

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

NOTICE OF FINANCE COMMITTEE MEETING

Monday, October 10, 2022 City Hall 4:30PM

- Committee Review-Monthly Expenditures

NOTICE OF HISTORIC PRESERVATION COMMISSION MEETING

Monday, October 10, 2022 City Hall 5:30 PM

- Public Hearing and Recommendation on Designating the Washburn City Hall as a Historic Property

TAB 1

NOTICE OF CITY COUNCIL MEETING

Monday, October 10, 2022 Washburn City Hall 5:30 PM

(Immediately Following Historic Preservation Commission Meeting)

This meeting may have members participating via tele or web conferencing. Public participants can listen to the proceedings by utilizing a computer or smart phone and using the link <https://us02web.zoom.us/j/89636006778?pwd=dmV3Nlh5amVHRndMS2tVCTJZ2l6UT09> by calling 1-888-788-0099 (Toll Free) and entering Webinar ID: 896 3600 6778 with passcode 101022 as opposed to being present for the meeting. Limited seating will be available at the meeting and guests are asked to keep a six-foot distance from one another.

AGENDA

- Call to Order/Roll Call/Pledge of Allegiance
- Approval of Minutes – City Council/Historic Preservation Meetings – September 12, 2022
- Approval of Monthly Expenditures via Roll Call Vote
- Public Comment
- Mayoral Announcements, Proclamations, Appointments
 - Proclamation on Indigenous Peoples Day **TAB 2**
- Discussion & Action on Creation of Utility/Recreational Easement West of Baseball Field, East of County Forestry, Pipgras, and Iron Works Properties – Washburn Iron Works, Petitioner **TAB 3**
- Discussion & Action on Amendment to Development Agreement with The Brewing Badger, LLC **TAB 4**
- Discussion & Action on Special Event Request for Book Across the Bay on February 17 and 18, 2023 – Benjamin Thoen, Petitioner **TAB 5**
- Discussion & Action on Proposed 2023 Stormwater Utility Budget **TAB 6**
- Discussion & Action on Updates to/Recommendations on Proposed 2023 General Fund, Capital, and Debt Service Budgets **TAB 7**
- Discussion & Action on Proposed 2023 Fee Schedule **TAB 8**
- Discussion & Action on Resolution 22-006 Endorsing the Bayfield County EMS Study Committee Final Report **TAB 9**
- Discussion & Action on Street Use Permit for Halloween Parade on Washington Avenue and W. 8th Street on October 29 from 1:00 until 2:30 – Washburn Chamber of Commerce, Petitioner **TAB 10**
- Adjourn

September 12, 2022

HISTORIC PRESERVATION COMMISSION

5:30PM

Washburn City Hall & Remote Call-In

Present:

Carl Broberg, Karen Spears-Novachek, Tom Neimes, Mary McGrath

Present, remote:

Laura Tulowitzky

Municipal Personnel:

Mayor Mary D. Motiff, City Administrator Scott J. Kluver, Assistant City Administrator Tony Janisch, City Attorney Max Lindsey

Excused Absence:

Jennifer Maziasz, Dave Anderson

Called to Order – Meeting called to order at 5:30pm by Mayor Motiff. Roll call attendance depicted five (5) of seven (7) members of the Historic Preservation Commission in attendance. Quorum of the Commission recognized.

Consideration of Designating the Washburn City Hall as a Historic Property – The Mayor asked if local designation was needed first before seeking State designation. Novachek responded that the Washburn Heritage Association is only seeking local historic designation. The Mayor asked about concerns or restrictions being placed on the building for renovations. Kluver responded that the only concern may be new windows, and that the Historic Preservation Commission may have to designate as acceptable. Moved by Neimes to nominate City Hall as a Historic Property and to move to a public hearing, second by Novachek. Motion carried unanimously.

Adjourn – Mayor Motiff adjourned the meeting at 5:35pm.

Tony Janisch
Assistant City Administrator

September 12, 2022

CITY OF WASHBURN COMMON COUNCIL MEETING

5:30PM

Washburn City Hall & Remote Call-In

City Council Members:

Present, in-person:

Carl Broberg, Karen Spears-Novachek, Tom Neimes, Mary McGrath

Present, remote:

Laura Tulowitzky

Municipal Personnel:

Present in-person:

Mayor Mary D. Motiff, City Administrator Scott J. Kluver, Assistant City Administrator Tony Janisch, City Attorney Max Lindsey

Present, remote:

none

Absent:

Jennifer Maziasz, Dave Anderson

Call to Order - Meeting called to order at 5:35PM by Mayor Motiff. Roll call attendance depicted five (5) of seven (7) members of the Common Council in attendance. Quorum of the Council recognized.

Approval of Minutes – City Council Meeting of August 1 & 18, 2022 - A motion was made by Novachek to approve the August 1 & 18, 2022 minutes of the City Council, second by Neimes. Motion carried.

Approval of Expenditures – A motion was made by Novachek to approve the monthly expenditures as reviewed, second by McGrath. Motion carried unanimously via a roll-call vote.

Public Comment – Randy Daigle, 29515 Wedal Rd., owner of CR Treasures, provided comment of the proposed ordinance of No Parking on Bayfield St. Mr. Daigle stated that the memo provided said this request came from Wisconsin DOT and asked if this is verified. He further stated that earlier in the year the Chief of Police discussed with him issues about not blocking the parking entrance and not selling in the state right-of-way. Mr. Daigle continued that a week & a half ago a DOT representative stopped in. His wife asked the employee about being in violation and why the DOT did not send notification. He said the DOT employee told her that the City had contacted the DOT, not the other way around, and that somebody was lying. Mr. Daigle continued that the memo identifies the curve as being dangerous along with high rates of speed. He argues that the curve is minimal until 50 yards west of 11th Ave. and suggests reducing the speed limit or enforcing the law. He continued that the accidents that had occurred in the area are not from parking on the side of the road. He asked what the definition of parking is, and what about delivery drivers stopping, or people with trailers stopping to ask for directions to the campgrounds, or people that have a flat tire or run out of gas; will they be ticketed. Mr. Daigle further commented that his being the only business in that area, that he was being targeted and if so, could be harassment and lead to litigation. Mr. Daigle concluded by requesting, through the Freedom of Information Act, all correspondence with the DOT regarding this issue.

Mayoral Announcements, Proclamations, Appointments - The Mayor began by thanking Dora Kling for her many years of service, as the primary representative on the Scenic By-Way Council. She then nominated Tracy Snyder, the current alternate representative, as the primary representative to the Scenic By-Way Council. The Mayor next nominated Richard Avol for re-appointment to the Washburn Housing Authority. A motion was made by McGrath to appoint Tracy Snyder to the Scenic By-Way Council for a 2-year term and to appoint Richard Avol to the Washburn Housing Authority for a 5-year term, second by Neimes. Motion passed unanimously. The Mayor next proposed a resolution of recognition for Curt Witynski and Gail Sumi, two retiring staff of the League of Wisconsin Municipalities. Local governments were asked to consider resolutions thanking these two for their public service. Novachek moved to approve Resolution #22-005, seconded by Neimes. Motion carried unanimously.

Discussion & Action on Proposed Certified Survey Map to Redraw Tax IDs 35809 and 32800 as Part of Proposed Land Sale/Swap with Mark Bultmann and Jean Underwood – Broberg moved to approve the certified survey maps for Tax IDs 35806 and 32800, seconded by Neimes. Motion carried unanimously.

Discussion & Action on Issuance of Declaration of Condemnation for Property Located at 310 S. 9th Avenue West Tax ID 33897 – Neimes moved to declare the property at Tax ID 33897 to be dilapidated and out of repair as to be dangerous, unsafe, unsanitary, or otherwise unfit for human habitation, seconded by McGrath. Novachek asked if communication has occurred with the property owners prior to this declaration. Kluver answered no, this will begin the process. Motion carried unanimously.

Presentation, Discussion, and Referral to Personnel/Finance Committee of Proposed 2023 General Fund, Capital, and Debt Service Budgets – The Mayor thanked Administrator Kluver for his hard work in putting the budget together. Kluver began stating that the budget included the tax increase and expenses for the new EMT positions. He continued that it also includes an adjusted pay structure for staff, that the Personnel/Finance Committee has been discussing, but that Council would also need to address, to stay competitive. Kluver recommended closing down the cable tv channel, increasing fees at the campgrounds, as well as expanding the camp to generate revenue. State funding through shared revenue is less now than it was 20 years ago; dollar for dollar, not even factoring in inflation. Kluver mentioned capital items including improvements to City Hall, and street repair. He concluded stating the need for additional planning for a borrowing. With the borrowing of Bayfield Street reconstruction coming, there is the opportunity to include other items/projects. Discussion ensued. Novachek moved to refer the 2023 general fund, capital & debt service budgets to the Personnel/Finance Committee, second by Broberg. Motion carried unanimously.

Discussion & Action on Personnel Policy Recommendations from Personnel/Finance Committee Relate to Meal Reimbursements, EMT Incentive for Full Time and Permanent Part-Time Employees, Benefits for Salaried Police Officers; and Elimination of Graduated Wage Scale for New Hourly Hires – Novachek moved to approve the travel & meal reimbursement rates, seconded by McGrath. Motion carried unanimously. Novachek moved to approve the Non-EMT Employee EMT Incentive for full-time and permanent part-time employees, seconded by McGrath. Novachek stated the Personnel/Finance Committee discussed this in length. Discussion ensued. Motion carried unanimously. Novachek moved to approve the additional benefit for Salaried Police Officers, seconded by Broberg. Novachek added that this was a benefit already received for hourly officers. Motion carried unanimously. Novachek moved to approve the elimination of the graduated wage scale for new employees beginning January 2023, and any new hires at 92% wage until first of the year, seconded by McGrath. Novachek noted this as a way of attracting applicants for open positions. Currently, new employees are paid 85% of the wage for the first six month of employment, then 92% of wage for the next six months. It would take a year for a new employee to receive 100% of the wage for the position they were hired for. Discussion continued. Motion carried unanimously.

Discussion & Action Proposed Agreement with Eagle Audit and Accounting, LLC for Audit Services for Fiscal Years 2022, 2023 and 2024 – McGrath moved to approve the Agreement with Eagle Audit & Accounting for audit services, seconded by Neimes. Motion carried unanimously.

Discussion & Action on Procurement Policy with Federal Grants and Funds – McGrath moved to approve the Procurement Policy for Federal Grant & Funds, seconded by Neimes. Motion carried unanimously.

Discussion & Action on Ordinance 2022-008 Restricting On-Street Parking on Bayfield Street from 10th Avenue West to Fur Farm Road – McGrath moved to approve Ordinance #2022-008 restricting on-street parking on Bayfield Street from 10th Ave. W to Fur Farm Rd., seconded by Neimes. Attorney Lindsey answered the earlier question that, according to State statues, parking is the halting of a vehicle weather occupied or not except for the temporary purpose of loading/unloading property or passengers. So, deliveries would not be considered parking. Kluver added, also referring to public comment, that this request did come from Wisconsin DOT and he has the emails to prove it. He further added that this area of the city is a rural cross-section, meaning it is not curb & gutter, it's a highway with a ditch and one of the reasons WisDOT have made the request. Discussion continued. The Mayor added that it's a dangerous intersection to pull onto the highway. McGrath moved to open the floor, seconded by Novachek. Motion carried unanimously. Mr. Daigle agreed that it was a dangerous intersection, but his concern was that the police chief said they had to police the highway, tell customers not to park. He continued that the State should lower the speed limit, or the City should enforce it, and that semi-trucks coming around the corner slow down really quick and that

could cause traffic issues. He further suggested making both ends of town, without curb & gutter, no parking to the city limits; because it looks like the City is targeting a business. Discussion continued, including signage of the no parking area. Novachek moved to close the floor, seconded by Neimes. Motion carried unanimously. Motion approve Ordinance #2022-008 carried unanimously.

Discussion & Action on Ordinance 2022-009 Updating the Regulations Related to Outdoor Consumption of Alcoholic Beverages – Novachek moved to approve Ordinance #2022-009 for Regulations of Outdoor Consumption of Alcohol, seconded by McGrath. Neimes asked about visual signage or blockage, and further comments that he observed people leaving businesses with open containers and walking down & across the street. Lindsey answered that visual demarcation was discussed and is required. Discussion ensued. Motion carried unanimously. Tulowitzky asked about and discussion continued regarding visual demarcation.

Discussion & Action on Ordinance 2022-010 Removing the Covid-19 Temporary Extension of Premises Regarding the Outdoor Consumption of Alcoholic Beverages – Neimes moved to approve Ordinance #2022-010 removing the Covid-19 Temporary Extension of Premise, seconded by McGrath. Kluver stated this ordinance would go into effect 60 days after publication. Motion carried unanimously.

Discussion & Action on Issuing a Class “B” Fermented Malt Beverage License Authorizing Notice for Karlyn/Yellowbird Gallery, at 318 W. Bayfield Street – Novachek moved to approve a Class “B” license for Karlyn Yellowbird Gallery pending completion of the Primary Entrance & Final Inspection by the Washburn Police Department, seconded by McGrath. Motion carried unanimously.

Adjourn – Mayor Motiff adjourned the meeting at 6:42PM.

Tony Janisch
Assistant City Administrator

FINANCE COMMITTEE MEETING 4:30pm

Committee Members Karen Spears-Novachek & Mary McGrath reviewed monthly expenditure vouchers.

1

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**City of Washburn Historic Preservation Commission
Notice of Public Hearing for Nomination of Historic Property**

Notice is hereby given that the City of Washburn Historic Preservation Commission will hold a Public Hearing on Monday, October 10, 2022 at 5:30 PM at the Washburn City Hall, 119 Washington Avenue, for consideration of the Washburn City Hall as a historic property. The specific area to be considered is the City Hall building that is on Tax ID 33200.

After obtaining input at the Public Hearing, the Historic Preservation Commission may make a recommendation to the Council on this matter.

A copy of the application and other materials may be viewed at the Washburn City Hall during regular business hours. Questions may be directed to the City Administrator on this matter by calling 715-373-6160 Ext 4, or by emailing at washburnadmin@cityofwashburn.org.

Respectfully Submitted,
Scott J. Kluver
Administrator/Clerk

Daily Press – Box Ad September 20 and 27, 2022

Website, City Hall, Library

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To: Honorable Mayor and City Council Members
From: Scott J. Kluver, ^{SK} Administrator
Re: Designation of a Portion of the Washburn City Hall as a Historic Property
Date: August 16, 2022

The Council will first meet as the Historic Preservation Commission before the regular Council meeting begins on Monday, September 12th. The purpose of this meeting is to consider a request from the Washburn Heritage Association to designate the City Hall as a historic property. Included in this packet is the application materials, a copy of the ordinance that outlines the procedure and implications of the designation. I anticipate that Mary Gruhl (President WHA) and Dora Kling will be present at the meeting to assist in answering questions about the request.

As for process, if the Historic Preservation Commission (Council) is interested in pursuing this, it should agree to the definition of the area to be designated and agree to hold a public hearing at a future meeting on the matter and then decide whether or not to move forward. Per the ordinance, the Council must then also hold a public hearing on the matter and make the ultimate decision. Know that we are just discussing a local designation at this point, not a state designation.

At this point, the area defined to be designated as a historic property is the building itself, not the grounds. The reasons for the request to designate the building as a local historic property is that the original brick portion of the building (Council area) originally served as the library from 1893 until 1905 and is made from bricks no longer manufactured. An addition to the building in 1938 was made from brownstone salvaged from the Northern State Bank building. This gives the building a unique architectural revolution, even after renovations in 1975 and beyond. Please review the criteria in section 13-4-4 of the ordinance. I believe that an argument can be made for the designation.

What would a designation mean and what would the implications be? The detailed provisions are outlined in section 13-4-6 of the ordinance. If there would be exterior modifications to the building, a certificate of appropriateness would need to be issued by the Historic Preservation Commission. Such a thing would be needed for example if the windows are ever replaced.

I do not have an objection to the proposed designation.



**Historic Site Designation Application
City of Washburn, Wisconsin**

1. Name of Building/Site/Object

Historic: Washburn City Hall

Common: N/A

2. Location:

**Address: 119 Washington Avenue
Washburn, WI 54891**

3. Owner of Property

**Name: City of Washburn
Address: 119 Washington Avenue
City/State: Washburn, WI 54891**

4. Classification

Category	Ownership	Present Use	
<input checked="" type="checkbox"/> Building	<input checked="" type="checkbox"/> Public	<input type="checkbox"/> Private residence	<input type="checkbox"/> Industrial
<input type="checkbox"/> Object	<input type="checkbox"/> Private	<input type="checkbox"/> Commercial	<input type="checkbox"/> Museum
<input type="checkbox"/> Site	<input type="checkbox"/> Both	<input type="checkbox"/> Entertainment	
		<input checked="" type="checkbox"/> Other (Police Headquarters)	
		<input checked="" type="checkbox"/> Educational (Public Lectures)	
		<input checked="" type="checkbox"/> Government	

5. Description:

Year Built: The smaller brick portion was built in 1893.

The brownstone portion was completed in 1938.

Architect/Builder: O'Connor, Porter & Padley/Windahl & Company

Written Description of building/site/object:

The smaller brick portion of the building was originally built to serve Washburn residents as a library. This part has a central, arched opening that defines the entrance. On either side of the entrance are matching arched windows. The brick used is unique in that it is rounded on the exposed edge. The outer edge of the three arches has a raised border of molded brick.

In 1938, a brownstone portion was added. The brownstone used was salvaged from the old Northern State Bank building.

In 1975, exterior and interior renovation was done.



6. Areas of Significance:

Architecture

Landscape architecture

Politics/government

History of Washburn

The photo shows where people gathered at the post office. Today, that area is the current city fountain.



Photo: Post office on the left, City Hall on the right.

7. Written Statement of Significance



The original brick building served as Washburn's library from 1893 until 1905. It was constructed out of unique bricks which are no longer manufactured, and the source is unknown. When the Carnegie Free Library was built in 1905, books were moved to the new location and the building was turned over to the Commercial Club to become the town hall.

An addition was planned in the 1930s. However, the unusual bricks could not be sourced so the new addition was constructed with salvaged brownstone from the Northern State Bank building which was being dismantled nearby. The addition was completed in 1938 and consisted of a fire hall and council chambers. Similar brownstone to cover the brick of the original building could not be found or quarried, so it was left as built. The building is a true example of architectural evolution, guaranteed to confuse the most ardent historian.



Date: July 11, 2022

All photos are from *Wood, Stone and Water*, pages 18,19.

Form Prepared By: Dora Kling, Dave Nyhus and Mary Gruhl

Title: Washburn Heritage Association board members

2

Indigenous Peoples Day Proclamation

WHEREAS, the Red Cliff Band of Lake Superior Chippewa, one of eleven federally recognized Native Nations in Wisconsin, is a neighboring community; and,

WHEREAS, Chequamegon Bay encompasses the spiritual center of Anishinaabe nations; and,

WHEREAS, throughout Wisconsin's history, Native American leaders such as Great Chief Buffalo, Walter Bresette and others from this area have defended Native rights and promoted sovereignty and prosperity for their people; and,

WHEREAS, the City of Washburn recognizes the historical sacrifices of Indigenous peoples and values the social, economic and cultural contributions they make; and,

WHEREAS, residents of the State of Wisconsin have a responsibility to oppose the systemic racism toward Indigenous peoples in our state and in the United States, which perpetuates high rates of poverty and income inequality and exacerbates disproportionate health, education and social outcomes; and,

WHEREAS, Indigenous Peoples Day was first proposed in 1977 by the International Conference on Discrimination Against the Indigenous Population in the Americas, a delegation sponsored by First Nations leaders in the United States; and,

WHEREAS, a growing number of communities across the United States of America, including the State of Wisconsin, have declared the second Monday of October as "Indigenous Peoples Day," recognizing the historic importance of the Indigenous populations that inhabited this region and the rest of the United States of America prior to European contact; and,

NOW THEREFORE, I, Mary D. Motiff, Mayor of the City of Washburn, do hereby proclaim Monday, October 10th, 2022 to be

Indigenous Peoples Day in the City of Washburn

AND strongly encourage City of Washburn residents to continue to promote racial equity and recognition of Indigenous cultures through education, engagement, and community outreach, reaffirming the commitment to demonstrate support of and appreciation for Indigenous peoples.

Mary D. Motiff, Mayor

3

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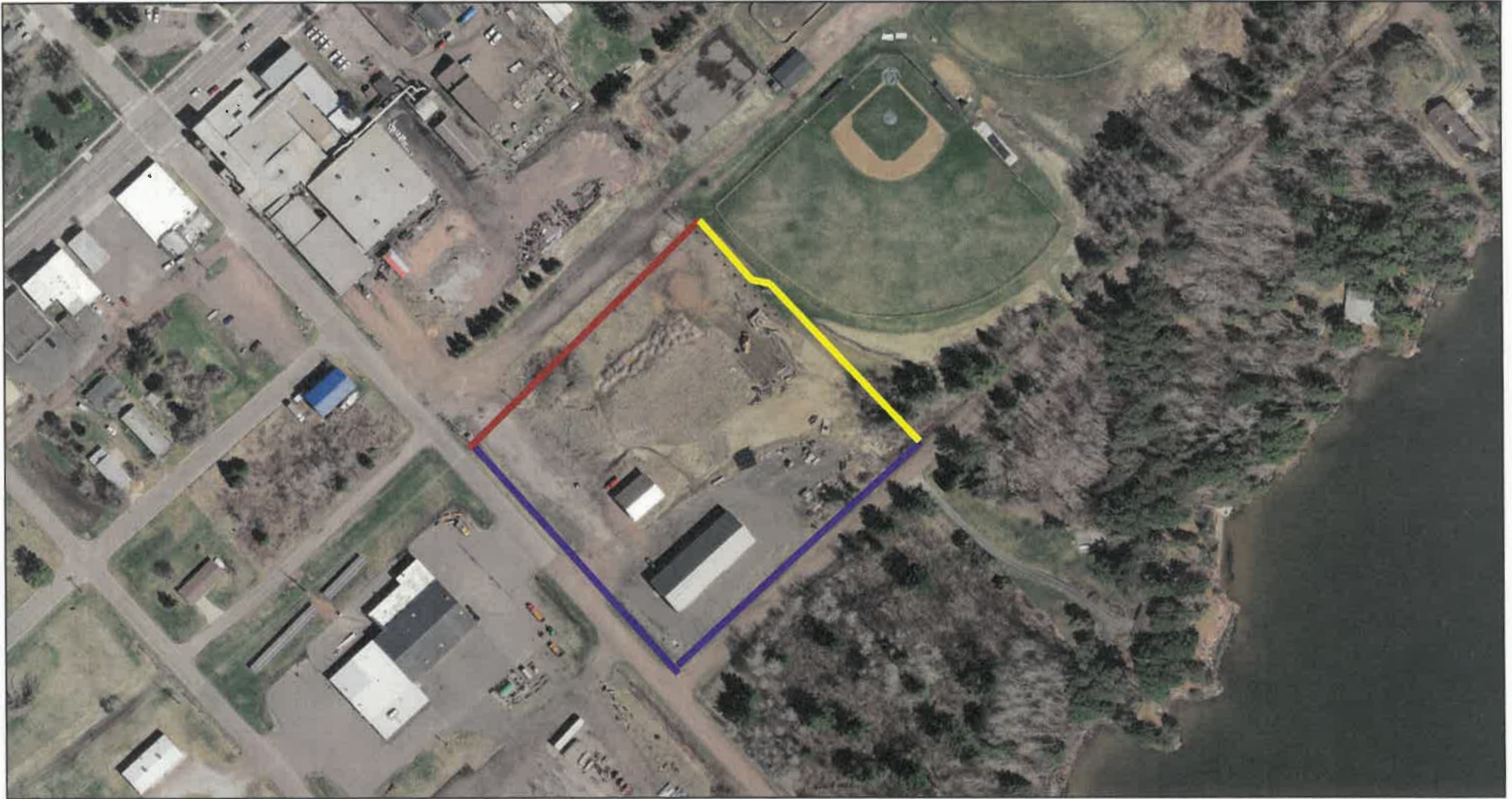
To: Honorable Mayor and City Council Members
From: ^{SSK} Scott J. Kluver, Administrator
Re: Utility/Recreational Easement Proposal
Date: September 28, 2022

With the expansion of the Iron Works facility, an issue has arisen with the proximity of the Xcel power line and potential interference with the loading area. To address this issue, it has been proposed that the powerline be re-routed. On the enclosed map, the red line is the existing line, the blue line is the part of the re-route along existing right-of-way, and the yellow line would need to be a new 30 foot easement that would largely be on City property behind the baseball field.

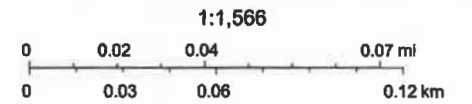
In reviewing this request, we did not see any issue with the request that would negatively impact the City, and it is actually an opportunity to plan additional improvements with the creation of a recreational easement through that area. This would allow for a permanent, future link from the end of the existing walking trail, up the back side of the baseball field, rounding the corner on the back side of the Iron Works and through the skate rink/ballfield area to connect with the railroad grade trail the City recently acquired from Mr. Ekstrom.

Due to a desire to expedite this request, it did not go to the Park Committee. I will not plan to have Xcel Energy present at the meeting unless requested. If you agree with the proposed concept, I recommend that you approve the creation of a 30-foot utility/recreational easement on City property to the west of the baseball field that will angle off to the Ironworks Property. Please let me know if you have any questions related to this request.

Xcel Powerline Re-Route



9/29/2022, 11:16:55 AM



4

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Washburn, WI 54891



715-373-6160
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To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator
Re: Amendment of Development Agreement with the Brewing Badger, LLC
Date: September 30, 2022

Enclosed you will find a copy of the development agreement with The Brewing Badger, LLC. At issue is the provision in Section 4.6 on page 6 that the demolition of existing structure shall occur by October 1, 2022. Obviously that did not occur, but I do believe that there is good cause for that provision not to be met and that the Council should allow the project to continue.

After this matter was last discussed in March, Mr. Colish continued to lock in his investors for the project and an additional grant was able to be applied for. The Site Assessment Grant (SAG), for which the City now has a contract, is intended to assist with the costs of the asbestos removal and for part of the building demolition. Mr. Colish started working on this application in April, but the Wisconsin Economic Development Corporation (WEDC) was implementing a new on-line grant submission system. Mr. Colish was the first to utilize this system and there were bugs to work out. The grant was finally able to be submitted at the beginning of August which was approved for up to \$150,000. A required match of \$30,000 was secured by Mr. Colish and a formal contract was provided to the City on September 29th.

Mr. Colish has scheduled the asbestos abatement to occur during the week of October 24th with ACCT, the same contractor that recently did the vermiculite removal at City Hall. I can confirm that other contractors, including Veit, have been in contact with me with questions related to the planned demolition. Mr. Colish has been preparing a second grant application, the CDI also through WEDC, to obtain additional funding for the demolition and site preparation. This grant can not be submitted until the first contract is signed, and it will be better if the asbestos work is completed before submitted.

While progress is slower than everyone would like, and we are in a world of increasing costs that makes these grant funds vital to the project, progress is nonetheless being made. I recommend that the Council provide and extension of this provision and allow this important project to continue. So much time, energy, and funds have been put into this already, it would be a black eye for the City not to see it through.

Please let me know if you have further questions on this matter. I do expect Mr. Colish to be in attendance at the meeting.

CONTRACT
FOR
PRIVATE REDEVELOPMENT

By and Between

CITY OF WASHBURN, a Wisconsin municipal corporation

and

THE BREWING BADGER, LLC

This document drafted by:

GARNER, GINSBURG, & JOHNSEN, P.A.
43 SE Main Street
Unit 500
Minneapolis, MN 55414
(612) 259-4800

CONTRACT FOR PRIVATE REDEVELOPMENT

This Contract for Private Redevelopment (the "Agreement") is made this 8 day of November, 2021, by and between the City of Washburn, a Wisconsin municipal corporation, having its principal office at 119 Washington Ave, Washburn, Wisconsin 54891 (the "City"), and The Brewing Badger, LLC, a Wisconsin limited liability company, having its principal office at 75415 Paulson Rd, Washburn, Wisconsin, 54891 (the "Developer").

WITNESSETH:

WHEREAS, the City and Developer have agreed to enter into a contract for the transfer from the City to Developer of a portion of the land parcel located at 204 Bayfield St., Washburn, Wisconsin; more specifically shown and described in Exhibit A attached hereto; and

NOW, THEREFORE, in consideration of the mutual promises and conditions contained herein, the partners agree as follows:

ARTICLE I

Definitions

Section 1.1. Definitions. In this Agreement the following terms shall have the meanings given unless a different meaning clearly appears from the context:

"Agreement" means this Agreement, as the same may be from time to time modified, amended, or supplemented.

"City" means the City of Washburn, a municipal corporation under the laws of Wisconsin.

"County" means Bayfield County, Wisconsin.

"Developer" means The Brewing Badger, LLC, a Wisconsin limited liability company.

"Development Assistance" means the financial assistance received as the result of Community Development Investment grant received from the Wisconsin Economic Development Corporation.

"Development Property" means the property located at 204 Bayfield St., Washburn, WI. The property is legally described in Exhibit A and depicted on Exhibit B attached hereto.

"Unavoidable Delays" means delays which are the direct result of unanticipated adverse weather conditions; strikes or other labor troubles; fire or other casualty to the Development Property or structures thereon; litigation commenced by third parties which, by injunction or other similar judicial action, directly results in delays; epidemic or pandemic, including but not limited to Covid 19 ordered closures; or, except those of the City reasonably contemplated by this Agreement, any acts or omissions of any federal, State or local governmental unit which directly

result in delays in construction of the Minimum Improvements.

Section 1.2. Rules of Interpretation.

a) This Agreement shall be interpreted in accordance with and governed by the laws of Wisconsin.

b) The words “herein” and “hereof” and words of similar import, without reference to any particular section or subdivision, refer to this Agreement as a whole rather than any particular section or subdivision hereof.

c) References herein to any particular section or subdivision hereof are to the section or subdivision of this Agreement as originally executed.

d) Any titles of the several parts, articles and sections of this Agreement are inserted for convenience and reference only and shall be disregarded in construing or interpreting any of its provisions.

ARTICLE II

Representations and Warranties

Section 2.1. Representations by City. The City makes the following representations as the basis for the undertaking on its part herein contained:

a) The City is a Wisconsin municipal corporation duly organized and existing under the relevant statutes. The City has the power to enter into this Agreement and carry out its obligations hereunder.

b) The individual executing this Agreement and related agreements and documents on behalf of the City has the authority to do so and to bind the City by their actions.

c) The activities of the City undertaken pursuant to this Agreement are for the purpose of assisting the development of the Development Property.

d) The City will act in a timely manner to consider all approvals required under this Agreement and will cooperate with the Developer in seeking consideration by the City of approvals which must be granted by the City.

e) The City has not entered into any other contracts for the sale of the Development Property nor are there any options to purchase the Development Property nor any other rights of others that would prevent the consummation of this Agreement.

Section 2.2. Representations and Warranties by the Developer. The Developer makes the following representations and warranties as the basis for the undertaking on its part herein contained:

a) The Developer is a limited liability company under the laws of Wisconsin. The Developer has the power to enter into this Agreement and carry out its obligations hereunder.

b) The persons executing this Agreement and related agreements and documents on behalf of the Developer have the authority to do so and to bind the Developer by their actions.

c) The Developer has analyzed the economics of acquisition of the Development Property and construction of the improvements and concluded that, absent the Development Assistance to be offered under this Agreement, it would not undertake this project.

d) Neither the execution and delivery of this Agreement, the consummation of the transactions contemplated hereby, nor the fulfillment of or compliance with the terms and conditions of this Agreement is prevented, limited by or conflicts with or results in a breach of, the terms, conditions or provisions of any limited liability company organizational documents or any evidence of indebtedness, agreement or instrument of whatever nature to which the Developer is now a party or by which it is bound, or constitutes a default under any of the foregoing.

ARTICLE III

Conveyance of Development Property: Development Assistance

Section 3.1. Conveyance of the Development Property. a) The City is the fee owner of the Development Property. The City agrees to sell the Development Property to the Developer and the Developer agrees to purchase the Development Property from the City. The sales price of the Development Property is \$0.00, reduced as the primary development incentive.

b) Closing shall take place after satisfaction of the conditions precedent specified in section 3.2 of this Agreement and is estimated to occur by December 31, 2021, but in no event shall closing take place later than March 31, 2022. The City shall be obligated to convey the Development Property only if the Developer is in substantial compliance with this Agreement and all conditions precedent to performance have been satisfied at the time of closing.

c) The City agrees to convey title and possession of the Development Property to the Developer pursuant to a warranty deed. The City and the Developer agree to prorate all real property taxes with regard to the Development Property payable in the year of closing and the City represents and warrants that there are no other taxes due or payable related to the Development Property. The Developer agrees to pay all real estate taxes due and payable with regard to the Development Property thereafter and during the term of its ownership thereof.

d) The City agrees to provide adequate connections to utilities (including, without limitation, sewer and water,) on the Development Property that Developer deems necessary for the operation of the Brewpub. See Section 4.8 herein for details on infrastructure improvements and connections.

Section 3.2. Conditions Precedent to Conveyance. Notwithstanding anything herein to the

contrary, the City shall not be obligated to convey the Development Property to the Developer nor shall the Developer be obligated to acquire the Development Property until the following conditions precedent have been satisfied:

- a) The Developer has submitted evidence of financing that is, in the City's reasonable opinion, adequate to finance demolition of the existing structure on the Development Property and construction of the Brewpub;
- b) The Developer has submitted and the City has approved plans for development; and
- c) There has been no Event of Default on the part of the Developer which has not been cured.

Section 3.3. Closing; Delivery and Recording. Subject to the satisfaction of all of the terms and conditions contained in this Agreement which must be satisfied prior to the City's conveyance of the Development Property to the Developer, the City shall execute and deliver a warranty deed to the Developer. Closing shall take place after satisfaction of the conditions precedent specified in section 3.2 of this Agreement but not later than March 31, 2022. If closing has not occurred by said date, this Agreement shall be null and void and of no further effect and the City shall not be obligated to convey the Development Property to the Developer. The closing shall be at the offices of the City or such other location to which the parties hereto may agree. Prior to closing, the City shall submit to the Developer a copy of the warranty deed and other closing documents for review. The deed shall be in recordable form and shall be recorded among the County land records. The Developer shall pay for the cost of recording the deed. The Developer shall pay the premium for any title insurance purchased by the Developer. The Developer and the City shall each pay its own portion of closing fees.

Section 3.4. Condition of Title. Within 60 days of the date of execution of this Agreement, the City will provide the Developer a commitment for title insurance for the Development Property. The Developer shall notify the City of any objections to the condition of title no later than 30 days after receipt of the commitment or such objections shall be deemed waived by the Developer.

Section 3.6. Land Use and Other Approvals. The Developer acknowledges that certain land use and other approvals must be granted by the City in order for the Developer to implement its plans to demolish the existing structure and construct a Brewpub on the Development Property. These approvals include but are not limited to granting one or more building permit, a conditional use permit and a liquor license. The Developer agrees to pursue at its expense such approvals as are necessary and to construct the Brewpub in accordance with the terms and conditions of all such approvals, restrictions and regulations of the City and acknowledges that nothing in this Agreement includes such approvals or permits. The City hereby consents to the Developer making the necessary applications to the City for the required land use and other approvals, and the City shall consider such applications consistent with the City's zoning code and code of ordinances.

Section 3.7. Community Development Investment Grant. The Developer shall prepare and the City shall submit a Community Development Investment ("CDI") grant application to Wisconsin Economic Development Corporation on behalf of the Developer to assist with costs of

development. The resolution to apply for this grant was approved by the Washburn Common Council. The City shall provide whatever assistance is necessary to complete and submit the CDI grant application.

ARTICLE IV

Demolition of Existing Structure, Construction of Brewpub, and Infrastructure Improvements

Section 4.1. Development of Plans and Specifications. Developer shall submit all information, drawings, elevations, plans, specifications, and other documents and information, and all other matters required by the City for approval of the plans and specifications for the projects described in Sections this Agreement (the "projects") in accordance with the normal practices and procedures of the City. Developer agrees to pay all standard development, license, permit, and other related fees. While not a requirement of this Agreement, the City recommends that the Developer submit the necessary plans in accordance with the timeline established on Exhibit C attached hereto.

Section 4.2. Green Infrastructure. The Developer shall attempt to incorporate environmentally friendly building and infrastructure elements where, in Developer's sole discretion, it is commercially reasonable to do so.

Section 4.3. Compliance with Codes, Plans and Specifications. All construction shall be in compliance with: (a) all applicable municipal ordinances of the City; (b) all other applicable laws, ordinances, regulations and requirements; and (c) all provisions of the plans and specifications relating to the projects.

Section 4.4. Site Work. Developer shall comply with all grading, erosion and soil control requirements affecting the property in accordance with all applicable federal, state, county and City regulations, guidelines, specifications, laws, ordinances, and permits.

Section 4.5. As Builts. Developer will provide, no later than 4 months after substantial completion of each of development, a complete set of as-built drawings, either as hard copy or in a digital DWG format.

Section 4.6. Demolition of Existing Structure. The Developer shall obtain all permits or approvals necessary to demolish the existing structure on the Development Property. If demolition of the existing structure on the Development Property is not substantially complete prior to October 1, 2022, the Developer shall transfer the entire Development Property back to the City at no additional cost to the City or Developer. In such event, the City shall not be responsible for any costs, expenses, damages, time, or other damages incurred as a result of Developer's failure to complete the demolition in a timely manner, except for the City's indemnification obligations. The City will grant Developer an additional 12-months to complete the demolition if the Developer

shows good cause for why the demolition was not completed prior to October 1, 2022.

Section 4.7. Construction of Brewpub. After demolition of the existing structure on the Property, the Developer intends to build new construction of a Brewpub (“New Construction”) If the Developer fails to (1) substantially complete the New Construction, AND (2) open the business for the general public, by December 31, 2023, the Developer shall transfer the entire Development Property back to the City at no additional cost to the City. In such event, the City shall not be responsible for any costs, expenses, damages, time, or other damages incurred as a result of Developer’s failure to complete the New Construction, except for the City’s indemnification obligations. The City will grant Developer an additional 12-months to complete the New Construction if the Developer shows good cause for why the New Construction was not completed prior to December 31, 2023.

Section 4.8. Infrastructure Improvements. The Development Property requires a sewer and water infrastructure upgrade to be compatible with the proposed development. The Developer shall be responsible for contracting services from a qualified firm to design sewer and water infrastructure improvements: (a) that comply with federal, state, and local regulation as to design and build; (b) that are compatible with the City’s existing and future planned sewer and water infrastructure; (c) that comply with requirements for commercial buildings connected to the City’s sewer and water infrastructure; and (d) that satisfy the sewer and water needs of the planned construction on the Development Property. The Developer shall bear the cost of sewer and water infrastructure improvements on the Development Property; provided, however, the City shall be responsible for all sewer and water infrastructure up to the Development Property Consistent with Title 9 of the City’s Code of Ordinances.

ARTICLE V

[INTENTIONALLY OMITTED]

ARTICLE VI

Events of Default: Termination

Section 6.1. Events of Default Defined. An Event of Default is any of the following:

(i) The failure by Developer to observe or perform any covenant, condition, obligation, or agreement on its part to be observed or performed when and as required under this Agreement, including but not limited to the revocation, invalidity, or withdrawal of any of the financial assurance required. This shall be a default unless, within thirty (30) days after written notice to Developer of such failure, provided that if such matter is not a monetary default and cannot be cured within such thirty (30) day period but if Developer commences to cure such matter within the thirty (30) day period and thereafter reasonably and continuously takes action to complete such cure and such cure is completed at the earliest reasonable date, then the event will not be an Event of Default;

(ii) The failure by the City to observe or perform other covenant, condition,

obligation or agreement on its part to be observed or performed when and as required under this Agreement, in either case within thirty (30) days after written notice to the City of such failure, provided that if such matter is not a monetary default and cannot be cured within such thirty (30) day period but if the City commences to cure such matter within the thirty (30) day period and thereafter reasonably and continuously takes action to complete such cure and such cure is completed at the earliest reasonable date, then the event will not be an Event of Default; or

(iii) Developer becomes insolvent or is the subject of bankruptcy or insolvency proceedings.

Section 6.2. Remedies on Default. Whenever an Event of Default occurs and is continuing, the non-defaulting party may take any one or more of the following actions:

(i) The non-defaulting party may take any action, including legal or administrative action, in law or in equity, which may appear necessary or desirable to enforce performance and observance of any obligation, agreement, or covenant of the defaulting party under this Agreement;

(ii) Any other remedy allowed at law or in equity or by statute.

Section 6.3. No Remedy Exclusive. No remedy or right conferred upon or reserved to the parties in this Agreement is intended to be exclusive of any other remedy or remedies, but each and every such right and remedy shall be cumulative and shall be in addition to every other right and remedy given under this Agreement now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient.

Section 6.4. No Additional Waiver Implied by One Waiver. In the event any covenant contained in this Agreement should be breached by any party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder.

Section 6.5 Developer Right to Terminate. Notwithstanding anything herein to the contrary, Developer may terminate this Agreement immediately without further liability if unable to obtain financing, the CDI grant, or is otherwise unable to begin construction of the Brewpub on or before January 1, 2023, then Developer may terminate this Agreement and shall have no further liability, and this Agreement shall be treated as null and void. If the Developer terminates the Agreement pursuant to this Section, the Developer shall transfer the entire Development Property back to the City at no additional cost to the City. In such event, the City shall not be responsible for any costs, expenses, damages, time, or other damages incurred as a result of Developer's termination of this Agreement, except for the City's indemnification obligations

ARTICLE VII

Indemnification

Section 7.1. Indemnification by Developer. Developer will indemnify and hold harmless the City, its governing body members, officers, agents, including independent contractors, consultants, and legal counsel, servants and employees thereof (hereinafter, for purposes of this paragraph collectively referred to as the "City Indemnified Parties") against any loss or damage to property or any injury to or death of any person occurring at or about or resulting from any breach of any duty or warranty by Developer under this Agreement or any of Developer's acts or omissions; provided that the foregoing indemnification shall not be effective for any negligent acts of the City Indemnified Parties.

Section 7.2. Indemnification by City. The City will indemnify and hold harmless Developer, its officers, agents, including independent contractors, consultants, and legal counsel, servants and employees thereof (hereinafter, for purposes of this paragraph collectively referred to as the "Developer Indemnified Parties") against any loss or damage to property or any injury to or death of any person occurring at or about or resulting from any breach of any duty or warranty by the City under this Agreement or any of the City's acts or omissions; provided that the foregoing indemnification shall not be effective for any negligent acts of the Developer Indemnified Parties.

ARTICLE VIII

Additional Provisions

Section 8.1. Conflict of Interests; Representatives Not Individually Liable. No member, official, or employee of the City shall have any personal financial interest, direct or indirect, in the Agreement, nor shall any such member, official, or employee participate in any decision relating to the Agreement which affects his or her personal financial interests or the interests of any corporation, partnership, or association in which he or she is, directly or indirectly, interested. No member, official, or employee of the City shall be personally liable to the Developer, or any successor in interest, in the event of any default or breach or for any amount which may become due or on any obligations under the terms of this Agreement.

Section 8.2. Incorporation by Reference. All exhibits and other documents attached hereto or referred to herein are hereby incorporated in and shall become a part of this Agreement.

Section 8.3. No Implied Approvals. Nothing herein shall be construed or interpreted in any way to waive any obligation or requirement of Developer to obtain all necessary approvals, licenses, and permits from the City in accordance with its usual practices and procedures, nor limit or affect in any way the right and authority of the City to approve or disapprove the plans and specifications, or any part thereof of the projects, or to impose any limitations, restrictions, and requirements on the development, construction, and/or use of the projects as a condition of any

such approval, license, or permit; including, without limitation, requiring any and all other development and similar agreements.

Section 8.4. Class B Liquor License. The Parties acknowledge that Developer intends to apply for a Class B Liquor License for operation of its business. The City agrees that it will reserve its one remaining Class B Liquor license to issue to Developer upon Developer's submission of the proper application and necessary additional information. This commitment to reserve a Class B Liquor License shall cease upon any Event of Default. Failure by the City to reserve a Class B Liquor License for Developer shall constitute a material breach of this Agreement. Failure to reserve or provide a Class B Liquor License shall constitute a default by the City and in such event, Developer shall be entitled to pursue any and all rights and remedies at law or equity.

Section 8.5. Notices and Demands. Except as otherwise expressly provided in this Agreement, any notice, demand, or other communication under the Agreement or any related document by either party to the other shall be sufficiently given or delivered if it is dispatched by registered or certified United States mail, postage prepaid, return receipt requested, or delivered personally to:

In the case of the Developer:

The Brewing Badger, LLC
75415 Paulson Rd
Washburn, WI 54891

In the case of the City:

City of Washburn
119 Washington Ave
Washburn, WI 54891

or at such other address with respect to either such party as that party may, from time to time, designate in writing and forward to the other as provided in this section 9.4.

Section 8.8 Headings. Descriptive headings are for convenience only and shall not control or affect the meaning or construction of any provision of this Agreement.

Section 8.9. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

Section 8.10. Governing Law and Venue. This Agreement shall be construed in accordance with the law of the State of Wisconsin. The venue for any dispute which cannot be amicably resolved shall be the Circuit Court for Bayfield County, Wisconsin.

Section 8.11. Cooperation. The City and Developer agree to cooperate in the reasonable prosecution of applications made by any party for any governmental certificates or approvals appropriate or necessary for the consummation of the transactions and projects contemplated by this Agreement. The City and Developer each will at any time, or from time to time at the written request of the other, sign and deliver such other documents as may be reasonably requested or as

may be reasonably necessary or appropriate to give full effect to the terms and conditions of this Agreement.

Section 8.12. Assignment. No assignment of any rights or obligations under this Agreement shall be made without the written consent of the other party and such consent shall not be unreasonably withheld. If an assignment is to an entity controlled by the original entity withholding consent shall be presumed to be unreasonable.

Section 8.13. Disclaimer of Relationships. The Developer acknowledges that nothing contained in this Agreement nor any act by the City or the Developer shall be deemed or construed by the Developer or by any third person to create any relationship of third-party beneficiary, principal and agent, limited or general partner, or joint venture between the City and the Developer.

Section 8.14. Entire Agreement. This document and all other documents and agreements expressly referred to herein contain the entire agreement between Developer and the City with respect to the matters set forth herein.


Section 8.15. No Brokers. Each party represents and warrants to the other that it has not used any real estate agent or broker and that no commission is owed to any third party with regard to the transaction contemplated by this Agreement.

Section 8.16. Amendment. This Agreement may be amended only by the written agreement of the parties.

IN WITNESS WHEREOF, the City and the Developer have caused this Agreement to be duly executed in their names and behalves on or as of the date first above written.

THE BREWING BADGER, LLC

By:

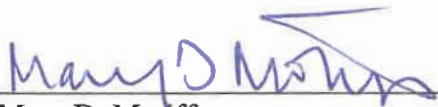


Badger Colish

Date: 11/5/21

CITY OF WASHBURN

By:



Mary D. Motiff
Mayor

Date: 11/5/2021

Attest:



Scott J. Kluver
Clerk

Date: 11/05/21

|

|

EXHIBIT A

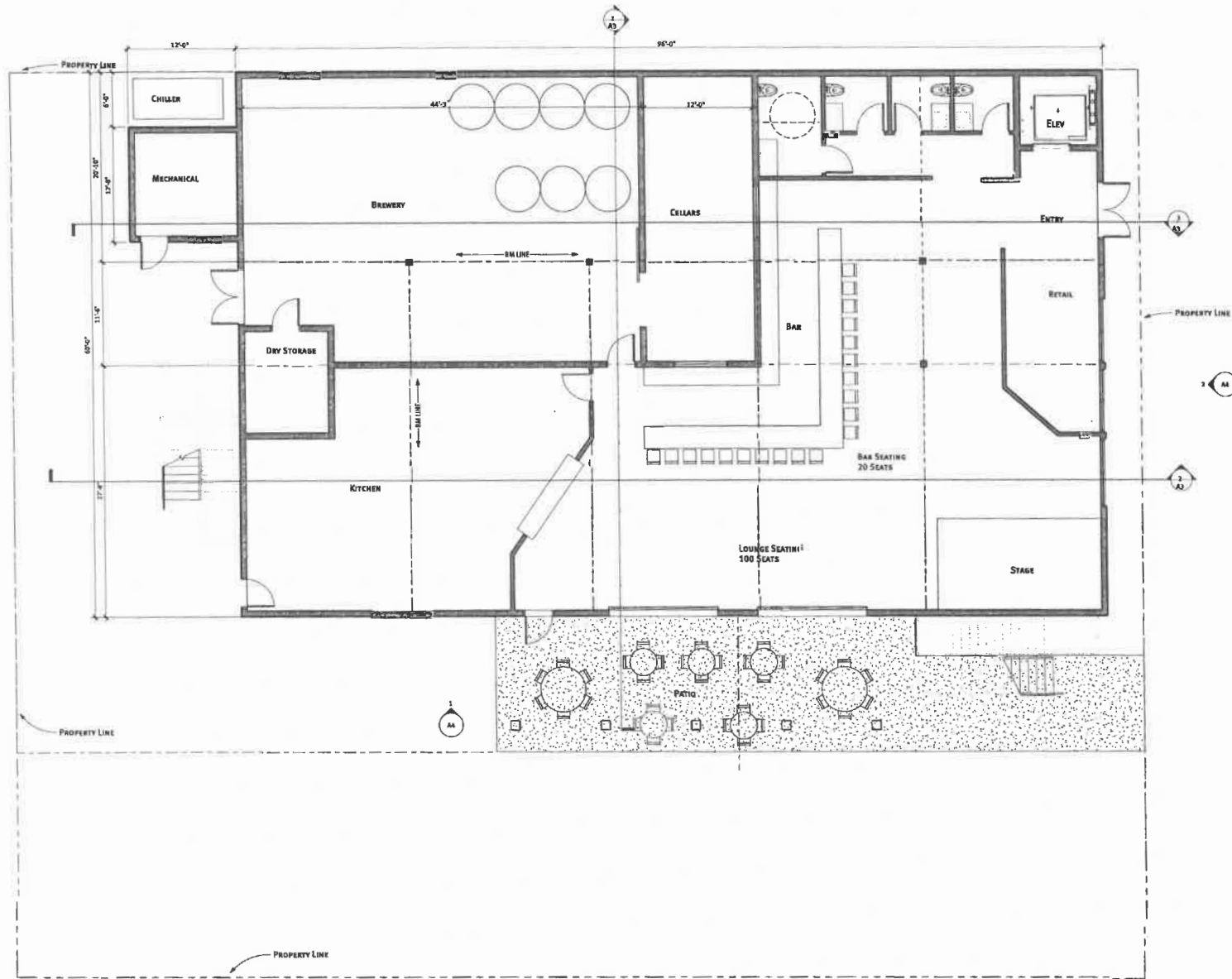
LEGAL DESCRIPTION OF DEVELOPMENT PROPERTY

Lots Eight (8), Nine (9), Ten (10), and a strip of land 2 feet wide on the Southwesterly edge of Lot Eleven (11), Block Forty-five (45), Original Townsite (now City) of Washburn, Bayfield County, Wisconsin.

EXHIBIT B

DEPICTION OF THE DEVELOPMENT PROPERTY

[to be completed]



1 LEVEL 1
 3/16" = 1'-0" 5760 SF



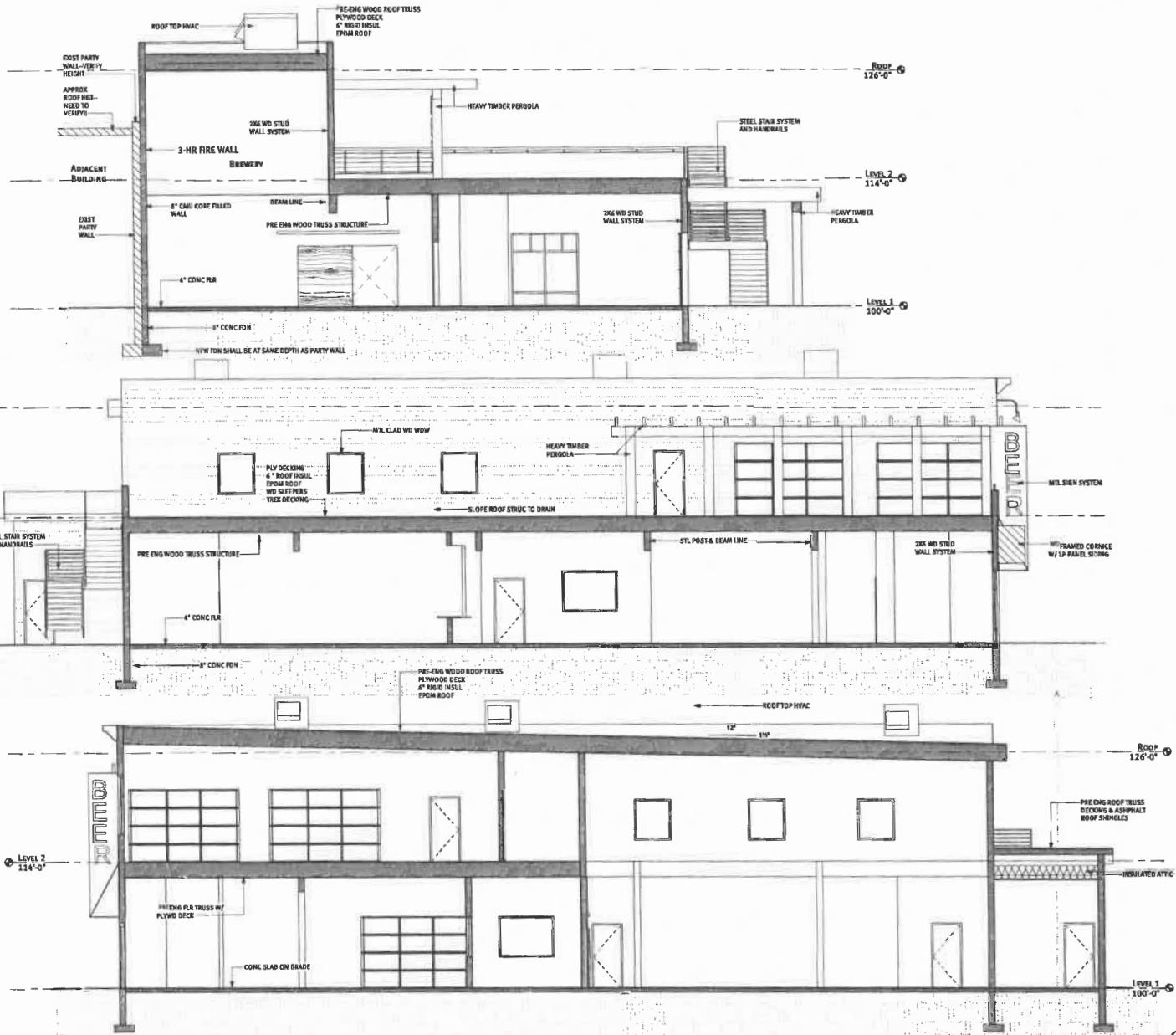
LOST APOSTLE BREWERY
 WASHBURN, WI

FIRST FLOOR PLAN
 6/11/2021 11:59:10 AM

CONCEPT DESIGN
A1
 COPYRIGHT DSGW

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PROJECT: PROJECT0210177.00 - Lost Apostle Brewery - WI, LLC - 20200819104011 (user: Andrew Beutner) - 03.04.21



SECTION 1
3/16" = 1'-0"

SECTION 2
3/16" = 1'-0"

SECTION 3
3/16" = 1'-0"



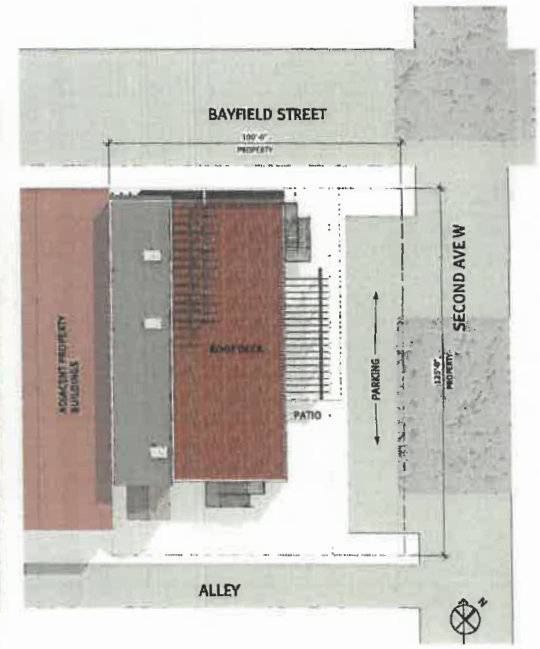
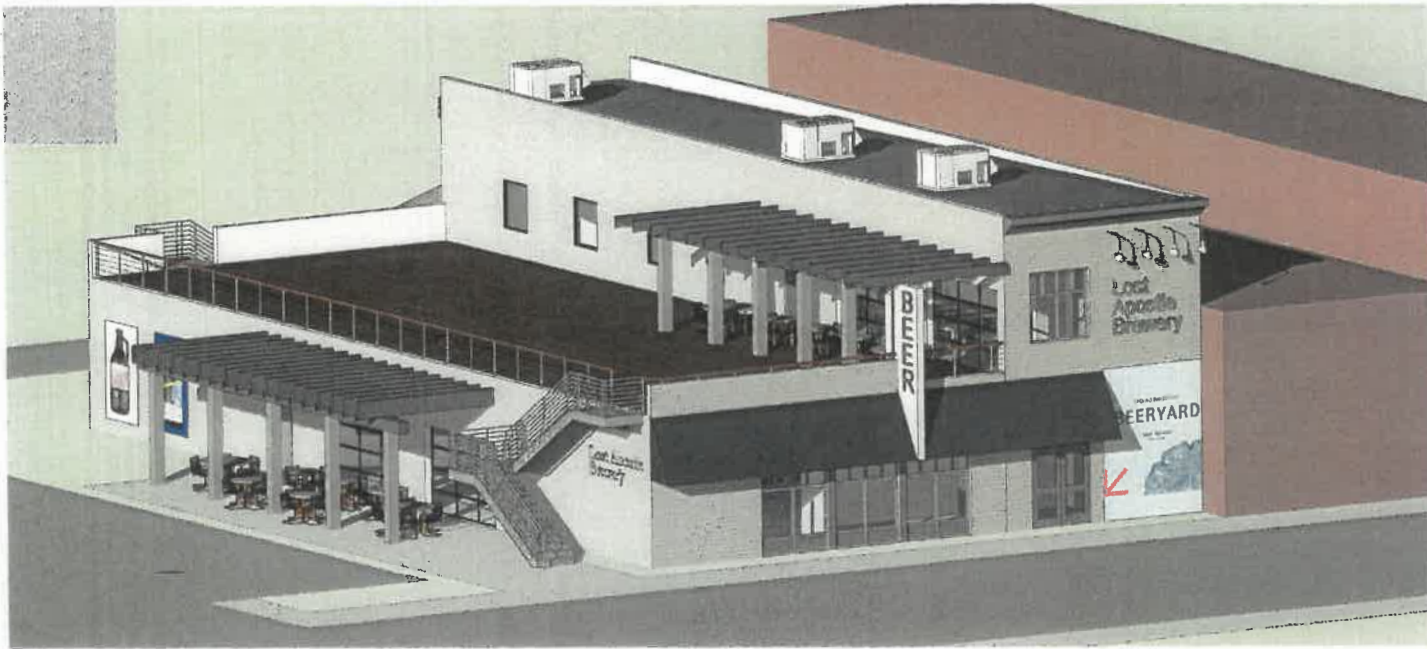
LOST APOSTLE BREWERY
WASHBURN, WI

SECTIONS

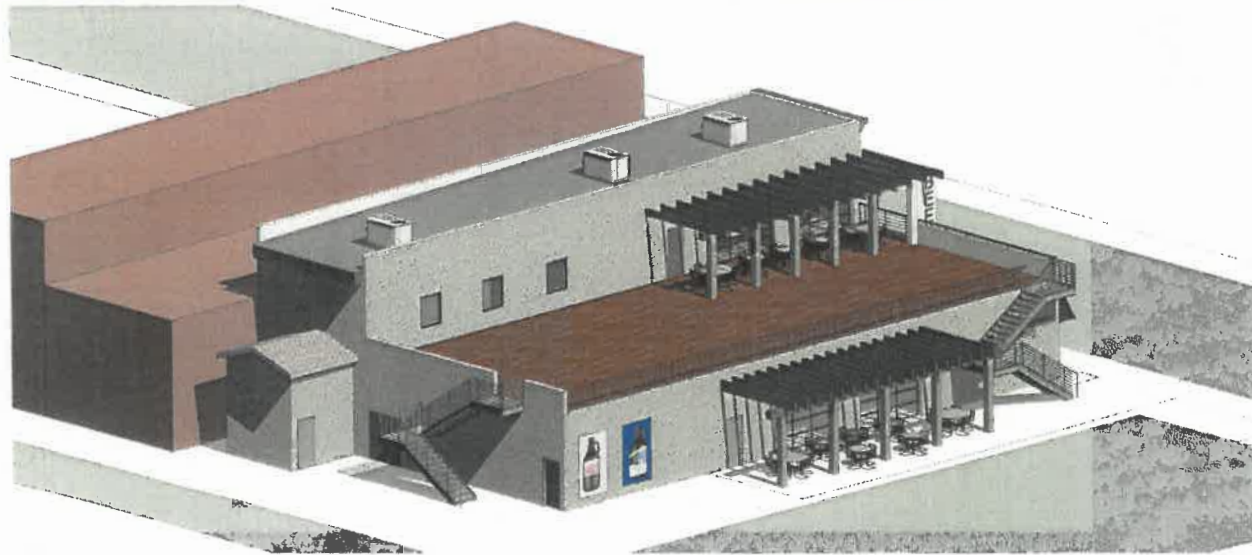
6/11/2021 11:59:12 AM

CONCEPT DESIGN
A3

COPYRIGHT DSGW



3 ARCHITECTURAL SITE PLAN
1" = 20'-0"



P:\2021 Projects\021027-09 Lost Apostle Brewery - PG 11.C - EXTERIOR & SITE ARCHITECTURE PLAN - 06/11/2021 11:59:33 AM



LOST APOSTLE BREWERY
WASHBURN, WI

EXTERIOR & SITE
6/11/2021 11:59:33 AM

CONCEPT DESIGN
A5
COPYRIGHT DSGW

EXHIBIT C

**RECOMMENDED TIMELINE FOR APPLICATION
SUBMISSION**

- Demolition application and plans by May 31, 2022
- Construction application and final plans by January 1, 2023

5

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Tony Janisch, Assistant City Administrator
Re: Book Across the Bay Event 2023
Date: September 30, 2022

The Book Across the Bay annual event is returning and scheduled for February 17 & 18, 2023. Below are the requests from the Book Across the Bay Board of Directors.

- A waiver of the city's noise ordinance for Thompson's West End Park on Friday, February 17th from noon until 12:00am; and Saturday, February 19th from noon until 1:00am on Sunday, February 19th, 2023.
- A temporary Class "B" retailer's license for the sale of beer in the finish tent, to be consumed in the tent as well as the 50'x30' roped off area just outside of the tent, for Friday, February 17th and Saturday, February 18th.
- Parking and driving restrictions to alleviate congestion around West End Park. No parking on 8th Avenue West on either side, no parking on the south side of Bigelow Street, and no parking on the east side of 6th Avenue West.

Police Chief Johnson is fine with the requested parking and driving restrictions, as well as the alcohol license request. Chief Johnson is again requesting a visual wristband for those able to drink, to help ease enforcement, and for **the motion to include no alcohol outside of the designated areas**. While no alcohol from the event is to be served or consumed outside of the designated areas, the additional motion is to not allow private consumption of alcohol outside of the event designated area.

This request further asks for minimal needs from Public Works at no cost. It also identifies that BATB will provide the plowing at West End Park. Public Works Director Schuette advises that the city crew plow city property. There has been damage to the grounds in the past. And as in 2022, EMS will be available through 911 emergency call and not on standby.

It is recommended that Council not approve this special event request from Book Across the Bay, unless costs incurred by the City are reimbursed.

For several years, there has been discussion about the City recuperating its costs from the Book Across the Bay event; most recently at the Council Meeting on December 13, 2021. It was suggested at this meeting that City Staff meeting BATB leadership to discuss cost reimbursements moving forward. This meeting occurred on July 21, 2022.

During the 2022 event the City incurred \$4,181. These direct costs include Public Works - \$3,467 for personnel & equipment; Police - \$644 for personnel; Administrative - \$70 for personnel. These costs are

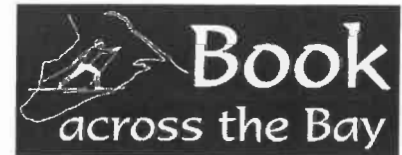
lower than in previous year because the EMS was not on standby this year.

The direct income/fees received from this event were \$35; \$10 for the temporary Class "B" license and \$25 for the special event permit. Room tax is often cited as a revenue generator from this event. The City does receive a percentage of room tax; but being reported quarterly, I can only give you an estimate. During the 1st Quarter of 2022, there was \$13,180 in room tax collected. On average, this would be \$4,393 of room tax for February, the month of Book Across the Bay. The City only retains 10% of the room taxes. So, the likely room tax income for the month of February is \$439. I cannot specifically itemize the room tax collected for the Book Across the Bay weekend, but the amount received for that weekend would be less than \$439.

The organization states that it makes a profit and shares its proceeds with other non-profit organizations that support the event. The organization also states that they do pay for services rendered; like participant busing, waste removal, porta-potties. It would seem that event site preparation or precautionary emergency services, as in the past, should also be included as payable services.

Again, it is the recommendation is that this request not be approved. It is further recommended that Book Across the Bay pay for the services received from the City from this event.

Included are the Letter of Request from the Book Across the Bay Directors, Temporary Class "B" Alcohol License applications, and Council meeting minutes from December 13, 2021. Please contact me before the meeting if you have any questions.



DEAR CITY COUNCIL MEMBERS,

The Board of Book Across the Bay is once again in the early planning stages of 2023's ski-snowshoe event. As in the previous years, we are seeking the support of the council in the following requests for the event scheduled **Saturday, February 18th, 2023:**

1. A Memorandum of Understanding to alleviate the potential for any increased cost(s) directly to the city administration, specifically the public works department.
 - a. BATB asks that the city provide **ONLY** the following support at no cost to event:
 - i. Unlocking designated power panels within West End Park for power and internet access.
 - ii. Make available as many as 10 parking barricades and as many as 25 orange cones for use.
 - iii. Make available the city-wide Christmas tree collection site for BATB to collect trees from the week prior to the event.
 - iv. Monday, February 20th remove the pile of hay & remaining Christmas trees from the tent site at West End Park (estimated time, 1.5 hours total).
 - b. BATB will provide:
 - i. snow removal from the West End Park tent location as well as the additional parking fields located on Holman Lakeshore Drive and the Upper Tent Grounds of West End Park.
 - ii. A contract with Bayfield County Sheriff's Department for 02/19/23 West End Park security.
 - iii. A contract for private dumpsters for all West End Park trash generated from the event.
2. A waiver from the city's noise ordinance for Thompsons's West End Park on Friday, February 18th and Saturday, February 18th from 12noon until 1:00a.m. on Sunday, February 19th.
 - a. We would like to host a concert on Friday night before the ski-snowshoe event this year as a method to attract more tourists to the region for an additional day of festivities in our tents, night of lodging in hotels, and added support of our community and businesses from the additional revenue Book will generate.
3. A temporary Class "B" Retailers license for the sale of beer by licensed servers inside the finish tent and in one small (50'x30') roped off and secured area just outside the finish tent for the viewing of our fireworks show for Saturday 2/18/22.
 - a. Our intent to designate a specific, roped off, and secure area roughly 50' by 30' outside of the tent is to provide an area for spectators to view fireworks with their beer to ease policing efforts and enforcement required to disallow all beer outside of the tent.
 - i. Our 2022 event found this space highly effective at helping to manage the consumption outside of the tents and the Sheriffs Reserve Officers noted it was very helpful to have a designated space to monitor.
4. Parking and driving restrictions to alleviate congestion around West End Park.
 - a. As in past years, to efficiently move pedestrians, cars, and busses through town to West End Park we are again suggesting road postings. Namely, 8th Avenue West be "No Parking" on either side of the road, "No Parking" on the South side of Bigelow Street, and "No Parking" on the East side of 6th Avenue West. The possibility of snowbanks may mean that we will reevaluate this plan prior to the event if needed. City police and Public Works will be encouraged to meet with the BATB Parking team to ensure that the parking and traffic control plan is agreed upon will be adhered to.

We the Board of Directors of Book Across the Bay believe strongly that the event continues to be important to and relevant by offering an affordable and fun winter experience which has dispersed over \$248,000.00 into the region through the use of Work Groups and Service Partnership Agreements with local clubs, schools, and organizations.

Thank you for your favorable decision as in previous years and know that your consideration on the above matters will make the event once again possible for its 26th year. The council as well as city has always been very much appreciated by BATB. Please feel free to contact us directly if you have any questions.

Sincerely,

Benjamin Thoen & Book Across the Bay Board of Directors

773.710.4937

bookxbay@gmail.com

To Washburn City Council Members:

The purpose of this letter is to help each of you understand our position regarding the request from the City Administration and Public Works Departments to compensate the City of Washburn for expenses related to Book Across the Bay. We feel it is important for each of you to understand our situation.

February 18, 2023 will be our 26th year of providing our unique winter event for the communities of Washburn and Ashland. As always, hundreds of volunteers work year-round to bring this event to life. This event is a critical fundraiser for many school and other non-profit organizations.

Last week we learned that our request for the event permit would be allowed on your agenda but that the City Administration would recommend to the council the request be denied approval. Book Across the Bay board members have met with the Administration several occasions to discuss costs and expenses that, they say, the City of Washburn incurs as a result of Book Across the Bay. The Administration has requested \$4100.00 be paid to the City to cover those expenses. This calculation includes expenses related to police services for \$644.00, \$70.00 for Administrative Time, and \$3500.00 for plowing by the Public Works Department.

Book Across the Bay cannot make a payment like that and we are requesting the same application and fee schedule as other City events are offered.

As you know, we also work with the City of Ashland and there are no excessive fees from them beyond the normal event applications. Making a payment to Washburn would almost certainly end up causing a required payment to Ashland.

The expenses the Administration brings up are not services we have requested nor do we intend to request them. We provide, at our own expense, additional law enforcement with the Sheriff reserves; they patrol the event. We welcome the presence of the City of Washburn police officers, but we do not request them nor do we place any additional requests with them.

The EMS team members of Washburn and Ashland are on stand-by; we have volunteers who coordinate communication in the event of an emergency. On-ice minor injuries and illnesses are managed and transported by our volunteer teams. We provide physician and first aid services to participants at the finish line. In the event of a true emergency, we would rely on the EMS teams as would any event or organization at any time.

In regard to the Public Works Department, we appreciate prior efforts to assist us. They have been critically important in solving inevitable yet unexpected emergencies or complications with the event. However, the stated cost of event plowing is not a request we have made. In fact, quite the contrary. We have requested that the City does not assist with plowing at the event site. The timing and details of plowing are critical; volunteers utilize Book Across the Bay equipment to prepare the site.

In short, we feel that the expenses the City Administration is listing are made by choice by the City of Washburn. We have not asked for these services.

It is important to understand that Book Across the Bay is 100% orchestrated by volunteers; the proceeds pay the expenses and the rest of the earned money goes to the volunteer groups who did the work. We guarantee this to our volunteer groups; otherwise, this event would not be sustainable. For example, the music boosters for Washburn School District have received more than \$30,000.00 in the last ten

years for their efforts to provide the chili feed at the finish line. Athletics teams, Scouts and others in your community have been beneficiaries for years.

We simply cannot run this event without our volunteer groups. In hard years where turnout is low and very little money is earned, Book Across the Bay board members personally carry the debt of the expenses to make sure the volunteer groups are compensated. Extreme weather and the pandemic have caused some hard years.

In addition to our essential volunteers, we rely on donations that are made by individuals and businesses alike. Many of you may be aware of our business sponsors over the years; they are critical to our success. Because local businesses invest in us, we make every effort to purchase our necessary supplies locally. On average the cost to produce Book Across the Bay is over \$65,000.00.

Other than Book Across the Bay being a critical fundraiser for our volunteer groups, it is a beneficial fiscal event for both Washburn and Ashland. It draws more than 4000 participants and spectators. Those people spend money in our communities. They utilize gas stations/convenience stores, restaurants, and shops. They fill hotel rooms and other rental units in the region. Regional economic impact is estimated to be in excess of 1.6 million dollars.

Again, we cannot make a \$4100.00 payment to the City of Washburn and should you decide it to be necessary, we would be forced to change our venue. We are hopeful you will allow us to once again create this unique and valuable experience for the City of Washburn and greater Chequamegon Bay community. The below board members would welcome any conversation via telephone should a council member like to discuss the matter further prior to the meeting.

Sincerely,

Book Across the Bay Board Members

Andrew Matheus, 715.209.1068

Tom Fitz, 715.292.3745

Benjamin Thoen, 773.710.4937

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$25.00

Application Date: 09/30/2022

Town Village City of Washburn

County of Bayfield

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 02/18/2022 and ending 02/18/2022 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- Bona fide Club Church Lodge/Society
 Veteran's Organization Fair Association or Agricultural Society
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Book Across the Bay

(b) Address PO Box 307 Ashland, WI 54806
(Street) Town Village City

(c) Date organized 02/01/1997

(d) If corporation, give date of incorporation 02/01/2003

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Andrew Matheus

Vice President Benjamin Thoen

Secretary Tom Fitz

Treasurer Benjamin Thoen

(g) Name and address of manager or person in charge of affair: Benjamin Thoen
1202 Tower Avenue, Superior WI 54880

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 1048 West Bigelow St.

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? Alcohol will take place in the BATB tent, not the WEP Pavillion.

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Book Across the Bay Chapter 26

(b) Dates of event 02/18/2022

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Benjamin Thoen
(Signature / Date)

Book Across the Bay
(Name of Organization)

Date Filed with Clerk 9/30/2022

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

December 13, 2021

CITY OF WASHBURN COMMON COUNCIL MEETING

5:30PM

Washburn City Hall & Remote Call-In

City Council Members:

Present, in-person:

Karen Spears-Novachek, Laura Tulowitzky, Tom Neimes,
Carl Broberg, Mary McGrath, Dave Anderson

Present, remote:

Jennifer Maziasz

Municipal Personnel:

Present in-person:

Mayor Mary D. Motiff, City Administrator Scott J. Kluver,
Assistant City Administrator Tony Janisch, City Attorney Max
Lindsey, Director of Public Works Gerry Schuette, Interim
Director of Ambulance Service Jeff Bellile

Present, remote:

none

Absent:

none

Call to Order - Meeting called to order at 5:32PM by Mayor Motiff. Roll call attendance depicted seven (7) of seven (7) members of the Common Council in attendance. Quorum of the Council recognized.

Approval of Minutes – City Council Meeting of November 8, 2021 - A motion was made by Novachek to approve the November 8, 2021 minutes of the City Council, second by Neimes. Motion carried unanimously.

Approval of Expenditures - A motion was made by Novachek to approve the monthly expenditures as reviewed, second by McGrath. Motion carried unanimously.

Public Comment – There was no public comment.

Mayoral Announcements, Proclamations, Appointments- The Mayor began by thanking everyone for keeping things moving this past year. The Mayor next nominated Adeline Swiston, Cheryl Follis, Pauline Jimenez, Sherri Swiston, Lu Ann Opperman, Michelle McCumber, Florence Hagstrom, Valerie Dandeneau, Caroline Nelson, Donald Niles Eilertsen, Sharon Hacker, Eugene Dandeneau, Richard Avol, Elsa Brown, Ariadna Chediack, Joseph LeBouton to the Election Board. A motion was made by McGrath to appoint the named individuals to the Election Board for a two-year term expiring 12/31/2023, second by Tulowitzky. Motion passed unanimously.

Discussion & Action on Special Event Request for Book Across the Bay on February 18 and 19, 2022 –

Ben Thoen, Petitioner – The Mayor stated the in review of minutes from 2019, there was discussion and feeling for a path for the City to get reimbursed for expenses incurred from this event. Anderson moved to approve the requests for Book Across the Bay 2022 of noise ordinance waiver, temporary Class “B” retailer’s license, parking & driving restrictions, including no alcohol outside of designated areas and without additional fees, second by Novachek. Dalt Collins, 501 W 5th St., board member of Book Across the Bay, acknowledged the expenses to the City and further explained the community support from the proceeds of the event. He further explained that the volunteer labor groups use this event as fundraisers to support the school athletic clubs and music programs. Mr. Collins further stated that after the 2020 event, \$8,200 were paid out to these type of Washburn groups. He added that because the Book did not occur last year, and because of fixed costs, the organization is at a deficit. He concluded that if the City wants to be paid for expenses, then the Book Across the Bay probably would not happen then and asked to suspend any payment to cover City expenses.

Discussion ensued. McGrath stated that discussion of the City seeking reimbursement began with the past mayor. She is fine with no additional fees this year and added that, as a member of the Finance Committee, budgets are tight, and efforts need to be made for the City to recuperate costs. Tulowitzky added that in the past there has been property damage, staff overtime occurring because of lack of clean-up efforts, the Board needs to accountable for the oversight of their event. Broberg noted that the information provided stated that medical staff are contracted and having worked the event as part of the Washburn EMS crew that this staging appeared to be more of an “above & beyond” service. Broberg recommended, taking Ashland EMS’s lead,

and discontinuing rescue services onsite and be available as a 911 call if needed. Jeff Bellile, Ambulance Service Interim Director, stated that there are currently on 10 EMTs active at this time, and the concern being that if all these staff are servicing the Book, and a call comes in for an emergency, would they be able to respond to it. Bellile added that at one time they approached the Book for a donation to the ambulance service and were told they were too late and needed to apply the next year. He concluded that the ambulance service is seen as an expectation at the event, but that service needs to be available to the service area, the City and surrounding Towns.

Maziasz stated support in reducing the burden to the City and meeting in future to discuss ways of covering costs. She also stated support with not charging additional fees this year but find ways to reduce the City's costs. Anderson suggested looking to local ski patrols to provide transport on the ice to elevate the EMS and stated support with continuing as before through this year and reducing cost for the City. Maziasz further asked about the City of Ashland's contribution to the Event. Janisch answered that Ashland has asked for reimbursement of costs in the past and has received none, and that they have reduced ambulance service to be "on-call" to reduce costs. The Mayor asked if there are any examples elsewhere where communities support private events like this. Collins stated that the City of Hayward did cover the costs of the Birkebeiner, but then a fee was charged per participant to cover city costs.

Melissa Martinez, Washburn Chamber of Commerce Director, stated that for Brownstone Days very little city resources are used. The Fire Department and the EMS are on-call for the fireworks display, but the City is part of this event. The Fire Department is also involved with the water fight, and a donation was given to them this year. Martinez further stated that the Chamber does promote and advertise the event, and when she started as director she met with City and Book representatives to discuss forms of compensation. The Chamber was promised that the participant email list would be shared, but it was not. Martinez concluded that if other communities are receiving compensation of costs for events like this, then why shouldn't Washburn; and that the Book Board has known for several years about paying for expenses, it should not be continually pushed off to the next year.

Neimes asked how much work/time does Public Works do for the event. Kluver responded that the current public works director has not experienced Book Across the Bay yet, and that this varies each year depended on the amount of snow on the ground and clearing needed. It was noted that costs were \$3,014 in 2020 for Public Works. Janisch added the amount of time was 42 hrs. between 3 employees. Neimes added that these expenses must be figured out moving on. Discussion continued.

Janisch added that according to Book Across the Bay's 990 tax information, which is available on-line for non-profits. Janisch noted that in 2019 one of the identified expenses was \$21,000 to Casual Labor Groups, the assumption that these are the donations given to their volunteer groups. It was the same amount in 2018. Janisch concluded that the Book is making a profit, a profit at the expense of the City. The Mayor asked if it was an break even event, or do they carry over a balance. Janisch answered that according to the 990's assets are carried over.

Broberg suggested amending the motion to include that eliminated standby EMS coverage. This amendment was accepted by Anderson and Novachek. The moved to approve the requests for Book Across the Bay 2022 of noise ordinance waiver, temporary Class "B" retailer's license, parking & driving restrictions, including no alcohol outside of designated areas and without additional fees or standby EMS coverage, second by Novachek. Motion carried unanimously.

Discussion & Action on Proposed Amendment to Contract with Republic Services for Refuse Collection Dates – Neimes moved to approve the Contract Amendment with Republic Services for Refuse Collection Dates, second by Novachek. Discussion occurred regarding how utility customers would be notified. Janisch stated this would occur with the January billing. Jane Matthias, Republic Services, stated that they would also contact customers to notify of the change. Motion carried unanimously.

Discussion & Action on 2022 Pay Schedule – Novachek moved to approve the 2022 Pay Schedule, seconded by McGrath. Motion carried unanimously.

6

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator
Re: Proposed 2023 Storm Water Utility Budget
Date: September 16, 2022

Attached is the proposed 2023 Storm Water Utility Budget.

Revenues:

Figures for Residential, Commercial, Industrial, and Public Authority charges are relatively stable and were slightly adjusted based on the last four quarters of activity. The shifting is due to the changes of property classifications and/or development of vacant property. In the budget, “forfeited discounts” actually refer to late fees, and “interest on late payments” is actually from special assessment charges. No rate increase is proposed for 2023 as the fund balance is stable and the City is able to cover operating costs.

Expenses:

The “General & Admin. Salary” line item is three percent (3%) of each of the following positions: Administrator, Assistant Administrator, Treasurer, and Administrative Assistant. The allocation of the Public Works Director position is ten percent (10%). The “Storm Sewers/Salary” line item and corresponding benefits is an allocation of DPW staff for labor. The amounts budgeted account for the proposed 2.5 percent increase plus the step plan for staff allocated to the Storm Water Utility. The “Storm Sewers Repairs & Maint.” line item is used to replace catch basins throughout the City. The “culverts/repairs & maintenance” amount was increased to further catch up on deferred maintenance.

In the capital outlay line, you will see \$40,000 allocated. This is for half of the engineering costs for the Bayfield Street Project. In the previous two years, the cost have been allocated exclusively to the General Fund Capital Budget, so it is time for Stormwater to help out. For 2023, you will note that there are no debt payments. All debt allocated to the Stormwater Utility has been paid off, except Storm Water does owe General Fund money. There will be a \$40,000 allocation to the General Fund out of the Stormwater Fund Balance next year. It is anticipated that there will be some amount of debt assigned to the Stormwater Utility as part of the Bayfield Street Project.

Please let me know if you have any questions. I recommend tentative approval of the 2023 Storm Water Utility budget.

Fund: 820 - STORM WATER UTILITY

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
820-00-46351-000-000	RESIDENTIAL CHARGE	58,396.06	0.00	58,035.00	58,109.00	0.13
820-00-46352-000-000	COMMERCIAL CHARGE	27,749.30	0.00	27,846.00	27,384.00	-1.66
820-00-46353-000-000	INDUSTRIAL CHARGE	3,675.21	0.00	3,924.00	3,924.00	0.00
820-00-46354-000-000	PUBLIC AUTHORITY CHARGE	23,931.77	0.00	24,207.00	24,207.00	0.00
820-00-46355-000-000	FORFIETED DISCOUNTS	1,754.54	0.00	1,000.00	1,500.00	50.00
PUBLIC CHARGES FOR SERVICES		115,506.88	0.00	115,012.00	115,124.00	0.10
820-00-48100-000-000	INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00	0.00
820-00-48111-000-000	INTEREST ON LATE PAYMENTS	0.00	0.00	200.00	200.00	0.00
820-00-48600-000-000	MISCELLANEOUS REVENUES	0.00	0.00	0.00	0.00	0.00
820-00-48635-000-000	MISC. INCOME	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES		0.00	0.00	200.00	200.00	0.00
820-00-49100-000-000	STORMWATER / LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00
820-00-49210-000-000	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
820-00-49212-000-000	TRANSFER FROM CAPITAL FUND	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM OTHER FUNDS		0.00	0.00	0.00	0.00	0.00
Total Revenues		115,506.88	0.00	115,212.00	115,324.00	0.10

Fund: 820 - STORM WATER UTILITY

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
820-00-51420-110-000	GENERAL & ADMIN. SALARY	13,170.22	0.00	13,828.00	14,799.00	7.02
820-00-51420-113-000	LONGEVITY	20.30	0.00	21.00	22.00	4.76
820-00-51420-151-000	FICA EXPENSE	964.21	0.00	1,059.00	1,134.00	7.08
820-00-51420-152-000	RETIREMENT	861.15	0.00	900.00	1,008.00	12.00
820-00-51420-154-000	HEALTH INSURANCE	2,057.98	0.00	3,459.00	2,254.00	-34.84
820-00-51420-155-000	LIFE INSURANCE	9.06	0.00	8.00	10.00	25.00
820-00-51420-158-000	WORKMENS COMP.	0.00	0.00	200.00	200.00	0.00
820-00-51420-159-000	ICI	0.00	0.00	35.00	37.00	5.71
820-00-51450-224-000	UTILITIES	0.00	0.00	0.00	0.00	0.00
820-00-51450-310-000	BILLING, COLLECTIONS, ACCOUNT.	0.00	0.00	0.00	0.00	0.00
820-00-51450-311-000	OFFICE SUPPLIES	195.99	0.00	400.00	400.00	0.00
820-00-51930-000-000	INSURANCE	0.00	0.00	0.00	0.00	0.00
GENERAL GOVERNMENT		17,278.91	0.00	19,910.00	19,864.00	-0.23
820-00-53400-110-000	ST. CLEANING/FLUSHING SALARY	0.00	0.00	0.00	0.00	0.00
820-00-53400-113-000	LONGEVITY	0.00	0.00	0.00	0.00	0.00
820-00-53400-121-000	ST. CLEANING/FLUSHING SEASONAL	0.00	0.00	0.00	0.00	0.00
820-00-53400-151-000	ST. CLEANING/FLUSHING FICA	0.00	0.00	0.00	0.00	0.00
820-00-53400-152-000	ST. CLEANING RETIREMENT	0.00	0.00	0.00	0.00	0.00
820-00-53400-154-000	ST. CLEANING/HEALTH INS	0.00	0.00	0.00	0.00	0.00
820-00-53400-155-000	ST. CLEANING LIFE INS	0.00	0.00	0.00	0.00	0.00
820-00-53400-159-000	ST. CLEANING ICI	0.00	0.00	0.00	0.00	0.00
820-00-53440-000-000	STORM SEWERS	0.00	0.00	0.00	0.00	0.00
820-00-53440-110-000	STORM SEWERS/SALARY	6,165.99	0.00	5,267.00	5,869.00	11.43
820-00-53440-113-000	LONGEVITY	57.90	0.00	58.00	62.00	6.90
820-00-53440-121-000	STORM SEWERS/SEASONAL STAFF	0.00	0.00	0.00	0.00	0.00
820-00-53440-151-000	FICA EXPENSE	455.44	0.00	407.00	454.00	11.55
820-00-53440-152-000	RETIREMENT	386.07	0.00	346.00	403.00	16.47
820-00-53440-154-000	HEALTH INSURANCE	2,191.19	0.00	2,238.00	2,283.00	2.01
820-00-53440-155-000	LIFE INSURANCE	6.12	0.00	5.00	7.00	40.00
820-00-53440-158-000	WORKMEN'S COMP	0.00	0.00	500.00	500.00	0.00
820-00-53440-159-000	STORM SEWERS ICI	0.00	0.00	13.00	15.00	15.38
820-00-53440-342-000	STORM SEWERS REPAIRS & MAINT.	6,198.09	0.00	15,000.00	15,000.00	0.00
820-00-53440-343-000	MISC.	0.00	0.00	0.00	0.00	0.00
820-00-53440-403-000	STORM SEWERS	36,227.85	0.00	0.00	0.00	0.00
820-00-53441-000-000	CULVERTS	0.00	0.00	0.00	0.00	0.00
820-00-53441-110-000	CULVERTS/SALARY	0.00	0.00	0.00	0.00	0.00
820-00-53441-113-000	LONGEVITY	0.00	0.00	0.00	0.00	0.00
820-00-53441-121-000	CULVERTS/SEASONAL STAFF	0.00	0.00	0.00	0.00	0.00
820-00-53441-151-000	FICA	0.00	0.00	0.00	0.00	0.00
820-00-53441-152-000	RETIREMENT	0.00	0.00	0.00	0.00	0.00
820-00-53441-154-000	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
820-00-53441-155-000	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
820-00-53441-158-000	WORKMENS COMP.	0.00	0.00	0.00	0.00	0.00
820-00-53441-342-000	CULVERTS/REPAIRS & MAINT.	15,123.41	0.00	20,000.00	20,000.00	0.00
820-00-53441-343-000	MISC.	0.00	0.00	0.00	0.00	0.00
820-00-53442-210-000	CONSULTING SERVICES	0.00	0.00	0.00	0.00	0.00
820-00-53443-810-000	CAPTIAL OUTLAY/3RD AVE. E.	0.00	0.00	0.00	40,000.00	999.99
PUBLIC WORKS		66,812.06	0.00	43,834.00	84,593.00	92.98
820-00-58100-000-000	LOAN PRINCIPAL	0.00	0.00	20,362.00	0.00	-100.00
820-00-58200-000-000	INTEREST AND FISCAL CHARGES	1,438.58	0.00	652.00	0.00	-100.00

Fund: 820 - STORM WATER UTILITY

Account Number	2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
LOAN/LEASE PAYMENT	1,438.58	0.00	21,014.00	0.00	-100.00
820-00-59119-000-000 MISC. EXPENSE	0.00	0.00	0.00	0.00	0.00
820-00-59500-000-000 GASB 68 PENSION EXPENSE	-3,041.00	0.00	0.00	0.00	0.00
820-00-59500-001-000 GASB 75 PENSION EXPENSE	285.00	0.00	0.00	0.00	0.00
GASB 75 EXPENSE	-2,756.00	0.00	0.00	0.00	0.00
Total Expenses	82,773.55	0.00	84,758.00	104,457.00	23.24
Net Totals	32,733.33	0.00	30,454.00	10,867.00	-64.32

7

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator
Re: 2023 General Fund, Debt Service, and Capital Budgets Following Finance Committee Review
Date: September 30, 2022

Attached you will find a revised version of the 2023 General Fund Operating and Capital budgets. For your convenience, I have included the original budget explanation. Updated information was received on expenditure restraint and municipal service revenues, health insurance costs, and an error that was noticed in the Library staffing calculation. The health insurance costs were lower than anticipated (two percent increase over 2022), but I did need to increase the Library's allocation. Overall, the adjustments reduced the budget by almost \$6,000.

No changes were made by the Finance Committee except to consider taking \$5,000 intended for street assisting in paying for and Ambulance UTV which will be largely funded by grants and donated funds. The old UTV would then be transferred to the Public Works Department. Nonetheless, the budget was reviewed and questioned in many areas and there are points that the Council needs to be aware of. A major component of this proposed budget is the step increase plan for full and permanent part-time staff outside of the Police Department. I have included that information as well for your consideration. During the discussion, the proposal to eliminate the Community Access Television channel was also discussed. One of the questions was would that affect the franchise fee revenue. Based on what I have read, and on the legislation, it would not. However, I did discover that many other communities have gone dark with their cable access channels because of old and failing equipment. Charter is requiring communities to pay significant dollars to upgrade, and service has been extremely slow. Given all of this, the costs of the equipment, and the multiple ways our meetings can be viewed, I believe it is time to let it go.

If the Council members have any other proposed changes to the budget, this is a good time to bring it forward. Whatever version we end up with at the end of the October meeting will be published for the tax levy hearing on November 14th. If there are any questions that you have in advance that I can answer, it is always appreciated.

As always, I am happy to answer any questions you have about the budgets.

September 26, 2022

CITY OF WASHBURN

PERSONAL & FINANCE COMMITTEE MEETING

9:00AM

Washburn City Hall

Present City Council Members:

Karen Spears-Novachek, Laura Tulowitzky

Municipal Personnel:

City Administrator Scott J. Kluver, Assistant City Administrator Tony Janisch

Absent:

Mary McGrath

Call to Order - Meeting called to order at 9:50AM by Novachek. Roll call depicted two (2) of three (3) members of the Finance & Personnel Committee in attendance. Also present were municipal personnel City Administrator Kluver, & Asst. City Administrator Janisch.

Approval of the August 22, 2022 Meeting Minutes - A motion was made by Tulowitzky to approve the minutes of August 22, 2022, second by Novachek. Motion carried unanimously.

Discussion & Recommendation on Proposed 2023 General Fund, Debt Services, & Capital Budgets

– Kluver provided an updated draft budget and began the discussion noting the increase salaries for a 2.5% cost of living increase, the proposed step increase for employee longevity, and the two new EMT positions. Kluver also recommended ending the cable tv channel, which has not been in operation for 9 mos. and will need a big upgrade to maintain. The Committee discussed aspects of the 2023 General Fund, Debt Services & Capital Budgets, reviewing category revenue & expenditures, and noting changes from the previous year. The Committee discussed items/projects in the Capital Budget, as well as items/project that could not be funded. One item identified as unfunded was a UTV, requested by Public Works. The Ambulance Service has a UTV that they wish to surplus. Discussion occurred of transferring this UTV from Ambulance to the Public Works Department. However, since this vehicle was purchased through fundraising, the Ambulance Service wishes to be reimbursed. The Committee also briefly discussed fees, including a probable increase to campground fees.

Adjourn – Novachek adjourned the meeting at 11:30AM.

Tony Janisch
Assistant City Administrator

After Finance Review

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
100-00-41110-000-000	GENERAL PROPERTY TAXES	475,000.69	0.00	479,443.00	685,000.00	42.87
100-00-41150-000-000	MANAGED FOREST LAND	252.96	0.00	250.00	250.00	0.00
100-00-41210-000-000	ROOM TAX	98,383.95	0.00	55,000.00	95,000.00	72.73
100-00-41310-000-000	TAXES FROM MUNICIPAL UTILITY	0.00	0.00	0.00	0.00	0.00
100-00-41320-000-000	TAXES FROM HOUSING AUTHORITY	16,340.46	0.00	16,500.00	17,000.00	3.03
100-00-41800-000-000	INTEREST & PENALTIES ON TAXES	33.31	0.00	30.00	30.00	0.00
100-00-41901-000-000	OMITTED TAXES	0.00	0.00	0.00	0.00	0.00
TAXES		590,011.37	0.00	551,223.00	797,280.00	44.64
100-00-43300-000-000	ARPA LOCAL RECOVERY FUND AID	0.00	0.00	0.00	0.00	0.00
100-00-43410-000-000	SHARED REVENUES	616,986.47	0.00	626,762.00	626,762.00	0.00
100-00-43411-000-000	PERSONAL PROPERTY TAX AID	2,520.46	0.00	3,202.00	3,202.00	0.00
100-00-43412-000-000	EXPENDITURE RESTRAINT	32,811.27	0.00	32,415.00	31,792.00	-1.92
100-00-43413-000-000	BUSINESS COMPUTER CREDIT	491.56	0.00	491.00	0.00	-100.00
100-00-43414-000-000	STATE MEDICAL TRANSPORT REIMB	12,318.97	0.00	5,500.00	5,500.00	0.00
100-00-43415-000-000	CARES ACT	0.00	0.00	0.00	0.00	0.00
100-00-43420-000-000	FIRE INSURANCE	5,945.55	0.00	11,500.00	11,500.00	0.00
100-00-43421-000-000	FIRE DEPARTMENT RECOVERIES	0.00	0.00	0.00	0.00	0.00
100-00-43422-000-000	POLICE DEPARTMENT RECOVERIES	0.00	0.00	0.00	0.00	0.00
100-00-43430-000-000	LAW ENFORCEMENT AIDS	800.00	0.00	1,000.00	1,000.00	0.00
100-00-43431-000-000	PD COUNTER ACT FUND	0.00	0.00	0.00	0.00	0.00
100-00-43520-000-000	PUBLIC SAFETY GRANTS	0.00	0.00	0.00	0.00	0.00
100-00-43521-000-000	STATE AID RECYCLING GRANT	15,467.96	0.00	15,200.00	15,400.00	1.32
100-00-43523-000-000	STATE GRANTS -FIRE	0.00	0.00	0.00	0.00	0.00
100-00-43524-000-000	PEFCA TANK REMOVAL GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43525-000-000	MARINA REPAY - COAL DOCK	0.00	0.00	0.00	0.00	0.00
100-00-43526-000-000	STATE GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43527-000-000	URBAN FORESTRY GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43530-000-000	HIGHWAY AIDS	144,889.75	0.00	145,080.00	140,473.00	-3.18
100-00-43535-000-000	SAFETY GRANT	630.00	0.00	0.00	0.00	0.00
100-00-43536-000-000	FEMA DISASTER REIMBURSEMENT	3,511.43	0.00	0.00	0.00	0.00
100-00-43537-000-000	FEMA GRANT - FIRE	0.00	0.00	0.00	0.00	0.00
100-00-43540-000-000	STATE AID GRANT CDBG	0.00	0.00	0.00	0.00	0.00
100-00-43610-000-000	OTHER PAYMENTS FOR MUN SERVICE	268.73	0.00	360.00	296.00	-17.78
100-00-43611-000-000	WHEDA PAINT & FIX UP GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43612-000-000	VIDEO SERVICE PROVIDER AID	5,069.81	0.00	3,000.00	5,000.00	66.67
100-00-43620-000-000	LIBRARY GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43621-000-000	LIBRARY - CO. GRANT	48,548.82	0.00	50,054.00	53,319.00	6.52
100-00-43622-000-000	COMMUNITY GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43632-000-000	LIBRARY-CROSS COUNTY GRANT	3,468.82	0.00	1,832.00	2,167.00	18.29
100-00-43650-000-000	MFL -STATE AID	4.96	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUES		893,734.56	0.00	896,396.00	896,411.00	0.00
100-00-44110-000-000	LIQUOR LICENSES	5,246.00	0.00	4,700.00	5,000.00	6.38
100-00-44121-000-000	OPERATOR LICENSES	1,890.00	0.00	2,000.00	2,000.00	0.00
100-00-44122-000-000	CIGARETTE LICENSES	150.00	0.00	150.00	150.00	0.00
100-00-44125-000-000	SUNDRY LICENSES	762.50	0.00	500.00	700.00	40.00
100-00-44200-000-000	CABLE FRANCHISE FEE	20,385.68	0.00	21,000.00	20,000.00	-4.76
100-00-44301-000-000	BUILDING PERMITS	5,736.85	0.00	5,000.00	5,000.00	0.00
100-00-44400-000-000	ZONING PERMITS	5,472.64	0.00	2,500.00	2,500.00	0.00
100-00-44420-000-000	VACATING FEES	2,710.00	0.00	0.00	0.00	0.00
100-00-44421-000-000	LEASE AGREEMENT	100.00	0.00	100.00	100.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
LICENSES & PERMITS		42,453.67	0.00	35,950.00	35,450.00	-1.39
100-00-45110-000-000	COURT PENALTIES AND COSTS	6,506.65	0.00	7,000.00	7,000.00	0.00
100-00-45130-000-000	PARKING VIOLATIONS	950.00	0.00	750.00	750.00	0.00
100-00-45131-000-000	MUNICIPAL ORDINANCE VIOLATIONS	0.00	0.00	0.00	0.00	0.00
100-00-45191-000-000	OTHER LAW/ORDINANCE VIOLATIONS	0.00	0.00	0.00	0.00	0.00
FINES, FORFEITURES & PENALTIES		7,456.65	0.00	7,750.00	7,750.00	0.00
100-00-46192-000-000	MAPS & PLATS	0.00	0.00	0.00	0.00	0.00
100-00-46193-000-000	COPY SERVICE	543.92	0.00	200.00	200.00	0.00
100-00-46194-000-000	LOAN FEE	0.00	0.00	0.00	0.00	0.00
100-00-46230-000-000	AMBULANCE FEES	166,181.01	0.00	145,000.00	150,000.00	3.45
100-00-46430-000-000	SOLID WASTE DISPOSAL	0.00	0.00	0.00	0.00	0.00
100-00-46431-000-000	SOLID WASTE DISP-CUSTOMER	135,024.14	0.00	137,000.00	140,000.00	2.19
100-00-46432-000-000	SOLID WASTE DISPOSAL - BAGS	0.00	0.00	0.00	0.00	0.00
100-00-46433-000-000	FEES CHARGED/CITY WIDE CLEANUP	5,966.00	0.00	5,000.00	5,000.00	0.00
100-00-46540-000-000	CEMETERY	5,850.00	0.00	7,000.00	7,000.00	0.00
100-00-46541-000-000	MISC CEMETERY	0.00	0.00	0.00	0.00	0.00
100-00-46542-000-000	CEMETERY LOTS	3,600.00	0.00	2,000.00	2,000.00	0.00
100-00-46550-000-000	DOG LICENSE FEES	433.00	0.00	400.00	400.00	0.00
100-00-46720-000-000	PARK FEES - WEST END	153,971.00	0.00	120,000.00	140,000.00	16.67
100-00-46721-000-000	CAMP FEES - MEMORIAL	128,558.12	0.00	100,000.00	120,000.00	20.00
100-00-46722-000-000	SHOWERS	7,378.50	0.00	5,000.00	5,000.00	0.00
100-00-46723-000-000	OTHER PARK FEES	1,989.00	0.00	700.00	700.00	0.00
100-00-46724-000-000	SEASONAL SECURITY DEPOSIT	-150.00	0.00	0.00	0.00	0.00
100-00-46725-000-000	BOAT LAUNCH FEES	8,710.00	0.00	7,000.00	7,000.00	0.00
100-00-46726-000-000	FIRE WOOD SALES	7,082.41	0.00	6,000.00	6,000.00	0.00
100-00-46743-000-000	RECREATION PROGRAM PROCEEDS	0.00	0.00	300.00	300.00	0.00
100-00-46744-000-000	RECREATION-TENNIS PARTNERSHIP	0.00	0.00	0.00	0.00	0.00
100-00-46745-000-000	Y.C. CONCESSIONS	0.00	0.00	1,000.00	1,000.00	0.00
100-00-46790-000-000	SIDEWALK REPAIRS	0.00	0.00	0.00	0.00	0.00
100-00-46901-000-000	EQUIPMENT RENTAL	1,445.20	0.00	0.00	0.00	0.00
100-00-46902-000-000	MATERIAL SALES	6,216.00	0.00	0.00	0.00	0.00
100-00-46903-000-000	LABOR FOR PRIVATE WORK	12,804.30	0.00	0.00	0.00	0.00
PUBLIC CHARGES FOR SERVICES		645,602.60	0.00	536,600.00	584,600.00	8.95
100-00-47321-000-000	FIRE CONTRACTS	61,365.52	0.00	56,644.00	62,025.00	9.50
100-00-47322-000-000	AMBULANCE CONTRACTS	106,416.55	0.00	113,121.00	123,867.00	9.50
100-00-47323-000-000	TOWNSHIP SHARE P & I	70,746.28	0.00	18,348.00	18,348.00	0.00
100-00-47324-000-000	LAW SVC - OTHER LOCAL GOVTS	0.00	0.00	0.00	0.00	0.00
100-00-47341-000-000	LANDFILL LONG-TERM MNTNCE	582.00	0.00	340.00	340.00	0.00
INTERGOVT CHARGES FOR SERVICES		239,110.35	0.00	188,453.00	204,580.00	8.56
100-00-48100-000-000	INTEREST ON INVESTMENTS	366.00	0.00	1,000.00	1,200.00	20.00
100-00-48111-000-000	INTEREST ON LATE PAYMENTS	0.00	0.00	0.00	0.00	0.00
100-00-48112-000-000	INTEREST FROM WWSU	0.00	0.00	0.00	0.00	0.00
100-00-48115-000-000	HARBOR INTEREST REPAY	0.00	0.00	0.00	0.00	0.00
100-00-48200-000-000	RENT	50.00	0.00	0.00	0.00	0.00
100-00-48300-000-000	PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
100-00-48303-000-000	SALE OF CITY EQT	6,039.00	0.00	1,000.00	1,000.00	0.00
100-00-48400-000-000	INSURANCE RECOVERIES	6,919.91	0.00	2,000.00	2,000.00	0.00
100-00-48401-000-000	INSURANCE AUDIT ADJUSTMENTS	13,376.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change in Budget
100-00-48402-000-000	INSURANCE RECOVERIES OTHER	1,186.45	0.00	0.00	0.00	0.00
100-00-48403-000-000	DAMAGED PROPERTY RECOVERIES	0.00	0.00	0.00	0.00	0.00
100-00-48500-000-000	DONATIONS	11,355.00	0.00	1,000.00	1,000.00	0.00
100-00-48501-000-000	FIRE DEPT. DONATION	100.00	0.00	0.00	0.00	0.00
100-00-48502-000-000	DONATIONS - Non Gov. GRANT	0.00	0.00	0.00	0.00	0.00
100-00-48503-000-000	DONATIONS-H.P.C	0.00	0.00	0.00	0.00	0.00
100-00-48504-000-000	LIBRARY - DONATIONS	0.00	0.00	0.00	0.00	0.00
100-00-48505-000-000	AMBULANCE DONATIONS	0.00	0.00	0.00	0.00	0.00
100-00-48600-000-000	MISCELLANEOUS REVENUES	4,651.48	0.00	3,000.00	3,500.00	16.67
100-00-48601-000-000	MISC.-LIBRARY	0.00	0.00	0.00	0.00	0.00
100-00-48605-000-000	MISC. ZONING	0.00	0.00	0.00	0.00	0.00
100-00-48901-000-000	GARNISHMENT REVENUES	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES		44,043.84	0.00	8,000.00	8,700.00	8.75
100-00-49100-000-000	PROCEEDS FROM LONG TERM DEBT	0.00	0.00	0.00	0.00	0.00
100-00-49101-000-000	TRAN. FROM DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
100-00-49102-000-000	TRANS. FROM CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00
100-00-49210-000-000	TRANSFER FROM GENERAL FUND	0.00	0.00	212,876.00	217,727.00	2.28
100-00-49211-000-000	TRANSFER FROM ATHLETIC FIELD	0.00	0.00	0.00	0.00	0.00
100-00-49221-000-000	TRANSFER FROM MARINA OPERATION	0.00	0.00	0.00	0.00	0.00
100-00-49222-000-000	TRANSFER FROM ECONOMIC DEVEL	0.00	0.00	0.00	0.00	0.00
100-00-49223-000-000	TRANSFER FROM TAX INCREMENT	0.00	0.00	20,000.00	20,000.00	0.00
100-00-49224-000-000	TRANSFER FROM CEM PERP CARE	0.00	0.00	0.00	0.00	0.00
100-00-49225-000-000	TRANSFER FROM PARK OUTLAY	0.00	0.00	0.00	0.00	0.00
100-00-49226-000-000	TRANSFER FROM ACT 102	0.00	0.00	5,000.00	5,000.00	0.00
100-00-49227-000-000	TRANSFER FROM REFUSE FUND	0.00	0.00	0.00	0.00	0.00
100-00-49228-000-000	TRANS. FROM PD CRIME PREVENTIO	0.00	0.00	0.00	0.00	0.00
100-00-49229-000-000	TRANSFER FROM COMMUNITY DEV.	0.00	0.00	0.00	0.00	0.00
100-00-49230-000-000	TRANSFER FROM DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
100-00-49231-000-000	TRANSFER FROM LEGION PARK	0.00	0.00	0.00	0.00	0.00
100-00-49241-000-000	TRANSFER FROM WATERFRONT DEV	0.00	0.00	0.00	0.00	0.00
100-00-49242-000-000	TRANSFER FROM PUBLIC FAC. FUND	0.00	0.00	0.00	0.00	0.00
100-00-49243-000-000	TRANSFER FROM SKATE BOARD FUND	0.00	0.00	0.00	0.00	0.00
100-00-49244-000-000	TRANSFER FROM WWSU	0.00	0.00	0.00	0.00	0.00
100-00-49245-000-000	TRANSFER FROM BOAT LAUNCH	0.00	0.00	0.00	0.00	0.00
100-00-49246-000-000	TRANSFER FROM CIVIC CENTER	0.00	0.00	0.00	0.00	0.00
100-00-49247-000-000	TRANSFER FROM STORMWATER	0.00	0.00	0.00	40,000.00	999.99
100-00-49300-551-323	F/C BAL. LIBRARY	0.00	0.00	0.00	0.00	0.00
100-00-49400-000-000	SALES OF GENERAL FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
100-00-49450-000-000	TRANSFER FROM FUND 450	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM OTHER FUNDS		0.00	0.00	237,876.00	282,727.00	18.85
Total Revenues		2,462,413.04	0.00	2,462,248.00	2,817,498.00	14.43

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
100-00-51101-000-000	COUNCIL	0.00	0.00	0.00	0.00	0.00
100-00-51101-111-000	COUNCIL PER DIEM	9,620.00	0.00	13,650.00	13,650.00	0.00
100-00-51101-151-000	COUNCIL FICA	736.06	0.00	1,044.00	1,044.00	0.00
100-00-51101-152-000	COUNCIL RETIREMENT	0.00	0.00	0.00	0.00	0.00
100-00-51101-158-000	COUNCIL WORKMENS COMP	0.00	0.00	0.00	0.00	0.00
100-00-51101-299-000	COUNCIL CONTINUING EDUCATION	205.00	0.00	750.00	750.00	0.00
100-00-51101-311-000	COUNCIL SUPPLIES	0.00	0.00	0.00	0.00	0.00
COUNCIL		10,561.06	0.00	15,444.00	15,444.00	0.00
100-00-51102-000-000	MAYOR	0.00	0.00	0.00	0.00	0.00
100-00-51102-110-000	MAYOR SALARY	9,140.99	0.00	9,288.00	9,474.00	2.00
100-00-51102-151-000	MAYOR FICA	699.22	0.00	711.00	725.00	1.97
100-00-51102-152-000	MAYOR RETIREMENT	614.45	0.00	604.00	644.00	6.62
100-00-51102-155-000	MAYOR LIFE INSURANCE	0.00	0.00	8.00	8.00	0.00
100-00-51102-158-000	MAYOR WORKMENS COMP	0.00	0.00	0.00	0.00	0.00
100-00-51102-297-000	MAYOR ENTERTAINMENT	79.50	0.00	500.00	500.00	0.00
100-00-51102-299-000	MAYOR CONTINUING EDUCATION	988.62	0.00	3,000.00	3,000.00	0.00
100-00-51102-311-000	MAYOR OFFICE SUPPLIES/EQUIP.	19.99	0.00	200.00	200.00	0.00
100-00-51102-312-000	MAYOR PROJECTS	0.00	0.00	0.00	0.00	0.00
MAYOR		11,542.77	0.00	14,311.00	14,551.00	1.68
100-00-51103-000-000	PUBLICATION FEES	0.00	0.00	0.00	0.00	0.00
100-00-51103-322-000	PUB. FEES NEWS PAPER ADV.	10,015.32	0.00	13,000.00	12,000.00	-7.69
100-00-51103-323-000	PUBL. FEES NEWSLETTER	107.93	0.00	0.00	0.00	0.00
PUBLICATION FEES		10,123.25	0.00	13,000.00	12,000.00	-7.69
100-00-51301-000-000	ATTORNEY	0.00	0.00	0.00	0.00	0.00
100-00-51301-210-000	ATTORNEY PROF. SERVICE	27,555.10	0.00	31,000.00	31,000.00	0.00
ATTORNEY		27,555.10	0.00	31,000.00	31,000.00	0.00
100-00-51302-000-000	LEGAL CONTINGENCY	0.00	0.00	0.00	0.00	0.00
100-00-51302-210-000	LEGAL CONTINGENCY PROF. SERVIC	2,547.50	0.00	10,000.00	10,000.00	0.00
LEGAL CONTINGENCY		2,547.50	0.00	10,000.00	10,000.00	0.00
100-00-51303-000-000	MUNICIPAL CODE	0.00	0.00	0.00	0.00	0.00
100-00-51303-210-000	MUNICIPAL CODE PROF. SERVICES	298.00	0.00	2,500.00	2,500.00	0.00
MUNICIPAL CODE		298.00	0.00	2,500.00	2,500.00	0.00
100-00-51304-000-000	PROFESSIONAL CONSULTANT	0.00	0.00	0.00	0.00	0.00
100-00-51304-210-000	PROF. CONSULTANT SERVICES	0.00	0.00	0.00	0.00	0.00
PROFESSIONAL CONSULTANT		0.00	0.00	0.00	0.00	0.00
100-00-51410-000-000	CITY ADMINISTRATOR	0.00	0.00	0.00	0.00	0.00
100-00-51410-110-000	CITY ADMINISTRATOR SALARY	61,237.98	0.00	61,022.00	67,357.00	10.38
100-00-51410-112-000	CITY ADMINISTRATOR MILEAGE	676.98	0.00	1,380.00	1,380.00	0.00
100-00-51410-113-000	CITY ADMINISTRATOR-LONGEVITY	195.75	0.00	209.00	223.00	6.70
100-00-51410-151-000	CITY ADMINISTRATOR FICA	4,608.72	0.00	4,684.00	5,170.00	10.38
100-00-51410-152-000	CITY ADMINISTRATOR RETIREMENT	4,034.49	0.00	3,980.00	4,595.00	15.45
100-00-51410-154-000	CITY ADMINISTRATOR HEALTH INS.	6,508.71	0.00	6,848.00	6,968.00	1.75
100-00-51410-155-000	CITY ADMINISTRATOR LIFE INS.	14.28	0.00	11.00	18.00	63.64

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
100-00-51410-158-000	CITY ADMIN. WORKMENS COMP.	0.00	0.00	0.00	0.00	0.00
100-00-51410-159-000	CITY ADMINISTRATOR ICI	0.00	0.00	153.00	169.00	10.46
100-00-51410-294-000	CITY ADMIN. COMPUTER SUPP/SERV	0.00	0.00	500.00	500.00	0.00
100-00-51410-297-000	CITY ADM. ENTERTAINMENT	0.00	0.00	300.00	300.00	0.00
100-00-51410-299-000	CITY ADMIN. CONTINUING EDUC	1,563.04	0.00	2,000.00	2,000.00	0.00
100-00-51410-311-000	CITY ADMIN OFFICE SUPPLIES	94.54	0.00	200.00	200.00	0.00
100-00-51410-321-000	CITY ADMIN PUBLICATIONS DUES	757.79	0.00	1,000.00	1,000.00	0.00
100-00-51410-323-000	CITY ADMIN INTERN	0.00	0.00	0.00	0.00	0.00
100-00-51410-324-000	CITY ADMIN-SOLICITATION	0.00	0.00	0.00	0.00	0.00
100-00-51410-820-000	CITY ADMIN MOVING EXPENSE	0.00	0.00	0.00	0.00	0.00
CITY ADMINISTRATOR		79,692.28	0.00	82,287.00	89,880.00	9.23
100-00-51420-000-000	CLERK	0.00	0.00	0.00	0.00	0.00
100-00-51420-110-000	CLERK SALARY(2)	82,388.52	0.00	82,305.00	89,988.00	9.33
100-00-51420-111-000	CLERK PER DIEM	0.00	0.00	0.00	0.00	0.00
100-00-51420-112-000	CLERK MILEAGE	0.00	0.00	1,500.00	1,500.00	0.00
100-00-51420-113-000	CLERK LONGEVITY	340.71	0.00	341.00	355.00	4.11
100-00-51420-151-000	CLERK FICA	6,015.93	0.00	6,322.00	6,911.00	9.32
100-00-51420-152-000	CLERK RETIREMENT	5,447.89	0.00	5,372.00	6,143.00	14.35
100-00-51420-154-000	CLERK HEALTH INSURANCE	23,120.90	0.00	23,592.00	24,058.00	1.98
100-00-51420-155-000	CLERK LIFE INSURANCE	48.06	0.00	30.00	65.00	116.67
100-00-51420-158-000	CLERK WORKMENS COMP.	0.00	0.00	0.00	0.00	0.00
100-00-51420-159-000	CLERK ICI	0.00	0.00	207.00	226.00	9.18
GENERAL & ADMIN. SALARY		117,362.01	0.00	119,669.00	129,246.00	8.00
100-00-51422-000-000	ADMINISTRATIVE ASSISTANT	0.00	0.00	0.00	0.00	0.00
100-00-51422-110-000	ADMIN. ASSISTANT SALARY	1,502.97	0.00	4,124.00	4,329.00	4.97
100-00-51422-111-000	ADMIN. ASSISTANT PER DIEM	0.00	0.00	0.00	0.00	0.00
100-00-51422-112-000	ADMIN ASSISTANT MILEAGE	0.00	0.00	500.00	500.00	0.00
100-00-51422-113-000	ADMIN. ASSISTANT LONGEVITY	0.00	0.00	0.00	0.00	0.00
100-00-51422-151-000	ADMIN. ASSISTANT FICA	115.02	0.00	315.00	331.00	5.08
100-00-51422-152-000	ADMIN. ASSISTANT RETIREMENT	0.00	0.00	268.00	294.00	9.70
100-00-51422-154-000	ADMIN. ASSISTANT HEALTH INS	20.00	0.00	0.00	360.00	999.99
100-00-51422-155-000	ADMIN. ASSISTANT LIFE INS.	0.00	0.00	8.00	1.00	-87.50
100-00-51422-157-000	ADMIN. ASSISTANT UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00
100-00-51422-158-000	ADMIN. ASSISTANT WORKMENS COMP	0.00	0.00	0.00	0.00	0.00
100-00-51422-159-000	ADMIN. ASSISTANT ICI	0.00	0.00	10.00	11.00	10.00
ADMINISTRATIVE ASSISTANT		1,637.99	0.00	5,225.00	5,826.00	11.50
100-00-51440-000-000	ELECTIONS	0.00	0.00	0.00	0.00	0.00
100-00-51440-110-000	ELECTIONS SALARIES	2,058.50	0.00	4,800.00	2,400.00	-50.00
100-00-51440-112-000	ELECTIONS MILEAGE	0.00	0.00	200.00	200.00	0.00
100-00-51440-116-000	ELECTIONS INTER DEPT. LABOR	0.00	0.00	0.00	0.00	0.00
100-00-51440-151-000	ELECTIONS FICA	0.00	0.00	0.00	0.00	0.00
100-00-51440-152-000	ELECTIONS RETIREMENT	0.00	0.00	0.00	0.00	0.00
100-00-51440-154-000	ELECTIONS HEALTH INS	0.00	0.00	0.00	0.00	0.00
100-00-51440-155-000	ELECTIONS LIFE INS.	0.00	0.00	0.00	0.00	0.00
100-00-51440-158-000	ELECTIONS WORKMENS COMP	0.00	0.00	0.00	0.00	0.00
100-00-51440-159-000	ELECTIONS ICI	0.00	0.00	0.00	0.00	0.00
100-00-51440-299-000	ELECTIONS TRAINING	0.00	0.00	300.00	300.00	0.00
100-00-51440-311-000	ELECTION SUPPLIES	344.45	0.00	2,100.00	2,100.00	0.00
100-00-51440-321-000	ELECTION PUBLICATION DUES	937.75	0.00	500.00	500.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change in Budget
100-00-51440-322-000	ELECTIONS NEWSPAPER ADV.	648.08	0.00	1,000.00	1,000.00	0.00
100-00-51440-342-000	ELECTIONS EQT. REPAIRS & MAINT	1,264.74	0.00	2,000.00	2,000.00	0.00
100-00-51440-810-000	ELECTION OUTLAY	0.00	0.00	0.00	0.00	0.00
ELECTIONS		5,253.52	0.00	10,900.00	8,500.00	-22.02
100-00-51450-000-000	OFFICE DEPARTMENT	0.00	0.00	0.00	0.00	0.00
100-00-51450-191-000	OFFICE DEPART. PERSONNEL TRAIN	30.00	0.00	4,000.00	4,000.00	0.00
100-00-51450-210-000	OFFICE DEPART PROF. SERVICE	2,688.96	0.00	4,650.00	4,650.00	0.00
100-00-51450-294-000	OFFICE COMPUTER SUPP/SERVICE	731.03	0.00	2,500.00	2,500.00	0.00
100-00-51450-295-000	OFFICE COPY MACHINE MAINT.	6,418.86	0.00	3,500.00	3,500.00	0.00
100-00-51450-311-000	OFFICE DEPART. SUPPLIES	1,801.54	0.00	4,000.00	4,000.00	0.00
100-00-51450-312-000	OFFICE DEPARTMENT POSTAGE	5,655.89	0.00	6,000.00	6,000.00	0.00
100-00-51450-313-000	OFFICE COPY MACHINE SUPPLIES	889.71	0.00	1,000.00	1,000.00	0.00
100-00-51450-321-000	OFFICE DEPART PUBLICATION DUES	1,239.99	0.00	2,000.00	2,000.00	0.00
100-00-51450-810-000	OFFICE DEPART CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
100-00-51450-820-000	OFFICE DEPART CAPITAL IMPROV	0.00	0.00	0.00	0.00	0.00
OFFICE DEPARTMENT		19,455.78	0.00	27,650.00	27,650.00	0.00
100-00-51451-000-000	COMPUTER CONTRACT	0.00	0.00	0.00	0.00	0.00
100-00-51451-210-000	COMPUTER CONTRACT/SERVICES	3,485.50	0.00	5,000.00	9,300.00	86.00
COMPUTER		3,485.50	0.00	5,000.00	9,300.00	86.00
100-00-51510-000-000	AUDIT/ACCOUNTING	0.00	0.00	0.00	0.00	0.00
100-00-51510-210-000	AUDIT/ACCOUNTING PROF. SERVICE	19,500.00	0.00	19,800.00	21,000.00	6.06
AUDIT/ACCOUNTING		19,500.00	0.00	19,800.00	21,000.00	6.06
100-00-51530-000-000	ASSESSMENT OF PROPERTY	0.00	0.00	0.00	0.00	0.00
100-00-51530-210-000	ASSESS. OF PROPERTY PROF. SERV	13,062.71	0.00	13,200.00	0.00	-100.00
ASSESSMENT OF PROPERTY		13,062.71	0.00	13,200.00	0.00	-100.00
100-00-51531-000-000	REASSESSMENT OF PROPERTY	0.00	0.00	0.00	0.00	0.00
100-00-51531-210-000	REASSESS. OF PROP. PROF. SERV	0.00	0.00	0.00	53,450.00	999.99
REASSESSMENT OF PROPERTY		0.00	0.00	0.00	53,450.00	999.99
100-00-51601-000-000	CITY HALL	0.00	0.00	0.00	0.00	0.00
100-00-51601-110-000	CITY HALL SALARY	0.00	0.00	0.00	0.00	0.00
100-00-51601-116-000	CITY HALL SUMMER YOUTH LABOR	0.00	0.00	0.00	0.00	0.00
100-00-51601-151-000	CITY HALL FICA	0.00	0.00	0.00	0.00	0.00
100-00-51601-152-000	CITY HALL RETIREMENT	0.00	0.00	0.00	0.00	0.00
100-00-51601-158-000	CITY HALL WORMENS COMP.	0.00	0.00	0.00	0.00	0.00
100-00-51601-194-000	CITY HALL EMPLOYEE INCENTIVES	170.42	0.00	200.00	200.00	0.00
100-00-51601-221-000	CITY HALL TELEPHONE	6,366.89	0.00	7,000.00	7,000.00	0.00
100-00-51601-222-000	CITY HALL ELECTRICITY/HEAT	6,620.50	0.00	7,000.00	9,000.00	28.57
100-00-51601-223-000	CITY HALL WATER & SEWER	1,897.84	0.00	2,000.00	2,000.00	0.00
100-00-51601-224-000	CITY HALL STORM WATER	226.80	0.00	250.00	250.00	0.00
100-00-51601-341-000	CITY HALL OPERATING SUPPLIES	2,854.03	0.00	2,500.00	2,500.00	0.00
100-00-51601-342-000	CITY HALL EQT. REPAIRS & MAINT	1,154.18	0.00	1,500.00	1,500.00	0.00
100-00-51601-350-000	CITY HALL BLDGS. MAINT.-REPAIR	3,866.87	0.00	3,000.00	3,000.00	0.00
100-00-51601-810-000	CITY HALL CAPTIAL OUTLAY	0.00	0.00	0.00	0.00	0.00
100-00-51601-820-000	CITY HALL CAPITAL IMPROVEMENT	0.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
CITY HALL		23,157.53	0.00	23,450.00	25,450.00	8.53
100-00-51602-000-000	CUSTODIAN	0.00	0.00	0.00	0.00	0.00
100-00-51602-110-000	CUSTODIAN SALARY	18,709.82	0.00	7,832.00	10,701.00	36.63
100-00-51602-113-000	CUSTODIAN LOGEVITY	58.50	0.00	0.00	0.00	0.00
100-00-51602-151-000	CUSTODIAN FICA	1,434.62	0.00	599.00	819.00	36.73
100-00-51602-152-000	CUSTODIAN RETIREMENT	1,245.82	0.00	509.00	728.00	43.03
100-00-51602-154-000	CUSTODIAN HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
100-00-51602-155-000	CUSTODIAN LIFE INSURANCE	3.12	0.00	1.00	1.00	0.00
100-00-51602-158-000	CUSTODIAN WORKMENS COMP	0.00	0.00	0.00	0.00	0.00
100-00-51602-159-000	CUSTODIAN ICI	0.00	0.00	19.00	27.00	42.11
CUSTODIAN		21,451.88	0.00	8,960.00	12,276.00	37.01
100-00-51910-000-000	TAX REFUND/ADJSTMENTS	0.00	0.00	0.00	0.00	0.00
TAX REFUND/ADJSTMENTS		0.00	0.00	0.00	0.00	37.01
100-00-51912-000-000	ILLEGAL TAX CHARGEBACK	0.00	0.00	500.00	500.00	0.00
ILLEGAL TAX CHARGEBACK		0.00	0.00	500.00	500.00	0.00
100-00-51913-000-000	USDA SPEC. ASSESS. CITY PROP.	0.00	0.00	1,189.00	0.00	-100.00
SPEC. ASSESS. ON CITY PROPERTY		0.00	0.00	1,189.00	0.00	-100.00
100-00-51930-000-000	PROPERTY & LIABLITY INS	117.50	0.00	10,000.00	10,000.00	0.00
100-00-51930-210-000	INSURANCE CONSULTANT	0.00	0.00	0.00	0.00	0.00
INSURANCE		117.50	0.00	10,000.00	10,000.00	0.00
100-00-51931-152-000	RETIREMENT SERVICE	0.00	0.00	0.00	0.00	0.00
100-00-51931-157-000	FRINGE BENEFITS UNEMPLOYMENT	0.00	0.00	500.00	500.00	0.00
100-00-51931-158-000	FRINGE BENEFITS WORKMENS COMP	1,500.00	0.00	1,500.00	1,500.00	0.00
100-00-51931-159-000	FRINGE FLEX BENEFIT PLAN	1,417.52	0.00	2,000.00	2,000.00	0.00
FRINGE BENEFITS		2,917.52	0.00	4,000.00	4,000.00	0.00
GENERAL GOVERNMENT		369,721.90	0.00	418,085.00	482,573.00	15.42
100-00-52101-000-000	POLICE DEPARTMENT	0.00	0.00	0.00	0.00	0.00
100-00-52101-110-000	PD CHIEF SALARY	67,648.92	0.00	72,474.00	74,286.00	2.50
100-00-52101-111-000	POLICE PER DIEM	0.00	0.00	0.00	0.00	0.00
100-00-52101-112-000	POLICE MILEAGE	0.00	0.00	0.00	0.00	0.00
100-00-52101-113-000	POLICE DEPARTMENT LONGEVITY	0.00	0.00	0.00	0.00	0.00
100-00-52101-114-000	POLICE DEPARTMENT SEVERANCE	0.00	0.00	0.00	0.00	0.00
100-00-52101-115-000	PD ASSISTANT CHIEF SALARY	57,293.58	0.00	62,947.00	64,521.00	2.50
100-00-52101-120-000	POLICE OFFICER BASE SALARY	161,151.37	0.00	174,030.00	178,381.00	2.50
100-00-52101-121-000	POLICE PART TIME OFFICERS	0.00	0.00	0.00	0.00	0.00
100-00-52101-123-000	POLICE DEPART LONGEVITY	0.00	0.00	0.00	0.00	0.00
100-00-52101-124-000	POLICE DEPARTMENT SHIFT	954.18	0.00	1,000.00	1,000.00	0.00
100-00-52101-125-000	POLICE DEPARTMENT OTHER PAY	1,830.30	0.00	1,000.00	3,004.00	200.40
100-00-52101-126-000	POLICE DEPART SPECIAL EVENT	0.00	0.00	0.00	0.00	0.00
100-00-52101-128-000	POLICE DEPARTMENT PART TIME	0.00	0.00	10,000.00	7,500.00	-25.00
100-00-52101-151-000	POLICE DEPARTMENT FICA	21,896.10	0.00	24,687.00	25,260.00	2.32
100-00-52101-152-000	POLICE DEPARTMENT RETIREMENT	33,652.42	0.00	37,270.00	42,265.00	13.40

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
100-00-52101-154-000	POLICE DEPARTMENT HEALTH INS	60,108.85	0.00	61,654.00	62,572.00	1.49
100-00-52101-155-000	POLICE DEPARTMENT LIFE INS	66.72	0.00	60.00	83.00	38.33
100-00-52101-157-000	POLICE DEPARTMENT UNEMPLOYMENT	0.00	0.00	600.00	600.00	0.00
100-00-52101-158-000	POLICE DEPARTMENT WORKMENS COM	9,000.00	0.00	9,000.00	9,000.00	0.00
100-00-52101-159-000	POLICE DEPARTMENT ICI	0.00	0.00	744.00	800.00	7.53
100-00-52101-160-000	PD LIABILITY INSURANCE	9,194.00	0.00	7,600.00	7,600.00	0.00
100-00-52101-191-000	POLICE PERSONNEL TRAINING	2,196.68	0.00	6,000.00	5,000.00	-16.67
100-00-52101-192-000	POLICE DEPARTMENT UNIFORMS	1,627.69	0.00	4,000.00	4,000.00	0.00
100-00-52101-221-000	POLICE DEPARTMENT TELEPHONE	3,885.54	0.00	3,600.00	5,000.00	38.89
100-00-52101-291-000	POLICE RADIO MAINTENANCE	302.40	0.00	1,500.00	1,500.00	0.00
100-00-52101-292-000	POLICE DEPARTMENT RADAR	120.00	0.00	300.00	360.00	20.00
100-00-52101-299-000	PD CONTINUING EDUCATION	973.22	0.00	1,000.00	1,000.00	0.00
100-00-52101-311-000	POLICE OFFICE SUPPLIES	759.27	0.00	2,000.00	2,000.00	0.00
100-00-52101-312-000	POLICE DEPARTMENT POSTAGE	32.99	0.00	150.00	150.00	0.00
100-00-52101-321-000	POLICE PUBLICATION DUES	0.00	0.00	100.00	100.00	0.00
100-00-52101-331-000	POLICE GAS & OIL VEHICLES	9,696.56	0.00	12,000.00	14,000.00	16.67
100-00-52101-332-000	POLICE VEHAL REPAIR & MAINT	6,356.16	0.00	4,500.00	4,500.00	0.00
100-00-52101-341-000	POLICE DEPART OPERATING SUPP	4,354.38	0.00	8,500.00	8,000.00	-5.88
100-00-52101-342-000	POLICE EQT. REPAIRS & MAINT	1,825.22	0.00	1,700.00	1,500.00	-11.76
100-00-52101-344-000	POLICE DEPART INVESTIGATIONS	0.00	0.00	0.00	0.00	0.00
100-00-52101-810-000	POLICE DEPART CAPTIAL OUTLAY	0.00	0.00	0.00	0.00	0.00
100-00-52101-820-000	POLICE DEPART CAPITAL IMPROV	0.00	0.00	0.00	0.00	0.00
100-00-52101-830-000	POLICE DEPT GRANT EXPENSES	2,692.92	0.00	0.00	0.00	0.00
POLICE DEPARTMENT		457,619.47	0.00	508,416.00	523,982.00	3.06
100-00-52102-000-000	LICENSE INVESTIGATION FEE	0.00	0.00	0.00	0.00	0.00
LICENSE INVESTIGATION FEE		0.00	0.00	0.00	0.00	3.06
100-00-52103-000-000	PD COUNTERACT FUND	0.00	0.00	0.00	0.00	0.00
PD COUNTERACT FUND		0.00	0.00	0.00	0.00	3.06
100-00-52201-000-000	FIRE DEPARTMENT	0.00	0.00	0.00	0.00	0.00
100-00-52201-110-000	FIRE DEPARTMENT SALARY	6,500.00	0.00	6,500.00	6,500.00	0.00
100-00-52201-115-000	FD ASSISTANT CHIEF'S SALARY(2)	3,500.00	0.00	3,500.00	3,500.00	0.00
100-00-52201-122-000	FIRE DEPARTMENT ATTENDANT FEES	14,652.00	0.00	14,857.00	16,194.00	9.00
100-00-52201-151-000	FIRE DEPARTMENT FICA	2,199.64	0.00	2,215.00	2,356.00	6.37
100-00-52201-152-000	FIRE DEPARTMENT RETIREMENT	0.00	0.00	0.00	0.00	0.00
100-00-52201-156-000	FIRE DEPART LENGTH OF SERVICE	0.00	0.00	0.00	0.00	0.00
100-00-52201-157-000	FIRE DEPARTMENT UNEMPLOYMENT	384.72	0.00	0.00	0.00	0.00
100-00-52201-158-000	FIRE DEPARTMENT WORKMENS COMP	3,273.00	0.00	3,000.00	3,000.00	0.00
100-00-52201-160-000	FD LIABILITY INSURANCE	12,800.00	0.00	12,800.00	12,800.00	0.00
100-00-52201-191-000	FIRE DEPART PERSONNEL TRAINING	460.00	0.00	2,000.00	2,000.00	0.00
100-00-52201-192-000	FIRE DEPART INCENTIVE PAY	2,100.09	0.00	2,100.00	2,100.00	0.00
100-00-52201-193-000	FIRE DEPARTMENT INSPECTION	2,000.00	0.00	2,500.00	2,500.00	0.00
100-00-52201-221-000	FIRE DEPARTMENT TELEPHONE	1,222.95	0.00	1,000.00	1,000.00	0.00
100-00-52201-222-000	FIRE DEPART ELECTRICITY/HEAT	3,934.88	0.00	5,000.00	5,000.00	0.00
100-00-52201-223-000	FIRE DEPARTMENT WATER & SEWER	815.76	0.00	800.00	800.00	0.00
100-00-52201-224-000	FIRE DEPARTMENT STORM WATER	418.68	0.00	419.00	419.00	0.00
100-00-52201-291-000	FIRE DEPART RADIO MAIN/SAFTEY	2,807.89	0.00	2,000.00	2,000.00	0.00
100-00-52201-294-000	FIRE DEPART COMPUTER SUPP/SERV	950.40	0.00	600.00	1,000.00	66.67
100-00-52201-321-000	FIRE DEPART PUBLICATION DUES	0.00	0.00	400.00	400.00	0.00
100-00-52201-331-000	FIRE DEPART GAS & OIL VEHICLES	937.38	0.00	1,350.00	3,000.00	122.22

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
100-00-52201-332-000	FIRE DEPART VEH REPAIR & MAINT	8,619.87	0.00	4,000.00	5,000.00	25.00
100-00-52201-341-000	FIRE DEPART OPERATING SUPPLIES	3,025.63	0.00	5,000.00	5,000.00	0.00
100-00-52201-352-000	FIRE DEPARTMENT 2% EXPENSES	26,587.79	0.00	8,500.00	11,500.00	35.29
100-00-52201-810-000	FIRE DEPART CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
100-00-52201-820-000	FIRE DEPARTMENT CAPITAL IMPROV	0.00	0.00	0.00	0.00	0.00
100-00-52201-830-000	FIRE DEPARTMENT GRANT EXPENSES	0.00	0.00	0.00	0.00	0.00
FIRE		97,190.68	0.00	78,541.00	86,069.00	9.58
100-00-52301-000-000	MUNICIPAL AMBULANCE	0.00	0.00	0.00	0.00	0.00
100-00-52301-110-000	MUNICIPAL AMBULANCE SALARY	13,044.69	0.00	22,500.00	22,500.00	0.00
100-00-52301-113-000	AMBULANCE LONGEVITY	0.00	0.00	0.00	0.00	0.00
100-00-52301-121-000	CUSTODIAN/DAY ATTEND/ADMIN.	8,887.57	0.00	5,554.00	98,829.00	999.99
100-00-52301-122-000	AMBULANCE ATTENDANT FEES	81,445.37	0.00	105,000.00	114,450.00	9.00
100-00-52301-123-000	AMBULANCE RUN REPORT	5,140.00	0.00	5,500.00	5,500.00	0.00
100-00-52301-151-000	AMBULANCE FICA	9,097.42	0.00	10,845.00	18,917.00	74.43
100-00-52301-152-000	AMBULANCE RETIREMENT	209.53	0.00	361.00	6,720.00	999.99
100-00-52301-154-000	AMBULANCE HEALTH INSURANCE	868.48	0.00	460.00	46,361.00	999.99
100-00-52301-155-000	AMBULANCE LIFE INSURANCE	1.08	0.00	6.00	50.00	733.33
100-00-52301-156-000	AMBULANCE LENGTH OF SERVICE	6,445.79	0.00	9,000.00	9,000.00	0.00
100-00-52301-157-000	AMBULANCE UNEMPLOYMENT COMP	0.00	0.00	3,000.00	3,000.00	0.00
100-00-52301-158-000	AMBULANCE WORKMENS COMP	6,000.00	0.00	6,000.00	9,000.00	50.00
100-00-52301-159-000	AMBULANCE ICI	0.00	0.00	14.00	247.00	999.99
100-00-52301-160-000	AMB. LIABILITY INSURANCE	4,457.66	0.00	7,700.00	7,700.00	0.00
100-00-52301-191-000	AMBULANCE PERSONNEL TRAINING	5,565.87	0.00	17,000.00	17,000.00	0.00
100-00-52301-192-000	AMBULANCE INCENTIVE PAY	10,117.31	0.00	6,000.00	6,000.00	0.00
100-00-52301-194-000	AMB RETENTION/RECOGNITION	0.00	0.00	1,300.00	1,300.00	0.00
100-00-52301-210-000	AMB BILLING CONTRACT SERVICE	13,730.02	0.00	11,500.00	14,000.00	21.74
100-00-52301-221-000	AMBULANCE TELEPHONE	2,478.59	0.00	2,200.00	2,200.00	0.00
100-00-52301-222-000	AMBULANCE ELECTRICITY/HEAT	3,945.66	0.00	3,500.00	5,500.00	57.14
100-00-52301-223-000	AMBULANCE WATER & SEWER	741.43	0.00	1,000.00	1,000.00	0.00
100-00-52301-224-000	AMBULANCE STORM WATER	418.68	0.00	420.00	420.00	0.00
100-00-52301-291-000	AMBULANCE RADIO MAINTENANCE	174.50	0.00	2,800.00	2,800.00	0.00
100-00-52301-311-000	AMBULANCE OFFICE SUPPLIES	1,344.73	0.00	850.00	1,150.00	35.29
100-00-52301-312-000	AMBULANCE POSTAGE	0.00	0.00	100.00	100.00	0.00
100-00-52301-321-000	AMBULANCE INTERNET	1,144.45	0.00	1,700.00	1,700.00	0.00
100-00-52301-323-000	AMBULANCE PUBLICATION DUES	3,217.00	0.00	3,000.00	3,000.00	0.00
100-00-52301-331-000	AMBULANCE GAS & OIL VEHICLES	3,895.90	0.00	4,000.00	5,500.00	37.50
100-00-52301-332-000	AMBULANCE VEH REPAIR & MAINT	6,774.62	0.00	4,000.00	4,500.00	12.50
100-00-52301-341-000	AMBULANCE OPERATING SUPPLIES	9,620.01	0.00	15,000.00	15,000.00	0.00
100-00-52301-342-000	AMB. EQUIP. REPAIRS & MAINT.	2,379.26	0.00	4,000.00	4,000.00	0.00
100-00-52301-350-000	AMBULANCE BLDG. REPAIR & MAINT	1,422.59	0.00	3,000.00	3,000.00	0.00
100-00-52301-351-000	AMBULANCE RESCUE EQUIP.	30.00	0.00	750.00	1,000.00	33.33
100-00-52301-352-000	AMBULANCE ACT 102 PURCHASES	0.00	0.00	5,000.00	5,000.00	0.00
100-00-52301-810-000	AMBULANCE CAPITAL OUTLAY	600.00	0.00	0.00	0.00	0.00
100-00-52301-820-000	AMBULANCE CAPITAL IMPROV	0.00	0.00	0.00	0.00	0.00
100-00-52301-830-000	MUNICIPAL AMBULANCE GRANT EXP	0.00	0.00	0.00	0.00	0.00
AMBULANCE		203,198.21	0.00	263,060.00	436,444.00	65.91
100-00-52410-000-000	BUILDING INSPECTOR	0.00	0.00	0.00	0.00	0.00
100-00-52410-210-000	BLDG INSPECTOR PROF. SERVICE	0.00	0.00	0.00	0.00	0.00
BUILDING INSPECTOR		0.00	0.00	0.00	0.00	65.91

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change in Budget
PUBLIC SAFETY		758,008.36	0.00	850,017.00	1,046,495.00	23.11
100-00-53101-000-000	STREET DEPARTMENT	0.00	0.00	0.00	0.00	0.00
100-00-53101-110-000	STREET DEPARTMENT SALARY	32,348.72	0.00	48,945.00	52,188.00	6.63
100-00-53101-111-000	STREET DEPART PER DIEM	0.00	0.00	0.00	0.00	0.00
100-00-53101-113-000	STREET DEPART LONGEVITY	302.85	0.00	310.00	388.00	25.16
100-00-53101-151-000	STREET DEPARTMENT FICA	13,397.74	0.00	13,500.00	14,500.00	7.41
100-00-53101-152-000	STREET DEPART RETIREMENT	10,273.32	0.00	10,125.00	11,116.00	9.79
100-00-53101-154-000	STREET DEPARTMENT HEALTH INS	39,508.89	0.00	49,079.00	43,320.00	-11.73
100-00-53101-155-000	STREET DEPARTMENT LIFE INS	77.18	0.00	65.00	90.00	38.46
100-00-53101-157-000	STREET DEPARTMENT UNEMPL. COMP	1,634.79	0.00	3,000.00	3,000.00	0.00
100-00-53101-158-000	STREET DEPART WORKMENS COMP	11,689.25	0.00	13,000.00	13,000.00	0.00
100-00-53101-159-000	STREET DEPARTMENT ICI	2,513.00	0.00	380.00	409.00	7.63
100-00-53101-160-000	STREET DEPT. LIABILITY INS.	11,018.00	0.00	14,600.00	14,600.00	0.00
100-00-53101-191-000	STREET DEP PERSONNEL TRAINING	1,613.43	0.00	4,000.00	4,000.00	0.00
100-00-53101-192-000	STREET TRAINING SERVICE	0.00	0.00	1,500.00	1,500.00	0.00
100-00-53101-194-000	STREET DEPT EMPLOYEE INCENTIVE	0.00	0.00	600.00	600.00	0.00
100-00-53101-322-000	STREET PUBLICATION FEES	59.99	0.00	200.00	200.00	0.00
100-00-53101-820-000	STREET DEPART CAPITAL IMPROV	0.00	0.00	0.00	0.00	0.00
100-00-53101-830-000	LRIP - 3RD AVENUE EAST	0.00	0.00	0.00	0.00	0.00
STREET DEPARTMENT		124,437.16	0.00	159,304.00	158,911.00	-0.25
100-00-53201-000-000	ENGINEERING SERVICES	125.00	0.00	2,000.00	2,000.00	0.00
ENGINEERING SERVICES		125.00	0.00	2,000.00	2,000.00	0.00
100-00-53202-810-000	STREET & ALLEYS CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
STREET & ALLEYS		0.00	0.00	0.00	0.00	0.00
100-00-53230-000-000	GARAGE & MACHINE SHED	0.00	0.00	0.00	0.00	0.00
100-00-53230-221-000	GARAGE TELEPHONE	3,454.42	0.00	5,000.00	5,000.00	0.00
100-00-53230-222-000	GARAGE ELECTRICITY/HEAT	7,206.14	0.00	7,500.00	10,000.00	33.33
100-00-53230-223-000	GARAGE WATER & SEWER	2,773.92	0.00	2,000.00	2,500.00	25.00
100-00-53230-224-000	GARAGE/MACHINE SHED STORMWATER	1,116.52	0.00	1,535.00	1,535.00	0.00
100-00-53230-311-000	GARAGE OFFICE SUPPLIES	1,544.37	0.00	1,500.00	1,500.00	0.00
100-00-53230-341-000	GARAGE OPERATING SUPPLIES	10,305.22	0.00	7,500.00	8,500.00	13.33
100-00-53230-342-000	GARAGE EQT. REPAIRS & MAIN	866.84	0.00	4,000.00	4,000.00	0.00
100-00-53230-350-000	GARAGE BLDG. REPAIR & MAINT	7,713.92	0.00	5,000.00	5,000.00	0.00
100-00-53230-810-000	GARAGE CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
GARAGE & MACHINE SHED		34,981.35	0.00	34,035.00	38,035.00	11.75
100-00-53270-000-000	WEED LEAVES & BRUSH	0.00	0.00	0.00	0.00	0.00
100-00-53270-110-000	WEED LEAVES & BRUSH SALARY	0.00	0.00	0.00	0.00	0.00
100-00-53270-121-000	WEED LEAVES & BRUSH SEASONAL	3,441.00	0.00	5,000.00	5,000.00	0.00
100-00-53270-345-000	WEED-BRUSH EQUIP. RENTAL	0.00	0.00	1,400.00	1,400.00	0.00
WEED LEAVES & BRUSH		3,441.00	0.00	6,400.00	6,400.00	0.00
100-00-53271-000-000	TREE CONTROL	0.00	0.00	0.00	0.00	0.00
100-00-53271-110-000	TREE CONTROL SALARY	0.00	0.00	0.00	0.00	0.00
100-00-53271-121-000	TREE CONTROL SEASONAL STAFF	515.00	0.00	500.00	500.00	0.00
100-00-53271-210-000	TREE CONTROL CONTRACT SERVICES	787.50	0.00	3,800.00	3,800.00	0.00
100-00-53271-345-000	TREE CONTROL MISC. EXPENSE	0.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
100-00-53271-810-000	TREE CONTROL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
	TREE CONTROL	1,302.50	0.00	4,300.00	4,300.00	0.00
100-00-53272-000-000	GRASS CUTTING	0.00	0.00	0.00	0.00	0.00
100-00-53272-110-000	GRASS CUTTING SALARY	4,018.63	0.00	3,059.00	3,262.00	6.64
100-00-53272-121-000	GRASS CUTTING SEASONAL SUBS	18,390.98	0.00	14,000.00	14,000.00	0.00
	GRASS CUTTING	22,409.61	0.00	17,059.00	17,262.00	1.19
100-00-53301-000-000	REPAIRS OF STREETS & ALLEYS	20,816.63	0.00	35,000.00	30,000.00	-14.29
	REPAIRS OF STREETS & ALLEYS	20,816.63	0.00	35,000.00	30,000.00	-14.29
100-00-53302-000-000	REPAIR OF STR & ALLEYS	0.00	0.00	0.00	0.00	0.00
100-00-53302-110-000	REPAIR OF STR & ALLEYS - LABOR	55,124.54	0.00	38,238.00	40,772.00	6.63
100-00-53302-121-000	REPAIR OF STREETS/SEASON STAFF	3,265.25	0.00	1,500.00	1,500.00	0.00
	REPAIR OF STR & ALLEYS - LABOR	58,389.79	0.00	39,738.00	42,272.00	6.38
100-00-53305-000-000	SNOW & ICE REMOVAL	0.00	0.00	0.00	0.00	0.00
100-00-53305-110-000	SNOW & ICE REMOVAL-LABOR	18,382.99	0.00	22,943.00	24,463.00	6.63
100-00-53305-299-000	SNOW & ICE REMOVAL CONTIGENCY	0.00	0.00	0.00	0.00	0.00
100-00-53305-450-000	SNOW & ICE REMOVAL MATERIALS	14,671.78	0.00	11,400.00	11,400.00	0.00
	SNOW & ICE REMOVAL	33,054.77	0.00	34,343.00	35,863.00	4.43
100-00-53306-000-000	BLACKTOP	0.00	0.00	0.00	0.00	0.00
100-00-53306-110-000	BLACKTOP SALARY	0.00	0.00	0.00	0.00	0.00
100-00-53306-121-000	BLACKTOP / SEASONAL STAFF	0.00	0.00	0.00	0.00	0.00
100-00-53306-450-000	BLACKTOP MATRERIALS	4,261.50	0.00	8,500.00	5,500.00	-35.29
	BLACKTOP	4,261.50	0.00	8,500.00	5,500.00	-35.29
100-00-53307-000-000	ST. SIGN & MARKINGS MATERIALS	0.00	0.00	0.00	0.00	0.00
100-00-53307-110-000	STREET SIGNS & MARKINGS SALARY	2,202.68	0.00	3,059.00	3,262.00	6.64
100-00-53307-121-000	STREET SIGNS SEASONAL LABOR	737.50	0.00	2,200.00	2,200.00	0.00
100-00-53307-810-000	STREET SIGNS & MARKINGS	6,538.81	0.00	5,000.00	5,000.00	0.00
	STREET SIGNS & MARKINGS	9,478.99	0.00	10,259.00	10,462.00	1.98
100-00-53308-000-000	STREET MACHINERY	0.00	0.00	0.00	0.00	0.00
100-00-53308-110-000	STREET MACHINERY SALARY	34,245.03	0.00	33,650.00	35,879.00	6.62
100-00-53308-121-000	STREET MACHINERY/SEASON STAFF	81.25	0.00	0.00	0.00	0.00
100-00-53308-331-000	STREET MACHINERY GAS & OIL	17,824.77	0.00	17,000.00	25,000.00	47.06
100-00-53308-332-000	STREET MACHINERY REPAIR & MAIN	2,724.37	0.00	0.00	0.00	0.00
100-00-53308-342-000	ST. MACHINE EQT REPAIR/MAINT.	24,409.76	0.00	18,000.00	23,000.00	27.78
100-00-53308-343-000	ST MACHINERY EQUIP. LEASE PAY	0.00	0.00	0.00	0.00	0.00
100-00-53308-810-000	ST. MACHINERY CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
100-00-53308-820-000	ST. MACHINERY CAPTIAL IMPROV.	0.00	0.00	0.00	0.00	0.00
	STREET MACHINERY	79,285.18	0.00	68,650.00	83,879.00	22.18
100-00-53309-000-000	PRIVATE WORK	0.00	0.00	0.00	0.00	0.00
100-00-53309-110-000	PRIVATE WORK SALARY	3,686.40	0.00	0.00	0.00	0.00
100-00-53309-450-000	PRIVATE WORK MATERIALS	2,564.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
PRIVATE WORK		6,250.40	0.00	0.00	0.00	22.18
100-00-53310-000-000	UNCLASSIFIED LABOR	0.00	0.00	0.00	0.00	0.00
100-00-53310-110-000	UNCLASSIFIED LABOR SALARY	0.00	0.00	0.00	0.00	0.00
UNCLASSIFIED		0.00	0.00	0.00	0.00	22.18
100-00-53311-000-000	D&A TESTING	205.00	0.00	600.00	600.00	0.00
D&A TESTING		205.00	0.00	600.00	600.00	0.00
100-00-53420-000-000	STREET LIGHTING	36,734.36	0.00	37,000.00	40,000.00	8.11
STREET LIGHTING		36,734.36	0.00	37,000.00	40,000.00	8.11
100-00-53421-000-000	TRAFFIC CONTROL	500.76	0.00	750.00	750.00	0.00
TRAFFIC CONTROL		500.76	0.00	750.00	750.00	0.00
100-00-53430-000-000	SIDEWALK REPAIRS	0.00	0.00	0.00	0.00	0.00
100-00-53430-110-000	SIDEWALKS SALARY	0.00	0.00	0.00	0.00	0.00
100-00-53430-121-000	SIDEWALKS SEASONAL STAFF	0.00	0.00	0.00	0.00	0.00
SIDEWALKS		0.00	0.00	0.00	0.00	0.00
100-00-53431-000-000	CURB & GUTTER	0.00	0.00	5,000.00	5,000.00	0.00
100-00-53431-110-000	CURB & GUTTER SALARY	0.00	0.00	0.00	0.00	0.00
100-00-53431-121-000	CURB & GUTTER SEASONAL STAFF	0.00	0.00	0.00	0.00	0.00
CURB & GUTTER		0.00	0.00	5,000.00	5,000.00	0.00
100-00-53445-000-000	FEMA COST INCURRED	0.00	0.00	0.00	0.00	0.00
FEMA COST INCURRED		0.00	0.00	0.00	0.00	0.00
100-00-53540-000-000	DOCKS & HARBORS COMMISSION	0.00	0.00	0.00	0.00	0.00
100-00-53540-152-000	DOCKS & HARBORS COMMISSION	322.56	0.00	500.00	400.00	-20.00
100-00-53540-820-000	DOCKS/HARBORS COMM CAPITAL IMP	0.00	0.00	0.00	0.00	0.00
DOCKS & HARBOR		322.56	0.00	500.00	400.00	-20.00
100-00-53630-000-000	MUNICIPAL LANDFILL	0.00	0.00	0.00	0.00	0.00
100-00-53630-110-000	MUNICIPAL LANDFILL SALARY	0.00	0.00	0.00	0.00	0.00
100-00-53630-121-000	MUNICIPAL LANDFILL-SEASONAL	0.00	0.00	0.00	0.00	0.00
100-00-53630-349-000	LANDFILL LONG TERM MAINT AGREE	2,425.00	0.00	2,400.00	2,400.00	0.00
MUNICIPAL LANDFILL		2,425.00	0.00	2,400.00	2,400.00	0.00
100-00-53631-000-000	SOLID WASTE CONTRACTOR COSTS	129,175.87	0.00	132,500.00	132,500.00	0.00
100-00-53631-110-000	LITTER CONTROL	186.70	0.00	500.00	500.00	0.00
100-00-53631-121-000	LITTER CONTROL-SEASONAL	62.50	0.00	1,000.00	1,000.00	0.00
100-00-53631-342-000	SOLID WASTE SUPPLIES	0.00	0.00	0.00	0.00	0.00
SOLID WASTE		129,425.07	0.00	134,000.00	134,000.00	0.00
100-00-53632-000-000	CITY COMMERCIAL COSTS	3,253.32	0.00	3,000.00	3,200.00	6.67
100-00-53632-110-000	ANNUAL CLEANUP BASE SALARY	1,131.95	0.00	3,059.00	3,262.00	6.64
100-00-53632-121-000	ANNUAL CLEANUP SEASONAL	0.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
100-00-53632-810-000	CITY ANNUAL CLEANUP	8,069.16	0.00	8,000.00	8,000.00	0.00
CITY COMMERCIAL COSTS		12,454.43	0.00	14,059.00	14,462.00	2.87
PUBLIC WORKS		580,301.06	0.00	613,897.00	632,496.00	3.03
100-00-54510-000-000	HOUSING AUTHORITY	0.00	0.00	0.00	0.00	0.00
100-00-54510-111-000	HOUSING AUTHORITY PER DIEM	1,250.00	0.00	2,000.00	2,000.00	0.00
100-00-54510-151-000	HOUSING AUTHORITY FICA	95.50	0.00	153.00	153.00	0.00
HOUSING AUTHORITY		1,345.50	0.00	2,153.00	2,153.00	0.00
100-00-54910-000-000	CEMETERY	0.00	0.00	0.00	0.00	0.00
100-00-54910-110-000	CEMETERY SALARY	12,273.53	0.00	20,421.00	22,025.00	7.85
100-00-54910-113-000	CEMETERY LONGEVITY	130.04	0.00	74.00	78.00	5.41
100-00-54910-116-000	CEMETERY INTER DEPT. LABOR	0.00	0.00	0.00	0.00	0.00
100-00-54910-121-000	CEMETERY SEASONAL SALARY	0.00	0.00	3,600.00	3,600.00	0.00
100-00-54910-151-000	CEMETERY FICA	907.30	0.00	1,838.00	1,966.00	6.96
100-00-54910-152-000	CEMETERY RETIREMENT	834.51	0.00	1,332.00	1,503.00	12.84
100-00-54910-154-000	CEMETERY HEALTH INS	6,562.42	0.00	4,537.00	4,625.00	1.94
100-00-54910-155-000	CEMETERY LIFE INS	22.02	0.00	14.00	17.00	21.43
100-00-54910-158-000	CEMETERY WORKMENS COMP	0.00	0.00	0.00	0.00	0.00
100-00-54910-159-000	CEMETERY ICI	0.00	0.00	51.00	55.00	7.84
100-00-54910-160-000	CEMETERY LIABILITY INS.	0.00	0.00	0.00	0.00	0.00
100-00-54910-221-000	CEMETERY TELEPHONE	0.00	0.00	0.00	0.00	0.00
100-00-54910-222-000	CEMETERY ELECTRIC/HEAT	251.42	0.00	500.00	500.00	0.00
100-00-54910-223-000	CEMETERY FIRE PROTECTION	222.48	0.00	112.00	112.00	0.00
100-00-54910-331-000	CEMETERY GAS & OIL VEHICLES	202.26	0.00	450.00	450.00	0.00
100-00-54910-332-000	CEMETERY VEH. REPAIR & MAINT	0.00	0.00	0.00	0.00	0.00
100-00-54910-341-000	CEMETERY OPERATING SUPPLIES	1,677.90	0.00	1,250.00	1,250.00	0.00
100-00-54910-342-000	CEMETERY EQT. REPAIRS & MAINT	56.52	0.00	800.00	800.00	0.00
100-00-54910-390-000	CEMETERY DIGGING	0.00	0.00	0.00	0.00	0.00
100-00-54910-810-000	CEMETERY CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
100-00-54910-820-000	CEMETERY CAPITAL IMPROVMENT	0.00	0.00	0.00	0.00	0.00
CEMETERY		23,140.40	0.00	34,979.00	36,981.00	5.72
HEALTH AND HUMAN SERVICES		24,485.90	0.00	37,132.00	39,134.00	5.39
100-00-55110-000-000	LIBRARY	0.00	0.00	0.00	0.00	0.00
100-00-55110-110-000	LIBRARY DIRECTOR SALARY	47,837.44	0.00	47,407.00	54,695.00	15.37
100-00-55110-111-000	LIBRARY PER DIEM	0.00	0.00	240.00	240.00	0.00
100-00-55110-112-000	LIBRARY MILEAGE	0.00	0.00	250.00	250.00	0.00
100-00-55110-113-000	LIBRARY LONGEVITY	628.67	0.00	581.00	332.00	-42.86
100-00-55110-116-000	LIBRARY INTER DEPT. LABOR	0.00	0.00	0.00	0.00	0.00
100-00-55110-120-000	LIBRARY ASSISTANT WAGES	46,199.91	0.00	44,200.00	48,000.00	8.60
100-00-55110-121-000	LIBRARY SEASONAL SUBS	0.00	0.00	0.00	0.00	0.00
100-00-55110-127-000	LIBRARY CUSTODIAL SERVICES	0.00	0.00	979.00	1,338.00	36.67
100-00-55110-132-000	LIBRARY LTE	347.80	0.00	8,401.00	9,343.00	11.21
100-00-55110-133-000	LIBRARY PAGES	0.00	0.00	1,600.00	0.00	-100.00
100-00-55110-140-000	LIBRARY ADMIN. SERVICES	3,066.45	0.00	3,069.00	3,387.00	10.36
100-00-55110-151-000	LIBRARY FICA EXPENSE	7,116.70	0.00	8,145.00	9,067.00	11.32
100-00-55110-152-000	LIBRARY RETIREMENT	6,066.05	0.00	6,041.00	7,067.00	16.98
100-00-55110-154-000	LIBRARY HEALTH INS	6,488.57	0.00	7,591.00	3,661.00	-51.77

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
100-00-55110-155-000	LIBRARY LIFE INS	59.64	0.00	42.00	48.00	14.29
100-00-55110-157-000	LIBRARY UNEMPLOYMENT COMP	0.00	0.00	0.00	0.00	0.00
100-00-55110-158-000	LIBRARY WORKMENS COMP.	0.00	0.00	500.00	500.00	0.00
100-00-55110-159-000	LIBRARY ICI	0.00	0.00	232.00	260.00	12.07
100-00-55110-191-000	LIBRARY PERSONNEL TRAINING	0.00	0.00	500.00	500.00	0.00
100-00-55110-194-000	LIBRARY EMPLOYEE INCENTIVES	0.00	0.00	200.00	200.00	0.00
100-00-55110-224-000	LIBRARY ALL UTILITIES	8,566.51	0.00	9,795.00	10,000.00	2.09
100-00-55110-225-000	LIBRARY STORM WATER	279.12	0.00	279.00	279.00	0.00
100-00-55110-295-000	LIBRARY COPY MACHINE MAINT	1,323.44	0.00	1,648.00	1,648.00	0.00
100-00-55110-310-000	LIBRARY PROGRAM SUPPLIES	919.27	0.00	800.00	800.00	0.00
100-00-55110-311-000	LIBRARY OFFICE SUPPLIES	640.47	0.00	2,050.00	2,050.00	0.00
100-00-55110-312-000	LIBRARY POSTAGE	298.35	0.00	900.00	900.00	0.00
100-00-55110-321-000	LIBRARY PRINTED MATERIALS	23,855.80	0.00	19,950.00	19,950.00	0.00
100-00-55110-323-000	LIBRARY INTERNET ACCESS	9,292.00	0.00	9,292.00	11,565.00	24.46
100-00-55110-324-000	INTER LIBRARY DELIVERY	1,116.79	0.00	600.00	600.00	0.00
100-00-55110-341-000	LIBRARY BLDG. MAIT. & SUPPLIES	1,629.39	0.00	2,050.00	2,050.00	0.00
100-00-55110-350-000	LIBRARY OFFICE EQUIPMENT	4,448.58	0.00	1,230.00	1,230.00	0.00
100-00-55110-351-000	LIBRARY REPAIRS & MAINT	7,177.94	0.00	2,050.00	2,050.00	0.00
100-00-55110-511-000	LIBRARY INSURANCE	2,000.00	0.00	2,000.00	2,000.00	0.00
100-00-55110-810-000	LIBRARY CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
100-00-55110-820-000	LIBRARY CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
LIBRARY		179,358.89	0.00	182,622.00	194,010.00	6.24
100-00-55200-000-000	PARKS	0.00	0.00	0.00	0.00	0.00
100-00-55200-110-000	PARKS SALARY	37,723.30	0.00	29,311.00	32,399.00	10.54
100-00-55200-111-000	PARKS PER DIEM	0.00	0.00	0.00	0.00	0.00
100-00-55200-113-000	PARKS LONGEVITY	48.08	0.00	49.00	53.00	8.16
100-00-55200-114-000	PARKS AMDIN. SALARY	26,496.11	0.00	35,238.00	37,770.00	7.19
100-00-55200-115-000	PARKS OTHER PAY	0.00	0.00	0.00	0.00	0.00
100-00-55200-116-000	PARKS INTER DEPT LABOR	0.00	0.00	0.00	0.00	0.00
100-00-55200-117-000	PARKS SKATING RINK	2,822.74	0.00	3,000.00	3,000.00	0.00
100-00-55200-118-000	PARKS ATTENDANT	10,738.00	0.00	7,000.00	10,000.00	42.86
100-00-55200-119-000	PARKS BOAT LAUNCH ATTENDENT	0.00	0.00	2,000.00	2,000.00	0.00
100-00-55200-120-000	LAUNCH REPAIR/MAIT. LABOR	0.00	0.00	0.00	0.00	0.00
100-00-55200-121-000	PARKS SEASONAL SUBS	19,201.25	0.00	15,730.00	17,730.00	12.71
100-00-55200-151-000	PARKS FICA	7,175.93	0.00	7,059.00	7,794.00	10.41
100-00-55200-152-000	PARKS RETIREMENT	4,791.27	0.00	4,199.00	4,775.00	13.72
100-00-55200-154-000	PARKS HEALTH INSURANCE	8,620.05	0.00	14,268.00	14,544.00	1.93
100-00-55200-155-000	PARKS LIFE INSURANCE	25.34	0.00	23.00	39.00	69.57
100-00-55200-157-000	PARKS UNEMPLOYMENT COMP	0.00	0.00	0.00	0.00	0.00
100-00-55200-158-000	PARKS WORKMENS COMP.	0.00	0.00	1,000.00	1,000.00	0.00
100-00-55200-159-000	PARKS ICI	0.00	0.00	161.00	176.00	9.32
100-00-55200-160-000	PARKS LIABILITY INSURANCE	0.00	0.00	3,500.00	3,500.00	0.00
100-00-55200-210-000	PARKS CONTRACTED SERVICES	21,476.38	0.00	13,000.00	13,000.00	0.00
100-00-55200-221-000	PARKS TELEPHONE	602.15	0.00	600.00	600.00	0.00
100-00-55200-222-000	PARKS ELECTRIC/HEAT	25,155.51	0.00	23,000.00	26,000.00	13.04
100-00-55200-223-000	PARKS WATER & SEWER	7,171.06	0.00	9,000.00	9,000.00	0.00
100-00-55200-224-000	VFW/DOG POUND UTILITIES	0.00	0.00	0.00	0.00	0.00
100-00-55200-297-000	PARKS ENTERTAINMENT	0.00	0.00	0.00	0.00	0.00
100-00-55200-298-000	PARKS GARBAGE	6,780.38	0.00	10,000.00	8,000.00	-20.00
100-00-55200-321-000	PARKS PUBLICATION DUES	1,098.00	0.00	1,500.00	1,500.00	0.00
100-00-55200-322-000	PARKS NEWSPAPER ADV.	0.00	0.00	200.00	200.00	0.00
100-00-55200-323-000	PARK CABLE TV	9,667.97	0.00	8,500.00	10,000.00	17.65

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
100-00-55200-331-000	PARKS GAS & OIL VEHICLES	1,972.29	0.00	2,000.00	2,000.00	0.00
100-00-55200-332-000	PARKS VEH. REPAIR & MAINT.	0.00	0.00	0.00	0.00	0.00
100-00-55200-341-000	PARKS OPERATING SUPPLIES	18,295.48	0.00	12,000.00	15,000.00	25.00
100-00-55200-342-000	PARKS EQT. REPAIRS & MAINT.	629.46	0.00	3,000.00	3,000.00	0.00
100-00-55200-343-000	LAUNCH MAIT/REPAIRS	1,672.72	0.00	1,000.00	1,000.00	0.00
100-00-55200-350-000	PARKS BLDG. REPAIR & MAINT.	5,032.83	0.00	7,000.00	7,000.00	0.00
100-00-55200-351-000	PARKS GROUND REPAIR & MAINT.	24,969.24	0.00	17,000.00	17,000.00	0.00
100-00-55200-352-000	SKATING RINK BLDG./GROUNDS	5,662.91	0.00	1,000.00	2,000.00	100.00
100-00-55200-353-000	LEGION PARK	0.00	0.00	500.00	500.00	0.00
100-00-55200-591-000	PARKS SALES TAX	16,281.87	0.00	12,500.00	14,000.00	12.00
100-00-55200-592-000	PARKS LICENSES	671.00	0.00	671.00	671.00	0.00
100-00-55200-593-000	PARKS CREDIT CARD FEES	0.00	0.00	0.00	0.00	0.00
100-00-55200-810-000	PARKS CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
100-00-55200-820-000	MEMORIAL PARK BLDG RENOVATION	0.00	0.00	0.00	0.00	0.00
100-00-55200-830-000	PARKS ATHLETIC FIELD	0.00	0.00	0.00	0.00	0.00
100-00-55200-831-000	PARKS WALKING TRAIL EXPENSES	13,127.72	0.00	5,000.00	5,000.00	0.00
PARK		277,909.04	0.00	250,009.00	270,251.00	8.10
100-00-55201-000-000	RECREATION DEPARTMENT	0.00	0.00	0.00	0.00	0.00
100-00-55201-129-000	ICE RINK PART TIME AIDES	2,507.25	0.00	5,000.00	7,000.00	40.00
100-00-55201-151-000	RECREATION FICA	306.59	0.00	383.00	536.00	39.95
100-00-55201-152-000	RECREATION RETIREMENT	0.00	0.00	0.00	0.00	0.00
100-00-55201-155-000	RECREATION LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
100-00-55201-157-000	RECREATION UNEMPLOYMENT COMP.	0.00	0.00	0.00	0.00	0.00
100-00-55201-158-000	RECREATION WORKMENS COMP.	0.00	0.00	0.00	0.00	0.00
100-00-55201-210-000	RECREATION PROFESSIONAL SERVICE	0.00	0.00	0.00	0.00	0.00
100-00-55201-321-000	REC. DEPT. HOCKEY PROGRAM	0.00	0.00	1,000.00	1,000.00	0.00
100-00-55201-324-000	REC. DEPT. GOLF PROGRAM	0.00	0.00	400.00	400.00	0.00
100-00-55201-340-000	REC DEPT. TENNIS PROGRAM	2,639.43	0.00	2,000.00	2,000.00	0.00
100-00-55201-341-000	RECREATION OPERATING SUPPLIES	0.00	0.00	2,000.00	2,000.00	0.00
100-00-55201-342-000	REC. DEPT. REPAIRS/MAINTENANCE	2,516.71	0.00	4,000.00	4,000.00	0.00
RECREATION PROGRAMS		7,969.98	0.00	14,783.00	16,936.00	14.56
100-00-55300-000-000	CELEBRATIONS	3,343.16	0.00	3,000.00	3,000.00	0.00
100-00-55300-110-000	CELEBRATIONS BASE SALARIES	0.00	0.00	0.00	0.00	0.00
100-00-55300-113-000	CELEBRATIONS LONGEVITY	0.00	0.00	0.00	0.00	0.00
100-00-55300-121-000	CELEBRATIONS/SEASONAL STAFF	0.00	0.00	0.00	0.00	0.00
100-00-55300-151-000	CELEBRATIONS FICA	0.00	0.00	0.00	0.00	0.00
100-00-55300-152-000	CELEBRATIONS RETIREMENT	0.00	0.00	0.00	0.00	0.00
100-00-55300-154-000	CELEBRATIONS HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
100-00-55300-155-000	CELEBRATIONS LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
100-00-55300-158-000	CELEBRATIONS WORKMENS COMP.	0.00	0.00	0.00	0.00	0.00
100-00-55300-159-000	CELEBRATIONS ICI	0.00	0.00	0.00	0.00	0.00
CELEBRATIONS		3,343.16	0.00	3,000.00	3,000.00	0.00
100-00-55301-000-000	HOMECOMING	0.00	0.00	1,000.00	1,000.00	0.00
100-00-55301-110-000	HOMECOMING/SALARY	0.00	0.00	0.00	0.00	0.00
100-00-55301-113-000	HOMECOMING/LONGEVITY	0.00	0.00	0.00	0.00	0.00
100-00-55301-121-000	HOMECOMING / SEASONAL STAFF	0.00	0.00	0.00	0.00	0.00
100-00-55301-151-000	HOMECOMING/FICA EXPENSE	0.00	0.00	0.00	0.00	0.00
100-00-55301-152-000	HOMECOMING/RETIREMENT	0.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
HOMECOMING		0.00	0.00	1,000.00	1,000.00	0.00
CULTURE, RECREATION & EDUCAT		468,581.07	0.00	451,414.00	485,197.00	7.48
100-00-56110-000-000	URBAN FORESTRY INITIATIVE	0.00	0.00	0.00	0.00	0.00
100-00-56110-110-000	URBAN FORESTRY/SALARY	0.00	0.00	0.00	0.00	0.00
100-00-56110-121-000	URBAN FORESTRY PT STAFF	0.00	0.00	0.00	0.00	0.00
100-00-56110-151-000	URBAN FORESTRY FICA	0.00	0.00	0.00	0.00	0.00
100-00-56110-152-000	URBAN FORESTRY/RETIREMENT	0.00	0.00	0.00	0.00	0.00
100-00-56110-341-000	URBAN FOREST SUPPLIES/EXPENSES	0.00	0.00	5,000.00	5,000.00	0.00
URBAN FORESTRY INITIATIVE		0.00	0.00	5,000.00	5,000.00	0.00
100-00-56300-000-000	PUBLIC ACCESS TELEVISION	0.00	0.00	0.00	0.00	0.00
100-00-56300-321-000	PUBLIC ACCESS TV/MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
100-00-56300-810-000	PUBLIC ACCESS TV / WCAT	10.00	0.00	600.00	0.00	-100.00
PUBLIC ACCESS TELEVISION		10.00	0.00	600.00	0.00	-100.00
100-00-56301-000-000	PLANNING COMMISSION	0.00	0.00	0.00	0.00	0.00
100-00-56301-110-000	PLANNING COMMISSION	0.00	0.00	0.00	0.00	0.00
100-00-56301-111-000	PLANNING PER DIEM	1,625.00	0.00	1,500.00	1,500.00	0.00
100-00-56301-151-000	PLANNING FICA	124.31	0.00	115.00	115.00	0.00
100-00-56301-152-000	PLANNING COMMISSION RETIREMENT	0.00	0.00	0.00	0.00	0.00
100-00-56301-158-000	PLANNING WORKMENS COMP.	0.00	0.00	0.00	0.00	0.00
PLANNING COMMISSION		1,749.31	0.00	1,615.00	1,615.00	0.00
100-00-56302-000-000	PLANNING SERVICE	232.00	0.00	1,000.00	1,000.00	0.00
100-00-56302-810-000	COMP. PLAN OUTLAY	0.00	0.00	0.00	0.00	0.00
PLANNING		232.00	0.00	1,000.00	1,000.00	0.00
100-00-56303-000-000	ECONOMIC DEVELOPMENT	200.00	0.00	800.00	800.00	0.00
100-00-56303-110-000	ECON. DEV/MAIN ST FLOWER LABOR	0.00	0.00	2,250.00	4,750.00	111.11
100-00-56303-121-000	SEASONAL LABOR FLOWERS	0.00	0.00	0.00	0.00	0.00
100-00-56303-151-000	FICA EXPENSE	0.00	0.00	0.00	0.00	0.00
100-00-56303-152-000	DEVELOPMENT OF CITY PROPERTY	759.00	0.00	5,000.00	5,000.00	0.00
100-00-56303-153-000	VACANT LAND FIRE PROTECTION	556.20	0.00	750.00	750.00	0.00
100-00-56303-154-000	ECO. DEV. CHEQ. INITIATIVE	0.00	0.00	0.00	0.00	0.00
100-00-56303-350-000	NEIGHBORHOOD FIX-UP PROJECT	0.00	0.00	0.00	0.00	0.00
100-00-56303-810-000	CAPITAL OUTLAY/WELCOME SIGN	0.00	0.00	0.00	0.00	0.00
ARPA RECOVERY FUND EXPENSES		1,515.20	0.00	8,800.00	11,300.00	28.41
100-00-56400-000-000	HISTORIC PRESERVATION	0.00	0.00	0.00	0.00	0.00
100-00-56400-151-000	HISTORIC PRES. / FICA EXPENSE	0.00	0.00	0.00	0.00	0.00
100-00-56400-293-000	HISTORIC PROGRAM EXPENSES	0.00	0.00	0.00	0.00	0.00
100-00-56400-294-000	HISTORIC PRESERVATION SUPPLIES	0.00	0.00	1,000.00	1,000.00	0.00
100-00-56400-810-000	HISTORIC PRESERVATION OUTLAY	0.00	0.00	0.00	0.00	0.00
HISTORIC PRESERVATION PROJECT		0.00	0.00	1,000.00	1,000.00	0.00
100-00-56401-000-000	ZONING BOARD OF APPEAL	45.70	0.00	500.00	500.00	0.00
100-00-56401-111-000	ZONING BOARD PER DIEM	0.00	0.00	500.00	500.00	0.00
100-00-56401-151-000	ZONING BOARD FICA	0.00	0.00	38.00	38.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
100-00-56401-158-000	ZONING BOARD WORKMENS COMP.	0.00	0.00	0.00	0.00	0.00
100-00-56401-810-000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
ZONING BOARD OF APPEAL		45.70	0.00	1,038.00	1,038.00	0.00
100-00-56402-000-000	ZONING ADMINISTRATOR	0.00	0.00	0.00	0.00	0.00
100-00-56402-210-000	ZONING ADMIN. PROF. SERVICE	0.00	0.00	0.00	0.00	0.00
100-00-56402-294-000	ZONING ADMIN COMPUTER SUPP/SER	0.00	0.00	0.00	0.00	0.00
100-00-56402-299-000	ZONING ADMIN. CONTINUING ED	0.00	0.00	350.00	350.00	0.00
100-00-56402-311-000	ZONING ADMIN OFFICE SUPPLIES	88.68	0.00	300.00	300.00	0.00
100-00-56402-810-000	CODE ENFORCEMENT OUTLAY	0.00	0.00	0.00	0.00	0.00
100-00-56402-820-000	CODE ENFORCEMENT REMEDIES	0.00	0.00	0.00	0.00	0.00
ZONING ADMINISTRATOR		88.68	0.00	650.00	650.00	0.00
CONSERVATION & DEVELOPMENT		3,640.89	0.00	19,703.00	21,603.00	9.64
100-00-57321-000-000	BART	13,850.00	0.00	13,850.00	14,850.00	7.22
100-00-57321-351-000	BART BUS STOP MAINTENANCE	0.00	0.00	1,000.00	1,000.00	0.00
100-00-57321-810-000	BART CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
BART		13,850.00	0.00	14,850.00	15,850.00	6.73
100-00-57520-000-000	SENIOR VAN	3,950.00	0.00	3,950.00	4,950.00	25.32
100-00-57520-810-000	SENIOR VAN CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
SENIOR VAN		3,950.00	0.00	3,950.00	4,950.00	25.32
100-00-57652-000-000	PURCHASE OF PROPERTY	0.00	0.00	0.00	0.00	0.00
PURCHASE OF PROPERTY		0.00	0.00	0.00	0.00	25.32
PROJECTS		17,800.00	0.00	18,800.00	20,800.00	10.64
100-00-58100-000-000	PRINCIPAL ON DEBT	0.00	0.00	0.00	0.00	0.00
SHORT TERM DEBT		0.00	0.00	0.00	0.00	0.00
100-00-58200-000-000	INTEREST ON DEBT	0.00	0.00	0.00	0.00	0.00
INTEREST ON DEBT		0.00	0.00	0.00	0.00	0.00
100-00-58201-000-000	INTEREST ON SHORT TERM LOANS	0.00	0.00	0.00	0.00	0.00
INTEREST ON SHORT TERM LOANS		0.00	0.00	0.00	0.00	0.00
100-00-58202-000-000	PAYING AGENT CHARGES	400.00	0.00	3,600.00	3,600.00	0.00
PAYING AGENT CHARGES		400.00	0.00	3,600.00	3,600.00	0.00
LOAN/LEASE PAYMENT		400.00	0.00	3,600.00	3,600.00	0.00
100-00-59103-000-000	MAPS & PLATS	0.00	0.00	0.00	0.00	0.00
MAPS & PLATS		0.00	0.00	0.00	0.00	0.00
100-00-59104-000-000	SALE OF CITY PROPERTY EXPENSE	0.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
	SALE OF CITY PROPERTY EXPENSE	0.00	0.00	0.00	0.00	0.00
100-00-59105-000-000	BANK SERVICE CHARGES	42.10	0.00	100.00	100.00	0.00
	BANK SERVICE CHARGES	42.10	0.00	100.00	100.00	0.00
100-00-59109-000-000	ROOM TAX TO CHAMBER	90,819.44	0.00	49,500.00	85,500.00	72.73
	ROOM TAX TO CHAMBER	90,819.44	0.00	49,500.00	85,500.00	72.73
100-00-59110-000-000	AMBULANCE A/R WRITE OFF	41,724.40	0.00	0.00	0.00	0.00
	BAD DEBT WRITE OFF	41,724.40	0.00	0.00	0.00	72.73
100-00-59119-000-000	UNCLASSIFIED	0.00	0.00	0.00	0.00	0.00
	MISC. EXPENSE	0.00	0.00	0.00	0.00	72.73
100-00-59235-000-000	TRANSFER TO ECONOMIC DEV.	0.00	0.00	0.00	0.00	0.00
	TRANSFER TO ECONOMIC DEV.	0.00	0.00	0.00	0.00	72.73
100-00-59264-000-000	TRANSFER TO CAPITAL EQUIP FUND	0.00	0.00	0.00	0.00	0.00
	TRANSFER TO CAPITAL EQUIP FUND	0.00	0.00	0.00	0.00	72.73
	GASB 75 EXPENSE	132,585.94	0.00	49,600.00	85,600.00	72.58
	Total Expenses	2,355,525.12	0.00	2,462,248.00	2,817,498.00	14.43
	Net Totals	106,887.92	0.00	0.00	0.00	72.73

Fund: 410 - CAPITAL IMPROVEMENT

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
410-00-41110-000-000	GENERAL PROPERTY TAXES	293,000.00	0.00	295,900.00	293,975.00	-0.65
TAXES		293,000.00	0.00	295,900.00	293,975.00	-0.65
410-00-43536-000-000	LRIP MONEY	0.00	0.00	0.00	12,865.00	999.99
410-00-43537-000-000	GRANT	0.00	0.00	0.00	0.00	0.00
410-00-43538-000-000	VOTING EQUIPMENT REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
410-00-43539-000-000	GREAT LAKES RESTORATION GRANT	0.00	0.00	0.00	0.00	0.00
410-00-43540-000-000	LIBRARY COUNTY GRANT	0.00	0.00	0.00	0.00	0.00
410-00-43541-000-000	LIBRARY BREMER GRANT	0.00	0.00	0.00	0.00	0.00
410-00-43542-000-000	GRANT FUNDS	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUES		0.00	0.00	0.00	12,865.00	999.99
410-00-46371-000-000	FEES	0.00	0.00	0.00	0.00	0.00
PUBLIC CHARGES FOR SERVICES		0.00	0.00	0.00	0.00	0.00
410-00-48100-000-000	INTEREST ON INVESTMENTS	69.10	0.00	0.00	0.00	0.00
410-00-48200-000-000	RENT	0.00	0.00	0.00	0.00	0.00
410-00-48303-000-000	SALE OF CITY EQUIPMENT	0.00	0.00	0.00	0.00	0.00
410-00-48500-000-000	DONATIONS	0.00	0.00	0.00	0.00	0.00
410-00-48600-000-000	MISCELLANEOUS REVENUES	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES		69.10	0.00	0.00	0.00	0.00
410-00-49100-000-000	PROCEEDS FROM LONG TERM DEBT	0.00	0.00	0.00	0.00	0.00
410-00-49101-000-000	2003 CAPITAL PROJECT PROCEEDS	0.00	0.00	0.00	0.00	0.00
410-00-49102-000-000	PROCEEDS FROM CITY	0.00	0.00	0.00	0.00	0.00
410-00-49210-000-000	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
410-00-49223-000-000	TRANSFER FROM TAX INCREMENT	0.00	0.00	0.00	0.00	0.00
410-00-49224-000-000	TRANSFER FROM CEM DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
410-00-49225-000-000	TRANSFER FROM PARK OUTLAY	0.00	0.00	0.00	0.00	0.00
410-00-49242-000-000	TRANSFER FROM PUBLIC FAC. FUND	0.00	0.00	0.00	0.00	0.00
410-00-49243-000-000	TRANSFER FROM SKATE PARK	0.00	0.00	0.00	0.00	0.00
410-00-49244-000-000	TRANSFER FROM PD CRIME PREV.	0.00	0.00	0.00	0.00	0.00
410-00-49245-000-000	TRANSFER FROM SMART GROWTH	0.00	0.00	0.00	0.00	0.00
410-00-49246-000-000	TRANSFER FROM LIBRARY ACCT	0.00	0.00	0.00	0.00	0.00
410-00-49300-000-000	TRANSFER FROM DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
410-00-49301-000-000	FUND/CASH BAL. APPLIED	0.00	0.00	35,000.00	0.00	-100.00
410-00-49510-000-000	TRANSFER FROM CEM DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM OTHER FUNDS		0.00	0.00	35,000.00	0.00	-100.00
Total Revenues		293,069.10	0.00	330,900.00	306,840.00	-7.27

Fund: 410 - CAPITAL IMPROVEMENT

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
410-00-51440-810-000	ELECTIONS OUTLAY	6,687.68	0.00	0.00	0.00	0.00
410-00-51450-810-000	OFFICE CAPITAL OUTLAY	0.00	0.00	5,000.00	0.00	-100.00
410-00-51450-820-000	OFFICE DEP. CAPITAL PROJECT	0.00	0.00	0.00	0.00	0.00
410-00-51601-000-000	CITY HALL	0.00	0.00	0.00	0.00	0.00
410-00-51601-810-000	CITY HALL	0.00	0.00	20,000.00	110,000.00	450.00
410-00-51601-820-000	CITY HALL CAPITAL PROJECT	0.00	0.00	0.00	0.00	0.00
GENERAL GOVERNMENT		6,687.68	0.00	25,000.00	110,000.00	340.00
410-00-52101-810-000	POLICE DEP. CAPITAL OUTLAY	42,849.48	0.00	1,000.00	0.00	-100.00
410-00-52201-810-000	FIRE DEP. CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
410-00-52201-820-000	FIRE DEP. CAPITAL PROJECT	0.00	0.00	0.00	0.00	0.00
410-00-52301-351-000	AMBULANCE RESCUE EQUIPMENT	0.00	0.00	7,400.00	0.00	-100.00
410-00-52301-810-000	AMBULANCE CAPITAL OUTLAY	0.00	0.00	7,500.00	0.00	-100.00
PUBLIC SAFETY		42,849.48	0.00	15,900.00	0.00	-100.00
410-00-53202-810-000	STREET & ALLEYS CAPITAL OUTLAY	140,418.66	0.00	52,000.00	65,365.00	25.70
410-00-53202-820-000	STREET & ALLEYS CRACK FILLING	0.00	0.00	48,000.00	47,500.00	-1.04
410-00-53203-810-000	BAYFIELD STREET PROJECT	63,912.08	0.00	80,000.00	0.00	-100.00
410-00-53230-810-000	GARAGE/MACHINE SHED CAPITAL	0.00	0.00	0.00	0.00	0.00
410-00-53271-810-000	TREE CONTROL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
410-00-53307-810-000	STREET SIGNS & MARKINGS	0.00	0.00	0.00	0.00	0.00
410-00-53308-810-000	ST. MACHINERY CAPITAL OUTLAY	5,499.99	0.00	40,000.00	18,000.00	-55.00
410-00-53440-820-000	PW GARAGE CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
410-00-53610-810-000	TREATMENT PLANT UPGRADE	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS		209,830.73	0.00	220,000.00	130,865.00	-40.52
410-00-54910-820-000	CEMETERY CAPITAL PROJECT	0.00	0.00	8,000.00	0.00	-100.00
HEALTH AND HUMAN SERVICES		0.00	0.00	8,000.00	0.00	-100.00
410-00-55110-810-000	LIBRARY	0.00	0.00	0.00	0.00	0.00
410-00-55110-820-000	LIBRARY ROOF PROJECT	0.00	0.00	0.00	0.00	0.00
410-00-55200-810-000	PARKS CAPITAL OUTLAY	0.00	0.00	17,000.00	45,975.00	170.44
410-00-55200-820-000	BEACH RESTORATION	0.00	0.00	0.00	0.00	0.00
CULTURE, RECREATION & EDUCAT		0.00	0.00	17,000.00	45,975.00	170.44
410-00-56300-810-000	PUBLIC ACCESS TELEVISION	0.00	0.00	0.00	0.00	0.00
410-00-56302-810-000	COMPREHENSIVE PLAN	15,485.00	0.00	0.00	0.00	0.00
410-00-56303-810-000	CAPITAL OUTLAY WELCOME SIGN	0.00	0.00	0.00	0.00	0.00
410-00-56400-810-000	HISTORIC PRESERVATION	0.00	0.00	0.00	0.00	0.00
410-00-56401-810-000	CONSER/DEV. CAPITAL OUTLAY	0.00	0.00	45,000.00	20,000.00	-55.56
CONSERVATION & DEVELOPMENT		15,485.00	0.00	45,000.00	20,000.00	-55.56
410-00-57321-810-000	BART	0.00	0.00	0.00	0.00	0.00
410-00-57520-810-000	SENIOR VAN	0.00	0.00	0.00	0.00	0.00
410-00-57630-810-000	ATHLETIC FIELD CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
410-00-57650-000-000	CAPITAL IMPROV. EQUIP. LEASE	0.00	0.00	0.00	0.00	0.00
410-00-57651-000-000	CAPITAL OUTLAY/FRONTEND LOADER	0.00	0.00	0.00	0.00	0.00
410-00-57651-820-000	CAPITAL OUTLAY WASHINGTON AVE.	0.00	0.00	0.00	0.00	0.00
PROJECTS		0.00	0.00	0.00	0.00	0.00

Fund: 410 - CAPITAL IMPROVEMENT

Account Number		2021 Actual Year-End	2022 Projected Year-End	2022 Budget	2023 Proposed Budget	% Change In Budget
410-00-59119-000-000	UNCLASSIFIED	0.00	0.00	0.00	0.00	0.00
410-00-59210-000-000	TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00
410-00-59211-000-000	TRANSFER TO STORM WATER UTILIT	0.00	0.00	0.00	0.00	0.00
410-00-59220-000-000	TRANSFER TO WATER & SEWER FUND	0.00	0.00	0.00	0.00	0.00
410-00-59221-000-000	TRANSFER TO HARBOR COMMISSION	0.00	0.00	0.00	0.00	0.00
410-00-59230-000-000	TRANSFER TO DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
410-00-59291-000-000	TRANSFER TO LIBRARY ACCOUNT	0.00	0.00	0.00	0.00	0.00
410-00-59410-000-000	TRANSFERE TO PARK OUTLAY	0.00	0.00	0.00	0.00	0.00
GASB 75 EXPENSE		0.00	0.00	0.00	0.00	0.00
Total Expenses		274,852.89	0.00	330,900.00	306,840.00	-7.27
Net Totals		18,216.21	0.00	0.00	0.00	-55.56

Proposed Step Plan for Hourly Staff

Step A – Shall commence upon satisfactory completion of two years of employment

Step B – Shall commence upon satisfactory completion of four years of employment

Step C – Shall commence upon satisfactory completion of six years of employment

	2022 Base	Step A	Step B	Step C	Base Salary Equivalent	Step C Salary Equiv.
Public Works Supervisor*	\$26.54	\$27.27	\$27.84	\$28.52	\$55,203.20	\$59,549.76
Mechanic/Equipment Operator	\$23.50	\$24.11	\$24.72	\$25.33	\$48,880.00	\$52,889.04
Equipment Operator/Laborer (s)	\$21.40	\$21.95	\$22.50	\$23.05	\$44,512.00	\$48,128.40
Laborer*	\$19.42	\$19.92	\$20.42	\$20.92	\$40,393.60	\$43,680.96
Custodian	\$19.42	\$19.92	\$20.42	\$20.92	\$40,393.60	\$43,680.96
Deputy Clerk-Treasurer*	\$23.97	\$24.59	\$25.21	\$25.83	\$49,857.60	\$53,933.04
Water & Sewer Operator In Charge	\$27.60	\$28.31	\$29.02	\$29.73	\$57,408.00	\$62,076.24
Water & Sewer Operator/Street Laborer	\$21.85	\$22.41	\$22.97	\$23.53	\$45,448.00	\$49,130.64
Administrative Assistant	\$21.95	\$22.52	\$23.09	\$23.66	\$45,656.00	\$49,402.08

Proposed Step Plan for Salary Staff

Step A – Shall commence upon satisfactory completion of two years of employment

Step B – Shall commence upon satisfactory completion of four years of employment

Step C – Shall commence upon satisfactory completion of six years of employment

	2022 Base	Step A 2.5%	Step B 2.5%	Step C 2.5%
Administrator	\$81,362.93	\$83,397.00	\$85,481.93	\$87,618.98
Assistant Administrator	\$56,100.00	\$57,502.50	\$58,940.06	\$60,413.56
Treasurer/Deputy Zoning	\$61,375.38	\$62,909.76	\$64,482.50	\$66,094.56
Public Works Director	\$70,380.00	\$72,139.50	\$73,942.99	\$75,791.56

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Common Council Members
CC: Honorable Mayor
From: Scott J. Kluver, Administrator
Re: Proposed 2023 General Fund, Debt Service, and Capital Budgets
Date: September 9, 2022

Overview:

Enclosed is the recommended 2023 general fund budget which includes debt service and capital outlays for your review. Final figures for shared revenues, highway aids, and health insurance have not come in, but we are making the best estimate possible based on projections and information available.

The proposed total operating portion of the budget is \$2,824,143, an increase of 14.70 percent over 2022. Much of this is attributable to the referendum that was approved by the voters this past April, but there are other increases due to rising costs for the City as well as a proposal for adjustments to keep wages for other non-emergency service staff competitive. The capital portion of the budget is \$306,840 of which \$293,975 is tax levy. When looking at the amount of levy that is being allocated to the capital budget, it decreased by less than a percent. The debt service amount is \$315,227, a decrease of only a tenth of a percent from 2022. Please keep in mind that these numbers need to be put into context as there are always some shifts from the previous year that are not reflected in that simple summary. The proposed budget maintains a fund balance reserve of approximately 20 percent of the operating budget based on the projected fund balance available on October 31, 2023.

As for the property tax levy for general fund, debt service, and capital projects, this budget contains the amount of \$1,294,252. This is an increase of \$203,214, of which \$200,000 is due to the approved referendum. Unfortunately, the natural growth rate in taxes for the City is low, and it was reduced slightly by the decrease in the debt service exemption. At this time, we do not have the assessed value for the City of Washburn which is needed to determine the mill rate. That information will be available at the beginning of November. For 2023, the levy limit rules remain in place based on the rate of growth over the previous year which was .84 percent. This base levy limit is now anticipated to be \$827,341, minus \$3,202 in personal property aid, plus the \$200,000 referendum. The additional levy capacity that is being utilized is for the amount of debt that was authorized after July 1, 2005. As that debt is retired, the levy amount, currently at \$270,113, must drop unless new debt is taken out. This is not an ideal situation as when the debt is paid off, and if no new debt is taken, the levy must be reduced by this amount. There will be a plan to take-out additional debt for the Bayfield Street Project and other items in the next year.

My philosophy on establishing budget line items is to consider past actual activity, consider the status of current year revenues and expenditures, and any anticipated change of activity for the future year. In the end, the number proposed is my best anticipation of the activity for 2023. A budget is a plan on how municipal dollars shall be spent. Should fiscal reality change, the budget needs to change with it.

At the end of this memo is a detailed explanation of the various line items that are not obvious, and of the major changes in them.

Debt Service Budget:

The total amount of tax levy requested is \$315,227 which is \$441 less than last year. It covers existing general obligation principal and interest payments assigned to the general fund. At this time, the City's general obligation debt is structured to be ready to take on the expense of the Bayfield Street Reconstruction Project in 2024 and 2026. This next year, it will be necessary to do financial planning for any other significant capital items or projects should be considered for a borrowing at the beginning of 2024.

Capital Budget:

An allocation of \$293,975 in property tax dollars is being recommended for capital purchases. For 2023, there is anticipated to be a grand total of \$306,840 in expenses which includes \$12,865 in grant dollars. There may be a carry-over adjustment before the budget is adopted for any items that did not get completed in 2022. As usual, there are several items that have been left out of recommended funding. The reality is we simply do not have the funds to take care of all the wants and desires of the City. The list of what was put in and left out is below.

The following capital outlay items have been included in this budget:

Total General Fund Capital Expense: \$306,840

City Hall: \$110,000 Replace the AC and Air Exchange unit in City Hall with new controls for boiler as well (\$50,000). The system does not work properly and is very old. It needs a gentle touch to keep operating. In addition \$60,000 is allocated for the replacement of windows.

Street & Alleys Outlay/Crack Filling: \$112,865 between these two line items. This keeps with the goal of doing approximately \$100,000 worth of street work per year to maintain a higher level of highway aid funding. \$25,365 would be for the repair of S. 7th Avenue West. While it is not a heavily traveled street, the repairs are necessary to prevent cars from bottoming out. An LRIP grant was received to assist with 50 percent of the cost of these repairs. \$40,000 would be for more gravel to continue maintenance on the alleys and other gravel streets, and \$47,500 would be to do crack sealing on various streets.

Street Machinery: \$18,000– To purchase a snow blower for the tractor to assist with snow removal on Bayfield Street and other locations.

Parks Capital Outlay: \$45,975 – Of this \$13,000 for water, sewer, and dump station upgrades at West End; \$7,500 for step (ADA) upgrades at Memorial Park bathroom, \$6,500 for Memorial Park tiling (men’s room); \$2,500 for bike racks at Jackie’s Field, Ballfields, and one of the beaches; \$16,475 for gravel surfacing for walking trail extension from ballfields to Superior Avenue.

Conservation Outlay: \$20,000 is for the acquisition and demolition of any property that would be condemned.

Please note that the following items were requested, but not included in the proposed Capital Budget:

Ambulance -	\$156,000	Building expansion – to prevent shuffling of vehicles. There is simply not enough money to consider this project without borrowing for it.
	\$5,000	Blacktop replacement to be tied in with Fire Department Request
	\$20,000??	New windows for the hall. I do not have an estimate
City Hall –	\$50,000	Codification Project – To update and reorganize all of the City’s codes and have available in an electronic format
Fire Department –	\$15,000	Pave an area behind the Fire Hall to prevent washouts.
	????	Fire Truck – would need to be borrowed for.
Parks -	\$20,000	Replace T-Dock at West End Park
	\$22,500	Replace asphalt at ice rink and add basketball hoops
	????	Campground Expansion – would need to be borrowed for
	????	Restrooms at Small Parks – would need to be borrowed for
Public Works	\$14,000	Replace work truck with used truck
	\$10,000	UTV for seasonal worker transportation

Total of unfunded items \$312,500+

Although many of these requests are important, there are only so many dollars the City has to complete projects, replace equipment, and make any desired upgrades. The Council can expect to see the items that were not funded this year again in the future. Should additional dollars become available during the budget process, I recommend the next priority be selected. More money can always be used for streets and alleys. The recommendations above do not leave funds for the unexpected, or put more money away for the Bayfield Street Project. This budget assumes that the engineering costs for the Bayfield Street Project will be picked up by the three utilities for 2023.

The Council will need to plan for items that could be tied into a borrowing that will be needed for the Bayfield Street Project. Generally, items that are borrowed for should have a longer life expectancy than the loan itself, so items like a fire truck, building, or campground expansion are good candidates. A list of items should be generated in the early part of 2023 so that it is ready when a borrowing package is put together in the fall of 2023 as the proceeds would need to be available in the spring of 2024.

At this time, there are no additional projects that are proposed to be taken from the Park Designated Fund. The Council could use that fund for the items that are not funded for by the capital budget; however, that fund may be needed to cover some costs of a proposed campground expansion. This needs to be considered carefully, as there is only so much to go around. **As I have stated time and time again, the only way for the City to get out of the box that has been placed around it is to have significant, taxable development occur within the city. The other alternative is to develop additional campsites that will generate additional revenue within a reasonable time on the return on investment. The City must come to terms with this issue, as it is not going to get better. As a result, the City will continue to struggle to pay for equipment, infrastructure, and the wants and desires of its citizens. (This is the exact same paragraph from 2022.)**

Operating Budget:

On the expenditure side of the budget, staffing is the biggest change. In addition to that, costs for fuel, heat, electricity, and general supplies and materials are up. That should not be a surprise. I think you will find little else has changed. Retirement costs were up slightly for general employees, but up more significantly for police. Property and liability insurance costs along with Workman's Compensation are stable. A few other shifts occurred to account for changes in trends, priorities, and approved activities. This budget does eliminate the Washburn Cable Access Television which has been defunct for several months. If the City wanted to resurrect that, it would require an investment in new equipment.

Earlier in 2022, the voters approved a referendum to help the Ambulance Service and to cover the costs of previously approved police wages. That will be a big help in those areas, and the proposed budget reflects these changes. There is an additional staffing proposal in this budget besides the proposed 2.5 base increase in wages for full and permanent part-time staff. This is to enact a step increase for both hourly and salaried staff. That proposal, which is attached at the end of the budget, would essentially provide a step increase of 2.5 percent after the completion of two, four, and six years of service. This was recommended to be considered in last year's budget memo and has been discussed recently by the Personnel/Finance Committee. But how would this be paid for? This budget implements the change for 2023 as the increase would be an issue with being eligible for the Expenditure Restraint Program in any year it is implemented, but since we will lose the payment for 2024 anyway, this is the year to implement it. Transfers due to the general fund (Stormwater and TID 2 primarily) would cover the expense until TID 2 is expired which would cover the increased cost in 2025 and going forward with the new tax base added to the general fund. This proposal will not completely solve the issue of staff pay, but it will keep us in the ballpark with other communities for the time being. Long-term solutions to address future needs still need to be advocated for. I encourage the Council to adopt the proposed step increase policy. If you believe that you can maintain staff without keeping up with other communities, or maintain services without staff, I strongly disagree.

As for changes on the revenue side, several changes are proposed. You will note that Room Tax has been adjusted to more closely reflect actual over the past couple years. However, only 10 percent of the room tax is retained by the City, the rest goes to the Chamber. Of the 10 percent the City retains, half of that is intended for Bayfield Street beautification. We were reminded this past year that we are not able to change the percentages that the City retains with the room tax. While Medicaid reimbursement rates are up, those runs are only a fraction of the overall runs, and runs are down this year compared to last year at this time. Because of the campgrounds being packed and increased maintenance, staffing, and operating costs needed, it is proposed to increase all of the camping rates again for 2023. Campgrounds are one area where the City has control and the ability to increase its revenue to make up for a lack of property tax increases and declining aid from the state. These changes will help us hold it together next year, but it still is requiring us to tap a larger amount of our

fund balance (savings) to balance to the budget largely because the budget is bigger with the approved referendum and needed increases to maintain competitive wages. The City will need to make some significant policy decisions to allow for more taxable development within the City and increase space where camping can occur. If these things are not done, you will need to cut additional services in the future, and/or face a very difficult time recruiting for any vacant positions. It is not a pleasant prospect but the City has been declining in revenue amounts and options for the past two decades. There are no magic tricks that are going to fix this. Lobbying the state and informing our local legislators and our residents is important, but we need to take actions that may have universal support in order to have a healthy, functional, City government.

Recommendations/Conclusion:

1. Work to approve additional camping locations in the City to generate additional revenue.
2. Work to educate the public on the dire long-term state policies the City has been forced to deal with and advocate for structural change to funding and revenue sharing at the state level. Lobby the State and local legislators of the needs of the City and how the policies of the past two decades have taken their toll.
3. Be flexible with development proposals in the City that will provide additional tax revenue in the long-term.

Besides these recommendations, it is still vital that the City encourage the expansion of its tax base and seek other sustainable revenue sources to keep its property tax as low as possible, maintain quality services for its citizens, and maintain a competent staff. Roughly one third of the City's revenue is from State aids, one third from property taxes, and one third from other fees. The other fees have been carrying the City for more than the past decade and it appears they will need to continue to do so for some time as tax revenue is limited and state aid has been decreasing over the years. This is not a sustainable path, and the effects are a reduced staff over the years. We are not keeping up with what needs to be maintained and the number of projects and requests that are asked of staff. The City needs to be open to businesses that are looking to invest here and to consider campground expansion to bring in additional revenue to pay for the needs of the City. That is the only way, under the structure that we are forced to work with, that the City can maintain services and provide amenities that the citizens are demanding.

If you have any questions on the details of this budget, please do not hesitate to contact me. For those not on the Finance Committee, please contact the Finance Committee members if you have concerns. The schedule for the budget adoption is attached. It is now up to the Council to consider this budget and these recommendations.

Revenues:

Taxes:

General Property Taxes - Amount of total levy allocated to the operating budget. Increased in the operating budget mostly because of the April 2022 referendum for Emergency Services.

Managed Forest Land - Taxes received from property classified as managed forest within the city.

Room Tax - Based on trends over the past two years with increases from in-line services. Figures are still

impossible to balance due to inadequacies in reporting requirements under state law. Of this income, 90 percent is turned over to the Chamber of Commerce. Five percent of the revenue is kept for administrative purposes and five percent is kept for the beautification of Bayfield Street under the Bayfield Street Improvements line item. Percentages can not change due to state law, as our room tax was in place prior to mid-80s law change.

Taxes from Municipal Utility – These were fees paid by the water utility in lieu of taxes. The Council voted in 2010 to assist the water utility and reduced this amount to zero. Sewer Utilities are not allowed to make this contribution.

Taxes from Housing Authority – This is a payment in lieu of taxes by an agreement with the Housing Authority. Formula is total rents paid, minus utilities paid, multiplied by 10 percent. Increase based on trend projection.

Intergovernmental Revenues:

Shared Revenues – Dollars received from the State to offset the property tax burden. Has been flat or declining for the past 20+ years.

Personal Property Tax Aid - A new aid established in 2019 when the state eliminated one of the categories of personal property tax. Amount reduces allowable levy.

Expenditure Restraint- A program that incentivizes keeping the combined budget increases low. The City will not be eligible for this revenue in 2024 because of the size of the increase in the budget. A goal should be to make the City eligible again in 2025.

Business Computer Credit – Since business computers were exempted from personal property tax, the State “fills the gap” by providing this payment to municipalities. This is the last figure that can be entered into municipal budgets, and I cannot calculate it until the end of the budget process. I anticipate that it will be about \$600, and I propose that it would offset the amount of money that is budgeted to be taken out of undesignated surplus.

State Medical Transport Reimbursement – A form of state aid to assist with the low Medicaid mileage reimbursement rate.

Fire Insurance – Payment from the State from home insurance policies. This is also known as the 2% dues and we have requirements for certain Fire Department expenses to continue receiving these funds.

Law Enforcement Aids – Money received from the State intended for police training.

PD Counter Act Fund – Fund created from seized property for police department use for community education and crime prevention programs. This fund has now been converted to the DARE program fund.

State Aid Recycling Grant – Money received from the State to reimburse some costs for providing a recycling program. State funding of this program has been flat.

Highway Aids – Based on an average of municipal funds spent on municipal roads over the past three and six years. (Whichever is to the State’s favor). Best information available included at this time.

Other Payments for Municipal Services – Payment in lieu of taxes provided to local government from the State for police and fire protection for State facilities located in the community (DNR forestry building). The State only funds this currently at 34 percent of calculated costs.

Video Service Provider Aid – A state program to supplant revenue lost from the declining franchise fee rates from cable service providers. In other words, the state is lowering the cable franchise fee rate each year because of a court case, but making up that lost revenue.

Library – Co Grant – Anticipated amount of funds to be received from the County for library operations. The County will be making their decision on this as part of their budget process.

Library Cross County – Funds received from other counties for library operations.

Licenses & Permits:

All revenues based on estimated income. Operator licenses are bartender licenses. Sundry licenses are for publications fees, special picnic licenses, and special sellers permits. Cable Franchise is collected from all cable customers in the City and the rate is declining because of a court case. Building and zoning permit revenues are expected to remain the same. The lease agreement is the payment received from Harbor View Event Center for the lease of land (deck is partly on City land).

Fines, Forfeitures & Penalties:

All revenues based on estimated income. Court penalties are from citations that are issued by the police department.

Public Charges for Services:

Copy Service – Money received from charging for public use of the copy machine as well as copies of police reports, ambulance reports, and open records requests.

Ambulance Fees - With the number of ambulance runs and maintaining fees at the maximum Medicare rate, we can expect to receive \$150,000 from ambulance billing in 2023. I did not increase it more because of the variable number of runs, as we are down 50 from this point last year. Medicaid rates did increase this year, but they only account for approximately 20 percent of runs.

Solid Waste Disp. Customer – Garbage rates are proposed to stay the same for 2023. The budget adjustment is based on actual revenue received which is in line with anticipated refuse costs.

Fees Charged/City-Wide Cleanup – Fees brought in during the city-wide clean-up days. Both clean-up days are now charged.

Cemetery – Burial fees.

Cemetery Lots – Portion of cemetery site cost for expansion/development of cemetery from lots sold.

Dog License Fees – Yes, that is all we get. Most of the money goes to Bayfield County for the tags and computer system.

Park Fees West End & Camp Fees Memorial – The amounts indicated for revenue that go into the general fund from camping fees. Currently, \$5 of every daily electrical site camping fee paid goes to the Park Designated Fund for future improvements. Recommendation will be that the current standard fee of \$30/night be increased to \$35 per night. Corresponding increases to occur to weekly, seasonal, and premium rates. The increase is necessary to fund the expenses of the campgrounds and maintaining staff. If the rate increase is not approved, you will likely need to make staffing cuts. Do note that 2021 was an exceptional year of usage.

Seasonal Security Deposit/Other Park Fees – This is a deposit to secure a site and is returned to the camper if site is left acceptable. Other park fees include the dump station. (Pavilion rental fees are also deposited into the Park Designated Fund.)

Boat Launch Fees – Fees taken in at West End Park have rebounded with the ramp open and new piers. Not increased as 2021 was an exceptional year of outdoor activity.

Firewood Sales –sale of firewood at the campgrounds.

Recreation Program Proceeds – Ice rink rental income.

Youth Center Concessions – Money taken in on concession sales at the skating rink.

Sidewalk Repairs – These are payments received by the City for replacing individuals' sidewalks and charging costs back to the property owner.

Equipment Rental – No other governmental entities expected to rent our equipment this year.

Material Sales – Any excess materials sold to private contractors.

Intergovernmental Charges for Services:

Fire and Ambulance Contracts – These payments are received from the Towns of Barksdale, Bayview and Washburn for City Fire and Ambulance services. Increase based on Consumer Price Index. Barksdale paid capital costs for the new ambulance and brush truck in full. Bayview and Washburn on third year of five-year plan.

Landfill Long Term Maintenance – Funds received from the Towns of Bayview and Washburn for the annual mandated inspection of test wells at the old landfill.

Other Financing Sources:

Interest on Investments – This is interest that the City receives on its invested reserve funds. In 2007, the City was getting nearly \$40,000 of interest revenue with the same amount of money in the bank. Interest rates fell off a cliff a couple years ago. Interest rates are currently going up, but I am being cautious on the rebound at this time.

Rent – Rent of City buildings.

Property Sales – No revenue should ever be anticipated from property sales because the City cannot predict or anticipate that property will be sold.

Sale of City Equipment – These are proceeds from the sale of used City equipment.

Insurance Recoveries – A refund that the City typically receives from its insurance carrier from the insurance company dividends. This amount varies wildly, so we should not expect to receive large amounts each year.

Donations – Money received for various causes.

Miscellaneous Revenues – Includes fees received from certification letters sent by the Clerk for property sales. Increase based on trends.

Garnishment Revenues – Fees charged to employees for processing additional payroll withholdings; however, no fee is currently in place to do this at this time.

Transfers from Other Funds:

Transfer from General Fund – This use of our savings is up from last year, but will still keep the fund balance at 18 percent of the operating budget. Ideally, that figure should be in the 20 to 25 percent range. With the larger operating budget, a larger amount is needed to maintain an appropriate percentage. The goal was to have a larger fund balance for the 2024 budget. However, due to the need to keep up with lagging wages, it is being tapped this year. I do not anticipate we will be able to keep this up for the future; however, I do have a plan to replenish the fund with leftover TIF dollars when the district is expired in 2024.

Transfer from Tax Increment – Repayment amount for 1st Ave East Project.

Transfer from ACT 102 – These are funds received for one-time expenditures for the Ambulance Service. The same dollar amount is indicated on the expenditure side.

Transfer from Storm Water – Payment on the loan that the Storm Water Utility owes to the General Fund. Tapping this fund to pay for the increase in the budget for the revaluation project which is a one-time expense.

Expenses:

General Government:

Council Per Diem/ FICA – Council wages for meetings.

Mayor Salary – Reflects 2 percent increase per Council action on February 8, 2016.

Mayor Retirement – Current Mayor is part of retirement system, so contribution is mandatory.

Pub. Fees Newspaper Adv. – Covers all general advertisements and legal notices that must be published by law. Amount decreased to reflect actual.

Attorney – Covers expenses related to the City Attorney contract.

Legal Contingency – This is the amount budgeted for the labor attorney. There are many issues besides labor negotiations that may come up that would require attorney assistance.

Municipal Code Services – Charges to codify all ordinance amendments approved (except zoning).

Administrator Salary/Benefits – Salary reflects 75 percent of total wage for administrator. I have allocated the percentage of wages to various portions of the budget due to changes in operations, tasks, and time spent in various areas. This keeps, as accurately as reasonably possible, a true account of costs for particular areas. All full-time and permanent part-time staff have a 2.5 percent wage increase plus a proposed step increase plan projected in this budget except for police. Health insurance is projected to increase by eight (8) percent, and I should have actual information soon. Employees contribute 12 percent of the health insurance rates. The retirement contribution rate for 2023 will be 6.8 percent for general employees which is an increase of three tenths of a percent from last year. The City and the general employees each contribute the same percentage for retirement. Life insurance rates were adjusted throughout the budget.

Administrator Mileage – Mileage amount paid out on an as-used basis at the IRS rate.

City Admin Intern – No funds allocated for an intern.

Clerk Salary/Benefits – Reflects a portion of the Assistant Administrator and Treasurer salaries.

Clerk and Admin Asst. Mileage – Allocation for travel to conferences and trainings for City Hall staff.

Administrative Assistants – Reflects a portion of the Administrative Assistant position. Funded at 60 percent of full-time.

Elections – Reflects wages, materials, and publications for a potential of two elections next year.

Office Dept. Prof. Service – Contracts for software support for city accounting/utility/ambulance billing systems.

Computer Contract – For computer technical support. Mayor request for new website and annual support costs reflective of that.

Audit/Accounting Prof. Service – Adjustment to reflect actual costs for accounting and audit services.

Assessment of Property Services – Line adjusted because of necessity to complete revaluation. Costs reflective of that project.

City Hall Employee Incentives – Line item, also located in Public Works and Library sections, to provide a nominal reward program for employee ideas that benefit the City.

City Hall Telephone – Telephone and Zoom charges.

City Hall Electric/Heat – Costs increased due to increased rates.

Custodian – Reflects City Hall portion of costs for half-time custodial position.

Illegal Tax Chargeback – Used for Assessor errors and adjustments.

USDA Spec. Assess. – Special assessments on City-owned property for water/sewer services. All paid up.

Property & Liability Insurance – These costs are spread out over various departments. Total budgeted costs are \$67,521, which is flat.

Fringe Benefits Unemployment – For any potential unemployment payout.

Workman's Compensation – Allocated across departments. Total budgeted costs are \$33,030, no change from last year.

Fringe Flex Benefit Plan – Cost for administering the flex benefit plan and health insurance deductible reimbursement plan.

Public Safety:

Police Salary and Wages – Wage increase of 2.5 percent based on current contract.

Police Other Pay – Holiday pay for officers on duty during holidays.

Police Dept Special Event – No request this year.

Police Part-Time – Reduced amount as we have not been able to find part-time help.

Police Retirement – The City's contribution rate will be 13.2 percent which is an increase of 1.2 percent. Employees will be contributing 6.8 percent.

Police Personnel Training – Decreased as more training is available on-line.

Police Uniforms – Increase to be reflective of contract changes last year.

Police Radar – Radar calibration twice a year for three units at \$60 each.

Police Gas & Oil – Prices have increased from last year.

Police Operating Supp. – Much of this is for software support.

Fire Dept. Attendant Fees – Allocated based on participation, and increased based on proposed wage increase for majority of staff.

Fire Inspections – \$1,100, twice a year.

Fire Dept. Length of Service – A reward program for volunteer fire fighters. This is not the same retirement system as full-time employees.

Fire Computer Support – Increased for service/program.

Fire Gas/Oil – Increased due to costs.

Fire Vehicle Repair – Increased due to costs.

Fire Department 2% - Increased to reflect the required amount of expense to maintain eligibility. Can be used for LOSA payment, training, education, and prevention. Note the 2021 is high because two years of LOSA got charged to 2021.

Ambulance Salaries – Currently \$13,000 for Director, \$3,500 for Assistant Director, \$2,000 each for Training Officer, Maintenance Officer, and Secretary.

Ambulance Custodian/Admin – Reflects a portion of Administrative Assistant, Assistant Administrator, and all of the two new full-time positions.

Ambulance Attendant Fees – Currently, EMTs receive \$3 per hour while on an on-call shift and \$40 per an estimated 2-hour call. Proposed to increase to \$43.60 per call.

Ambulance Run Report – Account to pay \$10 per report that must be entered into State system for each ambulance run.

Ambulance Length of Service – A reward system for EMTs. This is not the same system as the retirement system for full-time employees.

Ambulance Incentive Pay – This is extra pay for EMTs that take the minimal number of required on-call shifts.

Ambulance Billing Contract – Contract with Cvikota for billing services. Increased to reflect actual.

Ambulance Electric/Heat – Increased to reflect actual.

Ambulance Office Supplies – Increased to reflect actual.

Ambulance Vehicle Repair – Increased to reflect actual.

Ambulance Equipment Repairs – Cot maintenance/warranty.

Public Works:

Street Salary/Wages – Allocated portion of salaries for streets, and all benefits for all public works categories. Some adjustments have occurred with staff changes. Some adjustments have been made across function areas (streets, cemetery, parks,). In addition, further discussions are needed to create a step increase wage component for DPW staff.

Seasonal Wage (Various) – Total seasonal wages are \$45,580 – an increase of \$2000. This would fund two LTEs six months each and three seasonal employees June-August. The amount also includes weeds/brush seasonal for 37 weeks of compost site coverage at 8 hrs/week. Rates of pay for seasonals currently are \$13.00/hr for first year and \$13.50/hr for returning, proposed to be \$13.50/hr and \$14.00/hr. LTEs would be \$14.00 and \$14.50 for returning.

Dept Personnel Training & Street Training – To provide training for all department personnel on various topics, and specific training for street personnel.

Engineering Services – To hire outside engineering consultants.

Garage Telephone – Includes cell phone costs.

Garage Electric/Heat/Water – Increased for actual costs/usage

Garage Operating Supplies – For items such as coveralls, paper and cleaning supplies, tools, welding rods, oxygen, paint, shovels, rakes, batteries, safety products. Increased for actual costs.

Garage Bldg. Repair & Maint – The Garage will be 12 years old next year.

Weed Brush Equipment Rental – For contract to have brush pile at compost site chipped and removed.

Tree Control Contract Services – Dollars to remove dead or dying trees on City property and public rights-of-way.

Snow & Ice Materials - More to make sure there are adequate supplies for the winter.

Blacktop Materials – For various street repairs. Reduced to reallocate to priorities for next year.

Street Signs & Markings – For street signs and painting lines and crosswalks. Decreased as fewer signs anticipated.

Street Machinery Gas & Oil – Increased to reflect increased cost.

Street Equipment Repair – Increase to reflect actual repair costs/priority.

D&A Testing – Random drug and alcohol testing mandated on employees with CDL.

Street Lighting – Cost of street light electricity in the City. Increased to reflect actual/rate increase.

Curb & Gutter – For curb and gutter repairs.

Docks and Harbor Commission – Electricity for coal dock lights. Reduced to reflect actual.

Solid Waste Contract – Per contract with Republic Services.

City Commercial Costs – Cost of dumpsters in the city per the agreement with Republic Services.

City Annual Cleanup – City costs for two clean-up days.

Health and Human Services:

Cemetery Salaries & Benefits – An allocation of DPW staff time is charged to these functions.

Culture, Recreation & Education:

Library - Library Board maintains control of the individual line items and how the allocation is spent. At this time, the exact amount of funding to be received from the County next year is unknown. If the City maintains existing or increasing funding levels, the library is eligible for capital improvements grants from the County.

Parks Salary – Allocation of full time DPW staff spent on parks.

Parks Admin. Salary - Allocation of administrative wages to the parks. Benefits were also allocated to Parks.

Parks Skating Rink – Wages for DPW staff maintenance.

Parks/Boat Launch Attendant – Wages for seasonal attendant for monitoring payment at parks and boat launch.

Parks Contracted Service – Contract for cleaning service for campground bathrooms.

Parks Electric/Heat – Increased to reflect actual costs.

Parks Cable TV – Cable television/wi-fi costs to campgrounds. Increased based on increased costs for service.

Parks Operating Supplies – Increased to reflect cost of items and more demand.

Launch Repairs/Maintenance – For repairs and maintenance of boat launch area, and portable toilet costs.

Park Sales Tax – Increase to reflect amount of sales tax on proposed revenue.

Parks Walking Trail Expenses – Return to normal maintenance expenses. Additional work may be funded by grants and/or Park designated fund.

Ice Rink Part-Time Aids – Pay for Ice Rink attendants.

Recreation Golf – Payment for youth golf instruction.

Recreation Tennis – For programs the Tennis Club puts on as well as maintenance of courts.

Recreation Operating Supplies – Pays for concessions, skates, hockey sticks, and other supplies

Celebrations – City allocation to fireworks display and other events.

Homecoming – Budgeted \$1,000 as 2023 is an off year.

Conservation and Development:

Urban Forestry Supplies – For planting trees on City property and public rights-of-way.

Public Access TV – Supplies for WCAT, fee for television. Proposed to eliminate equipment. Currently not functional. Significant investment in new equipment would be needed to restore service.

Planning Service – For consultation and updating of zoning code with changes.

Economic Development – Annual Chamber dues.

Econ.Dev./Main St. Flowers – Beautification activities on Bayfield Street – five percent of Room Tax revenue.

Development of City Property – Expenses related to maps, surveys, engineering studies, etc. on any non-TIF District properties that could be used for potential development. (Former WDA allocation)

Vacant Land Fire Protection – Vacant City lands, not part of a specific area or department, which are now being charged the Public Fire Protection fee.

Historic Preservation Commission – For Historic Preservation activities.

BART- Bart requesting first increase in many years. \$500 has been coming out of Bus Shelter Maintenance to sponsor rides to the Big Top each summer.

Paying Agent Charges – Fees associated with making payment on various City borrowings.

Bank Service Charges – Fees charged by the bank.

Room Tax To Chamber – 90% of room tax revenue currently goes to Chamber of Commerce, remainder for administrative expenses and Bayfield Street beautification.

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[ABOUT](#)

[ABOUT WCM \(/ABOUT-WCM\)](#)

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[MEDIA CENTER OF THE MONTH \(/MEDIA-CENTER-OF-THE-MONTH\)](#)

[PRODUCER OF THE MONTH \(/PRODUCER-OF-THE-MONTH\)](#)

[ADVOCACY](#)

[STATE LEGISLATION \(/STATE-LEGISLATION\)](#)

[FCC ADVOCACY \(/ADVOCACY/FCCADVOCACY\)](#)

[VIDEO SERVICE PROVIDER FEE REDUCTION \(/VIDEO-SERVICE-PROVIDER-FEE-REDUCTION\)](#)

[OTHER STATES \(/OTHER-STATES\)](#)

[FEDERAL LEGISLATION \(/FEDERAL-LEGISLATION\)](#)

[EVENTS](#)

[ANNUAL CONFERENCE \(/ANNUAL-CONFERENCE\)](#)

[MEDIA FEST \(/MEDIA-FEST\)](#)

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[RESOURCES](#)

[CONTACT US \(/CONTACT-US\)](#)

[PROGRAM SHARING \(/PROGRAM-SHARING\)](#)

[WORK IN MEDIA \(/WORK-IN-MEDIA\)](#)

[REGISTER A CABLE COMPLAINT \(/REGISTER-A-CABLE-COMPLAINT\)](#)

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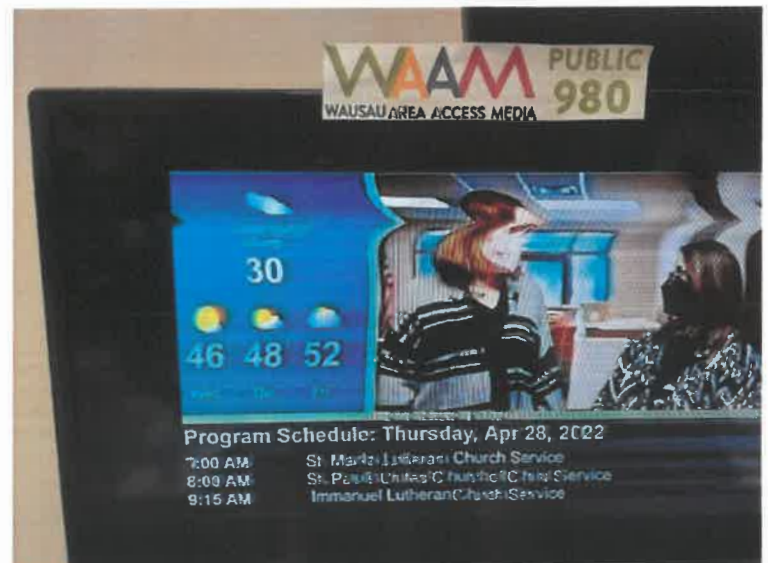
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Communication companies are in a special position because a democracy depends on people being well-informed so that they can "rule themselves" responsibly.

Without PEG channels cable

Charter Spectrum is demanding municipalities pay monthly for modern signal carriage



systems would be entirely closed to the public.

DOWNLOAD DOC

Summary of Current Law (https://wcm.memberclicks.net/assets/docs/Committees/Public_Policy/2019-2020/LEGISLATIVE-DAY/Current%20Law2019.pdf)

MORE ONLINE

January 2020: Video Service Providers get reduction in fees in state budget. Read the Latest. (</video-service-provider-fee-reduction>)

ADVOCACY ARCHIVE (previous posts) (</advocacy-archive/category/Advocacy-Archive?tag=legislation>)

May 4, 2022. Signal problems are cropping up all over the state on PEG (public, education, and government access) channels carried by Charter Spectrum. The culprit? Transmission equipment designed for the 20th century is giving out and Charter Spectrum is dragging its feet on upgrades – even though the company gets to dictate the terms -- terms that include paying for not only specific transmission equipment but also line upgrades. And while the new “edge” equipment can carry an HD signal, Charter Spectrum told one municipality last week that if it wants its programs broadcast in HD, it will have to pay for it on a monthly basis.

Wisconsin law does not allow a video service provider to charge municipalities for the transmission of PEG channels, although it can charge its subscribers a “transport fee” to “recover its costs to provide transmission capacity.” But that is not stopping Charter Spectrum. If a city wants more than old, outdated SD carriage, the company is insisting that it pay. Charter Spectrum told the City of Oshkosh last week that municipalities that want HD channel carriage will be charged \$780/month or \$9,360 per year per channel. If all 53 WCM station members signed up for one HD channel, Charter Spectrum would earn a half million dollars per year from municipalities. This in addition to the cost of new transmission equipment, which Charter Spectrum recently quoted at \$9,300 each, and whatever Charter Spectrum decides to charge for line upgrades.

Concern is growing to alarm among PEG channelholders as decades-old modulators fail more and more often and old lines need more maintenance. Some problems requiring Charter Spectrum’s attention have been relatively minor. Most recently Wausau’s signal on channel 980 had “image ripping” problems. An email to Charter Spectrum’s Government Affairs Director went unanswered for two weeks. The signal finally cleared a few days after the problem was “escalated.” Another brief outage occurred in early April, when Oregon OCA Media had a two-day black out on Channel 984 and no audio on Channel 983 until it was resolved by the company. Stoughton WSTO’s audio went out at the same time.

But the City of Merrill’s channel has been off the air since Christmas. Its 30-year-old transmission equipment just stopped working. The situation is similar to what happened in Rice Lake and Oshkosh last fall, but in those cases, the situation was resolved in a few weeks with replacement equipment and a successful repair. The City of Merrill has not been able to fix its equipment or find a replacement. Now Charter Spectrum is telling the city that if it wants its channel back on the air, it will have to purchase new transmission equipment and upgrade its lines. The cost, according to the company -- unknown. When? Also unknown, but at least six months. When the City of Green Bay faced the same situation, it decided to drop its channels.

You might wonder why PEG stations are still using transmission equipment that has not been sold “new” in stores since somewhere around the turn of the century. It’s because Wisconsin law requires municipalities to use transmission equipment that is compatible with the video service provider’s system. This old equipment is, very unfortunately, what is compatible with Charter Spectrum’s system. Under Wisconsin law, video service providers are not required to upgrade their systems. Rather they are allowed to choose “the most economically and technologically efficient means of providing such [PEG channel] transmission capacity.” This statutory language has enabled video service providers to leave PEG channels behind in the 20th century. When transmission equipment, sometimes called “edge devices” or modulators, break, like they did last fall in Rice Lake and Oshkosh, city officials must scramble to find an old model from somewhere that will work. Under state law, it is the city’s responsibility to find something -- not the video service provider’s.

Concerned that the old modulators could stop working at any time and desiring to get HD, various municipalities have been talking with Charter Spectrum about upgrades for many years. Over the last few years, the interaction unfolds much the same everywhere. Charter Spectrum is informed that an upgrade is needed, a survey arrives weeks or months later that is to be filled out. Sometimes the company sends a technician out to do a site check, but not always. Then the company informs the city that the new equipment will need to be a particular model and that if it wants the upgraded equipment, it will also need to pay for upgrades to the line that connects the channel to the cable company headend.

While Wisconsin law requires video service providers to maintain the lines to PEG channel facilities that were in existence in January 2008, in Charter Spectrum’s opinion, “maintaining” is not the same as making necessary upgrades to be compatible with edge devices currently available on the market. So, municipalities must choose. Continue to use decades-old transmission equipment that could break at any time or agree to Charter Spectrum’s price point for both modern equipment and transmission lines.

You might be thinking that the cities that agree to Charter Spectrum’s terms get the upgrade in a timely manner. But you would be wrong. The months are stretching out for many Wisconsin cities.

In April of 2021, the City of Whitewater was working on an upgrade of its internal broadcast system, excited about being able to offer its residents the ability to view meetings live as well as participate remotely. But then its IT department discovered that without an upgrade to the cable TV transmission equipment, the city would lose the ability to go live. So the City contacted Charter Spectrum right away and asked for an upgrade by June – in two months -- when its new system would be ready. The city heard nothing. In

June, instead of completing the upgrade, the company sent the city a survey. Then nothing for six months. In November 2021 a Charter Spectrum representative told the city the upgrade was being “made a priority.” Two months later in January the company suddenly sent the city a contract to sign. The contract said it would be another six months before the project would be completed. It has now been over a year.

The City of Janesville has also been waiting months. After agreeing to an initial quote, the city expected the upgrade to be in the works. Instead, months later when they finally heard from Charter Spectrum again, the company said it would need more money – and more time.

In short, Charter Spectrum is in no particular hurry to help PEG channels in Wisconsin. It does not care that the product it is providing subscribers is inferior. If municipalities find cable TV of value in reaching their constituents and want to continue using it, then Charter Spectrum is determined to make a profit off it. Unfortunately, Wisconsin’s municipalities are not in a position to subsidize Wisconsin’s cable industry, and this state of affairs, caused by the disastrous 2007 state law, will only lead to more and more PEG channels going off the air. And that will be a great loss for communities everywhere who still enjoy watching their local communities on cable TV.

- Mary Cardona, Director, WCM

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8

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members

From: Scott J. Kluver, Administrator

Re: Proposed 2023 Fee Schedule

Date: September 29, 2022

Enclosed you will find the proposed 2023 Fee Schedule. The proposed changes are outlined below.

Administrative Fees:

Alarm Permits – This has not been done in decades. I recommend that this fee be eliminated, and the ordinance be revoked at an upcoming meeting. There has not been an issue with this, and there is a separate fee in place for false alarms.

Encroachment (Obstruction) Permit – This has been used on rare occasion for fences, staircases, etc. The fee needs to be increased as \$10 is not going to cover much time and effort in this matter.

Flea Market License – I can not recall ever issuing such a license. I suggest this fee be increased, or that the ordinance be eliminated as it has not been an issue.

Natural Lawn Permit – Recommend to increase fee to cover costs to review this. It has only been done on rare occasion.

Right of Way Permit – Adjusted to provide a “group rate” for large projects as was done this year for replacement of natural gas services.

Solid Waste & Recycling – Adjusted the tire costs to reflect actual costs.

Street Privilege and Street Use – Increase fees to cover actual administrative costs to issue.

Voter Lists – The City no longer maintains a separate list, requests are processed through a state website. This can be eliminated.

Building Permit Fees:

Electrical – The City is not authorized/licensed to issue electrical permits. An additional City fee would be excessive. Recommend this be eliminated.

Grading – This is redundant. A Fill/Topography permit was in the Administrative section and has been relocated to the Zoning section as that is where the controlling ordinance is.

Occupancy Permit – The City is not authorized to issue a temporary occupancy permit. This should be eliminated.

Cemetery Fees:

Monument Permit Fee – This fee needs to be increased or eliminated. I recommend eliminated with a future ordinance change. It was apparently created in the past to address a staffing/process concern which is no longer an issue.

Emergency Service Fees

Property Impound Fees – Increase fee to keep adequate penalty.

Recreation Fees

Camping Fees – Adjusted rates based on demand and continued need for additional maintenance and improvements. Last adjustment was for 2021 season. Proposed rates will provide nice, round figures and less need for change. Proposed that \$1 dollar of daily rate increase go to the Park Designated Fund for improvements/expansion bringing the total to \$6 going to that fund for a daily site use. Logic on weekly rate is pay for six nights, get the seventh free. Logic on seasonal rates, set at 55 percent of maximum daily rate usage which was done in 2021 from the previous 50 percent (West End pays 100 days of possible 182, and Memorial Park 84 days of possible 152). No Utilities fee eliminated as all sites have utilities except for the overflow.

After Hours Skating Rink – Nominal Increase fee to break even on costs.

Miscellaneous Fees:

Taxicab License – Has never come up, and I don't expect it to. I don't even see an ordinance regulating it. Recommend it be eliminated.

City of Washburn 2023 FEE SCHEDULE

Draft September 29, 2022

ADMINISTRATIVE FEES	2022 Fees	2023 Fees
Alarm Permits (Recommend to Eliminate this Ordinance) <i>(Section 5-4-11, Code of Ordinances)</i>	\$10.00/premises	\$0/premises
Driveway Permit <i>(Section 6-3-1(c), Code of Ordinances)</i> No charge if applied for with building permit	\$50.00 if permeable surface is used <i>(no charge if applied for with new construction)</i> \$75.00 if impervious surface used	\$50.00 if permeable surface is used <i>(no charge if applied for with new construction)</i> \$75.00 if impervious surface used
Encroachment (Obstruction) Permit (e.g. demolition) <i>(Section 6-2-5(c), Code of Ordinances)</i>	\$10.00	\$25.00
Excavation Permit - Within Public R/W <i>(Section 6-2-3(g)(2), Code of Ordinances)</i> Initial Permit Renewal Permit <i>(Section 6-2-3(f), Code of Ordinances)</i>	\$75.00 + Bond \$50.00 + Bond	\$75.00 + Bond \$50.00 + Bond
Fireworks Permit <i>(Section 7-5-1(c), Code of Ordinances)</i>	No Charge	No Charge
Flea Market License <i>(Section 7-7-1, Code of Ordinances)</i> License Fee Daily Fee (Recommend to Eliminate or Change Fee)	\$5.00 \$30.00	\$25.00 \$30.00
Hydrant Use <i>(Tariff BW-1, PSCW)</i> Fee Per Use Volume Charge	\$40.00 \$5.20/1,000 gallons	\$40.00 \$5.20/1,000 gallons
Letters of Special Assessment Prepaid by Requester (7 day response) If Billed Rush (Prepaid next day service) Request for Updated SALs – 15 days-6 months after original request signature response date - \$10 After 6 months – full original fee	\$25.00 \$35.00 \$50.00	\$25.00 \$35.00 \$50.00
Natural Lawn Permit <i>(Section 8-1-6(c), Code of Ordinances)</i> Application Fee Annual License	\$25.00 \$10.00	\$50.00 \$25.00
Non-Sufficient Fund Charge <i>(Sec 3-1-1, Code of Ordinances)</i>	\$30.00+ Collection Fees	\$30.00+ Collection Fees
Public Records Requests <i>(Section 3-3-4(c), Code of Ordinances)</i> Copying for paper records Letter, Legal and 11"x 17" paper Oversize Maps, plats, drawings, etc. Copying of non-paper records Record Search Deposit Record Search	\$0.25 / page Actual Cost Actual Cost \$20.00 Actual Cost	\$0.25 / page Actual Cost Actual Cost \$20.00 Actual Cost

ADMINISTRATIVE FEES (cont'd)	2022 Fees	2023 Fees
Right of Way Permit Application (Section 6-2-3 (b), Code of Ordinances)	\$75	\$75 Per site \$55 Per site of group of 50 or more \$45 Per site of group of \$100 or more
Septage Disposal Annual License 1,500 gallon load 2,000 gallon load 4,000 gallon load Tests (if required)	\$25.00 \$20.00 \$25.00 \$35.00 Actual Cost	\$25.00 \$20.00 \$25.00 \$35.00 Actual Cost
Sidewalk Replacement Permit (Section 6-2-2, Code of Ordinances)	\$25 If Removal and Sand Provided	\$25 If Removal and Sand Provided
Snow/Ice Removal Fees (Section 6-2-7(f), Code of Ordinances)	Actual Cost	Actual Cost
Solid Waste & Recycling Bins (Customer to Contact Republic Services for Replacement or Upgrade) Free Additional Recycling Container Monthly Property Charge Spring and Fall Cleanup Charges Large Car Load Pickup Truck Load Larger Trailers Spring and Fall Special Charges Tires Car & Light Truck Semi Large tractor or grader White Goods Large Appliances (refrigerators) Small Appliances (microwave) Stoves, Water Heaters, Washers, Dryers Televisions Large (27" diagonal or greater) Small (Less than 27" diagonal) Wood Console TV/Projection TV Computers, Monitors, Scanners, Printers, tablets, desk copiers, printers/scanners VCR/DVD Players Car Batteries	\$75 Replacement \$3 mo-64 gal \$5 mo-96 gal \$12.75 \$10.00 \$20.00 \$30.00 \$4.00 each \$15.00 each \$32.00 each \$20.00 \$20.00 \$10.00 \$40 \$25 \$50 \$15 \$5 No Charge	\$75 Replacement \$3 mo-64 gal \$5 mo-96 gal \$12.75 \$10.00 \$20.00 \$30.00 \$5.00 each \$15.00 each \$30.00 each \$20.00 \$20.00 \$10.00 \$40 \$25 \$50 \$15 \$5 No Charge
Special Meetings at Request of 3rd Party Council Board, Commission, or Authority Council Committee	\$560.00 \$360.00 \$200.00	\$560.00 \$360.00 \$200.00
Storm Sewer Fee (monthly) Residential Commercial Industrial Institutional Credit Application (Section 9-6-6 (e))	\$5.25 per parcel \$48.46 per acre \$42.80 per acre \$48.46 per acre \$25.00	\$5.25 per parcel \$48.46 per acre \$42.80 per acre \$48.46 per acre \$25.00

ADMINISTRATIVE FEES (cont'd)	2022 Fees	2023 Fees
Street Privilege Permit (<i>Section 6-2-6 (c) Code of Ordinances</i>) (e.g. moving building/house)(Also review building code fees)	\$10.00 + Costs	\$25.00 + Costs
Street Use Permit (<i>Section 7-6-1 Code of Ordinances</i>) (e.g. block party/parade)	\$10.00 + Costs	\$25.00 + Costs
Vacation of Street/Alley Application (<i>Section 6-2-14(c), Code of Ordinances</i>) (If special meeting is requested, special meeting charges apply) Alley Application Fee Street Application Fee	\$250.00 + 0.25 / sq. foot \$400.00 + 0.25 / sq. foot	\$250.00 + 0.25/sq. foot \$400.00 + 0.25/sq. foot
Voter Lists (local lists only) (Now handled by state)	\$25.00	\$0.00

BUILDING PERMIT FEES	2022 Fees	2023 Fees
Commercial & Industrial (<i>Fees include electrical, plumbing, HVAC, driveway permits. Fee does not include required state UDC permits or building inspections, or erosion control permits</i>) Minimum Fee New Construction (<i>Fee calculation inclusive of all enclosed space</i>). Additions (<i>Fee calculation inclusive of all enclosed space</i>) Remodeling (<i>Fee includes electrical, plumbing HVAC, and structural changes</i>)	\$75.00 Minimum + \$0.05 per square foot Minimum + \$0.05 per square foot Minimum + \$0.10 per square foot	\$75.00 Minimum + \$0.05 per square foot Minimum + \$0.05 per square foot Minimum + \$0.10 per square foot
Electrical (<i>Does not apply to new construction</i>) Commercial/Industrial < 2000 square feet > 2000 square feet Residential < 1500 square feet > 1500 square feet	\$50.00 \$75.00 \$25.00 \$35.00	\$0 \$0 \$0 \$0
Erosion Control	\$25.00	\$25.00

BUILDING PERMIT FEES (cont'd)	2022 Fees	2023 Fees
Failure to Acquire Proper Permit	Double the Fee	Double the Fee
Flatwork of any kind of material (walkway, patio, parking lot) (Driveways are listed under Administrative Fees) (No square footage fee listed)	\$25.00 if permeable surface is used (<i>no charge if applied for with a new construction building permit</i>) \$50.00 if impervious surface is used	\$25.00 if permeable surface is used (<i>no charge if applied for with a new construction building permit</i>) \$50.00 if impervious surface is used
Grading (change of topography, filling of ravines)-Redundant	\$50.00	\$0.00

Heating, Ventilating, & Air Conditioning (Does not apply to new construction) Commercial/Industrial < 2000 square feet > 2000 square feet Residential < 1500 square feet > 1500 square feet	\$50.00 \$75.00 \$25.00 \$35.00	\$50.00 \$75.00 \$25.00 \$35.00
Moving Building (\$1,000 Bond Required and Insurance) 15-1-13 (e) & (f) (Also review administrative fees)	\$100.00	\$100.00
Occupancy Permit Occupy prior to permit Final Permit Temporary Permit (Not good for more than 60 days)	\$100.00 per day No Charge \$25.00	\$100.00 per day No Charge \$0.00
Plumbing (Does not apply to new construction) Commercial/Industrial < 2000 square feet > 2000 square feet Residential < 1500 square feet > 1500 square feet	\$50.00 \$75.00 \$25.00 \$35.00	\$50.00 \$75.00 \$25.00 \$35.00
Ponds	\$50 (for all - new and enlargements)	\$50 (for all - new and enlargements)
Razing or Demolition Minimum Lateral sealing inspection fee if connected to utilities	\$25.00 \$25.00	\$25.00 \$25.00
Residential 1 & 2 Family <u>New Construction: Minimum Fee</u> Fees include electrical, plumbing, HVAC, driveway permits Fee doesn't include inspection fee required of Wisconsin Dept. of Commerce or erosion control permits. <u>Square Footage</u> Fee calculation inclusive of all enclosed space on all floor levels including basements, garages, and enclosed porches. State Inspection Agency State Seal <u>Additions and Accessory Structures Under 300 square feet</u> Includes all decks and major alterations to foundations, structural repairs, adding basement windows. <u>Additions and Accessory Structures over 300 square feet</u> Fee calculation inclusive of all enclosed space on all floor levels including basements, garages, and enclosed porches. <u>Remodel/Alterations</u>	\$50.00 \$0.05 per square foot As Determined by State As Determined by State \$50.00 Minimum (\$50.00) + \$0.10 per square foot \$25.00	\$50.00 \$0.05 per square foot As Determined by State As Determined by State \$50.00 Minimum (\$50.00) + \$0.10 per square foot \$25.00

BUILDING PERMIT FEES (contd)	2022 Fees	2023 Fees
Roofing	\$25	\$25
Siding	\$25	\$25
Renewal	50% of original fee up to \$50	50% of original fee up to \$50

ZONING/LAND DIVISION FEES (*Indicates fee to be paid at time of application)	2022 Fees	2023 Fees
Antennas (Other than new or modified mobile service) Application Annual permit	\$100.00 \$50.00	\$100.00 \$50.00
Placement of new mobile service facility on existing support structure; no new construction or substantial modification of support structure required	\$500	\$500
New or substantial modification of mobile service support structures and facilities	\$3,000	\$3,000
Board of Appeals Application (Administrative Appeal and Variance) * <i>(If special meeting is requested, special meeting charges apply)</i>	\$300.00 (all)	\$300.00 (all)
Conditional Use / Special Use Permit & Home Occupation * - <i>(Section 15-1-15, Code of Ordinances) (If special meeting is requested, special meeting charges apply)</i>	\$150.00	\$150.00
Certified Survey Map Review and Amendments * (14-1-90)(g)	\$25.00	\$25.00
ZONING/LAND DIVISION FEES (contd) (*Indicates fee to be paid at time of application)	2022 Fees	2023 Fees
Fences (No permit required)	\$0	\$0.00
Fill Permit (Section 13-7-231 through 240) (Moved from Administrative Fees) Original Application Fee Renewal Fee	\$100 + Actual Cost \$25	\$100 + Actual Cost \$25

Planned Development District* (<i>Section 13-1-7-21 through 37, Code of Ordinances</i>) (<i>If special meeting is requested, special meeting charges apply</i>)		
Step One	\$150.00	\$150.00
Step Two		
0 - 5 Acres	\$500.00	\$500.00
5 - 10 Acres	\$750.00	\$750.00
10 - 20 Acres	\$900.00	\$900.00
20 - 30 Acres	\$1,200.00	\$1,200.00
Over 30 Acres	\$2,000.00	\$2,000.00
Developer Initiated Revisions	\$750.00	\$750.00
Re-Inspection Fee/Additional Site Visit (Applies for all building and zoning matters)	\$50.00	\$50.00
Roadside Stands (Temporary)	\$30.00	\$30.00
Sign Permit (<i>Section 13-1-18, Code of Ordinances, Washburn, Wisconsin</i>) (<i>Temporary signs- flat fee only</i>)	\$15.00 + \$2.00 per square foot	\$15.00 + \$2.00 per square foot
Site Plan Review and/or Architectural Review*	\$50	\$50
Subdivision/Plat/Replat, Preliminary and Final * (<i>14-1-90)(e)&(f)</i>)	\$200 + \$5 per lot	\$200 + \$5 per lot
Swimming Pools (Above Ground)	\$50.00	\$50.00
Swimming Pools (In Ground)	\$50.00	\$50.00
Zoning Ordinance, Map Amendment, Comprehensive Plan * (<i>If special meeting is requested, special meeting charges apply</i>)	\$200.00	\$200.00
Zoning Permit (general)	\$25	\$25
Special Exceptions	\$50	\$50

<u>CEMETERY FEES</u>	2022 Fees	2023 Fees
Cemetery Interment Fees		
April 16 - November 14		
Casket		
8 AM - 2 PM (Monday - Friday)	\$350.00	\$350.00
After-hours, Holidays, Weekends	\$500.00	\$500.00
Cremains		
8 AM - 2 PM (Monday - Friday)	\$250.00	\$250.00
After-hours, Holidays, Weekends	\$400.00	\$400.00

Additional Remains in Plot November 15 - April 15	\$100.00	\$100.00
Casket		
8 AM - 2 PM (Monday - Friday)	\$1,000.00	\$1,000.00
After-hours, Holidays, Weekends	\$1,200.00	\$1,200.00
Cremains		
8 AM - 2 PM (Monday - Friday)	\$850.00	\$850.00
After-hours, Holidays, Weekends	\$1,100.00	\$1,100.00
Cemetery Lot Sales	\$600.00	\$600.00
Cemetery Disinterment (Only undertaken Monday - Friday 8 AM - 2 PM)		
Deposit to be paid in advance (April 16 - Nov. 14)	\$500	\$500
Deposit to be paid in advance (Nov. 15 - April 15)	\$750	\$750
Disinterment Charge	City=s Actual Cost	City=s Actual Cost
Placement of Monuments Permit Fee (Section 8-4-9 (d) (Eliminate or Change Fee))	\$15.00	\$25.00
Vault Storage Fee	\$50	\$50

<u>EMERGENCY SERVICE FEES</u>	2022 Fees	2023 Fees
Accident Reports		
If picked up at office	\$3.00	\$3.00
If mailed	\$5.00	\$5.00
Alarm Response (False) (Section 5-4-9(c)(1), Ordinances)		
Police		
First and Second Response	No Charge	No Charge
Third Response	\$50.00	\$50.00
Fourth Response	\$75.00	\$75.00
Fifth Response	\$100.00	\$100.00
Sixth and Subsequent Response	\$150.00	\$150.00
Fire		
First and Second Response	No Charge	No Charge
Third Response	\$200.00	\$200.00
Ambulance Service Fees		
Resident - Base Rate	\$875	\$875
Non-resident (Outside Service Area)- Base Rate	\$925	\$925
Mileage Rate	\$13/mile	\$13/mile
Intercepts	As Determined by AFD	As Determined by AFD
No Transport (One Free Per Year)	\$150	\$150
Use of Rescue Sled	\$400.00	\$400.00
Special Events Within Service Area such as Washburn	Negotiable	Negotiable
Schools Athletic Events		
Special Events Outside Service Area	As Determined By Council	As Determined By Council
Standby Rate per event	\$150.00	\$150.00
Disposables	None	None

Paper Service (Within City of Washburn)	\$25.00	\$25.00
Property Impound Fees (Daily Rate) Auto, Truck, Van, Boat, Camper, or similar vehicle	\$20.00	\$30.00
Violation of Weight Limits (<i>Ordinance Section 6-2-14(c)</i>)	Actual Cost	Actual Cost

<u>RECREATION FEES</u>	2022 Fees	2023 Fees
Boat Launch Fees	Daily Fee: \$10.00 Annual Fee: \$75.00	Daily Fee: \$10.00 Annual Fee: \$75.00
Boat Mooring Fees (West End Park – For Campers Only) 12-1-10	Daily Fee: \$5.00 Weekly Fee: \$25.00 Monthly Fee: \$100.00	Daily Fee: \$5.00 Weekly Fee: \$25.00 Monthly Fee: \$100.00
Camping Fees Dump Station Fee (Non Campers) Shower (3 minutes) Group Reservations (May, June, September, October) Memorial Park (Season May 15 th to October 15 th) West End Park (Season April 15 th - October 15 th) Overnight No Utilities Electric Premium Site (regardless of electric) Weekly No Utilities Electric Premium Site (regardless of electric) Overflow area parking per vehicle or camping unit Seasonal Campsites Campsite Deposit - to hold site (Refundable) Security Deposit (Refundable) Memorial Park (May 15 th to Oct. 15 th - 152 Days) West End Park (April 15 th to Oct. 15 th - 182 Days)	\$10.00 \$.75 75% of Regular Fee \$25.00 \$30.00 \$40.00 \$150.00 \$180.00 \$240.00 \$25 \$250.00 \$150.00 \$2,520.00 \$3,000.00	\$10.00 \$.75 75% of Regular Fee \$0.00 \$35.00 \$45.00 \$0.00 \$210.00 \$270.00 \$30 \$250.00 \$150.00 \$2,926.00 \$3,503.50
Commercial Use of Non-motorized Vessels on City Property {Ordinance 7-11-6 (a)(2)}	\$750 Monthly \$200 Seven Day (Nonconsecutive) \$50	\$750 Monthly \$200 Seven Day (Nonconsecutive) \$50
<u>RECREATION FEES (contd)</u>	2022 Fees	2023 Fees
Any Building Use Room Rental	\$50.00 + \$50 Cleaning Deposit	\$50.00 + \$50 Cleaning Deposit
Park Pavilion Rentals Memorial and West End Parks	\$25.00	\$25.00

Pavilion Deposit	\$25.00	\$25.00
Park Fees (Exclusive Use)	As determined by Council	As determined by Council
Recreation Fees After hours of use facilities Skate Rental	\$20.00/hr. \$0.25 / pair	\$25.00/hr. \$0.25 / pair

MISCELLANEOUS FEES AND TAXES	2022 Fees	2023 Fees
Accommodation Tax (<i>Section 3-4-2, Code of Ordinances</i>) Room Tax Accommodations Permit (<i>Section 3-4-2 (c)</i>) Failure to File Return (<i>Section 3-4-2(h)</i>) Penalty interest on unpaid taxes (<i>Section 3-4-2(i)</i>) Delinquent Return Penalty (<i>Section 3-4-2 (j)</i>) Fraudulent Return Penalty (<i>Section 3-4-2(l)</i>) – General Penalty	6.50% \$5.00 Tax + 10% 1%/Month \$25 + 25% Standard Citation	6.50% \$5.00 Tax + 10% 1%/Month \$25 + 25% Standard Citation
Short-Term Rental License (7-11-6)	\$150	\$150
Marina Slip Transfer	\$130	\$130
Removal of Dangerous Trees From Private Property (<i>Section 6-4-9(a), Code of Ordinances</i>)	Actual Cost + 5% administrative charge	Actual Cost + 5% administrative charge
Special Assessments (<i>Section 3-2-3, code of Ordinances</i>)	As Determined by Council	As Determined by Council
Water and Sewer Connection Fees Street Opening Permit (<i>Section 6-2-3</i>) Street Repaving Deposit (<i>Section 6-2-4</i>) For Blacktop Sewer Connection Fee (<i>Section 9-2-5</i>) <i>Does not apply when specially assessed for service previously.</i> Inspection Fee	\$10 \$700 \$1200 \$800 \$100	\$10 \$700 \$1200 \$800 \$100

LICENSE FEES	2022 Fees	2023 Fees
Adult Oriented Establishment License (<i>Section 7-9-1, Code of Ordinances, Washburn, Wisconsin</i>)		
Application Fee	\$1,000.00	\$1,000.00
Annual License	\$750.00	\$750.00
Alcoholic Beverage Licenses (<i>Section 7-2-5, Ordinances</i>)		
Beer		
Retail Class "A"	\$110.00	\$110.00
Retail Class "B"	\$100.00	\$100.00
Temporary Event Class B Includes Wine	\$10.00 per event	\$10.00 per event
Liquor		
Retail "Class A" (No charge for Cider)	\$350.00	\$350.00
Retail "Class B"	\$450.00	\$450.00
Retail "Class C" Wine	\$100.00	\$100.00
Publication Fee for Liquor/Beer Licenses	Actual Cost	Actual Cost
Extension of Premises	\$0	\$0
Operator's License		
Two Year (Includes Provisional if Desired)	\$35.00	\$35.00
Wholesaler's (Beer)	\$50.00	\$50.00
Publication Fees for Wholesaler's License	\$50.00	\$50.00
Arcade Fee (Annual)	\$250.00	\$250.00
Chicken Raising Permit (<i>Section 7-1-26, Code of Ordinances</i>)	\$75.00	\$75.00
Cigarette License (<i>Section 7-3-1, Code of Ordinances</i>)	\$50.00	\$50.00
Direct Sellers Permit (<i>Section 7-4-4</i>)		
Application fee (<i>Section 7-4-4(c)</i>)	\$75.00	\$75.00
Homecoming & Brownstone Days (<i>Section 7-4-4 (d)</i>)	\$5.00	\$5.00
All other special events (<i>Section 7-4-4 (d)</i>)	\$50.00	\$50.00
Dog Licenses (<i>Section 7-1-3(a)(3), Code of Ordinances</i>)		
Spayed/Neutered	\$6.00	\$6.00
Unspayed/non-neutered	\$16.00	\$16.00
Late Fee (<i>Section 7-1-4 Code of Ordinances</i>)	\$5.00	\$5.00
Kennel License (<i>Section 7-1-3(b)(1) Code of Ordinances</i>)		
Up to 12 Dogs	\$60.00	\$60.00
Fee for each additional dog	\$3.00	\$3.00
Duplicate Copy Of An Existing License	\$15.00	\$15.00
Taxicab License (per vehicle) (Eliminate)	\$25.00	\$0.00
Trailer/Mobile Home Court License		
Initial Application	\$750.00	\$750.00
Annual License	\$500.00	\$500.00

9

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, ^{SK} Administrator
Re: Resolution on Endorsing EMS Study Committee Report
Date: September 28, 2022

Enclosed you will find a resolution for the Council endorse the enclosed County EMS Study Committee report and work to implement the recommendations contained that are within the City's control. In addition, this would mean continuing to participate and advocate for changes that would be needed at higher levels of government and with different agencies.

As an active member on the Committee, and with frequent participation from members of the Washburn Ambulance Service, I can tell you that the Committee discussed and explored a wide range of issue that have lead to the staffing shortages that we and other agencies are experiencing. While I do not personally agree with every point and recommendation within the report, overall it is a good collection of recommendations that can make a difference in providing stability to and improving the EMS staffing situation. It will require each of us, and the community as a whole, to continue to advocate and push for changes that need to occur at higher levels of government. At the very minimum, this report provides an outline of the issues and talking points of the situation.

I encourage you to pass this resolution and personally remain active in working to implement many of the recommendations.



EMERGENCY MANAGEMENT

Meagan Quaderer, Director
meagan.quaderer@bayfieldcounty.wi.gov

Michelle Anderson, Assistant
michelle.anderson@bayfieldcounty.wi.gov

August 17th, 2022

Re: Local Jurisdiction Resolution in Support of EMS Services

On June 29th, 2021, the Bayfield County Board approved and signed a resolution to establish a joint Ad Hoc EMS Advisory Committee which began meeting in September of 2021 to determine the strengths and weaknesses of Emergency Medical Services (EMS) in Bayfield County. The committee met several times over the course of ten months to identify common trends, challenges, and success that our local EMS services are currently facing, such as:

- A precipitous drop in volunteerism
- Escalation of costs to provide services
- Lack of increase in funding
- Increased call volume
- Workforce staffing shortages
- Staff and volunteer burnout

The Committee was tasked with proposing recommendations to ensure continued and successful EMS operations over the next ten years. As a result of the Committee's deliberations, several recommendations were proposed to help ensure the ongoing success of EMS operations. Bayfield County encourages all stakeholders to adopt governing resolutions that will encourage agencies and officials to address issues and implement recommendations at appropriate levels of government.

Respectfully,

Meagan Quaderer
Director of Emergency Management



Resolution

No. 2022-75

In Support of Rural Emergency Medical Services in Bayfield County

WHEREAS, Bayfield County established a multi-jurisdictional EMS Advisory Committee to help develop specific strategies to address challenges county EMS providers were facing; *and*,

WHEREAS, the Committee met from September 2021 until June 2022 and completed a final report; *and*,

WHEREAS, Bayfield County's focus was to facilitate the process, the Committee documented recommendations in the areas of Training, Staffing, and Legislative Challenges that could develop into county specific actions; *and*,

WHEREAS, Bayfield County wants to provide continued support to EMS in Bayfield County;

NOW THEREFORE BE IT RESOLVED, that the Bayfield County Board of Supervisors assembled this 28th day of June 2022, hereby commits to advocate at a local, regional, and state level, regarding actions agreed upon jointly with the EMS Council, Jurisdictions, and Agencies as it relates to the Training, Staffing, and Legislative topic areas; *and*,

BE IT FURTHER RESOLVED, that Bayfield County commits to developing a 911 education program through the Bayfield County Emergency Management Office; *and*,

BE IT FURTHER RESOLVED, that Bayfield County agrees to investigate utilization of the state "county wide" mill levy exception in support of municipal EMS decisions; *and*,

BE IT FURTHER RESOLVED, that Bayfield County commits to actively search for alternate sources of funding to be distributed as directed by county jurisdictions; *and*,

BE IT FURTHER RESOLVED, that Bayfield County commits to sponsoring annual Emergency Services appreciation events, in collaboration with jurisdictions, EMS agencies and the EMS Council to support and promote Emergency Services; *and*,

BE IT FURTHER RESOLVED, that Bayfield County commits to promote and encourage EMS Agency participation in the County Employee Assistance Program (EAP); *and*,

BE IT FURTHER RESOLVED, that Bayfield County will provide meeting facilities and facilitation resources to jurisdictions, EMS agencies, and the EMS Council as needed; *and*,

BE IT FURTHER RESOLVED, that Bayfield County requests that jurisdictions, EMS agencies, and the EMS Council jointly submit an EMS legislative agenda for the County to consider annually by May 20; *and*,

BE IT FURTHER RESOLVED, that Bayfield County shall host and coordinate an annual meeting of agencies and local jurisdictions in November of each year with Northwood Technical College to discuss training offerings to meet Bayfield County EMS educational needs.



Emergency Medical Services Advisory Study Committee

Final Report (FINAL)

June 6, 2022

EMS Advisory Study Committee Members:

Larry Fickbohm
Brett Frierhood
Rob Puls
Sandy Raspotnik
Eric Neff
Colleen Beagan
Michael Lang
David Trudeau
Steve Sandstrom (Chair)
Lyn Cornelius
Jan Victorson (Vice-Chair)
Dan Vaillancourt
David Larson
Scott Kluver

Alternate Members:

Gary Victorson
Beverly Steele
Clyde Clauson
Tam Hofman

Advisory Members:

Mark Abeles-Allison, County Administrator
Lynn Divine, County Clerk
Kellie Pederson, UW-Extension Community Development Educator
Meagan Quaderer, Emergency Management Director
Paige Terry, Clerk III

Final Report (FINAL)	0
Executive Summary	2
Committee Development	6
Committee Process & Timeline	8
Key Challenges and Opportunities	11
Recommendations	14
Appendix A: Supporting Resolution for Bayfield County	167
Appendix B: Supporting Resolution for Municipalities	230
Appendix C: Training Subcommittee Findings	252
Appendix D: Legislative Subcommittee Findings	283
Appendix E: Staffing Subcommittee Findings	25
Appendix F: Organizing Resolution	28
Appendix G: Instructions for Subcommittees	351
Appendix H: EMS Trend Analysis	394
Appendix I: Topic Summary: Training	35
Appendix J: Topic Summary: Staffing Shortages	39
Appendix K: Topic Summary: Legislative Issues	483
Appendix L: Topic Summary: Organization of Services	46

Executive Summary

In recent years, there has been growing awareness and concern about the sustainability of Emergency Medical Services (EMS) across Bayfield County and the extraordinary challenges facing rural EMS in the state and nation. In the last decade, EMS services have been facing increasing challenges including:

- A precipitous drop in volunteerism
- Escalation of costs to provide services
- Lack of increase in funding
- Increased call volume
- Workforce staffing shortages
- Staff and volunteer burnout

The pandemic coupled with the changing demographics in the region have exacerbated these challenges and stretched Emergency Medical Services to a near breaking point. To address these concerns, the Bayfield County Board of Supervisors, in partnership with county stakeholders, established an ad hoc advisory committee. The purpose was to facilitate a dialogue between key players, to problem solve and strategize around opportunities to bring more stability, resources, and attention on EMS in Bayfield County.

To address these challenges and ensure the long-term success of EMS in Bayfield County, the Bayfield County Towns Association, the Cities of Washburn and Bayfield, the Village of Mason, the Bayfield County EMS Council, the Red Cliff Tribe, and the Bayfield County Board of Supervisors agreed to establish a joint Advisory Committee. The Committee's mission was established as follows:

- **Determine the strengths and weaknesses of Bayfield County Emergency Medical Services**
- **Propose recommendations to ensure continued and successful operations over the next 10 years**
- **Establish an action plan to carry out those activities**

The Committee gathered and analyzed data from a variety of sources to better understand the issues facing regional EMS including:

- Testimony from EMS Service Directors provided at EMS Advisory Committee listening sessions
- Survey data and comments submitted by EMS Service Directors and EMS Advisory Committee members during the Environmental Scanning Activity and S.W.O.T. Analysis
- Additional comments provided to EMS Advisory Committee planning team members
- EMS Council minutes

The following is a summary of **Challenges and Opportunities** facing the Bayfield County EMS community that came to light as part of the EMS Advisory Committee's deliberations.

Challenges and Opportunities

Challenges related to Training

- Bayfield County is underserved with local EMS training opportunities.
- Training requirements continue to increase and create barriers for new volunteers interested in becoming an EMR/EMT.
- Recertification requirements create challenges for current volunteers and compound volunteer burnout.
- Wisconsin’s licensing requirements do not allow EMTs from other states, or current medical professionals to join local EMS services without meeting additional training and certification requirements.

Challenges related to Legislative

- Support and Funding for EMS are not priority issues to the WI State Legislature and Executive Office.
- Statutory requirement is placed on towns to provide EMS.
- Local governments lack authority over EMS related rules and regulations.

Challenges related to the organization of services

- Each EMS service is set up to operate independently and must provide a full roster of staff and a complete set of equipment to cover a larger geographical area.
- Levels of patient care, length of response time, and cost for care vary across Bayfield County.
- Cost to support EMS services is not equally distributed to all residents of Bayfield County.
- EMTs are not able to act as a legal crew member without being cross credentialed while in a neighboring service area, subjecting patients to longer response times.

Challenges related to Staffing Shortages

- Local EMS Services are heavily reliant on volunteer responders.
- Incentives to encourage new volunteers are insufficient.
- Volunteer staff are exhibiting a high level of burnout
- Non-emergency calls stretch the resources of EMS services.

Recommendations

In response to these **Challenges and Opportunities** the EMS Advisory Committee developed the following *recommendations* to address current challenges and ensure the continued success of EMS services in the region.

Recommendations to Address Training Issues

- Advocate for increased incentives to encourage new volunteers. This includes complete reimbursement of class, testing fees, uniforms, time, and travel expenses.
- Request a reduction in required training hours from Northwood Technical College.
 - Training should be limited to the National Registry requirements and only teach REQUIRED skills. Advanced skills would be the responsibility of the individual service.
- Request additional changes to the Northwood Technical College EMT training program including:

- Keep training and clinicals at local sites as much as possible as travel distance and time deter potential candidates.
- Reinstate the EMR/EMT bridge course.
- Advocate for a member of the EMS Council to be seated on the NTC EMS Advisory Board in order to provide input on training decisions.
- Encourage local Ambulance Services to sign a Preceptor agreement with NTC so that students can accrue patient contacts with the service they work for.

Recommendations to Address Staffing Shortages

- Provide and require mandatory counseling after critical events and calls.
- Encourage services to increase on-call wages to \$5 per hour.
- Implement public education on proper use of the 911 system to reduce calls.

Recommendations to Address Legislative Challenges

- Support the Bayfield-Ashland Counties EMS Council in working with the State of Wisconsin EMS Office to develop clear guidelines and procedures for pre-planned cross-credentialing of personnel.
- Advocate for reciprocity of credentialing for EMT trained in other states.
- Advocate with the State to establish a program to cover initial expenses for EMR/EMT training in exchange for two years of service at any EMS agency within the state.
- Advocate for the development or enhancement of a funding program to provide significant grants to EMT/EMR agencies for ambulances or other big-ticket equipment on an as-needed basis.
- Advocate for the development or enhancement of a funding program to provide significant *consistent, reliable funding needed for all services to address staffing and operational expenses.*
- Advocate to exempt increases in EMS expenditures from Municipal levy limits.
- Provide additional funding options to municipalities to offset the cost burden of areas with high volume of tourism. Some options to consider include:
 - *A county-wide sales tax to help fund EMS county wide*
 - *A \$1 fee for each recreational vehicle registration*
 - *A program for businesses to collect a voluntary contribution for EMS*
 - Advocate for an appropriate addition to the existing patient data-collection system to identify patient status as resident or non-resident to better analyze the impact of non-resident's emergencies on local services
- Explore additional funding models for EMS, including:
 - Cross-fund via the county
 - A per-property fee-based model like a sanitary district or water utility. This could then also be charged to tax-exempt entities such as churches, government facilities, etc. to help spread the cost.
 - A formula-based revenue model *like a library funding.*
- Recognize EMS as an essential service.

Additionally, the EMS Advisory Committee recommends continued collaboration and close coordination between Bayfield County Emergency Management, the Red Cliff Tribe, the Bayfield-Ashland County EMS Council and the Bayfield Ashland Towns Association to:

1. Support a coordinated EMS legislative agenda

2. Ensure open lines of communication
3. Maximize identification and procurement of additional financial resources
4. Continue to develop innovative ways to support regional Emergency Medical Responders and the invaluable service they provide to our communities.

Advisory Committee Development

In recent years, there has been growing awareness and concern about the sustainability of Emergency Medical Services (EMS) across Bayfield County and the extraordinary challenges facing rural EMS in the state and nation. In the last decade, EMS services have been facing increasing challenges including:

- A precipitous drop in volunteerism
- Escalation of costs to provide services
- Lack of increase in funding
- Increased call volume
- workforce staffing shortages
- Staff and volunteer burnout

Most recently, the Pandemic coupled with the changing demographics in the region have exacerbated these challenges and stretched Emergency Medical Services to a near breaking point. In order to address these concerns, the Bayfield County Board of Supervisors, in partnership with critical stakeholders, initiated an opportunity to facilitate a critical dialogue between key players, problem solve and strategize around opportunities to bring more resources to bear for the future.

Background on collaboration

Provision of EMS services is a complex system involving many stakeholder groups. Historically, a jurisdiction approves budgets and contracts for EMS agencies. Independently, EMS agencies recruit volunteers and provide services to the best of their abilities. The Bayfield Ashland EMS Council facilitates inter-agency planning and communication in order to maintain and improve service levels. Generally, the County has maintained a finger on the pulse of EMS operations through the Office of Emergency Management. Separate from these groups, community members and county board members would share praise and admiration for the volunteers, with little knowledge or understanding of the inner workings of local EMS service providers. Despite the many stakeholders, there has been no structure to date that affords the opportunity for all these stakeholders to work together and to address these challenges facing EMS services from a holistic perspective.

In order to address these challenges and ensure the long-term success of EMS in Bayfield County, the Bayfield County Towns Association, the Cities of Washburn and Bayfield, the Village of Mason, the Bayfield County EMS Council, the Red Cliff Tribe, and the Bayfield County Board of Supervisors agreed to establish a joint **Advisory Committee**. The Committee's mission was established as follows:

- **Determine the strengths and weaknesses of Bayfield County Emergency Services**
- **Propose recommendations to ensure continued and successful operations over the next 10 years**
- **Establish an action plan to carry out those activities**

To ensure that the Committee included representation from critical stakeholder groups, a 15-member Committee was established with representation as follows:

- 3 Town Representatives

- 2 City Representatives
- 4 EMS Agency Representatives
- 2 County Board Representatives
- 1 Red Cliff Tribal Representative
- 1 Village Representative
- 2 Citizen Representatives

Entities were asked to select members to serve the Committee. Additionally, applications were taken by Bayfield County for the two Citizen Representatives.

Committee Members:

Larry Fickbohm	Colleen Beagan	Jan Victorson
Brett Friermood	Michael Lang	Dan Vaillancourt
Rob Puls	David Trudeau	David Larson
Sandy Raspotnik	Steve Sandstrom	Scott Kluver
Eric Neff	Lyn Cornelius	

Alternate Members:

Gary Victorson	Clyde Clauson
Beverly Steele	Tam Hofman

Advisory Members:

Mark Abeles-Allison, County Administrator
 Lynn Divine, County Clerk
 Kellie Pederson, UW-Extension Community Development Educator
 Meagan Quaderer, Emergency Management Director
 Paige Terry, Clerk III

At the first Committee meeting, Jan Victorson was elected as Vice Chair and Steve Sandstrom was elected as Chair.

Additionally, an Executive Advisory Committee met regularly throughout the process to develop supporting materials and research as requested by the committee and advise on the process.

Executive Advisory Committee:

Steve Sandstrom, Committee Chair
 Jan Victorson, Committee Vice Chair
 Meagan Quaderer, Bayfield County Emergency Management Director
 Kellie Pederson UW-Madison Extension Community Development Educator
 Mark Abeles-Allison, Bayfield County Administrator

Committee Process & Timeline

June 29th, 2021

The Bayfield County Board approved and signed a resolution to establish a joint Advisory Committee beginning in September of 2021.

October 21st, 2021

First meeting of the Ad Hoc EMS Advisory Committee was held both in-person and virtually in the EOC.

Critical Insights/Activities

- Elected the Chairperson and Vice Chairperson
- Reviewed the anticipated meeting process
- Established committee purpose and expectations

November 29th, 2021

Second meeting of the Ad Hoc EMS Advisory Committee was held both in-person and virtually in the County Board Room.

Critical Insights/Activities

- Reviewed Bayfield County EMS Trend Analysis
- Reviewed EMS Operational & Cost Analysis
- Committee identified the importance of hearing the perspectives of the EMS Directors and decided to host a listening session with EMS Directors to further inform the committee members

Key insights from the Trend Analysis

What trends or ideas are ON THE HORIZON in Rural EMS?

(These are often radical ideas, next generation ideas, some out of the blue, the leading edge in the field)

- EMS services hiring full-time staff with benefits
- Increased funding and support from County and State
- Additional incentives for volunteer EMTs
- Expanded scope of practice for EMTs
- Broader use of new technology to deliver services
- Private, for-profit and Hospital-based EMS services

What trends and ideas are EMERGING in Rural EMS?

(These are often experimental ideas that are just starting to get funding or backing, ideas that are beginning to build, picking up momentum and acceptance, practices that are gaining popularity, ideas whose time has come, and are gaining momentum)

- Services developing hybrid models to incorporate volunteers and paid staff
- Increased pay and benefits
- Use of 1 EMT, 1 EMR to respond to emergencies
- Community EMS programs
- Regionally based EMS models (instead of locally based EMS models)
- Recognition of rural realities

What trends and ideas are ESTABLISHED in Rural EMS?

(These are tried and true, status quo, accepted ideas, standard operating procedures, mainstream)

ways. *These are often well funded practices that are hard to dislodge.)*

- Community expectation that an ambulance will arrive in a timely manner
- Volunteer based EMS
- Expectation of continuous training/recertification
- Services funded contracted through individual municipalities/towns
- State agencies focused on more urban areas
- 2 person EMT crews

What trends or ideas are DISAPPEARING in Rural EMS?

(These are ideas whose time has gone, that are no longer relevant, what's "out", what's falling out of favor, outdated, what may need to be let go of or may need to be resuscitated.)

- Reliance on volunteer staff
- Community interest in volunteerism

What issues or trends are creating an UNDERTOW for Rural EMS?

(These are deep patterns which can cause trouble, even in the midst of success, and those things that drag us down.)

- Aging labor pool
- Less interest from volunteers
- Inadequate funding
- Low pay/nonliving wages for EMTs
- Frequent, non-emergent calls (lift assists, falls, etc.)
- Non-relevant/excessive training

Key insights from the SWOT Analysis

What STRENGTHS do you see in Rural EMS across Bayfield County?

- Dedicated volunteer EMR/EMTs
- Willingness to work together to solve problems
- Interaction/support among ambulance services including mutual aid and backup.
- Individual town commitment to keep EMS viable.

What WEAKNESSES do you see in Rural EMS across Bayfield County?

- Aging population and volunteers
- Lack of volunteers and staff
- Insufficient staffing and funding leading to burnout
- Lack of volunteer retention
- Expectation of continuous non-relevant training
- Lack of community education on importance of and needs of EMS

What OPPORTUNITIES do you see for Rural EMS across Bayfield County?

- Increased municipal cooperation
- Increase in County or State funding/support
- Partnerships with hospitals
- Community EMS program to reduce non-emergency calls for service
- Recruit with local high schools

What THREATS OR CHALLENGES do you see for Rural EMS across Bayfield County?

- Staffing shortages
- Volunteer burnout
- Funding shortages
- Spike in calls during tourism season

What is the POTENTIAL COST OF TAKING NO ACTION? What is at stake?

- Increase in risk to health and welfare of residents
- Loss of life
- Significant lack of EMS coverage
- Loss of ambulance services
- Decline in regional reputation

Key insights from the Operational and Cost Analysis

The nine EMS agencies as well as all of the local town, village, city, and tribal governments located within Bayfield County were requested to fill out a survey that addressed costs related to EMS operations and current operational practices.

It was found:

- On average, each EMS service has approximately 14 members and 62% of those members are considered active on their service.
- The average on-call pay rate is \$3 per hour.
- The average response and transport pay rate is \$40 per call.
- The average budgeted cost per local jurisdiction is \$47,000 annually, which is a 32% increase over the last decade.
- EMS responded to 1,871 calls for service in 2021 which is up 22% over the last decade.

December 28th, 2021

Third meeting of the Ad Hoc EMS Advisory Committee was held both in-person and virtually in the Bayfield County Board Room.

Critical Insights/Activities:

- A listening session was held where Bayfield County EMS directors were invited to share the realities and challenges of their individual services with the committee.
 - **Bev Steele with the Town of Clover presented for the South Shore Ambulance service**
 - **Jeff Bellile, director of the Washburn Area Ambulance service**
 - **Joe Schick, director of the Mason Ambulance service**
 - **Brett Friermood, director of the Barnes Ambulance service**
 - **Adam Olson, financial officer of the Iron River Ambulance service**
 - **Rob Puls, assistant director of the Great Divide Ambulance service**
- Based on these comments, the committee identified four core areas that should be addressed:

January 24th, 2022

Fourth meeting of the Ad Hoc EMS Advisory Committee was held both in-person and virtually in the Bayfield County Board Room. Critical Insights/Activities:

- A listening session was held where Bayfield County EMS directors were invited to share the realities and challenges of their individual services with the committee.
 - **Chris Pribek, EMS Service Director of the Ashland Fire Department**
 - **Lyn Cornelius, director of the Bayfield Ambulance Service**

- **Michael Lang, director of the Red Cliff Ambulance Service**
- The committee began discussing the topic of Boundaries, Coverage and Geography
 - Reviewed Service coverage maps, the dispatching process, and began to identify several issues and potential solutions
 - The committee had a lengthy discussion about Cross-boundary coverage

February 2022

The Executive Committee Staff met to review and analyze all data gathered to-date, including:

- Testimony from EMS Service Directors provided at EMS Advisory Committee listening sessions
- Survey data and comments submitted by EMS Service Directors and EMS Advisory Committee members during the Environmental Scanning Activity and S.W.O.T. Analysis
- Additional comments provided to EMS Advisory Committee planning team members
- EMS Council minutes

From this review and analysis, a series of summaries were developed, identifying the **challenges** facing the Bayfield County EMS community, as well as potential solutions and opportunities.

Key Challenges and Opportunities

Challenges related to Training

- Excessive training requirements create barriers for new volunteers interested in becoming an EMR/EMT.
- Bayfield County is underserved with local EMS training opportunities.
- Training requirements continue to increase and create barriers for new volunteers interested in becoming an EMR/EMT.
- Recertification requirements create challenges for current volunteers and compound volunteer burnout.
- Wisconsin's licensing requirements do not allow EMTs from other states to join local EMS services without meeting additional training and certification requirements.

Challenges related to Legislative

- Support and Funding for EMS are not priority issues to the WI State Legislature and Executive Office.
- Statutory requirement is placed on towns to provide EMS
- Local governments lack authority over EMS related rules and regulations

Challenges related to the organization of services

- Each EMS service is set up to operate independently and must provide a full roster of staff and a complete set of equipment to cover a larger geographical area.
- The level of patient care, length of response time, and cost for care vary across Bayfield County.
- Cost to support EMS services is not equally distributed to all residents of Bayfield County.

- EMTs are not able to be a legal crew member while in a neighboring service area, subjecting patients to longer response times.

Challenges related to Staffing Shortages

- Local EMS Services are heavily reliant on volunteer responders.
- Incentives to encourage new volunteers are insufficient.
- Volunteer staff are exhibiting a high level of burnout
- Non-emergency calls stretch the resources of EMS services.

February 28th, 2022

Fourth meeting of the Ad Hoc EMS Advisory Committee was held both in-person and virtually in the Bayfield County Board Room.

Critical Insights/Activities:

- Topic Summaries of Key Issues and Opportunities were presented to the committee
- Following the presentation, the Committee used a nominal voting process to identify specific issues and solutions on which to focus efforts and develop implementation plans.
- The Committee broke into three Subcommittees to tackle these topics.
- The Subcommittees were tasked with analyzing the issues, identifying solutions, and developing implementation plans to address these issues.
- The subcommittees were expected to present their findings to the committee on April 25th, 2022.

Subcommittee make-up is detailed in the chart below.

Legislative Issues	Training	Staffing Shortages
Organization of services		
Scott Kluver (City) washburnedmin@cityofwashburn.org	Tam Hofman (Bayfield/Ashland EMS Council Chair) rangermat2@gmail.com	Rob Puls (Great Divide Ambulance Director) robpuls@gmail.com
Eric Neff (Town) eneff@barnes-wi.com	Lyn Cornelius (Bayfield Ambulance Director) bayfish1@centurylink.net	Dan Vaillancourt (Town) lincolntown@cheqnet.net
Colleen Beagan (City) beagan_council@outlook.com	Beverly Steele (Alternate) steelemueller@cheqnet.net	Lyn Cornelius (Bayfield Ambulance Director) bayfish1@centurylink.net
David Trudeau (Citizen) trude003@gmail.com	Sandy Raspotnik (Town) rsptnk524@gmail.com	Larry Fickbohm (County Board) larry.fickbohm@bayfieldcounty.wi.gov
Jan Victorson (Vice Chair) jan.victorson21@gmail.com	Jeff Byerhof (South Shore Ambulance Director)	Brett Friermood (Barnes Ambulance Director) brett.friermood@gmail.com
Clyde Clauson (Alternate) clydec55@cheqnet.net	Michael Lang (?) (Red Cliff Ambulance Service) mlang@redcliffhealth.org	Stuart Matzias Ashland Fire/EMS smatthia@coawi.org
Chris Pribek Ashland Fire/EMS cpribek@coawi.org	Steve Sandstrom (County Board/Chair) steve.sandstrom@bayfieldcounty.wi.gov	
David Larson Village of Mason		
Mark Abeles-Allison (Advisory Member) mark.abeles-allison@bayfieldcounty.wi.gov	Meagan Quaderer (Advisory Member) meagan.quaderer@bayfieldcounty.wi.gov	Kellie Pederson (Advisory Member) kellie.pederson@wisc.edu

March & April, 2022

Subcommittees met individually to further analyze topics, identify solutions, and develop implementation plans to address critical issues.

April 25th, 2022

The Fifth meeting of the Ad Hoc EMS Advisory Committee was held both in-person and virtually in the Bayfield County Board Room.

Critical Insights/Activities:

- Each subcommittee presented their findings to the whole committee.
- Guests from Northwood Tech and the State of Wisconsin Regional EMS Representative both attended the meeting and provided valuable insight and feedback to the committee
- Based on the feedback and discussion, the Subcommittees were tasked with refining their solution statements, implementation plans

May 2022

Critical Insights/Activities:

- Subcommittees submitted their Recommendations.
- *The Complete Reports of Findings from each Subcommittee are detailed in Appendices A, B & C.*
- Executive Committee Staff summarized all data and drafted the final and accompanying resolutions.

Recommendations

As a result of the Committee’s deliberations, several recommendations are proposed, to help ensure the ongoing success of EMS operations in Bayfield County.

The following is a *summary of these recommendations* that address current challenges, maximize opportunities and ensure the continued success of EMS services in the region.

Detailed recommendations can be found in the Subcommittee Reports, Appendices A, B & C.

Recommendations to Address Training Issues

- Increase Incentives to encourage new volunteers. This includes complete reimbursement of class, testing fees, uniforms, time, and travel expenses.
- Request a reduction in required training hours from Northwood Technical College (NTC).
 - Teach to the National Registry, and only teach REQUIRED skills. Advanced skills would be the responsibility of the individual service.
- Request additional changes to Northwood Technical College (NTC) EMT training program including:
 - Keep training and clinicals at local sites as much as possible. Travel distance and time deter potential candidates.
 - Reinstate the EMR/EMT bridge.
- Advocate for a member of the EMS Council to be seated on the NTC EMS Advisory Board in order to provide input on training decisions
- Encourage local Ambulance Services to sign a Preceptor agreement with NTC so that students can get patient contacts with the service they are affiliated with.

Recommendations to Address Staffing Shortages

- Provide and require mandatory counseling after critical events and calls.
- Encourage service to increase on-call wages to \$5 per hour.
- Implement public education on proper use of the 911 system.

Recommendations to Address Legislative Challenges

- Support the Bayfield-Ashland Counties EMS Council in working with the State of Wisconsin EMS Office to develop clear guidelines and procedures for pre-planned cross-credentialing between services.
- Advocate for reciprocity of credentialing for EMT trained in other states.
- Advocate with the State to establish a program to cover initial expenses for EMR/EMT training in exchange for two years of service at any EMS agency within the state.
- Advocate for the development or enhancement of a funding program to provide significant grants to EMT/EMR agencies for ambulances or other big-ticket equipment on an as-needed basis.
- Advocate for the development or enhancement of a funding program to provide significant *consistent, reliable funding needed for all services to address staffing and operational expenses.*

- Advocate to exempt increases in EMS expenditures from Municipal levy limits.
- Provide additional funding options to municipalities to offset the cost burden of areas with high volume of tourism. Some options to consider include:
 - *A county-wide sales tax to help fund EMS county wide*
 - *A \$1 fee for each recreational vehicle registration*
 - *A program for businesses to collect a voluntary contribution for EMS*
 - Advocate for an appropriate addition to the existing patient data-collection system to identify patient as resident or non-resident in order to better analyze the impact of non-residents emergencies on local services
- Explore additional funding models for EMS, including:
 - Bayfield County exploration of allocating tax levy funds
 - A per-property fee-based model similar to a sanitary district or water utility. This could then also be charged to tax-exempt entities such as churches, government facilities, etc. to help spread the cost.
 - A formula-based revenue model *similar to a library funding.*
- Recognize EMS as an essential service.

June, 2022

Sixth and final meetings of the Ad Hoc EMS Advisory Committee was held both in-person and virtually in the Bayfield County Board Room.

Critical Insights/Activities:

- Committee reviewed and provided feedback on the draft of the Final Report

June & July 2022

Final Report will be distributed

Further Recommendations

Additionally, the EMS Advisory Committee recommends continued collaboration and close coordination between Bayfield County Emergency Management, the Red Cliff Tribe, the Bayfield Ashland County EMS Council and the Bayfield Ashland Towns Association in order to:

5. Support a coordinated EMS legislative agenda
6. Ensure open lines of communication
7. Maximize identification and procurement of additional financial resources
8. Continue to develop innovative ways to support regional Emergency Medical Responders and the invaluable service they provide to our communities.

The EMS Advisory Committee also encourages all stakeholders to adopt governing resolutions that will provide agencies and officials with encouragement to address these issues and implement the above recommendations at the appropriate levels of government. Sample resolutions are provided in the Appendix below.

[These were discussed at Legislative meetings related to organizational issues.]

Additionally -

1. County continued support to the EMS Council and local ambulance services through Emergency Management.

2. County continues to offer and/or increase logistical support to the regional CISM (Critical Incident Stress Management) team through the office of emergency management.
3. County continues to provide Dispatch services through the Bayfield County PSAP.

Appendix A: Supporting Resolution for Bayfield County



Resolution No. 2022-xx

In Support of Rural Emergency Medical Services in Bayfield County

WHEREAS, Bayfield County established a multi-jurisdictional EMS Advisory Committee to help develop specific strategies to address challenges county EMS providers were facing; *and*,

WHEREAS, the Committee met from September 2021 until June 2022 and completed a final report; *and*,

WHEREAS, Bayfield County's focus was to facilitate the process, the Committee documented recommendations in the areas of Training, Staffing, and Legislative Challenges that could develop into county specific actions; *and*,

WHEREAS, Bayfield County wants to provide continued support to EMS in Bayfield County;

NOW THEREFORE BE IT RESOLVED, that the Bayfield County Board of Supervisors assembled this 28th day of June 2022, hereby commits to advocate at a local, regional, and state level, regarding actions agreed upon jointly with the EMS Council, Jurisdictions, and Agencies as it relates to the Training, Staffing, and Legislative topic areas; *and*,

BE IT FURTHER RESOLVED, that Bayfield County commits to developing a 911 education program through the Bayfield County Emergency Management Office; *and*,

BE IT FURTHER RESOLVED, that Bayfield County agrees to investigate utilization of the state "county wide" mill levy exception in support of municipal EMS decisions; *and*,

BE IT FURTHER RESOLVED, that Bayfield County commits to actively search for alternate sources of funding to be distributed as directed by county municipalities; *and*,

BE IT FURTHER RESOLVED, that Bayfield County commits to sponsoring annual Emergency Services appreciation events, in collaboration with jurisdictions, EMS agencies and the EMS Council to support and promote Emergency Services; *and*,

BE IT FURTHER RESOLVED, that Bayfield County commits to promote and encourage EMS Agency participation in the County Employee Assistance Program (EAP); *and*,

BE IT FURTHER RESOLVED, that Bayfield County will provide meeting facilities and facilitation resources to municipalities, EMS agencies, and the EMS Council as needed; *and*,

BE IT FURTHER RESOLVED, that Bayfield County requests that jurisdictions, EMS agencies, and the EMS Council jointly submit an EMS legislative agenda for the County to consider annually by May 20; *and*,

BE IT FURTHER RESOLVED, that Bayfield County shall host and coordinate an annual meeting of agencies and local jurisdictions in November of each year with Northwood Technical College to discuss training offerings to meet Bayfield County EMS educational needs.

By Action of the:
Bayfield County Board of Supervisors

Dennis M. Pocernich, *Chair*

STATE OF WISCONSIN)
) ss.
COUNTY OF BAYFIELD)

I, Lynn M. Divine, Bayfield County Clerk,
hereby certify that the foregoing is a true and
correct copy of Resolution No. 2022-xx,
Volume 29, adopted by the Bayfield County
Board of Supervisors at their meeting held on
the 28th day of June 2022

Lynn M. Divine,
Bayfield County Clerk

Appendix B: Supporting Resolution for Municipalities

LOCAL JURISDICTION RESOLUTION

Resolution No. 2022-xx

EMERGENCY MEDICAL SERVICE (EMS) RESOLUTION

WHEREAS, Wisconsin towns are statutorily responsible for providing EMS services (WI S.S. 60.565); *and*,

WHEREAS, local jurisdictions are currently served by nine ambulance services; *and*

WHEREAS, ambulance services/EMS agencies are struggling to recruit volunteers; *and*,

WHEREAS, an Ad Hoc multi-jurisdictional EMS Advisory Committee was established in Bayfield County in 2021; *and*,

WHEREAS, the Committee met from September 2021 until June 2022 and completed a final report attached here; *and*,

WHEREAS, the Committee documented recommendations in the areas of Training, Staffing, and Legislative Challenges;

NOW THEREFORE BE IT RESOLVED, that the (Town/City/Tribe/Village) assembled this _____ day of _____ 202x, hereby commits to advocate at a local, regional, and state level, regarding actions agreed upon jointly by the EMS Council, Local Jurisdictions and Agencies as it relates to the Training, Staffing, and Legislative topic areas; *and*,

BE IT FURTHER RESOLVED, that the (Town/City/Tribe/Village) commits to actively search for alternate sources of EMS funding; *and*,

BE IT FURTHER RESOLVED, that the (Town/City/Tribe/Village) commits to help support an annual EMS appreciation event; *and*,

BE IT FURTHER RESOLVED, that the (Town/City/Tribe/Village) commits to promote and encourage EMS Agency participation in Employee Assistance Program (EAP); *and*,



BE IT FURTHER RESOLVED, that the (Town/City/Tribe/Village) commits to Bayfield County's request that local jurisdictions, EMS agencies, and the EMS Council jointly submit an EMS legislative agenda for the County to consider annually by May 20.

By Action of the:
Town/City/Village/Tribal Chair

Appendix C: Training Subcommittee Findings

TRAINING IMPLEMENTATION PLAN

Incentives To Encourage New Volunteers

- Complete reimbursement of class, testing fees, uniforms, time, and travel expenses. Budget funding sources could come from the State, County, Municipalities, or local service.
- Have potential candidates/students sign a contract that we could send to collections if they do not fulfill their obligation to the service. Contract needs to be legally binding.
- CEP Funding Source for EMT Training. Email has been sent to Sara White to gather information and criteria for candidates to pay for training and possibly time.
- Resolution made by Beverly Steele needs to be reviewed by ADHOC for input to draft letters to Townships.

Training Opportunities

Bayfield County Advisory Committee drafts a letter to Northwoods Technical College (NTC) with a list of requests for change at NTC. We ask that the County negotiate strongly with NTC for a reduction in training hours. These would include:

- A. Teaching to the National Registry, and only teaching REQUIRED skills. All other advanced skills would be the responsibility of the individual service.
- B. Keep training at the local site as much as possible. Travel distance and time is a deterrent to potential candidates.
- C. Doing away with clinicals at other sites. NTC stated if Services sign a preceptor agreement, the student can get patient contacts with their affiliated services. We encourage Services to sign a Preceptor agreement with NTC so that students can get patient contacts with the service they are affiliated with.
- D. Reinstatement of the EMR/EMT bridge. NTC stated that if we have 10 students enrolled, they will run this bridge.
- E. Each member of the ADHOC Committee be seated on the NTC Advisory Board so that input can be made on behalf of the Services. NTC sets educational hours, which have been steadily increasing causing a lack of candidates wanting to volunteer. We feel that we should have a voice in the decision-making process.

Appendix D: Legislative Subcommittee Findings

Drafted May 23, 2022

Over the course of several meetings the Legislative Issues Subcommittee met and developed the following listing of concepts/ideas/positions for the full committee to review, further develop and/or advocate for. The subcommittee understands that the other subcommittees may have items that should be added to this list and awaits their comment and reports. While some of the ideas are more detailed than others, the subcommittee did not want to draft details and rather focused on conceptual ideas. This document is a summary of discussions to be presented to the full committee that may then be forwarded to the County Board and other organizations as we continue to discuss and refine before presenting to legislators. All Legislation and/or new policy must be well vetted. It was suggested that the legislative agenda should be reviewed each year to ensure an effective feedback loop between local jurisdictions/EMS agencies and the state.

Top Legislative Proposals –

1. List EMS as an “essential” service. Like fire and law enforcement services, Emergency Medical Services need to be designated as “essential” by statute. Essential services receive additional budget authority and flexibility. This is needed for EMS.
2. Funding Requests and Possible Sources: Reliable funding is needed for services to address staffing and operational expenses.
 - a. The State of Wisconsin to cover initial expenses for EMR/EMT/Paramedic training in exchange for two years of service at any EMS agency within the state.
 - b. Establish a program to provide funding assistance to EMS agencies for ambulances and other capital-intensive items.
 - c. Increased funding for the Funding Assistance Program (FAP). Explore how it could be modified or funded at a higher level on a continuing basis.
 - d. Allow municipal EMS expenses to exceed levy cap, not just county wide services.
 - e. Allow tourist intensive areas to have a sales tax to help fund EMS emergency operations
 - f. Wheel tax for recreational vehicle registration to fund EMS.
 - g. Research voluntary business contributions to EMS, modeled after the Bayfield Recreation Center program.
 - h. Explore other models of funding including levy exemptions (i.e. library), county funding or allowing EMS agencies to operate as a utility, removing EMS from the municipalities general operating budgets with a fee per property like a sanitary district or water utility.

3. Advocate for reciprocity of EMT training from other states. The state EMS Office has taken steps to minimize the steps required to become licensed in Wisconsin when an EMT is licensed in another state. There may still be questions for those that are only Nationally Registered. If training from outside Wisconsin does not cover all skill sets, provisional license could be issued with training in additional skills required before use of those skills employed. National Registry should be recognized for licensure in Wisconsin.

The following listing of agencies/organizations with point of contact was developed to assist with the advocacy of the legislative agenda.

STATE EMS ADVOCACY ORGANIZATIONS

ORGANIZATION	ADDRESS	POC	EMAIL	TELEPHONE	LOBBYIST
ORH Office of Rural Health	310 N Midvale Blvd Suite 301 Madison WI 53705	John Eich, Director	eich@wisc.edu	608.261.1890	
PAAW Professional Ambulance Association of Wisconsin		Chris Anderson, President Mark Fredrickson James Newlun	Canderson@264bell.com	414.486.4044 414.349.3732	Contract Board = GAC
PFFW Professional Fire Fighters of Wisconsin		Jerry Biggart	axswnggr@aif.net	414.640.3473	Contract
PSOW Paramedic Systems of Wisconsin		Dan Gatz			
WACEP Wisconsin Chapter American College of Emergency Physicians	563 Carter Court Suite B Kimberly WI 54136	Maggie Guennert, Executive Director	wacap@badgerbay.co	920.750.7726	
WCA Wisconsin Counties Association	22 E Mifflin St., Suite 800 Madison, WI 53703	Mark D. O'Connell President/CEO	mail@wcounties.org	608-663-7188	
WEMA Wisconsin Emergency Management Association		Keith Hurlbert, President	Keith.hurlbert@iowacounty.org	608.930.9540 608.553.1481	
WHA Wisconsin Hospital Association	5510 Research Park Dr PO Box 259038 Madison WI 53725-9038	Kally Lietz, VP Communication Kyle O'Brien Govt Affairs	klietz@wha.org kobrien@wha.org	608.274.1820	
Wisconsin League of Municipalities	PO Box 6358 Monona, WI 53716	Toni Herkert, Government Affairs Director	league@lwm-info.org	608-267-2380	
Wisconsin Medical Society					
Wisconsin Nurses Association					
WSFCA Wisconsin State Fire Chiefs Association	11801 W Silver Springs Dr #200 Milwaukee WI 53225	David Litton, President	David.litton@greenbaywi.gov	414.501.2603	George Klaetsch
		Christopher Dalles Volunteer Liaison	Cdalles.vfdrescue@tds.net		
WSFA Wisconsin State Firefighter Association	313 W Division St PO Box 267 Mazomanie WI 53560	Annette Geisler, Executive Secretary	wsfa@wi-state-firefighters.org	608.401.1650	

Appendix E: Staffing Subcommittee Findings

Item 1

Solution Statement: Provide and require mandatory counseling after critical events and calls.

Background: Burnout from involvement in critical calls can be a large reason EMS providers leave the field or reduce their involvement. Since EMS is a mentally and emotionally demanding field, some people may look at the availability and ease of access to mental health services as a consideration before choosing whether to join and contribute or not.

Bayfield County provides their employees access to the Employee Assistance Program which includes mental health among other services provided. The County has offered the Towns access to this program for their employees, some of which have done so. This is a big step forward, however several problems have been identified with these services.

One of the first problems encountered is that while access to the program has no cost, the cost of any services rendered is the responsibility of the individual. Secondly, EMS personnel who have sought help via these services have reported the providers of these services are local which creates an apprehension in EMS personnel to seek help due to the potential for every day public interaction with these providers. And last, the EAP is intended for all employees, not just EMS, and therefore the providers may not specialize or have experience in working with EMS personnel and the specific challenges faced.

Critical Incident Stress Debriefings (CISD) administered by a Critical Incident Stress Management (CISM) team are held when such an incident is identified. Historically these have been conducted for more extreme situations and not on a routine basis. While this seems reasonable, it has been observed that in many cases smaller and more benign call types and non-response events could benefit from this process.

Implementation Plan: Conduct more routine CISDs after incidents and events that have a high potential to affect the mental health of EMS providers in Bayfield County. Identify and utilize, preferably non-local, EMS focused mental health providers to work with personnel when needed beyond the initial CISD. Discussions with contacts for the EAP have found EMS specific providers that are non-local are provided under the EAP and can be requested by any EMS personnel seeking assistance, although this appears to not be well known.

Funding Sources: CISDs are generally conducted at no cost with the members of the CISM team volunteering their time. While increasing the rate of these Debriefings may require potential funding as it would be a further burden on the CISM team, the potential for additional and more costly individual services later may be reduced as more potential issues could be handled quicker and not allowed to grow into a bigger problem.

Possible funding sources for EMS specific mental health provider access include agency/Town/County budgets, workers compensation insurance, and grants. While existing

budgets may not provide for these services' future budgets may give its effect on EMS personnel, the Services, and the communities. Using the fact that EMS mental health issues are

almost universally originated by an incident occurring while working, either paid or volunteer, these services should be covered under workers compensation insurance as with any on-the-job injury. Finally various grants may provide a funding source, specifically the upcoming Funding Assistance Program (FAP) related grant program announced by the State of Wisconsin.

Item 2

Solution Statement: Increase on-call wages to \$5 per hour.

Background: Volunteer EMS Services in Bayfield County provide many monetary incentives to personnel for being ready for and responding to medical emergencies. Although this happens in varied methods, processes, and amounts, nearly all provide a stipend in some way for hours while on-call to respond. Usually documented in a schedule or calendar, and sometimes with specific rules and requirements, on-call hours are those times individual personnel commit to responding to any dispatched incidents. Inherently this limits the distance able to be traveled and activities they may participate in while on-call, always with the potential of needing to drop everything to respond.

Wages for these hours currently vary from \$1 to \$5 per hour on-call. Increasing to \$5/hr. across all services would help to further recognition of the job as a profession and attract more people while also incentivizing non-active personnel and rewarding active personnel.

Funding Sources: Funding sources for this item may be limited as wages are generally not covered by extra funding sources like FAP and other grant programs. In this case operating budgets may need to cover the cost increase. However, as mentioned before, most services already provide an on-call wage so this change would only require increasing it to \$5/hr. This also presents a potential opportunity for the County to provide a budgetary supplement or grant as a funding mechanism.

Item 3

Solution Statement: Provide a source for public education on proper use of the 911 system.

Background: Every year the number of non-emergency 911 calls appear to increase. While many of these are legitimate medical issues that just require less than immediate medical care, often 911 is called for things that should instead be discussed with a personal physician or can be handled by other means. These types of calls can cause an unnecessary burden on the area's EMS system and contribute to burnout and overwork of the largely volunteer personnel, not to mention potentially preventing an ambulance from responding to a more serious incident. Providing public education such as appropriate uses of 911, what constitutes a medical

emergency requiring an ambulance, and capabilities of prehospital EMS may help to reduce the number of non-emergency calls as well increase public awareness of EMS.

Additionally, a small subset of patients can sometimes represent most non-emergent calls. In extreme cases these few patients can represent most of a service's call volume.

On top of the already high utilization, calls for service for these patients can often be non-medically related including completing household tasks like washing dishes, refilling prescriptions, taking out the trash, and changing light bulbs. It is not unheard of for these patients to call 911 multiple times per day or be aggressive towards EMS personnel. While several methods have been utilized to reduce these abuses of the 911 system, often they are not effective.

Implementation Plan: Conduct additional public education campaigns via social media, traditional media, and in-person. The Bayfield County Sheriff's and Emergency Management departments currently provide such education in schools within the County as able and represent a good starting point to expand to others.

Funding Sources: Potential funding sources somewhat mirror previous items. As mentioned, the Bayfield County Sheriff's and Emergency Management departments already attempt to provide a form of this education in schools. Increasing budgetary funding to these departments would provide a way to start expanding to other platforms and demographics. Since this is a multi-faceted problem, including other County level organizations such as Tourism and Public Health may help to reach other populations. This is also a larger problem than County and local level and the State of Wisconsin may be a large asset in providing this education.

Appendix F: Organizing Resolution

BAYFIELD
C O U N T Y

Resolution

No. 2021-54

Bayfield County Towns Association, The Cities of Washburn and Bayfield, The Village of Mason, Bayfield County Emergency Medical Council, Red Cliff Tribe and Bayfield County Government Joint EMS Advisory Study Committee Resolution

WHEREAS, Emergency Medical Services are critical to Bayfield County; *and,*

WHEREAS, Bayfield County is fortunate to have nine top quality EMS agencies serving the County; *and,*

WHEREAS, Changing demographics and the pandemic are creating challenges to EMS Agency operations across the county, region and State; *and.*

WHEREAS, other Wisconsin counties, Ashland and Florence Counties are struggling to deliver services to all their residents; and Sawyer County to the south has had a County Wide EMS system in place for many years; *and,*

WHEREAS, all three parties agree that focused study, evaluation and dialogue amongst the parties is important to the long-term success of EMS in Bayfield County; *and,*

WHEREAS, The Town's Association, the Cities of Washburn and Bayfield, the Bayfield EMS Council, the Red Cliff Tribe, and Bayfield County Board of Supervisors are willing to put forth the time and effort and work together for the betterment of countywide communities; *and,*

NOW, THEREFORE, BE IT RESOLVED, The Bayfield County Towns Association, the Cities of Washburn and Bayfield, the Bayfield County EMS Council, the Red Cliff Tribe, and the Bayfield County Board of Supervisors agree to establish a joint Advisory Committee beginning in September of 2021; *and,*

BE IT FURTHER RESOLVED, the mission of the Committee shall be to:

Determine the strengths and weaknesses of Bayfield County Emergency Services, propose recommendations to ensure continued and successful operations over the next 10 years and establish an action plan to carry out those activities; *and,*

BE IT FURTHER RESOLVED, that the Committee shall meet as necessary in September, October, and November of 2021 and January, February, and March of 2022, and at other times as necessary and shall submit a final report by May 31, 2022; *and.*

BE IT FURTHER RESOLVED, that the Committee shall be made up of 15 members including the following:

- 3 Town Representatives
- 2 City Representatives
- 4 EMS Agency Representatives
- 2 County Board Representatives
- 1 Red Cliff Tribal Representative

- 1 Village Representative
- 2 Citizen Representatives; *and,*

BE IT FURTHER RESOLVED, that each of the seven entities shall select their own members. Applications shall be taken by Bayfield County for the two Citizen Representatives. The seven entities shall review applications and choose 2 citizen members via consensus to participate on the committee. *and,*

BE IT FURTHER RESOLVED that the committee shall elect a chair and vice-chair to organize meeting agendas with the first meeting being an organizational and planning meeting; *and,*

BE IT FURTHER RESOLVED that Bayfield County commits to provide a location, staffing and meeting agenda organizational assistance during these meetings.

By Action of the:
Bayfield County Board of Supervisors


Dennis M. Pocerlich, *Chair*

Bayfield County Towns Association

Tony Johanik, *Chair*

Bayfield County Emergency Medical Services Council

Tam Hoffman, *President*

Village of Mason

David Larson, *Village President,*

City of Bayfield

Gordy Ringberg, *Mayor*

City of Washburn

Mary Motiff, *Mayor*

Red Cliff Tribe

Tribal Chair

Appendix G: Instructions for Subcommittees

Bayfield County EMS Advisory Committee Clarification and Direction for Subcommittees

At the February 28, 2022, Bayfield County EMS Advisory Committee, it was decided to establish 3 sub-committees to address each of the critical topics and report back to the full EMS Advisory Committee with recommendations for implementation.

The sub-committees and their members are outlined below:

Legislative Issues	Training	Staffing Shortages
Organization of services		
Scott Kliver (City) washburnadmin@cityofwashburn.org	Tam Hofman (Bayfield/Ashland EMS Council Chair) rangermat2@gmail.com	Rob Puls (Great Divide Ambulance Director) robpuls@gmail.com
Eric Neff (Town) eneff@barnes-wi.com	Lyn Cornelius (Bayfield Ambulance Director) bayfish1@centurylink.net	Dan Vaillancourt (Town) lincolntown@cheqnet.net
Colleen Beagan (City) beagan_council@outlook.com	Beverly Steele (Alternate) steelemueller@cheqnet.net	Lyn Cornelius (Bayfield Ambulance Director) bayfish1@centurylink.net
David Trudeau (Citizen) trude003@gmail.com	Sandy Raspotnik (Town) rsptnk524@gmail.com	Larry Fickbohm (County Board) larry.fickbohm@bayfieldcounty.wi.gov
Jan Victorson (Vice Chair) jan.victorson21@gmail.com	Jeff Byerhof (South Shore Ambulance Director)	Brett Frierhood (Barnes Ambulance Director) brett.frierhood@gmail.com
Clyde Clauson (Alternate) clydec55@cheqnet.net	Michael Lang (?) (Red Cliff Ambulance Service) mlang@redcliffhealth.org	Stuart Matthias Ashland Fire/EMS smatthia@coawi.org
Chris Pribek Ashland Fire/EMS cpribek@coawi.org	Steve Sandstrom (County Board/Chair) steve.sandstrom@bayfieldcounty.wi.gov	
David Larson Village of Mason		
Mark Abeles-Allison (Advisory Member) mark.abeles-allison@bayfieldcounty.wi.gov	Meagan Quaderer (Advisory Member) meagan.quaderer@bayfieldcounty.wi.gov	Kellie Pederson (Advisory Member) kellie.pederson@wisc.edu

Each Committee has been provided the following documents and information:

- Critical Topic Summary of their topic:
 - These include strengths and weakness analysis, core problem statements related to the topic and potential solutions.
 - [Legislative Issues](#)

- [Organization of Services](#)
 - [Training](#)
 - [Staffing Shortages](#)
- Please note: the committee directed to address the Legislative Issues topic was also charged with addressing the Organization of Services Topic
- [Priority Solutions Document](#)
 - This is a summary of the most favorable solutions, as determined by a preference ranking/scoring of the of the EMS Committee
- [Raw Data for Ranking Priority Solutions](#) document
 - This document includes raw data on the scores of each solution, as well as some additional comments submitted by members when ranking solutions within each topic.
- [EMS Trends Analysis](#)
 - This was compiled from feedback provided by EMS Directors and Committee members via survey prior to the 2nd Advisory Committee meeting.

Responsibility of the Sub-Committees:

Review assigned topic and report back to the full EMS Advisory Committee with recommendations for implementation of priority solutions to address problems within the topic.

Process:

- Review Data on assigned sub-committee topic (refer to list of documents above)
- Identify ONE or TWO Solutions from the topic area to focus on
 - These could be the solutions identified in the Topic Prioritization Document or an amalgam of these with other solutions addressed in the Critical Topic Summary.
- Develop a recommended Implementation plan for each solution
- Develop a potential budget for solution implementation
 - Identify potential sources of funding
- Review and augment negative/positive outcomes
 - Develop mitigation strategy for negative outcomes
 - Include proposed Timeline for Implementation
 - Identify and map critical stakeholders and what each stakeholder group might contribute/need
 - Specify the specific governing body with authority to implement
 - Include all pertinent details about the governing body (membership, meeting frequency, process to address the body, etc.)
- Identify key actors in implementation
 - If it's new group/position that doesn't currently exist, layout a funding plan
 - Clarify the County's Role in the plan. How can the County support the implementation?

Timeline and Organization:

- This will likely take 2 or 3 subcommittee meetings.
- Each Committee will have an Advisory Member that can be called on to support scheduling, virtual meetings, formatting of documents, etc.

- Advisory Members are noted in the chart above.
- Each Committee should appoint a Chair to organize meetings and keep meetings on task.
- Each Committee should appoint a secretary to take notes, send updates to the Committee.
- First committee meeting should be scheduled between March 10th and 21st.
- Second committee meeting should be scheduled between March 22nd and 15th.
- Draft Implementation plan should be submitted by April 18th so they can be formatted for distribution in EMS Advisory Committee Packets for April 25th meeting.
- Each group will present their work at the April 25th meeting in order to receive feedback.
- Final Draft should be submitted by May 17th so they can be formatted for distribution in EMS Advisory Committee Packets for May 2022 meeting (date TBA).

Next Full EMS Committee Meeting: Apr 25, 2022

Appendix H: EMS Trends Analysis

EMS Trends Analysis THE WAVE

What trends or ideas are ON THE HORIZON in Rural EMS?	What trends and ideas are EMERGING in Rural EMS?	What trends and ideas are ESTABLISHED in Rural EMS?	What trends or ideas are DISAPPEARING in Rural EMS?	What issues or trends are creating an UNDERTOW for Rural EMS?
Which new ideas are pushing forward to become accepted trends and practices? There are often radical ideas, new perspectives that come out of the box, the leading edge in the field.	These are often experimental ideas that are just starting to get funding or backing. Ideas that are beginning to build, picking up momentum and acceptance, practices that are gaining popularity. Ideas whose time has come, and are gaining momentum.	These are tried and true, status quo, accepted ideas, standard operating procedures, mainstream ways. These are what the real world practices that are hard to dislodge.	Which trends and practices are concepts whose viability is overly questioned or no longer needed? These are ideas whose time has gone, that are no longer relevant, what's "out", what's falling out of favor, outdated, what may need to be let go of or may need to be restructured.	These are deep patterns which can cause trouble, even in the midst of success, and those things that drag us down.
Hiring full time and part time employees, volunteers get burned out.	Paid full time employees.	An ambulance will always show up.	Volunteer EMS	Decrease in communitywide support.
Hiring full time EMT's	Part Time Employment	An ambulance will always arrive quickly.	Volunteers who are responding to calls	Increasing state requirements/demands.
Full time paid people with benefits	Full-time staff needed for coverage	Expectations of EMS there in a timely manner	Adequate supply of "volunteers"	Funding
Greater state support/underwriting of EMS	Hiring 2 full time staff to cover day shifts year-round	Availability of ambulances and how calls are dispatched.	Volunteers	State funding structure (medicare & medicaid) and municipalities
Funding from County and or State.	Hybrid EMS: Full-time paid staff/Volunteers	Volunteers and Loyalty.	Volunteers	Public perspective and education
Working wage for readiness and response.	More communities need to establish full time EMS coverage	Run by volunteer personnel.	Volunteerism	State training requirements don't recognize rural needs
County pitching in money for incentive programs. Deducting money from property taxes to help pay the volunteer.	Use of EMR's with EMT's	Volunteer based EMS	Dependence on volunteers	Quality of education.
Household care deductions	Reduced staffing to one EMT and one EMR	Based on volunteer staffing	Completely volunteer (no stipend) staff	Non relevant CE
Offering more mental health support to staff	PAID ALIVING WAGE.	Recertification to keep our skills and standards up to date.	Younger generation is busy to Volunteer	Increased hours for initial training
Retaining staff by providing more training.	Paying volunteers more money	People will continue to donate their time	Less interest in volunteering among younger citizens	Lack of directed, germane, monthly CE
More training hours required.	Retirement benefits	What's the best way to deliver required training?	Public interest in EMS or being an EMT.	Retaining new staff
Regional training hubs	increased overtime pay due to short staffing	How to replace retiring/aging EMS workers?	EMS as a lifestyle/24-7 availability.	EMS is not a protected classification as with law enforcement and fire
New EMS being trained are used until comfortable.	Paying volunteers for time spent with training	Scheduling of past staff during peak times.	Community members staffing the ambulances	No health insurance
Add a hybrid level of EMT for rural areas	Training new EMS volunteers.	Call volume is too low to be a career	Communities can be fully self supporting.	Lack of pay/in-call or run pay.
Pushing more procedures at BLS level	Working with local high schools, tech schools for recruiting and training.	Intensity based EMS	EMS dispatched on all fire calls in Bayfield County unless cross trained	Not paying a living wage, state wide.
1 EMT with 1 EMR on ambulance calls	Dynamic staffing and scope of practice	Services are very protective of their "territory".	Funding	Low pay
Utilizing other EMS providers, police and fire	Powerload cct systems	Local services have community support	Where funding comes from.	Not having enough staff to get more than 1 rig out.
Private for-profit EMS	Learning towards more advanced skills/medications.	Regional medical director/protocols.	People accepting BLS Level response	Inefficient staffing.
Community EMS.	Mechanical CPR Devices	Local jurisdiction based with contracts.		Finding EMS volunteers
Hospital based EMS	Being a part of vital medications.	Cooperation between local EMS services is critical to coverage support		Aging out of many volunteers.
Use of more advanced equipment.	Increased reimbursement for Providers	Funded by "townships"		Younger individuals need to volunteer.
Vehicle locations for Dispatch efficient response	Community EMS	There is nothing well funded		Aging staff
Point of Care Lab Testing	Regional based EMS	Writing grants for funding		Vanishing volunteer labor pool
Widespread use of 12 lead by BLS	Community EMS.	2 person EMT crew – state required		Employers not willing EMTs respond to calls with pay
	Recognition of rural realities.	Governing bodies are focused on urban areas.		Lack of interest
				Family Commitments
				Inadequate Home healthcare/overuse aka "frequent flyer"
				LR Assistants/Fall and need help getting up
				Territorial boundaries

Appendix I: Topic Summary: Training

Bayfield County EMS Advisory Committee

CRITICAL TOPIC ANALYSIS

Topic of Concern: EMS Training

1. What are the strengths (benefits) of the system currently?
 - a. Some training is easier to access with new virtual systems
 - b. There is a clear system to become an EMR/EMT
 - c. Most local services include some continuing education at monthly meetings
 - d. Northwood Technical College provides the training program for EMT's
 - e. Funding Assistance Program (FAP) reimburses for education based on a formula that includes population and number of calls.

2. What are the CHALLENGES (weaknesses) of the system currently?
 - a. Quantity and length of training (720 hours) required for new EMR/EMTs makes it difficult for new volunteers to get into the system
 - b. There is no abbreviated training course available for medical professionals (RN, DR)
 - c. Continuous training requirements (annual training?) add stress to current volunteers and staff
 - d. Training/testing opportunities are not available in the County and require excessive travel
 - e. Reimbursement (\$?) for time spent in EMR/EMT training is insufficient
 - f. Cost to train new EMR/EMT's may not be fully reimbursed by the state
 - g. Virtual training options are not as engaging for some EMR/ EMTs
 - h. There is no reciprocity for training from neighboring state
 - i. Licensure in Wisconsin is difficult to obtain even when National Registered when moving from another state.
 - j. There is no obvious benefit to requiring the National Registry (NR) as a component of training.
 - k. The NR Exam is a computer-based test and is difficult for many.

3. Related to this topic area, what is/are the specific PROBLEMS we are trying to solve?
4. What possible solutions exist to address these problems?
 - a. **PROBLEM:** Excessive training requirements create barriers for new volunteers interested in becoming an EMR/EMT.
 - i. **POSSIBLE SOLUTION:** Eliminate use of National Registry Exam in State of Wisconsin
 1. Who has the power to enact the solution?
 - a. State of Wisconsin
 2. What are the potential positive outcomes of the solution?
 - a. EMR/EMT's would have a realistic on ramp into volunteering

- b. Eliminates cost of testing and related travel for the new volunteer
 - c. Eliminate cost of registration with National Registry.
 - 3. What might be some negative outcomes of the solution?
 - a. EMR/EMTs might need to be Nationally Registered to become licensed when transferring to another state.
 - 4. What resources would be needed to enact the solution?
 - a. Legislative support
 - b. WTCS support – their testing and notice of class completion would need to be the basis for licensure.
 - c. EMS Office support
 - 5. Is there more data needed to evaluate a particular solution?
 - a. What are the repercussions of not requiring the NRE?
 - b. **PROBLEM:** Bayfield County is underserved with local EMS training opportunities.
 - i. **POSSIBLE SOLUTION:** Provide training curriculum through alternate training sources, to bypass the state’s contracting requirement.
 - 1. Who has the power to enact the solution?
 - a. Possibly Red Cliff Tribe?
 - 2. What are the potential positive outcomes of the solution?
 - a. Local EMR/EMTs would have an easier onramp into volunteering
 - b. Training may be more focused on rural realities and be more relevant to local EMR/EMT’s
 - 3. What might be some negative outcomes of the solution?
 - a. Training costs may increase
 - b. Training may be more variable with multiple training entities
 - 4. What resources would be needed to enact the solution?
 - a. unknown
 - 5. Is there more data needed to evaluate a particular solution?
 - a. Does Red Cliff’s status as a sovereign nation qualify to bypass the state’s contracting requirement in order to be able to provide training for non-tribal EMS providers?
 - b. Is Red Cliff Ambulance interested in collaborating with local non-tribal EMS providers on this?
 - ii. **POSSIBLE SOLUTION:** Host complete EMS Training at Northwood Technical College Ashland campus every other year.
 - 1. Who has the power to enact the solution?
 - a. Northwood Technical College
 - 2. What are the potential positive outcomes of the solution?
 - a. Local EMT’s would have an easier access to complete training program
 - 3. What might be some negative outcomes of the solution?
 - a. Training costs may increase
 - 4. What resources would be needed to enact the solution?

- a. Funding to purchase or transport needed equipment that are currently only available at the Rice Lake Campus.
 - 5. Is there more data needed to evaluate a particular solution?
 - a. What would it take to get Northwood Technical College to agree to hosting a biennial training at the Ashland Campus?
 - b. Equipment required to perform training/testing of students in Ashland?
 - c. Are there other vendors with initial training capability?
- c. **PROBLEM:** Training requirements continue to increase and create barriers for new volunteers interested in becoming an EMR/EMT.
- d. **PROBLEM:** Recertification requirements create challenges for current volunteers and compound volunteer burnout.
 - i. **POSSIBLE SOLUTION:** Eliminate some training requirements for EMT-Basic certification and create levels of certification within licensure levels (Example: EMR-Basic; EMR-Transport; EMT with local medical director approved options, Ambulance Driver, etc.)
 - 1. Who has the power to enact the solution?
 - a. State of Wisconsin EMS Section
 - 2. What are the potential positive outcomes of the solution?
 - a. Increase in availability of local EMS volunteers
 - 3. What might be some negative outcomes of the solution?
 - a. EMR/EMT's may be less prepared to respond to certain emergencies
 - 4. What resources would be needed to enact the solution?
 - a. Legislative support
 - 5. Is there more data needed to evaluate a particular solution?
 - a. What components of the training could be safely eliminated from the EMR/EMT-basic certification in a rural environment?
- e. **PROBLEM:** Wisconsin's licensing requirements do not allow EMTs from other states, or current medical professionals to join local EMS services without meeting additional training and certification requirements.
 - i. **POSSIBLE SOLUTION:** Accept EMT certification from neighboring states.
 - 1. Who has the power to enact the solution?
 - a. State of Wisconsin
 - 2. What are the potential positive outcomes of the solution?
 - a. Increase in availability of local EMS volunteers
 - 3. What might be some negative outcomes of the solution?
 - a. EMT's may be less prepared to respond to certain emergencies
 - 4. What resources would be needed to enact the solution?
 - a. Legislative support
 - 5. Is there more data needed to evaluate a particular solution?

- a. What components of the training could be safely eliminated from the EMT-basic certification in a rural environment?
- f. Wisconsin's licensing requirements do not allow current medical professionals to join local EMS services without meeting additional training and certification requirements.
- i. POSSIBLE SOLUTION: Provide an abbreviated EMS course designed to streamline the process for certification of trained medical professionals, including doctors and registered nurses.
 1. Who has the power to enact the solution?
 - a. State of Wisconsin DHS-EMS Section
 2. What are the potential positive outcomes of the solution?
 - a. Increase in availability of local EMR/EMT volunteers
 3. What might be some negative outcomes of the solution?
 - a. none?
 4. What resources would be needed to enact the solution?
 - a. Legislative support
 - b. Curriculum development
 5. Is there more data needed to evaluate a particular solution?
 - a. Are there other states in which this occurs?
 - b. What would be needed in an abbreviated course for these populations?

Appendix J: Topic Summary: Staffing Shortages

Bayfield County EMS Advisory Committee

CRITICAL TOPIC ANALYSIS

Topic of Concern: EMS Staffing Shortages

Topic Analysis

1. What are the strengths (benefits) of the current system?
 - a. Use of volunteers brings local knowledge and dedication to EMS services
 - b. Use of volunteer labor is more affordable for local EMS services
 - c. **Volunteers see their contribution as community service rather than “just a job.”**

2. What are the challenges (weaknesses) of the current system?
 - a. Continuous insufficient volunteer staffing leads to burnout amongst current volunteers
 - b. Not all services have the resources to hire paid staff
 - c. quantity of training required for new EMTs makes it difficult for new volunteers to get into the system
 - d. continuous training requirements add stress to current volunteers and staff
 - e. Insufficient mental health support for volunteers and staff
 - f. Insufficient financial support/incentives for volunteers/staff (childcare)
 - g. Average age of EMS volunteers is quite high~ volunteers are becoming older, and aging out of the system
 - h. Increased calls for non-emergencies create additional trips for volunteers and lead to burnout
 - i. Increased reporting demands additional time spent for volunteers per call
 - j. There is inherent risk in responding to emergencies as an EMT
 - k. **Difficult to recruit new EMT’s from seasonal and/or retired population**
 - l. **“Super-users” sap volunteer energy- EMS is often stand-in for family or HHS support**
 - m. Volunteers are less available during work hours as many have full-time jobs
 - n. Reimbursement for time spent in EMT training is insufficient
 - o. Population increases in summer which leads to more EMS calls and EMS burnout
 - p. Seasonal-residents and visitors add to emergency totals, but not to the volunteer pool

3. Related to this topic area, what is/are the specific PROBLEMS we are trying to solve?
4. What possible solutions exist to address these problems?
 - a. **PROBLEM: Local EMS Services are heavily reliant on volunteer responders.**
 - i. **POSSIBLE SOLUTION: EMS services hire paid staff to support and/or replace volunteer responders**
 1. Who has the power to enact the solution?
 - a. Local municipal and tribal governments

2. What are the potential positive outcomes of the solution?
 - a. Dedicated staff during designated hours to respond to emergencies
 - b. Additional Financial and benefit incentives for staff
 - c. Augment existing volunteer staff

 3. What might be some negative (unintended) outcomes of the solution?
 - a. More paid staff may require additional housing infrastructure
 - b. Could lead to a reduction in volunteerism
 - c. Could lead to increases in jurisdictional budgets

 4. What resources would be needed to enact the solution?
 - a. Cost for wages and benefits
 - b. Resources to support housing
 - c. Budget for recruitment due to workforce shortage

 5. Is there more data needed to evaluate a particular solution?
 - a. Clarification on possible sources of funding for each agency
 - b. How many paid staff would resolve staff shortage per EMS Service?
 - c. What is a competitive rate of pay to result in recruitment?
- b. **PROBLEM.** Incentives to encourage new volunteers are insufficient.
- i. **POSSIBLE SOLUTION:** Increase non-wage incentives for volunteers, including tax credits, childcare credits, and health insurance
 - ii. **POSSIBLE SOLUTION:** Increase on-call and per-call rates
 - iii. **POSSIBLE SOLUTION:** Provide sponsorship for volunteers to take EMS training and include complete reimbursement of time, travel expenses, and class fees
 - iv. **POSSIBLE SOLUTION:** Collaborate with local businesses to allow EMS volunteers to respond to calls during “work hours”, i.e., (Share BC Program)
 1. Who has the power to enact the solution?
 - a. Local municipal and tribal governments
 - b. Local, County, State and federal (wage and tax credits)
 - c. Local employers
 2. What are the potential positive outcomes of the solution?
 - a. Additional volunteers to respond to emergencies
 - b. Additional Financial and benefit incentives for staff
 - c. Volunteers would have more flexibility to take “on-call shifts” and respond to calls as needed
 3. What might be some negative (unintended) outcomes of the solution?
 - a. Could lead to increases in jurisdictional budgets
 - b. Could result in decreased tax revenue
 4. What resources would be needed to enact the solution?
 - a. Cost for wages and benefits

- b. Mechanism for scheduling responders
 - 5. Is there more data needed to evaluate a particular solution?
 - a. Clarification on possible sources of funding for each agency
 - b. How motivating are these incentives?
 - c. What are some incentives that would encourage you to volunteer?
 - d. How large of the pool of volunteers would benefit from greater flexibility with employers? How much would this move the needle?
 - e. Research federal pay issues – hourly stipend, volunteer for employer, etc.
- c. **PROBLEM:** Volunteer staff are exhibiting a high level of burnout
 - i. **POSSIBLE SOLUTION:** Increase access to short-term and long-term mental health services at no cost for First responders
 - ii. **POSSIBLE SOLUTION:** Increase use of Critical Incident Stress Debriefing Team
 - 1. Who has the power to enact the solution?
 - a. Individual EMS services, (Local, County level)
 - b. State (services for mental health)
 - c. County – continued support thru EAP
 - 2. What are the potential positive outcomes of the solution?
 - a. Volunteers become more resilient
 - 3. What might be some negative (unintended) outcomes of the solution?
 - a. Could lead to less EMT coverage if call maximums are reached
 - 4. What resources would be needed to enact the solution?
 - a. Overview of critical incident stress and resources in basic training.
 - b. Ongoing education as to realities of emergency services stress and local resources
 - c. Local CISD Team
 - d. County consider support of CISM team – financial, expenses, resources
 - e. County sponsor/bring in periodic training in resiliency / critical incident stress management for responders.
 - f. Resources/funding to support cost of ongoing mental health counseling with providers trained to work with emergency services personnel.
 - 5. Is there more data needed to evaluate a particular solution?
 - a. Why don't EMR/EMT's make use of these resources?
 - b. What impacts would increase support have on recruiting and retaining volunteers?

- d. **PROBLEM:** Non-emergency calls stretch the resources of EMS services.
 - i. **POSSIBLE SOLUTION:** Increase public education on appropriate use of 911 and EMS services
 - ii. **POSSIBLE SOLUTION:** Consider development of a community EMS program – staffing ambulances and conducting “well checks” for identified patients.
 - iii. **POSSIBLE SOLUTION:** Increase resources for residents requiring non-emergency support (in-home care, lift assists, life-link alarms)
 - iv. **POSSIBLE SOLUTION:** Increase resources for residents requiring mental health support
 - 1. Who has the power to enact solutions?
 - a. County human services
 - b. Local agencies
 - c. EMS advocacy organizations
 - 2. What are the potential positive outcomes of the solution?
 - a. Fewer non-emergency calls
 - 3. What might be some negative (unintended) outcomes of the solution?
 - a. People that need EMS don't call
 - 4. What resources would be needed to enact the solution?
 - a. Budget for Public education
 - b. Additional budget for agencies that provide non-emergency support services
 - c. Integration with hospital, clinic, county/local services/health care organizations.
 - 5. Is there more data needed to evaluate a particular solution?
 - a. Are county services providers aware of this issue?
 - b. What programs could be put in place to prevent non-emergency requests for service to EMS? [Note: If 9-1-1 is dialed, emergency services must be dispatched.]

Appendix K: Topic Summary: Legislative Issues

Bayfield County EMS Advisory Committee

CRITICAL TOPIC ANALYSIS

Topic of Concern: State Legislative Issues

TOPIC ANALYSIS:

1. What are the strengths (benefits) of the system currently?
 - a. EMS activities are coordinated across the state

2. What are the challenges (weaknesses) of the system currently?
 - a. System is slow to change
 - b. Rural/basic/non-career services are not represented on Advisory Board.
 - c. Local services feel their needs are not being heard or met
 - d. Local governments have little authority over EMS related rules and regulations
 - e.
 - f. EMS services often fill the gap where additional HHS services are needed [JV3]
 - g. Seasonal residents are not included in the census, which leads to a mismatch of funding and service provision needs (due census-based state funding calculations)
 - h. Lack of adequate mental health, AODA, and human services programs leads to additional strain on EMS services.
 - i. Legislation is stalled. To change legislation is a slow process requiring consistent messaging from throughout the state.
 - j. Regulations currently don't support local providers.

3. Related to this topic area, what is/are the specific PROBLEMS we are trying to solve?
 - a. Staff shortages and inadequate funding

4. What possible solutions exist to address these problems?
 - a. PROBLEM: Support and Funding are not priority issues to WI State Legislature and Executive Office.
 - b. PROBLEM: Statutory requirement is placed on towns to provide EMS?
 - i. POSSIBLE SOLUTION: Create an annual Rural EMS lobbying event to bring concerns to the state legislators and EMS governing bodies in a clear and impactful way
 - ii. POSSIBLE SOLUTION: Include EMS issues in Superior Days lobbying efforts
 - iii. POSSIBLE SOLUTION: Invite legislators to Bayfield County to hear testimony on specific challenges. Make sure consistent messages/issues are identified.
 - iv. POSSIBLE SOLUTION: Identify comprehensive legislative agenda to support rural EMS Services.
 1. Who has the power to enact the solution?
 - a. Local services, stakeholders, towns, etc.

2. What are the potential positive outcomes of each solution?
 - a. Timely response and modification to the system
 - b. Greater funding provided for EMS services
 - c. Shorter response time/increased patient care
 3. What are the potential negative outcomes of each solution?
 - a. Potential unfavorable changes made by stakeholder that lack understanding of rural EMS
 4. What resources would be needed to enact the solution?
 - a. Legislative support
 - b. State organization support (use of lobbyists) [Example: WTA, WCA, WEMSA, PAAW, ORH,
 - c. Budget for lobbyist and lobbying trips
 - d. Draft legislation
 5. Is there more data needed to evaluate a particular solution?
 - a. Legislative support
 - b. State organization support (use of lobbyists) [Example: WTA, WCA, WEMSA, PAAW, ORH,
 - c. Budget for lobbyist and lobbying trips
 - d. Draft legislation
 - e. Analysis of critical lawmakers and stakeholders
 - f. What legislative efforts are already in motion?
 - g. Clear legislative agenda
- c. **PROBLEM:** Local governments lack authority over EMS related rules and regulations
- i. **POSSIBLE SOLUTION:** Request local authority at the Town or County level to modify requirements that govern local EMS agencies
 1. Who has the power to enact the solution?
 - a. State legislature, governor- DHS, EMS Office
 2. What are the potential positive outcomes of each solution?
 - a. Capacity to write rules that reflect the realities of rural EMS
 3. What are the potential negative outcomes of each solution?
 - a. Potential patchwork of regulations that could make collaboration more difficult with mutual aid providers
 4. What resources would be needed to enact the solution?
 - a. ?
 5. Is there more data needed to evaluate a particular solution?
 - a. Analysis of county capacity

Topics that could be included in potential legislative agenda:

- Funding for EMS-only services is less abundant than funding for EMS/Fire combined services (Not aware of inequities in Wisconsin; true with some federal grants; some grants are only for EMS.
- Medicare/Medicaid reimbursement is insufficient to cover actual costs of transport

- Capacity to fund services vary by political designation (town, village, city, sovereign nation) which leads to inequalities in service provision. The Scope of Practice is the same – not based on level of funding.
- There is no obvious benefit to requiring the National Registry Exam (NR) as a component of training, NR Exam is difficult and not relevant to many EMS protocols in rural areas
- Seasonal residents are not included in the census, which leads to a mismatch of funding and service provision needs (due to census-based state funding calculations)
- There is no reciprocity for training from neighboring state
- Cost to train new EMRs/EMTs are not reimbursed by the state (need to be covered by trainee or sponsoring agency)
- There is no reciprocity for training from neighboring state
- Quantity and length of training required for new EMRs/EMTs makes it difficult for new volunteers to get into the system
- Lack of adequate mental health, AODA, and human services programs leads to additional strain on EMS services.
- Lack of local control in EMS rule-making hampers efforts to address rural EMS needs.

Appendix L: Topic Summary: Organization of Services

Bayfield County EMS Advisory Committee
CRITICAL TOPIC ANALYSIS
Topic of Concern: Organization of Services

Topic Analysis:

1. What are the strengths (benefits) of the system currently?
 - a. Each EMS agency has a lot of autonomy
 - b. Entire county is covered
 - c. Clear protocol for which coverage area each service responds to
 - d. Towns contract with 1 service which keeps things simple for town budgets
 - e. Strong cooperation and partnership with neighboring services to provide mutual aid
 - f. Local governments are connected and supportive of local EMS services
 - g. Local volunteers and staff bring local knowledge of community members which supports patient care
 - h. Local EMS fundraisers are successful and draw strong community support

2. What are the challenges (weaknesses) of the system currently?
 - a. Municipal budgets are the primary funding stream for EMS services
 - b. EMS Agencies are expected to raise money for essential equipment, unlike law enforcement
 - c. EMS Agencies are not always reimbursed for their services, requiring municipal subsidy
 - d. There is a funding imbalance between Fire and EMS services
 - e. Funding for EMS-only services is less abundant than funding for EMS/Fire combined services
 - f. Cost of Medicare transport is insufficient to cover actual costs of transport
 - g. Statutory requirement is placed on towns to provide EMS and Fire despite tax limits
 - h. Philosophy and capacity to fund services vary by political designation (town, village, city, sovereign nation) which leads to inequalities in service provision
 - i. Areas of the County with higher assessed property values leads to inequalities in service funding and provision
 - j. Cost per service is not distributed equally across residents of Bayfield County
 - k. Seasonal residents are not included in the census, which leads to a mismatch of funding and service provision needs (due census- based state funding calculations)
 - l. Public has high expectations of response time that is unrealistic in rural environments
 - m. Each service has to purchase its own reporting technology or use the tech at the hospital which increased total call time
 - n. Each service needs to be outfitted with specialized equipment leading to inequalities in patient care

3. Related to this topic area, what is/are the specific PROBLEMS we are trying to solve?

4. What possible solutions exist to address these problems?
 - a. PROBLEM: Each EMS service is set up to operate independently and must provide a full roster of staff and a complete set equipment to cover a larger geographical area.
 - b. PROBLEM: Inequalities in patient care, response time, and cost for care exist across Bayfield County.
 - c. PROBLEM: Cost to support EMS services is not equally distributed to all residents of Bayfield County.
 - i. POSSIBLE SOLUTION: Enact a County Wide EMS System which would share resources, staff, billing benefits etc. Would likely be a hybrid of paid and volunteer staff. Would likely require strategic locations for equipment etc. Would likely require pooling and redistribution of tax levied and state funding
 1. Who has the power to enact the solution?
 - a. County in partnership with towns and EMS services
 2. What are the potential positive outcomes of each solution?
 - a. Reduce inequalities in cost by assessing costs per capita to provide service
 - b. Could decrease EMS response time in certain areas
 - c. Could eliminate some of the duplication staffing of service and medical directors
 - d. Could eliminate duplication of costs for services like RMS, billing, reporting, etc.
 - e. Could lower the cost of service (more data needed)
 - f. Could increase benefits/pay for first responders which could make service more attractive to staff/volunteers
 3. What are the potential negative outcomes of each solution?
 - a. Could increase EMS response time in certain areas
 - b. Could contribute to loss of morale, loss of local identity
 - c. Could contribute sense of loss of local control
 - d. Could lead to loss of local fundraising dollars
 - e. Could lead to loss of revenue for some towns that provide "for-profit" out of county transports
 - f. Could lead to a loss of "local knowledge" when non-local staff respond to emergencies.
 - g. Could increase the cost of service (more data needed)
 - h. Would require additional resources & creativity in the planning and implementation of developing a new system
 4. What resources would be needed to enact the solution?
 - a. Funding to develop system
 - b. Leadership/consultants to develop new system
 - c. Buy-in from local municipalities and service providers
 5. Is there more data needed to evaluate a particular solution?

- a. Deep dive into the financial feasibility~ does this equalize costs for residents? Would this result in a more costly or less costly service provision?
 - b. Are there other successful hybrid models in place in the state? nation?
- d. Problem C: EMTs are not able to support neighboring services while in a neighboring service area, subjecting patients to longer response times.
- i. POSSIBLE SOLUTION: Develop system for cross-credentialing of EMTs in Bayfield County, so that current EMT's may formally assist neighboring services, or provide support when passing through another service area.
 1. Who has the power to enact the solution?
 - a. EMT's currently can request to be credentialed by neighboring EMS service
 - b. State has additional power to add a more comprehensive list of names in the Run Report to identify alternate responders
 2. What are the potential positive outcomes of each solution?
 - a. EMT's passing through other service areas could provide support
 3. What are the potential negative outcomes of each solution?
 - a. Potential issues in orienting to a new service
 - b. If this was done under an umbrella organization, Director's would lose power to decide who is on their service
 - c. Could create additional work medical director initially
 - d. Could increase rate of burnout for current EMT's
 4. What resources would be needed to enact the solution?
 - a. Resources to cover liability insurance?
 - b. Staff time to do the initial work
 - c. Drop down box would need all the licenses Numbers of all the Bayfield County EMT's
 5. Is there more data needed to evaluate a particular solution?
 - a. What are the additional insurance costs to add EMT's to a service?
 - b. Dr. Schulz could be a good resource
 - c. Which version is most effective?
 - i. EMT will fill out a local credentialing agreement and pick appropriate service. EMS service can approve or deny. Medical director can then approve or deny. This is currently used by some EMTs.
 - ii. State would add more comprehensive list of names (or opportunity to enter "other") in the Run Report to identify alternate responders.

10

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, ^{SK} Administrator
Re: Street Use Permit - Parade
Date: September 27, 2022

Please see the attached request to temporarily close West 8th Street from Washington Avenue to 3rd Ave. West and Washington Avenue from West 8th Street to West 3rd Street approximately an hour and a half (approximately 1:00 PM to 2:30 PM) on Saturday, October 29th for a Halloween Parade.

Line up will occur on West 8th Street going the wrong way on a one-way street. A clean-up will occur after the parade.

Chief Johnson has been made aware of the request and has no objections to this request.



September 23, 2022

Mayor Motiff & Washburn City Council Members,

Please accept this communication as our official requests for the following items to be considered at the next available council meeting in regards to this year's Washburn Halloween Town, Halloween Parade on Oct. 29th, from 1-2:30pm

1. Request of the closure of the following streets:

From the football field roughly, Washington Ave. & E 7th St. to the library on the corner of Washington Ave. & W 3rd St. for the parade route.

And

W 8th St. From Washington Ave. to 3rd Ave W (The one-way street on the north side of the old St. Louis School) for parade staging. We will direct larger entries to go up 3rd Ave W and turn right (the wrong way) onto W 8th Street. This will allow for those entries to make a right onto the parade route since they tend to have a harder time turning around to get into position.

Line up will begin around 1:15pm with parade starting at 2pm. We do not anticipate the parade lasting longer then 30min. A clean up crew will follow behind the parade to pick up as the parade moves forward and a second sweep will be made following the conclusion of the parade.

Thank you for your consideration.

Melissa Martinez

Director, Washburn Area Chamber of Commerce

WASHBURN AREA CHAMBER OF COMMERCE

P.O. Box 74 - 100 W Bayfield St Washburn, WI 54891 715-373-5017 info@washburnchamber.com www.washburnchamber.com

