

**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, September 11, 2023 City Hall 4:30PM

- Committee Review-Monthly Expenditures

## **NOTICE OF CITY COUNCIL MEETING**

Monday, September 11, 2023 Washburn City Hall 5:30 PM

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/89855598245?pwd=dkdEOTB5U0dlRE02Q3A2RHkvRVRVZz09> by calling 1-888-788-0099 (Toll Free) and entering Webinar ID: **898 5559 8245** with passcode **091123** as opposed to being present for the meeting.

## **AGENDA**

- Call to Order/Roll Call/Pledge of Allegiance
- Approval of Minutes – City Council – August 7, 2023
- Approval of Monthly Expenditures via Roll Call Vote
- Public Comment
- Mayoral Announcements, Proclamations, Appointments
  - Appointment to Washburn Housing Authority **TAB 1**
  - Appointments to Bayfield Street Beautification Ad-Hoc Committee
- Discussion & Action on Proposed Certified Survey Map for Property in the NW Quadrant of the Intersection of 8<sup>th</sup> Avenue West and Jackson Road – Carol Kouba, Petitioner **TAB 2**
- Discussion & Action on Participation in the Chequamegon Bay Regional Housing Coalition and Approval of Charter **TAB 3**
- Presentation, Discussion, and Referral to Personnel/Finance Committee of Proposed 2024 General Fund, Capital, and Debt Service Budgets **TAB 4**
- Discussion & Action on Proposed Three-Year Agreement with the City of Washburn Local 210 Wisconsin Professional Police Association **TAB 5**
- Discussion & Action on Sale of Surplus Property to Red Cliff Fire Department **TAB 6**
- Discussion & Action on Special Event Request for Street Closure and Relaxation of Open Container on Omaha Street between 1<sup>st</sup> and 2<sup>nd</sup> Avenues West – Chequamegon Area Mountain Bike Association (CAMBA), Petitioner **TAB 7**
- Discussion & Action on Authorization of Notice for Class “B” (Beer) and “Class C” (Wine) licenses to Patricia Holman (dba Fat Radish) at 905 W. Bayfield Street, Patricia Holman – Agent **TAB 8**
- Discussion & Action on Authorization of Notice to Transfer “Class B” (Intoxicating Liquor) and Class “B” (Beer) licenses from Washburn Development Property LLC to Harbor Table LLC (dba Harbor Table) at 130 W. Harbor View Dr., Jeffery Moberg - Agent **TAB 9**
- Adjourn

**August 7, 2023**

**CITY OF WASHBURN COMMON COUNCIL MEETING**

5:30PM

Washburn City Hall & Remote Video Conferencing

**City Council Members:**

Present, in-person: Tom Neimes, Jared Trimbo, John Hopkins, Tracey Snyder,  
Dave Anderson

Present, remote: none

**Municipal Personnel:**

Present, in-person: Mayor Mary D. Motiff, City Administrator Scott J. Kluver,  
Asst. City Administrator Tony Janisch, City Attorney Max Lindsey,  
Public Works Director Gerry Schuette,

Present, remote: none

Absent: Mary McGrath, Jennifer Maziasz

**Call to Order** - Meeting called to order at 5:30pm 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 of July 10, 2023** - A motion was made by Neimes to approve the July 10, 2023 minutes of the City Council, second by Snyder. Motion carried unanimously.

**Approval of Expenditures** – A motion was made by Neimes to approve the monthly expenditures, second by Trimbo. Motion carried unanimously via a roll-call vote.

**Public Comment** – There were no public comments.

**Mayoral Announcements, Proclamations, Appointments** – The Mayor stated that the Bayfield Co. Fair would be happening this upcoming weekend. She also mentioned that the show Discover Wisconsin was filming in Washburn on July 27<sup>th</sup>. They filmed on the Walking Trail and at the Cultural Center, and the episode will be out in September. The Mayor added that she participated in the Green Teir Legacy Communities meeting held at the Bayfield Co. Courthouse recently. This group invited the local communities to discuss and share what they are doing for climate resiliency in their community. The Mayor then thanked Asst. Administrator Janisch for compiling a list of the climate resiliency activities in Washburn.

**Public Hearing, Discussion, and Action on Resolution 23-014 to Vacate the Unopened 9th Street East from Washington Avenue to 3rd Avenue East – Irene Blakely, Petitioner** – Neimes moved to open the Public Hearing for Resolution 23-014, seconded Trimbo. Motion carried unanimously. No public comment was received. Neimes moved to close the Public Hearing for Resolution 23-014, seconded Trimbo. Motion carried unanimously.

Trimbo moved to approve Resolution 23-014 to Vacate the Unopened 9th Street East from Washington Avenue to 3rd Avenue East, seconded by Neimes. Motion carried unanimously.

**Discussion & Action on Request to Purchase Lot 49 (Tax ID 38430) on Fortier Road – Noah and Molly Siegler, Petitioners** – Discussion occurred regarding details of the purchase offer. Hopkins noted that the sale price is less than other properties in the area. The Mayor commented that much of the parcel is unbuildable land. City Administrator Kluver confirmed that there is a steep slope. Neimes moved to except the offer presented by Noah & Molly Siegler for the purchase of Lot 49, second by Snyder. Anderson asked if there would be a formal agreement. Kluver and Attorney Lindsey responded that if the action is approved, the required deeds and agreement would be created. Motion carried unanimously.

**Discussion & Action on Clarifying the Name of East Memorial Park Drive** – Discussion occurred regarding the varying street sign names posted for East Memorial Park Drive. Anderson moved to approve East Memorial Park Drive as the official name for East Memorial Park Drive, seconded by Neimes. Motion carried unanimously.

**Discussion & Action on Creation of Ad-Hoc Committee for Bayfield Street Beautification and Reassignment of Task from Plan Commission** - Snyder moved to create an Ad-Hoc Committee for Bayfield Street Beautification reassigning the Task from the Plan Commission, seconded by Trimbo. Kluver began discussion asking that the number of members on the committee be identified. Anderson added that it should include business owners. Discussion continued regarding number of and type of representation for committee members, as well as timeframe to report back to Council. Kluver asked for further clarification if committee members can be waived from being residents of Washburn, and also to verify the charge of the committee. Neimes moved to open the floor, seconded by Trimbo, Motion carried unanimously. Karen Novachek addressed discussion of eight (8) months for committee recommendations and a funding plan. Neimes moved to close the floor, seconded by Snyder, Motion carried unanimously. Snyder amended her motion to create an Ad-Hoc Committee of seven (7) members waving residency requirements for Bayfield Street Beautification to include representation from three (3) tax-paying Business Owners, and one (1) each from Council, the Beautification Committee, the Chamber, and a Citizen; being charged with providing recommendations for desired items (banners, decorations, planters, trees, benches, art, etc.) a plan to fund such items in eight (8) months, Trimbo agreed to the amended motion. Motion carried unanimously.

**Discussion & Action on Acceptance of FEMA Hazard Mitigation Grant for Erosion Control Planning at Memorial Park and approval of Agreement with Fish Creek Restoration LLC for Engineering Services** – Janisch began discussion noting the coastal erosion issues occurring at Memorial Park, and the opportunity for funding through Wisconsin Emergency Management and beginning engineering design with Fish Creek Restoration. Janisch further noted that the City would need to provide a 10% match in funding for the grant. Discussion continued. Neimes moved to accept the FEMA Hazard Mitigation Grant and approve the agreement with Fish Creek Restoration LLC, seconded by Snyder. Motion carried unanimously.

**Discussion & Action on Ordinance 23-004 Regarding Camping on Private Property** –The Mayor began discussion stating this is a clarifying on the definition of camping to allow for better enforcement of the existing camping regulations. Lindsey provided further clarification of the proposed change and the existing regulations. Snyder moved to approve Ordinance 23-004 regarding Camping on Private Property, seconded by Trimbo. Discussion continued. Motion carried unanimously.

**Discussion & Action on Goose Control Efforts at West End Park/Treatment Plant Area** – Trimbo moved to approve Goose Control efforts at West End Park & the Treatment Plant, seconded by Neimes. Discussion occurred regarding the City's current procedures for goose control. Neimes suggested allowing the USDA to net the geese during molting and remove them from the area. Kluver commented that the USDA could present this method of goose control this winter. Trimbo amended his motion to include inviting the USDA to present on netting, Neimes agreed to the amendment. Motion carried unanimously.

**Discussion & Action on Acceptance of Bid and Award of Contract for S. 7th Ave. W. Reconstruction Project** – Snyder move to accept the bid and award contract for S. 7<sup>th</sup> Ave. W. Reconstruction to No. 2 Septic Pumping & Excavating Inc., seconded by Neimes. Motion carried four (4) to zero (0), Trimbo had stepped out of the room and was absent for the vote.

**Discussion & Action on Acceptance of Bid and Award of Contract for Holman Lakeview Drive Stormwater Improvement Project** – Discussion occurred.

**Discussion & Action on Resolution 23-015 for Stormwater Utility Budget Amendment #1** – Discussion continued. Neimes moved to accept the bid and award contract for Holman Lakeview Dr. Stormwater Improvement Project to Tyler’s Excavating LLC and to approve Resolution 23-015 amending the Stormwater Utility Budget, seconded by Trimbo. Motion carried unanimously.

**Discussion & Action on Ordinance 23-005 Establishing a Loan Program for Water and Sewer Lateral Replacements** – Snyder moved to approve Ordinance 23-005 establishing a Loan Program for Water & Sewer Lateral Replacement, seconded by Anderson. Kluver stated that the costs for water & sewer lateral replacement during the Bayfield Street Project is expected to run between \$3,000 & \$5,000. The structure of the loan would be interest free, asking for \$1,000 per year until repaid or to specially assess the property. With the goal of having repayments completed by the start of Phase 2, to allow for this offer again to property owners. Discussion occurred. Motion carried unanimously.

**Discussion & Action on Public Works Working Foreman Job Description** – Kluver stated that the title for this position has been changed to Crew Leader. Trimbo moved to approve the job description for Crew Leader in the Public Works Department, seconded by Neimes. Motion carried unanimously.

**Closed Session –**

o **Consideration of Sale of Property- Request to Purchase Lot 49 (Tax ID 38430) on Fortier Road – Noah and Molly Siegler, Petitioners** – This item was not discussed in closed session.

o **Discussion on Negotiation Points for Successor Agreement with the Washburn Professional Police Association Local 210** – A motion was made by Snyder to go into closed session at 7:07pm pursuant to Wisconsin State Statute §19.85(1)(f), to discuss negotiation points for successor Agreement with Washburn Professional Police Association Local 210, second by Neimes. Motion carried unanimously via roll call vote.

**Adjourn** – Mayor Motiff adjourned the meeting at 7:24pm.

**August 7, 2023**

**CITY OF WASHBURN BOARD OF REVIEW**

5:30 PM

Washburn City Hall & Remote Video Conferencing

Board Members Present:

Mayor Mary D. Motiff, Thomas Neimes, Dave Anderson, Jared Trimbo, John Hopkins, Tracey Snyder, City Administrator Scott J. Kluver

Absent:

Mary McGrath, Jennifer Maziasz

**Call to Order** - Meeting called to order at 7:05pm by Mayor Motiff. Roll call attendance depicted seven (7) of nine (9) members of the Board of Review in attendance. Quorum of the Board recognized.

**Adjourn** – Mayor Motiff immediately adjourned the meeting until October 16th.

Tony Janisch

Assistant City Administrator

**FINANCE COMMITTEE MEETING 4:30pm**

Committee Member Tracey Snyder, Tom Neimes reviewed monthly expenditure vouchers.

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**715-373-6160**  
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To: Honorable Mayor and City Council Members  
From: <sup>SSL</sup> Scott J. Kluver, Administrator  
Re: Mayoral Appointments  
Date: August 31, 2023

Mayor Motiff is nominating Karen Spears-Novachek for re-appointment to the Washburn Housing Authority. This is a five-year appointment.

Mayor Motiff is also nominating the following individuals to serve on the Bayfield Street Beautification Ad-Hoc Committee which was created at the last meeting.

Beautification Foundation – Kitty Wilson  
Business Owner – Susan Lince – Artists Squared Studio and Gallery  
Business Owner – Delora Pufall – Brownstone Pharmacy  
Business Owner – David Sneed – 211 Martini  
Chamber – Melissa Martinez  
Citizen – Karen Spears-Novachek (Chair)  
Council Representative – Tracey Snyder

## CITIZEN PROFILE

### APPLICATION FOR CITY OF WASHBURN COMMITTEE/COMMISSION APPOINTMENT

Please use this form to express your interest in serving on a committee or commission of the City of Washburn. Return to the City Clerk at City Hall, 119 Washington Ave., P.O. Box 638, Washburn, WI 54891. You may submit any additional material to support your application if you desire. Information on vacancies can be obtained by calling City Hall at 715-373-6160.

Committee or Commission Desired: Bayfield St. Beautification  
Name of Applicant: SUSAN LINCE  
Home Address: 631 W. Bayfield St., Washburn  
Home Phone: 952-923-5222 Business or Cell Phone: same  
E-mail: artistssquaredgallery@gmail.com  
Occupation: (Retired Teacher) Gallery Owner  
Are you currently serving on a City Committee, Board or Commission? Yes ☐ No ☒  
If yes, which one: \_\_\_\_\_

Please describe any background and experience you feel qualifies you for the seat you seek:

I have been committed to the beautification of Washburn since arriving in 2018. Improving the looks and use of 2 unused buildings and turning them into galleries is one example. Creating gardens visible from Bayfield St, and writing a grant or two that increase public art is my other qualification.  
Are you able to attend meetings regularly? Yes ☒ NO ☐

Signature: Susan Lince Date: 8-29-23

## CITIZEN PROFILE

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Committee or Commission Desired: Ad hoc Beautification Committee

Name of Applicant: Karen S. Novachuk

Home Address: 610 E. 4<sup>th</sup> St Washburn 54891

Home Phone: \_\_\_\_\_ Business or Cell Phone: 602-809-8731

E-mail karensnovachuk@gmail.com

Occupation: Retired

Are you currently serving on a City Committee, Board or Commission? Yes \_\_\_\_\_ No X

If yes, which one: \_\_\_\_\_

Please describe any background and experience you feel qualifies you for the seat you seek:

City Council member during initial planning for resurfacing  
of Bayfield St. aware of changes to Bayfield St  
with extension of sidewalks and light poles.

Ability to <sup>consider</sup> ~~bring~~ divergent opinions and ideas and  
reach acceptable decisions

Are you able to attend meetings regularly? Yes X NO \_\_\_\_\_

Signature: Karen S. Novachuk Date: 8-31-23



## CITIZEN PROFILE

### APPLICATION FOR CITY OF WASHBURN COMMITTEE/COMMISSION APPOINTMENT

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Committee or Commission Desired:

Beautification

Name of Applicant:

Melissa Martinez

Home Address:

821 6th Ave West - Ashland

Home Phone: 715-292-4562

Business or Cell Phone: 715-292-4562

E-mail

director@Washburnchamber.com

Occupation:

director

Are you currently serving on a City Committee, Board or Commission? Yes \_\_\_\_\_ No ☒

If yes, which one: \_\_\_\_\_

Please describe any background and experience you feel qualifies you for the seat you seek:

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Are you able to attend meetings regularly? Yes ☒ NO \_\_\_\_\_

Signature:

Melissa Martinez

Date:

8/25/23

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**715-373-6160**  
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**FAX 715-373-6148**

To: Honorable Mayor and City Council Members

From: Scott J. Kluver, Administrator

Re: Proposed Survey Map for Kouba

Date: August 7, 2023

Enclosed you will find a copy of a draft survey map which divides an existing property essentially in half.

In reviewing this, there are no issues created with setbacks. As for conformance to the R-1 Rural Residential District and the Comprehensive Plan, the properties meet the required dimensions and future use. The only item of note is that Lot 1 with the house would have a 103 foot frontage off of Jackson Road, when the code requires 250 feet of frontage. While the original lot has adequate frontage on 8<sup>th</sup> Avenue, this would become part of Lot 2. The real access to the current property, and to what would be Lot 1 is off of Jackson Road. Because of this, I would consider it a pre-existing condition that should not impact the division of the lot.

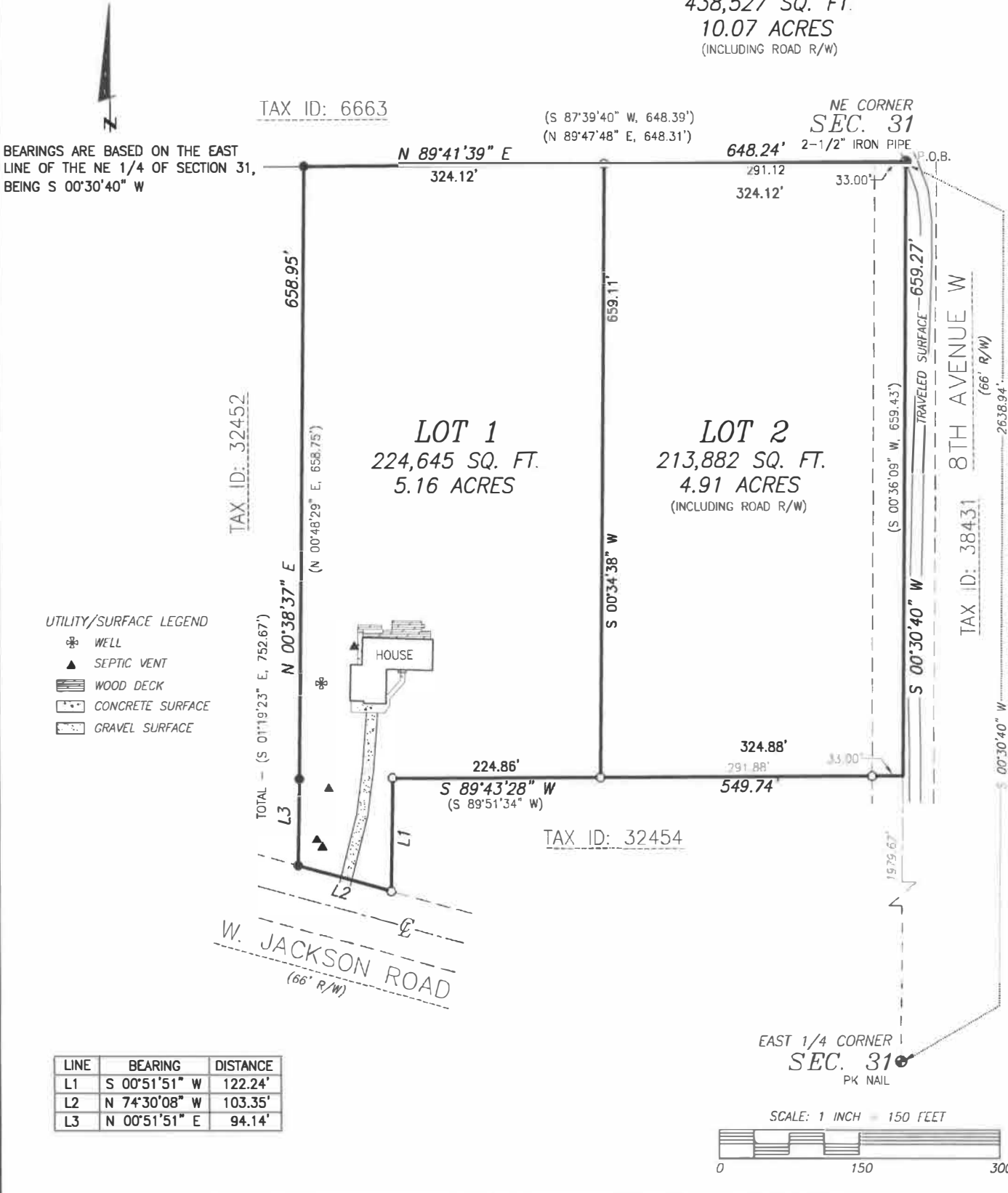
Properties taxes have been paid in full, and utilities are up to date. As for utility services, the property is outside the water and sewer service area.

I have no objections to the approval of this map. Please let me know if you have any questions on this matter.

BAYFIELD COUNTY CERTIFIED  
SURVEY MAP NO. \_\_\_\_\_

A PARCEL OF LAND LOCATED IN THE NE 1/4  
OF THE NE 1/4 OF SECTION 31, T. 49 N.,  
R. 4 W., IN THE CITY OF WASHBURN, BAYFIELD  
COUNTY, WISCONSIN

TOTAL AREA  
438,527 SQ. FT.  
10.07 ACRES  
(INCLUDING ROAD R/W)



3329

LEGEND

- FOUND MONUMENT, AS NOTED
- FOUND 3/4" CAPPED REBAR
- 1-1/4" x 18" IRON PIPE, WEIGHING 1.67 LBS/FT, SET THIS SURVEY
- ( ) RECORDED INFORMATION

PIPE DIMENSIONS ARE OUTSIDE DIAMETER

CLIENT: KOUBA, C.

JOB NO.: N23/073  
DRAFTED BY: P. NELSON  
JULY 26, 2023

FIELDWORK COMPLETED: 7/18/23

SCALE: 1 INCH = 150 FEET  
FILE: N/T49NR4W/SEC31/  
ACAD&PSDATA/N23\_073 KOUBA

SHEET 1 OF 2 SHEETS

NELSON  
SURVEYING  
INCORPORATED

SURVEYING YOUR NECK OF THE WOODS SINCE 1954

101 W. MAIN STREET  
SUITE 100  
ASHLAND, WISCONSIN 54806  
(715) 682-2692  
FAX: (715) 682-5100

MAP NO. CSM 3329 ©

BAYFIELD COUNTY CERTIFIED SURVEY MAP NO. \_\_\_\_\_

A PARCEL OF LAND LOCATED IN THE NE 1/4 OF THE NE 1/4 OF SECTION 31, T. 49 N., R. 4 W., IN THE CITY OF WASHBURN, BAYFIELD COUNTY, WISCONSIN

SURVEYOR’S CERTIFICATE

I, PETER A. NELSON, PROFESSIONAL LAND SURVEYOR IN THE STATE OF WISCONSIN, HEREBY CERTIFY:

THAT ON THE ORDER OF CAROL KOUBA, I HAVE SURVEYED, DIVIDED AND MAPPED A PARCEL OF LAND LCOATED IN THE NE 1/4 OF THE NE 1/4 OF SECTION 31, T. 49 N., R. 4 W., IN THE CITY OF WASHBURN, BAYFIELD COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID SECTION 31, RUN S 00°30’40” W, 659.27 FEET ON THE EAST LINE OF SAID SECTION 31. THENCE LEAVING SAID EAST LINE, S 89°43’28” W, 549.74 FEET. THENCE S 00°51’51” W, 122.24 FEET TO THE NORTH RIGHT OF WAY LINE OF W. JACKSON ROAD. THENCE ON SAID NORTH RIGHT OF WAY LINE, N 74°30’08” W, 103.35 FEET. THENCE LEAVING SAID NORTH RIGHT OF WAY LINE, N 00°51’51” E, 94.14 FEET. THENCE N 00°38’37’ E, 658.95 FEET TO THE NORTH LINE OF SAID SECTION 31. THENCE ON SAID NORTH LINE, N 89°41’39” E, 648.24 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 438,527 SQUARE FEET WHICH IS 10.07 ACRES, INCLUDING THAT LAND LYING WITHIN THE RIGHT OF WAY OF 8TH AVENUE WEST.

SAID PARCEL IS SUBJECT TO EASEMENTS, RESTRICTIONS, RESERVATIONS AND RIGHTS OF WAY OF RECORD OR USE, IF ANY.

THAT SAID SURVEY AND MAP FULLY COMPLY WITH SECTION 236.34 OF THE WISCONSIN STATUTES AND CITY OF WASHBURN SUBDIVISION CONTROL ORDINANCE;

THAT THIS MAP IS A TRUE REPRESENTATION OF SAID SURVEY; AND

THAT SAID SURVEY AND MAP ARE CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

PETER A. NELSON                      PLS – 3071

CITY OF WASHBURN ZONING APPROVAL

THIS BAYFIELD COUNTY CERTIFIED SURVEY MAP IS HEREBY APPROVED BY THE CITY OF WASHBURN ZONING COMMITTEE.

\_\_\_\_\_ DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

SCOTT KLUVER – CITY ADMINISTRATOR

3329

CERTIFICATES	<div>CLIENT: KOUBA, C.</div> <div>JOB NO.: N23/073</div> <div>DRAFTED BY: P. NELSON</div> <div>JULY 26, 2023</div> <div>FIELDWORK COMPLETED: 7/18/23</div> <div>SCALE: 1 INCH = 150 FEET</div> <div>FILE:N/T49NR4W/SEC31/</div> <div>ACAD&amp;PSDATA/N23_073 KOUBA</div> <div>SHEET 1 OF 2 SHEETS</div>	<div>NELSON SURVEYING INCORPORATED</div> <div>101 W. MAIN STREET SUITE 100 ASHLAND, WISCONSIN 54806 (715) 682-2692 FAX: (715) 682-5100</div> <div>SURVEYING YOUR NECK OF THE WOODS SINCE 1954</div> <div>MAP NO. CSM 3329 ©</div>
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CITY OF WASHBURN

PO BOX 638  
WASHBURN, WI 54891

Receipt Nbr: 34643  
Date: 8/07/2023  
Check

RECEIVED FROM Nelson Surveying \$25.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	ZONING PERMITS	25.00
	Kouba CSM	

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TOTAL RECEIVED	25.00
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Receipt Memo: Kouba CSM

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To: Honorable Mayor and City Council Members

From: Scott J. Kluver, <sup>SSK</sup>Administrator

Re: Chequamegon Bay Regional Housing Coalition Charter

Date: August 31, 2023

Enclosed you will find a proposed charter for the Chequamegon Bay Regional Housing Coalition for your consideration. The purpose of this charter is to formalize the existing housing study group that the City has been participating in so that there is an "official group communities/agencies" that are working on affordable housing issues. This would allow the County and Coalition to be in a better position to apply and score higher for federal funding. There are a several opportunities for housing funding; however, these applications are complex and they happen fast. Organization is key in order to be effective in applying.

Please let me know if you have any questions regarding this. This effort may prove fruitful to the City, and I have no objections to signing on. Kelly Westland, Housing Outreach Specialist for UW-Extension Bayfield County is leading this effort and is anticipating being in attendance at the meeting. If you support this effort, a motion to join the Coalition and adopt the charter would need to be made and approved.



## **Chequamegon Bay Regional Housing Coalition Charter**

**Preamble:** We, the undersigned, in recognition of the pressing need for affordable housing development and preservation, hereby establish the Chequamegon Bay Regional Housing Coalition (CBRHC). With a shared commitment to enhancing the quality of life for all residents of our region, we acknowledge that collaborative efforts are essential to identifying and overcoming the barriers hindering the availability of safe, affordable, and sustainable housing. This charter serves as the foundation upon which our collective goals and actions shall be built.

### **Article I: Name and Purpose**

Section 1: Name - The organization shall be known as the Chequamegon Bay Regional Housing Coalition, hereinafter referred to as the "Coalition."

Section 2: Purpose - The purpose of the Coalition is to foster collaboration among diverse stakeholders to identify, address, and ultimately alleviate barriers to affordable housing development and preservation within the Chequamegon Bay region. By leveraging the collective resources, expertise, and experiences of our signatories, we aim to create a more equitable and thriving community where every resident has access to safe, affordable, and sustainable housing options.

### **Article II: Core Principles**

Section 1: Collaboration - We affirm that collaboration among public and private entities, community organizations, residents, and government agencies is essential to effectively address the complex challenges surrounding affordable housing. Through open dialogue, knowledge sharing, and joint action, we commit to finding innovative solutions that benefit our entire region.

Section 2: Equity and Inclusion - We recognize the importance of fostering an inclusive environment that values diverse perspectives and experiences. The Coalition is dedicated to promoting equitable access to housing for all residents, regardless of background, income, or social status.

Section 3: Land Acknowledgement - We acknowledge that the land on which we live and work is the traditional territory of the Ojibwe people. We honor and respect the Ojibwe Nation as the original stewards of this land and recognize their enduring relationship with it. We are grateful for the opportunity to collaborate and work towards a more just and equitable community in partnership with the Ojibwe people.

### **Article III: Goals and Objectives**

Section 1: Affordable Housing Advocacy - The Coalition shall advocate for policies, regulations, and initiatives that promote the development, preservation, and accessibility of affordable housing within the Chequamegon Bay region.

Section 2: Barrier Identification and Solutions - The Coalition shall collaboratively identify and analyze barriers that impede affordable housing development and preservation. By sharing insights and expertise, we aim to develop effective strategies to overcome these challenges.

Section 3: Education and Outreach - The Coalition shall work to raise awareness about housing resources, the importance of affordable housing and its impact on social and economic well-being. We strive to engage the community in informed conversations about housing-related issues.

#### **Article IV: Membership**

Section 1: Eligibility - Membership in the Coalition is open to organizations, agencies, and government entities that share a commitment to the Coalition's purpose and principles.

Section 2: Signatories - Signatories to this charter express their commitment to the goals and objectives of the Coalition and their willingness to participate in collaborative efforts to address affordable housing challenges.

#### **Article V: Governance**

Section 1: Meetings - Ad hoc meetings shall be held to facilitate communication, idea exchange, and collaboration among members. Meetings may occur in person, virtually, or through other means as determined by the participants.

#### **Article VI: Ratification**

This charter shall be considered ratified upon endorsement by authorized signatories, thereby officially establishing the Chequamegon Bay Regional Housing Coalition and guiding its collaborative efforts to address barriers to affordable housing development, access, and preservation in our region.

In Witness Whereof, the undersigned have adopted this Charter on the date first set forth below.

[Signatories' Names and Organizations/Entities, Date]

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To: Honorable Mayor and City Council Members

From: Scott J. Kluver, <sup>SK</sup>Administrator

Re: 2024 General Fund, Debt Service, and Capital Budgets

Date: August 30, 2024

The above referenced budgets will be distributed prior the Council meeting. At this time, I am still working on the budget documents.

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**To:** Honorable Common Council Members

**CC:** Honorable Mayor *SK*

**From:** Scott J. Kluver, Administrator

**Re:** Proposed 2024 General Fund, Debt Service, and Capital Budgets

**Date:** September 7, 2023

***Overview:***

Enclosed is the recommended 2024 general fund budget which includes debt service and capital outlays for your review. Final figures for 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 \$2,974,320, an increase of 5.42 percent over 2023. Much of this increase is related to staffing, including an additional full-time EMT in the Ambulance Service. The capital portion of the budget is \$381,510 of which \$296,510 is tax levy. When looking at the amount of levy that is being allocated to the capital budget, it increased by less than a percent. The debt service amount is \$315,091, a decrease of only \$136 from 2023. 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, 2024.

As for the property tax levy for general fund, debt service, and capital projects, this budget contains the amount of \$1,296,601. This is an increase of \$2,349 from last year. 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 2024, the levy limit rules remain in place based on the rate of growth over the previous year which was .337 percent.

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 2024. 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 \$315,091 which is \$136 less than last year. It covers existing general obligation principal and interest payments assigned to the general fund. The debt service is structured to anticipate an additional borrowing for next year.

### ***Capital Budget:***

An allocation of \$296,510 in property tax dollars is being recommended for capital purchases. For 2024, there is anticipated to be a grand total of \$381,510 in expenses which includes \$85,000 in fund balance and anticipated insurance payouts for the replacement of the shed building that collapsed this past March. As usual, there are several items that have been left out of recommended funding, mostly because they are larger items that should be considered as part of the anticipated borrowing. The reality is we simply do not have the funds to take care of all the wants and desires of the City. Decisions will need to be made on what the priorities are that we can borrow for. At this time, I do not know what our borrowing limit will be, but I will be working on that soon. The intention with this budget is to include smaller items and items that generally do not have a long life expectancy. Some items will also require additional details and estimates. For now, I have compiled the best information with what I have.

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

#### **Total General Fund Capital Expense: \$381,510**

City Hall: \$25,000 to do a portion of the tuck pointing/brick repair work on City Hall. An estimate for this work is forthcoming, and I anticipate the costs to be higher to complete the entire building. One option would be to include this as part of a borrowing. With the windows to be replaced yet this fall, it would be good to have the exterior fixed and set to last for time. Other interior work for the future will be painting, carpet, and tile replacement.

Police Department: \$3,000 to install a new evidence locker cage in the police garage. The current set-up is not up to standard and this should occur to make sure evidence is kept secure and to avoid any potential issues in the future related to evidence handling.

Fire Department: \$47,100. \$7,100 would be a match for an air pack grant. If we do not get the grant, the dollars need to be used towards getting some new equipment anyway. The remainder is \$20,000 each for asphalt improvements in the rear of the building and \$20,000 to replace the concrete pad in the front of the building.

Ambulance Department: \$49,500. \$5,000 is to place gutters on the building, \$20,000 is for the replacement of asphalt in the lot which has been cracked and broken and should be done in conjunction with the Fire Department work, and \$24,500 is to replace the windows in the Ambulance Hall.

Street & Alleys Outlay/Crack Filling: \$113,910 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. \$28,000 would be for the resurfacing of N. 8<sup>th</sup> Avenue West between 4<sup>th</sup> and 5<sup>th</sup> Streets. This assumes that the additional utility work going up 8<sup>th</sup> will be done as part of the Bayfield Street Project. The street in this area is very bad, and it will tie in well with the anticipated County work to repave CTH C. \$12,000 is for Pine Street

directly behind City Hall. With the stormwater work that will be occurring along Washington Avenue next to City Hall, this will tie into that project with repairs to the asphalt and street behind City Hall. \$53,910 will be for gravel to add to the base of various streets such as Oak, Fortier, Castle, etc.) Finally, \$20,000 will be for crack sealing of the parking lanes of East Bayfield Street to help keep that section lasting for another three years.

Bayfield Street: \$25,000 to cover costs until proceeds of the borrowing are available.

Garage/Shed: \$100,000 to replace the storage shed that was destroyed this past winter. The proposal is to not replace the building at the original Fire and Ambulance Hall location, but rather at the treatment plant which will allow for storage of utility items and the removal of utility equipment from the Public Works Garage. The intention would be to vacate the additional brick storage building at the Fire and Ambulance Hall and allow that building to be used for Fire and Ambulance storage. \$85,000 of this is expected to be covered by insurance dollars, with \$15,000 of the levy.

Parks Capital Outlay: \$18,000 – To purchase a new lawn mower.

This year I am not going to list all of the items that were not included as part of the budget at this time, but rather include a spreadsheet as an addendum at the end of the memo to list all capital items under consideration. Both the Finance Committee and the Council will need to carefully review this list and work to prioritize items for a borrowing. Additional details will certainly be needed, and inspections of items should occur as well.

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. Also keep in mind that maintenance is not glamorous, but it is important. 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.

### ***Operating Budget:***

On the revenue side, the most significant change is the increase in shared revenue that was approved by the legislature this past year. These dollars need to be spent on emergency services and public works, which is not hard to do. Do note that as anticipated, the City will not get an expenditure restraint payment for 2024, and it will also not receive one in 2025 as per the recently passed legislation, everyone gets the same that they received in 2024. The state medical transportation reimbursement aid was eliminated as part of the various changes. This year, I am anticipating \$20,000 from Bayfield County for Ambulance expenses, and I propose those dollars go into the general fund to assist with costs related to the proposed new full-time position. A \$0.50 increase per month in the garbage rates is proposed to keep up with the costs of the garbage contract and other services. An increase in campground revenues is projected from this current year's fee increase, I am not planning on another fee increase next year given the disruptions that will occur around Thompson's West End Park. If the City proceeds with the campground expansion next year, the City can re-evaluate rates for 2025. There is still a need to promote additional taxable development in the City in order to have a healthy, functional, City government. While the shared revenue increase that occurred will be helpful, and while the projected increases in the future will also be helpful, that alone will not cover the increase in costs the City experiences.

On the expenditure side of the budget, staffing is the biggest change. Included are figures for the changes in the proposed police contract, a four percent (4%) increase in general employee wages, adjustments for rates for election, seasonal, and paid-on-call ambulance fire personnel. One of the largest increases is expected with health insurance. The largest change is a proposed additional full-time EMT position in the ambulance service. Do note that with the recently approved legislation related to shared revenue, there is a maintenance of effort requirement for staffing for the ambulance service. Once we commit to a new position, we can not go back without loss of the significant portion of the shared revenue increase. Retirement costs were up slightly for general employees, but up more significantly for police. Property and liability insurance costs are stable, with Workman's Comp rates decreasing. Additional dollars have been placed in tree removals and plantings. We can expect the Emerald Ash Borer to begin to affect trees in the City, and a plan for the re-forestation of Memorial Park needs to be considered as many of the trees are dying. A few other shifts occurred to account for changes in trends, priorities, and approved activities.

### ***Recommendations/Conclusion:***

1. Strongly consider approving the campground expansion project if the final cost/revenue projections warrant it.
2. Work to streamline zoning processes and requirements for both new developments and rehabilitation of properties in the City. You do not have the staff to implement the complex zoning regulations that the City has, and you need to make sure the regulations make sense in that they are not overly bureaucratic.
3. It will be extra important in 2024 not to overload with additional tasks and projects as we work on Phase 1 of the Bayfield Street Project.

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. 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. Left the same as last year. The total combined levy with Capital and Debt Service is \$1,296,601, last year it was at \$1,294,252, an increase of \$2,349. The allowable increase is \$3,462 based on a net new construction growth rate of .337percent. There has been a small wean on the Debt Service allowance each year, but with an anticipated borrowing, this will likely re-set with a few years of stability.



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

Room Tax - Based on trends over the past three years with increases from on-line services. 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.

Omitted Taxes – This is when a correction needs to be made to the tax roll after the fact. We do not budget for this, as we strive for perfection!

### **Intergovernmental Revenues:**

Shared Revenues – Dollars received from the State to offset the property tax burden. This includes the new amount that will need to be spent on emergency services and public works. There is a new maintenance of effort limit on the EMS expenditures.

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 in 2023. Based on the changes approved in the Shared Revenue legislation, and with confirmation by the Department of Revenue, we will not get an expenditure restraint payment either in 2025 because everyone is getting the same they got in 2024, even if that was nothing.

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. This aid has been discontinued in the recently passed Shared Revenue legislation.

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. It may look less in the past as our accountant removes the dollars received and places that in the Fire Contract revenue line item. I place it here for better tracking.

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

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. This has now stabilized.

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. Based on a formula of total Library expenses from the previous year.

Community Grant – Anticipated that Bayfield County will continue the \$20,000 intended for EMS services. This year, I recommend placing the dollars in the general fund to assist with the costs related to hiring a third EMT.

Library Cross County – Funds received from other counties for library operations related to books borrowed from out-of-county residents.

### **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 permits are expected to remain the same, but with better enforcement of right-of-way permits, by Public Works, the zoning permit amount has been increased. The lease agreement is the payment received from Harbor Table 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 2024. The number of runs dipped in 2022, but are currently at anticipated levels for 2023. Medicaid rates did increase last year, but they only account for approximately 20 percent of runs.

Solid Waste Disp. Customer – Garbage rates are proposed to increase 50 cents per month for 2024. 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. There is talk of this being done differently in the future which would make me happy.

Park Fees West End & Camp Fees Memorial – The amounts indicated for revenue that go into the general fund from camping fees. The increase is based off of trending and the increase that was imposed last year. Currently, \$5 of every daily electrical site camping fee paid goes to the Park Designated Fund for future improvements. No increase is proposed for 2024 as we had increases in the past two years and our rates were on the higher side of average rates in the area. In addition, 2024 will be a disruptive year for Thompson's West End Park. If the Campground Expansion Project proceeds, it would be good to reevaluate all of the rates for 2025.

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. .

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 fourth 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 rebounding, hence the increase.

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. There are few properties left to sell too.

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, and miscellaneous revenues such as street repaving fees for utility connections. 2022 was abnormally high.

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 20 percent of the operating budget. Ideally, that figure should be in the 20 to 25 percent range.

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 – At the moment, the Stormwater Utility does not have the funds to repay the General Fund.

## **Expenses:**

### **General Government:**

Council Per Diem/ FICA – Council wages for meetings. Proposed to increase the per-diem to \$125 for Council

meetings and \$75 for Committee meetings (Personnel/Finance, Plan Commission, Housing Authority, Zoning Board of Appeals). The County funds the Housing Authority \$75 per meeting, and there has been a disparity for many years. The increase would not go into effect for elected officials until after their current term ends.

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 proposed four (4%) percent wage increase proposed in this budget except for police which is based on the contract. Health insurance is projected to increase by 14 percent, and I should have actual information soon. Employees contribute 12 percent of the total health insurance rates. The retirement contribution rate for 2024 will be 6.9 percent for general employees which is an increase of one tenth 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 four elections next year, with an increase to \$13/hr.

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

Office Computer Supp/Service – Increase for additional protections and upgrades as recommended by our IT consultant.

Computer Contract – For computer technical support. New website ongoing costs and licenses for forthcoming e-mails.

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

Assessment of Property Services – Line adjusted because of reverting back to a maintenance year for assessments.

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. Increased to reflect actual.

City Hall Electric/Heat – Holding the amount anticipating new windows will hold costs down.

City Hall Bldgs. Maint. Repair – Increased to reflect actual.

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 \$20,000 to the General Fund, down 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 \$3/hr for officers based on negotiated contract.

Police Other Pay – Holiday pay for officers on duty during holidays. Adjusted to reflect trend in use.

Police Dept Shift – Difference in pay from night shift to day shift (negotiated 50 cents)

Police Part-Time – Slight increase to amount, and proposing significant increase in wage to \$26 with in training and \$28 out of training. It is unlikely we will find any part-time officers. Dollar amount used to then off-set any authorized overtime.

Police Retirement – The City's contribution rate will be 14.3 percent which is an increase of 1.1 percent.

Employees will be contributing 6.9 percent.

Police Telephone – Increase to add two cell phones so that each officer will have a phone.

PD Continuing Ed – Conference attendance.

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

Police Publication Dues – Increased to reflect actual.

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 to keep up wage increase for other 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 Publication Dues – Costs for Bayfield County and State associations. Increase due to previous coding to training.

Fire Vehicle Repair – Increased due to anticipated tire replacements.

Fire Operating Costs – Increased due to supply/gear needs.

Fire Department 2% - Increased to reflect the required amount of expense to maintain eligibility. Can be used for LOSA payment, training, education, and prevention.

Ambulance Salaries – Currently \$13,000 for Director, \$4,000 (\$500 increase) for Assistant Director. Discontinued \$2,000 each for Training Officer, Maintenance Officer, and Secretary as those duties being assumed by full-time staff October 1, 2023.

Ambulance Custodian/Admin – Reflects a portion of Administrative Assistant, Assistant Administrator, an full-time positions. One new full-time position requested. Note that there is a staffing maintenance of effort requirement imposed by the recently approved Shared Revenue legislation. Once we increase, we can not decrease without loss of Shared Revenue.

Ambulance Attendant Fees – Currently, EMTs receive \$3 per hour while on an on-call shift and \$43.60 per an estimated 2-hour call. Proposed rate increase to \$45.34 per call. Overall budget amount decreased due to full-time staff taking a portion of the shifts and not being staffed to the maximum level.

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. Increased to increase the bonus.

Ambulance Billing Contract – Contract with Cvikota for billing services.

Ambulance Telephone – Increase to reflect actual.

Ambulance Electric/Heat – Increased to reflect actual.

Ambulance Radio Maintenance – Increased to reflect actual.

Ambulance Vehicle Repair – Increased to reflect actual. Due to complexity, the ambulance many times needs to go to Lester Prairie, MN for service.

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/re-allocation.

Seasonal Wage (Various) – Total seasonal wages are \$48,780 – an increase of \$3,200. 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 \$13.50/hr for first year and \$14.00/hr for returning, proposed to be \$15.00/hr and \$15.50/hr. LTEs would be \$15.50 and \$16.00 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 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 13 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. Increased based on need.

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

Blacktop Materials – For various street repairs.

Street Signs & Markings – For street signs and painting lines and crosswalks.

Street Machinery Gas & Oil – Increased to reflect increased cost. Could use more. Heavy equipment uses diesel.

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.

Curb & Gutter – For curb and gutter repairs.

Docks and Harbor Commission – Electricity for coal dock lights.

Solid Waste Contract – Per contract with Republic Services. Increased to reflect costs.

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. This includes port-o-

potties at all parks which accounts for the increase.

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 Garbage – Republic garbage service for the parks. Increased to reflect actual.

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 – Walking trail repairs/maintenance.

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 2024 is an off year.

**Conservation and Development:**

Urban Forestry Supplies – For planting trees on City property and public rights-of-way. We need to plan for Memorial Park re-growth.

Public Access TV – Defunct.

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. Could be a source for Beautification Ad-Hoc Committee Activities.

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. Increased bus maintenance as work needs to be done on shelter by DPW garage.

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.

## Fund: 100 - GENERAL FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
100-00-41110-000-000	GENERAL PROPERTY TAXES	479,443.56	0.00	685,000.00	685,000.00	0.00
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	100,306.45	0.00	95,000.00	95,000.00	0.00
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	17,002.29	0.00	17,000.00	17,000.00	0.00
100-00-41800-000-000	INTEREST & PENALTIES ON TAXES	26.19	0.00	30.00	30.00	0.00
100-00-41901-000-000	OMITTED TAXES	201.35	0.00	0.00	0.00	0.00
<b>TAXES</b>		<b>597,232.80</b>	<b>0.00</b>	<b>797,280.00</b>	<b>797,280.00</b>	<b>0.00</b>
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	615,729.89	0.00	626,762.00	752,114.00	20.00
100-00-43411-000-000	PERSONAL PROPERTY TAX AID	3,202.45	0.00	3,202.00	3,202.00	0.00
100-00-43412-000-000	EXPENDITURE RESTRAINT	32,414.83	0.00	31,792.00	0.00	-100.00
100-00-43413-000-000	BUSINESS COMPUTER CREDIT	491.56	0.00	492.00	0.00	-100.00
100-00-43414-000-000	STATE MEDICAL TRANSPORT REIMB	13,436.41	0.00	5,500.00	0.00	-100.00
100-00-43415-000-000	CARES ACT	0.00	0.00	0.00	0.00	0.00
100-00-43420-000-000	FIRE INSURANCE	6,404.01	0.00	11,500.00	16,000.00	39.13
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	15,438.47	0.00	15,400.00	15,400.00	0.00
100-00-43523-000-000	STATE GRANTS -FIRE	3,291.05	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	140,473.07	0.00	134,410.00	134,410.00	0.00
100-00-43535-000-000	SAFETY GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43536-000-000	FEMA DISASTER REIMBURSEMENT	0.00	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	364.38	0.00	296.00	364.00	22.97
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	5,000.00	5,000.00	0.00
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	50,054.00	0.00	53,319.00	62,525.00	17.27
100-00-43622-000-000	COMMUNITY GRANT	5,000.00	0.00	0.00	20,000.00	999.99
100-00-43632-000-000	LIBRARY-CROSS COUNTY GRANT	2,837.77	0.00	2,167.00	383.00	-82.33
100-00-43650-000-000	MFL -STATE AID	7.76	0.00	0.00	0.00	0.00
<b>INTERGOVERNMENTAL REVENUES</b>		<b>895,015.46</b>	<b>0.00</b>	<b>890,840.00</b>	<b>1,010,398.00</b>	<b>13.42</b>
100-00-44110-000-000	LIQUOR LICENSES	5,398.00	0.00	5,000.00	5,000.00	0.00
100-00-44121-000-000	OPERATOR LICENSES	1,820.00	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	3,233.62	0.00	700.00	1,000.00	42.86
100-00-44200-000-000	CABLE FRANCHISE FEE	21,771.23	0.00	20,000.00	20,000.00	0.00
100-00-44301-000-000	BUILDING PERMITS	6,219.30	0.00	5,000.00	5,000.00	0.00
100-00-44400-000-000	ZONING PERMITS	13,216.78	0.00	2,500.00	5,000.00	100.00
100-00-44420-000-000	VACATING FEES	0.00	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

Recommended Budget

## Fund: 100 - GENERAL FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
<b>LICENSES &amp; PERMITS</b>		51,908.93	0.00	35,450.00	38,250.00	7.90
100-00-45110-000-000	COURT PENALTIES AND COSTS	6,774.00	0.00	7,000.00	7,000.00	0.00
100-00-45130-000-000	PARKING VIOLATIONS	2,870.00	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
<b>FINES, FORFEITURES &amp; PENALTIES</b>		9,644.00	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	60.75	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	104,833.34	0.00	150,000.00	150,000.00	0.00
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	141,565.40	0.00	140,000.00	145,000.00	3.57
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	6,101.00	0.00	5,000.00	5,000.00	0.00
100-00-46540-000-000	CEMETERY	6,450.00	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	6,000.00	0.00	2,000.00	2,000.00	0.00
100-00-46550-000-000	DOG LICENSE FEES	246.00	0.00	400.00	400.00	0.00
100-00-46720-000-000	PARK FEES - WEST END	147,815.00	0.00	140,000.00	155,000.00	10.71
100-00-46721-000-000	CAMP FEES - MEMORIAL	125,372.00	0.00	120,000.00	130,000.00	8.33
100-00-46722-000-000	SHOWERS	5,574.56	0.00	5,000.00	5,000.00	0.00
100-00-46723-000-000	OTHER PARK FEES	2,011.00	0.00	700.00	700.00	0.00
100-00-46724-000-000	SEASONAL SECURITY DEPOSIT	0.00	0.00	0.00	0.00	0.00
100-00-46725-000-000	BOAT LAUNCH FEES	6,033.00	0.00	7,000.00	7,000.00	0.00
100-00-46726-000-000	FIRE WOOD SALES	6,250.00	0.00	6,000.00	6,000.00	0.00
100-00-46743-000-000	RECREATION PROGRAM PROCEEDS	465.00	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	2,121.61	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	190.55	0.00	0.00	0.00	0.00
100-00-46902-000-000	MATERIAL SALES	0.00	0.00	0.00	0.00	0.00
100-00-46903-000-000	LABOR FOR PRIVATE WORK	179.15	0.00	0.00	0.00	0.00
<b>PUBLIC CHARGES FOR SERVICES</b>		561,268.36	0.00	584,600.00	614,600.00	5.13
100-00-47321-000-000	FIRE CONTRACTS	65,055.12	0.00	62,025.00	64,692.00	4.30
100-00-47322-000-000	AMBULANCE CONTRACTS	113,120.80	0.00	123,867.00	129,194.00	4.30
100-00-47323-000-000	TOWNSHIP SHARE P & I	18,347.77	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	575.00	0.00	340.00	340.00	0.00
<b>INTERGOVT CHARGES FOR SERVICES</b>		197,098.69	0.00	204,580.00	212,574.00	3.91
100-00-48100-000-000	INTEREST ON INVESTMENTS	3,459.74	0.00	1,200.00	20,000.00	999.99
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	7,580.00	0.00	0.00	0.00	0.00
100-00-48303-000-000	SALE OF CITY EQT	2,525.00	0.00	1,000.00	1,000.00	0.00
100-00-48400-000-000	INSURANCE RECOVERIES	0.00	0.00	2,000.00	2,000.00	0.00
100-00-48401-000-000	INSURANCE AUDIT ADJUSTMENTS	8,849.00	0.00	0.00	0.00	0.00

## Fund: 100 - GENERAL FUND

		2022	2023	2023	2024	
Account Number		Actual	Projected	2023	Proposed	% Change
		Year-End	Year-End	Budget	Budget	In Budget
100-00-48402-000-000	INSURANCE RECOVERIES OTHER	0.00	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	200.00	0.00	1,000.00	1,000.00	0.00
100-00-48501-000-000	FIRE DEPT. DONATION	0.00	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	2,500.00	0.00	0.00	0.00	0.00
100-00-48600-000-000	MISCELLANEOUS REVENUES	12,260.59	0.00	3,500.00	3,500.00	0.00
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		37,424.33	0.00	8,700.00	27,500.00	216.09
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	247,104.00	260,968.00	5.61
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	0.00	0.00	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	40,000.00	0.00	-100.00
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	292,104.00	265,968.00	-8.95
Total Revenues		2,349,592.57	0.00	2,821,304.00	2,974,320.00	5.42

## Fund: 100 - GENERAL FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 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	8,405.00	0.00	13,650.00	13,650.00	0.00
100-00-51101-151-000	COUNCIL FICA	643.00	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	272.44	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
<b>COUNCIL</b>		<b>9,320.44</b>	<b>0.00</b>	<b>15,444.00</b>	<b>15,444.00</b>	<b>0.00</b>
100-00-51102-000-000	MAYOR	0.00	0.00	0.00	0.00	0.00
100-00-51102-110-000	MAYOR SALARY	9,288.09	0.00	9,474.00	9,663.00	1.99
100-00-51102-151-000	MAYOR FICA	710.58	0.00	725.00	739.00	1.93
100-00-51102-152-000	MAYOR RETIREMENT	603.49	0.00	644.00	667.00	3.57
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	134.24	0.00	500.00	500.00	0.00
100-00-51102-299-000	MAYOR CONTINUING EDUCATION	1,551.35	0.00	3,000.00	3,000.00	0.00
100-00-51102-311-000	MAYOR OFFICE SUPPLIES/EQUIP.	125.00	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
<b>MAYOR</b>		<b>12,412.75</b>	<b>0.00</b>	<b>14,551.00</b>	<b>14,777.00</b>	<b>1.55</b>
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.	5,171.28	0.00	12,000.00	12,000.00	0.00
100-00-51103-323-000	PUBL. FEES NEWSLETTER	0.00	0.00	0.00	0.00	0.00
<b>PUBLICATION FEES</b>		<b>5,171.28</b>	<b>0.00</b>	<b>12,000.00</b>	<b>12,000.00</b>	<b>0.00</b>
100-00-51301-000-000	ATTORNEY	0.00	0.00	0.00	0.00	0.00
100-00-51301-210-000	ATTORNEY PROF. SERVICE	29,355.82	0.00	31,000.00	31,000.00	0.00
<b>ATTORNEY</b>		<b>29,355.82</b>	<b>0.00</b>	<b>31,000.00</b>	<b>31,000.00</b>	<b>0.00</b>
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	1,540.00	0.00	10,000.00	10,000.00	0.00
<b>LEGAL CONTINGENCY</b>		<b>1,540.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>
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	492.25	0.00	2,500.00	2,500.00	0.00
<b>MUNICIPAL CODE</b>		<b>492.25</b>	<b>0.00</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>0.00</b>
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
<b>PROFESSIONAL CONSULTANT</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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	61,526.51	0.00	67,357.00	70,051.00	4.00
100-00-51410-112-000	CITY ADMINISTRATOR MILEAGE	679.25	0.00	1,380.00	1,380.00	0.00
100-00-51410-113-000	CITY ADMINISTRATOR-LONGEVITY	209.25	0.00	223.00	236.00	5.83
100-00-51410-151-000	CITY ADMINISTRATOR FICA	4,602.50	0.00	5,170.00	5,377.00	4.00
100-00-51410-152-000	CITY ADMINISTRATOR RETIREMENT	3,979.01	0.00	4,595.00	4,850.00	5.55
100-00-51410-154-000	CITY ADMINISTRATOR HEALTH INS.	6,502.97	0.00	6,968.00	7,944.00	14.01
100-00-51410-155-000	CITY ADMINISTRATOR LIFE INS.	17.52	0.00	18.00	18.00	0.00

## Fund: 100 - GENERAL FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 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	169.00	176.00	4.14
100-00-51410-294-000	CITY ADMIN. COMPUTER SUPP/SERV	371.94	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	1,066.00	0.00	2,000.00	2,000.00	0.00
100-00-51410-311-000	CITY ADMIN OFFICE SUPPLIES	0.00	0.00	200.00	200.00	0.00
100-00-51410-321-000	CITY ADMIN PUBLICATIONS DUES	545.13	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
<b>CITY ADMINISTRATOR</b>		<b>79,500.08</b>	<b>0.00</b>	<b>89,880.00</b>	<b>94,032.00</b>	<b>4.62</b>
100-00-51420-000-000	CLERK	0.00	0.00	0.00	0.00	0.00
100-00-51420-110-000	CLERK SALARY(2)	84,026.14	0.00	89,988.00	93,588.00	4.00
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	355.47	0.00	355.00	370.00	4.23
100-00-51420-151-000	CLERK FICA	6,141.76	0.00	6,911.00	7,188.00	4.01
100-00-51420-152-000	CLERK RETIREMENT	5,370.58	0.00	6,143.00	6,483.00	5.53
100-00-51420-154-000	CLERK HEALTH INSURANCE	22,959.74	0.00	24,058.00	27,426.00	14.00
100-00-51420-155-000	CLERK LIFE INSURANCE	64.56	0.00	65.00	65.00	0.00
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	226.00	235.00	3.98
<b>GENERAL &amp; ADMIN. SALARY</b>		<b>118,918.25</b>	<b>0.00</b>	<b>129,246.00</b>	<b>136,855.00</b>	<b>5.89</b>
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	3,898.09	0.00	4,329.00	4,511.00	4.20
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	481.66	0.00	331.00	345.00	4.23
100-00-51422-152-000	ADMIN. ASSISTANT RETIREMENT	251.90	0.00	294.00	311.00	5.78
100-00-51422-154-000	ADMIN. ASSISTANT HEALTH INS	2,417.00	0.00	360.00	360.00	0.00
100-00-51422-155-000	ADMIN. ASSISTANT LIFE INS.	3.45	0.00	1.00	4.00	300.00
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	11.00	11.00	0.00
<b>ADMINISTRATIVE ASSISTANT</b>		<b>7,052.10</b>	<b>0.00</b>	<b>5,826.00</b>	<b>6,042.00</b>	<b>3.71</b>
100-00-51440-000-000	ELECTIONS	0.00	0.00	0.00	0.00	0.00
100-00-51440-110-000	ELECTIONS SALARIES	4,416.00	0.00	2,400.00	5,000.00	108.33
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	408.00	0.00	300.00	300.00	0.00
100-00-51440-311-000	ELECTION SUPPLIES	1,193.61	0.00	2,100.00	2,100.00	0.00
100-00-51440-321-000	ELECTION PUBLICATION DUES	711.68	0.00	500.00	500.00	0.00



## Fund: 100 - GENERAL FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
100-00-51440-322-000	ELECTIONS NEWSPAPER ADV.	1,030.00	0.00	1,000.00	1,000.00	0.00
100-00-51440-342-000	ELECTIONS EQT. REPAIRS & MAINT	0.00	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
<b>ELECTIONS</b>		<b>7,759.29</b>	<b>0.00</b>	<b>8,500.00</b>	<b>11,100.00</b>	<b>30.59</b>
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	2,432.44	0.00	4,000.00	4,000.00	0.00
100-00-51450-210-000	OFFICE DEPART PROF. SERVICE	173.98	0.00	4,650.00	4,650.00	0.00
100-00-51450-294-000	OFFICE COMPUTER SUPP/SERVICE	835.33	0.00	2,500.00	7,500.00	200.00
100-00-51450-295-000	OFFICE COPY MACHINE MAINT.	1,904.73	0.00	3,500.00	3,500.00	0.00
100-00-51450-311-000	OFFICE DEPART. SUPPLIES	1,727.61	0.00	4,000.00	4,000.00	0.00
100-00-51450-312-000	OFFICE DEPARTMENT POSTAGE	5,304.47	0.00	6,000.00	6,000.00	0.00
100-00-51450-313-000	OFFICE COPY MACHINE SUPPLIES	856.16	0.00	1,000.00	1,000.00	0.00
100-00-51450-321-000	OFFICE DEPART PUBLICATION DUES	2,065.82	0.00	2,000.00	2,250.00	12.50
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
<b>OFFICE DEPARTMENT</b>		<b>15,300.54</b>	<b>0.00</b>	<b>27,650.00</b>	<b>32,900.00</b>	<b>18.99</b>
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	3,635.50	0.00	9,300.00	10,000.00	7.53
<b>COMPUTER</b>		<b>3,635.50</b>	<b>0.00</b>	<b>9,300.00</b>	<b>10,000.00</b>	<b>7.53</b>
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	20,000.00	0.00	21,000.00	21,500.00	2.38
<b>AUDIT/ACCOUNTING</b>		<b>20,000.00</b>	<b>0.00</b>	<b>21,000.00</b>	<b>21,500.00</b>	<b>2.38</b>
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	13,261.37	0.00	0.00	14,500.00	999.99
<b>ASSESSMENT OF PROPERTY</b>		<b>13,261.37</b>	<b>0.00</b>	<b>0.00</b>	<b>14,500.00</b>	<b>999.99</b>
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	53,450.00	0.00	-100.00
<b>REASSESSMENT OF PROPERTY</b>		<b>0.00</b>	<b>0.00</b>	<b>53,450.00</b>	<b>0.00</b>	<b>-100.00</b>
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	194.53	0.00	200.00	200.00	0.00
100-00-51601-221-000	CITY HALL TELEPHONE	7,692.52	0.00	7,000.00	8,000.00	14.29
100-00-51601-222-000	CITY HALL ELECTRICITY/HEAT	8,143.69	0.00	9,000.00	9,000.00	0.00
100-00-51601-223-000	CITY HALL WATER & SEWER	1,818.37	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	2,184.03	0.00	2,500.00	2,500.00	0.00
100-00-51601-342-000	CITY HALL EQT. REPAIRS & MAINT	685.00	0.00	1,500.00	1,500.00	0.00
100-00-51601-350-000	CITY HALL BLDGS. MAINT.-REPAIR	9,183.41	0.00	3,000.00	4,000.00	33.33
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		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
<b>CITY HALL</b>		30,128.35	0.00	25,450.00	27,450.00	7.86
100-00-51602-000-000	CUSTODIAN	0.00	0.00	0.00	0.00	0.00
100-00-51602-110-000	CUSTODIAN SALARY	18,380.07	0.00	10,701.00	11,129.00	4.00
100-00-51602-113-000	CUSTODIAN LOGEVITY	69.30	0.00	0.00	0.00	0.00
100-00-51602-151-000	CUSTODIAN FICA	1,410.42	0.00	819.00	851.00	3.91
100-00-51602-152-000	CUSTODIAN RETIREMENT	1,199.49	0.00	728.00	768.00	5.49
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	3.38	0.00	1.00	2.00	100.00
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	27.00	28.00	3.70
<b>CUSTODIAN</b>		21,062.66	0.00	12,276.00	12,778.00	4.09
100-00-51910-000-000	TAX REFUND/ADJSTMENTS	0.00	0.00	0.00	0.00	0.00
<b>TAX REFUND/ADJSTMENTS</b>		0.00	0.00	0.00	0.00	4.09
100-00-51912-000-000	ILLEGAL TAX CHARGEBACK	0.00	0.00	500.00	500.00	0.00
<b>ILLEGAL TAX CHARGEBACK</b>		0.00	0.00	500.00	500.00	0.00
100-00-51913-000-000	USDA SPEC. ASSESS. CITY PROP.	0.00	0.00	0.00	0.00	0.00
<b>SPEC. ASSESS. ON CITY PROPERTY</b>		0.00	0.00	0.00	0.00	0.00
100-00-51930-000-000	PROPERTY & LIABILITY 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
<b>INSURANCE</b>		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	0.00	0.00	1,500.00	500.00	-66.67
100-00-51931-159-000	FRINGE FLEX BENEFIT PLAN	1,412.03	0.00	2,000.00	2,000.00	0.00
<b>FRINGE BENEFITS</b>		1,412.03	0.00	4,000.00	3,000.00	-25.00
<b>GENERAL GOVERNMENT</b>		376,440.21	0.00	482,573.00	466,378.00	-3.36
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	74,883.68	0.00	74,286.00	82,264.00	10.74
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	63,448.50	0.00	64,521.00	71,450.00	10.74
100-00-52101-120-000	POLICE OFFICER BASE SALARY	179,611.08	0.00	178,381.00	197,539.00	10.74
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	836.49	0.00	1,000.00	1,500.00	50.00
100-00-52101-125-000	POLICE DEPARTMENT OTHER PAY	327.00	0.00	3,004.00	2,000.00	-33.42
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	7,500.00	10,000.00	33.33
100-00-52101-151-000	POLICE DEPARTMENT FICA	24,203.86	0.00	25,260.00	27,904.00	10.47
100-00-52101-152-000	POLICE DEPARTMENT RETIREMENT	38,172.57	0.00	42,265.00	50,705.00	19.97

## Fund: 100 - GENERAL FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
100-00-52101-154-000	POLICE DEPARTMENT HEALTH INS	59,599.58	0.00	62,572.00	70,212.00	12.21
100-00-52101-155-000	POLICE DEPARTMENT LIFE INS	80.36	0.00	83.00	83.00	0.00
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	5,000.00	-44.44
100-00-52101-159-000	POLICE DEPARTMENT ICI	0.00	0.00	800.00	886.00	10.75
100-00-52101-160-000	PD LIABILITY INSURANCE	7,600.00	0.00	7,600.00	7,600.00	0.00
100-00-52101-191-000	POLICE PERSONNEL TRAINING	2,717.01	0.00	5,000.00	5,000.00	0.00
100-00-52101-192-000	POLICE DEPARTMENT UNIFORMS	1,725.44	0.00	4,000.00	4,000.00	0.00
100-00-52101-221-000	POLICE DEPARTMENT TELEPHONE	5,398.72	0.00	5,000.00	6,000.00	20.00
100-00-52101-291-000	POLICE RADIO MAINTENANCE	287.50	0.00	1,500.00	1,500.00	0.00
100-00-52101-292-000	POLICE DEPARTMENT RADAR	120.00	0.00	360.00	360.00	0.00
100-00-52101-299-000	PD CONTINUING EDUCATION	946.70	0.00	1,000.00	1,500.00	50.00
100-00-52101-311-000	POLICE OFFICE SUPPLIES	1,006.73	0.00	2,000.00	2,000.00	0.00
100-00-52101-312-000	POLICE DEPARTMENT POSTAGE	58.05	0.00	150.00	150.00	0.00
100-00-52101-321-000	POLICE PUBLICATION DUES	150.00	0.00	100.00	150.00	50.00
100-00-52101-331-000	POLICE GAS & OIL VEHICLES	12,219.94	0.00	14,000.00	14,000.00	0.00
100-00-52101-332-000	POLICE VEHICAL REPAIR & MAINT	2,428.73	0.00	4,500.00	4,500.00	0.00
100-00-52101-341-000	POLICE DEPART OPERATING SUPP	12,069.08	0.00	8,000.00	8,000.00	0.00
100-00-52101-342-000	POLICE EQT. REPAIRS & MAINT	940.56	0.00	1,500.00	1,500.00	0.00
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	0.00	0.00	0.00	0.00	0.00
<b>POLICE DEPARTMENT</b>		<b>497,831.58</b>	<b>0.00</b>	<b>523,982.00</b>	<b>576,403.00</b>	<b>10.00</b>
100-00-52102-000-000	LICENSE INVESTIGATION FEE	0.00	0.00	0.00	0.00	0.00
<b>LICENSE INVESTIGATION FEE</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10.00</b>
100-00-52103-000-000	PD COUNTERACT FUND	0.00	0.00	0.00	0.00	0.00
<b>PD COUNTERACT FUND</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10.00</b>
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	18,612.00	0.00	20,000.00	21,000.00	5.00
100-00-52201-151-000	FIRE DEPARTMENT FICA	1,566.81	0.00	2,356.00	2,563.00	8.79
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	0.00	0.00	0.00	0.00	0.00
100-00-52201-158-000	FIRE DEPARTMENT WORKMENS COMP	3,000.00	0.00	3,000.00	2,000.00	-33.33
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	480.00	0.00	2,000.00	2,000.00	0.00
100-00-52201-192-000	FIRE DEPART INCENTIVE PAY	2,042.47	0.00	2,100.00	2,100.00	0.00
100-00-52201-193-000	FIRE DEPARTMENT INSPECTION	2,500.00	0.00	2,500.00	2,500.00	0.00
100-00-52201-221-000	FIRE DEPARTMENT TELEPHONE	1,266.82	0.00	1,000.00	1,000.00	0.00
100-00-52201-222-000	FIRE DEPART ELECTRICITY/HEAT	5,138.44	0.00	5,000.00	5,000.00	0.00
100-00-52201-223-000	FIRE DEPARTMENT WATER & SEWER	852.31	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	1,994.64	0.00	2,000.00	2,000.00	0.00
100-00-52201-294-000	FIRE DEPART COMPUTER SUPP/SERV	1,415.88	0.00	1,000.00	1,500.00	50.00
100-00-52201-321-000	FIRE DEPART PUBLICATION DUES	0.00	0.00	400.00	800.00	100.00
100-00-52201-331-000	FIRE DEPART GAS & OIL VEHICLES	2,926.56	0.00	3,000.00	3,000.00	0.00

## Fund: 100 - GENERAL FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
100-00-52201-332-000	FIRE DEPART VEH REPAIR & MAINT	11,811.60	0.00	5,000.00	7,000.00	40.00
100-00-52201-341-000	FIRE DEPART OPERATING SUPPLIES	7,113.18	0.00	5,000.00	7,000.00	40.00
100-00-52201-352-000	FIRE DEPARTMENT 2% EXPENSES	12,121.52	0.00	11,500.00	11,500.00	0.00
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
<b>FIRE</b>		<b>96,060.91</b>	<b>0.00</b>	<b>89,875.00</b>	<b>94,982.00</b>	<b>5.68</b>
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	20,680.93	0.00	22,500.00	17,000.00	-24.44
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.	5,481.21	0.00	98,829.00	151,108.00	52.90
100-00-52301-122-000	AMBULANCE ATTENDANT FEES	70,995.92	0.00	114,450.00	75,000.00	-34.47
100-00-52301-123-000	AMBULANCE RUN REPORT	3,980.00	0.00	5,500.00	5,500.00	0.00
100-00-52301-151-000	AMBULANCE FICA	7,525.11	0.00	18,917.00	19,401.00	2.56
100-00-52301-152-000	AMBULANCE RETIREMENT	362.06	0.00	6,720.00	10,426.00	55.15
100-00-52301-154-000	AMBULANCE HEALTH INSURANCE	868.10	0.00	46,361.00	78,918.00	70.22
100-00-52301-155-000	AMBULANCE LIFE INSURANCE	1.56	0.00	50.00	74.00	48.00
100-00-52301-156-000	AMBULANCE LENGTH OF SERVICE	6,141.88	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	434.25	0.00	9,000.00	5,000.00	-44.44
100-00-52301-159-000	AMBULANCE ICI	0.00	0.00	247.00	378.00	53.04
100-00-52301-160-000	AMB. LIABILITY INSURANCE	1,565.16	0.00	7,700.00	7,700.00	0.00
100-00-52301-191-000	AMBULANCE PERSONNEL TRAINING	6,676.12	0.00	17,000.00	17,000.00	0.00
100-00-52301-192-000	AMBULANCE INCENTIVE PAY	5,964.14	0.00	6,000.00	7,000.00	16.67
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	11,027.99	0.00	14,000.00	14,000.00	0.00
100-00-52301-221-000	AMBULANCE TELEPHONE	2,473.74	0.00	2,200.00	2,500.00	13.64
100-00-52301-222-000	AMBULANCE ELECTRICITY/HEAT	4,395.20	0.00	5,500.00	6,000.00	9.09
100-00-52301-223-000	AMBULANCE WATER & SEWER	689.69	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	3,454.75	0.00	2,800.00	3,300.00	17.86
100-00-52301-311-000	AMBULANCE OFFICE SUPPLIES	533.02	0.00	1,150.00	1,150.00	0.00
100-00-52301-312-000	AMBULANCE POSTAGE	0.00	0.00	100.00	100.00	0.00
100-00-52301-321-000	AMBULANCE INTERNET	1,449.63	0.00	1,700.00	1,700.00	0.00
100-00-52301-323-000	AMBULANCE PUBLICATION DUES	3,387.02	0.00	3,000.00	3,000.00	0.00
100-00-52301-331-000	AMBULANCE GAS & OIL VEHICLES	4,724.43	0.00	5,500.00	6,500.00	18.18
100-00-52301-332-000	AMBULANCE VEH REPAIR & MAINT	1,179.46	0.00	4,500.00	5,500.00	22.22
100-00-52301-341-000	AMBULANCE OPERATING SUPPLIES	10,328.29	0.00	15,000.00	15,000.00	0.00
100-00-52301-342-000	AMB. EQUIP. REPAIRS & MAINT.	8,902.61	0.00	4,000.00	4,000.00	0.00
100-00-52301-350-000	AMBULANCE BLDG. REPAIR & MAINT	1,899.40	0.00	3,000.00	3,000.00	0.00
100-00-52301-351-000	AMBULANCE RESCUE EQUIP.	501.48	0.00	1,000.00	1,000.00	0.00
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	0.00	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	4,664.66	0.00	0.00	0.00	0.00
<b>AMBULANCE DONATION EXPENSES</b>		<b>190,706.49</b>	<b>0.00</b>	<b>436,444.00</b>	<b>480,975.00</b>	<b>10.20</b>
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
<b>BUILDING INSPECTOR</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10.20</b>

## Fund: 100 - GENERAL FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
<b>PUBLIC SAFETY</b>		784,598.98	0.00	1,050,301.00	1,152,360.00	9.72
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	26,750.94	0.00	52,188.00	54,235.00	3.92
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	378.75	0.00	388.00	89.00	-77.06
100-00-53101-151-000	STREET DEPARTMENT FICA	14,458.95	0.00	14,500.00	15,873.00	9.47
100-00-53101-152-000	STREET DEPART RETIREMENT	10,627.68	0.00	11,116.00	11,701.00	5.26
100-00-53101-154-000	STREET DEPARTMENT HEALTH INS	29,511.80	0.00	43,320.00	49,385.00	14.00
100-00-53101-155-000	STREET DEPARTMENT LIFE INS	74.55	0.00	90.00	90.00	0.00
100-00-53101-157-000	STREET DEPARTMENT UNEMPL. COMP	0.00	0.00	3,000.00	3,000.00	0.00
100-00-53101-158-000	STREET DEPART WORKMENS COMP	0.00	0.00	13,000.00	6,000.00	-53.85
100-00-53101-159-000	STREET DEPARTMENT ICI	0.00	0.00	409.00	424.00	3.67
100-00-53101-160-000	STREET DEPT. LIABILITY INS.	12,850.00	0.00	14,600.00	14,600.00	0.00
100-00-53101-191-000	STREET DEP PERSONNEL TRAINING	1,333.24	0.00	4,000.00	4,000.00	0.00
100-00-53101-192-000	STREET TRAINING SERVICE	106.05	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	0.00	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
<b>STREET DEPARMENT</b>		96,091.96	0.00	158,911.00	161,697.00	1.75
100-00-53201-000-000	ENGINEERING SERVICES	0.00	0.00	2,000.00	2,000.00	0.00
<b>ENGINEERING SERVICES</b>		0.00	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
<b>STREET &amp; ALLEYS</b>		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	3,736.45	0.00	5,000.00	5,000.00	0.00
100-00-53230-222-000	GARAGE ELECTRICITY/HEAT	8,636.72	0.00	10,000.00	10,000.00	0.00
100-00-53230-223-000	GARAGE WATER & SEWER	3,531.34	0.00	2,500.00	2,500.00	0.00
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	1,565.13	0.00	1,500.00	1,500.00	0.00
100-00-53230-341-000	GARAGE OPERATING SUPPLIES	12,123.09	0.00	8,500.00	12,000.00	41.18
100-00-53230-342-000	GARAGE EQT. REPAIRS & MAIN	1,848.40	0.00	4,000.00	4,000.00	0.00
100-00-53230-350-000	GARAGE BLDG. REPAIR & MAINT	7,706.33	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
<b>GARAGE &amp; MACHINE SHED</b>		40,263.98	0.00	38,035.00	41,535.00	9.20
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	2,645.88	0.00	5,000.00	5,000.00	0.00
100-00-53270-345-000	WEED-BRUSH EQUIP. RENTAL	225.00	0.00	1,400.00	1,400.00	0.00
<b>WEED LEAVES &amp; BRUSH</b>		2,870.88	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	0.00	0.00	500.00	500.00	0.00
100-00-53271-210-000	TREE CONTROL CONTRACT SERVICES	3,350.00	0.00	3,800.00	6,000.00	57.89
100-00-53271-345-000	TREE CONTROL MISC. EXPENSE	0.00	0.00	0.00	0.00	0.00

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Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
100-00-53271-810-000	TREE CONTROL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
	<b>TREE CONTROL</b>	<b>3,350.00</b>	<b>0.00</b>	<b>4,300.00</b>	<b>6,500.00</b>	<b>51.16</b>
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	2,976.04	0.00	3,262.00	3,390.00	3.92
100-00-53272-121-000	GRASS CUTTING SEASONAL SUBS	13,877.13	0.00	14,000.00	16,000.00	14.29
	<b>GRASS CUTTING</b>	<b>16,853.17</b>	<b>0.00</b>	<b>17,262.00</b>	<b>19,390.00</b>	<b>12.33</b>
100-00-53301-000-000	REPAIRS OF STREETS & ALLEYS	31,090.25	0.00	30,000.00	30,000.00	0.00
	<b>REPAIRS OF STREETS &amp; ALLEYS</b>	<b>31,090.25</b>	<b>0.00</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>0.00</b>
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	70,050.99	0.00	40,772.00	42,371.00	3.92
100-00-53302-121-000	REPAIR OF STREETS/SEASON STAFF	2,084.25	0.00	1,500.00	1,500.00	0.00
	<b>REPAIR OF STR &amp; ALLEYS - LABOR</b>	<b>72,135.24</b>	<b>0.00</b>	<b>42,272.00</b>	<b>43,871.00</b>	<b>3.78</b>
100-00-53305-000-000	SNOW & ICE REMOVAL	4,220.00	0.00	0.00	0.00	0.00
100-00-53305-110-000	SNOW & ICE REMOVAL-LABOR	37,856.25	0.00	24,463.00	25,423.00	3.92
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	10,929.47	0.00	11,400.00	11,400.00	0.00
	<b>SNOW &amp; ICE REMOVAL</b>	<b>53,005.72</b>	<b>0.00</b>	<b>35,863.00</b>	<b>36,823.00</b>	<b>2.68</b>
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	560.00	0.00	5,500.00	5,500.00	0.00
	<b>BLACKTOP</b>	<b>560.00</b>	<b>0.00</b>	<b>5,500.00</b>	<b>5,500.00</b>	<b>0.00</b>
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	1,334.68	0.00	3,262.00	3,390.00	3.92
100-00-53307-121-000	STREET SIGNS SEASONAL LABOR	1,966.50	0.00	2,200.00	2,200.00	0.00
100-00-53307-810-000	STREET SIGNS & MARKINGS	5,594.46	0.00	5,000.00	5,000.00	0.00
	<b>STREET SIGNS &amp; MARKINGS</b>	<b>8,895.64</b>	<b>0.00</b>	<b>10,462.00</b>	<b>10,590.00</b>	<b>1.22</b>
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	31,033.11	0.00	35,879.00	37,287.00	3.92
100-00-53308-121-000	STREET MACHINERY/SEASON STAFF	366.25	0.00	0.00	0.00	0.00
100-00-53308-331-000	STREET MACHINERY GAS & OIL	42,565.55	0.00	25,000.00	30,000.00	20.00
100-00-53308-342-000	ST. MACHINE EQT REPAIR/MAINT.	34,991.06	0.00	23,000.00	27,000.00	17.39
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
	<b>STREET MACHINERY</b>	<b>108,955.97</b>	<b>0.00</b>	<b>83,879.00</b>	<b>94,287.00</b>	<b>12.41</b>
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	0.00	0.00	0.00	0.00	0.00
100-00-53309-450-000	PRIVATE WORK MATERIALS	0.00	0.00	0.00	0.00	0.00
	<b>PRIVATE WORK</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12.41</b>

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Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
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	12.41
100-00-53311-000-000	D&A TESTING	737.66	0.00	600.00	600.00	0.00
D&A TESTING		737.66	0.00	600.00	600.00	0.00
100-00-53420-000-000	STREET LIGHTING	38,248.60	0.00	40,000.00	40,000.00	0.00
STREET LIGHTING		38,248.60	0.00	40,000.00	40,000.00	0.00
100-00-53421-000-000	TRAFFIC CONTROL	513.50	0.00	750.00	750.00	0.00
TRAFFIC CONTROL		513.50	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	332.17	0.00	400.00	400.00	0.00
100-00-53540-820-000	DOCKS/HARBORS COMM CAPITAL IMP	0.00	0.00	0.00	0.00	0.00
DOCKS & HARBOR		332.17	0.00	400.00	400.00	0.00
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	2,500.00	0.00	2,400.00	2,400.00	0.00
MUNICIPAL LANDFILL		2,500.00	0.00	2,400.00	2,400.00	0.00
100-00-53631-000-000	SOLID WASTE CONTRACTOR COSTS	130,859.40	0.00	132,500.00	140,000.00	5.66
100-00-53631-110-000	LITTER CONTROL	818.62	0.00	500.00	500.00	0.00
100-00-53631-121-000	LITTER CONTROL-SEASONAL	520.00	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		132,198.02	0.00	134,000.00	141,500.00	5.60
100-00-53632-000-000	CITY COMMERCIAL COSTS	3,078.10	0.00	3,200.00	3,200.00	0.00
100-00-53632-110-000	ANNUAL CLEANUP BASE SALARY	1,312.29	0.00	3,262.00	3,390.00	3.92
100-00-53632-121-000	ANNUAL CLEANUP SEASONAL	0.00	0.00	0.00	0.00	0.00
100-00-53632-810-000	CITY ANNUAL CLEANUP	6,014.79	0.00	8,000.00	8,000.00	0.00

## Fund: 100 - GENERAL FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
<b>CITY COMMERCIAL COSTS</b>		10,405.18	0.00	14,462.00	14,590.00	0.89
<b>PUBLIC WORKS</b>		619,007.94	0.00	632,496.00	663,833.00	4.95
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	1,225.00	0.00	2,000.00	3,375.00	68.75
100-00-54510-151-000	HOUSING AUTHORITY FICA	93.59	0.00	153.00	258.00	68.63
<b>HOUSING AUTHORITY</b>		1,318.59	0.00	2,153.00	3,633.00	68.74
100-00-54910-000-000	CEMETERY	0.00	0.00	0.00	0.00	0.00
100-00-54910-110-000	CEMETERY SALARY	12,954.12	0.00	22,025.00	22,878.00	3.87
100-00-54910-113-000	CEMETERY LONGEVITY	75.75	0.00	78.00	18.00	-76.92
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	760.50	0.00	3,600.00	3,600.00	0.00
100-00-54910-151-000	CEMETERY FICA	1,019.66	0.00	1,966.00	2,027.00	3.10
100-00-54910-152-000	CEMETERY RETIREMENT	847.68	0.00	1,503.00	1,580.00	5.12
100-00-54910-154-000	CEMETERY HEALTH INS	4,547.75	0.00	4,625.00	5,273.00	14.01
100-00-54910-155-000	CEMETERY LIFE INS	17.13	0.00	17.00	17.00	0.00
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	55.00	57.00	3.64
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	282.59	0.00	500.00	500.00	0.00
100-00-54910-223-000	CEMETARY FIRE PROTECTION	222.48	0.00	112.00	225.00	100.89
100-00-54910-331-000	CEMETERY GAS & OIL VEHICLES	228.07	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	1,804.51	0.00	1,250.00	1,250.00	0.00
100-00-54910-342-000	CEMETERY EQT. REPAIRS & MAINT	0.00	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
<b>CEMETERY</b>		22,760.24	0.00	36,981.00	38,675.00	4.58
<b>HEALTH AND HUMAN SERVICES</b>		24,078.83	0.00	39,134.00	42,308.00	8.11
100-00-55110-000-000	LIBRARY	0.00	0.00	0.00	0.00	0.00
100-00-55110-110-000	LIBRARY DIRECTOR SALARY	49,267.48	0.00	54,695.00	56,883.00	4.00
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	409.20	0.00	332.00	351.00	5.72
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	54,561.92	0.00	48,000.00	49,920.00	4.00
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	4,515.15	0.00	1,338.00	2,675.00	99.93
100-00-55110-132-000	LIBRARY LTE	5,619.96	0.00	9,343.00	9,717.00	4.00
100-00-55110-133-000	LIBRARY PAGES	0.00	0.00	0.00	0.00	0.00
100-00-55110-140-000	LIBRARY ADMIN. SERVICES	3,128.06	0.00	3,387.00	3,387.00	0.00
100-00-55110-151-000	LIBRARY FICA EXPENSE	9,110.13	0.00	9,067.00	9,378.00	3.43
100-00-55110-152-000	LIBRARY RETIREMENT	6,350.09	0.00	7,067.00	7,363.00	4.19
100-00-55110-154-000	LIBRARY HEALTH INS	4,993.63	0.00	3,661.00	3,821.00	4.37
100-00-55110-155-000	LIBRARY LIFE INS	58.23	0.00	48.00	48.00	0.00



## Fund: 100 - GENERAL FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
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	260.00	267.00	2.69
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	10,469.96	0.00	10,000.00	10,200.00	2.00
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	1,271.23	0.00	1,648.00	1,648.00	0.00
100-00-55110-310-000	LIBRARY PROGRAM SUPPLIES	543.38	0.00	800.00	800.00	0.00
100-00-55110-311-000	LIBRARY OFFICE SUPPLIES	971.47	0.00	2,050.00	2,050.00	0.00
100-00-55110-312-000	LIBRARY POSTAGE	163.20	0.00	900.00	900.00	0.00
100-00-55110-321-000	LIBRARY PRINTED MATERIALS	20,193.40	0.00	19,950.00	19,950.00	0.00
100-00-55110-323-000	LIBRARY INTERNET ACCESS	11,338.70	0.00	11,565.00	11,565.00	0.00
100-00-55110-324-000	INTER LIBRARY DELIVERY	0.00	0.00	600.00	600.00	0.00
100-00-55110-341-000	LIBRARY BLDG. MAIT. & SUPPLIES	2,211.08	0.00	2,050.00	2,050.00	0.00
100-00-55110-350-000	LIBRARY OFFICE EQUIPMENT	674.35	0.00	1,230.00	1,230.00	0.00
100-00-55110-351-000	LIBRARY REPAIRS & MAINT	2,791.00	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
<b>LIBRARY</b>		<b>190,920.74</b>	<b>0.00</b>	<b>194,010.00</b>	<b>200,822.00</b>	<b>3.51</b>
100-00-55200-000-000	PARKS	0.00	0.00	0.00	0.00	0.00
100-00-55200-110-000	PARKS SALARY	20,140.79	0.00	32,399.00	33,699.00	4.01
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	51.68	0.00	53.00	18.00	-66.04
100-00-55200-114-000	PARKS AMDIN. SALARY	35,219.39	0.00	37,770.00	39,281.00	4.00
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	721.78	0.00	3,000.00	3,000.00	0.00
100-00-55200-118-000	PARKS ATTENDANT	9,949.50	0.00	10,000.00	10,000.00	0.00
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	9,650.25	0.00	17,730.00	18,920.00	6.71
100-00-55200-151-000	PARKS FICA	5,611.29	0.00	7,794.00	8,179.00	4.94
100-00-55200-152-000	PARKS RETIREMENT	3,968.28	0.00	4,775.00	5,039.00	5.53
100-00-55200-154-000	PARKS HEALTH INSURANCE	8,479.87	0.00	14,544.00	16,580.00	14.00
100-00-55200-155-000	PARKS LIFE INSURANCE	31.22	0.00	39.00	39.00	0.00
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	176.00	183.00	3.98
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	22,715.74	0.00	13,000.00	20,000.00	53.85
100-00-55200-221-000	PARKS TELEPHONE	628.47	0.00	600.00	600.00	0.00
100-00-55200-222-000	PARKS ELECTRIC/HEAT	30,141.90	0.00	26,000.00	28,000.00	7.69
100-00-55200-223-000	PARKS WATER & SEWER	6,514.69	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	14,519.46	0.00	8,000.00	10,000.00	25.00
100-00-55200-321-000	PARKS PUBLICATION DUES	1,335.00	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	8,858.30	0.00	10,000.00	10,000.00	0.00
100-00-55200-331-000	PARKS GAS & OIL VEHICLES	0.00	0.00	2,000.00	2,000.00	0.00

## Fund: 100 - GENERAL FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
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	16,129.12	0.00	15,000.00	15,000.00	0.00
100-00-55200-342-000	PARKS EQT. REPAIRS & MAINT.	1,708.73	0.00	3,000.00	3,000.00	0.00
100-00-55200-343-000	LAUNCH MAINT/REPAIRS	554.00	0.00	1,000.00	1,000.00	0.00
100-00-55200-350-000	PARKS BLDG. REPAIR & MAINT.	5,716.19	0.00	7,000.00	7,000.00	0.00
100-00-55200-351-000	PARKS GROUND REPAIR & MAINT.	13,841.31	0.00	17,000.00	17,000.00	0.00
100-00-55200-352-000	SKATING RINK BLDG./GROUNDS	1,283.05	0.00	2,000.00	2,000.00	0.00
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	15,584.08	0.00	14,000.00	16,000.00	14.29
100-00-55200-592-000	PARKS LICENSES	671.00	0.00	671.00	690.00	2.83
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	13.08	0.00	5,000.00	5,000.00	0.00
<b>PARK</b>		<b>234,038.17</b>	<b>0.00</b>	<b>270,251.00</b>	<b>289,928.00</b>	<b>7.28</b>
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	7,862.51	0.00	7,000.00	8,000.00	14.29
100-00-55201-151-000	RECREATION FICA	810.54	0.00	536.00	612.00	14.18
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 PROFESIONAL 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	2,055.00	0.00	2,000.00	2,000.00	0.00
100-00-55201-341-000	RECREATION OPERATING SUPPLIES	1,406.80	0.00	2,000.00	2,000.00	0.00
100-00-55201-342-000	REC. DEPT. REPAIRS/MAINTENANCE	3,000.84	0.00	4,000.00	4,000.00	0.00
<b>RECREATION PROGRAMS</b>		<b>15,135.69</b>	<b>0.00</b>	<b>16,936.00</b>	<b>18,012.00</b>	<b>6.35</b>
100-00-55300-000-000	CELEBRATIONS	3,109.00	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
<b>CELEBRATIONS</b>		<b>3,109.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>0.00</b>
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
<b>HOMECOMING</b>		<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>

## Fund: 100 - GENERAL FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
<b>CULTURE, RECREATION &amp; EDUCAT</b>		443,203.60	0.00	485,197.00	512,762.00	5.68
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	3,902.01	0.00	5,000.00	8,000.00	60.00
<b>URBAN FORESTRY INITIATIVE</b>		3,902.01	0.00	5,000.00	8,000.00	60.00
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	0.00	0.00	0.00	0.00	0.00
<b>PUBLIC ACCESS TELEVISION</b>		0.00	0.00	0.00	0.00	60.00
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	1,425.00	0.00	1,500.00	2,500.00	66.67
100-00-56301-151-000	PLANNING FICA	108.94	0.00	115.00	191.00	66.09
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
<b>PLANNING COMMISSION</b>		1,533.94	0.00	1,615.00	2,691.00	66.63
100-00-56302-000-000	PLANNING SERVICE	400.00	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
<b>PLANNING</b>		400.00	0.00	1,000.00	1,000.00	0.00
100-00-56303-000-000	ECONOMIC DEVELOPMENT	600.00	0.00	800.00	800.00	0.00
100-00-56303-110-000	ECON. DEV/MAIN ST FLOWER LABOR	5,080.00	0.00	4,750.00	4,750.00	0.00
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	2,610.00	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
<b>ARPA RECOVERY FUND EXPENSES</b>		8,846.20	0.00	11,300.00	11,300.00	0.00
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
<b>HISTORIC PRESERVATION PROJECT</b>		0.00	0.00	1,000.00	1,000.00	0.00
100-00-56401-000-000	ZONING BOARD OF APPEAL	0.00	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
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

## Fund: 100 - GENERAL FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
<b>ZONING BOARD OF APPEAL</b>		0.00	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	71.26	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
<b>ZONING ADMINISTRATOR</b>		71.26	0.00	650.00	650.00	0.00
<b>CONSERVATION &amp; DEVELOPMENT</b>		14,753.41	0.00	21,603.00	25,679.00	18.87
100-00-57321-000-000	BART	13,850.00	0.00	14,850.00	14,850.00	0.00
100-00-57321-351-000	BART BUS STOP MAINTENANCE	600.00	0.00	1,000.00	2,000.00	100.00
100-00-57321-810-000	BART CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
<b>BART</b>		14,450.00	0.00	15,850.00	16,850.00	6.31
100-00-57520-000-000	SENIOR VAN	3,950.00	0.00	4,950.00	4,950.00	0.00
100-00-57520-810-000	SENIOR VAN CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
<b>SENIOR VAN</b>		3,950.00	0.00	4,950.00	4,950.00	0.00
100-00-57652-000-000	PURCHASE OF PROPERTY	0.00	0.00	0.00	0.00	0.00
<b>PURCHASE OF PROPERTY</b>		0.00	0.00	0.00	0.00	0.00
<b>PROJECTS</b>		18,400.00	0.00	20,800.00	21,800.00	4.81
100-00-58100-000-000	PRINCIPAL ON DEBT	0.00	0.00	0.00	0.00	0.00
<b>SHORT TERM DEBT</b>		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
<b>INTEREST ON DEBT</b>		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
<b>INTEREST ON SHORT TERM LOANS</b>		0.00	0.00	0.00	0.00	0.00
100-00-58202-000-000	PAYING AGENT CHARGES	3,000.00	0.00	3,600.00	3,600.00	0.00
<b>PAYING AGENT CHARGES</b>		3,000.00	0.00	3,600.00	3,600.00	0.00
<b>LOAN/LEASE PAYMENT</b>		3,000.00	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
<b>MAPS &amp; PLATS</b>		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
<b>SALE OF CITY PROPERTY EXPENSE</b>		0.00	0.00	0.00	0.00	0.00

## Fund: 100 - GENERAL FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
100-00-59105-000-000	BANK SERVICE CHARGES	126.76	0.00	100.00	100.00	0.00
	<b>BANK SERVICE CHARGES</b>	<b>126.76</b>	<b>0.00</b>	<b>100.00</b>	<b>100.00</b>	<b>0.00</b>
100-00-59109-000-000	ROOM TAX TO CHAMBER	90,384.55	0.00	85,500.00	85,500.00	0.00
	<b>ROOM TAX TO CHAMBER</b>	<b>90,384.55</b>	<b>0.00</b>	<b>85,500.00</b>	<b>85,500.00</b>	<b>0.00</b>
100-00-59110-000-000	AMBULANCE A/R WRITE OFF	2,291.85	0.00	0.00	0.00	0.00
	<b>BAD DEBT WRITE OFF</b>	<b>2,291.85</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
100-00-59119-000-000	UNCLASSIFIED	227.12	0.00	0.00	0.00	0.00
	<b>MISC. EXPENSE</b>	<b>227.12</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
100-00-59235-000-000	TRANSFER TO ECONOMIC DEV.	0.00	0.00	0.00	0.00	0.00
	<b>TRANSFER TO ECONOMIC DEV.</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
100-00-59264-000-000	TRANSFER TO CAPITAL EQUIP FUND	0.00	0.00	0.00	0.00	0.00
	<b>TRANSFER TO CAPITAL EQUIP FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
100-00-59265-000-000	TRANSFER TO BAYFIELD ST FUND	0.00	0.00	0.00	0.00	0.00
	<b>TRANSFER TO BAYFIELD ST FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>GASB 75 EXPENSE</b>	<b>93,030.28</b>	<b>0.00</b>	<b>85,600.00</b>	<b>85,600.00</b>	<b>0.00</b>
	<b>Total Expenses</b>	<b>2,376,513.25</b>	<b>0.00</b>	<b>2,821,304.00</b>	<b>2,974,320.00</b>	<b>5.42</b>
	<b>Net Totals</b>	<b>-26,920.68</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

## Fund: 300 - DEBT SERVICE FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
300-00-41110-000-000	GENERAL PROPERTY TAXES	315,668.00	0.00	315,277.00	315,091.00	-0.06
<b>TAXES</b>		315,668.00	0.00	315,277.00	315,091.00	-0.06
300-00-48100-000-000	INTEREST ON INVESTMENTS	394.76	0.00	0.00	0.00	0.00
300-00-48500-000-000	DONATIONS	0.00	0.00	0.00	0.00	0.00
300-00-48600-000-000	MISCELLANEOUS REVENUES	0.00	0.00	0.00	0.00	0.00
<b>OTHER FINANCING SOURCES</b>		394.76	0.00	0.00	0.00	0.00
300-00-49100-000-000	PROCEEDS FROM LONG TERM DEBT	0.00	0.00	0.00	0.00	0.00
300-00-49131-000-000	TRANSFER FROM FUND 31	0.00	0.00	0.00	0.00	0.00
300-00-49210-000-000	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
300-00-49221-000-000	TRANSFER FROM MARINA OPERATION	0.00	0.00	0.00	0.00	0.00
300-00-49222-000-000	TRANSFER FROM UTILITY	0.00	0.00	0.00	0.00	0.00
300-00-49223-000-000	TRANSFER FROM STORM WATER	0.00	0.00	0.00	0.00	0.00
300-00-49410-000-000	TRANSFER FROM CAPITAL EQUIP.	0.00	0.00	0.00	0.00	0.00
300-00-49430-000-000	TRANSFER FROM TIF	0.00	0.00	0.00	0.00	0.00
300-00-49440-000-000	TRANSFER FROM 2003 GO BOND DEB	0.00	0.00	0.00	0.00	0.00
<b>TRANSFER FROM OTHER FUNDS</b>		0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>		316,062.76	0.00	315,277.00	315,091.00	-0.06

## Fund: 300 - DEBT SERVICE FUND

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
300-00-57621-000-000	CAPITAL OUTLAY - IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
<b>PROJECTS</b>		0.00	0.00	0.00	0.00	0.00
300-00-58100-000-000	PRINCIPAL	289,329.04	0.00	296,656.00	303,310.00	2.24
300-00-58200-000-000	INTEREST AND FISCAL CHARGES	26,251.22	0.00	18,621.00	11,781.00	-36.73
<b>LOAN/LEASE PAYMENT</b>		315,580.26	0.00	315,277.00	315,091.00	-0.06
300-00-59119-000-000	MISC.	0.00	0.00	0.00	0.00	0.00
300-00-59210-000-000	TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00
300-00-59410-000-000	TRANSFERS TO CAPITAL EQUIP.	0.00	0.00	0.00	0.00	0.00
300-00-59620-000-000	TRANSFER TO WATER & SEWER	0.00	0.00	0.00	0.00	0.00
<b>GASB 75 EXPENSE</b>		0.00	0.00	0.00	0.00	0.00
300-00-99999-999-999	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
<b>NOT DEFINED BY WIS. DOR</b>		0.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>		315,580.26	0.00	315,277.00	315,091.00	-0.06
<b>Net Totals</b>		482.50	0.00	0.00	0.00	-36.73

## Fund: 410 - CAPITAL IMPROVEMENT

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
410-00-41110-000-000	GENERAL PROPERTY TAXES	295,900.00	0.00	293,975.00	296,510.00	0.86
<b>TAXES</b>		295,900.00	0.00	293,975.00	296,510.00	0.86
410-00-43536-000-000	LRIP MONEY	0.00	0.00	12,865.00	0.00	-100.00
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
<b>INTERGOVERNMENTAL REVENUES</b>		0.00	0.00	12,865.00	0.00	-100.00
410-00-46371-000-000	FEES	0.00	0.00	0.00	0.00	0.00
<b>PUBLIC CHARGES FOR SERVICES</b>		0.00	0.00	0.00	0.00	0.00
410-00-48100-000-000	INTEREST ON INVESTMENTS	689.08	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
410-00-48400-000-000	INSURANCE RECOVERIES	0.00	0.00	0.00	66,000.00	999.99
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	20,000.00	0.00	-100.00
<b>OTHER FINANCING SOURCES</b>		689.08	0.00	20,000.00	66,000.00	230.00
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	45,000.00	19,000.00	-57.78
410-00-49510-000-000	TRANSFER FROM CEM DEVELOPMENT	0.00	0.00	0.00	0.00	0.00
<b>TRANSFER FROM OTHER FUNDS</b>		0.00	0.00	45,000.00	19,000.00	-57.78
<b>Total Revenues</b>		296,589.08	0.00	371,840.00	381,510.00	2.60



## Fund: 410 - CAPITAL IMPROVEMENT

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 Proposed Budget	% Change In Budget
410-00-51440-810-000	ELECTIONS OUTLAY	0.00	0.00	0.00	0.00	0.00
410-00-51450-810-000	OFFICE CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
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	25,250.00	0.00	110,000.00	0.00	-100.00
410-00-51601-820-000	CITY HALL CAPITAL PROJECT	0.00	0.00	0.00	25,000.00	999.99
<b>GENERAL GOVERNMENT</b>		<b>25,250.00</b>	<b>0.00</b>	<b>110,000.00</b>	<b>25,000.00</b>	<b>-77.27</b>
410-00-52101-810-000	POLICE DEP. CAPITAL OUTLAY	899.00	0.00	0.00	3,000.00	999.99
410-00-52201-810-000	FIRE DEP. CAPITAL OUTLAY	0.00	0.00	0.00	7,100.00	999.99
410-00-52201-820-000	FIRE DEP. CAPITAL PROJECT	0.00	0.00	0.00	40,000.00	999.99
410-00-52301-351-000	AMBULANCE RESCUE EQUIPMENT	3,701.94	0.00	5,000.00	0.00	-100.00
410-00-52301-810-000	AMBULANCE CAPITAL OUTLAY	0.00	0.00	20,000.00	49,500.00	147.50
<b>PUBLIC SAFETY</b>		<b>4,600.94</b>	<b>0.00</b>	<b>25,000.00</b>	<b>99,600.00</b>	<b>298.40</b>
410-00-53202-810-000	STREET & ALLEYS CAPITAL OUTLAY	75,102.67	0.00	60,365.00	93,910.00	55.57
410-00-53202-820-000	STREET & ALLEYS CRACK FILLING	0.00	0.00	47,500.00	20,000.00	-57.89
410-00-53203-810-000	BAYFIELD STREET PROJECT	72,174.88	0.00	0.00	25,000.00	999.99
410-00-53230-810-000	GARAGE/MACHINE SHED CAPITAL	0.00	0.00	0.00	100,000.00	999.99
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	43,724.50	0.00	18,000.00	0.00	-100.00
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
<b>PUBLIC WORKS</b>		<b>191,002.05</b>	<b>0.00</b>	<b>125,865.00</b>	<b>238,910.00</b>	<b>89.81</b>
410-00-54910-820-000	CEMETERY CAPITAL PROJECT	7,700.00	0.00	0.00	0.00	0.00
<b>HEALTH AND HUMAN SERVICES</b>		<b>7,700.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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	19,308.40	0.00	45,975.00	18,000.00	-60.85
410-00-55200-820-000	BEACH RESTORATION	0.00	0.00	0.00	0.00	0.00
<b>CULTURE, RECREATION &amp; EDUCAT</b>		<b>19,308.40</b>	<b>0.00</b>	<b>45,975.00</b>	<b>18,000.00</b>	<b>-60.85</b>
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	15,395.20	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	65,000.00	0.00	-100.00
<b>CONSERVATION &amp; DEVELOPMENT</b>		<b>15,395.20</b>	<b>0.00</b>	<b>65,000.00</b>	<b>0.00</b>	<b>-100.00</b>
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
<b>PROJECTS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## Fund: 410 - CAPITAL IMPROVEMENT

Account Number		2022 Actual Year-End	2023 Projected Year-End	2023 Budget	2024 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
<b>GASB 75 EXPENSE</b>		0.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>		263,256.59	0.00	371,840.00	381,510.00	2.60
<b>Net Totals</b>		33,332.49	0.00	0.00	0.00	-100.00

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



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

To: City of Washburn Department Heads

Cc: Mayor Motiff  
Common Council  
Harbor Commission  
Plan Commission  
Park Committee

From: Scott J. Kluver, Administrator

Re: 2024 Budget Preparation Timeline

Date: May 12, 2023

With May flowers, we start thinking about next year's budget too! As we begin to plan for 2023, know that there are a lot of unknown variables and a very big project for next year. The budget continues to be extremely tight, and while there is discussion and sausage making occurring at the Legislature, we just do not know what the result will be yet. As such, we need to continue to work towards not spending down budgets and getting towards a truly balanced budget. Continue to plan for the worst, and hope for the best. Even if the Legislature and Governor come through with some assistance, we will still need to be diligent and work to secure our own future.

Additionally, it will be important to plan for large capital projects for this year as the City will need to do a borrowing this fall/winter. I would like to discuss this summer with the Finance Committee some of those projects which, besides the Bayfield Street Project, may include items like campground expansion, a fire truck, additional street work, etc. Work on plans for this needs to be a priority and if you can get that to me in advance it is appreciated.

Given that this year is a revaluation year, there will likely be additional scrutiny on the tax rate as property assessments will be going up, but the tax rate will go down. This will raise a lot of questions as it is a process that tends to be confusing for people. Be aware that solid justifications will be extra vital this year.

Below is the timeline for budget submittals and process for preparing the next budget.

- General Fund operating budget and capital expense requests to Administrator by 8:00 a.m. on **July 17, 2023**. If I do not have your budget by then, you will have missed your opportunity to provide your recommendation and decisions will be made without your input.

Memo 1648 – 2024 Budget Timeline – May 12, 2023 - Page 2

- Administrator reviews budget proposals, prepares drafts, consults with Mayor and department heads July 17 through August 31.
- Mayor/Administrator present proposed 2024 General Fund, Capital and Debt Service budgets to Council on September 12, budget referred to Finance Committee.
- Finance Committee meetings between September 12 and October 6, report to Council with recommendations for October 9 Council Meeting. [Harbor Commission, Stormwater, Water, and Sewer budgets presented to Council in October and November (two each month).]
- 15-day public hearing notice submitted by October 23 for October 27 printing for public hearing on tax levy during November 13 Council meeting. Approval of tax levy at November 13, 2023 Council meeting following Public Hearing.
- List any special assessments and submit to County by November 15
- Statement of Tax to the County in December
- December 11, 2023 Council adopts final “department level” budget with proper notice, if there are changes as outlined in Wis. Statutes 65.90 (5); and TIF District Budgets are presented for approval
- Taxpayers should receive tax bills during third week of December

It is essential that the timeline be followed. Any deviation will affect meeting and publications dates. The schedule has been met and the process has been relatively smooth for the past 16 years thanks to your help. I am confident that it will happen again this year. Please note that this schedule does not call for any special meetings of the Council, but that may change. As expected, and as usual, it will be a tight fiscal year because the growth rate for new development has been abysmal. New development is essential to the City's finances given the “box” the State of Wisconsin has put local governments in.

When preparing your budget, please give consideration to what your department can do to make Washburn a better place to live. What can be done to positively impact the community? What changes might increase revenue for the City? How can processes change to be more efficient and save money? Besides stagnant growth, we have to contend with levy limits and expenditure restraint penalties. It is necessary to think about the essential services we provide and what we can do without at this point.

Please provide an explanation for any significant deviations from your prior year's budget and for capital requests. Also, please provide any justification and supporting documents you feel are important to convey. This will save time through the process.

If at any time you have any questions, please do not hesitate to contact me. As information such as employee benefit costs, changes from the State, or Council directives come through, I will keep you informed.

2024 City of Washburn Budget Capital Planning - Draft September 6, 2023

Department	Project	Estimated Cost	Other Potential Funding Offset	Final Est. City Cost	2024 Regular Capital Budget	2024 Borrowing	Comments
<u>Ambulance</u>	Windows	24,500		24,500	24,500		
	Rain Gutters	5,000		5,000	5,000		
	Asphalt Repair	20,000		20,000	20,000		
<u>Fire</u>	Air Pack Match	7,100		7,100	7,100		
	Asphalt Extension	20,000		20,000	20,000		
	Concrete Replacement - Draft Septembe	20,000		20,000	20,000		
	Fire Truck	1,100,000		1,100,000			
<u>Police</u>							
	Cage for Garage	3,000		3,000	3,000		
<u>Library</u>	Ceiling, Lights, Carpet	100000	21,000	79,000			Money from insurance deposited into Capital Fund; Unknown if the Library Board wants to proceed in 2024
<u>City Hall</u>	Tuckpoint/Brick Repair	25,000		25,000	25,000		
	Paint/Carpet	50,000		50,000			
	Code Codification	50,000		50,000			
<u>Public Works</u>	8th Ave W Between 4th and 5th Resurfac	28,000		28,000	28,000		
	W Pine (100 Feet W of N. Washington	12,000		12,000	12,000		
	Road Base Secondary Streets (Oak, Forti	53,910		53,910	53,910		
	Crack- Chip Sealing E Bayfield St. Parking	20,000		20,000	20,000		
	Tractor Backhoe	120,000		120,000			
	Payloader	85,000		85,000			
	Dump Truck	45,000		45,000			
	Lawn Mower	18,000		18,000	18,000		
	Bayfield Street Project (DOT Costs)	1,025,000		1,025,000	25,000	1,000,000	
	Sidewalks			0			
	Shelter Building	100,000	85,000	15,000	15,000		\$19,000 already deposited in Capital from Insurance. Insurance will pay out more, once constructed - less foundation at different location
<u>Parks</u>	West End Park Expansion	1,000,000		1,000,000			
	West End Asphalt Resurfacing	150,000		150,000			
	Playground Equipment West End	125,000	75,000	50,000			Plan to do in 2025; Offset is fundraising Goal
	Shelters at Jackies Field/Hillside	28,000		28,000			
	Shelter for Flowing Well	4,500		4,500			
	Parking Area at Boat Ramp (prep)	8,500		8,500			Part of 2024 LRIP Submission for 2025 work - this work would need to be done in advance.
	T-Dock Replacement	50000	25,000	25,000			Apply 50% Match to DNR RBF Plan for 2025
<u>Totals</u>		4,297,510		4,091,510	296,510	1000000	

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: <sup>SK</sup> Scott J. Kluver, Administrator

Re: Preparation for Police Negotiations – closed session

Date: August 28, 2023

Recently, the Personnel & Finance Committee completed negotiations with the Wisconsin Professional Police Association Local 210. Enclosed is the proposed three-year contract agreed to by both sides for your approval. The changes to the agreement are outlined in red.

These changes are:

1. Expenses – language changed to follow the same policy for all employees. This essentially makes it easier for both sides to follow the same policy and it is easier to update one document as opposed to two.
2. Vacations – Three changes in this area with the first being a new category for vacation at the 15-20 year range. This was agreeable as very few officers make the 20-plus years of service. Given that our department has a higher-than-average length of service, this would be a benefit to our current staff. The second change was the elimination of the requirement that one week of vacation be taken prior to August 1<sup>st</sup>, similar to the recent change made to the City personnel manual on this topic. This has not been an issue in the department. Finally, vacation payout language was added. There is a policy similar to this for general employees in regard to vacation time.
3. Court – A new provision that outlines pay for court, recognizing the preparation for court which is sometimes cancelled at the last minute.
4. Shift Differential – Adjusts the differential between the day shift and the evening shift from 30 cents to 50 cents.
5. Pay – provides a \$3 per hour increase in pay for 2024, and then three percent increases in 2025 and 2026. As had been discussed, the City of Washburn has again fallen behind comparable communities in the area. This is attributed to a lack of new recruits entering the profession, and communities competing to retain officers. This will provide a boost to get wages back to average and hopefully maintain. Given the proposed increases, and the anticipated changes to retirement and health insurance, it is anticipated that the police budget would increase by approximately \$50,000 for next year. These would be eligible expenses for the additional dollars the City will see in Shared Revenue.

Please let me know if you have any questions related to this proposed contract.

Agreement between the

CITY OF WASHBURN

and the

CITY OF WASHBURN LOCAL 210

WISCONSIN PROFESSIONAL POLICE ASSOCIATION

LAW ENFORCEMENT EMPLOYEE RELATIONS DIVISION

~~2021-2023~~

2024-2026



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1 regarding the employee selected to serve as Steward. In the event of a change in Steward,  
2 the Association shall notify the Administrator within ten (10) days of the change.

## 3 4 ARTICLE II

5 A. INDIVIDUAL AGREEMENT: The Employer agrees not to enter into any  
6 contract or agreement with its employees, individually or collectively, which in any way  
7 conflicts with the terms and provisions of this Agreement.

8  
9 B. DUES DEDUCTION: The Employer agrees to deduct monthly dues in the  
10 amount certified by the WPPA/LEER from the pay of employees who individually sign a  
11 dues deduction authorization form supplied by the WPPA/LEER affirmatively consenting  
12 to the deduction of dues from the employee's paycheck, including any Local Association  
13 dues which the employee has authorized to be deducted in conjunction with the  
14 WPPA/LEER dues.

15 It shall be WPPA/LEER's responsibility to obtain dues authorization forms from new  
16 employees and provide them to employer no less than 30 days prior to the date in which  
17 dues deductions are to commence.

18 The employer shall notify the WPPA of all new hires of the bargaining unit within 30  
19 days of their start date.

20 The Employer shall deduct the combined dues amount each month for each employee  
21 requesting such deduction, upon receipt of such form and shall remit the total of such  
22 deductions, with a list of employees from whom such sums have been deducted, to the  
23 WPPA/LEER or Local Association if applicable, in one lump sum not later than the 15th  
24 of each month.

25 Authorization of dues deduction by a voluntary member may be revoked upon notice in  
26 writing to the Employer, WPPA or to the Local Association.

27 No employee shall be required to join the Association, but membership in the Association  
28 shall be made available to all employees in the bargaining unit who apply consistently  
29 with the either the WPPA or local Association Constitution and By-Laws. No employee  
30 shall be denied membership because of race, creed, color, sex or other legally protected  
31 class status.

32 It is expressly understood and agreed that WPPA/LEER will refund to the employer or  
33 the employee involved any dues erroneously deducted by the employer and paid to  
34 WPPA/LEER and/or the Local Association. WPPA/LEER shall indemnify and hold the  
35 employer harmless against any and all claims, demands, suits, order, judgments or any  
36 other forms of liability against Employer which may arise out of employer's compliance  
37 with this Article.

1 **ARTICLE III**

2 **DISCIPLINE:** Section 1: The parties recognize the authority of the Employer to  
3 initiate disciplinary action against non-probationary employees, provided such  
4 disciplinary action is for just cause. Probationary employees shall be subject to  
5 disciplinary action pursuant to Article XVI.

6 **Section 2:** The Employer recognizes the principle of progressive discipline when  
7 applicable to the nature of the misconduct giving rise to the disciplinary action.

8 **Section 3:** A non-probationary employee shall be entitled to appeal any  
9 disciplinary action through the grievance procedure.

10 **Section 4:** If any disciplinary action, beyond an oral reprimand, is taken against an  
11 employee, both the employee and the Association will receive copies of this disciplinary  
12 action.

13 **Section 5:** If disciplinary action is overturned through the grievance procedure,  
14 the employee shall be reinstated.

15 **ARTICLE IV**

16 **GRIEVANCE PROCEDURE:** Section 1: **Purpose:** The purpose of this procedure  
17 is to provide an orderly method for resolving differences arising during the term of this  
18 Agreement. A determined effort shall be made to settle any such difference through the  
19 use of the grievance procedure.

20 **Section 2: Definition:** For the purpose of this Agreement a grievance is defined as  
21 any complaint regarding the interpretation or application of a specific provision of this  
22 Agreement.

23 **Section 3: Procedure:** All “days” in this section refer to “business days”

24 **Step One:** The employee(s) and their steward shall, within five (5) days  
25 following the date on which the employee(s) knew or could have reasonably  
26 known of the events giving rise to the grievance, meet with their immediate  
27 supervisor and present the written grievance. The immediate supervisor shall  
28 respond, in writing, to the employee(s) and steward within ten (10) days of the  
29 meeting.

1           Step Two: If the grievance is not resolved in Step One, the aggrieved may  
2 submit the grievance in writing to the Administrator within five (5) days  
3 following receipt of the response from the supervisor. The Administrator or  
4 his/hers designee shall respond to the grievance in writing within ten (10) days.

5           Step Three: If the grievance remains unresolved after Step Two, the  
6 employee/Association may, within ten (10) days following receipt of the Step  
7 Two answer, notify the Employer of its intent to Arbitrate said dispute. The  
8 parties shall confer and attempt to agree on the name or names of WERC staff  
9 member(s) to serve as arbitrator. Should the parties fail to agree on an arbitrator  
10 within fifteen (15) days, they may jointly or individually petition the Wisconsin  
11 Employment Relations Commission (WERC) to appoint an impartial Arbitrator  
12 from its staff to hear the grievance and render a decision in the matter.

- 13           1.     The decision of the Arbitrator shall be in writing and shall set forth  
14                 his/her opinions and conclusions on the issues submitted to  
15                 him/her, in writing, and/or at the hearing.
- 16           2.     The decision of the Arbitrator shall be binding for both parties,  
17                 shall be final, and is limited to terms and conditions set forth in this  
18                 Agreement.
- 19           3.     The Arbitrator shall not have any authority to make any decision  
20                 amending, changing, subtracting from, or adding to the provisions  
21                 of this Agreement.

22           Section 4: Time Limits: Time limits contained herein may only be modified by  
23 mutual written agreement of the parties. If the Employer fails to respond to a grievance in  
24 a timely manner, the Association may proceed to the next step of the procedure. If the  
25 Association fails to advance a grievance to the next step in a timely manner, the  
26 grievance shall be considered as withdrawn. Saturdays, Sundays and legal holidays shall  
27 be excluded in computing the time limits under this Article. Time spent processing  
28 grievances shall be deferred to non-working hours whenever possible. In the event of a  
29 grievance, the grievant shall continue to perform his/her assigned tasks and grieve the  
30 complaint later.

**Section 5: Form:** The written grievance shall give a clear and concise statement of the alleged grievance including the facts upon which the grievance is based, the issue involved, or the specific section(s) of the collective bargaining agreement alleged to have been violated, and the relief sought.

**Section 6: Costs:** At each step, each party shall pay the costs for its representation and witnesses.

## ARTICLE V

A. VESTED RIGHT OF MANAGEMENT: Except as otherwise specifically provided in this Agreement, the City retains all the rights and functions of management that it has by law.

Without limiting the generality of the foregoing, this includes the right:

1. To direct all operations of the City;
2. To hire, promote, transfer, schedule and assign employees in positions within the City;
3. To suspend, demote, discharge and take other disciplinary action against employees;
4. To relieve employees from their duties;
5. To maintain efficiency of City operation;
6. To take whatever action is necessary to comply with state and federal law;
7. To introduce new or improved methods or facilities;
8. To change existing methods or facilities;
9. To determine the kinds and amounts of services to be performed as pertains to City operations and the number and kind of classifications to perform such services;
10. To create, combine and eliminate positions;
11. To determine the methods, means and personnel by which City operations are to be conducted;
12. To take whatever action is necessary to carry out the functions of the City in situations of emergency;
13. To establish reasonable work rules;



1 **ARTICLE VIII**

2 A. **PHYSICAL EXAMINATIONS:** Physical, mental or other examinations  
3 required by a government body or the Employer shall be promptly complied with by all  
4 employees, provided, however, the Employer shall pay for all such examinations.  
5 Examinations are to be taken at the employee's home terminal and are not to exceed one  
6 (1) in any one (1) year, unless the employee has suffered serious injury or illness during  
7 the year. Employees will be required to take examinations during their working hours,  
8 and will receive compensation for all hours spent during such examinations.

9 The Employer reserves the right to select its own medical examiner or physician,  
10 and the Association may, if it believes an injustice has been done an employee, have said  
11 employee re-examined at the Association's expense.

12 B. **IDENTIFICATION:** Should the Employer find it necessary to require  
13 employees to carry or record full personal identification, such requirement shall be  
14 complied with by the employees. The cost of such personal identification shall be borne  
15 by the Employer.

16  
17 **ARTICLE IX**

18 **CONDITIONS OF EMPLOYMENT:** The Employer agrees that all conditions of  
19 employment relating to wages, hours of work, overtime differentials, vacations or other  
20 mandatory subjects of collective bargaining shall be maintained at not less than the  
21 highest minimum standard in effect at the time of signing this Agreement, and the  
22 conditions of employment shall be improved wherever specific provisions for  
23 improvements are made elsewhere in this Agreement.

24  
25 **ARTICLE X**

26 **GRANTING TIME OFF: Section 1: Absence:** The Employer agrees to grant the  
27 necessary and reasonable time off, without discrimination or loss of seniority and without  
28 pay, to any employee designated by the Association to attend a labor convention or serve  
29 in any capacity on other official Association business, provided the request is made with  
30 at least forty-five (45) days notice. The Association agrees that in making its request for  
31 time off for Association activities, due consideration shall be given to the number of



1 officers affected, in order that there shall be no disruption of the Employer's operations  
2 due to lack of available employees.

3 Section 2: Leave of Absence: Follow City Personnel Manual Sec. 4.8 (emergency  
4 & personal leave), 4.9 (other leaves of absences), & 4.7 (Maternity/Paternity & Adoption  
5 Leave) in place as of January 1, 2018.

## 6 7 ARTICLE XI

8 A. SAFETY EQUIPMENT AND EXPENSES: No employee shall be  
9 required to drive a vehicle that does not comply with all state, county, and city safety  
10 regulations. All vehicles shall be equipped with adequate heaters, defrosters and matting.

11 B. EXPENSES: When officers are out of town on police business,  
12 ~~reimbursement shall follow City Personnel Manuel Sec. 4.14.meal expenses shall be~~  
13 ~~reimbursed as follows, or pursuant to City policy if the amount set forth in policy is~~  
14 ~~greater: Breakfast \$7:20, Lunch \$10:25 and Dinner \$18:40. In the event the officer is out~~  
15 ~~of town over all three meal periods, the officer shall be reimbursed up to \$36:00 per day~~  
16 ~~in the aggregate for meals. The City shall direct bill lodging, when possible. Mileage~~  
17 ~~reimbursed shall be at the current IRS rate per mile. In the event a City vehicle is~~  
18 ~~available, but the officer chooses to use his/her personal vehicle, the reimbursement shall~~  
19 ~~be for gas expenses only. All expenses must be verified by receipts which shall be~~  
20 ~~submitted to the Employer within seven (7) days of the employee's return from the trip.~~

## 21 22 ARTICLE XII

23 REDUCTION OF WORK WEEK: In the event that the maximum work week is  
24 reduced by legislative act or other governmental act, to a point below the regular work  
25 week provided herein, the rate of pay in the various classifications shall become open for  
26 negotiations.

## 27 28 ARTICLE XIII

29 LOSS OR DAMAGE: Employees shall not be charged for loss or damage to City  
30 property, unless clear proof of negligence is shown.

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**ARTICLE XIV**

**EMPLOYMENT STATUS:** A regular employee is hereby defined as a person hired to fill a permanent position with full employment annually.

**ARTICLE XV**

**PROBATION/PROGRESSION PERIOD:** Section 1: All newly hired employees shall serve a one (1) year probationary period of continuous service. During such probationary period they shall not attain any seniority rights and shall be subject to dismissal for any reason without recourse to the grievance procedure. During the first six (6) months of employment, the employee will not be entitled to any of the benefits provided by this Agreement, except paid holidays. However, upon satisfactory completion of six (6) months of employment, the employee shall be entitled to all of the benefits provided by this Agreement, computed from employment starting date, but subject to the limitation on reimbursement for health benefits as restricted in Article XXI - Health and Welfare. A probationary employee who is on leave more than five (5) consecutive work days during his/her probationary period shall have the probationary period extended a number of days equal to the days of leave.

Section 2: Newly hired regular employees or regular employees who are promoted shall be subject to the following wage progression:

- First six (6) months of employment Step A
- After six (6) months of employment Step B
- After two (2) years of employment Step C

Should the classification require schooling/certification, the employee shall be paid 92.5% of the classification rate commencing with the second year of employment and thereafter until the schooling/certification is completed.

In its sole discretion, the City may waive all of part of the wage rate progression waiting periods.

**ARTICLE XVI**

**SENIORITY:** Section 1: The seniority of all employees covered by the terms of this Agreement shall begin with the employee's starting date of employment, provided, however, that no time prior to a discharge or quit shall be included. The employee's

seniority shall not be diminished by temporary layoff due to lack of work, shortage of funds, or any other contingency beyond the control of either party to this Agreement.

Section 2: The seniority list shall be posted and kept up to date by the Employer. A copy of the up-to-date list shall be made available to the Secretary of Local No. 210. Said seniority list shall contain the name and starting date of each employee.

Section 3: Where qualifications and ability are equal, then seniority shall prevail.

Section 4: Seniority shall prevail in the selection of shifts or shift work and shall not apply where schedules are on a rotation.

## **ARTICLE XVII**

PROMOTIONS: Section 1: In making promotions and in filling job vacancies or new positions other than supervisory positions, preference shall be given those employees oldest in point of service, provided, however, that the qualifications and physical fitness of the employees being considered for the job are relatively equal. In judging employee's qualifications for the job, the following factors shall be considered.

- (a) Ability to perform related work
- (b) Attitude
- (c) Aptitude
- (d) Versatility
- (e) Efficiency

Section 2: All job vacancies or new positions shall be posted on the bulletin board ten (10) days prior to filling said vacancy or new position, so that each interested employee may have an opportunity to apply. Such notice shall state the prerequisites for the position to be filled and said prerequisites shall be consistent with the requirements of the job. Employees shall apply for the vacancy or new position in writing, and only those applicants who meet the prerequisites will be considered.

Section 3: The successful applicant shall have a trial period of a minimum of thirty (30) days up to a maximum of six (6) months, at the sole discretion of the Chief, in which to demonstrate his/her ability to perform the job. If during said period the Employer considers the employee unqualified, he/she shall be returned to his/her former position without loss of seniority rights. The Chief shall conduct bi-monthly written

1 reviews during the trial period, copies of which shall be provided to the employee. An  
2 employee who is promoted shall begin at Step B of the wage rate for the new position.  
3 After successful completion of the trial period, the employee shall move to the Step C  
4 wage rate.

5 Section 4: The Employer may make immediate temporary assignments to fill any  
6 vacancy or new position while the job posting procedures are being carried out.

7 Section 5: All grievances in connection with the filling of a job vacancy or new  
8 position shall be referred to the proper step of the grievance procedure of this Agreement.

9 Section 6: The provisions of this Article are, however, subject to the rights of the  
10 employees as set forth in other Articles contained in this Agreement.

## 11 12 ARTICLE XVIII

13 SEPARABILITY AND SAVINGS CLAUSE: If any article or section of this  
14 contract or of any riders thereto should be held invalid by operation of law or by any  
15 tribunal of competent jurisdiction, or if compliance with or enforcement of any article or  
16 section should be restrained by such tribunal pending a final determination as to its  
17 validity, the remainder of this contract and of any rider thereto, or the application of such  
18 article or section to persons or circumstances other than those as to which it has been held  
19 invalid or as to which compliance with or enforcement of has been restrained, shall not be  
20 affected thereby. In the event that any article or section is held invalid or enforcement of  
21 or compliance with which has been restrained, as above set forth, the parties affected  
22 thereby shall enter into immediate collective bargaining negotiations, upon the request of  
23 the Association, for the purpose of arriving at a mutually satisfactory replacement,  
24 pertaining to the same subject matter for such article or section during the period of  
25 invalidity or restraint.

## 26 27 ARTICLE XIX

28 VACATIONS: Section 1: Vacation pay shall be at the employee's regular rate of  
29 pay. Employees shall receive paid vacation according to the following schedule as of  
30 January 1, 2018.

31 < 6 months None

1 >Than 6 months follow SEC. 4.2 (b) in the city personnel manual in place as of January 1, 2018

2 1 -<3 years 10 days (80 hrs.)

3 3 -<10 years 15 days (120 hrs.)

4 10 -<15 years 20 days (160 hrs.)

5 15 -<20 years 22.5 days (180 hrs.)

6 20 + years 25 day (200 hrs.)

7 Section 2: The vacation selection roster will be posted on or before January 15 of  
8 each calendar year. Police Department seniority shall apply to vacation selection prior to  
9 the first of April. After April 1, vacation selection shall be on “first come first served  
10 basis.” Procedure:

11 A. Each officer may select up to two (2) weeks of seniority vacation for the  
12 year, prior to April 1. After April 1, requests are on a “first come first  
13 served basis.” The employee shall be notified within fourteen (14)  
14 calendar days as to whether the request is approved for vacations  
15 occurring January 1 to April 1. Days the Chief of Police is on vacation  
16 shall not count toward the fourteen (14) calendar day time line. In case of  
17 conflict for January 1 to April 1 vacation requests, seniority shall prevail.  
18 Vacation must be used in one day increments.

19 ~~B. Each officer who has accrued three (3) weeks of vacation or more as of~~  
20 ~~January 1<sup>st</sup> of any calendar year must use at least one (1) week of his/her~~  
21 ~~accrued vacation, holiday or personal holiday leave prior to August 1<sup>st</sup> of~~  
22 ~~each calendar year or such leave will be forfeited. However, the Chief of~~  
23 ~~Police may authorize an exception to the preceding requirement if the~~  
24 ~~officer makes a written request to the Chief of Police prior to May 1<sup>st</sup> of~~  
25 ~~the applicable year.~~

26 C.B Any subsequent vacation can be selected from available weeks.

27 ~~D.C.~~ No more than one (1) officer on vacation at a time.

28 ~~E.D.~~ If for some unforeseen, unknown circumstance an officer may cancel a  
29 vacation selection period but will not be able to bump other members of  
30 the bargaining unit. If an officer elects to change a vacation selection  
31 period, he/she must reschedule his/her vacation during any open vacation

periods available during the calendar year. Officers will give thirty (30) days advance notice if they elect to reschedule vacation selections. In cases of emergency, the Chief of Police can decrease the advance notice requirement.

F.E Payout: An employee may receive pay in lieu of vacation, holiday or personal day leave for up to 40 hours of accrued vacation, holiday or personal day time per calendar year provided the employee will accrue three (3) weeks of vacation in that calendar year. This time off payout may be taken at any time during the year up to December 15<sup>th</sup> of the calendar year.

Section 3:

A. HOLIDAYS: Except as otherwise indicated, employees shall receive eight (8) hours of paid holiday time for each of the following holidays:

January 1 (New Years Day)  
Afternoon of Good Friday (four hours)  
Last Monday of May (Memorial Day)  
July 4th (Independence Day)  
First Monday in September (Labor Day)  
November 11 (Veterans Day)  
Fourth Thursday in November (Thanksgiving Day)  
Day after Thanksgiving Day  
Afternoon of December 24 (four hours)  
December 25 (Christmas Day)  
Afternoon of December 31 (four hours)

Holiday time must be used in full day increments.

B. Personal Day: In addition to the regular nine and one-half (9 ½) paid holidays, each employee shall be provided eight (8) hours of personal leave time which may be used at the employee's discretion and may be taken any time as long as another employee does not have to come in on unscheduled work. Should the Employer require two (2) employees to the shift, the employee's personal leave time shall prevail should he/she want it off. So as not to interfere with the operation of the department, employee's choice for personal leave time excludes specifically New Year's Eve, days during Brownstone Days, days during Homecoming and July 4th weekend, or any other time when one (1) week's prior notice is not given.

C. Holiday Pay: An employee will receive time and one-half (1 ½) pay for working holidays. In essence, for working holidays, an employee will be paid eight (8) hours wages plus four (4) hours wages to be paid when the next payroll is sent in. This section shall be interpreted to mean that employees will be paid time and one-half for hours actually worked on holidays.

D. Compensatory time can be taken in blocks of one (1) day or more, with approval of the Chief of Police. Requests for compensatory time must be submitted within five (5) calendar days, unless it is an emergency situation, the notice requirement can be less than five (5) days. Officers may take compensatory time with the approval of the Chief of Police, provided there is adequate police coverage as determined by the Chief of Police.

E. Officers can take holiday time with the approval of the Chief of Police, provided there is adequate police coverage as determined by the Chief of Police. Officers shall submit holiday requests five (5) days in advance. "Days" shall mean days on which the Chief of Police is scheduled to work. Requests submitted with less than five (5) days' notice shall be denied.

## ARTICLE XX

**HEALTH AND WELFARE:** As participants in the Wisconsin Public Employers Group Health Insurance Plan, the City shall pay an amount no more than 88 percent of the average premium cost of plans offered in the tier with the lowest premium costs. If an employee selects a plan which costs less than the average premium cost of plans offered in the tier with the lowest premium costs, the City shall pay 88% of the premium.

Should the City select a health insurance carrier other than the Wisconsin Public Employers Group Health Insurance Plan, the City shall pay 88% of the premiums.

The Section 125 (premium only) plan will be changed to a Section 125.

A newly hired employee shall be eligible for medical benefits under the 88/12 scale afforded permanent employees upon hire.

1 In the event the City adds a regular permanent part-time employee, insurance  
2 premium contributions shall be pro-rated for the regular permanent part-time employee,  
3 as well as other benefits.

4  
5 **ARTICLE XXI**

6 ~~LONGEVITY PAY: Longevity will not be paid out to current or newly hired~~  
7 ~~officers as of January 1, 2018.~~

8  
9 **ARTICLE XXII**

10 **RETIREMENT:** The City of Washburn shall continue to participate in the present  
11 retirement program for all employees who meet the basic requirements for these benefits.

12 Effective January 1, 2013, all current employees shall be required to contribute  
13 3.4% towards the employee contribution as participants in the Wisconsin Retirement  
14 System (“WRS”), as determined by the Employee Trust Funds Board.

15 Effective January 1, 2013, all new hires to the bargaining unit shall be required to  
16 contribute 100% of the employee contribution, as determined by the Employee Trust  
17 Funds Board.

18 Effective January 1, 2014, all employees shall be required to contribute 100% of  
19 the employee contribution, as determined by the Employee Trust Funds Board.

20  
21 **ARTICLE XXIII**

22 **EMT TRAINING:** The City shall provide an annual stipend of \$1500.00 to each  
23 officer who has EMT certification and is on active EMT status. EMT certification shall  
24 be voluntary. The stipend shall be paid in the December 15 payroll. Officers will be  
25 allowed to attend required refresher classes held within the City of Washburn while on-  
26 duty, but such officers must respond to calls from the Department which occur during  
27 such periods.

28  
29 **ARTICLE XXIV**

30 A. **WEEKLY HOURS:** The normal work rotation for police officers shall be  
31 four (4) days of work followed by four (4) days of rest, four (4) days of work followed by



1 three (3) days of rest. Under the above rotation, the normal work day shall be ten and one  
2 half (10½) hours. The employer agrees it will not revise work schedules for the sole  
3 purpose of eliminating overtime. By mutual agreement of the Employer and the  
4 Association, the parties may implement an alternative work schedule provided the  
5 schedule results in the officer being regularly scheduled for at least 2,068 hours per  
6 calendar year. Upon a thirty (30) day advance written notice, either party may withdraw  
7 its agreement to an alternative schedule, in which event the parties will return to the  
8 schedule set forth above.

9 B. OVERTIME RATES: Employees will be compensated at the rate of time  
10 and one-half (1 ½) their normal rate of pay for all hours worked in excess of the  
11 scheduled work day or work week as defined/described above. Overtime compensation  
12 may be either by pay or compensatory time, at the employee's option, except for shifts  
13 traded between employees up to a total of forty-two (42) hours of compensatory time  
14 [i.e., twenty-eight (28) hours of overtime] per calendar year. Thereafter, the option of pay  
15 or compensatory time shall be the Employer's. Accumulated compensatory time shall be  
16 paid to the employee each December 15, except that the employee may carry over up to  
17 forty-two (42) hours of compensatory time to the next calendar year. If the employee is  
18 laid-off or quits, he/she shall be paid for all accumulated compensatory hours.  
19 Compensatory time shall not be allowed for mutual aid work.

20 C. TRAINING TIME: For training purposes, an employee may be  
21 reassigned from all or part of his/her regularly scheduled shift in order to attend training  
22 on the following day.

23 This reassignment shall be a schedule switch and shall not constitute overtime. If  
24 the scheduled training extends into hours in which the employee is regularly scheduled  
25 off, the hours of reassignment shall be paid at straight time unless the number of hours  
26 for the training exceed the employee's regularly scheduled hours, in which case the  
27 additional hours shall be paid as overtime.

28 When the employee attends training, the employee shall be paid for no fewer  
29 hours than the employee would have if the employee worked their regular schedule  
30 instead of attending the training.

1 If the training plus travel for a one-day seminar is less than ten and one-half  
2 (10 1/2) hours, the employee shall be required to return to work after the training and  
3 work the remaining balance of their shift (e.g., their regularly scheduled number of  
4 hours).

5 D. ANNUAL HOUR RECONCILIATION: Each employee's base pay is  
6 calculated based on a regular work schedule of 2,068 hours per calendar year. This is  
7 based on the (4) days of rest, four (4) days of work followed by (3) days of rest set forth  
8 in section A. However, each officer working under this agreement work less than the paid  
9 hours of 2,068 per calendar year. To adjust this time owed one of three options is  
10 available for each individual officer which must be decided upon before the start of the  
11 upcoming calendar year.

12 1. Each individual employee may decide to be paid for actual hours of work for  
13 the upcoming calendar year. These hours are to be calculated by the Chief of Police or  
14 Designee and given to each individual employee prior to making a decision. The  
15 individual employee shall be given a reasonable time to make a decision, prior to  
16 informing the employer of his or her choice for making up hours owed to the employer.  
17 This decision by the employee must be decided upon prior to January 1st of the  
18 upcoming year.

19 2. Each individual employee may decide to use accumulated time off towards the  
20 hours owed to employer. Personal Holiday Hours, Vacation Hours, or Holiday Hours  
21 may be used towards the difference in time which is owed to Employer. Personal Holiday  
22 Hours, Vacation Hours, or Holiday Hours may be used on a one hour to one-hour scale.  
23 Example (one hour of Vacation is good towards one hour of owed hours). Each  
24 individual officer shall also have the option to use accumulated compensation time  
25 towards hours owed. However, if this option is used compensation time would be  
26 calculated as one and half hours of time for every hour owed. Example (1.5 hours banked  
27 compensation hours is worth 1 hour of owed hours to employer). If the employee still  
28 owes employer hours credit by December 1st of the paid calendar year employer may  
29 take out hours from employees banked comp hours to pay the hours owed for the current  
30 calendar year. The employer may not take hours owed from Personal Holiday Hours,  
31 Vacation Hours, or Holiday Hours without the employee's approval. If the employee

owes hours from a previous calendar year all hours earned from compensation time must pay prior calendar year owed hours prior to banking compensation hours.

3. Each individual employee may decide to work the hours owed. For example working a shift as a uniformed patrol officer, attending training, court, or any other duties that are approved before hand by Chief of Police. If work is being done by the employee a minimum of one-half hour of actual work must be completed in order to receive credit towards the hours owed.

Employees may use option 2 & 3 together during the owed calendar year. For example (if the employee owes 20 hours, the employee may work as a uniformed officer for 16 hours then using compensation time or vacation time for the remaining 4 hours). However if the employee still owes hours as of December 1st of the working calendar year the employer may use options in section 2 to receive hours for the time owed .

This proposal will take effect in calendar year 2018. If any changes are made to the four (4) days of rest, four (4) days of work followed by three (3) days of rest set forth in section A, then Article XXIV section D becomes void and is subject for renegotiation upon the next contract.

## **ARTICLE XXV**

A. CALL-OUTS: Employees when called out to work on unscheduled days or shifts shall be paid the applicable rate of pay for such day for the work performed, but in no case shall they receive less than two (2) hours straight-time pay. In the period between 12:00 AM and 7:00 AM, the minimum straight time pay will be four (4) hours. Call-out compensation may be pay or compensatory time, subject to the limits and procedures for compensatory time as set forth in Article XXIV. If an employee is called out less than one and one-half (1 ½) hour before the start of their shift (or less than two hours before the start of their shift when on the “winter” schedule), or less than one and one-half (1 ½) hour after the end of their shift (or two hours after the end of their shift when on the “winter” schedule), such time shall not be subject to call-out pay, but the employee shall be paid for actual time worked rounded up to the nearest one-half (½) hour and the overtime provisions of this Agreement shall apply.

1           B.     STAND-BY: Any employee requested to be on call by the Chief of Police  
2 between the hours of 6:00 AM and midnight will receive pay at straight-time. The  
3 employee must remain within the City limits and be able to be reached at all times.  
4 Should the employee be called out, the section on call-outs will prevail.

5           C.     COURT: An employee scheduled to appear in court on work related  
6 business during his/her scheduled time off shall be granted two hours of pay at regular  
7 time or time and one-half (1½) for actual hours worked, whichever is greater.  
8 Employees will be paid a minimum court appearance fee for court cancellation if the  
9 cancellation is not made before 6:00 p.m. on the day prior to the scheduled court  
10 appearance. In case of a court appearance on the first day court is in session, (i.e.  
11 Monday, unless a holiday should be on Monday) the notice of cancellation shall be on the  
12 last day of the work week prior to the court appearance, no later than 6:00 p.m. on  
13 normally scheduled court session days.  
14 All compensation provided by this article shall, at the employee's option, be taken as  
15 additional pay or as compensatory time off.

## 16 17                                   **ARTICLE XXVI**

18           SICK LEAVE: Section 1: Sick leave shall be accumulated in the following  
19 manner:

20           A.     Employees shall earn ninety-six (96) hours of sick leave per year.

21           B.     Unused sick leave shall carry over and be added to the next year's  
22 accumulation until a maximum of seven hundred twenty (720) hours of  
23 unused sick leave has been accumulated.

24           Follow City Personnel Manual sec. 4.4 a. in place as of January 1, 2018. New  
25 employees will be eligible for sick leave at the rate of eight (8) hours per month during  
26 the first full year of employment, non-accumulative, and from the first anniversary date  
27 to the following January 1, the annual sick leave will be prorated and can be included in  
28 the amount of sick leave allowed to be accumulated.

29           The Employer reserves the right to ask for a doctor's statement concerning the  
30 nature of the illness or to have a doctor or other person call to find out the nature of the  
31 illness, when deemed necessary by the Employer.

1        Section 2:

- 2        A.     Full salary shall be allowed for time absence on the part of the staff  
3               members on the basis of the salary in effect at the time of absence divided  
4               by the number of days in the year or that part of the year in which said  
5               salary is in effect and not to exceed 120 hours in any calendar year plus  
6               that number of days which may have been accumulated.
- 7        B.     For the purpose of determining a month, it shall be understood to be a  
8               minimum of 120 work hours.
- 9        C.     Employees who claim compensation for absence due to injury shall be  
10              allowed compensation due them in keeping with the terms of the Worker's  
11              Compensation policy and this absence shall not affect sick leave  
12              accumulation or benefits.
- 13       D.     An employee injured while on duty, but not covered by Article XXXII, is  
14              protected by the Worker's Compensation policy: The employee shall have  
15              the choice of one of the following methods of payment while on  
16              compensation:
- 17              (1)     An employee off, due to injury or illness attributable to the job and  
18                   therefore eligible for the benefits under Worker's Compensation,  
19                   shall receive his/her Worker's Compensation benefits only, or
- 20              (2)     The employee shall receive said Worker's Compensation check  
21                   upon request shall be issued a supplemental check for an amount  
22                   totaling the employee's normal full wages. This supplemental  
23                   payment shall be charged against the employee's accumulated sick  
24                   leave and shall be paid only to the extent of eligible sick leave.
- 25       E.     An employee may be required to present evidence satisfactory to the  
26              Employer of inability to work due to illness or accident.

**Section 3: WELLNESS DAYS:** Employees who have seven hundred and twenty (720) hours accumulated sick leave at the end of a calendar year shall accrue wellness days during the next calendar year. Wellness days are essentially for use as vacation days. For every five (5) unused sick leave days the employee accrues above the ninety (90) day maximum accumulation which the employee has left at the end of the subsequent year, the employee will receive one (1) wellness day for use during the next calendar year. For example:

An employee had seven hundred and twenty (720) hours of accumulated sick leave at the end of a calendar year. In the following year, the employee only used two (2) days of his or her annual twelve sick day allotment, the employee will receive two (2) wellness days to be used in the next subsequent year.

Wellness days are not included in severance pay. Wellness days cannot be carried over from one calendar year to the next, nor shall there be any payout for unused wellness days. Wellness days shall be scheduled in the same manner as holiday time pursuant to Article XX, Section 3 (E). The accrual of wellness days shall not be diminished by the employee's use of accrued sick leave to supplement worker's compensation benefits.

## ARTICLE XXVII

**BEREAVEMENT LEAVE:** In the event of a death in the immediate family of a regular full-time employee, such employee may be granted a leave of absence with pay for a period of up to three (3) consecutive working days. Members of the immediate family shall include wife, husband, child, mother, father, stepfather, stepmother, stepchild, mother-in-law, father-in-law, brother and sister, guardian, grandmother and grandfather, brother and sister-in-law, domestic partner, grandchildren, aunt, uncle, niece, nephew, co-worker, foster parent, and any other relative residing in the employee's home. Time off for other funerals will be considered on an individual basis, with the general rule that personal time will be used for this purpose.

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**ARTICLE XXVIII**

**SHIFT DIFFERENTIAL:** For shifts beginning 4:00 pm to later, the officer shall receive a shift differential of \$.~~30~~.50 per hour.

**Bargaining Note:** The Association has agreed not to challenge the City’s right to enforce the express language of the contract which provides that the shift differential only applies to shifts beginning 4:00 p.m. or later.

**ARTICLE XXIX**

**JURY DUTY OR COURT DUTY:** Leave for jury duty, or being called as a witness in a case arising out of the officer’s scope of employment shall be authorized without loss of compensation. If four hours or more remain of the work day, following dismissal from jury duty, the employee is to return to work. The City will pay the difference between the Court pay and the regular salary. Personal court appearances are not included. Vacation or compensatory time can be utilized for jury duty, in which case the court pay can be retained. If the officer is compensated by the City, any and all witness fees paid to the officer shall be remitted to the City. When an officer is required to appear in court on behalf of the City of Washburn at a time when he/she was not regularly scheduled for duty, he/she shall be compensated for a minimum of two (2) hours at straight time or time and one-half (1 ½) for all such hours worked, whichever is greater. Compensation shall be pay or compensatory time, subject to the limits and procedures for compensatory time as set forth in Article XXIV.

**ARTICLE XXX**

**SEVERANCE PAY:** Upon retirement at an age when eligible for WRS benefits, forced retirement due to a disability or death of an employee, the employee or his/her estate shall receive pay for one-half (½) of his/her total accumulation of his/her unused sick leave as a separation benefit, provided said employee has been employed for a period of five (5) years or more (eight [8] or more years of service for employees hired after the date of ratification of the 1995-1996 Agreement and ten (10) years for employees hired on or after January 1, 1997). This separation benefit includes what the

1 employee has accrued in his/her sick leave bank to date, up to a maximum of seven  
2 hundred twenty (720) hours of sick leave. Exception to the above is that the employee  
3 shall receive no sick leave benefit should he/she be terminated for just cause. The wage  
4 rate for sick leave payout purposes shall be the average of the employee's wage rate for  
5 his/her last three (3) years of employment. Except in the event of death, in order to be  
6 eligible for this severance benefit, the employee must provide the City ninety (90)  
7 calendar days advance notice of retirement, excluding paid leave time. Retirement shall  
8 be defined by WRS eligibility standards.

#### 10 ARTICLE XXXI

11 DEFERRED COMPENSATION PLAN: The City Council of the City of  
12 Washburn did, by resolution dated September 19, 1988, make available to its employees,  
13 at no cost to the Employer, participation in the State of Wisconsin Deferred  
14 Compensation Plan.

#### 16 ARTICLE XXXII

17 GROUP INCOME CONTINUATION INSURANCE PROGRAM: Effective  
18 January 1, 1990, the City of Washburn has agreed to offer the Income Continuation  
19 Insurance Plan to eligible employees through proper resolution absorbing the Employer  
20 cost of the plan.

#### 22 ARTICLE XXXIII

23 EARLY RETIREMENT: Section 1: A member of the police department may  
24 retire at any time, in accordance with State Statutes.

25 Section 2: This policy shall not require the City of Washburn to retain any  
26 employee who is unable to adequately perform the functions of his/her occupation.

#### 28 ARTICLE XXXIV

29 CLOTHING/EQUIPMENT ALLOWANCE: Section 1: On each January 1, all  
30 officers shall receive a clothing allowance of \$450.00, in the form of a voucher basis  
31 which will be used to replace uniform items damaged due to normal use. Effective



1 January 1, 2008, officers may carry over up to \$250.00 from one calendar year to the  
2 next, but the total in their individual accounts shall not exceed \$700.00 in any year.  
3 Officers will be allowed to utilize the clothing allowance to purchase footwear, protective  
4 gear and equipment utilized by the officers in the course of their duties; however, all  
5 items must be consistent with the police uniform policy of the City of Washburn Police  
6 Department. Any uniform items, including footwear, can be replaced at the discretion of  
7 the officer. Officers will be responsible for cleaning and maintenance of uniform items,  
8 with the exception of uniform jackets (spring/summer/winter jackets), which will be  
9 cleaned at the expense of the Employer, with prior approval of the Chief of Police.

10 Section 2: Employer agrees to pay the cost of repairing eyeglasses, watches or  
11 articles of clothing damaged in the line of duty. If articles are damaged beyond repair,  
12 Employer agrees to pay the actual value of such articles as determined by the Employer.  
13 The reimbursement of damaged watches not exceeding \$50.00 per watch. The value of  
14 such article shall be determined at the time when the damage occurs. The City of  
15 Washburn will reimburse employees within a reasonable time. Attempts to obtain  
16 reimbursement through the Court can be made by the City of Washburn.

17 Section 3: The Employer agrees to purchase body armor for each police officer.  
18 All employees shall be required to wear the body armor according to Department policy.  
19

## 20 ARTICLE XXXV

21 EXPIRATION DATE: This Agreement shall be in effect from the 1st day of  
22 January ~~2021~~ 2024 and shall continue in full force and effect up to and including the 31<sup>st</sup>  
23 day of December ~~2023~~ 2026. This contract may be opened by either party by giving to  
24 the other party sixty (60) days' notice prior to December 31, ~~2023~~ 2026. Such notice may  
25 be delivered personally or by registered mail, and if by mail, the notice must be received  
26 sixty (60) days prior to December 31, ~~2023~~ 2026. During the period of negotiations on  
27 the modifications, the terms and conditions of this Agreement shall remain in full force  
28 and effect until a successor Agreement is ratified.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this \_\_\_\_ day of \_\_\_\_\_, 202~~0~~3.

Effective January 1, 202~~1~~4.

CITY OF WASHBURN

WISCONSIN PROFESSIONAL POLICE  
ASSOCIATION, LAW ENFORCEMENT  
EMPLOYEE RELATIONS DIVISION,  
CITY OF WASHBURN LOCAL 210

\_\_\_\_\_  
Mayor Date

\_\_\_\_\_  
WPPA/LEER Date

\_\_\_\_\_  
City Clerk Date

\_\_\_\_\_  
WPPA/LEER Representative Date

DRAFTED BY:

Rich Burghaus/WPPA

## APPENDIX A

### HOURLY RATE

	<u>STEP A</u>	<u>STEP B</u>	<u>STEP C</u>
Effective January 1, 2023 (2.5% ATB)			
Sergeant	\$28.10	\$28.64	\$29.15
Police Officer	\$26.31	\$27.12	\$27.93
<u>Effective January 1, 2024 (\$3.00 ATB)</u>			
Sergeant	\$31.10	\$31.64	\$32.15
Police Officer	\$29.31	\$30.12	\$30.93
<u>Effective January 1, 2025</u>			
Sergeant	\$32.03	\$32.59	\$33.11
Police Officer	\$30.19	\$31.02	\$31.86
<u>Effective January 1, 2026</u>			
Sergeant	\$32.99	\$33.57	\$34.10
Police Officer	\$31.10	\$31.95	\$32.82

Note: An officer who is assigned as juvenile officer shall be paid an additional \$.20 per hour.

**CITY POLICE**  
**City of Washburn Comparables**  
**WAGE RATES - Patrol Officer**

CITY	CONTRACT	2021		2022		2023		2024		2025		YEARS
	TERM	MIN	MAX	MIN	MAX	MIN	MAX	MIN	MAX	MIN	MAX	TO MAX
AMERY w/BA w/MA	2022-2024	23.79 24.34 24.61	31.53 32.08 32.35	24.86 25.41 25.68	32.95 33.50 33.77	25.98 26.53 26.80	34.43 34.98 35.25	27.15 27.70 27.97	35.98 36.53 36.80	Not settled		6 eff. 2019 (was 20)
ASHLAND	2021-2023	25.04	26.31	1/1 25.48 7/1 25.73 8/1 27.73	26.77 27.04 29.04	1/1 28.15 7/1 28.57	29.48 29.92	Not settled		Not settled		1
BARRON	2023-2025	25.32	28.12	26.08	28.96	27.12	30.12	28.20	31.32	29.33	32.57	1
BLOOMER	2022-2024	1/1 26.71 7/1 26.99	27.71 27.99	27.73	28.83	28.69	29.69	29.58	30.58	Not settled		2
CUMBERLAND	2023-2025	23.99	26.65	24.66	27.70	1/1 26.14 7/1 26.92	29.04 29.91	27.73	30.81	28.56	31.73	1 eff. 2020 (was 2)
HAYWARD	2022-2023	22.75	25.28	23.65	26.28	1/1 24.10 7/1 24.55	26.78 27.28	Not settled		Not settled		3 mos.
HURLEY	2022-2024	23.67	29.59	24.26	30.33	24.87	31.09	25.38	31.72	Not settled		2 eff. 2019 (was 4)
LADYSMITH	2023-2025	23.32	26.80	23.79	27.34	1/1 24.49 7/1 24.98	28.15 28.71	1/1 25.73 7/1 26.25	29.57 30.16	1/1 27.03 7/1 27.58	31.07 31.69	3
PARK FALLS	2020-22	23.80	25.00	24.51	25.75	27.48	28.63	27.48 plus step movement if provided to all other non-union City ee's	28.63 plus same increase provided to all other non-union City ee's	28.05	29.20	2
SPOONER	2023-2025	25.29	26.41	25.86	27.00	26.64	29.87	27.44	30.77	28.26	31.69	2 eff. 2023; was 1
AVERAGE ^		24.45	27.42	25.37	28.47	26.64	30.02	27.47	31.32	Too few settlements to calculate		
<b>WASHBURN</b>	<b>2021-2023</b>	<b>23.01</b>	<b>24.59</b>	<b>25.67</b>	<b>27.25</b>	<b>26.31</b>	<b>27.93</b>	<b>Not settled</b>		<b>Not settled</b>		<b>2</b>
Washburn + / - Average		(1.44)	(2.83)	0.30	(1.22)	(0.32)	(2.09)					

^ Average utilizes end-of-year wage rates and BA rate for Amery.

**City of Washburn Comparables**  
**WAGE SETTLEMENTS - CITY POLICE**

CONTRACT							
CITY	TERM	UNION	2021	2022	2023	2024	2025
AMERY	2022-2024	WPPA	3%	4.5% Elim. comp. time; elim. 3 personal days	4.5%	4.5%	Not settled
ASHLAND	2021-2023	WPPA	2.25%	1/1 1.75% 7/1 1% 8/1 \$2.00 ^	1/1 1.5% 7/1 1.5%	Not settled	Not settled
BARRON	2023-2025	WPPA	3%	3%	4% Incr. annual uniform allow. from \$450 to \$650	4%	4%
BLOOMER	2022-2024	LAW	1/1 4% 7/1 1%	3%	3%	3%	Not settled
CUMBER- LAND	2023-2025	Cumberland Prof. Police Assoc. *	3.2%	2.8%	1/1 6% 7/1 3% Reduce ER health prem. contrib. from 90% to 80%; incr. shift diff. from 25¢ to 50¢; increase annual uniform allow. from \$500 to \$600	3%	3%
HAYWARD	2022-2023	Hayward Prof. Police Assoc.	3%	\$1.00/hour	1/1 50¢/hour 7/1 50¢/hour	Not settled	Not settled
HURLEY	2022-2024	WPPA	2.5%	2.5%	2.5%	2%	Not settled
LADYSMITH	2023-2025	LAW	2%	2%	1/1 3% 7/1 2%	1/1 3% 7/1 2%	1/1 3% 7/1 2%
PARK FALLS	2023-2027	LAW **	3%	3% Initial wage rates were subsequently increased consistent with Steps 9-11 of City's ATB wage scale	\$3,500 scale adjustment plus step increase Also revised vacation accumulation schedule and sick leave language ***	Freeze or step movement, if City provides step movement to all other non-union City employees	Step movement plus same increase as provided to all other non-union City employees (for 2026 and 2027 also)
SPOONER	2023-2025	WPPA	2.5%	2.25%	3% plus added new 2-year step approx. 7.5% higher than prior step; also increased ee share of WRS from 0% to full effective 8/1/23; incorporated sideletter re: 12-hour shifts into CBA	3%	3%
WASHBURN	2021-2023	WPPA	2% incr. annual clothing allow. from \$400 to \$450 and allow funds to be used for equipment also	\$2.66	2.5%	Not settled	Not settled

^ Additional \$2.00 increase negotiated after original CBA was bargained.

\* Was represented by WPPA prior to 2023.

\*\* Was represented by AFSCME prior to 2020.

\*\*\* Also added "employee lifestyle and enjoyment enhancement perk" benefit providing up to \$500/year for "approved social, cultural, outdoor, entertainment and other activities, for the relief of friction in the employee's life."

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**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: Sale of Surplus Ambulance Property to Red Cliff Fire Department

Date: August 31, 2023

Earlier this year, the Ambulance Department replaced their UTV, and the old one was transferred to the Public Works Department. On that old UTV was the skid in the enclosed photos that was not needed and is considered surplus. It was purchased in 2010 by the Friends of the Washburn Ambulance for \$3,345 and given to the City.

The Red Cliff Fire Department is interested in purchasing this skid for \$600. Carl Broberg and I believe this is a good offer and recommend you accept the offer. It will help out a local department, and it saves the City the hassle of going through the auction process. It also would comply with our surplus property disposal ordinance. Please let me know if you have any questions related to this matter.

## Scott Kluver

---

**From:** Carl Broberg <crbroberg@centurytel.net>  
**Sent:** Tuesday, August 8, 2023 12:11 PM  
**To:** Jeffery Bellile; Scott Kluver  
**Subject:** Kimtek Medlite Transport Skid  
**Attachments:** Medlite 2.jpg; Medlite 1.jpg

Model MTS-102  
Dimensions are 48" w X 55" l X 11" h  
Current price new is \$3,350

Attached is info on the transport skid removed from the ATV that was transferred to Public Works. The skid is now excess and can be sold.

Sent from [Mail](#) for Windows



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1-888-546-8358 [www.kimtekresearch.com](http://www.kimtekresearch.com)

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**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 *Tony*

Re: CAMBA Bike-In Movie

Date: August 28, 2023

The Chequamegon Area Mountain Bike Association (CAMBA) will be hosting an event at the open field along Omaha Street. CAMBA is planning a bike-in movie scheduled for Saturday, September 30, 2023. Event activities will also be occurring outside Stage North. As such, CAMBA is requesting the temporary closure of Omaha St. from 2<sup>nd</sup> Ave. W to 1<sup>st</sup> Ave. W.

With activities also occurring at Stage North, alcohol will be sold by Belltower Bar. CAMBA is additionally requesting relaxation of open container for the closed section of Omaha St. and the open field.

Street closure will occur from 5:00 pm to 9:00 pm on Saturday, September 30<sup>th</sup>.



**Chequamegon Area  
Mountain Bike Association**  
PO Box 141, Cable, WI 54821  
[info@cambatrails.org](mailto:info@cambatrails.org)  
[www.cambatrails.org](http://www.cambatrails.org)

Tony Jansch  
[asstadmin@cityofwashburn.org](mailto:asstadmin@cityofwashburn.org)

Aug 2, 2023

Dear Tony:

On behalf of the Chequamegon Area Mountain Bike Association (CAMBA), we are writing to request a street closure and relaxation of open container in Washburn for a CAMBA event.

Date & Time: Saturday September 30th from 5:00-9:00 pm

Location: Omaha Street from 2<sup>nd</sup> Ave W to 1<sup>st</sup> Ave W and the park area adjacent to that section of street. This is the block in front of Belltower Bar.

Please let me know if there is any more information that you need.

A handwritten signature in black ink, appearing to read "Bert Jackson".

Sincerely,  
Bert Jackson  
Executive Director  
Chequamegon Area Mountain Bike Association  
[bjackson@cambatrails.org](mailto:bjackson@cambatrails.org)  
715-492-0979

**City of Washburn**

119 Washington Avenue P.O. Box 638  
Washburn, Wisconsin 54891  
715-373-6160 www.cityofwashburn.org



Application must be submitted a minimum of 30 days prior to date of use.  
Special Event Permits may need approval by the Common Council in some instances.

\*\*\*\* Reservations are not deemed valid until the fee of \$25.00 - usage and \$25.00 - security deposit has been paid at City Hall. The security deposit is refundable upon inspection. The applicant must pick up the security deposit or indicate to staff to destroy.

Pickup \_\_\_\_\_ Destroy X

Did you remember to mark Pickup or Destroy? The City Will Not Mail Security Deposits.

**Special Event Application / Permit**

■ **Copy of Permit Must Be In Possession During Use** ■

Name of Event: CAMBA Bike in Movie  
Event Sponsor/Promoter: Chequamegon Area Mountain Bike Association  
Nature of applicant: (i.e. charitable organization, corporation, association, individual, etc.) Association  
If charitable organization, tax exempt number: 39-1743206 Is the public invited to this event? Yes  
Description of Event: Based @ Bell tower BAR with An outdoor band, vendor tents, Raffle table, food vendor + Outdoor movie using A sound system + radio transmitter.

**Facility Use Requested: (Check all that apply)**

Memorial Park		Thompson's West End Park	
<input type="checkbox"/> Waterfront	<input type="checkbox"/> Open area within Circle	<input type="checkbox"/> Beach	<input type="checkbox"/> Boat Landing
<input type="checkbox"/> East Campground *	<input type="checkbox"/>	<input type="checkbox"/> Campground *	<input type="checkbox"/> Fishing Pier
<input type="checkbox"/> West campground *	<input type="checkbox"/> Pavilion	<input type="checkbox"/> Open area south of campground	<input type="checkbox"/> Overflow area behind boat landing
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Fishing Pier	<input type="checkbox"/> Pavilion

\* Campground use will not include seasonal sites

Athletic Fields		Jackie's Field	
<input type="checkbox"/> Baseball Field	<input type="checkbox"/> Ice Rinks/Warming Shed	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Softball Field	<input type="checkbox"/> * Contact City Hall *	<input type="checkbox"/>	<input type="checkbox"/> Hillside Park
<input type="checkbox"/> Little League Field	<input type="checkbox"/> Different FEES apply	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> (Other) Open field bordering Omaha St. between 1st + 2nd Ave. W.		<input type="checkbox"/>	<input type="checkbox"/> Wikdahl Park
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/> Event Lawn of Marina

If City streets or trails are to be used, describe the streets & trails:

Street between 1st + 2nd Ave. W.

**Dates of Use:**

Date(s) of Use:

9/30/2023

Time of Use:

From:

4:00

AM/PM PM

To:

10:00

AM/PM PM

Set Up Date:

9/30/2023

Clean Up Date:

9/30/2023

Will there be an admission charge, sale, solicitation, donation, or collection involved with your use? Yes

What will the money raised be used for? Building Mountain Bike Trails At Mt. Ashwabay + general funding of Ashwabay Trails

Will there be vendors and/or concession booths at event provided by individuals not associated with sponsor?

Yes X No      Will there be a charge to vendors/concession booths? No If yes, amount of charge: \$ 0

Will paid performers, speakers, etc., be used during the event? Yes? They may be volunteering their talent.

Will there be a separate charge to attend the speaker's program? No If yes, the amount of the charge \$ 0

Planned Activities: <u>Band, Movie</u>			Estimated Attendance: <u>250</u>		
Yes	No	Check all Planned Activities	Yes	No	Check All Planned Activities
	<u>X</u>	Is food to be served by applicant? <u>Mt. Ashwabay</u>	<u>X</u>		Will a caterer be used? <u>Mt. Ashwabay</u>
	<u>X</u>	Will alcohol be served? <u>Sold? Only at Belltower Bar</u>			Alcohol Beverage License: <u>0</u>
	<u>X</u>	Will Fireworks be displayed?			Fireworks Display Permit: <u>0</u>
<u>X</u>		Will Porta-Toilets be provided?			Number of Porta-Toilets Planned:
	<u>X</u>	Will a dance be held?		<u>X</u>	Bonfire (Special Permit Only)
<u>X</u>		Tents, canopies to be placed?	<u>X</u>		Amplified sound equipment to be used?
<u>X</u>		Stages to be placed?		<u>X</u>	Generators to be used?
<u>X</u>		Electricity to be used?			
<u>X</u>		On-site signs/banners to be placed?	<u>X</u>		Off site signs/banners to be placed?

If off site signs/banners are to be placed, note types and dimensions: Two Feather flags, 15ft x 3ft,

Provide locations for off-site signs & banners: At corner of 2nd Ave W + Omaha, + corner of 15th Ave + Omaha

Applicant's Certificate of Insurance Must Be Received by the City at Least 10 Days Prior to the Event			
Who is providing Insurance Coverage? Applicant? <u>    </u> Chamber? <u>    </u> Other: <u>    </u>			
Type of Insurance	Name of Insurance Co.	Per Occurrence Limit	Aggregate Limit
General Liability	<u>Everest National Ins. Co</u>	\$ <u>1,000,000</u>	\$ <u>2,000,000</u>
Alcohol Liability	<u>0</u>	\$ <u>0</u>	\$ <u>0</u>



**APPLICANT'S RESPONSIBLE PARTY WHO IS TO BE ON-SITE ON THE DAY OF THE EVENT.**

Name:

Lisa Weispfenning

Cell Phone:

715-209-6856

Home Phone:

715-812-1073

Any change, alteration or modification of intended use must be approved by the Common Council. Change of intended use, change in charges and fees, or change in disposition of funds raised may result in cancellation of this permit or a change in municipal fees. Any misrepresentation of your group or use, or failure to comply with municipal rules may result in expulsion from the park, forfeiture of future use and/or forfeiture of all fees & deposits.

**IT IS EXPRESSLY UNDERSTOOD AND AGREED THAT APPLICANT/ORGANIZATION SHALL HOLD THE CITY OF WASHBURN, ITS OFFICERS, AGENTS, EMPLOYEES AND VOLUNTEERS HARMLESS FROM ALL DAMAGES, COSTS, OR EXPENSES IN LAW OR EQUITY THAT MAY AT ANY TIME ARISE OR BE SET UP BECAUSE OF DAMAGES TO PROPERTY OR PERSONAL INJURY RECEIVED BY REASON OF OR IN THE COURSE OF USING OR OCCUPYING THE FACILITY.**

I and/or my organization, further expressly certify that I and/or my organization will be responsible for any damage or loss sustained to the grounds, building furnishings or equipment occurring, or clean-up required as the result of my and/or my organization's occupancy of the municipal facility.

\*\*\*\* Reservations are not deemed valid until the fee of \$25.00 - usage and \$25.00 - security deposit has been paid at City Hall. The security deposit is refundable upon inspection. The applicant must pick up the security deposit or indicate to staff to destroy.

Pickup \_\_\_\_\_ Destroy X

Print Name

Lisa Weispfenning

Title or Position:

Volunteer

Address:

22 E 5th St

City & Zip:

Washburn, WI 54881

WI Driver's License:

W215-5247-3666-09

Home Phone:

715-812-1073

Work Phone:

715-209-6856

Fax:

e-mail:

lisadlind@hotmail.com

Signature:

[Signature]

Date:

8/9/2023

Did you remember to mark Pickup or Destroy? The City Will Not Mail Security Deposits.

**FOR OFFICIAL USE ONLY**

**PERMIT NO:**

Application Reviewed by Common Council (Date):

Approved \_\_\_\_\_

Denied \_\_\_\_\_

Authorized Signature:

Date: \_\_\_\_\_

Fee	Amount	Date Paid	Receipt No.	Waived By Council?	YES	NO
Facility Deposit	\$			Waived By Council?		
Cleanup Deposit	\$			Waived By Council?		
Pavilion Fee	\$			Waived By Council?		
Campsite Fee Charged	\$			Waived By Council?		
Park Use Fee	\$			Waived By Council?		
	\$					



CITY OF WASHBURN  
PO BOX 638  
WASHBURN, WI 54891

Receipt Nbr: 34650  
Date: 8/09/2023  
Check

RECEIVED FROM LISA WEISPFENNING \$25.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	RENT	25.00
	CAMBA BIKE IN, OMAHA STREET PROPERTY	
TOTAL RECEIVED		25.00



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
8/3/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Marsh & McLennan Agency LLC 6160 Golden Hill Dr Minneapolis MN 55416		<b>CONTACT NAME:</b> Select Certificates (Mpls) <b>PHONE:</b> 763-746-8000 <b>FAX (AC, No):</b> <b>E-MAIL:</b> SelectProcessing@marshmma.com <b>ADDRESS:</b>
<b>INSURED</b> Chequamegon Area Mt Bike Assn P O Box 141 Cable WI 54821		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Acuity Insurance <b>INSURER B:</b> Accident Fund Ins Co of America <b>INSURER C:</b> Everest National Insurance Company <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
<b>CHEQUAREA</b>		<b>NAIC #</b> 14184 10166 10120

**COVERAGES** **CERTIFICATE NUMBER:** 1300784382 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR	POLICY NUMBER	POLICY EFF	POLICY EXP	LIMITS
C	X COMMERCIAL GENERAL LIABILITY	INSR WVD	SI8MQ00106231	3/1/2023	3/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 0 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 300,000 OTHER: \$
	GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
A	X AUTOMOBILE LIABILITY		ZA1244	5/20/2023	5/20/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER: \$
	OWNED AUTOS ONLY HIRED AUTOS ONLY	SCHEDULED AUTOS NON-OWNED AUTOS ONLY				
	UMBRELLA LIAB EXCESS LIAB	OCCUR CLAIMS-MADE				EACH OCCURRENCE \$ AGGREGATE \$ DED RETENTION \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N	AFWCP100028463	5/12/2023	5/12/2024	X PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> N/A				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
City of Washburn WI is included as Additional Insured as required by written contract or agreement limited to the General Liability coverage.

## CERTIFICATE HOLDER

## CANCELLATION

City of Washburn WI  
119 Washington Ave  
PO Box 638  
Washburn, WI 54891

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Theresa Lury*

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**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 *Tony*

Re: Alcohol Licensing

Date: August 29, 2023

Patricia Holman (dba: The Fat Radish) has applied for an alcohol beverage retail license of Class "B" Fermented Malt Beverage (beer) and "Class C" Wine to be sold on premise at 905 W. Bayfield St.; the old ScareCrow Pizza restaurant.

If Council determines that the application has been filed without any major concern or issue, Council is requested to instruct the city staff to issue public notification and to begin the administrative process.

Following this meeting, if instructed, a public notice of this application will be sent to the Ashland Daily Press and alerts will be issued to any interested parties.

A provisional alcohol license may be issued to Ms. Holman as she indicated that she would like to be open during AppleFest.

Form  
AT-106

## Original Alcohol Beverage License Application

FOR CLERKS ONLY	
Municipality	
License Period	

### License(s) Requested

- ☐ Class "A" Beer ..... \$ ..... ☐ "Class A" Liquor ..... \$ .....
- ☒ Class "B" Beer ..... \$ 100.00 ☐ "Class B" Liquor ..... \$ .....
- ☒ "Class C" Wine ..... \$ 100.00 ☐ "Class A" Liquor (Cider Only) \$ 0
- ☐ Reserve "Class B" Liquor \$ ..... ☐ "Class B" (Wine Only) Winery \$ .....

License Fees	\$
Publication Fee	\$
Background Check	\$
Total Fees	\$

### Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship) Patricia Marie Holman		
2. Trade Name or DBA The Fat Radish		
3. Premises Address 905 West Bayfield Street, Washburn WI, 54891		
4. County Bayfield	5. Municipality Washbuen	6. Aldermanic District Ward 4 District 3
7. Mailing Address (if different from premises address) 77465 Church Corner Rd, Washburn WI 54891		
8. FEIN 80-0955739	9. Wisconsin Seller's Permit Number 458-00005688024	
10. Premises Phone (715) 209-4630	11. Premises Email holmanhere@hotmail.com	
12. Entity Type (check one) <input checked="" type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization		
13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. Alcohol beverages may be sold and stored ONLY on the premises described in this application. Attach additional sheets if necessary.  The East 2' of lot nineteen and all of lots twenty, twenty-one, and twenty-two, block six, Nell & Pratt's Addition, Original Townsite (now city) of Washburn, Bayfield County, Wisconsin. The entire building and storage shed that sit on said property.		

### Part B: Questions

1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate ..... ☒ Yes ☐ No
2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ..... ☐ Yes ☒ No  
If yes, please explain using the space below. Attach additional sheets if necessary.

**Part C: For Corporate/LLC Applicants Only**

1. State of Registration

2. Date of Registration

3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors

☐ Yes ☐ No

Name of Parent Company

FEIN of Parent Company

4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)?

☐ Yes ☐ No

If yes, please explain using the space below. Attach additional sheets if necessary.

5. Agent's Last Name

Agent's First Name

Phone

**Part D: Individual Information**

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
Holman	Patricia	Owner	(715) 209-4630

**Part E: Attestation**

Who must sign this application?

• sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature

Date

Name (Last, First, M.I.)

Title

Email

Phone

**Part F: For Clerk Use Only**

Date application was filed with clerk

Date reported to governing body

Date provisional license issued (if applicable)

Date license granted

License number

Date license issued

Signature of Clerk/Deputy Clerk

Alcohol Beverage License Application  
Supplemental QuestionnaireDate  
08/26/23

This form must be submitted to the municipal clerk, and be accompanied by one or more of the following forms: AT-104, AT-106, AT-108, AT-115, or AT-200. One Form AT-103 must be completed by each person involved in the applicant business or parent company including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- managing members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Supplemental Questionnaires are submitted.

**Part A: Premises/Business Information**

1. Registered Entity Name (or individual name if sole proprietor)

Patricia Marie Holman

2. Trade Name or DBA

The Fat Radish

3. Entity Type (check one)

☒ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization**Part B: Individual Information**

1. Name (Last, First, M.I.)

Patricia Marie Holman

2. Relationship to Registered Entity (Title)

Owner Operator

3. Email

holmanhere@hotmail.com

4. Phone

715-209-4630

5. Home Address

77465Church Corner Rd

6. City

Washburn

7. State

WI

8. Zip Code

54891

9. Date of Birth

07/25/69

10. Drivers License/State ID Number

H455-6936-9765-05

11. Drivers License/State ID State of Issuance

WI

**Part C: Address History**

List in chronological order your last two residence addresses within the last 5 years.

Previous Address 1

77465Church Corner Rd

Previous City, State, Zip

Washburn WI 54891

Dates (MM/YYYY - MM/YYYY)

01/2002-present

Previous Address 2

Previous City, State, Zip

Dates (MM/YYYY - MM/YYYY)

**Part D: Employment History**

List in chronological order your last two employers within the last 5 years.

Employer's Name

Self

Employer's Address

Dates Employed (MM/YYYY - MM/YYYY)

01-2024 - present

Employer's Name

Employer's Address

Dates Employed (MM/YYYY - MM/YYYY)


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: Tony Janisch, Assistant City Administrator   
Re: Harbor View Event Center / Harbor Table Alcohol Licensing  
Date: August 30, 2023

Owners of the Harbor View Event Center are transferring its ownership from Washburn Development Property LLC to Harbor Table LLC. They will also be changing the name of the facility to the Harbor Table. As such, a new alcohol license application process was initiated. Included you will find the license application for "Class B" Intoxicating Liquor and Class "B" Fermented Malt Beverage (beer). The agent, Jeff Moberg, will remain the same.

I ask Council for approval to begin the notification and administration process for the transfer of this licensing.

Form  
AT-106

Original Alcohol Beverage  
License Application

FOR CLERKS ONLY

Municipality

License Period

License(s) Requested

- ☐ Class "A" Beer ..... \$ \_\_\_\_\_ ☐ "Class A" Liquor ..... \$ \_\_\_\_\_
- ☒ Class "B" Beer ..... \$ \_\_\_\_\_ ☒ "Class B" Liquor ..... \$ \_\_\_\_\_
- ☐ "Class C" Wine ..... \$ \_\_\_\_\_ ☐ "Class A" Liquor (Cider Only) \$ \_\_\_\_\_
- ☐ Reserve "Class B" Liquor \$ \_\_\_\_\_ ☐ "Class B" (Wine Only) Winery \$ \_\_\_\_\_

License Fees	\$
Publication Fee	\$
Background Check	\$
Total Fees	\$

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship) Harbor Table LLC		
2. Trade Name or DBA Harbor Table		
3. Premises Address 130 W. Harbor View Drive		
4. County Bayfield	5. Municipality City of Washburn	6. Aldermanic District
7. Mailing Address (if different from premises address) 2052 85TH AVE, DRESSER, WI, 54009		
8. FEIN 93-3118662	9. Wisconsin Seller's Permit Number	
10. Premises Phone (715) 373-5492	11. Premises Email	
12. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization		
13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. Alcohol beverages may be sold and stored ONLY on the premises described in this application. Attach additional sheets if necessary. Alcohol will be sold and stored on the first floor and basement of the premises located at the above address as well as the patio areas adjacent to the building.		

Part B: Questions

1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate ..... ☐ Yes ☒ No
2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ..... ☐ Yes ☒ No  
If yes, please explain using the space below. Attach additional sheets if necessary.

**Part C: For Corporate/LLC Applicants Only**

1. State of Registration

Wisconsin

2. Date of Registration

08/17/20

3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors

☐ Yes ☒ No

Name of Parent Company

Harbor Table LLC

FEIN of Parent Company

4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)?

☐ Yes ☒ No

If yes, please explain using the space below. Attach additional sheets if necessary.

5. Agent's Last Name

Moberg

Agent's First Name

Jeffrey

Phone

715-781-6870

**Part D: Individual Information**

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
Moberg	Jeff	Member	(715) 781-6870
Anderson	Michael	Member	(651) 247-7249
LePlayv	Nathan	Member	(715) 292-7921
McAuliffe	Kirsten	Member	(715) 292-8252

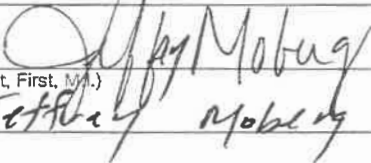
**Part E: Attestation**

Who must sign this application?

• sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature



Date

8/28/23

Name (Last, First, MI.)

Jeffrey Moberg

Title

Member

Email

tigereyeinvestments@gmail.com

Phone

(715) 781-6870

**Part F: For Clerk Use Only**

Date application was filed with clerk

08/30/2023

Date reported to governing body

Date provisional license issued (if applicable)

Date license granted

License number

Date license issued

Signature of Clerk/Deputy Clerk

## Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town  
☐ Village of Washburn County of Bayfield  
☒ City

The undersigned duly authorized officer/member/manager of Harbor Table LLC  
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Harbor Table

(Trade Name)  
located at 30 W. Harbor View Drive, Washburn, WI 54891

appoints Jeff Moberg  
(Name of Appointed Agent)  
2052 85TH AVE, DRESSER, WI, 54009  
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☒ Yes ☐ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).  
Washburn Development Property, LLC in Washburn, WI

Is applicant agent subject to completion of the responsible beverage server training course? ☐ Yes ☒ No  
How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 54 yrs.

Place of residence last year 2052 85th Ave. Dresser, WI 54009

For: Harbor Table LLC  
(Name of Corporation / Organization / Limited Liability Company)  
By: Jeffrey Moberg  
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

### ACCEPTANCE BY AGENT

I, Jeffrey Moberg, hereby accept this appointment as agent for the  
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Jeffrey Moberg 8/28/23 Agent's age 54  
(Signature of Agent) (Date)  
2052 85th Ave. Dresser, WI 54009 Date of birth 3/27/69  
(Home Address of Agent)

### APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on \_\_\_\_\_ by \_\_\_\_\_ Title \_\_\_\_\_  
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Form  
AT-103

## Alcohol Beverage License Application Supplemental Questionnaire

Date

This form must be submitted to the municipal clerk, and be accompanied by one or more of the following forms: AT-104, AT-106, AT-108, AT-115, or AT-200. One Form AT-103 must be completed by each person involved in the applicant business or parent company including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- managing members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Supplemental Questionnaires are submitted.

### Part A: Premises/Business Information

1. Registered Entity Name (or individual name if sole proprietor)

~~Washburn Table, LLC~~ Harbor Table, LLC JC

2. Trade Name or DBA

Harbor Table

3. Entity Type (check one)

☐ Sole Proprietor

☐ Partnership

☒ Limited Liability Company

☐ Corporation

☐ Nonprofit Organization

### Part B: Individual Information

1. Name (Last, First, M.I.)

Moberg, Jeffrey

2. Relationship to Registered Entity (Title)

Member

3. Email

tigereyeinvestments@gmail.com

4. Phone

7157816870

5. Home Address

2052 85TH AVE

6. City

Dresser

7. State

WI

8. Zip Code

54009

9. Date of Birth

3/27/1969

10. Drivers License/State ID Number

M162-4366-9107-09

11. Drivers License/State ID State of Issuance

WI

### Part C: Address History

List in chronological order your last two residence addresses within the last 5 years.

Previous Address 1

Previous City, State, Zip

Dates (MM/YYYY - MM/YYYY)

Previous Address 2

Previous City, State, Zip

Dates (MM/YYYY - MM/YYYY)

### Part D: Employment History

List in chronological order your last two employers within the last 5 years.

Employer's Name

Johnson Motors, Inc.

Employer's Address

620 Deere Drive, New Richmond, WI

Dates Employed (MM/YYYY - MM/YYYY)

Employer's Name

Employer's Address

Dates Employed (MM/YYYY - MM/YYYY)

**Part E: Criminal History**

1. Have you ever been convicted of any offenses (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . . ☐ Yes ☒ No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Trial Date
------------------------	------------

Penalty Imposed	Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
-----------------	--

Law/Ordinance Violated	Trial Date
------------------------	------------

Penalty Imposed	Was sentence completed? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No
-----------------	--

2. Are charges for any offenses currently pending against you (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . . ☐ Yes ☒ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part F: Questions**

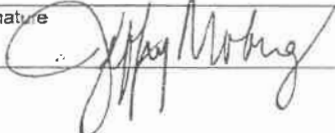
1. Have you lived in any state other than Wisconsin as an adult? If yes, please list them in the space below. If no, continue to question 2. . . . . ☐ Yes ☒ No

2. How long have you continuously lived in Wisconsin prior to the date of application? Years 54 Months 5

3. Do you hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g. brewer, brewpub, winery, distillery)? If yes, please explain using the space below. Attach additional sheets as needed. ☐ Yes ☒ No

**Part G: Attestation**

**READ CAREFULLY BEFORE SIGNING:** I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 	Date <u>8/28/23</u>
---	---------------------

Form  
AT-103

## Alcohol Beverage License Application Supplemental Questionnaire

Date

This form must be submitted to the municipal clerk, and be accompanied by one or more of the following forms: AT-104, AT-106, AT-108, AT-115, or AT-200. One Form AT-103 must be completed by each person involved in the applicant business or parent company including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- managing members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Supplemental Questionnaires are submitted.

### Part A: Premises/Business Information

1. Registered Entity Name (or individual name if sole proprietor)

~~Washburn Table, LLC~~ Harbor Table, LLC X

2. Trade Name or DBA

Harbor Table

3. Entity Type (check one)

☐ Sole Proprietor

☐ Partnership

☒ Limited Liability Company

☐ Corporation

☐ Nonprofit Organization

### Part B: Individual Information

1. Name (Last, First, M.I.)

Anderson, Michael

2. Relationship to Registered Entity (Title)

Member

3. Email

mick@johnsonmotorsales.com

4. Phone

6512477249

5. Home Address

39 202ND ST COUNTY RD M

6. City

Star Prairie

7. State

WI

8. Zip Code

54026

9. Date of Birth

06/17/20 1952 X

10. Drivers License/State ID Number

A536-5435-2217-00

11. Drivers License/State ID State of Issuance

WI

### Part C: Address History

List in chronological order your last two residence addresses within the last 5 years.

Previous Address 1

Previous City, State, Zip

Dates (MM/YYYY - MM/YYYY)

Previous Address 2

Previous City, State, Zip

Dates (MM/YYYY - MM/YYYY)

### Part D: Employment History

List in chronological order your last two employers within the last 5 years.

Employer's Name

Employer's Address

Dates Employed (MM/YYYY - MM/YYYY)

Employer's Name

Employer's Address

Dates Employed (MM/YYYY - MM/YYYY)



**Part E: Criminal History**

1. Have you ever been convicted of any offenses (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . .

☐ Yes ☒ No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated

Trial Date

Penalty Imposed

Was sentence completed? . . . . . ☐ Yes ☐ No

Law/Ordinance Violated

Trial Date

Penalty Imposed

Was sentence completed? . . . . . ☐ Yes ☐ No

2. Are charges for any offenses currently pending against you (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . .

☐ Yes ☒ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part F: Questions**

1. Have you lived in any state other than Wisconsin as an adult? If yes, please list them in the space below.

If no, continue to question 2. . . . .

☐ Yes ☒ No

2. How long have you continuously lived in Wisconsin prior to the date of application?

Years

71

Months

2

3. Do you hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g. brewer, brewpub, winery, distillery)? If yes, please explain using the space below. Attach additional sheets as needed.

☐ Yes ☒ No

**Part G: Attestation**

**READ CAREFULLY BEFORE SIGNING:** I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature

*Michael Anderson*

Date

8/28/23



Form  
AT-103

Alcohol Beverage License Application  
Supplemental Questionnaire

Date  
6-30-23

This form must be submitted to the municipal clerk, and be accompanied by one or more of the following forms: AT-104, AT-106, AT-108, AT-115, or AT-200. One Form AT-103 must be completed by each person involved in the applicant business or parent company including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- managing members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Supplemental Questionnaires are submitted.

<b>Part A: Premises/Business Information</b>				
1. Registered Entity Name (or individual name if sole proprietor) <del>Washburn Table, LLC</del> Harbor Table, LLC >L				
2. Trade Name or DBA Harbor Table				
3. Entity Type (check one)				
<input type="checkbox"/> Sole Proprietor	<input checked="" type="checkbox"/> Partnership	<input checked="" type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Corporation	<input type="checkbox"/> Nonprofit Organization

<b>Part B: Individual Information</b>				
1. Name (Last, First, M.I.) LePlavy, Nathan				
2. Relationship to Registered Entity (Title) Member		3. Email chefdz25@gmail.com		4. Phone 7152927921
5. Home Address 1301 10Th St W				
6. City Ashland	7. State WI	8. Zip Code 54806	9. Date of Birth 10/25/1985	
10. Drivers License/State ID Number L 141-6368-5385-01		11. Drivers License/State ID State of Issuance WI		

<b>Part C: Address History</b>	
List in chronological order your last two residence addresses within the last 5 years.	
Previous Address 1	
1301 10th St West	Dates (MM/YYYY - MM/YYYY)
Ashland WI 54806	6-30-18 6-30-23
Previous Address 2	
Previous City, State, Zip	Dates (MM/YYYY - MM/YYYY)

<b>Part D: Employment History</b>	
List in chronological order your last two employers within the last 5 years.	
Employer's Name	
Deep Water Grille	Dates Employed (MM/YYYY - MM/YYYY)
Employer's Address	8-2-20 to present
808 West Main St Ashland WI 54806	
Employer's Name	
Employer's Address	Dates Employed (MM/YYYY - MM/YYYY)

**Part E: Criminal History**

1. Have you ever been convicted of any offenses (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . ☐ Yes ☒ No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Trial Date
Penalty Imposed	Was sentence completed? . . . . <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Law/Ordinance Violated	Trial Date
Penalty Imposed	Was sentence completed? . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses currently pending against you (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . ☐ Yes ☒ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part F: Questions**

1. Have you lived in any state other than Wisconsin as an adult? If yes, please list them in the space below. If no, continue to question 2. . . . . ☐ Yes ☒ No

2. How long have you continuously lived in Wisconsin prior to the date of application? Years 37 Months 10
3. Do you hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g. brewer, brewpub, winery, distillery)? If yes, please explain using the space below. Attach additional sheets as needed. ☐ Yes ☒ No

**Part G: Attestation**

**READ CAREFULLY BEFORE SIGNING:** I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature <u>Nathan Colby</u>	Date <u>8-30-22</u>
----------------------------------	------------------------

Form  
AT-103

## Alcohol Beverage License Application Supplemental Questionnaire

Date

This form must be submitted to the municipal clerk, and be accompanied by one or more of the following forms: AT-104, AT-106, AT-108, AT-115, or AT-200. One Form AT-103 must be completed by each person involved in the applicant business or parent company including:

- sole proprietor
- all partners of a partnership
- all officers, directors, and agent of a corporation or nonprofit organization
- managing members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Supplemental Questionnaires are submitted.

### Part A: Premises/Business Information

1. Registered Entity Name (or individual name if sole proprietor)	
<del>Washburn Table, LLC</del> Harbor Table, LLC	
2. Trade Name or DBA	
Harbor Table	
3. Entity Type (check one)	
<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization	

### Part B: Individual Information

1. Name (Last, First, M.I.)			
McAuliffe, Kirsten			
2. Relationship to Registered Entity (Title)		3. Email	4. Phone
Member		kirstenknob@gmail.com	7152098252
5. Home Address			
221 8 <sup>th</sup> St. East			
6. City	7. State	8. Zip Code	9. Date of Birth
Ashland	WI	54806	04/16/1997
10. Drivers License/State ID Number		11. Drivers License/State ID State of Issuance	
M241-5149-7636-09		WI	

### Part C: Address History

List in chronological order your last two residence addresses within the last 5 years.

Previous Address 1	
Previous City, State, Zip	Dates (MM/YYYY - MM/YYYY)
Previous Address 2	
Previous City, State, Zip	Dates (MM/YYYY - MM/YYYY)

### Part D: Employment History

List in chronological order your last two employers within the last 5 years.

Employer's Name	
Patsy's Bar & Grill	
Employer's Address	Dates Employed (MM/YYYY - MM/YYYY)
328 W. Bayfield Street	05/2022 - 08/2023
Employer's Name	
Choice Title	
Employer's Address	Dates Employed (MM/YYYY - MM/YYYY)
320 Main street West	09/2020 - 01/2023

**Part E: Criminal History**

1. Have you ever been convicted of any offenses (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? . . . . .

☐ Yes ☒ No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated

Trial Date

Penalty Imposed

Was sentence completed? . . . . . ☐ Yes ☐ No

Law/Ordinance Violated

Trial Date

Penalty Imposed

Was sentence completed? . . . . . ☐ Yes ☐ No

2. Are charges for any offenses currently pending against you (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? . . . . .

☐ Yes ☐ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

**Part F: Questions**

1. Have you lived in any state other than Wisconsin as an adult? If yes, please list them in the space below. If no, continue to question 2. . . . .

☐ Yes ☒ No

2. How long have you continuously lived in Wisconsin prior to the date of application?

Years

26

Months

4

3. Do you hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g. brewer, brewpub, winery, distillery)? If yes, please explain using the space below. Attach additional sheets as needed.

☐ Yes ☒ No

**Part G: Attestation**

**READ CAREFULLY BEFORE SIGNING:** I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature

Kirsten M. Schlippe

Date

8/30/23