

**THE CITY OF ASHLAND CONDUCTS THEIR MEETINGS IN PERSON at
CITY HALL COUNCIL CHAMBERS, 601 MAIN STREET WEST, ASHLAND, WI
WITH THE AVAILABILITY TO ATTEND VIRTUALLY**

To join the meeting from your computer, tablet or smartphone:

<https://global.gotomeeting.com/join/500263957>

Or dial in using your phone.

United States (Toll Free): 1-877-309-2073

Access Code: 500-263-957

Please contact the Clerk's office if you require accommodations to attend the meeting.

**ASHLAND CITY COUNCIL MEETING
Tuesday, December 13, 2022 – 6:00 PM**

1. CALL TO ORDER

A. Roll Call, Moment of Silence and Pledge of Allegiance

2. APPROVAL OF AGENDA

3. ELECTION OF COUNCIL PRESIDENT

A. Accept Nominations from the Floor

B. Close Nominations

C. Vote by Secret Ballot

4. DISCUSSION AND POSSIBLE ACTION TO FILL DISTRICT 4 ALDERPERSON VACANCY

A. Discussion and Approval to Fill the District 4 Alderperson Vacancy (Clerk) Roll

5. APPROVAL OF MINUTES

A. November 15, 2022 City Council and Committee of the Whole Meeting Minutes

6. CITIZEN PARTICIPATION PERIOD

7. MAYOR'S REPORT

A. Announcements

B. Appointments

8. CONSENT AGENDA

- A. Approve a Joint Powers Agreement between Ashland County and the City of Ashland for Ashland County 911 Emergency System (*Emergency Services*)**
- B. Approve to Accept a Grant from the Wisconsin Department of Justice (DOJ) for Financial Support to Purchase Body Cameras for the Police Department (*Police Chief*)**
- C. Approve to Accept an Urban Forestry Grant from the Wisconsin Department of Natural Resources (DNR) for the City of Ashland Emerald Ash Borer Readiness Plan Implementation (*Parks and Recreation Director*)**
- D. Approve to Accept the 2021 Bayfield County Regional Assistance to Firefighters Grant (AFG) Grant for the Purchase of Radio Equipment (*Fire Department*)**
- E. Approve to Accept Wisconsin EMS Flex Grant Award, and to Waive the Requirement of Chapter 194 Procurement of Goods and Services to Purchase CPR Devices from Stryker Emergency Care (*Fire Department*)**
- F. Miscellaneous Meeting Minutes**

9. OLD BUSINESS

- A. Approve the Proposed 2023 Water and Wastewater Utility Budgets (*Administration*)**
- B. Approve an Ordinance to Create Chapter 875 (2022-1973) Special Events, Ashland City Ordinances (*Clerk*) Roll**
- C. Approve Final Payment to Nasi Roofing, LLC for the Public Works Roof Replacement Project (*Public Works*) Roll**

10. NEW BUSINESS

- A. Approve a Resolution Authorizing the Award and Sale of a \$266,000 Short Term General Obligation Promissory Note, Series 2022C, to Fund 2023 Capital Projects (*Administrator*) Roll**
- B. Approve an Ordinance to Amend Chapter 165 (2021-1952) Comprehensive Fee Schedule , Ashland City Ordinances (*Clerk*) Roll**
- C. Approve an Original Alcohol Beverage Retail License Application Submitted by Taqueria La Monarca, LLC, 311 East Main Street, Ashland, Wisconsin, and Agent Nicolas Blancarte (*Clerk*) Voice**
- D. Approve a Resolution to Combine Wards and Establish the Polling Place for the February 21, 2023 Primary Election and the April 4, 2023 Spring Election (*Clerk*) Roll**
- E. Approve a Request for Bids for the Rotary Splashpad at Bayview Park (*Parks and Recreation Director*) Voice**
- F. Approve Final Pay Request from Northern Interstate Construction, Inc. for Kreher Park Boat Landing Parking Lot Project (*Parks*) Roll**
- G. Approve Final Payment to Ashland Construction, Inc for the MacArthur Avenue and 9th Avenue West, South of 11th Street West, Sanitary Sewer Replacement Project (*Public Works*) Roll**

- H. Approve a Professional Design Engineering Services Proposal from Cedar Corporation to Complete Design for the 2023 MacArthur Ave Reconstruction Project (Public Works) Roll
 - I. **Approve to Accept a Professional Services Proposal from Technical Design Services to Provide Geographic Information Systems Services** (*Public Works*) Roll
 - J. **Approve the Purchase of a 2014 John Deere 672G Grader from McCoy Construction & Forestry for the Public Works Department** (*Public Works*) Roll
11. **CLOSED SESSION (ROLL) Council may return to Open Session and take action on any item discussed during Closed Session**
- A. **PURSUANT TO WI STAT 19.85(1)(g): Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation.** (*Discussion and Possible Action Regarding the 6th Street West Litigation*) (*City Attorney*)
 - B. **Return to Open Session** (*Voice*)
 - C. **Action or Report of Action Taken During Closed Session**

12. ADJOURNMENT

The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities.

NOTE: Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals or individuals with limited English proficiency through auxiliary aids or services. For additional information or to request this service, contact Denise Oliphant at 715-682-7071 (not a TDD telephone number) or FAX: 715-682-7048

SUBJECT: Discussion and Approval to Fill the District 4 Alderperson Vacancy (*Clerk*) Roll

RECOMMENDATION: As Council Desires

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: Mayor

EXHIBITS:

1.	Letter of Interest - Andrew Goyke
2.	Letter of Interest - Brad Ray
3.	Letter of Interest - Jenise Swartley

EXPENDITURES REQUIRED:

AMOUNT BUDGETED:

**APPROPRIATION
REQUIRED:**

**TREASURER'S
CERTIFICATE:**

COMPLIANCE WITH ORD. 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

According to [Wisconsin State Statute 17.23 Vacancies in city offices; how filled:](#)

(am) Except as provided in sub. (1b) and s. 9.10, vacancies in offices of mayor or alderperson of cities operating under the general law or special charter may be filled by the common council, by majority vote, appointing a successor to serve for the residue of the unexpired term or until a special election is held, as ordered by the common council under s. 8.50, or an office may remain vacant until an election is held.

The District 4 Alderperson seat was vacated due to a resignation at the November 15, 2022 Council meeting. At the Mayor's request, the Clerk advertised via the Daily Press, the City's website and multiple social media sites, requesting residents of District 4 who may have an interest in filling this seat until the term expires in April 2023, to submit a letter of application to the City Clerk by 4:00 PM December 5, 2022. Three letters of interest were received.

It is not recommended to hold a Special Election in order to fill this seat due to time constraints and expenses involved.

Council has the option of whether or not to appoint someone to this seat before the Spring Election in April. Should Council choose to fill the vacancy at this meeting, the candidate will be seated immediately.

NOTE: SS17.23(1b) = First Class Citites
SS9.10 = Recall
SS8.50 = Special Elections

December 2, 2022

Mayor Matt MacKenzie
Ashland City Hall
601 Main Street West
Ashland, WI 54806

Dear Mayor MacKenzie-

I am writing to express interest in filling the vacant District 4 City Council position.

Our family moved to Ashland in 1993 when I was hired by GLIFWC as a fisheries biologist, and remained after I was able to transition to teaching at Northland College. Ashland has been a great place to work, to live, and to raise a family. We have taught our children, and have tried to model, the importance of being involved in the community and giving back when we can; this opening on the City Council is another opportunity to give back.

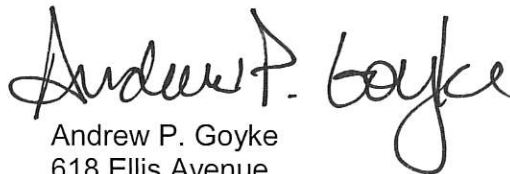
My list of community involvement is long. I was involved in Ashland "government" as a member of the Park Board from 1994 until 2009. I enjoyed that service, and only stepped aside after I needed to focus on family matters following the adoption of our two youngest boys. I continue to try to help out how I can, and currently am a member of the ad hoc group working with Sara Hudson on the Ashland Trails Master Plan. I have coached many years, including Little League baseball, Babe Ruth baseball, Ashland youth soccer, Ashland Middle School track and cross country, and Ashland High School track. I am currently very involved with the Ashland Ski Trail Association, and groomed the trails by the hospital after the last snowstorm.

I have had significant leadership positions at the at the College and in the community as well.

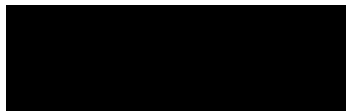
Ashland is home and our roots have grown pretty deep here. There is so much good about Ashland, starting with the people and the beautiful location. We have made friends here and have gotten to know our neighbors. Yet there are problems, like infrastructure and homelessness and the need for greater economic vitality, that keep us all from reaching the full potential of Ashland. I would appreciate the opportunity to help our community build on our strengths, address our challenges, and move us all forward together.

I am willing to provide more information if it is helpful and am available to talk at your convenience.

Your truly,



Andrew P. Goyke
618 Ellis Avenue
Ashland, WI 54806



Brad Ray
609 3rd Street West
Ashland, WI 54806

City Hall
601 Main Street West
Ashland, WI 54806
ATTN: City Clerk

Dear Mayor MacKenzie:

My name is Brad Ray and live at 609 3rd St W and this letter serves as letter of interest for the vacant District 4 City Council seat. I live within District 4 and feel that civic service is important and look forward to the opportunity to represent the people in District 4.

I am originally from Nebraska but came to Ashland to attend Northland College and graduated in 2002. I went on to increase my education in Duluth, MN and Blacksburg, VA before joining the faculty at the University of Tennessee at Martin. I always had aspirations to return to Ashland and was lucky enough to be offered a job with Wisconsin Department of Natural Resources in 2015 that allowed me to move back "home." My wife (Sam) and I are actively involved in community and hope to be part of the continued prosperity by representing the people of downtown Ashland on City Council.

I feel that representation is important and I currently am serving as the elected Ashland County Commissioner for District 6. Last April I was disappointed that no one was running for the District 6 seat and decided that I would be willing to do it and successfully won the election with two votes. I have been actively participating on the county board as well as the Public Property and Law Enforcement Committee since April 2022. I feel that I can add a voice to City Council that will use my experiences to further the progress of our community and I look forward to the opportunity to serve the people of Ashland in a different role that will continue to make Ashland a wonderful place to live.

Thank you for the consideration and let me know if there is anything else that you need from me to make this important decision.



Brad Ray

[Redacted]
[Redacted]

December 5th, 2022

To Ashland's City Council and Mayor MacKenzie,

I am writing to express my interest in filling the vacancy of District 4's Alderperson. I currently reside at 320 E 3rd St, Ashland.

Ashland has been my home for the past six years. It is where I learned the value of saying hello to a passing stranger and where I learned how much is possible when people work together towards a common goal. It is where I have witnessed the rental market become increasingly sparse and costly and where I have witnessed people care deeply about others' inability to find a suitable place to live. I want to serve on Ashland's City Council because I both cherish what Ashland is today, and I believe there is much to be done to ensure that Ashland is a place where we all can build beautiful, full lives with the people we love.

I believe I am fit for this position because through my years of working in community groups and for local nonprofits, I have learned how to listen, how to ask honest questions, and how to follow through on the responsibilities I take on. I value gathering all of the information we have access to while making decisions—including the stories, needs, and opinions of city residents. I value seeing the complexity of every issue, using creativity while crafting solutions, and trusting that there is always something that is within our capacity to do. I believe that the best decisions are made out of care for the whole of our community.

Ashland is the first place I came to know home to be more than just the house I reside in; my home in Ashland extends to the community structures and cultures that make living here both possible and wonderful. As I witness the ways that people show up to organize around a community project or to shovel their neighbor's sidewalk, I am reminded of how I share a mutual interest in the quality of this place with whoever happens to be my neighbor. They are the people that I want to be in conversation with about what it is that we want and need our home here to be, and they are the people I want to represent on Ashland's City Council for the remainder of this term.

Thank you for your consideration,

Jenise Swartley

MEETING MINUTES

ASHLAND CITY COUNCIL Tuesday, November 15, 2022 – 6:00 PM Ashland City Hall Council Chambers

1. CALL TO ORDER

The Tuesday, November 15, 2022 Ashland City Council meeting was called to order by Mayor Matt Mac Kenzie at 6:00 p.m.

A. Roll Call, Moment of Silence and Pledge of Allegiance

Roll call was taken, a Moment of Silence was held, and the Pledge of Allegiance was recited.

PRESENT: Kevin Seefeldt, Sarah Jackson, Ana Tochtermann, Eric Lindell, Laura Graf, Charlie Ortman, Dick Pufall

ABSENT: None.

ALSO PRESENT: Mayor Matthew MacKenzie, City Administrator Brant Kucera, City Clerk Denise Oliphant, City Attorney Tyler Wickman, Public Works Director John Butler, Finance Director Julie Vaillancourt, Parks Director Sara Hudson, Fire Chief Stuart Matthias, Planning Director Steven Wiley, and other concerned citizens.

2. APPROVAL OF AGENDA

Lindell motioned to remove item 8A from the agenda; this motion was not seconded and died on the floor. Lindell motioned, seconded by Graf to approve the agenda as presented. The motion carried unanimously by voice vote.

3. APPROVAL OF MINUTES

A. October 20, 2022 Budget Work Session Meeting Minutes

B. October 25, 2022 City Council and Committee of the Whole Meeting Minutes

Seefeldt moved, seconded by Pufall to approve the minutes. The motion carried unanimously by voice vote.

4. CITIZEN PARTICIPATION PERIOD

The Clerk read the Rules for Citizen Participation, and the following offered their comments to the Council:

Zygmund Jablonski, 916 6th Avenue West, commented on the recent failed restraining order against him, and the language used by the Public Works Director and the Council President. *Keith Tveit, 1114 Sanborn Avenue*, spoke in support of placing an American flag on the ore dock.

James Rasmussen, 1106 Main Street, spoke to the testing for PFOS in the City's water sources.
Bob Kreinbring, 1316 12th Avenue West, spoke in support of placing an American flag on the ore dock.

Don Jaskowiak, 121 N Willis Avenue, offered background as to the reason for the request to place an American flag on the ore dock.

Frank Kostka, 421 West Lake Shore Drive, spoke in support of placing an American flag on the ore dock.

5. MAYOR'S REPORT

A. Announcements

MacKenzie asked the Councilors for recommendations for the Housing Committee. Contests for Districts 2, 4, and 6 will be on the ballot for the Spring 2023 Election. Paperwork was given to the current Councilors, and all potential candidate paperwork is due back to the Clerk's office in January. He passed his appreciation to all Veterans while recognizing Veterans' Day on November 11, and to those who worked and volunteered their time during the recent General Election on November 8. He also thanked the Beautification Council for their work as they transitioned from summer to holiday decorations. Finally, he asked all to maintain civility during the meetings' discussions.

6. CONSENT AGENDA

A. Miscellaneous Meeting Minutes

B. Approve the 2023 Common Council Meeting Calendar (Clerk)

Lindell moved, seconded by Seefeldt approve the Consent Agenda. The motion passed unanimously by voice vote.

7. OLD BUSINESS

A. Approve an Ordinance to Amend Chapter 165 (2021-1952) Comprehensive Fee Schedule , Ashland City Ordinances (Clerk) Roll

Seefeldt moved, seconded by Tochtermann to approve. The motion passed unanimously by roll call vote.

B. Approve a Resolution to Amend Resolution No. 12941, Resolution to Create the City of Ashland Beautification Council to Increase the Number of Members from Nine to Up to Twelve (Clerk) Roll

Seefeldt moved, seconded by Jackson to approve. The motion passed unanimously by roll call vote. **File #17705.**

8. NEW BUSINESS

A. Discussion Only Regarding an Accepted Donation of an American Flag and Flag Pole for the Oredock (Mayor) Roll

Discussion was led by MacKenzie.

B. Public Hearing on the Proposed 2023 City of Ashland Budget (Administration) Roll

Lindell moved, seconded by Ortman to enter into Public Hearing. The motion passed unanimously by voice vote.

The Clerk verified that the Public Hearing notice was posted as required, and stated no comments were received prior to the meeting. Kucera presented the Proposed 2023 Budget.

Zygmund Jablonski, 916 6th Avenue West, commented on proper budgeting.

Seeing no other citizens wishing to comment, Lindell moved, seconded by Ortman to move out of Public Hearing. The motion passed unanimously by voice vote.

C. Approve a Resolution to Adopt the 2023 Non-Represented Employees Salary/Hourly Wage Schedule (Administration) Roll

Ortman moved, seconded by Tochtermann to approve. The motion passed unanimously by roll call vote. **File #17702.**

D. Approve a Resolution by the Common Council for the City of Ashland, Wisconsin, to Adopt the 2023 General Fund, Debt Service Funds, Special Revenue Funds, Capital Project Funds, and Internal Service Funds Budgets (Administration) Roll

Lindell moved, seconded by Ortman to approve. The motion passed unanimously by roll call vote. **File #17703.**

E. Approve the Proposed 2023 Budgets for JFK Memorial Airport and Ashland Marina (Administration) Roll

Ortman moved, seconded by Pufall to approve. The motion passed unanimously by roll call vote.

F. Approve a Resolution Adopted by the Common Council for the City of Ashland, Wisconsin, to Establish the 2022 Tax Levy (Payable in 2023) for the City's General Fund, Debt Service Funds, Special Revenue Funds, Capital Project Funds, and Internal Service Funds (Administrator) Roll

Lindell moved, seconded by Seefeldt to approve. The motion passed unanimously by roll call vote. **File #17704.**

G. Approve 2023 Property Insurance Carrier and Renewal Quote, and 2023 General Liability, Linebacker, Law Enforcement Liability, Data Compromise, and Cyber Security, Government Crime/Fidelity ISO, Business Auto, Workers Compensation, and Commercial Umbrella Insurance Carrier and Renewal Quote (Clerk) Roll

Lindell moved, seconded by Graf to approve. The motion passed unanimously by roll call vote.

H. Approve a Resolution Allowing the Ashland Fire Department to Operate a Level "B" Hazardous Material Response Team (Fire Chief) Roll

Ortman moved, seconded by Graf to approve. The motion passed unanimously by roll call vote. **File #17706.**

I. Approve an Ordinance to Amend Chapter 787 An Ordinance Allowing Zoning Use Variances, Ashland City Ordinances (City Attorney) Roll

Ortman moved, seconded by Lindell to approve. The motion passed unanimously by roll call vote.

J. Approve an Ordinance to Repeal Chapter 467 (1368) Safety Zone in a Portion of Chequamegon Bay in the City of Ashland, WI, Ashland City Ordinances (City Attorney) Roll

Jackson moved, seconded by Seefeldt to approve. The motion passed unanimously by roll call vote.

K. Approve an Ordinance to Amend Chapter 279 (1838) Citations for Violation of City Ordinances, Ashland City Ordinances (City Attorney) Roll

Lindell moved, seconded by Ortman to approve. The motion passed 6-1 by roll call vote; Pufall opposed.

L. Approve Final Payment to Nasi Construction, LLC for the Public Works Roof Replacement Project (Public Works) Roll

Lindell moved, seconded by Ortman to approve the final payment in the amount of \$5,945.00. The motion passed unanimously by roll call vote.

9. CLOSED SESSION (Roll) Council may return to Open Session and take action on any item discussed during Closed Session

Lindell moved, seconded by Seefeldt to enter into Closed Session. Wickman requested that Attorney Triebenbach and the Public Works Director remain during the Closed Session. The motion passed unanimously by roll call vote.

A. PURSUANT TO WI STAT 19.85(1)(g): Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation. (Discussion and Possible Action Regarding the 6th Street West Litigation) (City Attorney)

B. Return to Open Session Voice

Ortman moved, seconded by Lindell to return to Open Session. The motion passed unanimously by voice vote.

C. Report of Action Taken During Closed Session

MacKenzie reported that there was no action taken during Closed Session.

10. ADJOURNMENT

Lindell moved, seconded by Ortman to adjourn. The motion carried unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

MEETING MINUTES COMMITTEE OF THE WHOLE

The Common Council of the City of Ashland met as the Committee of the Whole on **November 15, 2022** immediately following the City Council meeting.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

1. Roll Call

The Tuesday, November 15, 2022 City of Ashland Committee of the Whole Meeting was called to order by Council President Eric Lindell at 8:40 pm.

PRESENT: Kevin Seefeldt, Sarah Jackson, Ana Tochtermann, Eric Lindell, Laura Graf, Charlie Ortman, Dick Pufall.

ALSO PRESENT: Mayor Matt MacKenzie, City Administrator Brant Kucera, City Clerk Denise Oliphant, Public Works Director John Butler, Planning Director Steven Wiley, and other interested citizens.

2. Approval of Agenda

Ortman moved, seconded by Seefeldt to approve the agenda. The motion carried unanimously by voice vote.

3. Council President's Report

Lindell read his announcement of resigning from the Council.

4. Administrator's Report

Kucera thanked Lindell for his time and work while on the City Council.

5. Discussion Items

A. **Approve the Proposed 2023 Water and Wastewater Utility Budgets** *(Administration)*

Butler presented the utility budgets. Ortman moved, seconded by Seefeldt to approve to forward the budgets to the next Council agenda for formal approval. The motion carried 6-0 by voice vote; Lindell abstained.

B. **Discussion and Possible Action Regarding a Proposed Special Event Ordinance and Fees** *(Clerk)*

During this item, Seefeldt moved, seconded by Graf to extend the meeting by 15 minutes as the three-hour time limit was approaching. This motion carried 6-0 by voice vote; Lindell abstained.

The item was introduced by Oliphant. Seefeldt moved, seconded by Graf to accept the proposed ordinance with a \$100 fee, with the option to revisit the fee in the future. The motion carried 6-0 by voice vote; Lindell abstained. The ordinance will be brought to the December 13, 2022 Council agenda for formal approval.

Lindell requested a motion to adjourn, which was made and seconded but rescinded before the vote was taken. Ortman moved to table items C and D to the December 13, 2022 meeting, but the motion died on the floor as there was not a second.

C. Discussion and Possible Action Regarding Adopting an Ordinance for Recycling and Reuse of Demolition Materials (*Planning*)

Seefeldt moved, seconded by Ortman to approve. The motion carried 6-0 by voice vote; Lindell abstained.

D. Discussion and Possible Action Regarding Increasing Public Notification and Communication (*Clerk*)

Ortman commented that it seemed all resources were being utilized. Seefeldt mentioned the full agendas were being published, and felt that postings at some of the suggested locations, ie Northland College, the food coop, etc. MacKenzie felt it would be best to be sure we are all passing the same information when communicating with the public, and we potentially need to have a PR person. Tochtermann commented regarding public notices and asked for a way to sign up through the website for those. She also suggested that what we wish to pass on to the community be done using the appropriate resources.

6. Items for Future Discussion

Jackson – process of how items get to Council vs COW agendas.

7. Adjournment

Ortman moved, seconded by Pufall to adjourn. The motion carried unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

SUBJECT: Appointments

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Mayor

CLEARANCES: Municipal Library Board

EXHIBITS:

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED: NA

**APPROPRIATION
REQUIRED:** NA

**TREASURER'S
CERTIFICATE:** NA

COMPLIANCE WITH ORD. 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, permit the Mayor and/or Clerk to schedule items directly for Council action when a timely decision is needed by the City. The City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to him in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

The Mayor is requesting approval for the following appointments:

Municipal Library Board

Mary Asbach, term to expire October 31, 2025

Michelle Jardine, term to expire October 31, 2025

SUBJECT: Approve a Joint Powers Agreement between Ashland County and the City of Ashland for Ashland County 911 Emergency System (*Emergency Services*)

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Fire & EMS Department

CLEARANCES: Mayor
Police Chief
Fire Chief

EXHIBITS:

1.	Joint Powers Agreement between Ashland County and the City of Ashland
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EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED: NA

**APPROPRIATION
REQUIRED:** NA

**TREASURER'S
CERTIFICATE:**

COMPLIANCE WITH ORD. 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, permit the Mayor and/or Clerk to schedule items directly for Council action when a timely decision is needed by the City. The City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to her in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

Section 236.35(9), WI State Statutes requires that emergency service providers enter into an annual Joint Powers Agreement with the agency operating the 911 Call Center for the community. The Joint Powers Agreement authorizes the 911 Call Center to dispatch municipal fire, ambulance, or law enforcement vehicles to incidents within or outside the boundaries of the municipality.

Joint Powers Agreement
Between Ashland County
and the
City of Ashland

Ashland County 911 Emergency System

WHEREAS, Ashland County and the municipalities located within the boundaries of Ashland County have implemented an Emergency 911 System for the purposes of providing emergency services to residents and visitors of these municipalities, including firefighting, law enforcement, ambulance, medical and other emergency services; and

WHEREAS, Sec. 256.35(9)(a), Wis. Stats. "Joint Powers Agreement," requires that in implementing a 911 system as has been done in Ashland County, public agencies shall annually enter into a Joint Powers Agreement, which Agreement shall be applicable on a daily basis and which shall provide that if an emergency services vehicle is dispatched in response to a request through the Ashland County 911 System, such vehicle shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional boundaries.

THEREFORE, in consideration of the mutual promises, agreements and condition contained herein, it is hereby jointly agreed between Ashland County and the City of Ashland as follows:

1. That effective January 1, 2023 this agreement shall, thereafter, be applicable on a daily basis from said date through December 31, 2023.
2. That if an emergency services vehicle operated by the municipality, or operated by an agency with which the municipality contracts for that particular emergency service, is dispatched in response to a request through the Ashland County Emergency 911 System, such vehicle (whether owned and operated by the municipality or by the agency) shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional (or as defined by contract) boundaries.
3. That a copy of this Agreement shall be filed with the State Department of Justice, as required by Section 256.35(9)(c), Wis. Stats.

Dated this _____ day of _____, 2022.

Heather Schutte
Ashland County Clerk

Matthew Mackenzie
Mayor
City of Ashland

SUBJECT: Approve to Accept a Grant from the Wisconsin Department of Justice (DOJ) for Financial Support to Purchase Body Cameras for the Police Department (*Police Chief*)

RECOMMENDATION: Approve

DEPARTMENT OF ORIGIN: Police Department

CLEARANCES: Approved Unanimously by Committee of the Whole, October 25, 2022

EXHIBITS:

EXPENDITURES REQUIRED: \$52,385.00

AMOUNT BUDGETED: \$26,192.00 - Grant Award
26,192.00 - Match / Budgeted
\$52,385.00

**APPROPRIATION
REQUIRED:** \$0

**TREASURER'S
CERTIFICATE:** NA

COMPLIANCE WITH ORD. 51: NA

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: NA

SUMMARY STATEMENT:

At their October 25, 2022 COW meeting, the council approved the police department to submit an application for a subgrant to the Wisconsin DOJ to purchase, implement, and maintain fifteen Motorola Solutions V300 Body-Worn Video Solution cameras, licenses and management systems. The grant application was submitted and was approved for a funding award. The police department is now seeking permission to accept the grant and proceed with the purchase. The original information from the October 25, 2022 Committee of the Whole meeting is below for reference.

The cameras and licenses will be provided to and utilized by each patrol officer during their daily operations and interactions with the community. Included with the purchase is unlimited Cloud storage, CommandCentral Evidence management system, camera warranty, technical support with training, transfer and charging stations, and uniform mount.

The Body-Worn camera system will increase video and audio evidence quality for the Ashland Police Department while promoting Law Enforcement transparency and accountability during officer and civilian interaction, building further trust and reducing civilian complaints.

The cost of such camera system is \$52,385.00. The subgrant is a 1:1 match and if approved, will provide \$26,192.50 of the total. The Police Department has budgeted for the match (half).

SUBJECT: Approve to Accept an Urban Forestry Grant from the Wisconsin Department of Natural Resources (DNR) for the City of Ashland Emerald Ash Borer Readiness Plan Implementation (*Parks and Recreation Director*)

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Parks & Recreation

CLEARANCES: Parks and Recreation Committee
Common Council Sept 27, 2022 Meeting

EXHIBITS:

1.	Resolution 17697, Approved September 27, 2022
2.	Confirmation of Grant Award

EXPENDITURES REQUIRED: \$25,265.00 City of Ashland Share/Match
\$25,000.00 DNR Grant
\$50,265.00 Total

AMOUNT BUDGETED: \$ 7,900.00 Fund 480 Urban Forestry 2023 CIP Budget
\$17,365.00 Fund 100 Labor and Equipment
\$25,265.00 Match

**APPROPRIATION
REQUIRED:**

**TREASURER'S
CERTIFICATE:**

COMPLIANCE WITH ORD. 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, permit the Mayor and/or Clerk to schedule items directly for Council action when a timely decision is needed by the City. The City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to her in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The proposed grant conforms to the goals and community values identified in the City of Ashland's Urban Forestry Management Plan.

SUMMARY STATEMENT:

The 2021 City of Ashland Emerald Ash Borer Readiness Plan. EAB was officially detected in the City of Ashland and Ashland County in May 2021. This proposal will implement the following activities outlined in the EAB Readiness Plan which was approved by Ashland City Council in January 2021.

This grant will fund the following activities in 2023:

- removal of 41 ash trees in poor condition,
- removal of an additional 10 trees in poor condition

- re-planting of 60 approved trees,
- inspection of 100 ash trees,
- treatment of 100 ash trees in good, fair or very good condition with emamectin benzoate;
- funding to have a City staff member obtain a pesticide applicators' license.

At their September 27, 2023 meeting, Council unanimously approved the resolution required to submit an Urban Forestry application.

RESOLUTION No. 17697

COMBINED AUTHORIZING RESOLUTION FOR URBAN FORESTRY GRANT AND URBAN FORESTRY CATASTROPHIC STORM GRANT PROGRAMS

WHEREAS, the applicant, the City of Ashland, is interested in obtaining a cost-share grant from Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects or urban forestry catastrophic storm projects specified in s. 23.097(1g) and (1r), Wis. Stats.; and

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant requests a grant agreement to carry out the project.

NOW, THEREFORE, BE IT RESOLVED the applicant, the City of Ashland, will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the cost-share agreement.

BE IT FURTHER RESOLVED, the applicant will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers Sara AH Hudson, its official or employee, to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the DNR
3. Submit interim and/or final reports to the DNR to satisfy the grant agreement
4. Submit grant reimbursement request to the DNR
5. Sign and submit other required documentation

PASSED: September 27, 2022



Councilperson

ATTEST: Denise Oliphant
Denise Oliphant, City Clerk



Matthew MacKenzie, Mayor

APPROVED AS TO FORM:

Tyler Wickman
Tyler Wickman, City Attorney



December 1, 2022

► **REQUIRES IMMEDIATE ACTION** ◀

Urban Forestry
Grant# 23UF1514
Grant Amount: \$25,000.00

Ms. Sara Hudson
Director Of Parks
City Of Ashland
601 W Main St
Ashland, WI 54806

Dear Ms. Hudson:

Congratulations! On behalf of the Governor, we are pleased to forward to you a grant agreement for financial assistance for the following project: **CITY OF ASHLAND EMERALD ASH BORER READINESS PLAN IMPLEMENTATION**

Please review and print the agreement. Return the original signed and dated by the **Authorized Representative, within 10 business days of this letter's date**, to:

Mail hard copies:

Wisconsin Department of Natural Resources
Urban Forestry Grants
518 W. Somo Ave
Tomahawk, WI 54487

Scan and Email:

Scan the signed agreement and attach to an email addressed to
DNRUrbanForestryGrants@wisconsin.gov

Contacts:

Nicolle Spafford, Program Specialist
715-896-7099

Keep a copy for your file.

Funds will be encumbered when the signed agreement is returned. Please read the items checked below. They apply to your project and grant award.

☒ **Grant Award Time Period: January 1, 2023 through December 31, 2023.** All project activities must occur within this time period to be eligible. Do not incur costs prior to the Grant Award Start Date, regardless of the date on which this grant agreement is signed.

☒ **Changes to the approved project scope, time period, and/or budget** may not be made without prior approval from the Department.

☒ **An interim report of the project's activities will be due within 6 months of the Grant Award Start Date. A final report of the project's activities will be due within 90 days of grant expiration. Send the report to your Regional Urban Forestry Coordinator, Patricia Lindquist, DNR – 225051 Rib Mountain Drive, Wausau, WI 54401.~**

☒ Please check your local procedures to insure you comply with all applicable state laws regarding competitive bidding and awarding. If you have any questions regarding bidding and/or awarding procedures, contact your organization's or agency's attorney for advice. The [Procurement Guide for Local Governments Receiving Grants \(State or Federal\) from the Wisconsin Department of Natural Resources](#) explains the department's general bidding and contracting standards for grant projects.

Please note that any construction work or work performed by a consultant or other service provider totaling \$25,000 or more requires a written contract. The contract should specify the financial terms, contract duration and services to be rendered. The regional urban forestry coordinator should review the contract prior to signing. A copy of the contract should be submitted with or before the final report.

Instructions and forms for the financial administration of the project are located in the *2023 Recordkeeping & Reimbursement Guide* (will be updated soon) and available at: dnr.wi.gov keyword: UF Grant. Submit the final reimbursement information as soon as possible, or no later than **March 31, 2024**. If you charge equipment usage to the grant, refer to the “DOT 2023 Classified Equipment Rates” (will be available in January) to establish the eligible rate or estimated life of the equipment.

Actual fringe benefits, not to exceed the rate established annually by the Department of Administration (DOA), are eligible as part of the sponsor’s labor costs. For 2023 grant projects, the DOA maximum fringe benefit rate is 47.66 percent. Fringe benefits may include employee insurance, retirement plans, Social Security contributions, Worker Compensation Insurance, etc.

If you are considering the use of a consultant, please review this online reference: [“Guidelines for Working with Consultants on Urban Forestry Grant Projects”](#). These guidelines may assist you in your work with consultants.

There may be other enclosures depending on the conditions listed in this grant agreement. **Read the special conditions carefully.** If you have questions about the grant agreement, contact Nicolle Spafford, Urban Forestry Grants Specialist. For questions about the details of your project, contact your Urban Forestry Coordinator.

The Department of Natural Resources is pleased to participate with you in this urban forestry project.

Sincerely,



Carmen Hardin
Bureau Director of Applied Forestry

Enclosure(s)

C: Patricia Lindquist – DNR Urban Forestry Coordinator, Wausau

GRANT CONDITIONS

NOTICE: Collection of this information is authorized under s. 26.145, Wis. Stats., and chapter NR 47, subchapters I and VIII, Wis. Admin. Code. Personally, identifiable information will be used for managing grants and is not intended to be used for other purposes.

Sponsor	Project Number
City Of Ashland	23UF1514

Project Title

CITY OF ASHLAND EMERALD ASH BORER READINESS PLAN IMPLEMENTATION

Period Covered by This Agreement	Name of Program
January 1, 2023 through December 31, 2023	Urban Forestry Grant Program

Project Scope and Description of Project

The City Of Ashland shall participate in the Urban Forestry Grant Program by providing the following items as described in the project application.

Project Description: The City is seeking funding to implement the 2021 City of Ashland Emerald Ash Borer Readiness Plan. Emerald Ash Borer (EAB) was officially detected in the City of Ashland and Ashland County in May 2022. This proposal will implement the following activities outlined in the EAB Readiness Plan which was approved by Ashland City Council in January 2021. These activities include: removal of 60 ash tree in poor condition, re-planting of 60 approved tree species, inspection of 100 Ash tree, contract treatment of up to 100 ash trees in good, fair or very good condition with emamectin benzoate; and having a city staff member obtain pesticide applicators license.

Scope Details:

Project Cost:	The following documents are hereby incorporated Into and made part of this agreement:
Total Cost	1. Chapter NR 47, Subchapters I and V, Wisconsin Administrative Code
Fund Support	2. Urban Forestry Grant Application and attachments dated October 3, 2022
State Aid Amount	
Sponsor Share	

GRANT CONDITIONS

Info/Educ/Outreach
Training
Tree Maint, Other
Tree Maint, Planting
Tree Maint, Removal

A. GENERAL CONDITIONS

1. **PERFORMANCE.** The State of Wisconsin Department of Natural Resources (hereafter DEPARTMENT) and the City of Ashland (hereafter PROJECT SPONSOR) mutually agree to perform this agreement in accordance with the Urban Forestry Grant Program and with the project proposal, application, terms, promises, conditions, plans, specifications, estimates, procedures, maps, and assurances attached hereto and made a part hereof.
2. **INDEPENDENT CONTRACTOR.** The PROJECT SPONSOR is an independent contractor for all purposes, not an employee or agent of the DEPARTMENT.
3. **ENTIRE GRANT AGREEMENT.** This agreement, together with any referenced parts and attachments, shall constitute the entire agreement and previous communications or agreements pertaining to the subject matter of this agreement are hereby superseded.
4. **GRANT AGREEMENT AMENDMENTS.** Any cost adjustments must be made by a written amendment to this agreement, signed by both parties, prior to the expenditure of funds or the termination date of the agreement. Adjustments for time of performance or scope of work may be granted to the PROJECT SPONSOR by the DEPARTMENT in writing without the requirements of PROJECT SPONSOR's signature.
5. **SUSPENSION OF OBLIGATIONS.** Failure by the PROJECT SPONSOR to comply with the terms of this agreement shall not cause the suspension of all obligations of the DEPARTMENT hereunder if, in the judgment of the Secretary of the DEPARTMENT, such failure was due to no fault of the PROJECT SPONSOR. In such cases, any amount required to settle at minimum costs any irrevocable obligations properly incurred shall be eligible for assistance under this agreement, at the DEPARTMENT's discretion.
6. **AFFIRMATIVE ACTION PLAN.** If this agreement is for an amount of at least twenty-five thousand dollars (\$25,000), the PROJECT SPONSOR agrees to submit a written affirmative action plan to the DEPARTMENT within 15 business days after the Agreement commences if an acceptable plan is not already on file with the State of Wisconsin. (PROJECT SPONSORS with an annual work force of fewer than twenty-five (25) employees are exempted from this requirement.) Failure to comply with the conditions of this clause may result in the termination of this agreement by the DEPARTMENT or withholding of payment.
7. **The PROJECT SPONSOR agrees:**
 - a. **OFFER ACCEPTANCE.** To notify the DEPARTMENT, in writing, of acceptance of this offer by delivering to the Urban Forestry Grant Coordinator one original agreement duly signed by the authorized representative. Once signed, the agreement is binding.
 - b. **DECLINING OFFER.** To notify the DEPARTMENT, in writing, of its decision to decline this offer of financial assistance at any time prior to the start of the project and before expending any funds. After the project has been started or funds expended, this agreement may be terminated, modified, or amended only by mutual agreement of both parties in writing.
 - c. **EXECUTION OF AGREEMENT.** To execute the project described in the grant agreement in accordance with this agreement in consideration of the promises made by the DEPARTMENT herein.
 - d. **APPLICABLE LAW.** To comply with all applicable Wisconsin Statutes and Wisconsin Administrative Codes in fulfilling the terms of this agreement.
 - e. **BIDDING.** To comply with all applicable local and state contract and bidding requirements. The PROJECT SPONSOR should consult its legal counsel with questions concerning contracts and bidding. The PROJECT SPONSOR may obtain the following document from the DEPARTMENT by calling the grant manager associated with this grant agreement: *Procurement Guide for Local Governments Receiving DNR Grants*.
 - f. **ACCOUNTING AND FISCAL RECORDS; RECORDS RETENTION; ACCESS.** To comply with the Urban Forestry grant program procedures, a copy of which is attached hereto and made a part hereof.

Accounting and fiscal records shall be maintained to reflect the receipt and expenditure of all funds used for this project. If an advance is provided, all grant funds shall be credited promptly upon receipt in a separate account. These funds shall be expended only for project costs. Accounts, documents, and records related to this project shall be retained by the PROJECT SPONSOR for a period of three (3) years following the end of this agreement. The PROJECT SPONSOR agrees to allow the DEPARTMENT access to these records upon request.

- g. **INDEMNIFICATION.** To save, hold harmless, defend, and indemnify the State of Wisconsin, the DEPARTMENT and all its officers, employees and agents, against any and all liability, claims and costs of whatever kind and nature, for injury to or death of any person or persons, and for loss or damage to any property (state or other) occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operation or performance of work in connection with this agreement or omissions of PROJECT SPONSOR's employees, agents or representatives.
- h. **REPAYMENT; TERMINATION.** To reimburse the DEPARTMENT any and all funds the DEPARTMENT deems appropriate in the event the PROJECT SPONSOR fails to comply with the conditions of this agreement or project proposal as described, or fails to provide public benefits as indicated in the project application, proposal description, or this agreement. In addition, should the PROJECT SPONSOR fail to comply with the conditions of this agreement, fail to progress due to non-appropriation of funds, or fail to progress with or complete the project to the satisfaction of the DEPARTMENT, all obligations of the DEPARTMENT under this agreement may be terminated, including further project cost payment. Upon notification of grant termination, any grant advance or payment not substantiated by documentation shall be immediately returned to the DEPARTMENT by the PROJECT SPONSOR.
- i. **NON-DISCRIMINATION.** In connection with the performance of work under this Agreement, not to discriminate against any employee or applicant for employment because of age, race, religion, color, disability, sex, physical condition, developmental disability as defined in s. 51.01(5), Wis. Stats., sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the PROJECT SPONSOR further agrees to take affirmative action to ensure equal employment opportunities. The PROJECT SPONSOR agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the DEPARTMENT setting forth the provisions of this nondiscrimination clause. Failure to comply with the conditions of this clause may result in the termination of this Agreement or withholding of payment.

8. The DEPARTMENT agrees:

- a. **GRANT ENCUMBRANCE AND PAYMENT.** In consideration of the covenants and agreements made by the PROJECT SPONSOR herein, to obligate for the PROJECT SPONSOR the amount listed as the State Aid Amount on the first page of this agreement and to tender to the PROJECT SPONSOR that portion of the obligation which is required to pay the DEPARTMENT's share of the costs based upon the state providing 50 percent of the eligible project costs not to exceed a maximum of \$25,000.00.
- b. **INDEPENDENT CONTRACTOR.** That the PROJECT SPONSOR shall have sole control of the method, hours worked, and time and manner of any performance under this agreement other than as specifically provided herein. The DEPARTMENT reserves the right only to inspect the job site or premises for the sole purpose of ensuring that the performance is progressing or has been completed in compliance with the agreement. The DEPARTMENT takes no responsibility of supervision or direction of the performance of the agreement to be performed by the PROJECT SPONSOR or the PROJECT SPONSOR's employees or agents. The DEPARTMENT further agrees that it will exercise no control over the selection and dismissal of the PROJECT SPONSOR's employees or agents.
- c. **ACCESS TO RECORDS.** To retain its right to examine all accounts, documents, and records of the PROJECT SPONSOR as they relate to this agreement.
- d. **TERMINATION.** To reserve its right to terminate this agreement for failure by the PROJECT SPONSOR to comply with any provision of this agreement.

B. SPECIAL CONDITIONS

1. The PROJECT SPONSOR agrees to sign and return the grant agreement **within 10 business days** of receipt of this agreement.
2. The PROJECT SPONSOR agrees that it will charge only the actual fringe benefits eligible, not to exceed the rate established annually by the Department of Administration (DOA), as part of the sponsor's labor costs. For 2023 grant projects, the DOA maximum fringe benefit rate is 47.66 percent. Fringe benefits may include employee insurance, retirement plans, Social Security contributions, Worker Compensation Insurance, etc.
3. The PROJECT SPONSOR agrees to use the "DOT 2023 Classified Equipment Rates" to establish the eligible rate or estimated life of the equipment for any equipment usage charged to the grant.
4. The PROJECT SPONSOR agrees to provide to the DEPARTMENT for review **within 6 months of project commencement**, an interim report to contain details of progress, findings, problems and other information regarding the status of the project.
5. The PROJECT SPONSOR agrees to provide to the DEPARTMENT for review **within 90 days of grant expiration** a final project summary to include:
 - a. Documentation of all project activities during the grant period
 - b. Documentation and justification of all project modifications
 - c. Documentation of all public information and educational activities which were conducted
 - d. Conclusions and results
 - e. An appendix that includes all references and supporting documents for the final report. (A summary of any/all applicable state and federal laws and regulations shall also be made part of the appendix.)
6. No funds from other state or federal sources may be used to match this grant except that community development block grants may be used to match urban forestry grants only when it can be demonstrated to the DEPARTMENT's satisfaction that there is a local commitment to, and involvement in, the project.
7. Please note that any construction work or work performed by a consultant or other service provider totaling \$25,000 or more requires a written contract. The contract should specify the financial terms, contract duration and services to be rendered. The Urban Forestry Coordinator should review the contract prior to signing. A copy of the contract should be submitted with the reimbursement materials for the grant.
8. Prior to any combination of pruning, removal and/or treatment, the PROJECT SPONSOR agrees to provide to the DEPARTMENT, for review and approval, a plan that includes specifications and either site map(s) or a list of the trees to be pruned, removed and/or treated.
9. All tree care operations shall meet standards established in all parts of the most current editions of ANSI A300 American National Standard for Tree Care Operations - Tree, Shrub and Other Woody Plant Maintenance - Standard Practices and ANSI Z133.1 American National Standard for Tree Care Operations - Pruning, Trimming, Repairing, Injections, Maintaining and Removing Trees and Cutting Brush - Safety Requirements.
10. Prior to tree ordering, the PROJECT SPONSOR agrees to provide to the DEPARTMENT, for review and approval, a planting plan, to include planting specifications, site map(s), and species list.
11. Planting methods and overall care and maintenance shall conform to the most current version of Developing Tree Purchase and Planting Specifications for Bid published by the Wisconsin Department of Natural Resources Forestry Program. Any deviations from these specifications must have prior approval by the DNR urban forestry coordinator. Planting component may be inspected and approved by the DNR urban forestry staff to the above specifications.
12. Nursery stock shall meet standards established in the most current edition of ANSI Z60.1 American Standard for Nursery Stock.

13. Nursery stock must be obtained from a dealer or grower licensed by the Wisconsin Department of Agriculture, Trade, and Consumer Protection (WDATCP) in accordance with Wisconsin Statutes 94.10, or from a dealer or grower licensed or certified by the state where the nursery is located.
14. The PROJECT SPONSOR shall provide maintenance on trees for a minimum of three years following planting.
15. The PROJECT SPONSOR's Planting Plan is not to involve overrepresented genera including, but not limited to, maples. Overrepresented genera are those that comprise 10 percent or more of the PROJECT SPONSOR's community urban tree canopy, based on the PROJECT SPONSOR's tree inventory data or data available from the DEPARTMENT. Any exceptions must be pre-approved by DNR urban forestry staff.
16. All published documents such as strategic or management plans, training materials, fact sheets, public awareness brochures, etc., must include the following statement in the introduction or other appropriate place: "This document was funded in part by an urban forestry grant from the State of Wisconsin Department of Natural Resources Forestry Program as authorized under s. 23.097, Wis. Stat."
17. Prior to purchase, printing, publication, or duplication, the PROJECT SPONSOR agrees to provide to the DEPARTMENT, for review and approval, any/all public awareness or educational materials developed for the project.
18. The PROJECT SPONSOR gives the DEPARTMENT permission to share products funded by this grant with other interested parties for instructional or educational purposes.

City Of Ashland
Urban Forestry Grant Number: 23UF1514
Grant Award: \$25,000.00

The person signing for the Sponsor represents both personally and as an agent of his or her principal that he or she is authorized to execute this agreement and bind his or her principal, either by a duly adopted resolution or otherwise.

FOR THE SPONSOR

By _____
 (Signature)

 (Title)

 (Date Signed)

STATE OF WISCONSIN
 DEPARTMENT OF NATURAL RESOURCES
 FOR THE SECRETARY

By Carmen Hardin
 Carmen Hardin, Director
 Bureau Director of Applied Forestry

December 1, 2022
 (Date Signed)

SUBJECT: Approve to Accept the 2021 Bayfield County Regional Assistance to Firefighters Grant (AFG) Grant for the Purchase of Radio Equipment (*Fire Department*)

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: Approved Unanimously by Council, January 26, 2021

EXHIBITS:

1.	January 26, 2021 Council Minutes
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EXPENDITURES REQUIRED: \$ 30,722.40

AMOUNT BUDGETED: \$27,929.45 - Received from Assistance to Firefighters Grant
\$ 2,792.95 - 10% Match Budgeted in General Fund
\$30,722.40

**APPROPRIATION
REQUIRED:** \$0

**TREASURER'S
CERTIFICATE:**

COMPLIANCE WITH ORD. 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: This item conforms to the Ashland Comprehensive Plan in that it is "...in accordance with existing and future needs, best promote the public health, safety, morals, and the general welfare..." for the City's residents and community.

SUMMARY STATEMENT:

The Ashland Fire Department was included in a regional AFG grant through our partnership with Bayfield County. The grant received funding this year. This grant requires a 10% match. AFD's award amount was \$27,929.45 for two mobile radios and three portable radios. The match amount is \$2,792. 95.

The Ashland Fire Department covers two townships in Bayfield County and has partnered with Bayfield County in applying for this grant for over 10 years. Bayfield County applied and received \$858,000 for mobile radios and portable radios for fire and EMS agencies. Three of the five radios will be dual band capable, so when the State switches to 800 MHz frequencies for communications, these radios will continue to work well for us.

This is the third regional AFG grant that has been awarded to Bayfield County Grandview Fire Chief Jack Hoiby has written all of those grants. Council unanimously approved for staff to be included in the submission for this grant.

**FOR THE SAFETY FOR OUR CITIZENS AND STAFF, THE CITY OF ASHLAND
CONTINUES TO CONDUCT THEIR MEETINGS VIRTUALLY**

Please contact the Clerk's office if you require accommodations to attend the meeting.

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ASHLAND CITY COUNCIL MEETING MINUTES

Tuesday, January 26, 2021 – 5:30 PM

Ashland City Hall Council Chambers

Please silence all cell phones during the meeting

1. CALL TO ORDER

A. Roll Call, Moment of Silence and Pledge of Allegiance

The Tuesday, January 26, 2021 Ashland City Council meeting was called to order by Mayor Debra Lewis, virtually via GoTo Meetings at 5:30 p.m.

Roll call was taken, a Moment of Silence was held, and the Pledge of Allegiance was recited.

PRESENT: Holly George, Matthew MacKenzie, Sarah Jackson, Kate Ullman, Ana Tochtermann (5:35), Wahsayah Whitebird, Kevin Haas, Charlie Ortman, Liz Franek, Dick Pufall, Jackie Moore (5:45)

ABSENT: None.

ALSO PRESENT: Mayor Deb Lewis, City Administrator Brant Kucera, City Clerk Denise Oliphant, City Attorney Tyler Wickman, Fire Chief Dave Wegener, Police Chief Willis Hagstrom, Public Works Director John Butler, Parks Director Sara Hudson, Planning Director Megan McBride, Firefighter John Baker, and other concerned citizens.

2. APPROVAL OF AGENDA

Lewis explained the reason for the request to waive the requirements of Chapter 923 within Agenda Item 6C of the Consent Agenda. Pufall moved, seconded by Haas to approve the agenda. The motion carried unanimously by voice vote.

3. APPROVAL OF MINUTES

A. January 12, 2021 City Council and Committee of the Whole Meeting Minutes

Whitebird moved, seconded by Pufall to approve. The motion passed unanimously by voice vote.

4. CITIZEN PARTICIPATION PERIOD

The Clerk read the Rules for Citizen Participation, and the following offered their comments to the Council:

Elise Kehle, 218 Mac Arthur Avenue and speaking on behalf of the Communist Party of the Chequamegon Bay Region, referenced possible changes in the City's policies regarding homelessness, specifically possibly legalizing camping, and in support of a municipal warming shelter for both homeless and area LGTBQ community members.

Dani O'Brien, Vaughn Avenue, expressed her support of a data collection system of the local police department.

Rose Spieler-Sandberg, 1614 2nd Avenue East, voiced her support of the creation of a data collection system within the police force.

Jenise Swartley, 209 5th Avenue East, offered her support for funding a system for gathering and analyzing reports of the police department, and support of legalizing camping and for a warming shelter.

Jade Livingston, Ellis Avenue, spoke to support funding the creation of a data collection system of the local police department.

Also read into the record were those who sent emails prior to the meeting but were unable to attend, and all of which supported funding a system to gather, analyze and report data about the local police department. Emails were received from Sandra Brue of Bayfield, Declan Lowthian of Bayfield, Elizabeth Andre of Ashland, Ellie Braddock of the Town of Washburn, and Riley Kaiser of Madeline Island.

5. MAYOR'S REPORT

A. Announcements

The Mayor announced the retirement of Fire Chief Dave Wegener whose last day will be March 1, 2021. Northland College began their new term this week with in-person learning. Vaccine administration began through the Ashland County Health Department. For those 65 years and older, contact the Ashland County Health office to get on their list. A recent Presidential executive order restored the Federal Flood Risk Management Standard, which enables Federal assistance if infrastructure damaged from natural disasters.

B. Appointments

The Mayor recommended renewal of Elizabeth Franek to the Ashland Housing Authority.

Haas moved, seconded by Moore to approve. The motion passed unanimously by voice vote.

6. CONSENT AGENDA

- A. Approve to Apply for a Partnership-Building Technical Assistance Grant for Community Group and Water System Collaboration from the River Network & WaterNow Alliance** *(Parks & Recreation)*
- B. Approve to Apply for an Assistance to Firefighters Grant for the Purchase of Cardiac Monitors for the Ashland Fire Department** *(Fire Department)*
- C. Approve to Waive the Requirement of Chapter 923, Ashland City Ordinances, and Approve the Mobile Integrated Services Agreement between the City of Ashland Fire Department/EMS and Memorial Medical Center** *(Fire Department)*
- D. Approve for the Ashland Fire Department be Included in the Bayfield County Regional Assistance to Firefighters Grant for the Purchase of Radio Equipment** *(Fire Department)* Voice

E. Miscellaneous Minutes

Pufall moved, seconded by Moore approve the Consent Agenda. The motion passed unanimously by voice vote.

7. NEW BUSINESS

- A. Approve the 2021-2023 Agreement between the City of Ashland and the International Association of Fire Fighters (IAFF) Local 875, Ashland Fire Department** *(Administration)* Roll

Franek moved, seconded by Pufall to approve the agreement. The motion passed unanimously by roll call vote.
- B. Approve a Preliminary Resolution Declaring Intent to Levy Special Assessments under Municipal Police Power Pursuant to Sec. 66.0703, WI State Statute for the Waterfront Access Road Project** *(Public Works)* Roll

Haas moved, seconded by George to approve. Public Works Director John Butler explained the preliminary resolution and referenced project. Pufall moved, seconded by Ortman to recognize Rick Olivo to speak to Council, and was approved unanimously by voice vote. Administrator Kucera was also recognized to speak to Council.

The motion to approve the preliminary resolution passed 6-5 by roll call vote. Opposed were MacKenzie, Whitebird, Ortman, Franek, and Pufall.
- C. Approve a Resolution to Submit Wisconsin Department of Natural Resources Grant Applications for Financial Aid** *(Parks & Recreation)* Roll

Haas moved, seconded by Ortman to approve the resolution. The motion passed unanimously by roll call vote.
- D. Approve to Apply for a Recreational Boating Facilities and Sport Fishing Restoration Grants for the Kreher Park Redevelopment Project: Boat and Trailer Parking Lot** *(Parks and Recreation)* Voice

Ortman moved, seconded by Moore to approve. The motion passed unanimously by voice vote.

E. Approve a Resolution to Combine Wards 1, 3, 5, 7, 9, and 11 for the April 6, 2021 Spring Election *(Clerk)* Roll

Ortman moved, seconded by Whitebird to approve the resolution. Ortman moved, seconded by Franek to recognize Elise Kehle to speak to Council. The motion passed unanimously by voice vote.

The motion to approve the resolution passed unanimously by roll call vote.

F. Approve Creation of Task Force to Make Recommendations to the Council for Addressing Ashland Homeless Population *(Mayor)* Voice

Mayor Lewis explained what her intention was by introducing the item. She noted that she added to include Parker Sterling to this task force.

The motion passed unanimously by voice vote.

G. Approve Creation of a Task Force to Plan and Organize Public Meetings to Discuss Policing in Ashland *(Mayor)* Voice

Mayor Lewis explained what her intention was by introducing the item. Ortman moved, seconded by Whitebird to approve. The motion passed unanimously by voice vote.

8. CLOSED SESSION

A. Move into Closed Session *(Roll)*

Haas moved, seconded by Whitebird to enter into Closed Session. Pufall moved, seconded by Franek, and approved by voice vote to allow Butler to remain during Closed Session. The motion to enter into closed session passed unanimously by roll call vote.

B. Closed Session Pursuant to WI Stat. 19.85(1)(g): "Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation." *(Update and Discussion on 6th Street West Litigation)* *(City Attorney)*

C. Return to Open Session *(Voice)*

Whitebird moved, seconded by Franek to return to Open Session. The motion passed unanimously by voice vote.

D. Report on Closed Session Discussion and/or Action Taken

The Mayor report that there was no action taken during Closed Session.

9. ADJOURNMENT

Pufall moved, seconded by Haas to adjourn. The motion carried unanimously by voice vote.

The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities.

NOTE: Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals or individuals with limited English proficiency through auxiliary aids or services. For additional information or to request this service, contact Denise Oliphant at 715-682-7071 (not a TDD telephone number) or FAX: 715-682-7048

SUBJECT: Approve to Accept Wisconsin EMS Flex Grant Award, and to Waive the Requirement of Chapter 194 Procurement of Goods and Services to Purchase CPR Devices from Stryker Emergency Care (*Fire Department*)

RECOMMENDATION: The Fire Chief recommends approval to accept the Flex Grant award and to purchase of two Lucas CPR devices from Stryker Emergency Care.

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: Council Approved Unanimously to Submit the WI EMS Flex Grant Application on July 12, 2022

EXHIBITS:

1.	2022 FLEX Grant Award Letter
2.	2022 Emergency Medical Services Funding Assistance Program Award Letter
3.	Stryker Quote
4.	Email Correspondence Regarding Pricing
5.	July 12, 2022 Council Meeting Minutes

EXPENDITURES REQUIRED: \$ 38,603.38

AMOUNT BUDGETED: \$ 13,285.00 - Received from the Wisconsin EMS Flex Grant
\$ 25,318.38 - Award from FAP Grant
 \$ 38,603.38

APPROPRIATION REQUIRED: \$0

TREASURER'S CERTIFICATE: The Treasurer's Office has certified on December 8, 2022 that Stryker Emergency Care is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH ORD. 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: This item conforms to the Ashland Comprehensive Plan in that it is "...in accordance with existing and future needs, best promote the public health, safety, morals, and the general welfare..." for the City's residents and community

SUMMARY STATEMENT:

The Ashland Fire Department was awarded \$13,285 from the State of Wisconsin through the Wisconsin EMS Flex Grant. These funds, along with funds from the Wisconsin EMS Funding Assistance Program (FAP), will be used to purchase two Lucas CPR Devices for the Ashland Fire Department ambulances.

The Ashland Fire Department is requesting approval to accept the Flex Grant funds and for the funds to be used

in conjunction with a separate grant (FAP) to purchase two Lucas CPR devices. Due to the 328 square mile service area of the Ashland Fire Department EMS Division, these CPR devices will help improve care for patients who are in cardiac arrest. These devices will also allow staff to perform additional care while the CPR machine provides superior and continuous chest compressions.

The devices will be purchased direct from the manufacturer along with a 5-year service agreement to ensure optimum performance and reliability. No other vendor sells this product with a manufacturers warranty and service contract. Because of this factor, staff is requesting that Council waive the requirements of Chapter 194 to advertise for bids for the equipment.

No General Fund expenditures will be required to accept the grant award or to complete the purchase of the Lucas CPR devices.

Tony Evers
Governor



DIVISION OF PUBLIC HEALTH

1 WEST WILSON STREET
PO BOX 2659
MADISON WI 53701-2659

Karen E. Timberlake
Secretary

State of Wisconsin
Department of Health Services

Telephone: 608-266-1251
Fax: 608-267-2832
TTY: 711 or 800-947-3529

September 23, 2022

Ashland Fire Department (6000349)
215 6th Street E
Ashland, WI 54806

RE: Revised Notice of Award – EMS Flex Grant

Dear Service Director:

The Wisconsin Department of Health Services, Division of Public Health, Office of Preparedness and Emergency Healthcare's EMS Section is pleased to notify you of your EMS Flex Grant award in the amount of **\$13,285**.

Please retain this letter for your records and complete the following steps to begin expending your funds.

Accept funds through E-Licensing including certifying the conditions of award.

2. Submit a revised budget in E-Licensing by October 10, 2022.
3. Receive written confirmation from the EMS section accepting revised budget.
4. Begin making grant expenditures.

Additional information regarding the EMS Flex Grant:

- Grant payments will be made in two parts.
 - Initial payment of half the award amount will be distributed beginning September 30, 2022.
 - The remaining award balance will be distributed after successful submission of budget and progress reports.
 - All funding will be distributed via automated clearing house (ACH) deposit. Bank account set-ups or updates can be completed by submitting a DOA 6456 Form in E-Licensing.
- All awarded funds must be spent by September 23, 2023.
- Budget and progress reports are due on March 21, 2023 with a close-out report due on September 30, 2023.
 - Reports will be completed electronically in E-Licensing.
 - Webinar on the reporting process will be held on October 18, 2022.
- Awardees shall utilize funding as detailed in their approved grant budget.
- Awardees shall maintain accurate records and documentation for five years.

Please direct questions regarding the EMS Flex Grant to DHSFlexGrant@dhs.wisconsin.gov.

Sincerely,

A handwritten signature in blue ink that reads "Natalie Easterday".

Natalie Easterday, Director
Office of Preparedness and Emergency Health Care
Wisconsin Department of Health Services

Tony Evers
Governor

State of Wisconsin
Department of Health Services

Karen E. Timberlake
SecretaryTelephone: 608-266-1251
Fax: 608-267-2832
TTY: 711 or 800-947-3529

July 12, 2022

Ashland Fire Department (6000349)
215 6th St. East
Ashland, WI 54806**RE: Emergency Medical Services Funding Assistance Program Award**

Dear Service Director:

The Wisconsin Department of Health Services, Division of Public Health, EMS Section is pleased to notify you of your Emergency Medical Services Funding Assistance Program (FAP) award based on your ambulance service's application for state fiscal year (SFY) 2023. Governor Tony Evers on February 15, 2022, stated that the EMS Funding Assistance Program for the state fiscal year (SFY) 2023 year will receive a one-time increase from the annual yearly \$2.2 million state budget amount to a \$10.0 million budget amount through funds provided by the American Rescue Plan Act(ARPA).

All services which applied for FAP will receive an allotment of the ARPA money in addition to the normal annual funding. Please retain this letter for your records as it contains the breakdown of your award. If you or your designated municipal payee requested payment via automated clearing house (ACH) payment, funds will be transferred electronically to the designated account. If you or your designated municipal payee did not request ACH payment, your payment is enclosed. If you receive this letter without an accompanying payment, please check with your municipality as the letter and payment may have been sent directly to the designated municipal payee before being forwarded to your ambulance service.

Your service has been deemed eligible for funding under Wis. Stat. §§ 256.12(4) and (5) and is also deemed eligible for the FAP ARPA Supplement. All three funding pools have different equations based on the referenced statutes.

- **Support and Improvement:** This amount fulfills Wis. Stat. § 256.12(4) and includes the base amount of \$3,588 plus \$0.05 per capita. Your ambulance service may use support and improvement funds for the purchase of ambulance service vehicles, vehicle equipment, emergency medical service supplies or equipment, or emergency medical training for personnel. Per Wis. Stat. § 256.12(4), support and improvement funds shall supplement existing, budgeted moneys of, or provided to, an ambulance service and may not be used to replace, decrease or release for alternative purposes the existing, budgeted moneys of, or provided to, the ambulance service provider.
- **Training and Examination Aid:** This amount fulfills Wis. Stat. § 256.12(5) and is determined by subtracting the total of all awards made under Support and Improvement funds from the original appropriation. The remaining amount is then divided equally among all qualified services applying for Emergency Medical Responder (EMR) and Emergency Medical Technician (EMT) Training and Examination Aid. This allotment is to be used only for EMT or EMR expenses related to initial and refresher training, as well as examination costs. Services that did not request Training and Examination Aid funds in their application or services ineligible to receive Training and Examination funds (i.e. private-for-profit services) will not have a second amount listed.
- **American Rescue Plan Act (ARPA):** The FAP ARPA Supplement is an \$8.0 million one-time allocation divided equally among all EMS services receiving FAP funding. This can be spent on all eligible FAP items, both equipment and education, as stated in the FAP Purchasing Guide. The EMS Service awarded funds will receive half of the money with this letter and the remaining half is contingent on reporting expenses on a fiscal report which shows adequate spend-down of initial funds. This initial expense report will be due on February 28, 2023. This award cannot not be escrowed and will need to be spent and a final

expense report be turned in by August 31st of 2023, unless the service requests an extension. Extension eligibility will be determined by program staff and will not exceed June 30, 2024.

GPR Support and Improvement per § 256.12 (4)	Amount:	\$ 4180.60
GPR Training and Examination aid per § 256.12 (5)	Amount:	\$ 2431.74
American Rescue Plan Act (ARPA) Allotment	Amount:	\$ 24390.23

Initial and subsequent expense reporting will happen in E-Licensing. Your service will have one section to report your GPR support and improvement and GPR training and examination aid, and a second section to report on the FAP ARPA allotment. Please make sure to keep track of accurate spending for your service.

Regarding the treatment of the ARPA FAP on the Schedule of Expenditures of Federal and State Awards (SEFSA), the provider is not required to list this funding source on the SEFSA since the provider is determined to be a beneficiary. For full transparency and disclosure, DHS requests that providers include any CAPP payment information in the footnotes to the SEFSA or Financial Statements.

Please direct any questions regarding the EMS Funding Assistance Program to DFSFAP@dhs.wisconsin.gov.

Sincerely,



Natalie Easterday
Director
Office of Preparedness and Emergency Health Care
Wisconsin Department of Health Services



Ashland FD LUCAS

Quote Number: 10547712

Remit to: **Stryker Medical**

P.O. Box 93308

Version: 1

Chicago, IL 60673-3308

Prepared For: ASHLAND FIRE DEPT

Rep: Peter Swetkovich

Attn: Chris Pribek

Email: pete.swetkovich@stryker.com

cpribek@coawi.org

Phone Number: 763-312-0470

(715) 682-7052

Quote Date: 11/16/2022

Expiration Date: 11/18/2022

Delivery Address

Name: ASHLAND FIRE DEPT

Account #: 1335630

Address: 215 6TH ST E

ASHLAND

Wisconsin 54806

End User - Shipping - Billing

Name: ASHLAND FIRE DEPT

Account #: 1335630

Address: 215 6TH ST E

ASHLAND

Wisconsin 54806

Bill To Account

Name: ASHLAND FIRE DEPT

Account #: 1335630

Address: 215 6TH ST E

ASHLAND

Wisconsin 54806

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	99576-000063	LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device	2	\$14,915.10	\$29,830.20
2.0	11576-000060	LUCAS Desk-Top Battery Charger	2	\$1,070.01	\$2,140.02
3.0	11576-000071	LUCAS External Power Supply	2	\$355.30	\$710.60
4.0	11576-000080	LUCAS 3 Battery - Dark Grey - Rechargeable LiPo	2	\$686.80	\$1,373.60
5.0	11576-000046	LUCAS Disposable Suction Cup (3 pack)	2	\$134.30	\$268.60
Equipment Total:					\$34,323.02

ProCare Products:

#	Product	Description	Years	Qty	Sell Price	Total
6.1	78000700	ProCare LUCAS Preventive Maintenance: Annual onsite preventive maintenance inspection for LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device	5	2	\$1,925.00	\$3,850.00
ProCare Total:						\$3,850.00



Ashland FD LUCAS

Quote Number: 10547712

Version: 1

Prepared For: ASHLAND FIRE DEPT
Attn: Chris Pribek
cpribek@coawi.org
(715) 682-7052

Quote Date: 11/16/2022

Expiration Date: 11/18/2022

Remit to: **Stryker Medical**
P.O. Box 93308
Chicago, IL 60673-3308

Rep: Peter Swetkovich

Email: pete.swetkovich@stryker.com

Phone Number: 763-312-0470

Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Freight/Shipping:	\$430.36
Grand Total:	\$38,603.38

Prices: In effect for 30 days

Terms: Net 30 Days

Contact your local Sales Representative for more information about our flexible payment options.

PENDING APPROVAL

Capital Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's Acute Care capital terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html. A copy of Stryker Medical's Emergency Care capital terms and conditions can be found at <https://www.strykeremergencycare.com/terms>.

PENDING APPROVAL

Stuart Matthias

From: Chris Pribek
Sent: Wednesday, November 16, 2022 4:56 PM
To: Stuart Matthias
Subject: FW: Ashland FD: LUCAS Quote Update

Follow Up Flag: Follow up
Flag Status: Flagged

Chief,

Please see Pete's response below.

From: Swetkovich, Pete <pete.swetkovich@stryker.com>
Sent: Wednesday, November 16, 2022 2:51 PM
To: Chris Pribek <cpribek@coawi.org>
Subject: RE: Ashland FD: LUCAS Quote Update

No problem Chris!

The pricing you see is actually better than what SAAVIK gets. If you need to have that listed on the quote, I can add it. Also, nobody else sells the LUCAS. I hope that helps. Please let me know if you'd like a quote with SAAVIK shown on it. Thanks Chris!

Pete Swetkovich
Account Manager, Northeast Minnesota and Western Wisconsin
Stryker Medical

C 763 312 0470
pete.swetkovich@stryker.com
strykeremergencycare.com



From: Chris Pribek <cpribek@coawi.org>
Sent: Wednesday, November 16, 2022 2:49 PM
To: Swetkovich, Pete <pete.swetkovich@stryker.com>
Subject: RE: Ashland FD: LUCAS Quote Update

EXTERNAL EMAIL

I do have a couple questions after speaking with the Chief. Does this pricing reflect pricing for members of the Savik buying group? I looked and saw that Stryker is a member. He also said it's easier to get approved that way for some reason. And second can LUCAS devices be purchased through anyone else besides Stryker? Do you have any authorized dealers or is it only direct? If so I need to get additional quotes. It's never easy Pete! Thanks!

From: Swetkovich, Pete <pete.swetkovich@stryker.com>

Sent: Wednesday, November 16, 2022 11:14 AM

To: Chris Pribek <cpribek@coawi.org>

Subject: Ashland FD: LUCAS Quote Update

Capt Pribek,

Attached is the updated quote for two LUCAS 3 devices. Please let me know if you have any questions. Thanks Chris!

Pete Swetkovich
Account Manager, Northeast Minnesota and Western Wisconsin
Stryker Medical

C 763 312 0470

pete.swetkovich@stryker.com

strykeremergencycare.com



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**THE CITY OF ASHLAND WILL BE CONDUCTING THEIR MEETINGS IN PERSON
at
CITY HALL COUNCIL CHAMBERS, 601 MAIN STREET WEST, ASHLAND, WI
WITH THE AVAILABILITY TO ATTEND VIRTUALLY**

Please contact the Clerk's office if you require accommodations to attend the meeting.

To join the meeting from your computer, tablet or smartphone:

<https://global.gotomeeting.com/join/500263957>

Or dial in using your phone.

United States (Toll Free): 1-877-309-2073

Access Code: 500-263-957

ASHLAND CITY COUNCIL MEETING MINUTES

Tuesday, July 12, 2022 – 5:30 PM

Ashland City Hall Council Chambers

Please silence all cell phones during the meeting

1. CALL TO ORDER

The Tuesday, July 12, 2022 Ashland City Council meeting was called to order by Mayor Matt Mac Kenzie at 5:30 p.m.

A. Roll Call, Moment of Silence and Pledge of Allegiance

Roll call was taken, a Moment of Silence was held, and the Pledge of Allegiance was recited.

PRESENT: Kevin Seefeldt, Ana Tochtermann (5:40), Eric Lindell, Laura Graf, Charlie Ortman, Dick Pufall

ABSENT: Sarah Jackson (Excused)

ALSO PRESENT: Mayor Matthew MacKenzie, City Administrator Brant Kucera, City Clerk Denise Oliphant, City Attorney Tyler Wickman, Public Works Director John Butler, Parks and Recreation Director Sara Hudson, Fire Chief Stuart Matthias, and other concerned citizens.

2. APPROVAL OF AGENDA

MacKenzie requested to remove Item 7D. Lindell moved, seconded by Graf to approve the amended agenda. The motion carried unanimously by voice vote.

3. APPROVAL OF MINUTES

A. June 28, 2022 City Council and Committee of the Whole Meeting Minutes

July 12, 2022

Pufall moved, seconded by Seefeldt to approve the minutes as presented. The motion carried unanimously by voice vote.

4. CITIZEN PARTICIPATION PERIOD

The Clerk read the Rules for Citizen Participation, and the following offered their comments to the Council:

Jeanne Olbekson, 24950 US Hwy 2, Ashland, asked for a discussion regarding allowing the homeless to tent at the campgrounds.

5. MAYOR'S REPORT

A. Announcements

MacKenzie offered reports from the Fire and Police Departments to update Council as to the projects and statistics in each of the departments. Congratulations were offered to Captain Scott Thimm who is retiring from the Fire Department after 39 years of service. MacKenzie attended a meeting of the North West Regional Housing Committee in Hayward, and was recently accompanied by the Secretary of the Department of Administration for a tour of Ashland.

B. Appointments

Pufall moved, seconded by Seefeldt to approve to appoint Philomena Kebec to the Parks and Recreation Committee for a term through April 30, 2025, and reappoint Pat Nemec to the Board of Review for a term through June 10, 2027. The motion carried unanimously by voice vote.

6. CONSENT AGENDA

A. Approve for the Ashland Fire Department to Submit an Application for a Wisconsin EMS Flex Grant *(Fire Department)*

B. Miscellaneous Meeting Minutes

Lindell moved, seconded by Pufall to approve the Consent Agenda. The motion carried unanimously by voice vote.

7. NEW BUSINESS

A. Approve a Resolution to Acknowledge Review of the 2021 Compliance Maintenance Annual Report (CMAR) of the Ashland Wastewater Utility Pursuant to the Requirements of NR 208, Wisconsin Administrative Code *(Public Works)* Roll

Ortman moved, seconded by Graf to approve the resolution. The motion carried unanimously by roll call vote.

B. Approve a Grant Agreement between the State of Wisconsin-Department of Administration (WI-DOA) Wisconsin Coastal Management Program and the City of Ashland to Accept a Grant for \$10,520 for the Ashland Rails to Trails System: Waterfront Trail Repair Design, Engineering and Construction Document Creation *(Parks Director)* Roll

July 12, 2022

Lindell moved, seconded by Seefeldt to approve the grant agreement. The motion carried unanimously by roll call vote.

C. Approve to Submit a Wisconsin Department of Natural Resources (WI DNR) Forest Fire Protection (FFP) Grant Application *(Fire Department)* Roll

Tochterman moved, seconded by Seefeldt to approve. The motion carried unanimously by roll call vote.

8. CLOSED SESSION (ROLL CALL) Council may return to open session and take action on any item discussed during Closed Session

Wickman requested that Hudson remain during Closed Session. Council approved unanimously by voice vote.

Lindell moved, seconded by Ortman to enter Closed Session. The motion carried unanimously by roll call vote.

A. Pursuant to WI Stat. 19.85(1)(g): "Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation." *(Vourenmaa Tree)*

B. Pursuant to WI Stat. 19.85(1)(c): "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." *(Administration)*

C. RETURN TO OPEN SESSION *(Voice)*

Lindell moved, seconded by Seefeldt to return to Open Session. The motion carried unanimously by voice vote.

D. REPORT OF ACTION TAKEN DURING OPEN SESSION

Item 8A: Council voted to allow Administration to sign the Settlement and Mutual Release agreement with Vuorenmaa.

Item 8B: Council approved to allow Administration to open contract negotiations with the Ashland Police Department.

9. ADJOURNMENT

Ortman moved, seconded by Seefeldt to adjourn. The motion carried unanimously by voice vote.

The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities.

NOTE: Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals or individuals with limited English proficiency through auxiliary aids or services. For additional information or

ASHLAND CITY COUNCIL MEETING MINUTES

July 12, 2022

to request this service, contact Denise Oliphant at 715-682-7071 (not a TDD telephone number) or FAX: 715-682-7048

**CITY OF ASHLAND
POLICE & FIRE COMMISSION
MEETING MINUTES**

Tuesday, September 6, 2022 – 5:15 p.m.

Hybrid Meeting - Ashland Fire Dept, 215 6th St E or <https://meet.goto.com/997089677>

1. Call to Order

President, Kate Siegler called the meeting to order at 5:15 p.m.

2. Roll Call

Members Present: Kate Siegler, Ed Monroe, Matt Horning, and Melissa O'Connor.

Members Absent: Daryle Tucker

Others Present: Police Chief Hagstrom and Fire Chief Matthias

3. Approval of Agenda Items

A Motion was made by Matt Horning, seconded by Ed Monroe to approve agenda as presented.

Motion was passed unanimously.

4. Approval of Minutes

A Motion was made by Melissa O'Connor, seconded by Matt Horning to approve meeting minutes from July 5, 2022. Motion was passed unanimously.

5. Police Department Business

a. Administrative Report

Chief Hagstrom went over his report that was previously emailed to the Commissioners. His report consisted of statistics from July 1, 2022 through August 31, 2022. They averaged 24.7 calls per day, there were 12 ED's, 8 Hit & Run accidents, and there were 64 arrests made. Chief Hagstrom gave descriptions of some of the drug arrests that were made by officers, one incident involved 21.5 grams of fentanyl. They hosted the first National Night Out, the Fire Department came out along with Wisconsin State Patrol troopers. NNO was a very successful event and they plan to make this an annual event, which will always be the first Tuesday in August. Abbey Johnson resigned on August 5th. Scott Hultman, who is a Deputy from the Ashland County Sheriff's Department started working part-time. Hultman has helped out greatly with picking up a lot of shifts for us. Jacob Nevala was hired and began basic recruit training in Rice Lake on August 8th. We hope to start interviewing next week for the three open positions we have.

6. Fire Department Business

a. Administrative Report

Chief Matthias discussed his report that was previously emailed to the Commissioners. His report consisted of the incidents that the department responded to from 7/1/2022 to 8/31/2022 and he gave report on some of the more significant incidents that occurred. There was a several percent decrease in calls due to decrease in employees. Rescue Divas spent several hours at the station as part of their Emergency Services Camp. Chief Matthias and his daughter cooked lunch for them all. Started using Northwoods Tech more for training, which allows each person to practice forcing their way into various locked doors. Rick Sommerfield, the Fire Prevention Coordinator for Northwestern Wisconsin came and offered training to all staff members, this will better prepare staff for fire inspections. Retired Captain Thimm received award from the American Legion, at the state convention, in Green Bay for Wisconsin Fire Firefighter of the Year. There were numerous anniversary dates. Pinning ceremony will

be held on September 7th. Swanson was hired as full-time LTE. The Fire Department staff is down five crewmembers at this time.

A motion was made by Matt Horning, seconded by Ed Monroe to approve both Chief Hagstrom's and Chief Matthias' reports and place them on file. Motion passed unanimously.

7. Next Regular Meeting Date

The next regular meeting for the Police and Fire Commission will be on Monday, December 5, 2022 at 5:15 p.m. This will be a hybrid meeting, so those that choose to attend in person can do so at Ashland Fire Dept and others will have to option to attend virtually by GoToMeeting.

8. Closed Session as Authorized by Wisconsin State Statute 19.85(1)(c) for:

a. Fire Dept – Personnel Probationary Reports & Personnel Discussion

b. Police Dept – Personnel Probationary Reports & Personnel Discussion

A motion was made by Ed Monroe, seconded by Matt Horning to enter into closed session. Motion was passed unanimously by roll call vote.

President Kate Siegler announced they will enter into closed session per Wisconsin Statute 19.85(1)(c), "To consider employment, promotion, compensation or performance evaluation data of any public employee over which the commission has jurisdiction of exercises responsibility". Chief Hagstrom and Chief Matthias attended Closed Session due to their presence being necessary for the business at hand.

9. Return to Open Session

Motion was made by Ed Monroe, seconded by Matt Horning to return to Open session at 5:59 p.m. Motion passed unanimously.

10. Report action taken in Closed Session

- Approve and accept the Fire Department's Personnel Probationary Report
- Approve and accept the Police Department's Personnel Probationary Report.

A motion was made by Kate Siegler, seconded by Matt Horning to approve and accept both reports, place them on file and also approve John Blakeman moving to full-time status. Motion passed unanimously.

11. Adjournment

A motion was made by Ed Monroe, seconded by Matt Horning to adjourn meeting at 6:01 p.m. Motion passed unanimously.

Kelly Garro
Recording Secretary

AIRPORT COMMISSION MINUTES

June 23, 2022

Page 1 of 2

Lloyd Orensten called the Airport Commission meeting to order at 4:30 p.m., June 23, 2022.

AGENDA ITEM 1: ROLL CALL

Present: Lloyd Orensten (Commissioner Chair), John Coffey, Tom Bouchard, Richard Huber

Absent: Blake Ellefson

Also Present: Bill Moore (Airport Manager), Brian Lintonen (EAA Young Eagles)

AGENDA ITEM 2: APPROVAL OF MINUTES (April 28, 2022)

A motion was made by Bouchard second by Huber to approve the April 28, 2022 meeting minutes. The motion passed unanimously.

AGENDA ITEM 3: CITIZEN PARTICIPATION PERIOD

None

AGENDA ITEM 4: COMMISSION ITEMS

- New COMO Propane Contract
 - Two year contracted has expired, Airport was in a contract of \$1.07 per gallon. Moore signed a new contract is for only one year at \$1.85 per gallon.
- Gates and Security
 - All gates are working, but there is an issue with some of them closing when the sun shines on them. Bruce Nelson has been volunteering his time to help remedy this issue. Moore asked the commission if he would be able to get Nelson a \$50 gift card out of the crew card fund. Purchase of the gift card was approved by commission members.
- EAA Young Eagles Chapter
 - Brian Lintonen was recognized to speak by Orensten. Lintonen is a leader for 4-H Aeronautics Club and has done youth outreach with John Sill in the past. Sill and Lintonen had done some work on getting a Young Eagles Chapter at the JFK Airport but process was delayed and became more of a long term project for Lintonen. Lintonen was able to have more contact with Oshkosh Airport and they are supportive with JFK having a chapter. JFK Airport now has a chapter number associated with it, and there are a few final steps left until having a chapter is complete. Once there is a complete

AIRPORT COMMISSION MINUTES

June 23, 2022

Page 2 of 2

chapter the will be monthly meetings with minutes. The chapter would have their own insurance for any activities they may hold. Lintonen will continue to do youth outreach to grow the chapter. Lintonen would like to keep the membership open and asked that members of the Airport Commission join the JKF EAA Chapter. Moore said that he will set out membership forms at the airport.

→ Wetland Delineation Completed

- Has been completed, not only for the 0220 runway but also for the next generation clearing for the glide slopes.

AGENDA ITEM 5: AIRPORT MANAGER'S REPORT

Weatherization kit for the new Gas Boy Dispenser, Moore has one on order with Waltz Petroleum. He will just been going out and vacuuming it up when it fills up until the weatherization kit arrives. Tire on new T-8 New Holland still leaks, after doing some grooming the tire will lose 10-12 pounds. Moore found out that a tube was put in the tire prior to purchase to try and stop the leak. Leak will be fixed before winter.

AGENDA ITEM 6: APPROVAL OF BILLS

Bills from the last period totaled \$21,423.16, major expense is fuel. Motion to approve to pay the bills by Coffey, second by Bouchard. The motion passed unanimously.

AGENDA ITEM 7: SET NEXT MEETING DATE

The next Airport Commission meeting will be held on, August 25, 2022 at 4:30pm, at JFK Airport.

AGENDA ITEM 8: ADJOURNMENT

A motion was made by Huber, seconded by Bouchard, to adjourn. The motion passed unanimously.

Minutes respectfully submitted by Chelsea List

August 25, 2022 Airport Commission Meeting Minutes

Lloyd Orensten called the Airport Commission meeting to order at 4:30 p.m., August 25, 2022.

AGENDA ITEM 1: ROLL CALL

Present: Lloyd Orensten (Commissioner Chair), Tom Bouchard, Richard Huber, Blake Ellefson, John Coffey (4:40pm)

Absent: None

Also Present: Bill Moore (Airport Manager), Brian Lintonen (EAA Young Eagles), Walter Gurski (EAA Young Eagles Treasurer)

AGENDA ITEM 2: APPROVAL OF MINUTES (July 23, 2022)

A motion was made by Bouchard second by Huber to approve the June 23, 2022 meeting minutes. The motion passed unanimously.

AGENDA ITEM 3: CITIZEN PARTICIPATION PERIOD

Brian Lintonen (EAA Young Eagles): Provided updates about the EAA chapter. Organization was officially recognized as a chapter: JFK Chapter 1776.

Walter Gurski (EAA Young Eagles JFK Chapter Treasurer): Provided a brief background about himself and his activity with the chapter.

AGENDA ITEM 4: COMMISSION ITEMS

- ➔ Winter Prepping of Equipment
 - Moore and John Sill took SRE to New Holland to replace leaking tire, wanted to make sure no warranties were violated if the City garage was to repair. Getting other equipment ready for winter in the City Garage. Moore inquired about ordering a new seat for the plow truck, Airport Commission approved of this purchase.
- ➔ Archeological Study
 - Study has been completed. Around 10 people were at the Airport digging and sifting soil in preparation of 02/20 rehab.
- ➔ Runway 02/20 Rehab Status
 - JFK Airport is on the list to be updated but updates might not happen until 2024. The Bureau of Aeronautics has said that they will pay for another crack sealing project if 02/20 runway is not able to be repaired earlier.
- ➔ Lobby Space Heater Status
 - City Finance Department and City Administrator were consulted about

potential purchase, they saw no problem with purchasing a lobby space heater. Moore is looking into a 40 inch heater in the corner of the lobby. Airport Commission members approve of the purchase.

→ Airport Staffing

- Bouchard spoke about lack of staffing at the Airport currently. It was discussed that Moore is working seven days a week, being called out multiple times on the weekends. Commission discussed having another staff member to be on call all weekend, Moore requested that the on call staff member to be Shell trained so they can use the fuel truck. Moore stated that he would talk with his current employees about if any of them would be interested in becoming Shell certified and working on call.
- Lintonen spoke that he would be interested in the on call position and that it could help strengthen their organizations partnership. Moore will check with the City in creating a part time position for the Airport that Lintonen could apply for and receive the Shell training in Milwaukee.

AGENDA ITEM 5: AIRPORT MANAGER'S REPORT

→ Hose Reel Leak

- Started leaking three months before the warranty was up. It was repaired under warranty but soon began to leak again. Airport was still billed for the repair even though it was under warranty. Airport may be receiving a refund of \$800 for repair.

AGENDA ITEM 6: APPROVAL OF BILLS

Bills from the last two months totaled \$50,121.97, \$45,000 of those bills being fuel. Motion to approve to pay the bills by Bouchard, second by Huber. The motion passed unanimously.

AGENDA ITEM 7: SET NEXT MEETING DATE

The next Airport Commission meeting will be held on, October 27, 2022 at 4:30pm, at JFK Airport.

AGENDA ITEM 8: ADJOURNMENT

A motion was made by Bouchard, seconded by, Ellefson to adjourn. The motion passed unanimously.

Minutes respectfully submitted by Chelsea List

**ASHLAND BEAUTIFICATION COUNCIL
MEETING
Monday, May 2nd, 2022
6:00 PM
Prentice Park Pavilion**

1. Roll Call

David Askue	7
Susan Askue	7
Shawna Johnson	15.25
Chris Oreskovich	6.5
Elaine Peterson	4
Kay Saari	6
Jeanne Spruell	2.5
Mary Zinnecker	6
Absent: Beth Strauss	1
Volunteers:	
Marla Mattson	6
Blake Frost	3
Laura Graff	4

2. Approval of April 4th, 2022 Meeting Minutes Motion: Chris Second: Elaine Vote: Aye

3. Administrative:

Log Volunteer Hours

Treasurer's Report Spent \$69.95=soil for starting cannas

4. Old Business:

Review 2022 BC Budget \$1930.05 remaining in 2022 ABC budget

Cannas Update: 50+ pots were started, all but 5 pots to be sold at Monday Club plant sale May 24, 2022. The remaining cannas will be used in the City of Ashland Pots, along 3rd St. and Jane Smith memorial garden

5. New Business:

Review Upcoming Calendar Events:

- Saturday, May 7th @ 9 am – City Hall/Jane Smith Garden
- Saturday, May 14th @ 9 am – Beaser Avenue
- Saturday, May 21st @ 9 am – 3rd Street Parking Lot Garden
- Wednesday, May 25th @ 9 am – Ashland Monday Club Plant Sale
- Friday, June 3rd @ 11 am – Bayfield in Bloom WPR Garden Talk followed by lunch in Bayfield
- Saturday, June 4th @ 9 am – Pearson Plaza/Otis Park

Hauser Plant Delivery: scheduled for Friday May 27, 2022

Beauty Spots 2022 Planning: will have nomination forms available at Farmers Market

\$920 donation from Marion Johnson family was used to purchase a bench to be installed in 3rd St. garden. Mary to meet with Lance for placement options.

6. Project Plans/Updates:

- Crest Gardens: mulch to be spread
- Pearson Plaza/Otis Park: work day June 4th
- Bayview Park: awaiting annuals
- Ellis Avenue: volunteers to be contacted for 2022 season
- Beaser Avenue: hydrangeas look good, netting working against deer
- 3rd Street Planters & Garden
- City Hall: pots cleaned up, ready for compost and annuals
- Public Works Planters: pots cleaned up, ready for compost and annuals
- Memorial Park: awaiting annuals
- Jane Smith Memorial

7. Next Meeting: Monday, June 6th, 2022 at 6 pm, Prentice Park Pavilion

8. Adjournment: 7 pm Motion: Jeanne Second: Kay Vote: Aye

Respectfully submitted,

Shawna Johnson

**ASHLAND BEAUTIFICATION COUNCIL
MEETING
Monday, June 6th, 2022
6:00 PM
Prentice Park Pavilion**

1. Roll Call

David Askue	16
Susan Askue	14
Shawna Johnson	38.75
Chris Oreskovich	15.5
Elaine Peterson	18.5
Kay Saari	15
Jeanne Spruell	9
Beth Strauss	5.5
Mary Zinnecker	19.5
Volunteers:	
Marla Mattson	8
Blake Frost	3
Laura Graff	4

2. Approval of May 2nd, 2022 Meeting Minutes Motion: Beth Second: David Vote: Aye

3. Administrative:

Log Volunteer Hours

Treasurer's Report: \$94.71 spent from city budget on perennials, \$143.54 spent from donations on Signs for Crest Garden, \$920 donation from Marion Johnson family with additional \$300 from ABC donations was spent on a bench to be placed at 3rd St. gardens.

4. Old Business:

Review 2022 BC Budget \$1835.34 remaining in 2022 ABC budget

5. New Business:

Review Upcoming Calendar Events:

- Saturday, June 18th @ 9 am – Pearson Plaza/Otis Park
- Friday, July 8th @9am- Crest Garden

Beauty Spots 2022 Planning: Mary to contact Bart bus for Beauty spot nomination tour in early August. ABC members should bring 4 Beauty Spot nominations to the next ABC meeting July 11, 2022

The July 23rd, 2022 Garden Tour has been cancelled. There was a unanimous decision to take this year off and hold a garden tour every other year.

Lance removed juniper and is working on a path/pad for the Marion Johnson bench in the 3rd St. Garden.

Restroom roof garden at Pearson Plaza has been a challenge. Proposal to place sign to designate that area a Native/Pollinator Garden. **Motion: David Second: Susan Vote: Aye**

Mary will place Crest Garden signs by July 8, 2022.

Mary to check on watering for annuals by city watering crew

6. Project Plans/Updates:

- Crest Gardens: mulch to be spread
- Pearson Plaza/Otis Park: hydrangeas survived winter
- Bayview Park: annuals planted
- Ellis Avenue: 11th St. medians need a volunteer
- Beaser Avenue: looks good
- 3rd Street Planters & Garden: annuals planted in pots
- City Hall: annuals will be planted soon
- Public Works Planters: annuals planted in pots
- Memorial Park: planted annuals
- Jane Smith Memorial: Chris offered to trim
- Boat Landing: Elaine planted annuals

7. Next Meeting: Monday, July 11th, 2022 at 6 pm, Prentice Park Pavilion

8. Adjournment: 7 pm Motion: Chris Second: Kay Vote: Aye

Respectfully submitted,

Shawna Johnson

Agenda Item 1: Roll Call

PRESENT: Thomas Yankee, Gary Leino, Dick Pufall, Randy Harvey, Peter Herlevi

ABSENT: Alan Smiles (excused)

ALSO PRESENT: Marina Manager-Scott Stegmann, Deputy Clerk–Chelsea List

Chair Dick Pufall called the meeting to order at 5:21 PM

Agenda Item 2: Approval of Agenda

Motion by Leino, Second by Yankee to approve the agenda as presented. The motion carried unanimously.

Agenda Item 3: Approval of September 8, 2021 Minutes

A motion was made by Yankee, seconded by Harvey, to approve the September 8, 2021 minutes. The motion carried unanimously.

Agenda Item 4: Public Comment

None

Agenda Item 5: Financial Statement “Year End 2021”

Really nice 2021 even with debt service payment for parking lot and boat launch the marina still netted \$47,961. Good year lots of people getting back into the marine world and using their boats and renting slips.

Motion to approve the financial statement by Harvey, second by Lenio. The motion carried unanimously.

Agenda Item 6: Unfinished Business

A. Superfund Site

- a. Money has already been allocated by the Wisconsin State Joint Waterways Commission but there is a hold up with the Wisconsin Joint Finance Committee. Currently \$400,000 short for the project and complete the whole site, the Marina is just waiting on money to be allocated by the Joint Finance Committee but there is still a hold up in Madison. Stegmann is waiting to hear back about possible funding through COVID stimulus money but from current understanding the funding is unable to be used for the Superfund Site.
- b. Xcel is putting in two retention ponds at the Superfund Site, the City is unsure what the retention ponds will be used for due to lack of communication from Xcel to the City.

- c. Up to the City to decide if they will remove the fencing that surrounds the Superfund Site. Must figure how to discourage people from driving on Superfund Site land. Will be installing a curb surrounding the site as part of the project, which will be paid for by the City. Discussion about installing rocks and boulders on sides that wouldn't have a curb to discourage people from driving and only allow walking and bike traffic on the Superfund Site.

B. Boat Launch

- a. Discussion about parking lot leading to the Boat Launch. Commission would like to see money invested into the parking lot. Xcel has been driving trucks down the road destroying the parking lot to the far entrance by the walkway but Xcel has not agreed to repair the roadway down that far. Will need to be paid for through another avenue. Harvey inquires about receiving funding from Enbridge, List informed the commission that Ashland City Council voted to not accept any funds from Enbridge. The Harbor Commission would like to go to Council and ask for funding for this project.

Agenda Item 7: New Business

A. Manager's Report

- a. Employees are back, Seth is back full time and Bud is back part time at the Marina. Not much will be different with boats then last year. Starting to get more people in and the ice is on the out. Hoping to do new roofing on the Marina building and update the fueling system in the upcoming year.

B. Vote: President Chairman and Vice Chairman

- a. Motion by Lenio to retain current Chairman, Dick Pufall, and Vice Chairman, Tom Yankee, of Harbor Commission, second by Harvey. Motion carries 4-0-1, Pufall abstained.

C. Recognition of new member Pete Herlevi

- a. Harbor Commission welcomed new member Pete Herlevi.

Agenda Item 8: Items for next meeting agenda

None

Agenda Item 9: Adjourn

Motion by Yankee, second by Harvey to adjourn, motion carried 5-0.

Minutes Respectfully Submitted by Chelsea List

City of Ashland – Main Street Board Meeting Minutes

A meeting of the Main Street Board was held on **Wednesday, April 6th, 2022 at 8 a.m.** via GoToMeeting.

Present: Kevin Porter, Sara Beadle, Mary McPhetridge, Kyle Ellefson, Katie Gellatly, Kevin Stranberg

Absent: Carver Harries

Staff Present: Jaclynn Findlay, Brant Kucera

Jaclynn Findlay opened the meeting at 8:00 a.m.

Agenda

1) Call to Order and Roll Call

Mary McPhetridge called the meeting to order at 8:00 a.m.

2) Approval of Agenda

Motion to approve the agenda by Sara Beadle. Seconded by Mary McPhetridge. Passed unanimously.

3) Consent Agenda

a) Approval of minutes from the March 2nd, 2022 Main Street Board Meeting

Motion to approve minutes from the March 2nd, 2022 Main Street Board meeting by Kyle Ellefson. Seconded by Sara Beadle. Passed unanimously.

4) Public Comment (non-agenda items)

No public comments.

5) Old Business

a) **Discussion and vote on future Main Street Board meeting time and location**

Motion to table discussion until all Board members are present by Sara Beadle. Seconded by Kyle Ellefson. Passed unanimously.

Motion to change Main Street Board meeting time to the first Wednesday of every month at 3:00 pm at the City Council Chambers by Katie Gellatly. Seconded by Sara Beadle. Passed unanimously.

a) **Discussion of potential new Board member**

No action was taken.

2) New Business

a) Main Street Volunteer Subcommittee Report

Sara Beadle provided updates on the Main Street Volunteer Subcommittee.

b) Main Street Board President Report

Mary McPhetridge provided updates on the Ashland Area Chamber of Commerce:

- May 9th and 10th – WDAC Summit in Appleton
- May 16th-17th – National Main Street Conference in Richmond, VA
- AARP will be conducting a Walk Audit in Ashland this year
- Mary encouraged Main Street Board members to read up on Bradford Beach in Milwaukee for its ADA accessibility; could do something similar in Ashland to improve the connection from Pearson Plaza to the lakefront

c) Main Street Manager's Report

Jaclynn Findlay provided updates on the Ashland Main Street Program:

- The downtown bench project is still progressing; plaques were ordered this week
- A select few garbage cans were put out in the downtown and will stay up until the mosaic garbage cans go out; Jaclynn and Mary are researching more attractive solutions for next year
- The CDI Grant was submitted and we should hear back in about 8 weeks
- April 22nd – Main Street Awards in Fond du Lac, WI
- The Planning Department is hiring an intern to assist with Main Street activities
- We received our first quote for wayfinding signage at \$11,892.64 for a non-lit directory, 10' tall with 4' x 5' map and header panel, for both manufacturing and installation
- Jaclynn and Mary will be attending a lighting workshop in De Pere, WI in June; we will wait to move forward with the lighting projects in the downtown until after the workshop; if needed, we will bring the consultant from the workshop to Ashland as one of our technical assistance visits through WEDC
- Some ARPA funding was set aside for downtown projects; no decisions have been made about what projects the City will use the funding for
- The dates for the downtown beer gardens have been set – August 13th (Downtown Days) and September 10th (Muralfest and Car Show)

3) Adjournment

Meeting was adjourned at 9:00 a.m.

Minutes done by Jaclynn Findlay.

City of Ashland – Main Street Board Meeting Minutes

A meeting of the Main Street Board was held on **Wednesday, June 1st, 2022 at 3:00 pm** in the City Hall Council Chambers (601 Main St W).

Present: Kevin Porter, Sara Beadle, Mary McPhetridge, Kyle Ellefson, Carver Harries, Jeff Robischon, Tim Pavlish

Absent: Kevin Stranberg, Katie Gellatly

Staff Present: Jaclynn Findlay, Mandelyn Lyons

Agenda

1) Call to Order and Roll Call

Mary McPhetridge called the meeting to order at 3:00 pm.

2) Approval of Agenda

Motion to approve the agenda by Kyle Ellefson. Seconded by Sara Beadle. Passed unanimously.

3) Consent Agenda

- a) Approval of minutes from the May 4th, 2022 Main Street Board Meeting

Motion to approve minutes from the May 4th, 2022 Main Street Board meeting by Kyle Ellefson. Seconded by Sara Beadle. Passed unanimously.

4) Public Comment (non-agenda items)

No public comments.

5) Old Business

- a) Discussion of Chapter 50 Main Street Board Ordinance Updates

Motion to approve the Chapter 50 Ordinance updates as presented by Kevin Porter. Seconded by Mary McPhetridge. Passed unanimously.

6) New Business

- a) Main Street Volunteer Subcommittee Report

Sara Beadle provided updates on the Main Street Volunteer Subcommittee. No action was taken.

b) Main Street Board President Report

Mary McPhetridge provided updates on the National Main Street Conference in Richmond, VA. No action was taken.

c) Ashland Area Chamber of Commerce Report

Mary McPhetridge provided updates on the Ashland Area Chamber of Commerce:

- June 4th & 5th – free fishing weekend
- June 9th – Annual Veterans Fishing Outing
- June 16th – Madeline Island Chequamegon Bay Chef's Exhibition
- June 18th – inline marathon
- Viking Cruise ships – excursions in Ashland (bird watching & nature walk, mural & architecture tour)
 - June 28th
 - August 9th & 23rd
 - September 20th

No action was taken.

d) Main Street Manager's Report

Jaclynn Findlay provided updates on the Ashland Main Street Program:

- National Main Street Conference in Richmond, VA
- Google Drive folder was created to view and share Main Street program resources
- Beer garden legislation update – Wis. Statute 125.06
- Subcommittees – everyone needs to serve on both the executive committee and one other committee (other than the Board president)
 - Volunteer subcommittee
 - Suggestions for new subcommittees:
 - Events (or specifically Downtown Days)
 - Marketing & Branding
 - Business Survey
- Pick dates for strategic planning (one three-hour session) – strategic planning will be kept to just the Main Street Board
 - Will be sending out an online survey to collect feedback from business owners
- Upcoming Travel
 - De Pere lighting workshop – June 7th & 8th

No action was taken.

e) Discussion of Future Main Street Board Agenda Items

Several agenda items for future Main Street Board meetings were suggested:

- Subcommittees
- Housing
- Strategic Planning (with guest, Errin Welty)
- Main Street connection to Northland College

- ARPA funding

7) Adjournment

Motion to adjourn by Sara Beadle, seconded by Kyle Ellefson. Passed unanimously.

Meeting was adjourned at 4:00 p.m.

Minutes done by Jaclynn Findlay.

City of Ashland – Main Street Board Meeting Minutes

A meeting of the Main Street Board was held on **Wednesday, July 6th, 2022 at 3:00 pm** in the City Hall Council Chambers (601 Main St W).

Present: Kevin Porter, Sara Beadle, Mary McPhetridge, Kyle Ellefson, Carver Harries, Jeff Robischon, Tim Pavlish, Katie Gellatly

Absent: N/A

Staff Present: Jaclynn Findlay, Brant Kucera

Agenda

1) Call to Order and Roll Call

Jaclynn Findlay called the meeting to order at 3:03 pm.

2) Approval of Agenda

Motion to approve the agenda with an amendment to add discussion item “Traffic Noise” to New Business by Kevin Porter. Seconded by Jeff Robischon. Passed unanimously.

3) Consent Agenda

a) Approval of minutes from the June 1st, 2022 Main Street Board Meeting

Motion to approve minutes from the June 1st, 2022 Main Street Board meeting by Sara Beadle. Seconded by Kyle Ellefson. Passed unanimously.

4) Public Comment (non-agenda items)

No public comments.

5) Old Business

a) Review and Discussion of Main Street strategic planning process

Errin Welty provided an overview of the goals and expectations for the upcoming downtown strategic planning process. Errin explained that the Board will identify and set goals for the downtown district, both short- and long- term, as well as set benchmarks for completing the goals. No action was taken.

b) Discussion of Lighting Design Workshop proposal

Jaclynn Findlay reviewed the proposal from Frontdoor Back Inc. to conduct a lighting/design workshop in Ashland for the downtown business/property owners. Jaclynn provided an

overview of the services and deliverables included in the proposal: a two-hour presentation on the best practices for interior and exterior lighting, individual consultations with five select business owners, a nighttime walking tour/evaluation of the district, and plans for implementation. Jaclynn stated that the cost for the workshop will be \$19,050.00. Jaclynn also explained that the workshop will be paid for with ARPA funding, already approved by Mayor Matt MacKenzie and City Administrator, Brant Kucera.

Kevin Porter and Katie Gellatly recommended soliciting additional quotes from other lighting/design companies to compare costs to the Frontdoor Back Inc proposal. Jaclynn Findlay agreed to research other options and request additional quotes before committing to Frontdoor Back Inc for the workshop. No action was taken.

6) New Business

a) Election of a new Board Chairperson

Motion to appoint Sara Beadle as Main Street Board Chair by Kyle Ellefson, seconded by Kevin Porter.
Passed unanimously.

b) Main Street Volunteer Subcommittee Report

Sara Beadle provided updates on the Volunteer Subcommittee. Sara explained that she is working on recruiting volunteers for the upcoming Main Street events: Movies on Main, Wine Walk & Shop, and Downtown Days. No action was taken.

c) Ashland Area Chamber of Commerce Report

Mary McPhetridge provided updates on the following Ashland Area Chamber of Commerce events:

- Bay Days on Main: July 15th-16th
- Ashland All School Reunion: July 14th-16th
- Downtown lighting walk: July 7th
- Downtown Days: August 12th-13th

No action was taken.

d) Main Street Manager's Report

Jaclynn Findlay provided updates on the Ashland Main Street Program:

- Xcel Energy is offering free business energy assessments for downtown business/property owners
- We have been trying to post more on the Main Street Facebook account. Some upcoming posts to look out for: bench project series and an energy assessment series.
- The Ashland Daily Press is coming out with a new story on the downtown benches, specifically on the artist's experience with the project
- We are administering an online business owner survey to help inform the Strategic Plan
- Preparations are underway for the upcoming Main Street events: Downtown Days and the Wine Walk & Shop on August 12th-13th

- Upcoming Movies on Main events:
 - Summer of Soul: June 24th
 - Encanto: July 29th
 - The Lost City: August 13th
- Information kiosk was installed in Otis Park

No action was taken.

e) Discussion of Future Main Street Board Agenda Items

Several agenda items for future Main Street Board meetings were suggested:

- Traffic noise
- Strategic Plan review (with guest, Errin Welty)

No action was taken.

f) Traffic Noise

Kevin Porter lead discussion on the issue of traffic noise in the downtown. Specifically, trucks with modified mufflers that speed down Main Street. We will continue to discuss traffic noise at future Main Street Board meetings. No action was taken.

7) Adjournment

Motion to adjourn by Kevin Porter, seconded by Sara Beadle. Passed unanimously.

Meeting was adjourned at 4:30 p.m.

Minutes done by Jaclynn Findlay.

City of Ashland – Main Street Board Meeting Minutes

A meeting of the Main Street Board was held on **Wednesday, September 7th 2022 at 3:00 pm** in the City Hall Council Chambers (601 Main St W).

Present: Sara Beadle, Mary McPhetridge, Kyle Ellefson, Jeff Robischon, Tim Pavlish, Katie Gellatly

Absent: Kevin Porter, Katie Saarinen

Staff Present: Jaclynn Findlay, Brant Kucera

Agenda

1) Call to Order and Roll Call

Sara Beadle called the meeting to order at 3:03 pm.

2) Approval of Agenda

Motion to approve the agenda by Katie Gellatly. Seconded by Kyle Ellefson. Passed unanimously.

3) Consent Agenda

a) Approval of minutes from the July 6th, 2022 Main Street Board Meeting

Motion to approve minutes from the July 6th, 2022 Main Street Board meeting by Kyle Ellefson. Seconded by Jeff Robischon. Passed unanimously.

4) Public Comment (non-agenda items)

No public comments.

5) Old Business

a) Review and discussion of the 2022 Main Street Strategic Plan

Errin Welty provided an overview of the 2022 Main Street Strategic Plan. Errin detailed the strategic planning process, the Board's 20-year vision for Ashland's downtown district, and the three primary goals established by the Board during the strategic planning visit: fostering a walkable and pedestrian-friendly environment, adding housing units and expanding housing options downtown, and supporting new and existing business investment and growth. Errin recommended the Board start with the projects that feel the most exciting.

No action was taken.

b) Approval of 2021 Downtown Building Improvement Grant extensions

Jaclynn Findlay provided updates on the 2021 Downtown Building Improvement Grant projects. She explained that there are seven (7) completed projects, one (1) project that didn't move forward, and eight (8) ongoing projects that haven't been completed. Jaclynn explained that the project deadline is November 1, 2022; however, many business and property owners have expressed issues with the supply chain and finding contractors. Staff recommended approving grant extensions for the projects that are still ongoing through the end of the 2023 building season.

Motion to approve grant extensions for the projects at 101 Main St W, 113-115 Main St W, 201 Main St E, 220 Main St E, 412 Main St W, 413 Main St W, 415 Main St W, and 505 Main St W by Kyle Ellefson. Seconded by Jeff Robischon. Motion passed 5-0; Tim Pavlish abstained.

c) Discussion of Lighting Design Workshop and 2022 Downtown Building Improvement Grant Program

Jaclynn Findlay reported on the efforts to solicit additional quotes for a lighting design workshop. Jaclynn explained that she requested quotes from Retailworks (Milwaukee), Schuler Shook (Minneapolis), and Creative Lighting (St. Paul). Jaclynn explained that no firm was able to provide a quote, nor felt they had the capacity to conduct a workshop. Staff recommended approval of the proposal for a lighting design workshop from Frontdoor Back.

Motion to approve the Lighting Design Workshop proposal from Frontdoor Back by Kyle Ellefson. Seconded by Jeff Robischon. Passed unanimously.

d) Updates on downtown traffic noise

Brant Kucera provided updates on downtown traffic noise control. Brant explained that a State Patrol officer has been tasked with patrolling speed on Hwy 2 and traffic noise in the downtown when stationed in the City of Ashland.

6) New Business

a) Ashland Area Chamber of Commerce Report

Mary McPhetridge provided updates on the Chamber of Commerce's new self-guided mural tour.

No action was taken.

b) Main Street Board President Report

Sara Beadle provided updates on the volunteer subcommittee and the 2022 Downtown Days event.

No action was taken.

c) Main Street Manager's Report

Jaclynn Findlay provided updates on the 2022 Downtown Days event and the two upcoming Main Street events: The Soul Outdoor Movie and the Northland College Fall Fest Beer

Garden. Jaclynn also reported that the Planning Department is working on a short-term rental ordinance.

No action was taken.

d) Discussion of Future Main Street Board Agenda Items

No future agenda items were requested.

No action was taken.

7) Adjournment

Motion to adjourn by Kyle Ellefson, seconded by Tim Pavlish. Passed unanimously.
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Meeting was adjourned at 4:30 p.m.

Minutes done by Jaclynn Findlay.

City of Ashland – Main Street Board Meeting Minutes

A meeting of the Main Street Board was held on **Wednesday, October 5th 2022 at 3:00 pm** in the City Hall Council Chambers (601 Main St W).

Present: Sara Beadle, Mary McPhetridge, Kyle Ellefson, Jeff Robischon, Tim Pavlish, Kevin Porter, Katie Gellatly

Absent: Katie Saarinen

Staff Present: Jaclynn Findlay, Brant Kucera

Agenda

1) Call to Order and Roll Call

Sara Beadle called the meeting to order at 3:04 pm.

2) Approval of Agenda

Motion to approve the agenda by Tim Pavlish. Seconded by Kyle Ellefson. Passed unanimously.

3) Consent Agenda

a) Approval of minutes from the September 7th, 2022 Main Street Board Meeting

Motion to approve minutes from the September 7th, 2022 Main Street Board meeting by Jeff Robischon. Seconded by Kyle Ellefson. Passed unanimously.

4) Public Comment (non-agenda items)

No public comments.

5) Old Business

a) Discussion of the 2022 Ashland Main Street Strategic Plan and formation of Main Street subcommittees

Each Board member was asked to share their priorities, based on the projects identified in the *2022 Ashland Main Street Strategic Plan*.

Tim Pavlish stated that his priority is adding housing units and expanding housing options downtown. Additionally, he is interested in business development and incubation opportunities.

Kyle Ellefson added that he is also interested in business development, particularly financial development. Kyle is working on researching a small business loan program and a cooperative small business assistance program, which could create opportunities for Ashland Main Street to partner with other local economic

development organizations, like AADC, the Ashland Area Chamber of Commerce, and the Northwest Regional Planning Commission.

Katie Gellatly expressed interest in furthering the goal of making downtown Ashland a “destination” through various placemaking projects that encourage the physical transformation of the downtown which result in activated spaces, outdoor dining experiences, and seasonal events.

Kevin Porter discussed the importance of cultivating the Ashland Main Street program to act as an information clearing house for developers and investors to be able to most effectively leverage the power of individual investors to benefit the overall district, and support downtown development and business growth. Kevin expressed the importance of connecting developers and contractors with funding sources and other resources.

Jeff Robischon stated that he is most interested in media, marketing, and promotions. Jeff also expressed his support of fostering a more pedestrian friendly downtown by closing down a section of Main Street for special events and creating a more walkable space.

Sara Beadle expressed her support of the goal to “make downtown Ashland a destination” through placemaking projects that make the downtown more pedestrian friendly, including streetscape remodeling and other physical transformation projects, as well as through the activation of outdoor spaces in the downtown.

Mary McPhetridge stated that her priorities for the Main Street program include increasing lighting and wayfinding signage downtown.

City Administrator, Brant Kucera, expressed his support of the Main Street program and discussed his aspirations for additional food-based uses downtown, as well as additional housing units and expanded housing options. Brant also discussed strategies to encourage retail- and food-based uses on the first-floor storefronts and personal/professional services on the second and third floors. Brant also conveyed the importance of establishing an Ashland Main Street marquee event for the long-term sustainability of the program.

Motion to form three Main Street subcommittees: Promotion, Design, and Economic Vitality, by Katie Gellatly. Seconded by Jeff Robischon. Passed unanimously.

6) New Business

a) Ashland Area Chamber of Commerce Report

Mary McPhetridge provided updates on the WhistleStop Marathon.

No action was taken.

b) Main Street Board President Report

Sara Beadle provided updates on the Ashland Beer Garden event in partnership with Northland College’s Fall Fest.

No action was taken.

c) Main Street Manager's Report

Jaclynn Findlay provided updates on the Ashland Beer Garden event in partnership with Northland College's Fall Fest, the Lighting Design Workshop, and the CDI Grant project.

No action was taken.

d) Discussion of Future Main Street Board Agenda Items

No future agenda items were requested.

No action was taken.

7) Adjournment

Motion to adjourn by Kyle Ellefson, seconded by Katie Gellatly. Passed unanimously.

Meeting was adjourned at 4:37 p.m.

Minutes done by Jaclynn Findlay.

Find yourself next to the water.



City of Ashland, Wisconsin ~ Parks and Recreation Department
400 4th Ave West Ashland ~ WI 54806 ~ www.coawi.org

Parks and Recreation Committee Meeting
Mon, Oct 17, 2022 5:00 PM - 6:30 PM (CDT)
Ashland City Hall Council Chambers or
<https://meet.goto.com/352245413>

You can also dial in using your phone.

United States (Toll Free): [1 877 309 2073](tel:18773092073)

United States: [+1 \(646\) 749-3129](tel:+16467493129)

Access Code: 352-245-413

I. Call to Order

- a. Roll Call 5:05pm
 - a. Present: Stzyndor, Jackson, Seefeldt, Ullman,
 - b. Excused: Amman, Tumas,
 - c. Unexcused: Kebec
 - d. Guests: Tom Stankard; Bob Krienbrin, Vicky Westlund, Mitch McAuliffe, Don Jaskowiak, Jim Bradle, Jim Schanandore, Caller 2, Caller 3
- b. Agenda Modification
 - a. none
- c. Approval of Minutes
 - i. Approval of Sept 19, 2022 meeting minutes
Motion a by Ullman, no objections. Motion approved

II. Public Comment Period

III Information Items/Updates

- Parks
 - o Hudson reviewed the memo
- Recreation
 - o Hudson reviewed the memo
- Urban Forestry
 - o Hudson reviewed the memo
- Community Garden
 - o Hudson reviewed the memo
- Other
 - o Hudson brought up BATB starting and ending in Ashland. Jackson and Ullman suggested that Washburn be brought to the table. Stzyndor stated that this agreement is with BATB not the City of Washburn. Historically the race switched where it started and ended (rotated between Washburn and Ashland). Hudson explained the City is supportive of this idea.

IV. Business Items:

City of Ashland, Wisconsin ~ Parks and Recreation Department
400 4th Ave West Ashland ~ WI 54806 ~ www.coawi.org

- Discussion and Potential Action on the Rock the Dock Flagpole Project

Hudson introduced the item and gave a short background of the project. At the Sept PRC meeting, Jaskowiak and Bradle brought a proposal forward to put a flag pole on the Oredock. The PRC asked the group to bring a more formal proposal at the October Mtg. Bradle reviewed the updated proposal. The proposal lays out 2 different options: solar powered vs electrically powered (\$10,000 vs \$28,000). The proposal calls for the installation of a flagpole to the height of 45' pole, with an 8'X12' flag, to be installed at the end of the 1916 section of the Oredock. This proposal also included volunteers to raise and lower the flag, including pledges from the public to assist with a maintenance fund. Jaskowiak reiterated his passion for the Oredock and how he has assisted in documenting the redevelopment and raising money to redevelop it. Vicky Westlund spoke on behalf/in favor of the project, stating it would be a way to honor our veterans. Seefeldt stated that he polled various people about the idea; opinions varied from in favor to hyper patriotism to having an entrance like a National Parks entrance to opposition. Hudson read the letter from the United Chequamegon Veterans. Ullman ask about the history of Rock the Dock and how it differs from the Ashland Oredock Trust. RTD was a fundraiser for redevelopment. Ullman asked if there is a master plan and if this amount of money could be used on other amenities. Hudson stated the in 2018 the Ashland Oredock Concept Plan was launched, it is a guiding document for development and she also stated that these funds could be used to for other amenities that are part of the initial concept plan: interpretive signs telling the history of the Oredock. Jackson asked about a smaller flag, Bradle stated that the initial proposal was for a 60' pole at the end, Hudson made the suggestion to decrease the height and bring it to the 1916 section. There currently is a 20' flag pole with flag at the 1916 section. Krienbring asked what the cost difference was between a 60' pole and 45' pole at the 900' mark. Jaskowiak stated \$7000. The size flag (8'X10") relates to the height of the pole. (60' pole = 10'X14' flag). Krienbring stated the flag and pole at Ashland Ford is a 60' pole with a 14'X10' pole. Kreinbring asked if the City could help support running electricity to the end of the 1916 section, Hudson stated that the Trust dollars could fund it. Ullman stated he does not have enough information to make a decision as what are the other options that this funding could be used for. Jaskowiak stated that this flag would be in honor of those who worked the dock. Bradle stated that it does not have to be an either or as this group wants to tell the history of the Oredock. Stzyndor stated her feeling is that the money used for the proposed project is money raised by the community for a project the community seems to support. Jackson stated that there are people who are not in support of this project. Ullman stated that there is not enough data to make a decision. Stzyndor agreed that getting more feedback would not be a bad idea. Seefeldt asked if there was a way to poll the community about this issue. Hudson stated that the Clerk's office could be asked to create survey to gather community input on the proposal. Seefeldt made a motion to table the item until a survey can be created to gather community feedback on the proposal. Second by Stzyndor. All in favor.

- Discussion and Action on working with Leiviska Disc Golf Design LLC. to Design a 9 Hole Disc Golf Course in the City of Ashland

Motion by Seefeldt to approve the contract with Leiviska for the concept design for a 9 hole disc golf course, second by Stzyndor. All in favor. Ullman asked if other communities are investing in this, Hudson said yes disc is on the rise again. She stated Chippewa Falls is investing in constructing a 24 hole disc golf course (18 hole regular course and a 6 hole ADA compliant course).

Find yourself next to the water.



City of Ashland, Wisconsin ~ Parks and Recreation Department
400 4th Ave West Ashland ~ WI 54806 ~ www.coawi.org

- Discussion and Action on Applying for a Wisconsin Coastal Management Program Grant: City of Ashland Parks Master Plan Creation

Seefeldt made a motion to approve to apply for a WCMP Grant for the creation of a City of Ashland Parks Master Plan, second Sztynodor. All in favor.

- Discussion and Action on Chapter 165: 2023 Comprehensive Fee Schedule

The committee discussed keeping the Business in Parks fees until APR and the Clerk's office work together to create a better system to implement and track business in the parks. Motion by Ullman to approve the Comp Fee Schedule as presented with the exception of keeping the business in the parks fees.

V. Next Meeting Date

Dec 5, 2022

VI. Comments and Questions

VII. Adjourn

Motion by Sztynodor at 7:10pm

Respectfully submitted by Hudson

It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice. The City of Ashland does not discriminate based on race, color, national origin, sex, religion, age or disability in employment or provision of services, programs or activities. NOTE: Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Sara Hudson at (715) 685-1644.

Vaughn Public Library Board of Trustees meeting on 6/9/22. Approved 7/14/22

Board members present: Mary Asbach, Jim Crandall, Michelle Jardine, Clarence Campbell, Megan Robertson. Sarah Adams, library director.

Michelle called the meeting to order at 5:40 p.m.

Motion/second by Clarence/Michelle to approve the agenda. Carried.

Motion/second by Jim/Mary to receive and place on file the minutes of the board meeting on 5/12/22. Carried.

There was no public comment.

Schematic design progress: Sarah A. told the board that the debt levy on the tax roll is separate from a general county levy. She also said that city operating rules would require a general referendum in order to raise money for the building project. She said she would be presenting the building project to the city council on June 28th, along with Alex, the architect.

The board discussed making the building more inviting as a safe place that will attract area youth. There was also talk about how important the VPL is as an anchor for downtown.

The board discussed lending WI-FI hotspots. There was agreement that they would be a good service for those who don't have internet at home. The director will bring a proposed policy to the board for approval.

Sarah went over program and lending statistics. Circulation has still not recovered from pre-pandemic levels. Finances are in line with where we are in the year.

The meeting adjourned at 6:25 p.m. The next meeting will be on July 14th at 5:30 p.m. in the second floor meeting room. The meeting will be an in-person meeting.

Vaughn Public Library Board of Trustees meeting on 7/14/22 Approved 8/11/22

Board members present: Megan Robertson, Jim Crandall, Michelle Jardine, Clarence Campbell, Dinny Bolka, Mary Asbach, Sheva Abeles-Allison. Sarah Adams, library director.

Michelle called the meeting to order at 5:33 p.m.

Motion/second by Dinny/Clarence to approve the agenda. Carried.

Motion/second by Jim/Mary to receive and place on file the minutes of the board meeting on 6/9/22. Carried.

There was no public comment.

Hotspot lending policy: There was discussion about keeping track of a loaned out device when there may not be a valid address. If one is lost, the service will be shut off and the person will be charged \$100.00. The policy will be posted on the VPL website. Clarence/Megan to approve the policy. Carried.

Sarah recapped how the presentation went to the Ashland city council committee of the whole meeting on June 28th. Sentiment is that there was a favorable acceptance of the program by the committee members.

Capital campaign: Sarah explained three aspects of the capital campaign for the renovation project. One is a local gift acquisition team, two is a grant writing effort, three is having fund raising events. There was general conversation regarding how to proceed toward a referendum, whether to hire expert help, and when to proceed.

Sarah reviewed the monthly statistics.

The meeting adjourned at 6:35 p.m. The next meeting will be on August 11th at 5:30 p.m. in the second floor meeting room. The meeting will be an in-person meeting.

VPL Board Meeting notes August 11, 2022. Approved 9/8/22

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Present were board members and librarian - Dinny Bolka, Michelle Jardine, Sarah Adams, Mary Asbach, Clarence Campbell, Sarah Jackson, Sheva Abeles-Allison, Megan Robertson

Meeting called to order - 5:37.

Approval of agenda - Motion to approve agenda made by Dinny, seconded by Mary. Passed.

Motion to approve July minutes. Motion made by Mary and seconded by Clarence. Passed.

Public participation - none.

Continuing business - Renovation funding project – Sarah Adams has been doing some preliminary connection with community members to help with project – capital campaign.

New Business – 2023 budget presented.

- Motion to approve proposed budget for 2023 and submit to city made by Clarence and seconded by Sarah Jackson. All in favor – passed
-

Directors report, Statistical and financial report.

Meeting adjourned 6:20.

Vaughn Public Library Board of Trustees meeting on 9/8/22 Approved 10/13/22

Board members present: Megan Robertson, Mary Asbach, Dinny Bolka, Jim Crandall, Clarence Campbell, Sarah Jackson, Michelle Jardine; Sarah Adams, Director, in person. Others present online: Zach Radford in Missoula MT, Jim Radford in Stevens Point, on line. Baker Street Consulting.

Michelle called the meeting to order at 5:30 p.m.

The board agreed to move the presentation by Baker Street Consulting to first. Jim Radford spoke to the trustees about the utility and importance of a feasibility study. He told of campaigns they have done, including working with the Forest Lodge Library in Cable. The cost of a study is \$19,500. The board discussed the issues raised and the opportunity for proceeding. Sarah will check references and background on the company. Motion/second by Megan/Clarence to request a proposal from the firm.

Motion/second by Dinny/Mary to approve the agenda. Carried.

Motion/second by Jim/Sarah J. to receive and place on file the minutes of the board meeting on 8/11/22. Carried.

There was no public comment.

The board discussed joining the Candid Funding Information Network, which is a data base of grant funding resources. The director will check further into finding partners to join with us. Sarah A explained that the budget is on track. Book and electronic media circulation is increasing, almost to pre-pandemic levels.

The meeting used the new "owl" for meetings. Sarah A. showed the new VPL tee shirts which have the logo on the back and a likeness of Emeline Vaughn on the front. The board talked about Read a Banned Book week.

The meeting was adjourned by Michelle at 7:00 p.m.

VPL Board Meeting notes October 13, 2022 Approved 11/1/22

Present were board members and librarian - Dinny Bolka, Michelle Jardine, Sarah Adams, Mary Asbach, Sarah Jackson, Megan Robertson.

Meeting called to order - 5:35.

Approval of agenda - Motion to approve agenda made by Sarah, seconded by Dinny. Passed.

Motion to approve September minutes. Motion made by Sarah and seconded by Megan. Passed.

Public participation - none.

Continuing business - Renovation funding project – Consideration of hiring Baker Street Consulting, who gave a presentation last month, to do a feasibility study of renovation. Given size and money involved, it was felt this needs to be done. Study will cost 19,500 with travel expense not to exceed 1,900. Motion made by Mary to approve hiring and seconded by Dinny. All in favor – passed.

Discussion of Candid Funding Information network subscription– which helps with writing grants and finding funding sources for community use as well as use for library renovation. Sarah sent out postcards to local nonprofits but got little response back. It was decided to look at it further and consider when we are closer to grant writing.

New Business – Baron property was purchased by city. There will be space for gardening. City will be responsible for renovation of building.

Staff asked about some changes to paid holidays – different schedule than city. Approval of board. Sarah will double check with city in case it violates some city requirements.

Directors report, Statistical and financial report.

Meeting adjourned 6:30.

Vaughn Public Library Board of Trustees meeting on 11/10/22 Approved 12/8/22

Board members present: Mary Asbach, Dinny Bolka, Jim Crandall, Michelle Jardine, Megan Robertson; Sarah Adams, Director.

Michelle called the meeting to order at 5:38 p.m.

Motion/second by Michelle/Dinny to approve the agenda. Carried.

Motion/second by Mary/Megan to receive and place on file the minutes of the board meeting on 10/13/22. Carried.

Sarah reported that the first meeting with the firm that will do the feasibility study was held. They worked on the vision statement for the project. There should be some results by the end of December. Sarah will be keeping the website up to date regarding the process.

Sarah also said that she did not find enough interest to justify a full membership in the Candid Funding Network. She will pursue a personal membership for approximately \$400 per year instead.

Regarding the Baron site recently acquired by the city, she said that federal money may be available for doing a brownfields cleanup and landscape improvements. Some renderings may be available by the first of January.

Sarah reviewed the year-to-date statistics, as well as the expense report. She also passed out a flyer and explained the adult literacy project.

The meeting adjourned at 6:40

SUBJECT: Approve the Proposed 2023 Water and Wastewater Utility Budgets (*Administration*)

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Administrator

CLEARANCES: Public Works Director
Finance Director

EXHIBITS:	1.	Proposed 2023 Ashland Water Utility Budget
	2.	Proposed 2023 Ashland Wastewater Utility Budget

EXPENDITURES REQUIRED: \$2,189,329 Fund 680 Water Utility Enterprise Fund (including depreciation)
\$2,687,111 Fund 690 Waste Water Utility Enterprise Fund (including depreciation)

AMOUNT BUDGETED: N/A

APPROPRIATION REQUIRED: \$2,189,329 Fund 680 Water Utility Enterprise Fund (including depreciation)
\$2,687,111 Fund 690 Waste Water Utility Enterprise Fund (including depreciation)

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH ORD. 51: N/A

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The budgets of the Ashland municipal utilities are intended to carry out the objectives of Chapter 4 Utilities and Community Facilities of the City's Comprehensive Plan of Record: To promote safe, reliable, environmentally responsible, and cost effective delivery of utilities to residents, businesses, and industries. The City will continue to maintain, repair, and upgrade water and sewer lines as needed. In particular, the City will continue to prioritize ongoing efforts to reduce inflow and infiltration into the City's wastewater system.

SUMMARY STATEMENT:

The City of Ashland operates two municipal utilities – a Water Utility and a Wastewater Utility. Both are operated as enterprise funds of the City meaning that they are intended to be stand-alone enterprises that cover the expenditures of operations via user fees (water and wastewater bills). They are not intended to be subsidized by tax dollars. To be able to maintain services, the Public Works and Finance Departments anticipate that a rate increase for the Water Utility during 2023 as capital projects that have been and/or will be identified as high importance need to continue to be developed in order to address significant levels of deferred maintenance in the system. The departments do not anticipate that a rate increase will be needed for the Wastewater Utility in 2023 but do project the need for rate increases in the near term future but will continue to work to develop and identify funding sources prior to initiating a rate increase for Wastewater Utility services.

The USDA-RD reviewed and has approved the proposed 2023 Utility Budgets.

ASHLAND WATER UTILITY ENTERPRISE FUND

The Ashland Water Utility is a separate enterprise fund of the City of Ashland. The Utility provides water treatment and distribution services to customers within the City. It is a regulated Utility meaning that it operates under the rates and tariff established by the Public Service Commission of Wisconsin (PSCW). The Wisconsin Department of Natural Resources regulates the Utility on matters of public health.

The 2023 Water budget maintains municipal water service within the utilities service area. The budget does provide for:

Amortization of the water filters

Facility Improvements

Valve Replacements

Products & Services:

Delivery of potable drinking water to customers that satisfy the requirements of the Wisconsin Department of Natural Resources, Public Service Commission of Wisconsin and federal regulators. operation and maintenance of the Utility's Water Treatment Plant, distribution system, elevated storage tanks, and booster stations. Maintaining adequate fire flows within those portions of the community served by the Utility. In 2023, the Utility will complete a system wide meter upgrade which will automate meter reading processes necessary for bimonthly billing of water service.

User Rate Studies:

The Public Service Commission of Wisconsin approved overall water revenue increases of 36% in 2013, 3% in 2015, and 18.8% for 2017. The 2023 budget provides for a rate of return of 2.562% which is under the 5% rate of return approved by the PSCW. As stated previously, a rate increase for the Water Utility is anticipated in 2023.

ASHLAND WASTEWATER UTILITY ENTERPRISE FUND

The Ashland Wastewater Utility is a separate enterprise fund of the City of Ashland. The Utility provides wastewater collection and treatment service to properties within its service area within the City. The Utility provides service to the Northern Great Lakes Visitors Center in the Town of Eileen under contract. The Utility is not regulated by the Public Service Commission of Wisconsin. The Utility operates under the rules and regulations of the Wisconsin Department of Natural Resources. The Wastewater Treatment Plant (WWTP) operates under a discharge permit issued by the WDNR. The permit is renewed every five years. The permit was re-issued in 2022. The gravity flow collection system consists of significant sections of vitrified clay pipe that were installed near the end of the First World War, 1918. Excessive inflow and infiltration into the collection system occasionally causes the WWTP to exceed its operating capacity. Beginning in 2020, the Utility has made significant improvements to the wastewater collection system that have significantly reduced both the frequency of WWTP overflows and the backup of sewage into basements. In 2023, the City plans additional upgrades to the sewer collection system. While the condition of the sewer collection system has been the primary concern of management over the last 5 years, the progress made has allowed the focus to shift to also address the need for upgrades at the WWTP, which includes many components critical the Utility's ability to effectively and safely treat and dispose of sewage. Staff anticipates the development of long term plans for WWTP upgrades in 2023.

The budget does provide for:

Lift station rehabilitation

Labor hours and maintenance of the sanitary sewer collection system

I&I Sewer Repairs

Products & Services:

Collection of wastewater from properties served within the service area of the utility. Treatment of wastewater collected by the Utility, treatment of landfill leachate, treatment of septage hauled from private on-site waste systems. All waste received by the Utility at the WWTP is treatment to standards required of regulatory agencies, specifically the Wisconsin Department of Natural Resources. The laboratory at the WWTP provides a variety of services necessary for regulatory compliance as well as some private water testing. The 2023 Wastewater budget maintains municipal sanitary service within the Utilities service area.

User Rate Studies:

Because the Wastewater Utility is not regulated by the PSCW, the Council can adjust the rates of the Utility anytime the need requires. Previous Wastewater rate increases were 15% May 14, 2002, 5.9% May 28, 2013, 17.8% May 26, 2016, and 4.4% May 24, 2017. As stated previously, a rate increase for the Wastewater Utility is not anticipated for 2023 but is projected to be a need in the near term future, in part to support the cost of WWTP upgrades.

Asset Replacement:

Unlike the Water Utility, the Wastewater Utility maintains an equipment replacement fund pursuant to the covenants contained within the State of Wisconsin Clean Water Fund agreements. This fund is for equipment replacement and major maintenance related to equipment. It does not include building, collection system, and other non-mechanical items. Therefore, the 2023 budget includes a provision for Collection System and Other Asset Replacement. The Council directed provision for Collection System asset replacement has been reduced over the years as the City makes improvements to the system.

Council at their November 15, 2022 Committee of the Whole meeting approved this item 6-0 with 1 abstention.

City of Ashland
Water Utility Enterprise Fund 2023 Budget Preliminary

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET
Operating Revenues:						
Sales of Water	\$1,667,405	\$1,632,600	\$1,671,374	\$1,670,250	\$1,656,486	\$1,664,280
Fire Protection Service	662,534	662,011	657,603	661,890	657,880	657,900
Other Operating Revenues	18,326	10,660	14,778	12,250	16,290	13,670
Total Operating Revenues	\$2,348,265	\$2,305,271	\$2,343,755	\$2,344,390	\$2,330,656	\$2,335,850
Non-Operating Income (Expense):						
	(\$152,423)	(\$41,631)	\$27,306	(\$119,922)	\$180,655	(\$120,795)
Operating Expenses:						
Source of Supply / Pumping						
Maintenance of Intake	\$2,048	\$1,984	\$2,073	\$4,980	\$2,172	\$5,030
Power & Fuel for Pumping	60,565	54,907	65,124	59,375	67,560	59,375
Pumping Labor & Expense	62,390	72,676	70,605	53,870	63,699	49,220
Misc. Pumping Expenses	3,457	3,553	4,444	3,600	3,818	4,000
Maint. of Pumping Buildings & Grounds	1,207	4,156	1,016	6,324	4,443	5,483
Maint. of Pumping Equipment	7,143	15,979	33,750	14,909	19,187	16,560
Total SOS/Pumping Expense	\$136,810	\$153,255	\$177,012	\$143,058	\$160,879	\$139,668
Water Treatment						
Treatment Chemicals	53,838	41,132	58,078	50,000	51,568	60,000
Treatment Labor & Expense	101,042	132,811	111,913	92,192	108,753	91,095
Treatment Expense - Lead/Copper Testing	0	0	0	0	0	0
Maint. of Treatment Buildings & Grounds	7,603	4,948	7,046	9,807	15,119	8,985
Maintenance of Treatment Equipment	36,592	40,154	35,341	39,046	39,244	39,981
Total Treatment Expense	\$199,075	\$219,045	\$212,378	\$191,045	\$214,684	\$200,061
Distribution Operation						
Storage Facilities Expense	7,744	4,649	2,997	6,522	5,139	5,686
Line Operation Labor & Expense	75,530	131,208	103,598	118,134	108,487	103,025
Meter Testing & Setting Expense	2,321	4,516	2,972	5,688	4,767	5,039
Total Dist. System Operation Expense	\$85,595	\$140,373	\$109,567	\$130,345	\$118,393	\$113,749
Distribution Maintenance						
Maint. of Dist. Buildings & Grounds	\$9,582	\$11,979	\$7,222	\$35,351	\$9,371	\$28,230
Maintenance of Storage Reservoirs	11,784	469	314	500	0	500
Maintenance of Mains	88,711	43,684	110,019	115,828	80,807	117,217
Maintenance of Services	98,297	46,782	31,660	80,326	55,386	73,262
Maintenance of Meters	6,973	5,090	5,251	12,184	5,782	10,760
Maintenance of Hydrants	37,111	24,252	17,165	47,037	26,177	61,600
Maint. of Misc. Distribution Equipment	1,849	480	2,515	2,344	200	2,359
Total Dist. System Maint. Expense	\$254,307	\$132,736	\$174,146	\$293,571	\$177,723	\$293,929
Customer Accounts						
Customer Accounts Supervision	\$11,675	\$13,559	\$13,292	\$11,285	\$11,285	\$8,645
Meter Reading Expenses	18,952	26,590	24,735	36,051	27,069	30,651
Customer Records & Collection Expense	22,943	36,805	38,468	39,441	42,951	44,743
Misc. Customer Service Expense	26,427	3,717	2,709	5,140	5,120	1,000
Total Customer Accounts Expense	\$79,997	\$80,671	\$79,204	\$91,917	\$86,425	\$85,039
Administrative & General						
Administrative & General Salaries	\$117,785	\$298,801	\$203,337	\$275,241	251,412	\$284,954
Office Supplies & Expense	464	0	39	1,500	168	1,500
Outside Professional Services	41,004	39,718	45,099	74,000	68,382	103,000
Property Insurance	5,375	6,883	7,236	6,000	6,498	6,000
Injuries & Damages	4,155	4,306	5,110	9,000	4,524	9,000
Employee Benefits	70,705	43,901	-6,121	66,106	73,695	64,536
Regulatory Commission Expense	764	1,012	1,119	2,200	1,286	2,200
Misc. General Expense	2,076	1,771	487	2,000	1,445	2,000
Rents	1,322	1,323	1,385	1,270	3,018	6,320
Total Admin. & General Expense	243,650	397,715	257,691	437,317	410,428	479,510
Total Direct Operating Expenses	\$999,434	\$1,123,795	\$1,009,998	\$1,287,253	\$1,168,532	\$1,311,955

City of Ashland
Water Utility Enterprise Fund 2023 Budget Preliminary

	2019 ACTUAL	2020 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 ESTIMATE	2022 BUDGET
Other Operating Expenses (Credits)						
Depreciation Expense	460,595	479,658	485,153	467,000	484,750	484,750
Taxes Expense	381,251	395,882	435,437	392,624	357,624	392,624
Total Other Operating Expense	\$841,846	\$875,540	\$920,590	\$859,624	\$842,374	\$877,374
Total Operating Expenses	\$1,841,280	\$1,999,335	\$1,930,588	\$2,146,877	\$2,010,906	\$2,189,329
Net Operating Income (Loss)	\$506,985	\$305,936	\$413,167	\$197,513	\$319,751	\$146,521
Net Income (Loss)	\$354,562	\$264,305	\$440,473	\$77,591	\$500,406	\$25,726

Adjust Net Income for Contributions in Aid of Construction - CIAC

CIAC is grant or contribution dollars received from other governmental agencies and other organizations to be used for capital projects.

CIAC - this contribution adds to revenue in the year received with only a small portion added to depreciation expense.

The below adjustment removes the CIAC activity for a better comparison of net operations from year to year.

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET
Net Income (Loss)	\$ 354,562	\$ 264,305	\$ 440,473	\$ 77,591	\$ 500,406	\$ 25,726
remove-Contribution in aid of construction	25,983	(100,956)	(157,676)	(1,350)	(310,000)	(1,350)
Add depreciation on contributed asset	119,111	118,923	118,500	114,000	118,500	118,500
Net Income (Loss) removing CIAC	\$ 501,675	\$ 284,292	\$ 403,318	\$ 192,263	\$ 310,928	\$ 144,899

**CALCULATE THE PSC AUTHORIZED RATE OF RETURN
AND COMPARE TO ACUTAL/BUDGETED RESULTS**

**Calculate Average Net Investment
and Authorized Net Operating Inc**

Add: Plant In Service- Utility Financed

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET
Beginning of year	16,777,103	16,874,320	17,372,102	17,472,102	18,120,700	18,720,700
End of year	16,874,320	17,372,102	18,120,700	17,772,102	18,720,700	19,020,700
Average Plant in Service	\$16,825,712	\$17,123,211	\$17,746,401	\$17,622,102	\$18,420,700	\$18,870,700

Add: Materials and Supplies Inventory

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET
Beginning of year	114,296	129,729	120,640	120,640	145,131	145,131
End of year	129,729	120,640	145,131	120,640	145,131	145,131
Average Materials and Supplies	\$122,013	\$125,185	\$132,886	\$120,640	\$145,131	\$145,131

Less: Accumulated Depreciation- Utility Financed

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET
Beginning of year	6,086,967	6,413,511	6,767,388	7,121,386	7,123,692	7,489,942
End of year	6,413,511	6,767,386	7,123,692	7,474,386	7,489,942	7,856,192
Average Accumulated Depreciation	\$6,250,239	\$6,590,449	\$6,945,540	\$7,297,886	\$7,306,817	\$7,673,067

Less: Regulatory Liability

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET
Beginning of year	71,996	57,597	43,198	28,799	28,799	14,400
End of year	57,597	43,198	28,799	14,400	14,400	0
Average Regulatory Liability	\$64,797	\$50,398	\$35,999	\$21,600	\$21,600	\$7,200

Calculated Average Net Investment Ba

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET
	\$10,632,689	\$10,607,550	\$10,897,748	\$10,423,257	\$11,237,415	\$11,335,564

PSC Authorized Rate of Return

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET
	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%

AUTHORIZED Net Operating Income

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET
	\$531,634	\$530,377	\$544,887	\$521,163	\$561,871	\$566,778

City of Ashland
Water Utility Enterprise Fund 2023 Budget Preliminary

Reconcile Net Operating Income to the PSC Annual Report

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET
Net Operating Income (Loss)-Utility books	506,985	305,936	413,167	197,513	319,751	146,521
Depreciation on Contributed Assets	119,111	118,923	118,500	114,000	118,500	118,500
Pension/OPEB liability adjustments	(83,264)	75,137	(71,331)	25,440	25,440	25,440
Variances	301	0	0	0	0	0
Net Operating Income for PSC report	\$543,133	\$499,996	\$460,336	\$336,953	\$463,691	\$290,461

Actual / Budgeted Rate of Return Percentage

Calculated Average Net Investment Base	10,632,689	10,607,550	10,897,748	10,423,257	11,237,415	11,335,564
Actual / Budgeted Net Operating Income	543,133	499,996	460,336	336,953	463,691	290,461
Actual/Budget Rate of Return	5.108%	4.714%	4.224%	3.233%	4.126%	2.562%
	5.11%	4.72%	4.23%			

Net Operating Income Comparison

PSC <u>Authorized</u> Net Operating Income	531,634	530,377	544,887	521,163	561,871	566,778
Utility <u>Actual/Budgeted</u> Net Oper Income	543,133	499,996	460,336	336,953	463,691	290,461
Operating Income UNDER (Over) PSC author	(\$11,499)	\$30,381	\$84,551	\$184,210	\$98,181	\$276,317

CALCULATION OF NET INCOME REQUIREMENT FOR DEBT SERVICE PAYMENTS

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET
<u>Net Operating Inc Adjustments</u>						
Net OPERATING Income (Loss)	506,985	305,936	413,167	197,513	319,751	146,521
Add misc non-operating items	11,071	14,006	10,401	10,048	8,500	10,390
Add general fund loan repayment	13,313	13,313	13,313	13,312	13,313	13,312
Add back depreciation	460,595	479,658	485,153	467,000	484,750	484,750
Add back amortization/non-cash accrual adjs	(44,026)	108,597	(22,350)	37,858	37,858	37,858
Adjusted Net Income	\$947,938	\$921,510	\$899,684	\$725,731	\$864,172	\$692,831

Calculation of minimum Net Income Requirement

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET
Principal and Interest Payments						
2017 Refunding Rev Bonds for 1999 USDA	218,326	216,670	219,755	217,545	217,545	220,025
2008 Rev Bond-USH2 PhI & Turner	26,549	26,546	26,544	26,541	26,541	26,539
2009 Rev Bond-USH2 Phase II	21,101	21,099	21,097	21,094	21,094	21,092
2016 USDA-RD Revenue Bond-6th St W	66,698	66,772	66,735	66,686	66,686	66,725
2001 Revenue Bond-Microfilter	137,609	137,588	0	0	0	0
2009A GO Refunding Bonds	17,276	0	0	0	0	0
2009B GO BAB Bonds	145,207	0	0	0	0	0
2020B General Obligation Notes	0	0	79,228	79,228	79,437	78,962
2023 Revenue Bonds	0	0	0	37,000	0	40,000
Total Principal & Interest Payments	\$632,766	\$468,675	\$413,359	\$448,094	\$411,303	\$453,343
Debt Service Coverage Ratio	110%	110%	110%	110%	110%	110%
Minimum Net Income Requirement	\$696,043	\$515,543	\$454,695	\$492,903	\$452,433	\$498,677

Compare minimum Net Income Requirement to Actual / Budgeted Net Income

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET
Calc. Minimum Net Income Requirement	696,043	515,543	454,695	492,903	452,433	498,677
Adjusted Net Income	947,938	921,510	899,684	725,731	864,172	692,831
Net Income Over (Under) requirement	\$251,895	\$405,968	\$444,989	\$232,828	\$411,738	\$194,153
Cash flow available for other purposes	\$251,895	\$405,968	\$444,989	\$232,828	\$411,738	\$194,153

Fixed assest replacement, emergency situations,
etc.

City of Ashland Water Utility Enterprise Fund
2023 Proposed Budget Detail

Operating Revenues:

Sales of Water

680	46451	4600	UN-METERED/BULK SALES
680	46451	4611	METERED RESIDENTIAL
680	46451	4612	METERED COMMERCIAL
680	46451	4613	METERED INDUSTRIAL
680	46451	4614	METERED PUBLIC AUTHORITY
680	46451	4615	METERED MULTI-FAMILY

Total Sales of Water

2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 Actual Jan to June	2022 PROJECTED	2023 BUDGET	PERCENT CHANGE
5,781	1,920	1,621	7,900	53	106	7,900	0.00%
917,931	927,464	932,097	933,330	450,519	918,340	918,340	-1.61%
400,832	393,864	434,291	429,000	199,538	433,125	433,125	0.96%
47,557	42,078	41,212	43,000	18,057	39,885	39,885	-7.24%
115,405	81,057	85,762	82,170	47,341	96,825	96,825	17.83%
179,899	186,217	176,391	174,850	89,838	168,205	168,205	-3.80%
\$1,667,405	\$1,632,600	\$1,671,374	\$1,670,250	\$805,346	\$1,656,486	\$1,664,280	-0.36%

Fire Protection Service

680	46451	4620	PRIVATE FIRE PROTECTION
680	46451	4630	PUBLIC FIRE PROTECTION

Total Fire Protection

51,894	51,892	51,892	51,890	25,944	51,890	51,900	0.02%
610,640	610,119	605,711	610,000	301,835	605,990	606,000	-0.66%
\$662,534	\$662,011	\$657,603	\$661,890	\$327,779	\$657,880	\$657,900	-0.60%

Other Operating Revenues

680	46452	4700	FORFEITED DISCOUNTS
680	46452	4710	MISC. SERVICE REVENUES
680	46452	4740	OTHER WATER REVENUES

Total Other Revenues

11,723	6,910	9,388	7,580	3,576	11,620	9,000	18.73%
4,125	1,400	2,828	2,320	776	2,320	2,320	0.00%
2,478	2,350	2,562	2,350	0	2,350	2,350	0.00%
\$18,326	\$10,660	\$14,778	\$12,250	\$4,352	\$16,290	\$13,670	11.59%

Total Operating Revenues

\$2,348,265	\$2,305,271	\$2,343,755	\$2,344,390	\$1,137,477	\$2,330,656	\$2,335,850	-0.36%
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Non-Operating Income (Expense):

680	46452	4711	CIAC
680	46453	4180	NON-OPERATING RENTAL
680	46453	4190	INTEREST INCOME
680	46453	4191	IRS BAB INTEREST SUBSIDY
680	46453	4270	INTEREST EXP. ON LT DEBT
680	46453	4280	DEBT SERVICE DISCOUNT
680	46453	4300	INTEREST EXP. ON G.O. DEBT
680	48910		INSURANCE DIVIDENDS/MISC

Total Non-Operating Income/(Exp)

2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 Actual Jan to June	2022 PROJECTED	2023 BUDGET	PERCENT CHANGE
							N/A
(25,983)	100,956	157,676	1,350	0	310,000	1,350	0.00%
4,158	4,366	4,584	4,158	0	4,500	4,500	8.23%
3,558	6,032	2,795	4,000	1,204	4,000	4,000	0.00%
1,163	0	0	0	0	0	0	N/A
(135,348)	(130,018)	(125,981)	(131,320)		(123,405)	(119,570)	-8.95%
0	(15,300)						N/A
(2,163)	(11,275)	(14,790)	0		(14,440)	(12,965)	#DIV/0!
2,192	3,608	3,022	1,890	2,631		1,890	0.00%
(\$152,423)	(\$41,631)	\$27,306	(\$119,922)	\$3,835	\$180,655	(\$120,795)	0.73%

City of Ashland Water Utility Enterprise Fund
2023 Proposed Budget Detail

Operating Expenses:

Source of Supply / Pumping

Maintenance of Intake

680	61300	111	WAGES
680	61300	112	OVERTIME WAGES
680	61300	151	SOCIAL SECURITY
680	61300	152	EMPLOYER RETIREMENT
680	61300	157	H.S.A. CONTRIBUTION
680	61300	154	MEDICAL & DENTAL INS
680	61300	155	LIFE INSURANCE
680	61300	156	WORKERS COMPENSATION
680	61300	400	NON-LABOR M&S
Total			

2019	2020	2021	2022	2022 Actual	2022	2023	PERCENT
ACTUAL	ACTUAL	ACTUAL	BUDGET	Jan to June	PROJECTED	BUDGET	CHANGE
1,461	1,318	1,398	2,726	708	1,416	2,756	1.10%
0	92	0	0	0	0	0	N/A
109	105	104	230	50	106	238	3.10%
96	95	94	199	46	95	211	6.06%
38	43	61	141	27	54	126	-10.65%
280	277	361	1,054	221	442	1,081	2.55%
0	0	1	6	1	2	6	-11.04%
64	54	54	123	0	57	112	-8.56%
0	0	0	500	0	0	500	0.00%
\$2,048	\$1,984	\$2,073	\$4,980	\$1,053	\$2,172	\$5,030	1.00%

Power & Fuel for Pumping

680	62300	222	ELECTRICITY
680	62300	224	NATURAL GAS
680	62300	227	PROPANE
680	62300	342	GAS & DIESEL FUEL/GENERATOR
Total			

54,355	50,453	57,759	53,000	28,053	56,106	53,000	0.00%
6,210	4,454	7,365	5,745	5,727	11,454	5,745	0.00%
0	0	0	430	0	0	430	0.00%
0	0	0	200	0	0	200	0.00%
\$60,565	\$54,907	\$65,124	\$59,375	\$33,780	\$67,560	\$59,375	0.00%

Pumping Labor & Expense

680	62400	111	WAGES
680	62400	112	OVERTIME WAGES
680	62400	125	WAGES TEMPORARY
680	62400	151	SOCIAL SECURITY
680	62400	152	EMPLOYER RETIREMENT
680	62400	157	H.S.A. CONTRIBUTION
680	62400	154	MEDICAL & DENTAL INS
680	62400	155	LIFE INSURANCE
680	62400	156	WORKERS COMPENSATION
680	62400	400	NON-LABOR M&S
Total			

39,104	44,567	44,566	32,170	24,292	48,584	29,216	-9.18%
76	1,460	316	502	454	908	450	-10.34%
0	0	0	0	0	0	0	N/A
2,687	3,187	3,074	2,720	1,720	3,440	2,519	-7.39%
2,568	3,109	3,027	2,353	1,609	3,218	2,242	-4.73%
1,826	2,140	1,907	1,661	906	1,958	1,333	-19.74%
13,644	16,160	15,746	12,441	8,331	1,662	11,460	-7.88%
48	71	96	75	48	96	60	-20.09%
1,692	1,797	1,747	1,448	0	1,745	1,190	-17.86%
745	185	126	500	1,044	2,088	750	50.00%
\$62,390	\$72,676	\$70,605	\$53,870	\$38,404	\$63,699	\$49,220	-8.63%

Misc. Pumping Expenses

680	62600	400	NON-LABOR M&S
Total			

3,457	3,553	4,444	3,600	1,326	3,818	4,000	11.11%
\$3,457	\$3,553	\$4,444	\$3,600	\$1,326	\$3,818	\$4,000	11.11%

Maint. of Pumping Buildings & Grounds

680	63100	111	WAGES
680	63100	112	OVERTIME WAGES
680	63100	125	WAGES TEMPORARY
680	63100	136	CLOTHING ALLOWANCE
680	63100	151	SOCIAL SECURITY
680	63100	152	EMPLOYER RETIREMENT
680	63100	157	H.S.A. CONTRIBUTION
680	63100	154	MEDICAL & DENTAL INS
680	63100	155	LIFE INSURANCE
680	63100	156	WORKERS COMPENSATION
680	63100	400	NON-LABOR M&S
Total			

682	718	482	3,544	1,012	2,024	3,032	-14.46%
0	74	0	0	0	0	0	N/A
0	0	0	0	0	0	0	N/A
0	0	0	0	0	0	0	N/A
48	58	33	300	70	140	261	-12.77%
44	54	33	259	66	132	233	-10.26%
53	29	11	183	59	118	138	-24.40%
293	183	207	1,371	448	896	1,189	-13.23%
0	0	0	8	4	8	6	-24.73%
30	30	19	160	0	26	123	-22.62%
57	3,010	231	500	190	1,099	500	0.00%
\$1,207	\$4,156	\$1,016	6,324	\$1,849	\$4,443	5,483	-13.30%

Maint. of Pumping Equipment

680	63300	111	WAGES
680	63300	112	OVERTIME WAGES
680	63300	151	SOCIAL SECURITY
680	63300	152	EMPLOYER RETIREMENT
680	63300	157	H.S.A. CONTRIBUTION
680	63300	154	MEDICAL & DENTAL INS
680	63300	155	LIFE INSURANCE
680	63300	156	WORKERS COMPENSATION
680	63300	400	NON-LABOR M&S
Total			

2,401	3,694	4,477	5,725	1,721	3,524	5,512	-3.72%
18	527	0	0	78	182	0	N/A
171	297	308	484	122	259	475	-1.81%
159	285	302	419	117	249	423	1.01%
90	204	182	296	118	236	252	-14.91%
664	1,492	1,652	2,214	704	1,408	2,162	-2.34%
1	5	10	13	9	18	11	-15.28%
93	167	174	258	0	145	224	-12.91%
3,546	9,308	26,645	5,500	3,805	13,166	7,500	36.36%
\$7,143	\$15,979	\$33,750	14,909	\$6,674	\$19,187	16,560	11.08%

Total SOS/Pumping Expense

\$136,810	\$153,255	\$177,012	\$143,058	\$83,086	\$160,879	\$139,668	-2.37%
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City of Ashland Water Utility Enterprise Fund
2023 Proposed Budget Detail

Water Treatment

Treatment Chemicals

680	64100	410	TREATM' CHEMICALS
Total			

2019	2020	2021	2022	2022 Actual	2022	2023	PERCENT
ACTUAL	ACTUAL	ACTUAL	BUDGET	Jan to June	PROJECTED	BUDGET	CHANGE
53,838	41,132	58,078	50,000	25,784	51,568	60,000	20.00%
\$53,838	\$41,132	\$58,078	\$50,000	\$25,784	\$51,568	\$60,000	20.00%

Treatment Labor & Expense

680	64200	111	WAGES
680	64200	112	OVERTIME WAGES
680	64200	131	LONGEVITY
680	64200	125	WAGES TEMPORARY
680	64200	136	CLOTHING REIMB
680	64200	137	CLOTHING ALLOW
680	64200	151	SOCIAL SECURITY
680	64200	152	EMPLOYER RETIREMENT
680	64200	157	H.S.A. CONTRIBUTION
680	64200	154	MEDICAL & DENTAL INS
680	64200	155	LIFE INSURANCE
680	64200	156	WORKERS COMPENSATION
680	64200	400	NON-LABOR M&S
Total			

47,399	63,077	50,522	36,532	21,893	43,786	36,382	-0.41%
819	2,327	899	1,296	2,719	5,438	1,125	-13.18%
2,339	3,101	3,163	5,110	640	2,868	4,422	-13.45%
34	0	0	0	0	11	0	N/A
1,238	1,252	1,290	2,250	0	1,260	2,250	0.00%
0	0	0					N/A
3,748	4,950	4,037	3,089	1,832	4,245	3,137	1.56%
3,214	4,701	3,559	2,672	1,641	3,825	2,791	4.48%
2,378	3,038	2,283	1,887	848	2,566	1,660	-11.99%
13,745	20,233	15,022	14,128	6,709	16,333	14,271	1.02%
75	91	68	85	26	78	75	-12.37%
2,142	2,757	2,172	1,645	0	1,645	1,482	-9.92%
23,911	27,284	28,898	23,500	13,972	26,698	23,500	0.00%
\$101,042	\$132,811	\$111,913	\$92,192	\$50,280	\$108,753	\$91,095	-1.19%

Treatment Expense - Lead/Copper Testing

680	64210	400	NON-LABOR M&S
Total			

0	0	0	0	0	0	0	N/A
\$0	\$0	\$0	\$0	\$0	\$0	\$0	N/A

Maint. of Treatment Buildings & Grounds

680	65100	111	WAGES
680	65100	112	OVERTIME WAGES
680	65100	125	WAGES TEMPORARY
680	65100	151	SOCIAL SECURITY
680	65100	152	EMPLOYER RETIREMENT
680	65100	157	H.S.A. CONTRIBUTION
680	65100	154	MEDICAL & DENTAL INS
680	65100	155	LIFE INSURANCE
680	65100	156	WORKERS COMPENSATION
680	65100	400	NON-LABOR M&S
Total			

4,570	2,489	3,263	4,635	3,111	6,222	4,134	-10.80%
27	257	0	0	1,583	3,166	0	N/A
68	0	0	0	0	23	0	N/A
334	195	220	392	329	658	356	-9.03%
302	185	220	339	305	610	317	-6.42%
115	182	104	239	209	418	189	-21.17%
1,428	978	1,184	1,792	1,420	2,840	1,622	-9.52%
2	3	4	11	13	26	8	-21.51%
191	113	127	209	0	144	168	-19.31%
566	546	1,924	2,190	40	1,012	2,190	0.00%
\$7,603	\$4,948	\$7,046	\$9,807	\$7,010	\$15,119	\$8,985	-8.38%

Maintenance of Treatment Equipment

680	65200	111	WAGES
680	65200	112	OVERTIME WAGES
680	65200	125	WAGES TEMPORARY
680	65200	151	SOCIAL SECURITY
680	65200	152	EMPLOYER RETIREMENT
680	65200	157	H.S.A. CONTRIBUTION
680	65200	154	MEDICAL & DENTAL INS
680	65200	155	LIFE INSURANCE
680	65200	156	WORKERS COMPENSATION
680	65200	400	NON-LABOR M&S
Total			

6,005	6,645	9,760	9,542	4,274	8,548	9,647	1.10%
98	774	0	365	0	291	1,125	208.22%
0	0	0	0	0		0	N/A
425	518	675	807	291	582	832	3.10%
401	501	658	698	278	556	740	6.06%
305	318	460	493	249	498	440	-10.65%
1,931	2,918	3,833	3,690	1,734	3,468	3,784	2.55%
10	7	20	22	13	26	20	-11.04%
236	301	372	430	0	303	393	-8.56%
27,181	28,172	19,563	23,000	8,567	24,972	23,000	0.00%
\$36,592	\$40,154	\$35,341	\$39,046	\$15,406	\$39,244	\$39,981	2.39%
\$199,075	\$219,045	\$212,378	\$191,045	\$98,480	\$214,684	\$200,061	4.72%

Total Treatment Expense

City of Ashland Water Utility Enterprise Fund
2023 Proposed Budget Detail

Distribution Operation

Storage Facilities Expense

680	66100	111	WAGES
680	66100	112	OVERTIME WAGES
680	66100	151	SOCIAL SECURITY
680	66100	152	EMPLOYER RETIREMENT
680	66100	157	H.S.A. CONTRIBUTION
680	66100	154	MEDICAL & DENTAL INS
680	66100	155	LIFE INSURANCE
680	66100	156	WORKERS COMPENSATION
680	66100	400	NON-LABOR M&S
Total			

2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 Actual Jan to June	2022 PROJECTED	2023 BUDGET	PERCENT CHANGE
							N/A
5,097	2,549	1,948	3,817	1,136	3,198	3,307	-13.34%
18	513	0	0	0	177	0	N/A
361	224	144	323	85	243	285	-11.63%
335	207	132	279	74	225	254	-9.09%
107	151	60	197	17	106	151	-23.42%
1,474	740	474	1,476	127	896	1,297	-12.10%
6	3	1	9	1	3	7	-23.75%
214	112	84	172	0	137	135	-21.62%
132	150	154	250	77	154	250	0.00%
\$7,744	\$4,649	\$2,997	\$6,522	\$1,517	\$5,139	\$5,686	-12.82%

Line Operation Labor & Expense

680	66200	111	WAGES
680	66200	112	OVERTIME WAGES
680	66200	125	WAGES TEMPORARY
680	66200	131	LONGEVITY
680	66200	136	CLOTHING REIMB
680	66200	151	SOCIAL SECURITY
680	66200	152	EMPLOYER RETIREMENT
680	66200	157	H.S.A. CONTRIBUTION
680	66200	154	MEDICAL & DENTAL INS
680	66200	155	LIFE INSURANCE
680	66200	156	WORKERS COMPENSATION
680	66200	400	NON-LABOR M&S
Total			

41,279	76,148	59,785	67,881	21,446	59,071	54,573	-19.60%
142	1,737	112	119	2,724	5,448	225	89.87%
198	0	0	0	0	66	0	N/A
494	504	514	0	0	504	0	N/A
900	898	899	0	578	1,156	0	N/A
3,067	5,261	4,437	5,672	1,798	4,255	5,706	-17.05%
2,799	5,362	4,133	4,926	1,609	4,098	5,083	-14.99%
2,347	4,082	2,906	25,881	1,195	3,112	24,638	-90.38%
14,610	28,743	20,499	3,012	8,115	21,284	2,720	610.78%
137	281	286	164	62	235	132	-31.84%
1,945	2,898	2,352	3,481	0	2,398	2,948	-36.14%
7,612	5,294	7,675	7,000	628	6,860	7,000	0.00%
\$75,530	\$131,208	\$103,598	\$118,134	\$38,155	\$108,487	\$103,025	-12.79%

Meter Testing & Setting Expense-Customers

680	66300	111	WAGES
680	66300	112	OVERTIME WAGES
680	66300	151	SOCIAL SECURITY
680	66300	152	EMPLOYER RETIREMENT
680	66300	157	H.S.A. CONTRIBUTION
680	66300	154	MEDICAL & DENTAL INS
680	66300	155	LIFE INSURANCE
680	66300	156	WORKERS COMPENSATION
680	66300	400	NON-LABOR M&S
680	66300	925	INTERDEPARTMENTAL
Total			

2,724	2,652	3,613	3,272	2,426	4,852	2,481	-24.18%
36	147	0	0	0	61	0	N/A
198	197	260	277	172	344	214	-22.68%
181	189	244	239	158	316	190	-20.46%
194	104	215	169	130	260	113	-32.99%
1,117	949	1,467	1,265	992	1,984	973	-23.09%
3	3	6	8	5	10	5	-33.28%
146	106	138	147	0	130	101	-31.42%
43	4,685	0	6,000	15	1,576	6,000	0.00%
(2,321)	(4,516)	(2,971)	(5,688)	0	(4,766)	(5,039)	N/A
\$2,321	\$4,516	\$2,972	\$5,688	\$3,898	\$4,767	\$5,039	(\$0)

Total Dist. System Operation Expense

\$85,595	\$140,373	\$109,567	\$130,345	\$43,570	\$118,393	\$113,749	-12.73%
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City of Ashland Water Utility Enterprise Fund
2023 Proposed Budget Detail

Distribution Maintenance

Maint. of Dist. Buildings & Grounds

680	67100	111	WAGES
680	67100	112	OVERTIME WAGES
680	67100	125	WAGES TEMPORARY
680	67100	151	SOCIAL SECURITY
680	67100	152	EMPLOYER RETIREMENT
680	67100	157	H.S.A. CONTRIBUTION
680	67100	154	MEDICAL & DENTAL INS
680	67100	155	LIFE INSURANCE
680	67100	156	WORKERS COMPENSATION
680	67100	400	NON-LABOR M&S
Total			

2019	2020	2021	2022	2022 Actual	2022	2023	PERCENT
ACTUAL	ACTUAL	ACTUAL	BUDGET	Jan to June	PROJECTED	BUDGET	CHANGE
							N/A
5,532	3,621	3,881	10,360	1,102	4,345	9,922	-4.22%
0	290	76	0	0	122	0	N/A
970	1,870	274	17,626	0	1,038	11,222	-36.33%
472	426	301	876	78	156	855	-2.33%
363	264	267	758	72	298	761	0.48%
243	200	184	535	58	209	453	-15.36%
1,624	1,184	1,500	4,006	387	1,436	3,892	-2.85%
6	2	4	24	1	4	20	-15.73%
283	217	172	466	0	244	404	-13.37%
89	3,905	563	700	0	1,519	700	0.00%
\$9,582	\$11,979	\$7,222	\$35,351	\$1,698	\$9,371	\$28,230	-20.14%

Maintenance of Storage Reservoirs

680	67200	111	WAGES
680	67200	151	SOCIAL SECURITY
680	67200	152	EMPLOYER RETIREMENT
680	67200	157	H.S.A. CONTRIBUTION
680	67200	154	MEDICAL & DENTAL INS
680	67200	155	LIFE INSURANCE
680	67200	156	WORKERS COMPENSATION
680	67200	400	NON-LABOR M&S
Total			

			0	0	0	0	N/A
			0	0	0	0	N/A
			0	0	0	0	N/A
			0	0	0	0	N/A
			0	0	0	0	N/A
			0	0	0	0	N/A
			0	0	0	0	N/A
11,784	469	314	500	0	0	500	0.00%
\$11,784	\$469	\$314	\$500	\$0	\$0	\$500	0.00%

Maintenance of Mains

680	67300	111	WAGES
680	67300	112	OVERTIME WAGES
680	67300	125	TEMPORARY LABOR
680	67300	151	SOCIAL SECURITY
680	67300	152	EMPLOYER RETIREMENT
680	67300	157	H.S.A. CONTRIBUTION
680	67300	154	MEDICAL & DENTAL INS
680	67300	155	LIFE INSURANCE
680	67300	156	WORKERS COMPENSATION
680	67300	400	NON-LABOR M&S
Total			

26,746	13,019	40,041	47,278	2,876	26,602	48,305	2.17%
820	598	627	776	85	682	900	16.04%
3,392	74	370	0	0	1,279	0	N/A
2,200	964	2,922	2,766	202	2,029	2,851	3.10%
1,803	923	2,745	2,393	193	1,824	2,538	6.06%
1,331	518	1,777	1,689	102	1,209	1,509	-10.65%
9,546	4,724	13,398	12,652	1,156	9,223	12,974	2.55%
39	20	73	76	6	44	68	-11.04%
1,395	535	1,585	1,473	0	1,172	1,347	-8.56%
41,439	22,309	46,481	46,725	6,130	36,743	46,725	0.00%
\$88,711	\$43,684	\$110,019	\$115,828	\$10,747	\$80,807	\$117,217	1.20%

Maintenance of Services

680	67500	111	WAGES
680	67500	112	OVERTIME WAGES
680	67500	125	WAGES TEMPORARY
680	67500	151	SOCIAL SECURITY
680	67500	152	EMPLOYER RETIREMENT
680	67500	157	H.S.A. CONTRIBUTION
680	67500	154	MEDICAL & DENTAL INS
680	67500	155	LIFE INSURANCE
680	67500	156	WORKERS COMPENSATION
680	67500	400	NON-LABOR M&S
Total			

30,322	18,400	15,646	34,024	6,644	21,456	33,074	-2.79%
658	1,108	77	712	77	614	900	26.45%
4,172	731	0	0	0	1,634	0	N/A
2,468	1,436	1,100	2,876	472	1,668	2,851	-0.87%
2,030	1,319	1,061	2,488	437	1,470	2,538	1.98%
1,617	844	812	1,757	269	1,091	1,509	-14.09%
11,119	6,864	5,806	13,158	2,502	7,930	12,974	-1.40%
44	42	33	79	12	40	68	-14.47%
1,548	788	612	1,532	0	983	1,347	-12.07%
44,319	15,250	6,513	23,700	904	18,500	18,000	-24.05%
\$98,297	\$46,782	\$31,660	80,326	\$11,314	\$55,386	73,262	-8.79%

City of Ashland Water Utility Enterprise Fund
2023 Proposed Budget Detail

				2019	2020	2021	2022	2022 Actual	2022	2023	PERCENT
				ACTUAL	ACTUAL	ACTUAL	BUDGET	Jan to June	PROJECTED	BUDGET	CHANGE
Maintenance of Meters											
680	67600	111	WAGES	7,251	5,031	6,179	12,759	1,359	6,154	11,025	-13.59%
680	67600	112	OVERTIME WAGES	0	42	0	0	0	14	0	N/A
680	67600	151	SOCIAL SECURITY	500	348	434	1,079	94	427	950	-11.88%
680	67600	152	EMPLOYER RETIREMENT	472	346	417	933	88	412	846	-9.35%
680	67600	157	H.S.A. CONTRIBUTION	383	181	300	659	89	288	503	-23.64%
680	67600	154	MEDICAL & DENTAL INS	2,461	2,020	2,061	4,934	548	2,181	4,325	-12.35%
680	67600	155	LIFE INSURANCE	10	7	15	30	3	11	23	-23.97%
680	67600	156	WORKERS COMPENSATION	326	198	241	574	0	255	449	-21.84%
680	67600	400	NON-LABOR M&S	2,600	2,007	855	3,400	0	1,821	3,400	0.00%
680	67600	925	INTERDEPARTMENTAL	(7,030)	(5,090)	(5,251)	(12,184)	0	(5,782)	(10,760)	N/A
Total				\$6,973	\$5,090	\$5,251	\$12,184	\$2,181	\$5,782	\$10,760	-11.69%
Maintenance of Hydrants											
680	67700	111	WAGES	14,605	11,645	10,155	23,937	2,159	12,135	22,876	-4.43%
680	67700	112	OVERTIME WAGES	338	428	0	0	0	255	0	N/A
680	67700	125	WAGES TEMPORARY	1,679	93	0	0	0	591	0	N/A
680	67700	151	SOCIAL SECURITY	1,166	875	699	2,024	145	913	1,972	-2.54%
680	67700	152	EMPLOYER RETIREMENT	981	815	687	1,751	140	828	1,755	0.26%
680	67700	157	H.S.A. CONTRIBUTION	533	551	421	1,236	114	502	1,044	-15.54%
680	67700	154	MEDICAL & DENTAL INS	4,557	4,337	2,874	9,257	894	3,923	8,974	-3.06%
680	67700	155	LIFE INSURANCE	14	11	17	56	7	14	47	-15.91%
680	67700	156	WORKERS COMPENSATION	685	502	396	1,078	0	528	932	-13.56%
680	67700	400	NON-LABOR M&S	12,553	4,995	1,916	7,700	241	6,488	24,000	211.69%
Total				\$37,111	\$24,252	\$17,165	\$47,037	\$3,700	\$26,177	\$61,600	30.96%
Maint. of Misc. Distribution Equipment											
680	67800	111	WAGES				818	0	0	827	1.10%
680	67800	112	OVERTIME WAGES				0	0	0	0	N/A
680	67800	151	SOCIAL SECURITY				69	0	0	71	3.10%
680	67800	152	EMPLOYER RETIREMENT				60	0	0	63	6.06%
680	67800	157	H.S.A. CONTRIBUTION				42	0	0	38	-10.65%
680	67800	154	MEDICAL & DENTAL INS				316	0	0	324	2.55%
680	67800	155	LIFE INSURANCE				2	0	0	2	-11.04%
680	67800	156	WORKERS COMPENSATION				37	0	0	34	-8.56%
680	67800	400	NON-LABOR M&S	1,849	480	2,515	1,000	46	200	1,000	0.00%
Total				\$1,849	\$480	\$2,515	\$2,344	\$46	\$200	\$2,359	0.64%
Total Dist. System Maint. Expense				\$254,307	\$132,736	\$174,146	\$293,571	\$29,686	\$177,723	\$293,929	0.12%

City of Ashland Water Utility Enterprise Fund
2023 Proposed Budget Detail

Customer Accounts

				2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 Actual Jan to June	2022 PROJECTED	2023 BUDGET	PERCENT CHANGE
Customer Accounts Supervision											N/A
680	90100	925	INTERDEPARTMENTAL CHARGES	11,675	13,559	13,292	11,285	5,642	11,285	8,645	-23.39%
Total				\$11,675	\$13,559	\$13,292	\$11,285	\$5,642	\$11,285	\$8,645	-23.39%

Meter Reading Expenses

680	90200	111	WAGES		13,550	13,325	16,616	5,817	13,438	13,781	-17.06%
680	90200	131	LONGEVITY		100	102	166	0	101	0	N/A
680	90200	136	CLOTHING REIMB		225	225	0	0	225	0	N/A
680	90200	151	SOCIAL SECURITY		1,024	1,010	1,239	429	1,017	1,188	-4.10%
680	90200	152	EMPLOYER RETIREMENT		937	921	1,133	378	929	1,057	-6.66%
680	90200	154	MEDICAL & DENTAL INS		5,695	5,348	7,001	2,556	5,522	5,406	-22.78%
680	90200	155	LIFE INSURANCE		19	34	37	24	48	28	-23.14%
680	90200	156	WORKERS COMPENSATION		409	532	659	0	471	561	-14.84%
680	90200	157	H.S.A. CONTRIBUTION		830	895	1,200	531	1,062	629	-47.59%
680	90200	400	NON-LABOR M&S	2,822	7,603	2,343	8,000	0	4,256	8,000	0.00%
680	90200	925	INTERDEPARTMENTAL CHARGES	\$16,130	(\$3,802)	\$0	0	0	0	0	N/A
Total				\$18,952	\$26,590	\$24,735	\$36,051	\$9,735	\$27,069	\$30,651	-14.98%

Customer Records & Collection Expense

680	90300	111	WAGES		7,496	9,198	21,200	10,316	20,632	23,400	10.38%
680	90300	131	LONGEVITY		100	102	0	0	101	0	N/A
680	90300	151	SOCIAL SECURITY		561	685	1,158	771	1,542	1,592	37.46%
680	90300	152	EMPLOYER RETIREMENT		513	627	1,431	671	1,342	1,591	11.19%
680	90300	154	MEDICAL & DENTAL INS		3,151	4,090	10,313	5,097	10,194	12,900	25.08%
680	90300	155	LIFE INSURANCE		13	25	32	17	34	31	-1.82%
680	90300	156	WORKERS COMPENSATION		408	362	42	0	385	848	1904.22%
680	90300	157	H.S.A. CONTRIBUTION		560	702	1,500	618	1,236	1,500	0.00%
680	90300	400	NON-LABOR M&S				0	3,720	3,720	0	N/A
680	90300	925	INTERDEPARTMENTAL CHARGES	22,943	24,003	22,677	3,765	1,881	3,765	2,881	-23.48%
Total				22,943	36,805	38,468	39,441	23,091	42,951	44,743	13.44%

Misc. Customer Service Expense

680	90500	400	NON-LABOR M&S	400	257	218	1,000	490	980	1,000	0.00%
680	90500	925	INTERDEPARTMENTAL CHARGES	26,027	3,460	2,491	4,140	0	4,140	0	N/A
Total				\$26,427	\$3,717	\$2,709	\$5,140	\$490	\$5,120	\$1,000	-80.54%
Total Customer Accounts Expense				\$79,997	\$80,671	\$79,204	\$91,917	\$38,958	\$86,425	\$85,039	-7.48%

Administrative & General

Administrative & General Salaries

				2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 Actual Jan to June	2022 PROJECTED	2023 BUDGET	PERCENT CHANGE
680	92000	111	WAGES	80,221	81,737	75,487	118,410	46,533	93,066	99,208	-16.22%
680	92000	112	OVERTIME WAGES	0	822	0	0	18	274	0	N/A
680	92000	125	TEMPORARY LABOR	984	0	4,419	0	4,775	9,550	21,632	#DIV/0!
680	92000	131	LONGEVITY	556	594	606	968	12	585	1,076	11.20%
680	92000	138	ADMIN/GENERAL ACCR SICK/VAC	9,601	2,707	2,410	0	0	4,906	0	N/A
680	92000	151	SOCIAL SECURITY	6,788	6,375	6,124	8,786	4,214	8,428	9,871	12.34%
680	92000	152	EMPLOYER RETIREMENT	5,128	5,306	5,610	8,221	3,142	6,284	7,555	-8.11%
680	92000	157	H.S.A. CONTRIBUTION	2,697	2,911	2,818	3,900	1,496	2,992	3,600	-7.69%
680	92000	154	MEDICAL & DENTAL INS	14,901	15,818	15,142	23,796	8,072	16,144	23,364	-1.81%
680	92000	155	LIFE INSURANCE	183	216	239	306	57	213	136	-55.50%
680	92000	156	WORKERS COMPENSATION	2,328	2,081	2,133	3,544	0	2,181	4,416	24.63%
680	92000	190	POST-EMPLOYMENT HEALTH INS	(85,168)	96,092	11,195	5,000	0	5,000	5,000	0.00%
680	92000	400	ADMIN/GENERAL MATERIALS	8,142	3,945	5,851	6,500	2,766	5,979	6,500	0.00%
680	92000	925	INTERDEPARTMENTAL CHARGES	71,424	80,197	71,303	95,810	47,904	95,810	102,595	7.08%
Total				\$117,785	\$298,801	\$203,337	\$275,241	\$118,989	\$251,412	\$284,954	3.53%

Office Supplies & Expense

680	92100	400	OFFICE SUPPLIES MATERIALS	464	0	39	500	47	168	500	0.00%
680	92100	925	INTERDEPARTMENTAL CHARGES	0	0	0	1,000	0	0	1,000	0.00%
Total				\$464	\$0	\$39	\$1,500	\$47	\$168	\$1,500	0.00%

Outside Professional Services

680	92300	210	PROFESSIONAL SERVICES	34,222	28,936	34,516	68,000	19,780	59,000	97,000	42.65%
680	92300	295	INTERDEPARTMENTAL CHARGES	6,782	10,782	10,583	6,000	0	9,382	6,000	0.00%
Total				\$41,004	\$39,718	\$45,099	\$74,000	\$19,780	\$68,382	\$103,000	39.19%

Property Insurance

680	92400	511	LOCAL GOVT. PROP INS FUND	5,375	6,883	7,236	6,000	0	6,498	6,000	0.00%
Total				\$5,375	\$6,883	\$7,236	\$6,000	\$0	\$6,498	\$6,000	0.00%

City of Ashland Water Utility Enterprise Fund
2023 Proposed Budget Detail

Administrative & General Continued:

				2019	2020	2021	2022	2022 Actual	2022	2023	PERCENT
				ACTUAL	ACTUAL	ACTUAL	BUDGET	Jan to June	PROJECTED	BUDGET	CHANGE
Injuries & Damages											
680	92500	513	LIABILITY INSURANCE	4,155	4,306	5,110	9,000	0	4,524	9,000	0.00%
Total				\$4,155	\$4,306	\$5,110	\$9,000	\$0	\$4,524	\$9,000	0.00%
Employee Benefits											
680	92600	131	LONGEVITY	0	0	0	1,570	0	0	0	N/A
680	92600	133	RETIREMENT PAYOUT	0	0	0		9,935	9,935		N/A
680	92600	152	PENSION (actuarial adjustment)	20,704	87	(45,963)	20,440	0	20,440	20,440	0.00%
680	92600	151	SOCIAL SECURITY				0	411	822	0	N/A
680	92600	154	HEALTH/DENTAL	48,501	43,814	39,842	41,096	21,249	42,498	41,096	0.00%
680	92600	191	POST -EMPLOYMENT HSA	1,500	0	0	3,000	0	0	3,000	0.00%
680	92600	400	MATERIALS					0	0		N/A
Total				\$70,705	\$43,901	(\$6,121)	\$66,106	\$31,595	\$73,695	\$64,536	-2.37%
Regulatory Commission Expense											
680	92800	210	REGULATORY COMMISSION EXP	0	0	409	200	0	136	200	0.00%
680	92800	400	REGULATORY COMMISSION EXP	764	1,012	710	2,000	575	1,150	2,000	0.00%
Total				\$764	\$1,012	\$1,119	\$2,200	\$575	\$1,286	\$2,200	0.00%
Misc. General Expense											
680	93000	400	NON-LABOR M&S	2,076	1,771	487	2,000	470	1,445	2,000	0.00%
Total				\$2,076	\$1,771	\$487	\$2,000	\$470	\$1,445	\$2,000	0.00%
Rents											
680	93100	539	RENTALS/LEASES	1,322	1,323	1,385	1,270	1,509	3,018	1,270	0.00%
680	93100	925	INTERDEPARTMENTAL CHARGES							5,050	N/A
Total				\$1,322	\$1,323	\$1,385	\$1,270	\$1,509	\$3,018	\$6,320	397.64%
Total Admin. & General Expense				\$243,650	\$397,715	\$257,691	\$437,317	\$172,965	\$410,428	\$479,510	9.65%
Other Operating Expenses (Credits)											
				2019	2020	2021	2022	2022 Actual	2022	2023	PERCENT
				ACTUAL	ACTUAL	ACTUAL	BUDGET	Jan to June	PROJECTED	BUDGET	CHANGE
Depreciation Expense											N/A
680	40300	000	DEPRECIATION- UTILITY FINANCE	358,254	379,377	386,405	375,000	0	386,000	386,000	2.93%
680	40300	471	DEPRECIATION ON CONTRIBUTED	119,111	118,923	118,500	114,000	0	118,500	118,500	3.95%
680	40300	925	INTERDEPARTMENTAL CHARGES	(16,770)	(18,642)	(19,752)	(22,000)	0	(19,750)	(19,750)	N/A
Total				\$460,595	\$479,658	\$485,153	\$467,000	\$0	\$484,750	\$484,750	3.80%
Taxes Expense											
680	40800	0000	PROPERTY TAX EQUIVALENT	387,677	402,668	443,662	400,000	183,396	365,000	400,000	0.00%
680	40800	925	INTERDEPARTMENTAL CHARGES	(6,426)	(6,786)	(8,225)	(7,376)	0	(7,376)	(7,376)	N/A
Total				\$381,251	\$395,882	\$435,437	\$392,624	\$183,396	\$357,624	\$392,624	0.00%
Total Other Operating Expense				\$841,846	\$875,540	\$920,590	\$859,624	\$183,396	\$842,374	\$877,374	2.06%
Total Operating Expenses				\$1,841,280	\$1,999,335	\$1,930,588	\$2,146,877	\$650,141	\$2,010,906	\$2,189,329	1.98%
Net Operating Income (Loss)				\$506,985	\$305,936	\$413,167	\$197,513	\$487,336	\$319,751	\$146,521	-25.82%
Net Income (Loss)				\$354,562	\$264,305	\$440,473	\$77,591	\$491,171	\$500,406	\$25,726	-66.84%
				354,562	264,305	440,473	77,591	491,171			

City of Ashland Water Utility Enterprise Fund
2023 Proposed Budget Detail

WATER UTILITY EXPENSE
ANALYSIS BY OBJECT CODE

			2019	2020	2021	2022	2022 Actual	2022	2023	PERCENT
			ACTUAL	ACTUAL	ACTUAL	BUDGET	Jan to June	PROJECTED	BUDGET	CHANGE
										N/A
680	111	WAGES	315,399	358,356	353,726	455,245	158,824	379,053	413,458	-9.18%
	112	OVERTIME WAGES	3,050	11,196	2,107	3,769	7,738	17,632	4,725	25.38%
	125	TEMPORARY WAGES	11,497	2,768	5,063	17,626	4,775	14,192	32,854	86.40%
	131	LONGEVITY	3,389	4,399	4,487	7,814	652	4,159	5,499	-29.63%
	136	CLOTHING REIMBURSEMENT	2,138	2,375	2,414	2,250	578	2,641	2,250	0.00%
	138	ACCR SICK/VAC	9,601	2,707	2,410	0	0	4,906	0	N/A
	151	SOCIAL SECURITY	24,742	27,001	26,567	35,165	13,284	31,274	36,225	3.02%
	152	EMPLOYER RETIREMENT	41,580	25,198	(21,226)	51,991	11,023	47,151	51,629	-0.70%
	157	H.S.A. CONTRIBUTION	14,257	16,886	16,098	43,665	7,034	17,915	39,826	-8.79%
	154	MEDICAL & DENTAL INS	141,895	160,280	150,506	168,972	71,261	150,264	166,790	-1.29%
	155	LIFE INSURANCE	578	794	932	1,043	308	910	752	-27.84%
	156	WORKERS COMPENSATION	13,318	13,473	13,272	17,477	0	12,949	17,215	-1.50%
	190	POST -EMPLOYMENT	(85,168)	96,092	11,195	5,000	0	5,000	5,000	0.00%
	191	POST -EMPLOYMENT H.S.A.	1,500	0	0	3,000	0	0	3,000	0.00%
		TOTAL LABOR EXPENSE	\$497,776	\$721,525	\$567,551	\$813,015	\$285,412	\$697,981	\$779,223	-4.16%
	210	PROFESSIONAL SERVICES	34,222	28,936	34,925	68,200	19,780	59,136	97,200	42.52%
	222	ELECTRICITY	54,355	50,453	57,759	53,000	28,053	56,106	53,000	0.00%
	224	NATURAL GAS	6,210	4,454	7,365	5,745	5,727	11,454	5,745	0.00%
	227	PROPANE	0	0	0	430	0	0	430	0.00%
	295	ENGINEERING SERVICES	6,782	10,782	10,583	6,000	0	9,382	6,000	0.00%
	342	GAS/DIESEL FOR FUEL GENERATOR	0	0	0	200	0	0	200	0.00%
	400	MATERIALS/R&M	196,551	146,190	158,465	176,265	45,053	164,412	189,515	7.52%
	410	CHEMICALS	53,838	41,132	58,078	50,000	25,784	51,568	60,000	20.00%
	511	LOCAL GOVT PROP INS FUND	5,375	6,883	7,236	6,000	0	6,498	6,000	0.00%
	513	LIABILITY INSURANCE	4,155	4,306	5,110	9,000	0	4,524	9,000	0.00%
	539	RENTALS/ LEASES	1,322	1,323	1,385	1,270	1,509	3,018	1,270	0.00%
	925	INTERDEPARTMENTAL CHARGES	138,848	107,811	101,541	98,128	55,427	104,453	104,372	6.36%
		TOTAL OTHER EXPENSES	\$501,658	\$402,270	\$442,447	\$474,238	\$181,333	\$470,551	\$532,732	12.33%
		SUBTOTAL	\$999,434	\$1,123,795	\$1,009,998	\$1,287,253	\$466,745	\$1,168,532	\$1,311,955	1.92%
40300	0000	DEPRECIATION	460,595	479,658	485,153	467,000	0	484,750	484,750	3.80%
40800	0000	TAXES	381,251	395,882	435,437	392,624	183,396	357,624	392,624	0.00%
		TOTAL OPERATING EXPENSES	\$1,841,280	\$1,999,335	\$1,930,588	\$2,146,877	\$650,141	\$2,010,906	\$2,189,329	1.98%

City of Ashland
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Wastewater Utility Enterprise Fund

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET	Percent Change
<u>Operating Revenues:</u>							
Bulk Waste Treatment	\$61,836	\$61,270	\$71,501	\$62,000	\$62,000	\$62,000	0.00%
Metered Customer Revenues	1,997,415	1,995,449	2,034,535	2,026,494	2,022,618	2,022,618	-0.19%
Other Operating Revenues	60,146	64,297	64,402	61,000	62,350	62,350	2.21%
Total Operating Revenues	\$2,119,397	\$2,121,016	\$2,170,438	\$2,149,494	\$2,146,968	\$2,146,968	-0.12%
<u>Non-Operating Income (Expense):</u>	(\$5,550)	(\$24,906)	\$620,973	(\$7,915)	\$658,772	(\$9,915)	25.27%
<u>Operating Expenses:</u>							
<u>Collection System</u>							
Collection Operation Labor & Expense	90,824	102,190	98,149	76,648	85,441	76,934	0.37%
Power & Fuel for Lift Stations	69,823	62,352	58,261	71,300	70,230	71,800	0.70%
Misc. Collection System Expense	15,559	13,028	13,380	16,330	13,500	16,330	0.00%
Maint. of Collection System	35,364	213,004	192,054	234,191	187,955	242,792	3.67%
Maint. of Lift Stn. Buildings & Grounds	12,182	6,703	10,511	15,887	8,074	9,833	-38.11%
Maint. of Lift Stn Equipment	27,072	43,157	52,308	40,197	40,790	43,038	7.07%
Maint. of Misc. Collection Equipment	2,710	2,489	4,473	10,387	4,091	4,895	-52.88%
Total Collection System Expense	\$253,534	\$442,923	\$429,136	\$464,941	\$410,081	\$465,622	0.15%
<u>Wastewater Treatment</u>							
Treatment Operation Labor & Expense	81,017	100,034	133,178	136,869	137,010	175,133	27.96%
Power & Fuel for WWTP	106,965	99,590	109,789	101,300	116,300	116,300	14.81%
Laboratory & Testing Expense	116,619	134,457	133,717	134,052	129,110	134,117	0.05%
Sludge Treatment/Disposal Expenses	35,735	61,204	51,264	59,474	53,270	52,922	-11.02%
Misc. Treatment Plant Expense	71,220	53,223	68,703	42,525	67,900	37,568	-11.66%
Disinfection Expense	16,976	2,379	12,208	17,559	9,585	17,533	-0.15%
Maint. of Treatment Buildings & Grounds	52,930	26,558	33,210	27,515	30,930	27,053	-1.68%
Maintenance of Treatment Equipment	98,913	109,432	97,015	72,373	82,018	72,344	-0.04%
Maint. of Misc. Plant Equipment	10,968	5,878	8,483	17,569	15,065	12,544	-28.60%
Utility Locates	0	0	0	17,640	17,640	19,058	8.04%
Total Wastewater Treatment Expense	\$591,343	\$592,755	\$647,567	\$626,876	\$658,828	\$664,572	6.01%
<u>Customer Accounts</u>							
Customer Billing & Accounting	\$65,212	\$65,654	\$63,265	\$69,947	\$83,826	\$76,077	8.76%
Meter Reading Expenses	15,048	24,221	19,462	16,616	16,933	11,881	-28.50%
Joint Meter Expenses	15,708	16,147	16,067	23,000	16,100	23,000	0.00%
Total Customer Accounts Expense	\$95,968	\$106,022	\$98,794	\$109,563	\$116,859	\$110,958	1.27%

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Administrative & General

	2019 ACTUAL	2019 ACTUAL	2019 ACTUAL	2020 BUDGET	2020 ESTIMATE	2021 BUDGET	Percent Change
Administrative & General Salaries	\$315,236	\$300,926	\$317,791	\$371,042	\$337,499	\$386,824	4.25%
Office Supplies & Expense	3,025	2,569	2,914	1,200	2,670	2,800	133.33%
Outside Professional Services	160,463	17,319	13,186	73,000	35,000	74,500	2.05%
Property Insurance	14,792	19,122	20,127	19,675	21,675	23,675	20.33%
Injuries & Damages	11,301	10,450	13,624	21,000	15,000	17,000	-19.05%
Employee Benefits	68,541	43,605	(6,929)	66,410	106,852	71,200	7.21%
Regulatory Expense	8,945	8,543	9,139	17,000	12,000	17,000	0.00%
Misc. General Expense	0	0	0	390	0	5,800	1387.18%
Maintenance of General Plant	2,548	2,595	2,942	2,685	2,700	2,900	8.01%
Rents	1,322	1,323	1,385	1,227	1,510	1,510	23.06%
Total Admin. & General Expense	\$586,173	\$406,452	\$374,179	\$573,629	\$534,906	\$603,209	5.16%
Total Direct Operating Expenses	\$1,527,018	\$1,548,152	\$1,549,676	\$1,775,010	\$1,720,674	\$1,844,361	3.91%
Other Operating Expenses (Credits)							0.00%
Depreciation Expense	\$730,176	\$842,337	\$843,245	\$845,000	\$842,750	\$842,750	-0.27%
Total Other Operating Expense	\$730,176	\$842,337	\$843,245	\$845,000	\$842,750	\$842,750	-0.27%
Total Operating Expenses	\$2,257,194	\$2,390,489	\$2,392,921	\$2,620,010	\$2,563,424	\$2,687,111	2.56%
Net Operating Income (Loss)	(\$137,797)	(\$269,473)	(\$222,483)	(\$470,515)	(\$416,456)	(\$540,143)	14.80%
Net Income (Loss)	(\$143,347)	(\$294,379)	\$398,490	(\$478,430)	\$242,316	(\$550,058)	14.97%

Adjust Net Income for Contributions in Aid of Construction - CIAC

CIAC is grant or contribution dollars received from other governmental agencies and other organizations to be used for capital projects.

CIAC - this contribution adds to revenue in the year received with only a small portion added to depreciation expense.

The below adjustment removes the CIAC activity for a better comparison of net operations from year to year.

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 ESTIMATE	2023 BUDGET	
Net Income (Loss)	(143,347)	(294,379)	398,490	(478,430)	242,316	(550,058)	14.97%
Remove-Contribution in aid of construction	1,768	(800)	(607,121)	(22,500)	(610,000)	(22,500)	0.00%
Depreciation on CIAC not available	0	0	0	0	0	0	0.00%
Net Income (Loss) removing CIAC	(\$141,579)	(\$295,179)	(\$208,631)	(\$500,930)	(\$367,684)	(\$572,558)	14.30%

City of Ashland
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Calculation of Adjusted Net Income available for Debt Service Payments & Capital Assets

Calculate Adjusted Net Income Available for Debt Service & Capital Assets

	2019	2020	2021	2022	2022	2023	Percent
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET	Change
Gross Operating Revenues	\$2,119,397	\$2,121,016	\$2,170,438	\$2,149,494	\$2,146,968	\$2,146,968	17.46%
Add: Interest/WC Dividend	40,563	16,624	21,730	14,585	7,185	7,585	-24.58%
Less: Operating Expenses	(2,257,194)	(2,390,489)	(2,392,921)	(2,620,010)	(2,563,424)	(2,687,111)	0.00%
Add: Depreciation	730,176	842,337	843,245	845,000	842,750	842,750	27.86%
Add: Special Assessments collected	0	0	0	0	10,000	10,000	-100.00%
Add: Pension & OPEB liability adjustment	156,800	119,378	89,819	140,000	150,000	150,000	600.00%
Subtotal - Cash Flow	789,742	708,866	732,311	529,070	593,479	470,192	0.00%
Less: Debt Payments	(200,647)	(114,006)	(113,822)	(151,905)	(130,145)	(202,092)	7.32%
Less: Provision-Collection sys/Other Asset	(259,000)	(259,000)	(164,000)	(98,000)	(98,000)	(89,500)	0.00%
Less: Equipment Replacement Reserve fun	(178,455)	(178,455)	(178,455)	(178,455)	(178,455)	(178,455)	46.18%
Adjusted Cash Flow Income (Loss)	\$151,640	\$157,405	\$276,034	\$100,710	\$186,879	\$145	0.00%

Calculation of Debt Service Payments using debt ratio of 110%

	2019	2020	2021	2022	2022	2023	Percent
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET	Change
Principal and Interest Payments							
2014 CWF Bonds - Force Main	\$38,915	\$38,906	\$38,897	\$38,888	\$38,888	\$38,878	-0.03%
2016 CWF Bonds - 6th St W	11,835	11,853	11,851	11,849	11,849	11,847	-0.02%
2018 USDA-RD SCADA	63,082	63,247	63,074	63,168	63,732	63,525	0.57%
2022A CWF-Sewer Rehab-2021	0	0	0	38,000	15,676	17,842	-53.05%
2022B CWF-Sewer Rehab-2022	0	0	0	0	0	70,000	0.00%
2009A GO Refunding Bonds	17,827	0	0	0	0	0	0.00%
2009B GO BAB Bonds	68,988	0	0	0	0	0	0.00%
Total Principal and Interest Payments	\$200,647	\$114,006	\$113,822	\$151,905	\$130,145	\$202,092	33.04%
Debt Service Coverage Ratio	110%	110%	110%	110%	110%	110%	
Calculated Minimum Net Income	\$220,712	\$125,407	\$125,204	\$167,096	\$143,160	\$222,301	33.04%

Compare Adjusted Net Income Calculation to Debt Service Payments @110%

	2019	2020	2021	2022	2022	2023	Percent
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET	Change
Adjusted Net Income available for debt payments	789,742	708,866	732,311	529,070	593,479	470,192	0.00%
Calculated Minimum Debt Coverage Net Income	(220,712)	(125,407)	(125,204)	(167,096)	(143,160)	(222,301)	7.32%
Adj Net Income Over minimum calculated	\$569,030	\$583,459	\$607,107	\$361,974	\$450,320	\$247,891	0.00%

City of Ashland
2023 Detail Preliminary
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				2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 Actual Jan to June	2022 Yr End Estimate	2023 BUDGET	PERCENT CHANGE
<u>Operating Revenues:</u>											
Waste Treatment											
690	46411	4600	UN-METERED/BULK TREATMENT	61,836	61,270	71,501	62,000	56,011	62,000	62,000	0.00%
690	46411	4611	METERED RESIDENTIAL	1,010,235	1,029,138	1,023,258	1,027,532	505,268	1,008,595	1,008,595	-1.84%
690	46411	4612	METERED COMMERCIAL	796,979	804,243	840,099	833,616	412,949	839,280	839,280	0.68%
690	46411	4613	METERED INDUSTRIAL	43,299	41,593	41,775	42,538	20,562	43,244	43,244	1.66%
690	46411	4614	METERED PUBLIC AUTHORITY	131,962	108,955	114,066	108,574	56,245	114,898	114,898	5.82%
690	46411	4615	METERED SUBURBAN	14,940	11,520	15,337	14,234	7,367	16,601	16,601	16.62%
			Metered Revenue	1,997,415	1,995,449	2,034,535	2,026,494	1,002,391	2,022,618	2,022,618	-0.19%
Total Waste Treatment				\$2,059,251	\$2,056,719	\$2,106,036	\$2,088,494	\$1,058,402	\$2,084,618	\$2,084,618	-0.19%
Other Operating Revenues											
690	46412	4700	FORFEITED DISCOUNTS	8,027	4,888	7,226	8,000	3,328	9,350	9,350	16.88%
690	46412	4710	MISC. SERVICE REVENUES	52,119	59,409	57,176	53,000	26,245	53,000	53,000	0.00%
Total Other Revenues				\$60,146	\$64,297	\$64,402	\$61,000	\$29,573	\$62,350	\$62,350	2.21%
Total Operating Revenues				\$2,119,397	\$2,121,016	\$2,170,438	\$2,149,494	\$1,087,975	\$2,146,968	\$2,146,968	-0.12%

Non-Operating Income (Expense):

				2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 Actual Jan to June	2022 Yr End Estimate	2023 BUDGET	PERCENT CHANGE
											N/A
690	46412	4711	CIAC	(1,768)	800	607,121	22,500	0	610,000	22,500	0.00%
690	46413	4190	INTEREST INCOME	35,948	12,615	3,644	11,000	0	3,600	4,000	-63.64%
690	46413	4191	NON-OPERATING			52	0	0	0	0	
690	46413	4270	INTEREST EXP. ON LT DEBT	(43,200)	(42,330)	(38,278)	(45,000)	0	(41,013)	(60,000)	33.33%
690	46413	4300	INTEREST EXP. ON G.O. DEBT	(1,145)	0	0	0	0	0	0	N/A
690	46413	4301	INTEREST SUBSIDY	552	0	0	0	0	0	0	N/A
690	46413	4340	MISC. CREDITS TO SURPLUS	0	0	14,150	0	0	0	0	N/A
690	46413	4150	JOBGING-SPECIAL ASSESSMENTS		0	30,400	0	0	82,600	20,000	#DIV/0!
690	48910	0000	INSURANCE DIVIDENDS/MISC	4,063	4,009	3,884	3,585	3,093	3,585	3,585	0.00%
Total Non-Operating Income/(Exp)				(\$5,550)	(\$24,906)	\$620,973	(\$7,915)	\$3,093	\$658,772	(\$9,915)	25.27%

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Operating Expenses:

Collection System

Collection Operation Labor & Expense

	2019	2020	2021	2022	2022 Actual	2022 Yr End	2023	PERCENT
	ACTUAL	ACTUAL	ACTUAL	BUDGET	Jan to June	Estimate	BUDGET	CHANGE
690 82100 111 WAGES	56,183	61,508	61,643	45,803	28,924	52,700	47,524	3.76%
690 82100 112 OVERTIME WAGES	190	2,165	373	263	1,519	1,520	675	157.14%
690 82100 125 WAGES/TEMP	370	0	0	0	0	0	0	N/A
690 82100 131 LONGEVITY	0	289	567	0	0	0	0	N/A
690 82100 136 CLOTHING ALLOWANCE	900	900	900	450	595	900	450	0.00%
690 82100 151 SOCIAL SECURITY	4,312	4,675	4,687	3,654	2,314	3,670	3,736	2.22%
690 82100 152 EMPLOYER RETIREMENT	3,825	4,322	4,278	3,202	1,975	3,202	3,343	4.43%
690 82100 157 HSA CONTRIBUTION	2,236	2,529	2,304	1,717	969	1,890	1,708	-0.50%
690 82100 154 MEDICAL & DENTAL INS	15,726	16,958	16,994	14,058	13,789	14,058	12,063	-14.20%
690 82100 155 LIFE INSURANCE	125	167	196	109	13	109	77	-28.94%
690 82100 156 WORKERS COMPENSATION	2,464	2,677	2,349	1,892	0	1,892	1,857	-1.85%
690 82100 400 NON-LABOR M&S	4,493	6,000	3,858	5,500	3,012	5,500	5,500	0.00%
Total	\$90,824	\$102,190	\$98,149	\$76,648	\$53,110	\$85,441	\$76,934	0.37%

Power & Fuel for Lift Stations

690 82200 222 ELECTRICITY	59,100	54,745	48,921	61,500	19,977	60,000	61,500	0.00%
690 82200 224 NATURAL GAS	9,559	6,705	8,792	9,000	7,984	9,430	9,500	5.56%
690 82200 342 GAS & DIESEL FUEL	1,164	902	548	800	0	800	800	0.00%
Total	\$69,823	\$62,352	\$58,261	\$71,300	\$27,961	\$70,230	\$71,800	0.70%

Misc. Collection System Expense

690 82300 400 NON-LABOR M&S	15,559	13,028	13,380	16,330	7,411	13,500	16,330	0.00%
Total	\$15,559	\$13,028	\$13,380	\$16,330	\$7,411	\$13,500	\$16,330	0.00%

Maint. of Collection System

690 82500 111 WAGES	15,151	16,656	14,263	23,764	9,301	8,897	33,946	42.84%
690 82500 112 OVERTIME WAGES	338	2,648	150	21	0	880	1,350	6328.57%
690 82500 125 WAGES/TEMP	1,818	37	56	17,626	0	0	11,222	-36.33%
690 82500 151 SOCIAL SECURITY	1,255	1,396	1,056	1,896	690	713	2,668	40.73%
690 82500 152 EMPLOYER RETIREMENT	1,001	1,318	973	1,661	604	655	2,388	43.77%
690 82500 157 HSA CONTRIBUTION	599	1,070	470	891	287	458	1,220	36.99%
690 82500 154 MEDICAL & DENTAL INS	4,085	7,021	3,533	7,294	1,981	2,548	8,616	18.13%
690 82500 155 LIFE INSURANCE	14	28	16	56	9	4	55	-2.17%
690 82500 156 WORKERS COMPENSATION	748	735	542	982	0	300	1,326	35.13%
690 82500 400 NON-LABOR M&S	10,355	182,095	170,995	180,000	318	173,500	180,000	0.00%
Total	\$35,364	\$213,004	\$192,054	\$234,191	\$13,190	\$187,955	\$242,792	3.67%

Maint. of Lift Stn. Buildings & Grounds

690 82600 111 WAGES	4,186	3,581	5,892	8,822	1,972	4,680	5,092	-42.28%
690 82600 112 OVERTIME WAGES	0	282	148	21	148	150	0	N/A
690 82600 125 WAGES/TEMP	34	0	0	0	0	0	0	N/A
690 82600 151 SOCIAL SECURITY	310	281	434	704	150	300	400	-43.14%
690 82600 152 EMPLOYER RETIREMENT	274	261	407	617	138	270	358	-41.91%
690 82600 157 HSA CONTRIBUTION	169	151	208	331	116	170	183	-44.65%
690 82600 154 MEDICAL & DENTAL INS	950	735	1,555	2,708	610	1,090	1,292	-52.27%
690 82600 155 LIFE INSURANCE	6	5	14	21	11	14	8	-60.47%
690 82600 156 WORKERS COMPENSATION	186	143	221	364	0	200	199	-45.40%
690 82600 400 NON-LABOR M&S	6,067	1,264	1,632	2,300	191	1,200	2,300	0.00%
Total	\$12,182	\$6,703	\$10,511	\$15,887	\$3,336	\$8,074	\$9,833	-38.11%

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Collection System

				2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 Actual Jan to June	2022 Yr End Estimate	2023 BUDGET	PERCENT CHANGE
<u>Maint. of Lift Stn Equipment</u>											
690	82700	111	WAGES	6,436	13,493	14,580	13,738	2,728	15,000	13,578	-1.16%
690	82700	112	OVERTIME WAGES	71	184	0	71	726	900	450	530.25%
690	82700	125	WAGES/TEMP	34	0	0	0	0	0	0	N/A
690	82700	151	SOCIAL SECURITY	473	998	1,057	1,096	248	840	1,067	-2.62%
690	82700	152	EMPLOYER RETIREMENT	425	925	984	960	224	760	955	-0.52%
690	82700	157	HSA CONTRIBUTION	263	575	651	515	183	630	488	-5.21%
690	82700	154	MEDICAL & DENTAL INS	1,802	3,598	4,268	4,217	931	3,140	3,446	-18.26%
690	82700	155	LIFE INSURANCE	8	41	63	33	18	40	22	-32.30%
690	82700	156	WORKERS COMPENSATION	298	524	553	567	0	480	531	-6.50%
690	82700	400	NON-LABOR M&S	17,262	22,819	30,152	19,000	17,791	19,000	22,500	18.42%
Total				\$27,072	\$43,157	\$52,308	\$40,197	\$22,849	\$40,790	\$43,038	7.07%

Maint. of Misc. Collection Equipment

690	82800	111	WAGES	1,601	1,372	2,182	6,511	1,189	2,180	3,055	-53.08%
690	82800	112	OVERTIME WAGES	0	266	75	0	78	150	0	N/A
690	82800	125	TEMPORARY WAGES	17	0	0	0	0	0	0	N/A
690	82800	151	SOCIAL SECURITY	114	122	160	519	91	150	240	-53.77%
690	82800	152	EMPLOYER RETIREMENT	103	112	152	455	82	155	215	-52.77%
690	82800	157	HSA CONTRIBUTION	74	40	144	244	75	150	110	-55.00%
690	82800	154	MEDICAL & DENTAL INS	522	343	700	1,998	339	700	775	-61.20%
690	82800	155	LIFE INSURANCE	2	1	11	15	6	11	5	-67.86%
690	82800	156	WORKERS COMPENSATION	73	63	84	269	0	95	119	-55.61%
690	82800	400	NON-LABOR M&S	204	170	965	375	369	500	375	0.00%
Total				\$2,710	\$2,489	\$4,473	\$10,387	\$2,229	\$4,091	\$4,895	-52.88%

Total Collection System Expense

\$253,534	\$442,923	\$429,136	\$464,941	\$130,086	\$410,081	\$465,622	0.15%
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Wastewater Treatment

Treatment Operation Labor & Expense

				2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 Actual Jan to June	2022 Yr End Estimate	2023 BUDGET	PERCENT CHANGE
690	83100	111	WAGES	24,572	30,372	29,803	48,310	12,632	29,500	48,882	1.18%
690	83100	112	OVERTIME WAGES	606	1,925	1,200	508	561	1,140	900	77.10%
690	83100	125	TEMPORARY WAGES	34	0	0	0	0	0	0	N/A
690	83100	131	LONGEVITY PAY	0	0	47	4,570	0	0	1,916	-58.08%
690	83100	136	CLOTHING ALLOWANCE	450	450	450	0	0	450	0	N/A
690	83100	151	SOCIAL SECURITY	1,881	2,418	2,299	3,854	971	2,300	3,842	-0.31%
690	83100	152	EMPLOYER RETIREMENT	1,669	2,225	2,123	3,377	858	1,920	3,439	1.84%
690	83100	157	HSA CONTRIBUTION	920	1,106	1,006	1,811	444	900	1,757	-2.96%
690	83100	154	MEDICAL & DENTAL INS	5,761	6,831	7,114	14,828	2,712	7,000	12,407	-16.33%
690	83100	155	LIFE INSURANCE	19	16	24	115	14	100	79	-30.70%
690	83100	156	WORKERS COMPENSATION	1,063	1,321	1,141	1,996	0	1,200	1,910	-4.28%
690	83100	400	NON-LABOR M&S	5,021	3,367	5,099	7,500	3,252	7,500	12,500	66.67%
690	83100	410	TREATMENT CHEMICALS: ALU	39,021	50,003	82,872	50,000	53,871	85,000	87,500	75.00%
Total				\$81,017	\$100,034	\$133,178	\$136,869	\$75,315	\$137,010	\$175,133	27.96%

Power & Fuel for WWTP

690	83200	222	ELECTRICITY	78,799	75,427	76,616	76,000	38,010	76,000	76,000	0.00%
690	83200	224	NATURAL GAS	28,095	24,159	32,975	25,000	35,940	40,000	40,000	60.00%
690	83200	342	GAS & DIESEL FUEL/GENERATOR	71	4	198	300	0	300	300	0.00%
690	83200	400	POWER FOR WWTP	0	0	0	0	0	0	0	N/A
Total				\$106,965	\$99,590	\$109,789	\$101,300	\$73,950	\$116,300	\$116,300	14.81%

City of Ashland
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Wastewater Treatment

Laboratory & Testing Expense

				2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 Actual Jan to June	2022 Yr End Estimate	2023 BUDGET	PERCENT CHANGE
690	83300	111	WAGES	64,559	71,166	66,465	72,628	36,491	72,628	75,700	4.23%
690	83300	112	OVERTIME WAGES	0	4,661	524	466	0	466	225	-51.74%
690	83300	131	LONGEVITY	1,071	1,093	1,336	0	876	1,300	0	N/A
690	83300	136	CLOTHING ALLOWANCE	443	450	450	0	0	450	0	N/A
690	83300	151	SOCIAL SECURITY	4,979	5,858	5,105	5,795	2,774	5,795	5,950	2.69%
690	83300	152	EMPLOYER RETIREMENT	4,323	5,235	4,638	5,077	2,429	5,077	5,326	4.90%
690	83300	157	HSA CONTRIBUTION	3,395	3,501	3,265	2,722	1,328	2,722	2,721	-0.04%
690	83300	154	MEDICAL & DENTAL INS	16,768	19,476	18,489	22,292	7,455	15,000	19,214	-13.81%
690	83300	155	LIFE INSURANCE	57	57	67	172	33	172	123	-28.61%
690	83300	156	WORKERS COMPENSATION	2,957	3,026	2,570	3,000	0	3,000	2,958	-1.40%
690	83300	213	OUTSIDE SERVICES	3,954	4,401	6,755	4,500	3,993	5,100	4,500	0.00%
690	83300	400	NON-LABOR M&S	14,113	15,533	24,053	17,400	8,675	17,400	17,400	0.00%
Total				\$116,619	\$134,457	\$133,717	\$134,052	\$64,054	\$129,110	\$134,117	0.05%

Sludge Treatment/Disposal Expenses

690	83400	111	WAGES	12,621	17,195	19,875	22,807	8,083	18,500	19,249	-15.60%
690	83400	112	OVERTIME WAGES	315	35	0	143	0	0	0	N/A
690	83400	125	TEMPORARY WAGES	462	74	111	0	0	0	0	N/A
690	83400	151	SOCIAL SECURITY	980	1,250	1,443	1,413	576	730	1,094	-22.57%
690	83400	152	EMPLOYER RETIREMENT	847	1,163	1,342	1,238	526	660	979	-20.90%
690	83400	157	HSA CONTRIBUTION	443	490	1,035	664	346	430	500	-24.63%
690	83400	154	MEDICAL & DENTAL INS	3,368	4,075	5,968	5,436	2,103	5,200	3,533	-35.01%
690	83400	155	LIFE INSURANCE	14	18	77	42	25	50	23	-46.17%
690	83400	156	WORKERS COMPENSATION	594	671	751	732	0	700	544	-25.66%
690	83400	400	NON-LABOR M&S	2,784	31,820	11,794	18,000	66	18,000	18,000	0.00%
690	83400	410	PRESS CHEMICALS: POLYMER	13,307	4,413	8,868	9,000	0	9,000	9,000	0.00%
Total				\$35,735	\$61,204	\$51,264	\$59,474	\$11,725	\$53,270	\$52,922	-11.02%

Misc. Treatment Plant Expense

690	83500	111	WAGES	24,856	20,709	31,528	13,347	15,453	30,906	10,523	-21.16%
690	83500	112	OVERTIME WAGES	71	1,907	323	0	148	296	0	N/A
690	83500	125	TEMPORARY WAGES	1,122	0	0	0	0	0	0	N/A
690	83500	151	SOCIAL SECURITY	1,895	1,656	2,339	1,065	1,152	2,304	827	-22.32%
690	83500	152	EMPLOYER RETIREMENT	1,628	1,533	2,149	933	1,014	2,028	740	-20.65%
690	83500	157	HSA CONTRIBUTION	828	866	1,074	500	554	1,108	378	-24.39%
690	83500	154	MEDICAL & DENTAL INS	6,390	6,112	7,355	4,097	4,011	8,022	2,671	-34.80%
690	83500	155	LIFE INSURANCE	16	17	21	32	18	36	17	-46.00%
690	83500	156	WORKERS COMPENSATION	1,134	880	1,203	551	0	1,200	411	-25.42%
690	83500	400	NON-LABOR M&S	33,280	19,543	22,711	22,000	9,984	22,000	22,000	0.00%
Total				\$71,220	\$53,223	\$68,703	\$42,525	\$32,334	\$67,900	\$37,568	-11.66%

Disinfection Expense

690	83600	111	WAGES	1,994	775	4,482	4,916	940	1,000	5,092	3.59%
690	83600	112	OVERTIME WAGES	0	144	0	0	0	0	0	N/A
690	83600	151	SOCIAL SECURITY	144	63	328	392	70	210	400	2.05%
690	83600	152	EMPLOYER RETIREMENT	131	62	302	344	61	190	358	4.26%
690	83600	157	HSA CONTRIBUTION	124	30	354	184	55	80	183	-0.66%
690	83600	154	MEDICAL & DENTAL INS	483	292	956	1,509	239	550	1,292	-14.34%
690	83600	155	LIFE INSURANCE	5	2	5	12	2	5	8	-29.05%
690	83600	156	WORKERS COMPENSATION	82	40	166	203	0	50	199	-2.01%
690	83600	400	NON-LABOR M&S	14,013	971	5,615	10,000	1,727	7,500	10,000	0.00%
Total				\$16,976	\$2,379	\$12,208	\$17,559	\$3,094	\$9,585	\$17,533	-0.15%

Maint. of Treatment Buildings & Grounds

690	83700	111	WAGES	21,420	11,272	10,373	8,139	5,936	11,000	8,147	0.10%
690	83700	112	OVERTIME WAGES	71	645	75	0	0	0	0.00	N/A
690	83700	125	WAGES/TEMP	3,367	884	999	0	117	1,000	0	N/A
690	83700	151	SOCIAL SECURITY	1,797	919	836	649	449	900	640	-1.38%
690	83700	152	EMPLOYER RETIREMENT	1,405	808	635	569	308	640	573	0.75%
690	83700	157	HSA CONTRIBUTION	1,141	480	352	305	164	420	293	-4.00%
690	83700	154	MEDICAL & DENTAL INS	5,992	3,725	2,287	2,498	742	1,500	2,068	-17.22%
690	83700	155	LIFE INSURANCE	106	43	40	19	18	40	13	-31.44%
690	83700	156	WORKERS COMPENSATION	1,082	509	429	336	0	430	318	-5.30%
690	83700	400	NON-LABOR M&S	16,549	7,273	17,184	15,000	4,979	15,000	15,000	0.00%
Total				\$52,930	\$26,558	\$33,210	\$27,515	\$12,713	\$30,930	\$27,053	-1.68%

City of Ashland
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Wastewater Treatment

Maintenance of Treatment Equipment

690	83800	111	WAGES
690	83800	112	OVERTIME WAGES
690	83800	125	WAGES/TEMP
690	83800	131	LONGEVITY
690	83800	136	CLOTHING ALLOWANCE
690	83800	151	SOCIAL SECURITY
690	83800	152	EMPLOYER RETIREMENT
690	83800	157	HSA CONTRIBUTION
690	83800	154	MEDICAL & DENTAL INS
690	83800	155	LIFE INSURANCE
690	83800	156	WORKERS COMPENSATION
690	83800	400	NON-LABOR M&S
Total			

2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 Actual Jan to June	2022 Yr End Estimate	2023 BUDGET	PERCENT CHANGE
27,971	43,415	42,338	28,810	16,903	33,806	29,872	3.69%
180	2,542	187	370	1,774	2,000	450	21.75%
510	0	0	0	0	0	0	N/A
1,126	1,148	1,171	0	480	1,180	0	N/A
450	450	450	2,700	134	450	2,700	0.00%
2,212	3,449	3,220	2,299	3,644	7,288	2,348	2.15%
1,964	3,195	2,977	2,014	1,254	2,508	2,102	4.36%
1,377	2,278	2,145	1,080	746	1,492	1,074	-0.56%
7,983	12,828	12,417	8,843	3,402	6,804	7,582	-14.26%
112	266	248	68	45	90	49	-28.98%
1,444	1,830	1,648	1,190	0	1,400	1,167	-1.91%
53,584	38,031	30,214	25,000	14,841	25,000	25,000	0.00%
\$98,913	\$109,432	\$97,015	\$72,373	\$43,223	\$82,018	\$72,344	-0.04%

Maint. of Misc. Plant Equipment

690	83900	111	WAGES
690	83900	112	OVERTIME WAGES
690	83900	125	WAGES/TEMP
690	83900	151	SOCIAL SECURITY
690	83900	152	EMPLOYER RETIREMENT
690	83900	157	HSA CONTRIBUTION
690	83900	154	MEDICAL & DENTAL INS
690	83900	155	LIFE INSURANCE
690	83900	156	WORKERS COMPENSATION
690	83900	400	NON-LABOR M&S
Total			

5,623	3,999	5,331	10,255	2,300	10,400	6,789	-33.79%
71	0	0	0	0	0	0	N/A
689	0	0	0	0	0	0	N/A
469	297	389	818	166	490	534	-34.77%
369	275	359	717	149	430	478	-33.36%
179	61	115	384	147	160	244	-36.51%
1,091	865	1,088	3,147	563	1,500	1,723	-45.25%
3	1	4	24	5	10	11	-54.65%
280	158	186	424	0	275	265	-37.37%
2,194	222	1,011	1,800	333	1,800	2,500	38.89%
\$10,968	\$5,878	\$8,483	\$17,569	\$3,663	\$15,065	\$12,544	-28.60%

Utility Locates

690	88300	111	WAGES
690	88300	112	OVERTIME WAGES
690	88300	151	SOCIAL SECURITY
690	88300	152	EMPLOYER RETIREMENT
690	88300	157	HSA CONTRIBUTION
690	88300	154	MEDICAL & DENTAL INS
690	88300	155	LIFE INSURANCE
690	88300	156	WORKERS COMPENSATION
690	88300	400	NON-LABOR M&S
		925	INTERDEPARTMENTAL -WATER
Total			

			22,788	7,903	22,788	25,460	11.72%
			237	0	237	450	89.63%
			1,818	576	1,818	2,001	10.07%
			1,593	513	1,593	1,791	12.45%
			854	303	854	915	7.14%
			6,994	2,345	6,994	6,462	-7.61%
			54	110	54	41	-23.48%
			941	0	941	995	5.69%
				0	0		N/A
			(17,640)	0	(17,640)	(19,058)	8.04%
\$0	\$0	\$0	\$17,640	\$11,750	\$17,640	\$19,058	8.04%

Total Wastewater Treatment Expense

\$591,343	\$592,755	\$647,567	\$626,876	\$331,821	\$658,828	\$664,572	6.01%
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City of Ashland
2023 Detail Preliminary
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Customer Accounts

				2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 Actual Jan to June	2022 Yr End Estimate	2023 BUDGET	PERCENT CHANGE
Customer Billing & Accounting											
690	84000	111	WAGES		7,525	9,198	26,500	10,316	20,632	23,400	-11.70%
690	84000	131	LONGEVITY		100	102		0	0	0	N/A
690	84000	151	SOCIAL SECURITY		563	685	779	771	1,542	800	2.73%
690	84000	152	EMPLOYER RETIREMENT		515	627	683	671	1,342	716	4.95%
690	84000	157	HSA CONTRIBUTION		565	702	366	617	1,234	366	0.00%
690	84000	154	MEDICAL & DENTAL INS		3,166	4,090	2,998	5,097	10,194	2,585	-13.77%
690	84000	155	LIFE INSURANCE		13	25	23	17	34	17	-28.58%
690	84000	156	WORKERS COMPENSATION		410	350	403	0	403	398	-1.36%
690	84000	400	MATERIALS					3,720	10,250	10,250	
690	84000	925	INTERDEPARTMENTAL CHARG	65,212	52,797	47,486	38,195	19,097	38,195	37,545	-1.70%
Total				\$65,212	\$65,654	\$63,265	\$69,947	\$40,306	\$83,826	\$76,077	8.76%

Meter Reading Expenses

690	84200	111	WAGES		11,976	9,389	16,616	4,011	9,982	11,881	-28.50%
690	90200	131	LONGEVITY		100	102	0	0	0	0	N/A
690	90200	136	CLOTHING REIMB		225	225	0	0	0	0	N/A
690	84200	151	SOCIAL SECURITY		908	716	0	296	726	0	N/A
690	84200	152	EMPLOYER RETIREMENT		830	656	0	261	681	0	N/A
690	84200	157	HSA CONTRIBUTION		826	702	0	242	750	0	N/A
690	84200	154	MEDICAL & DENTAL INS		4,992	4,191	0	1,644	4,371	0	N/A
690	84200	155	LIFE INSURANCE		19	25	0	11	23	0	N/A
690	84200	156	WORKERS COMPENSATION		415	365	0	0	400	0	N/A
690	84200	925	INTERDEPARTMENTAL CHARG	15,048	3,930	3,091	0	0	0	0	N/A
Total				\$15,048	\$24,221	\$19,462	\$16,616	\$6,465	\$16,933	\$11,881	-28.50%

Joint Meter Expenses

690	84400	925	INTERDEPARTMENTAL CHARG	15,708	16,147	16,067	23,000	0	16,100	23,000	0.00%
Total				\$15,708	\$16,147	\$16,067	\$23,000	\$0	\$16,100	\$23,000	0.00%
Total Customer Accounts Expense				\$95,968	\$106,022	\$98,794	\$109,563	\$46,771	\$116,859	\$110,958	1.27%

Administrative & General

				2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 Actual Jan to June	2022 Yr End Estimate	2023 BUDGET	PERCENT CHANGE
690	85000	111	WAGES	91,529	82,197	79,811	118,410	46,370	92,740	98,602	-16.73%
690	85000	125	WAGES/TEMP	1,564	0	0	0	18	40	21,632	#DIV/0!
690	85000	131	LONGEVITY	556	594	606	968	12	600	1,058	9.33%
690	85000	138	ACCR SICK/VACATION	805	2,636	3,674	0	0	3,600	3,600	#DIV/0!
690	85000	151	SOCIAL SECURITY	6,952	6,385	6,213	8,924	4,232	8,464	8,787	-1.53%
690	85000	152	EMPLOYER RETIREMENT	5,628	5,295	5,379	7,372	2,820	5,640	6,462	-12.34%
690	85000	157	HSA CONTRIBUTION	3,176	2,966	2,819	4,650	1,480	2,960	5,100	9.68%
690	85000	154	MEDICAL & DENTAL INS	17,153	15,810	15,141	32,361	8,023	16,046	29,646	-8.39%
690	85000	155	LIFE INSURANCE	229	228	239	354	56	112	110	-68.86%
690	85000	156	WORKERS COMPENSATION	2,759	2,150	1,933	2,848	0	2,175	2,250	-20.98%
690	85000	190	POST-EMPLOYMENT HEALTH I	130,847	120,773	142,808	120,000	0	130,000	130,000	8.33%
690	85000	400	NON-LABOR M&S	1,368	1,944	905	2,631	417	2,600	2,631	0.00%
690	85000	925	INTERDEPARTMENTAL CHARG	52,670	59,948	58,263	72,525	36,261	72,522	76,945	6.09%
Total				\$315,236	\$300,926	\$317,791	\$371,042	\$99,689	\$337,499	\$386,824	4.25%

Office Supplies & Expense

690	85100	400	NON-LABOR M&S	3,025	2,569	2,914	1,200	1,398	2,670	2,800	133.33%
Total				\$3,025	\$2,569	\$2,914	\$1,200	\$1,398	\$2,670	\$2,800	133.33%

Outside Professional Services

690	85200	210	OTHER PROFESSIONAL	0	0	0	3,500	0	5,000	5,000	42.86%
690	85200	210	ATTORNEY & ENGINEERING ST	144,848	3,006	5,570	59,500	4,506	25,000	59,500	0.00%
690	85200	213	PROFESSIONAL SERV ENGINEE	15,615	14,313	7,616	10,000	0	5,000	10,000	0.00%
Total				\$160,463	\$17,319	\$13,186	\$73,000	\$4,506	\$35,000	\$74,500	2.05%

Property Insurance

690	85310	511	LOCAL GOVT. PROP INS FUND	14,792	19,122	20,127	18,000	0	20,000	22,000	22.22%
690	85310	514	OTHER CARRIERS	0	0	0	1,675	0	1,675	1,675	0.00%
Total				\$14,792	\$19,122	\$20,127	\$19,675	\$0	\$21,675	\$23,675	20.33%

Injuries & Damages

690	85320	513	LIABILITY INSURANCE	11,301	10,450	13,624	21,000	0	15,000	17,000	-19.05%
Total				\$11,301	\$10,450	\$13,624	\$21,000	\$0	\$15,000	\$17,000	-19.05%

City of Ashland
2023 Detail Preliminary
Wastewater Utility Enterprise Fund

				2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 Actual Jan to June	2022 Yr End Estimate	2023 BUDGET	PERCENT CHANGE
<u>Employee Benefits</u>											
690	85400	131	LONGEVITY	0	0	0	0	0	0	0	N/A
690	85400	133	RETIREMENT PAYOUT	0	0	0	0	38,944	38,944	0	N/A
690	85000	138	ACCR SICK/VACATION	0	0	0	0	0	0	0	N/A
690	85400	152	PENSION	25,953	(1,395)	(52,989)	20,000	0	20,000	20,000	0.00%
690	85400	157	HSA CONTRIBUTION	0	0	0	0	0	0	0	N/A
690	85400	154	RETIREE HEALTH/DENTAL	42,588	45,000	46,060	46,410	23,954	47,908	51,200	10.32%
690	85400	155	LIFE	0	0	0	0	0	0	0	N/A
690	85400	158	RETIREE'S HRA	0	0	0	0	0	0	0	N/A
690	85400	190	POST EMPLOYMENT	0	0	0	0	0	0	0	N/A
690	85400	400	MATERIALS	0	0	0	0	0	0	0	N/A
Total				\$68,541	\$43,605	(\$6,929)	\$66,410	\$62,898	\$106,852	\$71,200	7.21%
<u>Regulatory Expense</u>											
690	85500	210	PROFESSIONAL SERVICES	0	0	0	5,000	0	0	5,000	0.00%
690	85500	400	NON-LABOR M&S	8,945	8,543	9,139	12,000	7,763	12,000	12,000	0.00%
Total				\$8,945	\$8,543	\$9,139	\$17,000	\$7,763	\$12,000	\$17,000	0.00%
<u>Misc. General Expense</u>											
690	85600	400		0	0	0	390	0	0	750	92.31%
690	85600	925	INTERDEPARTMENTAL CHARGES	0	0	0	0			5,050	N/A
Total				\$0	\$0	\$0	\$390	\$0	\$0	\$5,800	1387.18%
<u>Maintenance of General Plant</u>											
690	85700	400	NON-LABOR M&S	0	0		0	0	0	0	N/A
690	85700	925	INTERDEPARTMENTAL CHARGES	2,548	2,595	2,942	2,685	0	2,700	2,900	8.01%
Total				\$2,548	\$2,595	\$2,942	\$2,685	\$0	\$2,700	\$2,900	8.01%
<u>Rents</u>											
690	85800	539	RENTALS/LEASES	1,322	1,323	1,385	1,227	1,509	1,510	1,510	23.06%
690	85800	925	INTERDEPARTMENTAL CHARGES	0	0	0	0	0	0	0	N/A
Total				\$1,322	\$1,323	\$1,385	\$1,227	\$1,509	\$1,510	\$1,510	23.06%
Total Admin. & General Expense				\$586,173	\$406,452	\$374,179	\$573,629	\$177,763	\$534,906	\$603,209	5.16%
<u>Other Operating Expenses (Credits)</u>											
<u>Depreciation Expense</u>											
690	40300		DEPRECIATION ON PLANT	713,406	823,695	823,493	823,000	0	823,000	823,000	0.00%
690	40300		INTERDEPARTMENTAL CHARGES	16,770	18,642	19,752	22,000	0	19,750	19,750	-10.23%
Total				\$730,176	\$842,337	\$843,245	\$845,000	\$0	\$842,750	\$842,750	-0.27%
Total Other Operating Expense				\$730,176	\$842,337	\$843,245	\$845,000	\$0	\$842,750	\$842,750	-0.27%
Total Operating Expenses				\$2,257,194	\$2,390,489	\$2,392,921	\$2,620,010	\$686,441	\$2,563,424	\$2,687,111	2.56%
Net Operating Income (Loss)				(\$137,797)	(\$269,473)	(\$222,483)	(\$470,515)	\$401,534	(\$416,456)	(\$540,143)	14.80%
Net Income (Loss)				(\$143,347)	(\$294,379)	\$398,490	(\$478,430)	\$404,627	\$242,316	(\$550,058)	14.97%
				(143,347)	(294,379)	398,490	(478,430)	404,627			

City of Ashland
2023 Detail Preliminary
Wastewater Utility Enterprise Fund

WASTEWATER - OBJECT CODE SUMMARY		2019	2020	2021	2022	2022 Actual	2022 Yr End	2023	PERCENT
Labor		ACTUAL	ACTUAL	ACTUAL	BUDGET	Jan to June	Estimate	BUDGET	CHANGE
111	WAGES	358,702	397,211	407,153	492,164	211,452	437,339	466,793	-5.15%
112	OVERTIME WAGES	1,913	17,404	3,055	2,100	4,954	7,739	4,500	114.29%
125	TEMPORARY WAGES	10,021	995	1,166	17,626	135	1,040	32,854	86.40%
131	LONGEVITY	2,753	3,324	3,931	5,538	1,368	3,080	2,974	-46.30%
136	CLOTHING ALLOW	2,243	2,475	2,475	3,150	729	2,250	3,150	0.00%
138	ACCR SICK/VACATION	805	2,636	3,674	0	0	3,600	3,600	#DIV/0!
151	SOCIAL SECURITY	27,773	31,238	30,967	35,676	19,170	38,240	35,336	-0.95%
152	EMPLOYER RETIREMENT	49,545	26,679	(25,008)	50,810	13,887	47,751	50,225	-1.15%
157	HSA DEDUCTIBLE	14,924	17,534	17,346	17,219	8,056	16,409	17,242	0.13%
154	MEDICAL & DENTAL INS	130,662	151,827	152,206	181,686	79,940	152,625	166,576	-8.32%
155	LIFE INSURANCE	716	922	1,075	1,150	411	904	659	-42.67%
156	WORKERS COMPENSATION	15,164	15,552	14,491	16,698	0	15,141	15,449	-7.48%
190	POST EMPLOYMENT	130,847	120,773	142,808	120,000	0	130,000	130,000	8.33%
								0	N/A
	TOTAL LABOR	\$746,068	\$788,570	\$755,339	\$943,816	\$379,046	\$895,062	\$929,357	-1.53%
Other Expenses									
210	PROFESSIONAL SERVICES	144,848	3,006	5,570	68,000	4,506	30,000	69,500	2.21%
213	OUTSIDE SERVICES	19,569	18,714	14,371	14,500	3,993	10,100	14,500	0.00%
222	ELECTRICITY	137,899	130,172	125,537	137,500	57,987	136,000	137,500	0.00%
224	NATURAL GAS	37,654	30,864	41,767	34,000	43,924	49,430	49,500	45.59%
295	ENGINEERING SERVICES	0	0	0	0	0	0	0	N/A
342	GAS/DIESEL FOR FUEL GENERA	1,235	906	746	1,100	0	1,100	1,100	0.00%
400	MATERIALS/R&M	208,816	355,192	351,621	356,426	86,247	354,920	377,836	6.01%
410	CHEMICALS	52,328	54,416	91,740	59,000	53,871	94,000	96,500	63.56%
511	LOCAL GOVT PROP INS FUND	14,792	19,122	20,127	18,000	0	20,000	22,000	22.22%
513	LIABILITY INSURANCE	11,301	10,450	13,624	21,000	0	15,000	17,000	-19.05%
514	INSURANCE OTHER	0	0	0	1,675	0	1,675	1,675	0.00%
539	RENTALS/ LEASES	1,322	1,323	1,385	1,227	1,509	1,510	1,510	23.06%
925	INTERDEPARTMENTAL CHARG	151,186	135,417	127,849	118,765	55,358	111,877	126,382	6.41%
930	MISC GEN TRANS TO OTHER FU	0	0	0	0	0	0	0	N/A
	TOTAL OTHER EXPENSES	\$780,950	\$759,582	\$794,337	\$831,193	\$307,395	\$825,612	\$915,004	10.08%
	SUB TOTAL	\$1,527,018	\$1,548,152	\$1,549,676	\$1,775,010	\$686,441	\$1,720,674	\$1,844,361	3.91%
	DEPRECIATION	\$730,176	\$842,337	\$843,245	\$845,000	\$0	\$842,750	\$842,750	-0.27%
	TOTAL OPERATING EXPENSE	\$2,257,194	\$2,390,489	\$2,392,921	\$2,620,010	\$686,441	\$2,563,424	\$2,687,111	2.56%

Balance check - to be -0-

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SUBJECT: Approve an Ordinance to Create Chapter 875 (2022-1973) Special Events, Ashland City Ordinances (*Clerk*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: Committee of the Whole, November 15, 2022

EXHIBITS:

1.	Proposed Ordinance 2022-1973
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EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

**APPROPRIATION
REQUIRED:** NA

**TREASURER'S
CERTIFICATE:** NA

COMPLIANCE WITH ORD. 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

At their November 15, 2022 Committee of the Whole meeting, Council unanimously approved to forward an ordinance to create Chapter 875 (2022-1973) Special Events, Ashland City Ordinances.

During that meeting, Council and staff discussed the proposed ordinance, including the fee to be charged. It was suggested to impose a \$100 non-refundable fee, along with a \$500 refundable damage deposit, due at the time the application was made. This charge could be re-evaluated at any time per Council's or staff's request.

The Clerk is requesting approval of the ordinance before the end of 2022 to include the fee in the 2023 Comprehensive Fee Schedule.

Sequential Ordinance No. 2022-1973 Chapter 875 (2022-1973)

ORDINANCE TO CREATE CHAPTER 875 (2022-1973) SPECIAL EVENTS, ASHLAND CITY ORDINANCES

An Ordinance adopted by the Common Council for the City of Ashland at a regular meeting of December 13, 2022, for the purpose of creating Chapter 875 (2022-1973) Special Events, Ashland City Ordinances.

Section I

Chapter 875 (2022-1973) Special Events *shall be created to read as follows:*

875.01. Purpose. The City's goal is to encourage and help coordinate special community events, while regulating the health and safety of participants at the event, efficient management of City services and the protection of public lands and facilities.

Special event means a temporary planned occurrence on public or private property and involves at least one of the circumstances listed below:

- (a) Use of all or part of waterways or City-owned facilities within the City boundaries such as buildings, parks, green spaces, streets, parking lots, athletic fields, etc., but does not include normal park shelters.
- (b) Use of all or part of private property which will impact public property such as parking on roadways, blocking or barricading sidewalks or public trails, or inhibit or re-route vehicular or pedestrian traffic in any way.
- (c) Will involve the closing of a public way; not including neighborhood block parties.
- (d) Over 50 people at any one time attending a public event on private property, except those situations meeting the definition of a public assembly.
- (e) City ordinances and rules require public safety support by City department.
- (f) Will require extraordinary services by any City department.
- (g) Hours of the event extend beyond those otherwise adopted in City ordinances.
- (h) Public event in which alcohol beverages and/or food will be served or sold, merchandise or other items are sold and/or outdoor amplified music is provided.

A special event does not include private events such as family gatherings, weddings or funeral ceremonies and processions, or events that do not require extraordinary services or any additional City licenses or permits.

875.02. Definitions as used in this Chapter.

- (a) Permittee. The individual who has been issued a permit pursuant to the regulations and is authorized to conduct permitted activities.
- (b) Participant. Any individual who is identified by the Permittee, including but not limited to, a competitor, contestant, performer, exhibitor, vendor, invited guest, ticket holder, registrant, sponsor, and a participant entity's employees, agents, and volunteers who are present at the

event and the event organizer and their employees, agents, and volunteers present at the event.

- (c) **Special Event.** Any event, whether for profit or not for profit, which is to be held on any property owned by or within control of the City of Ashland, including, but not limited to: processions, parades, runs, walks, marathons, bicycle races, transient or temporary public entertainment, festivals or celebrations, estate sales or auctions, and political gatherings or events.
- (d) **Exclusive Use.** The permit does not give “exclusive use” of a City property or park, only the pavilion/trail/greenspace you have requested. The park is still open to the public. Permittee must have the signed permit in their possession and/or in plain view to enforce its privileges.
- (e) **Outdoor Amplified Music.** Vocal or instrumental sounds played through an amplifier with the likelihood of exceeding noise levels identified in Chapter 202.04, Ashland City Ordinances.

875.03. Permit. No person shall conduct a special event as defined herein within the City without first obtaining a special event permit.

- (a) Applications with fee(s) as defined in Chapter 165 Comprehensive Fee Schedule, Ashland City Ordinances shall be submitted to the City Clerk on the provided form.
- (b) Additional documentation such as explanation of the special event, mapping depicting location of the event, and proof of insurance, must accompany the permit.
- (c) Any incomplete applications shall be rejected.

The issuance of a City of Ashland Special Event Permit does not obligate the City to provide municipal services, equipment, or personnel thereof. Should the City provide extensive municipal services, an estimated cost to the applicant will be provided prior to the event. These costs may include but are not limited to, expenses from the Police Department, Ambulance Service, Fire Department, Public Works Department, or Parks Department.

875.04. Exemptions. A permit application is required for all special events as defined within this Chapter except for assembly or movement of a funeral procession or military convoy, any parade, or special event sponsored by any agency of the Federal or State government acting in its governmental capacity within the scope of its authority.

875.05. Permit Issued Unless a Threat to Public Safety. The City shall issue a permit to the applicant subject to the foregoing paragraphs of this section unless staff concludes that:

- (a) The policing of the special event will require so large a number of persons and vehicles, including ambulances, as to prevent adequate service of the needs of the rest of the municipality, or
- (b) The special event will so substantially hinder the movement of the police and fire and other emergency vehicles as to create a substantial risk to persons and property; or
- (c) The conduct of the special event will substantially interrupt the safe and orderly movement of other traffic contiguous to its route, or
- (d) The special event is so poorly organized that participants are likely to engage in aggressive or destructive activity.

875.06. Insurance Required. Insurance in the amounts listed below must be provided at the time of filing this application - the name of the event and date must be listed on the certificate:

- Comprehensive general liability insurance in the amount of not less than one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage.
- Automobile liability insurance in the amount of not less than one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage covering all vehicles to be used as part of the event. Said policy shall cover all owned, non-owned and hired vehicles.
- For events selling or serving alcohol, liquor liability insurance in the amount of not less than one million dollars (\$1,000,000) per occurrence for bodily insurance, personal injury and property damage.

875.07. Fees. Applications, additional required documentation, and fees shall be submitted to the City Clerk at least 30 days, but not more than 9 months, prior to the scheduled event. Permit fees are non-refundable.

The permit fee shall be exempt for an event sponsored or co-sponsored by the City of Ashland or any of its entities or enterprises, a neighborhood block party, or parade, or any event organizer who does not require a fee from the participants of the event.

The permit application and Damage Deposit is a requirement of special events regardless of the activity, unless listed in Section 875.08 of this Chapter.

875.08. Damage Deposit. A \$500 refundable damage deposit in the form of a check payable to the City of Ashland is required for all special permit applications.

Refunds of damage deposits may be fully or partially withheld for any of the following reasons:

- Damage to a park/green space or City property
- Misuse of a park/green space or City property
- Inadequate cleanup
- Missing or damaged City equipment
- Misrepresentation of the group/individual using City property
- Misrepresentation of the type of event being held
- Failure to secure an Alcohol permit
- Extension of the event beyond the application dates/hours

If a special event requires more than the reasonable and necessary services provided by the City that specifically result from the event, the damage deposit may be used to pay the actual costs for the use of equipment, resources or services. This may include but is not limited to, police personnel and services, fire personnel and services, traffic control, parks services, facility services, street department personnel and services, and other services necessary to ensure the protection of participants and citizens, the proper functioning of City services, and the proper administration of this ordinance and policies. The City reserves the right to require advance full or partial payment of estimated extraordinary service costs prior to the event.

After thirty days after the conclusion of the event and approval by City personnel, the damage deposit check will be shredded at City Hall or returned to the event organizer. Any damage fees beyond the damage deposit will be invoiced to the event organizer.

875.09. Debrief Meeting. All special events shall be required to participate in a pre- and/or post-event debrief meeting with City staff approximately 15-20 days prior, but no later than seven days prior to the start of the event. A permittee who fails to participate in the debrief may forfeit their deposit. Permittees shall be required to provide a full synopsis of the event including participants, demographics, marketing, and any requests to the City as part of the event application (i.e. temporary restrooms, EMS, support).

875.10. Right to Deny. Applications that fail to meet the above requirements may not be processed. The City reserve the right to turn down an application base on past performance of an event including but not limited to, failure to follow the rules and regulations pertaining to the policies set forth in this Chapter.

875.11. Vendors. All vendors selling services, food or products at the event must have:

- Current applicable licenses
- All necessary sales tax permits
- Liability insurance

It is the responsibility of the event organizer to obtain and verify the above documentation from participating vendors.

875.12. Signage, Route Markings, and Decorations. Fastening, stapling or attaching any rope, sign, banner, flyer, sticker or other object, or decoration such as lighting or streamer, to natural features such as trees and shrubs, or to any park feature is prohibited. Any approved signage must be removed within 24 hours after the conclusion of the event.

Confetti must be of a natural material such as flower petals or leaves. Glitter, plastic confetti and rice are not allowed. Any decorations must be secured as to not blow away. It is the responsibility of the event organizer to collect and discard any decorations that has become detached and/or loose, or has entered any roadway or water.

Route markings must be removable and cannot be spray painted onto roadways, sidewalks, City property, or on snow.

Chalk must be pre-approved, washable, and is allowed on concrete ground surfaces only as directional guides for events. The event organizer is responsible for any chalk activities during the event to ensure no profanity or disrespectful, offensive, uncivil or ill-mannered words or images are created.

875.13. Cancellations. In the event of extreme weather, poor traveling conditions, health, safety, or welfare concerns, or other scheduling conflicts due to unforeseen circumstances, the City reserves the right to cancel an event at any time.

The Mayor may revoke any permit already issued if they deem that such action is justified by an actual or potential emergency due to weather, fire, riot, or other catastrophe, or likelihood of a breach of the peace, or by a major change in the conditions forming the basis of the standards of issuance. In lieu of revoking a permit, the Mayor may require the permittee to file evidence of good and sufficient sureties,

insurance in force or other evidence of adequate financial responsibility, running to the City of Ashland and such third parties as may be injured or damaged, in an amount depending upon the likelihood of injury or damage as a direct and proximate result of the holding of the parade or special event sufficient to indemnify the municipality and such third parties as may be injured or damaged thereby, caused by the permittee, its agents or participants.

875.14. Denial of Permit. The application shall be denied:

- (a) If made less than fifteen days prior to the scheduled start date of the event, or
- (b) If it is a special event that is primarily for private or commercial economic gain, or
- (c) If it is a parade or special event which would be in violation of federal, state or local laws relating to the use of highways or of other applicable regulation of the City of Ashland, or
- (d) If the granting of the permit would conflict with another permit already granted or for which applications is already pending, or
- (e) If the application does not contain the information required, or
- (f) Where applicable, the applicant has failed to receive a permit under WI § sec. 85.07(4).

Section II:

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

PASSED: December 13, 2022
PUBLISHED: December 20, 2022

Councilperson

ATTEST: _____
Denise Oliphant, City Clerk

Matthew MacKenzie, Mayor

APPROVED AS TO FORM:

Tyler W. Wickman, City Attorney

SUBJECT: Approve Final Payment to Nasi Roofing, LLC for the Public Works Roof Replacement Project (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: City Administrator
Public Works Director

EXHIBITS:	1. Contractor's Application for Payment No. 2/Final Payment
------------------	---

EXPENDITURES REQUIRED: \$ 5,945.00 Final Work Completed & Retainage Due
\$ 118,900.00 Final Project Cost (Including Final Payment Due)

AMOUNT BUDGETED: \$ 148,652.00 Fund 450 Building & Facilities

APPROPRIATION REQUIRED: -\$0-

TREASURER'S CERTIFICATE: N/A

COMPLIANCE WITH ORD. 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The completed construction conforms to the goals and community values identified in the City of Ashland's Comprehensive Plan.

SUMMARY STATEMENT:

This item was brought before Council for approval of final payment on November 15, 2022, but inadvertently stated that payment was to be made to Nasi Construction LLC in error. The work was completed by Nasi Roofing, LLC.

With this said, work was completed to satisfaction in October 2022. Payment is being requested in the amount of \$5,945.00 to close this project.

City staff designed, bid and oversaw construction without any issues. The scope of work included inspection by the manufacturer of the roof system, Duro-Last, and provision of a 20-year warranty. Staff chose to design a Poly Vinyl Chloride (PVC) roof system for cost savings. The project replaced a rubber roof installed during original building construction in 1995.

Contractor's Application for Payment

Owner:	City of Ashland	Owner's Project No.:	450202201
Engineer:	N/A	Engineer's Project No.:	N/A
Contractor:	Nasi Roofing LLC	Contractor's Project No.:	
Project:	Public Works Roof Replacement		
Contract:	2022 Public Works Roof Replacement		

Application No.: 2 Application Date: 11/3/2022Application Period: From 2/23/2022 to 11/15/2022

1. Original Contract Price	\$	118,900.00
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	118,900.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	118,900.00
5. Retainage		
a. 0% X \$ 118,900.00 Work Completed	\$	-
b. X \$ - Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	-
6. Amount eligible to date (Line 4 - Line 5.c)	\$	118,900.00
7. Less previous payments (Line 6 from prior application)		112,995.00
8. Amount due this application	\$	118,900.00
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	5,945.00

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Nasi Roofing LLCSignature: Todd Nasi - Todd NasiDate: 11/17/22**Recommended by Engineer**

By: _____

Title: _____

Date: _____

Approved by Funding Agency

By: _____

Title: _____

Date: _____

Approved by Owner

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	City of Ashland	Owner's Project No.:	450202201
Engineer:	N/A	Engineer's Project No.:	N/A
Contractor:	Nasi Construction	Contractor's Project No.:	
Project:	Public Works Roof Replacement		
Contract:	2022 Public Works Roof Replacement		

Application No.:	2	Application Period:	From	02/23/22	to	11/15/22	Application Date:	11/16/22
A	B	C	D	E	F	G	H	I
			Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
Item No.	Description	Scheduled Value (\$)						
Original Contract								
1	Roof Replacement	118,900.00	-	118,900.00	-	118,900.00	100%	-
						-		-
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						-		-
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SUBJECT: Approve a Resolution Authorizing the Award and Sale of a \$266,000 Short Term General Obligation Promissory Note, Series 2022C, to Fund 2023 Capital Projects (*Administrator*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Administrator

CLEARANCES: Finance Director

EXHIBITS:

1.	Draft Resolution 17708
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EXPENDITURES REQUIRED: \$266,000

AMOUNT BUDGETED: \$-0-

APPROPRIATION REQUIRED: \$266,000

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH ORD. 51: NA

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: NA

SUMMARY STATEMENT:

Ehlers, municipal advisors, distributed a preliminary term sheet for financing to local banks and credit unions. Ehlers will also gather the bank proposals and present them to the Council at the meeting for approval or refusal.

The attached resolution is a draft and an updated version will be provided at the Council meeting, if necessary.

Council approved the 2023 budgets at the November 15, 2022 meeting. In order to fully fund the 2023 budget operating expenses and capital projects, the City Administrator utilized general fund-fund balance in the amount of \$ 573,774 and a short-term general obligation promissory note (STGOPN) of \$266,000. The STGOPN will need to be approved and received in December 2022 for 2023 capital expenditures as follows:

2023 Public Works building improvements master plan -	\$ 37,000
2023 Public Works street designs and mill and overlay -	\$194,000
2023 Public Works fuel system upgrade -	<u>\$ 35,000</u>
Total general obligation promissory note -	\$266,000

The City Administrator recommends approval of the STGOPN to fully fund the 2023 budgets.

RESOLUTION No. 17708

RESOLUTION AUTHORIZING THE AWARD AND SALE OF A \$266,000 SHORT TERM GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2022C, TO FUND 2023 CAPITAL PROJECTS

WHEREAS, the City Council of the City of Ashland, Wisconsin, has heretofore determined that it is necessary and expedient to issue the City's \$266,000 Short Term General Obligation Promissory Note, Series 2022C (the "Note"), to provide funding for building, equipment and infrastructure projects; and

WHEREAS, the City retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor and solicited bids from public depositories;

WHEREAS, bids were received per exhibit XX;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ashland, Wisconsin, to award the sale of a \$266,000 Short Term General Obligation Promissory Note, Series 2022C to the lowest bidder as per attached exhibit XX.

PASSED: December 13, 2022

Councilperson

ATTEST: _____
Denise Oliphant, City Clerk

Matthew MacKenzie, Mayor

APPROVED AS TO FORM:

Tyler Wickman, City Attorney

SUBJECT: Approve an Ordinance to Amend Chapter 165 (2021-1952) Comprehensive Fee Schedule ,
Ashland City Ordinances (*Clerk*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: Clerk

EXHIBITS:

1.	Proposed Ordinance 2022-1974
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EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED: NA

**APPROPRIATION
REQUIRED:** NA

**TREASURER'S
CERTIFICATE:** NA

COMPLIANCE WITH ORD. 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

NOTE: This item is contingent upon the approval of Item 7B Create Chapter 875 (2022-1973) Special Event Ordinance, and shall be removed in the event Item 7B is not approved.

The Clerk is asking the Council to approve an amendment to Chapter 165 (2021-1952) Comprehensive Fee Schedule, Ashland City Ordinances, in order to incorporate the approved Chapter 875 Special Events ordinance.

Council approved to designate the fee as \$100 per application, nonrefundable, for 2023. This was agreed upon with the consideration that this fee amount can be revisited at any time.

This fee amendment will take effect on January 1, 2023.

Sequential Ordinance No. 2022-1974
Chapter 165 (2021-1945)

**ORDINANCE TO AMEND CHAPTER 165 (2021-1945) COMPREHENSIVE FEE
SCHEDULE, ASHLAND CITY ORDINANCES**

An ordinance adopted by the Common Council for the City of Ashland at a regular meeting of December 13, 2022 for the purpose of amending Chapter 165 (2021-1945) Comprehensive Fee Schedule, Ashland City Ordinances.

Section I

Exhibit I shall be amended to include the following:

Special Event Fee \$100 (nonrefundable)

A \$500 refundable Damage Deposit is required with each application.

Section II

Effective Date of Ordinance: This ordinance shall take effect on January 1, 2023 upon passage and publication.

PASSED: December 13, 2022

PUBLISHED: December 20, 2022

ATTEST:

Alderperson

Denise Oliphant, City Clerk

Matthew MacKenzie, Mayor

APPROVED AS TO FORM:

Tyler W. Wickman, City Attorney

SUBJECT: Approve an Original Alcohol Beverage Retail License Application Submitted by Taqueria La Monarca, LLC, 311 East Main Street, Ashland, Wisconsin, and Agent Nicolas Blancarte (*Clerk*) Voice

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: City Treasurer/Comptroller
Fire Department
Police Department

EXHIBITS:	1. Original Alcohol Beverage Retail License Application- Taqueria La Monarca LLC
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EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED: NA

**APPROPRIATION
REQUIRED:** NA

**TREASURER'S
CERTIFICATE:** The Treasurer's Office has certified on November 23, 2023, that Taqueria La Monarca, LLC is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH ORD. 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, permit the Mayor and/or Clerk to schedule items directly for Council action when a timely decision is needed by the City. The City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to her in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

The Clerk received an original application for a alcohol beverage retail license from Nicolas Blancarte, Agent for Taqueria La Monarca at 311 East Main Street, Ashland, WI.

Mr. Blancarte operates Santa Leyenda, LLC, a Mexican restaurant in Washburn, Wisconsin, where he currently holds a Class B fermented malt beverage and Class C wine license. An opportunity arose to start a restaurant in Ashland, separate from the entity in Washburn, and he is seeking the same licensure for beer and wine to accompany his menu.

The Clerk requests approval of the original alcohol license application for Taqueria la Monarca and Agent Nicolas Blancarte.

Receipt # 8.006490

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: _____ ending: _____
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of } Ashland
☐ Village of }
☒ City of }

County of Ashland Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company
☐ Partnership ☐ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number 456-1031176184	
FEIN Number 92-0886963	
TYPE OF LICENSE REQUESTED	FEE
☐ Class A beer	\$
☒ Class B beer	\$ 100
☒ Class C wine	\$ 100
☐ Class A liquor	\$
☐ Class A liquor (cider only)	\$ N/A
☐ Class B liquor	\$
☐ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$ 50
TOTAL FEE	\$ 200

250.00

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

Taqueria La Monarca, LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Blancarte	Greta	Lynn	1012 Sanborn Ave, Ashland, WI 54806
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Garcia Cardoso	Aquiles		PO Box 89, Ashland, WI 54806
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Blancarte	Nicolas		1012 Sanborn Ave, Ashland WI 54806
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name Taqueria La Monarca Business Phone Number 715-292-1917
2. Address of Premises 311 E Main St Post Office & Zip Code Ashland, WI 54806

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Taqueria La Monarca is in the first floor commerical restaurant space of the building at 311 E Main St, Ashland, WI 54806. Alcohol will be served only in this commercial restaurant space in the main dining room and the back dining room.

4. Legal description (omit if street address is given above): _____

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No

(b) If yes, under what name was license issued? One Night In Bangkok Restaurant

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** ☒ Yes ☐ No
We will be the ones serving. Training course has been completed
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
If yes, explain.

8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** ☒ Yes ☐ No
We will be responsible for the operation of the business.
9. (a) **Corporate/limited liability company applicants only:** Insert state WI and date 10/31/22 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** ☐ Yes ☒ No

- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? **If yes, explain.** ☒ Yes ☐ No
Greta Blancarte is a member of Santa Leyenda, LLC which holds a WI class B beer license and a class C wine license in Washburn, WI.
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) Blancarte, Greta L.	Title/Member Member	Date 11/07/20
Signature 	Phone Number 715-292-1917	Email Address [REDACTED]

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk 11/21/2022	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk  SS
Date license granted	Date license issued	License number issued	

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Garcia Cardoso		Aguiles			
Home Address (street/route)		Post Office	City	State	Zip Code
53780 Pine st			Odanah	WI	54861
Home Phone Number		Age	Date of Birth	Place of Birth	
		32		Mexico	

The above named individual provides the following information as a person who is (check one):

☐ Applying for an alcohol beverage license as an **individual**.

☐ A member of a **partnership** which is making application for an alcohol beverage license.

☒ Member of Taqueria La Monarca, LLC
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? 14 years
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
 If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☐ Yes ☒ No
 If yes, identify. _____
(Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
 If yes, identify. _____
(Name of Wholesale Licensee or Permittee) (Address By City and County)
6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Santa Leyenda	901 W Bayfield St Washburn WI	8/22	11/22
Employer's Name	Employer's Address	Employed From	To

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Aguiles Garcia Cardoso
(Signature of Named Individual)

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Blancarte		Greta		Lynn	
Home Address (street/route)		Post Office	City	State	Zip Code
1012 Sanborn Ave			Ashland	WI	54806
Home Phone Number		Age	Date of Birth	Place of Birth	
[REDACTED]		43	[REDACTED]	Eau Claire WI USA	

The above named individual provides the following information as a person who is (check one):

- ☐ Applying for an alcohol beverage license as an **individual**.
- ☐ A member of a **partnership** which is making application for an alcohol beverage license.
- ☒ **Member** _____ of **Taqueria La Monarca, LLC**
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

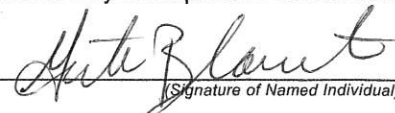
The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 18 years
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☒ Yes ☐ No
 If yes, identify. Santa Leyenda, LLC-Washburn, WI - beer and wine permits
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
 If yes, identify. _____
(Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
School Dist-Ashland	2000 Beaser Ave, Ashland, WI	08/20/2016	11/07/2022
Employer's Name	Employer's Address	Employed From	To
Sawyer County HHS	10610 Main St, Hayward, WI	09/30/2015	08/20/2016

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.


 (Signature of Named Individual)

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name <i>(please print)</i> <i>(last name)</i>		<i>(first name)</i>		<i>(middle name)</i>	
BLANCARTE		NICOLAS			
Home Address <i>(street/route)</i>	Post Office	City	State	Zip Code	
1012 SANBORN AVE		ASHLAND	WI	54806	
Home Phone Number	Age	Date of Birth	Place of Birth		

The above named individual provides the following information as a person who is *(check one)*:

- ☐ Applying for an alcohol beverage license as an **individual**.
- ☐ A member of a **partnership** which is making application for an alcohol beverage license.
- ☒ **MEMBER** of TAQUERIA LA MONARCA LLC
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)
- which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 17 YEARS
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. *(If more room is needed, continue on reverse side of this form.)*
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
 If yes, describe status of charges pending. _____
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☐ Yes ☒ No
 If yes, identify. _____
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
 If yes, identify. _____

(Name of Wholesale Licensee or Permittee)

(Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Employer's Name	Employer's Address	Employed From	To

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

(Signature of Named Individual)

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

Submit to municipal clerk.

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

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

The undersigned duly authorized officer/member/manager of Taqueria La Monarca, LLC
(Registered Name of Corporation / Organization or Limited Liability Company)

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

located at 311 E Ashland WI 54806
(Trade Name)

appoints Nicolas Blancarte
(Name of Appointed Agent)
1012 Sanborn Ave Ashland WI 54806
(Home Address of Appointed Agent)

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

☐ Yes ☒ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☒ Yes ☐ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 17 years

Place of residence last year Ashland WI 54806

For: Taqueria La Monarca, LLC
(Name of Corporation / Organization / Limited Liability Company)

By: [Signature]
(Signature of Officer / Member / Manager)

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

ACCEPTANCE BY AGENT

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

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

[Signature] 11/21/22 Agent's age 43 years
(Signature of Agent) (Date)
1012 Sanborn Ave Ashland WI Date of birth [Redacted]
(Home Address of Agent)

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

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

Approved on 11/22/22 by [Signature] Title Records Clerk
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

SUBJECT: Approve a Resolution to Combine Wards and Establish the Polling Place for the February 21, 2023 Primary Election and the April 4, 2023 Spring Election (*Clerk*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: Clerk

EXHIBITS:

1.	Proposed Resolution 17707
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EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED: NA

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH ORD. 51: NA

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: NA

SUMMARY STATEMENT:

The Spring Election will be held on Tuesday, April 4, 2023. A Primary Election may be held on February 21, 2023. Wisconsin State Statute 5.25(3) requires a city's governing body to approve a resolution to designate the establishment of polling places for a Primary Election and Spring Election. Due to the expected volume of turnout, the City Clerk's Office recommends the use of a single polling place location, namely the Bretting Community Center at 400 4th Ave W.

Also per WI State Statutes, the City Council is required to pass a Resolution for combining wards. The City Clerk's office recommends that wards should be strategically combined into reporting units to maintain simple result reporting. Please see the grid below for the recommended reporting units.

Reporting Unit	Aldermanic District(s)	City Wards
1	2	3, 4, 5
2	4	9, 10, 17
3	6	15, 16, 21
4	1, 3, 5, 7	1, 2, 6, 7, 8, 11, 12, 13, 14, 18, 19, 20
Polling Place for all Wards: Bretting Community Center, 400 4 th Ave W		

RESOLUTION NO. 17707

RESOLUTION TO COMBINE WARDS AND ESTABLISH THE POLLING PLACE FOR THE FEBRUARY 21, 2023 PRIMARY ELECTION AND APRIL 4, 2023 SPRING ELECTION

WHEREAS, the City of Ashland will potentially hold a Primary Election on February 21, 2023 and will hold a Spring Election on April 4, 2023; and

WHEREAS, the Council must establish official polling places for elections; and

WHEREAS, aldermanic positions for Districts 2, 4, and 6 are up for election; and

WHEREAS, lower voter turnout is expected for both elections; and

WHEREAS, combining wards strategically ensures easy and simple result reporting.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Ashland that all Wards shall be combined and the Polling Place shall be designated as follows for the February 21, 2023 Primary Election and April 4, 2023 Spring Election:

Reporting Unit	Aldermanic District (s)	City Wards
1	2	3, 4, 5
2	4	9, 10, 17
3	6	15, 16, 21
4	1, 3, 5, 7	1, 2, 6, 7, 8, 11, 12, 13, 14, 18, 19, 20
Polling Place for all Wards: Bretting Community Center, 400 4 th Ave W		

PASSED: December 13, 2022

Councilperson

ATTEST: _____
Denise Oliphant, City Clerk

Matthew MacKenzie, Mayor

APPROVED AS TO FORM:

Tyler W. Wickman, City Attorney

SUBJECT: Approve a Request for Bids for the Rotary Splashpad at Bayview Park (*Parks and Recreation Director*) Voice

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Parks & Recreation

CLEARANCES: Parks and Recreation Committee

EXHIBITS:

EXPENDITURES REQUIRED: TBD

AMOUNT BUDGETED: \$110,000.00 Ashland Rotary

**APPROPRIATION
REQUIRED:** NA

**TREASURER'S
CERTIFICATE:** NA

COMPLIANCE WITH ORD. 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, permit the Mayor and/or Clerk to schedule items directly for Council action when a timely decision is needed by the City. The City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to her in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The proposed project to the goals and community values identified in the City of Ashland's Comprehensive Outdoor Recreation Plan.

SUMMARY STATEMENT:

With the Council's approval to proceed, City staff and the Rotary have been working with Parkitecture on a concept plan and plan set for the Bayview Park Splashpad. To get the best prices, staff is seeking approval to seek bids for the project in early 2023.

To save money, the City/Rotary will directly purchase the splashpad elements. Construction and installation of the splashpad will be bid out.

The Ashland Rotary has approximately \$110,000 set aside for the project, and they are committed to raising the additional funding needed for the project.

The Ashland Rotary is aware that the City is requesting a maintenance fund to be established for the perpetuity of this park amenity.

A copy of the concept plan and plan set will be presented to the Council at the meeting.

Katie MacDonald of Parkitecture will be joining the meeting virtually for explanation and discussion .

SUBJECT: Approve Final Pay Request from Northern Interstate Construction, Inc. for Kreher Park Boat Landing Parking Lot Project (*Parks*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Parks & Recreation

CLEARANCES: Finance Director

EXHIBITS:

1.	Contractor's Application for Payment No. 3/Final Payment
2.	Surety Bond - Northern Interstate Construction, Inc.

EXPENDITURES REQUIRED: \$ 18,103.65 - Final Payment / Retainage

AMOUNT BUDGETED:

\$ 500,000.00	DNR Recreation Boating Facilities Grant
\$ 300,000.00	Marin GO Loan
\$ 1,164,344.99	Fund 453 - Waterfront Redevelop Reallocation
\$ 86,900.00	Xcel Payment
\$ 150,000.00	<u>Xcel Payment for the old marina dock</u>
\$ 1,201,238.99	Total

APPROPRIATION REQUIRED: 0

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH ORD. 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, permit the Mayor and/or Clerk to schedule items directly for Council action when a timely decision is needed by the City. The City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to her in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The proposed development conforms to the goals and community values identified in the City of Ashland's Waterfront and Comprehensive Outdoor Recreation Plans.

SUMMARY STATEMENT:

In September of 2021, the Ashland City Council approved entering into a contract with Northern Interstate Construction, Inc. for the Kreher Park Boat Landing Parking Lot Project. Work on the project began in early October of 2021 and the project was completed by June, 30, 2022.

The project was funded through a WI DNR Recreational Boating Facilities Grant, Marina borrowing, Waterfront Redevelopment Funds, and incentive funding from Xcel Energy.

Long Island Engineering was the retained engineer for Construction Administration services and has approved the work.

SECTION 620

Contractor's Application for Payment No. _____

3

Application Period: 8/31/2022		Application Date: 8/31/2022
To (Owner): City of Ashland	From (Contractor): Northern Interstate Construction, Inc.	Via (Engineer): Long Island Engineering, LLC
Project: Kreher Park Boat Landing Parking Lot Reconstruction	Contract:	
Owner's Contract No.:	Contractor's Project No.: 210309	Engineer's Project No.: 212037

**Application For Payment
Change Order Summary**

Approved Change Orders		
Number	Additions	Deductions
CO#1		\$35,800.00
CO#2	\$2,750.00	
TOTALS	\$2,750.00	\$35,800.00
NET CHANGE BY CHANGE ORDERS	-\$33,050.00	

1. ORIGINAL CONTRACT PRICE.....	\$ \$655,980.08
2. Net change by Change Orders.....	\$ -\$33,050.00
3. Current Contract Price (Line 1 ± 2).....	\$ \$622,930.08
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$ \$677,858.08
5. RETAINAGE:	
a. 2.5% X \$677,858.08 Work Completed.....	\$ \$16,946.45
b. 5% X \$0.00 Stored Material.....	\$ \$0.00
c. Total Retainage (Line 5.a + Line 5.b).....	\$ \$16,946.45
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ \$660,911.63
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ \$411,688.20
8. AMOUNT DUE THIS APPLICATION.....	\$ \$249,223.43
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$ \$18,103.65

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By:  Date: 8/31/2022

Blake W. Johnson
C-620, E-620, F-620, G-620, H-620, I-620, J-620, K-620, L-620, M-620, N-620, O-620, P-620, Q-620, R-620, S-620, T-620, U-620, V-620, W-620, X-620, Y-620, Z-620
Northern Interstate Construction, Inc., 701 W. Johnson
South Range, WI
blake@northerninterstate.com
2022.08.24 17:33:59 (PST)

Payment of: \$ 249,223.43
 (Line 8 or other - attach explanation of the other amount)

is recommended by:  9-26-22
 (Engineer) (Date)

Payment of: \$ _____
 (Line 8 or other - attach explanation of the other amount)

is approved by: _____
 (Owner) (Date)

Approved by: _____
 Funding or Financing Entity (if applicable) (Date)

Progress Estimate - Lump Sum Work

Contractor's Application

[illegible]

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract):	0							Application Number:	3		
Application Period:	8/31/2022							Application Date:	8/31/2022		
A					B		C	D	E	F	
Item		Contract Information				Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)						
1	Mobilization	1.00	LS	\$ 14,000.00	\$ 14,000.00	1	\$14,000.00		\$14,000.00	100.0%	\$0.00
2	Common Fill	1320.00	CY	\$ 16.00	\$ 21,120.00	1450	\$23,200.00		\$23,200.00	109.8%	\$0.00
3	Dense Base Aggregate	600.00	CY	\$ 32.50	\$ 19,500.00	1509	\$49,042.50		\$49,042.50	251.5%	\$0.00
4	Coarse Filter Aggregate	580.00	CY	\$ 44.10	\$ 25,578.00	580	\$25,578.00		\$25,578.00	100.0%	\$0.00
5	Planting Medium	1170.00	CY	\$ 48.00	\$ 56,160.00	1170	\$56,160.00		\$56,160.00	100.0%	\$0.00
6	Hardwood Mulch	180.00	CY	\$ 50.00	\$ 9,000.00	180	\$9,000.00		\$9,000.00	100.0%	\$0.00
7	Medium Riprap	10.00	CY	\$ 100.00	\$ 1,000.00	10	\$1,000.00		\$1,000.00	100.0%	\$0.00
8	Permeable Geotextile	2130.00	SY	\$ 2.82	\$ 6,006.60	2130	\$6,006.60		\$6,006.60	100.0%	\$0.00
9	Non-Permeable Geotextile	2450.00	SY	\$ 11.10	\$ 27,195.00	2450	\$27,195.00		\$27,195.00	100.0%	\$0.00
10	Silt Fence	2310.00	LF	\$ 2.35	\$ 5,428.50	2700	\$6,345.00		\$6,345.00	116.9%	\$0.00
11	Seeding	1.50	ACRE	\$ 21,296.00	\$ 31,944.00	1.95	\$41,527.20		\$41,527.20	130.0%	\$0.00
12	Inlet Protection	6.00	EA	\$ 150.00	\$ 900.00	6	\$900.00		\$900.00	100.0%	\$0.00
13	Rock Construction Entrance	1.00	EA	\$ 2,500.00	\$ 2,500.00	1	\$2,500.00		\$2,500.00	100.0%	\$0.00
14	Concrete Walk	100.00	SY	\$ 115.00	\$ 11,500.00	100	\$11,500.00		\$11,500.00	100.0%	\$0.00
15	Concrete Curb	760.00	LF	\$ 21.04	\$ 15,990.40	705	\$14,833.20		\$14,833.20	92.8%	\$1,157.20
16	Bituminous	2670.00	TON	\$ 95.35	\$ 254,584.50	2850	\$271,747.50		\$271,747.50	106.7%	\$0.00
17	Site Storm Drain Piping and Appurtenances	1.00	LS	\$ 32,261.00	\$ 32,261.00	1	\$32,261.00		\$32,261.00	100.0%	\$0.00
18	Catch Basins/Storm Structure	6.00	EA	\$ 3,750.00	\$ 22,500.00	6	\$22,500.00		\$22,500.00	100.0%	\$0.00
19	Trench Drain	150.00	LF	\$ 200.00	\$ 30,000.00	134	\$26,800.00		\$26,800.00	89.3%	\$0.00
20	Concrete Flume	2.00	EA	\$ 14,006.04	\$ 28,012.08	2	\$28,012.08		\$28,012.08	100.0%	\$0.00
21	Lighting	1.00	LS	\$ 35,800.00	\$ 35,800.00	1	\$35,800.00		\$35,800.00	100.0%	\$0.00
22	MISC Features	1.00	LS	\$ 5,000.00	\$ 5,000.00	1	\$5,000.00		\$5,000.00	100.0%	\$0.00
CO#1	Remove Lighting Scope	1.00	LS	\$ (35,800.00)	\$ (35,800.00)	1	-\$35,800.00		-\$35,800.00	100.0%	\$0.00
CO#2	Add Concrete Collars for Cleanout Castings	1.00	LS	\$ 2,750.00	\$ 2,750.00	1	\$2,750.00		\$2,750.00	100.0%	\$0.00
					\$622,930.08		\$677,858.08	\$0.00	\$677,858.08		\$1,157.20

Stored Material Summary

Contractor's Application

[illegible]

 AIA® Document G707™ – 1994

Consent Of Surety to Final Payment

Bond # GRWI30010B

PROJECT: (Name and address)

Kreher Park Parking Lot

ARCHITECT'S PROJECT NUMBER:

OWNER: ☐

ARCHITECT: ☐

CONTRACT FOR: General Construction

CONTRACTOR: ☐

TO OWNER: (Name and address)

City of Ashland

2020 6th St E

Ashland, WI 54806

CONTRACT DATED:

9/23/2021

SURETY: ☐

OTHER: ☐

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

Granite Re, Inc.

14001 Quailbrook Drive

Oklahoma City, OK 73134

, SURETY,

on bond of

(Insert name and address of Contractor)

NORTHERN INTERSTATE CONSTRUCTION, INC.

7835 E Bayfield Rd

South Range, WI 54874

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the
Contractor shall not relieve the Surety of any of its obligations to
(Insert name and address of Owner)

City of Ashland

2020 6th St E

Ashland, WI 54806

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this
date: (Insert in writing the month followed by the numeric date and year.)

December 7, 2022

Granite Re, Inc.

(Surety)



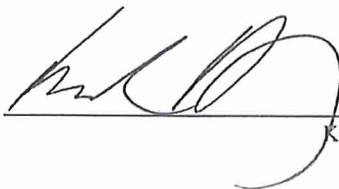
(Signature of authorized representative)

Samuel Duchow, Attorney-in-fact

(Printed name and title)

Attest:

(Seal):



Karla Heffron, Witness

GRANITE RE, INC.
GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of MINNESOTA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; SAMUEL DUCHOW; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

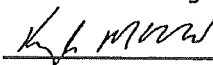
MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; SAMUEL DUCHOW; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Assistant Secretary, this 3rd day of January, 2020.

STATE OF OKLAHOMA)
) SS:
COUNTY OF OKLAHOMA)





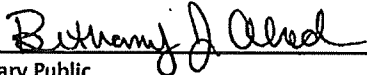
Kenneth D. Whittington, President


Kyle P. McDonald, Assistant Secretary

On this 3rd day of January, 2020, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Assistant Secretary of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Assistant Secretary of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Assistant Secretary, respectively, of the Company.

My Commission Expires:
April 21, 2023
Commission #: 11003620





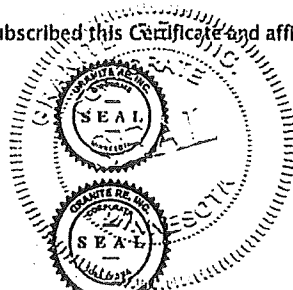
Notary Public

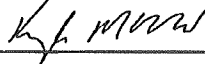
GRANITE RE, INC.
Certificate

THE UNDERSIGNED, being the duly elected and acting Assistant Secretary of Granite Re, Inc., a Minnesota Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Assistant Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this
7 day of December, 2022.





Kyle P. McDonald, Assistant Secretary

SUBJECT: Approve Final Payment to Ashland Construction, Inc for the MacArthur Avenue and 9th Avenue West, South of 11th Street West, Sanitary Sewer Replacement Project (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: City Administrator
Public Works Director

EXHIBITS:

1.	Contractor's Application for Payment No. 4/Final Payment
----	--

EXPENDITURES REQUIRED: \$17,895.68 Final Work Completed & Retainage Due

AMOUNT BUDGETED: \$378,545.00 Fund 690 Sewer Utility

\$352,347.00 Final Project Cost (Including Final Payment Due)

**APPROPRIATION
REQUIRED:** -\$0-

**TREASURER'S
CERTIFICATE:** N/A

COMPLIANCE WITH ORD. 51: The Mayor and/or Clerk has consented to placement of this agenda item on the Council agenda as timely action is needed.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The completed construction conforms to the goals and community values identified in the City of Ashland's Comprehensive Plan.

SUMMARY STATEMENT:

The Public Works Department recommends approval to issue final payment to Ashland Construction, Inc for the MacArthur Avenue and 9th Avenue West, South of 11th Street West, Sanitary Sewer Replacement Project for the amount of \$13,902.18

The project was essentially completed in November 2020 but the City requested additional work related to fine grading of portions of the project located in a vacant alley. An additional change order expense in the amount of \$21,206.50 was approved to provide improved drainage to residential properties in the alleyway following replacement of the sewer main.

The scope of work included replacement of 0.45 miles or roughly seven blocks of sanitary sewer main in poor condition, causing excessive residential sewer backups and allowing infiltration and inflow (I&I) into the sewer collection system.

Contractor's Application for Payment No. 4 (Final)

	Application Period: 8/3/2022 - 12/5/2022	Application Date: 12/5/2022
To (Owner): City of Ashland	From (Contractor): Ashland Construction, Inc.	Via (Engineer): Cedar Corporation
Project: 2020 Alley Sanitary Sewer Replacement	Contract:	
Owner's Contract No:	Contractor's Project No:	Engineer's Project No: A2920-0019

Application For Payment Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
1	\$21,206.50	
TOTALS	\$21,206.50	
NET CHANGE BY CHANGE ORDERS	\$21,206.50	

1. ORIGINAL CONTRACT PRICE.....	\$ 333,376.50
2. Net change by Change Orders.....	\$ 21,206.50
3. Current Contract Price (Line 1 ± 2).....	\$ 354,583.00
4. TOTAL COMPLETED AND STORED TO DATE (Column I total on Progress Estimates).....	\$ 352,347.00
5. RETAINAGE:	
a. 5% X Work Completed.....	\$
b. 5% X Stored Material.....	\$
c. Total Retainage (Line 5.a + Line 5.b).....	\$
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 352,347.00
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 334,451.32
8. AMOUNT DUE THIS APPLICATION.....	\$ 17,895.68

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By:	Date:	
-----	-------	--

Payment of: \$ 17,895.68
(Line 8 or other - attach explanation of the other amount)

is recommended by: _____ (Engineer) _____ (Date)

Payment of: \$ 17,895.68
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

Approved by: _____ (Date)
Funding or Financing Entity (if applicable)

Unit Price Progress Estimate

Contractor's Application

Project: 2020 Alley Sanitary Sewer Replacement							Application Number: 4 (Final)					
Application Period: 8/3/2022 - 12/5/2022							Application Date: December 5, 2022					
A				B	C	D	E	F	G	H	I	J
Item		Estimated Bid Quantity	Unit Price	Quantity Completed						Total Completed & Stored to Date (C+E+G)		% Comp.
Bid No.	Description			Previous Applications		This Application		Materials Stored		Stored to Date (C+E+G)		
				Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	
	Water Main Construction											
1	Clearing & Grubbing	80 INCH	\$24.00		\$2,592.00						\$2,592.00	135.0%
2	Clearing & Grubbing	6 ST	\$600.00		\$3,600.00						\$3,600.00	100.0%
3	Remove Curb & Gutter	170 L.F.	\$2.00		\$340.00						\$340.00	100.0%
4	Remove Asphaltic Pavement	300 S.Y.	\$4.00		\$1,200.00						\$1,200.00	100.0%
5	Sawing Asphalt	410 L.F.	\$3.00									
7	Common Excavation	740 C.Y.	\$15.00		\$11,100.00						\$11,100.00	100.0%
8	Geotextile Fabric	2700 S.Y.	\$1.75		\$4,725.00						\$4,725.00	100.0%
9	Granular Subbase Course	70 C.Y.	\$18.00		\$1,260.00						\$1,260.00	100.0%
10	Base Aggregate Dense, 1 1/4"	600 C.Y.	\$31.00		\$22,165.00						\$22,165.00	119.2%
11	Conc. Curb & Gutter, 24"	170 L.F.	\$22.50		\$3,825.00						\$3,825.00	100.0%
12	Concrete Driveway, 6"	690 S.F.	\$11.75		\$8,107.50						\$8,107.50	100.0%
13	Inlet Protection	6 E.A.	\$11.75		\$55.00						\$55.00	78.0%
14	Topsoil, Seed, Fertilize, Mulch	6260 S.Y.	\$4.90		\$26,680.50	815	\$3,993.50				\$30,674.00	100.0%
15	Rock Entrance	4 E.A.	\$1,400.00		\$1,400.00						\$1,400.00	25.0%
16	Silt Fence	180 L.F.	\$2.50		\$225.00						\$225.00	50.0%
17	8" Sanitary Sewer	2350 L.F.	\$90.50		\$212,132.00						\$212,132.00	99.7%
18	Manhole Masonary, Sanitary Sewer	65 V.F.	\$381.50		\$24,765.00						\$24,765.00	99.9%
19	Televise Sanitary Sewer	2380 L.F.	\$1.25		\$2,975.00						\$2,975.00	100.0%
	SUBTOTAL				\$327,147.00						\$327,147.00	
20	Change Order 1 - Alley Grading	1 L.S.	\$21,206.50		\$15,880.00		\$5,326.50				\$21,206.50	100.0%
	TOTAL				\$343,027.00		\$9,320.00				\$352,347.00	

SUBJECT: Approve a Professional Design Engineering Services Proposal from Cedar Corporation to Complete the Design for the 2023 MacArthur Avenue Reconstruction Project (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: City Administrator
Public Works Director

EXHIBITS:

1.	Professional Design Engineering Services Proposal, Cedar Corporation
2.	Site Map

EXPENDITURES REQUIRED: \$ 53,445.00 - Fund 470 Street Improvements
\$ 51,555.00 - Fund 680 Water Utility
\$105,000.00 - Total Design Cost

AMOUNT BUDGETED: \$878,000.00 - Fund 470 (Capital Projects Fund)

APPROPRIATION REQUIRED: \$51,555.00 Fund 680 Water Utility

TREASURER'S CERTIFICATE: The Treasurer's Office has certified on December 5, 2022, that Cedar Corporation is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH ORD. 51: The Mayor and/or Clerk has consented to placement of this agenda item on the Council agenda as timely action is needed.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The proposed construction project conforms to the goals and community values identified in the City of Ashland's Comprehensive Plan.

SUMMARY STATEMENT:

The 2023 MacArthur Avenue Street Project will focus on two infrastructure improvements - water and streets - within the area shown on the attached project location map. The attached proposed contract includes costs associated with professional design services for MacArthur Avenue from 6th Street West to 11th Street West. The work area will also include 8th Street West between MacArthur Avenue and Chapple Avenue. Construction is slated for 2023.

The area included in the project was identified as one in need of major infrastructure upgrades. The pavement condition rating throughout the project area is rated at either very poor, or failing. The project was also prioritized in part because of the condition of the watermain, which was originally installed in 1890. The area

has experienced four water main breaks in the last twenty years and, because the water main is six inches, does not provide adequate fire flow to the area.

The area was also designated for replacement due to the proliferation of lead in public and privately owned water infrastructure. The project will replace 25 existing water service laterals that are known to contain lead on either the public or the private side.

The total cost of the project is expected to be \$1,430,445.50, which includes construction, contingency and engineering services. The City will support the roadway, storm and sidewalk portions of the project while the Wisconsin Department of Natural Resources will provide loan funding for the water portion. Cedar Corporation has proposed providing preliminary and final design engineering plans, project specifications, bidding documents and permits associated with the MacArthur Avenue Reconstruction Project.

Public Works is requesting Council's approval of the agreement with Cedar Corporation to allow adequate design and planning for the 2023 construction season. The total cost of the agreement is \$105,000.00.

October 12, 2022

John Butler, P.E., Public Works Director
City of Ashland
2020 6th Street East
Ashland, WI 54806

RE: Professional Design Engineering Services Proposal
2023 MacArthur Avenue & 8th Street West Improvements
City of Ashland, WI

Dear Mr. Butler, Mr. Kucera, Mayor Matthew MacKenzie & City Council:

Cedar Corporation is pleased to submit this proposal to provide professional design engineering services related to MacArthur Avenue from 6th Street W. to 11th Street W. and 8th Street West from MacArthur Ave. to Chapple Ave. Improvements Project for construction in year 2023, City of Ashland, Wisconsin.

SCOPE OF PROJECT: The City of Ashland is requesting professional design engineering services including plan/profiles/details, schedule of bid items quantities, public information meeting/open house, staff/committee governing agency meetings, opinion of probable costs, permit requests, specifications and bid documents, quality assurance/quality control review, municipal bidding assistance, attend bid opening, bid tabulation results and recommend bid award, and construction contact documents for 2022 Watermain Improvements – 4th Avenue W. from 6th Street to 11th Street, approximately 1,800 lineal feet, pavement sawcut and removal, street, curb and gutter, sidewalk, storm sewer, watermain, water service laterals and curb stops, valves and fire hydrants, construction erosion control and grass turf restoration improvements for construction in year 2023.

SCOPE OF SERVICES: Cedar Corporation (hereinafter called “Engineer”) proposes to render professional design engineering services for City of Ashland (hereinafter called “Client”) with respect to the above Scope of Project related to the MacArthur Avenue from 6th St. W. to 11th Street W. and 8th Street West from MacArthur Ave. to Chapple Ave. Improvements for construction in year 2023, City of Ashland, Wisconsin (hereinafter called “Project”). The Engineer will provide required professional design engineering services during the Project pursuant to Client requirements as follows:

Surveying: Completed by separate contract April 2022.

- Field topographic and data collection surveying, and AutoCADD electronic format base map for design in accordance with standard surveying practices, to the extent necessary for Project described above; including accurately reflect current conditions for street, curb and gutter, sidewalk, storm sewer, watermain, fire hydrants, valves, water lateral curb stops, and cross-sections that may influence the Project design and construction.

Preliminary Design Engineering Drawings:

- Attend initial kickoff meeting with city staff to discuss overall Project goals and to finalize the Project work plan and schedule and review existing and preliminary documents.
- Preliminary plan and profiles, details, notes, title sheet, title block, etc., showing general alignment and profile of pavement/curb/sidewalk sawcut and removals, street, curb and gutter, sidewalk, storm sewer, watermain, water service laterals and curb stops, valves, fire hydrants, and appropriately sized

watermain and service laterals to fit within existing roadway areas, easements, etc., for Client review and comments.

- Review governing agency permit requirements.
- Incorporation and refinement of any necessary or suggested changes in the preliminary design.
- Attend required city staff, committee, council and other governing agency meetings.

Final Design Engineering, Plans, Specifications, Bidding Documents, Permits:

- Preparation of final design documents, including pavement/curb/sidewalk sawcut and removals, street, curb and gutter, sidewalk, storm sewer, watermain, water service laterals and curb stops, valves, fires hydrants, construction erosion control and grass turf restoration, plan and profile sheets, construction detail sheets, construction notes, erosion control, traffic control, grass turf restoration, construction specifications and bidding documents, and opinion of probable costs.
- Coordination with various private utility companies (electric, lighting, gas, cable tv, communications, etc.) for their design and construction installation or conflict relocations
- Preparation and submittal of necessary regulatory permit request application forms to the Wisconsin Department of Natural Resources for water main extension permit and construction erosion control Water Resource Application Project Permit Discharge Storm Water from Construction Site (NOI/WRAPP).
- Submittal of 90% completed plans and specifications for review by the Client.
- Updated cost estimates at the 90% complete stage.
- Incorporation of comments received and prepare 100% completed plans, specifications and bid documents
- Coordinate and present at Public Information Meeting/Open House.
- Attend required city staff, committee, council and other governing agency meetings.

Bidding:

- Prepare municipal unit price bid quantities take offs from plans and prepare bid document form.
- Prepare Advertisement for Bid to be published in the Client's official newspaper, and the Engineer will post the Project to its Website via the Quest Electronic Construction Documents Network, or provide to Client for post on their Website, for bid documents download by prospective bidders.
- Provide answers and clarification of questions from contractors, suppliers, sub-contractors and Client during bidding process including preparation of any necessary bid addendums.
- Coordinate and attend electronic virtual Microsoft Teams public bid opening. City Staff and Bidders have option to attend electronic virtual Microsoft Teams public bid opening in person at Cedar Corporation Menomonie Office.
- Review the bid results, prepare bidder tabulation results, confirm that the low bidder has ability to obtain all bonds and insurance and can complete the work, and recommend bid award after review of all bids.
- The Engineer will coordinate the issuance of Notice of Award, execution of Contract Documents, required Bonds and Insurance, and Notice to Proceed with the Client.
- Attend required city staff, committee, council and other governing agency meetings.

Construction Engineering: To be provided pursuant to Client request for proposal contract if desired.

COMPENSATION: The Client agrees to pay the Engineer an hourly time and materials “Not to Exceed” fee for professional design engineering services for the Project in the amount listed below pursuant to the proposed services listed in the above Scope of Services. Any additional work not included in the Scope of Services will be invoiced to the Client on an hourly time and material basis. The Engineer will provide the Client a written quote for any additional work at the Client’s request. The Client will be responsible for all applicable governing agency fees including but not limited to permit, review, application, recording, etc., fees.

CONSTRUCTION YEAR 2023, MACARTHUR AVENUE & 8TH STREET WEST IMPROVEMENTS
– 2,200 LINEAL FEET, PAVEMENT/SIDEWALK/CURB SAWCUT AND REMOVAL, STREET,
CURB AND GUTTER, SIDEWALK, STORM SEWER, WATERMAIN, WATER SERVICE
LATERALS AND CURB STOPS, VALVES, FIRE HYDRANTS CONSTRUCTION EROSION
CONTROL AND GRASS TURF RESTORATION IMPROVEMENTS

Opinion of Probable Construction Cost & 10% Contingency	\$1,420,000
Design Engineering Fee:	
Field Topographic & Data Collection Survey, Design Base Map (Complete)	\$0
Preliminary Design	\$24,000
Final Design Engineering Plans	\$69,000
Governing Agency Permit Requests & Meetings	\$1,000
Specifications & Bidding Documents	\$5,000
Bidding, Bid Opening, Bid Tabulation Results, Bid Award Recommendation	\$1,000
Contract Documents/Bonds/Insurance, Award, Notice to Proceed	\$700
City Design Team Meetings (Assume 1)	\$800
Public Information, City Council & Committee Meetings	\$0
Total Design Engineering Hourly Time & Materials “Not to Exceed” Fee	\$101,500
Additional engineering services, if required or desired by Client:	
Special Assessment Report	\$3,500
Construction Engineering	\$TBD

CLIENT SUPPLIED INFORMATION: The Client will provide the Engineer with available copies of construction record plans for existing street, storm sewer system, watermain system and service laterals, sanitary sewer system and sanitary sewer service laterals, storm sewer system, city utility systems maps, sanitary sewer televising video and report, assessor property owner maps and parcel information, street and highway right-of-way maps, recorded easement documents, property title search if needed, known site environmental issues and concerns, recorded boundary survey/certified survey/plat maps, soil borings and geotechnical engineer report, negotiation with property owners for construction encroachment and temporary construction easements on their properties as required for construction, Project review input and comments, etc. for the Project.

DESIGN TIMELINE: The Engineer’s services shall be performed as expeditiously as is consistent with the orderly progress of the Project. The Engineer shall make every effort to complete the work within the time frame set by the Client. The Cedar Corporation team has the capacity and availability to commence work immediately. The following is the Engineer’s proposed design services timeline for the construction year 2023 Project.

CONSTRUCTION YEAR 2023, MACARTHUR AVENUE & 8TH STREET WEST IMPROVMENTS –
2,200 LINEAL FEET PAVEMENT/SIDEWALK/CURB SAWCUT AND REMOVAL, STREET, CURB
AND GUTTER, SIDEWALK STORM SEWER, WATERMAIN, WATER SERVICE LATERALS AND
CURB STOPS, VALVES, FIRE HYDRANTS, CONSTRUCTION EROSION CONTROL AND GRASS
TURF RESTORATION IMPROVEMENTS

TASK	COMPLETION DATE
City of Ashland Notice to Proceed	November 2022
Topographic and Data Collection Survey, Design Base Map	April 2022
Preliminary Design Engineering	January 2023
Public Information Meeting	February 2023
Final Design Engineering	March 2023
Specifications & Bid Documents	March 2023
Advertisement for Bids	March 2023
City Council Bid Award	April 2023
Notice of Award & Contract Documents	April 2023
Permit Request Approval	April 2023
Notice to Proceed & Pre-Construction Conference	May 2023
Commence Construction	May 2023
Substantial Complete Construction	August 2023
Final Complete Construction	September 2023

SERVICES NOT PROVIDED AS PART OF THIS PROPOSAL: Archaeological studies and investigations, environmental studies and assessments, special assessment reports, endangered resources studies and reports, environmental investigations, title search, land acquisition, private utilities design and construction (electric, lighting, gas, cable tv., communications, etc.), field topographic and data collection survey completed by separate contract, sanitary sewer systems design, construction engineering, construction staking and layout, construction observation and coordination, construction administration, construction record drawings, property surveys, boundary surveys, street and roads right-of-way surveys and map, property owner encroachment coordination, temporary construction easements, easements, field locating and marking of existing underground utility systems, governing agency permit fees, ecological studies and investigations, field wetland delineation and report, wetland fill and mitigation related permits, flood plain studies and determination, flood plain permit, joint WDNR & US Army Corps Chapter 30 permit, sanitary and storm sewer permits, traffic impact analysis and report, WIDOT Trans 233 permits and approval request, and historical site studies and investigations are not included as part of this proposal.

PAYMENT POLICY: Client agrees to pay Engineer the amount shown on invoices presented to the Client for services rendered on a monthly basis. All invoices are due within 30 days of receipt.

AGREEMENT: If these terms, as stated above, are understood and agreeable, please sign both copies of this proposal and return one to our office by mail, email or fax.

Sincerely,

CEDAR CORPORATION



Russ Kiviniemi, P.E.
Principal



Brian Chapman
Project Manager

Accepted this _____ day of _____, 2022

By: _____
 Matthew MacKenzie, Mayor
 City of Ashland

 John Butler, P.E., Director of Public Works
 City of Ashland

 Denise Oliphant, Clerk
 City of Ashland

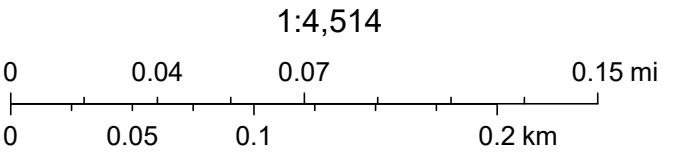
 Jacey Dean, Comptroller
 City of Ashland

Site Map



5/24/2022, 11:59:57 AM

- Override 1
- Parcel Mapping
- Parcel Labels



City of Ashland Public Works Department, GIS Division, PICTOMETRY INTL

SUBJECT: Approve to Accept a Professional Services Proposal from Technical Design Services to Provide Geographic Information Systems Services (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: Public Works Director
City Administrator

EXHIBITS:	1. Technical Design Services Proposal
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EXPENDITURES REQUIRED: \$ 14,716.00 Fund 100 General Fund
\$ 29,432.00 Fund 680 Water Utility
\$ 29,432.00 Fund 690 Wastewater Utility
\$ 73,580.00 Total Proposal Cost

AMOUNT BUDGETED: \$ 25,000.00 (Public Works Engineering Professional Services)

APPROPRIATION REQUIRED: \$ 29,432.00 Fund 680 Water Utility
\$ 29,432.00 Fund 690 Water Utility

TREASURER'S CERTIFICATE: The Treasurer's Office has certified on December 7, 2022, that Technical Design Services is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH ORD. 51: The Mayor and/or Clerk have consented to the placement of this agenda item on the Council agenda as timely action is needed.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

The City of Ashland provides a high level of Geographic Information System services used primarily for infrastructure management by the Public Works Streets and Utility Departments. The previous GIS Coordinator for the City left in early 2021 which, due to a combination of factors, has left a vacancy that has remained unfilled for the majority of the time since. In 2022, the Department tried hiring a part time position to fulfill GIS needs, but that didn't pan out. The Public Works Director recommends hiring out GIS services as an optimal solution to the GIS vacancy in order to continue providing critical services to the Department and for the City.

Historically, GIS services have been a General Fund expense but, upon review, it was found that GIS primarily services the Utility. The scope of services provided include making modifications to city web-based maps, updating parcel info from Ashland County, integrating sewer televising videos and infrastructure condition ratings, among other duties. Considering this, the Department is proposing splitting the cost of the \$73,580

proposal between the General Fund and Utility (20% General Fund, 40% Water, 40% Wastewater). Public Works is requesting approval of the attached proposal from Technical Design Services.

231 E Superior St, Ste 201 Duluth, MN 55802 • Phone: 218-216-1112
Email: info@tdsmn.com • Website: www.tdsmn.com

December 6, 2022

Mr. John Butler, P.E
Public Works Director
City of Ashland
2020 6th St E
Ashland, WI 54806

Dear Mr. John Butler:

As indicated, the City of Ashland has expressed a desire to acquire GIS services to meet their projected needs.

This correspondence outlines the complete scope of work requested and applicable estimated fees for our GIS services.

OBJECTIVE

Provide GIS services as outlined below.

SCOPE OF SERVICES

- Maintain existing GIS system as requested by client (i.e. fix, make modifications to web maps, obtain and re-publish parcel info from County)
- Add as-built, mainly buried utilities, info to existing GIS system (seasonal, end-of-summer-construction work)
- Implement enhancements to existing GIS system (i.e. add a numbering system to our water control valves)
- Integrate field survey and/or mapping data (collected & provided to TDS) into GIS system
- Create paper maps for client as request (i.e. map of sewer mains replaced, map of modified City voting districts)
- Provide higher level work, as TDS time and City budget allows, including integrating sewer videos and condition ratings (collected & provided to TDS) into Infiltration and Inflow (map) and review/clean up of Cadestral layer (part of basemap)

TO: Mr. John Butler
RE: GIS Services

PROFESSIONAL FEES

Service fees will be based on hourly rates. If overtime rates become applicable, in the case of the GIS Manager, rates will be at 1.5 times the regular rate.

Coverage period to be January 1st, 2023 – December 31st, 2023 (Fifty-two weeks) with a minimum of 20 hours commitment of GIS Specialist services.

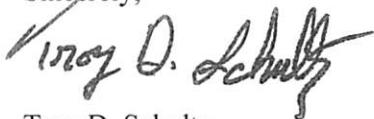
Estimation of hours listed below are based on regular rates.

	<u>Rates</u>
GIS Specialist	\$ 65.00
GIS Manager	\$115.00/\$172.50

	<u>Hours</u>	<u>Cost</u>
GIS Specialist	1040	\$67,600.00
GIS Manager	52	<u>\$ 5,980.00</u>
ESTIMATED TOTAL FEES		\$ 73,580.00

I appreciate your time and consideration to this proposal and look forward to meeting your GIS services needs.

Sincerely,



Troy D. Schultz

SUBJECT: Approve the Purchase of a 2014 John Deere 672G Grader from McCoy Construction & Forestry for the Public Works Department (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: Administrator
Director of Public Works
Streets Foreman

EXHIBITS:	1. Customer Purchase Order, McCoy Construction & Forestry
	2. 672G John Deere Grader

EXPENDITURES REQUIRED: \$ 225,000.00 - Fund 460 Public Works Equipment

AMOUNT BUDGETED: \$ 283,000.00 - Fund 460 Public Works Equipment (2023 Budget)
\$ 40,000.00 - Future Trade-In or Sale of Existing Grader
\$ 323,000.00 - Total

**APPROPRIATION
REQUIRED:** -\$0-

**TREASURER'S
CERTIFICATE:** The Treasurer's Office has certified on December 6, 2022, that McCoy Construction and Forestry is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH ORD. 51: The Mayor and/or Clerk has consented to placement of this agenda item on the Council agenda as timely action is needed.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: N/A

SUMMARY STATEMENT:

The City of Ashland Streets Division has been interested in replacing the 1998 770CH John Deere Grader as this piece of equipment has significantly exceeded its useful lifetime and would benefit from preventative replacement prior to failure of any major components. The Public Works Department recently compared the age and hours run of City's fleet assets to industry standards and identified the 770CH John Deere Grader as a major priority for preventative replacement in the 2023 budget, primarily due to the age of the equipment. The replacement of graders is generally recommended after 20 years of use, with the 770 CH being 25 years old.

The 770 CH Grader is used during both the summer and winter roadway maintenance seasons. Summer duties include routine grading of rural roadways as well as some construction applications. In winter maintenance applications, the grader is used to plow City streets but is also a critical component of ice removal activities. This work is necessary for safe winter driving in areas where the use of salt is not practical,

primarily residential streets and rural roadways. Other pieces of equipment used for plowing are not capable of producing the high amount of pressure necessary to dislodge ice from the roadway. In addition, the use of a large headplow on the grader allows the Streets Division to break through large snow drifts that at times form near the waterfront. Other pieces of equipment cannot support the weight of the headplow and this type of headplow is not typically maintained by local contractors.

The City currently owns both a 1998 770 CH Grader and a 2000 770CH Grader. Both are used for winter maintenance but only one is used for summer maintenance. Staff is investigating potential alternatives before replacement of the 2000 770 CH Grader is prioritized.

The Public Works Director has identified the local availability of a used 2014 672G Grader from McCoy Construction & Forestry that would meet the Public Works Department's needs. The 2014 672G Grader has roughly half of the runtime hours of the City's 2000 770 CH Grader and has twelve years of remaining useful life. The Department estimates that the cost of a new grader would be over \$400,000.

The Public Works Director is requesting that Council waive the advertisement requirement of Ordinance 194.04 Purchases of more than \$30,000. The City is managing a significant challenge in updating fleet equipment and the purchase of used equipment presents a significant opportunity for cost savings. It is difficult to solicit the purchase of used equipment via advertisement as specifications are typically drafted only for new equipment. In addition, the current shortage of and long lead times associated with fleet equipment due to ongoing supply chain issues requires prompt action when equipment compatible with the City's needs is identified, as opposed to the time required for advertisement.

The Public Works Department recommends approval to purchase a 2014 John Deere 672G Grader from McCoy Construction & Forestry for the amount of \$225,000.00. The Public Works Department would be able to immediately utilize the grader during the 2022-2023 winter maintenance season.

In discussing the purchase, McCoy has offered \$40,000 of trade-in value for the City's existing 770 CH Grader. The City is investigating alternative means of sale to obtain greater value for the grader, but the trade-in value represents a minimum value that is a significant increase over the \$27,000 value estimated by staff during the 2023 budget process.



JOHN DEERE

Customer Purchase Order for John Deere Construction and Forestry Products - USA

PURCHASER NAME AND ADDRESS (First Signer)

NAME (First, Middle, Last)

CITY OF ASHLAND

STREET or RR

2020 6TH STREET EAST

CITY

ASHLAND

STATE

WI

ZIP CODE

54806

COUNTY

ASHLAND

PHONE NUMBER

715-682-7061

EMAIL ADDRESS

PURCHASER NAME AND ADDRESS (Second Signer)

NAME (First, Middle, Last)

STREET or RR

CITY

STATE

ZIP CODE

COUNTY

PHONE NUMBER

EMAIL ADDRESS

DEALER NAME AND ADDRESS

DEALER NAME

McCoy Construction & Forestry

Dealer Account No.:

175459

STREET or RR

310 INDUSTRIAL PARK DRIVE

CITY

ASHLAND

STATE

WI

ZIP CODE

54806

Date of Order:

11-22-2022

Dealer Order No.:

TYPE OF SALE:

CASH

PURCHASER TYPE:

5 City/Town/Village

MARKET USE CODE:

Add purchaser to Mailing List (Check One or More)

☐ Construction ☐ Utility ☐ Forestry ☒ Government

PURCHASER IS:

☐ Business ☐ Individual

Purchaser Acct.:

54244

☐ SOCIAL SECURITY☐ IRS TAX ID NO☐ EIN

NO.:

EXTENDED WARRANTY IS:

☐ Accepted ☐ Rejected _____ (Initials)

LOCATION OF FIRST WORKING USE:

County ASHLAND City ASHLAND

STATE

WI

COUNTY CODE

03

Ultimate Uptime Package Purchased:

☐ Yes ☐ No _____ Initials

QTY	NEW	DEMO	RENT	USED	EQUIPMENT (Model, Size, Description)	Hours of Use	PIN or Serial Number	Delivered Cash Price
1	☐	☐	☐	☒	2014 JOHN DEERE 672G GRADER	2965	1DW672GPAEF66382	\$225,000.00
	☐	☐	☐	☐	CAB-AC-EH-14'BLD-17.5 TIRES			
	☐	☐	☐	☐	AWD-WING-SCARIFIER			
	☐	☐	☐	☐	WITH 1 SET OF STINGERS			
	☐	☐	☐	☐				
	☐	☐	☐	☐				
	☐	☐	☐	☐				
	☐	☐	☐	☐				
	☐	☐	☐	☐	NO WARRANTY - SOLD AS IS			
	☐	☐	☐	☐				
	☐	☐	☐	☐				
(1) TOTAL CASH PRICE								\$225,000.00

QTY	TRADE-IN (Model, Size, Description)	Hours of Use	PIN OR SERIAL NUMBER	AMOUNT
1	1998 JOHN DEERE 770CH	5381	DW770CH567033	\$40,000.00
(2) TOTAL TRADE-IN ALLOWANCE				\$40,000.00
(3) BALANCE (1-2)				\$185,000.00
(4) SALES TAX RATE 0.00 %				\$0.00
(5) ADDITIONAL FEES				
(6) SUBTOTAL (3 & 4 & 5)				\$185,000.00
(7) RENTAL APPLIED				
(8) CASH WITH ORDER				
(9) BALANCE DUE (6-(7 & 8))				\$185,000.00

ACKNOWLEDGMENTS: Purchaser offers to sell, transfer, and convey the item(s) listed as "Trade In" to the Dealer at or prior to the time of delivery of the above product(s), as a "trade-in" to be applied against the cash price. Purchaser represents that each "trade-in" item shall be free and clear of all security interests, liens, and encumbrances at the time of transfer to the Dealer except to the extent shown below. The price to be allowed for each "trade-in" item is listed on this document. The Purchaser promises to pay the balance due (line 9) shown hereon in cash, or to execute a Time Sale Agreement (Retail Installment Contract), or a Loan Agreement for the purchase price of the Product(s), plus additional charges shown thereon, or to execute a Lease Agreement, on or before delivery of the equipment ordered herein. Despite delivery of the Product(s) to the Purchaser, title shall remain with the Seller until one of the foregoing is accomplished. The Purchaser and the Dealer agree that this Purchase Order is not a security agreement and that delivery of the Product(s) to the Purchaser pursuant to this Purchase Order will not constitute possession of the Product(s) by the Purchaser, as a debtor, for the purposes of the purchase money security provisions in any statutes relating to personal property security or its equivalent. Purchaser understands that its rights in connection with this purchase are limited as set forth in this Purchase Order.

