(a) In establishing the rights, obligations, and conditions set forth in this Article, it is the intent of the City of Evansville to treat each applicant and right-of-way user in a competitively neutral and nondiscriminatory manner, to the extent required by law, while taking into account the unique technologies, situation, and legal status of each applicant or request for use of the right-of-way.

(Ord. 2019-11, Ord. 2021-01, Ord 2021-02)

Sec. 106-384: Administration

- (a) **Administrator.** The Administrator is responsible for administering this Article.
- (b) **Powers.** As part of the administration of this Article, the Administrator may:
 - (1) Recommend for approval wireless regulations governing the placement and modification of wireless facilities in addition to but consistent with the requirements of this Article, including regulations governing collocation, the resolution of conflicting applications for placement of wireless facilities, and aesthetic standards. The regulations must be adopted by Common Council.

- (2) Interpret the provisions of the Article and the wireless regulations.
- (3) Develop forms and procedures for submission of applications for wireless permits consistent with this Article.
- (4) Collect any fee required by this Article.
- (5) Establish deadlines for submission of information related to an application, and extend or shorten deadlines where appropriate and consistent with state and federal laws and regulations.
- (6) Issue notices of incompleteness or requests for information in connection with any wireless permit application.
- (7) Select and retain an independent consultant or attorney with expertise in telecommunications to review any issue that involves specialized or expert knowledge in connection with any permit application.
- (8) Coordinate and consult with other City of Evansville staff, committees, and governing bodies to ensure timely action on all other required permits under Section 160-385(b)(11) of this Article.
- (9) Negotiate agreements for the placement of wireless equipment on governmental poles or utility poles for designated. Such agreement shall be approved by Common Council.
- (10) Subject to appeal as provided in Section 160-387(e) of this Article, determine whether to grant, grant subject to conditions, or deny an application.
- (11) Take such other steps as may be required to timely act upon wireless permit applications, including issuing written decisions and entering into agreements to mutually extend the time for action on an application.

(Ord. 2019-11, Ord. 2021-01, Ord 2021-02)

Sec. 106-385: Application

(a) **Format.** Unless the wireless regulations provide otherwise, the applicant must submit both a paper copy and an electronic copy (in a searchable format) of any application, as well as any amendments or supplements to the application or responses to requests for information regarding an application, to the Administrator. An application is not complete until both the paper and electronic copies are received by the Administrator.

(b) **Content.** In order to be considered complete, an application must contain:

- (1) All information required pursuant to the wireless regulations.
- (2) A completed application cover sheet signed by an authorized representative of the applicant.

- (3) The name of the applicant (including any corporate or trade name), and the name, address, email address, and telephone number of a local representative and of all duly authorized representatives and consultants acting on behalf of the applicant with respect to the filing of the application. If the applicant is a wireless infrastructure provider, the name and contact information for the wireless service provider(s) that will be using the wireless facility must also be provided.
- (4) A statement of which state or federal deadline(s) apply to the application.
- (5) A separate and complete description of each proposed wireless facility and the work that will be required to install or modify it, including but not limited to detail regarding proposed excavations, if any; detailed site plans showing the location of the facility and technical specifications for each element of the facility, clearly describing the site and all structures and equipment at the site before and after installation or modification and identifying the owners of such preexisting structures and equipment; and describing the distance to the nearest residential dwelling unit. Before and after 360-degree photo simulations must be provided for each facility.
- (6) A certification by the applicant that the wireless facility will not materially interfere with the safe operation of traffic control equipment or sight lines or clear zones for transportation of pedestrians, and will fully comply with the federal Americans with Disabilities Act or similar federal or state standards regarding pedestrian access or movement.
- (7) A certification by the applicant that the wireless facility will comply with relevant FCC regulations concerning radio frequency emissions from radio transmitters and unacceptable interference with public safety spectrum, including compliance with the abatement and resolution procedures for interference with public safety spectrum established by the FCC set forth in 47 C.F.R. §§ 22.97 to 22.973 and 47 C.F.R. §§ 90.672 to 90.675.
- (8) A statement that the wireless facility will comply with the state electrical wiring code, as defined in Wis. Stat. § 101.80(4), as amended; the state plumbing code specified in Wis. Stat. § 145.13, as amended; the fire prevention code under Wis. Admin. Code § SPS 314, as amended; the Wisconsin commercial building code under Wis. Admin. Code §§ SPS 361 to 366, as amended; the Wisconsin uniform dwelling code under Wis. Admin. Code §§ SPS 320 to 325, as amended; and all local amendments to those codes enacted solely to address imminent threats of destruction of property or injury to persons.
- (9) A structural report performed by a professional engineer registered in the State of Wisconsin evidencing that the support structure on which the wireless equipment will be mounted will structurally support the equipment, or that the structure may and will be modified to meet structural requirements, in accordance with applicable codes, including the National Electric Safety Code and the National Electric Code.

- (10) If the support structure on which the wireless equipment will be mounted is owned by a third party, a certification that the applicant has permission from the owner to mount its equipment on the structure. This is not required if the support structure is a governmental pole or a utility pole for designated services, as permission will be evidenced by the executed attachment agreement referenced in Section 160-382(c).
- (11) To the extent that filing of the wireless permit application establishes a deadline for action on any other permit that may be required in connection with the wireless facility, the application must include complete copies of applications for every required permit (including without limitation electrical permits, building permits, traffic control permits, and excavation permits), with all engineering completed.
- (12) Payment of all required fees.
- (c) **Waivers.** Requests for waivers from any requirement of this Section 160-385 shall be made in writing to the Administrator. The Administrator may grant a request for waiver if it is demonstrated that, notwithstanding the issuance of the waiver, the City of Evansville will be provided with all information necessary to understand the nature of the construction or other activity to be conducted pursuant to the wireless permit sought.
- (d) **Eligible Facilities Requests.** If the applicant asserts in writing that its application is an eligible facilities request, the City of Evansville will only require the applicant to provide that information set forth in subsection (b) above to the extent reasonably related to determining whether the request meets the definition of “eligible facilities request” under 47 C.F.R. § 1.6100(b)(3). The applicant will be required to submit evidence that the application relates to an existing tower or base station that has been approved by the City of Evansville. Before and after 360-degree photo simulations must be provided with detailed specifications demonstration that the modification does not substantially change the physical dimensions of the existing approved tower or base station.
- (e) **Fees.** Applicant must pay an application fee in an amount set by the common council to allow recovery of the City of Evansville’s direct costs of processing the application, subject to the limits contained in state and federal law, including Wis. Stat. § 66.0414(3)(d), as amended.
- (f) **Public Records.** Applications are public records that may be made publicly available pursuant to state and federal public records law. Notwithstanding the foregoing, the applicant may designate portions of the application materials that it reasonably believes contain proprietary or confidential information by clearly marking each portion of such materials accordingly, and the City of Evansville shall endeavor to treat the information as proprietary and confidential, subject to applicable state and federal public records laws and the Administrator’s determination that the applicant’s request for confidential or proprietary

treatment of the application materials is reasonable. The City of Evansville shall not be required to incur any costs to protect the application from disclosure.

(Ord. 2019-11, Ord. 2021-01, Ord 2021-02)

Sec. 106-386: General Standards

(a) **Generally.** Wireless facilities shall meet the minimum requirements set forth in this Article and the wireless regulations, in addition to the requirements of any other applicable law or regulation.

(b) **Regulations.** The wireless regulations and decisions on wireless permits shall, at a minimum, ensure that the requirements of this Article are satisfied, unless it is determined that the applicant has established that denial of an application would, within the meaning of federal law, prohibit or effectively prohibit the provision of telecommunications or personal wireless services, or otherwise violate applicable laws or regulations. If that determination is made, the requirements of this Article and the wireless regulations may be waived, but only to the extent required to avoid the prohibition.

(c) **Standards.**

(1) Wireless facilities shall be installed and modified in a manner that:

- (A) Minimizes risks to public safety;
- (B) Ensures that placement of wireless equipment on existing support structures is within the tolerance of those structures;
- (C) Ensures that new support structures will not be installed when the applicant has the right to place its wireless facility on an existing structure on reasonable terms and conditions and placement in that location is technically feasible and not materially more expensive;
- (D) Avoids installation or modification of a utility pole that would exceed the height limits set forth in Wis. Stat. § 66.0414(2)(e)2, as amended;
- (E) Avoids placement of aboveground wireless facilities in historic districts and underground districts (except for placing equipment on or replacing pre-existing support structures, so long as the collocation or replacement reasonably conforms to the design aesthetics of the original support structure);
- (F) Avoids placement of wireless facilities in residential areas when commercial or industrial areas are reasonably available;
- (G) Maintains the integrity and character of the neighborhoods and corridors in which the facilities are located;

(H) Ensures that the City of Evansville bears no risk or liability as a result of the installations; and

(I) Ensures that applicant's use does not obstruct or hinder travel, drainage, maintenance, or the public health, safety, and general welfare; inconvenience the public; interfere with the primary uses of the right-of-way; or hinder the ability of the City of Evansville or other government entities to improve, modify, relocate, abandon, or vacate the right-of-way or any portion thereof, or to cause the improvement, modification, relocation, vacation, or abandonment of facilities in the right-of-way.

(2) In no event may ground-mounted equipment interfere with pedestrian or vehicular traffic and at all times must comply with the requirements of the Americans with Disabilities Act of 1990.

(3) Wireless facilities and equipment shall minimize visual impacts, and ensure compliance with all standards for noise emissions. Unless it is determined that another design is less intrusive, or placement is required under applicable law:

(A) A new wireless facility must be constructed with materials and colors that match or blend with the surrounding natural or built environment, to the maximum extent practicable. Unless otherwise required, dark greens, dark browns, or other muted colors, earth tones, and subdued hues shall be used.

(B) Wireless equipment placed elsewhere on a support structure shall be integrated into the structure, or be designed and placed to minimize visual impacts.

(C) Wiring and cabling shall blend with the support structure or and concealed to the greatest extent possible.

(d) **Standard Permit Conditions.** All wireless permits, whether granted under this Article or deemed granted by operation of state or federal law, are issued subject to the following minimum conditions:

(1) **Compliance.** The permit holder shall at all times maintain compliance with all applicable Federal, State, and local laws, regulations, and other rules.

(2) **Construction Deadline.** The permit holder shall commence the activity authorized by the permit no later than 365 days after the permit is granted and shall pursue work on the activity until completion.

(3) **Contact Information.** The permit holder shall at all times maintain with the City of Evansville accurate contact information for the permit holder and all wireless service providers making use of the facility, which shall include a phone number, mailing address, and email address for at least one natural person.

(4) **Emergencies.** The City of Evansville shall have the right to support, repair, disable, or remove any elements of the facilities in emergencies or when the facility threatens imminent harm to persons or property.

(5) **Indemnification.** The permit holder, by accepting a permit under this Article, agrees to indemnify and hold harmless the City of Evansville, its elected and appointed officials, officers, employees, agents, representatives, and volunteers (collectively, the “Indemnified Parties”) from and against any and all liability and loss from personal injury or property damage resulting from or arising out of, in whole or in part, the use or occupancy of rights-of-way by the permit holder or anyone acting under its direction or control or on its behalf arising out of the rights and privileges granted under this Article, even if liability is also sought to be imposed on one or more of the Indemnified Parties. The obligation to indemnify, and hold harmless the Indemnified Parties shall be applicable even if the liability results in part from an act or failure to act on the part of one or more of the Indemnified Parties. However, the obligation does not apply if the liability results from the sole negligence or willful misconduct of an Indemnified Party.

(6) **Adverse Impacts on Adjacent Properties.** The permit holder shall undertake all reasonable efforts to avoid undue adverse impacts to adjacent properties and/or uses that may arise from the construction, operation, maintenance, modification, or removal of the facility.

(7) **General Maintenance.** The wireless facility and any associated structures shall be maintained in a neat and clean manner and in accordance with all approved plans and conditions of approval.

(8) **Graffiti Removal.** All graffiti on facilities shall be removed at the sole expense of the permit holder within 48 hours after notification from the City of Evansville.

(9) **Relocation.** At the request of the City of Evansville pursuant to Section 160-389 of this Article, the permit holder shall promptly and at its own expense permanently remove and relocate its wireless facility in the right-of-way.

(10) **Abandonment.** The permit holder shall promptly notify the City of Evansville whenever a facility has not been in use for a continuous period of 60 days or longer and must comply with Section 160-390 of this Article.

(11) **Restoration.** A permit holder who removes or relocates a facility from the right-of-way or otherwise causes any damage to the right-of-way in connection with its activities under this Article must restore the right-of-way in accordance with Section 160-391 of this Article.

(12) **Record Retention.** The permit holder shall retain full and complete copies of all permits and other regulatory approvals issued in connection with the facility, which includes without limitation all conditions of approval, approved plans, resolutions, and other documentation associated with the permit or regulatory approval. In the event the City of Evansville cannot locate any such full and complete permits or other regulatory approvals in its official records, and the permit holder fails to retain full and complete records in the permit holder’s files, any ambiguities or uncertainties that would be

resolved through an examination of the missing documents will be conclusively resolved against the permit holder.

(13) **Radio Frequency Emissions.** Every wireless facility shall at all times comply with applicable FCC regulations governing radio frequency emissions, and failure to comply with such regulations shall be treated as a material violation of the terms of the permit.

(14) **Certificate of Insurance.** A certificate of insurance sufficient to demonstrate to the satisfaction of the Administrator that the applicant has the capability to cover any liability that might arise out of the presence of the facility in the right-of-way.

(Ord. 2019-11, Ord. 2021-01, Ord. 2021-02)

Sec. 106-387: Application Processing and Appeal

(a) **Rejection for Incompleteness.** Notices of incompleteness shall be provided in conformity with state, local, and federal law, including 47 C.F.R. § 1.6003(d) and Wis. Stat. § 66.0414(3)(c), as amended.

(b) **Processing Timeline.** Wireless permit applications (including applications for other permits under Section 160-385(b)(11) necessary to place or modify the facility) and appeals will be processed in conformity with the deadlines set forth in state, local, and federal law, as amended, unless the applicant and the City of Evansville agree to an extension.

(c) **Public Hearing.** Prior to the approval or denial of an application, a public hearing shall be held for public comment. The public hearing will be held at a City of Evansville Plan Commission meeting that allows for the issuing of a timely decision on the application pursuant to the terms of this article and pursuant to Wisconsin Statutes. The Administrator shall give public notice at least seven days prior to public hearing by publication of a class 1 notice under Wis. Stat. § ch. 985. In addition, at least ten days before the public hearing, the public notice shall be mailed to all property owners within 250 feet.

(d) **Written Decision.** In the event that an application is denied (or approved with conditions beyond the standard permit conditions set forth in Section 160-386(d), the Administrator shall issue a written decision with the reasons therefor, supported by substantial evidence contained in a written record. If the permit is for a small wireless facility, the applicant may cure the deficiencies identified in the written decision denying the permit and re-submit the application no later than 30 days after receipt without being required to pay an additional application fee.

(e) **Appeal to City Council.** Any person adversely affected by the decision of the Administrator may appeal that decision to the City Council, which may decide the issues de novo, and whose written decision will be the final decision of the City. An appeal by a wireless infrastructure provider must be taken jointly with the wireless service provider that intends to use the wireless facility. If an applicant contends that denial of the

application would prohibit or effectively prohibit the provision of service in violation of federal law, or otherwise violate applicable law, the documentation accompanying the appeal must include that contention and provide all evidence on which the applicant relies in support of that claim.

(f) **Deadline to Appeal.**

- (1) Appeals that involve eligible facilities requests must be filed within three business days of the written decision of the Administrator.
- (2) All other appeals not governed by Subsection(f)(1), above, must be filed within seven business days of the written decision of the Administrator, unless the Administrator extends the time therefor. An extension may not be granted where extension would result in approval of the application by operation of law.

(g) **Decision Deadline.** All appeals shall be conducted so that a timely written decision may be issued in accordance with the applicable deadline.

(Ord. 2019-11, Ord. 2021-01, Ord 2021-02)

Sec. 106-388: Revocation

(a) **Revocation for Breach.** A wireless permit may be revoked for failure to comply with the conditions of the permit or applicable federal, state, or local laws, rules, or regulations. Upon revocation, the facilities for which the permit has been revoked must be removed within 30 days of receipt of written notice from the City of Evansville. All costs incurred by the City of Evansville in connection with the revocation, removal, and right-of-way restoration shall be paid by the permit holder.

(b) **Failure to Obtain Permit.** Unless exempted from permitting by Section 160-382(b) of this Article, a wireless facility installed without a wireless permit must be removed within 30 days of receipt of written notice from the City of Evansville. All costs incurred by the City of Evansville in connection with the notice, removal, and right-of-way restoration shall be paid by the entities who own or control any part of the wireless facility.

(Ord. 2019-11, Ord. 2021-01, Ord. 2021-02)

Sec. 106-389: Relocation

(a) Except as otherwise prohibited by state or federal law, a permit holder must promptly and at its own expense, with due regard for seasonal working conditions and as directed by the City of Evansville, permanently remove and relocate any of its wireless facilities in the right-of-way whenever such relocation is necessary to prevent the wireless facility from interfering with a present or future City of Evansville use of the right-of-way; a public improvement undertaken by the City of Evansville; an economic development project in which the City of Evansville has an interest or investment; when the public

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health, safety, or welfare require it; or when necessary to prevent interference with the safety and convenience of ordinary travel over the right-of-way. Notwithstanding the foregoing, a permit holder shall not be required to remove or relocate its facilities from any right-of-way that has been vacated in favor of a non-governmental entity unless and until that entity pays the reasonable costs of removal or relocation to the permit holder.

(Ord. 2019-11, Ord. 2021-01, Ord. 2021-02)

Sec. 106-390: Abandonment

(a) **Cessation of Use.** In the event that a permitted facility within the right-of-way is not in use for a continuous period of 60 days or longer, the permit holder must promptly notify the City of Evansville and do one of the following:

- (1) Provide information satisfactory to the Administrator that the permit holder's obligations for its facilities under this Article have been lawfully assumed by another permit holder
- (2) Submit to the Administrator a proposal and instruments for dedication of the facilities to the City of Evansville. If a permit holder proceeds under this section, the City of Evansville may, at its option:
 - (A) Accept the dedication for all or a portion of the facilities;
 - (B) Require the permit holder, at its own expense, to remove the facilities and perform the required restoration under Section 160-391; or
 - (C) Require the permit holder to post a bond or provide payment sufficient to reimburse the City of Evansville for reasonably anticipated costs to be incurred in removing the facilities and undertaking restoration under Section 160-391.
- (3) Remove its facilities from the right-of-way within one year and perform the required restoration under Section 160-391, unless the Administrator waives this requirement or provides a later deadline.

(b) **Abandoned Facilities.** Facilities of a permit holder who fails to comply with Section 160-390(9) and which, for one year, remain unused shall be deemed to be abandoned. Abandoned facilities are deemed to be a nuisance. In addition to any remedies or rights it has at law or in equity, the City of Evansville may, at its option:

- (1) abate the nuisance and recover the cost from the permit holder or the permit holder's successor in interest;
- (2) take possession of the facilities; and/or
- (3) require removal of the facilities by the permit holder or the permit holder's successor in interest.

(Ord. 2019-11, Ord. 2021-01, Ord 2021-02)

Sec. 106-391: Restoration

(a) In the event that a permit holder removes or is required to remove a wireless facility from the right-of-way under this Article (or relocate it pursuant to Section 160-389), or otherwise causes any damage to the right-of-way in connection with its activities under this Article, the permit holder must restore the right-of-way to its prior condition in accordance with City of Evansville specifications. However, a support structure owned by another entity authorized to maintain that support structure in the right-of-way need not be removed but must instead be restored to its prior condition. If the permit holder fails to make the restorations required by this section, the City of Evansville at its option may do such work after providing 15 days' written notice to the permit holder. In that event, the permit holder shall pay to the City of Evansville, within 30 days of billing therefor, the cost of restoring the right-of-way.

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(Ord. 2019-11, Ord. 2021-01, Ord. 2021-02)

Section 106-392: Severability

(a) If any section, subsection, clause, phrase, or portion of this Article is for any reason held to be illegal or otherwise invalid by any court or administrative agency of competent jurisdiction, such illegal or invalid portion shall be severable and shall not affect or impair any remaining portion of this Article, which shall remain in full force and effect.

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(Ord. 2019-11, Ord. 2021-01, Ord. 2021-02)

**CITY OF EVANSVILLE
RESOLUTION #2023-23**

Amending the City of Evansville's Fee Schedule – Chapter 106: Streets, Sidewalks and Other Public Places

WHEREAS, Evansville Municipal Code Sec. 106-163(e) provides that all street use license fees shall be set by resolution; and

WHEREAS, the last adjustment for License-Street Use was August 2008; and

WHEREAS, it is a priority for the City to cover its time and costs enforcing Chapter 106: Streets, Sidewalks and Other Public Places;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Common Council of the City of Evansville that the City of Evansville's Fee Schedule is amended, effective upon adoption, as follows:

<u>Municipal Code</u>		<u>Description</u>	<u>Current Rate</u>	<u>New Rate</u>
106-163		Closure by Application:		
	(b.)	License-Short Term Street Closure	\$25.00	\$125.00
	(c.)	License-Long Term Street Closure	\$25.00	\$250.00

Passed and adopted this ____ day of _____, 2023.

Dianne C. Duggan, Mayor

ATTEST: _____
Leah L. Hurtley, City Clerk

Introduced: 8/29/2023, _____ (Municipal Services)

Adopted: _____

Published: _____

CITY OF EVANSVILLE
ORDINANCE #2023-13

AMENDING CHAPTERS 122 – TRAFFIC AND VEHICLES

The Common Council of the City of Evansville, Rock County, Wisconsin, amend
Evansville Municipal Code Chapter 122 as follows:

Chapter 122

TRAFFIC AND VEHICLES¹

Article I. In General

Sec. 122-1. State statutes and administrative code adopted.
Secs. 122-2--122-30. Reserved.

Article II. Administration and Enforcement

Sec. 122-31. Penalties.
Sec. 122-32. Enforcement procedure.
Sec. 122-33. Deposits.
Sec. 122-34. Petition to reopen judgment.
Sec. 122-35. Parking citations and forfeitures.
Secs. 122-36--122-60. Reserved.

Article III. Operation of Vehicles

Division 1. Generally

Sec. 122-61. Through highways designated.
Sec. 122-62. Stop signs.
Sec. 122-63. One-way streets.
Sec. 122-64. School bus warning lights.
Sec. 122-65. Use of vehicles with lugs.
Sec. 122-66. Heavy traffic routes designated.
Sec. 122-67. Heavy traffic prohibited.
Sec. 122-68. Signs and maps for heavy traffic routes.
Sec. 122-69. Additional penalties.

¹ **Cross references:** Vehicles at cemeteries, § 26-10; courts, ch. 34; junked vehicles, § 46-31 et seq.; law enforcement, ch. 70; offenses and miscellaneous provisions, ch. 82; operation of motor vehicles, § 82-162; use of compression brakes on motor vehicles, § 82-163; streets, sidewalks and other public places, ch. 106.

Sec. 122-70. Special or seasonal weight restrictions.
Secs. 122-71--122-90. Reserved.

Division 2. Speed

Sec. 122-91. Speed limits.
Secs. 122-92--122-120. Reserved.

Article IV. Stopping, Standing and Parking

Sec. 122-121. Designation of parking.
Sec. 122-122. Temporary suspension of parking regulations.
Sec. 122-123. Parking of commercial vehicles generally.
Sec. 122-124. Parking of commercial vehicles in residential areas.
Sec. 122-125. Repair of vehicles on street.
Sec. 122-126. Winter parking restrictions.
Sec. 122-127. Parking between 2:00 a.m. and 6:00 a.m.
Sec. 122-128. Two-hour parking zones.
Sec. 122-129. No parking zones.
Sec. 122-130. Restricted parking during specified hours.
Sec. 122-131. Parking for emergency vehicles only.
Sec. 122-132. Municipal Parking Lots Restrictions.
Sec. 122-133. Permit for overnight parking in public parking lots.
Sec. 122-134. Parking or standing on private property limited or prohibited.
Sec. 122-135. Parking of campers and trailers.
Sec. 122-136. Unregistered Vehicles
Secs. 122-137--122-160. Reserved.

Article V. Traffic Control Signs, Signals and Devices

Sec. 122-161. Installation and maintenance.
Sec. 122-162. Removal of unofficial devices.
Secs. 122-163--122-190. Reserved.

Article VI. Abandoned Vehicles

Sec. 122-191. Forty-eight (48) hour parking prohibited.
Sec. 122-192. Removal and impoundment authorized.
Sec. 122-193. Disposition of impounded vehicles.
Sec. 122-194. Payment of costs of impoundment and sale.
Sec. 122-195. Notice to state division of motor vehicles of disposition of vehicle.
Secs. 122-196--122-220. Reserved.

Article VII. Bicycles

Sec. 122-221. Penalty.
Sec. 122-222. Registration and license required.

- Sec. 122-223. Application for license.
- Sec. 122-224. Inspection prior to licensing.
- Sec. 122-225. Issuance of license.
- Sec. 122-226. Cancellation of license.
- Sec. 122-227. Notification of change in ownership; transfer of license.
- Sec. 122-228. Warning device required.
- Sec. 122-229. Operating with feet removed from pedals.
- Sec. 122-230. Trick riding.
- Sec. 122-231. Parking.
- Sec. 122-232. Pedestrian right-of-way.
- Sec. 122-233. Riding on sidewalk.
- Secs. 122-234--122-260. Reserved.

Article VIII. Snowmobiles

- Sec. 122-261. Adoption of state law.
- Sec. 122-262. Restrictions on operation.
- Sec. 122-263. Snowmobile trails and routes.
- Secs. 122-264--122-290. Reserved.

Article IX. Railroads

- Sec. 122-291. Trains blocking streets.

Article X. Neighborhood Electric Vehicles

- Sec. 122-300. Definition of neighborhood electric vehicle.
- Sec. 122-301. Operation of neighborhood electric vehicle.

Article XI. Taxicabs

- Sec. 122-310. Vehicle license required.
- Sec. 122-311. Vehicle license application.
- Sec. 122-312. Vehicle license conditions.
- Sec. 122-313. Operator license required.
- Sec. 122-314. Operator license application.
- Sec. 122-315. Operator license conditions.
- Sec. 122-316. Suspension or revocation.

ARTICLE I. IN GENERAL

Sec. 122-1. State statutes and administrative code adopted.

(a) *State traffic laws.* Except as otherwise specifically provided in this Code, the statutory provisions in Wis. Stats. chs. 340--348, as amended, describing and defining regulations with respect to vehicles and traffic, exclusive of any provisions therein relating to penalties to be imposed and exclusive of any regulations for which the statutory penalty is a fine or term of imprisonment, are hereby adopted and by reference made a part of this Code as if fully set forth in this section. Any act required to be performed or prohibited by any statute incorporated in this section by reference is required or prohibited by this Code. Any future amendments, revisions or modifications of the statutes incorporated in this section are intended to be made part of this Code in order to secure uniform statewide regulation of traffic on the highways, streets and alleys of the state.

(b) *State standards for motor vehicle equipment.* The administrative provisions describing and defining standards for motor vehicle equipment in Wis. Admin. Code ch. TRANS 305, exclusive of any provisions therein relating to the penalties to be imposed, are hereby adopted by reference and made a part of this chapter as if fully set forth in this section.

(Code 1986, § 7.00)

Secs. 122-2--122-30. Reserved.

ARTICLE II. ADMINISTRATION AND ENFORCEMENT²

Sec. 122-31. Penalties.

(a) *Generally.* The penalty for violation of any provision of this chapter shall be a forfeiture and penalty assessment if required by Wis. Stats. § 165.87, a jail assessment if required by Wis. Stats. § 302.46, plus any applicable fees prescribed in Wis. Stats. ch. 814.

(b) *State forfeiture statutes.* Forfeitures for violation of section 122-1 shall conform to the forfeiture permitted to be imposed for violation of the statutes adopted by reference, including any variations or increases for subsequent offenses.

(c) *State fine statutes.* The forfeiture for violation of any statute adopted by reference under this chapter for which the penalty is a fine shall not exceed the maximum fine permitted under such statute.

(d) *Local regulations.* The penalty for violation of this chapter, except for section 122-1, shall be as provided in section 1-11.

² **Cross references:** Administration, ch. 2.

Commented [JK1]: This is the correct Chapter Code.

(Code 1986, § 7.15)

Sec. 122-32. Enforcement procedure.

This chapter shall be enforced according to Wis. Stats. §§ 23.33, 66.12, and 345.11--345.61, and Wis. Stats. ch. 800.

(Code 1986, § 7.16(1))

Sec. 122-33. Deposits.

(a) Any person arrested for a violation of this chapter may make a deposit of money as directed by the arresting officer at the police station or at the office of the ~~e~~Clerk of ~~e~~Court or by mailing the deposit to such places. The arresting officer or the person receiving the deposit shall notify the arrested person, orally or in writing, that:

- (1) If the person makes a deposit for a violation of a traffic regulation, the person need not appear in court at the time fixed in the citation and the person will be deemed to have tendered a plea of no contest and submitted to a forfeiture and penalty assessment if required by Wis. Stats. § 165.87, a jail assessment if required by Wis. Stats. § 302.46, plus any applicable fees prescribed in Wis. Stats. ch. 814, not to exceed the amount of the deposit that the court may accept as provided in Wis. Stats. § 345.26. For municipal ordinance violations, persons failing to appear will be dealt with in accordance with Wis. Stats. § 800.09(2)(b).
- (2) If the person fails to make a deposit for a violation of a traffic regulation or appear in court at the time fixed in the citation, the court may enter a default judgment finding the person guilty of the offense and/or issue a warrant for ~~his~~ their arrest.

(b) The amount of the deposit shall be determined in accordance with the deposit schedule established by the Wisconsin Judicial Conference and shall include the penalty assessment established under Wis. Stats. § 165.87, a jail assessment if required under Wis. Stats. § 302.46, and court costs. If a deposit schedule has not been established, the arresting officer shall require the alleged offender to deposit the forfeiture established by the police chief, which shall include the penalty assessment established under Wis. Stats. § 165.87. Deposits for moving violations shall not include the penalty assessment.

(c) The arresting officer or the person receiving the deposit shall issue the arrested person a receipt therefor as required by Wis. Stats. § 345.26(3)(b).

(Code 1986, § 7.16(2))

Sec. 122-34. Petition to reopen judgment.

Whenever a person has been convicted in this state on the basis of a forfeiture of deposit or a plea of guilty or no contest and the person was not informed as required under Wis. Stats. § 345.27(1) and (2), the person may, within 60 days after being notified of the revocation or suspension of the operating privilege, petition the court to reopen the judgment and grant ~~him~~ them an opportunity to defend on the merits. If the court finds that the petitioner was not informed as required under Wis. Stats. § 345.27(1) and (2), the court shall order the judgment reopened. The court order reopening the judgment automatically reinstates the revoked or suspended operating privilege.

(Code 1986, § 7.16(3))

Sec. 122-35. Parking citations and forfeitures.

Citations for all nonmoving traffic violations under this chapter shall conform to Wis. Stats. § 345.28, and shall permit direct mail payment of the forfeiture to the police department within five days of the issuance of the citation in lieu of court appearance. The amount of the applicable forfeiture shall be as established by the city council from time to time.

(Code 1986, § 7.16(4))

Secs. 122-36--122-60. Reserved.

ARTICLE III. OPERATION OF VEHICLES

DIVISION 1. GENERALLY

Sec. 122-61. Through highways designated.

In the interest of public safety and pursuant to Wis. Stats. § 349.07, the following streets or portions thereof are declared to be through highways, and traffic signs or signals giving notice thereof shall be erected by the municipal services committee:

Madison Street from Union Street the south city limits, except vehicles entering from Union Street, which need not stop, except when traffic on Madison Street is controlled by a mechanically operated sign or a police officer and except for stop signs at Main Street and at Union Street.

Main Street from Fourth Street to the east city limits, except for stop signs at Madison Street and Union Street.

North Fourth Street from West Main Street to the west city limits.

(Code 1986, § 7.02, Ord. 2006-12, Ord. 2014-02)

Sec. 122-62. Stop signs.

(a) *Authorized.* In the interest of public safety and pursuant to Wis. Stats. § 349.07(8), the locations designated in this section, being streets or portions thereof, are

declared to be subject to a stop sign, requiring traffic approaching the sign to stop before proceeding.

(b) *Locations.* At each of the following enumerated locations there shall exist a stop sign:

First Street and Garfield, northeast side.

First Street and Garfield, northwest side.

First Street and Garfield, southeast side.

First Street and Garfield, southwest side.

First Street and Grove Street, southeast side.

First Street and Liberty Street, northeast side.

First Street and Liberty Street, northwest side.

First Street and Liberty Street, southeast side.

First Street and Liberty Street, southwest side.

First Street and Main Street, northwest side.

First Street and Main Street, southeast side.

Second Street and Lincoln Street, northwest side.

Second Street and Lincoln Street, southeast side.

Second Street and Lincoln Street, southwest side.

Third Street and Church Street, northeast side.

Third Street and Church Street, northwest side.

Third Street and Church Street, southeast side.

Third Street and Church Street, southwest side.

Third Street and Liberty Street, northeast side.

Third Street and Liberty Street, northwest side.

Third Street and Liberty Street, southeast side.

Third Street and Liberty Street, southwest side.

Third Street and West Main Street, southeast side.

Fourth Street and Badger Drive, northwest side.

Fourth Street and Badger Drive, southeast side.

Fourth Street and Badger Drive, southwest side.

Fourth Street and Garfield Avenue, northeast side.

Fourth Street and Garfield Avenue, southwest side.

Fourth Street and Kinsey Court, northeast side.
Fourth Street and Liberty Street, northeast side.
Fourth Street and Liberty Street, northwest side.
Fourth Street and Liberty Street, southeast side.
Fourth Street and Liberty Street, southwest side.
Fourth Street and Lincoln Street, northeast side.
Fourth Street and Lincoln Street, northwest side.
Fourth Street and Lincoln Street, southeast side.
Fourth Street and Lincoln Street, southwest side.
Fifth Street and Badger Drive, northeast side.
Fifth Street and Badger Drive, northwest side.
Fifth Street and Badger Drive, southeast side.
Fifth Street and Badger Drive, southwest side.
Fifth Street and Fourth Street, southeast side.
Fifth Street and Garfield Avenue, northeast side.
Fifth Street and Garfield Avenue, southwest side.
Fifth Street and Meadow Lane, northeast side.
Fifth Street and Porter Road, northwest side.
Fifth Street and Porter Road, southeast side.
Fifth Street and Porter Road, southwest side.
Fifth Street and Vision Drive, southwest side.
Fifth Street and West Main Street, northeast side.
Fifth Street and West Main Street, northwest side.
Fifth Street and West Main Street, southeast side.
Fifth Street and West Main Street, southwest side.
Sixth Street and Porter Road, intersection, four-way stop signs.
Sixth Street and Vision Drive, northeast side.
Sixth Street and Vision Drive, northwest side.
Sixth Street and Vision Drive, southeast side.
Sixth Street and West Main Street intersection, four-way stop signs.
Abey Drive and Fifth Street, southwest side.

Abey Drive and Sixth Street, northeast side.
Almeron Street and South Water Street, southeast side.
Almeron Street and Walker Street, northwest side.
Badger Drive and Hickory Street, north west side
Badger Drive and Hickory Street, south east side
Braeburn Way and North Orchard View, southeast side.
Braeburn Way and Cortland Drive, northeast side.
Brown School Road and J. Lindemann Drive, northeast side.
Brown School Road and J. Lindemann Drive, southeast side.
Brown School Road and J. Lindemann Drive, southwest side.
Campion Drive and Garfield Avenue, northwest side.
Campion Drive and Garfield Avenue, southeast side.
Cemetery Road and East Main Street, northwest side.
Cherry Street and South Water Street, southeast side.
Cherry Street and Walker Street, northwest side.
Chestnut Street and Badger Drive, southeast side.
Chestnut Street and Prairie View Drive, northwest side
Church Street and First Street, northeast side.
Church Street and First Street, northwest side.
Church Street and First Street, southeast side.
Church Street and First Street, southwest side.
Church Street and Maple Street, northeast side.
Church Street and Maple Street, northwest side.
Church Street and Maple Street, southeast side.
Church Street and Maple Street, southwest side.
Church Street and Second Street, northeast side.
Church Street and Second Street, northwest side.
Church Street and Second Street, southeast side.
Church Street and Second Street, southwest side.
Church Street and South Madison Street, northeast side.
Church Street and South Madison Street, southwest side.

Cortland Drive and Orchard View Drive, southeast side.
Countryside Drive and East Main Street, northwest side.
County Highway M and East Countryside Drive, southwest corner.
Deanna Drive and East Countryside Drive, southeast corner.
Debbie Drive and Windsor Lane, northwest side.
Debbie Drive and Countryside Drive, southeast side.
East Main Street and Union Street, northeast side.
East Main Street and Union Street, south side.
Elijah Court and Abey Drive, southeast side.
Enterprise Street and Church Street, southeast side.
Enterprise Street and South Water Street, northwest side.
Fair Street and Second Street, southeast side
Fair Street and Second Street, southwest side.
Fair Street and Second Street, northwest side.
Francis Street and Cherry Street, northeast side.
Franklin Street and South Union Street, northeast corner.
Garfield Avenue and Clifton Street, northwest side.
Garfield Avenue and Eager Court, northwest side.
Garfield Avenue and Joshua Drive, northwest side.
Garfield Avenue and North Third Street, northwest side.
Garfield Avenue and Sherman Avenue, northwest side.
Garfield Avenue and Sixth Street, northeast side.
Garfield Avenue and Sixth Street, southwest side.
Garfield Avenue and North Second Street, northeast side.
Garfield Avenue and North Second Street, southwest side.
Gold Coast Lane and Abey Drive, southeast side.
Gold Coast Lane and Fifth Street, northwest side.
Greenview and Countryside Drive, southeast side.
Greenview and North Water Street, southeast side.
Gunther Drive and East Countryside Drive, southeast side.
Gunther Drive and Windsor Lane, northwest side.

Hancock Lane and East Countryside Drive, southeast side.
Hancock Lane and Windsor Lane, northwest side.
Higgins Drive and Badger Drive, northeast side.
Higgins Drive and Badger Drive, northwest side.
Higgins Drive and Badger Drive, southeast side.
Higgins Drive and Badger Drive, southwest side.
Higgins Drive and Fifth Street, northeast side.
Highland Street and South 1st Street, southwest side.
Highland Street and South 2nd Street, northeast side.
Jackson Street and East Main Street, southeast side.
Joshua Drive and Sixth Street, northeast side.
Liberty Street and Second Street, northeast side.
Liberty Street and Second Street, northwest side.
Liberty Street and Second Street, southeast side.
Liberty Street and Second Street, southwest side.
Liberty Street and South Madison Street, northeast side.
Liberty Street and South Madison Street, southwest side.
Lincoln Street and Third Street, northeast side.
Lincoln Street and Third Street, northwest side.
Lincoln Street and Third Street, southeast side.
Lincoln Street and Third Street, southwest side.
Longfield Street and Fair Street, northwest side.
Longfield Street and Lincoln Street, southeast side.
Madison Street and Union Street, west side.
Maple Street and East Main Street, southeast side.
Maple Street and South Water Street, northwest side.
Millard Court at West Main Street, southeast side.
Mill Street and North Madison Street, northeast side.
Montgomery Court and North Madison Street, northeast side.
Noahs Arc Court and North Water Street, northeast side.
North Second Street and Grove Street, west side.

North Second Street and West Main Street, northwest side.
North Second Street and West Main Street, southeast side.
North Madison Street and Main Street, northeast side.
North Madison Street and Main Street, northwest side.
North Madison Street and Main Street, southeast side.
North Madison Street and Main Street, southwest side.
North Madison Street and Union Street, southwest side.
North Water Street and East Countryside Drive, southeast side.
North Water Street and East Main Street, northwest side.
North Water Street and East Countryside Drive, northeast side.
North Water Street and East Countryside Drive, northwest side.
North Water Street and East Countryside Drive, southwest side.
North Water Street and Genesis Drive, southwest side.
North Water Street and Noahs Arc Court, northeast side.
North Water Street and Hosanna Heights Circle, southwest side.
Old 92 and South 1st Street, northwest side.
Old Highway 92 and South Madison Street, southwest side.
Orchard View Drive and County Road M, northeast side.
Park Street and Grove Street, northeast side.
Park Street and Grove Street, northwest side.
Park Street and North Madison Street, southwest side.
Parkview Blvd and South 6th Street, southwest side.
Prairie View Drive and South 6th Street, southwest side.
School Street and South First Street, northeast side.
School Street and South Madison Street, southwest side.
South Sixth Street and Prairie View Drive, south-west side
S Seventh St and Badger Northeast side
S Seventh St and Badger Northwest side
S Seventh St and Badger Southeast side
S Seventh St and Badger Southwest side
S Seventh St and Westfield Ave Northeast side

S Seventh St and Porter Rd Southeast side
S Seventh St and Prairie View Dr Northeast side
S Seventh St and Locust La Northeast side
South Union Street and South Water Street, northwest side
South Water Street and East Main Street, southeast side.
Stonewood Ct and Locust La Southwest side
Union Street and East Main Street, northwest side.
Union Street and East Main Street, northeast side
Union Street and East Main Street, southeast side
Union Street and East Main Street, southwest side
Walker Street and South Madison Street, northeast side.
Water Street and South Madison Street, northeast side.
West Main Street and Fourth Street, northeast side.
West Main Street and Fourth Street, northwest side.
West Main Street and Fourth Street, southeast side.
West Main Street and Fourth Street, southwest side.
West Main Street and Prentice Street, northwest side.
West Main Street and Prentice Street, southeast side.
West Main Street and Spencer Drive, northwest side.
Westfield Avenue and Badger Drive, northwest side.
Windsor Lane and North Water Street, northeast side.

(c) *Traffic Signal Locations.* In the interest of public safety, the following intersections are declared controlled intersections and official traffic control signals shall be installed thereon in conformity with the Wisconsin Official Traffic Control Device Manual at the following locations:

County Highway M and Highway 14

(d) *Installation of signs.* The municipal services committee and the municipal services department shall procure and erect stop signs at each of the locations enumerated in subsection (b) of this section.

(e) *Enforcement and penalties.* Enforcement of the stop sign requirements shall be pursuant to article II of this chapter.

(Code 1986, § 7.12; Ord. No. 1999-4, § 1, 4-13-1999; Ord. No. 1999-12, § 1, 8-10-1999; Ord. No. 1999-19, § 1(7.12), 11-9-1999; Ord. No. 2000-16, § 1, 10-10-2000; Ord. No. 2001-10, § 1, 1-8-2002; Ord. No. 2002-3, § 1, 4-9-2002; Ord. No. 2003-8, § 1, 8-12-2003, Ord. 2004-27, Ord. 2005-11, Ord. 2005-30, Ord. 2006-12, Ord. 2006-13, Ord. 2006-14, Ord. 2006-15, 2006-26, 2006-45, Ord. 2011-10, Ord. 2014-02, Ord. 2016-05, Ord 2018-02, Ord. 2021-11)

Sec. 122-63. One-way streets.³

(a) *Authorized.* In the interest of public safety and pursuant to Wis. Stats. § 349.10(1)(a), the locations designated in this section, being streets, alleys, driveways, or parking lots or portions thereof under the control and authority of the city, are declared to be subject to one-way direction of travel or parking.

(b) *Locations.* On each street, alley, driveway, parking lot, or portion thereof enumerated in this subsection, the direction of travel and parking shall be as shown:

Montgomery Court between North Madison Street and First Street, travel and parking from east to west.

Railroad Street between East Main Street and Mill Street, travel and parking from south to north.

Mill Street between Railroad Street and North Madison Street, travel and parking from east to west.

(c) *Installation of signs.* The municipal services committee and the municipal services department shall procure and erect one-way direction signs and direction parking signs, as needed, for each location enumerated in subsection (b) of this section.

(d) *Enforcement and penalties.* Enforcement of the one-way travel and parking requirement shall be pursuant to article II of this chapter.

(Ord. No. 1999-15, § 1(7.13), 10-12-1999, Ord. 2008-21, Ord. 2014-02)

Sec. 122-64. School bus warning lights.

Pursuant to § 349.21, Wis. Stats., school bus operators may use flashing red warning lights in a residence or business district in locations where there are no crosswalks or traffic signals when pupils or other authorized persons must cross the street or highway before being loaded or after being unloaded.

(Ord. No. 2002-8, § 1, 11-22-2002)

Sec. 122-65. Use of vehicles with lugs.

No person shall drive, operate, propel or haul any machine or vehicle whatsoever having wheels with spikes, lugs, or ridges, or having the wheels on such machine or vehicle tied, chained or locked, upon, across or along any street paved with asphalt,

³ **Cross references:** Streets, sidewalks and other public places, ch. 106.

asphaltic macadam, asphaltic concrete, macadam, or other material susceptible to injury by such wheels; provided, however, that if the reasonable use or operation of such machine or vehicle is impossible without crossing or passing along any such street, the city administrator may authorize the use of such street or portion thereof in writing, but only upon condition that the pavement shall be planked or otherwise covered to prevent injury from such wheels.

(Ord. 2005-5)

Sec. 122-66. Heavy traffic routes designated.

(a) The following streets and highways are declared to be heavy traffic routes pursuant to Wis. Stat. § 349.17(1):

Madison Street from Union Street to the south city limits.

West Main Street from Fourth Street to Madison Street.

East Main Street from Union Street to the east city limits.

North Fourth Street from West Main Street to the west city limits.

Union Street from East Main Street to the north city limits.

South Union Street from Water Street to East Main Street.

Water Street from South Madison Street to East Main Street.

(Ord. 2005-5, Ord. 2010-06)

Sec. 122-67. Heavy traffic prohibited.

(a) Heavy traffic, which for purposes of this section means any vehicle with a gross weight (as defined in Wis. Stat. § 340.01) in excess of 12,000 pounds, is prohibited from using any street or highway in the city not designated a heavy traffic route under section 122-66, except as follows:

- (1) A person operating a vehicle with a gross weight (as defined in Wis. Stat. § 340.01) in excess of twelve thousand pounds but equal to or less than thirty thousand pounds may travel to a business or residence not on a heavy traffic route for the purpose of obtaining orders for supplies or moving or delivering supplies or commodities to or from such business or residence, provided that such person causes the vehicle leave and return to a heavy traffic route at a point nearest to such business or residence, unless such person will travel to another business or residence not on a heavy traffic route for the purpose of obtaining orders for supplies or moving or delivering supplies or commodities to or from such destination and the driving distance between this next destination and the current destination is less than the distance between the current destination and the nearest heavy traffic route.
- (2) A person operating a vehicle with a gross weight in excess of thirty thousand pounds shall be subject to the requirements of clause (1) of paragraph (a) of this section, and in addition thereto shall travel to only one business or residence not on a heavy traffic route for the purpose of obtaining orders for supplies or moving or delivering supplies or commodities to or from such destination on

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each deviation. A “deviation” is defined as an interval in which a vehicle leaves and returns to a heavy traffic route by the shortest possible route.

- (3) The ~~chief of police~~ **Chief of Police** may grant temporary permits to allow heavy construction equipment to use streets or highways not designated heavy traffic routes. Such permits shall be in writing. Such permits may be granted only when use of a non-designated street or highway is necessary for equipment to reach a construction site, and no permit shall be granted unless the person or corporation owning the equipment pays a fee to the city and agrees in writing to reimburse and hold the city harmless for any damage done to the non-designated street or highway by the equipment and any personal injury or property damage cause in part or in whole by such damage to the street or highway. The common council by resolution shall establish and may from time to time amend the fee required by this paragraph, which shall be set forth in appendix A.
- (4) Vehicles owned by federal or state governments, or political subdivisions thereof shall not be restricted as set forth in this section.
- (5) This section does not apply to streets or highways over which are routed state trunk highways.
- (6) Any lesser gross weight established as a special or seasonal weight limitation under section 122-70 shall supersede any limitations or exceptions under this section.

(Ord. 2005-5, Ord. 2010-06)

Sec. 122-68. Signs and maps for heavy traffic routes.

Appropriate signs shall be posted giving notice of section 122-67 and of the heavy traffic routes designated in section 122-66. Yellow sign posts may also be used to designate heavy traffic routes. Maps of the city showing heavy traffic routes shall be prepared and shall be available upon request at city hall and the police department headquarters.

(Ord. 2005-5)

Sec. 122-69. Additional penalties.

In addition to the penalties provided in section 122-31, any person or corporation that owns or operates a vehicle or equipment that damages any street or highway in the city while such vehicle or equipment is being operated in violation of section 122-65, 122-67 or 122-70 shall be liable and required to pay the city the cost of repair or replacement of the damaged street or highway.

(Ord. 2005-5, Ord. 2010-06)

Sec. 122-70, Special or Seasonal Weight Limitations.

Pursuant to procedures and limitations of Wisconsin Statutes, Section 349.16, the Superintendent of Municipal Services may:

- (a) Impose special weight limitations on any highway maintained by the city or portion thereof which, because of weakness of the roadbed due to deterioration or climatic conditions or other special or temporary condition, would likely be seriously damaged or destroyed in the absence of such special limitations;
- (b) Impose special weight limitations on bridges or culverts when in its judgment such bridge or culvert cannot safely sustain the maximum weights permitted by statute;
- (c) Order the owner or operator of any vehicle being operated on a highway to suspend operation if in its judgment such vehicle is causing or likely to cause injury to such highway or is visibly injuring the permanence thereof or the public investment therein, except when Wisconsin Statutes, Section 84.20, is applicable or when the vehicle is being operated pursuant to a contract which provides that the governmental unit will be reimbursed for any damage done to the highway. Traffic officers also may order suspension of operation under the circumstances and subject to the limitations stated in this paragraph c.

(Ord. 2010-06, Ord. 2014-02)

Secs. 122-71--122-90. Reserved.

DIVISION 2. SPEED

Sec. 122-91. Speed limits.

The council determines the statutory speed limits on the following streets or portions thereof are unreasonable, unsafe or imprudent and modifies such speed limits under Wis. Stats. §§ 346.57 and 349.11, all streets are Twenty-Five miles per hour unless listed below as follows:

- (1) ~~Twenty five miles per hour.~~
~~East Main Street from Union Street to the intersection of County Trunk M and U.S. Highway 14.~~
~~North Madison Street from Union Street to Main Street.~~
~~South Madison Street from Main Street to the south city limits.~~
~~Union Street from East Main Street to North Madison Street.~~

- (2) *Thirty-five miles per hour.*
Cemetery Road.

County Trunk M from the north city limit to the south city limit.

~~Old Highway 92.~~

Union Street from North Madison Street to the north city limit.

(3) *Fifteen miles per hour.*

Antes Drive.

Burr W. Jones Circle.

Leonard Park Drive.

Westside Park Service Road.

(Code 1986, § 7.01; Ord. No. 1998-15, § 1, 10-13-1998, Ord. 2005-6, Ord. 2007-22; Ord. 2008-16)

Secs. 122-92--122-120. Reserved.

ARTICLE IV. STOPPING, STANDING AND PARKING

Sec. 122-121. Designation of parking.

(a) The municipal services director or other designated person shall, by striping or otherwise, designate parking spaces (either horizontal, diagonal or otherwise) upon such city streets, parking lots or other public places as the council or municipal services committee may from time to time designate or prescribe.

(b) The municipal services director or other designated person shall also, by the erection of appropriate signs, painting of ~~curb lines~~ curb lines or other clearly understood means, designate areas upon city streets, parking lots or other public places where parking is prohibited pursuant to order of the council or municipal services committee.

(c) No person shall park any vehicle in such areas contrary to the manner indicated by such signs or markings.

(d) No person shall park any vehicle, trailer or other motorized equipment on lawns.

(Code 1986, § 7.03(5), Ord. 2014-02, Ord 2020-15)

Sec. 122-122. Temporary suspension of parking regulations.

Upon request, for special events, the public safety committee may suspend on a temporary basis the parking regulations. The applicant must make request in writing to the ~~chief of police~~ Chief of Police and public safety committee. The request must include the place, date and times for which parking regulation suspension is to be made.

(Code 1986, § 7.03(12))

Sec. 122-123. Parking of commercial vehicles generally.

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No commercial vehicles over 17 feet in length shall be parked on the streets of the city, except where parking parallel to the curb is permitted, unless loading or unloading, in which case parking is permitted in diagonal parking spaces, only if the front of such vehicle is headed toward the center of the street and one of the rear wheels thereof rests on the curb of the street, and then only for a reasonable time in which to accomplish such unloading or loading.

(Code 1986, § 7.03(1))

Sec. 122-124. Parking of commercial vehicles in residential areas.

No person shall park or leave standing or unattended any commercial vehicle more than 20 feet in length for more than two consecutive hours, or while the motor is running, on any city street or alley where abutting property is zoned R-1 or R-2, except to make deliveries, ~~pickups~~pickups, or similar commercial operations in the immediate vicinity or while engaged in the actual process of loading or unloading.

(Code 1986, § 7.03(10))

Sec. 122-125. Repair of vehicles on street.⁴

No person shall remodel, repair, or alter any motor vehicle on any street in the city. This section shall not apply to emergency repairs performed on any street in the city within 12 hours after such motor vehicle becomes inoperable which are necessary for the purpose of making such motor vehicle operable.

(Code 1986, § 7.03(9))

Sec. 122-126. Winter parking restrictions.

(a) *Parking during and after snow ~~emergency~~emergencies; restrictions.* A snow emergency is defined based upon forecasted information or observed conditions, and that the accumulation of ice, snow, whether from snowfall or drifting, necessitates snowplowing, snow removal or pavement treatments. Any vehicle parking or left standing in violation of this section may be ticketed a minimum ticket fine of \$100 and/or removed under the direction of the City of Evansville Police Department or Municipal Services Department. The expense of any such removal may be charged to the owner of the vehicle. Removal of said vehicle shall not prevent prosecution under this section.

(b) *Signs and posting.* The Director of Municipal Services shall procure, erect and maintain appropriate traffic signs or markers giving notice of the provisions of this section at or reasonably near the corporate limits on all state and county trunk highways informing motorists when winter parking regulations are in effect.

(c) *Notification.* Notifications shall be made via a press release issued by the Police Department or Municipal Services Department. Failure to receive such notifications shall not excuse any person from the provisions of this subsection.

⁴ **Cross references:** Streets, sidewalks and other public places, ch. 106.

(Code 1986, § 7.03(2), Ord. 2012-27, Ord 2021-10)

Sec. 122-127. Parking between 2:00 a.m. and 6:00 a.m.

When signs have been erected at or reasonably near the corporate limits of the city as provided in Wis. Stats. § 349.13, no person shall park any vehicle in the city on Main Street from its intersection with First Street to its intersection with Union Street, on Madison Street from its intersection with Mill Street to its intersection with Church Street, and on Maple Street from its intersection with Main Street to its intersection with Church Street, at any time between 2:00 a.m. and 6:00 a.m., except physicians on emergency calls.

(Code 1986, § 7.03(3))

Sec. 122-128. Two-hour parking zones.

(a) *Established.* The following described streets and parts of streets in the city are hereby designated and established as two-hour parking zones:

Madison, from Church Street to Mill Street.

Main Street, from the corner of First Street to the middle of the intersection of Maple Avenue.

Maple Street, from East Main Street to the north line of the alley running east and west through Block 9, original plat of the city.

(b) *Parking time limit.* The parking limit in all two-hour parking zones shall be two hours.

(c) *Hours and days when applicable.*

(1) The limited parking in such zones and on such streets shall apply from 9:00 a.m. to 6:00 p.m. on Monday, Tuesday, Wednesday, Thursday, and Friday.

(2) On Sunday and on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day the restricted parking shall not be in force.

(d) *Violations.* When any person shall park any vehicle in a two-hour parking zone, ~~he~~^{they} shall park the vehicle within the space designated for such parking and in the manner of parking indicated as proper. No person shall park any vehicle in excess of such two-hour limit. No person shall cause or permit any vehicle registered in ~~his~~^{their} name to be unlawfully parked as set out in this section.

(Code 1986, § 7.03(4))

Sec. 122-129. No parking zones.

(a) No person shall stop or leave any vehicle standing in any of the following places except temporarily for the purpose of and while actually engaged in loading or unloading or in receiving or discharging passengers and while the vehicle is attended by a licensed operator so that it may promptly be moved in case of an emergency or to avoid obstruction of traffic:

- (1) In a loading zone.
- (2) In an alley in a business district.
- (3) Within 10 feet of a fire hydrant, unless a greater distance is designated per Evansville Municipal Code Sec. 122-121.
- (4) Within 4 feet of the entrance to an alley, a private road or driveway unless a greater distance is designated per Evansville Municipal Code Sec. 122-121.
- (5) Closer than 15 feet to the near limits of a crosswalk unless otherwise designated under Evansville Municipal Code 122-121.

(6) As an obstruction to United States Postal Service delivery to ~~mail boxes~~ mailboxes.

(b) *Designated.* The following described streets and parts of streets in the city are hereby designated and established as no parking zones:

Church Street, both sides from South Madison Street to the westerly property line of 11 West Church Street, for temporary ~~15-minute~~ 15-minute parking only, with parking spots to be outlined in white for individual cars.

Church Street, both sides from the westerly property line of 11 West Church Street to the westerly property line of 22 West Church Street, for emergency personnel parking only.

College Drive, both sides, from South Fourth Street to West Church Street.

East Church Street, south side, from Enterprise Street to Allen Creek.

East Church Street, south side, from South Madison Street to Maple Street.

East Main Street, both sides, from Union Street to the east city limits.

Leonard Park Drive, both sides, from North Second Street to Grove Street.

Mill Street, from North Madison Street to Railroad Street on the southeast corner.

Montgomery Court, south side, from North First Street to North Madison Street.

North Fourth Street, southwest side, from West Main Street to the west city limit.

North Madison Street, both sides, from Allen Creek to Union Street.

North Madison Street, west side, from Montgomery Court to Allen Creek.

Railroad Street, east side, from East Main Street to Mill Street.

Railroad Street, west side, from East Main Street to the alley.

South Fourth Street, both sides, from Badger Drive to its south end.

South Madison Street, west side, from Church Street to the south city limit.

South Union Street, east side, from East Main Street to Water Street.

Union Street, both sides, from the north city limits to Main Street.

Walker Street, both sides, from Cherry Street to east end of Walker Street.

Water Street, south and east sides, from Allen Creek to East Main Street.

Water Street, south side from Madison Street to Allen Creek

West Main Street, north side, from First Street to Fourth Street.

~~West Main Street and North Madison Street, northwest corner, one stall only for handicap parking.~~

Cemetery Street, west side 50 feet from Main Street

(c) *Violations.* No person shall park any vehicle in the no parking zones at any time. This subsection does not, however, prohibit temporary stopping of a vehicle for the

Commented [JK5]: Need to add Cemetery St. and any other new streets from the last time updated.

Commented [JK6R5]: Chief Reese & Lt. Jones Measured from corner to 50 feet for sign to be put up and talked to homeowner saying a sign will be put up.

purpose of receiving or discharging passengers or loading or unloading, provided the vehicle is attended by a licensed operator.

(d) *Installation of signs.* Official traffic signs or markers giving notice of such no parking zones shall be placed or erected by the municipal services committee.

(Code 1986, § 7.03(7), Ord. 2005-7, Ord. 2005-52, Ord. 2010-05, Ord. 2011-11, Ord. 2011-18, Ord. 2012-25, Ord. 2013-05, Ord. 2014-02, Ord. 2016-20, Ord. 2018-13)

Sec. 122-130. Restricted parking during specified hours.

(a) No person shall park or leave standing any motor vehicle on Third Street from Lincoln Street south to the end of Third Street between 7:30 a.m. and 4:00 p.m. on school days.

(b) Reserved.

(c) Reserved.

(d) No person shall park or leave standing any motor vehicle on the north side of Fair Street from Second Street to the school limits between the hours of 7:30 a.m. and 4:00 p.m. on school days.

(e) Reserved.

(f) No person shall park or leave standing any motor vehicle on School Street from Madison to South First Street between the hours of 7:30 a.m. and 4:00 p.m. on school days.

(g) No person shall park or leave standing any motor vehicle on Fourth Street from Badger Drive to Lincoln Street between the hours of 7:30 a.m. and 4:00 p.m. on school days.

(h) Parking shall be permitted in one stall at 115 East Main Street for a period of no more than ten minutes. The ten-minute parking shall apply from 8:00 a.m. to 5:00 p.m. Monday through Friday and 8:00 a.m. to noon on Saturday.

(i) Parking shall be permitted along the north side of Brown School Road, starting from approximately the ~~South-West~~[Southwest](#) corner of parcel 6-27-959.3 (720 Brown School Road) running east 160 feet, for a period of no more than ten minutes. Exact location and distance shall be designated under Evansville Municipal Code 122-121.

(Code 1986, § 7.03(8); Ord. No. 2002-13, § 1, 1-14-2003, Ord. 2007-13, Ord. 2018-13, Ord. 2019-09, Ord. 2020-15)

Sec. 122-131. Parking for emergency vehicles only.

Church Street, both sides from the westerly property line of 11 West Church Street to the westerly property line of 22 West Church Street shall be designated as authorized emergency vehicle parking only. No person shall park any vehicle not an authorized emergency vehicle or personal vehicle of responding emergency services personnel in that designated location.

(Ord. No. 1999-13, § 1(7.03(13)), 8-10-1999, Ord. 2012-05)

Sec. 122-132. Parking restrictions in public parking lots.

(a) On Monday through Friday of each week, no person shall park or leave standing any unoccupied vehicle in any public parking lot in the city for more than 12 continuous hours in one calendar day. Merely moving the vehicle from one location to another within the same parking lot shall not interrupt the running of the 12-hour period.

(b) From Monday through Friday of each week, no person shall park or leave standing any unoccupied vehicle in any public parking lot in the city between the hours of 2:00 a.m. and 6:00 a.m., except in those areas designated for overnight parking by an annual or temporary residential parking permit and windshield sticker.

(c) No vehicle shall be parked at designated electric charging stations unless the vehicle is connected to the charging station and the charging station is active.

(d) The ~~Chief of Police~~Chief of Police shall issue parking lot residential parking permits and windshield stickers pursuant to section 122-133.

(e) Notwithstanding the preceding provisions of this subsection, residents may park vehicles in the City of Evansville parking lots for no more than 48 consecutive hours while snow is being cleared from City streets during a snow emergency.

(Code 1986, § 7.03(6), Ord. 2004-11, Ord 2019-09, Ord. 2021-10)

Sec. 122-133. Permit for overnight parking in public parking lots.

(a) *Eligibility; issuance.* Residents of the city may obtain from the ~~chief of police~~Chief of Police a permit permitting overnight vehicle parking in designated areas of the city parking lots. Only one permit per resident of driving age shall be allowed. The applicant shall complete such form as required by the ~~chief of police~~Chief of Police. The resident shall receive a sticker to be displayed on the vehicle windshield.

(b) *Temporary permit.* Temporary visitors to the city may obtain from the ~~chief of police~~Chief of Police a temporary seven-day parking permit permitting overnight vehicle parking in designated areas of the parking lots of the city. The applicant shall complete such form as required by the ~~chief of police~~Chief of Police. The visitor shall receive a temporary permit and dashboard card to be displayed in the vehicle windshield.

(c) *Snow emergency parking.* Residents may park vehicles within the City of Evansville Municipal Parking Lots without a permit and at no cost, for no more than 48 consecutive hours while snow is being cleared from City streets during a snow emergency.

(d) *Fee.* There shall be a yearly fee, as established by the council from time to time by resolution and as set forth in appendix A, for each calendar year or fraction thereof, for the annual residential parking permit. There shall be no fee for the temporary residential parking permit or for any city resident during a snow ~~emergency~~emergency.

(Code 1986, § 7.03(11), Ord 2021-10)

Sec. 122-134. Parking or standing on private property limited or prohibited.

(a) ~~Authority In~~ Authority In the interest of public safety and pursuant to Wis. Stats. §§ 349.06(1)(b), 346.55, the common council determines the regulation of parking or standing motor vehicles on private property is necessary.

(b) *No motor vehicle parking or standing without consent.* No person shall leave or park any motor vehicle on private property without the consent of the owner or lessee of the property.

(c) *No motor vehicle parking or standing where limited, restricted, or prohibited.* No person shall leave or park any motor vehicle on private property contrary to any sign posted thereon by the owner or lessee limiting or restricting who may park or leave a vehicle or prohibiting parking or leaving of vehicles altogether.

(d) *Property owner or lessee to provide sign.* An owner or lessee of private property who wishes to limit, restrict, or prohibit the leaving or parking of motor vehicles on the property must post a sign that clearly warns of the restrictions or prohibition of parking or leaving of motor vehicles. The property owner or lessee shall obtain and pay any expense of installing and maintaining the required sign.

(Ord. No. 1999-17, § 1(7.03(13)), 11-9-1999)

Sec. 122-135. Parking of campers and trailers.

No person owning or having control of any camping trailer (including but not limited to any trailer as the defined by section 340.01 (71) of the Wisconsin statutes), mobile home, motor bus, motor home, camper bus, gooseneck, fifth wheel, bumper pull behind, pop up, recreational vehicle, or other camper or trailer shall park the same upon any street, highway or public right-of-way of the city for more than four (4) separate days, or any portion thereof, whether consecutive or in the aggregate, within any 30 day period regardless of which street, highway or public right-of-way of the city it is parked on each particular day or portion thereof.

[Ord. 2016-15]

Secs. 122-136. Unregistered Vehicles

(a) No person, firm, corporation, or other entity shall park, leave standing and/or unattended any unregistered automobile, truck, motorcycle, or vehicle (including but not limited to any vehicle as defined by section 340.01(74) of the Wisconsin Statutes) on any public street, public parking lot or other city - owned property in the city.

(b) No person, firm, corporation or other entity shall park, leave standing and/or unattended any automobile, truck, motorcycle, or vehicle (including but not limited to any vehicle as defined by section 340.01(74) of the Wisconsin Statutes) on any public street, public parking lot or other city - owned property in the city that fails to properly display registration (as provided under section 341.18(1) of the Wisconsin Statutes).

(c) When any law enforcement officer finds a vehicle standing upon a public

street, parking lot or other city ~~is~~ owned property in violation of the above provisions, the law enforcement officer is authorized to move such vehicle or require the person, firm, corporation, or other entity in charge thereof to move such vehicle to a location permitted under this Chapter. The law enforcement officer may cause said vehicle to be removed to a proper impoundment and storage area and in such case the owner shall pay the costs of removal from impound including any storage fees before the owner may obtain possession of the vehicle.

(d) The provisions of sections 122-192 through 122-195 of the code of ordinances is applicable to this section.

(Ord 2017-10)

Secs. 122-137--122-160. Reserved.

ARTICLE V. TRAFFIC CONTROL SIGNS, SIGNALS AND DEVICES

Sec. 122-161. Installation and maintenance.

The municipal services committee shall procure, erect and maintain appropriate standard traffic signs, signals and markings conforming to the rules of the state highway division giving such notice of the provisions of this chapter as required by state law. Signs shall be erected in such locations and manner as the municipal services committee shall determine will best effect the program and purposes of this chapter and give adequate warning to users of the street or highway.

(Code 1986, § 7.04(1), Ord. 2014-02)

Sec. 122-162. Removal of unofficial devices.

The municipal services committee shall have the authority granted by Wis. Stats. § 349.09, and shall cause the removal of a sign, signal, marking or device placed, maintained or displayed in violation of this chapter or Wis. Stats. § 346.41. Any charge imposed on premises for removal of such an illegal sign, signal or device shall be reported to the council at its next regular meeting for review and certification.

(Code 1986, § 7.04(2), Ord. 2014-02)

Secs. 122-163--122-190. Reserved.

ARTICLE VI. ABANDONED VEHICLES

Sec. 122-191. Forty-eight (48) hour parking prohibited.

Forty-eight (48) Hour Limitation. No person, firm or corporation shall park, leave standing and/or unattended any automobile, truck, motorcycle, or vehicle (including but not limited to any vehicle as the defined by section 340.01 (74) of the Wisconsin statutes)

~~of any description on any public street, public parking lot or other City-owned property in the City for a period of Forty-eight (48) or more consecutive hours in the same location at any time, except that where more restrictive parking limits have been established the more restrictive limits shall apply. When any law enforcement officer shall find a vehicle standing upon a public street, parking lot or other City-owned property in violation of the provisions of this Section, ~~he is~~ they are authorized to move such a vehicle or to require the operator in charge thereof to move such vehicle to a position permitted under this Chapter. The law enforcement officer may cause said vehicle to be removed to a proper impoundment and storage area and in such case the owner shall pay the costs of removing said vehicle and the storage fees on said vehicle before ~~they~~he may recover the possession thereof.~~

[Code 1986, § 7.08(1), Ord. 2012-26, Ord 2016-17]

Sec. 122-192. Removal and impoundment authorized.

Any vehicle in violation of this article shall be impounded until lawfully claimed or disposed of under section 122-193, except that if the ~~chief of police~~Chief of Police or ~~his~~ authorized representative determines that the cost of towing and storage charges for the impoundment would exceed the value of the vehicle, the vehicle may be junked by the city prior to expiration of the impoundment period upon determination by the ~~chief of police~~Chief of Police or ~~his~~ authorized representative that the vehicle is not wanted for evidence or other reason.

(Code 1986, § 7.08(2))

Sec. 122-193. Disposition of impounded vehicles.

(a) *Vehicles with value exceeding \$100.00.*

- (1) If the ~~chief of police~~Chief of Police or ~~his~~ authorized representative determines that the value of the abandoned vehicle exceeds \$100.00, ~~he~~they shall notify the owner and lienholders of record by certified mail that the vehicle has been deemed abandoned and impounded by the city and may be reclaimed within 15 days upon payment of accrued towing, storage and notice charges, and if not so reclaimed shall be sold.
- (2) If an abandoned vehicle determined to exceed \$100.00 in value is not reclaimed within the period and under the conditions as provided in subsection (a)(1) of this section, it may be sold at private sale.
- (3) After deducting the expense of impoundment and sale, the balance of the proceeds, if any, shall be paid into the ~~eCity~~ treasury clerk.
- (4) All substantially complete vehicles in excess of 19 model years of age shall be disposed of in accordance with Wis. Stats. § 342.40(3)(c).

(b) *Vehicles with value less than \$100.00.* Any abandoned vehicle which is determined by the ~~chief of police~~Chief of Police or ~~his~~ authorized representative to have a value of less than \$100.00 may be disposed of by direct sale to a licensed salvage dealer upon determination that the vehicle is not reported stolen.

Commented [JK7]: Should this be with section 122-135 one says 4 days this says 48 hours both quoting Section 340.01?

Commented [JK8R7]: Talked with Lt. Jones and said this is how it should be written.

(Code 1986, § 7.08(3))

Sec. 122-194. Payment of costs of impoundment and sale.

The owner of any abandoned vehicle, except a stolen vehicle, is responsible for the abandonment and all costs in impounding and disposing of the vehicle. Costs not recovered for the sale of the vehicle may be recovered in a civil action by the city against the owner.

(Code 1986, § 7.08(4))

Sec. 122-195. Notice to state division of motor vehicles of disposition of vehicle.

Within five days after sale or disposal of a vehicle as provided in section 122-193, the ~~chief of police~~ Chief of Police or ~~his~~ authorized representative shall advise the state department of transportation, division of motor vehicles, of such sale or disposition on a form supplied by the division. A copy of such form shall also be given to the purchaser of the vehicle. A copy shall also be retained on file in the city.

(Code 1986, § 7.08(5))

Secs. 122-196--122-220. Reserved.

ARTICLE VII. BICYCLES⁵

Sec. 122-221. Penalty.

Any person who shall operate any bicycle not properly registered or carrying a proper identification tag as required under this article upon any street in the city, or who shall operate such bicycle in an unsafe manner or in violation of any state law or local ordinance, shall upon conviction thereof be subject to the penalty provided in section 122-31.

(Code 1986, § 7.06(9))

Sec. 122-222. Registration and license required.

No person shall operate and no owner shall consent to be operated in the city any bicycle customarily kept within the city unless at the time of operation it is registered with the city, the license fee therefor paid and the license tag for such bicycle attached thereto and visible for inspection.

(Code 1986, § 7.06(2))

⁵ **Cross references:** Streets, sidewalks and other public places, ch. 106.

Sec. 122-223. Application for license.

Application for a bicycle license shall be made on a form provided by the ~~police department city clerk treasurer~~, at which time the license fee shall be paid. The ~~clerk treasurer police department~~ shall issue a license unless the ~~police department~~ recommends that no license be issued as provided in this article.

(Code 1986, § 7.06(4))

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Sec. 122-224. Inspection prior to licensing.

The police department shall cause to be inspected each bicycle presented for registration, and if any such bicycle is found to be in an unsafe mechanical condition or not equipped as provided in this article, shall recommend ~~to the city clerk treasurer~~ that no license be issued until such bicycle is put in proper mechanical condition or is equipped as provided in this article. The ~~chief of police~~ Chief of Police may designate the dates and times during which such inspections shall be conducted.

(Code 1986, § 7.06(5))

Sec. 122-225. Issuance of license.

Upon payment of a license fee by the applicant in such amount as established by the council from time to time by resolution and as set forth in appendix A, the police department shall issue a license tag, which shall permit the bicycle to be operated upon the streets of the city. Unless cancelled or revoked in the manner provided in this article, no further application or fee shall be required for use of such bicycle by the applicant or members of the applicant's immediate family, subject, however, to the provisions of section 122-227.

(Code 1986, § 7.06(3))

Sec. 122-226. Cancellation of license.

The ~~chief of police~~ Chief of Police shall cancel the registration of and remove the identification tag from any bicycle being operated upon any street in the city in an unsafe manner or in violation of any state law or local ordinance. Such cancellation of registration and removal of tag shall be in addition to other penalties provided under this article.

(Code 1986, § 7.06(6))

Sec. 122-227. Notification of change in ownership; transfer of license.

Within ten days after any bicycle registered under this article changes ownership, or is dismantled and taken out of operation, such information shall be reported to the police department by the person in whose name the bicycle has been registered. The transferee shall, within not more than ten days after such transfer, re-register the bicycle and pay a

transfer fee as established by the council from time to time by resolution and as set forth in appendix A.

(Code 1986, § 7.06(7))

Sec. 122-228. Warning device required.

No bicycle shall be operated on the city streets unless equipped with either a warning bell or horn.

(Code 1986, § 7.06(8)(b))

Sec. 122-229. Operating with feet removed from pedals.

No person shall operate a bicycle in the city with ~~his~~ feet removed from the pedals.

(Code 1986, § 7.06(8)(c))

Sec. 122-230. Trick riding.

No rider of a bicycle shall remove both hands from the handlebars or practice any trick or fancy riding on any street in the city.

(Code 1986, § 7.06(8)(d))

Sec. 122-231. Parking.

No person shall leave or park a bicycle at such a place or in such a way as to create a hazard to pedestrians, automobile operators or anyone else.

(Code 1986, § 7.06(8)(f))

Sec. 122-232. Pedestrian right-of-way.

This article does not supersede the right of pedestrians to the right-of-way over any bicycle, even though operated in the manner provided in this article.

(Code 1986, § 7.06(8)(h))

Sec. 122-233. Riding on sidewalk.

Bicycles may be ridden on sidewalks except in the business districts as defined on the zoning district map under chapter 130.

(Code 1986, § 7.06(8)(i))

Secs. 122-234--122-260. Reserved.

ARTICLE VIII. SNOWMOBILES

Sec. 122-261. Adoption of state law.

Except as otherwise specifically provided in this chapter, the statutory provisions describing and defining regulations with respect to snowmobiles in the following enumerated sections of the state statutes are hereby adopted by reference and made part of this section as if fully set forth in this section. Acts required to be performed or prohibited by such statutes are required or prohibited by this section:

TABLE INSET:

Wis. Stats. § 350.01	Definitions
Wis. Stats. § 350.02	Operation of snowmobiles on or in the vicinity of highways
Wis. Stats. § 350.03	Right-of-way
Wis. Stats. § 350.035	Meeting of snowmobiles
Wis. Stats. § 350.04	Snowmobile races, derbies and routes
Wis. Stats. § 350.045	Public utility exemption
Wis. Stats. § 350.047	Local ordinance to be filed
Wis. Stats. § 350.05	Operation by youthful operators restricted
Wis. Stats. § 350.07	Driving animals
Wis. Stats. § 350.08	Owner permitting operation
Wis. Stats. § 350.09	Head lamps, tail lamps and brakes, etc.
Wis. Stats. § 350.095	Noise level requirements
Wis. Stats. § 350.10	Miscellaneous provisions for snowmobile operation
Wis. Stats. § 350.101	Intoxicated snowmobiling
Wis. Stats. § 350.102	Preliminary breath screening test
Wis. Stats. § 350.1025	Application of intoxicated snowmobiling law
Wis. Stats. § 350.103	Implied consent
Wis. Stats. § 350.104	Chemical test
Wis. Stats. § 350.106	Report arrest to department
Wis. Stats. § 350.107	Officer's action after arrest for operating a snowmobile while under influence of intoxicant

Wis. Stats. § 350.11	Penalties
Wis. Stats. § 350.12	Registration of snowmobiles; trail use stickers
Wis. Stats. § 350.13	Uniform trail signs and standards
Wis. Stats. § 350.135	Interference with uniform trail signs and standards prohibited
Wis. Stats. § 350.15	Accidents and accident reports
Wis. Stats. § 350.155	Coroners and medical examiners to report; required blood specimen
Wis. Stats. § 350.17	Enforcement
Wis. Stats. § 350.18	Local ordinances
Wis. Stats. § 350.19	Liability of landowners
Wis. Stats. § 350.99	Parties to a violation

(Code 1986, § 7.07(1), Ord. 2011-14)

Sec. 122-262. Restrictions on operation.

- (1) Except as provided in the adopted statutes, no person shall operate a snowmobile upon any public right-of-way, in any public park or on any other public property in the city except on marked routes, trails or areas as are authorized under this article.
- (2) No person shall operate a snowmobile on private property without the consent of the owner or lessee.
- (3) No person shall operate a snowmobile between the hours of 12:00 a.m. and 7:00 a.m.

(Code 1986, § 7.07(3), Ord. 2011-14)

Sec. 122-263. Snowmobile trails and routes.

(a) *Approval.* Persons desiring approval of designated snowmobile trails and routes shall apply for such designation to the public safety committee, or to the authorized representative of the public safety committee. Such application shall include a map showing the trail or route of such proposed way and satisfactory proof that the owners of all land upon which such way is to be laid out have consented thereto. The public safety committee shall have the right to alter or revoke any snowmobile trail or route in its discretion.

(b) *Marking.* Approval of a snowmobile trail or route shall be contingent upon such trail or route being marked by the superintendent of municipal services in substantial conformity with the requirements of Wis. Admin. Code ch. NR 50.10, and upon the continued maintenance of such markings.

(c) *Routes designated.* The following streets or portions thereof are designated as snowmobile routes:

- (1) *County Trunk Highway M.* On County Trunk Highway M between a point 100 yards south of US Highway 14 and the northerly city limit. Snowmobiles using this route shall travel on the righthand side and conform to the direction of vehicular traffic and shall not exceed the posted speed limit. A crossing of the roadway of County Trunk Highway M shall be a direct crossing, only after stopping and yielding the right-of-way to all vehicles approaching on the roadway.

(d) *Trails designated.* The following corridors are designated as snowmobile trails:

- (1) *Southeast of US Highway 14 and County Trunk Highway M.* Across several private properties south of US Highway 14 and east of County Trunk Highway M connecting the Rock County snowmobile trail in the Town of Union, a point of access for a direct crossing of US Highway 14 near John Lindemann Drive, and a point on County Trunk Highway M 100 yards south of US Highway 14.

(Code 1986, § 7.07(4), Ord. 2011-14, Ord. 2014-02)

Secs. 122-264--122-290. Reserved.

ARTICLE IX. RAILROADS⁶

Sec. 122-291. Trains blocking streets.

No person operating a railroad train, locomotive or railroad car shall obstruct vehicular traffic on public streets at a railway use at such crossing for longer than five continuous minutes or for more than seven minutes out of any 12 continuous minutes.

(Code 1986, § 9.19)

ARTICLE X. NEIGHBORHOOD ELECTRIC VEHICLES

Sec. 122-300. Definition of neighborhood electric vehicle.

⁶ **Cross references:** Streets, sidewalks and other public places, ch. 106.

Neighborhood electric vehicle (NEV) means a motor vehicle that is propelled by electric power, and that conforms to the definition and requirements for low-speed vehicles as adopted in the federal motor vehicle safety standards for low-speed vehicles under 49 C.F.R. §§ 571.3(b) and 571.500. Neighborhood electric vehicle does not include a golf cart.

Sec. 122-301. Operation of neighborhood electric vehicle.

A person may operate a neighborhood electric vehicle on any City street, including any connecting highway or to an intersection where the roadway crosses a state trunk highway, within the City that has a speed limit of 35 miles per hour or less, subject to the following restrictions:

- (1) The neighborhood electric vehicle must be maintained such that it always satisfies the definition of a neighborhood electric vehicle set forth in Section 122-300 and the requirements stated therein.
- (2) The person operating the neighborhood electric vehicle must hold a valid Wisconsin operator’s license or a valid operator’s license from another state.
- (3) The neighborhood electric vehicle must be registered pursuant to Wisconsin Statutes, section 341.297.
- (4) Operation on connecting highways or crossing state trunk highways shall be limited to the following:
 - i. STH 213 from Walker Street to US 14.
 - ii. STH 59 from Walker Street to 0.18 miles north of STH 213.
 - iii. US 14 from 0.18 miles north of STH 213 to CTH M.

(Ord. 2007-17, Ord. 2008-02)

ARTICLE XI. TAXICABS.

Sec. 122-310. Vehicle License Required.

No person shall use or keep for hire any motor vehicle for the transportation of persons within the city without first securing a vehicle license from the city. The issuing authority is the Public Safety Committee. This article shall not apply to vehicles used for mass transit or under contract with the city.

Sec.122-311. Vehicle License Application.

Commented [JK9]: Talked with Lt. Jones feels we can take this out as we have not had a taxi cab in quite a few years.

Commented [JK10R9]: Talked with Jason & Leah and feel we should leave in as there is a permit that needs to be filled out if we have a taxicab come into town.

Applicants for a vehicle license shall file with the city an application and shall pay the required fee. The application shall include the following:

- (a) Name and address of the owner. If the owner is a partnership, the names and addresses of all partners. If the owner is a corporation, the names and addresses of the officers and directors of the corporation.
- (b) Evidence of liability insurance in the amount of at least three-hundred-thousand dollars (\$300,000.00) for injury to any one person and at least three-hundred-thousand dollars (\$300,000.00) for any one accident.
- (c) A schedule of the rates and charges for transportation within the city limits. The schedule of rates and charges shall not be changed during the license period without approval of the common council.

Sec. 122-312. Vehicle License Conditions.

No vehicle license shall be issued to an applicant that fails to meet the conditions herein. Failure to maintain the conditions throughout the term of the license shall be grounds for its suspension or revocation.

- (a) Liability insurance in the amount of at least three-hundred-thousand dollars (\$300,000.00) for injury to any one person and at least three-hundred-thousand dollars (\$300,000.00) for any one accident shall remain in effect on the vehicle during the term of the license.
- (b) The vehicle license shall be displayed in a conspicuous place within the vehicle.
- (c) The approved schedule of rates shall be displayed in a conspicuous place within the vehicle. If metered, the meter and the display of charges shall be clearly visible.
- (d) The vehicle shall have signage readable from at least two sides of the exterior identifying it as a taxicab.
- (e) The vehicle license shall be valid for a term from July 1 to June 30.

Sec. 122-313. Operator License Required.

No person shall operate a motor vehicle for the transportation of persons within the city without first securing an operator license from the city. The issuing authority is the Public Safety Committee.

Sec. 122-314. Operator License Application.

Applicants for an operator license shall file with the city an application and shall pay the required fee. The application shall include the following:

- (a) Copy of state-issued driver's license.
- (b) Agreement to a criminal history check.

Sec. 122-315. Operator License Conditions.

No operator license shall be issued to an applicant that fails to meet the conditions herein. Failure to maintain the conditions throughout the term of the license shall be grounds for its suspension or revocation.

- (a) The licensee shall have and maintain a valid driver’s license.
- (b) The licensee shall be at least eighteen (18) years of age.
- (c) The licensee shall not have been convicted of a felony.
- (d) The licensee shall not have been convicted of operating a motor vehicle in violation of Wisconsin Statute 346.63, as may be amended from time to time, or any other state statute involving the operation of a motor vehicle while under the influence of intoxicant or a controlled substance within five (5) years.
- (e) The operator license with photo identification shall be displayed in a conspicuous place within the vehicle.
- (f) The operator license shall be valid for a term from July 1 to June 30.

Sec. 122-316. Suspension or Revocation.

(a) Notwithstanding Section 22.46(e) of the Municipal Code, in instances when immediate suspension is deemed necessary to maintain public safety, the Chief of Police [Chief of Police](#) or his designee may suspend any license issued under this article for up to thirty (30) days.

(b) Any license issued under this article may be revoked for cause by the common council pursuant to Section 22-46 of the Municipal Code.

(c) Violation of this Article is subject to penalty pursuant to Section 1-11 of the Municipal Code.

(Ord. 2008-04)
[\(Ord. 2023-xx\)](#)

This Ordinance shall be in full force and effect upon passage and publication.

Passed and adopted this ____ day of _____, ____, 2023.

Dianne C. Duggan, Mayor

Leah L. Hurlley, City Clerk

Introduced:
First Reading: --/1--/2023
Adoption: --/--/2023
Publication: --/--/2023

City of Evansville, WI

Municipal Services Facility Study



Architectural & Engineering Services for The Municipal Service Campus

February 09, 2018



10505 Corporate Drive, Suite 100, Pleasant Prairie, WI 53158
P: 262-857-8101 | www.kuenyarchitects.com

I. EXECUTIVE SUMMARY

Kueny Architects, L.L.C have been selected by the City of Evansville, Wisconsin to conduct an assessment of its Municipal Services Campus facilities located at 15 Old Highway 92. Our objective has been to assess the current buildings and spatial constraints and to provide the City with alternative options in order to meet the City's spatial needs for the next 25-50 years.

The tasks completed to date have focused on data gathering, preliminary design and estimated costs for a possible new Vehicle Storage Addition and Renovations to its existing Buildings #1 and #2. Over the last 20 years, the Village has grown along with its staff. The growing staff requires more operating space for offices, storage and vehicle parking. The Municipal Services Campus primarily consists of its Water & Light Division along with the Public Works Division. The facilities for these two divisions suffer from numerous deficiencies including:

- There is an insufficient amount of office workstations for both Divisions and lack of amenity spaces such as restrooms with showers and lockers.
- There is insufficient space to properly house costly vehicles, equipment and materials.
- There is an insufficient amount of vehicle repair and support space to properly service a growing fleet of vehicles.
- All buildings do not comply with the American with Disabilities Act of 1990 (ADA). The primary deficiencies include a non-existent "path of travel" for anyone in a wheelchair. This would include designated handicap accessible parking spaces and compliant entry/egress with automatic door openers, sufficient space, signage, restrooms and accessible service counter.
- The Public Works building suffers from numerous deficiencies such as leaking roof, deteriorating metal wall panels and columns, insufficient insulation, poor lighting and outdated electrical and plumbing services.

Recommendations

The City of Evansville faces the same spatial constraints as many growing communities. Both operations are suffering from similar space conditions, primarily the need for more administrative, amenity and vehicle storage space. Instead of improving two separate facilities with separate offices, amenities, tools and storage, it was decided early on to renovate Building #1 and its 7,100 square feet into a combined administrative, amenity and shop space uniting both divisions into one by constructing a new 38,735 square foot vehicle storage, repair and wash addition unto the existing 13,500 SF Building #2. This scenario would create 59,335 square feet of new and renovated space compared with the existing 42,550 square feet. It would not be cost-effective to remodel the

existing Public Works facility due to its age. Therefore we recommend the demolition of the Public Works Building #3 as part of this scenario. Additionally a new 1,000 ton salt dome should be provided along with material storage bins, exterior wash hardstand, paving and a retention pond. The total project cost is approximately 6.6 million dollars. Approximately \$500,000 is for renovations and soft costs.

Phasing

The project is expected to be divided into two phases. Phase I includes design and construction of the remodeled office spaces in Building 1, remodeling of shop spaces in Building 2 and construction of the repair bays, wash bay and salt dome. Phase II includes demolition of the Public Works building and construction of the new vehicle storage building. If a new facility is approved it would be designed for the given tasks and would unite two divisions into one resulting in operational efficiencies and future growth for years to come. Projects such as these typically can pay for themselves in as little as 15-20 years through new building system efficiencies and by forgoing wasteful remodeling projects. The next step would be to approve further design assistance and conduct the necessary site design. At the same time, the City should encourage feedback from the community.

I. BACKGROUND

Kueny Architects, L.L.C was selected by the City of Evansville, Wisconsin to conduct an assessment of its Municipal Services Campus facilities located at 15 Old Highway 92. The site houses the Water and Light (W&L) and Public Works (PW) Divisions. The City will eventually use our findings, recommendations, conceptual plans and costs in order to determine the most cost –effective solution to meet its current spatial constraints.

The tasks completed to date have focused on gathering data, preliminary design and estimated costs for renovating the Water and Light building and providing new construction for Public Works, Specifically our review included:

WATER AND LIGHT DIVISION – 15 Old Highway 92

PUBLIC WORKS DIVISION – 535 S. Madison Street includes:

- Streets
- Yard Waste Collection
- Sanitary Sewer
- Road Maintenance
- Cemetery
- Storm water
- Wastewater Treatment

- Parks & Grounds
- Urban Forestry

Goals and Objectives

- Assess existing operations and identify spatial constraints and potential building deficiencies at both Water and Light and Public Works.
- Interview key staff members in order to determine short and long term facility space needs of the City for the next 25 years.
- Assess the current site in terms of adequacy of space, traffic flow and adjacency to one another.
- Provide a summary of our findings and recommendations.
- Prepare conceptual existing and proposed plans and budget estimates for each building.

II. METHODS AND ASSUMPTIONS

The following tasks were completed by Kueny Architects in order to evaluate and recommend various space need requirements.

- Initial project orientation.
- Interviews with selected employees.
- Review of existing operations so as to determine future needs, assessments included;
 - Staffing Levels.
 - Storage requirements.
 - Administrative functions and archival requirements.
 - Amenity requirements.
- Reviewed findings with effected Divisions and provided recommendations.

III. FINDINGS

The Site

The City Municipal Services campus consists of two parcels of land, (See drawing PO1). Site #1 houses the Water and Light Division. The adjoining Site #2 houses the Public Works Division, specifically:

- Site #1, Water & Light Division, 3.10 acres.
- Site #2, Public Works Division, 2.60 acres

Water and Light Division

The Water and Light Division operates out of two buildings, Operations Building #1 consists of 7,100 square feet and Warehouse Building #2 consists of 13,500 square feet and is used to store vehicles, materials and equipment. Over the years, the pre-engineered metal Operations building have undergone several small renovations and

reconfigurations. Both buildings are generally in good condition and should serve the City well for another 25 years, assuming scheduled updates are made. A priority needs to be made to get Building #1 compliant with the American Disabilities Act of 1990 (ADA). The deficiencies include a non-existent “path of travel” for anyone in a wheelchair. This would include a designated handicap accessible parking space and compliant entry/egress with automatic door openers, sufficient space, signage, restroom and accessible service counter.

Operationally, the building currently suffers from a lack of reception, offices and amenity spaces, (See P04 Existing and PO5 for Proposed plans).

Public Works Division

The Public Works Division operates out of Building #3. It consists of 21,950 square feet and houses administration, amenities, vehicle maintenance and vehicle storage. A small “coverall” salt/sand structure is located south of the main building.

The Public Works building suffers from the following deficiencies, specifically:

- Deteriorating metal wall panels and columns.
- Low ceiling height making it difficult to store larger vehicles.
- Poor traffic flow within the building due to column and wall locations.
- Roof leaks in nearly all areas of the building.
- Insufficient insulation contributing to excessive utility bills.
- Poor lighting.
- Outdated electrical and plumbing services.
- Insufficient amount of vehicle repair and support space to maintain a growing fleet.
- Insufficient and unassigned enclosed areas for materials such as signs, barricades, pylons, pallets. Items are stored wherever there is room creating a safety hazard.
- The amenities including men’s and women’s restrooms, showers and locker rooms are severely undersized and not handicapped accessible.
- Non compliance to current ADA code regulations, including path of travel, parking and signage.

Operationally, the building suffers from the following deficiencies, specifically:

- Insufficient number of offices and workstations.
- There are no small conference areas to conduct one-on-one business with employees, public or vendors.
- The lobby is non-existent and unsecured.

IV. SPECIFIC SPATIAL CONDITIONS AND RECOMMENDATIONS

Administration - Offices, Conference Room/s, Reception Area

Additional workspaces are needed due to growth along with a small reception area and conference room.

Recommendations:

In (W&L) Building #1 provide a 512 SF open office area and reduce the size of the hallway. This will allow several additional workspaces. Create a 230 SF reception area and add 1 small conference room 95 SF.

Offices, Conference Room/s, Reception Area

Per plan P04 - Existing (W&L) Offices			Per plan P01 – Existing (PW)			Per plan P05 – Proposed (W&L and PW)		
Key #	Description	Size (SF)	Key #	Description	Size (SF)	Key #	Description	Size (SF)
#4	Office #1	224	#11	Office	120	#12	Office	224
#5	Office #2	230	#11	Office	120	#8	Office	230
#10	Office	106	#11	Office	120	#9	Office	125
#8	Conference	472	#	Conference	300	#5	Conference #2	472
#	Reception Area	0	#	Reception Area	0	#6	Open Office	512
	Sub-Total	1,032		Sub-Total	660	#1	Reception Area	130
						#2	Reception Offices	190
						#10	Office	125
						#12	Office	224
						#11	IT Service Room	90
							Sub-Total	2,322

Administration – Restrooms, Break, Storage Shops

Only one small restroom is available for each office staff in both Buildings #1 and #3. The current restrooms are undersized at approximately 110 SF and are non-compliant with the ADA. Accommodations should be made to provide separate Men’s and Women’s Restroom/Shower/Locker Rooms along with a mud room.

Recommendations:

Provide separate Men’s and Women’s Restrooms in the Administrative portion of Building #1 along with a mud room Two (2) showers for each, maximum with full height lockers per P05 drawing.

Restrooms, Break, Storage Shops

Per plan P04 - Existing (W&L) Offices			Per plan P01 – Existing (PW)			Per plan P05 – Proposed (W&L and PW)		
Key #	Description	Size (SF)	Key #	Description	Size (SF)	Key #	Description	Size (SF)
#6	Meter Storage	106	#12	Storage Space	1,200	#3	Meter Storage	106
#7	Restroom	113	#10	Restroom	100	#4	Restroom	113
#		0	#		0	#7	Restroom	106
#		0	#8	Locker Room	120	#15	Men’s RR/Locker	431
#		0	#		0	#16	Women’s RR/Lock	340
#3	Break Room	333	#7	Break Room	120	#14	Break Room	310
#2	Mechanical Room	112	#		0	#13	Mechanical Room	112
#9	Hall/Circ	1,516	#		0	#	Hall/Circ	744
#1	Parking Shop	3,888	#		0	#17	Parking/Carpentry	2,502
	Sub-Total	6,068		Sub-Total	1,540		Sub-Total	4,764

Vehicle Repair

Vehicle Repair services all W&L and DPW vehicles out of an 1,800 SF area including, heavy and light duty vehicles such as sedans, utility trucks, snow removal trucks, and miscellaneous equipment. The Repair Shop lacks sufficient number of service bays to properly maintain the City's equipment including: (17) heavy duty vehicles and equipment and (22) light duty. The staff spends a lot of time moving vehicles around due to the shortage of bays. Besides needing additional service bays, the shop needs more space for tools, parts, tires, bulk fluids and a small area for welding. The lack of repair and support space is limiting the City's ability to maintain its growing fleet or to provide maintenance services to other departments or divisions such as Police or EMS. More space and additional equipment will help process vehicles in less time and could reap substantial savings for the City compared to outside service providers.

Recommendations:

Provide 2 service bays and welding area, approximately 4,100 SF. Provide an overhead bridge crane and (1) 50,000 ton mobile vehicle lift. Available area for parts area should be nearly doubled. Provide a 5 product overhead fluid delivery system and 200 SF oil distribution room.

Vehicle Storage

The current fleet of **Water and Light** vehicles includes (8) heavy duty vehicles, 14'x35', and (16) light duty vehicles 10'x20'. Currently less than half its vehicles are stored in Building #2 and the remaining in Public Works Building #3. The current fleet of **Public Works** vehicles includes (1) heavy duty vehicle, 14'x45' (8) heavy duty vehicles, 14'x35', and (6) light duty vehicles 10'x20'. All vehicles are stored in Public Works Building #3. Trucks are mainly parked straight-in, straight-out, with a significant amount of floor space being used for barricades, signs, pylons and palliated materials.

Recommendations:

Provide minimally heated, 50 degree warm vehicle storage for 40 vehicles and equipment. We have planned 32,210 SF of angled parking for the heavy duty vehicles and straight-in straight-out parking for the light duty vehicles. An additional 5,835 SF of lean-to storage is also recommended for the storage of (W&L) trailers. For Building #2, the goal is to rid all vehicles and store mainly materials and pallet stock and to clearly define areas for shop storage, i.e. signs and barricade storage.

Wash Bay

Vehicles are currently washed by hand with a pressure washer occasionally by 1 -2 employees in drive aisles when time permits. Each vehicle takes approximately 20-30 minutes to wash by hand.

Recommendations:

We recommend providing a dedicated wash bay equipped with an underbody spray to clean small as well as large vehicles with multiple spray wands and a catwalk so as to flush water into the spreader boxes and equipment. An indoor wash facility will prolong the life of a vehicle. It's also a lot easier to service and maintain a vehicle that has had regular washing of the body and especially the undercarriage. We have planned 2,425 SF for a manual bay and an exterior hardstand bay to be used as a prewash.

Outbuildings & Improvements

The small "coverall" salt structure shed is insufficient in size and is past its prime as a "temporary" structure. Material storage bins are also needed to store sand and stone tonnage.

Recommendations:

A 1,000 ton salt dome is recommended to properly house salt and or sand products. For the material storage bins, 160 LF of concrete containment bins or "jersey barriers" are recommended.

V. SUMMARY & RECOMMENDATIONS

Recommendations

The City of Evansville faces the same spatial constraints as many growing communities. Both operations are suffering from similar space conditions, primarily the need for more administrative, amenity and vehicle storage space. Instead of improving two separate facilities with separate offices, amenities, tools and storage, it was decided early on to renovate Building #1 and its 7,100 square feet into a combined administrative, amenity and shop space uniting both divisions into one by constructing a new 38,735 square foot vehicle storage, repair and wash addition unto the existing 13,500 SF Building #2. This scenario would create 59,335 square feet of new and renovated space compared with the existing 42,550 square feet. It would not be cost-effective to remodel the existing Public Works facility due to its age. Therefore we recommend the demolition of the Public Works Building #3 as part of this scenario. Additionally a new 1,000 ton salt dome should be provided along with material storage bins, exterior wash hardstand, paving and a retention pond. The total project cost is approximately 6.6 million dollars. Approximately \$500,000 is for renovations and soft costs.

Phasing

The project is expected to be divided into two phases. Phase I includes design and construction of the remodeled office spaces in Building 1, remodeling of shop spaces in Building 2 and construction of the repair bays, wash bay and salt dome. Phase II includes demolition of the Public Works building and construction of the new vehicle storage building. If a new facility is approved it would be designed for the given tasks and would unite two divisions into one resulting in operational efficiencies and future

growth for years to come. Projects such as these typically can pay for themselves in as little as 15-20 years through new building system efficiencies and by forgoing wasteful remodeling projects. The next step would be to approve further design assistance and conduct the necessary site design. At the same time, the City should encourage feedback from the community.



SITE INFO:

- 1. Existing Building #1 - 7,100 SF
- 2. Site Property #1 - 3.1 Acres
- 3. Existing Concrete Apron
- 4. Existing Building - 13,500 SF
- 5. Site Property #2 - 2.60 Acres
- 6. Existing Building #3 - 21,950 SF
- 7. Break - 120 SF
- 8. Locker - 120 SF
- 9. Repair - 1800 SF
- 10. Restroom - 100 SF
- 11. Office x3 - 120 SF each
- 12. Existing Space - 1200 SF
- 13. Existing Salt



Proposed Site - Phase I

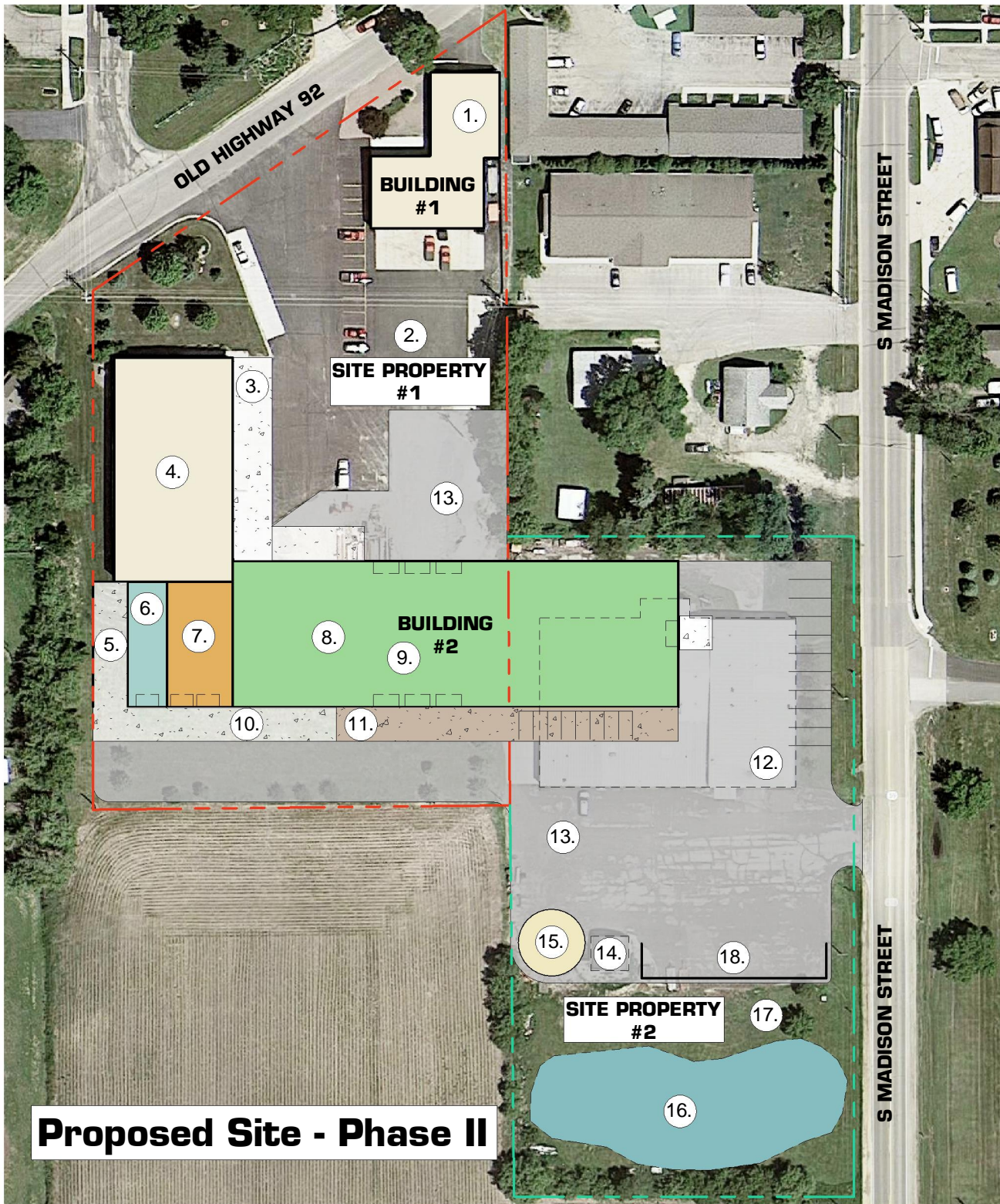
SITE INFO:

- 1. Existing Building #1 - 7,100 SF
- 2. Site Property #1 - 3.1 Acres
- 3. Existing Concrete Apron
- 4. Existing Building - 13,500 SF
- 5. Exterior Wash - Phase I
- 6. Wash Bay - 2,425 SF - Phase I
- 7. Repair - 4,100 SF - Phase I
- 8. Vehicle Parking - 32,210 SF - Phase II
- 9. Overall Building #2 - 51,900 SF
- 10. New Concrete Apron
- 11. Lean-To Roof Cover - 5,835 SF
- 12. Building #3 to remain in Phase I
- 13. New Asphalt
- 14. Demo Existing Salt
- 15. New Salt Dome
- 16. Proposed Detention Pond
- 17. Site Property #2 - 2.60 Acres
- 18. Proposed Yard Storage

KUENY ARCHITECTS, LLC

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 phone : 262.857.8101 www.kuenyarch.com

P02



Proposed Site - Phase II

SITE INFO:

1. Existing Building #1 - 7,100 SF
2. Site Property #1 - 3.1 Acres
3. Existing Concrete Apron
4. Existing Building - 13,500 SF
5. Exterior Wash
6. Wash Bay - 2,425 SF
7. Repair - 4,100 SF
8. Vehicle Parking - 32,210 SF
9. Overall Building #2 - 51,900 SF
10. New Concrete Apron
11. Lean-To Roof Cover - 5,835 SF
12. Demo Existing Building #2
13. New Asphalt
14. Demo Existing Salt
15. New Salt Dome
16. Proposed Detention Pond
17. Site Property #2 - 2.60 Acres
18. Proposed Yard Storage

KUENY ARCHITECTS, LLC

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P03

PLAN INFO:

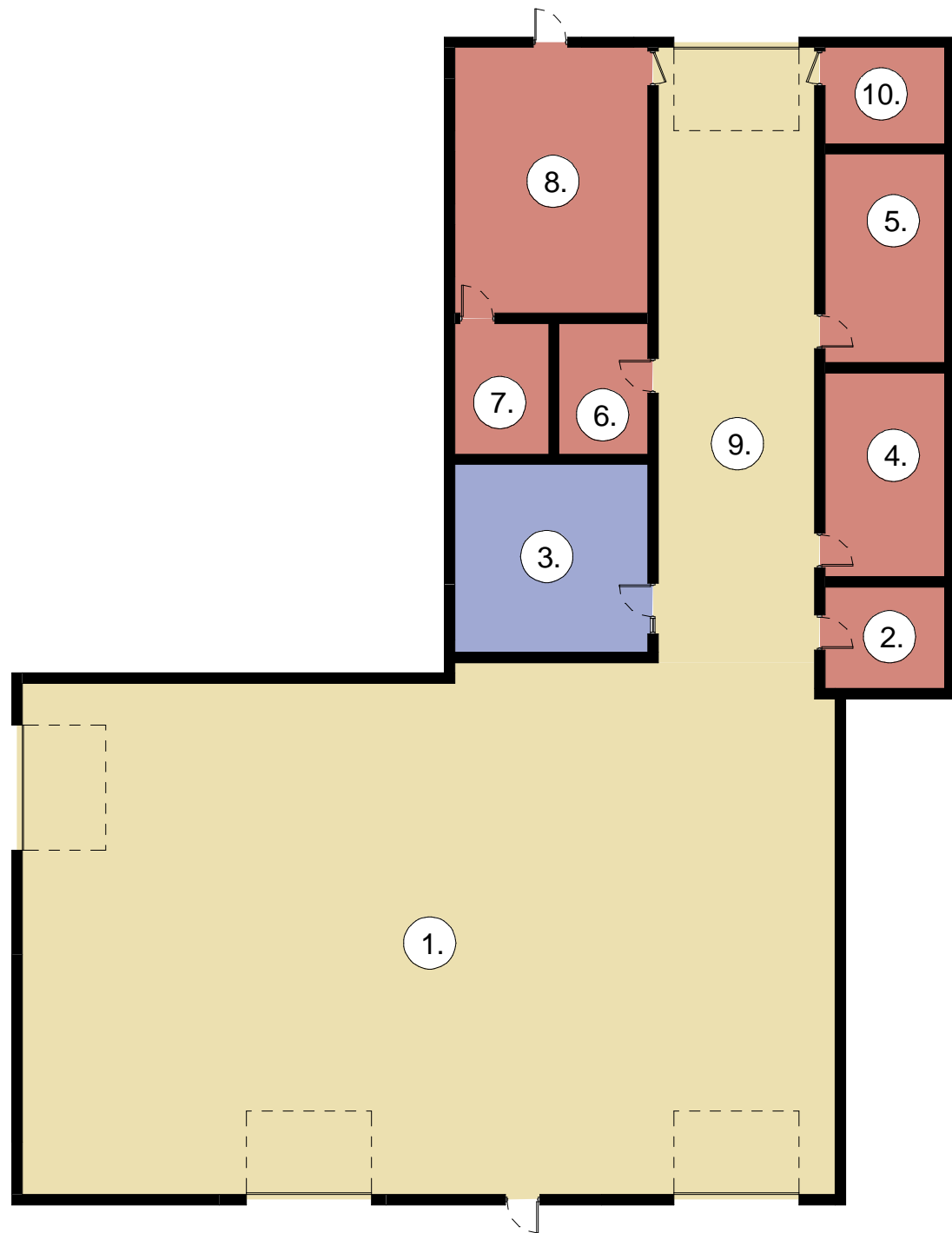
- 1. Existing Building - 13,500 SF
- 2. Exterior Wash
- 3. Wash Bay - 2,425 SF
- 4. Repair - 4,100 SF
- 5. Vehicle Parking - 32,210 SF
- 6. Overall Building #2 - 51,900 SF
- 7. Lean-To Roof Cover - 5,835 SF
- 8. Material Storage - 2,640 SF



Overall Floor Plan - Building #2
 1" = 50'-0"

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 phone : 262.857.8101 www.kuenyarch.com




P04



PLAN INFO:

- 1. Parking Shop - 3888 SF
- 2. Mechanical - 112 SF
- 3. Break Room - 333 SF
- 4. Office #1 - 224 SF
- 5. Office #2 - 230 SF
- 6. Meter - 106 SF
- 7. Toilet - 113 SF
- 8. Conference - 472 SF
- 9. Hall - 885 SF
- 10. Office - 106 SF

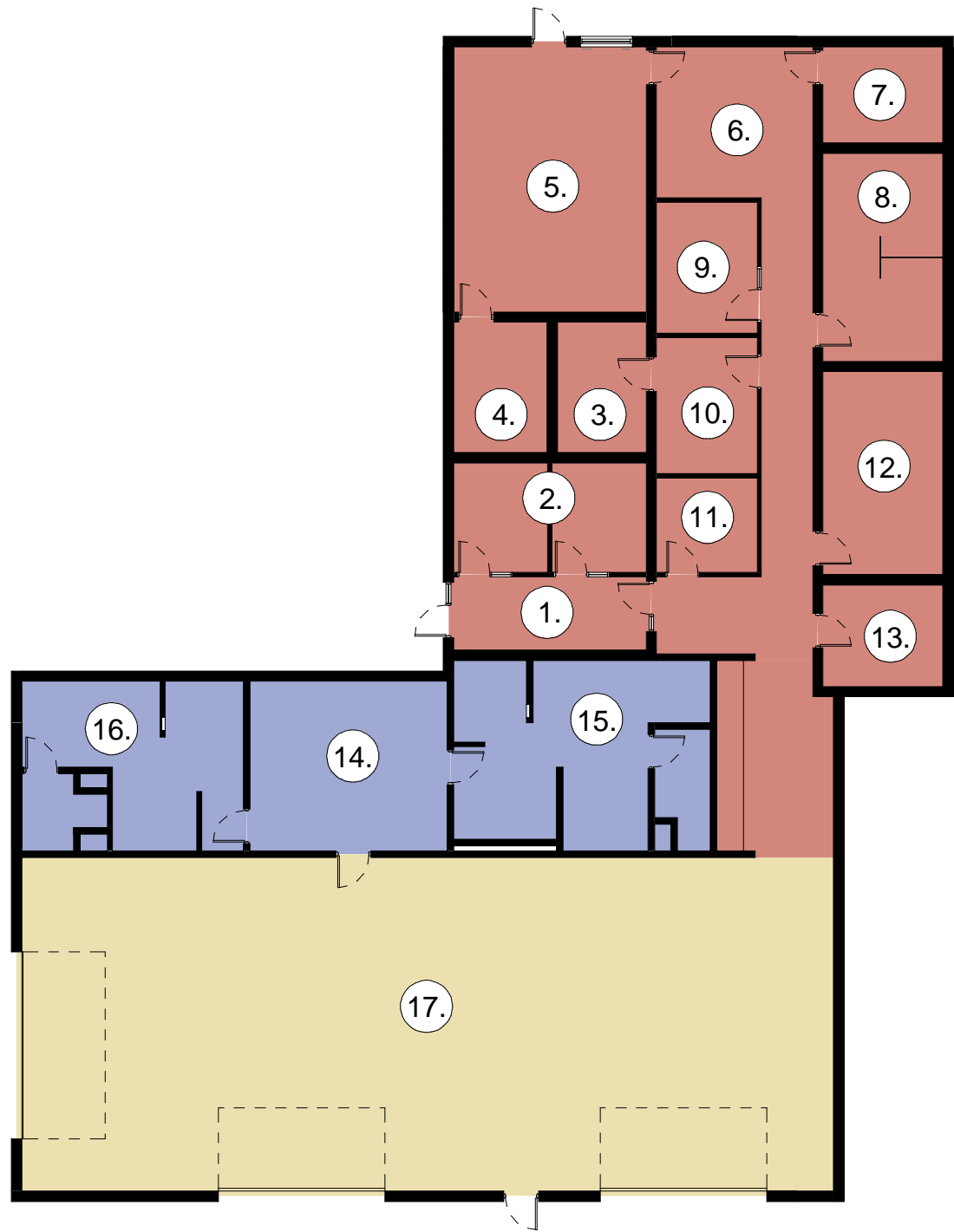
Department Legend

-  Employee Support - 333 SF
-  Office - 1,428 SF
-  Shops - 4,768 SF

Existing Floor Plan - Building #1
1/16" = 1'-0"


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P05



- PLAN INFO:**
- 1. Reception - 130 SF
 - 2. Reception Offices - 190 SF
 - 3. Meter - 106 SF
 - 4. Toilet - 113 SF
 - 5. Conference - 472 SF
 - 6. Open Office - 512 SF
 - 7. Toilet - 106 SF
 - 8. Office - 230 SF
 - 9. Office - 125 SF
 - 10. Office 125 SF
 - 11. IT Service Room - 90 SF
 - 12. Office - 224 SF
 - 13. Mechanical - 112 SF
 - 14. Break Room - 310 SF
 - 15. Mens Locker Room - 431 SF
 - 16. Womens Locker Room - 340 SF
 - 17. Parking Shop - 2502 SF

Department Legend

- Employee Support - 1,127 SF
- Office - 2,988 SF
- Shops - 2,502 SF

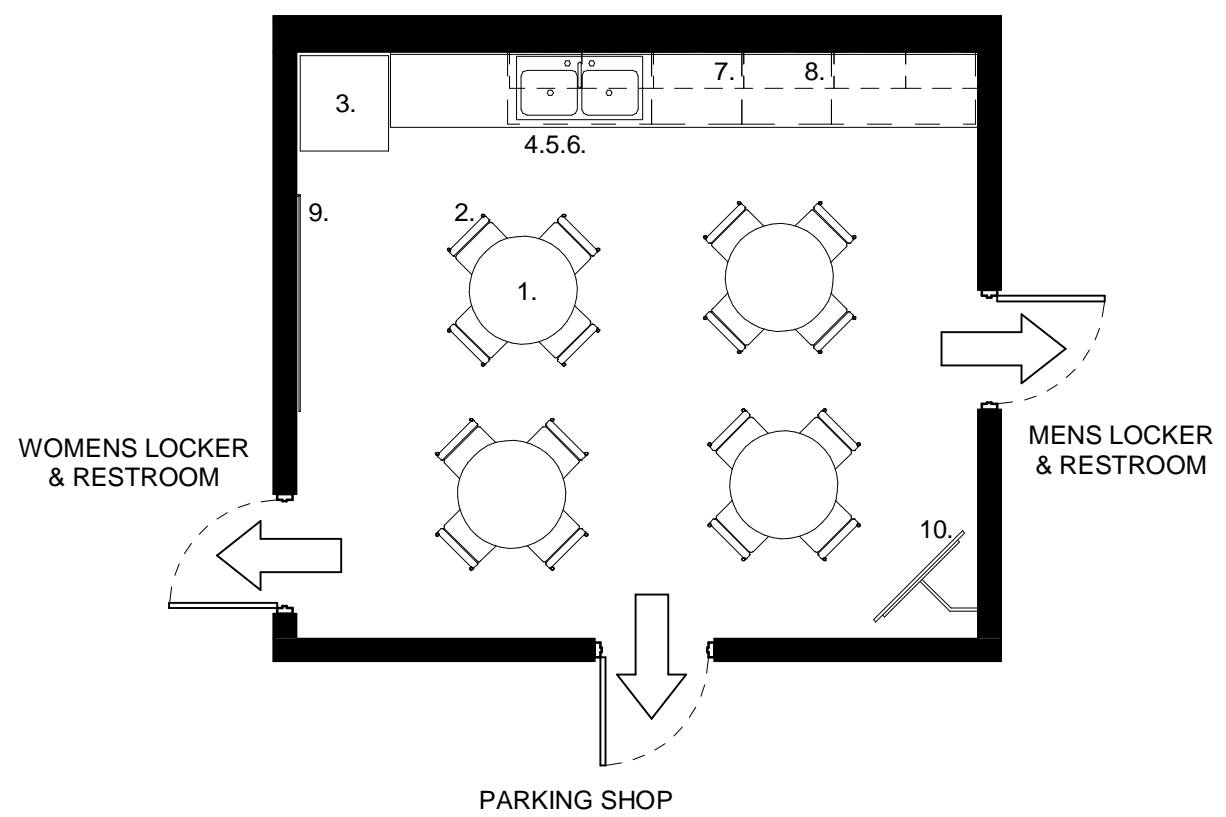
Proposed Floor Plan - Building #1
 1/16" = 1'-0"

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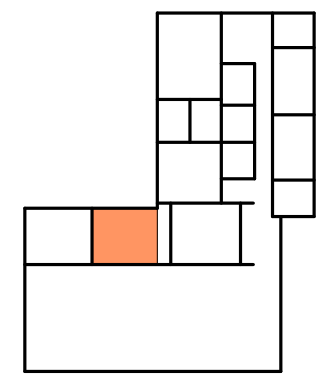
P06

EQUIPMENT:

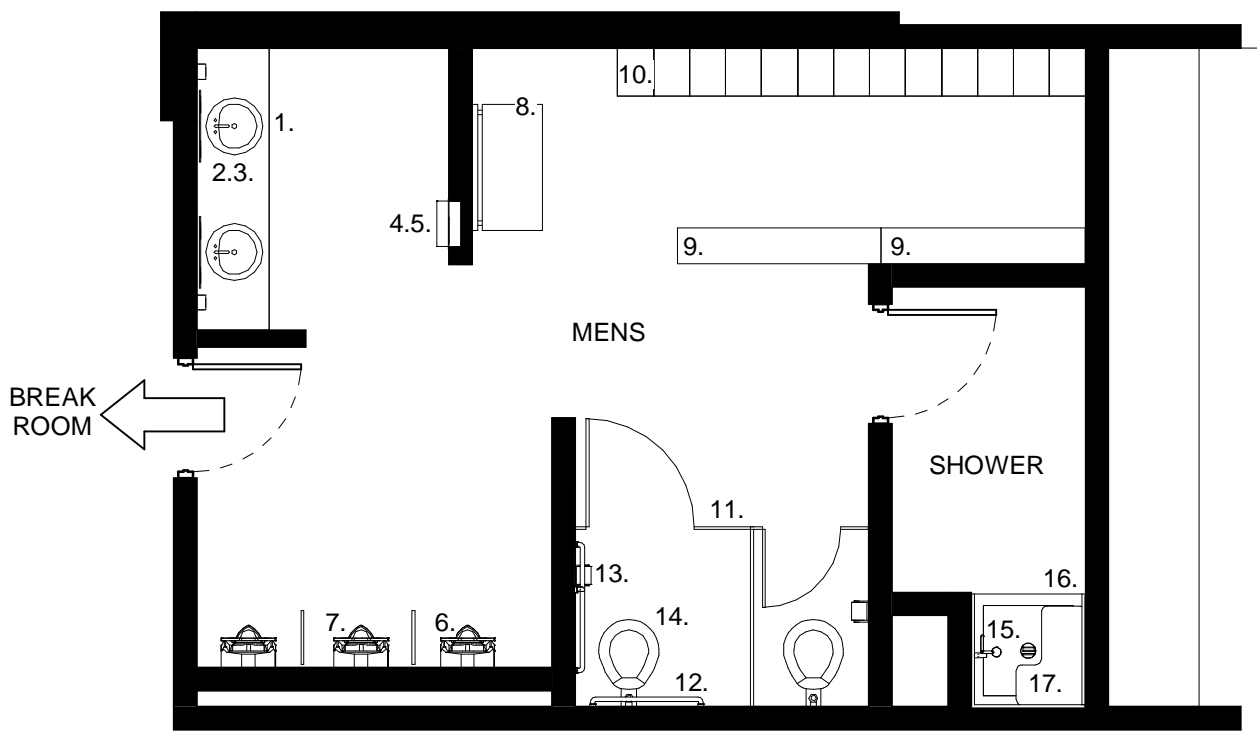
- 1. Table
- 2. Seating
- 3. Refrigerator
- 4. Sink Unit
- 5. Counter Top
- 6. Base Cabinets
- 7. Upper Cabinets
- 8. Microwave
- 9. Bulletin Board
- 10. Wall Mount TV



KEY PLAN:



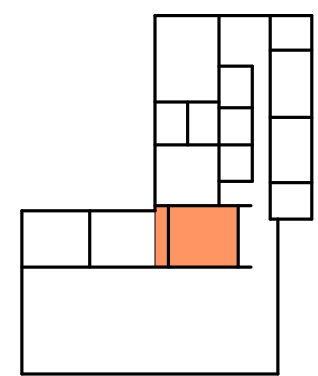
Programming - Break Room
 3/16" = 1'-0"



EQUIPMENT:

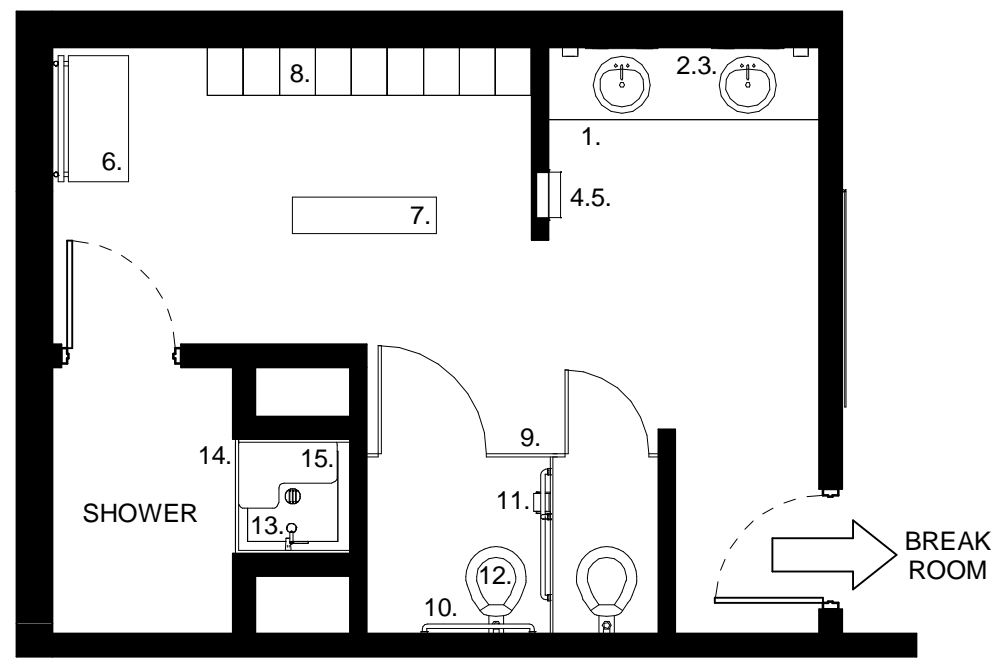
1. Sink w/ Vanity
2. Mirror
3. Wall Mount Soap Dispenser
4. Paper Towel Dispenser
5. Waste Receptacle
6. Urinal
7. Urinal Screen
8. ADA Bench
9. Locker Room Bench
10. Locker
11. Toilet Stall Partition
12. ADA Grab Bars
13. Toilet Paper Dispenser
14. Wall Mount Toilet
15. Shower Head & Hose
16. Shower Unit
17. ADA Shower Bench

KEY PLAN:

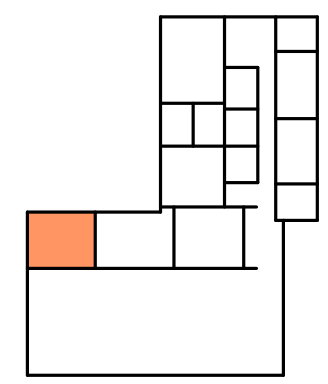


EQUIPMENT:

1. Sink w/ Vanity
2. Mirror
3. Wall Mount Soap Dispenser
4. Paper Towel Dispenser
5. Waste Receptacle
6. ADA Bench
7. Locker Room Bench
8. Locker
9. Toilet Stall Partition
10. ADA Grab Bars
11. Toilet Paper Dispenser
12. Wall Mount Toilet
13. Shower Head & Hose
14. Shower Unit
15. ADA Shower Bench

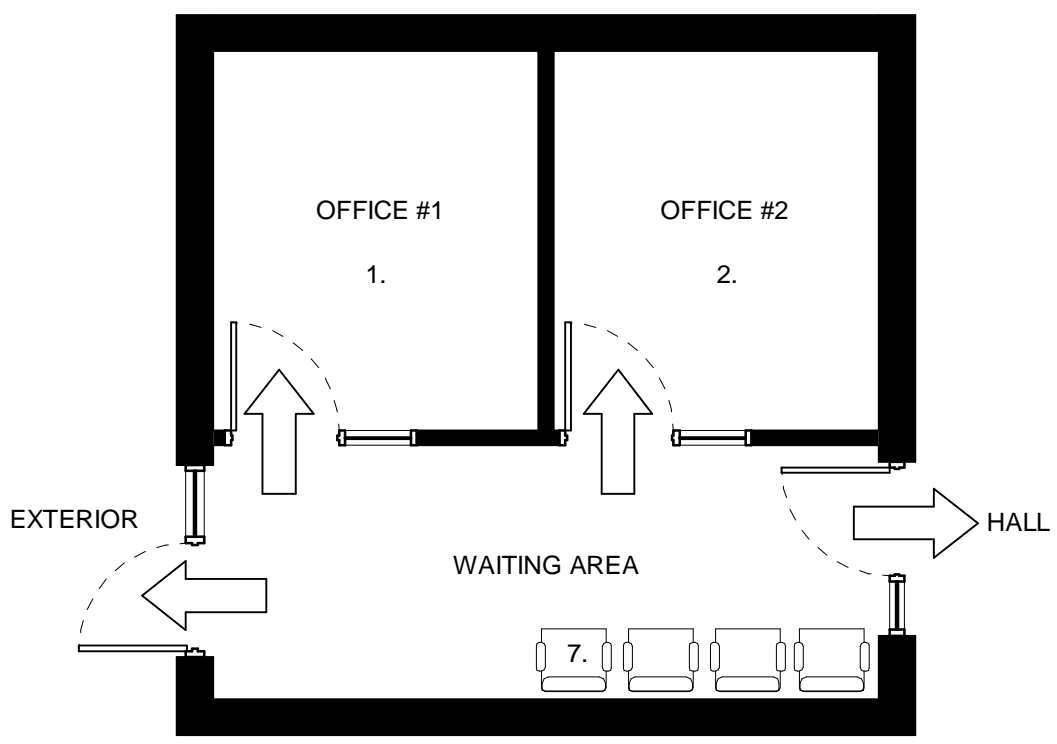


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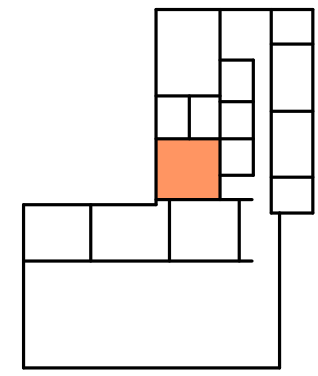


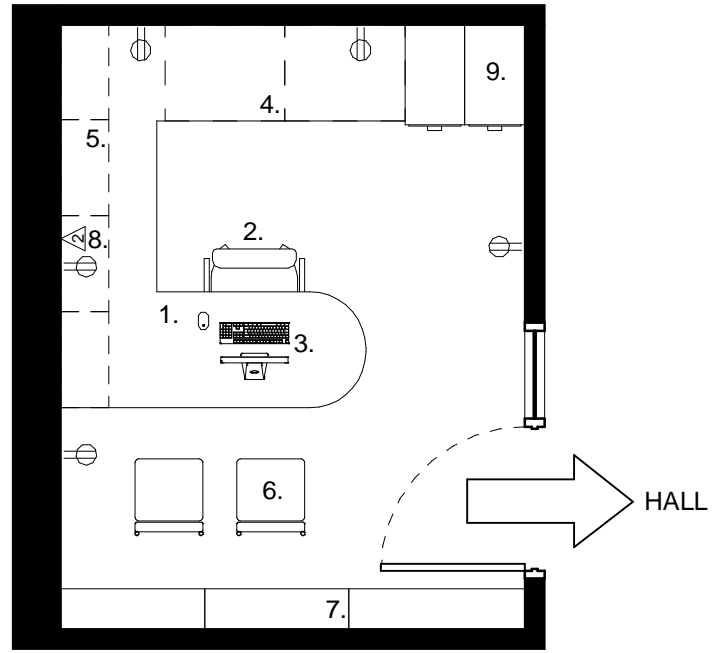
EQUIPMENT:

- 1. Typical Office
- 2. Typical Office
- 3. Waiting Area Seating



KEY PLAN:

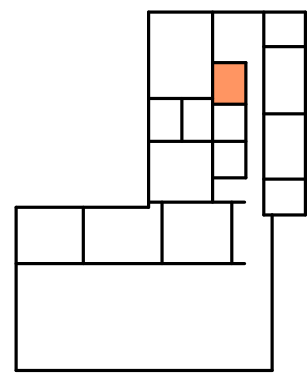




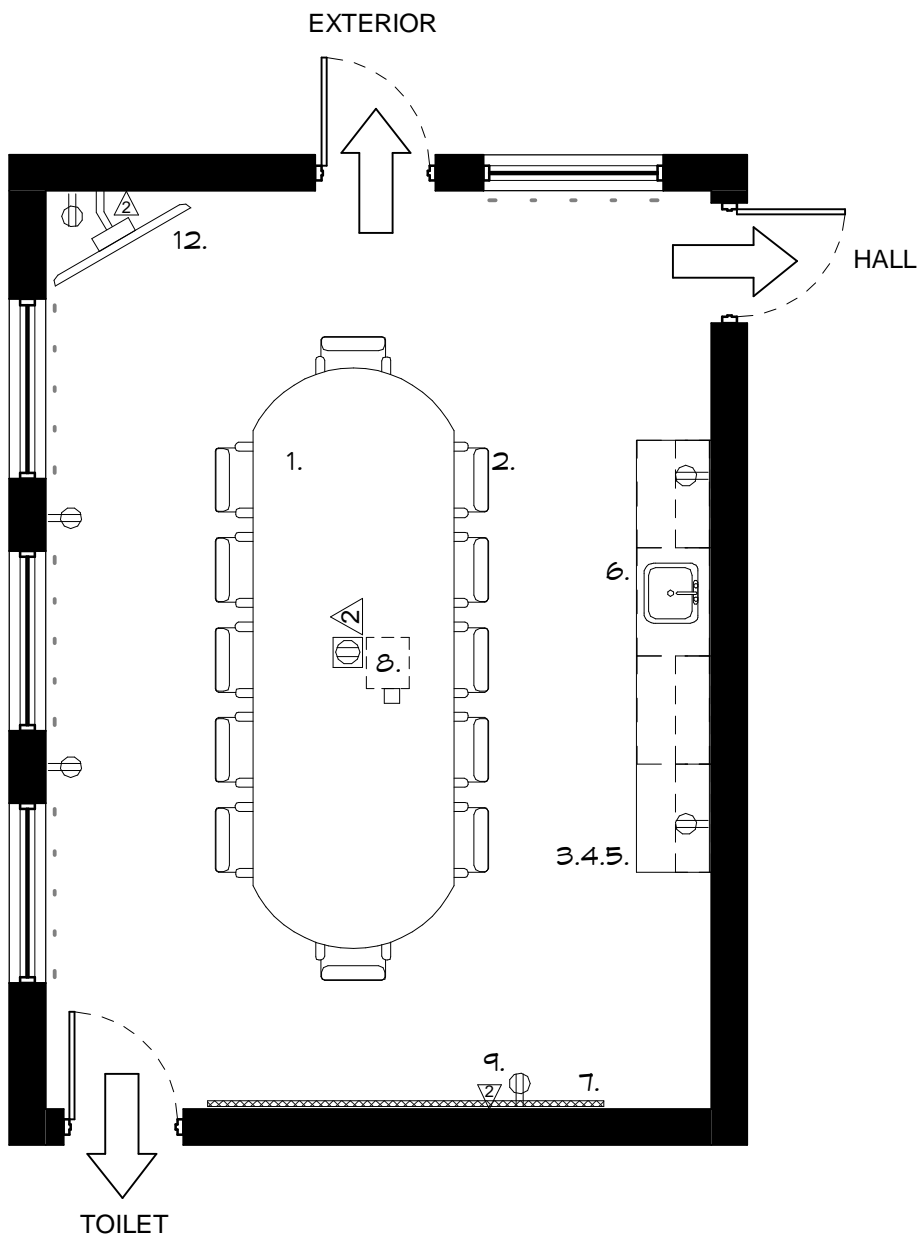
EQUIPMENT:

- 1. Desk
- 2. Chair
- 3. Computer
- 4. Base Cabinets
- 5. Upper Cabinets
- 6. Visitors Chairs
- 7. Bookshelves
- 8. Power and Data Outlets
- 9. File Cabinets

KEY PLAN:



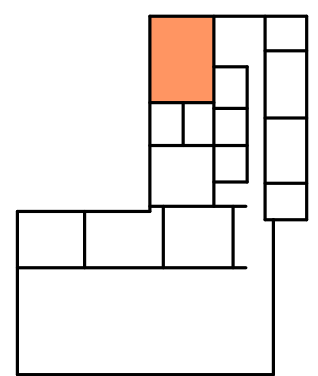
Programming - Typical Office 1
1/4" = 1'-0"



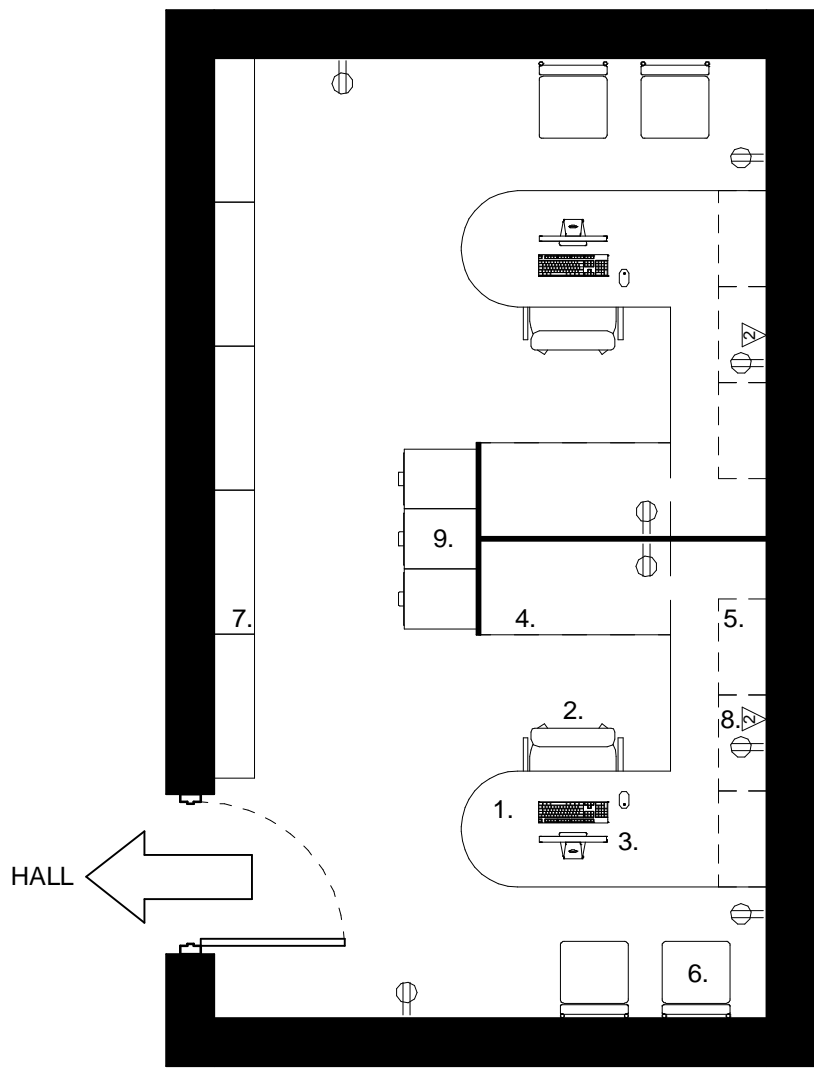
EQUIPMENT:

1. Conference Table
2. Conference Chairs
3. Counter Top
4. Base Cabinets
5. Upper Cabinets
6. Sink Unit
7. Projector Screen
8. Ceiling Mount Projector
9. Power and Data Outlets
10. Wall Mount TV

KEY PLAN:



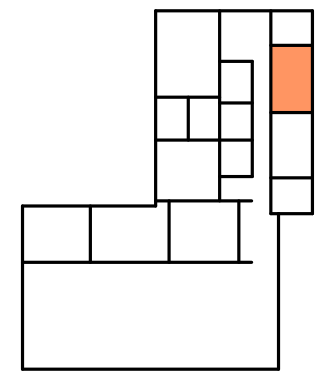
Programming - Conference Room 1
 3/16" = 1'-0"



EQUIPMENT:

- 1. Desk
- 2. Chair
- 3. Computer
- 4. Base Cabinets
- 5. Upper Cabinets
- 6. Visitors Chairs
- 7. Bookshelves
- 8. Power and Data Outlets
- 9. File Cabinets

KEY PLAN:



Programming - Typical Double Office
1/4" = 1'-0"

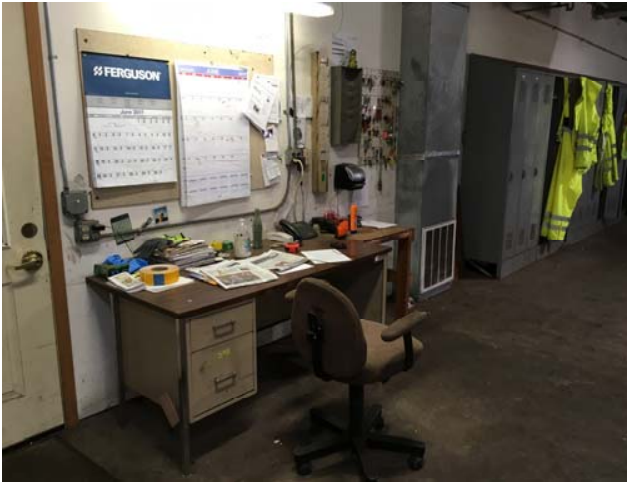
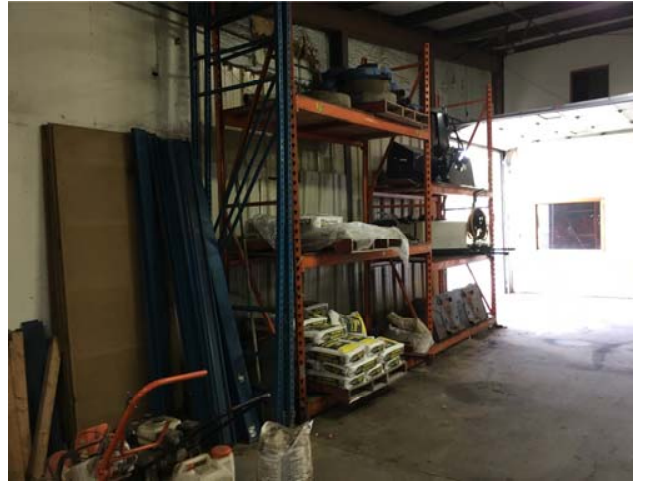
City of Evansville Vehicle List

Dept	Vehicle Assigned Number	Model Yr	Name/Body	Size	(1) Small (2) Medium (3) Large	Vehicle ID	New Cost
DPW	1	1986	Ford F150 Truck - paint	12 x 20	1	1FTEF15Y3GLB03155	2,000
DPW	5	1994	Ford Dump Truck	12 x 20	1	1FDYK82EORVA52504	60,000
W&L	6	1995	Brush Bandit (wood chipper & trailer)	12 x 20	1	8718	38,000
W&L	10	1997	Chevrolet Pickup Truck	12 x 20	1	1GCHK34R6VZ239644	21,000
W&L	11	1999	Butler Flatbed (trailer)	12 x 20	1	1BUD14203X1001602	3,500
W&L	15	2004	Vactron EVC102 (trailer)	12 x 20	1	5HZBF121X4LM44138	16,600
WWTP	17	2004	Ford Truck F150	12 x 20	1	2FTRF18264CA77004	20,650
W&L	18	2005	Sauber Trailer (pole trailer)	12 x 20	1	1F9UZ21175V048067	14,700
W&L	20	2005	Felling (skid loader trailer)	12 x 20	1	5FTEE182XF1024414	7,000
W&L	22	2005	Ford F150 Truck	12 x 20	1	1FTRF14575NB00687	24,276
W&L	23	2005	Ford Econoline E350 Van	12 x 20	1	1FTSS34LX5HB15125	17,715
W&L	24	2006	Ford F250 Truck #14	12 x 20	1	1FTSF21Y36EC85750	24,715
DPW	25	2006	Chevrolet Flatbed 3500	12 x 20	1	1GBJC34U76E208774	17,061
W&L	27	2007	Chevrolet K2500HD Pickup	12 x 20	1	1GCHK24U47E151619	31,478
W&L	28	2007	Ford F150 Truck RCab Red	12 x 20	1	1FTRF14V07KC46496	31,865
W&L	30	2008	Columbia SUV-LN Electric Vehicle	12 x 20	1	5FCLS36A181000237	12,372
W&L	31	2008	Ford F250	12 x 20	1	1FTSF21Y68EE35949	28,032
W&L	32	2008	Conrail Excavator Trailer	12 x 20	1	4KNFC20228L163202	8,935
W&L	36	2009	Ford F150	12 x 20	1	1FTRF14V29KC14863	28,490
DPW	42	2012	Chevrolet Truck	12 x 20	1	1GB3KZCG8CF129369	34,600
DPW	46	2015	Ford Super Duty	12 x 20	1	1FDRF3G62FED25645	44,135
W&L	47	2015	Ford Super Duty F-250	12 x 20	1	1FTBF2B6XFEC15398	36,690
W&L	2	1989	IHC 14900 Truck 5/1900	14 x 35	2	1HTLDTVR1KH652739	102,000
Cemetery	3	1992	Ford Dump Truck	14 x 35	2	1FDYK82A2NVA26946	60,000
W&L	4	1994	Sauber Trailer (wire reel trailer)	14 x 35	2	1F9RZ1214RV048029	15,000
W&L	8	1995	Ford Dump Truck	14 x 35	2	1FDYK82EOSVA81961	59,000
W&L	9	1996	IHC 4900 Truck- Bucket	14 x 35	2	1HTSDAAN1TH306159	90,000
DPW	12	2001	Freightliner Truck - Bucket	14 x 35	2	1FVABTBS61DJ35884	100,000
DPW	13	2002	Ford Truck F350 Flatbed	14 x 35	2	1FDVVF36L82ED71257	22,640
W&L	14	2002	Ford F550	14 x 35	2	1FDAF57S42EB97845	47,200
DPW	16	2004	Ford Truck F150 (parks dept)	14 x 35	2	2FTRF172X4CA72910	18,400
W&L	26	2006	Ford F-550 Truck - Bucket	14 x 35	2	1FDAF57P36ED89386	82,550
DPW	33	2009	Peterbilt Dump Truck	14 x 35	2	2NPRHN8X89M781826	74,735
DPW	34	2009	Peterbilt Dump Truck (wing truck)	14 x 35	2	2NPRHN8X09M781903	78,218
W&L	35	2009	Digger Derrick- International 7500	14 x 35	2	1HTVVMAR89J172496	245,276
Cemetery	37	2009	Ford Truck	14 x 35	2	1FDVVF37589EA77593	43,054
W&L	39	2012	International 4400	14 x 35	2	3HAMKAZR9CL546365	81, 875
DPW	43	2013	Peterbilt Dump Truck (wing truck)	14 x 35	2	2NP3HN8X1EM213806	89,664
WWTP	7	1995	Freightliner M-11(Swr/Rodder Trk-Vactor)	14 x 45	3	2FVX6MCB9SA630905	120,000

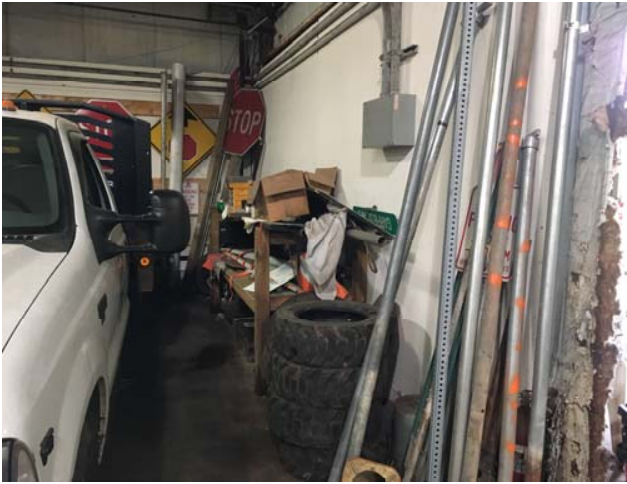
Projected Budget					
		Budget		Notes	
Construction Costs - Phase 1					
Site Development Costs					
	Earthwork		\$	35,000	
	Water Main		\$	18,000	
	Sanitary Sewer		\$	8,000	
	Storm Sewer		\$	26,000	
	Pavement	25,750 sq/ft	\$	180,000	
	Landscaping/Site Amentities		\$	15,000	
	Site Lighting		\$	14,000	
Building Construction Costs					
	Remodeled Office Space	Building #1	\$	297,500.00	
	Remodeled Shops	Building #2	\$	112,500.00	
	Repair Bays		\$	471,500.00	
	Wash Bay		\$	254,625.00	
	Salt Storage - 1,000 ton		\$	165,000.00	
Subtotal			\$	1,597,125	
	Design Contengency @ 10%		\$	159,713	
Subtotal			\$	1,756,838	
	Construction Contingency@5%		\$	87,842	
Construction Total			\$	1,844,679	
Soft Costs					
Site					
	Utilities Service Fees		\$	10,000	
	Geotechnical Soils Investigation		\$	1,500	
	Survey		\$	3,000	
Fees					
	Architectural/Engineering		\$	87,842	
	Testing and Special Inspections		\$	3,000	
	Insurance During Construction		\$	6,000	
FF&E					
	Furnishings (including Specifier fees)		\$	8,000	
	Moveable Equipment		\$	25,000	
Subtotal			\$	144,342	
Total Project Costs - Phase 1			\$	1,989,021	

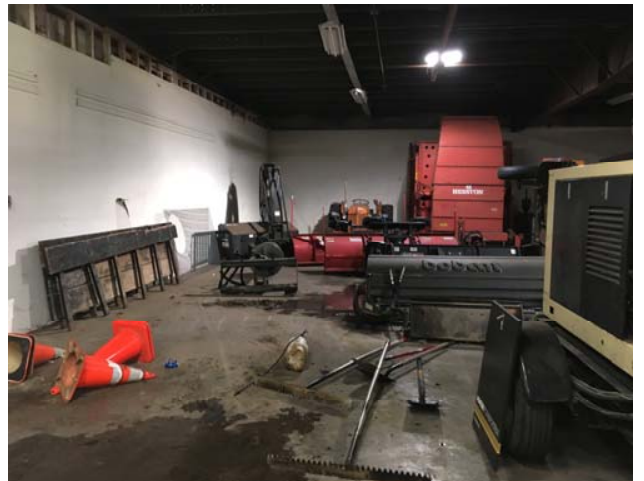
Projected Budget				Budget	Notes
Construction Costs Phase 2					
Site Development Costs					
	Earthwork			\$ 50,000	
	Water Main			\$ 18,000	
	Sanitary Sewer			\$ 8,000	
	Storm Sewer			\$ 26,000	
	Pavement	39,250	sq/ft	\$ 200,000	
	Landscaping/Site Amentities			\$ 15,000	
	Site Lighting			\$ 14,000	
Building Construction Costs					
	Vehicle Storage			\$ 3,059,950.00	
	Covered Exrterior Wash			\$ 252,000.00	
	Vehicle Mobile Lift			\$ 50,000.00	
	Crane			\$ 35,000.00	
	Overhead Fluid Delivery			\$ 60,800	
	Pressure Washer			\$ 28,000	
	Bulk Materials Lean-to			\$ 25,000	
	Security Gates/Access Control			\$ 20,000	
Subtotal				\$ 3,861,750	
	Design Contengency @ 10%			\$ 386,175	
Subtotal				\$ 4,247,925	
	Construction Contingency@5%			\$ 212,396	
Construction Total				\$ 4,460,321	
Soft Costs					
Site					
	Utilities Service Fees			\$ 10,000	
	Geotechnical Soils Investigation			\$ 2,000	
	Survey			\$ 1,000	
Fees					
	Architectural/Engineering			\$ -	
	Testing and Special Inspections			\$ 2,000	
	Insurance During Construction			\$ 7,000	
FF&E					
	Furnishings (including Specifier fees)			\$ 5,000	
	Moveable Equipment			\$ 25,000	
Subtotal				\$ 52,000	
Total Project Costs - Phase 2				\$ 4,512,321	

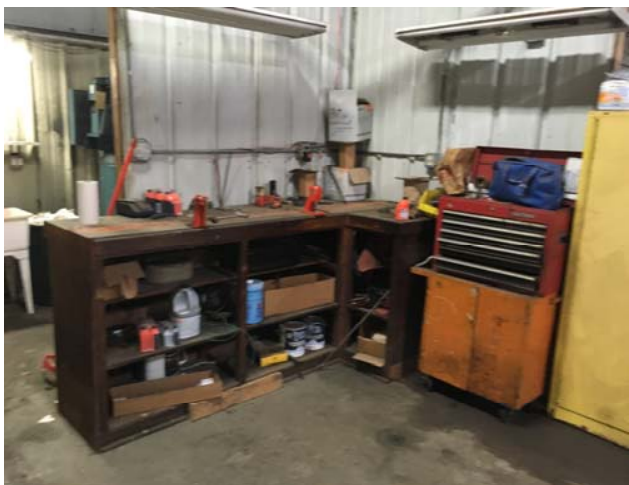
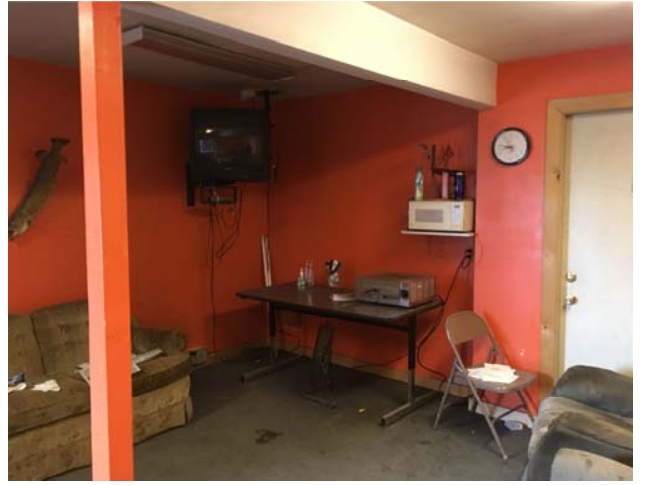
































Evansville Municipal Energy Plan

October 27, 2023

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EXECUTIVE SUMMARY

The City of Evansville first committed to reducing its carbon footprint in 2009 with a resolution to reduce carbon emissions 25 percent by 2025. In 2021, recognizing the growing need for continued action, the City committed to carbon neutrality for its municipal buildings, infrastructure, fleet, and entire community by 2050.

In early 2022, Evansville identified the need for a municipal energy plan to prioritize next steps and position the community to access and use future implementation funding, meaningfully. To this end, Evansville joined a coalition with nearby communities, Edgerton and Milton, and was awarded a planning grant from the State Office of Energy Innovation (OEI) at the Public Service Commission.

Over the past year, the three communities worked with Slipstream, to develop a municipal energy plan that identified near-term cost-effective energy saving opportunities. The planning process included:

- Collection of energy use and cost data from buildings and fleet
- Compilation of energy data to develop energy and emissions baselines
- Energy assessments at two buildings
- Analysis of energy data to identify opportunities for renewable energy, fleet conversions, and buildings
- Identification of policies to promote renewable energy, electric vehicles, and sustainable building design

The team started by developing an energy profile to identify savings opportunities and serve as a baseline to use when tracking future progress.

Table 1 illustrates the breakdown of costs and carbon dioxide (CO₂) across fleet, buildings, and operations. The carbon baseline is roughly 1,236 metric tons of CO₂ and energy cost baseline is roughly \$228,890.

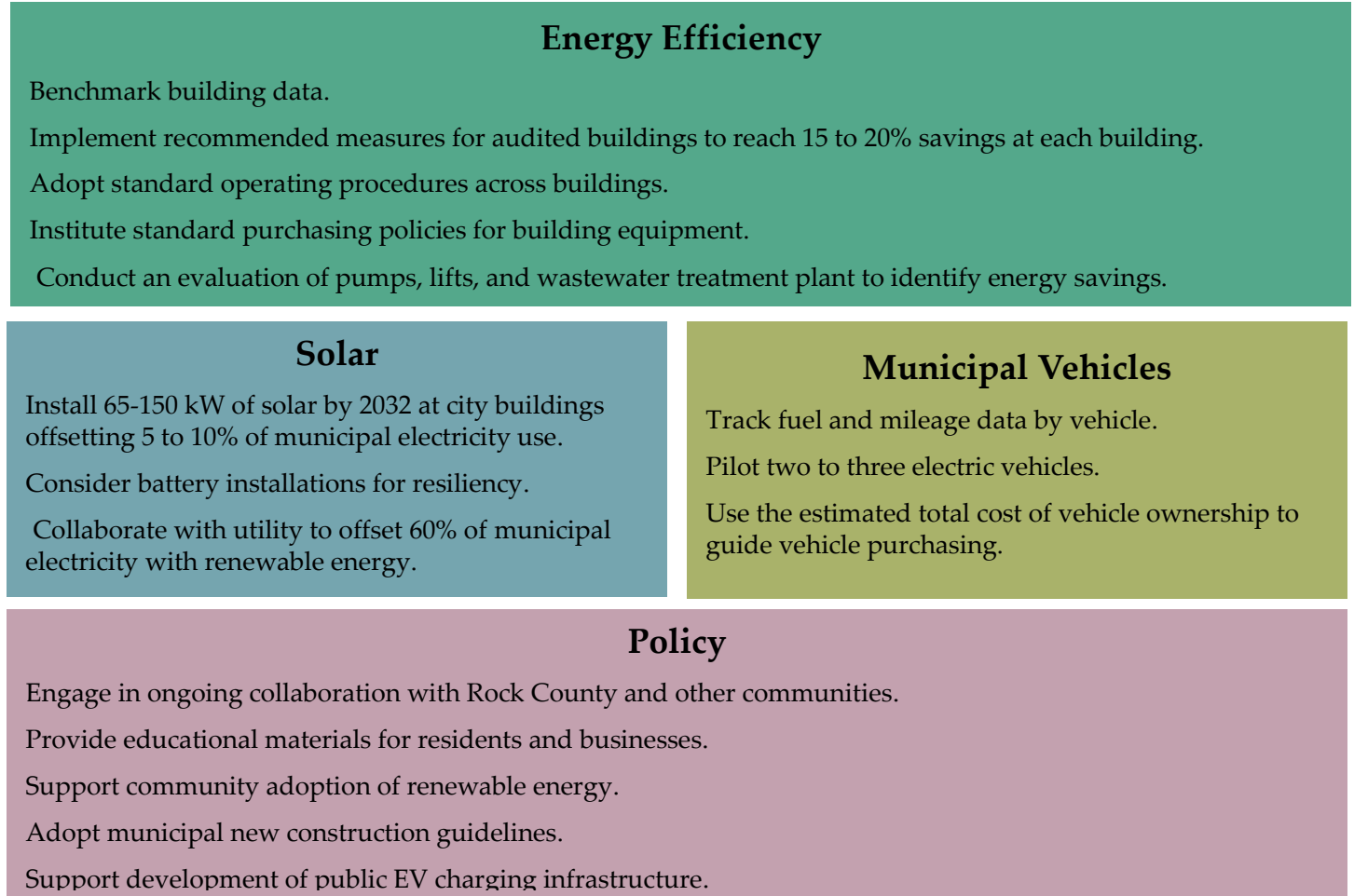
Table 1. Annual emissions and costs by source (2022 data)

Source	CO ₂ Emissions (metric tons)	Percent of Total CO ₂ Emissions	Cost
Evansville City Hall	67	5%	\$10,520
Dept of Public Works	82	7%	\$13,160
Evansville EMS	11	1%	\$1,795
Evansville EMS Garage	13	1%	\$2,000
Evansville Police Dept	45	4%	\$7,015
Evansville Public Library	118	10%	\$18,555
Evansville Youth Center	13	1%	\$2,140
W&L Shop	43	3%	\$6,780
W&L - West Bldg	40	3%	\$6,395
Fleet	104	8%	\$43,885
WWTP	301	24%	\$56,165
Wells/Pumps/Lifts	246	20%	\$31,325
Other Operations	153	12%	\$29,160
Total	1,236	-	\$228,890

Figure 1 provides the overview of the recommendations by category. The recommendations serve as initial items for consideration to save energy and reduce municipal CO₂ emissions. Funding is available through local utility rebates, federal funding, and state funding to implement these recommendations. Funding options for the recommendations is detailed in the full report. The recommendations are split into four primary categories – energy efficiency upgrades, solar upgrades, municipal vehicle transitions, and policy recommendations. The first three

categories are focused only on municipal operations while the policy recommendations cover how to encourage emissions reductions by Evansville’s residents and businesses.

Figure 1. City of Evansville recommended energy actions



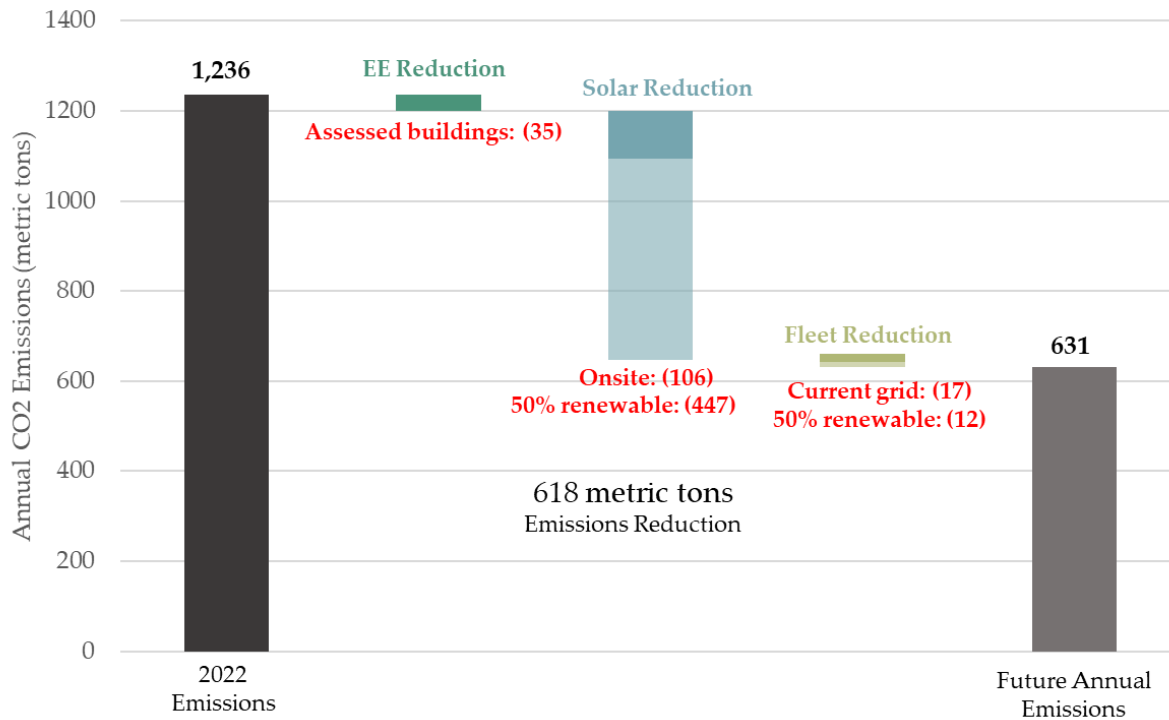
We recommend the City prioritize the following investments:

- Install priority measures for audited buildings over the next two years.
- Conduct an energy evaluation of wells, lift stations, pumps, and the wastewater treatment plant.
- Install solar at one or two buildings in the next two years. Prioritize the Library for its low payback and visibility to community or Police Station due to its resiliency needs.
- Work with utility to identify off-site opportunities for solar energy to reach 60% renewable electricity.
- Pilot electric vehicles for two to three light duty vehicles in the two years.
- Provide educational materials for residents and consider how the city can help encourage other reductions across the city.

Figure 2 illustrates the estimated CO₂ reduction from implementing recommended measures. The measures modeled quantitatively include implementing energy efficiency at assessed buildings, installing onsite renewable energy, working with the utility to reach 60% renewable electricity after onsite renewable energy, and transitioning eligible vehicles to EVs.

These recommendations lead to a 49% reduction in CO₂ emissions. Energy efficiency is estimated to achieve 35 metric tons of savings. Onsite solar installations are estimated to achieve 106 metric tons of savings. With 60% renewable electricity, we can expect an additional 447 metric tons of savings. Fleet transition to EVs under the current grid can result in 17 metric tons of savings, and with 60% renewable electricity on the grid, an additional 12 metric tons of savings is possible.

Figure 2. Estimated CO₂ reduction from recommended actions



The estimated emissions reduction should be considered conservative because not all aspects of recommendations were quantitatively modeled. Further CO₂ emissions reductions are possible through additional actions, highlighted below:

- **Implementation of WWTP and pump efficiency measures.** We did not model these savings but suggest ways to address the energy use and associated carbon emissions from these systems. Currently, the WWTP and water distribution pumps, lifts and wells account for 547 metric tons of emissions, highlighting the importance of evaluating the equipment.
- **Full electrification of buildings and vehicles.** As the electric grid becomes renewable, electrification of building equipment and vehicles is vital to reach carbon neutrality. Prioritization of electrification items will lead to additional emissions savings.
- **Continued transition to renewable electricity.** As illustrated above, a transition to renewable electricity generates significant CO₂ emissions savings and these savings will increase as the City electrifies equipment and systems. Collaboration with the utility and advocacy at the state-level to continue to drive this transition is important to reach carbon neutrality.

GLOSSARY OF TERMS

Battery energy storage system (BESS): Equipment that can store energy and then release it when needed for use. Often lithium-ion batteries.

Direct pay: A provision in the Inflation Reduction Act that makes non-taxable entities eligible for tax credits for clean energy items (including renewable energy and alternative vehicles)

Energy walkthrough: Assesses how a building currently uses energy and identifies opportunities to reduce the building's energy consumption.

Electric vehicle (EV): vehicles; cars, trucks, and buses powered by a battery and electricity.

Energy use intensity (EUI): Total energy use of a building divided by the total square feet of the building. Normalizes energy use across buildings of different sizes.

Focus on Energy: Wisconsin's statewide program to increase energy efficiency and renewable energy use among residents, businesses, and local governments.

Heat pump: Single heat pump replaces both furnace and an air conditioner; fueled only by electricity and very efficient

Internal combustion engine (ICE): Conventional gasoline or diesel vehicles

Inflation Reduction Act (IRA): Federal law passed in 2022 that directs significant funding to clean energy and climate solutions. A portion of funding is directed at local governments through rebates or grant programs.

Microgrid: A group of interconnected loads and energy resources that can connect and disconnect from the grid. Can operate as part of larger group or on its own.

Net metering: Billing mechanism that credits solar energy owners for electricity added to grid

Non-taxable entity: An entity that is not required to pay income taxes. Includes nonprofits, local and state governments.

PV: Photovoltaic solar energy; converts energy from the sun to electricity

Renewable energy: Energy that is generated from a naturally replenishing resource that does not release carbon, such as solar energy, wind energy, or geothermal.

Tax increment financing (TIF): Captures the increase in property taxes, resulting from new development, and diverts that revenue to subsidize that development.

Total cost of ownership (TCO): Total cost of owning equipment, including upfront cost, any energy or maintenance costs, and resale forecast

Weather-normalized site EUI: The energy use a building would have consumed during 30-year average weather conditions. It can be helpful to use this weather normalized value to understand changes in energy when accounting for changes in weather. Energy use is divided by square feet.

Wisconsin Local Government Climate Coalition (WLGCC): Coalition of local governments in Wisconsin committed to accelerating local climate change solutions.

INTRODUCTION

The City of Evansville first committed to reducing its carbon footprint in 2009 with a resolution to reduce carbon emissions 25 percent by 2025. In 2021, recognizing the growing need for continued action, the City committed to carbon neutrality for its municipal buildings, infrastructure, fleet and entire community by 2050.¹ The resolution identifies the importance of reducing energy use among all operations and transitioning to carbon neutral energy resources.

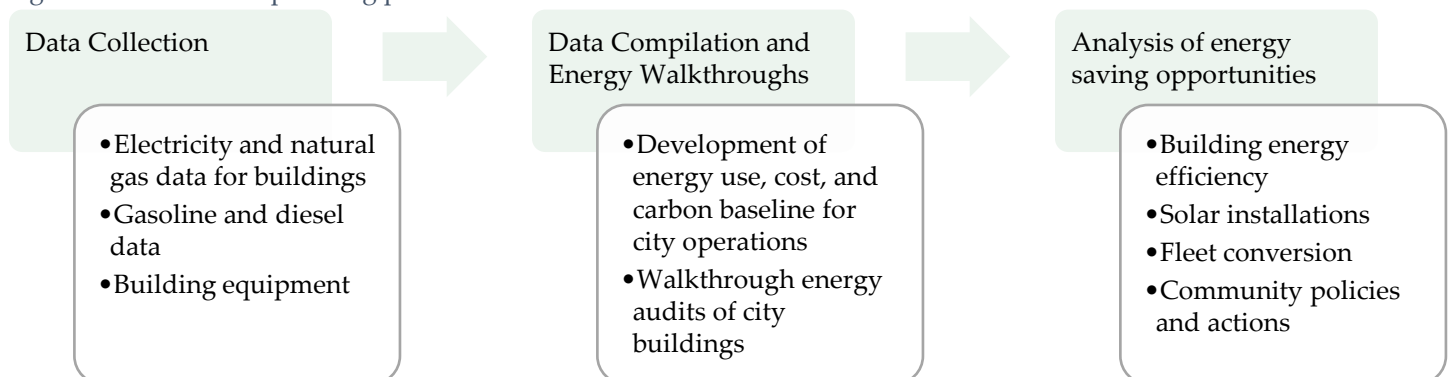
In early 2022, the City set out to develop a municipal energy plan to identify near-term next steps to progress towards its municipal operations goals. A municipal energy plan is an important first step to demonstrate commitment to overall goals, understand how to achieve decarbonization goals, and access future funding to implement planned energy strategies.

Evansville partnered with Edgerton and Milton to pursue a planning grant from the State Office of Energy Innovation (OEI) at the Public Service Commission. This partnership’s intention was to help each community develop a municipal energy plan while leveraging the alliance to create a broader understanding of what actions are possible for communities of similar size and facilitating a network for discussion on energy topics. The team was awarded the grant from OEI in summer 2022.

Over the past year, the three communities worked with Slipstream to compile current energy, building, and fleet data. Slipstream, a nonprofit, served as the technical advisor to the City and analyzed the data to identify near-term opportunities for upgrades. The process included collection and compilation of energy data to develop an energy baseline, energy walkthroughs at three city facilities, and analysis of energy data to identify cost-savings opportunities for renewable energy, fleet conversions, and building and equipment energy efficiency. Slipstream also identified associated policies to support community reductions and institutionalize municipal progress.

This document details the near-term roadmap for municipal operations. The plan begins with a summary of the baseline energy profile for City of Evansville buildings, operations, and fleet. We then provide recommendations for building and equipment efficiency upgrades, solar installations on city facilities, fleet upgrades to electric vehicles, and community policies.

Figure 3. Overview of planning process



¹ See here for the resolution: https://www.ci.evansville.wi.gov/content/meeting_downloads/meeting_downloads_283_note_file.pdf

Municipal Operations Goal
Reduce energy use by 15% by 2030, 40% by 2040, and 50% by 2050

Meeting 60% of its electric needs for City operations through carbon neutral energy resources by 2030 and 100% by 2050

Meeting 65% of all City operations energy needs with carbon neutral energy by 2030; 85% by 2035, and 100% by 2040

BASELINE DATA

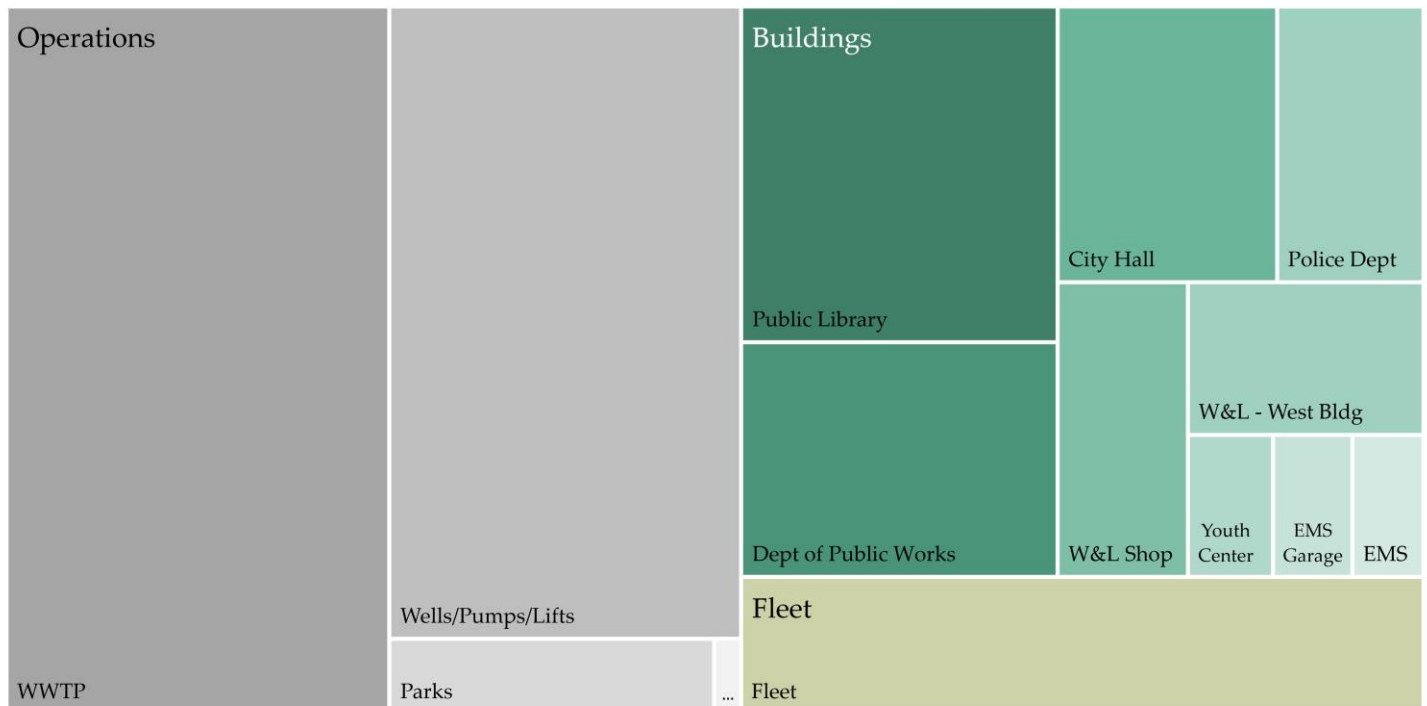
Evansville has nine municipal buildings, 45 vehicles and pieces of public works equipment in its city fleet; and operates a wastewater treatment plant, wells/pumps/lifts, numerous parks, and streetlights. The City currently has a small wind turbine at the WWTP and only internal combustion engines. The energy use across municipal operations amounts to 1,236 metric tons of carbon dioxide (CO₂) and costs the City roughly \$228,890 a year. Table 2 illustrates the breakdown of costs and carbon across categories.

Table 2. Annual emissions and costs by source (2022 data)

Source	CO ₂ Emissions (metric tons)	Percent of Total Carbon	Cost
Evansville City Hall	67	5%	\$10,520
Dept of Public Works	82	7%	\$13,160
Evansville EMS	11	1%	\$1,795
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Fleet	104	8%	\$43,885
WWTP	301	24%	\$56,165
Wells/Pumps/Lifts	246	20%	\$31,325
Other Operations	153	12%	\$29,160
Total	1,236	-	\$228,890

Figure 4 illustrates the relative CO₂ impact across the three main categories of energy use (operations in grey, buildings in green, and fleet in brown). The data illustrates that the wastewater treatment system has the largest impact on overall municipal CO₂ emissions.

Figure 4. Annual CO₂ impacts of City buildings, fleet, and operations



RECOMMENDATION OVERVIEW

Slipstream identified specific building upgrades, solar installations, and low-carbon fleet alternatives for the City as well as recommendations for policies that institutionalize progress and encourage community-wide energy and emissions reductions. The team also recommends that the City of Evansville continue to collaborate with Milton and Edgerton, and a larger network of Wisconsin communities, on sustainability topics and policies.

Figure 5 provides the overview of all the recommendations by category. The recommendations are split into four primary categories – energy efficiency upgrades, solar upgrades, municipal vehicle transitions, and policy recommendations. The first three categories are focused only on municipal operations while the policy recommendations cover how to encourage emissions reductions by Evansville’s residents and businesses. The following sections of the report go into more detail for each of these recommendations. Funding opportunities for these recommendations are also presented in detail.

Figure 5. City of Evansville recommended actions

Energy Efficiency

Benchmark building data.

Implement recommended measures for audited buildings to reach 15 to 20% savings at each building.

Adopt standard operating procedures across buildings.

Institute standard purchasing policies for building equipment.

Conduct an evaluation of pumps, lifts, and wastewater treatment plant to identify energy savings.

Solar

Install 65-150 kW of solar by 2032 at city buildings offsetting 5 to 10% of municipal electricity use.

Consider battery installations for resiliency.

Collaborate with utility to offset 60% of municipal electricity with renewable energy.

Municipal Vehicles

Track fuel and mileage data by vehicle.

Pilot two to three electric vehicles.

Use the estimated total cost of vehicle ownership to guide vehicle purchasing.

Policy

Engage in ongoing collaboration with Rock County and other communities.

Provide educational materials for residents and businesses.

Support community adoption of renewable energy.

Adopt municipal new construction guidelines.

Support development of public EV charging infrastructure.

We recommend the City prioritize a few upgrades each year starting with the following:

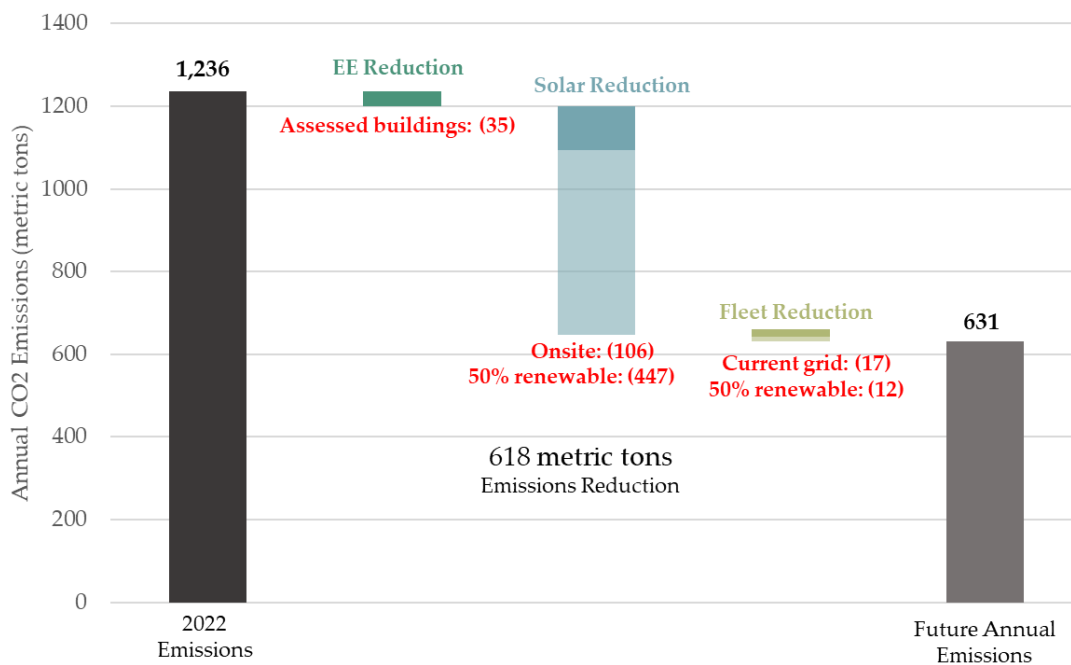
- Install priority measures for audited buildings over the next two years.
- Conduct an energy evaluation of wells, lift stations, pumps, and the wastewater treatment plant.
- Install solar at one or two buildings in the next two years. Prioritize the Library for its low payback and visibility to community or Police Station due to its resiliency needs.
- Work with utility to identify off-site opportunities for solar energy to reach 60% renewable electricity.

- Pilot electric vehicles for two to three light duty vehicles in the two years.
- Provide educational materials for residents and consider how the city can help encourage other reductions across the city.

Figure 7 summarizes the estimated CO₂ emissions savings from implementing the recommended measures. The measures modeled quantitatively include implementing energy efficiency at assessed buildings, installing onsite renewable energy, working with the utility to reach 60% renewable electricity after onsite renewable energy, and transitioning eligible vehicles to EVs.

These recommendations lead to a 49% reduction in CO₂ emissions. Energy efficiency is estimated to achieve 35 metric tons of savings. Onsite solar installations are estimated to achieve 106 metric tons of savings. With 60% renewable electricity, we can expect an additional 447 metric tons of savings. Fleet transition to EVs under the current grid can result in 17 metric tons of savings, and with 60% renewable electricity on the grid, an additional 12 metric tons of savings is possible.

Figure 6. Estimated CO₂ reduction from recommended actions

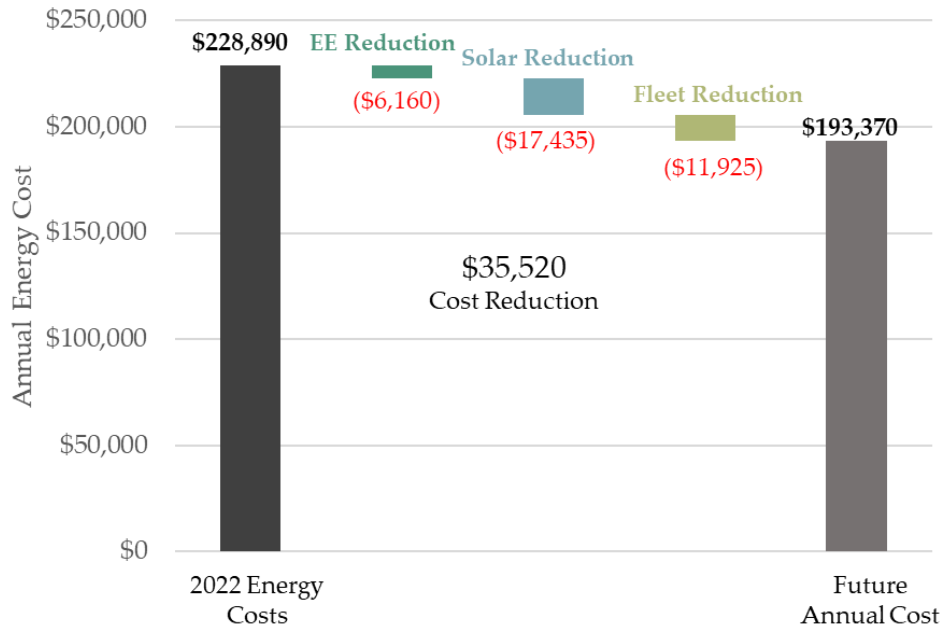


The estimated emissions reduction should be considered conservative because not all aspects of recommendations were quantitatively modeled. Further CO₂ emissions reductions are possible through additional actions, highlighted below:

- **Implementation of WWTP and pump efficiency measures.** We did not model these savings but suggest ways to address the energy use and associated carbon emissions from these systems. Currently, the WWTP and water distribution pumps, lifts and wells account for 547 metric tons of emissions, highlighting the importance of evaluating the equipment.
- **Full electrification of buildings and vehicles.** As the electric grid becomes renewable, electrification of building equipment and vehicles is vital to reach carbon neutrality. Prioritization of electrification items will lead to additional emissions savings.
- **Continued transition to renewable electricity.** As illustrated above, a transition to renewable electricity generates significant CO₂ emissions savings and these savings will increase as the City electrifies equipment and systems. Collaboration with the utility and advocacy at the state-level to continue to drive this transition is important to reach carbon neutrality.

Figure 7 illustrates the estimated cost reduction from implementing recommended measures from this plan. The cost savings estimates only include onsite renewables, transitions to EVs, and energy efficiency improvements. These estimates are likely conservative; other recommendations which were not explicitly modeled may also yield cost savings. Energy efficiency investments, solar installations and fleet upgrades are estimated to result in annual savings of \$6,160, \$17,435, and \$11,925, respectively. This amounts to a 16% reduction in cost, or \$35,520 annual savings.

Figure 7. Estimated cost reduction from recommended actions



BUILDING RECOMMENDATIONS

RECOMMENDATION 1: CONTINUE ONGOING BENCHMARKING OF BUILDING PERFORMANCE

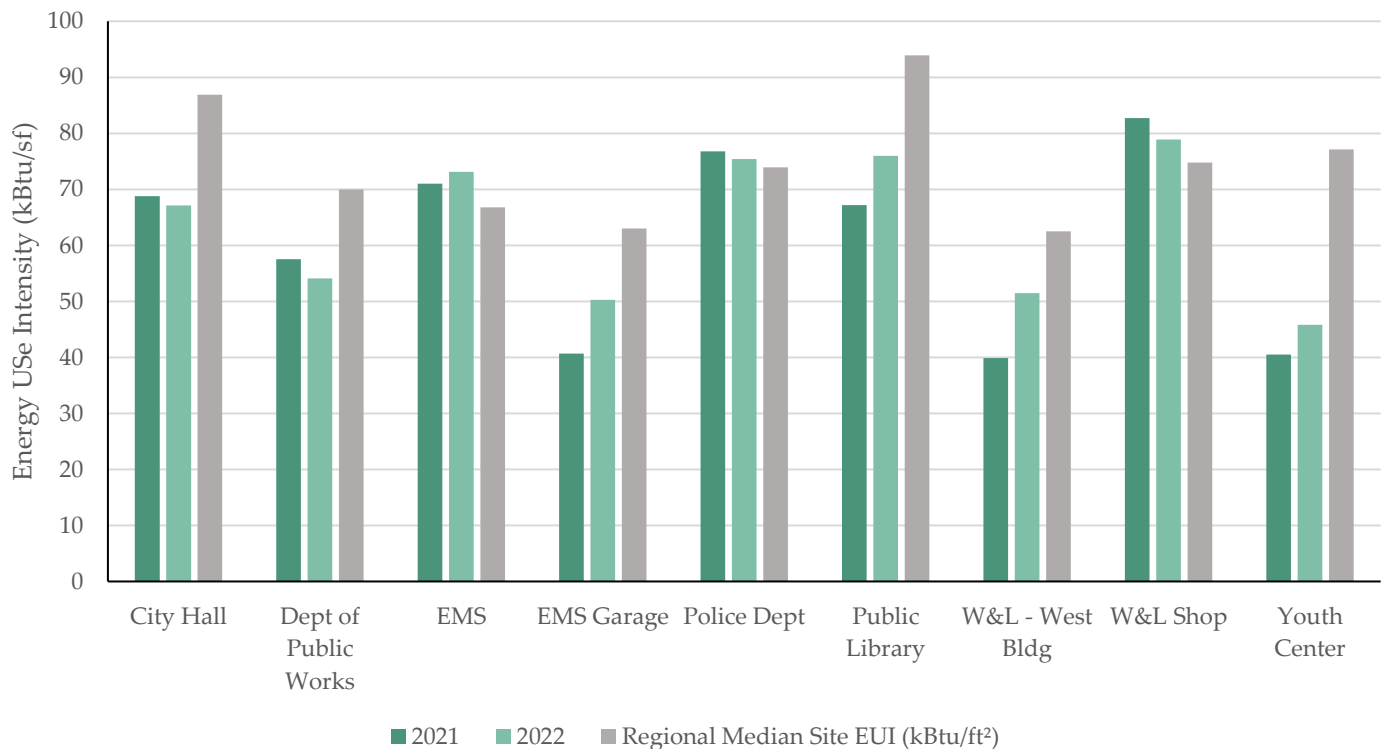
The energy performance of buildings can be tracked by reviewing energy use intensity over time or in comparison to other buildings through a process called benchmarking. Energy use intensity (EUI) is a metric that shows the building's total energy use divided by square feet of the building and provides a standard approach to understand the energy performance of a building.

Figure 8 illustrates the EUI of all Evansville city buildings over time and compared to the median EUI of similar buildings (age, building type, and characteristics) in the climate zone. Most buildings are lower than the regional median EUI for similar age and type of buildings. The Police Station, EMS, and W&L Shop are slightly above the regional EUI. The high performance reflects the efforts by Evansville to transition to LEDs and install energy efficient equipment during retrofits in most buildings. However, it does not suggest that there are not any remaining opportunities to lower energy use and save money, especially as the EUIs are compared to buildings of similar age. Future goals should be focus on lowering EUI over time for each building and retrofiting buildings with high-efficiency electric equipment.

Recommendations

1. Benchmark building data
2. Implement recommended measures for audited buildings to reach 15 to 20% savings at each building.
3. Adopt standard operating procedures across buildings.
4. Institute standard purchasing policies for building equipment.
5. Conduct an evaluation of pumps, lifts, and wastewater treatment plant to identify energy savings.

Figure 8. Energy use intensity of city facilities compared to median energy use intensity of similar buildings in same climate zone (2022 data)



Continuing to benchmark the City's buildings over time is a key mechanism to address unexpected changes in energy use, identify maintenance needs, and measure progress toward energy saving goals. ENERGY STAR Portfolio Manager is a free tool that provides a centralized location for data collection and the ability to benchmark against a national sample of similar building types. The City of Evansville started adding data to the website during 2022, and the project team recommends that the City continue adding data at least annually to the tool.

RECOMMENDATION 2: IMPLEMENT RECOMMENDED MEASURES FOR AUDITED BUILDINGS

The project team performed energy audits at three buildings, City Hall, the Library, and the Police Station. The walkthroughs included reviewing current heating and cooling systems, lighting equipment, and appliances and discussing comfort and operations with building staff. The team then developed energy models to estimate savings opportunities. The models were informed by equipment and condition of facilities, building energy code requirements at time of construction, and weather data.

Measure costs were based on secondary research, industry reference materials, and past project experience. These estimates inform the prioritization of improvement measures. Actual energy savings from the recommended improvements will be dependent on weather and building operation. Further engineering and final pricing of all recommended measures will be required prior to implementation.

Evansville has implemented several priority energy efficiency upgrades, including LEDs in most buildings and efficient pumps or heating systems when at replacement age. Table 3 illustrates the recommended measures for assessed buildings. The measures are organized by high priority, end-of-life, and medium/low priority. The high priority measures are items with short payback periods, significant savings, or important comfort upgrades. Medium priority are upgrades with higher payback periods or lower savings, and end-of-life (EOL) are upgrade recommendations for when equipment reaches its replacement age.

Table 3. Overview of recommended measures

	CITY HALL	LIBRARY	POLICE STATION
HIGH PRIORITY	Maintenance refresh Testing and balancing	Maintenance refresh	Maintenance refresh Garage door insulation
MEDIUM PRIORITY	Lighting controls Wall insulation	-	-
END OF LIFE	Roof insulation HVAC upgrades ENERGYSTAR appliances	Roof insulation New packaged RTU ENERGYSTAR appliances	HVAC upgrades Roof insulation ENERGYSTAR appliances

Table 4 details the upfront cost, annual cost savings, payback period, and annual CO₂ savings. The upfront cost is estimated and does not include incentives. Payback period is calculated as total upfront cost divided by annual cost savings. The upfront cost does not include incentives, and it is recommended that the City discuss with their Focus on Energy representative. The EOL measures do not include payback period as total cost should be compared to the total cost of the alternative option when replacing. Appendix 1: Building Descriptions has a full description for each building.

Table 4. Cost and CO₂ savings from recommended measures

	Upfront Cost (\$)	Annual Energy Cost Savings (\$)	Percent Cost Savings	Annual CO ₂ Savings (tons)	Percent CO ₂ Savings	Average Payback
Town Hall	\$86,900	\$2,350	23%	12.8	22%	-
High Priority	\$2,000	\$400	3%	1.6	3%	5.0
Medium Priority	\$18,400	\$1,350	13%	8.4	15%	13.6
EOL	\$66,500	\$600	5%	2.8	5%	-
Library	\$90,100	\$2,930	18%	17.3	19%	-
High Priority	-	\$200	1%	1	1%	-
EOL	\$90,100	\$2,730	17%	16	18%	-
Police Station	\$32,700	\$880	13%	5.2	14%	-
High Priority	\$900	\$440	7%	2.9	8%	2

EOL	\$31,800	\$440	6%	2.3	7%	-
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RECOMMENDATION 3: INSTITUTE A STANDARD OPERATING GUIDELINES AT ALL BUILDINGS

The operation of a building and the behavior of building occupants has a significant impact on building energy use. Operational guidelines can save energy without significant investment and have the potential to positively impact occupant comfort and productivity. We recommend that City of Evansville develop a policy that defines clear guidelines for the operation of municipal buildings. The guidelines should be written flexibly enough to reflect that each building has unique characteristics and that decisions should balance energy use and comfort. The municipality should also set up the appropriate communications channels so that building occupants can provide ongoing feedback.

Figure 9 provides a full list of items to consider for an operating policy. The operating policy covers ongoing maintenance, HVAC system operation, plug load management, and lighting. A top priority for Evansville buildings is thermostat setpoints and setbacks to standardize thermostat settings, and ultimately save energy. These thermostat settings can also help standardize temperature across the building, and ideally improve with comfort issues. Paired with this, communication channels to receive feedback on comfort are also important as occupants already mentioned issues with comfort in both City Hall and the Police Station.

Another priority is to provide direction on when to use windows to eliminate situations where the heat or AC is running, and windows are also open or being used. Lastly, doing an inventory of how many pieces of equipment are plugged in and identifying places to consolidate or use plug load management is a key method to cut electricity use.

Figure 9. Operating policy examples

Operational Policies	Maintenance	Follow regular maintenance schedule for buildings and equipment.
		Change air filters on regular basis.
		Ensure air-conditioning units maintain refrigerant charge
	Heating, ventilation, and air conditioning (HVAC) systems	Establish temperature setpoints and setbacks for occupied and unoccupied times.
		Keep a list of operating parameters, including the temperature set points and operating schedule, for each piece of equipment. Locate in visible locations to make sure equipment is programmed correctly.
		Post guidance on when operable windows can be opened based on room thermostat setpoints. For example, assuming thermostats are set from 70 degrees to 75 degrees, building occupants should have clear direction that they can opened windows between 68-77 degrees outdoor temperature.
		Create communication channels for building occupants to provide feedback on comfort or operational issues. A regularly administered survey can be useful to gather additional feedback on occupant comfort
	Plug loads	Develop a policy that prohibits or limits the use of individual fridges, space heaters, printers, and other peripheral equipment at workstations. Consider ways to consolidate the number of fridges and printers across the building.
		Implement computer power management on worker’s computers using a 30 minute or less delay before putting computers to sleep.
		Implement TV sleep requirements to ensure TVs are not running all day.

RECOMMENDATION 4: INSTITUTE A STANDARD PURCHASING POLICY FOR FUTURE UPGRADES

There are opportunities to increase building efficiency with any piece of equipment that uses energy. In limited cases, it may make sense to upgrade equipment early; but the decision at replacement is most important and impacts energy use for decades. We recommend that purchasing guidelines are developed so all employees have a clear guideline as to what to target in purchases to meet the municipal energy goals.

Figure 10 summarizes the purchasing recommendations across HVAC, appliances, and lighting. A number of these items are implemented by the City already, such as purchasing of LEDs and installing energy efficient equipment. However, it's important to develop a policy to institutionalize current norms and habits.

Figure 10. Purchasing policy example items

Purchasing Policies	Heating, ventilation, and air conditioning (HVAC) systems	Consider installation of air source or dual-fuel heat pumps
		Install a minimum of a condensing furnace with efficiency higher than 95%
		Install a minimum of ENERGYSTAR certified AC with SEER2 ≥ 15.2 . Refer to CEE Tiers for energy efficient equipment for larger cooling equipment like RTUs.
		Install smart thermostats with occupancy sensors to setback temperatures
		Consider installing or upgrading building automation system when replace equipment.
	Appliances and other equipment	Purchase EnergySTAR equipment to replace office equipment and water heaters
		New windows should meet or exceed ENERGY STAR requirements. Large commercial windows or store front windows should target U-value of 0.3 and SHGC of 0.25.
		Consider replacing water heaters with hybrid electric water heaters
	Lighting	Consider addition of daylighting and occupancy controls for LED systems
		Continue purchasing of LED bulbs for lighting replacements

Electrification Considerations

Electrification is the process of phasing out equipment that uses fossil fuels (i.e., natural gas, propane, gasoline) with equipment that uses electricity. The main benefit of electrification is a reduction in CO₂ emissions. CO₂ emissions from electric equipment will continue to drop as the electric grid turns to renewable energy while gas equipment will have a constant emissions rate across time. Thus, electrification will be vital to meet Evansville's carbon goals.

In many situations, heat pumps are still more expensive than a high-efficiency natural gas system. However, incentives from the state and federal government and changing energy costs are causing heat pumps to become more cost competitive. During future HVAC and water heating decisions, staff should compare costs and CO₂ emissions of conventional equipment and heat pumps. Table 5 lists the heat pump options for Evansville buildings.

Table 5. Heat pump system options for existing systems in Evansville buildings

Existing System	Heat Pump System	Notes
Furnace and A/C Split System	Dual-Fuel Air-Source Heat Pump	A cost-effective electrification option that still uses gas but electrifies heating at temperatures above 25°F.
	Air-Source Heat Pump	Full electrification option.
Steam Boiler System	Variable Refrigerant Flow (VRF)	Suitable for historic retrofits and buildings with many smaller rooms, such as offices, courthouses, and police/fire stations.

	Geothermal heat pump system	Requires land for geothermal borefield. Inflation Reduction Act offsets 30% of cost.
Single Zone RTU	Heat-Pump RTU	Emerging technology.

RECOMMENDATION 5: CONDUCT AN EVALUATION OF PUMPS, LIFTS, AND WASTEWATER TREATMENT PLANT TO IDENTIFY ENERGY SAVINGS.

Wells, pumps, and lifts for water distribution and the wastewater treatment plant at Evansville accounts for nearly 45% of total CO₂ emissions annually. To significantly reduce energy cost and CO₂ emissions, it's vital to address these facilities. It was outside the scope of this project to fully estimate potential energy savings or fully review existing processes at these facilities. However, we offer several recommended actions to analyze and reduce energy use at these sites. The recommendations are below:

- **Use benchmarking to understand energy use.** ENERGY STAR Portfolio Manager has an option for benchmarking wastewater and water utilities. It requires multiple parameters to receive an accurate score and compare to other WWTPs across the nation. The energy use for the WWTP has been added to ENERGY STAR but the additional parameters have not. This can provide a comparison to other similar facilities.
- **Install equipment for granular monitoring of equipment.** WWTP is a large complex with multiple important water treatment processes than run all-year. To fully understand current energy use and understand efficiency opportunities, the City should explore installing submeters or energy monitors on specific pieces of equipment. This will allow staff to better track energy use from different equipment and processes and compare that to industry standards.
- **Hire a professional to do a thorough facility assessment of WWTP and pumps.** A review of the entire WWTP facility, including each process and pumps has the potential to identify significant energy savings potential. Pump stations are sometimes oversized so this analysis could identify how to optimize pump efficiency and size at end of life. In 2023, Focus on Energy is offering a rebate for an assessment. City staff should talk with Energy Advisor to identify opportunities.²
- **Work with Focus on Energy to identify rebates for efficiency updates.** Focus on Energy has a water treatment best practice guide that may provide additional guidance on next steps for reducing energy use within the Filter Plant.³ There are also rebates available for several of these upgrades through Focus. Examples of upgrades include:
 - o Implement typical energy efficiency upgrades such as LED lighting upgrades and HVAC replacements
 - o Install variable frequency drives to match motor-output speeds to specific load and avoid running at full power
 - o Assess the aeration system to determine if operating as efficiency as possible and consider potential improvements to fine bubble aeration, dissolved-oxygen control, or variable airflow-rate blowers.
- **Implement a policy to guide equipment replacement.** Similar to building equipment, the decision at replacement for this equipment impacts energy use for decades. We recommend the City develop efficiency and sizing guidelines for future purchases.

² 2023 application for Wastewater Treatment Plant audit rebate: https://s3.us-east-1.amazonaws.com/focusonenergy/staging/inline-files/2023/BIZ-SG-Wastewater-Plant-Energy-Assessment_2023_APL.pdf

³ Water and Wastewater Treatment Industry. February 2020. https://assets.focusonenergy.com/production/inline-files/2021/BIZ-EE-Best_Practices-Water_Wastewater.pdf

SOLAR RECOMMENDATIONS

RECOMMENDATION 1: INSTALL 65 – 150 KW OF SOLAR

Reaching the City’s goal of 60 percent electricity served by carbon neutral sources can be partially addressed by on-site solar installations. On-site solar can save money and reduce carbon by leveraging existing roof or ground space near existing facilities. The analysis examined all City facilities for solar installations and identified four facilities that were good candidates for solar installations. Other buildings were excluded due to potential replacement of buildings or age of roofs. The analysis incorporated available space at each building, monthly historical data for the building, and the current utility rates.

Table 6 illustrates the solar array size recommendations, percent renewable electricity for each site, and a simple payback period. The solar array size is determined by examining roof or ground space, monthly energy use of the building, and cost effectiveness. The payback period is calculated by dividing yearly utility bill savings by the net upfront cost. The energy cost savings represent annual energy cost savings – after the payback year all of these will be direct savings for the city. The CO₂ savings represent annual emissions avoided.

These arrays can replace 13% of its annual electricity use with renewable energy. The installation of arrays on city facilities demonstrates a commitment to the carbon neutrality goal in a visible way. The WWTP does have a higher payback but contributes a significant amount of total municipal electricity use, making it an important array to consider.

Table 6. Solar PV installation recommendations for Evansville city buildings

Building	Size (kW dC)	Percent Renewable Electricity	Payback (Years)	Annual CO ₂ Savings (MT)	Annual Energy Cost Savings
Library	32	43%	11.0	29.7	\$4,645
Municipal Services Garage	14	92%	12.6	10.7	\$1,760
Police Station	20	62%	12.6	15.3	\$2,545
WWTP	86	24%	19.0	80.1	\$8,485

Table 7 includes costs for each array. The estimated upfront cost is based on size and location on roof or ground. The Focus on Energy incentives represent local utility incentives available and are based on the size (generating capacity) of the array. Cities are also eligible for the Inflation Reduction Act’s clean energy tax credits through elective pay, a provision that allows non-taxable entities to receive tax credits (see Funding Opportunities for Recommendations). The credit is 30% of the upfront cost. Net cost represents total cost after the incentives and tax credit is applied.

Table 7. Cost details of solar PV installations for Evansville city buildings

Buildings	Upfront Cost	Focus on Energy Incentives	IRA Tax Credit	Net Cost
Library	\$79,675	\$4,485	\$23,905	\$51,290
Municipal Services Garage	\$35,000	\$2,250	\$10,500	\$22,250

Recommendations

1. Install 65-150 kW of solar by 2032 at city buildings offsetting 5 to 15% of municipal electricity use.
2. Consider battery installations to provide resiliency benefits.
3. Collaborate with utility to offset 60% of municipal electricity with renewable energy.

⁴ Top 25 Low Cost-No Cost Energy Saving Opportunities. https://s3.us-east-1.amazonaws.com/focusonenergy/staging/inline-files/Wastewater_Low-Cost-No-Cost-List.pdf

Police Station	\$50,000	\$3,000	\$15,000	\$32,000
WWTP	\$245,960	\$11,250	\$73,790	\$160,920

The full recommendations for each building, including placement of solar panels and input details are included in Appendix 2: Solar and Battery Methodology and Full Results.

RECOMMENDATION 2: CONSIDER BATTERY INSTALLATIONS TO PROVIDE RESILIENCY BENEFITS.

Historically, generators have been the common solution for resiliency needs at a building because of their ability to run during power outages and their relatively low upfront costs. However, generators alone are restricted by code from running during normal operations. Instead, battery energy storage systems (BESS) paired with solar PV, operating as a microgrid, are increasingly used as a backup system because they provide benefits during normal operations and provide backup power during emergencies. Microgrids are a group of interconnected loads and distributed energy resources with clear electrical boundaries that can disconnect and connect to the grid.⁵

The primary concern with BESS is cost. As costs continue to decline, BESS is becoming a viable option especially in buildings where generators do not already exist or at time of generator failure. From 2010 to 2018, battery prices fell by 85%, and costs are predicted to continue to decline at a rate of 18%.⁶

Evansville is considering adding a resiliency solution to the police station. The City received a quote for a 60-kW generator at around \$45,000. The project team analyzed BESS and solar PV options as an alternative to addition of a generator. The sizing of the BESS is determined by setting constraints on the percent of building load that must be met for a certain number of hours in a specific season. For this analysis, we included a scenario for a system that must meet 75% load for 24 hours in the summer or 100% load for 24 hours in the summer. These numbers are preliminary, and a more in-depth feasibility study would need to be completed to determine ideal size and costs.

Table 8. includes the battery size and solar PV size for each scenario, the simple payback, and the average resiliency. The simple payback is calculated as the upfront cost divided by the annual energy savings. The annual energy savings and CO₂ savings stay constant with the solar-only option at roughly \$2,500 in annual cost savings and 15.3 metric tons in annual CO₂ tons savings. The average resiliency calculates the number of hours the system could cover for an outage starting at any time of the year. It is higher than 24 hours as building load is lower in the spring, fall and winter and therefore the system can cover outages of longer lengths.

Table 8. BESS and solar PV options for Evansville Police Station

	Solar PV Size (kW dc)	Battery Size	Simple Payback (years)	Average Resiliency (hours)
Solar Only	20	-	15.3	
75% load covered	20	3 kW, 45 kWh	19.7	308
100% load covered	20	4 kW, 63 kWh	22.5	194

Table 9 provides the cost details for the BESS and solar PV options. The upfront costs are split between solar and BESS. Focus on Energy incentives are for solar only, while the IRA tax credits cover both solar and BESS at a 30% rebate on upfront cost. The battery would need to be replaced one time during the 25-year lifetime of the solar, adding additional costs around year 15. The preliminary estimates are for smaller-sized BESS compared to the generator quote but show comparable costs to the generator. More details are available in Appendix 2: Solar and Battery Methodology and Full Results.

Table 9. BESS and solar PV options for Evansville Police Station

	Solar Cost	BESS Cost	Focus on Energy Incentives	IRA Tax Credits	Total Net Cost
Solar Only	\$50,000	-	\$3,000	\$15,000	\$32,000
75% load covered	\$50,000	\$25,560	\$3,000	\$22,668	\$49,892
100% load covered	\$50,000	\$35,665	\$3,000	\$25,699	\$56,965

⁵ Ton and Smith, "The U.S. Department of Energy's Microgrid Initiative."

<https://www.energy.gov/sites/prod/files/2016/06/f32/The%20US%20Department%20of%20Energy%27s%20Microgrid%20Initiative.pdf>

⁶ Goldie-Scot, "A Behind the Scenes Take on Lithium-Ion Battery Prices." <https://about.bnef.com/blog/behind-scenes-take-lithium-ion-battery-prices/>

As costs continue to fall, the most viable options for microgrids are when replacing a generator at time of failure, adding a new resiliency backup source at a building, or during new construction. A full feasibility study that considers the load that should be covered, existing electrical service, and ideal size should be done prior to installation. Figure 11 summarizes a checklist of considerations for resiliency options and microgrids.

Figure 11. Microgrid consideration checklist

<p>Consider batteries where backup power is needed.</p>	<p>At time of generator replacement or purchase, compare upfront equipment costs, ongoing O&M costs, the potential energy and demand cost savings, and performance requirements to determine best option</p>
<p>Utilize microgrid ready design during renovations and construction</p>	<p>Similar to solar-ready, microgrid-ready spreads out costs and ensures a building is ready for a battery in the future. Key considerations include physical space for a battery and making sure solar inverters are compatible if solar is installed first.</p>
<p>Consider energy efficiency and demand management to decrease solar and storage capacity needs</p>	<p>When sizing a BESS, the baseline load is the single most important factor. If there are ways to decrease total energy use through energy efficiency and demand management, this can allow for a smaller and less costly system.</p>
<p>Consider length of outage system needs to cover</p>	<p>The length of outage for the system to cover is a key input in determining backup system size. It's important to think through functions of the building and how those relate to number of hours a system should cover.</p>
<p>When sizing DER components, determine the critical loads at the facility</p>	<p>The amount of load that must be sustained during an outage is a key factor in the size of storage required. Stakeholders familiar with the building load and needs can estimate which functions should be considered critical load.</p>

RECOMMENDATION 3: COLLABORATE WITH UTILITY TO OFFSET 60% OF MUNICIPAL ELECTRICITY WITH RENEWABLE ENERGY

Onsite solar installations on City facilities will only be able to cover a fraction of city operations electricity. There is limited space at each facility, and some facilities have little to no space due to roof issues or ground space being used for other purposes. To reach its goal of 60% renewable electricity by 2030, we recommend that the City collaborate with Evansville Utilities to explore offsite renewable energy opportunities.

WPPI, Evansville Utilities' partner company, has goals to reach a 45% reduction in greenhouse gas emissions by 2025 compared to 2005 levels.⁷ The City should work with the utility to reach its goals. Strategies include:

- **Offsite renewable energy:** Multiple utilities in Wisconsin offer offsite renewable options under which communities lease their land for an array or purchase a section of an upcoming solar installation. Evansville should work with its municipal utility to identify opportunities for offsite renewable arrays.
- **Choose Renewable program:** For two dollars a month, customers can purchase a 300-kWh block of renewable energy.⁸

⁷ WPPI goals are available here: <https://wppienergy.org/wp-content/uploads/resources/2021-WPPI-Energy-Annual-Report.pdf>

⁸ <https://wppienergy.org/program-type/renewable-energy/>

FLEET RECOMMENDATIONS

RECOMMENDATION 1: TRACK FUEL AND MILEAGE DATA BY VEHICLE

The City of Evansville operates 45 vehicles and pieces of large, motorized equipment, which it uses to provide municipal services. Currently, the City's fleet tracking system does not track fuel use and miles driven by vehicle.

The project team recommends that Evansville update its municipal vehicle data tracking system. The system should maintain information for each vehicle, including unique id, make, model, year, fuel purchases (fuel type, gallons purchased, and cost), and miles driven. Optional additional data includes purchase price, date placed in service, and retirement date.

Evansville may investigate implementing a fleet fuel card to support centralizing vehicle data management. Fleet fuel card systems track most, or all, of the required vehicle data points and may be available for minimal costs.

Centralized management of Evansville's vehicles will enable the City to manage its municipal fleet more efficiently. Vehicle-level data will prepare the City to easily identify vehicles with lower-than-expected fuel efficiency that may require maintenance. It will also prepare the City to plan for strategic replacement of gasoline and diesel vehicles with electric vehicles in each future year. As Evansville moves forward with this transition, the system will prepare the City to easily document and demonstrate its progress in reducing vehicle costs and emissions.

RECOMMENDATION 2: PILOT ELECTRIC VEHICLES IN MUNICIPAL FLEET

Currently, EVs are commercially available for most categories of cars, SUVs, and vans, as well as for half-ton pickup trucks. The global and national EV markets are expanding rapidly. New EV models are being introduced within these categories and EV technology is advancing, enabling the introduction of EVs in additional vehicle categories. EVs offer several advantages compared to diesel or gasoline vehicles. To identify alternatives to save money and reduce emissions compared to the existing vehicles, the project team focused on opportunities for Evansville to replace its existing cars and trucks with EVs.

The project team recommends that the City evaluate how it can successfully access these benefits by implementing a 12–18-month pilot in which it would add 2-3 EVs into its municipal fleet. The project team recommends that the City of Evansville identify 2-3 existing older vehicles within the categories for which EVs are currently available and replace those vehicles with EV alternatives. This pilot would include three components:

- Replace a limited number of vehicles in the City's existing fleet with EV alternatives.
- Install EV charging stations to fuel the vehicles in the pilot.
- Train staff to drive and maintain EVs, as applicable.

During the 12–18-month pilot period, the City would track the cost and amount of electricity used to charge the EVs, the time and direct costs required to maintain the vehicles, and any feedback from drivers on their experiences driving the cars. Following the pilot, the City can use this information to guide how it adds more EVs into its municipal fleet in the future.

Recommendations

1. Track fuel and mileage data by vehicle.
2. Pilot two to three electric vehicles in the municipal fleet.
3. Use the estimated total cost of vehicle ownership to guide vehicle purchasing decisions.

Benefits of EVs



Lower fuel cost (\$/mile) than gasoline or diesel vehicles.



Maintenance costs 50% lower compared to gasoline or diesel vehicles.



Reduce CO₂ emissions by vehicle category 22% - 53%



Lower energy use while idling reduces engine wear and saves money

Pilot Component 1: Replace existing fleet vehicles with EVs

The first component of the pilot is to replace 2 to 3 existing vehicles with EV alternatives when the current vehicles reach the end of their service life for the City.

Slipstream reviewed available EVs to determine which vehicle categories have market-ready EV alternatives, and then calculated incremental cost and payback periods to identify which vehicle categories are most cost-effective. More details on the methodology for this analysis are available in Appendix 3: Fleet Methodology

Table 10^{Error! Reference source not found.} shows the three vehicle categories in Evansville’s current fleet for which EVs are available and are currently cost-competitive with gasoline-powered alternatives. The current vehicle column shows an existing vehicle in that category in Evansville’s fleet, and the new gasoline vehicle benchmark lists the approximate cost and fuel efficiency rating for a new conventional vehicle in the same category. The EV incremental cost is the difference between the MSRP of the new conventional vehicle and the net cost of the corresponding EV. It accounts for the expected reduction in the EV’s cost that is available from Inflation Reduction Act Commercial Clean Vehicle credits (up to \$7,500) for each vehicle.⁹ The cost savings per mile is the reduced per mile cost of fueling and maintaining the EV instead of the conventional vehicle. Miles for financial payback indicates the number of miles after which the cumulative benefit of the lower cost of driving the EV would surpass the higher cost of purchasing the EV.

Table 10. Potential EV alternative models by vehicle category

Category	Current Vehicle	New gasoline vehicle benchmark	Ex. EV Alternative	EV Incremental Cost	Cost Savings/Mile	Miles for Financial Payback
Work Van	Ford Transit	25 mpg \$45,455	Ford E-Transit	\$3,600	\$0.095	38,000
Police Patrol	Ford Explorer	21 mpg \$36,760	Ford Mach-E	\$0	\$0.135	0
Full-size Pickup	Chevrolet Silverado 1500	20 mpg \$41,800	Ford F150 Lightning	\$8,600	\$0.123	70,000

Based on this analysis, commercially available EVs in the three categories shown in Table 10 could replace 30% of the City’s on-road vehicles. Two current vehicles in the categories above are over 10 years old and may be ready to be retired and replaced through regular fleet updating processes.

Instead of an immediate full transition from conventional vehicles to EVs, the project team recommends initially purchasing 2-3 EVs through the City’s regular vehicle replacement process and collecting data and stakeholder feedback to inform how it transitions additional vehicles. Potential candidates for replacement with an EV include 2005 and 2009 Ford F-150s and a 2017 Ford Transit used by the Water and Light Department, as well as a 2007 Chevrolet Tahoe used by the Police Department. Table 11 shows the potential rates of fuel cost savings and emissions reduction that Evansville could achieve for each of the vehicles proposed for pilot.

Table 11. Fleet Pilot Savings Potential

Category	Fuel Cost Savings Per Mile	CO ₂ Emissions Reduction Per Mile
Work Van	55%	22%
Police Patrol	73%	53%
Full-size Pickup	61%	33%

If outside factors prevent one or more of the recommended vehicles from being replaced with an EV, other similar vehicles owned by the City should be considered.

⁹ The value of any available Federal tax credits are applied to the EV MSRP to calculate the EV incremental cost.

Pilot Component 2: Install EV Charging Stations

The City will need to install adequate EV charging stations so that its vehicles can be sufficiently charged to meet their daily service requirements. Level 2 charging stations require 240V electric service and can fully charge a vehicle in 4-10 hours, depending on the battery capacity of the vehicle. Level 1 chargers use standard 120V electric service, but are unable to fully recharge a battery overnight, while Level 3 chargers can fully recharge a vehicle in less than 30 minutes but are much more expensive than Level 2 chargers. Table 12 summarizes the three levels of EV charging stations.

The costs shown for Level 1 and Level 2 chargers in Table 12 indicate typical ranges for the combined cost of the station hardware, electrical upgrades, and electrician labor to install each EV charging port. The hardware cost for Level 2 charging stations is modest. However, installing conduit between existing electrical panels and the location of the charging station and upgrading electrical service (if necessary) can add complexity and expense to installing the stations. Due to the wide variation in the costs of installing the high voltage electrical service for Level 3 stations, the cost listed in Table 12 for Level 3 stations only represents the material expenses.

Table 12. EV Charging Station Types

Charger type	Range Miles per charging hour	Uses	Installed cost per port (est.)
Level 1 (120V AC)	~5	Home charging	~\$1,200 - \$1,500
Level 2 (240V AC)	~25	Home, workplace, and public charging (most common)	~\$1,500 - \$4,200
Level 3 (DC)	200+	Public charging; transportation corridors	~\$20,000 - \$150,000 (Hardware only)

Based on the understanding that the pilot vehicles will typically be off-duty overnight, we recommend installing Level 2 chargers at the Police Station and at the facility on the Public Works campus where the Water and Light vehicles in the pilot are parked overnight. In planning for EV chargers at these locations and other municipal facilities in the future, the project team recommends the following:

- Assess total future electrical service needs when upgrading for new vehicle charging stations. When planning for any electrical service upgrades or laying new conduit, assess the total potential number of electric vehicles that may be stationed at the location in the future and the corresponding associated number of charging stations that may be needed. Evansville can support long-term cost savings by including future electrical infrastructure needs in current upgrade plans.
- Consider how many vehicles a single charger can support. EVs for the full-size pickup truck and police vehicle categories can be driven over 300 miles before needing to be recharged; whereas the range for the most cost-competitive electric work van is approximately 115 miles. Evansville should assess typical daily use patterns for each vehicle to estimate the number of times per week that each vehicle in the pilot would need to be charged. This information can then inform its decision about the number of charging ports that should be installed to support the pilot. Alternatively, the City may choose to plan for a worst-case scenario and install one level 2 charger per EV so that all vehicles can charge simultaneously.



Pilot Component 3: Train city staff to drive and maintain electric vehicles

City staff who drive an EV during the pilot may have questions about the vehicle's driving range, how to charge the vehicle, when the vehicle should be charged, and any differences between driving an EV and driving a conventional vehicle.

To help answer these questions, the City should identify an EV ambassador- either a staff person or a dealership representative. The ambassador can provide a brief EV orientation to discuss the benefits of the vehicles and answer any remaining questions. After the pilot, those staff who drove the pilot EV may take on the roles of "EV ambassador" as additional staff start using the electric vehicles. The City should prepare a draft of an internal policy document that outlines rules for using the EVs. At a minimum, the rules should provide for:

- Prohibiting non-EVs from parking at municipal charging stations.
- The conditions (level of charge, frequency, time of day, other) under which a driver should charge a vehicle after use.
- A map of public charging stations in the Evansville area. The City may also consider creating an account with a public charging station provider, such as Plug Share or Charge Point to facilitate accounting for charging municipal vehicles at public charging stations.
- Protocols for tracking and allocating costs for electricity used to charge vehicles.
- Procedure for reimbursing driver expenses for use of non-municipal charging stations, when needed.

EVs have fewer moving parts than gasoline or diesel vehicles and require less maintenance. City staff who maintain vehicles may be able to reduce time spent on routine maintenance as Evansville adopts EVs. However, to help alleviate concerns from maintenance staff, we recommend that the City's vehicle maintenance staff receive education on this topic. Most EV manufacturers offer training on maintaining electric vehicles and how it differs from ICEs.

As another point of training and education, Evansville may benefit from contacting other municipalities in Wisconsin that have successfully introduced EVs into their fleets. For example, the City of Madison has emerged as a leader in transitioning its fleet from gas and diesel vehicles to electric models and often offers opportunities for other cities to test their vehicles or discuss their experience.



RECOMMENDATION 3: USE ESTIMATED TOTAL COST OF VEHICLE OWNERSHIP TO GUIDE PURCHASING

The analysis of Evansville’s fleet identified 11 vehicles for which there are cost-competitive EV options that would save the City money in the long-run and reduce emissions. Additionally, the EV market is rapidly changing with new models being announced frequently and the cost of new EVs decreasing.

To reflect this changing market and the lifecycle cost benefits of EVs, we recommend that the City adopt a vehicle purchasing policy that prioritizes selecting vehicles that offer the lowest total cost of ownership (TCO), rather than the lowest purchase price, while still meeting the City’s performance requirements for the vehicle. A TCO-based purchasing policy will ensure that future decisions about fleet transitions reflect the changing costs of EVs vs Internal Combustion Engines (ICEs) and the long-term operational cost savings potential of EVs. The analysis should incorporate the following components:

- Upfront cost differential
- Ongoing fuel costs: cost to charge an EV vs. cost to purchase gasoline or diesel needed for an ICE
- Maintenance costs
- Forecasted resale values of both vehicles

Table 13 summarizes EV vs conventional vehicle considerations across cost categories.

Table 13. EV vs conventional vehicle cost comparisons - upfront and operating

Cost of Ownership Factor	Electric vehicle or conventional vehicle comparison
Purchase Cost	Purchase costs vary by vehicle category
Fuel Cost	Fuel cost per mile is lower for EVs
Maintenance Cost	Studies ¹⁰ show approximately 50% lower maintenance costs for EVs.
Resale Value	Some analyses have shown higher resale value for EV, but irregularities in markets for all used and new vehicles from 2020 – 2023 create uncertainty.

A TCO-based purchasing policy will gradually lead to adoption of EVs across vehicle types. By replacing all vehicles that have a lower TCO with purchase of an EV, the City would generate significant operating cost savings and CO₂ emissions. Using data from other communities on average miles driven by vehicle type, operating cost savings are estimated to be close to \$12,000 annually and CO₂ emission savings are estimated to be 17 metric tons. The operating cost savings value includes savings from both reduced fuel costs and reduced maintenance expenses.

Another way for a municipal fleet to save money is to optimize the total number of vehicles in the fleet. Low annual mileage may create opportunities for Evansville to use fewer vehicles to complete the same set of services. To implement this in practice, at the time of purchasing, the City should review the proposed use of the vehicle, as well as the actual use of other similar vehicles to determine whether uses may be consolidated into a single vehicle. A new vehicle would only be purchased if leaders determined that the services for which the proposed vehicle would be used could not be performed with an existing vehicle in the fleet.

¹⁰ Harto, C. *Electric Vehicle Ownership Costs: Chapter 2 – Maintenance*. Consumer Reports. September, 2020. (<https://advocacy.consumerreports.org/wp-content/uploads/2020/09/Maintenance-Cost-White-Paper-9.24.20-1.pdf>)

POLICY RECOMMENDATIONS

The recommendations in this section are focused on identifying ways to encourage reductions in CO₂ emissions throughout the community. The recommendations can serve as a springboard for future community efforts.

RECOMMENDATION 1: ENGAGE IN ONGOING COLLABORATION WITH ROCK COUNTY AND OTHER COMMUNITIES

One goal of this joint planning initiative was to allow for collaboration and sharing of lessons learned across municipalities of similar geography and size. Throughout the past year of work, the municipalities have had the opportunity to meet monthly to share updates on sustainability initiatives.

The project team recommends that Evansville work with Edgerton and Milton on how to best continue the collaboration. Cooperative efforts, such as a quarterly or monthly meeting, where the communities share updates and discuss potential collaboration opportunities may be most valuable and least burdensome. Opportunities for alliance may involve joint application for a grant or partnership on a policy each community is interested in exploring.

Slipstream recommends that Evansville consider joining a new statewide community collaboration, the Wisconsin Local Government Climate Coalition.¹¹ The coalition “provides a platform for members to collaborate on overcoming barriers to decarbonization, accelerating local climate change solutions and ensuring the benefits of the clean energy economy are distributed to everyone throughout the state.” The coalition is currently a mix of 21 city and county governments. The requirements for membership are signing a resolution illustrating commitment to CO₂ reductions and appointing a staff person to join recurring meetings.

The Wisconsin Department of Natural Resources (DNR) supports the Green Tier Legacy Communities (GTLC) network, which is a coalition of city and county governments that are committed to helping their communities become more sustainable. To join, cities need to approve a resolution that formalizes their participation in the charter. Members then commit to annually reporting their progress related to certain sustainability metrics and reporting on the actions that they are taking to advance sustainability in their communities. The project team recommends that Evansville consider joining the GTLC network as another source of collaboration.

RECOMMENDATION 2: PROVIDE EDUCATIONAL MATERIALS FOR RESIDENTS

For Evansville to meet its carbon neutrality goals, local businesses and residents will need to take action to save energy. With the passing of the Inflation Reduction Act (IRA), an unprecedented amount of money is available to residents and businesses to upgrade their homes and buildings, install renewable energy, and purchase EVs. The funding is available through a mixture of federal tax credits and state-administered rebate programs. This money paired with existing Focus on Energy incentives improves cost-effectiveness of residential and business upgrades.

Educating community members on these available incentives is one way to help encourage CO₂ reductions. Recognizing limited staff time available, we recommend that the City consider partnerships for education efforts:

1. Partner with Rock County communities to jointly develop educational materials to share with residents.
2. Reach out to Focus on Energy Community team to understand what marketing support they can provide and request that Focus lead presentations to Evansville about available financial incentives.
3. Engage the Energy Independence Committee to lead community outreach and education efforts focused on saving energy and reducing emissions.

Recommendations

1. Engage in ongoing collaboration with Rock County and other communities.
2. Provide educational materials for residents and businesses.
3. Support community adoption of renewable energy.
4. Adopt municipal new construction guidelines.
5. Support development of public EV charging infrastructure.

¹¹ WLGCC website: <https://wlgcc.org/>

RECOMMENDATION 3: SUPPORT COMMUNITY ADOPTION OF RENEWABLE ENERGY

To reach Evansville’s goal of carbon neutrality communitywide by 2050, residents and businesses will need to install renewable energy systems at their homes and businesses. As Evansville Water and Light and WPPI work to meet their goals for renewable energy, the percentage of renewably produced energy in grid-purchased electricity will gradually increase. However, residents and businesses may also want to explore adding solar to their homes or businesses. There are several ways that Evansville can support increasing the number of renewable energy installations in the community.



Action 1: Consider participating in SolSmart to accelerate private solar adoption

Local adoption of solar can be unintentionally hindered by local zoning or permitting requirements or lack of knowledge about the process. SolSmart is a free national program that helps local governments address existing solar barriers with the goal of accelerating private adoption.¹² The program provides free technical assistance to local governments pursuing certification and provides resources online for free for communities.

To pursue a certification, a city must complete a certain number of steps that remove barriers to or encourage solar adoption. These include items like reviewing permitting requirements, creating an online permitting checklist, or education to community members. The advisors at SolSmart work with each city to understand goals and help them select from a menu of options to reach designation. SolSmart also provides templates for many of these actions and offers online resources for free for communities that might not be ready to pursue a designation.

SolSmart research has found that most communities see a 17 to 19% increase in solar deployment after receiving a designation. Currently, 21 other communities in Wisconsin are certified SolSmart communities. The Rock County communities could work jointly on these efforts and share lessons learned as each works to remove permitting restrictions, implement new policies or educational resources.

Action 2: Pursue a joint solar group buy across Rock County communities

A solar group buy is a program designed to lower informational and financial barriers to residential solar adoption in a community. Many cities, counties, and towns in Wisconsin and across the country have overseen group buy programs. Group buys are generally run by a third-party organization at no-cost to the city and provide:

- Solar education to local homeowners and businesses through a series of events or marketing materials.
- A negotiated lower price for solar installations by participants through a sole-source agreement with a single solar installer.

The three communities in this partnership, Evansville, Milton, and Edgerton, could work to implement a joint group buy program to increase the number of potential installations and receive a larger discount across arrays. Local nonprofits that run solar group buy programs include Midwest Renewable Energy Association¹³ and Legacy Solar Co-op.¹⁴

¹² For more information on SolSmart, see here: <https://solsmart.org/>

¹³ <https://www.midwestrenew.org/solargroupbuy/>

¹⁴ <https://legacysolarcoop.org/solar-group-buys/>

RECOMMENDATION 4: ADOPT MUNICIPAL NEW CONSTRUCTION GUIDELINES

New construction design decisions have a lasting impact on the lifetime operating costs and CO₂ emissions of a building. One way to ensure energy-efficient construction is to develop new construction guidelines for municipal buildings.

These guidelines can serve to spotlight the municipality's commitment to its goals and as a resource for private new construction projects in the city. The components of the guidelines could also be integrated into current tax-increment financing language to require any building receiving funding follow the guidelines. The three-community partnership could work together to develop similar sets of energy guidelines for new construction, which would enable construction professionals to operate more easily across the communities.

New Construction Guidelines

- ✓ Set an aggressive but feasible energy target
- ✓ Consider building certifications (LEED, PHIUS, etc.)
- ✓ Design solar ready building
- ✓ Design to be EV-ready or EV-capable

On the energy efficiency side, a flexible way to develop a guideline is to define a targeted EUI by building type for new construction projects. Using technologies available today, research suggests that a low-energy building adds no to little cost compared to a conventional design, especially when considering the energy costs savings that efficient building design will enable.¹⁵ After an EUI target is met through building design, the remaining energy consumption can be met by renewable energy, either at the point of construction or in the future.

Targets could start by using median EUI for similar buildings in the same climate zone (available in ENERGY STAR Portfolio Manager) or target EUIs defined by building industry experts in widely used standards, such as ASHRAE-100. The targets could also directly reference existing building certifications, such as LEED or PHIUS. Over time, these target EUIs can be adjusted to move closer to zero-energy targets. Publicizing these targets may encourage other new construction in the city to aim for similar goals.

A second portion of the guidelines can focus on incorporating EV charging considerations into a building design. This can avoid additional costs in the future for piecemeal electrical upgrades to support higher electrical loads required for EV charging stations. There are three levels of readiness for EV charging that a building can achieve:

- **EV-Capable:** there is sufficient electrical panel capacity for a charging station with a dedicated branch circuit and a continuous raceway from the panel to the future EV parking spot.
- **EV-Ready:** there is adequate electrical panel capacity and raceway with conduit, ending at a junction box or 240V outlet at the EV parking location.
- **EV Charging Installed:** EV charging equipment has been installed at an EV-Ready parking space.

Lastly, the guidelines should consider solar-ready design. A solar-ready building is designed to minimize costs and optimize production of a future solar installation. The added design requirements often add minimal construction costs for a new building. The main design recommendations are listed below and can be integrated into design requirements for design firms:¹⁶

- Avoid shading over portions of the roof with potential southern exposure during peak sunlight hours.
- Minimize and/or cluster equipment on rooftop to ensure space is available for solar panels.
- Consider roof type to ensure it can carry extra load from solar panels.
- Place electrical panel near future PV location and keep breaker free for PV circuit.
- Consider running electrical conduit from electrical panel to future PV location.
- Plan locations for inverter components.

¹⁵ New Buildings Institute, 2019, Zero Energy Commercial Building Targets, <https://newbuildings.org/wp-content/uploads/2019/09/ZeroEnergyCommercialBuildingTargets.pdf>

¹⁶ L. Lisell. 2009. "Solar Ready Buildings Planning Guide." <https://www.nrel.gov/docs/fy10osti/46078.pdf>

RECOMMENDATION 5: DETERMINE HOW THE CITY CAN SUPPORT PUBLIC EV CHARGING

Currently, there is one public charging station in Evansville and one station in Monticello. Beyond Evansville and Monticello, the next closest public charging stations are in the Madison and Janesville areas. As electric vehicles become more common, Evansville may anticipate increasing demand for public-facing charging stations for both residents and travelers.

EV charging stations are being installed by multiple parties across the United States, including private businesses, state governments, local governments, and utilities. Studies show that residents who purchase EVs and live in owner-occupied single-family homes will primarily charge their vehicles at home.¹⁷ However, public charging stations are important infrastructure to support EV adoption for multiple reasons, including:

- Making EVs accessible for residents who live in a multifamily and/or rented property.
- Reducing range anxiety for all EV owners.
- Supporting economic development by allowing visitors to recharge while they patronize local businesses.

The project team identified several ways that the City can support development of robust public charging infrastructure in Evansville.

Explore EV charging infrastructure incentives for residents or businesses. Evansville residents will primarily charge their vehicles at home or at work. Some Wisconsin electric utilities, including MG&E, Barron Electric Cooperative, and East Central Energy offer financial incentives for home installation of EV chargers. Evansville Water and Light, a member of WPPI Energy, currently does not offer financial support for customers who install EV chargers. The City can engage with their local utility to investigate opportunities to introduce programs to support EV charger installations in Evansville.

Consider optimal areas for installations of chargers. Municipal facilities that residents visit for an extended period, such as the library and the aquatic center, may be ideal locations for public charging stations. The City may explore opportunities to offer public EV charging stations at these locations. Additionally, the City can work with property owners and businesses to encourage installation of chargers close to multifamily buildings, as residents of these properties may be least able to access EV charging at home.

Work with partners to determine and install an adequate mix of level 2 and 3 charging. A mix of Level 2 and 3 charging across the City is needed to support the array of charging needs of Evansville residents and visitors. Level 3 chargers are essential for long-route drivers that may be passing through Evansville, while Level 2 chargers are ideal for in-town drivers. Level 3 chargers should be located close to Highway 14 and/or close to retail and restaurant locations in the City, while Level 2 chargers should be close to multifamily housing and at places where visitors usually spend an hour or more.

¹⁷ Wood, E. Rames, C. Muratori, M. Raghavan, S. Melaina, M. U.S. Department of Energy Office of Energy Efficiency & Renewable Energy. *National Plug-In Electric Vehicle Infrastructure Analysis*. 09/2017. <https://www.nrel.gov/docs/fy17osti/69031.pdf>

FUNDING OPPORTUNITIES FOR RECOMMENDATIONS

The cost of the upgrades identified in this energy plan is substantial and may be a barrier to implementing some of the recommended measures. This section is intended to provide an overview of funding opportunities for the various upgrades identified in the report.

INFLATION REDUCTION ACT

The Inflation Reduction Act (IRA) represents an unprecedented amount of funding for energy and climate actions. The IRA channels a substantial amount of its funding through tax credits and rebates for renewable energy and fleet. Through this funding, it also includes a provision, direct pay, that makes non-taxable entities eligible for the tax credits. The alternative vehicle tax credits have a limit per vehicle but there are no limits on total amount of projects rebated in a year or total amount of money the City can receive in a year. All credits are available starting for any projects implementing in 2023 and extend to 2032.

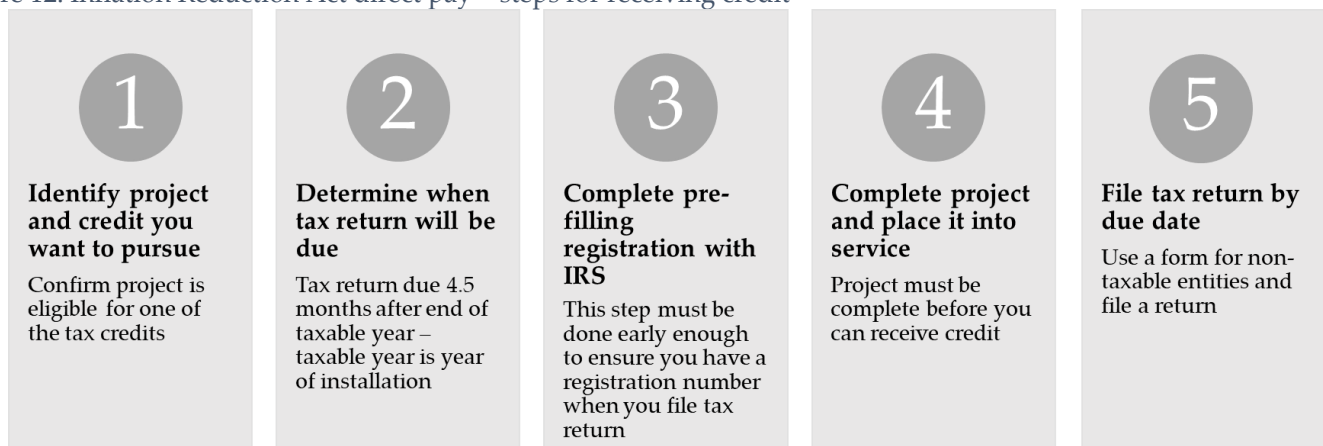
One item to point out is that commercial vehicles must be purchased from a qualified manufacturer.¹⁸ This is less restrictive than the requirements for residential purchases of EVs.

Table 14. Eligible tax credits for direct pay/eligible pay

Energy Plan Items	Renewable Energy	Alternative Vehicles
	Solar installations	Electric vehicle or PHEV purchases
Amount	30% of upfront cost	30% of vehicle cost (or 15% for PHEVs) or incremental cost compared to ICE
Limit	-	\$40,000 for vehicles over 14,000 lbs \$7,500 for vehicles under 14,000 lbs
Bonus	10% if meets domestic content requirements for steel and iron	-
Restrictions	-	From a qualified manufacturer

The IRS has released initial guidance on how entities can receive direct pay. The set of steps are listed in Figure 12.¹⁹ More guidance is expected to be released by the end of the year.

Figure 12. Inflation Reduction Act direct pay – steps for receiving credit



¹⁸ A list of qualified commercial vehicles is here: <https://www.irs.gov/credits-deductions/manufacturers-for-qualified-commercial-clean-vehicle-credit>

¹⁹ More information is available here: <https://www.irs.gov/pub/irs-pdf/p5817.pdf>

FOCUS ON ENERGY AND LOCAL UTILITY INCENTIVES

Evansville Utilities participates in Focus on Energy statewide incentives for renewable energy installations and energy efficiency upgrades and installations. It's recommended that the City provide a copy of this report to its Energy Advisor and ask for assistance in identifying the best way to access rebates. The amount available depends on the measure and often specific characteristics of the equipment, such as the size of the solar system or efficiency of the new building equipment.

OTHER GRANTS AND OPPORTUNITIES

Other grants and opportunities through the state government or federal government also could potentially provide funding for installation of these projects. The Office of Energy Innovation released a scoping memo for the next round of the Energy Innovation Grant Program and is awaiting final approval from the PSC before opening the next round of funding. The City could consider applying to receive funding for implementation from this source.²⁰

²⁰ Office of Energy Innovation Program Design and Budget Memo.

<https://apps.psc.wi.gov/ERF/ERFsearch/content/searchResult.aspx?UTIL=9709&CASE=FG&SEQ=2023&START=none&END=none&TYPE=none&SERVICE=none&KEY=none&NON=N>

APPENDIX 1: BUILDING DESCRIPTIONS

EVANSVILLE LIBRARY

Size: 16,473 ft²

Age: Original construction in 1908 with additions in 1996 and 2019.

Existing heating and cooling system: Boiler with packaged/rooftop units.

Electricity Use: 93,000 kWh/yr

Natural Gas Use: 7,000 therms/yr

EUI: 76 kBtu/square foot/yr.



In addition to the 2019 major addition, Eager Free Public Library has made several recent efficiency improvements, including two new ENERGY STAR rated high efficiency boilers and LED lighting upgrades. The building also uses regular thermostat setbacks and setups and implements regular maintenance.

Table 15 summarizes recommended measures by priority level and provides potential cost, energy, and CO₂ savings. The low priority items are not recommended due to relatively low savings potential and high payback period. The total savings row includes the savings from high priority, medium priority, and EOL measures. The payback period for end-of-life measures is not included as it depends on incremental cost compared to the other option being considered at replacement time.

Table 15. Eager Free Public Library measure prioritization and estimated savings

Improvement measure	Priority	First Cost	Annual Utility Cost	Savings	Simple Payback	Annual Energy Savings		Annual Carbon Savings	
						Years	Electric Savings	as Savings	Tons CO ₂ e
Maintenance refresh	High	\$0	\$200	1%	-	1%	1%	0.9	1%
Air sealing	Low	\$12,700	\$300	1%	53	1%	4%	1.6	2%
Additional lighting occupancy controls	Low	\$7,100	\$200	1%	64	1%	0%	0.4	1%
Roof insulation upgrade	EOL	\$26,700	\$2,100	13%	-	7%	28%	13.6	15%
New packaged RTU Equipment	EOL	\$61,800	\$600	4%	-	5%	0%	2.7	3%
ENERGY STAR residential refrigerator	EOL	\$1,600	\$30	0%	-	0%	0%	0.1	0%
Total Savings High, Medium, EOL		0,100	2,30	18		13	2	17.3	1

High Priority: Maintenance Refresh

Next Step: Implement any steps that can be done by facilities staff.

We recommend a basic maintenance refresh be done every couple of years. It can be primarily carried out by facilities staff or local contractors and have an immediate impact on energy consumption. Items for the library include:

- Check/replace door seals; make sure windows operate and seal properly.
- Air seal around windows.
- Air seal exterior walls and ceilings around accessible plumbing, electrical, and HVAC penetrations and exterior book return slots.
- Air seal and insulate roof access hatch if needed.

EOL: High Efficiency Packaged Rooftop HVAC Equipment or Heat Pumps

Next Step: Have a contractor review current systems and determine replacement plan for all heating and cooling equipment.

The air conditioning equipment appears to be quite new. At end of useful life, it is recommended that the City procure new packaged equipment with efficiency levels well above code minimum or consider adoption of a heat pump system. Packaged rooftop units are now available with heat pump technology that uses electricity efficiently to both heat and cool rather than cooling-only. Determining a replacement plan before failure will allow for better budgeting and easier implementation of emerging technologies such as packaged cold-climate heat pump rooftop units with gas backup.

EOL: ENERGY STAR Appliances

Next Step: Review ENERGY STAR list before purchase of new refrigerator or other new appliances in the future.²¹

When the refrigerator in the break room reaches end of life, we recommend replacement with an ENERGY STAR model. ENERGY STAR should also be implemented for other key measures.

Low Priority: Additional Lighting Occupancy Controls

Next Step: Determine current functionality of LED bulbs; discuss with Focus on Energy representative as controls are eligible for incentives.

The newer sections of the facility already have lighting occupancy sensors, but the original 1908 area does not appear to have automatic controls. Implementing occupancy sensors in additional areas of the facility and adding daylighting controls to existing LEDs in limited areas could save additional electricity use in the building. However, this measure does have a significant payback period which limits the benefits. If interested, the library should install automatic daylighting dimming controls which also include occupancy sensing if existing LEDs are dimmable. Occupancy sensors would be most useful in smaller enclosed areas such as study rooms, offices, back rooms, and lavatories that do not already have automatic controls. To avoid nuisance switching, large open areas of the library may be better suited with the current manual on/off switching arrangement with the addition of automatic daylight dimming only near windows.

Low Priority: Air Sealing

Next Step: Have an engineer or contractor review building and determine improvement plan.

Thorough air sealing offers modest savings, but its high initial cost reduces its priority. If there is a remodel of the exterior, the City can consider thorough air sealing to limit air leakage through cracks in the walls, around windows, or in wall seams.

²¹ A list of qualified ENERGYSTAR products is here: https://www.energystar.gov/products/products_list

EVANSVILLE TOWN HALL

Size: 7,850 ft²

Age: 1892, addition in 2000

Existing heating and cooling system: Seven furnaces, five with split system air conditioners.

Electricity Use: 57,800 kWh/yr

Natural Gas Use: 4,310 therms/yr

EUI: 67 kBtu/square foot/yr



The historic Evansville Town Hall has recently converted to all LED lighting. Like many historic buildings, it has some issues with drafts and poor insulation leading to comfort issues in the winter.

Many of the air conditioning units are nearing their end of life. This presents an opportunity to improve the building and reduce building emissions or consider building electrification.

Table 16 summarizes recommended measures by priority level and provides potential cost, energy, and CO₂ savings. The low priority items are not recommended due to relatively low savings potential and high payback period. The total savings row includes the savings from high priority, medium priority, and EOL measures. The payback period for end-of-life measures is not included as it depends on incremental cost compared to the other option being considered at replacement time.

Table 16. Evansville Town Hall measure prioritization and estimated savings

Improvement measure	Priority	First Cost	Annual Utility Cost Savings		Simple Payback Years	Annual Energy Savings		Annual Carbon Savings		
			\$	%		Electric Savings	Gas Savings	Tons CO ₂ e	%	
Maintenance Refresh	●	High	\$1,000	\$250	2%	5	2%	2%	1.1	2%
Testing and balancing	●	High	\$1,000	\$150	1%	8	2%	-1%	0.5	1%
Install occupancy and daylight controls	●	Med	\$1,600	\$150	1%	15	2%	0%	0.4	1%
Wall Insulation Upgrade	●	Med	\$16,800	\$1,200	12%	14	5%	26%	8.0	14%
Roof Insulation Upgrade	●	EOL	\$3,300	\$100	1%	-	0%	1%	0.4	1%
Condensing Furnace	●	EOL	\$33,600	\$150	1%	-	0%	4%	1.0	2%
Energy Star Rated A/C	●	EOL	\$28,000	\$300	3%	-	4%	0%	1.3	2%
ENERGYSTAR residential appliances	●	EOL	\$1,600	\$50	<1%	-	<1%	0%	0.1	0%
Total Savings High, Medium, EOL			86,000	2,350	23		15	32	12.8	22

High Priority: Maintenance Refresh

Next Step: Implement any steps that can be done by facilities.

We recommend a basic maintenance refresh be done every couple of years. It can be primarily carried out by facilities staff or local contractors and have an immediate impact on energy consumption. Items for the Town Hall include:

- Check/replace door seals; make sure windows operate and seal properly.
- Air seal around windows.
- Air seal exterior walls and ceilings around accessible plumbing, electrical, and HVAC penetrations.
- Air seal and insulate roof access hatch if needed.
- Inspect and repair insulation in the attic and add insulation at any gaps.
- Review the thermostat programs and adjust so that setpoints are setback when building or spaces are unoccupied.

High Priority: Test and Balance (TAB) second floor Ductwork

Next Step: Seek estimates from mechanical contractors.

We recommend hiring a contractor to adjust the airflows to the corner offices and breakroom on the second floor. Testing and balancing (TAB) of the furnace duct system will help redirect air to the rooms on the very end of the duct line that are frequently cold in the winter. It would also allow the removal of plug-in space heaters in the corner office. This could also include review of the airflows for the elevator addition, which also had issues with hot air on the third floor and cold air on the first floor in the winter.

Medium Priority: Additional Lighting Occupancy Controls

Next Step: See if facilities staff or electrician can install occupant-sensing wall switches in offices and small rooms.

We recommend installing occupancy/vacancy light switches to automatically turn off lights after people have left the rooms. There are a number of small offices that could benefit from these devices are that relatively inexpensive.

Medium Priority: Add wall insulation and air barriers

Next Step: Meet with architect or contractor to determine viability of adding insulation.

It is difficult to add insulation to historic landmarks, but it would reduce the gas use of the building by 25%. We recommend consulting with an architect or contractor to understand if there are any viable options for adding insulation.

EOL: Add additional Roof Insulation

Next Step: Next Step: Have an engineer or contractor review current insulation and determine improvement plan.

We recommend roof insulation be improved to R-49 or better next time the waterproof roof membrane is replaced.

EOL: High Efficiency Condensing Furnaces and ENERGY STAR Air Conditioners

Next Step: Have a contractor review current systems and determine replacement plan for all heating and cooling equipment.

The air conditioning equipment is near end of life. We recommended that the City procure new condensing furnaces and ENERGY STAR certified air conditioners for old equipment. Condensing furnaces have heating efficiency over 95% and ENERGY STAR air conditioners have over 15.2 SEER2 ratings. In addition, consider new dual-fuel heat pumps or full heat pump heating systems. Determining a replacement plan before failure will allow for better budgeting and easier implementation of emerging technologies such as heat pumps.



EOL: ENERGY STAR Appliances

Next Step: Review ENERGY STAR list before purchase of new appliances in the future.²²

We recommend replacement of any failing appliance with an ENERGY STAR model.

²² A list of qualified ENERGY STAR products is here: https://www.energystar.gov/products/products_list

EVANSVILLE POLICE STATION

Size: 5,500 ft²

Existing heating and cooling system: Two horizontal furnaces above the roof, each with an A/C condenser.

Electricity Use: 34,240 kWh/yr

Natural Gas Use: 2,650 therms/yr

Weather-normalized Site EUI: 75 kBtu/square foot/yr

This building was an old fire station converted into a police station. It is an older metal building with portions of the wall uninsulated and has had icing issues on the roof. Officers said it is often too hot in interior rooms and too cold on the exterior rooms. Recent improvements to the building include retrofitting LED lighting and adding lighting occupancy sensors. There are still more ways to improve the energy efficiency of this building.



Table 17 summarizes recommended measures by priority level and provides potential cost, energy, and CO₂ savings. The low priority items are not recommended due to relatively low savings potential and high payback period. The total savings row includes the savings from high priority, medium priority, and EOL measures. The payback period for end-of-life measures is not included as it depends on incremental cost compared to the other option being considered at replacement time.

Table 17. Evansville Police Station measure prioritization and estimated savings

Improvement measure	Priority	First Cost	Annual Utility Cost Savings			Simple Payback	Annual Energy Savings		Annual Carbon Savings	
			Cost	Energy	%		Years	Electric Savings	Gas Savings	Tons CO ₂ e
Maintenance Refresh	●	High	\$200	\$140	2%	1	2%	2%	0.7	2%
Garage door weather sealing	●	High	\$700	\$300	5%	2	0%	15%	2.2	6%
Walls Insulation Upgrade	●	Low	\$7,400	\$120	2%	64	1%	5%	0.8	2%
Roof Insulation Upgrade	●	EOL	\$9,400	\$80	1%	-	0%	3%	0.5	1%
Condensing Furnace	●	EOL	\$9,600	\$160	2%	-	0%	8%	1.1	3%
Energy Star Rated A/C	●	EOL	\$11,200	\$160	2%	-	3%	0%	0.6	2%
ENERGYSTAR residential appliances	●	EOL	\$1,600	\$40	<1%	-	<1%	0%	0.1	0%
Total Savings (High, Medium, EOL)			32,700	880	1		5	27	5.2	15

High Priority: Maintenance Refresh

Next Step: Implement any steps that can be done by facilities staff.

We recommend a basic maintenance refresh be done every couple of years. It can be primarily carried out by facilities staff or local contractors and have an immediate impact on energy consumption. Items for the Police Station include:

- Check/replace door seals; make sure windows operate and seal properly.
- Air seal around windows
- Air seal exterior walls and ceilings around accessible plumbing, electrical, and HVAC penetrations.
- Air seal and insulate roof access hatch if needed.
- Check for gaps in roof attic insulation and repair.
- Inspect ductwork insulation in the attic and repair.

High Priority: Garage Door Weather Sealing

Next Step: Purchase and install spring-loaded garage door hinges. Focus on Energy provides an incentive.²³

We recommend installing spring-loaded garage door hinges to reduce air leakage around the overhead doors in the garage. The hinges fit most commercial doors and reduce the gaps between the wall and door to reduce air leakage.

EOL: Roof Insulation

Next Step: Have a contractor review current insulation and determine improvement plan.

There is currently about six inches of batt insulation above the ceiling panels of the police station. Although this is adequate for the building operation, facility staff on-site said electric heat tape was required to remove ice from the gutters. This could be a sign of heat building up in the attic, either from the building leaking into the attic or from the two HVAC units leaking directly to the attic. If icing continues to be an issue, monitor the temperature of the attic space and see if a contractor could help identify ways to better insulate the attic or HVAC system. Additional efficiency improvement could come from adding more attic insulation or insulating the roof itself. Contact a contractor to review options.

EOL: High Efficiency Condensing Furnaces and ENERGY STAR Air Conditioners

Next Step: Have a contractor review current systems and determine replacement plan for all heating and cooling equipment.

The air conditioning equipment is near end of life. We recommended that the City procure new condensing furnaces and ENERGY STAR certified air conditioners for old equipment. Condensing furnaces have heating efficiency over 95% and ENERGY STAR air conditioners have over 15.2 SEER2 ratings. When replacing both units, consider re-zoning the HVAC duct systems so that one unit serves the interior spaces, and the other unit serves rooms along the exterior wall. This will allow the exterior rooms to be heated while the interior spaces can be cooled, resulting in more comfortable conditions for the officers.

EOL: ENERGY STAR Appliances

Next Step: Review ENERGY STAR list before purchase of new appliances in the future.²⁴

We recommend replacement of any failing appliance with an ENERGY STAR model.

Low Priority: Add wall insulation and air barriers

Next Step: Meet with architect or contractor to determine viability of adding insulation.

Some spots of the exterior walls felt cold to the touch. Wall insulation can reduce air leakage and reduce gas usage. However, the measure has a high payback period lowering its applicability unless the police station is ongoing a large exterior retrofit. Consider adding insulation to the exterior walls only if a large retrofit is occurring. Spray foam insulation is common for metal buildings and provides an additional air barrier as well, although consult with an architect or contractor to see if that is the right application for this building.

²³ Lighting rebates are available on page 4: https://s3.us-east-1.amazonaws.com/focusonenergy/staging/inline-files/2023/BIZ-Summary_of_Services_and_Incentives.pdf

²⁴ A list of qualified ENERGYSTAR products is here: https://www.energystar.gov/products/products_list

APPENDIX 2: SOLAR AND BATTERY METHODOLOGY AND FULL RESULTS

Solar Methodology

The project team identified solar opportunities by reviewing energy use profiles and roof space available by building. The project team focused on buildings with the largest electricity consumption and available and feasible roof space. For example, City Hall was excluded due to historic status of building and available roof space.

For the other buildings, the team started by identifying the space available by reviewing the buildings with Google satellite mapping and through discussions on roof age and condition. The satellite images provide the direction the array would face and degree tilt. South-facing arrays offer the most cost-effective opportunities for solar arrays, followed by east or west facing arrays. The degree tilt represents how angled the panels. On average, matching the degrees of tilt for the panels to the degrees latitude of the solar array will produce the most electricity over the course of a year. If a building's roof is not tilted at this angle, panel mounting can apply a tilt; however, the amount of tilt must be balanced against shading effects created between rows of panels.

The space available was combined with monthly energy data and utility bill rates and entered into a technoeconomic tool, ReOpt, to find the most cost-effective solution. ReOpt takes inputs of a building's energy loads, utility rate, and based on inputs and constraints from the user optimizes the sizing of solar PV.

The analysis assumes that the net metering limit is 20 kW dC. This is the current limit set by the utility²⁵ and any solar installation below this size receives the full utility retail rate (the same as what is paid) for any overproduction of solar that is sent back to the grid. Any solar size above 20 kW dC receives the buyback rate (or wholesale rate) instead. The buyback rate is lower than the retail rate and changes yearly. Both rates are only applicable when the amount of solar produced at a certain time is higher than the building's consumption. The remainder of the time the solar array is saving money as no energy must be purchased from the grid.

Other assumptions include:

- The lifetime of the system is 25 years. This is a conservative estimate with estimates ranging from 25 to 50 years.
- The upfront cost of the system is \$2,500/kW for roof systems below 50 kW; \$2,200/kW for systems between 50 kW and 100 kW; ground systems are assumed to be 30% more expensive than roof systems.
- Roof loading and electrical panel space needs to be verified by a trained design professional.
- Operations and maintenance costs are low per year. Inverters need to be replaced at year 15.

Table 18 below includes a definition for each output.

Table 18. Solar energy analysis output definitions

Output	Definition
System Size	Total solar photovoltaics size in kW dc
Payback (years)	Calculated as total upfront cost (after incentives) divided by first year cost savings
Percent Renewable Electricity	Total electricity produced divided by total energy consumption
Lifetime CO ₂ Savings (metric tons)	Avoided grid electricity use multiplied by a grid hourly emissions factor
Lifetime Energy Savings	Total energy bill savings over the lifetime of the solar panels (25-years)
Total Upfront Cost	Total initial upfront cost (\$2500/kW multiplied by system size)
Focus on Energy Incentives	Focus on Energy Business rebates ²⁶
IRA Tax Credit	30% direct pay through Inflation Reduction Act
Total Cost	Total initial upfront cost minus rebates and tax incentives

²⁵ There are currently Wisconsin Public Service Commission cases that are considering the requirement for utilities to offer net metering in the future. The cases have not been decided and each utility would then need to submit their own request for new rates. If that occurs, the payback period and annual energy savings may change slightly but other results will be constant.

²⁶ Solar rebates are here: <https://assets.focusonenergy.com/production/inline-files/2023/RR-Solar-PV-APL.pdf>

BESS Methodology

For the Police Station, we completed an analysis of potential microgrid solutions to provide resiliency benefits by looking at battery energy storage system (BESS) paired with solar PV. For this analysis, we used the same techno-economic tool as we used for the solar analysis, ReOpt to estimate needed BESS and solar PV size. In ReOpt, the user inputs the technologies of interest, actual building load data, utility rates, and resiliency constraints. The resiliency constraints include the portion of total building load that should be covered by the microgrid during an outage, and the time of year when an outage occurs. For those specific inputs, the tool finds the least-cost option that satisfies the goals and provides the recommended system size. The full resiliency analysis then uses that system configuration to estimate resiliency across all hours of the year. It simulates an outage at each hour of the year and then models how many hours the system could cover the required load amount.

The BESS cost is split into two components: energy capacity cost and power capacity cost. The energy capacity represents the cost of the battery pack while the power cost includes the costs for the interconnection of the system, such as the inverter and balance of the system. The two costs are additive and together represent the total cost of the BESS. The costs of each component are assumed to be \$500/kWh and \$1,000/kW.

$$\begin{aligned} \text{Total BESS Cost} = & \text{Energy storage cost} \left(\frac{\$}{\text{kWh}} \right) * \text{energy storage (kWh)} \\ & + \text{Power capacity cost} (\$/\text{kW}) * \text{power capacity (kW)} \end{aligned}$$

Table 19 includes definitions for the BESS analysis. This analysis should be viewed as preliminary and more in-depth design work would need to be done before determining final sizing and cost information.

Table 19. BESS analysis output definitions

Output	Definitions
Battery Size	Lists the two components of battery size. Power storage (kW) determines the rate at which it charges or discharges or power capacity Energy storage (kWh) is amount of energy that a battery can store or capacity.
Average Resiliency (hours)	Across all hours of the year, the average outage duration that the system could sustain. Measured by simulating an outage at each hour of the year
Total Battery Upfront Cost	Total battery cost - adds together power capacity and energy storage cost
Battery Replacement Cost	The lifetime of a battery is assumed to be 15 years roughly, so this represents the cost to replace battery components. It is assumed that prices continue to decline.

Library



Available roof space: ~3,200 square available
Utility rates: Flat rate of \$0.12/kWh; no demand charge.
Wholesale (buyback) energy rate: \$0.032 in off-peak;
 \$0.045/kWh in on-peak
Orientation: South facing with 30% tilt
Annual energy use: ~94,000 kWh
Cost: \$2,500/kW

Table 20 provides system information for the recommended library array. The array maximizes the amount of space available on the roof and minimizes payback period.

Table 20. Library recommended solar array

Metric	System Information
System Size (kW dC)	32
Payback (years)	11.0
Percent Renewable Electricity	43%
Lifetime CO ₂ Savings (metric tons)	742
Lifetime Energy Savings	\$116,090
Total Upfront Cost	\$79,675
Focus on Energy Incentives	-\$4,485
IRA Tax Credit	-\$23,905
Total Cost	\$51,280

Wastewater Treatment Plant



Available roof space: ~1,720 square feet of roof space.

Available ground space: ~76,000 square feet for ground-mounted array.

Utility rates: Flat rate of \$0.0784/kWh; \$7.25/kW

Wholesale (buyback) energy rate: \$0.032 in off-peak; \$0.045/kWh in on-peak

Orientation: South facing with 20-degree tilt

Annual energy use: ~ 462,000 kWh

Table 21 provides system information for various solar array options at the Wastewater Treatment Plant. The first array places panels only on the available roof space. It is the most cost-effective but is limited by available space. The other two options use ground-space available – showing one that optimizes space available and one that considers upfront cost constraints. We recommend trying to maximize the array at the WWTP as it is such a large electricity user but provide the other options to recognize cost constraints. The City can consider a phased approach to installations as well.

Table 21. Public Works Garage recommended solar array

Metric	Roof	Ground	Constrained Ground
System Size (kW dc)	17	86	50
Payback (years)	15.9	19.0	19.6
Percent Renewable Electricity	5%	24%	14%
Lifetime CO ₂ Savings (metric tons)	400	2,002	1,164
Lifetime Energy Savings	\$43,035	\$212,080	\$125,110
Total Upfront Cost	\$43,000	\$245,960	\$150,000
Focus on Energy Incentives	-\$2,650	-\$11,250	-\$6,750
IRA Tax Credit	-\$12,900	-\$73,790	-\$45,000
Total Cost	\$27,450	\$160,920	\$98,250

Municipal Services Garage



Available roof space: ~8,960 square feet (only about 1,500 needed)

Utility rates: Flat rate of \$0.12/kWh; no demand charge.

Wholesale (buyback) energy rate: \$0.032 in off-peak; \$0.045/kWh in on-peak

Orientation: East or west facing with 20% tilt

Annual energy use: ~ 16,000 kWh

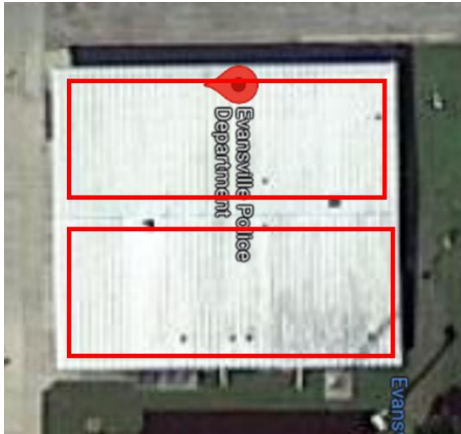
Cost: \$2,500/kW

Table 22 presents the recommended solar size for the municipal services garage. The recommended array size covers 92% of current electricity use. The building has substantial space available for future additional panels to be added if electricity use increases as other functions as added to this building (from the nearby buildings on the campus) or electric vehicles are added on-site.

Table 22. Municipal Services Garage recommended solar array

Metric	System Information
System Size (kW dC)	14
Payback (years)	12.6
Percent Renewable Electricity	92%
Lifetime CO ₂ Savings (metric tons)	267
Lifetime Energy Savings	\$43,975
Total Upfront Cost	\$35,000
Focus on Energy Incentives	-\$2,250
IRA Tax Credit	-\$10,500
Total Cost	\$22,250

Police Station



Available roof space: ~4,500 square feet (only 2,000 needed)

Utility rates: Flat rate of \$0.12/kWh; no demand charge.

Wholesale (buyback) energy rate: \$0.032 in off-peak; \$0.045/kWh in on-peak

Orientation: East or west facing with 20% tilt

Annual energy use: ~34,000 kWh

Upfront cost: \$2,500/kW

Table 23 illustrates the recommended solar array for the police station.

Table 23. Police Station recommended solar array

Metric	System Information
System Size (kW dC)	20
Payback (years)	12.6
Percent Renewable Electricity	62%
Lifetime CO ₂ Savings (metric tons)	382
Lifetime Energy Savings	\$63,577
Total Upfront Cost	\$50,000
Focus on Energy Incentives	-\$3,000
IRA Tax Credit	-\$15,000
Total Cost	\$32,000

The project team also completed an initial resiliency analysis for the Police Station BESS. The team assumed either 50% or 75% of the entire building load would need to be covered and modeled a summer outage of 24 hours to determine initial system size. A summer outage was used as it is the most common in Wisconsin. Table 24 summarizes the results of the analysis, illustrating the battery size, payback periods, average resiliency, and total costs. A more in-depth feasibility study and design process would need to be done to confirm ideal sizing and costs.

Table 24. Police station solar PV + BESS alternatives

Metric	50% Load Covered	75% Load Covered
PV Size (kW dC)	20	20
Battery Size	3 kW, 45 kWh	4 kW, 63 kWh
Payback (years)	19.7	22.5
Lifetime Energy Savings	\$63,218	\$63,195
Battery Replacement Cost	\$10,254	\$14,306
Average Resiliency	308	194
Total Solar Upfront Cost	\$50,000	\$50,000
Total Battery Upfront Cost	-\$25,560	-\$35,665
Focus on Energy Incentives (Solar Only)	-\$3,000	-\$3,000
IRA Tax Credit (Solar + BESS)	-\$22,670	-\$25,700
Total Cost	\$49,890	\$56,965

APPENDIX 3: FLEET METHODOLOGY

The analysis used an inventory of the vehicles and pieces of large, motorized equipment that the City of Evansville owns, along with the information about the City's current annual vehicle fuel costs as the bases for the fleet analysis. Data was provided showing the total number of gallons and the total cost of fuel purchased by the City. To calculate baseline fleet emissions, emissions factors for diesel fuel and E10 gasoline were applied to the total number of gallons of each fuel type that were purchased.

Potential energy, cost, and emissions savings from transitioning from to gasoline and diesel vehicles to EVs assumed that Evansville would purchase EVs in place of conventional vehicles through its normal vehicle retirement and replacement cycle. Based on this assumption, potential savings and vehicle payback parameters compared the MSRP and rated fuel economy of leading fossil fuel powered vehicles in each category to the cost and fuel economy of a selected EV in each vehicle category. As applicable, the value of the Federal Commercial Clean Vehicle credit that the City could access for each vehicle was applied to the MSRP of the EV to calculate the vehicle's net cost. We then compared the net cost of the EV to the MSRP of the conventional vehicle to calculate the incremental cost of the EV.

A detailed explanation of the fleet savings estimation methodology is provided below.

1. Assigned each vehicle that Evansville owns to a vehicle category based on the vehicle's size and capabilities
2. Surveyed the market to identify all electric vehicles available in the existing vehicle categories in the City's fleet.
 - Eliminated vehicles that are not yet in production or had limited market share, making them difficult for the City to obtain.
 - Within each vehicle category, identified a cost-effective EV option that met minimum driving range requirements and had a strong fuel economy (kWh/100 miles) rating to use for opportunity analysis.
 - Used the commercial clean vehicle tax credit qualified manufacturer list to reduce the assumed cost of each EV by the value of any Federal tax credit²⁷ for which it may be eligible.
3. Surveyed the market to identify a leading gasoline or diesel-powered vehicle in the existing vehicle categories in the City fleet that the City would be likely to consider for purchase during its normal vehicle retirement and replacement process.
 - Identified cost and fuel economy metrics for each selected vehicle.
4. Used average gasoline, diesel, and electricity costs to calculate the cost of fuel used to drive one mile by the selected EV and by the selected gasoline or diesel vehicle in each vehicle category.
5. Applied research by Consumer Reports (*Electric Vehicle Ownership Costs*, September, 2020²⁸) to estimate the average per mile maintenance costs for EVs and gasoline or diesel powered vehicles.
6. Calculated the potential cost savings per mile that the City could obtain by purchasing an EV in place of a gasoline or diesel vehicle. If the net purchase cost of the EV exceeded the cost of the gasoline or diesel vehicle, calculated the number of miles after which the per mile cost savings from driving the EV would surpass the incrementally higher purchase cost of the EV.

²⁷ See discussion of allowances in the IRA that permit municipalities to access certain Federal tax credits in the *Funding Opportunities for Recommendations* section of this report.

²⁸ Harto, C. *Electric Vehicle Ownership Costs: Chapter 2 – Maintenance*. Consumer Reports. September, 2020. <https://advocacy.consumerreports.org/wp-content/uploads/2020/09/Maintenance-Cost-White-Paper-9.24.20-1.pdf>

7. Applied emissions factors for E10 gasoline, diesel fuel, and electricity purchased from Wisconsin's electric grid, along with fuel economy ratings for each vehicle to calculate CO₂ emissions savings potential for the EV in each category.
8. Calculated average annual vehicle mileage by vehicle type based on data provided by seven other Wisconsin municipal entities with which Slipstream is currently engaged in energy planning projects.
9. To estimate total cost and emissions savings potential that Evansville could achieve by shifting all vehicles in the three categories for which EV alternatives exist to EVs, we assumed that Evansville's annual mileage for each vehicle category aligns with averages from other communities and applied the per mile savings potential from using EVs to the assumed annual mileage to calculate the total cost and emissions savings potential.

City of Evansville

Department of Fleet and Operations Energy Use

Emissions and Cost by Vehicle Type

Year 2022

Row Labels	Emissions (metric tons)	Cost
Diesel	185	\$77,713
Gas	178	\$74,942
Grand Total	363	\$152,656

Emissions and Cost by Operations Type

year 2022

Row Labels	Emissions (metric tons)	Cost
Parks	27	\$5,194
WWTP	301	\$56,163
Wells/Pumps/Lifts	246	\$31,327
Misc.	2	\$429
Lights	112	\$21,345
W&L	11	\$2,190
Grand Total	700	\$116,648

Vehicle Total Cost of Ownership Calculator	
Purpose:	The Total Cost of Ownership (TCO) calculator is intended to help municipalities compare overall ownership costs of up to five combinations of vehicle models and procurement options. Municipalities may use the TCO calculator to select the vehicle model and procurement option that best fits its objectives.
Instructions for Use	<ol style="list-style-type: none"> 1. Complete the fields highlighted in yellow for <u>up to</u> five vehicle and procurement options that you would like to compare. 2. Scroll down to the "Lifecycle Cost of Ownership" row to determine which option provides the lowest total cost. <ol style="list-style-type: none"> 2a. If different periods of ownership are assumed for different options, see the Average Annual Cost of Ownership to compare annualized costs. 3. Compare values for the Lifecycle Emissions and Average Annual Emissions to determine which vehicle best supports the community's emissions reduction goals.
Detailed Instructions	
Color Key	<p>Yellow cells: Input data in cells that are highlighted in yellow. The calculator allows for comparison of up to five vehicles. If comparing less than five vehicles, leave the yellow cells in the unused columns blank.</p> <p>Black cells: Leave cells in the input range (B14:F27) blank if they are highlighted in black. These fields are not applicable based on the vehicle type, motor type, of fuel type selected for that model.</p> <p>Light gray cells: Calculated values are shown in these cells. Do not delete or edit values in these cells.</p> <p>Dark gray cells: Input and output names are shown in dark gray cells. Do not delete or edit values in these cells.</p>
Entry	
Year of Purchase	Select the year that the vehicle will be put into service.
Vehicle Requirements	
Vehicle Category	Select the category of vehicle that the municipality intends to obtain.
Average Annual Miles	Estimate annual mileage based on miles driven by the vehicle to be replaced and/or the intended use of the vehicle.
Additional Performance Requirements	Describe additional requirements (ex. hauling capacity) that the selected vehicle must achieve.
Model Performance	
Make, Model, and Trim	Enter descriptions of up to five vehicles that will be compared.
Procurement Type	Select whether the municipality will purchase or lease the vehicle.

Purchase Price	If purchasing the vehicle, input the total purchase price. Do not apply values of anticipated tax credits. Leave blank if leasing.
Lease Payment	If leasing the vehicle, enter annual lease amounts. Leave blank if purchasing .
Lease Buy Out Cost	If the municipality intends to purchase the vehicle for its residual value at the end of the lease term, enter the contract purchase price. Leave blank if purchasing the vehicle or if the municipality intends to return the vehicle at the end of the lease term.
Lease Term	Enter the number of years in the lease period.
Tax credits to be applied	If the vehicle qualifies for the Federal Commercial Clean Vehicle tax credit, input the amount of the credit. [Information about eligibility for the Commercial Clean Vehicle Credit, including credit amounts, is available here: https://www.irs.gov/credits-deductions/credits-for-new-clean-vehicles-purchased-in-2023-or-after]
Period of ownership	Enter the total number of years that the municipality intends to possess the vehicle. If the municipality will lease the vehicle, enter the full period of possession, including the term of the lease and the years that the municipality will retain the vehicle after the lease term (if any).
Annual depreciation rate	Enter the municipality's assumption of the average annual decline in the vehicle's market value.
Motor type	Select whether the vehicle uses a conventional (gasoline-only or diesel-only) engine; is a battery electric vehicle (uses no gasoline or diesel), or is a plug-in hybrid electric vehicle (PHEV), which will be regularly recharged and has a gasoline or diesel back-up motor.
Fuel type	Select whether the vehicle uses only E10 gasoline, only diesel fuel, only electricity, or both electricity and E10 gasoline.
Miles per gallon	Use www.fueleconomy.gov to determine the vehicle's rated mpg. Leave blank for electric vehicles.
PHEV Electric Only Range	For Plug-in hybrid EVs, use www.fueleconomy.gov to determine the number of miles that the vehicle can drive on electricity only. Leave blank for all other fuel types.
kWh/100 miles	For electric vehicles and plug-in hybrid EVs, use www.fueleconomy.gov to determine the amount of electricity needed to power the vehicle. Leave blank for all other fuel types.
Calculate Output	
Overall Ownership	
Average Annual Cost Of Ownership	Lifecycle cost of ownership averaged over the period of possession.
Lifecycle Cost Of Ownership	Combined vehicle expenses over the period of possession, including acquisition expenses (less anticipated resale value), lease payments, and operating costs.
Annual Emissions	Estimated pounds of carbon dioxide equivalent emissions generated by operating the vehicle each year.
Lifetime Emissions	Annual emissions multiplied by the period of possession of the vehicle.
First Year Cost	

Initial Capital Expense	For purchased vehicles, shows the procurement cost, net of applicable tax credits.
First Year Lease Payment	For leased vehicles, shows the lease amount to be paid during the first year.
Operating Costs (Annual)	
Fuel Cost	Estimated expense required for gasoline, diesel, and/or electricity to fuel the vehicle based on annual mileage and rated fuel efficiency.
Maintenance Cost	Estimated average annual cost to maintain and repair the vehicle during the ownership period, based on motor type and annual miles driven.
Recovered Value	
Resale Year	Shows the year in which the municipality plans to retire the vehicle
Resale Value	Estimates the amount that the municipality will recoup through selling the vehicle, based on the anticipated rate of depreciation, length of ownership, and acquisition costs.

Total Cost of Ownership Comparison					
Year of Purchase	2023				
Vehicle Requirements					
Vehicle Category	Full size pickup				
Average annual miles driven	6,000				
Additional performance requirements (if applicable)					
Model Performance					
	Vehicle 1	Vehicle 2	Vehicle 3	Vehicle 4	Vehicle 5
Make, Model, and Trim					
Procurement Type	Purchase	Lease	Lease	Lease	Lease
Purchase Price	\$30,000				
Lease payment (annual)					
Lease buy out cost					
Lease term (years)					
Tax credits to be applied	\$7,500				
Period of ownership (years)	10	10	10	10	10
Annual depreciation rate (%)	10%	10%			
Motor Type	Battery EV	Conventional	Conventional	Conventional	Battery EV
Fuel Type	Electricity	E10 Gasoline	E10 Gasoline	Diesel	Electricity
Miles per gallon		25	25	25	
PHEV Electric Only range (miles)					
kWh/100 miles	30				30
Total Costs					
Avg. Annual Cost of Ownership	\$1,865	\$1,091	\$1,091	\$1,398	\$400
Lifecycle Cost of Ownership	\$18,651	\$10,908	\$10,908	\$13,980	\$3,997
Annual Emissions (lbs CO2e)	7,644	112,131	112,131	135,055	7,644
Lifetime Emissions (lbs CO2e)	76,440	1,121,314	1,121,314	1,350,550	76,440

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Category	Description	Month	kWh	year	therms	Total Energy Usage for Edgerton Operations (kBtu)	GHG Emissions (metric tons)	Cost
Misc.	electric car charger	1/31/2021	14	2021	0	48	0.01	\$1.54
Misc.	electric car charger	2/28/2021	19	2021	0	65	0.01	\$2.09
Misc.	electric car charger	3/31/2021	7	2021	0	24	0.00	\$0.77
Misc.	electric car charger	4/30/2021	2	2021	0	7	0.00	\$0.22
Misc.	electric car charger	5/31/2021	2	2021	0	7	0.00	\$0.22
Misc.	electric car charger	6/30/2021	15	2021	0	51	0.01	\$1.65
Misc.	electric car charger	7/31/2021	47	2021	0	160	0.03	\$5.17
Misc.	electric car charger	8/31/2021	50	2021	0	171	0.03	\$5.51
Misc.	electric car charger	9/30/2021	17	2021	0	58	0.01	\$1.87
Misc.	electric car charger	10/31/2021	7	2021	0	24	0.00	\$0.77
Misc.	electric car charger	11/30/2021	1	2021	0	3	0.00	\$0.11
Misc.	electric car charger	12/31/2021	56	2021	0	191	0.03	\$6.17
Misc.	historic sign	1/31/2021	7	2021	0	24	0.00	\$0.77
Misc.	historic sign	2/28/2021	5	2021	0	17	0.00	\$0.55
Misc.	historic sign	3/31/2021	6	2021	0	20	0.00	\$0.66
Misc.	historic sign	4/30/2021	5	2021	0	17	0.00	\$0.55
Misc.	historic sign	5/31/2021	4	2021	0	14	0.00	\$0.44
Misc.	historic sign	6/30/2021	4	2021	0	14	0.00	\$0.44
Misc.	historic sign	7/31/2021	5	2021	0	17	0.00	\$0.55
Misc.	historic sign	8/31/2021	4	2021	0	14	0.00	\$0.44
Misc.	historic sign	9/30/2021	5	2021	0	17	0.00	\$0.55
Misc.	historic sign	10/31/2021	7	2021	0	24	0.00	\$0.77
Misc.	historic sign	11/30/2021	7	2021	0	24	0.00	\$0.77
Misc.	historic sign	12/31/2021	7	2021	0	24	0.00	\$0.77
Misc.	Yard Waste Site Gate	1/31/2021	10	2021	0	34	0.01	\$1.10
Misc.	Yard Waste Site Gate	2/28/2021	13	2021	0	44	0.01	\$1.43
Misc.	Yard Waste Site Gate	3/31/2021	10	2021	0	34	0.01	\$1.10
Misc.	Yard Waste Site Gate	4/30/2021	11	2021	0	38	0.01	\$1.21
Misc.	Yard Waste Site Gate	5/31/2021	8	2021	0	27	0.00	\$0.88
Misc.	Yard Waste Site Gate	6/30/2021	7	2021	0	24	0.00	\$0.77
Misc.	Yard Waste Site Gate	7/31/2021	9	2021	0	31	0.01	\$0.99
Misc.	Yard Waste Site Gate	8/31/2021	8	2021	0	27	0.00	\$0.88
Misc.	Yard Waste Site Gate	9/30/2021	6	2021	0	20	0.00	\$0.66
Misc.	Yard Waste Site Gate	10/31/2021	8	2021	0	27	0.00	\$0.88
Misc.	Yard Waste Site Gate	11/30/2021	12	2021	0	41	0.01	\$1.32
Misc.	Yard Waste Site Gate	12/31/2021	13	2021	0	44	0.01	\$1.43
Misc.	Cemetery Shed	1/31/2021	552	2021	0	1,883	0.32	\$60.78
Misc.	Cemetery Shed	2/28/2021	507	2021	0	1,730	0.29	\$55.82
Misc.	Cemetery Shed	3/31/2021	377	2021	0	1,286	0.22	\$41.51

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Misc.	Cemetry Shed	4/30/2021	222	2021	0		757	0.13	\$24.44
Misc.	Cemetry Shed	5/31/2021	136	2021	0		464	0.08	\$14.97
Misc.	Cemetry Shed	6/30/2021	144	2021	0		491	0.08	\$15.85
Misc.	Cemetry Shed	7/31/2021	138	2021	0		471	0.08	\$15.19
Misc.	Cemetry Shed	8/31/2021	133	2021	0		454	0.08	\$14.64
Misc.	Cemetry Shed	9/30/2021	112	2021	0		382	0.06	\$12.33
Misc.	Cemetry Shed	10/31/2021	89	2021	0		304	0.05	\$9.80
Misc.	Cemetry Shed	11/30/2021	349	2021	0		1,191	0.20	\$38.42
Misc.	Cemetry Shed	12/31/2021	334	2021	0		1,140	0.19	\$36.77
Misc.	Cemetry Shed	1/31/2022	593	2022	0		2,023	0.34	\$65.29
Misc.	Cemetry Shed	2/28/2022	476	2022	0		1,624	0.28	\$52.41
Misc.	Cemetry Shed	3/31/2022	340	2022	0		1,160	0.20	\$37.43
Misc.	Cemetry Shed	4/30/2022	288	2022	0		983	0.17	\$31.71
Misc.	Cemetry Shed	5/31/2022	155	2022	0		529	0.09	\$17.07
Misc.	Cemetry Shed	6/30/2022	93	2022	0		317	0.05	\$10.24
Misc.	Cemetry Shed	7/31/2022	93	2022	0		317	0.05	\$10.24
Misc.	Cemetry Shed	8/31/2022	87	2022	0		297	0.05	\$9.58
Misc.	Cemetry Shed	9/30/2022	112	2022	0		382	0.06	\$12.33
Misc.	Cemetry Shed	10/31/2022	225	2022	0		768	0.13	\$24.77
Misc.	Cemetry Shed	11/30/2022	401	2022	0		1,368	0.23	\$44.15
Misc.	Cemetry Shed	12/31/2022	526	2022	0		1,795	0.30	\$57.91
Misc.	EV Car Charger	1/31/2022	27	2022			92	0.02	\$2.97
Misc.	EV Car Charger	2/28/2022	2	2022			7	0.00	\$0.22
Misc.	EV Car Charger	3/31/2022	25	2022			85	0.01	\$2.75
Misc.	EV Car Charger	4/30/2022	82	2022			280	0.05	\$9.03
Misc.	EV Car Charger	5/31/2022	141	2022			481	0.08	\$15.52
Misc.	EV Car Charger	6/30/2022	22	2022			75	0.01	\$2.42
Misc.	EV Car Charger	7/31/2022	8	2022			27	0.00	\$0.88
Misc.	EV Car Charger	8/31/2022	0	2022			-	-	\$0.00
Misc.	EV Car Charger	9/30/2022	0	2022			-	-	\$0.00
Misc.	EV Car Charger	10/31/2022	0	2022			-	-	\$0.00
Misc.	EV Car Charger	11/30/2022	0	2022			-	-	\$0.00
Misc.	EV Car Charger	12/31/2022	0	2022			-	-	\$0.00
Misc.	Historic sign	1/31/2022	6	2022			20	0.00	\$0.66
Misc.	Historic sign	2/28/2022	6	2022			20	0.00	\$0.66
Misc.	Historic sign	3/31/2022	6	2022			20	0.00	\$0.66
Misc.	Historic sign	4/30/2022	5	2022			17	0.00	\$0.55
Misc.	Historic sign	5/31/2022	5	2022			17	0.00	\$0.55
Misc.	Historic sign	6/30/2022	5	2022			17	0.00	\$0.55
Misc.	Historic sign	7/31/2022	4	2022			14	0.00	\$0.44

Misc.	Historic sign	8/31/2022	3	2022		10	0.00	\$0.33
Misc.	Historic sign	9/30/2022	5	2022		17	0.00	\$0.55
Misc.	Historic sign	10/31/2022	6	2022		20	0.00	\$0.66
Misc.	Historic sign	11/30/2022	6	2022		20	0.00	\$0.66
Misc.	Historic sign	12/31/2022	8	2022		27	0.00	\$0.88
Misc.	welcome sign	1/31/2022	10	2022		34	0.01	\$1.10
Misc.	welcome sign	2/28/2022	11	2022		38	0.01	\$1.21
Misc.	welcome sign	3/31/2022	11	2022		38	0.01	\$1.21
Misc.	welcome sign	4/30/2022	12	2022		41	0.01	\$1.32
Misc.	welcome sign	5/31/2022	11	2022		38	0.01	\$1.21
Misc.	welcome sign	6/30/2022	11	2022		38	0.01	\$1.21
Misc.	welcome sign	7/31/2022	11	2022		38	0.01	\$1.21
Misc.	welcome sign	8/31/2022	12	2022		41	0.01	\$1.32
Misc.	welcome sign	9/30/2022	11	2022		38	0.01	\$1.21
Misc.	welcome sign	10/31/2022	11	2022		38	0.01	\$1.21
Misc.	welcome sign	11/30/2022	12	2022		41	0.01	\$1.32
Misc.	welcome sign	12/31/2022	11	2022		38	0.01	\$1.21

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evansville_report1
 Date Downloaded: 08/03/2023 03:16 PM EDT
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 Number of properties in report: 9

Portfolio Manager Property ID	Property Name	Portfolio Manager Parent Property ID	Parent Property Name	Year Ending	Address 1	Electricity - Weather Normalized Site Electricity Use (Grid and Onsite Renewables) (kWh)	Natural Gas - Weather Normalized Site Natural Gas Use (therms)	Weather Normalized Site EUI (kBtu/ft²)	Weather Normalized Source EUI (kBtu/ft²)	Regional Median Site EUI (kBtu/ft²)	Regional Median Source EUI (kBtu/ft²)	Total (Location-Based) GHG Emissions (Metric Tons CO2e)	% Difference from National Median Site EUI	Weather Normalized Site Energy Use (kBtu)	Electricity Use - Grid Purchase (kWh)	Electricity Use - Generated from Onsite Renewable Systems and Used Onsite (kWh)	Electricity Use - Grid Purchase and Generated from Onsite Renewable Systems (kWh)	Year	Cost of Gas Usage	Cost of Electricity Usage	Total GHG Usage Per Building
24218664	Evansville City Hall	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2021	31 S Madison St	56906	5088.9	68.8	105.4	83.5	133.5	64.6	-26.4	703051.5	57800	Not Available	57800	2021	4300.1205	6363.78	64.6
24218664	Evansville City Hall	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2022	31 S Madison St	57214.2	4905.9	67.1	103.8	86.9	135.8	67.1	-24.2	685801.2	57880	Not Available	57880	2022	4146.4855	6372.588	67.1
24218668	Evansville Dept of Public Works	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2021	535 S Madison St	34920	11048.2	57.5	70.1	71.7	89.3	75.4	-30.2	1223963.9	34920	Not Available	34920	2021	9335.729	3844.692	75.4
24218668	Evansville Dept of Public Works	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2022	535 S Madison St	42240	10068.7	54.1	68.6	70	89.3	82.4	-24.8	1150991.9	42240	Not Available	42240	2022	8508.0515	4650.624	82.4
24218671	Evansville EMS	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2021	11 W Church St	6528.6	1208.7	71	83.9	64.9	89.3	10.6	-2	143142	7000	Not Available	7000	2021	1021.3515	770.7	10.6
24218671	Evansville EMS	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2022	11 W Church St	6800	1240.4	73.1	86.9	66.8	89.3	11.2	5	147241.7	6800	Not Available	6800	2022	1048.138	748.68	11.2
24218672	Evansville EMS Garage	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2021	22 W Church St	8422.2	933.6	40.7	59.5	58.5	89.3	10.6	-37.1	122096.7	8796	Not Available	8796	2021	788.892	968.4196	10.6
24218672	Evansville EMS Garage	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2022	22 W Church St	8925	1205.7	50.3	70.6	63	89.3	12.5	-23.1	151019.4	8925	Not Available	8925	2022	1018.8165	982.6425	12.5
24218674	Evansville Police Dept	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2021	10 W Church St	34240	3057.2	76.8	117.8	78.8	124.9	38.8	-11.8	422543.3	34240	Not Available	34240	2021	2583.334	3769.824	38.8
24218674	Evansville Police Dept	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2022	10 W Church St	43160	2676.2	75.4	126.1	73.9	124.9	44.7	-1	414886.6	43160	Not Available	43160	2022	2261.389	4751.916	44.7
24218675	Evansville Public Library	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2021	39 W Main St	89461.4	8023.8	67.2	103	90.1	143.6	105.2	-30.8	1107622.6	93600	Not Available	93600	2021	6780.111	10305.36	105.2
24218675	Evansville Public Library	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2022	39 W Main St	97545.8	9188.8	76	115.1	93.9	143.6	117.8	-21.1	1251710.7	98000	Not Available	98000	2022	7764.536	10789.8	117.8
24225166	Evansville Youth Center	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2021	209 S First St	9091	1108	40.5	58.1	74.3	109.6	11.7	-50.9	141818.6	9091	Not Available	9091	2021	936.26	1000.9191	11.7
24225166	Evansville Youth Center	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2022	209 S First St	9642	1274.1	45.8	64.5	77.1	109.6	13.4	-42.6	160308	9642	Not Available	9642	2022	1076.6145	1061.5842	13.4
28232879	W&L Shop	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2021	15 Old 92	31447.6	4216.9	82.7	116.1	61.6	89.3	42.1	19.5	528988.1	31479	Not Available	31479	2021	3563.2805	3465.8379	42.1
28232879	W&L Shop	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2022	15 Old 92	30535.6	4009.2	78.9	111.4	62.5	89.3	42.5	21.6	505108.3	30790	Not Available	30790	2022	3387.774	3389.979	42.5
28317980	W&L - West Bldg	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2021	16 Old 92	15880	4250.1	59.9	49.8	69.9	89.3	30.8	-50.2	479193.3	15880	Not Available	15880	2021	3591.3345	1748.388	30.8
28317980	W&L - West Bldg	Not Applicable: Standalone Property	Not Applicable: Standalone Property	12/31/2022	16 Old 92	14480	5680.8	51.5	61.2	74.8	89.3	39.8	-32.9	617484.6	14480	Not Available	14480	2022	4800.276	1594.248	39.8

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Year	Usage Data Month	Fuel type	Gallons used per year	Cost	Emissions (metric tons)
2022	1/22/2022	Gas	649.55	\$2,324	6
2022	1/22/2022	Diesel	296.32	\$1,268	3
2022	2/22/2022	Gas	907.29	\$3,246	8
2022	2/22/2022	Diesel	138.961	\$595	1
2022	3/22/2022	Gas	550.966	\$1,971	5
2022	3/22/2022	Diesel	161.495	\$691	2
2022	4/22/2022	Gas	471.603	\$1,687	4
2022	4/22/2022	Diesel	1841.246	\$7,878	19
2022	5/22/2022	Gas	470.383	\$1,683	4
2022	5/22/2022	Diesel	300.047	\$1,284	3
2022	6/22/2022	Gas	560.961	\$2,007	5
2022	6/22/2022	Diesel	264.575	\$1,132	3
2022	7/22/2022	Gas	459.049	\$1,642	4
2022	7/22/2022	Diesel	293.235	\$1,255	3
2022	8/22/2022	Gas	472.268	\$1,689	4
2022	8/22/2022	Diesel	594.606	\$2,544	6
2022	9/22/2022	Gas	463.898	\$1,659	4
2022	9/22/2022	Diesel	244.569	\$1,046	2
2022	10/22/2022	Gas	440.664	\$1,576	4
2022	10/22/2022	Diesel	237.7	\$1,017	2
2022	11/22/2022	Gas	459.162	\$1,643	4
2022	11/22/2022	Diesel	415.25	\$1,777	4
2022	12/22/2022	Diesel	237.359	\$1,016	2
2022	12/22/2022	Gas	351.976	\$1,259	3

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Metric	Source	Units	Value
Electricity Cost (average retail cost, Wisconsin 2021)	grab EIA rate	\$/KWh	0.1101
Natural Gas Cost (Wisconsin, commercial level)	grab average of 2 years from EIA	\$/therm	0.845
Gasoline Cost (PADD 2/midwest)	grab average of 2 years from EIA	\$/gallon	3.577207
Diesel Cost (PADD 2/midwest)	grab average of 2 years from EIA	\$/gallon	4.278671
Carbon Factors - Natural Gas	EPA	kg/therm	5.31
Carbon Factor Gasoline (transportation)	EPA	kg/gallon	8.48
Carbon Factor - Diesel (No. 1 distillate, transportation)	EPA	kg/gallon	10.21
Convert lbs to metric tons		lbs/metric ton	0.00045
Convert kg to metrics		kg/metric ton	0.001
gasoline gallons to kbtu		kbtu/gallons	114
diesel gallons to kbtu		kbtu/gallons	129

Year	Source	Units	Value
2018	eGrid - State of WI	lb/MWh	1396
2019	eGrid - State of WI	lb/MWh	1232
2020	eGrid - State of WI	lb/MWh	1192
2021	eGrid - State of WI	lb/MWh	1274
2022	eGrid - State of WI	lb/MWh	1274



October 23, 2023

City of Evansville
 Jason Sergeant
 City Administrator
 31 S. Madison Street
 PO Box 529
 Evansville, WI 53536

Regarding: **Evansville Owned Property:** Condition Assessment = 209 S. First Street, Evansville, WI 53536

Dear Jason Sergeant,

Destree Design Architects, Inc. is very pleased to provide a Condition Assessment proposal for 209 S. First Street in the City of Evansville, WI. This study will document the building, evaluate the condition and causes of deterioration, estimate the costs and make recommendations.

Scope of Services

The following is an outline of tasks, processes for providing consulting services for a Condition Assessment of the Youth Center Building. Services include:

- Field measure and provide AutoCAD floor plan diagram of building.
- Condition inspection of building/property:
 - Exterior envelope
 - Interior condition
 - Structural evaluation
 - Accessibility
 - Building code evaluation
 - Mechanical, Electrical and Plumbing systems
 - Site evaluation
- Photo document exterior and interior of building.
- Evaluate findings and deterioration.
- Prepare Report with findings and recommendations.
 - Estimate of probable cost
- 3 Meetings

Deliverables (bundled electronically with 1 hard copy)

- **Drawings** – Plan Diagram
- **Narrative** – Narrative summarizing the information collected with recommendations

Services Schedule

Hourly Not to Exceed \$4,800

Architectural Services will be billed on a time and materials basis, billed monthly. Refer to the attached Terms and Conditions for additional information. *(Estimating 30-40 hours of services)*

Core Team

\$160.00/hr	Architect, Interior Designer – Melissa Destree, AIA, IIDA
\$95.00/hr	Technical – Richard Dolezal

Support Team

\$125.00/hr	Designer – Jason Ekstrom
\$125.00/hr	Code/Const Admin - Jeremy Cynkar
\$110.00/hr	Architect – Lindsey Shotwell, AIA
\$85.00/hr	Technical – Amy Ernst
\$75.00/hr	Technical – Jack Davis
\$70.00/hr	Technical – Arianna Wolske
\$50.00/hr	Design Intern

Reimbursables

In addition, to architectural services, reimbursable expenses include reprographics, printing, sampling, postage charges, special supplies (if required), mileage and any other direct project related expenditures. Municipal & Township Fees not included.

Included in Proposal**Additional Services**

- Engineering participation
- Testing of materials of questionable origin
- Community Strategy Meetings
- Programming
- Site Survey
- 3D Renderings

Payment

Work will be invoiced monthly. We accept payment via credit card, check or electronic transfer.

Please call me if you have any questions or would like to discuss any part of this proposal. If this proposal meets with your approval, please sign and return one copy at your earliest convenience.

Sincerely,



Melissa Destree, AIA, IIDA
Destree Design Architects, Inc.

City of Evansville

Date

Performance of Services: The Consultant shall perform the services outlined in the attached Letter of Agreement and this Exhibit A for the stated fees and payment terms.

Additional Services: For additional services not included above, the Consultant shall be compensated at the current rate. Additional services will commence only after written or verbal approval by Client.

Access to Site: Unless otherwise stated, the Consultant will have access to the site for activities necessary for the performance of the services. The Consultant will take reasonable precautions to minimize damage due to such activities.

Retainer/Billing/Payment: The Client agrees to pay the Consultant for all services performed and all costs incurred. Invoices for the Consultant's services shall be submitted, at the end of every month, on a monthly basis. Invoices shall be due and payable upon receipt. If paid via credit card, there will be an additional 5% processing fee. If any invoice is not paid within 21 days after the invoice date, the Consultant may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, suspend or terminate the performance of services. Accounts unpaid 30 days after the invoice date will be subject to a monthly service charge of 1.5% (or the maximum legal rate) on the unpaid balance. In the event any portion of an account remains unpaid 45 days after the invoice date, the Consultant may institute collection action and the Client shall pay all costs of collection, including attorney's fees.

Indemnification: The Client shall, to the fullest extent permitted by law, indemnify and hold harmless the Consultant, his or her officers, directors, employees, agents and subconsultants from and against all damage, liability and costs, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance of the services under this Agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the Consultant.

Information for the Sole Use and Benefit of the Client: All opinions and conclusions of the Consultant, whether written or oral, and any plans, specifications or other documents and services provided by the Consultant are for the sole use and benefit of the Client and shall not be provided to any other person or entity without the prior written consent of the Consultant. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of any third party against the Consultant.

Certifications, Guarantees and Warranties: The Consultant shall not be required to execute any document that would result in the Consultant certifying, guaranteeing or warranting the existence of any conditions.

Limitation of Liability: In recognition of the relative risks, rewards and benefits of the project to both the Client and Consultant, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, the Consultant's total liability to the Client for any and all injuries, damages, claims, losses, expenses or claim expenses arising out of this Agreement from any cause or causes, shall not exceed \$1,000,000. Such causes include, but are not limited to, the Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

Ownership of Documents: This document is intended for the sole use of the Client for this Client's project only. All documents and concepts produced by the Consultant under this Agreement are instruments of the Consultant's professional service and shall remain the property of the Consultant and may not be used by the Client for any other purpose other than this project without the prior written consent of the Consultant.

Dispute Resolution: Any claims or disputes between the Client and the Consultant arising out of the services to be provided by the Consultant or out of this Agreement shall be settled by direct discussions. If such discussions do not resolve the claim or dispute within seven (7) days after the parties meet for such discussions, upon written demand by either party to the other, the claim or dispute shall be immediately submitted to binding arbitration. The parties will attempt to agree on an arbitrator within five (5) days of such demand. Any such arbitration shall occur generally in accordance with the American Arbitration Association ("AAA") rules and procedures for arbitration, although the arbitrator need not be selected through the AAA and shall occur within thirty (30) days of appointment of the arbitrator. If the parties cannot agree on an arbitrator within seven (7) days after the demand is received, either party may file a demand for arbitration with the AAA in accordance with its rules or procedures. Any arbitration proceeding shall occur in Madison, Wisconsin. Each party will bear its own expenses of arbitration and will share equally expenses or fees of the AAA and/or arbitrator if any.

Termination of Services: This Agreement may be terminated at any time by either party. In the event of termination by Client, Client shall pay the Consultant for all services rendered to the date of termination, all reimbursable expenses incurred prior to termination, and all expenses incurred as the result of termination.

It is agreed the above terms and conditions are incorporated into and made a part of the Letter of Agreement.

Initialed:  Consultant _____ Client



October 23, 2023

City of Evansville
 Jason Sergeant
 City Administrator
 31 S. Madison Street
 PO Box 529
 Evansville, WI 53536

Regarding: **Evansville City Hall Stair Refurbishment:** Pre-Design Services = 31 S. Madison St, Evansville, WI 53536

Dear Jason Sergeant,

Destree Design Architects, Inc. is very pleased to provide Pre-Design services to refurbish the stair tower in Evansville City Hall. This Pre-Design study will measure/document the historic buildings existing stair conditions, evaluate the condition of the historic stairs, evaluate building code current and historic, and make recommendations that will be historically sensitive to improve the stairs. This Study will identify approach and cost. With this approval of a design approach and cost, working drawings can be prepared for bidding purposes under a separate contract.

Pre-Design Scope of Services

The following is an outline of tasks, processes for providing consulting services for a Pre-Design Study for the City Hall stair tower refurbishment. Services include:

- Field measure and provide detailed AutoCAD of the existing stair condition.
- Owner to provide floor plan diagrams of City Hall (AutoCAD or PDF)
- Provide measured drawing documenting the historic condition of the stairs
- Building code study historic vs current code
- Review findings and suggestions with the Historic Preservation Commission and the State Historic Preservation Office
- Prepare Report with findings and recommendations.
 - Estimate of probable cost
- 2 Meetings
- One presentation to the Historic Preservation Commission.

Deliverables (bundled electronically with 1 hard copy)

- **Drawings** – Prepare historically appropriate drawing reflecting suggested modifications to improve safety.
- **Narrative** – Narrative summarizing findings and recommendations w/ estimate of probable cost.

Services Schedule

Hourly Not to Exceed \$4,150

Architectural Services will be billed on a time and materials basis, billed monthly. Refer to the attached Terms and Conditions for additional information. (*Estimating 28-32 hours of services*)

Core Team

\$160.00/hr	Architect, Interior Designer – Melissa Destree, AIA, IIDA
\$125.00/hr	Designer – Jason Ekstrom
\$95.00/hr	Technical – Richard Dolezal

Support Team

\$125.00/hr	Code/Const Admin - Jeremy Cynkar
\$110.00/hr	Architect – Lindsey Shotwell, AIA

Reimbursables

In addition, to architectural services, reimbursable expenses include reprographics, printing, sampling, postage charges, special supplies (if required), mileage and any other direct project related expenditures. Municipal & Township Fees not included.

Included in Proposal**Additional Services**

- Engineering participation
- Additional requested meetings

Payment

Work will be invoiced monthly. We accept payment via credit card, check or electronic transfer.

Please call me if you have any questions or would like to discuss any part of this proposal. If this proposal meets with your approval, please sign and return one copy at your earliest convenience.

Sincerely,



Melissa Destree, AIA, IIDA
Destree Design Architects, Inc.

City of Evansville

Date

Performance of Services: The Consultant shall perform the services outlined in the attached Letter of Agreement and this Exhibit A for the stated fees and payment terms.

Additional Services: For additional services not included above, the Consultant shall be compensated at the current rate. Additional services will commence only after written or verbal approval by Client.

Access to Site: Unless otherwise stated, the Consultant will have access to the site for activities necessary for the performance of the services. The Consultant will take reasonable precautions to minimize damage due to such activities.

Retainer/Billing/Payment: The Client agrees to pay the Consultant for all services performed and all costs incurred. Invoices for the Consultant's services shall be submitted, at the end of every month, on a monthly basis. Invoices shall be due and payable upon receipt. If paid via credit card, there will be an additional 5% processing fee. If any invoice is not paid within 21 days after the invoice date, the Consultant may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, suspend or terminate the performance of services. Accounts unpaid 30 days after the invoice date will be subject to a monthly service charge of 1.5% (or the maximum legal rate) on the unpaid balance. In the event any portion of an account remains unpaid 45 days after the invoice date, the Consultant may institute collection action and the Client shall pay all costs of collection, including attorney's fees.

Indemnification: The Client shall, to the fullest extent permitted by law, indemnify and hold harmless the Consultant, his or her officers, directors, employees, agents and subconsultants from and against all damage, liability and costs, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance of the services under this Agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the Consultant.

Information for the Sole Use and Benefit of the Client: All opinions and conclusions of the Consultant, whether written or oral, and any plans, specifications or other documents and services provided by the Consultant are for the sole use and benefit of the Client and shall not be provided to any other person or entity without the prior written consent of the Consultant. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of any third party against the Consultant.

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Limitation of Liability: In recognition of the relative risks, rewards and benefits of the project to both the Client and Consultant, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, the Consultant's total liability to the Client for any and all injuries, damages, claims, losses, expenses or claim expenses arising out of this Agreement from any cause or causes, shall not exceed \$1,000,000. Such causes include, but are not limited to, the Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

Ownership of Documents: This document is intended for the sole use of the Client for this Client's project only. All documents and concepts produced by the Consultant under this Agreement are instruments of the Consultant's professional service and shall remain the property of the Consultant and may not be used by the Client for any other purpose other than this project without the prior written consent of the Consultant.

Dispute Resolution: Any claims or disputes between the Client and the Consultant arising out of the services to be provided by the Consultant or out of this Agreement shall be settled by direct discussions. If such discussions do not resolve the claim or dispute within seven (7) days after the parties meet for such discussions, upon written demand by either party to the other, the claim or dispute shall be immediately submitted to binding arbitration. The parties will attempt to agree on an arbitrator within five (5) days of such demand. Any such arbitration shall occur generally in accordance with the American Arbitration Association ("AAA") rules and procedures for arbitration, although the arbitrator need not be selected through the AAA and shall occur within thirty (30) days of appointment of the arbitrator. If the parties cannot agree on an arbitrator within seven (7) days after the demand is received, either party may file a demand for arbitration with the AAA in accordance with its rules or procedures. Any arbitration proceeding shall occur in Madison, Wisconsin. Each party will bear its own expenses of arbitration and will share equally expenses or fees of the AAA and/or arbitrator if any.

Termination of Services: This Agreement may be terminated at any time by either party. In the event of termination by Client, Client shall pay the Consultant for all services rendered to the date of termination, all reimbursable expenses incurred prior to termination, and all expenses incurred as the result of termination.

It is agreed the above terms and conditions are incorporated into and made a part of the Letter of Agreement.

Initialed:  Consultant _____ Client

