

**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, November 12, 2018 City Hall 4:30PM  
▪ Committee Review-Monthly Expenditures

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## **NOTICE OF CITY COUNCIL MEETING**

Monday, November 12, 2018 Washburn City Hall 5:30 PM

The Council may elect to go into Closed Session for a portion of the meeting pursuant to Wisconsin State Statutes 19.85(1)(c) for considering employment, promotion, and or compensation for the Assistant City Administrator and Treasurer following which they may reconvene in Open Session to take any action necessary on the closed session items.

### **AGENDA**

- Call to Order/Roll Call
- Pledge of Allegiance
- Approval of Minutes – City Council Meeting – October 8, 2018
- Approval of Monthly Expenditures via Roll Call Vote
- Public Comment
- Mayoral Announcements, Proclamations, Appointments
  - Lake Superior By-Way Committee Appointment; BART Board
- Discussion & Action on Plan Commission Recommendation to Approve a Conditional Use Request for Community Childbearing Center and Tourist Rooming House in Accordance with the Regulations of 8-279 and 8-294, Respectively, Out of the Property Located at 418 W. Pine Street – Dr. Erin Tenney, Petitioner **TAB 1**
- Discussion & Action on Plan Commission Recommendation to Approve a Conditional Use Request for a Tourist Rooming House in Accordance with Regulations 8-294 out of the Property Located at 614 3<sup>rd</sup> Avenue East – Sheryl and Radoslaw Oksimowicz, Petitioners **TAB 2**
- Discussion & Referral to Plan Commission of Request to Vacate the Alley in Block 6 of Vaughn and Austrian Addition to the Townsite of Washburn adjacent to Lots 19 and 20, Stephanie Arntsen - Petitioner **TAB 3**
- Discussion & Action on Resolution #18-017 Supporting the Eastern Route on the Xcel Energy 2<sup>nd</sup> Circuit Transmission Line Project **TAB 4**
- Presentation by Eagle Waste – Jim Whittinghill, Presenting
- Public Hearing, Discussion & Action – 2018 (payable 2019) Municipal Tax Levy **TAB 5**
  - General Fund, Debt Service & Capital 2019 Budget Matters & Line-Item Adjustments
  - Action on Resolution #18-014 - Adopting the 2018 Tax Levy
  - Action on Resolution #18-015 - County Library Levy Exemption
- Discussion and Action on 2019 Water and Sewer Utility Budgets **TAB 6**
- Discussion & Action on Resolution #18-016 Approving Debt Compliance Policy and Procedures; Approval of Agreement with Ehlers & Associates for Compliance Assistance **TAB 7**
- Discussion & Action on Ordinance 18-007 Eliminating Parking on North 4<sup>th</sup> Avenue West between 7<sup>th</sup> and 8<sup>th</sup> Streets West **TAB 8**
- Discussion & Action on Coverage Agreement Between Ashland and Bayfield County Ambulance Services **TAB 9**
- Alcohol Licensing Matters **TAB 10**
  - Bartender License Renewals - #20 -44 Through #20-49
- Closed Session – Consideration of Personnel/Finance Committee Recommendation on Compensation to Assistant City Administrator and Treasurer for Temporary Assumption of DPW Director Duties
- Adjourn

The City of Washburn is an equal opportunity provider, employer, and lender.

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**1**

October 18, 2018  
MEETING  
5:30pm Washburn City Hall

CITY OF WASHBURN PLAN COMMISSION

COMMISSION MEMBERS: Dave Anderson, Richard Avol, John Baregi, John Gray, Leo Ketchum-Fish, Jeremy Oswald, Adeline Swiston.

ABSENT

MUNICIPAL PERSONNEL: Scott Kluver-City Administrator, Tammy DeMars-City Treasurer/Deputy Clerk

Meeting called to order at 5:30PM by Avol attendance as recorded above.

**Approval of Minutes – September 20, 2018 – Moved by Gray to approve minutes of September 20, 2018 as presented, second by Swiston. Motion carried unanimously**

**Moved by Swiston to open floor to public hearing, second by Baregi. Motion carried unanimously.**

**Public Hearing(s)**

- 1) **Discussion and Recommendation on Conditional Use Request for Community Childbearing Center and Tourist Rooming House – Operate a Child Bearing Center in Accordance with the Regulations of 8-279 and a Tourist Rooming House in Accordance with the Regulations of 8-294 out of the Property Located at 418 W. Pine Street – Dr. Erin Tenney, Petitioner –** Tony Jennings present to represent Dr. Tenney. Roger Roswig, 423 W. Pine St., voiced support for the idea, but concerns for parking. Ketchum-Fish points out they have four (4) off street parking spaces and that is what is required by ordinance. This property only has enough room for two (2) parking spaces, but Ms. Tenney also owns the property next door and that could also accommodate two spaces, combined it would meet the four (4) spaces required. Baregi also voices concern that parking may be an issue as the application states she will also have meetings and workshops, with only four (4) parking spaces it could be a problem. According to one of Dr. Tenneys employees there could be 5 to 10 people at a work shop and they could last from an afternoon to a weekend. Ketchum-Fish argues they are following the ordinance so there is nothing we can do about it. Oswald suggest that they may be able to use the Northern Great lakes parking lot for overflow. Jennings assured the Commission they would be mindful of their neighbors and talk with their guest about the parking so they are not blocking others. Karen Guski also contacted Avol to voice her and Charlies support for Dr. Tenney. Division 3 section 7-55 Bases of decision (1) size of the parcel is acceptable, 2) use is compatible, 3) location of the property is compatible 4) traffic issues have been addressed, 5) it is a suitable use, 6) there is no environmental effects, 7) there are no known potential nuisances, 8) there are no known negative effects to the surrounding properties. Ketchum-Fish moves to recommend approval of the Conditional Use permit for a Community Childbearing Center and Tourist Rooming House –out of the Property Located at 418 W. Pine Street – Dr. Erin Tenney, second by Gray. Oswald questions the condition of the permit requiring the trash cans be hidden from view of the street. Since the trash is picked up in the alley at this house you will not be able to see it from the street and that would meet the screening requirement. Motion carried unanimously.

- 2) **Discussion and Recommendation on Conditional Use Request for Tourist Rooming House – Operate Tourist Rooming House in Accordance with Regulations of 8-294 out of the Property Located at 614 N. 3<sup>rd</sup> Avenue East – Sheryl and Radoslaw Oksimowicz, Petitioners – Sheryl Oksimowicz present.** Kluver report there are three (3) bedrooms in this home and adequate off-street parking. We had one written concern from Mary and Jason Bodine, 305 East 7<sup>th</sup> Street, they are not completely opposed, but would like to be sure that the conditional use permit contain language to terminate the permit if the landowners do not adequately address poor behavior exhibited by guest, and that they have contact information for the manager of the property in case they need to voice a complaint or concern. Kluver did respond to their e-mail and explained that there are provisions in the code to address those types of issues. Ms. Oksimowicz states has three (3) individuals that will be taking care of the property all living within close proximity to be sure there are no problems. Division 3 section 7-55 Bases of decision (1) size of the parcel is acceptable, 2) use is compatible, 3) location of the property is compatible 4) traffic issues have been addressed, 5) it is a suitable use, 6) there is no environmental effects, 7) there are no known potential nuisances, 8) there are no known negative effects to the surrounding properties. Ketchum-Fish moves to recommend approval of the Conditional Use permit for a Tourist Rooming House –out of the Property Located at 614 N. 3<sup>rd</sup> Ave. East, Cheryl and Radoslaw Oksimowicz, second by Anderson. Oswald questions the need for screening of the trash cans, Ms. Oksimowicz states the cans are kept behind the garage until collection day. Kluver, this is a standard clause in our conditional use permits, and it's really is meant to insure properties that have dumpsters that are not easily movable are screened from public view, most people do not leave trash cans on the street. Motion carried unanimously.

**Discussion and Action on Architectural Review and Façade Loan Application for 118 W. Bayfield St. (ABC Thrift Store) – Carol Lindsey, Petitioner – Carol Lindsey in attendance.** Ms. Lindsey is requesting a façade loan in the amount of \$10,000.00 for improvements to the ABC Thrift Store building located at 118 W. Bayfield St. The project will consist of replacing the wood awnings with canvas awnings, tuck-point the brick, paint and carpet the entrance and install exterior lighting. Kluver reports the application meets all the requirements of the program. Discussion. Moved by Ketchum-Fish to approve the façade loan application of Carol Lindsey in the amount of \$10,000.00 and authorize the City Administrator and City attorney to prepare and execute the necessary loan documents and approve the project, second by Baregi. Motion carried unanimously.

**Discussion and Action on Architectural Review for South Shore Brewery, 532 W. Bayfield Street – Eugene Belanger, Petitioner - Mr. Belanger present.** Mr. Belanger would like the re-side a portion of the front of his building and replace the door, he would like to extend the brick along the bottom and replace the rotten wood siding with metal to match the rest of the building. Discussion on the type of material that could be used as metal siding is not allowed. Moved by Avol to approve the re-siding with the use of acceptable material like the LP SmartSiding or similar material as allowed by the zoning code, second by Baregi. Motion carried unanimously.

Moved by Oswald to close floor, second by Swiston. Motion carried.

**Adjourn -** Moved by Oswald to adjourn @ 6:13pm, second by Swiston. Motion carried unanimously.

Respectfully Submitted,  
Tammy L. DeMars  
Treasurer/Deputy Clerk

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



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

To: Plan Commission Members  
From: Scott J. Kluver, Administrator  
Re: Tenney CUP – Community Childbearing Center/Tourist Rooming  
Date: October 11, 2018

Enclosed you will find the application materials from Erin Tenney for a Community Child Bearing Center/Tourist Rooming Conditional Use Permit (CUP) for the property located at 418 W. Pine Street. The property is in the R-6, Mixed Residential, District.

Both Community Child Bearing Centers and Tourist Rooming Houses are conditionally allowable in this district. A copy of the health permit will also be needed for the CUP to be valid. There are two bedrooms in the house; however, considering the number of rooms and the maximum number of employees, four off-street parking spaces would be needed for the property. Although this property alone does not have that space, the adjacent property, the Tenney residence, can accommodate two spaces as well. The combined four spaces does meet the minimum requirements.

No architectural changes or site modifications are planned for this property. Please note the criteria in the ordinance by which the Commission should either approve or deny the permit (included in the Oksimowicz materials).

Please let me know if you have any questions on this application.

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**CITY OF WASHBURN  
NOTICE OF PUBLIC HEARING**

A Public Hearing will be held by the Plan Commission on, Thursday, October 18, 2018, at 5:30 P.M. at City Hall, 119 Washington Avenue, for public comment on the following issue:

Conditional Use Permit Application:

Request for Community Childbearing Center and Tourist Rooming House – Operate a child bearing center in accordance with the regulations of 8-279 and a tourist rooming house in accordance with the regulations of 8-294 out of the property located at 418 W. Pine Street. Dr. Erin Tenney, Petitioner

The property is zoned R-6, Mixed Residential. Residents unable to attend the public hearing may provide written comment to the Zoning Administrator prior to the hearing.

Scott J. Kluver  
Zoning Administrator

**publ.: Class 2 – September 29 and October 6, 2018**  
**Daily Press Box Ad**

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The property is zoned R-6, Mixed Residential. Residents unable to attend the public hearing may provide written comment to the Zoning Administrator prior to the hearing.

Scott J. Kluver  
Zoning Administrator

As required by ordinance, copy mailed to property owners within 150 feet of the subject property.

**NOTICES MAILED FIRST CLASS MAIL 09/25/2018**

**CHARLES B. GUSKI**  
PO BOX 624  
WASHBURN, WI 54891

**RODGER J. RIESWIG**  
423 PINE ST.  
WASHBURN, WI 54891

**JOSEPH C. GIBB**  
415 PINE ST.  
WASHBURN, WI 54891

**RANDY DUKE**  
411 PINE ST.  
WASHBURN, WI 54891

**THOMAS & SUSAN BOGAARD**  
5540 ZUMBRA LN.  
EXCELSIOR, MN 55331

**JOHN & JANET CELMER**  
PO BOX 283  
WASHBURN, WI 54891

**RANGE ROAD RENTALS LLC**  
70245 RANGE RD.  
ASHLAND, WI 54806

**CONSTANCE M. KNOPF**  
PO BOX 238  
WASHBURN, WI 54891

**GAIL L BODIN**  
PO BOX 131  
WASHBURN, WI 54891

**LENNETTE & FRANK HOSTETTER**  
PO BOX 324  
WASHBURN, WI 54891

**HEIDI S. COOK**  
PO BOX 457  
WASHBURN, WI 54891

**SZOT SERVICES LLC**  
2824 FELLSWAY DR.  
BATON ROUGE, LA 70814

**CITY OF WASHBURN**  
**CONDITIONAL USE PERMIT**

A Conditional Use Permit is hereby granted, pursuant to Title 13, Chapter 1, Article 7, Division 3 of the City of Washburn Zoning Ordinance to Erin Tenney (hereinafter User), in respect to property currently zoned R-6 Mixed Residential District, herein referred to as Subject Property, described as:

**Street Address:** 418 W. Pine Street

**Legal Description:** ORIG TOWNSITE OF WASHBURN LOT 4 BLOCK 27 IN DOC 2017R-570951 287

**Tax ID:** 33089                      **PIN:** 04-291-2-48-04-05-2 00-312-17200

This Conditional Use Permit is granted for the purpose of permitting the User, and only the User, to engage in the permitted use set forth immediately below:

1. To operate a tourist rooming house in accordance with Section 13-1-8-294 of the City of Washburn Zoning Code.
2. To operate a Community Childbearing Center in accordance is Section 13-1-8-279 of the City of Washburn Zoning Code.

This Conditional Use Permit is subject to the following special conditions:

1. This Conditional Use Permit is issued exclusively to the User, does not run with the land for which it is issued, and may not be sold, conveyed, assigned or otherwise transferred to any other person or entity. This permit will be effective once all conditions are complied with as specified in ordinance.
2. Issuance of a Conditional Use Permit does not indicate that the City of Washburn has certified the above referenced dwelling nor has it inspected the building, nor does it ensure that it meets local, state, federal, or professional requirements or standards related to the subject use.
3. All waste container facilities on the Subject Property shall be screened from view (from adjacent streets).
4. User shall construct a sign upon the property; identifying the User's business and the property address. A sign permit is required prior to constructing the sign, and the sign must conform to the City's Sign Ordinance.
5. User shall provide onsite parking for employees and all other visitors to the Subject Property and concrete, bituminous concrete pavement, or gravel shall be required for all driveways and parking



areas in accordance with 13-1-17-5.04 of the City of Washburn Zoning Code. At the time of issuance of this permit, two spaces are required. This provision needs to be complied with before the permit is valid.

6. All conditional uses referred to above may be carried out upon the Subject Property twenty-four (24) hours per day, seven (7) days a week.
7. The Common Council for the City of Washburn may at some future date require regular review and renewal of Conditional Use Permits or otherwise change the Conditional Use Permit Ordinances. The holder of the permit may be subject to permit termination and/or renewal at the discretion of the Common Council or its designee. Holder of the permit may be subject to additional ordinance requirements and expense in that event.
8. Erin Tenney shall be listed as the agent for this tourist rooming house.

Statement on the nature of the approval:

In approving this Conditional Use Permit, the Plan Commission confirmed the size of the parcel was not an issue, the use is compatible, the location of the use on the property is not a concern, traffic safety should not be a problem, it is a suitable additional use, there are no negative impacts on the environment known of, concerns with impacts on the neighbors were discussed and guest rules will be posted to help address these concerns, and it would not impede the normal development. The Common Council adopts these findings.

Appeal rights for applicant and other aggrieved persons:

Within 30 days of the decision date, a written appeal, including the reasons for the appeal, must be received by the City Clerk. The appeal process will follow the procedure outlined in 13-1-7-23 of the zoning ordinance.

\_\_\_\_\_  
Dr. Erin Tenney

\_\_\_\_\_  
Date

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 2018, the above-named Erin Tenney, to me known to be the person who executed for the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
Notary Public, Bayfield County, Wisconsin

My commission expires: \_\_\_\_\_



\_\_\_\_\_  
Richard Avol, Mayor  
City of Washburn

\_\_\_\_\_  
Date

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 2018, the above-named Richard Avol, known to be the person who executed for the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
Notary Public, Bayfield County, Wisconsin

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
Scott J. Kluver, Zoning Administrator  
City of Washburn

\_\_\_\_\_  
Date

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 2018, the above-named Scott J. Kluver, known to be the person who executed for the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
Notary Public, Bayfield County, Wisconsin

My commission expires: \_\_\_\_\_



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### APPLICATION FOR CONDITIONAL USE PERMIT

(Zoning Code 13-7-51 through 62)

Name: Erin Tenney Initial Application  Amendment/Renewal

Physical and Mailing Address of Applicant: 424 W. Pine St. Washburn, WI

Telephone Number: 715-209-2261 E-mail: etenney@gmail.com

Address/Description of Permit Property: 418 W. Pine St Washburn, WI

Requested Conditional Use: Community Childbearing Center Zoning District: \_\_\_\_\_

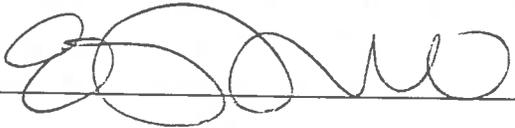
*Applicant shall submit a letter detailing the desired use, along with a scaled site plan of the property if new construction is involved.*

*It is the responsibility of the applicant to provide the name and address (both physical and mailing) of property owners within a 150 foot radius the permit property. Please use attachments for longer lists.*

1. - See Attachment -
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**APPLICATION FOR CONDITIONAL USE PERMIT --- Page 2**

*I have read municipal code 13-7-52 through 62 as presented to me upon application and understand the process related to the issuance of a Conditional Use Permit. I also understand that I may be required to submit supplemental information as may be required elsewhere in the zoning code for my particular request.*

Application Signature:  \_\_\_\_\_ Date: 8/29/18 \_\_\_\_\_

**Filing Fee:** A \$150 filing fee is due at the time of submitting the application. A receipt of the fee payment shall be attached to this application form and shall serve as the application submission date.

**OFFICE USE ONLY**

Date of Review Completed by Zoning Administrator: \_\_\_\_\_

Date of Public Hearing: \_\_\_\_\_

Dates of Publication/Mailing: \_\_\_\_\_

Recommendation of Plan Commission: \_\_\_\_\_

Approval by Council: \_\_\_\_\_

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# THE GATHER INN: BIRTH HOUSE & LODGING

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August 30, 2018  
Scott Kluver  
City of Washburn  
119 Washington Avenue  
Washburn, WI 54891

Dear Mr. Kluver & City of Washburn Planning Commission,

Thank you for reviewing my application for a conditional use permit for my property at 418 W. Pine St. in Washburn, WI.. I would like to open a Community Childbearing Center as defined in Chapter 13, Article 3, Section 3-2 Land Use Definitions:

**4.10 Community Childbearing Center** A place, not located in a health care center (i.e. a hospital), where births are planned to occur away from the mother's usual residence, which also may provide to families or the general public programs, resources, and events, centered around the birthing process.

I would also like to offer lodging for special uses such as overnight workshops and retreats, and for the general public who come to visit our community. These uses are also in line with the *mission of The Gather Inn: Birth House & Lodging*, which is to *build & support community through gathering together*. The purpose is to *create a versatile, beautiful and nourishing community space for childbearing families and the broader community*.

Specific uses include:

- **Office space rental** for childbearing & associated care providers; midwives, doulas, massage & physical therapists, counselors etc.
- **Community gathering space** for classes, workshops, meetings, retreats & special events for use by childbirth professionals, childbearing families and relevant non-profit organizations & community groups
- **Occasional use of master suite for childbirth** for clients of midwives who desire out of hospital birth
- **Lodging** for tourists through Air BnB and for workshop & retreat participants

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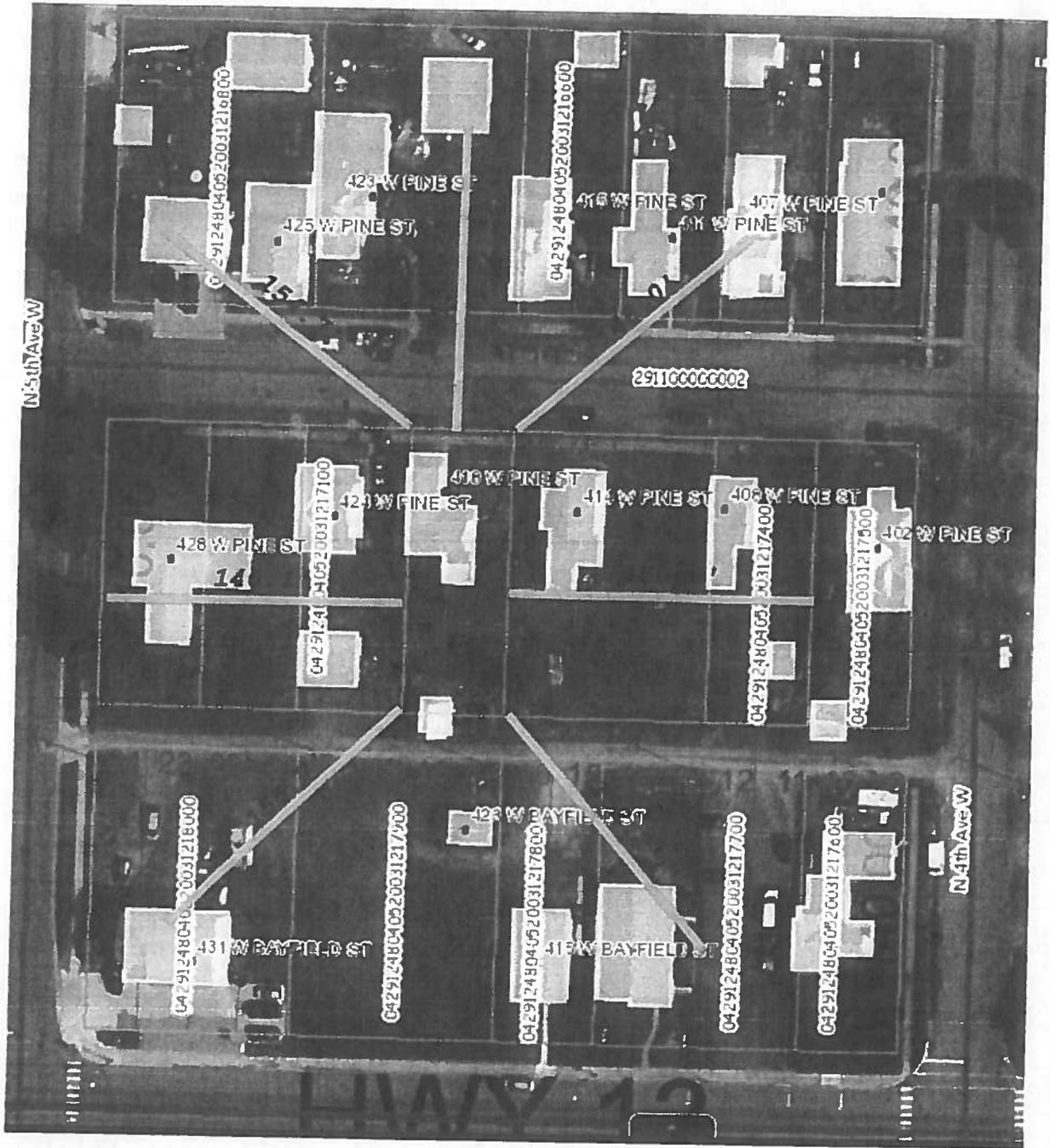
I expect to adhere to the City of Washburn requirements for lodging facilities as well, and will work with Mr. Kluver to ensure these are also met.

Attached is the Site Plan for 418 W. Pine Street in Washburn, Wisconsin, as requested.

Sincerely yours,

Dr. Erin Tenney

150 feet from 418 W Pine



**425 W Pine**

TaxID#: 33085

Name: CHARLES B, GUSKI

Site Address (Physical Address): 425 W PINE ST, WASHBURN, WI, 54891

Mail Address: PO BOX 624, WASHBURN, WI, 54891



**423 W Pine**

TaxID#: 33084

Name: RODGER J, REISWIG

Site Address (Physical Address): 423 W PINE ST, WASHBURN, WI, 54891

Mail Address: 423 PINE ST W, WASHBURN, WI, 54891



**415 W Pine**

TaxID#: 33083

Name: JOSEPH C, GIBB

Site Address (Physical Address): 415 W PINE ST, WASHBURN, WI, 54891

Mail Address: 415 W PINE ST, WASHBURN, WI, 54891



**411 W Pine**

TaxID#: 33082

Name: RANDY, DUKE

Site Address (Physical Address): 411 W PINE ST, WASHBURN, WI, 54891

Mail Address: 411 W PINE ST, WASHBURN, WI, 54891



**407 W Pine**

TaxID#: 33081

Name: THOMAS R & SUSAN M, BOGAARD

Site Address (Physical Address): 407 W PINE ST, WASHBURN, WI, 54891

Mail Address: 5540 ZUMBRA LN, EXCELSIOR, MN, 55331



**408 W Pine**

TaxID#: 33091

Name: JOHN A & JANET E, CELMER

Site Address (Physical Address): 408 W PINE ST, WASHBURN, WI, 54891

Mail Address: PO BOX 283, WASHBURN, WI, 54891



**414 W Pine**

TaxID#: 33090

Name: , RANGE ROAD RENTALS LLC

Site Address (Physical Address): 414 W PINE ST, WASHBURN, WI, 54891

Mail Address: 70245 RANGE RD, ASHLAND, WI, 54806



**428 W Pine**

TaxID#: 33087

Name: CONSTANCE M, KNOPF

Site Address (Physical Address): , , WI,

Mail Address: PO BOX 238, WASHBURN, WI, 54891



**431 W Bayfield St**

TaxID#: 33097

Name: GAIL L, BODIN

Site Address (Physical Address): 431 W BAYFIELD ST, WASHBURN, WI, 54891

Mail Address: PO BOX 131, WASHBURN, WI, 54891



**423 W Bayfield St**

TaxID#: 33096

Name: HOSTETTER, LENNETTE J &, HOSTETTER, FRANK JR

Site Address (Physical Address): 423 W BAYFIELD ST, WASHBURN, WI, 54891

Mail Address: PO BOX 324, WASHBURN, WI, 54891



**415 W Bayfield St**

**TaxID#: 33095**

**Name: HEIDI S, COOK**

**Site Address (Physical Address): 415 W BAYFIELD ST, WASHBURN, WI, 54891**

**Mail Address: PO BOX 457, WASHBURN, WI, 54891**



**409 W Bayfield St**

**TaxID#: 33094**

**Name: , SZOT SERVICES LLC**

**Site Address (Physical Address): 409 W BAYFIELD ST, WASHBURN, WI, 54891**

**Mail Address: 2824 FELLSSWAY DR, BATON ROUGE, LA, 70814**



**CITY OF WASHBURN**

PO BOX 638  
WASHBURN, WI 54891

**Receipt Nbr:** 26940

**Date:** 8/31/2018

**Check**

**RECEIVED  
FROM** ERIN TENNEY

\$150.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	Account Nbr: 100-00-44400-000-000 ZONING PERMITS CONDITIONAL USE APP - E TENNEY	150.00

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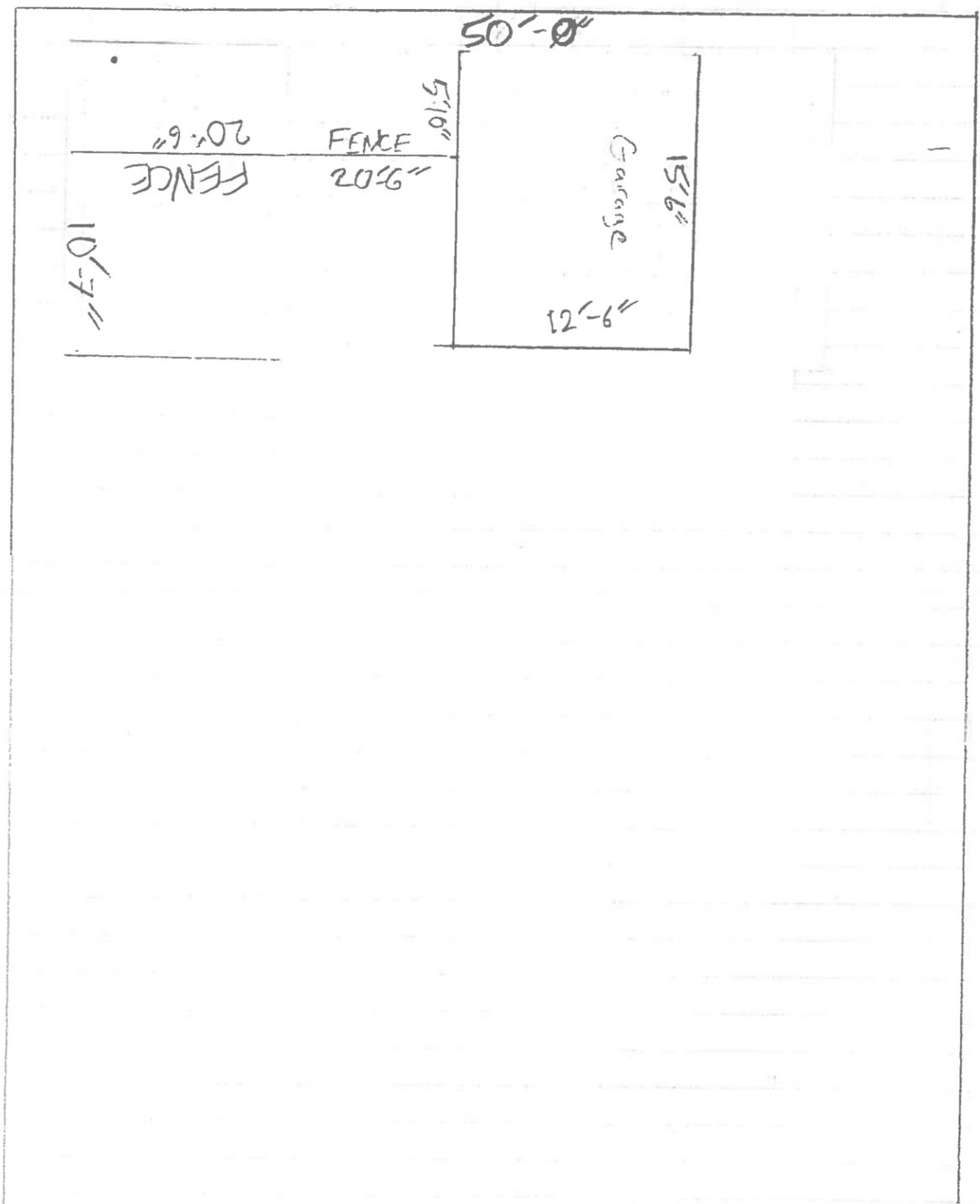
TOTAL RECEIVED 150.00

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Receipt Memo: CONDITIONAL USE APP FEE

$\frac{1}{8}'' = 10'$

LAKESIDE



73'

418 Pine

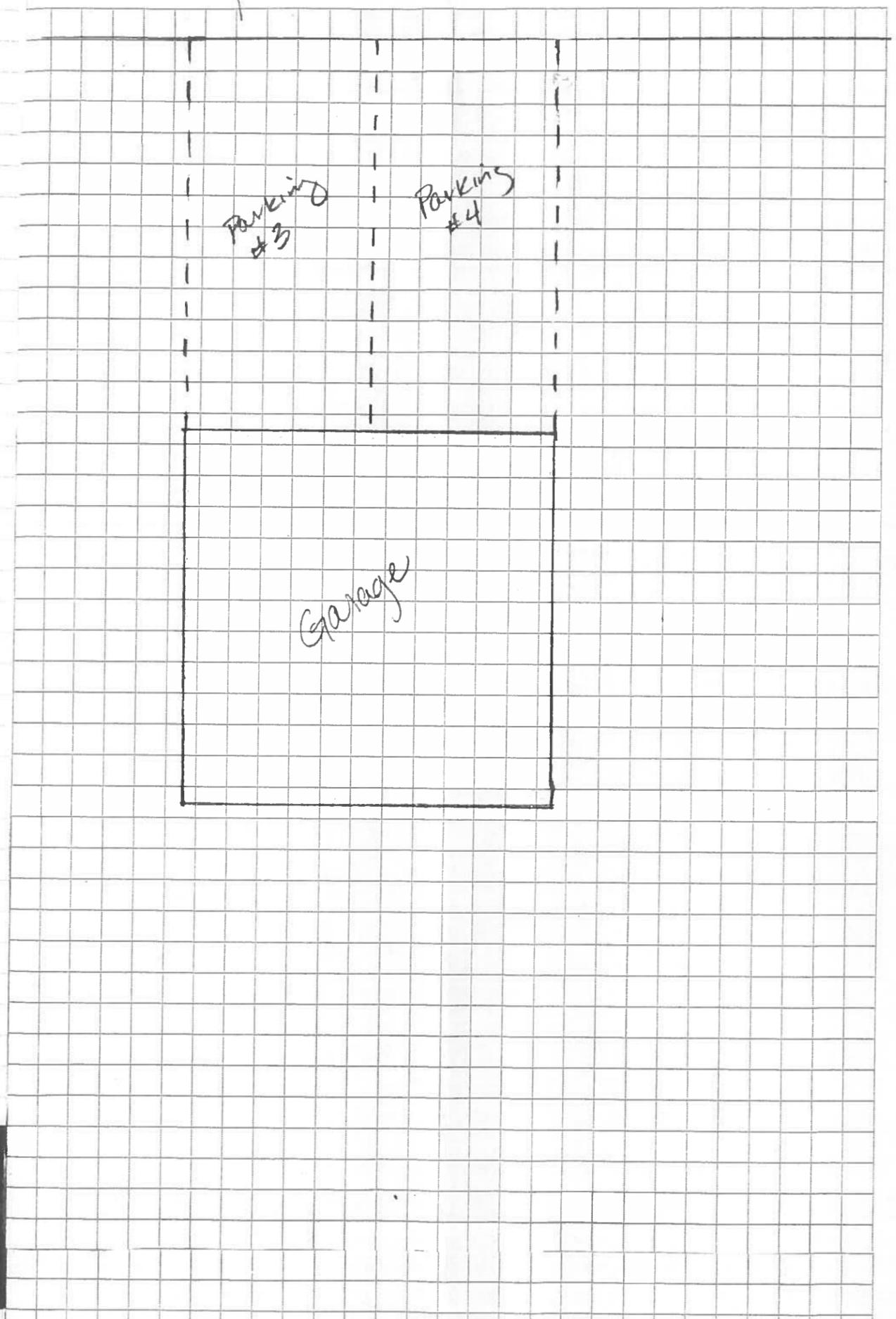
w/ sidewalk

to edge of sidewalk 3' from center is being used for Back of Garage is back like

8'-10"

14'-3"

Alley



Parking #3

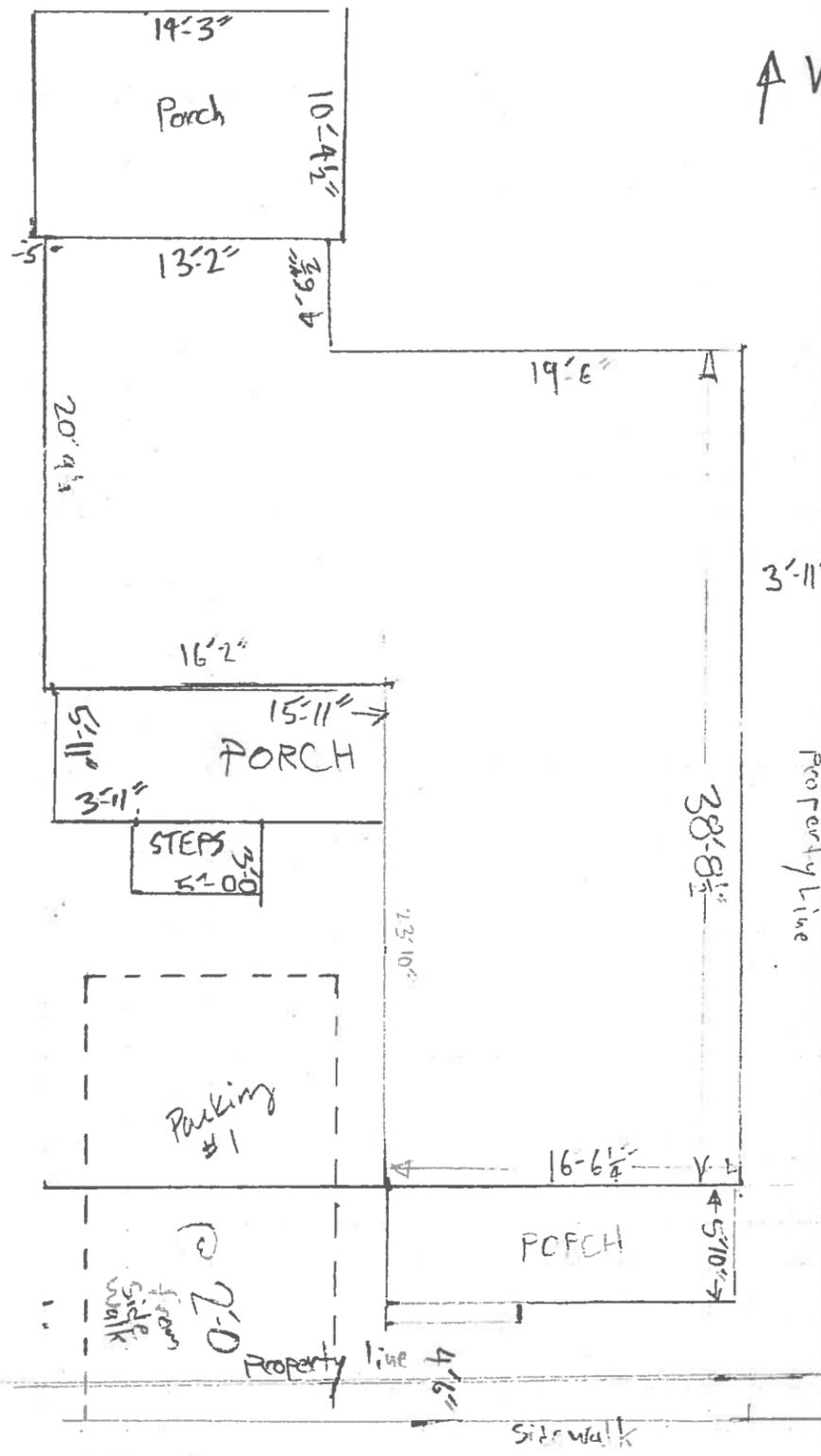
Parking #4

Garage

418 Pine

W Side walk  
to edge of sidewalk from center  
is beginning of  
Back of Garage is back like

4'-10"



A W

3'-11"

Property Line

38'-8 1/2"

23'-10"

16'-6 1/2"

5'-10"

Property Line

Side walk

140'-0"

67'

424 W. Pine House

Parking #2

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2

October 18, 2018  
MEETING  
5:30pm Washburn City Hall

CITY OF WASHBURN PLAN COMMISSION

COMMISSION MEMBERS: Dave Anderson, Richard Avol, John Baregi, John Gray, Leo Ketchum-Fish, Jeremy Oswald, Adeline Swiston.

ABSENT

MUNICIPAL PERSONNEL: Scott Kluver-City Administrator, Tammy DeMars-City Treasurer/Deputy Clerk

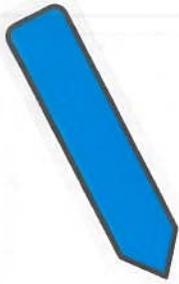
Meeting called to order at 5:30PM by Avol attendance as recorded above.

**Approval of Minutes – September 20, 2018 – Moved by Gray to approve minutes of September 20, 2018 as presented, second by Swiston. Motion carried unanimously**

Moved by Swiston to open floor to public hearing, second by Baregi. Motion carried unanimously.

**Public Hearing(s)**

- 1) Discussion and Recommendation on Conditional Use Request for Community Childbearing Center and Tourist Rooming House – Operate a Child Bearing Center in Accordance with the Regulations of 8-279 and a Tourist Rooming House in Accordance with the Regulations of 8-294 out of the Property Located at 418 W. Pine Street – Dr. Erin Tenney, Petitioner –** Tony Jennings present to represent Dr. Tenney. Roger Roswig, 423 W. Pine St., voiced support for the idea, but concerns for parking. Ketchum-Fish points out they have four (4) off street parking spaces and that is what is required by ordinance. This property only has enough room for two (2) parking spaces, but Ms. Tenney also owns the property next door and that could also accommodate two spaces, combined it would meet the four (4) spaces required. Baregi also voices concern that parking may be an issue as the application states she will also have meetings and workshops, with only four (4) parking spaces it could be a problem. According to one of Dr. Tenneys employees there could be 5 to 10 people at a work shop and they could last from an afternoon to a weekend. Ketchum-Fish argues they are following the ordinance so there is nothing we can do about it. Oswald suggest that they may be able to use the Northern Great lakes parking lot for overflow. Jennings assured the Commission they would be mindful of their neighbors and talk with their guest about the parking so they are not blocking others. Karen Guski also contacted Avol to voice her and Charlies support for Dr. Tenney. Division 3 section 7-55 Bases of decision (1) size of the parcel is acceptable, 2) use is compatible, 3) location of the property is compatible 4) traffic issues have been addressed, 5) it is a suitable use, 6) there is no environmental effects, 7) there are no known potential nuisances, 8) there are no known negative effects to the surrounding properties. Ketchum-Fish moves to recommend approval of the Conditional Use permit for a Community Childbearing Center and Tourist Rooming House –out of the Property Located at 418 W. Pine Street – Dr. Erin Tenney, second by Gray. Oswald questions the condition of the permit requiring the trash cans be hidden from view of the street. Since the trash is picked up in the alley at this house you will not be able to see it from the street and that would meet the screening requirement. Motion carried unanimously.

- 
- 2) **Discussion and Recommendation on Conditional Use Request for Tourist Rooming House – Operate Tourist Rooming House in Accordance with Regulations of 8-294 out of the Property Located at 614 N. 3<sup>rd</sup> Avenue East – Sheryl and Radoslaw Oksimowicz, Petitioners** – Sheryl Oksimowicz present. Kluver report there are three (3) bedrooms in this home and adequate off-street parking. We had one written concern from Mary and Jason Bodine, 305 East 7<sup>th</sup> Street, they are not completely opposed, but would like to be sure that the conditional use permit contain language to terminate the permit if the landowners do not adequately address poor behavior exhibited by guest, and that they have contact information for the manager of the property in case they need to voice a complaint or concern. Kluver did respond to their e-mail and explained that there are provisions in the code to address those types of issues. Ms. Oksimowicz states has three (3) individuals that will be taking care of the property all living within close proximity to be sure there are no problems. Division 3 section 7-55 Bases of decision (1) size of the parcel is acceptable, 2) use is compatible, 3) location of the property is compatible 4) traffic issues have been addressed, 5) it is a suitable use, 6) there is no environmental effects, 7) there are no known potential nuisances, 8) there are no known negative effects to the surrounding properties. Ketchum-Fish moves to recommend approval of the Conditional Use permit for a Tourist Rooming House –out of the Property Located at 614 N. 3<sup>rd</sup> Ave. East, Cheryl and Radoslaw Oksimowicz, second by Anderson. Oswald questions the need for screening of the trash cans, Ms. Oksimowicz states the cans are kept behind the garage until collection day. Kluver, this is a standard clause in our conditional use permits, and it's really is meant to insure properties that have dumpsters that are not easily movable are screened from public view, most people do not leave trash cans on the street. Motion carried unanimously.

**Discussion and Action on Architectural Review and Façade Loan Application for 118 W. Bayfield St. (ABC Thrift Store) – Carol Lindsey, Petitioner** – Carol Lindsey in attendance. Ms. Lindsey is requesting a façade loan in the amount of \$10,000.00 for improvements to the ABC Thrift Store building located at 118 W. Bayfield St. The project will consist of replacing the wood awnings with canvas awnings, tuck-point the brick, paint and carpet the entrance and install exterior lighting. Kluver reports the application meets all the requirements of the program. Discussion. Moved by Ketchum-Fish to approve the façade loan application of Carol Lindsey in the amount of \$10,000.00 and authorize the City Administrator and City attorney to prepare and execute the necessary loan documents and approve the project, second by Baregi. Motion carried unanimously.

**Discussion and Action on Architectural Review for South Shore Brewery, 532 W. Bayfield Street – Eugene Belanger, Petitioner** - Mr. Belanger present. Mr. Belanger would like the re-side a portion of the front of his building and replace the door, he would like to extend the brick along the bottom and replace the rotten wood siding with metal to match the rest of the building. Discussion on the type of material that could be used as metal siding is not allowed. Moved by Avol to approve the re-siding with the use of acceptable material like the LP SmartSiding or similar material as allowed by the zoning code, second by Baregi. Motion carried unanimously.

Moved by Oswald to close floor, second by Swiston. Motion carried.

**Adjourn** - Moved by Oswald to adjourn @ 6:13pm, second by Swiston. Motion carried unanimously.

Respectfully Submitted,  
Tammy L. DeMars  
Treasurer/Deputy Clerk

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



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

To: Plan Commission Members  
From: Scott J. Kluver, <sup>SK</sup> Administrator  
Re: Oksimowicz CUP – Tourist Rooming  
Date: October 11, 2018

Enclosed you will find the application materials from Sheryl and Radoslaw Oksimowicz for a Tourist Rooming Conditional Use Permit (CUP) for the property located at 614 3<sup>rd</sup> Avenue East. The property is in the R-6, Mixed Residential, District.

Tourist Rooming Houses are conditionally allowable in this district. A copy of the health permit will also be needed for the CUP to be valid. There are three bedrooms in the house and adequate off-street parking to accommodate.

No architectural changes or site modifications are planned for this property. Please note the criteria in the ordinance by which the Commission should either approve or deny the permit.

Please let me know if you have any questions on this application.

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



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

**CITY OF WASHBURN  
NOTICE OF PUBLIC HEARING**

A Public Hearing will be held by the Plan Commission on, Thursday, October 18, 2018, at 5:30 P.M. at City Hall, 119 Washington Avenue, for public comment on the following issue:

Conditional Use Permit Application:

Request for Tourist Rooming House – Operate a tourist rooming house out of the property located at 614 3<sup>rd</sup> Ave. East. Sheryl Oksimowicz, Petitioner

The property is zoned R-6, Mixed Residential. Residents unable to attend the public hearing may provide written comment to the Zoning Administrator prior to the hearing.

Scott J. Kluver  
Zoning Administrator

**publ: Class 2 – September 22 and 29, 2018**  
**Daily Press Box Ad**

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



715-373-6160  
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**CITY OF WASHBURN  
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The property is zoned R-6, Mixed Residential. Residents unable to attend the public hearing may provide written comment to the Zoning Administrator prior to the hearing.

Scott J. Kløver  
Zoning Administrator

As required by ordinance, copy mailed to property owners within 150 feet of the subject property.

**NOTICES MAILED FIRST CLASS MAIL 09/19/2018**

**RONALD E. BONCZYK**  
303 E. 6<sup>th</sup> ST.  
WASHBURN, WI 54891

**SHAELYN D. HILTON**  
619 N. 3<sup>rd</sup> AVE E.  
WASHBURN, WI 54891

**ANNETTE K. METROPULOS**  
311 E. 6<sup>th</sup> St.  
WASHBURN, WI 54891

**ERIC & MAREN OVERBY**  
229 E. 6<sup>th</sup> ST  
WASHBURN, WI 54891

**NONNIE M. CLARK**  
713 N. 3<sup>rd</sup> AVE E.  
WASHBURN, WI 54891

**ECO HABITAT, LLC**  
52280 HARVEST DR.  
SOUTH BEND, IN 46637

**HOUSING AUTHORITY OF WASHBURN**  
420 E. 3<sup>rd</sup>. ST. #1  
WASHBURN, WI 54891

**PAUL & CHERYL ASCHENBAUER**  
403 E. 6<sup>th</sup> ST.  
WASHBURN, WI 54891

**MICHAEL J. MALCHESKI**  
3564 SOUTHRIDGE RD.  
DE PERE, WI 54115-7695

**JASON & MARY BODINE**  
305 E. 7<sup>th</sup> ST.  
WASHBURN, WI 54891

**THEODORE & LORI CHANEY**  
327 E. 7<sup>th</sup> ST.  
WASHBURN, WI 54891

**WILLIAM & RACHEL DUNHAM**  
331 E. 7<sup>th</sup> ST.  
WASHBURN, WI 54891

---

**MATTHEW S. LARSON**  
326 E. 8<sup>th</sup> ST.  
WASHBURN, WI 54891

## CITY OF WASHBURN CONDITIONAL USE PERMIT

A Conditional Use Permit is hereby granted, pursuant to Title 13, Chapter 1, Article 7, Division 3 of the City of Washburn Zoning Ordinance to Sheryl and Radoslaw Oksimowicz (hereinafter User), in respect to property currently zoned R-6 Mixed Residential District, herein referred to as Subject Property, described as:

**Street Address:** 614 3<sup>rd</sup> Avenue East

**Legal Description:** VAUGHNS DIVISION TO WASHBURN LOTS 1-2 & SW 50' OF LOT 3 BLOCK 9 IN V.1139 P.617 1388

**Tax ID:** 33779      **PIN:** 04-291-2-49-04-32-4 00-305-28000

This Conditional Use Permit is granted for the purpose of permitting the User, and only the User, to engage in the permitted use set forth immediately below:

1. To operate a tourist rooming house in accordance with Section 13-1-8-294 of the City of Washburn Zoning Code.

This Conditional Use Permit is subject to the following special conditions:

1. This Conditional Use Permit is issued exclusively to the User, does not run with the land for which it is issued, and may not be sold, conveyed, assigned or otherwise transferred to any other person or entity. This permit will be effective once all conditions are complied with as specified in ordinance.
2. Issuance of a Conditional Use Permit does not indicate that the City of Washburn has certified the above referenced dwelling nor has it inspected the building, nor does it ensure that it meets local, state, federal, or professional requirements or standards related to the subject use.
3. All waste container facilities on the Subject Property shall be screened from view (from adjacent streets).
4. User shall construct a sign upon the property; identifying the User's business and the property address. A sign permit is required prior to constructing the sign, and the sign must conform to the City's Sign Ordinance.
5. User shall provide onsite parking for employees and all other visitors to the Subject Property and concrete, bituminous concrete pavement, or gravel shall be required for all driveways and parking areas in accordance with 13-1-17-5.04 of the City of Washburn Zoning Code. At the time of issuance of this permit, three spaces are required.

6. All conditional uses referred to above may be carried out upon the Subject Property twenty-four (24) hours per day, seven (7) days a week.
7. The Common Council for the City of Washburn may at some future date require regular review and renewal of Conditional Use Permits or otherwise change the Conditional Use Permit Ordinances. The holder of the permit may be subject to permit termination and/or renewal at the discretion of the Common Council or its designee. Holder of the permit may be subject to additional ordinance requirements and expense in that event.
8. Therese House, 77700 Houghton Point Rd shall be listed as the agent for this tourist rooming house and property manager. Ronald Bonczyk, 303 E. 6th Street, Washburn, 715-812-1055 Washburn will be a back-up agent.

Statement on the nature of the approval:

In approving this Conditional Use Permit, the Plan Commission confirmed the size of the parcel was not an issue, the use is compatible, the location of the use on the property is not a concern, traffic safety should not be a problem, it is a suitable additional use, there are no negative impacts on the environment known of, concerns with impacts on the neighbors were discussed and guest rules will be posted to help address these concerns, and it would not impede the normal development. The Common Council adopts these findings.

Appeal rights for applicant and other aggrieved persons:

Within 30 days of the decision date, a written appeal, including the reasons for the appeal, must be received by the City Clerk. The appeal process will follow the procedure outlined in 13-1-7-23 of the zoning ordinance.

\_\_\_\_\_  
Sheryl Oksimowicz and Radoslaw Oksimowicz

\_\_\_\_\_  
Date

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 2018, the above-named Sheryl and Radoslaw Oksimowicz, to me known to be the person who executed for the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
Notary Public, Bayfield County, Wisconsin

My commission expires: \_\_\_\_\_



\_\_\_\_\_  
Richard Avol, Mayor  
City of Washburn

\_\_\_\_\_  
Date

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 2018, the above-named Richard Avol, known to be the person who executed for the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
Notary Public, Bayfield County, Wisconsin

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
Scott J. Kluver, Zoning Administrator  
City of Washburn

\_\_\_\_\_  
Date

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 2018, the above-named Scott J. Kluver, known to be the person who executed for the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
Notary Public, Bayfield County, Wisconsin

My commission expires: \_\_\_\_\_



September 4<sup>th</sup>, 2018

City of Washburn Zoning Department,

I am asking for a conditional use permit in order to rent my vacation home at 614 3<sup>rd</sup> Ave E to other vacationers wishing to visit Washburn. This would be considered a Tourist Rooming House with 1 keyed unit (entire home) sleeping about 6 people. No changes to the home, interior or exterior, would be required for this. The agent is Ronald Bonczyk at 303 E 6<sup>th</sup> Street, Washburn (715) 812-1055. Please let me know if I have left out any information. Thank you for your consideration.

Sheryl Oksimowicz

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



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

**APPLICATION FOR CONDITIONAL USE PERMIT**  
(Zoning Code 13-7-51 through 62)

Name: SHERYL OKSIMOWICZ Initial Application  Amendment/Renewal

Physical and Mailing Address of Applicant: 146 W 850 N, VALPARAISO IN 46385

Telephone Number: (219) 615-1144 E-mail: SOKSIMOWICZ@gmail.com

Address/Description of Permit Property: 614 N 3RD AVE E, WASHBURN WI 54891

Requested Conditional Use: VACATION RENTAL Zoning District: 1

*Applicant shall submit a letter detailing the desired use, along with a scaled site plan of the property if new construction is involved.*

*It is the responsibility of the applicant to provide the name and address (both physical and mailing) of property owners within a 150 foot radius the permit property. Please use attachments for longer lists.*

- 1. RONALD E BONCZYK (BOTH PHYSICAL & MAILING ADDRESS)  
303 E 6TH ST., WASHBURN WI 54891
- 2. SHAELYN D HILTON (BOTH PHYSICAL & MAILING)  
619 N 3RD AVE E, WASHBURN WI 54891
- 3. ANNETTE K METROPULOS (BOTH PHYSICAL & MAILING)  
311 E 6TH ST., WASHBURN WI 54891
- 4. ERIC N & MAREN H, OVERBY (BOTH PHYSICAL & MAIL)  
229 E 6TH ST, WASHBURN WI 54891
- 5. NONNIE M CLARK LE (BOTH PHYSICAL & MAILING)  
713 N 3RD AVE E, WASHBURN WI 54891

**APPLICATION FOR CONDITIONAL USE PERMIT --- Page 2**

*I have read municipal code 13-7-52 through 62 as presented to me upon application and understand the process related to the issuance of a Conditional Use Permit. I also understand that I may be required to submit supplemental information as may be required elsewhere in the zoning code for my particular request.*

Application Signature: Sheryl Okimowicz Date: 9-4-18

**Filing Fee:** *A \$150 filing fee is due at the time of submitting the application. A receipt of the fee payment shall be attached to this application form and shall serve as the application submission date.*

**OFFICE USE ONLY**

Date of Review Completed by Zoning Administrator: \_\_\_\_\_

Date of Public Hearing: \_\_\_\_\_

Dates of Publication/Mailing: \_\_\_\_\_

Recommendation of Plan Commission: \_\_\_\_\_

Approval by Council: \_\_\_\_\_

6) ECO HABITAT, LLC

- VAUGHNS DIVISION OF WASHBURN

NE 50' OF LOT 3 BLOCK 9 V.1094 P.115

52280 HARVEST DR, SOUTH BEND IN 46637 (MAILING)

- 7) HOUSING AUTHORITY OF WASHBURN

330 E 7TH ST, WASHBURN WI 54891 (PHYSICAL)

420 E 3RD ST #1, WASHBURN WI 54891 (MAILING)

- 8) PAUL F & CHERYL ASCHENBAUER

403 E 6TH ST, WASHBURN WI 54891 (PHYSICAL + MAIL)

- 9) MICHAEL J MALCHESKI

303 E 7TH ST, WASHBURN WI 54891 (PHYSICAL)

3564 SOUTHRIDGE RD, DE PERE WI 54115-7695 (MAILING)

- 10) JOSEPH & MARY E BODINE (PHYSICAL & MAILING)

305 E 7TH ST WASHBURN, WI 54891

- 11) THEODORE R & LORI LEE, CHANEY (PHYSICAL & MAILING)

327 E 7TH ST, WASHBURN WI 54891

- 12) WILLIAM C & RACHEL L, DUNHAM (PHYSICAL + MAIL)

331 E 7TH ST, WASHBURN WI 54891

13) Matthew S. Lorenson, 326 E 8th St. Washburn

~~THE END~~

**CITY OF WASHBURN**

PO BOX 638  
WASHBURN, WI 54891

Receipt Nbr: 26975  
Date: 9/05/2018  
Check

RECEIVED FROM SHERYL OKSIMOWICZ \$150.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	Account Nbr: 100-00-44400-000-000 ZONING PERMITS CONDITIONAL USE APP FEE - OKSIMOWICZ	150.00

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TOTAL RECEIVED 150.00

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Receipt Memo: CONDITIONAL USE APP FEE-OKSIMOWICZ

**washburnadmin@cityofwashburn.org**

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**From:** Michael Malcheski <mjmalcheski2016@gmail.com>  
**Sent:** Tuesday, October 9, 2018 9:57 AM  
**To:** washburnadmin@cityofwashburn.org  
**Subject:** Sheryl Oksimowicz, Public Hearing

Scott-I will not be able to make the Public Hearing on this Conditional Use Permit application.

I have spoken with Sheryl and discussed her plan of operation and time frames, maintenance, renter approval process, billing, Room and Sales Tax liability and payment, legal structure of her venture, and my experience with Air B&B, short term rentals here in Ashwaubenon. We had a good conversation and I have no opposition at this time to granting of the Conditional Use Permit.

I also discussed with her the current legislature's action on the Conditional Use process as she was unaware of this.

Michael J. Malcheski  
3564 S. Ridge Road  
Ashwaubenon, WI 54115-7695  
[mjmalcheski2016@gmail.com](mailto:mjmalcheski2016@gmail.com)  
920-664-2700

exceed 4 years. In the event the Common Council rescinds an approval, the Common Council shall at that time reclassify undeveloped lands in the district based on the zoning regulations in effect at that time. Developed portions of the planned development district may either be allowed to retain the planned development district designation or reclassified based on the zoning regulations in effect at that time.

**7-38 to 7-50 Reserved**

**DIVISION 3  
CONDITIONAL USE**

**Sections**

7-51	Generally	7-58	Staff report content
7-52	Applicability	7-59	Content of decision document
7-53	Initiation	7-60	Effect of approval
7-54	Review procedure	7-61	Expiration of an approval
7-55	Basis of decision	7-62	Amendment of an approved conditional use
7-56	Imposition of conditions		
7-57	Application form and content		

**7-51 Generally**

Although each zoning district is primarily intended for a predominant type of land use, there are a number of uses that may be appropriate under certain conditions. These are referred to as conditional uses. This division describes the requirements and procedures for reviewing a conditional use, including an amendment of an approved conditional use.

**7-52 Applicability**

Those land uses designated as conditional uses in the land-use matrix (Exhibit 8-1) must comply with the requirements in this division.

**7-53 Initiation**

The owner of the subject property may submit an application for the establishment of a conditional use.

**7-54 Review procedure**

The general steps outlined below shall be used in the review of an application for a conditional use.

- (1) **Pre-submittal meeting.** Before submitting an application, the applicant or the applicant's agent shall meet with the zoning administrator to review (i) applicable regulations and procedures, (ii) applicable sections of the City's comprehensive plan, and (iii) the proposal. Upon request, the zoning administrator may waive the requirement to hold a pre-submittal meeting when he or she determines such meeting is not necessary given the nature of the project and/or the extent to which the applicant understands the City's zoning requirements.
- (2) **Submittal of application materials.** The applicant shall submit a completed application and other required materials to the zoning administrator along with the application fee as may be established by the Common Council.
- (3) **Staff review.** Within 30 calendar days of submittal, the zoning administrator shall either schedule a date for the public hearing with the Plan Commission allowing for proper public notice or make a determination that the application is incomplete and notify the applicant of any deficiencies. If the application is incomplete, the applicant has 3 months to complete the application or forfeit the application fee. The zoning administrator shall take no further steps to process the application until the deficiencies are remedied. The incomplete application shall be retained as a public record.

- (4) **Special notice to Department of Natural Resources.** If the application relates to the floodplain regulations in this chapter, the zoning administrator shall send a copy of the application and public hearing notice to the regional office of the Wisconsin Department of Natural Resources at least 10 calendar days before the date of the public hearing.
- (5) **General notice.** Consistent with Division 2 of Article 6, the zoning administrator shall provide for a class 2 public notice, property owner notice, and meeting agenda notice.
- (6) **Staff report preparation and distribution.** The zoning administrator shall prepare a written staff report as described in this division and provide a copy of it to each member of the Plan Commission, the applicant, and any other interested person upon request.
- (7) **Public hearing.** Allowing for proper notice, the Plan Commission shall conduct a public hearing to review the application consistent with Division 3 of Article 6. Prior to the close of the public hearing, the applicant or the Plan Commission may request a continuance consistent with Division 3 of Article 6. If a continuance is granted, the Plan Commission may direct the zoning administrator to conduct additional research.
- (8) **Staff follow-up.** If the Plan Commission does not render a decision immediately following the public hearing, the Plan Commission may direct the zoning administrator to prepare a preliminary decision document.
- (9) **Recommendation.** After considering all of the information submitted by the applicant, public comments received at the public hearing, and the staff report, the Plan Commission, no more than 40 calendar days after the public hearing, shall make a recommendation to the Common Council based on the decision criteria contained in this division to (i) approve the conditional use, (ii) approve the conditional use with conditions, or (iii) deny the conditional use.
- (10) **Transmittal of recommendation.** If the Plan Commission action is favorable, the zoning administrator shall prepare a draft decision document effectuating its determination. If the Plan Commission action is not favorable, the Plan Commission shall report its determination to the Common Council including its reasons for denial.
- (11) **General notice.** Consistent with Division 2 of Article 6, the zoning administrator shall place the matter on the meeting agenda of the Common Council.
- (12) **Common Council meeting.** Allowing for proper notice, the Common Council shall consider the application at a regular or special meeting.
- (13) **Decision.** After considering all of the information submitted by the applicant, public comments received at the public hearing, the staff report, and the Plan Commission's recommendation, the Common Council shall make a decision based on the decision criteria contained in this division to (i) approve the conditional use, (ii) approve the conditional use with conditions, or (iii) deny the conditional use. If an applicant for a conditional use permit meets or agrees to meet all of the requirements and conditions specified in this chapter or imposed by the city, the city shall grant the conditional use permit. The applicant must demonstrate by substantial evidence that the application and all requirements and conditions established by the city are or shall be satisfied. The decision to approve or deny the permit must be based on substantial evidence.
- (14) **Preparation of final decision document.** Based on the action of the Common Council, the zoning administrator shall prepare a final decision document consistent with this division.
- (15) **Applicant notification.** Within a reasonable time following the Common Council's decision, the zoning administrator shall mail the decision document to the applicant by regular mail.
- (16) **Notification to Department of Natural Resources.** If the application relates to the floodplain regulations in this chapter, the zoning administrator shall mail a copy of the decision document to the regional office of the Wisconsin Department of Natural Resources within 10 calendar days of the date of decision.
- (17) **Acceptance by property owner.** If the application is approved, the property owner shall sign the decision document to acknowledge the terms of the approval and return the same to the zoning administrator within 6 months of the decision. Prior to the expiration of the previously specified time period, the property owner may submit a petition to the City Clerk requesting an extension and the Common Council may, with cause, extend the period within which the decision document must be signed. If the signed decision document is not returned within the initial or extended time period, if any, the decision shall become null and void without any further action by the City. The decision document

shall only become effective when all required signatures have been obtained and the original signature copy is returned to the zoning administrator.

- (18) **Public record copy.** A duplicate copy of the decision document shall be retained as a public record.
- (19) **Recording of decision document.** If the property owner returns the decision document within the required time period with the required signatures, the zoning administrator shall record the decision document against the subject property in the office of the Bayfield County register of deeds.
- (20) **Administrative steps.** If the conditional use is approved and the zoning administrator has created a map showing conditional uses, the zoning administrator shall add the conditional use to that map.

Amendment(s):

- 1. Ordinance 18-001, adopted April 9, 2018

### 7-55 Basis of decision

(a) **Generally.** When reviewing conditional uses other than nonconforming conditional uses, the Plan Commission in making its recommendation and the Common Council in making its decision shall consider the following factors:

- (1) the size of the parcel on which the proposed use will occur;
- (2) the presence of and compatibility with other uses on the subject property, if any;
- (3) the location of the proposed use on the subject property (e.g., proximity of the proposed use to other existing or potential land uses);
- (4) effects of the proposed use on traffic safety and efficiency and pedestrian circulation, both on-site and off-site;
- (5) the suitability of the subject property for the proposed use;
- (6) effects of the proposed use on the natural environment;
- (7) effects of the proposed use on surrounding properties, including operational considerations relating to hours of operation and creation of potential nuisances;
- (8) effects of the proposed use on the normal and orderly development and improvement of the surrounding property for uses permitted in the zoning district and adjoining districts; and
- (9) any other factor that relates to the purposes of this chapter set forth in s. 1-5 or as allowed by state law.

(b) **Nonconforming conditional uses.** When reviewing nonconforming conditional uses, the Plan Commission in making its recommendation and the Common Council in making its decision shall make the following determinations:

- (1) The nonconforming use will not be adverse to the public health, safety, or welfare.
- (2) The nonconforming use is in keeping with the spirit and intent of this chapter.
- (3) The nonconforming use would not be otherwise detrimental to the area and in particular the surrounding properties.

The Common Council shall grant approval for a nonconforming conditional use only if the council can make an affirmative finding for all of the criteria listed in this subsection.

(c) "Substantial evidence" as used in this Article means facts and information, other than mere personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion.

Amendment(s):

- 1. Ordinance 18-001, adopted April 9, 2018

**7-56 Imposition of conditions**

(a) **Generally.** The Plan Commission may recommend and the Common Council may impose one or more conditions of approval as may be necessary to grant approval. Such conditions and restrictions may relate to the establishment, location, construction, maintenance, operation of the use, off-site impacts, and any other aspect of the use that impacts the public health, safety, or general welfare. Conditions as to the permit's duration, transfer, or renewal may also be included. All conditions must be reasonable and, to the extent practicable, measurable. Any condition imposed must be related to the purpose of the evidence and be based on substantial evidence.

(b) **Condition may not lessen any requirement.** A condition of approval shall not lessen a development standard or other requirement contained in this chapter.

(c) **Special consideration for solar panels.** In those instances where a solar panel is classified as a conditional use, the reviewing authority may impose one or more conditions of approval, provided the condition satisfies one of the following:

- (1) The condition serves to preserve or protect the public health or safety.
- (2) The condition does not significantly increase the cost of the system or significantly decrease its efficiency.
- (3) The condition allows for an alternative system of comparable cost and efficiency.<sup>5</sup>

(d) **Effect on contracts with another party.** The Common Council shall not condition or withhold approval based upon the property owner entering into a contract or discontinuing, modifying, extending, or renewing any contract, with a third party under which the third party is engaging in a lawful use of the property.<sup>7</sup>

(e) **Special condition for business as property owner.** As a condition of approval of a conditional use, the property owner if it is a business entity, such as a limited liability company or a corporation, shall for the life of the conditional use continuously maintain a registered office and registered agent in the state of Wisconsin as evidenced by registration with the Wisconsin Department of Financial Institutions.

Amendment(s):

1. Ordinance 18-001, adopted April 9, 2018

**7-57 Application form and content**

The application submittal shall include an application form as may be used by the City and a project map prepared at an appropriate scale depicting the information listed in Appendix A.

**7-58 Staff report content**

The staff report shall contain preliminary findings for the decision criteria listed in this division and other information deemed appropriate.

**7-59 Content of decision document**

(a) **Approval.** If the application for a conditional use is approved, the decision document shall include the following:

- (1) a statement that the application is approved,
- (2) a description of the conditional use,
- (3) a description of where the conditional use will occur on the property,
- (4) reasons for the decision based on the criteria listed in this division,
- (5) a list of conditions of approval that must be satisfied prior to the establishment of the conditional use or complied with during the life of the conditional use, or both,

<sup>5</sup> Commentary: See s. 66.0401 (1m), Wis. Stats.

<sup>7</sup> Commentary: See s. 62.23(7) (gm), Wis. Stats. The City, for example, could not require an applicant to terminate an existing contract with another party that is engaged in a lawful use of the property.

- (6) a statement indicating that the property owner must sign the decision document and return it to the zoning administrator to acknowledge acceptance of the same,
- (7) a statement that the applicant may appeal the decision to the Zoning Board of Appeals,
- (8) a statement that an aggrieved person, other than the applicant, may appeal the decision and that any work done by the applicant as authorized by the approval is done at the applicant's risk,
- (9) a statement indicating the nature of the approval (i.e., personal to the property owner or runs with the land),
- (10) other information the Common Council or zoning administrator deems appropriate,
- (11) the signature of the zoning administrator on behalf of the Common Council, and
- (12) the date of the decision.

(b) **Denial.** If the application for a conditional use is denied, the decision document shall include the following:

- (1) a statement that the application is denied,
- (2) a description of the project, including acreage and proposed use characteristics,
- (3) reasons for the decision based on the criteria listed in this division,
- (4) a statement indicating that the denial does not limit the applicant's ability to resubmit a revised application for consideration,
- (5) a statement that the decision may be appealed as provided for in this division,
- (6) other information the Common Council or zoning administrator deems appropriate,
- (7) the signature of the zoning administrator on behalf of the Common Council, and
- (8) the date of the decision.

#### **7-60 Effect of approval**

Unless otherwise specified in the conditional use order, approvals are personal to the property owner meaning the approval automatically lapses when the property owner ceases to own the property.

#### **7-61 Expiration of an approval**

(a) **Non-establishment of use.** If the zoning administrator determines that substantial work as authorized by a conditional use approval did not commence within 12 months of the date of approval or if substantial work did commence within 12 months of the date of approval but has not continued in good faith to completion, he or she shall initiate the process to terminate the approval pursuant to Division 18 of this article. Upon written petition and with cause, the zoning administrator may grant a one-time extension not to exceed 6 months provided (i) the permit holder requests the extension prior to the expiration of the approval, (ii) the permit holder clearly demonstrates that circumstances beyond his or her control prevented the start of construction and the continuation of the same, and (iii) the project complies with this chapter in effect at the time the extension is granted.

(b) **Cessation of use.** If the zoning administrator determines that a conditional use has ceased to operate for any reason, whether intentional or otherwise, for more than 12 continuous months, he or she shall initiate the process to terminate the approval pursuant to Division 18 of this article.

#### **7-62 Amendment of an approved conditional use**

Following approval of a conditional use, the Plan Commission shall review all proposed changes to the approval. If in the opinion of the Plan Commission, the proposed change constitutes a minor alteration, the Plan Commission may approve the requested change in writing at a regular or special meeting of the Plan Commission without following the review procedure in this division. If the proposed change constitutes a major alteration, the review procedure in effect at the time of submittal shall be followed.

#### **7-63 to 7-70 Reserved**

**washburnadmin@cityofwashburn.org**

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**From:** Michael Malcheski <mjmalcheski2016@gmail.com>  
**Sent:** Tuesday, October 9, 2018 9:57 AM  
**To:** washburnadmin@cityofwashburn.org  
**Subject:** Sheryl Oksimowicz, Public Hearing

Scott-I will not be able to make the Public Hearing on this Conditional Use Permit application.

I have spoken with Sheryl and discussed her plan of operation and time frames, maintenance, renter approval process, billing, Room and Sales Tax liability and payment, legal structure of her venture, and my experience with Air B&B, short term rentals here in Ashwaubenon. We had a good conversation and I have no opposition at this time to granting of the Conditional Use Permit.

I also discussed with her the current legislature's action on the Conditional Use process as she was unaware of this.

Michael J. Malcheski  
3564 S. Ridge Road  
Ashwaubenon, WI 54115-7695  
[mjmalcheski2016@gmail.com](mailto:mjmalcheski2016@gmail.com)  
920-664-2700

**washburnadmin@cityofwashburn.org**

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**From:** Mary Bodine <Chequamegon21@outlook.com>  
**Sent:** Thursday, October 18, 2018 1:35 PM  
**To:** washburnadmin@cityofwashburn.org  
**Subject:** Oksimowicz conditional use permit application comments

Hello Scott,

Below please find our comments regarding the above mentioned conditional use permit application:

In general, we are not completely opposed to the request to operate a Tourist Rooming House at 614 3<sup>rd</sup> Ave East. However, we have concerns in regard to how the management of the Rooming House will impact our property and our lives.

We are located directly across the street from this property. It is our understanding that there will not be a person onsite in charge of managing/supervising the property/guests as it is being rented. Lack of supervision can lead to thoughtless behavior by those who have no vested interest in the neighborhood or community and are here solely as transient vacationers. While we understand the need to provide more options for accommodations, we invested in our home because it was located on a dead end street, in a quiet residential neighborhood.

We request that the language of the conditional use permit contain a clause to allow termination of the permit if the landowners are not adequately addressing poor behavior exhibited by the guests. We also request contact information for the manager of the property in case we need to voice a complaint or concern.

Thank you for the opportunity to provide comment.

Jason and Mary Bodine  
305 East 7<sup>th</sup> Street

Sent from Mail for Windows 10

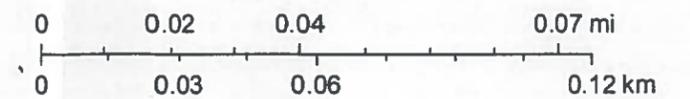
# Bayfield County Web AppBuilder



9/18/2018, 9:57:48 AM

-  Override 1
-  Tie Lines
-  Red Cliff Reservation Boundary
-  Meander Lines
-  All Roads
-  Ashland Co Parcels
-  Approximate Parcel Boundary
-  Federal
-  Douglas Co Parcels
-  Section Lines
-  State
-  Rivers
-  Government Lot
-  County

1:1,566



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3

**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 <sup>SEK</sup>  
Re: Alley Vacating Request Block 6 of Vaughn and Austrian Addition to the Townsite of Washburn, adjacent to Lots 19 and 20  
Date: November 2, 2018

Enclosed you will find a request to vacate the remainder of the alley in Block 6 of the Vaughn and Austrian Addition to the Townsite of Washburn. The petitioner was in the process of selling her house (Lot 19) when she ran into issues with the title company. As you can see on the map, the garage is encroaching on neighboring properties and is on the City alley.

Know that the existing garage was placed at that location many decades ago. In 1980, the church requested that the alley be vacated. That was done except for the portions adjacent to two lots subject to this petition. The then property owner of the house objected to completely vacating the alley because it would have cut off legal access to the garage. Unfortunately, they did not address the encroachment issue at the time and under today's standards, this is a red flag for the title company. Documentation from the 1980 vacating has been included for reference.

I have no objection to vacating the rest of the alley at this location as long as the access issue is addressed. My understanding is that the petitioner and the church are in negotiation for the sale of Lot 20 which would satisfy the access issue. This would need to be done before final approval of the vacating would be given. The encroachment issue will not be the City's concern.

At this time, a copy of the recorded petition of the intent to vacate is outstanding; however, I will be working with the petitioner to get this done. In addition, there are power lines in the area, so utility easements will need to be maintained for this vacating in the final resolution.

If the Council is receptive to this vacating request, the matter should be referred to the Plan Commission and authorization to publish the public hearing notice should be given. Please let me know if you have any questions on this request.

PETITION FOR VACATION OF ALLEY(S) OR STREET(S)  
CITY OF WASHBURN, WISCONSIN

To: Mayor, Common Council and City Plan Commission of the City of Washburn, WI 54891

I (We), the undersigned, do hereby petition the City of Washburn to vacate (give street name or general location of street alley):

remaining 80ft. that was not vacated in 1980 when  
partial vacation done from Washington Ave. west 7th St. to 3rd Ave.  
west.

IN SUPPORT THEREOF, the following facts are hereby presented:

1. THERE IS ATTACHED a sketch or copy of the plat of the area which depicts the requested vacation. (Map showing the vacation must agree with legal description of property listed in #2 below).

2. The property abutting the proposed vacation is legally described as:

St. Louis Cath. Church lots # 1, 2, & 20 Vaughn and Austrian addition  
to town site of Washburn block 6 and vol. 773 pg. 238 1503.

Stephanie Arntsen lot # 19 Vaughn and Austrian addition to town site  
of Washburn block 6 and vol. 773 pg. 238 1503

3. Abutting property owner(s) and mailing addresses (see #2 Procedures for Vacation):

1. St. Louis Catholic Church 713 Washington Ave.  
Washburn, WI 54891

2.

3.

4.

5.

4. For all vacations other than unpaved alleys: Property owner(s) and mailing addresses for at least 1/3 of the 2650 feet from each end of the section of road to be vacated (see #2 Procedures for Vacation):

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 6. \_\_\_\_\_

5. The undersigned petitioner(s) hereby agree to accept said property described above and shown on the attached sketch or plat, subject to conditions set forth by the City Council and City zoning regulations and including, but not limited to, the right of the City of Washburn and/or utility companies to retain any easement, drainageway, or floodplain land for the purpose of maintaining, conducting or constructing any required existing or future services or facilities on said easement which would serve or protect the public.

6. That the facts presented herein and attached hereto are true and correct to the best of my (our) knowledge.

Submitted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**CIRCULATOR OF THIS PETITION:**

Stephanie Arntsen  
(Signature)

Please Print Below:

Stephanie Arntsen  
Name of Petitioner  
227 W. 7th St. Washburn, WI 54891  
Address  
715-209-3010  
Telephone

STATUS (Check Below):

Property Owner      \_\_\_\_\_ Option Holder      \_\_\_\_\_ Owner's Authorized Agent  
\_\_\_\_\_  
Contract Purchaser

CO-PETITIONER (If Any):

Rev. Kevin M Gordon  
Signature

Please Print Below:

Rev. Kevin Gordon  
Name

ST. LOUIS Church, PO BX 70, Washburn, WI 54891  
Address

715-373-2676  
Telephone



**FEES:**

\$250 minimum for an alley; \$400 minimum for a street - due on filing; non-refundable.

**SUBMIT MINIMUM FEE WITH PETITION.** (Details regarding fees and the balance due, if any, are found in "Procedures for Vacation" which is given to the applicant with the petition).

**SUBMIT ALL ATTACHMENTS. FAILURE TO DO SO MAY RESULT IN THE PETITION BEING DELAYED OR RETURNED.** COMPLETED PETITIONS SHOULD BE RETURNED TO THE CITY CLERK, CITY HALL, 119 WASHINGTON AVENUE, WASHBURN, WI 54891. TELEPHONE #715-373-6160 Ext. 4 WITH QUESTIONS.

ERROR - TT 326875

Should be (3rd  
THIRD)

Avenue West,

not (5th)

Fifth as  
typed

336893

REGISTERS OFFICE } S.S.  
Bayfield County Wis.

RECORDED AT 3:20 P.M.

ON NOV 14 1980 IN

Vol. 346 of Rec. Page 12

CERTIFICATE

Otto Korpela

REGISTER OF DEEDS

This is to certify that the Common Council of the City of Washburn, meeting in regular session on the 13th day of October, 1980, vacated all of the alley in Block Six (6), Vaughn & Austrian's Addition to the City of Washburn, between Fifth Avenue West and Washington Avenue, except the West 80 feet.

Dated this 10th day of November, 1980.

Wayne O. Lowe, Sr.  
Wayne O. Lowe, Sr., City Clerk

CITY OF WASHBURN

NOV 14 1980

**CITY OF WASHBURN**

PO BOX 638

WASHBURN, WI 54891

Receipt Nbr: 27227

Date: 11/01/2018

Check

RECEIVED  
FROM

STEPHANIE ARNTSEN

\$250.00

**Type of Payment**

Accounting

**Description**

VACATING FEES

VACATING APPLICATION-ARNTSEN

**Amount**

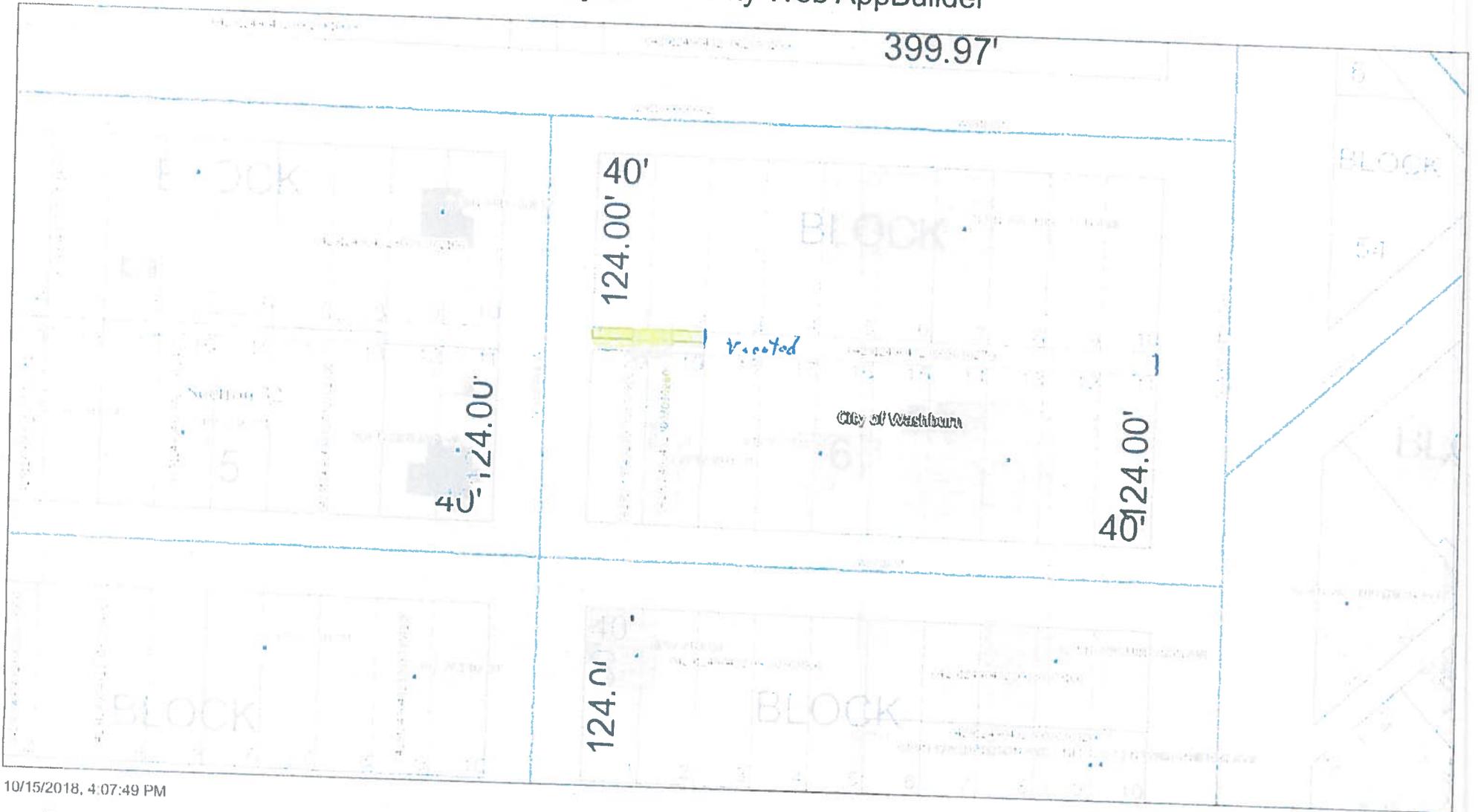
250.00

TOTAL RECEIVED

250.00

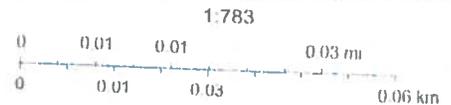
Stephanie Arntsen  
 227 W. 7th St.  
 715 209-3010

Bayfield County Web AppBuilder



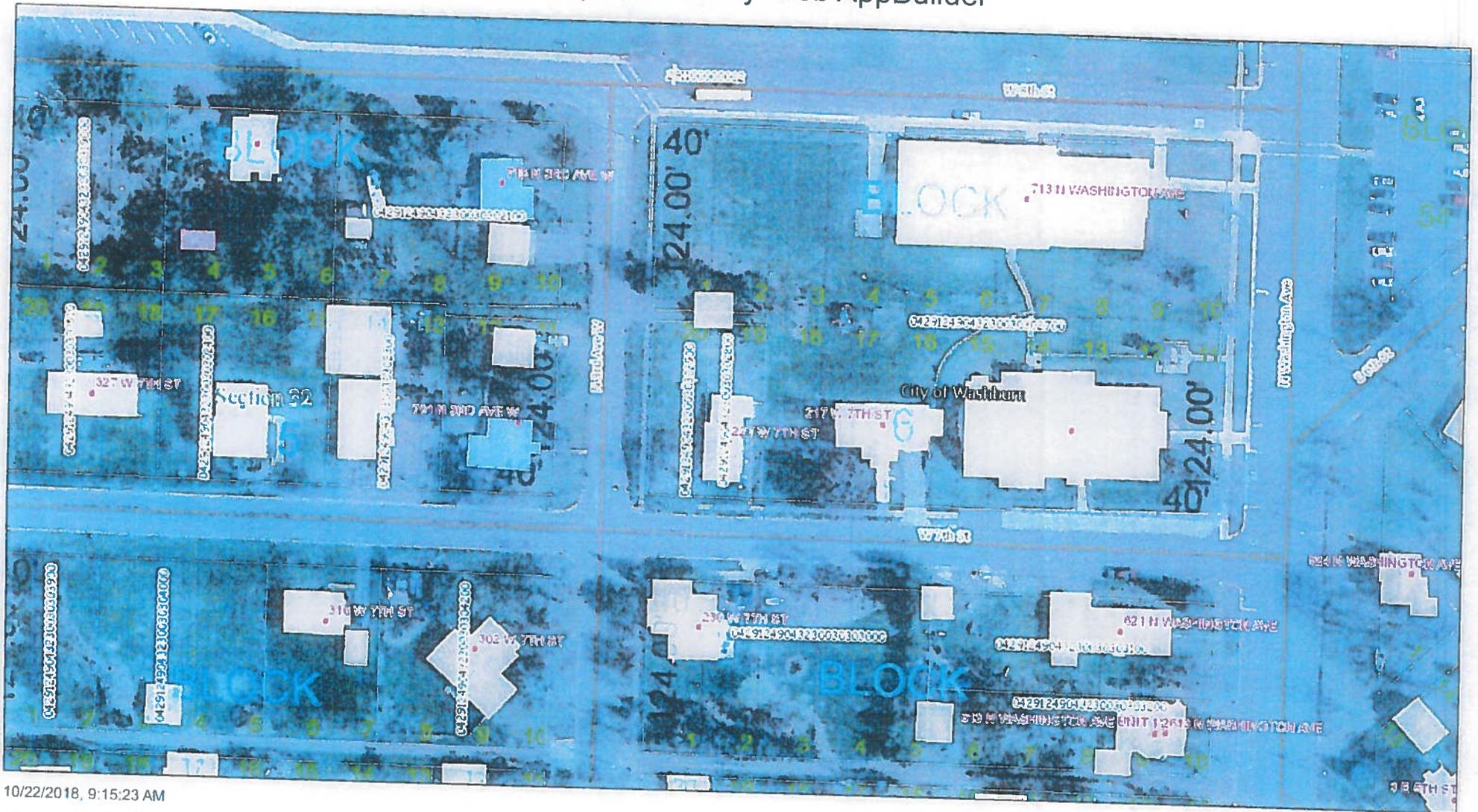
10/15/2018, 4:07:49 PM

- |   |  |  |   |   |
|---|--|--|---|---|
| <ul style="list-style-type: none"> <li>Ashtabula Co Parcels</li> <li>Douglas Co Parcels</li> <li>Rivers</li> <li>Lakes</li> <li>Tie Lines</li> <li>Mound Lines</li> </ul> | <ul style="list-style-type: none"> <li>Approximate Parcel Boundary</li> <li>Section Lines</li> <li>Government Lot</li> <li>Municipal Boundary</li> <li>Red Cliff Reservation Boundary</li> </ul> | <ul style="list-style-type: none"> <li>All Roads</li> <li>Federal Survey Maps</li> <li>State</li> <li>County</li> <li>Town</li> <li>CFR</li> </ul> | <ul style="list-style-type: none"> <li>Private</li> <li>UnRecorded Map</li> <li>Recorded Map</li> <li>Corner Tie Sheets</li> <li>Section Corner Monument on File</li> <li>Section Corner Monument Referenced on Survey</li> </ul> | <ul style="list-style-type: none"> <li>Building Footprint Outline 2000-2015</li> <li>Changed</li> <li>Demolished</li> <li>Existing</li> <li>New</li> <li>Unknown</li> </ul> |
|---|--|--|---|---|



Bayfield County Land Records

# Bayfield County Web AppBuilder



10/22/2018, 9:15:23 AM

- |                    |                                |           |  |
|--------------------|--------------------------------|-----------|--|
| Ashland Co Parcels | Approximate Parcel Boundary    | All Roads | Private                                      |
| Douglas Co Parcels | Section Lines                  | Federal   | Survey Maps                                  |
| Rivers             | Government Lot                 | State     | UnRecorded Map                               |
| Lakes              | Municipal Boundary             | County    | Recorded Map                                 |
| Tie Lines          | Red Cliff Reservation Boundary | Town      | Corner Tie Sheets                            |
| Metairie Lakes     |                                | CFR       | Section Corner Monument on File              |
|                    |                                |           | Section Corner Monument Referenced on Survey |

- Building Footprint Outline 2009-2015
- Changed
  - Demolished
  - Existing
  - New
  - UNKNOWN

1:783



JULY 28, 1980 PLANNING COMMISSION PROCEEDINGS

Monday Evening, 6:00 P.M., City Hall Building

Present:

Commission Board Members

James P. Mattson	Mayor
Mark A. Landeragan	Alderman - City Council Liaison
Glenn O. Holman	
Dennis L. Bachand	
C. Gale Nemeec	

Municipal Personnel

Wayne O. Lowe, Sr.	City Clerk
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Noted Absent:

Commission Board Members

Eugene E. Anderson	Park Committee Chairman
Thomas D. Embertson	

On roll call by the Clerk, a quorum recognized on hand, the Mayor called the session to order, the agenda as follows:

- 1) Mayor Mattson explained action as in progress toward amending the Zoning Ordinance to provide for a zero lot line clearance allowing future construction of twin homes, the City Attorney was drafting the zoning modification, the Commission was cognizant of the issue.
- 2) The Mayor gave a brief resume on the transit bus line proposal between the Red Cliff and Odanah Reservations as under study by the Wisconsin Department of Transportation, with the various communities in between having to absorb a portion of the cost attributed to miles of travel within the respective districts, a public hearing on the matter scheduled by said state agency on the 31st of July, City representation will attend stated assembly. Notation made that as of this date, the issue was not clear as to the aspects of the bus transit line, resulting in a negative point of view from the municipality.
- 3) 7/8/80 communication directed to the Clerk's attention by the City Attorney reviewed, which pertained to clarification of the state's uniform dwelling code; a general discussion on the matter held, the issue remains pending.
- 4) 7/11/80 correspondence from the Bayfield County Housing Authority scrutinized, which expressed data relating to municipal revenue derived in lieu of taxes for their housing units within the City of Washburn, the basis concern was the eventual locating of other suitable building sites at such time a request is made of the Governing Body for stated consideration, notation made that a waiting list to occupy the housing units is already in existence.
- 5) 6/25/80 letter from the local St. Louis Catholic Congregation Pastor acknowledged, which requested an alley vacating through Block 6 in the Vaughn & Austrian's Addition to the Townsite of Washburn, between 3rd Avenue West & Washington Avenue, between 7th & 8th Streets West. The issue has been advertised, calling for a 9/8/80 public hearing on the matter. Also noted was 7/16/80 communication written to Mr. & Mrs. John Rodkewich, the only other property owners in said block, requesting their opinion on the subject by verbal acknowledgement to the Clerk, stated property owners indicated having no objection to the vacating proposal.
- 6) A note written to the Board by Mr. John Mydel, 4217 Washburn Avenue South, Minneapolis, Minnesota, 55410, telephone #612/925-3558, acknowledged, which requested a building permit to construct a 12 x 18 cabin as interim lodging while constructing a home, valuation of the one room structure estimated at a figure of \$1,000.00, 160 square feet on Lots 1 & 2 less Highway 13 portion as described in Volume 277, page 291, parcel 2156, Spring Brook Addition to the Townsite of Washburn, Agricultural District.
- 7) Alderman Landeragan mentioned receiving a request for a traffic control sign at the intersection of 3rd Avenue West & 5th Street, the matter will be referred to the Street Department for a recommendation to the City Council as a whole.
- 8) A general discussion held on property needing clean-up attention as owned by John & Nona Anderson, Lot 8, Block 25 of the Original Townsite, Southwest corner of the 4th Street & 4th Avenue intersection.

ACKNOWLEDGEMENT OF THE ABOVE ISSUES AS FOLLOWS:

- 1) Will be submitted to the City Council for ratification.
- 2) Will be thoroughly investigated to determine whether cost justifies need.
- 3) Action awaiting legal clarification. Motion made by Holman, seconded by Nemeec, refraining from taking any action on employing a building inspector at this time, motion carried unanimously.
- 4) Preliminary investigation to be made to prepare for subject.
- 5) Motion made by Holman, seconded by Bachand, recommending to the City Council that the vacating request be granted. Motion carried by a unanimous vote.
- 6) Motion made by Bachand, seconded by Nemeec, to the effect that a state septic tank permit be acquired prior to issuance of any City building construction permit being considered. Motion carried unanimously.
- 7) Because of the schools and the local headstart program being in the immediate area, the additional traffic control sign thought to be a good idea.

JULY 28, 1980 PROCEEDINGS/CORRESPONDENCE Continued

3. The land for the housing units does not have to be purchased thru the City or the County. We can purchase from private individuals, however, it is sometimes difficult to get a large enough piece of land to accommodate the size building necessary unless you can get the cooperation of more than one property owner. In the case of the Flowing Well Apts., we were able to find three adjoining property owners who were willing to sell and, therefore, were able to get enough land on which to build our units.

I hope this information will be of help to you. If there are any further questions, please let me know.

Sincerely,

Karen L. Dickerhoff  
Executive Director

ST. LOUIS CHURCH  
703 WASHINGTON AVENUE  
WASHBURN, WISCONSIN 54891

June 25, 1980

City Council  
City of Washburn  
Washburn, Wisconsin 54891

Dear Council Members:

On behalf of the Catholic Community of St. Louis Congregation, I am requesting that the alley within Blk No. 6 between West Seventh and West Eighth Streets be vacated. It is my understanding that this has never officially been done, however, it would appear that there are buildings existing for many years on the through-way for the alley.

The vacating of the alley within this block would facilitate any future planning our congregation would have for our facilities.

Your consideration and approval of this request will be greatly appreciated by the Parish Family of Saint Louis.

With kindest regards and best wishes, I remain

Sincerely,

Reverend Brendan J. Kunda,  
Pastor

Vaughn & Austrians Addition  
Between 3rd Avenue West & Washington Avenue

CITY OF WASHBURN  
MUNICIPAL AND UTILITY  
WASHBURN, WISCONSIN 54891

July 16, 1980

Mr. & Mrs. John Rodkewich  
227 West 7th Street  
Washburn, Wisconsin 54891

Re: Alley Vacating Request  
Block 6, Vaughn & Austrian Addition to Townsite of Washburn  
Between 3rd Avenue West & Washington Avenue & Between 7th & 8th Streets West

St. Louis Congregation	Lots 1 - 18, Inclusive + Lot 20
John J. & Alice G. Rodkewich	Lot 19

Dear Mr. & Mrs. Rodkewich:

The City of Washburn has received a request, copy attached, for vacating action as stipulated above. Inasmuch as you are property owners within said Block you are being contacted to ascertain your feelings respective to issue. The matter will be referred to the 7/28/80 Planning Commission meeting and if cleared by said Board will then be subject to a 9/8/80 public hearing, the vacating proposal will also be advertised.

It would be appreciated if you would acknowledge at your early convenience.

Please contact City Attorney Robert M. Spears if legal technicalities are desired.

Very respectfully yours,

Wayne O. Lowe, Sr., City Clerk  
City of Washburn

cc: Office Dept.  
J.P.M. Mayor  
R.M.S. City Attorney  
B.J.K. Pastor

SEPTEMBER 8, 1980 COMMON COUNCIL PROCEEDINGS

Monday Evening, 7:00 P.M., City Hall Building

Present:

Full Councilor Board

Harry B. Johnson  
Richard W. Gorman  
Josephine A. McGowan  
Ellsworth O. Embertson  
Mark A. Landerqan  
Laverne R. Anderson

Municipal Personnel

James P. Mattson	Mayor
Robert M. Spears	City Attorney
Donald H. Bratley	Street Commissioner
Mary K. Fitzgerald	Park & Recreation Director
Gail L. Syverud	Senior Citizen Director
Gary W. Bratley	Chief of Police
Wayne O. Lowe, Sr.	City Clerk

The regular monthly session called to order by Mayor Mattson, attendance roll call action recorded the above City officials on hand.

Moved by Anderson, seconded by Gorman, accepting the minutes of the 8/11/80 meeting as published. Motion carried by a unanimous vote.

ALLEY VACATING HEARING: Requested 7/14/80 before the Council, reviewed & recommended 7/28/80 by Planning Commission

An application to vacate the alley in Block Six (6) of Vaughn & Austrian's Addition to the City of Washburn, located between Washington and 3rd Avenue West, between 7th and 8th Streets West, advertised 9/8/80 public input.

COMMUNICATION:

9/8/80  
City Council

I object to the alley vacation in Block 6, Vaughn and Austrian's Addition to Washburn between 3rd Avenue West and Washington Avenue.

ALICE G. RODKEWICH  
JOHN J. RODKEWICH

Mr. Rodkewich was on hand, explaining his garage was located on the alley right-of-way, said roadway now having been opened and used for travel, vacating divides the vacated portion equally between neighboring property owners, as he did not own the land on both sides of the alley meant the garage in part would be located on premises not belonging to him, thus his opposition, notation made that his garage had been so located for many years and was not the issue, respective to the location.

The alley vacating request originated from the St. Louis Church, and as the Catholic Pastor was not on hand for comment, motion made by McGowan, seconded by Embertson, tabling the matter until said clergyman could be present, the issue thus rescheduled until next month's regular monthly session, 10/13/80. Motion carried unanimously. It was possible to vacate only a portion of the alleyway, excluding the garage location on the west side. All interested parties will be notified of the deferment, the Rodkewichs, besides the church, are the only property owners in said block.

ZONING ORDINANCE AMENDMENT: 2ND READING NO. 304 Initial reading 8/11/80 Adding provision for twin lot

No persons appeared to file objection to the final adoption. Moved by Anderson, seconded by Embertson, the adoption, and on roll call being taken, the action carried by a unanimous vote. The amendment will be incorporated in the official Zoning Ordinance.

PARK TRAFFIC CONTROL ORDINANCE: 2ND READING NO. 305 Initial reading 8/11/80 Regulating Orderly Ingress and Egress Hours

An open discussion held concerning the subject to review comments expressed by various persons since the first reading advertisement. Police Chief Bratley recommended the matter be temporarily tabled for the time being so further study could be given the issue. Motion subsequently made by Gorman, seconded by Embertson, tabling the Ordinance final passing for more study, the action given roll call and carried unanimously.

The Senior Citizen Director allowed the floor; Mrs. Syverud appeared in reference to a use survey made in conjunction with the proposed transit bus route being initiated via the Wisconsin Department of Transportation between Red Cliff and Odanah. The Director was advocating the municipality to financially support the bus program and explained details of the survey along with other pertinent information relating to the bus issue, discussed at length. Audience input acknowledged by the Board. Motion made by Gorman, seconded by Embertson, to again take no action; notation made to the effect that the bus will transport passengers from the City of Washburn whether the City participates in the program or not. Motion carried by a unanimous vote.

Carol DeMars approached the table voicing a request from the Chamber of Commerce for a permit to dispense fermented malt beverages on Saturday, 9/27/80, date when the local bank was sponsoring a ten kilometer run; the beer would be for a picnic being sponsored by said Chamber after the run, approximately 12:00 P.M. through 4:00 P.M. The Chamber of Commerce representative also requested permission to use the City Hall Building for registration, same date. Motion made by Landerqan, seconded by Embertson, granting both

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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: <sup>SJK</sup> Scott J. Kluver, Administrator  
Re: Resolution on Xcel Energy Second Circuit Project  
Date: November 1, 2018

Enclosed you will find a resolution that supports the eastern route of the Xcel Energy Second Circuit Project and encourages the Public Service Commission to approve that route. Know that the Council is free to add whatever supporting language to the resolution it desires.

Please know I have no stance on this issue, and I am not recommending approval of this resolution. I have not had the time to research this issue, and I do not fully understand the implications of either option. With that, I can not make a recommendation to you. This is not a priority issue for me given our current workload, and I do not see the City of Washburn having a horse in this race. The City's interest is to have reliable electrical service, and I believe that Xcel is working to make sure that is provided.

The Council is free to take whatever stance it desires on this matter.

**COMMON COUNCIL FOR THE  
CITY OF WASHBURN, WISCONSIN**

Resolution No. 018-017

Supporting the Eastern Option of the Xcel Energy 34.5 kV Bayfield Second Circuit Project

**WHEREAS**, the Common Council of the City of Washburn desires to have reliable electrical service provided to the City of Washburn; and

**WHEREAS**, the Common Council of the City of Washburn has reviewed the options involved with the Xcel Energy 34.5 kV Bayfield Second Circuit Project; and

**WHEREAS**, the Common Council of the City of Washburn believes that the eastern route with the combined circuit is the least disruptive of the two options presented;

**NOW, THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Washburn assembled this 12<sup>th</sup> Day of November, 2018, supports the eastern route of the Xcel Energy 34.5 kV Bayfield Second Circuit Project and encourages the Public Service Commission of Wisconsin to approve this route.

Adopted by the Common Council for the City of Washburn, Wisconsin this 12<sup>th</sup> Day of November, 2018.

\_\_\_\_\_  
Richard Avol, Mayor

STATE OF WISCONSIN    )  
  )  
COUNTY OF BAYFIELD    )

I hereby certify that the foregoing resolution is a true, correct and complete copy of a Resolution #18-017 duly and regularly adopted by the Common Council for the City of Washburn on the 12<sup>th</sup> day of November, 2018 and that said resolution has not been repealed or amended, and is now in full force and effect.

\_\_\_\_\_  
Scott J. Kluver Administrator/Clerk



414 Nicollet Mall  
Minneapolis, MN 55401

1-800-895-4999  
Xcelenergy.com

October 29, 2018

Scott J. Kluver  
City Administrator/Clerk  
City of Washburn Administration/Clerk  
119 Washington Ave.  
Washburn, WI 54891

**Re: 34.5 kV Bayfield Second Circuit Project  
Bayfield County, Wisconsin**

Dear Scott J. Kluver:

Northern States Power Company – Wisconsin, an Xcel Energy Company, is proposing to construct a new approximately 20-mile-long, 34.5 kilovolt (“kV”) transmission line within Bayfield County, Wisconsin (Bayfield Second Circuit Project; “Project”). The proposed line will extend from the proposed Fish Creek substation located west of the City of Ashland, to the proposed Pikes Creek substation located west of the Town of Bayfield. The Project was identified by Xcel Energy to minimize outages in the Project area, improve system reliability, and support future electric load growth.

Xcel Energy has identified two potential routes between the proposed substations: the East Route and West Route. The East Route would be constructed as a double-circuit with an existing 34.5 kV transmission line (100-foot-wide right-of-way) and utilize a temporary bypass transmission line in a separate corridor during construction of the new line to avoid power outages. The West Route would be mainly a single-circuit line, following existing roads to the extent possible, and would utilize a 50-foot-wide right-of-way. Both routes share a common segment at the south end. The attached map depicts the Project’s routes and proposed substations. More information about the project is also available on the Project website at [XcelEnergy.com/Bayfield](http://XcelEnergy.com/Bayfield).

Xcel Energy intends to file a Certificate of Authority Application, in accordance with the Application Filing Requirements for Transmission Line and Substation projects to the Public Service Commission of Wisconsin (“PSCW”) for the Project by the end of 2018. As part of this process, Xcel Energy has conducted public meetings, including a routing workshop for interested landowners. The routes depicted here represent the two best route options based on landowner feedback, engineering constraints, and costs. The PSCW will determine which route is to be constructed.

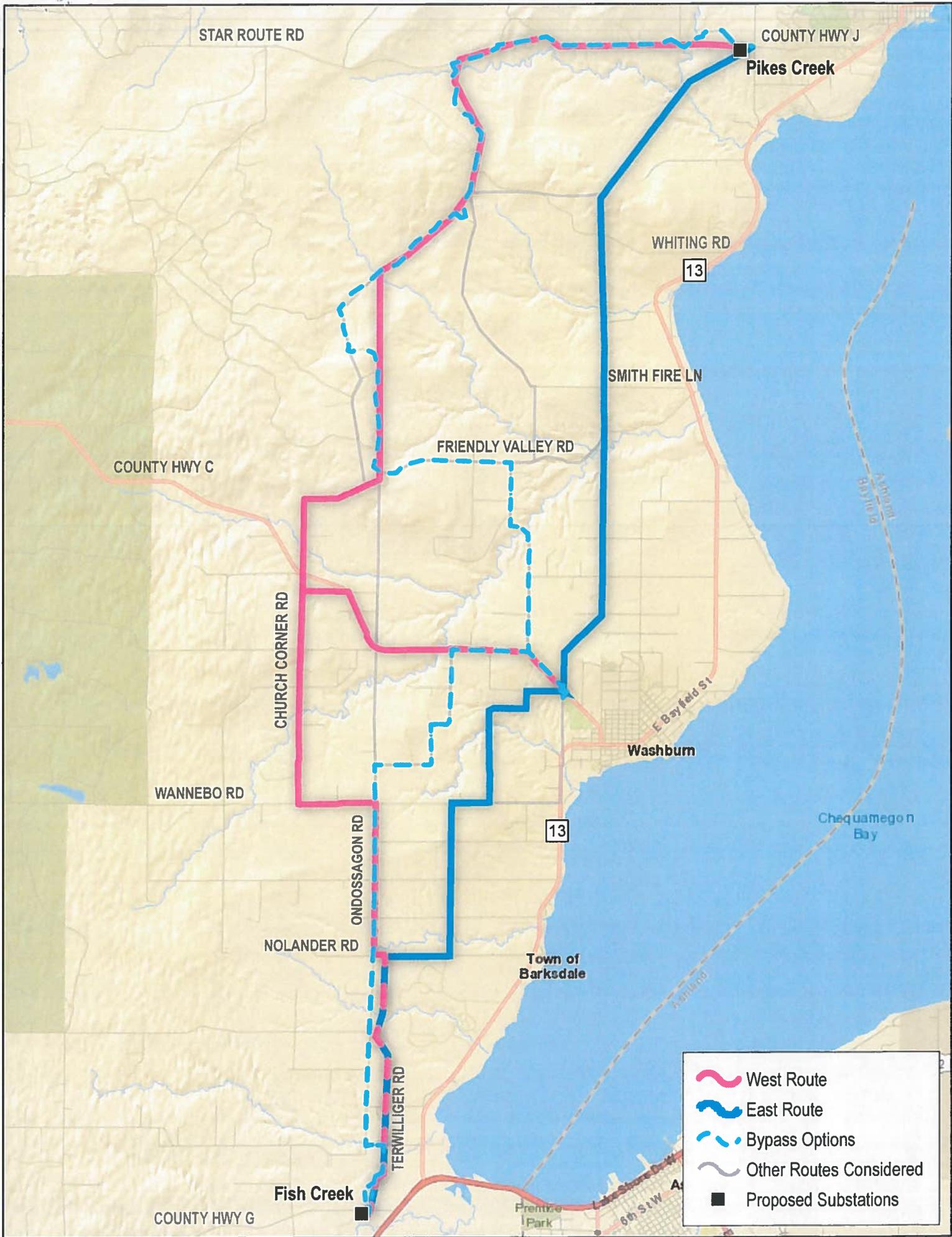
Xcel Energy will continue to coordinate with applicable regulatory and government offices. We appreciate your assistance as we work through the PSCW’s approval process; therefore, please let us know if you have information we should consider.

If you have questions or would like additional information on the proposed Project, please contact me at [Ellen.L.Heine@xcelenergy.com](mailto:Ellen.L.Heine@xcelenergy.com) or (612) 330-6073. We look forward to your input and appreciate your assistance.

Sincerely,

Ellen Heine  
Sr. Land Agent, Siting and Land Rights

Enclosure: Project Location Map



# Route Alternatives Comparison

## West Route Details:

- 22 mile line with an additional 4 mile segment connecting the new Second Circuit to Washburn
- A majority (22.5 miles) of this alignment would be single circuit construction, with a small double-circuit segment (3.5 miles) at the south end
- Approximately 19 miles of the West route are located along roads
- The double-circuit segment shares the existing transmission line corridor from County Rd G to Nolander Road
- In locations where the new transmission alignment follows existing distribution lines, those distribution lines will likely be buried underground prior to construction of the transmission line.

## Advantages of constructing the 2<sup>nd</sup> Circuit on the West Route:

- Majority of line miles are single-circuit which makes construction easier and avoids need for separate bypass line
- Reduces engineering challenges associated with double-circuit construction and long span lengths in the existing corridor (East Route)
- No off road wetland or stream crossings which reduces construction matting needs (significant amount accessible from roads)
- Increased reliability in the area (separate line in separate corridor)
- West Route is approximately \$7 million less than for East Route.

## Challenges with constructing the 2<sup>nd</sup> Circuit in the greenfield alignment:

- Community opposition to alignment (residents, townships, County)
- New right-of-way needed for new alignment
- Requires burial (or under-build) of several Bayfield Electric distribution lines
- More homes within close proximity to line than on East Route

## East Route Details:

- 19 mile line within the existing transmission line corridor
- Line would be double-circuited with the existing 3601/3603 transmission line for its full length
- Approx. 7.5 miles of this route are located along roads, remaining 11.5 miles are off-road corridor
- Requires a temporary bypass line during construction of the new double-circuit which will be built in two phases:
  - Phase I from County G to Washburn Switch at County Road C
  - Phase II from Washburn Switch to Bayfield
- Total length of bypass lines is approximately 23 miles, all following existing roads

## Advantages of constructing the 2<sup>nd</sup> Circuit on the East Route :

- Significant community support for this alignment (residents, townships, County)
- Follows PSC priority routing criteria of following existing transmission lines
- Minimal new right-of-way needed (some ROW expansion will be necessary for long-span blow-out)
- Final permanent line is 8 miles shorter than West Route

## Challenges with constructing the 2<sup>nd</sup> Circuit as a double-circuit line in the existing corridor:

- Remote sections of existing corridor will require construction of some long access roads because difficult terrain does not allow for travel along the right-of-way in several locations
- Some long spans will require additional right-of-way for conductor blowout
- Steep terrain requires grading of construction pads for safe equipment setup and crew activities at multiple pole locations
- Necessary to construct temporary off-ROW bypass line with associated impacts

## Bayfield Peninsula Energy Alternatives (BPEA) perspective on Second Circuit Project

Local citizens got involved in August 2017 when Xcel Energy first announced this project and said they would be taking the project to the Public Service Commission for approval later that fall. The project was proposed to be built on a new transmission right-of-way passing through residential, agricultural and forest land in 5 townships: Eileen, Barksdale, Washburn, Bayview and Bayfield.

Concerned citizens initially attempted to better understand the need for the project and the range of options that had been considered by Xcel to address the need. As we questioned Xcel to try to understand why there was a need for a new transmission corridor through the peninsula, Xcel first slowed their timeline, then revisited the concept of building the Second Circuit on their existing right-of-way.

Our local citizen group, which adopted the name Bayfield Peninsula Energy Alternatives, realized early on that the project could have substantially different impact on the community depending on where the Second Circuit is routed. We then created a tool to objectively compare different route options from a community perspective. The tool started with the criteria Xcel itself uses to compare route options and we attempted to refine those criteria in order to reflect community concerns. Each of the five affected Town Boards signed onto a letter endorsing the use of this evaluation tool to help determine the best route for the Second Circuit Project.

In response to community feedback, Xcel has now offered an alternative East Option for the project where both transmission circuits would run on a single set of poles down the existing right-of-way. Xcel's original design in which the Second Circuit would run down a new right-of-way separate from the existing line/circuit is now called the West Option.

At this point Xcel intends to take a Second Circuit Project proposal to the Public Service Commission by the end of 2018. Xcel has stated that they will not indicate a preference between the East and West Options - that either option will meet their needs - and they intend to let the Public Service Commission weigh the pros and cons of each and decide which route option will be used.

The BPEA group has compared the two route options using the evaluation tool endorsed by the Town Boards. The far southernmost section of the project (south of Nolander Road) is identical in the two options and so has been omitted from the comparison. Here are the primary measures of impact for the two route options:

<u>Impact</u>	<u>East Option [Existing Right-of-Way]</u>	<u>West Option [Western Route + Existing Route]</u>	<u>West Option vs East Option</u>
Miles of corridor	15.3	37.9	+148%
Acres of corridor	73.3	176.3	+141%
Acres of sensitive soils	23.5	41.3	+76%
Number of homes affected	11	44	+300%

By these measures of community impact we feel the East Option is clearly preferable to the West Option for the Second Circuit Project. The Public Service Commission will ultimately make the choice between the two route options. BPEA feels the community should have a strong voice in this decision and we encourage local citizens and their local governments to get informed and to participate actively in the decision making process. At this time (October 2018) we feel the next action step is for Town and County Boards to go on record in favor of the East Option. The Town of Washburn did this in June.

BPEA's goal is for the best possible version of this project to be approved by the Public Service Commission. Of the two options Xcel has offered, by our analysis the East Option is that best possible version for our community.

To: Mark Abeles-Allison, Bayfield County Administrator  
Dennis Pocerlich, Bayfield County Board Chair

Bayfield County Administrator  
117 E 6th Street  
PO Box 878  
Washburn, WI 54891

**Washburn Town Board Statement of Support for  
Xcel Energy's Existing Electrical Transmission Right-of-Way**

The Washburn Town Board is aware that Xcel Energy recently identified two route options for their proposed Second Circuit project. One option is to construct a double-circuit line in the existing right-of-way, and the second option is to construct an additional single-circuit line in a new right-of-way including remote roads in County Forest. Constructing a double-circuit line in the existing right-of-way can be done most safely and efficiently if bypass lines are used on town and county roads for spring and fall for the line to Washburn and for another spring and fall for the line from Washburn to Bayfield.

Based on negative impacts to highly erodible soils, sensitive wetland and floodplain soils, woodland vegetation, and to people's homes, constructing a double-circuit line in the existing right-of-way would have considerably fewer negative impacts than constructing an additional single-circuit line in a new right-of-way.

The Washburn Town Board recommends that Bayfield County approve use of additional County Forest for a transmission line ONLY for a temporary bypass line to permit construction of a double-circuit line in the existing Xcel Energy right-of-way. To facilitate placement of a bypass line, the Town of Washburn is willing to permit appropriate, temporary use (one year) of town road right-of-ways during periods when snow plowing is not required. The town board also recommends that Bayfield County seek similar input for other towns affected by Xcel Energy's proposal.

Date: 6-12-18

Statement adopted:

✓  
For

\_\_\_\_\_  
Opposed

\_\_\_\_\_  
Abstain

Bruce Hokanson  
Bruce Hokanson, Chair

John Hartzell  
John Hartzell, Supervisor

Steven Tetzner  
Steven Tetzner, Supervisor

Kerry Tetzner  
Kerry Tetzner, Clerk

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**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: Scott J. Kluver, <sup>SK</sup> Administrator  
Re: General Fund Budgets, Tax Levy, and Library Exemption  
Date: October 30, 2018

First, there is a public hearing on the proposed 2018 Tax Levy for the 2019 budget. This is an opportunity for the public to comment on budget provisions and express their thoughts on the proposed tax amount.

This year, an increase in the levy is proposed in order to help cover principle and interest charges related to the City's contribution to the Coal Dock Rehabilitation Project. Any desired reduction to the levy amount would require a reduction in either the capital or operating budgets. In future years, assuming no additional borrowing, the levy amount should decline as it is required as debt is paid off. I recommend approval of the attached Levy resolution.

As I write this, I do not have what the exact mill rate will be for the City of Washburn as I have not received the total assessed value of the City yet. I should have that information by the Council meeting. The Council still has the ability to make any last-minute changes to the budget if it so chooses. Once the levy is set, no additional changes can be made that would adjust the levy amount. We will be using that amount to prepare the tax bills for distribution in December.

Finally, included for your approval is a resolution for being exempted from the County Library Tax. This is an annual resolution that must be adopted by communities that fund their own libraries so they do not have to pay County property tax for that service. The County does contribute an amount each year to help fund our Library from the taxes received from towns and communities without a library. That amount is included in the budget. I recommend approval of this resolution.

Please do not hesitate to contact me if you have any questions on any of these budget matters.

**CITY OF WASHBURN**  
**2018 (2019 Municipal Budget) Tax Levy Hearing**

NOTICE IS HEREBY GIVEN that on Monday, November 12, 2018, at 5:30 PM in the Council Chambers of the Washburn City Hall, 119 Washington Avenue, Washburn, Wisconsin, a public hearing will be held on the 2018 tax levy for the City of Washburn. The 2019 budget is available for inspection at the office of City Clerk at the Washburn, City Hall during normal business hours (Monday 7:30 am - 4:30pm; Tuesday-Friday 10:00 am - 4:30 pm). The following is a summary of the proposed 2019 budget under discussion. Action on establishing the 2018 tax levy will likely occur following the Public Hearing.

<u>GENERAL FUND</u>	<u>2018 Budget</u>	<u>2018 Year End Estimated</u>	<u>2019 Budget</u>	<u>Percentage Change</u>
<b>REVENUES</b>				
Gen Property Taxes	\$ 400,000	\$ 400,000	\$ 474,915	18.7%
Other Taxes	\$ 51,530	\$ 51,530	\$ 61,530	19.4%
Intergovernmental Revenues	\$ 854,879	\$ 854,879	\$ 888,130	3.9%
Licenses & Permits	\$ 36,520	\$ 36,520	\$ 36,800	0.8%
Fines, Forfeitures & Penalties	\$ 7,500	\$ 7,500	\$ 7,750	3.3%
Public Charges for Services	\$ 458,579	\$ 458,579	\$ 468,579	2.2%
Intergovernmental Charges	\$ 173,690	\$ 173,690	\$ 178,546	2.8%
Miscellaneous	\$ 11,000	\$ 11,000	\$ 16,000	45.5%
Transfers from Other Funds	\$ 39,000	\$ 39,000	\$ 25,000	-35.9%
<b>G.O. REVENUES</b>	<b>\$ 2,032,698</b>	<b>\$ 2,032,698</b>	<b>\$ 2,157,250</b>	<b>6.1%</b>
Fund Balance Applied	<u>\$ 229,159</u>	<u>\$ 229,159</u>	<u>\$ 144,573</u>	<b>-36.9%</b>
<b>TOTAL REVENUES</b>	<b>\$ 2,261,857</b>	<b>\$ 2,261,857</b>	<b>\$ 2,301,823</b>	<b>1.8%</b>
<b>EXPENDITURES</b>				
General Government	\$ 387,789	\$ 387,789	\$ 398,042	2.6%
Public Safety	\$ 783,157	\$ 783,157	\$ 782,972	0.0%
Public Works	\$ 576,746	\$ 576,746	\$ 579,513	0.5%
Health & Human Services	\$ 41,353	\$ 41,353	\$ 43,669	5.6%
Culture, Education & Recreation	\$ 397,409	\$ 397,409	\$ 410,924	3.4%
Conservation & Development	\$ 20,403	\$ 20,403	\$ 23,903	17.2%
Miscellaneous	\$ 55,000	\$ 55,000	\$ 62,800	14.2%
<b>G.O. EXPENDITURES</b>	<b>\$ 2,261,857</b>	<b>\$ 2,261,857</b>	<b>\$ 2,301,823</b>	<b>1.8%</b>
<b>SUMMARY ITEMS:</b>				
General Fund Property Taxes	\$ 400,000		\$ 474,915	18.7%
Capital Projects Taxes	\$ 371,400		\$ 256,378	-31.0%
Debt Service Taxes	<u>\$ 268,633</u>		<u>\$ 346,058</u>	28.8%
<b>Total Property Tax Amount</b>	<b>\$ 1,040,033</b>		<b>\$ 1,077,351</b>	<b>3.59%</b>

General Fund Balance December 31, 2017 = \$1,351,104  
 Projected General Fund Balance December 31, 2018 = \$1,121,945  
 Projected General Fund Balance December 31, 2019 = \$977,372

Scott J. Kluver  
 City Administrator/Clerk

Publication: 10/24/2018 0:00  
 Block Ad: Daily Press





*tentative budget - for Redline*

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 Proposed Budget	% Change In Budget
100-00-41110-000-000	GENERAL PROPERTY TAXES	384,319.06	0.00	400,000.00	474,915.00	18.73
100-00-41150-000-000	MANAGED FOREST LAND	53.07	0.00	0.00	0.00	0.00
100-00-41210-000-000	ROOM TAX	51,066.40	0.00	35,000.00	45,000.00	28.57
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	17,056.14	0.00	16,500.00	16,500.00	0.00
100-00-41800-000-000	INTEREST & PENALTIES ON TAXES	14.26	0.00	30.00	30.00	0.00
<b>TAXES</b>		<b>452,508.93</b>	<b>0.00</b>	<b>451,530.00</b>	<b>536,445.00</b>	<b>18.81</b>
100-00-43410-000-000	SHARED REVENUES	644,272.18	0.00	626,777.00	630,661.00	0.62
100-00-43412-000-000	EXPENDITURE RESTRAINT	0.00	0.00	0.00	33,958.00	999.99
100-00-43413-000-000	BUSINESS COMPUTER CREDIT	473.00	0.00	480.00	0.00	-100.00
100-00-43414-000-000	STATE MEDICAL TRANSPORT REIMB	8,943.40	0.00	5,500.00	5,500.00	0.00
100-00-43420-000-000	FIRE INSURANCE	5,240.15	0.00	11,500.00	11,500.00	0.00
100-00-43421-000-000	FIRE DEPARTMENT RECOVERIES	0.00	0.00	0.00	0.00	0.00
100-00-43422-000-000	POLICE DEPARTMENT RECOVERIES	0.00	0.00	300.00	0.00	-100.00
100-00-43430-000-000	LAW ENFORCEMENT AIDS	1,120.00	0.00	1,200.00	1,200.00	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	20,280.00	0.00	0.00	0.00	0.00
100-00-43521-000-000	STATE AID RECYCLING GRANT	15,304.89	0.00	14,000.00	15,000.00	7.14
100-00-43523-000-000	STATE GRANTS -FIRE	830.48	0.00	0.00	0.00	0.00
100-00-43524-000-000	PEFCA TANK REMOVAL GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43525-000-000	MARINA REPAY - COAL DOCK	0.00	0.00	0.00	0.00	0.00
100-00-43526-000-000	STATE GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43527-000-000	URBAN FORESTRY GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43530-000-000	HIGHWAY AIDS	144,894.83	0.00	140,501.00	139,878.00	-0.44
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	24,783.05	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	247.68	0.00	285.00	<del>270.00</del> 494	-2.11
100-00-43611-000-000	WHEDA PAINT & FIX UP GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43620-000-000	LIBRARY GRANT	1,344.71	0.00	0.00	0.00	0.00
100-00-43621-000-000	LIBRARY - CO. GRANT	53,270.82	0.00	53,374.00	49,310.00	-7.61
100-00-43622-000-000	COMMUNITY GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43632-000-000	LIBRARY-CROSS COUNTY GRANT	1,959.00	0.00	962.00	844.00	-12.27
100-00-43650-000-000	MFL -STATE AID	65.65	0.00	0.00	0.00	0.00
<b>INTERGOVERNMENTAL REVENUES</b>		<b>923,029.84</b>	<b>0.00</b>	<b>854,879.00</b>	<b>888,130.00</b>	<b>3.89</b>
100-00-44110-000-000	LIQUOR LICENSES	4,870.00	0.00	4,320.00	4,500.00	4.17
100-00-44121-000-000	OPERATOR LICENSES	1,750.00	0.00	2,000.00	2,000.00	0.00
100-00-44122-000-000	CIGARETTE LICENSES	250.00	0.00	200.00	200.00	0.00
100-00-44125-000-000	SUNDRY LICENSES	810.00	0.00	400.00	500.00	25.00
100-00-44200-000-000	CABLE FRANCHISE FEE	24,151.20	0.00	22,000.00	22,000.00	0.00
100-00-44301-000-000	BUILDING PERMITS	5,581.12	0.00	5,000.00	5,000.00	0.00
100-00-44400-000-000	ZONING PERMITS	2,324.04	0.00	2,500.00	2,500.00	0.00
100-00-44420-000-000	VACATING FEES	2,811.25	0.00	0.00	0.00	0.00
100-00-44421-000-000	LEASE AGREEMENT	10,100.00	0.00	100.00	100.00	0.00
<b>LICENSES &amp; PERMITS</b>		<b>52,647.61</b>	<b>0.00</b>	<b>36,520.00</b>	<b>36,800.00</b>	<b>0.77</b>
100-00-45110-000-000	COURT PENALTIES AND COSTS	9,449.88	0.00	7,000.00	7,000.00	0.00
100-00-45130-000-000	PARKING VIOLATIONS	1,020.00	0.00	500.00	750.00	50.00
100-00-45131-000-000	MUNICIPAL ORDINANCE VIOLATIONS	112.75	0.00	0.00	0.00	0.00

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 Proposed Budget	% Change In Budget
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>		<b>10,582.63</b>	<b>0.00</b>	<b>7,500.00</b>	<b>7,750.00</b>	<b>3.33</b>
100-00-46192-000-000	MAPS & PLATS	0.00	0.00	0.00	0.00	0.00
100-00-46193-000-000	COPY SERVICE	152.50	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	158,371.56	0.00	110,000.00	120,000.00	9.09
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	120,762.88	0.00	126,579.00	126,579.00	0.00
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	4,163.00	0.00	5,000.00	5,000.00	0.00
100-00-46540-000-000	CEMETERY	6,850.00	0.00	7,000.00	7,000.00	0.00
100-00-46541-000-000	MISC CEMETERY	0.00	0.00	0.00	0.00	0.00
100-00-46542-000-000	CEMETERY LOTS	4,200.00	0.00	2,500.00	2,500.00	0.00
100-00-46550-000-000	DOG LICENSE FEES	451.00	0.00	800.00	800.00	0.00
100-00-46720-000-000	PARK FEES - WEST END	104,433.00	0.00	105,000.00	105,000.00	0.00
100-00-46721-000-000	CAMP FEES - MEMORIAL	88,448.65	0.00	85,000.00	85,000.00	0.00
100-00-46722-000-000	SHOWERS	3,722.46	0.00	4,000.00	4,000.00	0.00
100-00-46723-000-000	OTHER PARK FEES	1,042.00	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	5,273.00	0.00	5,500.00	5,500.00	0.00
100-00-46726-000-000	FIRE WOOD SALES	6,443.26	0.00	5,000.00	5,000.00	0.00
100-00-46743-000-000	RECREATION PROGRAM PROCEEDS	455.00	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	1,087.80	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	82.39	0.00	0.00	0.00	0.00
100-00-46902-000-000	MATERIAL SALES	4,447.50	0.00	0.00	0.00	0.00
100-00-46903-000-000	LABOR FOR PRIVATE WORK	87.57	0.00	0.00	0.00	0.00
<b>PUBLIC CHARGES FOR SERVICES</b>		<b>510,473.57</b>	<b>0.00</b>	<b>458,579.00</b>	<b>468,579.00</b>	<b>2.18</b>
100-00-47321-000-000	FIRE CONTRACTS	50,295.38	0.00	44,402.00	46,133.00	3.90
100-00-47322-000-000	AMBULANCE CONTRACTS	85,704.79	0.00	88,018.00	91,451.00	3.90
100-00-47323-000-000	TOWNSHIP SHARE P & I	0.00	0.00	40,930.00	40,622.00	-0.75
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	411.70	0.00	340.00	340.00	0.00
<b>INTERGOVT CHARGES FOR SERVICES</b>		<b>136,411.87</b>	<b>0.00</b>	<b>173,690.00</b>	<b>178,546.00</b>	<b>2.80</b>
100-00-48100-000-000	INTEREST ON INVESTMENTS	3,472.69	0.00	5,000.00	10,000.00	100.00
100-00-48111-000-000	INTEREST ON LATE PAYMENTS	332.84	0.00	0.00	0.00	0.00
100-00-48112-000-000	INTEREST FROM WWSU	0.00	0.00	0.00	0.00	0.00
100-00-48115-000-000	HARBOR INTEREST REPAY	0.00	0.00	0.00	0.00	0.00
100-00-48200-000-000	RENT	50.00	0.00	0.00	0.00	0.00
100-00-48300-000-000	PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
100-00-48303-000-000	SALE OF CITY EQT	0.00	0.00	1,000.00	1,000.00	0.00
100-00-48400-000-000	INSURANCE RECOVERIES	6,322.60	0.00	2,000.00	2,000.00	0.00
100-00-48401-000-000	INSURANCE AUDIT ADJUSTMENTS	9,363.00	0.00	0.00	0.00	0.00
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	0.00	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	26,758.00	0.00	0.00	0.00	0.00

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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
100-00-48600-000-000	MISCELLANEOUS REVENUES	2,114.21	0.00	2,000.00	2,000.00	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
<b>OTHER FINANCING SOURCES</b>		<b>48,413.34</b>	<b>0.00</b>	<b>11,000.00</b>	<b>16,000.00</b>	<b>45.45</b>
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	229,159.00	144,573.00	-36.91
100-00-49211-000-000	TRANSFER FROM ATHLETIC FIELD	0.00	0.00	0.00	0.00	0.00
100-00-49221-000-000	TRANSFER FROM MARINA OPERATION	0.00	0.00	0.00	0.00	0.00
100-00-49222-000-000	TRANSFER FROM ECONOMIC DEVEL	0.00	0.00	0.00	0.00	0.00
100-00-49223-000-000	TRANSFER FROM TAX INCREMENT	0.00	0.00	20,000.00	20,000.00	0.00
100-00-49224-000-000	TRANSFER FROM CEM PERP CARE	0.00	0.00	0.00	0.00	0.00
100-00-49225-000-000	TRANSFER FROM PARK OUTLAY	0.00	0.00	0.00	0.00	0.00
100-00-49226-000-000	TRANSFER FROM ACT 102	0.00	0.00	9,000.00	5,000.00	-44.44
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	10,000.00	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
<b>TRANSFER FROM OTHER FUNDS</b>		<b>0.00</b>	<b>0.00</b>	<b>268,159.00</b>	<b>169,573.00</b>	<b>-36.76</b>
<b>Total Revenues</b>		<b>2,134,067.79</b>	<b>0.00</b>	<b>2,261,857.00</b>	<b>2,301,823.00</b>	<b>1.77</b>

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100-00-51101-000-000	COUNCIL	0.00	0.00	0.00	0.00	0.00
100-00-51101-111-000	COUNCIL PER DIEM	9,290.00	0.00	13,650.00	13,650.00	0.00
100-00-51101-151-000	COUNCIL FICA	710.71	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	433.08	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>10,433.79</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	6,500.00	0.00	8,580.00	8,752.00	2.00
100-00-51102-151-000	MAYOR FICA	497.38	0.00	656.00	669.00	1.98
100-00-51102-152-000	MAYOR RETIREMENT	442.00	0.00	575.00	0.00	-100.00
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	10.00	10.00	0.00
100-00-51102-297-000	MAYOR ENTERTAINMENT	283.31	0.00	500.00	500.00	0.00
100-00-51102-299-000	MAYOR CONTINUING EDUCATION	1,383.06	0.00	3,000.00	3,000.00	0.00
100-00-51102-311-000	MAYOR OFFICE SUPPLIES/EQUIP.	100.00	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>9,205.75</b>	<b>0.00</b>	<b>13,529.00</b>	<b>13,139.00</b>	<b>-2.88</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.	14,097.80	0.00	11,000.00	11,000.00	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>14,097.80</b>	<b>0.00</b>	<b>11,000.00</b>	<b>11,000.00</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	18,253.59	0.00	18,000.00	31,000.00	72.22
<b>ATTORNEY</b>		<b>18,253.59</b>	<b>0.00</b>	<b>18,000.00</b>	<b>31,000.00</b>	<b>72.22</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	6,792.60	0.00	15,000.00	15,000.00	0.00
<b>LEGAL CONTINGENCY</b>		<b>6,792.60</b>	<b>0.00</b>	<b>15,000.00</b>	<b>15,000.00</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	1,634.45	0.00	2,500.00	2,500.00	0.00
<b>MUNICIPAL CODE</b>		<b>1,634.45</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	62,423.66	0.00	56,744.00	57,503.00	1.34
100-00-51410-112-000	CITY ADMINISTRATOR MILEAGE	627.39	0.00	1,380.00	1,380.00	0.00
100-00-51410-113-000	CITY ADMINISTRATOR-LONGEVITY	145.53	0.00	155.00	169.00	9.03
100-00-51410-151-000	CITY ADMINISTRATOR FICA	4,674.72	0.00	4,325.00	4,412.00	2.01
100-00-51410-152-000	CITY ADMINISTRATOR RETIREMENT	3,864.50	0.00	3,788.00	3,777.00	-0.29
100-00-51410-154-000	CITY ADMINISTRATOR HEALTH INS.	6,800.36	0.00	7,372.00	6,616.00	-10.26
100-00-51410-155-000	CITY ADMINISTRATOR LIFE INS.	10.63	0.00	9.00	11.00	22.22

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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	145.00	144.00	-0.69
100-00-51410-294-000	CITY ADMIN. COMPUTER SUPP/SERV	0.00	0.00	500.00	500.00	0.00
100-00-51410-297-000	CITY ADM. ENTERTAINMENT	54.00	0.00	300.00	300.00	0.00
100-00-51410-299-000	CITY ADMIN. CONTINUING EDUC	1,154.65	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	816.45	0.00	1,000.00	1,000.00	0.00
100-00-51410-323-000	CITY ADMIN INTERN	4,200.00	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>84,771.89</b>	<b>0.00</b>	<b>77,918.00</b>	<b>78,012.00</b>	<b>0.12</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)	68,812.76	0.00	70,139.00	71,542.00	2.00
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	386.80	0.00	1,500.00	1,500.00	0.00
100-00-51420-113-000	CLERK LONGEVITY	281.67	0.00	296.00	311.00	5.07
100-00-51420-151-000	CLERK FICA	5,003.52	0.00	5,388.00	5,497.00	2.02
100-00-51420-152-000	CLERK RETIREMENT	4,621.66	0.00	4,719.00	4,706.00	-0.28
100-00-51420-154-000	CLERK HEALTH INSURANCE	23,759.31	0.00	25,324.00	22,641.00	-10.59
100-00-51420-155-000	CLERK LIFE INSURANCE	25.13	0.00	27.00	26.00	-3.70
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	174.00	180.00	3.45
<b>GENERAL &amp; ADMIN. SALARY</b>		<b>102,890.85</b>	<b>0.00</b>	<b>107,567.00</b>	<b>106,403.00</b>	<b>-1.08</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	7,021.00	0.00	6,972.00	6,309.00	-9.51
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	27.23	0.00	26.00	28.00	7.69
100-00-51422-151-000	ADMIN. ASSISTANT FICA	512.81	0.00	473.00	485.00	2.54
100-00-51422-152-000	ADMIN. ASSISTANT RETIREMENT	462.18	0.00	415.00	415.00	0.00
100-00-51422-154-000	ADMIN. ASSISTANT HEALTH INS	1,503.19	0.00	1,278.00	1,147.00	-10.25
100-00-51422-155-000	ADMIN. ASSISTANT LIFE INS.	8.06	0.00	6.00	7.00	16.67
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	18.00	16.00	-11.11
<b>ADMINISTRATIVE ASSISTANT</b>		<b>9,534.47</b>	<b>0.00</b>	<b>9,688.00</b>	<b>8,907.00</b>	<b>-8.06</b>
100-00-51440-000-000	ELECTIONS	0.00	0.00	0.00	0.00	0.00
100-00-51440-110-000	ELECTIONS SALARIES	1,985.00	0.00	4,800.00	2,400.00	-50.00
100-00-51440-112-000	ELECTIONS MILEAGE	0.00	0.00	200.00	200.00	0.00
100-00-51440-116-000	ELECTIONS INTER DEPT. LABOR	0.00	0.00	0.00	0.00	0.00
100-00-51440-151-000	ELECTIONS FICA	0.00	0.00	0.00	0.00	0.00
100-00-51440-152-000	ELECTIONS RETIREMENT	0.00	0.00	0.00	0.00	0.00
100-00-51440-154-000	ELECTIONS HEALTH INS	0.00	0.00	0.00	0.00	0.00
100-00-51440-155-000	ELECTIONS LIFE INS.	0.00	0.00	0.00	0.00	0.00
100-00-51440-158-000	ELECTIONS WORKMENS COMP	0.00	0.00	0.00	0.00	0.00
100-00-51440-159-000	ELECTIONS ICI	0.00	0.00	0.00	0.00	0.00
100-00-51440-299-000	ELECTIONS TRAINING	222.50	0.00	300.00	300.00	0.00
100-00-51440-311-000	ELECTION SUPPLIES	732.19	0.00	2,100.00	2,100.00	0.00
100-00-51440-321-000	ELECTION PUBLICATION DUES	0.00	0.00	500.00	500.00	0.00

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100-00-51440-322-000	ELECTIONS NEWSPAPER ADV.	313.24	0.00	1,000.00	1,000.00	0.00
100-00-51440-342-000	ELECTIONS EQT. REPAIRS & MAINT	1,264.74	0.00	2,000.00	2,000.00	0.00
100-00-51440-810-000	ELECTION OUTLAY	0.00	0.00	0.00	0.00	0.00
<b>ELECTIONS</b>		<b>4,517.67</b>	<b>0.00</b>	<b>10,900.00</b>	<b>8,500.00</b>	<b>-22.02</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	1,326.92	0.00	4,000.00	4,000.00	0.00
100-00-51450-210-000	OFFICE DEPART PROF. SERVICE	2,576.96	0.00	4,650.00	4,650.00	0.00
100-00-51450-294-000	OFFICE COMPUTER SUPP/SERVICE	899.32	0.00	2,500.00	2,500.00	0.00
100-00-51450-295-000	OFFICE COPY MACHINE MAINT.	2,942.17	0.00	3,500.00	3,500.00	0.00
100-00-51450-311-000	OFFICE DEPART. SUPPLIES	2,947.31	0.00	4,000.00	4,000.00	0.00
100-00-51450-312-000	OFFICE DEPARTMENT POSTAGE	4,672.62	0.00	6,000.00	6,000.00	0.00
100-00-51450-313-000	OFFICE COPY MACHINE SUPPLIES	727.19	0.00	1,000.00	1,000.00	0.00
100-00-51450-321-000	OFFICE DEPART PUBLICATION DUES	883.03	0.00	2,000.00	2,000.00	0.00
100-00-51450-810-000	OFFICE DEPART CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
100-00-51450-820-000	OFFICE DEPART CAPITAL IMPROV	0.00	0.00	0.00	0.00	0.00
<b>OFFICE DEPARTMENT</b>		<b>16,975.52</b>	<b>0.00</b>	<b>27,650.00</b>	<b>27,650.00</b>	<b>0.00</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	3,248.25	0.00	5,000.00	5,000.00	0.00
<b>COMPUTER</b>		<b>3,248.25</b>	<b>0.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</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	17,500.00	0.00	16,500.00	21,300.00	29.09
<b>AUDIT/ACCOUNTING</b>		<b>17,500.00</b>	<b>0.00</b>	<b>16,500.00</b>	<b>21,300.00</b>	<b>29.09</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	12,264.85	0.00	12,400.00	12,600.00	1.61
<b>ASSESSMENT OF PROPERTY</b>		<b>12,264.85</b>	<b>0.00</b>	<b>12,400.00</b>	<b>12,600.00</b>	<b>1.61</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	0.00	0.00	0.00
<b>REASSESSMENT OF PROPERTY</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</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	212.44	0.00	200.00	200.00	0.00
100-00-51601-221-000	CITY HALL TELEPHONE	4,809.70	0.00	5,000.00	5,000.00	0.00
100-00-51601-222-000	CITY HALL ELECTRICITY/HEAT	6,108.25	0.00	8,000.00	8,000.00	0.00
100-00-51601-223-000	CITY HALL WATER & SEWER	1,512.28	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	2,309.10	0.00	2,500.00	2,500.00	0.00
100-00-51601-342-000	CITY HALL EQT. REPAIRS & MAINT	513.14	0.00	1,500.00	1,500.00	0.00
100-00-51601-350-000	CITY HALL BLDGS. MAINT.-REPAIR	3,179.34	0.00	3,000.00	3,000.00	0.00
100-00-51601-810-000	CITY HALL CAPTIAL OUTLAY	0.00	0.00	0.00	0.00	0.00
100-00-51601-820-000	CITY HALL CAPITAL IMPROVEMENT	0.00	0.00	0.00	0.00	0.00

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<b>CITY HALL</b>		18,871.05	0.00	22,450.00	22,450.00	0.00
100-00-51602-000-000	CUSTODIAN	0.00	0.00	0.00	0.00	0.00
100-00-51602-110-000	CUSTODIAN SALARY	14,384.44	0.00	7,464.00	7,381.00	-1.11
100-00-51602-113-000	CUSTODIAN LOGEVITY	0.00	0.00	0.00	0.00	0.00
100-00-51602-151-000	CUSTODIAN FICA	1,099.71	0.00	571.00	565.00	-1.05
100-00-51602-152-000	CUSTODIAN RETIREMENT	967.33	0.00	500.00	483.00	-3.40
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	1.54	0.00	0.00	1.00	999.99
100-00-51602-158-000	CUSTODIAN WORKMENS COMP	0.00	0.00	0.00	0.00	0.00
100-00-51602-159-000	CUSTODIAN ICI	0.00	0.00	19.00	18.00	-5.26
<b>CUSTODIAN</b>		16,453.02	0.00	8,554.00	8,448.00	-1.24
100-00-51910-000-000	TAX REFUND/ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00
<b>TAX REFUND/ADJUSTMENTS</b>		0.00	0.00	0.00	0.00	0.00
100-00-51912-000-000	ILLEGAL TAX CHARGEBACK	1,531.74	0.00	500.00	500.00	0.00
<b>ILLEGAL TAX CHARGEBACK</b>		1,531.74	0.00	500.00	500.00	0.00
100-00-51913-000-000	USDA SPEC. ASSESS. CITY PROP.	1,189.45	0.00	1,189.00	1,189.00	0.00
<b>SPEC. ASSESS. ON CITY PROPERTY</b>		1,189.45	0.00	1,189.00	1,189.00	0.00
100-00-51930-000-000	PROPERTY & LIABILITY INS	10,699.12	0.00	5,000.00	5,000.00	0.00
100-00-51930-210-000	INSURANCE CONSULTANT	0.00	0.00	0.00	0.00	0.00
<b>INSURANCE</b>		10,699.12	0.00	5,000.00	5,000.00	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	-2,923.00	0.00	4,500.00	1,500.00	-66.67
100-00-51931-159-000	FRINGE FLEX BENEFIT PLAN	1,351.60	0.00	2,000.00	2,000.00	0.00
<b>FRINGE BENEFITS</b>		-1,571.40	0.00	7,000.00	4,000.00	-42.86
<b>GENERAL GOVERNMENT</b>		359,294.46	0.00	387,789.00	398,042.00	2.64
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	68,477.58	0.00	61,626.00	62,859.00	2.00
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	602.00	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	51,659.18	0.00	53,525.00	54,596.00	2.00
100-00-52101-120-000	POLICE OFFICER BASE SALARY	142,925.21	0.00	149,492.00	150,941.00	0.97
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	915.24	0.00	1,000.00	1,000.00	0.00
100-00-52101-125-000	POLICE DEPARTMENT OTHER PAY	566.02	0.00	1,000.00	1,000.00	0.00
100-00-52101-126-000	POLICE DEPART SPECIAL EVENT	0.00	0.00	900.00	0.00	-100.00
100-00-52101-128-000	POLICE DEPARTMENT PART TIME	12,927.00	0.00	15,000.00	15,000.00	0.00
100-00-52101-151-000	POLICE DEPARTMENT FICA	19,876.33	0.00	21,375.00	21,902.00	2.47
100-00-52101-152-000	POLICE DEPARTMENT RETIREMENT	27,397.26	0.00	28,612.00	28,613.00	0.00

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100-00-52101-154-000	POLICE DEPARTMENT HEALTH INS	96,666.04	0.00	85,981.00	59,779.00	-30.47
100-00-52101-155-000	POLICE DEPARTMENT LIFE INS	47.58	0.00	55.00	22.00	-60.00
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	11,000.00	0.00	9,000.00	9,000.00	0.00
100-00-52101-159-000	POLICE DEPARTMENT ICI	0.00	0.00	654.00	654.00	0.00
100-00-52101-160-000	PD LIABILITY INSURANCE	10,000.00	0.00	10,000.00	10,500.00	5.00
100-00-52101-191-000	POLICE PERSONNEL TRAINING	3,288.73	0.00	4,000.00	4,000.00	0.00
100-00-52101-192-000	POLICE DEPARTMENT UNIFORMS	3,028.34	0.00	3,500.00	3,500.00	0.00
100-00-52101-221-000	POLICE DEPARTMENT TELEPHONE	4,051.69	0.00	3,200.00	3,600.00	12.50
100-00-52101-291-000	POLICE RADIO MAINTENANCE	0.00	0.00	1,500.00	1,500.00	0.00
100-00-52101-292-000	POLICE DEPARTMENT RADAR	240.00	0.00	300.00	300.00	0.00
100-00-52101-299-000	PD CONTINUING EDUCATION	900.30	0.00	1,000.00	1,000.00	0.00
100-00-52101-311-000	POLICE OFFICE SUPPLIES	2,005.60	0.00	2,000.00	2,000.00	0.00
100-00-52101-312-000	POLICE DEPARTMENT POSTAGE	68.68	0.00	150.00	150.00	0.00
100-00-52101-321-000	POLICE PUBLICATION DUES	0.00	0.00	100.00	100.00	0.00
100-00-52101-331-000	POLICE GAS & OIL VEHICLES	8,410.63	0.00	11,000.00	11,000.00	0.00
100-00-52101-332-000	POLICE VEHICAL REPAIR & MAINT	6,122.17	0.00	4,500.00	4,500.00	0.00
100-00-52101-341-000	POLICE DEPART OPERATING SUPP	21,802.44	0.00	7,500.00	8,500.00	13.33
100-00-52101-342-000	POLICE EQT. REPAIRS & MAINT	5,440.76	0.00	2,000.00	2,000.00	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
<b>POLICE DEPARTMENT EQUIP.</b>		<b>498,418.78</b>	<b>0.00</b>	<b>479,570.00</b>	<b>458,616.00</b>	<b>-4.37</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>0.00</b>
100-00-52103-000-000	PD COUNTERACT FUND	389.35	0.00	500.00	0.00	-100.00
<b>PD COUNTERACT FUND</b>		<b>389.35</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>-100.00</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	6,000.02	0.00	6,000.00	6,500.00	8.33
100-00-52201-115-000	FD ASSISTANT CHIEF'S SALARY(2)	3,000.00	0.00	3,000.00	3,500.00	16.67
100-00-52201-122-000	FIRE DEPARTMENT ATTENDANT FEES	11,514.00	0.00	14,000.00	14,280.00	2.00
100-00-52201-151-000	FIRE DEPARTMENT FICA	1,729.97	0.00	2,043.00	2,141.00	4.80
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	4,000.00	0.00	3,000.00	3,000.00	0.00
100-00-52201-160-000	FD LIABILITY INSURANCE	11,000.00	0.00	11,000.00	11,500.00	4.55
100-00-52201-191-000	FIRE DEPART PERSONNEL TRAINING	738.20	0.00	2,000.00	2,000.00	0.00
100-00-52201-192-000	FIRE DEPART INCENTIVE PAY	2,100.00	0.00	2,100.00	2,100.00	0.00
100-00-52201-193-000	FIRE DEPARTMENT INSPECTION	0.00	0.00	1,600.00	2,000.00	25.00
100-00-52201-221-000	FIRE DEPARTMENT TELEPHONE	983.93	0.00	1,000.00	1,000.00	0.00
100-00-52201-222-000	FIRE DEPART ELECTRICITY/HEAT	4,390.58	0.00	5,000.00	5,000.00	0.00
100-00-52201-223-000	FIRE DEPARTMENT WATER & SEWER	601.94	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/SAFEY	3,734.00	0.00	2,000.00	2,000.00	0.00
100-00-52201-294-000	FIRE DEPART COMPUTER SUPP/SERV	719.88	0.00	600.00	600.00	0.00
100-00-52201-321-000	FIRE DEPART PUBLICATION DUES	100.00	0.00	400.00	400.00	0.00
100-00-52201-331-000	FIRE DEPART GAS & OIL VEHICLES	882.02	0.00	1,350.00	1,350.00	0.00
100-00-52201-332-000	FIRE DEPART VEH REPAIR & MAINT	3,487.03	0.00	4,000.00	4,000.00	0.00

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100-00-52201-341-000	FIRE DEPART OPERATING SUPPLIES	3,636.58	0.00	5,000.00	5,000.00	0.00
100-00-52201-352-000	FIRE DEPARTMENT 2% EXPENSES	11,647.40	0.00	8,500.00	8,500.00	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	830.48	0.00	0.00	0.00	0.00
<b>FIRE DEPARTMENT</b>		<b>71,514.71</b>	<b>0.00</b>	<b>73,812.00</b>	<b>76,090.00</b>	<b>3.09</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	13,879.39	0.00	12,850.00	13,900.00	8.17
100-00-52301-113-000	AMBULANCE LONGEVITY	90.75	0.00	100.00	109.00	9.00
100-00-52301-121-000	CUSTODIAN/DAY ATTEND/ADMIN.	24,941.76	0.00	26,128.00	26,736.00	2.33
100-00-52301-122-000	AMBULANCE ATTENDANT FEES	82,734.00	0.00	82,280.00	99,800.00	21.29
100-00-52301-123-000	AMBULANCE RUN REPORT	4,700.00	0.00	4,000.00	4,500.00	12.50
100-00-52301-151-000	AMBULANCE FICA	10,025.02	0.00	10,393.00	11,096.00	6.76
100-00-52301-152-000	AMBULANCE RETIREMENT	1,763.87	0.00	1,757.00	1,758.00	0.06
100-00-52301-154-000	AMBULANCE HEALTH INSURANCE	4,928.42	0.00	5,406.00	4,852.00	-10.25
100-00-52301-155-000	AMBULANCE LIFE INSURANCE	27.16	0.00	25.00	28.00	12.00
100-00-52301-156-000	AMBULANCE LENGTH OF SERVICE	7,981.70	0.00	8,500.00	8,500.00	0.00
100-00-52301-157-000	AMBULANCE UNEMPLOYMENT COMP	1,067.03	0.00	3,000.00	3,000.00	0.00
100-00-52301-158-000	AMBULANCE WORKMENS COMP	4,000.00	0.00	3,000.00	6,000.00	100.00
100-00-52301-159-000	AMBULANCE ICI	0.00	0.00	66.00	67.00	1.52
100-00-52301-160-000	AMB. LIABILITY INSURANCE	5,000.00	0.00	5,000.00	5,500.00	10.00
100-00-52301-191-000	AMBULANCE PERSONNEL TRAINING	11,033.67	0.00	15,000.00	15,000.00	0.00
100-00-52301-192-000	AMBULANCE INCENTIVE PAY	4,993.05	0.00	5,000.00	5,000.00	0.00
100-00-52301-194-000	AMB RETENTION/RECOGNITION	315.00	0.00	1,300.00	1,300.00	0.00
100-00-52301-221-000	AMBULANCE TELEPHONE	1,706.14	0.00	1,600.00	1,600.00	0.00
100-00-52301-222-000	AMBULANCE ELECTRICITY/HEAT	3,518.71	0.00	3,500.00	3,500.00	0.00
100-00-52301-223-000	AMBULANCE WATER & SEWER	625.77	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	2,376.00	0.00	2,800.00	2,800.00	0.00
100-00-52301-311-000	AMBULANCE OFFICE SUPPLIES	374.45	0.00	550.00	550.00	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	1,573.54	0.00	1,500.00	1,700.00	13.33
100-00-52301-323-000	AMBULANCE PUBLICATION DUES	2,685.39	0.00	2,500.00	2,700.00	8.00
100-00-52301-331-000	AMBULANCE GAS & OIL VEHICLES	2,599.74	0.00	3,500.00	3,500.00	0.00
100-00-52301-332-000	AMBULANCE VEH REPAIR & MAINT	2,211.61	0.00	3,000.00	3,000.00	0.00
100-00-52301-341-000	AMBULANCE OPERATING SUPPLIES	5,745.40	0.00	9,000.00	9,000.00	0.00
100-00-52301-342-000	AMB. EQUIP. REPAIRS & MAINT.	3,092.45	0.00	3,000.00	3,000.00	0.00
100-00-52301-350-000	AMBULANCE BLDG. REPAIR & MAINT	1,958.69	0.00	2,500.00	2,500.00	0.00
100-00-52301-351-000	AMBULANCE RESCUE EQUIP.	0.00	0.00	750.00	750.00	0.00
100-00-52301-352-000	AMBULANCE ACT 102 PURCHASES	0.00	0.00	9,000.00	5,000.00	-44.44
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	26,541.37	0.00	750.00	0.00	-100.00
<b>MUNICIPAL AMBULANCE GRANT EXP</b>		<b>232,908.76</b>	<b>0.00</b>	<b>229,275.00</b>	<b>248,266.00</b>	<b>8.28</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>0.00</b>
<b>PUBLIC SAFETY</b>		<b>803,231.60</b>	<b>0.00</b>	<b>783,157.00</b>	<b>782,972.00</b>	<b>-0.02</b>

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 Proposed Budget	% Change In Budget
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	24,593.81	0.00	44,635.00	45,494.00	1.92
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	256.50	0.00	278.00	270.00	-2.88
100-00-53101-151-000	STREET DEPARTMENT FICA	13,340.46	0.00	12,335.00	12,582.00	2.00
100-00-53101-152-000	STREET DEPART RETIREMENT	9,596.23	0.00	9,381.00	9,330.00	-0.54
100-00-53101-154-000	STREET DEPARTMENT HEALTH INS	29,965.90	0.00	45,244.00	45,571.00	0.72
100-00-53101-155-000	STREET DEPARTMENT LIFE INS	77.57	0.00	80.00	65.00	-18.75
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	17,000.00	0.00	14,000.00	13,000.00	-7.14
100-00-53101-159-000	STREET DEPARTMENT ICI	0.00	0.00	349.00	356.00	2.01
100-00-53101-160-000	STREET DEPT. LIABILITY INS.	15,000.00	0.00	15,000.00	15,500.00	3.33
100-00-53101-191-000	STREET DEP PERSONNEL TRAINING	4,034.72	0.00	4,000.00	4,000.00	0.00
100-00-53101-192-000	STREET TRAINING SERVICE	1,669.98	0.00	1,500.00	1,500.00	0.00
100-00-53101-194-000	STREET DEPT EMPLOYEE INCENTIVE	125.30	0.00	600.00	600.00	0.00
100-00-53101-322-000	STREET PUBLICATION FEES	0.00	0.00	150.00	150.00	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 DEPARTMENT</b>		<b>115,660.47</b>	<b>0.00</b>	<b>150,552.00</b>	<b>151,418.00</b>	<b>0.58</b>
100-00-53201-000-000	ENGINEERING SERVICES	1,715.40	0.00	2,000.00	2,000.00	0.00
<b>ENGINEERING SERVICES</b>		<b>1,715.40</b>	<b>0.00</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>
100-00-53202-810-000	STREET & ALLEYS CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
<b>STREET &amp; ALLEYS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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	4,811.59	0.00	5,000.00	5,000.00	0.00
100-00-53230-222-000	GARAGE ELECTRICITY/HEAT	6,325.84	0.00	7,500.00	7,500.00	0.00
100-00-53230-223-000	GARAGE WATER & SEWER	2,319.90	0.00	1,780.00	1,780.00	0.00
100-00-53230-224-000	GARAGE/MACHINE SHED STORMWATER	1,535.20	0.00	1,535.00	1,535.00	0.00
100-00-53230-311-000	GARAGE OFFICE SUPPLIES	4,520.70	0.00	1,850.00	1,850.00	0.00
100-00-53230-341-000	GARAGE OPERATING SUPPLIES	8,018.69	0.00	7,500.00	7,500.00	0.00
100-00-53230-342-000	GARAGE EQT. REPAIRS & MAIN	1,311.09	0.00	1,500.00	1,500.00	0.00
100-00-53230-350-000	GARAGE BLDG. REPAIR & MAINT	9,196.37	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>		<b>38,039.38</b>	<b>0.00</b>	<b>31,665.00</b>	<b>31,665.00</b>	<b>0.00</b>
100-00-53270-000-000	WEED LEAVES & BRUSH	0.00	0.00	0.00	0.00	0.00
100-00-53270-110-000	WEED LEAVES & BRUSH SALARY	0.00	0.00	0.00	0.00	0.00
100-00-53270-121-000	WEED LEAVES & BRUSH SEASONAL	3,195.00	0.00	4,575.00	4,575.00	0.00
100-00-53270-345-000	WEED-BRUSH EQUIP. RENTAL	3,482.90	0.00	4,600.00	4,600.00	0.00
<b>WEED LEAVES &amp; BRUSH</b>		<b>6,677.90</b>	<b>0.00</b>	<b>9,175.00</b>	<b>9,175.00</b>	<b>0.00</b>
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	4,950.00	0.00	4,800.00	4,800.00	0.00
100-00-53271-345-000	TREE CONTROL MISC. EXPENSE	0.00	0.00	0.00	0.00	0.00
100-00-53271-810-000	TREE CONTROL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 Proposed Budget	% Change In Budget
<b>TREE CONTROL</b>		4,950.00	0.00	5,300.00	5,300.00	0.00
100-00-53272-000-000	GRASS CUTTING	0.00	0.00	0.00	0.00	0.00
100-00-53272-110-000	GRASS CUTTING SALARY	2,074.96	0.00	2,790.00	2,843.00	1.90
100-00-53272-121-000	GRASS CUTTING SEASONAL SUBS	23,657.63	0.00	12,000.00	13,000.00	8.33
<b>GRASS CUTTING</b>		25,732.59	0.00	14,790.00	15,843.00	7.12
100-00-53301-000-000	REPAIRS OF STREETS & ALLEYS	13,042.26	0.00	16,000.00	16,000.00	0.00
<b>REPAIRS OF STREETS &amp; ALLEYS</b>		13,042.26	0.00	16,000.00	16,000.00	0.00
100-00-53302-000-000	REPAIR OF STR & ALLEYS	-89.04	0.00	0.00	0.00	0.00
100-00-53302-110-000	REPAIR OF STR & ALLEYS - LABOR	85,717.44	0.00	34,871.00	35,542.00	1.92
100-00-53302-121-000	REPAIR OF STREETS/SEASON STAFF	0.00	0.00	1,400.00	1,400.00	0.00
<b>REPAIR OF STR &amp; ALLEYS - LABOR</b>		85,628.40	0.00	36,271.00	36,942.00	1.85
100-00-53305-000-000	SNOW & ICE REMOVAL	0.00	0.00	0.00	0.00	0.00
100-00-53305-110-000	SNOW & ICE REMOVAL-LABOR	15,303.41	0.00	20,922.00	21,325.00	1.93
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	22,207.71	0.00	11,400.00	11,400.00	0.00
<b>SNOW &amp; ICE REMOVAL CONTIGENCY</b>		37,511.12	0.00	32,322.00	32,725.00	1.25
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	10,487.45	0.00	13,000.00	13,000.00	0.00
<b>BLACKTOP</b>		10,487.45	0.00	13,000.00	13,000.00	0.00
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	3,443.06	0.00	2,790.00	2,843.00	1.90
100-00-53307-121-000	STREET SIGNS SEASONAL LABOR	0.00	0.00	2,000.00	2,000.00	0.00
100-00-53307-810-000	STREET SIGNS & MARKINGS	5,897.48	0.00	9,700.00	9,700.00	0.00
<b>STREET SIGNS &amp; MARKINGS</b>		9,340.54	0.00	14,490.00	14,543.00	0.37
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	25,502.13	0.00	30,686.00	31,277.00	1.93
100-00-53308-121-000	STREET MACHINERY/SEASON STAFF	0.00	0.00	0.00	0.00	0.00
100-00-53308-331-000	STREET MACHINERY GAS & OIL	15,576.75	0.00	20,000.00	17,000.00	-15.00
100-00-53308-332-000	STREET MACHINERY REPAIR & MAIN	522.15	0.00	0.00	0.00	0.00
100-00-53308-342-000	ST. MACHINE EQT REPAIR/MAINT.	22,560.78	0.00	15,000.00	17,000.00	13.33
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>		64,161.81	0.00	65,686.00	65,277.00	-0.62
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	506.98	0.00	0.00	0.00	0.00
<b>PRIVATE WORK</b>		506.98	0.00	0.00	0.00	0.00
100-00-53310-000-000	UNCLASSIFIED LABOR	0.00	0.00	0.00	0.00	0.00

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100-00-53310-110-000	UNCLASSIFIED LABOR SALARY	0.00	0.00	0.00	0.00	0.00
	<b>UNCLASSIFIED</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
100-00-53311-000-000	D&A TESTING	265.00	0.00	600.00	600.00	0.00
	<b>DTA TESTING</b>	<b>265.00</b>	<b>0.00</b>	<b>600.00</b>	<b>600.00</b>	<b>0.00</b>
100-00-53420-000-000	STREET LIGHTING	35,879.83	0.00	41,000.00	38,000.00	-7.32
	<b>STREET LIGHTING</b>	<b>35,879.83</b>	<b>0.00</b>	<b>41,000.00</b>	<b>38,000.00</b>	<b>-7.32</b>
100-00-53421-000-000	TRAFFIC CONTROL	5,308.33	0.00	1,300.00	1,300.00	0.00
	<b>TRAFFIC CONTROL</b>	<b>5,308.33</b>	<b>0.00</b>	<b>1,300.00</b>	<b>1,300.00</b>	<b>0.00</b>
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
	<b>SIDEWALKS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
100-00-53431-000-000	CURB & GUTTER	908.60	0.00	2,500.00	2,500.00	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
	<b>CURB &amp; GUTTER</b>	<b>908.60</b>	<b>0.00</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>0.00</b>
100-00-53445-000-000	FEMA COST INCURRED	4,468.00	0.00	0.00	0.00	0.00
	<b>FEMA COST INCURRED</b>	<b>4,468.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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	221.87	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
	<b>COAL DOCK PROJECT</b>	<b>221.87</b>	<b>0.00</b>	<b>400.00</b>	<b>400.00</b>	<b>0.00</b>
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	1,935.40	0.00	1,500.00	1,500.00	0.00
	<b>MUNICIPAL LANDFILL</b>	<b>1,935.40</b>	<b>0.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>0.00</b>
100-00-53631-000-000	SOLID WASTE CONTRACTOR COSTS	115,911.68	0.00	119,331.00	122,267.00	2.46
100-00-53631-110-000	LITTER CONTROL	505.36	0.00	500.00	500.00	0.00
100-00-53631-121-000	LITTER CONTROL-SEASONAL	0.00	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
	<b>SOLID WASTE</b>	<b>116,417.04</b>	<b>0.00</b>	<b>120,831.00</b>	<b>123,767.00</b>	<b>2.43</b>
100-00-53632-000-000	CITY COMMERCIAL COSTS	3,032.00	0.00	3,121.00	3,215.00	3.01
100-00-53632-110-000	ANNUAL CLEANUP BASE SALARY	994.38	0.00	2,743.00	2,843.00	3.65
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	9,660.20	0.00	11,500.00	11,500.00	0.00
	<b>CITY COMMERCIAL COSTS</b>	<b>13,686.58</b>	<b>0.00</b>	<b>17,364.00</b>	<b>17,558.00</b>	<b>1.12</b>

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 Proposed Budget	% Change In Budget
100-00-53633-000-000	SOLID WASTE DISPOSAL - BAGS	0.00	0.00	0.00	0.00	0.00
<b>BAGS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>PUBLIC WORKS</b>		<b>592,544.95</b>	<b>0.00</b>	<b>576,746.00</b>	<b>579,513.00</b>	<b>0.48</b>
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	1,025.00	0.00	1,400.00	1,400.00	0.00
100-00-54510-151-000	HOUSING AUTHORITY FICA	78.38	0.00	107.00	107.00	0.00
<b>HOUSING AUTHORITY</b>		<b>1,103.38</b>	<b>0.00</b>	<b>1,507.00</b>	<b>1,507.00</b>	<b>0.00</b>
100-00-54910-000-000	CEMETERY	0.00	0.00	0.00	0.00	0.00
100-00-54910-110-000	CEMETERY SALARY	11,234.29	0.00	23,230.00	23,541.00	1.34
100-00-54910-113-000	CEMETERY LONGEVITY	117.68	0.00	126.00	119.00	-5.56
100-00-54910-116-000	CEMETERY INTER DEPT. LABOR	0.00	0.00	0.00	0.00	0.00
100-00-54910-121-000	CEMETERY SEASONAL SALARY	0.00	0.00	3,300.00	3,300.00	0.00
100-00-54910-151-000	CEMETERY FICA	841.86	0.00	2,039.00	2,062.00	1.13
100-00-54910-152-000	CEMETERY RETIREMENT	753.16	0.00	1,573.00	1,550.00	-1.46
100-00-54910-154-000	CEMETERY HEALTH INS	5,396.12	0.00	6,393.00	8,400.00	31.39
100-00-54910-155-000	CEMETERY LIFE INS	18.02	0.00	15.00	19.00	26.67
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	58.00	59.00	1.72
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	252.93	0.00	500.00	500.00	0.00
100-00-54910-223-000	CEMETARY FIRE PROTECTION	111.24	0.00	112.00	112.00	0.00
100-00-54910-331-000	CEMETERY GAS & OIL VEHICLES	435.23	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	3,751.72	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>		<b>22,912.25</b>	<b>0.00</b>	<b>39,846.00</b>	<b>42,162.00</b>	<b>5.81</b>
<b>HEALTH AND HUMAN SERVICES</b>		<b>24,015.63</b>	<b>0.00</b>	<b>41,353.00</b>	<b>43,669.00</b>	<b>5.60</b>
100-00-55110-000-000	LIBRARY	0.00	0.00	0.00	0.00	0.00
100-00-55110-110-000	LIBRARY DIRECTOR SALARY	44,886.69	0.00	42,326.00	44,236.00	4.51
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	442.03	0.00	477.00	514.00	7.76
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	37,240.90	0.00	40,240.00	41,447.00	3.00
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	0.00	0.00	933.00	923.00	-1.07
100-00-55110-132-000	LIBRARY LTE	8,702.37	0.00	7,801.00	8,035.00	3.00
100-00-55110-133-000	LIBRARY PAGES	610.50	0.00	1,599.00	1,599.00	0.00
100-00-55110-140-000	LIBRARY ADMIN. SERVICES	2,501.34	0.00	2,593.00	2,644.00	1.97
100-00-55110-151-000	LIBRARY FICA EXPENSE	6,854.59	0.00	7,374.00	7,604.00	3.12
100-00-55110-152-000	LIBRARY RETIREMENT	5,581.30	0.00	5,607.00	5,665.00	1.03
100-00-55110-154-000	LIBRARY HEALTH INS	6,732.03	0.00	7,395.00	6,588.00	-10.91

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 Proposed Budget	% Change In Budget
100-00-55110-155-000	LIBRARY LIFE INS	40.55	0.00	23.00	42.00	82.61
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.	2,500.00	0.00	1,500.00	500.00	-66.67
100-00-55110-159-000	LIBRARY ICI	0.00	0.00	209.00	216.00	3.35
100-00-55110-191-000	LIBRARY PERSONNEL TRAINING	0.00	0.00	500.00	500.00	0.00
100-00-55110-194-000	LIBRARY EMPLOYEE INCENTIVES	0.00	0.00	200.00	200.00	0.00
100-00-55110-224-000	LIBRARY ALL UTILITIES	8,757.16	0.00	9,323.00	9,603.00	3.00
100-00-55110-225-000	LIBRARY STORM WATER	279.12	0.00	297.00	279.00	-6.06
100-00-55110-295-000	LIBRARY COPY MACHINE MAINT	1,249.19	0.00	1,648.00	1,648.00	0.00
100-00-55110-310-000	LIBRARY PROGRAM SUPPLIES	1,387.74	0.00	800.00	800.00	0.00
100-00-55110-311-000	LIBRARY OFFICE SUPPLIES	1,417.81	0.00	2,050.00	2,050.00	0.00
100-00-55110-312-000	LIBRARY POSTAGE	116.00	0.00	900.00	900.00	0.00
100-00-55110-321-000	LIBRARY PRINTED MATERIALS	18,828.34	0.00	17,605.00	18,598.00	5.64
100-00-55110-323-000	LIBRARY INTERNET ACCESS	8,717.15	0.00	8,720.00	8,982.00	3.00
100-00-55110-324-000	INTER LIBRARY DELIVERY	609.53	0.00	600.00	600.00	0.00
100-00-55110-341-000	LIBRARY BLDG. MAIT. & SUPPLIES	11,086.13	0.00	2,050.00	2,050.00	0.00
100-00-55110-350-000	LIBRARY OFFICE EQUIPMENT	1,808.93	0.00	1,230.00	1,230.00	0.00
100-00-55110-351-000	LIBRARY REPAIRS & MAINT	5,237.61	0.00	2,050.00	2,050.00	0.00
100-00-55110-511-000	LIBRARY INSURANCE	3,400.00	0.00	3,400.00	3,400.00	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 BLDG. MAIT/REPAIR</b>		<b>178,987.01</b>	<b>0.00</b>	<b>169,940.00</b>	<b>173,393.00</b>	<b>2.03</b>
100-00-55200-000-000	PARKS	0.00	0.00	0.00	0.00	0.00
100-00-55200-110-000	PARKS SALARY	28,235.93	0.00	22,936.00	23,289.00	1.54
100-00-55200-111-000	PARKS PER DIEM	0.00	0.00	0.00	0.00	0.00
100-00-55200-113-000	PARKS LONGEVITY	45.98	0.00	9.00	41.00	355.56
100-00-55200-114-000	PARKS AMDIN. SALARY	22,035.38	0.00	22,475.00	22,988.00	2.28
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	0.00	0.00	3,000.00	3,000.00	0.00
100-00-55200-118-000	PARKS ATTENDANT	9,166.50	0.00	6,500.00	6,500.00	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	20.00	0.00	10,791.00	10,791.00	0.00
100-00-55200-151-000	PARKS FICA	4,441.66	0.00	5,180.00	5,249.00	1.33
100-00-55200-152-000	PARKS RETIREMENT	3,576.65	0.00	3,560.00	3,034.00	-14.78
100-00-55200-154-000	PARKS HEALTH INSURANCE	5,764.84	0.00	8,831.00	11,458.00	29.75
100-00-55200-155-000	PARKS LIFE INSURANCE	18.48	0.00	28.00	20.00	-28.57
100-00-55200-157-000	PARKS UNEMPLOYMENT COMP	0.00	0.00	0.00	0.00	0.00
100-00-55200-158-000	PARKS WORKMENS COMP.	1,500.00	0.00	1,000.00	1,000.00	0.00
100-00-55200-159-000	PARKS ICI	0.00	0.00	114.00	116.00	1.75
100-00-55200-160-000	PARKS LIABILITY INSURANCE	2,500.00	0.00	4,700.00	4,700.00	0.00
100-00-55200-210-000	PARKS CONTRACTED SERVICES	9,600.00	0.00	13,000.00	13,000.00	0.00
100-00-55200-221-000	PARKS TELEPHONE	485.09	0.00	500.00	500.00	0.00
100-00-55200-222-000	PARKS ELECTRIC/HEAT	22,659.87	0.00	22,000.00	23,000.00	4.55
100-00-55200-223-000	PARKS WATER & SEWER	6,646.48	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	8,939.30	0.00	11,200.00	11,200.00	0.00
100-00-55200-321-000	PARKS PUBLICATION DUES	1,282.00	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	6,101.35	0.00	7,500.00	7,500.00	0.00

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100-00-55200-331-000	PARKS GAS & OIL VEHICLES	2,323.25	0.00	2,000.00	2,000.00	0.00
100-00-55200-332-000	PARKS VEH. REPAIR & MAINT.	367.50	0.00	0.00	0.00	0.00
100-00-55200-341-000	PARKS OPERATING SUPPLIES	11,157.45	0.00	12,000.00	12,000.00	0.00
100-00-55200-342-000	PARKS EQT. REPAIRS & MAINT.	3,617.19	0.00	3,000.00	3,000.00	0.00
100-00-55200-343-000	LAUNCH MAIT/REPAIRS	646.50	0.00	1,000.00	1,000.00	0.00
100-00-55200-350-000	PARKS BLDG. REPAIR & MAINT.	14,924.34	0.00	3,000.00	5,000.00	66.67
100-00-55200-351-000	PARKS GROUND REPAIR & MAINT.	21,257.12	0.00	15,000.00	17,000.00	13.33
100-00-55200-352-000	SKATING RINK BLDG/GROUNDS	1,660.06	0.00	1,000.00	1,000.00	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	10,846.45	0.00	11,000.00	11,000.00	0.00
100-00-55200-592-000	PARKS LICENSES	671.00	0.00	671.00	671.00	0.00
100-00-55200-593-000	PARKS CREDIT CARD FEES	15.00	0.00	100.00	100.00	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	19,410.25	0.00	4,000.00	4,000.00	0.00
<b>PARK</b>		<b>219,915.62</b>	<b>0.00</b>	<b>209,295.00</b>	<b>217,357.00</b>	<b>3.85</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	2,761.50	0.00	4,000.00	4,000.00	0.00
100-00-55201-151-000	RECREATION FICA	312.84	0.00	306.00	306.00	0.00
100-00-55201-152-000	RECREATION RETIREMENT	132.08	0.00	268.00	268.00	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.	200.00	0.00	200.00	200.00	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	1,327.50	0.00	2,000.00	2,000.00	0.00
100-00-55201-341-000	RECREATION OPERATING SUPPLIES	0.00	0.00	0.00	2,000.00	999.99
100-00-55201-342-000	REC. DEPT. REPAIRS/MAINTENANCE	3,665.72	0.00	4,000.00	4,000.00	0.00
<b>RECREATION PROGRAMS</b>		<b>8,399.64</b>	<b>0.00</b>	<b>12,174.00</b>	<b>14,174.00</b>	<b>16.43</b>
100-00-55300-000-000	CELEBRATIONS	2,180.00	0.00	5,000.00	5,000.00	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>2,180.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>5,000.00</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

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<b>HOMECOMING</b>		0.00	0.00	1,000.00	1,000.00	0.00
<b>CULTURE, RECREATION &amp; EDUCAT</b>		409,482.27	0.00	397,409.00	410,924.00	3.40
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	5,100.67	0.00	5,000.00	5,000.00	0.00
<b>URBAN FORESTRY INITIATIVE</b>		5,100.67	0.00	5,000.00	5,000.00	0.00
100-00-56300-000-000	PUBLIC ACCESS TELEVISION	0.00	0.00	0.00	0.00	0.00
100-00-56300-321-000	PUBLIC ACCESS TV/MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00
100-00-56300-810-000	PUBLIC ACCESS TV / WCAT	130.00	0.00	600.00	600.00	0.00
<b>PUBLIC ACCESS TELEVISION</b>		130.00	0.00	600.00	600.00	0.00
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	775.00	0.00	1,500.00	1,500.00	0.00
100-00-56301-151-000	PLANNING FICA	59.24	0.00	115.00	115.00	0.00
100-00-56301-152-000	PLANNING COMMISSION RETIREMENT	0.00	0.00	0.00	0.00	0.00
100-00-56301-158-000	PLANNING WORKMENS COMP.	0.00	0.00	0.00	0.00	0.00
<b>PLANNING COMMISSION</b>		834.24	0.00	1,615.00	1,615.00	0.00
100-00-56302-000-000	PLANNING SERVICE	900.00	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>COMPREHENSIVE PLAN</b>		900.00	0.00	1,000.00	1,000.00	0.00
100-00-56303-000-000	ECONOMIC DEVELOPMENT	1,761.49	0.00	2,000.00	800.00	-60.00
100-00-56303-110-000	ECON. DEV/MAIN ST FLOWER LABOR	0.00	0.00	0.00	5,000.00	999.99
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	1,321.49	0.00	5,000.00	5,000.00	0.00
100-00-56303-153-000	VACANT LAND FIRE PROTECTION	2,101.78	0.00	2,500.00	2,200.00	-12.00
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>PROPERTY CONDEMNATION</b>		5,184.76	0.00	9,500.00	13,000.00	36.84
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	21.10	0.00	0.00	0.00	0.00
100-00-56400-294-000	HISTORIC PRESERVATION SUPPLIES	927.91	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</b>		949.01	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

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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
<b>ZONING BOARD OF APPEAL</b>		<b>0.00</b>	<b>0.00</b>	<b>1,038.00</b>	<b>1,038.00</b>	<b>0.00</b>
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	573.92	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>		<b>573.92</b>	<b>0.00</b>	<b>650.00</b>	<b>650.00</b>	<b>0.00</b>
<b>CONSERVATION &amp; DEVELOPMENT</b>		<b>13,672.60</b>	<b>0.00</b>	<b>20,403.00</b>	<b>23,903.00</b>	<b>17.15</b>
100-00-57321-000-000	BART	12,850.00	0.00	12,850.00	12,850.00	0.00
100-00-57321-351-000	BART BUS STOP MAINTENANCE	550.00	0.00	1,000.00	1,000.00	0.00
100-00-57321-810-000	BART CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
<b>BART</b>		<b>13,400.00</b>	<b>0.00</b>	<b>13,850.00</b>	<b>13,850.00</b>	<b>0.00</b>
100-00-57520-000-000	SENIOR VAN	3,950.00	0.00	3,950.00	3,950.00	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>		<b>3,950.00</b>	<b>0.00</b>	<b>3,950.00</b>	<b>3,950.00</b>	<b>0.00</b>
100-00-57652-000-000	PURCHASE OF PROPERTY	0.00	0.00	0.00	0.00	0.00
<b>PURCHASE OF PROPERTY</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>PROJECTS</b>		<b>17,350.00</b>	<b>0.00</b>	<b>17,800.00</b>	<b>17,800.00</b>	<b>0.00</b>
100-00-58100-000-000	PRINCIPAL ON DEBT	0.00	0.00	0.00	0.00	0.00
<b>SHORT TERM DEBT</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
100-00-58200-000-000	INTEREST ON DEBT	0.00	0.00	0.00	0.00	0.00
<b>INTEREST ON DEBT</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
100-00-58202-000-000	PAYING AGENT CHARGES	3,500.00	0.00	4,700.00	3,500.00	-25.53
<b>PAYING AGENT CHARGES</b>		<b>3,500.00</b>	<b>0.00</b>	<b>4,700.00</b>	<b>3,500.00</b>	<b>-25.53</b>
<b>LOAN/LEASE PAYMENT</b>		<b>3,500.00</b>	<b>0.00</b>	<b>4,700.00</b>	<b>3,500.00</b>	<b>-25.53</b>
100-00-59103-000-000	MAPS & PLATS	0.00	0.00	0.00	0.00	0.00
<b>MAPS &amp; PLATS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
100-00-59104-000-000	SALE OF CITY PROPERTY EXPENSE	0.00	0.00	0.00	0.00	0.00

Proposed Budget Overview - Detail  
Fund: 100 - GENERAL FUND

Account Number	2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 Proposed Budget	% Change In Budget
<b>SALE OF CITY PROPERTY EXPENSE</b>	0.00	0.00	0.00	0.00	0.00
100-00-59105-000-000 BANK SERVICE CHARGES	643.65	0.00	1,000.00	1,000.00	0.00
<b>BANK SERVICE CHARGES</b>	643.65	0.00	1,000.00	1,000.00	0.00
100-00-59109-000-000 ROOM TAX TO CHAMBER	45,959.77	0.00	31,500.00	40,500.00	28.57
<b>ROOM TAX TO CHAMBER</b>	45,959.77	0.00	31,500.00	40,500.00	28.57
100-00-59110-000-000 AMBULANCE A/R WRITE OFF	76,641.24	0.00	0.00	0.00	0.00
<b>AMBULANCE A/R WRITE OFF</b>	76,641.24	0.00	0.00	0.00	0.00
100-00-59119-000-000 UNCLASSIFIED	1,225.84	0.00	0.00	0.00	0.00
<b>MISC. EXPENSE</b>	1,225.84	0.00	0.00	0.00	0.00
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>	0.00	0.00	0.00	0.00	0.00
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>	0.00	0.00	0.00	0.00	0.00
<b>OTHER EXPENSES</b>	124,470.50	0.00	32,500.00	41,500.00	27.69
<b>Total Expenses</b>	2,347,562.01	0.00	2,261,857.00	2,301,823.00	1.77
<b>Net Totals</b>	-213,494.22	0.00	0.00	0.00	0.00

Proposed Budget Overview - Detail  
Fund: 300 - DEBT SERVICE FUND

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 Proposed Budget	% Change In Budget
300-00-41110-000-000	GENERAL PROPERTY TAXES	268,998.00	0.00	268,633.00	346,058.00	28.82
<b>TAXES</b>		<b>268,998.00</b>	<b>0.00</b>	<b>268,633.00</b>	<b>346,058.00</b>	<b>28.82</b>
300-00-48100-000-000	INTEREST ON INVESTMENTS	207.23	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	16,381.00	72,157.00	340.49
<b>OTHER FINANCING SOURCES</b>		<b>207.23</b>	<b>0.00</b>	<b>16,381.00</b>	<b>72,157.00</b>	<b>340.49</b>
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>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenues</b>		<b>269,205.23</b>	<b>0.00</b>	<b>285,014.00</b>	<b>418,215.00</b>	<b>46.73</b>

Proposed Budget Overview - Detail  
Fund: 300 - DEBT SERVICE FUND

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 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	221,104.63	0.00	226,366.00	343,482.00	51.74
300-00-58200-000-000	INTEREST AND FISCAL CHARGES	64,272.85	0.00	58,648.00	74,733.00	27.43
<b>LOAN/LEASE PAYMENT</b>		285,377.48	0.00	285,014.00	418,215.00	46.73
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	TRANSFERE 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>OTHER EXPENSES</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>		285,377.48	0.00	285,014.00	418,215.00	46.73
<b>Net Totals</b>		-16,172.25	0.00	0.00	0.00	0.00

Proposed Budget Overview - Detail  
Fund: 410 - CAPITAL IMPROVEMENT

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 Proposed Budget	% Change In Budget
410-00-41110-000-000	GENERAL PROPERTY TAXES	393,000.00	0.00	371,400.00	256,378.00	-30.97
<b>TAXES</b>		<b>393,000.00</b>	<b>0.00</b>	<b>371,400.00</b>	<b>256,378.00</b>	<b>-30.97</b>
410-00-43536-000-000	LRIP MONEY	0.00	0.00	0.00	0.00	0.00
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>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
410-00-46371-000-000	FEES	0.00	0.00	0.00	0.00	0.00
<b>PUBLIC CHARGES FOR SERVICES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
410-00-48100-000-000	INTEREST ON INVESTMENTS	512.62	0.00	0.00	0.00	0.00
410-00-48200-000-000	RENT	0.00	0.00	0.00	0.00	0.00
410-00-48303-000-000	SALE OF CITY EQUIPMENT	0.00	0.00	0.00	0.00	0.00
410-00-48500-000-000	DONATIONS	0.00	0.00	0.00	0.00	0.00
410-00-48600-000-000	MISCELLANEOUS REVENUES	0.00	0.00	0.00	0.00	0.00
<b>OTHER FINANCING SOURCES</b>		<b>512.62</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
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	5,000.00	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
410-00-49300-000-000	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	0.00	0.00	0.00
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>		<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenues</b>		<b>398,512.62</b>	<b>0.00</b>	<b>371,400.00</b>	<b>256,378.00</b>	<b>-30.97</b>

Proposed Budget Overview - Detail  
Fund: 410 - CAPITAL IMPROVEMENT

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 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	8,000.00	999.99
410-00-51450-820-000	OFFICE DEP. CAPITAL PROJECT	0.00	0.00	0.00	0.00	0.00
410-00-51601-000-000	CITY HALL	0.00	0.00	0.00	0.00	0.00
410-00-51601-810-000	CITY HALL	0.00	0.00	45,000.00	0.00	-100.00
410-00-51601-820-000	CITY HALL CAPITAL PROJECT	0.00	0.00	0.00	0.00	0.00
<b>GENERAL GOVERNMENT</b>		0.00	0.00	45,000.00	8,000.00	-82.22
410-00-52101-810-000	POLICE DEP. CAPITAL OUTLAY	7,807.46	0.00	37,000.00	0.00	-100.00
410-00-52201-810-000	FIRE DEP. CAPITAL OUTLAY	245,297.33	0.00	0.00	0.00	0.00
410-00-52201-820-000	FIRE DEP. CAPITAL PROJECT	0.00	0.00	0.00	10,000.00	999.99
410-00-52301-351-000	AMBULANCE RESCUE EQUIPMENT	0.00	0.00	6,400.00	3,400.00	-46.88
410-00-52301-810-000	AMBULANCE CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
<b>PUBLIC SAFETY</b>		253,104.79	0.00	43,400.00	13,400.00	-69.12
410-00-53202-810-000	STREET & ALLEYS CAPITAL OUTLAY	14,000.00	0.00	0.00	0.00	0.00
410-00-53202-820-000	STREET & ALLEYS CRACK FILLING	131,778.48	0.00	95,000.00	122,478.00	28.92
410-00-53230-810-000	GARAGE/MACHINE SHED CAPITAL	0.00	0.00	0.00	0.00	0.00
410-00-53271-810-000	TREE CONTROL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
410-00-53307-810-000	STREET SIGNS & MARKINGS	0.00	0.00	0.00	27,500.00	999.99
410-00-53308-810-000	ST. MACHINERY CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
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	35,200.00	0.00	50,000.00	0.00	-100.00
<b>PUBLIC WORKS</b>		180,978.48	0.00	145,000.00	149,978.00	3.43
410-00-54910-820-000	CEMETERY CAPITAL PROJECT	1,575.00	0.00	8,000.00	0.00	-100.00
<b>HEALTH AND HUMAN SERVICES</b>		1,575.00	0.00	8,000.00	0.00	-100.00
410-00-55110-810-000	LIBRARY	2,000.00	0.00	20,000.00	85,000.00	325.00
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	3,602.14	0.00	30,000.00	0.00	-100.00
410-00-55200-820-000	BEACH RESTORATION	0.00	0.00	0.00	0.00	0.00
<b>CULTURE, RECREATION &amp; EDUCAT</b>		5,602.14	0.00	50,000.00	85,000.00	70.00
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	0.00	0.00	0.00	0.00	0.00
410-00-56303-810-000	CAPITAL OUTLAY WELCOME SIGN	0.00	0.00	0.00	0.00	0.00
410-00-56400-810-000	HISTORIC PRESERVATION	0.00	0.00	0.00	0.00	0.00
410-00-56401-810-000	CONSER/DEV. CAPITAL OUTLAY	14,800.00	0.00	70,000.00	0.00	-100.00
<b>CONSERVATION &amp; DEVELOPMENT</b>		14,800.00	0.00	70,000.00	0.00	-100.00
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	10,000.00	0.00	-100.00
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>		0.00	0.00	10,000.00	0.00	-100.00
410-00-59119-000-000	UNCLASSIFIED	0.00	0.00	0.00	0.00	0.00

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 Proposed Budget	% Change in Budget
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
410-00-59230-000-000	TRANSFER TO DEBT SERVICE	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>OTHER EXPENSES</b>		0.00	0.00	0.00	0.00	0.00
<b>Total Expenses</b>		456,060.41	0.00	371,400.00	256,378.00	-30.97
<b>Net Totals</b>		-57,547.79	0.00	0.00	0.00	0.00

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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, City Administrator <sup>SSK</sup>  
Re: 2019 Water and Sewer Utility Budgets  
Date: October 17, 2018

Attached you will find the respective proposed 2019 budgets for the Water and Sewer Utilities.

**Water Utility:**

To my surprise, revenues for the water utility are down overall. I have double checked the figures, which are based on actual billings for the past four quarters, and have considered possible causes for this. There have been some businesses (restaurants) that have closed, but as far as the residential drop, I can only suspect that water conservation is taking place to help reduce individual costs. Overall, the Water Utility is still performing well and is meeting its expenses. The overall revenue is projected to be down by 2.75 percent.

You can see some slight deviations in revenues from water usage over the past year. Additional growth did occur in the industrial area, and we need to continue to encourage more customers. There have been a couple new services added, but if other buildings are vacant or underutilized, new customer revenue is offset.

As for expenses, some changes have occurred for employee benefits and wages, liability insurance, and with principle and interest payments. Wages include a proposed 2 percent increase for 2019, along with the anticipated benefit changes.

Even though current revenue does not bring in enough revenue to cover all of the depreciation expenses, the Utility is able to adequately cash flow. Please know that the overall cash in the account is minimal as the Water Utility has been meeting the cash needs of the Sewer Utility for several years.

It is our intention to apply for an inflationary increase with the PSC if the City is eligible to do so, unless we are directed otherwise. We increased the water rates by 3% in 2015 to help keep the Water Utility current, and from losing ground in its relatively good position at this point. In addition, it will reduce the administrative expenses and regulatory costs of applying for rate increases with the Public Service Commission in the future. Not keeping up with inflationary costs also tends to shock utility customers as larger rate increases are needed when rates are required to be increased. An application for an inflationary

increase can be submitted after March of 2019. If the City is eligible for that increase, I will inform the Council of the timeframe for implementation. At this time, I am anticipating that a water rate increase will be likely, and will not be requesting a sewer increase if a water increase will be going into effect.

**Water Utility Revenues:**

Forfeited Discounts (first line) - Late fees on hydrant rental

Water/Unmetered Sales – When water is purchased from City via hydrant/tanker

Private Fire Protection Systems – Fees charged to buildings with sprinkler systems.

Forfeited Discounts (second line) – Late fees on water usage

Other Revenues – Includes charges to DuPont for maintenance and operating costs

Residential Sales – Revenue from meters classified as residential – reflects projected for next year

Commercial Sales – Revenue from meters classified as commercial – reflects projected for next year

Industrial Sales – Revenue from meters classified as industrial – reflects projected for next year

MultiFamily Resident - This is a relatively new line item that was mandated to track residential complexes with three or more units and served by a single water meter.

Public Authority Sales – Revenue from meters for government/public entities – reflects projected for next year

Public Safety/Public Fire Protection – Revenue generated from Public Fire Protection Fee – reflects projected for next year. In 2015, a state statute required us to consolidate certain properties if owned by the same person and the properties were connected. Therefore, instead of receiving multiple fees for multiple properties, we receive one fee for multiple properties.

Other Income - Turn-on fees and connection charges

Interest on Investments – We have a small amount of money in the bank and at low interest rates.

**Water Utility Expenses:**

Water Depreciation Expense – This line item is not used for actual depreciation in the budget. It is being used for capital items that are not being paid for with capital dollars because we don't have a line item for that expense and don't want create another line item. Capital requests are explained below.

Water Amortization - Is the principal payment that the water utility is making on water debt, except for the special assessment debts, or revenues, which have historically not been included in the budget.

Water Taxes - Is the FICA amount for the wages plus, the amount of tax the utility pays the General Fund. The tax amount was reduced from \$27,484 to \$0 in 2010 by resolution in order to reduce the expenses for the Water Utility. The amount that should rightfully be paid to the General Fund is well over \$100,000. The \$27,474 amount was last adjusted back in 1994. Only the FICA expense remains in this line item.

Water Transportation – Includes fuel for vehicles, vehicle repairs and maintenance, and mileage expenses.

Water Salaries - Includes the amount of time of the DPW staff allocated to utilities divided by two (50 percent water, 50 percent sewer). General and administrative salaries includes the amounts for the DPW director (25%), Administrator (10%), Assistant Administrator (25%), Treasurer (5%), and Deputy Clerk/Treasurer (27%) allocated to the utilities. All salaries include a requested two percent (2.00%) wage increase for 2019.

Water Outside Services - Includes testing fees, consultants, and training.

Water Employee Pension and Benefits - Includes the health, retirement, and other benefits allocated to the utilities for all employees.

Regulatory Commission - Pays for Public Service Commission fees, permits, and licensing requirements.

L-T Interest Expense - Is the amount of interest the Water Utility will pay on the debt (except for special assessment debt).

**Sewer Utility:**

For the first time in nine years, the Sewer Utility is projected to meet its operational expenses. There are several reasons for this that we have been working on for some time. First, we have had modest rate increases for years to keep increasing revenue; the refinancing this year helped to reduce our debt expenses, a couple new services were added, and perhaps most importantly, staff have been taking steps to find ways to reduce expenses by doing in-house testing, finding ways to be energy efficient, and working to improve maintenance of the facilities. Now, there is certainly still a long way to go, and we need to continue to add more services and staff will continue to look for ways to save money. They are taking a more active role in understanding the budget and the billing operations of the both utilities. The new goal should be to have sewer contribute more to its own capital needs.

We have had modest sewer rate increases for years. For 2019, I am recommending that we do not increase the rates until I know if the water utility will have a rate increase. I am concerned that continued higher rates will simply drive down consumption and backfire on increasing revenue. Later this spring I will know if we are eligible for a PSC increase in water. If not, I will plan to come back with a modest mid-year increase for sewer.

Revenue has been adjusted to reflect actual figures from this past year with the rate increase that was imposed last year. There are some adjustments to the various categories of revenues due to re-categorization and the increase in rates.

Wages include a proposed two percent (2.00%) wage increase for all staff. A few other adjustments have been made where I see trends with the 2018 budget.

At this time, the Sewer Utility has a debt load of about \$4 million.

**Capital Projects**

The sewer and water have several capital items this year: New/used truck (\$30,000), demolition of the old treatment plant buildings (\$20,000), replace influent pump #3 at the treatment plant (\$12,000), repair the lakeside fine screen at the treatment plant (\$12,000), purchase an acoustic leak detector (\$2,000). These requests total \$76,000 and are placed in the Water Utility Depreciation Expense line item for the moment.

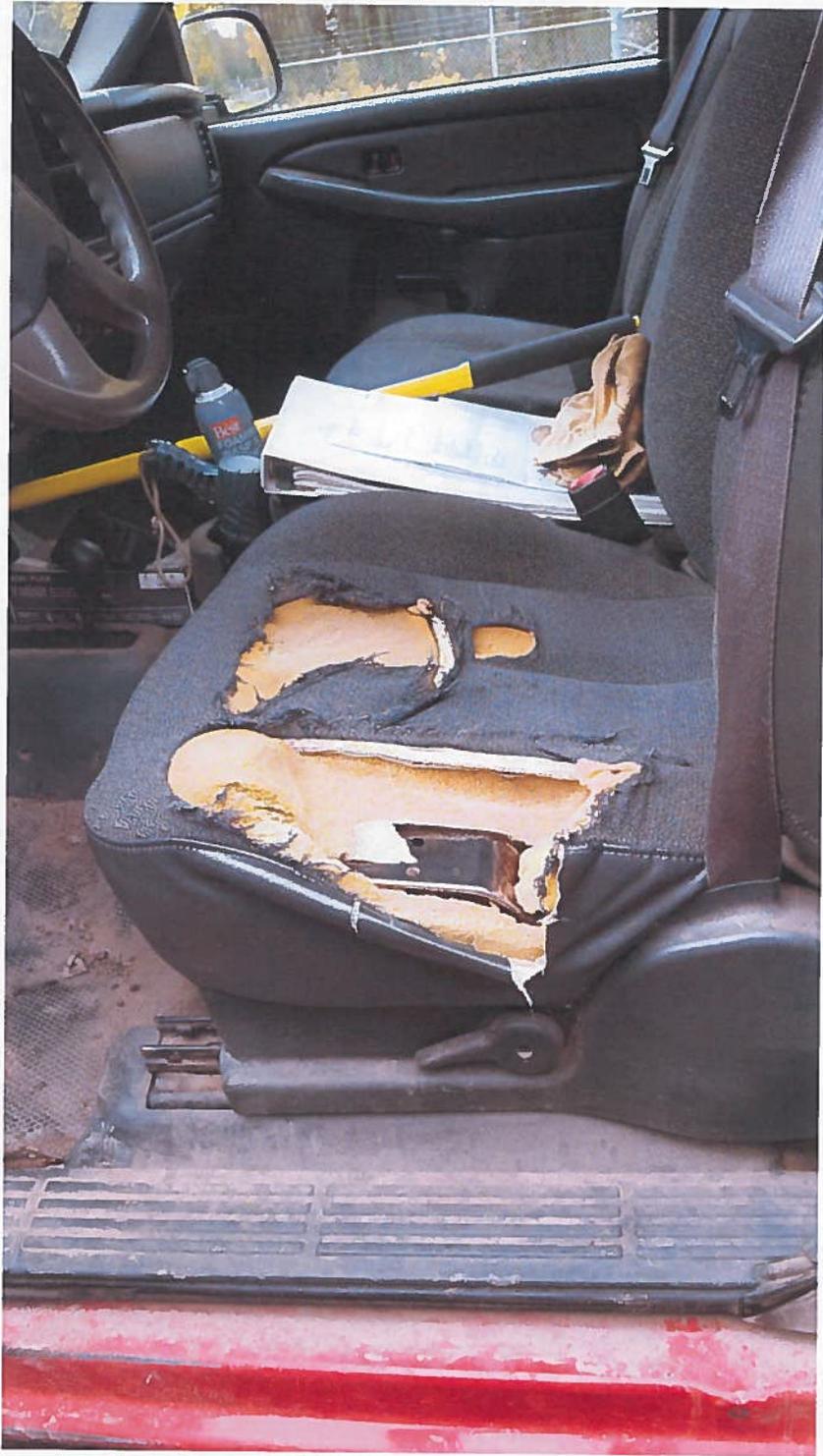
Photos are included on the current utility truck and you can see that this vehicle is falling apart. A new vehicle should also be a ¾ ton in order to accommodate the hauling of the sewer jetter. A smaller truck is overloaded with that piece of equipment.

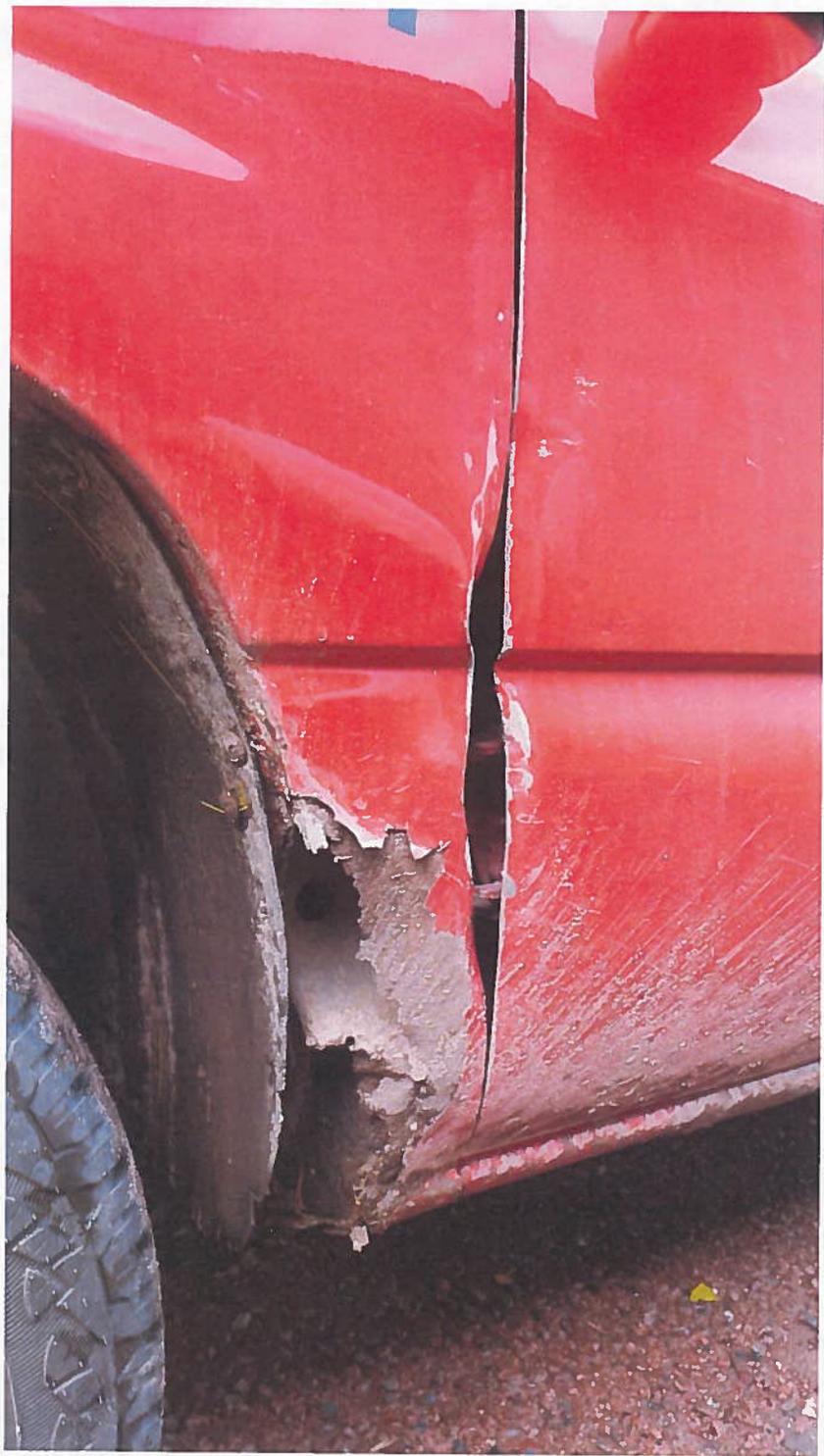
The old buildings at the treatment plant (from the 1950s) continue to deteriorate and serve no useful purpose. Staff are removing the utility connection to these buildings to save money and to prepare for their eventual removal before they completely deteriorate. If the City would like to have solar panels at the plant, this is the most logical area for the panels to go and the removal would help to facilitate that.

As for the influent pump, it is showing signs of wear such as leaking seals and bearing wear. The base is almost rusted through. The screen has a bent shaft and the wash system is not operating. In addition, the screen is a critical part of the pre-treatment process. Photos of both pieces of equipment, which are original to the plant, have been provided.

Finally, the acoustic leak detector would help staff to identify water leaks in the system to prevent water loss and damage. There are additional requests for capital improvements, but these are the priority items I expect that we will be able to afford next year.

Please let me know if you have any questions regarding this budget. I recommend tentative approval of the budget with the authorization to proceed with the PSC application.

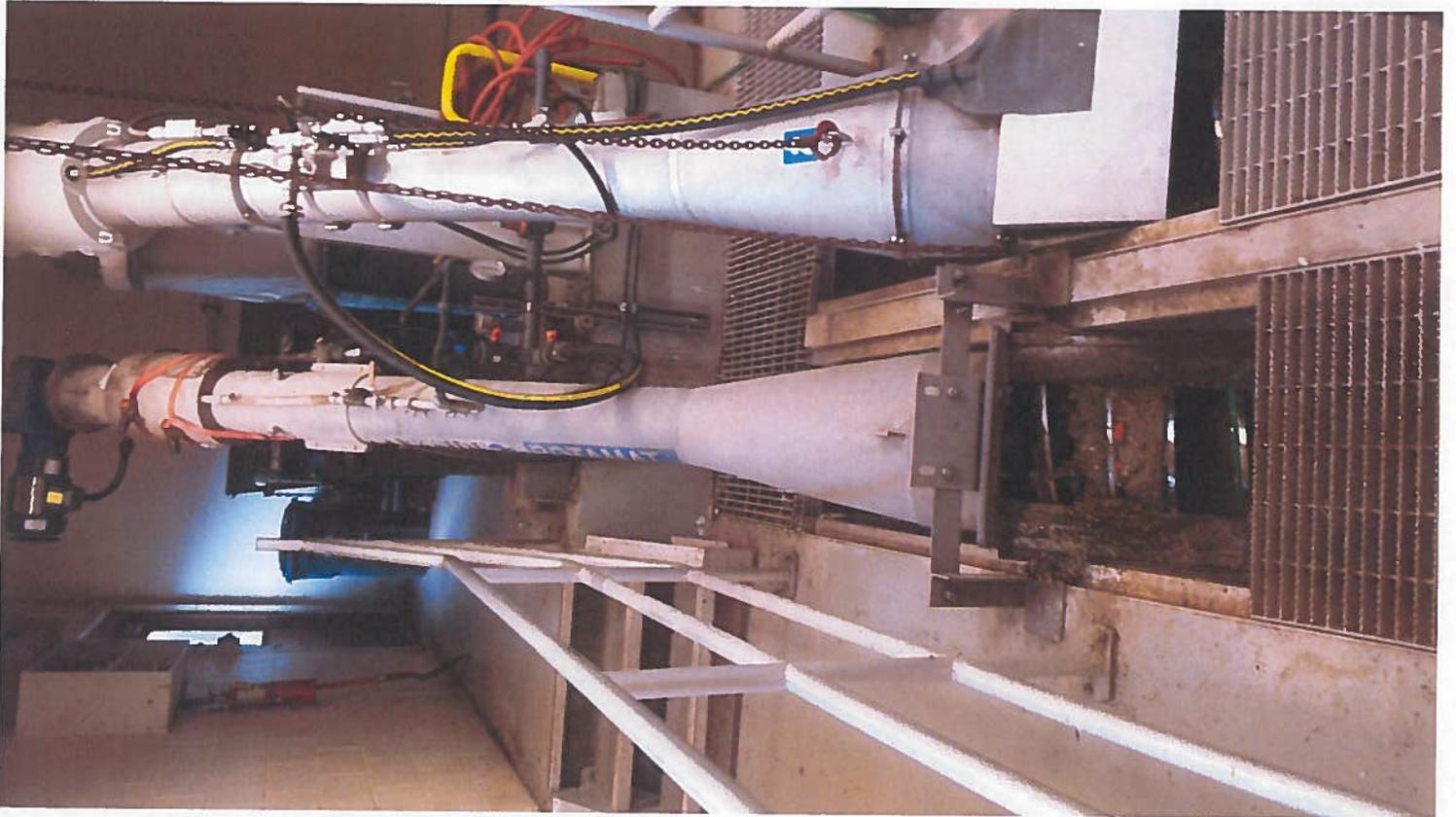




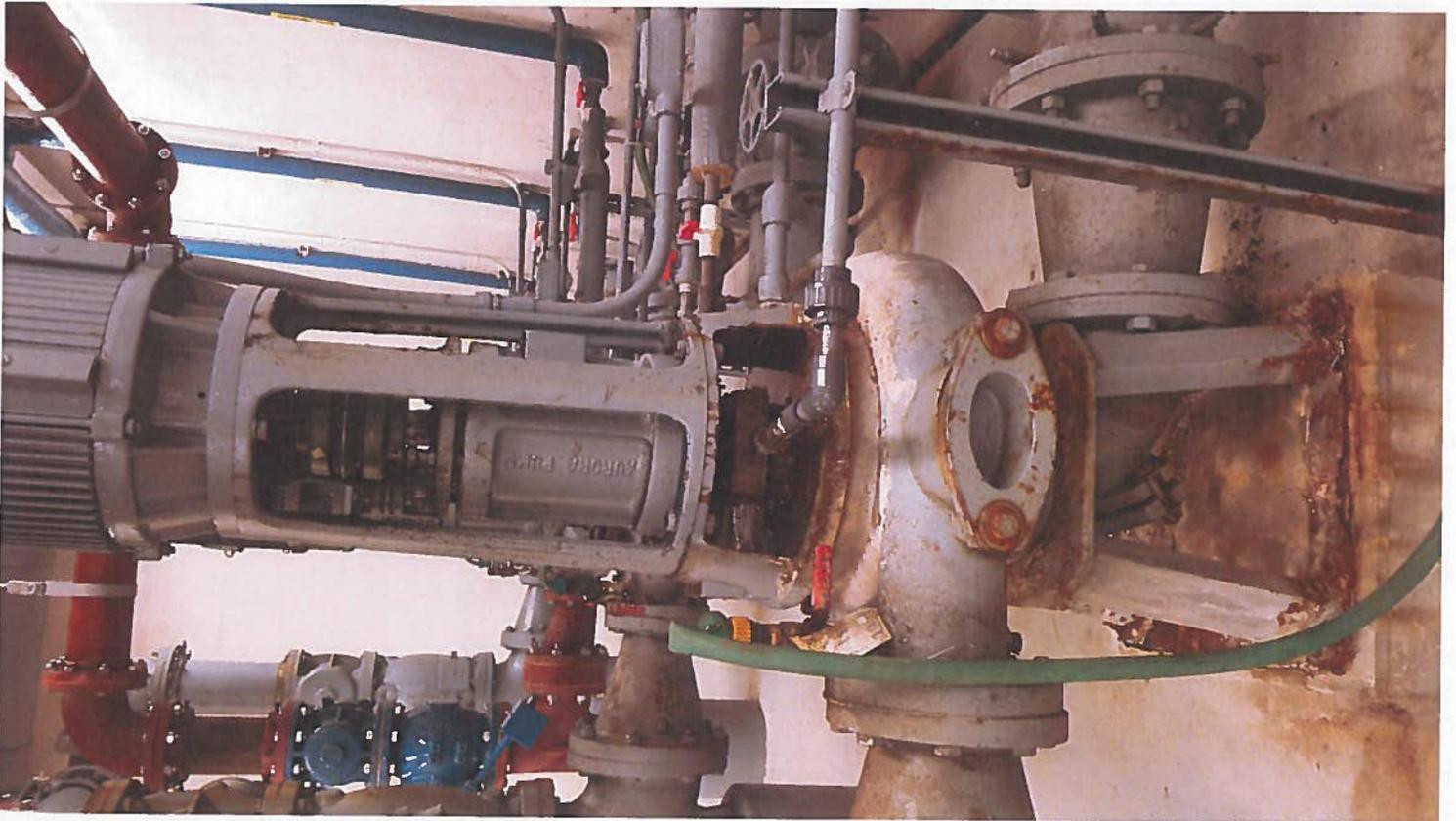




Fine Screen  
(left)



# Influent Pump



Draft # 7

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 Proposed Budget	% Change In Budget
620-00-46414-000-470	WATER SERVICE FORFIETED DISC.	867.64	0.00	1,000.00	1,000.00	0.00
620-00-46450-000-460	WATER/UNMETERED SALES	1,754.96	0.00	1,000.00	1,000.00	0.00
620-00-46450-000-461	WATER/METERED SALES	0.00	0.00	0.00	0.00	0.00
620-00-46450-000-462	WATER/PRIVATE FIRE PROTECTION	905.40	0.00	1,000.00	910.00	-9.00
620-00-46450-000-470	WATER/FORFIETED DISCOUNTS	1,395.78	0.00	1,500.00	1,500.00	0.00
620-00-46450-000-474	WATER/OTHER REVENUES	7,038.04	0.00	0.00	0.00	0.00
620-00-46451-000-461	RESIDENTIAL/METERED SALES	216,923.70	0.00	225,000.00	213,488.00	-5.12
620-00-46452-000-461	COMMERCIAL/METERED SALES	38,996.79	0.00	39,000.00	37,741.00	-3.23
620-00-46453-000-461	INDUSTRIAL/METERED SALES	4,310.94	0.00	4,100.00	5,131.00	25.15
620-00-46454-000-461	MULTIFAMILY RESIDENT/METERED	5,902.43	0.00	5,500.00	5,842.00	6.22
<b>PUBLIC CHARGES FOR SERVICES</b>		<b>278,095.68</b>	<b>0.00</b>	<b>278,100.00</b>	<b>266,612.00</b>	<b>-4.13</b>
620-00-47310-000-464	GEN. GOV./SALES TO PUBLIC AUTH	40,385.49	0.00	40,000.00	39,256.00	-1.86
620-00-47320-000-463	PUBLIC SAFETY/PUBLIC FIRE PRO	152,310.95	0.00	151,000.00	150,297.00	-0.47
620-00-47320-000-471	PUBLIC SAFETY/HYDRANT RENTAL	0.00	0.00	0.00	0.00	0.00
620-00-47330-000-461	DUPONT WATER SALES	0.00	0.00	0.00	0.00	0.00
620-00-47330-000-474	DUPONT REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00
620-00-47400-000-467	LOCAL DEPART./INTERDEPARTMENT	0.00	0.00	0.00	0.00	0.00
620-00-47400-000-634	Water Other Income	0.00	0.00	750.00	750.00	0.00
<b>INTERGOVT CHARGES FOR SERVICES</b>		<b>192,696.44</b>	<b>0.00</b>	<b>191,750.00</b>	<b>190,303.00</b>	<b>-0.75</b>
620-00-48000-000-000	TRANSFER FROM TIF	0.00	0.00	0.00	0.00	0.00
620-00-48100-000-419	INTEREST ON INVESTMENTS	2,674.60	0.00	200.00	200.00	0.00
620-00-48100-000-420	INTEREST/CAPITILIZATION OF RD	0.00	0.00	0.00	0.00	0.00
620-00-48100-000-421	INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00	0.00
620-00-48100-002-419	INTEREST ON INVESTMENTS	229.28	0.00	0.00	0.00	0.00
<b>OTHER FINANCING SOURCES</b>		<b>2,903.88</b>	<b>0.00</b>	<b>200.00</b>	<b>200.00</b>	<b>0.00</b>
<b>Total Revenues</b>		<b>473,696.00</b>	<b>0.00</b>	<b>470,050.00</b>	<b>457,115.00</b>	<b>-2.75</b>

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 Proposed Budget	% Change In Budget
620-00-53700-000-403	WATER DEPRECIATION EXPENSE	174,105.75	0.00	73,000.00	76,000.00	4.11
620-00-53700-000-404	WATER/AMORTIZATION	0.00	0.00	65,906.00	63,812.00	-3.18
620-00-53700-000-408	TAXES FICA/MEDICARE	5,701.92	0.00	7,830.00	6,828.00	-12.80
620-00-53700-000-409	PSC REMAINDER ASSES.	0.00	0.00	0.00	0.00	0.00
620-00-53700-000-425	WATER AMORTIZATION GRANTS	0.00	0.00	0.00	0.00	0.00
620-00-53700-000-428	WATER BOND DISCT. AMORIZAT	0.00	0.00	0.00	0.00	0.00
620-00-53700-000-429	WATER AMORTIZ OF PREMIUM	0.00	0.00	0.00	0.00	0.00
620-00-53700-000-600	WATER SALARIES	43,432.27	0.00	62,653.00	63,990.00	2.13
620-00-53700-000-610	WATER STORM WATER	721.08	0.00	721.00	721.00	0.00
620-00-53700-000-620	WATER FUEL OR POWER PURCHASE	18,089.96	0.00	17,500.00	17,500.00	0.00
620-00-53700-000-630	WATER CHEMICALS	0.00	0.00	1,000.00	1,000.00	0.00
620-00-53700-000-640	WATER SUPPLIES & EXPENSES	6,616.36	0.00	6,000.00	6,000.00	0.00
620-00-53700-000-650	WATER REPAIRS PLANT	14,036.61	0.00	3,000.00	3,000.00	0.00
620-00-53700-000-660	WATER TRANSPORTATION EXP.	1,246.55	0.00	2,000.00	2,000.00	0.00
620-00-53700-000-680	WATER GEN & ADMIN SALARIES	25,220.98	0.00	24,569.00	25,115.00	2.22
620-00-53700-000-681	WATER OFFICE SUPPLY & EXPENSE	2,474.82	0.00	2,500.00	2,500.00	0.00
620-00-53700-000-682	WATER OUTSIDE SERVICES	13,622.87	0.00	9,500.00	9,500.00	0.00
620-00-53700-000-683	WATER ADMIN. PER DIEM	0.00	0.00	0.00	0.00	0.00
620-00-53700-000-684	WATER INSURANCE	4,000.00	0.00	4,000.00	4,500.00	12.50
620-00-53700-000-686	WATER EMPLOY. PENSION & BENEFI	22,215.92	0.00	28,405.00	29,342.00	3.30
620-00-53700-000-687	WORKMAN'S COMP	4,000.00	0.00	3,500.00	3,500.00	0.00
620-00-53700-000-688	WATER REGUL COMMISSION EXP.	128.00	0.00	1,500.00	1,500.00	0.00
620-00-53700-000-689	WATER MISC. GENERAL EXP.	2,788.74	0.00	2,500.00	2,500.00	0.00
620-00-53700-000-690	WATER BAD DEBTS	0.00	0.00	0.00	0.00	0.00
620-00-53700-000-691	WATER/OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
620-00-53700-001-684	WORK. COMP./WATER	0.00	0.00	0.00	0.00	0.00
<b>PUBLIC WORKS</b>		<b>338,401.83</b>	<b>0.00</b>	<b>316,084.00</b>	<b>319,308.00</b>	<b>1.02</b>
620-00-58200-000-427	L-T INTEREST EXPENSE	144,345.52	0.00	136,721.00	132,977.00	-2.74
620-00-58200-000-428	BON DISCT. AMORTIZAT	0.00	0.00	0.00	0.00	0.00
620-00-58200-000-429	INTEREST 2003 REVENUE BOND	0.00	0.00	0.00	0.00	0.00
620-00-58200-000-431	OTHER INTEREST EXPENSE	0.00	0.00	0.00	0.00	0.00
<b>LOAN/LEASE PAYMENT</b>		<b>144,345.52</b>	<b>0.00</b>	<b>136,721.00</b>	<b>132,977.00</b>	<b>-2.74</b>
620-00-59000-000-000	GASB 68 EXPENSE	4,957.00	0.00	0.00	0.00	0.00
<b>OTHER EXPENSES</b>		<b>4,957.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenses</b>		<b>487,704.35</b>	<b>0.00</b>	<b>452,805.00</b>	<b>452,285.00</b>	<b>-0.11</b>
<b>Net Totals</b>		<b>-14,008.35</b>	<b>0.00</b>	<b>17,245.00</b>	<b>4,830.00</b>	<b>-71.99</b>

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 Proposed Budget	% Change In Budget
720-00-46410-000-622	SEWAGE - METERED RESIDENTIAL	404,832.10	0.00	403,000.00	405,042.00	0.51
720-00-46410-000-635	SEWAGE - RESIDENTIAL RECONNECT	0.00	0.00	0.00	0.00	0.00
720-00-46411-000-622	SEWAGE SERVICE - COMMERICAL	69,143.62	0.00	68,700.00	66,779.00	-2.80
720-00-46412-000-622	SEWAGE SERVICE - INDUSTRIAL	2,282.91	0.00	2,161.00	2,409.00	11.48
720-00-46413-000-622	SEWAGE SERVICE - PUBLIC AUTHOR	63,486.58	0.00	62,800.00	64,237.00	2.29
720-00-46414-000-470	SEWAGE FORFIETED DISCOUNTS	8,519.40	0.00	7,000.00	7,000.00	0.00
720-00-46414-000-474	SEWAGE SERVICE OTHER REVENUE	618.06	0.00	0.00	0.00	0.00
720-00-46414-000-622	MULTI FAMILY HOUSING	0.00	0.00	0.00	9,102.00	999.99
720-00-46414-000-636	SEWER AMORTIZATION REVENUE	7,990.82	0.00	0.00	0.00	0.00
720-00-46450-000-474	SEWER MISC. OTHER REVENUES	700.00	0.00	0.00	0.00	0.00
<b>PUBLIC CHARGES FOR SERVICES</b>		<b>557,573.49</b>	<b>0.00</b>	<b>543,661.00</b>	<b>554,569.00</b>	<b>2.01</b>
720-00-48000-000-000	TRANSFER FROM TIF	0.00	0.00	0.00	0.00	0.00
720-00-48000-000-635	MISC. OPERATING REVENUE	15,252.00	0.00	0.00	0.00	0.00
720-00-48100-000-419	INTEREST ON INVESTMENTS	439.09	0.00	250.00	250.00	0.00
720-00-48100-000-421	INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00	0.00
720-00-48100-002-419	INTEREST INCOME SEWER PROJECT	2,555.96	0.00	0.00	0.00	0.00
<b>OTHER FINANCING SOURCES</b>		<b>18,247.05</b>	<b>0.00</b>	<b>250.00</b>	<b>250.00</b>	<b>0.00</b>
720-00-49102-000-000	TRANS FROM CAPITAL IMPROVEMENT	0.00	0.00	0.00	0.00	0.00
720-00-49210-000-000	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
<b>TRANSFER FROM OTHER FUNDS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Revenues</b>		<b>575,820.54</b>	<b>0.00</b>	<b>543,911.00</b>	<b>554,819.00</b>	<b>2.01</b>

Account Number		2017 Actual Year-End	2018 Projected Year-End	2018 Budget	2019 Proposed Budget	% Change In Budget
720-00-53610-000-403	SEWER DEPRECIATION EXPENSE	228,688.59	0.00	0.00	0.00	0.00
720-00-53610-000-408	TAXES FICA/MEDICARE	5,909.93	0.00	7,830.00	6,828.00	-12.80
720-00-53610-000-428	SEWAGE BOND DISCT. AMORTIZATIO	0.00	0.00	107,530.00	114,300.00	6.30
720-00-53610-000-429	SEWER CLEANER AMORTIZATION	0.00	0.00	4,545.00	4,848.00	6.67
720-00-53610-000-610	SEWAGE SERVICE STORM SEWER	934.80	0.00	936.00	936.00	0.00
720-00-53610-000-820	SEWAGE SUPERVISION & LABOR	52,064.82	0.00	62,653.00	63,990.00	2.13
720-00-53610-000-821	SEWAGE POWER & FUEL-PUMPING	47,865.29	0.00	40,000.00	40,000.00	0.00
720-00-53610-000-823	SEWAGE SERVICE ALUM	11,814.22	0.00	13,200.00	12,000.00	-9.09
720-00-53610-000-827	SEWAGE OPERATING SUPP. & EXPEN	14,189.86	0.00	20,000.00	20,000.00	0.00
720-00-53610-000-828	SEWAGE TRANSPORTATION EXPENSE	1,128.96	0.00	2,000.00	2,000.00	0.00
720-00-53610-000-831	SEWAGE MAINTEN-COLLECT SYSTEM	262.19	0.00	2,000.00	2,000.00	0.00
720-00-53610-000-832	SEWAGE MAIN-COLLECTION & PUMP	1,669.32	0.00	3,000.00	3,000.00	0.00
720-00-53610-000-833	SEWAGE MAIN. TREAT&DISP. EQUIP	21,446.82	0.00	3,000.00	3,000.00	0.00
720-00-53610-000-834	SEWAGE MAIN. GENERAL PLANT	3,656.79	0.00	3,000.00	4,000.00	33.33
720-00-53610-000-840	SEWAGE BILLING, COLLECT, ACCT	11,987.05	0.00	0.00	0.00	0.00
720-00-53610-000-843	SEWAGE UNCOLLECTABLE ACCTS	0.00	0.00	0.00	0.00	0.00
720-00-53610-000-850	SEWAGE GEN & ADMIN. SALARIES	11,987.06	0.00	24,569.00	25,115.00	2.22
720-00-53610-000-851	SEWAGE OFFICE SUPPLIES	4,200.44	0.00	3,000.00	3,000.00	0.00
720-00-53610-000-852	SEWAGE OUTSIDE SERVICES	56,208.49	0.00	40,000.00	38,000.00	-5.00
720-00-53610-000-853	SEWAGE INSURANCE	4,000.00	0.00	4,000.00	4,500.00	12.50
720-00-53610-000-854	SEWAGE EMPLOYEE PENS.&BENEFITS	24,603.73	0.00	29,560.00	29,342.00	-0.74
720-00-53610-000-855	SEWAGE REGUL. COMMISS. EXPENSE	1,769.67	0.00	4,500.00	4,000.00	-11.11
720-00-53610-000-856	SEWAGE MISC. GENERAL EXPENSE	2,096.98	0.00	2,500.00	2,500.00	0.00
720-00-53610-000-857	SEWAGE OTHER EXPENSE	2,041.55	0.00	0.00	0.00	0.00
720-00-53610-000-884	SEWAGE SERVICE WORKMAN'S COMP.	4,000.00	0.00	3,500.00	3,500.00	0.00
720-00-53610-001-853	SEWAGE INSURANCE	0.00	0.00	0.00	0.00	0.00
<b>PUBLIC WORKS</b>		<b>512,526.56</b>	<b>0.00</b>	<b>381,323.00</b>	<b>386,859.00</b>	<b>1.45</b>
720-00-58200-000-427	LT INTEREST EXPENSE	0.00	0.00	83,220.00	68,851.00	-17.27
720-00-58200-002-427	L-T INTEREST & FISCAL CHARGES	186,530.71	0.00	95,014.00	92,888.00	-2.24
720-00-58200-002-428	INTEREST AND FISCAL CHARGES	0.00	0.00	0.00	0.00	0.00
720-00-58200-002-429	INTEREST AND FISCAL CHARGES	0.00	0.00	0.00	0.00	0.00
<b>LOAN/LEASE PAYMENT</b>		<b>186,530.71</b>	<b>0.00</b>	<b>178,234.00</b>	<b>161,739.00</b>	<b>-9.25</b>
720-00-59000-000-000	GASB 68 EXPENSE	5,244.00	0.00	0.00	0.00	0.00
<b>OTHER EXPENSES</b>		<b>5,244.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenses</b>		<b>704,301.27</b>	<b>0.00</b>	<b>559,557.00</b>	<b>548,598.00</b>	<b>-1.96</b>
<b>Net Totals</b>		<b>-128,480.73</b>	<b>0.00</b>	<b>-15,646.00</b>	<b>6,221.00</b>	<b>-139.76</b>

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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, <sup>SK</sup>Administrator  
Re: Debt Compliance Policy and Procedures/Agreement with Ehlers  
Date: October 31, 2018

With the recent flurry of refinancing that was taken on my the City, it was discovered that the City does not have an approved debt compliance policy on file (that we are aware of). The attached resolution would approve the enclosed policy and procedures. By having the policy and procedures in place, we greatly reduce the risk of an IRS audit by being able to check-off various boxes on various forms.

Also, to assist with preventing my head from being lopped off by the IRS, an agreement with Ehlers is also provided for your approval to help get things set up and monitored.

I ask for your approval of both items. Questions on this issue are appreciated in advance of the meeting as these policies have a lot of technical issues associated with them that may require me to ask others.



## **City of Washburn, Wisconsin Post-Issuance Debt Compliance Policy**

The City Council (the “Council”) of the City of Washburn, Wisconsin (the “City”) has chosen, by policy, to take steps to help ensure that all obligations will be in compliance with all applicable federal regulations. This policy may be amended, as necessary, in the future.

### **Background**

The Internal Revenue Service (IRS) is responsible for enforcing compliance with the Internal Revenue Code (the “Code”) and regulations promulgated thereunder (“Treasury Regulations”) governing certain obligations (for example: tax-exempt obligations, Build America Bonds, Recovery Zone Development Bonds and various “Tax Credit” Bonds). The IRS encourages issuers and beneficiaries of these obligations to adopt and implement a post-issuance debt compliance policy and procedures to safeguard against post-issuance violations.

### **Post-Issuance Debt Compliance Policy Objective**

The City desires to monitor these obligations to ensure compliance with the Code and Treasury Regulations. To help ensure compliance, the City has developed the following policy (the “Post-Issuance Debt Compliance Policy”). The Post-Issuance Debt Compliance Policy shall apply to the obligations mentioned above, including bonds, notes, loans, lease purchase contracts, lines of credit, commercial paper or any other form of debt that is subject to compliance.

### **Post-Issuance Debt Compliance Policy**

The City Administrator of the City is designated as the City’s agent who is responsible for post-issuance compliance of these obligations.

The City Administrator shall assemble all relevant documentation, records and activities required to ensure post-issuance debt compliance as further detailed in corresponding procedures (the “Post-Issuance Debt Compliance Procedures”). At a minimum, the Post-Issuance Debt Compliance Procedures for each qualifying obligation will address the following:

1. General post-issuance compliance;
2. Proper and timely use of obligation proceeds and obligation-financed property;
3. Arbitrage yield restriction and rebate;
4. Timely filings and other general requirements;
5. Additional undertakings or activities that support points 1 through 4 above;
6. Maintenance of proper records related to the obligations and the investment of proceeds of obligations;
7. Other requirements that become necessary in the future.

The City Administrator shall apply the Post-Issuance Debt Compliance Procedures to each qualifying obligation and maintain a record of the results. Further, the City Administrator will ensure that the Post-Issuance Debt Compliance Policy and Procedures are updated on a regular and as needed basis.

The City Administrator or any other individuals responsible for assisting the City Administrator in maintaining records needed to ensure post-issuance debt compliance, are authorized to expend funds as needed to attend training or secure use of other educational resources for ensuring compliance such as consulting, publications, and compliance assistance.

Most of the provisions of this Post-Issuance Debt Compliance Policy are not applicable to taxable governmental obligations unless there is a reasonable possibility that the City may refund their taxable governmental obligation, in whole or in part, with the proceeds of a tax-exempt governmental obligation. If this refunding possibility exists, then the City Administrator shall treat the taxable governmental obligation as if such issue were an issue of tax-exempt governmental obligations and comply with the requirements of this Post-Issuance Debt Compliance Policy.

#### **Private Activity Bonds**

The City may issue tax-exempt obligations that are “private activity” bonds because either (1) the bonds finance a facility that is owned by the City but used by one or more qualified 501(c)(3) organizations, or (2) the bonds are so-called “conduit bonds”, where the proceeds are loaned to a qualified 501(c)(3) organization or another private entity that finances activities eligible for tax-exempt financing under federal law (such as certain manufacturing projects and certain affordable housing projects). Prior to the issuance of either of these types of bonds, the City Administrator shall take steps necessary to ensure that such obligations will remain in compliance with the requirements of this Post-Issuance Debt Compliance Policy.

In a case where compliance activities are reasonably within the control of a private party (i.e., a 501(c)(3) organization or conduit borrower), the City Administrator may determine that all or some portion of compliance responsibilities described in this Post-Issuance Debt Compliance Policy shall be assigned to the relevant party. In the case of conduit bonds, the conduit borrower will be assigned all compliance responsibilities other than those required to be undertaken by the City under federal law. In a case where the City Administrator is concerned about the compliance ability of a private party, the City Administrator may require that a trustee or other independent third party be retained to assist with record keeping for the obligation and/or that the trustee or such third party be responsible for all or some portion of the compliance responsibilities.

The City Administrator is additionally authorized to seek the advice, as necessary, of bond counsel and/or its financial advisor to ensure the City is in compliance with this Post-Issuance Debt Compliance Policy.

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Adopted this date \_\_\_\_\_ by the City of Washburn, Wisconsin

## **City of Washburn, Wisconsin Post-Issuance Debt Compliance Procedures**

The City Council (the "Council") of the City of Washburn, Wisconsin (the "City") has adopted the attached Post-Issuance Debt Compliance Policy dated \_\_\_\_\_. The Post-Issuance Debt Compliance Policy applies to qualifying debt obligations issued by the City. As directed by the adoption of the Post-Issuance Debt Compliance Policy, the City Administrator of the City will perform the following Post-Issuance Debt Compliance Procedures for all of the City's outstanding debt.

### **1. General Post-Issuance Compliance**

- a. Ensure written procedures and/or guidelines have been put in place for individuals to follow when more than one person is responsible for ensuring compliance with Post-Issuance Debt Compliance Procedures.
- b. Ensure training and/or educational resources for post-issuance compliance have been approved and obtained.
- c. The City Administrator understands that there are options for voluntarily correcting failures to comply with post-issuance compliance requirements (such as remedial actions under Section 1.141-12 of the Treasury Regulations and the ability to enter into a closing agreement under the Tax-Exempt Bonds Voluntary Closing Agreement Program described in Notice 2008-31 (the "VCAP Program")).

### **2. General Recordkeeping**

- a. Retain records and documents for the obligation and all obligations issued to refund the obligation for a period of at least seven years following the final payment of the obligation (or if such obligation is refunded, the final payment of the refunding bond) unless otherwise directed by the City's bond counsel.
- b. Retain both paper and electronic versions of records and documents for the obligation.
- c. General records and documentation to be assembled and retained
  - i. Description of the purpose of the obligation (referred to as the project) and the state statute authorizing the project.
  - ii. Record of tax-exempt status or revocation of tax-exempt status, if applicable.
  - iii. Any correspondence between the City and the IRS.
  - iv. Audited financial statements.
  - v. Bond transcripts, official statements and other offering documents of the obligation.
  - vi. Minutes and resolutions authorizing the issuance of the obligation.
  - vii. Certifications of the issue price of the obligation.

- viii. Any formal elections for the obligation (i.e. election to employ an accounting methodology other than the specific tracing method).
- ix. Appraisals, demand surveys, or feasibility studies for property financed by the obligation.
- x. Documents related to governmental grants, associated with construction, renovation or purchase of property financed with the obligation.
- xi. Reports of any prior IRS examinations of the City or the City's obligation.

### 3. Arbitrage Yield Restriction and Rebate Recordkeeping

- a. Investment and arbitrage documentation to be assembled and retained
  - i. An accounting of all deposits, expenditures, interest income and asset balances associated with each fund established in connection with the obligation. This includes an accounting of all monies deposited to the Debt Service Account to make debt service payments on the obligation, regardless of the source derived. Accounting for expenditures and assets is described in further detail in Section 4.
  - ii. Statements prepared by Trustee or Investment Provider.
  - iii. Documentation of at least quarterly allocations of investments and investment earnings to each obligation (i.e. uncommingling analysis).
  - iv. Documentation for investments made with obligation proceeds such as:
    - 1. Investment contracts (i.e. guaranteed investment contracts).
    - 2. Credit enhancement transactions (i.e. bond insurance contracts).
    - 3. Financial derivatives (swaps, caps, etc).
    - 4. Bidding of financial products.
      - Investments acquired with obligation proceeds are purchased at fair market value (i.e. three bids for open market securities needed in advance refunding escrows).
- b. Computations of the arbitrage yield.
- c. Computations of yield restriction and rebate amounts including but not limited to:
  - i. Compliance in meeting the "Temporary Period from Yield Restriction Exception" and limiting the investment of funds after the temporary period expires.
  - ii. Compliance in meeting the "Rebate Exception".
    - 1. Qualifying for the "Small Issuer Exception"
    - 2. Qualifying for a "Spending Exception"
      - 6 Month Spending Exception
      - 18 Month Spending Exception
      - 24 Month Spending Exception
    - 3. Qualifying for the "Bona Fide Debt Service Fund Exception"

4. Quantifying arbitrage on all funds established in connection with the obligation in lieu of satisfying arbitrage exceptions (including Reserve Funds and Debt Service Funds)
  - d. Computations of yield restriction and rebate payments.
  - e. Timely Tax Form 8038-T filing, if applicable.
    - i. Remit any arbitrage liability associated with the obligation to the IRS at each five year anniversary date of the obligation, and the date in which the obligation is no longer outstanding (redemption or maturity date), whichever comes sooner, within 60 days of said date.
  - f. Timely Tax Form 8038-R filing, if applicable.
  - g. Procedures or guidelines for monitoring instances where compliance with applicable yield restriction requirements depends on subsequent reinvestment of obligation proceeds in lower yielding investments (for example: reinvestment in zero coupon SLGS).
4. Expenditure and Asset Documentation to be Assembled and Retained
- a. Documentation of allocations of obligation proceeds to expenditures (i.e. allocation of proceeds to expenditures for the construction, renovation or purchase of facilities owned and used in the performance of exempt purposes).
    - i. Such allocation will be done not later than the earlier of:  
eighteen (18) months after the later of the date the expenditure is paid, or the date the project, if any, that is financed by the tax-exempt bond issue is placed in service; or the date sixty (60) days after the earlier of the fifth anniversary of the issue date of the tax-exempt bond issue, or the date sixty (60) days after the retirement of the tax-exempt bond issue.
  - b. Documentation of allocations of obligation proceeds to issuance costs.
  - c. Copies of requisitions, draw schedules, draw requests, invoices, bills and cancelled checks related to obligation proceed expenditures during the construction period.
  - d. Copies of all contracts entered into for the construction, renovation or purchase of facilities financed with obligation proceeds.
  - e. Records of expenditure reimbursements incurred prior to issuing bonds for facilities financed with obligation proceeds (Declaration of Official Intent/Reimbursement Resolutions including all modifications).
  - f. List of all facilities and equipment financed with obligation proceeds.
  - g. Depreciation schedules for depreciable property financed with obligation proceeds.
  - h. Documentation that tracks the purchase and sale of assets financed with obligation proceeds.
  - i. Documentation of timely payment of principal and interest payments on the obligation.

- j. Tracking of all issue proceeds and the transfer of proceeds into the debt service fund as appropriate.
- k. Documentation that excess earnings from a Reserve Fund is transferred to the Debt Service Fund on an annual basis. Excess earnings are balances in a Reserve Fund that exceed the Reserve Fund requirement.

5. Miscellaneous Documentation to be Assembled and Retained

- a. Ensure that the project, while the obligation is outstanding, will avoid IRS private activity concerns.
  - i. The City Administrator shall monitor the use of all obligation-financed facilities in order to:  
determine whether private business uses of obligation-financed facilities have exceeded the *de minimus* limits set forth in Section 141(b) of the Code as a result of sale of the facilities (including sale of capacity rights, leases and subleases of facilities including easements or use arrangements for areas outside the four walls, e.g., hosting of cell phone towers, leasehold improvement contracts, licenses, management contracts in which the City authorizes a third party to operate a facility, e.g. cafeteria, research contracts, preference arrangements in which the City permits a third party preference, such as parking in a public parking lot, joint ventures, limited liability companies or partnership arrangements, output contracts or other contracts for use of utility facilities including contracts with large utility users, development agreements which provide for guaranteed payments or property values from a developer, grants or loans made to private entities including special assessment agreements, naming rights agreements, or other arrangements that provide special legal entitlements to nongovernmental persons); and determine whether private security or payments that exceed the *de minimus* limits set forth in Section 141(b) of the Code have been provided by nongovernmental persons with respect to such obligation-financed facilities.
  - ii. The City Administrator shall provide training and educational resources to any City staff that have the primary responsibility for the operation, maintenance, or inspection of obligation-financed facilities with regard to the limitations on the private business use of obligation-financed facilities and as to the limitations on the private security or payments with respect to obligation-financed facilities.
- b. The City Administrator shall undertake the following with respect to the obligations:
  - i. an annual review of the books and records maintained by the City with respect to such obligations; and
  - ii. an annual physical inspection of the facilities financed with the proceeds of such obligations, conducted by the City Administrator with the assistance of any City staff who have the primary responsibility for

the operation, maintenance, or inspection of such obligation-financed facilities.

- c. Changes in the project that impact the terms or commitments of the obligation are properly documented and necessary certificates or opinions are on file.

6. Additional Undertakings and Activities that Support Sections 1 through 5 above:

- a. The City Administrator will notify the City's bond counsel, financial advisor and arbitrage provider of any survey or inquiry by the IRS immediately upon receipt (Usually responses to IRS inquiries are due within 21 days of receipt. Such IRS responses require the review of the above mentioned data and must be in writing. As much time as possible is helpful in preparing the response).
- b. The City Administrator will consult with the City's bond counsel, financial advisor and arbitrage provider before engaging in post-issuance credit enhancement transactions (i.e. bond insurance, letter of credit, or hedging transactions (i.e. interest rate swap, cap).
- c. The City Administrator will monitor all "qualified tax-exempt debt obligations" within the first calendar year to determine if the limit is exceeded, and if exceeded, will address accordingly. For tax-exempt debt obligations issued during years 2009 and 2010, the limit is \$30,000,000 (The limit was \$10,000,000 prior to 2009. In 2011 and thereafter it will remain at \$10,000,000 unless changed by Congress). During this period, the limit also applies to pooled financings of the governing body and provides a separate \$30,000,000 for each 501 (c)(3) conduit borrower.
- d. Comply with Continuing Disclosure Requirements.
  - i. If applicable, the timely filing of annual information agreed to in the Continuing Disclosure Certificate.
  - ii. Give notice of any Material Event.
- e. Identify any post-issuance change to terms of bonds which could be treated as a current refunding of "old" bonds by "new" bonds, often referred to as a "reissuance".
- f. The City Administrator will consult with the City's bond counsel prior to any sale, transfer, change in use or change in users of obligation-financed property which may require "remedial action" under applicable Treasury Regulations or resolution pursuant to the VCAP Program.

A remedial action has the effect of curing a deliberate action taken by the City which results in satisfaction of the private business test or private loan test. Remedial actions under Section 1.141-12(d)(e) and (f) include the redemption of non-qualified bonds and alternative uses of proceeds or the facility (i.e. use for a qualified purpose instead).

- g. The City Administrator will ensure that the appropriate tax form for federal subsidy payments is prepared and filed in a timely fashion for applicable obligations (i.e. Build America Bonds).

7. Compliance with Future Requirements

- a. Take measures to comply with any future requirements issued beyond the date of these Post-Issuance Debt Compliance Procedures which are essential to ensuring compliance with the applicable state and federal regulations.

# AGREEMENT FOR POST-ISSUANCE DEBT COMPLIANCE POLICY AND PROCEDURES TEMPLATES

City of Washburn  
119 Washington Avenue  
P.O. Box 638  
Washburn, WI 54891

Effective as of October 11, 2018

Ehlers & Associates, Inc. ("Ehlers") and the City of Washburn, Wisconsin ("Client") do hereby mutually agree to the following with regard to post-issuance debt compliance policy and procedures templates. In consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, it is agreed by and between Ehlers and Client as follows:

The tax-exempt status of a debt obligation is contingent on compliance with all applicable state and federal laws at the time of issuance and throughout the term of the obligation. Such compliance requires Client to undertake certain recordkeeping and computational activities. In an effort to assist Client with these activities, Ehlers will provide Client with post-issuance debt compliance policy and procedures templates, all as more particularly described in this Agreement.

## EHLERS RESPONSIBILITIES - SCOPE

Ehlers agrees to provide the following:

1. initial post-issuance debt compliance policy and procedures templates;
2. updates to the post-issuance debt compliance policy and procedures templates as determined by the Client; and
3. post-issuance debt compliance training and consultation as determined by the Client.

## FEE ARRANGEMENT

Ehlers will charge Client fees in accordance with the fee schedule set forth below.

Fee Schedule	
Initial post-issuance debt compliance policy and procedures templates	\$500
Updates to post-issuance debt compliance policy and procedures templates	\$200 per update
Post-issuance debt compliance training and consultation	\$200 per hour

Ehlers will invoice Client for the amount due. The invoice is due and payable by the Client within 60 days of the invoice date.

## LIMIT OF LIABILITY

To the fullest extent permitted by applicable law, the total aggregate liability of Ehlers under this Agreement for any actions or omissions taken by Ehlers in the performance of this Agreement shall be limited to the fees paid by Client to Ehlers under this Agreement. The Client understands they are ultimately responsible for the sufficiency of the language of the post-issuance debt compliance policy and procedures, ensuring that the post-issuance debt compliance policy and procedures are implemented and updated on a regular and as needed basis. Client, and not Ehlers, shall be responsible for any payment due to the Internal Revenue Service, including any rebate amount or yield reduction payment and any interest or penalty for failure to make timely payments on any tax-exempt debt obligation. Under no circumstances shall any employee or agent of Ehlers have any personal liability arising out of this Agreement and no party shall seek or claim any such personal liability.

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## NO THIRD PARTY BENEFICIARY

No third party shall have any rights or remedies under this Agreement. This Agreement is made solely for the benefit of the parties hereto, and no other person, partnership, limited liability company, association, or corporation shall acquire or have any rights under this Agreement.

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## CONFIDENTIALITY: DISCLOSURE OF INFORMATION

**Client Information** All information, files, records, memoranda and other data of the Client ("Client Information") shall be deemed by the parties to be the property of Client. Ehlers may disclose Client Information to third parties in connection with the performance by it of its duties hereunder.

**Ehlers Information** Client acknowledges that in connection with the performance by Ehlers of its duties hereunder, Client may become aware of internal files, records, memoranda and other data, including without limitation computer programs of Ehlers ("Ehlers Information"). Client acknowledges that all Ehlers Information, except reports prepared by Ehlers for the Client, is confidential and proprietary to Ehlers, and agrees that Client will not, directly or indirectly; disclose the same or any part thereof to any person or entity except with the express written consent of Ehlers.

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## TERM / TERMINATION OF CONTRACT

This Agreement shall begin on the effective date stated above. Either party may terminate this Agreement with or without cause at any time by sending written notice of termination to the other party at least 30 days prior to the effective date of termination. Termination of this Agreement shall extend to the termination of all Addenda to this Agreement. Should this Agreement be terminated, Ehlers shall be relieved of all liability in connection with this Agreement and Addenda to this Agreement.

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## SEVERABILITY

To the extent any provision of this Agreement shall be determined invalid or unenforceable, the invalid or unenforceable portion shall be deleted from this Agreement, and the validity and enforceability of the remainder shall be unaffected.

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## ENTIRE AGREEMENT

There are no representations, covenants, warranties, promises, agreements, conditions or undertakings, oral or written, between Client and Ehlers other than as set forth herein. Except or otherwise expressly

provided herein, no subsequent alteration, amendment, change or addition to this Agreement shall be binding upon Ehlers.

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### AMENDMENT

Ehlers and Client may mutually agree in writing to amend the terms covered by this Agreement (which amendment shall be reflected in an Addendum to this Agreement), including the scope and the fee arrangement, at any time. No modification, alteration, or amendment to this Agreement shall be binding upon any party hereto until such modification, alteration, or amendment is reduced to writing and duly executed by both parties hereto.

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### GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

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### NOTICE

All notices given shall be in writing and shall be deemed to have been given when delivered, transmitted by first class, registered or certified mail, postage prepaid and addressed as follows:

If to Client:

City of Washburn  
119 Washington Avenue  
P.O. Box 638  
Washburn, WI 54891  
Attention: City Administrator

If to Ehlers:

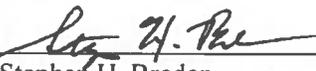
Ehlers & Associates, Inc.  
3060 Centre Pointe Drive  
Roseville, MN 55113  
Attention: President

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In Witness Whereof, the parties have executed this Agreement this \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_

By: \_\_\_\_\_ Title: \_\_\_\_\_

**Ehlers & Associates, Inc.**

By:  \_\_\_\_\_ Title: Arbitrage Managing Consultant  
Stephen H. Broden

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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, <sup>SK</sup>Administrator  
Re: Request to Eliminate Parking on North 4<sup>th</sup> Avenue West Between 7<sup>th</sup> and 8<sup>th</sup> Streets West  
Date: October 31, 2018

Enclosed you will find an ordinance for your approval to eliminate parking on North 4<sup>th</sup> Avenue West Between 7<sup>th</sup> and 8<sup>th</sup> Streets West. This comes as a recommendation by Police Chief Johnson.

This is a very narrow street, and with the crosswalk bump-out that was installed last year to encourage pedestrian traffic down this street, it is an issue with people also parking in this area especially during school traffic times. To improve safety, this area would have parking restricted. No parking signs would be placed if this ordinance is approved.

Please let the Police Chief or I know if you have any questions.

**CITY OF WASHBURN**  
**Ordinance No. 18-007**

An ordinance adopted by the Common Council for the City of Washburn at its regular meeting of November 12, 2018, for the purpose of creating a no- parking zone on both sides of North 4<sup>th</sup> Avenue West between 7<sup>th</sup> and 8<sup>th</sup> Streets West, by creating section 10-1-13(s), Washburn City Ordinances.

1. Add Sec. 10-1-13(s), as follows:

(s) No parking on North 4<sup>th</sup> Avenue West between 7<sup>th</sup> and 8<sup>th</sup> Streets West.

2. Effective Date of Ordinance. This ordinance shall take effect upon passage and publication.

\_\_\_\_\_  
Richard Avol  
Mayor

Attest:

\_\_\_\_\_  
Scott J. Kluver  
City Clerk

Adopted:

Date of publication:

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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: <sup>SJK</sup> Scott J. Kluver, City Administrator  
Re: Coverage Agreement Bayfield-Ashland Counties Ambulance Services  
Date: October 30, 2018

Enclosed you will find a coverage agreement between the ambulance services within Bayfield and Ashland Counties. Currently, no agreement is in place to provide coverage when a service can not cover their own service area, and one is required by administrative code.

This agreement has been drafted by representatives of the various ambulance services, and it has been reviewed by our attorney. I recommend approval of the agreement. If you have questions in advance, please let me know. If it is something I can not answer, I may need to refer it to Mr. Clark.

COVERAGE AGREEMENT

Approved 09/06/2018

Bayfield-Ashland Counties Ambulance Services

Wisconsin Administrative Code DHS 110.04(15) requires an ambulance provider to have "a written agreement between two neighboring ambulance service providers that each will cover the other's 9-1-1 area when the other knows in advance that it will be unable to do so".

This written 9-1-1 coverage agreement applies to the following EMS providers:

- Ashland Fire Department – City of Ashland
- Barnes Ambulance – Town of Barnes
- Bayfield Ambulance – Bayfield Community Ambulance
- Great Divide Ambulance – Great Divide Ambulance Board of Directors
- Iron River Ambulance – Town of Iron River
- Madeline Island Ambulance – Town of LaPointe
- Mason Area Ambulance – Mason Area Ambulance Association
- Mellen Ambulance – City of Mellen
- Red Cliff Ambulance – Red Cliff Band of Lake Superior Chippewa
- South Shore Area Ambulance – Town of Clover
- Washburn Area Ambulance – City of Washburn

Each participating ambulance service agrees to cover other 9-1-1 ambulance service areas when a service knows in advance that it will be unable to do so or staffing is not available. The size of 9-1-1 service areas may require notification of more than one ambulance service to adequately cover the response area.

Coverage is not automatic. Nothing in this agreement shall be construed to imply that the requested service has an obligation to provide ambulance coverage in another area if providing additional coverage would jeopardize their primary service area. If an ambulance service agrees to provide coverage and its resources become limited due to unforeseen circumstances, it will notify the closest most appropriate ambulance service to respond to their coverage area through its mutual aid agreements.

The responding/transporting ambulance service agrees to bill the patient and/or their respective health insurance for rendered care and/or transportation to a hospital at their usual and customary fees. After the tenth response in a calendar year, the responding/transporting ambulance service may bill the requesting ambulance a \$200 service fee within 30 days of the response when mutual aid does not apply. The requesting ambulance will pay the service fee within 60 days of receipt of the bill. This fee is not intended to be billed to the patient.

This agreement has been developed through the Bayfield-Ashland Counties EMS Council, Inc. Lack of participation by any individual Ambulance Service shall not terminate the intent, participation and effectiveness of the Coverage Agreement between the remaining Ambulance Services. This agreement does not preclude any service from developing additional agreements.

Authorizing Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Ambulance Service: \_\_\_\_\_

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

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**CITY OF WASHBURN  
BARTENDER LICENSES  
July 1, 2018 thru June 30, 2020**

Approved 5/14/18 #20-01 thru #20-07	Approved 6/11/18 #20-08 thru #20-14	Provisional Approved 6/7/18 #20-15 expires 8/6/18	Provisional Approved 6/18/18 #20-16 Thru #20-31 6/18/18 expire 8/17/18.		Provisional Approved 6/20/18 #20-32 expires 8/19/18.	Provisional Approved 6/21/18 #20-33 & #20-34 expire 8/20/18.	
Approved 7/9/18 #20-15 thru #20-34.	Provisional Approved 7/4/18 #20-35 & #20-36 expire 9/2/18.	Provisional Approved 7/5/18 #20-37 & #20-38 expire 9/3/18.	Provisional Approved 7/20/18 #20-39 thru #20-41 expire 9/18/18		Approved 8/20/18 #20-35 thru #20-41.	Provisional Approved 8/14/18 #20-42 expires 10/13/18.	
Provisional Approved 8/21/18 #20-43 expires 10/20/18.	Approved 9/10/18 #20-42 & #20-43	Provisional Approved 9/27/18 #20-44 & #20-45 expire 11-26-18	Provisional Approved 9/28/18 #20-46 expires 11/27/18		Provisional Approved 10/9/18 #20-47 & #20-48 expires 12/8/18	Provisional Approved 10/26/18 #20-49 expires 12/25/18	
Pending Approval 11/12/18 #20-44 thru #20-49							P I C K E D
LAST NAME	FIRST NAME	MIDDLE NAME	MAIDEN OR PREVIOUS NAME	P A I D	PLACE OF BUSINESS	RENEWAL OR NEW LICENSE	U P
Kelly	Bridget	Marie		X	Patsy's Bar	Renewal #20-01	X
Yonan	Steven	Michael		X	Patsy's Bar	Renewal #20-02	X
Waite	Maria	Magdalena		X	Roaming	Renewal #20-03	X
Dunham	William	Clarence		X	Midland	Renewal #20-04	X
Holman	Eric	Alan		X	Holiday	Renewal #20-05	X
Gibb	Joseph	Claus		X	A Nickel's Worth	Renewal #20-06	X
Berg	Patricia	Jeanne		X	Roaming	Renewal #20-07	X
Swiston	Jeffrey	Joseph		X	Roaming	Renewal #20-08	X
Doris	Michelle	Elizabeth		X	Roaming	Renewal #20-09	X
McCreery	Sara	Elizabeth		X	Roaming	Renewal #20-10	X
Kitzmiller	David	Michael		X	Firehouse Bar	Renewal #20-11	X
Wygonik	Rebecca	Ann		X	Roaming	Renewal #20-12	X
Krysh	Jeffrey	Peter		X	The Snug	Renewal #20-13	X
Ritter	Jason	Earl		X	South Shore Brew	Renewal #20-14	X
Kozitaz	Jill	M	Wedge	X	Midland Services	Provisional #20-15 New #20-15	X X
McGee	Nicholas	Tracy		X	South Shore Brew	Provisional #20-16 New #20-16	X X
Vitek	Nicholas	Alan		X	Holiday	Provisional #20-17 New #20-17	X X
Hill	Ann	Marie	Huybrecht	X	Roaming	Provisional #20-18 New #20-18	X X
Ledin, Jr.	James	Marlin		X	Roaming	Provisional #20-19 New #20-19	X X
Warren	Marion	Lee	Simonson	X	Roaming	Provisional #20-20 New #20-20	X X

Johnson	Audra	Marie	Jack-Martin	X	Hanson IGA	Provisional #20-21 New #20-21	X X
Arnao	Ethan	Errett		X	Hanson IGA	Provisional #20-22 New #20-22	X X
Potter	Donna	Marie	Wallner	X	Hanson IGA	Provisional #20-23 New #20-23	X X
Sorenson	Linda	Marie	Jergenson	X	Hanson IGA	Provisional #20-24 New #20-24	X X
Stegemann	Graham			X	Hanson IGA	Provisional #20-25 New #20-26	X X
Kolonko	Donna	Jean	Tarazewicz	X	Hanson IGA	Provisional #20-26 New #20-26	X X
Danula	Gloria	Ruth		X	Hanson IGA	Provisional #20-27 New #20-27	X X
Terry	Nicholas	Elton		X	Hanson IGA	Provisional #20-28 New #20-28	X X
Bratley	Georgeanne	Kay		X	Roaming	Provisional #20-29 New #20-29	X X
Nickels	Chase	Douglas-Paul		X	Roaming	Provisional #20-30 New #20-30	X X
Sorenson	Katherine	Lyn		X	Patsy's	Provisional #20-31 New #20-31	X X
Day	Hannah	Rachelle		X	Hansen's IGA	Provisional #20-32 New #20-32	X X
McGrath	Mary	A		X	WashburnChamber	Provisional #20-33 New #20-33	X X
Viater	Emily	Ann		X	Midland Services	Provisional #20-34 New #20-34	X X
Pearson	Kenneth	William		X	South Shore Brew	Provisional #20-35 New #20-35	X X
Bobby	Barnes	Maveety II		X	South Shore Brew	Provisional #20-36 New #20-36	X X
Doucette	Eva	Marie		X	Hansen's IGA	Provisional #20-37 New #20-37	X X
Nye	Hayley	Jo		X	Hansen's IGA	Provisional #20-38 New #20-38	X X
Mashlan	Randy	Edward		X	Roaming	Provisional #20-39 New #20-39	X X
Holmquist	Kristine	Marie		X	Holiday	Provisional #20-40 New #20-40	X X
Lee	Susan	Claudia		X	Roaming	Provisional #20-41 New #20-41	X X
Sunie	Angelika-Noel	Rae		X	Hansen's IGA	Provisional #20-42 New #20-42	X
Hyde	Paula	Jean		X	Roaming	Provisional #20-43 New #20-43	X
Defoe	Debra	Rae		X	Hansen's IGA	Provisional #20-44	
Brown	Kelly	Jean		X	Hansens IGA	Provisional #20-45	
Hammel	Jordan	William		X	Patsy's	Provisional #20-46	
Ispen	Laurel	Erin		X	Patsy's	Provisional #20-47	
Kellerhuis	Tina	Marie		X	A Nickel's Worth	Provisional #20-48	
Nuutinen	Presley	Mae		X	Roaming	Provisional #20-49	