Ashland Committee of the Whole Meeting
Tuesday, August 12, 2025 – 6:00 PM
601 Main Street W. Ashland WI 54806

Take notice that the City of Ashland Committee of the Whole will meet immediately following the adjournment of the City Council Meeting in the City Hall Council Chambers, 601 Main Street W. Ashland, WI, to consider and act upon the following agenda.

To attend 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.

Tuesday, August 12, 2025 Ashland Committee of the Whole Meeting Agenda

1. **Roll Call**

2. **Approval of Agenda**

3. **Council President's Report**

4. **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

   A. **Amendment to the 2024 General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, and Internal Service Funds Budgets Per Wis. State Statute 65.90(5)(a)** ***(Finance)***

   B. **Wastewater Utility Rates (*****Public Works)***

   C. **Continued Review of Vacant Housing Ordinance Draft** ***(Administrator)***

   D. **Dissolution of the Housing Committee by Repealing Resolution No. 17112, Passed July 29, 2014** ***(Mayor)***

   E. **Restructing Public Works/Utility Administrative Manager Position** ***(Public Works)***

5. **Items for Future Discussion**

6. **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.

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 the City Clerk's Office at 715-682-7071 (not a TDD telephone number) or FAX: 715-682-7048.

Ref: 2025-182 **COMMITTEE AGENDA: 4.A. (8/12/2025)**

SUBJECT: **Amendment to the 2024 General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, and Internal Service Funds Budgets Per Wis. State Statute 65.90(5)(a)** ***(Finance)***

RECOMMENDATION: Advance to Council for formal approval

DEPARTMENT OF ORIGIN: Finance

CLEARANCES: Administrator

EXHIBITS:

1. Proposed Resolution 17845
2. Proposed 2024 Budget Amendment
3. Preliminary General Fund-Fund Balance Dec 31, 2024

COMPLIANCE WITH STRATEGIC PLAN: NA

SUMMARY STATEMENT:

The 2024 audit is still in progress and one of the final items to be completed is the 2024 budget amendment. The annual budgets are formulated based on the best information at the time of preparation, which is usually around four months before the budget year begins. For 2024, the preliminary actual results vary from the budgets formulated and some departments are over budget while other departments are under budget. This results in the need for the Council to re-appropriate the 2024 budget for expenditures. The budget amendment will bring the expenditures and transfers into compliance with Wis. Stats. 65.90(5)(a) Municipal Budgets. This also amends the transfers into the General Fund from Special Revenue Funds. The total amount of the general fund amended budget is $14,486,205, which is an increase of $25,110 from the original budget, due to an increase in transfers-in from special revenue funds.

The council approved the utilization of general fund-fund balance (GFFB) for the 2024 budget. The amount appropriated for this was $277,550 of a one-year general obligation note for operations, issued in 2023 for 2024, and $198,530 of GFFB. The GFFB, minimum fund balance policy of 30% of 2025 budgeted expenses is maintained. See exhibit 3.

Net revenue for 2024 is $349,051 due to unexpected revenues. See bottom of page 3 of exhibit 2 for more information.

<u>The following is a summary of the larger proposed budget amendment or budget variances (see exhibit 2 for more information):</u>

This amendment Increases Transfers to Other Funds:

To recycling fund for the increase in the recycling fee - $23,514

To the Airport for additional operating expenses in 2024 - $6,524

<u>Increase (Decrease) in various General Government Operating Expenses/Budgets:</u>

Attorney expense is over budget by $32,133 due to the Bay View Pier litigation.

Building & Facilities Maintenance is over budget by $20,890 due to extension of limited-term employees and HVAC repairs.

<u>Increase (Decrease) in various Public Safety Operating Expenses/Budgets:</u>

The police department is over budget by $128,591. (See exhibit 2 page 2 for explanation)

The fire and ambulance departments are under budget by $178,080. (See exhibit 2 page 2 for explanation)

<u>Increase (Decrease) in Health & Social Services Operating Expenses/Budgets:</u>

Animal Control is under budget by $28,249 due to employee retirement and elimination of position.

<u>Increase (Decrease) in various Public Works Operating Expenses/Budgets:</u>

Public works and sanitation expenses are over budget by $36,459. (See exhibit 2 page 2 for explanation)

<u>Increase (Decrease) in various Leisure Activities Operating Expenses/Budgets:</u>

Parks and grounds expenses are over budget by $12,274 due to utilities expense.

<u>Increase (Decrease) in Conservation and Development Operating Expenses/Budgets:</u>

Planning and Development expenses are under budget by $21,500 due to change in health insurance election.

Within the capital budget amendments, the 2023A notes for City projects have been re-distributed as follows, due to variances in estimated to actual capital expenditures.

	Total	Streets	Public Works Equipment	Fire Dept Equipment
Original allocation	2,556,000	1,633,741	880,927	41,332
Revised allocation	2,556,000	1,683,758	836,015	36,227
Increase (Decrease)		50,017	(44,912)	(5,105)

RESOLUTION No. 17845

RESOLUTION TO AMEND THE 2024 GENERAL FUND, SPECIAL REVENUE FUNDS, DEBT SERVICE FUNDS, CAPITAL PROJECT FUNDS, AND INTERNAL SERVICE FUNDS BUDGETS PER WIS. STATE STATUTE 65.90(5)(a)

WHEREAS, the Common Council for the City of Ashland, Wisconsin, meeting in Committee, at the August 12, 2025 meeting, has deliberated the formation of the 2024 municipal budget amendment; and

WHEREAS, the Common Council for the City of Ashland, Wisconsin has concluded that budget revenues and expense appropriation adjustments are necessary for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, and Internal Service Funds.

NOW, THEREFORE, BE IT RESOLVED that the Common Council for the City of Ashland, Wisconsin hereby adopts the 2024 Budget Amendment for revenues and expenditures of $14,486,205, and appropriation adjustments as summarized on the attachment to this Resolution.

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Councilperson

PASSED: August 26, 2025

ATTEST: ____________________________ ____________________________
Denise Oliphant, City Clerk Matthew MacKenzie, Mayor

APPROVED AS TO FORM:

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Tyler W. Wickman, City Attorney

CITY OF ASHLAND

2024 PROPOSED BUDGET AMENDMENT

SUMMARY WORKSHEET

	Approved 2024 Budget	2024 Preliminary	Preliminary Over/Under 2024 Budget	Proposed Budget Adjustment	Proposed Amended Budget	Budget Amendment Notes
Property Tax Levy						
Assessed Value	466,888,500	466,888,500	-	-	466,888,500	
Mill Rate	10.2789	10.2789	0.0000	0.0000	10.2789	
Gross Levy	**$ 4,799,086**	**$ 4,799,086**	**$ -**	**$ -**	**$ 4,799,086**	No change
Less Restricted Levy:						
TIF Levy	(272,777)	(272,777)	-	-	(272,777)	
Debt Service Levy						
Long-term G.O. Debt Service	(1,484,284)	(1,484,284)	-	-	(1,484,284)	
Debt Service Reserve Applied	100,000	100,000			100,000	
One Year GO Note Debt Service	(280,980)	(280,980)	-	-	(280,980)	
Net Debt Service Levy	(1,665,264)	(1,665,264)	-	-	(1,665,264)	
Total Restricted Levy	(1,938,041)	(1,938,041)	-	-	(1,938,041)	
Net Expendable Levy	**$ 2,861,045**	**$ 2,861,045**	**$ -**	**$ -**	**$ 2,861,045**	No change
Net Levy Available for General Fund	**$ 2,861,045**	**$ 2,861,045**	**-**	**$ -**	**$ 2,861,045**	
Post-Levy Property Tax Adjustments	-	579	(579)	-	-	
Non-Tax General Fund Revenues	9,185,929	9,756,222	(570,293)	25,110	9,211,039	The Council approved merit increase for employees for 2024 was 25,110 which was utilized in 2024
Appropriation of Fund Balance - 2023 proceeds of 1 Year GO Note for 2024 budget	277,550	277,550	-		277,550	
Appropriation of Fund Balance	198,530	-	-	-	198,530	
Total General Fund Revenues	**$ 12,523,054**	**$ 12,895,396**	**$ (570,872)**	**$ 25,110**	**$ 12,548,164**	No proposed budget amendments

Uses of General Funds

	Approved 2024 Budget	2024 Preliminary	Preliminary Over/Under 2024 Budget	Proposed Budget Adjustment	Proposed Amended Budget	Budget Amendment Notes
General Fund Transfer to Other Funds				**Negative number increases budget**		
SR 215 - Vaughn Library	(308,595)	(308,595)	-	-	(308,595)	
SR 260 - Recycling	(90,000)	(113,514)	(23,514)	(23,514)	(113,514)	Adjust transfer for recycling fees received in 2024
SR 274 - Beautification	-	(2,774)	(2,774)	(2,774)	(2,774)	Transfer for balance of downtown flowers expense
SR 272 -Bretting Center	-	(2,825)	(2,825)	-	-	Transfer for BBC prior year program revenues incorrectly posted to General Fund
CP 454 - Equipment Leases	(15,000)	(15,000)	-	-	(15,000)	
CP 461 - Fire/Amb Capital Equip.	(34,650)	(34,650)	-	-	(34,650)	
CP 462 - Police Dept Capital Equip.	(50,000)	(55,150)	(5,150)	(5,150)	(55,150)	Transfer to cover net expense of police vehicle lease payments after related vehicle sales in 2024
CP 463 - Computer Capital Equip.	(60,000)	(60,000)	-	-	(60,000)	
CP 480 - Urban Forestry	(10,000)	(15,280)	(5,280)	(5,280)	(15,280)	Transfer for additional urban forestry grant match expenses
EF 610 - JFK Airport	(75,530)	(82,054)	(6,524)	(6,524)	(82,054)	Additional transfer for 2024 operating expenses
IS 750 - Post Retirement Benefits Reserve	(75,110)	(75,110)	-	-	(75,110)	
CP 491 / TA 810 - Landfill (LTC)	(5,000)	(5,000)	-	-	(5,000)	
Total Transfers to Other Funds	**$ (723,885)**	**$ (769,952)**	**$ (46,067)**	**$ (43,242)**	**$ (767,127)**	
Net Available for General Fund Operations	**$ 11,799,169**	**$ 12,125,444**	**$ (524,805)**	**$ (18,132)**	**$ 11,781,037**	

CITY OF ASHLAND

2024 PROPOSED BUDGET AMENDMENT

SUMMARY WORKSHEET

General Fund Operations	Approved 2024 Budget	2024 Preliminary	Preliminary Over/Under 2024 Budget	Proposed Budget Adjustment	Proposed Amended Budget	Budget Amendment Notes
				Positive number decreases budget Negative number increases budget		
GENERAL GOVERNMENT						
Mayor	(26,405)	(23,959)	2,446	2,440	(23,965)	
City Council	(33,700)	(27,720)	5,980	5,970	(27,730)	
City Administrator	(160,460)	(162,944)	(2,484)	(2,490)	(162,950)	Council approved wage increase higher than budgeted
Police & Fire Commission	(8,900)	(6,929)	1,971	1,970	(6,930)	
City Attorney	(70,000)	(102,133)	(32,133)	(32,135)	(102,135)	Expenses over budget due to Bay View Pier litigation
City Clerk	(108,180)	(109,266)	(1,086)	(1,090)	(109,270)	Personnel cost over budget
Personnel	(50,000)	(23,383)	26,617	26,600	(23,400)	Budget estimate for professional services higher than actual
Elections	(100,035)	(81,546)	18,489	18,470	(81,565)	Professional fees/Election Workers/Advertising expenses under budget
Technology Services	(307,480)	(310,934)	(3,454)	(3,460)	(310,940)	Varies depending on technology needs
Other City Hall	(48,785)	(46,518)	2,267	2,260	(46,525)	
Finance	(485,220)	(497,463)	(12,243)	(12,250)	(497,470)	Personnel costs and financial audit expense over budget
Assessor	(33,800)	(32,620)	1,180	1,170	(32,630)	
Buildings & Facilities Maintenance	(513,887)	(534,777)	(20,890)	(20,900)	(534,787)	Personnel costs over budget-extended 3 limited-term employees into the fall to catch-up on deferred maintenance & several HVAC repairs
Misc & Insurance	(146,500)	(156,974)	(10,474)	(10,475)	(156,975)	Insurance expenses higher than what was budgeted
TOTAL GENERAL GOVERNMENT	**$ (2,093,352)**	**$ (2,117,166)**	**$ (23,814)**	**$ (23,920)**	**$ (2,117,272)**	
PUBLIC SAFETY						
Police	(2,590,243)	(2,718,834)	(128,591)	(128,595)	(2,718,838)	Personnel costs over budget-two officers in school part of the year; new officer field training; injuries and leaves of absence. Training over budget due to catch-up on COVID deferred training for Leadership & Police and Drug School - 2-3 week classes. Equipment over budget due to police protection response equipment
Fire	(1,744,515)	(1,676,610)	67,905	67,900	(1,676,615)	Fire and AMB budgets expense splits between the two departments vary from year to year
Ambulance	(1,776,310)	(1,666,135)	110,175	106,952	(1,669,358)	Expenses under budget: wages under $42,337; health Insurance $74,036; other personnel benefits $22,527; and other expenses $39,180 (2 new hires and 3 terminations in 2024)
Public Fire Protection Fee	(19,500)	(21,218)	(1,718)	(1,720)	(21,220)	
Building Inspection	(137,025)	(140,508)	(3,483)	(3,485)	(140,510)	Over budget by building inspection fees which will vary from year to year
TOTAL PUBLIC SAFETY	**$ (6,267,593)**	**$ (6,223,305)**	**$ 44,288**	**$ 41,052**	**$ (6,226,541)**	
HEALTH & SOCIAL SERVICES						
Animal Control	(84,525)	(56,276)	28,249	28,245	(56,280)	Employee retirement - position not filled
Pest Control	(9,000)	(8,744)	256	-	(9,000)	
Mt. Hope Cemetery	(65,000)	(65,000)	-	-	(65,000)	
TOTAL HEALTH & SOCIAL SERVICES	**$ (158,525)**	**$ (130,020)**	**$ 28,505**	**$ 28,245**	**$ (130,280)**	
PUBLIC WORKS						
Public Works	(1,816,938)	(1,757,931)	59,007	59,000	(1,757,938)	Sidewalk and storm sewer expenses are under budget
Transportation	(36,000)	(36,000)	-	-	(36,000)	
Sanitation	(436,609)	(532,076)	(95,467)	(95,470)	(532,079)	Over budget due to addition of City fall clean-up and increase in residential garbage collection contract
TOTAL PUBLIC WORKS	**$ (2,289,548)**	**$ (2,326,007)**	**$ (36,459)**	**$ (36,470)**	**$ (2,326,018)**	

CITY OF ASHLAND

2024 PROPOSED BUDGET AMENDMENT

SUMMARY WORKSHEET

	Approved 2024 Budget	2024 Preliminary	Preliminary Over/Under 2024 Budget	Proposed Budget Adjustment	Proposed Amended Budget	Budget Amendment Notes
LEISURE ACTIVITIES						
Community Programs	(32,000)	(31,220)	780	-	(32,000)	
Parks	(341,351)	(353,625)	(12,274)	(12,275)	(353,626)	Over budget due to utilities expense-parks billing was updated in 2024 which resulted in a larger expense than budgeted
Recreation Programs (APR)	(343,200)	(342,090)	1,110	885	(342,315)	
Municipal Band	(5,000)	(5,883)	(883)	(885)	(5,885)	Performances over budget
TOTAL LEISURE ACTIVITIES	**$ (721,551)**	**$ (732,818)**	**$ (11,267)**	**$ (12,275)**	**$ (733,826)**	
CONSERVATION & DEVELOPMENT						
Planning and Development	(268,600)	(247,077)	21,523	21,500	(247,100)	Personnel health insurance less than budgeted
TOTAL CONSERVATION & DEVELOPMENT	**$ (268,600)**	**$ (247,077)**	**$ 21,523**	**$ 21,500**	**$ (247,100)**	
Total General Fund Expenditures for Operation	**$ (11,799,169)**	**$ (11,776,393)**	**$ 22,776**	**$ 18,132**	**$ (11,781,037)**	
Total Uses of General Funds	**$ (12,523,054)**	**$ (12,546,345)**	**$ (23,291)**	**$ (25,110)**	**$ (12,548,164)**	
Net (Expenditures) over Revenue	**$ 0**	**$ 349,051**	**$ 547,581**	**$ -**	**$ 0**	
LESS Unexpected Revenues: Interest Income over budget		**$ (115,035)**	**$ (115,035)**			
Tax Increment District Closing 6 & 9		**$ (169,066)**	**$ (169,066)**			
Ambulance fees over budget		**$ (286,270)**	**$ (286,270)**			
Net Expenses after unexpected revenues		**$ (221,320)**	**$ (22,790)**			

$ 221,320	**Net Expenses after unexpected revenues**
$ (22,790)	**Over budget - total uses**
$ 198,530	**Budgeted appropriation of fund balance (see page 1)**

CITY OF ASHLAND
2024 PROPOSED BUDGET AMENDMENT
GENERAL FUND REVENUES

		ACCOUNT DESCRIPTION	Approved 2024 Budget	2024 Preliminary	Preliminary Over (Under) 2024 Budget	Proposed Budget Adjustment	Proposed Amended Budget	Budget Amendment & Budget to Actual Notes
TAXES								
100	41110	GENERAL PROPERTY TAXES	2,861,045	2,861,624	579	0	2,861,045	
100	41140	MOBILE HOME TAXES	27,000	21,795	(5,205)	0	27,000	
100	41210	MOTEL/HOTEL TAXES	10,500	10,066	(434)	0	10,500	
100	41222	SALES TAX - CITY SHARE	140	193	53	0	140	
100	41310	TAXES - WATER UTILITY PILOT	365,820	323,358	(42,462)	0	365,820	Council set limit to the water utility PILOT at $347,500; PSC allowable $323,358
100	41320	TAXES - TAX EXEMPT PILOT	40,000	56,637	16,637	0	40,000	
100	41800	PENALTIES ON DELINQUENT TAXES-PP	1,000	1,956	956	0	1,000	
100	41810	PENALTIES ON DELINQUENT TAXES-Utilities	2,500	5,185	2,685	0	2,500	
100	41900	OTHER TAXES	0	0	0	0	0	
TOTAL TAXES:			**3,308,005**	**3,280,814**	**(27,191)**	**0**	**3,308,005**	
SPECIAL ASSESSMENTS								
100	42000	SPECIAL ASSESSMENTS	0	0	0	0	0	
TOTAL SPECIAL ASSESSMENTS:			**0**	**0**	**0**	**0**	**0**	
INTERGOVERNMENTAL								
100	43300	FEDERAL GRANTS	0	0	0	0	0	
100	43410	SHARED REVENUES	4,563,477	4,617,366	53,889	0	4,563,477	Ambulance medical transport historically listed in shared revenue DOR letter
100	43411	EXPENDITURE RESTRAINT	145,910	145,910	0	0	145,910	
100	43412	EXEMPT COMPUTER AID	18,500	18,529	29	0	18,500	
100	43413	PERSONAL PROPERTY TAX AID	47,870	47,871	1	0	47,870	
100	41314	VIDEO SERVICE PROVEDER AID	18,533	18,533	0	0	18,533	
100	43420	STATE FIRE DUES	21,000	27,187	6,187	0	21,000	
100	43529	OTHER PUBLIC REVENUE	50,000	0	(50,000)	0	50,000	Ambulance medical transport not seperately listed in shared revenue DOR letter
100	43531	STATE GENERAL TRANS AID	645,205	645,301	96	0	645,205	
100	43530	STATE GRANT REVENUE	100	3,548	3,448	0	100	
100	43533	STATE CONNECTING HWY AID	92,168	109,115	16,947	0	92,168	
100	43610	PAYMENT FOR MUNICIPAL SERVICE	19,650	13,778	(5,872)	0	19,650	
100	43799	OTHER LOCAL GOVT GRANTS	0	0	0	0	0	
TOTAL INTERGOVERNMENTAL:			**5,622,413**	**5,647,138**	**24,725**	**0**	**5,622,413**	
LICENSES & PERMITS								
100	44100	LICENSES - BUSINESS & OCCUPATIONAL	35,000	29,965	(5,035)	0	35,000	
100	44110	CABLE FRANCHISE FEE	77,000	74,363	(2,637)	0	77,000	
100	44200	LICENSES - NON BUSINESS	10	5	(5)	0	10	
100	44300	BUILDING & STREET-CUT PERMITS	47,000	87,548	40,548	0	47,000	Includes six large commercial/business permits
100	44400	ZONING PERMITS & FEES	4,000	4,365	365	0	4,000	
TOTAL LICENSES & PERMITS:			**163,010**	**196,246**	**33,236**	**0**	**163,010**	
FINES, FORFEITS & PENALTIES								
100	45100	LAW & ORDINANCE VIOLATIONS	16,500	15,331	(1,169)	0	16,500	
TOTAL FINES, FORFEITS & PENALTIES:			**16,500**	**15,331**	**(1,169)**	**0**	**16,500**	
PUBLIC CHARGES FOR SERVICES								
100	46100	OTHER REVENUES - GENERAL GOVT	12,000	12,939	939	0	12,000	
100	46210	POLICE SERVICES	5,000	2,249	(2,751)	0	5,000	
100	46220	FIRE PROTECTION FEES	1,000	744	(256)	0	1,000	
100	46230	AMBULANCE/EMS FEES	1,060,000	1,346,270	286,270	0	1,060,000	Varies from year to year depending on the number of calls
100	46231	AMB PROTECTION FEES	14,000	30,703	16,703	0	14,000	
100	46290	SPECIAL CHARGES	6,100	130	(5,970)	0	6,100	
100	46310	PUBLIC WORKS CHARGES	45,000	46,594	1,594	0	45,000	
100	46330	PARKING RENT & FINES	10,000	4,885	(5,115)	0	10,000	

CITY OF ASHLAND
2024 PROPOSED BUDGET AMENDMENT
GENERAL FUND REVENUES

ACCOUNT DESCRIPTION			Approved 2024	2024	Preliminary Over (Under)	Proposed Budget	Proposed Amended	Budget Amendment & Budget to Actual Notes
PUBLIC CHARGES FOR SERVICES Cont.								
100	46420	REFUSE/GARBAGE COLLECTION FEES	350,000	361,931	11,931	0	350,000	
100	46421	RECYCLING FEES	39,000	113,514	74,514	0	39,000	Additional recycling fee in 2024
100	46431	SPRING CLEANUP FEES	0	0	0	0	0	
100	46440	WEED/NUISANCE CONTROL	5,000	600	(4,400)	0	5,000	
100	46510	ANIMAL CONTROL FEES	4,400	3,706	(694)	0	4,400	
100	46720	PARKS REVENUE	160,000	152,917	(7,083)	0	160,000	
100	46721	PW FUEL TAX REFUND	3,500	0	(3,500)	0	3,500	
100	46722	PW ADMIN FEE	6,100	2,994	(3,106)	0	6,100	
100	46755	LEISURE PROGRAMS & REC FEES	93,000	95,248	2,248	0	93,000	
TOTAL PUBLIC CHARGES:			**1,814,100**	**2,175,424**	**361,324**	**0**	**1,814,100**	
INTERGOVERNMENTAL CHARGES FOR SERVICES								
100	47321	LIAISON OFFICER-REIMBURSE	87,000	52,096	(34,904)	0	87,000	School District terminated School Resource Officer position fall of 2024
100	47323	FIRE- TOWNSHIP CONTRACTS	144,850	146,837	1,987	0	144,850	
100	47324	AMBULANCE - TOWNSHIP CONTRACTS	364,596	364,592	(4)	0	364,596	
100	47330	GIS REIMBURSEMENT (COUNTY)	0	0	0	0	0	
100	47400	ATTORNEY - UTILITY REIMBURSE	5,000	0	(5,000)	0	5,000	
100	47401	UTILITY COST SHARE	244,100	255,059	10,959	0	244,100	
100	47403	AIRPORT ADMIN REIMBURSEMENT	8,000	8,000	0	0	8,000	
100	47405	CHARGES TO LIBRARY	40,000	45,802	5,802	0	40,000	
TOTAL INTERGOVERNMENTAL CHARGES:			**893,546**	**872,386**	**(21,160)**	**0**	**893,546**	
MISCELLANEOUS REVENUES								
100	48110	INTEREST ON CASH & INVESTMENTS	20,000	135,035	115,035	0	20,000	Treasurer had better interest rates for the City's investing options
100	48200	PROPERTY RENTS & LEASES	30,000	30,329	329	0	30,000	
100	48300	SALES OF REAL PROPERTY	0	0	0	0	0	
100	48309	SALES OF OTHER EQUIP & PROPERTY	0	25	25	0	0	
100	48420	INS CLAIMS REIMB - POLICE	0	0	0	0	0	
100	48430	INS CLAIMS REIMB - HWY RELATED	0	0	0	0	0	
100	48440	INS CLAIMS REIMB - OTHER	0	0	0	0	0	
100	48500	GENERAL DONATIONS & GIFTS	1,000	2,142	1,142	0	1,000	
100	48900	WORKERS COMP WAGE REIMB	2,000	19,854	17,854	0	2,000	
100	48901	MISCELLANEOUS	4,150	4,075	(75)	0	4,150	
100	48910	INSURANCE DIVIDENDS	25,000	24,871	(129)	0	25,000	
TOTAL MISCELLANEOUS:			**82,150**	**216,331**	**134,181**	**0**	**82,150**	
OTHER FINANCING SOURCES & TRANSFERS								
100	49220	TRANS FROM SPEC REVENUE	2,800	169,066	166,266	0	2,800	Tax Increment Districts 6 & 9 closing
100	49230	TRANS FROM DEBT SERVICE	0	0	0	0	0	
100	49240	TRANS FROM CAPITAL PROJ (Waterfront)	20,000	20,000	0	0	20,000	
100	49260	TRANS FROM ENTERPRISE	0	0	0	0	0	
100	49270	TRANS FROM INTERNAL SERVICE FUND	124,450	25,110	(99,340)	25,110	149,560	The Council approved merit increase for employees for 2024 was 25,110 which was utilized in 2024
100	49300	FUND BALANCES APPLIED	0	0	0	0	0	
TOTAL OTHER FIN. SOURCES:			**147,250**	**214,176**	**66,926**	**25,110**	**172,360**	
TOTAL GENERAL FUND REVENUES:			**12,046,974**	**12,617,846**	**570,872**	**25,110**	**12,072,084**	
Non Property Tax GF Revenues			**9,185,929**	**9,756,222**	**570,293**	**25,110**	**9,211,039**	

City of Ashland
2024 Special Revenue Funds - Budget Summary

Fund Name	Fund	Estimated Fund Balance Jan 1, 2024	Tax Levy	General Fund Transfers In	Spec Rev Cap Proj Transfers In	Other Revenue	Total Revenues	Expenditures	Transfer out to Debt Service	Transfer out to Spec Rev Cap Proj	Total Expenditures	Estimated Fund Balance Dec 31, 2024	Notes
Library Donations	214	239,275	0	0	0	77,805	77,805	268,296	0	0	268,296	48,784	State statute & Donor restricted; includes grants and fundraising for library renovations & design engineering
Library Operations	215	126,520	0	308,595	0	135,712	444,307	475,930	0	0	475,930	94,897	State statute - restricted
Insurance Loss Deductible Reser	229	59,460	0	0	0	336,003	336,003	58,685	0	0	58,685	336,778	Restricted-City's insurance claims deductible. Includes Bay View Pier settlement proceeds
State Hazmat Contract	230	0	0	0	0	34,536	34,536	34,536		0	34,536	0	State Grant- Training/equipment/hazmat calls
Police Programs	233	116,845	0	0	0	61,263	61,263	35,430	0	0	35,430	142,678	Grant & Donor - restricted - K-9 program; training; equipment
Revolving Loan Fund - Housing	240	100,915	0	0	0	26,955	26,955	56,434	0	0	56,434	71,436	State grant restricted
Revolving Loan Fund - Economic	241	(148)	0	0	0	9,920	9,920	9,920	0	0	9,920	(148)	DOA Program Close-Out in 2021 - payments received by the City are forwarded to DOA
Comprehensive Planning	245	23,680	0	0	0	282,960	282,960	197,027	0	0	197,027	109,613	$300K ARPA for 2024/2025 Projects; sustainability initiatives; downtown streetscape; Farmers Market operations & City events
Home Improvement Programs	246	(100,535)	0	0	9,986	98,898	108,884	33,150	0	0	33,150	(24,801)	Donor restricted & Private water lead service lateral replacement program
Breakwall Maintenance	250	548,740	0	0	0	13,484	13,484	0	0	0	0	562,224	Fund balance includes and advance of funds to TID #10 for improvement program; TID #10 will repay with interest over 20 years
City-wide recycling	260	740	0	113,514	0	57,528	171,042	163,681	0	0	163,681	8,101	State Grant $56,980 restricted
BCC Teen Center	272	45,615	0	0	0	65,537	65,537	36,460	0	0	36,460	74,692	Grant/Donor restricted; Scholarships for BCC programs
Community Imprv (Beautification)	274	1,835	0	2,774	0	4,530	7,304	6,854	0	0	6,854	2,285	Donor restricted - downtown flowers & beautification committee
Tax Increment #10 (Main St W Area)	280	(170,925)	55,965	0	0	93,410	149,375	3,610	75,473	61,458	140,541	(162,091)	State restricted-Transfer balance of tax increment to TID# 10 Capital Projects fund for future development costs
Tax Increment #6 (Donor) Final year 2024	281	0	120,280	0	0	207,515	327,795	327,795	0	0	327,795	0	State restricted-Super One & Depot area; closed district in 2024
Tax Increment #9 (Distressed) Final year 2024	284	(105,265)	96,532	0	0	161,871	258,403	153,138	0	0	153,138	0	State restricted-Timeless Timber & Honda area; closed district in 2024
Totals		886,752	272,777	424,883	9,986	1,667,927	2,375,573	1,860,946	75,473	61,458	1,997,877	1,264,448	

City of Ashland
2024 Debt Service Funds -Budget Summary

Fund Name	Fund #	Estimated Fund Balance Jan 1, 2024	Tax Levy	Other Revenue & Transfers In	Total Revenues	Principal	Interest	Fees	Applied to Debt Payments	Total Expenditures	Estimated Fund Balance Dec 31, 2024	**Notes**
2007 Safe Drinking Water Loan-Street Portion-Turner Road	310	859	13,310	0	13,310	12,485	825	0	0	13,310	859	Year 2027 final pmt
GO Notes 2024A	332	0	0	127,093	127,093	0	0	0	0	0	127,093	Year 2054 final pmt
GO Bonds 2015A - 4/01/2015	362	-50	430,381	0	430,381	345,000	84,831	550	0	430,381	-50	Year 2035 final pmt
GO Promissory Note 2015B	363	47	129,475	0	129,475	122,940	6,515	0	0	129,455	67	Year 2025 final pmt
GO Promissory Note 2020C	366	102	498,045	0	498,045	395,000	103,045	0	0	498,045	102	Year 2030 balloon payment
GO Promissory Note 2017B	367	30	198,073	0	198,073	180,000	17,573	500	0	198,073	30	Year 2027 final pmt
GO Promissory Note 2023	331	0	115,000	96,994	211,994	105,000	106,994	0	0	211,994	0	Year 2034 final pmt
State Trust Fund Loan TID# 10	392	0	0	75,473	75,473	61,998	13,475	0	0	75,473	0	Year 2028 final pmt
State Trust Fund Loan - AADC pass-thru	392	0	0	9,006	9,006	7,104	1,902	0	0	9,006	0	Revenue from AADC for Solar Array - 2022
Funds for Levelizing Annual Debt Levy	395	309,594	0	0	0	0	0	0	96,994	96,994	212,600	For future levelizing of annual debt pmts
Totals - Long-Term Debt		**310,582**	**1,384,284**	**308,566**	**1,692,850**	**1,229,527**	**335,160**	**1,050**	**96,994**	**1,662,731**	**340,701**	

Dec 2023 One Yr Loan for 2024 General Operation	371	0	280,980	0	280,980	277,550	3,279	0	0	280,829	151	Due Dec 2024 (Early pmt after 90 days)
Total One Year Debt		**0**	**280,980**	**0**	**280,980**	**277,550**	**3,279**	**0**	**0**	**280,829**	**151**	

City of Ashland
2024 Capital Project Funds - Budget Summary

Fund Name	Fund #	Estimated Fund Balance Jan 1, 2024	General Fund Transfers In	Cap Proj Special Revenue Transfers In	Other Revenue	Total Revenues	Expenditures	Transfers out to other funds	Total Expenditures	Estimated Fund Balance Dec 31, 2024	Notes
TID #10 (Main St W area)	414	61,025	0	61,458	1,620	63,078	0	0	0	124,103	Expenditure period ends 5/30/2039 (RESTRICTED) Estimated expenses per project plan
Public Transportation	415	22,000	0	0	0	0	0	0	0	22,000	Restricted-BART transportation capital
Building Facilities Fund	450	130,130	0	0	4,523,930	4,523,930	369,363	127,093	496,456	4,157,604	Library building renovation bond; Barron property renovation
Waterfront Development	453	458,650	0	11,000	140,917	151,917	6,802	42,713	49,515	561,052	Restricted - Room Tax Revenue Fund for Waterfront parks/trails improvements.
Equipment Leases	454	56,556	15,000	0	0	15,000	47,901	0	47,901	23,655	Vehicle leases - City Hall & Public Works
Land Sales	455	(81,123)	0	0	650	650	0	0	0	(80,473)	Future land sales to recover costs
Public Works Capital	460	405,415	0	0	16,508	16,508	346,291	0	346,291	75,632	Equipment purchases - street sweeper & used dump truck
Fire Department Capital	461	88,995	34,650	0	68,760	103,410	91,572	5,105	96,677	95,728	Equipment-Extractor/Cardiac Monitors Intercept Vehicle Lease; Restricted donations/Grants
Police Department Capital	462	0	55,150	0	49,055	104,205	104,205	0	104,205	0	Police vehicle leases and equipment
Technology Capital Equipmen	463	1,190	60,000	0	0	60,000	0	0	0	61,190	Police records management upgrade - City share of matching grant funds
Capital Street Improvement including storm	470	1,411,000	0	50,016	991,005	1,041,021	1,080,570	9,986	1,090,556	1,361,465	Street, storm water, sidewalks capital projects
Sidewalk Improvement including special assessments	471	223,015	0	0	22,315	22,315	115,340	0	115,340	129,990	Sidewalk Special Assessments and Capital Projects; Future sidewalk improvements
Urban Forestry	480	(24,260)	15,280	0	25,000	40,280	40,280	0	40,280	(24,260)	2024 forestry grant
Parks and Recs Improvement	481	(370,645)	0	22,713	597,515	620,228	321,825	0	321,825	(72,242)	Parks master plan; park improvements; Kreher park bath house & boat launch
Landfill Improvement	491	44,083	5,000	0	0	5,000	0	0	0	49,083	Equipment replacement and site improvements
Total Capital Project Funds		2,426,031	185,080	145,187	6,437,275	6,767,542	2,524,149	184,897	2,709,046	6,484,527	

City of Ashland

2024 Enterprise and Internal Service Funds - Budget Summary

(NOT AMENDING ENTERPRISE FUNDS BUDGETS - SHOWN AS APPROVED BY COUNCIL AND COMMISSIONS)

Fund Name	Fund #	Estimated Fund Balance Jan 1, 2024	CIAC	General Fund Transfers In	Appropriate Fund Balance - City portion	Other Revenue	Total Revenues	Expenditures	Interest	Transfer to General Fund	Depreciation	Total Expenditures	Estimated Fund Balance Dec 31, 2024
Enterprise Funds:													
Airport	610	2,185,230	0	75,530	0	265,850	341,380	271,380	0	0	156,000	427,380	2,099,230
Marina	620	2,679,220	0	0	0	254,130	254,130	206,780	8,195	0	72,000	286,975	2,646,375
Water	680	11,921,000	1,350	0	0	2,496,240	2,497,590	1,865,880	201,565	0	484,750	2,552,195	11,866,395
Sewer	690	15,444,350	22,500			2,174,555	2,197,055	1,937,470	60,000		845,000	2,842,470	14,798,935
Total Enterprise		32,229,800	23,850	75,530	0	5,190,775	5,290,155	4,281,510	269,760	0	1,557,750	6,109,020	31,410,935
							5,290,155					6,109,020	
Internal Service Funds:													
Flex/Dental/EE Benefits	723	413,805	0	0	0	153,411	153,411	124,616	0	0	0	124,616	442,600
Retirement Benefits	750	28,680	0	75,110	0	117	75,227	78,347	0	0	0	78,347	25,560
Total Internal Service		442,485	0	75,110	0	153,528	228,638	202,963	0	0	0	202,963	468,160
							228,638					202,963	468,160

CITY OF ASHLAND

GENERAL FUND BALANCE COMPONENTS AS OF DECEMBER 31, 2024 PRELIMINARY

CHANGES IN TOTAL GENERAL FUND BALANCE	2024 Preliminary
Total Fund Balance January 1	$ 4,124,058
Annual net revenue or (annual net expense) Note: audit combines funds 100 & 750	345,935
Total Fund Balance December 31	**$ 4,469,993**

GENERAL FUND BALANCE COMPONENTS

FUND BALANCE NOT AVAILABLE FOR USE:	
COVERS NEGATIVE CASH BALANCE FOR OTHER FUNDS:	**2024**
TIF #9	-
Land Acquisitions	-
TOTAL NEGATIVE CASH BALANCE - OTHER FUNDS	**-**
DELINQUENT PERSONAL PROPERTY TAX	11,656
DELINQUENT UTILITY CHARGES	38,272
PREPAID ITEMS/INVENTORY/MISC	31,501
TOTAL FUND BALANCE NOT AVAILABLE FOR USE	**$ 81,429**
Percent of Total Fund Balance	**1.82%**
SPENDABLE:	
FUND BALANCE AVAILABLE FOR USE - UNRESTRICTED	**$ 4,388,564**
Percent of Total Fund Balance	**98.18%**
TOTAL GENERAL FUND BALANCE	**$ 4,469,993**

TOTAL MINIMUM FUND BALANCE CALCULATION	2025
Budget - Total Uses of General Funds	**$ (13,023,222)**
Minimum Fund Balance = **30%** of total uses	(3,906,967)
Unrestricted Fund Balance (Spendable)	4,388,564
Unrestricted Fund Balance over minimum	**$ 481,597**
Assigned fund balance to future budget	(326,000)
Fund Balance Available	**$ 155,597**

Ref: 2025-183

COMMITTEE AGENDA:
4.B. (8/12/2025)

SUBJECT: **Wastewater Utility Rates (*Public Works)***

RECOMMENDATION: Approve Presentation by Ehlers at 8/26 Committee of the Whole Meeting

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DEPARTMENT OF ORIGIN: Public Works Director

CLEARANCES: Public Works Director

EXHIBITS:

1. Wastewater Utility Capital Improvement Plan 2025-2030
2. 2020-2024 Sewer Collection Projects
3. Ashland Wastewater Treatment Facilities Brochure - October 11, 1992
4. Municipal Advisor Client Disclosure for the 2025 Sewer Rate Study

COMPLIANCE WITH STRATEGIC PLAN: Infrastructure- Sewer System

SUMMARY STATEMENT:

In summer 2024, the City contracted with Ehlers Inc. to complete a user rate study for the Water Utility. The staff were very satisfied with the quality of services provided and have engaged Ehlers in a similar study of user rates for the Wastewater Utility. Wastewater rates were last adjusted in 2017 and, as shown in the attached summary, the City has recently completed a 5-year period of heavy investment in the collection system in order to eliminate sewer overflows and reduce the frequency and severity of sewer backups.

The Public Works Director has recently completed a 5-year capital improvement plan (CIP) for the Wastewater Utility in consultation with operations staff, which is attached. The highlights of the CIP are continued reliability of sewer pumping stations, replacement/rehab of remaining priorities in the sewer collection system and critical upgrades to the wastewater treatment plant (WWTP). The WWTP upgrades are necessitated by the fact that the current facility is 31 years old. Reliable functionality of the WWTP is essential to ensuring the utility's ability to continue to meet wastewater discharges to Chequamegon Bay and protect water quality in Lake Superior.

Ehlers is currently showing the need for significant rate increases to support the proposed CIP. However, management of the Wastewater Utility finances is much more flexible than the Water Utility due to the lack of Public Service Commission (PSC) oversight and some strategies are available to manage the timing and impact of the rate increases. The Public Works Director would like to ensure that this information is shared with Council prior to 2026 budget development. This discussion is scheduled to gather comments from the public and Council on potential future wastewater rate increases.

The Public Works Director is requesting approval to schedule a presentation from Ehlers for the August 26th, 2025 Committee of the Whole meeting where specific information will be shared.

City of Ashland
Wastewater Utility Capital Improvement Plan
2025-2030

Yr	Projects	Estimated Cost	Funding Source	Funding Amount	Funding $ needed
		690 - WASTEWATER			
2025	Lift Station Improvements- Turner Road	$502,000	CWF	$276,100	$225,900
2025	New Jetter Truck	$625,000	CWF	$343,750	$281,250
	TOTAL COSTS OF 2025:	**$1,127,000**			
2026	WWTP Imp. Ph 1- Digester Improvements	$600,000	ERF/Cash	0	$600,000
2026	Lift Station Improvements- Main Lift Station	$175,000	ERF/Cash	0	$175,000
2026	16th St E to 20th St E Sewer Replacement ("Tree Top")	$500,749	CWF	$275,412	$225,337
	TOTAL COSTS OF 2026:	**$1,275,749**			
2027	WWTP Imp. Ph 2- Headworks Improvements (All)	$2,000,000	CWF	$1,100,000	$900,000
2027	CIPP Project	$371,868	Cash	$0	$371,868
	TOTAL COSTS OF 2027:	**$2,371,868**			
2028	16th St E Sewer Extension	$488,723	CWF	$268,798	$219,925
2028	18th Ave W Sewer Replacement	$222,905	CWF	$122,598	$100,307
2029	Heavy Equipment Upgrades- TBD	$350,000	Cash	$0	$350,000
	TOTAL COSTS OF 2028:	**$711,628**			
2029	WWTP Imp. Ph 3- Sludge Handling & Overflow Basin	$2,800,000	CWF	$1,540,000	$1,260,000
~~2029~~	~~Lift Station Improvements- Main Lift Station Ph 2~~	~~$400,000~~	~~ERF~~	~~$0~~	~~$400,000~~
	TOTAL COSTS OF 2029:	**$3,200,000**			
2030	MacArthur Ave Sewer Replacement	$475,000	CWF	$261,250	$213,750
2030	WWTP Imp. Ph 4- Sludge Press Upgrade and Admin Addition	$864,000	ERF/Cash	$0	$864,000
	TOTAL COSTS OF 2030:	**$1,339,000**			
		$10,025,245		$4,187,907	$5,837,338

Blocks Replaced	**33**
Blocks Rehab'd	**190**
Total Blocks Improved	**223---- ~25% of System**
City Funds Spent (cash)	**$1.8 million**
City Funds Spent (loan)	**$4.5 million**
Grant Funds Spent	**$2.6 million**
Total Funds	**$8.9 million**

2020 Sewer Replacement

- 7 blocks of sewer main replacement
- $392K City funded (cash)
- Completed Fall 2020

2020 Sewer Rehab Cure In Place Pipe (CIPP)

- 25 blocks of sewer main rehab
- $609K City funded (cash)
- completed Spring 2020

Waterfront Access Road

- 3 blocks sewer main replacement
- $155K City funded (cash)
- Completed Summer 2021

Alley Sanitary Sewer Replacement

- 3 blocks sewer main replacement
- $370K City funded (cash)
- Completed Summer 2023

2021 CIPP

- 56 blocks of sewer main rehab
- $750K DNR funding (grant), $623K City funded (30 yr loan @ 0.97%)
- Completed Summer 2021

6th St E Reconstruction

- 6 blocks of sewer main replacements
- $215K CDGB funding (grant), $273K City funded (cash)
- Completed Summer 2022

2022 Sanitary Sewer Replacement

- 6 blocks of sewer main replacements
- $338K DNR funding (grant), $900K City funded (30 yr loan @ 0.97%)
- Completed Fall 2022

2022 CIPP

- 66 blocks of sewer main rehab
- $412K DNR funding (grant), $956K City funded (30 yr loan @ 1.353%)
- Completed Fall 2022

2023 CIPP

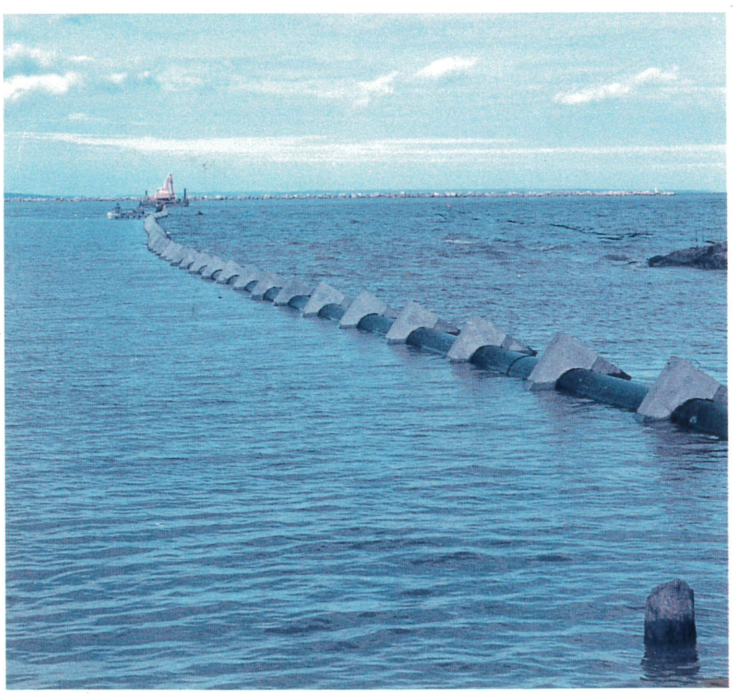
- 68 blocks of sewer main rehab
- $500K DNR funding, $924K City funded (30 yr loan @ 1.37%)
- Completed Spring 2025

2023 Sewer Replacement

- 5 blocks sewer main replacement
- $250K DNR funding, $613K City funded (30 yr loan @ 1.37%)
- Completed Spring 2024

Ore Dock Access Road

- 3 blocks sewer main replacement
- $119K DNR funding, $175K City funded (30 yr loan @ 2%)
- Completed Summer 2024



Ashland Wastewater Treatment Facilities

Open House

October 11, 1992

March 7, 2025

John Butler, Director of Public Works
City of Ashland, Wisconsin
601 Main St W
Ashland, WI 54806

Re: Written Municipal Advisor Client Disclosure with the City of Ashland ("Client") for 2025 Sewer Rate Study ("Project" Pursuant to MSRB Rule G-42)

Dear John:

As a registered Municipal Advisor, we are required by Municipal Securities Rulemaking Board (MSRB) Rules to provide you with certain written information and disclosures prior to, upon or promptly, after the establishment of a municipal advisory relationship as defined in Securities and Exchange Act Rule 15Ba1-1. To establish our engagement as your Municipal Advisor, we must inform you that:

1. When providing advice, we are required to act in a fiduciary capacity, which includes a duty of loyalty and a duty of care. This means we are required to act solely in your best interest.
2. We have an obligation to fully and fairly disclose to you in writing all material actual or potential conflicts of interest that might impair our ability to render unbiased and competent advice to you. We are providing these and other required disclosures in **Appendix A** attached hereto.

As your Municipal Advisor, Ehlers shall provide this advice and service at such fees, as described within **Appendix B** attached hereto.

This documentation and all appendices hereto shall be effective as of its date unless otherwise terminated by either party upon 30 days written notice to the other party.

During the term of our municipal advisory relationship, this writing might be amended or supplemented to reflect any material change or additions.

We look forward to working with you on this Project.

Sincerely,

Ehlers & Associates

Brian Roemer
Senior Municipal Advisor

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[1] This document is intended to satisfy the requirements of MSRB Rule G-42(b) and Rule G-42(c).

Appendix A

DISCLOSURE OF CONFLICTS OF INTEREST/OTHER REQUIRED INFORMATION

Actual/Potential Material Conflicts of Interest
Ehlers has no known actual or potential material conflicts of interest that might impair its ability either to render unbiased and competent advice or to fulfill its fiduciary duty to Client.

Other Engagements or Relationships Impairing Ability to Provide Advice
Ehlers is not aware of any other engagement or relationship Ehlers has that might impair Ehlers' ability to either render unbiased and competent advice to or to fulfill its fiduciary duty to Client.

Affiliated Entities
Ehlers offers related services through two affiliates of Ehlers, Bond Trust Service Corporation (BTSC) and Ehlers Investment Partners (EIP). BTSC provides paying agent services while Ehlers Investment Partners (EIP) provides investment related services and bidding agent service. Ehlers and these affiliates do not share fees. If either service is needed in conjunction with an Ehlers municipal advisory engagement, Client will be asked whether or not they wish to retain either affiliate to provide service. If BTSC or EIP are retained to provide service, a separate agreement with that affiliate will be provided for Client's consideration and approval.

Solicitors/Payments Made to Obtain/Retain Client Business
Ehlers does not use solicitors to secure municipal engagements; nor does it make direct or indirect payments to obtain or retain Client business.

Payments from Third Parties
Ehlers does not receive any direct or indirect payments from third parties to enlist Ehlers recommendation to the Client of its services, any municipal securities transaction or any financial product.

Payments/Fee-splitting Arrangements
Ehlers does not share fees with any other parties and any provider of investments or services to the Client. However, within a joint proposal with other professional service providers, Ehlers could be the contracting party or be a subcontractor to the contracting party resulting in a fee splitting arrangement. In such cases, the fee due Ehlers will be identified in a Municipal Advisor writing and no other fees will be paid to Ehlers from any of the other participating professionals in the joint proposal.

Municipal Advisor Registration
Ehlers is registered with the Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB).

Material Legal or Disciplinary Events

Neither Ehlers nor any of its officers or municipal advisors have been involved in any legal or disciplinary events reported on Form MA or MA-I nor are there any other material legal or disciplinary events to be reported. Ehlers' application for permanent registration as a Municipal Advisor with the (SEC) was granted on July 28, 2014 and contained the information prescribed under Section 15B(a)(2) of the Securities and Exchange Act of 1934 and rules thereunder. It did not list any information on legal or disciplinary disclosures.

Client may access Ehlers' most recent Form MA and each most recent Form MA-I by searching the Securities and Exchange Commission's EDGAR system (currently available at http://www.sec.gov/edgar/searchedgar/companysearch.html) and searching under either our Company Name (Ehlers & Associates, Inc.) or by using the currently available "Fast Search" function and entering our CIK number (0001604197).

Ehlers has not made any material changes to Form MA or Form MA-I since that date.

Conflicts Arising from Compensation Contingent on the Size or Closing of Any Transaction

The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the client. Compensation contingent on the size of the transaction presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation. Compensation contingent on the closing of the transaction presents a conflict because the advisor may have an incentive to recommend unnecessary financings or recommend financings that are disadvantageous to the client. If the transaction is to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Any form of compensation due a Municipal Advisor will likely present specific conflict of interests with the Client. If a Client is concerned about the conflict arising from Municipal Advisor compensation contingent on size and/or closing of their transaction, Ehlers is willing to discuss and provide another form of Municipal Advisor compensation. The Client must notify Ehlers in writing of this request within 10 days of receipt of this Municipal Advisor writing.

MSRB Contact Information

The website address of the MSRB is www.msrb.org. Posted on the MSRB website is a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the financial regulatory authorities.

Appendix B
Sewer Utility Rate Study

Scope of Service

Client has requested that Ehlers prepare a user rate study for its sewer utility. ("Project"). Ehlers proposes and agrees to provide the following scope of services:

Phase I – Information Request, Review, and Long-Range Cash Flow Analysis ("LRCFA")

- Under this phase we will assess the need for a Sewer Rate study using a long-range cash flow analysis. This analysis will make projections on future operation expenses, future capital funding, and identify future rate increases.
- Prepare a cash flow analysis for the previous 5 years 2020-2024 and next 10 years including the test year. The analysis will include:
  - Actual (for the past five years) and budgeted revenues and expenses based upon the work completed in Phase I above.
  - Development of annual operating expenses for the utility using an assumed rate of inflation based on historical expenses and discussions with staff.
  - Actual annual debt service expenses for existing utility debt.
  - The development of preliminary financing plans for planned capital improvement expenses including the use of cash vs. debt financing.
  - The planned debt service for the sewer utility upgrades taking into consideration available and minimum recommended reserves, existing debt, and existing revenue bond covenants if applicable.
  - Project out revenues and identify projected user rate increases to meet all financial obligations of each utility in future years.
  - Use benchmarking analysis to put forth a plan for fiscal sustainability. Using key metrics established by rating agencies, creditors, underwriters, and the PSC, create a plan that focuses on self-sustaining rates.
  - Determine an initial rate adjustment based on existing cash flow analysis through Budget Year 2025.
  - User Rate Comparison
    - Develop a comparison of existing and proposed user rates for example properties by customer class.
    - Develop a comparison of existing and proposed user rates to other communities.

- To complete this phase Ehlers will need to request and review the following:
  - Current schedule of sewer rates.
  - Annual audits for the past five years.
  - Year to date actual expenses and revenues.
  - Latest line-item budget.
  - Current annual debt service schedules for existing utility debt.
  - Any available capital improvement plan documents.

Phase II – Report, Presentation(s), & Implementation

- Draft Report
  - Meet with municipal staff virtually (phone or web-based service) to discuss initial findings
- Final Report and Presentation
  - Prepare a report including all project tables and a brief presentation describing the findings and recommendations of the LRCFA.
  - Review the report with staff and make any appropriate changes.
  - Prepare a final report and submit via PDF or paper copy
  - Prepare and be available for one (1) presentation of the report and findings to the City Council or other designated governing body.
- Implementation
  - Assist utility in determining implementation date
  - Provide updated rate schedules for implementation
  - Discuss proper implementation process as it relates to the municipality's ordinance

Phase III – Utility Rate Study

- Under this phase we will complete the Sewer Rate Study. This analysis will include:
  - Development of Revenue Requirements
    - Based on the available budget, debt and asset detail, develop the revenue requirements for the utility under the cash based or utility-based method.
  - Cost of Service Study
    - Allocate the revenue requirements for the test year to the appropriate utility functions.
  - Rate Design

    - Calculate the user rates for all customer classes based on the revenue requirements allocated to each utility function divided by the appropriate billable units.
    - Create a cash flow analysis for the test year to ensure that the calculated user rates will meet the cash flow needs of the utility.
  - User Rate Comparison
    - Develop a comparison of existing and proposed user rates for example properties by customer class.
    - Develop a comparison of existing and proposed user rates to other communities.
- To complete this phase Ehlers will need to request and review the following:
  - As applicable, detailed sewer billing records for the past 3 years showing:
    - billed consumption by customer class and rate block
    - number of customers by class and meter size (if billed by meter size).
  - Billing records for all high strength industrial waste customers of the utility showing the amount of excess loadings by type by month or quarter for the past 3 years.
  - Total Inflow at the wastewater treatment plant (or master meter to regional plant) for the previous 3 calendar years 2022-2024
  - Any available information on upcoming developments and population growth over the study planning period that would increase the customer base and usage, or conversely any information on customers reducing usage or moving out of the municipality.
  - Current number of un-metered customers within the utility, if any.
  - Current depreciation rates depreciation schedule including accumulated depreciation.
  - Copy of current sewer service agreement(s) with governmental and/or private entities.

Phase IV – Report, Presentation(s), & Implementation (as necessary)

- Draft Report
  - Meet with municipal staff virtually (phone or web-based service) to discuss initial findings
- Final Report and Presentation
  - Prepare a report including all project tables and a brief executive summary describing the findings and recommendations of the study.
  - Review the report with staff and make any appropriate changes.

- Prepare a final report and submit via PDF or paper copy
    - Prepare and be available for one (1) presentation of the report and findings to the City Council or other designated Council.
- Implementation
    - Assist utility in determining implementation date
    - Provide updated rate schedules for implementation
    - Discuss proper implementation process as it relates to the municipality's ordinance

Compensation

In return for the services set forth in the "Scope of Service," Client agrees to compensate Ehlers as follows:

Service	Fee
Phase I: Information Review & Cash Flow Analysis	$ 4,500
Phase II: Report & Implementation	$ 500
Initial Phases Total	**$ 5,000**
Phase III: Sewer Rate Study (as necessary)*	$ 8,000
Phase IV: Report & Implementation (as necessary)*	$ 1,000
All Phases Total	**$ 14,000**

*As necessary. Phase I may indicate the remainder of the Study is not needed.

In the event the Client determines not to proceed with additional Phases Ehlers will send the invoice for Phases completed.

In the event Client determines not to proceed with the Study once a Phase has been authorized, but prior to that Phase's completion, the compensation due for that Phase will be prorated to reflect the percentage of the work completed.

For any service directed by Client and not covered by this Scope of Service, or another applicable Appendix, Ehlers will bill Client at an hourly rate that is dependent upon the task/staff required to meet Client request at no less than $125.00/hour and not to exceed $300.00/hour.

Payment for Services

Ehlers will invoice Client for the work completed at the end of each phase noted above. Our fees include our normal travel, printing, computer services, and mail/delivery charges. The invoice is due and payable upon receipt by the Client.

Client Engagement

Client hereby accepts the terms set forth in this Written Municipal Advisor Client Disclosure and engages Ehlers to provide the services described above. This Letter shall be effective as of the date of its acceptance by Client. The above Scope of Services is hereby accepted by the City of Ashland, Wisconsin, by its authorized officer this

21st day of March, 2025.

By: John Butler
(Print Name)

Title: Director of Public Works & Utilities
(Print Title)

Signature: Digitally signed by John Butler
Date: 2025.03.21 15:52:58 -05'00'

Ref: 2025-184

COMMITTEE AGENDA:
4.C. (8/12/2025)

SUBJECT: **Continued Review of Vacant Housing Ordinance Draft *(Administrator)***

RECOMMENDATION: Advance to Council for formal approval

DEPARTMENT OF ORIGIN: Administration

CLEARANCES: The Council as Committee of the Whole previously discussed and approved this item to return to the Committee of the Whole agenda for further discussion.

EXHIBITS:
1. DRAFT Vacant and Foreclosed Properties Ordinance

COMPLIANCE WITH STRATEGIC PLAN: HOUSING

SUMMARY STATEMENT:

As a part of our ongoing discussion regarding vacant property registration, a first draft was introduced to the Committee of the Whole on July 29, 2025. Discussion brought about suggested changes, and I have not yet established a potential fee structure for the annual registration but will compile some numbers for the meeting.

Please recall, this is not meant to be punitive unless there is an irresponsible owner who is not maintaining a property to a minimal standard, and that any fees we collect will go to pay for the increased cost of public safety and property maintenance.

VACANT AND FORECLOSED PROPERTIES

ARTICLE I. - VACANT PROPERTY REGISTRATION PROGRAM

Sec. 1-1. - Vacant property regulated.

The purpose of this article is to establish a vacant property registration program and to regulate the maintenance of vacant properties by parties asserting a collateral or other legal or equitable interest in the property. This article is intended to reduce and prevent neighborhood blight, to ameliorate conditions that threaten the health, safety and welfare of the public, to promote neighborhood stability and residential owner occupancy by preserving the condition and appearance of properties, and to maintain property values and assessments.

Sec. 1-2. - Definitions.

(a) *"Agent"* means a person, firm or other entity that is responsible to a bank, lender, other financial institution or individual, for securing, maintaining, foreclosing upon or selling any property as the result of loan default or mortgage foreclosure proceedings whether or not the proceedings are judicial or initiated as the result of a power of sale clause in the mortgage document. In this section, agent does not include a servicing company. Except, however, an attorney shall not be deemed to be an agent if that attorney is retained solely to represent a bank, lender or other financial institution in connection with a foreclosure proceeding in a court of competent jurisdiction.

(b) *"Financial institution"* means any individual, firm, corporation or entity other than a lender or duly constituted bank that asserts a collateral interest in residential real property as the result of an assignment, sale or transfer of a mortgage or similar instrument.

(c) *"Foreclosure"* means the judicial process prescribed by Wis. Stats. ch. 846 and the process for non-judicial sale authorized by a power of sale clause in a mortgage document.

(d) *"Occupied property"* or *"occupied premises"* refers to premises upon which any persons over one year of age, including an owner or operator, lives, sleeps, cooks, or otherwise maintains actual possessions.

(e) *"Owner"* means any person, agent, operator, or entity having a legal or equitable interest in the premises, or recorded in the official records of the state, county or municipality as holding title to the premises; or otherwise having control of the premises, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person, if ordered to take possession of real premises by a court.

(f) *"Property"* means any unimproved or improved real property or portion thereof, situated in the city and includes the buildings or structures located on the property regardless of condition.

(g) *"Secured"* means a building that has a permanent door or window in each appropriate building opening that is secured to prevent unauthorized entry and has all its door and window components, including frames, jambs, rails, stiles, muntins, mullions, panels, sashes, lights and panes intact and unbroken.

(h) *"Servicing company"* means an individual, firm or entity that, as a regular part of its business, provides services to the owner or holder of one or more mortgage liens which services may include collection of payments, creation and administration of escrow and insurance accounts, assessment of late-payment charges, managing loss mitigation, and securing and managing foreclosed properties on behalf of the holder of a mortgage lien or the holder's attorney or agent.

(i) *"Unsecured"* means any building that does not meet the definition of secured.

(j) *"Vacant"* means entire abandonment or non-occupancy for any purpose other than residential uses. Vacant shall also include buildings that lack habitual presence of human beings who have a legal right to be on the premises, or at which substantially all lawful business has ceased operation within.

Sec. 1-3. - Vacant property registration.

(a) The owner of vacant property whether vacant and secure, vacant and unsecured shall register with the city no later than the earliest of:

(1) Ninety days after the premises become vacant; or

(2) Thirty days after being notified by an enforcement officer of the requirement to register; or

(3) Thirty days after a bank, lender, or other financial institution shall, directly or through an agent or servicing company, initiate foreclosure proceedings by filing a summons and complaint in Ashland County Circuit Court upon residential real property.

(b) The bank, lender, other financial institution or its responsible agent or servicing company, shall submit a registration fee as pursuant to the city's fee schedule and register the property in the name of the lien holder with the community services department on a form prescribed by the city administrator or his designee that includes, but is not limited to:

(1) A description of the premises, e.g., square footage, number of stories, age of buildings, and most recent or current use of buildings.

(2) A statement of physical inspection of the premises including one or more photographs of the property accurately portraying current condition of the exterior premises.

(3) The name and addresses of all known lien holders and or parties with a legal or equitable ownership interest such as bank, lender, or financial institution including address(es), phone number(s), and/or email address(es).

(4) The name of the agent designated to act on the behalf of the owner to accept legal processes and notices and to authorize repairs as required including address(es), phone number(s), and/or email address(es).

(5) The date that foreclosure proceedings were commenced and the docket number of the foreclosure action, a description of the external condition of the property and accessory structures on the property.

(6) Information identifying the location of the property, the last known owner or owners of the property, last known contact information for owners including address(es), phone number(s), and/or email address(es).

(c) The owner of the vacant premises shall be responsible for the annual payment of a nonrefundable registration fee. If a vacant premise is owned by the city or its instrumentalities, it shall not be subject to the requirements of this article.

(d) Any new owner shall register or re-register the vacant premises with the city within 30 days of any transfer of an ownership interest in vacant premises. The new owner will comply with any approved plan and timetable submitted by the previous owner until any proposed changes are submitted and meet the approval of the city.

(e) Registration does not exonerate the owner from compliance with all applicable codes and ordinances, including this article; nor does it preclude any of the actions the city is authorized to take pursuant to this article or otherwise under the Municipal Code.

Sec. 1-4. - Minimum requirements for vacant property.

(a) *Periodic inspections.* Any bank, lender or financial institution, or its agent or servicing company, shall perform a re-inspection of vacant premises at least once every 90 days following the initial inspection until such time as the property is no longer vacant or is sold at a sheriff's sale or is otherwise lawfully conveyed to a new owner. One or more photographs shall be taken at each re-inspection and shall be dated, preserved, and shared with the city.

(b) *Exterior and interior maintenance.*

(1) It is prohibited to accumulate or permit the accumulation of junk, trash, debris, boxes, lumber, scrap metal or any other materials that may produce any health, fire or safety hazard, or provide harborage for rodents or other animals.

(2) Every foundation, roof, floor, wall, stair, ceiling or other structural support shall be safe and capable of supporting the loads associated with normal usage and shall be kept in sound condition and repair.

(3) Any plumbing fixtures, including those used for operation of sprinkling system, shall be maintained with no leaking pipes, and all pipes for water shall either be completely drained or heated to resist being frozen.

(4) Every exterior exit door or opening large enough for a person to penetrate shall be secured with a lock, or with a locking mechanism deemed equivalent or better by the building inspector. Every exit door shall be capable of being opened from the inside easily and without the use of a key or special knowledge.

(5) A working fire department lockbox (Knoxbox) key shall be provided and maintained for buildings that otherwise would require a Knoxbox.

(6) An existing alarm system shall remain operational for buildings with sprinkler systems.

(7) Exterior and interior stairs shall have treads, platforms, risers and railings that are sound, securely fastened and have no rotting, loose or deteriorating supports.

(8) Every owner shall be responsible for the extermination of insects, rodents and other vermin in or about the premises.

(9) Any opening on a building shall be closed and sealed to prevent damage from weather or nature.

(10) Boarding of vacant properties as a method for permanent security or closing of openings is prohibited. Temporary boarding for emergency purposes shall be allowed for no more than 30 days.

Ref: 2025-185

COMMITTEE AGENDA: 4.D. (8/12/2025)

SUBJECT: **Dissolution of the Housing Committee by Repealing Resolution No. 17112, Passed July 29, 2014** ***(Mayor)***

RECOMMENDATION: Advance to Council for formal approval

DEPARTMENT OF ORIGIN: Mayor

CLEARANCES: Council President

EXHIBITS:
1. Resolution No. 17112, Approved July 29, 2014

COMPLIANCE WITH STRATEGIC PLAN: NA

SUMMARY STATEMENT:

The Mayor is asking for Council's consideration to dissolve a committee that has not been functioning for an excessive period of time. To do this, a resolution would need to be approved by Council to repeal Resolution No. 17112 which created the committee in 2014.

RESOLUTION No. 17112

RESOLUTION TO REPEAL RESOLUTION 16214 AND RECREATE A RESOLUTION TO ESTABLISH A HOUSING COMMITTEE

WHEREAS, the City of Ashland Comprehensive Plan includes a vision for establishing a range of housing options to meet the needs of Ashland's population; and

WHEREAS, the Common Council wishes to create a committee to address the housing needs in Ashland; and

WHEREAS, the Common Council has determined that improvement of the existing housing stock is an important priority that enhances the quality of life and economic development of the City of Ashland; and

WHEREAS, the Common Council wishes the Housing Committee to make recommendations to the Common Council about the methods and means of establishing a Rehabilitation Assistance Program in the City of Ashland to provide assistance to low income homeowners to make needed improvements to their homes;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Ashland that an eight member Housing Committee shall be created and the Mayor shall appoint membership to the Committee for staggered two year terms, with one representative from each of the following groups, if possible:

> City Landlords, City Housing Authority, City Council, Banking Industry, Renters, Realtors, City Staff and Planning Commission.

BE IT FURTHER RESOLVED THAT, the Ashland City Council does hereby grant the Mayor of the City of Ashland the authority to sign all documents necessary to enact this Resolution.

Pat Kinney
Councilperson

PASSED: July 29, 2014

ATTEST: Mary Garness
Mary Garness, City Clerk

Debra S. Lewis
Debra S. Lewis, Mayor

APPROVED AS TO FORM:

David Siegler
David Siegler, City Attorney

(Reso2041)

Ref: 2025-186

COMMITTEE AGENDA:
4.E. (8/12/2025)

SUBJECT: **Restructing Public Works/Utility Administrative Manager Position *(Public Works)***

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: City Administrator

EXHIBITS:
1. Proposed 2025 Non-Represented Employee Salary/Wage Schedule

COMPLIANCE WITH STRATEGIC PLAN: Environment- Sustainable Management of City green spaces and beaches
Infrastructure- Building Facilities

SUMMARY STATEMENT:

In Fall 2021, the City's long time Public Works/Utility Administrative Manager, Sharon Campbell retired after 20-plus years of service. Ms. Campbell supervised a Full-Time Administrative Clerk, a Full-Time Meter Reader and performed a wide variety of duties for the Department.

David Garrington was hired for the role and is approaching four years with the City. Since Mr. Garrington's hire, several changes to the day-to-day operations of the Public Works and Utilities Departments have occurred:

- Duties related to Utility Billing and Administration were transferred from the Finance Department to the Public Works Department in Winter 2022. Megan Erickson was hired as a Utility Administrative Specialist to handle these duties and work under the supervision of the Director of Public Works.
- The Meter Reader position was eliminated in Summer 2022, with these duties being absorbed by the Water Utility Operations staff and an advanced meter reading system (AMR) that does not require manual meter reading.
- The Public Works Administrative Clerk position is now split between Public Works (40%) and City Hall (60%), with no decrease in the level of service provided by the Public Works Department.
- Due to the longevity of Ms. Campbell's employment, it was determined after her retirement that many of her previous duties were best suited for the Director of Public Works and/or Utility Manager positions.

- The Public Works Department has embraced the use of technology (computer software, AMR, electronic timekeeping) that has resulted in a variety of efficiencies in the use of staff time.

The Public Works Director recently approached Mr. Garrington about modifying his role in the Department to improve service delivery in the Parks division. Currently, the Public Works Director supervises this division and, due to requirements associated with other duties, does not feel that adequate leadership, management and oversight are provided. Dan Homola currently works as the Foreman for both the Parks and Facilities divisions, so Mr. Garrington would also oversee the Facilities division. These duties would include the supervision of three full-time employees and 10 to 15 seasonal employees.

Mr. Garrington is fully capable of providing these services and has agreed that he can do so with no decrease in the level of service provided in completing his current duties, which include budget development/oversight, accounts payable, timekeeping, human resources lead, and general administrative support to employees in the Department.

The City Administrator is proposing to modify Mr. Garrington's role from Public Works/Utility Administrative Manager to Operations Manager-Administrative/Parks/Facilities. This modification would come with a pay increase from $27.95/hr ($58,136/yr) to $30.50/hr ($63,440).

City Ordinance Chapter 78 specifies that modifications to employee compensation must be approved by the Council. The Public Works Director is requesting that this item be advanced to the Council for formal approval at the August 26, 2025 meeting.

City of Ashland - 2025 Proposed Non-Represented Employees Salary/Wage Schedule

2025 Salary/Hourly Wage Schedule NON-REPRESENTED EMPLOYEE POSITIONS	Exempt or Non-Exempt Position	Date of Hire of Current Employee	Years of Service 12/31/2024	2024 Base Wage Rate	2024 Annual Wage	2025 % Change	2025 Base Increase (Decrease)	2025 Base Wage Rate	2025 Proposed Annual Base Wage	Longevity Percent	Longevity Rate	2025 Annual Longevity	2025 Proposed Total Annual Wage
General Government													
City Administrator	Exempt	8/27/2018	7.34	$54.00	$112,320	4.50%	$2.43	$56.43	$117,374.40	1%	$0.56	$1,165	$118,539.40
City Clerk	Exempt	2/6/2017	8.90	$33.92	$70,554	3%	$1.02	$34.94	$72,675.20	1%	$0.35	$728	$73,403.20
Elections/Deputy Clerk	Non-exempt	3/27/2023	2.76	$21.12	$43,930	3%	$0.63	$21.75	$45,240.00	0%	$0.00	$0	$45,240.00
Admin. Assist. Clerk/Planning/Public Works	Non-exempt	11/20/2023	2.11	$21.00	$43,680	3%	$0.63	$21.63	$44,990.40	0%	$0.00	$0	$44,990.40
Technology Coordinator	Exempt	5/21/2012	13.61	$33.22	$69,098	3%	$1.00	$34.22	$71,177.60	2%	$0.68	$1,414	$72,591.60
Finance Director	Exempt	12/1/2010	15.08	$42.63	$88,670	3%	$1.28	$43.91	$91,332.80	3%	$1.32	$2,746	$94,078.80
City Treasurer/Comptroller	Exempt	12/20/2021	4.03	$31.06	$64,605	3%	$0.93	$31.99	$66,539.20	0%	$0.00	$0	$66,539.20
Accounting Specialist	Non-exempt	4/30/2021	4.67	$24.48	$50,918	3%	$0.73	$25.21	$52,436.80	0%	$0.00	$0	$52,436.80
Accounting Assistant	Non-exempt	1/1/2001	25.00	$22.15	$46,072	3%	$0.66	$22.81	$47,444.80	4%	$0.91	$1,893	$49,337.80
Facilities and Grounds Foreman	Non-exempt	8/29/2016	9.34	$29.40	$61,152	3%	$0.88	$30.28	$62,982.40	1%	$0.30	$624	$63,606.40
Public Safety													
Fire Chief	Exempt	1/28/2002	23.92	$45.07	$93,737	6.57%	$2.96	$48.03	$99,894.08	4%	$1.92	$3,994	$103,888.08
Police Chief	Exempt	1/1/1996	30.00	$45.07	$93,737	6.57%	$2.96	$48.03	$99,894.08	5%	$2.40	$4,992	$104,886.08
Police Lt.	Exempt	9/10/2000	25.31	$39.65	$82,480	6.08%	$2.41	$42.07	$87,495.20	5%	$2.10	$4,368	$91,863.20
Police Lt.	Exempt	12/14/2017	8.04	$39.65	$82,480	6.08%	$2.41	$42.07	$87,495.20	1%	$0.42	$874	$88,369.20
Police Records Clerk	Non-exempt	6/6/2018	7.57	$24.59	$51,147	3%	$0.74	$25.33	$52,682.24	1%	$0.25	$520	$53,202.24
Police & Fire Office Assistant	Non-exempt	7/11/2022	3.47	$22.15	$46,062	3%	$0.66	$22.81	$47,442.72	0%	$0.00	$0	$47,442.72
Property Maintenance	Non-exempt	11/8/2021	4.14	$21.85	$45,452	3%	$0.66	$22.51	$46,820.64	0%	$0.00	$0	$46,820.64
Public Works													
Public Works Director-Streets/Utilities	Exempt	1/7/2019	6.98	$46.83	$97,406	3%	$1.40	$48.23	$100,318.40	1%	$0.48	$998	$101,316.40
Public Works - Civil Engineer - Streets	Non-exempt	9/11/2023	2.30	$30.90	$64,272	3%	$0.93	$31.83	$66,206.40	0%	$0.00	$0	$66,206.40
Public Works Admin Manager-St/Utilities	Exempt	11/8/2021	4.14	$27.14	$56,451	3%	$0.81	$27.95	$58,136.00	0%	$0.00	$0	$58,136.00
Public Works Streets Foreman	Non-exempt	5/19/2003	22.62	$29.74	$61,851	3%	$0.89	$30.63	$63,706.24	4%	$1.23	$2,558	$66,264.24
PW Streets Op I /Grounds/Facilities	Non-exempt	1/30/2023	2.92	$26.05	$54,188	3%	$0.78	$26.83	$55,814.72	0%	$0.00	$0	$55,814.72
PW Streets Op I /Grounds/Facilities	Non-exempt	3/1/2021	4.83	$26.05	$54,188	3%	$0.78	$26.83	$55,814.72	0%	$0.00	$0	$55,814.72
Public Works Street Operator I	Non-exempt	3/10/2010	15.81	$26.05	$54,188	3%	$0.78	$26.83	$55,814.72	3%	$0.81	$1,685	$57,499.72
Public Works Street Operator I	Non-exempt	1/2/2003	23.00	$26.05	$54,188	3%	$0.78	$26.83	$55,814.72	4%	$1.07	$2,226	$58,040.72
Public Works Street Operator I	Non-exempt	1/8/2018	7.98	$26.05	$54,188	3%	$0.78	$26.83	$55,814.72	1%	$0.27	$562	$56,376.72
Public Works Street Operator I with Street Sweeper + 0.50/hr	Non-exempt	1/10/1984	41.98	$26.05	$54,188	3%	$0.78	$26.83	$55,814.72	5%	$1.34	$2,787	$58,601.72
Public Works Operator I / Street Light Tech	Non-exempt	3/3/2014	11.83	$28.41	$59,093	3%	$0.85	$29.26	$60,864.96	2%	$0.59	$1,227	$62,091.96
Public Works Mechanic	Non-exempt	2/22/2021	4.85	$26.77	$55,682	3%	$0.80	$27.57	$57,351.84	0%	$0.00	$0	$57,351.84
Public Works Head Mechanic	Non-exempt	4/18/2011	14.70	$28.94	$60,195	3%	$0.87	$29.81	$62,000.64	2%	$0.60	$1,248	$63,248.64

City of Ashland - 2025 Proposed Non-Represented Employees Salary/Wage Schedule

2025 Salary/Hourly Wage Schedule NON-REPRESENTED EMPLOYEE POSITIONS	Exempt or Non-Exempt Position	Date of Hire of Current Employee	Years of Service 12/31/2024	2024 Base Wage Rate	2024 Annual Wage	2025 % Change	2025 Base Increase (Decrease)	2025 Base Wage Rate	2025 Proposed Annual Base Wage	Longevity Percent	Longevity Rate	2025 Annual Longevity	2025 Proposed Total Annual Wage
Leisure Activities													
Parks Foreman	Non-exempt	10/26/2020	5.18	$27.04	$56,243	3%	$0.81	$27.85	$57,930.08	1%	$0.28	$582	$58,512.08
APR - Parks and Recreation Director	Exempt	1/16/2006	19.96	$35.24	$73,303	3%	$1.06	$36.30	$75,508.16	3%	$1.09	$2,267	$77,775.16
APR-Leisure Admin. Assistant	Non-exempt	1/24/2022	3.93	$21.60	$44,928	3%	$0.65	$22.25	$46,275.84	0%	$0.00	$0	$46,275.84
APR-Leisure Recreation Coordinator	Non-exempt	7/24/2024	1.43	$21.00	$43,680	3%	$0.63	$21.63	$44,990.40	0%	$0.00	$0	$44,990.40
Conservation & Development													
Planning and Development Director	Exempt	10/31/2022	3.17	$40.45	$84,136	3%	$1.21	$41.66	$86,652.80	0%	$0.00	$0	$86,652.80
Planning Assistant -	Non-exempt	4/22/2024	1.69	$27.00	$56,160	3%	$0.81	$27.81	$57,844.80	0%	$0.00	$0	$57,844.80
Water & Wastewater Utilities													
Utility Manager (per hire letter)	Exempt	8/8/2006	19.40	$35.75	$74,358	3.50%	$1.25	$37.00	$76,960.00	3%	$1.11	$2,309	$79,269.00
Utility Billing Specialist/Utilities Clerk	Non-exempt	2/14/2022	3.87	$24.34	$50,627	3%	$0.73	$25.07	$52,145.60	0%	$0.00	$0	$52,145.60
Utility - Civil Engineer	Non-exempt	5/17/2024	1.62	$26.50	$55,120	3%	$0.80	$27.30	$56,773.60	0%	$0.00	$0	$56,773.60
Water/Wastewater Lab Technician	Non-exempt	11/28/2016	9.09	$29.09	$60,513	3%	$0.87	$29.97	$62,329.28	1%	$0.30	$624	$62,953.28
Water/Wastewater / Foreman	Non-exempt	6/8/2015	10.56	$30.90	$64,266	3%	$0.93	$31.82	$66,193.92	2%	$0.64	$1,331	$67,524.92
Water/Wastewater / Foreman	Non-exempt	6/26/2009	16.51	$30.90	$64,266	3%	$0.93	$31.82	$66,193.92	3%	$0.95	$1,976	$68,169.92
Water/Wastewater Operator I (Lead)	Non-exempt	1/1/2025	0.99	$28.33	$58,926	3%	$0.85	$29.18	$60,694.40	0%	$0.00	$0	$60,694.40
Water/Wastewater Operator II	Non-exempt	1/1/2025	0.99	$27.30	$56,778	3%	$0.82	$28.12	$58,481.28	0%	$0.00	$0	$58,481.28
Water/Wastewater Operator III (Lead)	Non-exempt	12/5/2016	9.07	$28.33	$58,916	3%	$0.85	$29.18	$60,684.00	1%	$0.29	$603	$61,287.00
Water/Wastewater Operator III - (Lead)	Non-exempt	7/5/2022	3.49	$27.01	$56,181	3%	$0.81	$27.82	$57,865.60	0%	$0.00	$0	$57,865.60
Water/Wastewater Operator III	Non-exempt	11/17/2014	11.12	$27.04	$56,243	3%	$0.81	$27.85	$57,930.08	2%	$0.56	$1,165	$59,095.08
Water/Wastewater Operator IV	Non-exempt	1/31/2022	3.91	$26.01	$54,101	3%	$0.78	$26.79	$55,723.20	0%	$0.00	$0	$55,723.20
Water/Wastewater Operator V	Non-exempt	9/25/2023	2.26	$23.18	$48,204	3%	$0.70	$23.87	$49,649.60	0%	$0.00	$0	$49,649.60
Vaughn Public Library, JFK Airport and Ashland Marina - operation oversight by the Statutory Commissions/Boards													
Library Director	Exempt	11/27/2017	8.09	$33.20	$69,064	3%	$1.00	$34.20	$71,136.00	1%	$0.34	$707	$71,843.00
Library Assistant	Non-exempt	7/25/1994	31.44	$23.69	$49,279	3%	$0.71	$24.40	$50,758.24	5%	$1.22	$2,538	$53,296.24
Library Assistant Adult/Teen Communications	Non-exempt	1/9/2023	2.97	$21.12	$43,919	3%	$0.63	$21.75	$45,235.84	0%	$0.00	$0	$45,235.84
Library Clerk - part-time 1560 hrs	Non-exempt	10/4/2021	4.24	$20.60	$32,136	3%	$0.62	$21.22	$33,100.08	0%	$0.00	$0	$33,100.08
Library Clerk - part-time up to 1560 hrs	Non-exempt	1/9/2023	2.97	$18.54	$28,922	3%	$0.56	$19.10	$29,789.76	0%	$0.00	$0	$29,789.76
Airport Manager	Exempt	5/20/2024	1.61	$24.04	$50,000	3%	$0.72	$24.76	$51,499.76	0%	$0.00	$0	$51,499.76
Marina Manager	Exempt	5/6/2002	23.66	$33.11	$68,869	3%	$0.99	$34.10	$70,934.24	4%	$1.36	$2,829	$73,763.24

*** Public Works Street Operator I - receives an additional 0.50 per hour for Street Sweeper duties - 6-8 months per year

Longevity prorated based on anniversary date