

**CITY OF PRINCETON
COMMON COUNCIL MEETING AMENDED
COUNCIL CHAMBERS – 431 W. MAIN STREET
TUESDAY, OCTOBER 22, 2013
7:00 PM**

- 1. CALL TO ORDER AND ROLL CALL.**
- 2. PLEDGE OF ALLEGIANCE.**
- 3. APPROVAL OF AGENDA**
- 4. APPEARANCES FROM THE PUBLIC**
- 5. MAYOR'S REPORT**
 - A. Code of Conduct
 - B. Closed session reports per Section 19.85 (c) (1) as they relate to hiring process
- 6. ADMINISTRATORS REPORT**
 - A. Budget Comparison
 - B. City Administrators Report – Current and upcoming activities
- 7. CONSENT CALENDAR**
 - A. Minutes for Approval:
 - i. September 24, 2013-Council Meeting
 - ii. September 9, 2013-Special Council Meeting (closed session minutes)
 - iii. September 10, 2013-Council Meeting (closed session minutes)
 - B. Operators Licenses for Approval
 - i. Dana J Becher-new
 - ii. Jordan J Mason-new
 - iii. Gary L Fenske-new
- 8. OFFICER REPORTS**
 - A. Police Chief - Update to Council on recent activity & upcoming projects
 - B. Library Director - Update to Council on recent activity & upcoming projects
 - C. Zoning Administrator – Update on existing projects & contract/wage discussion for 2014
- 9. NEW BUSINESS**
 - A. Tamara Sina – Discussion on utility invoice for clean-out @ 930 Wilson Street, action on payment of invoice as appropriate
 - B. Library Board Discussion
 - (1) Library former Director, Vicki Duhr – Discussion on pay request by Library Board, action as appropriate
 - (2) New Director Clairellyn Sommersmith – Discussion with Library Board on health insurance, action as appropriate
 - C. Cemetery Sexton - Amy Hart – Discussion on salary payment, action as appropriate
 - D. Property Assessment Contract – Bowmar Appraisals – Discussion and authorization to execute contract with Bowmar Appraisals for 2014
 - E. Discussion on Bookkeeper position – Discussion and action on filling the position beginning 1 January 2014
 - F. Façade Improvement Grants for 2014 – establish criteria for new year – Discussion and action on program guidelines
- 10. COMMUNICATIONS**
- 11. ADJOURN**

* The meeting room is accessible to all. Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Administrator's office at 920.295.6612 with as much advance notice as possible. **The City now offers digital audio recording equipment for records purposes. If you have any questions please contact the City Clerk.**

This agenda is for convenience purposes only and may not represent the most current version. If you require a copy of the official version of the agenda, please contact the City Clerk at 920.295.6612. All published meeting agendas of the Princeton Common Council are subject to changes.

CITY OF PRINCETON

531 S Fulton Street · Princeton, Wisconsin 54968
920-295-6612 · Fax: 920-295-3441

An equal opportunity/affirmative action employer

Mayor
Robert Mosolf

City Administrator
Mary Lou Neubauer

City Alderpersons

Dave Bednarek
Patti Garro
Eric Koehn
Victor Magnus
Jasper Kallenbach
Lara Roehl

COUNCIL REPORT

To: City Mayor, Common Council
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: October 18, 2013
RE: Council Packet Format

Mayor/Council:

For the October Council meeting, you will see the Council packets may look a little different than what you have seen in the past.

Generally most agenda items will have a background sheet attached to it. If the item is from another department, I will be asking them to provide some background so you can have as much information as possible prior to the meeting. Background sheets also allow you a space to make notes during the discussion.

I have used background sheets for many years and although I realize it generates additional paper, most Council members I have worked with felt they were beneficial. Please advise if you feel otherwise or if you would like additional information.

Thank you,

ML

Fund: 100 - GENERAL FUND

Account Number		2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget
100-00-41110-000-000	REAL ESTATE PROPERTY TAXES	211,225.75	13,388.75	557,446.00	-544,057.25	2.40
	REAL ESTATE PROPERTY TAXES	211,225.75	13,388.75	557,446.00	-544,057.25	2.40
100-00-41111-000-000	PERSONAL PROPERTY TAXES	2,708.71	28,599.33	3,000.00	25,599.33	953.31
	PERSONAL PROPERTY TAXES	2,708.71	28,599.33	3,000.00	25,599.33	953.31
100-00-41140-000-000	MOBILE HOME FEES	2,822.04	169.56	2,500.00	-2,330.44	6.78
	MOBILE HOME FEES	2,822.04	169.56	2,500.00	-2,330.44	6.78
100-00-41150-000-000	FOREST CROP/MANAGED FOREST TAX	100.00	0.00	0.00	0.00	0.00
	FOREST CROP/MANAGED FOREST TAX	100.00	0.00	0.00	0.00	0.00
100-00-41160-000-000	WOODLAND TAXES	0.00	5.50	0.00	5.50	0.00
	WOODLAND TAXES	0.00	5.50	0.00	5.50	0.00
100-00-41310-601-000	PILOT UTILITY WATER	0.00	0.00	91,851.00	-91,851.00	0.00
100-00-41310-602-000	PILOT UTILITY ELECTRIC	0.00	0.00	31,652.00	-31,652.00	0.00
100-00-41310-603-000	PILOT UTILITY WASTEWATER	0.00	0.00	75,160.00	-75,160.00	0.00
	PILOT UTILITY	0.00	0.00	198,663.00	-198,663.00	0.00
100-00-41320-101-000	PILOT DNR LANDS	0.00	0.00	0.00	0.00	0.00
	TAXES FROM OTHER TAX EMEPT	0.00	0.00	0.00	0.00	0.00
100-00-41800-000-000	INTEREST & PENALTIES ON TAXES	0.00	0.00	0.00	0.00	0.00
	INTEREST & PENALTIES ON TAXES	0.00	0.00	0.00	0.00	0.00
100-00-41900-000-000	DELINQUENT PERSONAL PROPERTY	0.00	0.00	0.00	0.00	0.00
	DELINQUENT PERSONAL PROPERTY	0.00	0.00	0.00	0.00	0.00
	TAXES	216,856.50	42,163.14	761,609.00	-719,445.86	5.54
100-00-42400-000-000	SPECIAL ASSESSMENTS SIDEWALKS	0.00	-132.03	6,000.00	-6,132.03	-2.20
	STREET RELATED FACILITIES	0.00	-132.03	6,000.00	-6,132.03	-2.20
	SPECIAL ASSESSMENTS	0.00	-132.03	6,000.00	-6,132.03	-2.20
100-00-43200-820-000	FEDERAL GRANTS CAPITAL IMPROVE	0.00	0.00	0.00	0.00	0.00
	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
100-00-43400-000-000	STATE SHARED TAXES	0.00	0.00	0.00	0.00	0.00
	STATE SHARED TAXES	0.00	0.00	0.00	0.00	0.00
100-00-43410-000-000	STATE SHARED REVENUE	87,133.90	90,584.76	440,128.00	-349,543.24	20.58
	STATE SHARED REVENUE	87,133.90	90,584.76	440,128.00	-349,543.24	20.58

Fund: 100 - GENERAL FUND

Account Number		2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget
100-00-43420-000-000	STATE FIRE INSURANCE DUES 2%	2,251.06	2,165.03	2,150.00	15.03	100.70
	STATE FIRE INSURANCE DUES 2%	2,251.06	2,165.03	2,150.00	15.03	100.70
100-00-43430-000-000	EXEMPT COMPUTER AID	3,330.00	1,758.00	2,000.00	-242.00	87.90
	OTHER STATE SHARED TAXES	3,330.00	1,758.00	2,000.00	-242.00	87.90
100-00-43531-000-000	GENERAL TRANSPORTATION AIDS	61,305.12	55,635.72	74,180.00	-18,544.28	75.00
	GENERAL TRANSPORTATION AIDS	61,305.12	55,635.72	74,180.00	-18,544.28	75.00
100-00-43545-000-000	STATE RECYCLING GRANT	0.00	4,337.14	3,248.00	1,089.14	133.53
	STATE RECYCLING GRANT	0.00	4,337.14	3,248.00	1,089.14	133.53
100-00-43549-000-000	LANDFILL CLOSURE GRANT	0.00	0.00	0.00	0.00	0.00
	OTHER SANITATION	0.00	0.00	0.00	0.00	0.00
100-00-43691-000-000	STATE GRANTS	4,330.89	0.00	0.00	0.00	0.00
	STATE GRANTS	4,330.89	0.00	0.00	0.00	0.00
	INTERGOVERNMENTAL REVENUE	158,350.97	154,480.65	521,706.00	-367,225.35	29.61
100-00-44110-000-001	LIQUOR LICENSES	6,993.36	5,920.00	7,000.00	-1,080.00	84.57
100-00-44110-000-002	OPERATOR LICENSES	1,890.00	1,560.00	1,800.00	-240.00	86.67
100-00-44110-320-001	LIQUOR LICENSE PUBLICATION FEE	208.20	189.91	200.00	-10.09	94.96
	LIQUOR & MALT BEVERAGE	9,091.56	7,669.91	9,000.00	-1,330.09	85.22
100-00-44120-000-001	CIGARETTE LICENSE	150.00	240.00	150.00	90.00	160.00
100-00-44120-000-002	CABLE TV LICENSE	6,557.55	7,089.08	6,800.00	289.08	104.25
100-00-44120-000-003	AMUSEMENT DEVICES	0.00	0.00	0.00	0.00	0.00
	OTHER BUSINESS LICENSES	6,707.55	7,329.08	6,950.00	379.08	105.45
100-00-44200-000-000	DOG LICENSES	810.08	1,111.72	800.00	311.72	138.97
	NONBUSINESS LICENSES	810.08	1,111.72	800.00	311.72	138.97
100-00-44300-000-000	BUILDING PERMITS & INSPECT FEE	0.00	0.00	0.00	0.00	0.00
	BUILDING PERMITS & INSPECT FEE	0.00	0.00	0.00	0.00	0.00
100-00-44400-000-000	ZONING PERMITS	0.00	0.00	0.00	0.00	0.00
	ZONING PERMITS	0.00	0.00	0.00	0.00	0.00
100-00-44900-000-001	OTHER REGULATORY LICENSES	460.00	25.00	0.00	25.00	0.00
100-00-44900-000-002	OTHER REGULATORY PERMITS	5.00	0.00	0.00	0.00	0.00
	OTHER REG LICENSES & PERMITS	465.00	25.00	0.00	25.00	0.00
	LICENSES & PERMITS	17,074.19	16,135.71	16,750.00	-614.29	96.33

Fund: 100 - GENERAL FUND

Account Number		2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget
100-00-45110-000-000	COURT PENALTIES & COSTS	9,179.85	8,100.09	10,000.00	-1,899.91	81.00
	COURT PENALTIES & COSTS	9,179.85	8,100.09	10,000.00	-1,899.91	81.00
100-00-45130-000-000	PARKING VIOLATIONS	435.00	485.00	500.00	-15.00	97.00
	PARKING VIOLATIONS	435.00	485.00	500.00	-15.00	97.00
100-00-45190-000-000	OTHER LAW & ORD VIOLATIONS	0.00	25.00	0.00	25.00	0.00
	OTHER LAW & ORD VIOLATIONS	0.00	25.00	0.00	25.00	0.00
100-00-45210-000-000	CONTRACT FORFEITURES	0.00	0.00	0.00	0.00	0.00
	CONTRACT FORFEITURES	0.00	0.00	0.00	0.00	0.00
	FINES, FORFEITS, & PENALTIES	9,614.85	8,610.09	10,500.00	-1,889.91	82.00
100-00-46100-000-000	GENERAL GOVERNMENT FEES	0.00	0.00	0.00	0.00	0.00
	GENERAL GOVERNMENT FEES	0.00	0.00	0.00	0.00	0.00
100-00-46110-000-000	CLERKS FEES	748.60	675.25	500.00	175.25	135.05
	CLERKS FEES	748.60	675.25	500.00	175.25	135.05
100-00-46210-000-000	LAW ENFORCEMENT FEES	553.25	263.75	500.00	-236.25	52.75
	LAW ENFORCEMENT FEES	553.25	263.75	500.00	-236.25	52.75
100-00-46720-000-000	FLEA MARKET REVENUE	12,075.00	12,375.00	15,500.00	-3,125.00	79.84
	CHARGE SERVICES PARKS	12,075.00	12,375.00	15,500.00	-3,125.00	79.84
	PUBLIC CHARGES FOR SERVICES	13,376.85	13,314.00	16,500.00	-3,186.00	80.69
100-00-47310-000-000	CHARGE SERVICES GEN GOV	-501.81	350.00	0.00	350.00	0.00
	SURROUNDING MUNI FUNDING	-501.81	350.00	0.00	350.00	0.00
100-00-47320-000-000	CHARGE SERVICES PUB SAFE	0.00	0.00	0.00	0.00	0.00
	CHARGE SERVICES PUB SAFE	0.00	0.00	0.00	0.00	0.00
	INTERGOVERN CHARGE FOR SERVICE	-501.81	350.00	0.00	350.00	0.00
100-00-48000-000-000	MISCELLANEOUS REVENUES	31,505.54	532.59	2,500.00	-1,967.41	21.30
	MISC REVENUE	31,505.54	532.59	2,500.00	-1,967.41	21.30
100-00-48110-000-000	INTEREST INCOME	456.34	381.72	400.00	-18.28	95.43
	MISC REVENUE INTEREST INCOME	456.34	381.72	400.00	-18.28	95.43
100-00-48200-000-000	FIRE DEPT BUILDING RENT	0.00	0.00	6,680.00	-6,680.00	0.00

Fund: 100 - GENERAL FUND

Account Number	2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget
MISC REVENUE FD BUILDING RENT	0.00	0.00	6,680.00	-6,680.00	0.00
100-00-48300-000-000 PROPERTY SALES	400.00	0.00	0.00	0.00	0.00
MISC REVENUE PROPERTY SALES	400.00	0.00	0.00	0.00	0.00
100-00-48440-000-000 INSUR RECOV DAMAGE EQUIP&PROP	0.00	0.00	0.00	0.00	0.00
INSUR RECOV DAMAGE EQUIP&PROP	0.00	0.00	0.00	0.00	0.00
100-00-48500-000-000 DONATIONS	1,103.35	0.00	0.00	0.00	0.00
DONATIONS	1,103.35	0.00	0.00	0.00	0.00
100-00-48550-000-000 CAPITOL IMPROVEMENT REV	0.00	0.00	0.00	0.00	0.00
FUND RAISING	0.00	0.00	0.00	0.00	0.00
100-00-48910-000-000 LABOR REIMBURSED FROM UTILITY	0.00	0.00	0.00	0.00	0.00
LABOR REIMBURSED FROM UTILITY	0.00	0.00	0.00	0.00	0.00
100-00-48920-000-000 AUXILLARY POLICE REIMBURSEMENT	2,569.50	2,743.75	3,250.00	-506.25	84.42
AUXILLARY POLICE REIMBURSEMENT	2,569.50	2,743.75	3,250.00	-506.25	84.42
100-00-48930-000-000 OTHER REIMBURSEMENTS, MISC	229.15	36,139.90	250.00	35,889.90	14455.96
OTHER REIMBURSEMENTS, MISC	229.15	36,139.90	250.00	35,889.90	14455.96
100-00-48990-000-000 GRANTS	7,000.00	1,500.00	0.00	1,500.00	0.00
GRANTS	7,000.00	1,500.00	0.00	1,500.00	0.00
MISC REVENUE	43,263.88	41,297.96	13,080.00	28,217.96	315.73
100-00-49100-000-000 PROCEEDS OF LONG-TERM DEBT	238,204.50	0.00	0.00	0.00	0.00
PROCEEDS OF LONG-TERM DEBT	238,204.50	0.00	0.00	0.00	0.00
100-18-49120-000-000 2010 CAPITAL PROJECTS NOTE	0.00	0.00	0.00	0.00	0.00
Undefined Group	0.00	0.00	0.00	0.00	0.00
100-00-49200-100-001 TRANSFER FROM LGIP GENERAL	0.00	0.00	0.00	0.00	0.00
100-00-49200-100-008 TRANSFER FROM LGIP WATER	0.00	0.00	0.00	0.00	0.00
100-00-49200-100-009 TRANSFER FROM LGIP HIGHWAY	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM GF	0.00	0.00	0.00	0.00	0.00
100-00-49220-000-000 TRANSFER FROM SPECIAL REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM SPECIAL REVENUE	0.00	0.00	0.00	0.00	0.00
100-00-49260-000-000 TRANSFER FROM ENTERPRISE FUND	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM ENTERPRISE FUND	0.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number		2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget
100-00-49280-000-000	TRANSFER FROM TRUST FUND	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM TRUST FUND		0.00	0.00	0.00	0.00	0.00
100-00-49400-000-000	SALES OF GENERAL FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
SALES OF GENERAL FIXED ASSETS		0.00	0.00	0.00	0.00	0.00
100-00-49500-000-000	PROCEEDS OF REFUNDING BONDS	0.00	0.00	0.00	0.00	0.00
100-00-49500-000-001	TRANSFER OF CD'S	0.00	0.00	0.00	0.00	0.00
PROCEEDS OF REFUNDING BONDS		0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES		238,204.50	0.00	0.00	0.00	0.00
Total Revenues		696,239.93	276,219.52	1,346,145.00	-1,069,925.48	20.52

Fund: 100 - GENERAL FUND

Account Number		2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget
100-00-51000-210-000	UNCLASS PROFESSIONAL SERVICES	1,486.44	12,512.71	10,000.00	-2,512.71	125.13
100-00-51000-371-000	UNCLASS HOLIDAY DECORATIONS	0.00	0.00	0.00	0.00	0.00
100-00-51000-390-000	UNCLASS MISCELLANEOUS	791.64	3,624.59	2,000.00	-1,624.59	181.23
100-00-51000-720-000	UNCLASS DONATION TRI CASA	0.00	0.00	0.00	0.00	0.00
UNLASS MISC		2,278.08	16,137.30	12,000.00	-4,137.30	134.48
100-01-51100-110-000	COUNCIL SALARY	5,500.00	5,150.00	7,300.00	2,150.00	70.55
100-03-51100-110-000	MAYOR SALARY	1,970.03	1,770.03	2,600.00	829.97	68.08
100-01-51100-140-000	COUNCIL MEETING PAY	4,894.51	3,960.00	6,500.00	2,540.00	60.92
100-01-51100-150-000	COUNCIL SOCIAL SECURITY	778.84	695.91	1,175.00	479.09	59.23
100-03-51100-150-000	MAYOR SOCIAL SECURITY	150.66	135.36	202.00	66.64	67.01
LEGISLATIVE		13,294.04	11,711.30	17,777.00	6,065.70	65.88
100-08-51300-210-000	ATTORNEY FEES	18,470.00	18,580.00	24,600.00	6,020.00	75.53
LEGAL		18,470.00	18,580.00	24,600.00	6,020.00	75.53
100-07-51400-220-000	CITY HALL UTILITIES	743.21	937.68	1,000.00	62.32	93.77
100-07-51400-290-000	CITY HALL TELEPHONE	1,836.54	1,723.40	2,800.00	1,076.60	61.55
100-07-51400-310-000	CITY HALL OFFICE SUPPLIES	1,224.62	339.75	2,000.00	1,660.25	16.99
100-07-51400-311-000	CITY HALL POSTAGE	455.97	427.15	1,000.00	572.85	42.72
100-07-51400-322-000	CITY DUES - LEAUGE WI MUNICIPAL	437.95	0.00	650.00	650.00	0.00
100-07-51400-350-001	CITY HALL EQUIP REPAIR / MAINT	619.74	563.54	1,000.00	436.46	56.35
100-07-51400-350-002	CITY HALL COPY MACH REPR/MAINT	0.00	0.00	500.00	500.00	0.00
100-07-51400-351-000	CITY HALL BUILD REPAIR/MAINT	17.73	771.10	1,000.00	228.90	77.11
100-07-51400-530-000	BANK SAFE DEPOSIT BOX RENT	0.00	0.00	100.00	100.00	0.00
GENERAL ADMINISTRATION		5,335.76	4,762.62	10,050.00	5,287.38	47.39
100-07-51410-110-000	ADMIN SALARY	18,665.37	25,921.52	27,245.00	1,323.48	95.14
100-07-51410-130-000	ADMIN RETIREMENT	1,082.30	1,121.87	1,460.00	338.13	76.84
100-07-51410-131-000	ADMIN HEALTH INSURANCE	2,039.12	2,416.51	6,264.00	3,847.49	38.58
100-07-51410-131-001	ADMIN LIFE INS REIMB	250.00	250.00	500.00	250.00	50.00
100-07-51410-133-000	ADMIN DISABILITY	0.00	0.00	160.00	160.00	0.00
100-07-51410-140-000	ADMIN MEETINGS	220.00	351.50	1,250.00	898.50	28.12
100-07-51410-150-000	ADMIN SOCIAL SECURITY	1,353.07	1,960.03	2,316.00	355.97	84.63
100-07-51410-190-000	ADMIN TRAINING	975.72	778.92	1,500.00	721.08	51.93
100-07-51410-322-000	ADMIN PROFESSIONAL DUES	641.75	212.25	650.00	437.75	32.65
100-07-51410-330-000	ADMIN MILEAGE	625.59	597.70	700.00	102.30	85.39
100-07-51410-390-000	ADMIN MISC EXPENSES	3,399.90	1,668.75	5,000.00	3,331.25	33.38
100-07-51410-520-000	ADMIN BOND	1,348.88	721.88	1,350.00	628.12	53.47
CITY ADMINISTRATOR		30,601.70	36,000.93	48,395.00	12,394.07	74.39
100-04-51420-320-000	NEWSPAPER PUBLICATIONS	9,852.64	6,095.25	10,500.00	4,404.75	58.05
CLERK		9,852.64	6,095.25	10,500.00	4,404.75	58.05
100-05-51440-120-000	ELECTION WAGES	2,025.00	800.00	1,000.00	200.00	80.00
100-05-51440-340-000	ELECTION SUPPLIES	1,255.39	460.75	500.00	39.25	92.15
100-05-51440-390-000	ELECTION DAY FOOD & DRINK	272.24	139.21	350.00	210.79	39.77

Fund: 100 - GENERAL FUND

Account Number	2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget	
LEGISLATIVE						
	3,552.63	1,399.96	1,850.00	450.04	75.67	
100-09-51510-210-000	CPA AUDIT FEES	8,001.19	9,353.50	12,875.00	3,521.50	72.65
ACCOUNTING						
	8,001.19	9,353.50	12,875.00	3,521.50	72.65	
100-06-51530-210-000	ASSESSOR FEES	3,700.00	5,100.00	15,000.00	9,900.00	34.00
ASSESSMENT OF PROPERTY						
	3,700.00	5,100.00	15,000.00	9,900.00	34.00	
100-10-51540-510-000	INSURE PROP & VEHICLES	7,487.73	17,976.00	21,697.00	3,721.00	82.85
100-10-51540-511-000	INSURE WORKMANS COMP	2,122.27	11,821.00	11,639.00	-182.00	101.56
100-00-51540-590-000	UNCLASS PERSONAL PROPERTY	0.00	0.00	0.00	0.00	0.00
RISK & PROPERTY MANAGEMENT						
	9,610.00	29,797.00	33,336.00	3,539.00	89.38	
100-00-51920-352-000	Gain/Loss On Sale of Fixed Ast	0.00	0.00	0.00	0.00	0.00
Undefined Group						
	0.00	0.00	0.00	0.00	0.00	
UNLASS MISC						
	104,696.04	138,937.86	186,383.00	47,445.14	74.54	
100-11-52100-120-000	POLICE WAGES	144,091.43	145,640.37	176,738.00	31,097.63	82.40
100-11-52100-121-000	POLICE OVER TIME WAGES	0.00	0.00	9,093.00	9,093.00	0.00
100-11-52100-122-000	POLICE AUXILLARY WAGES	3,690.50	3,742.40	3,500.00	-242.40	106.93
100-11-52100-130-000	POLICE RETIREMENT	14,353.85	14,647.91	17,121.00	2,473.09	85.56
100-11-52100-131-000	POLICE HEALTH INSURANCE	30,735.90	32,338.42	46,881.00	14,542.58	68.98
100-11-52100-131-001	LIFE INS REIMB	0.00	0.00	250.00	250.00	0.00
100-11-52100-132-000	POLICE UNIFORMS PART TIME	243.14	200.00	800.00	600.00	25.00
100-11-52100-132-002	POLICE UNIFORMS MATT	0.00	327.84	600.00	272.16	54.64
100-11-52100-132-005	POLICE NEW OFFICER UNIFORM	91.62	0.00	400.00	400.00	0.00
100-11-52100-132-006	POLICE UNIFORMS MRSTIK	400.00	398.53	400.00	1.47	99.63
100-11-52100-133-000	POLICE DISABILITY	0.00	0.00	1,000.00	1,000.00	0.00
100-11-52100-140-000	POLICE MEETINGS	0.00	0.00	0.00	0.00	0.00
100-11-52100-150-000	POLICE SOCIAL SECURITY	10,745.31	11,086.97	14,588.00	3,501.03	76.00
100-11-52100-151-000	POLICE UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00
100-11-52100-190-000	POLICE TRAINING	100.00	-33.17	750.00	783.17	-4.42
100-11-52100-191-000	POLICE CONFERENCES	200.00	235.00	350.00	115.00	67.14
100-11-52100-196-000	POLICE DEFERRED COMP	0.00	0.00	0.00	0.00	0.00
100-11-52100-210-000	POLICE ATTORNEY FEES	0.00	0.00	1,000.00	1,000.00	0.00
100-11-52100-220-000	POLICE UTILITIES	712.94	697.69	1,000.00	302.31	69.77
100-11-52100-290-000	POLICE TELEPHONE	1,677.74	1,721.04	2,000.00	278.96	86.05
100-11-52100-292-000	POLICE ON-LINE EXPENSE	0.00	0.00	0.00	0.00	0.00
100-11-52100-310-000	POLICE OFFICE SUPPLIES	391.22	97.99	400.00	302.01	24.50
100-11-52100-311-000	POLICE POSTAGE	136.94	152.05	400.00	247.95	38.01
100-11-52100-312-000	POLICE FORMS	1,031.48	1,037.57	1,250.00	212.43	83.01
100-11-52100-313-000	POLICE OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-11-52100-330-000	POLICE MILEAGE	0.00	0.00	0.00	0.00	0.00
100-11-52100-340-000	POLICE OPERATING SUPPLIES	-1,202.28	4,272.57	4,450.00	177.43	96.01
100-11-52100-341-000	POLICE AMMUNITION	559.45	0.00	700.00	700.00	0.00
100-11-52100-350-000	POLICE EQUIP REPAIR / MAINT	0.00	698.50	500.00	-198.50	139.70
100-11-52100-351-000	POLICE BUILD REPAIR / MAINT	0.00	0.00	500.00	500.00	0.00
100-11-52100-352-000	POLICE VEHICLE REPAIR / MAINT	1,473.63	2,958.81	3,000.00	41.19	98.63

Fund: 100 - GENERAL FUND

Account Number		2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget
100-11-52100-370-000	POLICE FUEL	6,716.01	8,061.25	11,040.00	2,978.75	73.02
100-11-52100-390-000	POLICE CRIME PREVENTION	0.00	0.00	0.00	0.00	0.00
100-11-52100-520-000	POLICE CHIEF BOND	0.00	0.00	375.00	375.00	0.00
100-11-52100-812-000	POLICE SQUAD REPLACEMENT	17,718.72	0.00	0.00	0.00	0.00
LAW ENFORCEMENT		233,867.60	228,281.74	299,086.00	70,804.26	76.33
100-12-52200-110-000	MARSHAL SALARY	1,062.72	1,036.67	2,000.00	963.33	51.83
100-12-52200-220-000	FIRE UTILITIES	1,641.68	1,700.51	2,500.00	799.49	68.02
100-12-52200-290-000	FIRE TELEPHONE	606.33	617.69	900.00	282.31	68.63
100-12-52200-340-000	FIRE OPERATING EXPENSE	9,715.94	8,914.00	12,500.00	3,586.00	71.31
100-12-52200-351-000	FIRE BUILDING MAINTENANCE	65.09	4,017.82	4,000.00	-17.82	100.45
100-12-52200-390-000	FIRE MISCELLANEOUS EXPENSE	0.00	123.76	500.00	376.24	24.75
100-12-52200-530-000	FIRE HYDRANT RENT	0.00	0.00	186,168.00	186,168.00	0.00
100-12-52200-812-000	FIRE VEHICLE REPLACEMENT	1,612.31	2,743.59	6,450.00	3,706.41	42.54
FIRE PROTECTION		14,704.07	19,154.04	215,018.00	195,863.96	8.91
100-14-52500-110-000	EMER GOVT DIRECTOR SALARY	900.00	900.00	1,200.00	300.00	75.00
100-14-52500-140-000	EMER GOVT STORM SPOTTER PAY	0.00	0.00	400.00	400.00	0.00
100-14-52500-150-000	EMER GOVT SOCIAL SECURITY	177.88	132.08	250.00	117.92	52.83
100-14-52500-290-000	EMER GOVT TELEPHONE	611.71	697.61	900.00	202.39	77.51
100-14-52500-340-000	EMER GOVT OPERATING SUPPLIES	0.00	0.00	100.00	100.00	0.00
100-14-52500-341-000	EMER GOVT EQUIPMENT	217.14	160.00	1,500.00	1,340.00	10.67
100-14-52500-390-000	EMER GOVT MISCELLANEOUS	0.00	0.00	600.00	600.00	0.00
100-14-52500-810-000	EG EQUIPMENT	0.00	0.00	0.00	0.00	0.00
DISASTER CONTROL		1,906.73	1,889.69	4,950.00	3,060.31	38.18
PUBLIC SAFETY		250,478.40	249,325.47	519,054.00	269,728.53	48.03
100-24-53000-110-000	SUPERVISOR SALARY	7,672.80	5,308.75	10,224.00	4,915.25	51.92
100-16-53000-120-000	PUBLIC WORKS WAGES	170.32	0.00	500.00	500.00	0.00
100-16-53000-130-000	PUBLIC WORKS RETIREMENT	10.04	0.00	0.00	0.00	0.00
100-24-53000-130-000	SUPERVISOR RETIREMENT	452.60	353.03	716.00	362.97	49.31
100-16-53000-131-000	PUBLIC WORKS HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
100-24-53000-131-000	SUPERVISOR HEALTH INSURANCE	759.24	581.97	1,175.00	593.03	49.53
100-24-53000-132-000	SUPERVISOR UNIFORMS	254.97	0.00	0.00	0.00	0.00
100-16-53000-150-000	PUBLIC WORKS SOCIAL SECURITY	12.30	0.00	0.00	0.00	0.00
100-24-53000-150-000	SUPERVISOR SOCIAL SECURITY	578.53	401.08	803.00	401.92	49.95
100-16-53000-210-000	PUBLIC WORKS CONTRACTED LABOR	0.00	0.00	2,000.00	2,000.00	0.00
100-16-53000-340-000	PUBLIC WORKS OPERATING SUPPLY	0.00	0.00	250.00	250.00	0.00
100-24-53000-390-000	SUPERVISOR MISCELLANEOUS	2,095.00	2,995.00	3,027.00	32.00	98.94
100-16-53000-820-000	PUBLIC WORKS CAPITAL IMPROVE	6,100.00	19,623.00	19,623.00	0.00	100.00
PUBLIC WORKS		18,105.80	29,262.83	38,318.00	9,055.17	76.37
100-18-53100-210-000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
STREET ADMINISTRATION		0.00	0.00	0.00	0.00	0.00
100-18-53311-120-000	STREET MAINT WAGES	59,774.46	58,744.76	72,148.00	13,403.24	81.42
100-18-53311-130-000	STREET MAINT RETIREMENT	3,350.01	3,906.61	5,772.00	1,865.39	67.68
100-18-53311-131-000	STREET MAINT HEALTH INSURANCE	18,695.74	9,841.86	25,102.00	15,260.14	39.21

Fund: 100 - GENERAL FUND

Account Number		2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget
100-18-53311-132-000	STREET MAINT UNIFORMS	500.00	860.55	620.00	-240.55	138.80
100-18-53311-133-000	STREET MAINT DISABILITY	0.00	0.00	300.00	300.00	0.00
100-18-53311-150-000	STREET MAINT SOCIAL SECURITY	4,199.11	4,391.35	5,664.00	1,272.65	77.53
100-18-53311-151-000	STREET MAINTENANCE	0.00	1,696.03	0.00	-1,696.03	0.00
100-18-53311-190-000	STREET MAINT TRAINING	699.22	622.40	2,000.00	1,377.60	31.12
100-18-53311-210-000	STREET MAINT CONTRACT LABOR	133.24	22,199.23	500.00	-21,699.23	4,439.85
100-18-53311-220-000	STREET MAINT UTILITIES	491.64	491.62	1,050.00	558.38	46.82
100-18-53311-290-000	STREET MAINT TELEPHONE	467.29	450.21	720.00	269.79	62.53
100-18-53311-310-000	STREET MAINTENANCE	0.00	0.00	0.00	0.00	0.00
100-18-53311-340-000	STREET MAINT SUPPLIES	12,115.33	17,506.60	15,000.00	-2,506.60	116.71
100-18-53311-341-000	STREET MAINT EQUIPMENT	398.96	247.95	1,000.00	752.05	24.80
100-18-53311-343-000	STREET MAINT SIGNS	0.00	0.00	0.00	0.00	0.00
100-18-53311-350-000	STREET MAINT SEALCOAT/BLACKTOP	0.00	118.50	7,000.00	6,881.50	1.69
100-18-53311-352-000	STREET MAINT VEHICLE MAINT	745.33	4,555.79	3,000.00	-1,555.79	151.86
100-18-53311-353-000	STREET MAINT GRAVEL & BLACKTOP	0.00	0.00	1,500.00	1,500.00	0.00
100-18-53311-370-000	STREET MAINT FUEL	3,574.08	4,894.12	7,000.00	2,105.88	69.92
100-19-53311-370-000	SNOW REMOVAL FUEL	2,407.35	3,772.32	6,750.00	2,977.68	55.89
100-18-53311-810-000	STREET MAINT STREET SWEEPER	819.02	0.00	1,000.00	1,000.00	0.00
100-18-53311-812-000	STREET MAINT VEHICLH REPLACE	0.00	-1,885.00	0.00	1,885.00	0.00
STREET MAINTENANCE		108,370.78	132,414.90	156,126.00	23,711.10	84.81
100-16-53420-220-000	STREET LIGHTING EXPENSE	29,592.21	28,812.32	38,325.00	9,512.68	75.18
STREET LIGHTING		29,592.21	28,812.32	38,325.00	9,512.68	75.18
100-21-53432-350-000	SIDEWALKS SUPPLIES (CONCRETE)	0.00	0.00	6,000.00	6,000.00	0.00
100-21-53432-390-000	SIDEWALKS MISCELLANEOUS	0.00	0.00	500.00	500.00	0.00
SIDEWALK W/OUT STREET CONSTR		0.00	0.00	6,500.00	6,500.00	0.00
100-22-53620-290-000	REFUSE & GARBAGE COLLECTION	53,212.14	53,382.00	72,930.00	19,548.00	73.20
100-22-53620-340-000	REFUSE & GARBAGE OPER SUPPLIES	0.00	0.00	0.00	0.00	0.00
100-22-53620-370-000	REFUSE & GARBAGE FUEL SURCHARG	3,815.81	4,020.36	7,309.00	3,288.64	55.01
REFUSE & GARBAGE COLLECTION		57,027.95	57,402.36	80,239.00	22,836.64	71.54
100-22-53635-290-001	RECYCLING EXPENDITURES	13,620.60	13,659.15	18,432.00	4,772.85	74.11
100-22-53635-290-002	RECYCLING ADVERTISING	-128.88	0.00	0.00	0.00	0.00
RECYCLING EXPENDITURES		13,491.72	13,659.15	18,432.00	4,772.85	74.11
PUBLIC WORKS		226,588.46	261,551.56	337,940.00	76,388.44	77.40
100-25-55200-220-000	PARKS UTILITIES	1,844.00	2,031.56	2,500.00	468.44	81.26
100-25-55200-340-000	PARKS OPERATING SUPPLIES	454.48	1,451.11	2,500.00	1,048.89	58.04
100-25-55200-341-001	PARKS OPERATING EQUIPMENT	2,632.78	-218.95	0.00	218.95	0.00
100-25-55200-341-002	PARKS PLAYGROUND EQUIPMENT	0.00	1,000.00	1,000.00	0.00	100.00
100-25-55200-360-000	PARKS REPAIRS & MAINTENANCE	10,722.69	2,082.27	3,000.00	917.73	69.41
100-25-55200-830-000	PARKS FUTURE PROJECTS	0.00	0.00	0.00	0.00	0.00
PARKS		15,653.95	6,345.99	9,000.00	2,654.01	70.51
100-25-55300-340-000	PARKS CELEBRATIONS	1,000.00	1,000.00	1,000.00	0.00	100.00

Fund: 100 - GENERAL FUND

Account Number		2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget
RECREATION PROGRAMS & EVENTS		1,000.00	1,000.00	1,000.00	0.00	100.00
CULTURE, RECREATION, & DEVELOP		16,653.95	7,345.99	10,000.00	2,654.01	73.46
100-20-56110-210-000	FORESTRY CONTRACTED LABOR	0.00	0.00	6,000.00	6,000.00	0.00
100-20-56110-240-000	FORESTRY STUMP & TREE REMOVAL	525.00	0.00	1,500.00	1,500.00	0.00
100-20-56110-340-000	FORESTRY TREES & BUSHES	733.00	-428.50	500.00	928.50	-85.70
100-20-56110-390-000	FORESTRY GRASS CUTTING	0.00	0.00	0.00	0.00	0.00
FORESTRY		1,258.00	-428.50	8,000.00	8,428.50	-5.36
100-17-56400-110-000	ZONING ADMINISTRATOR SALARY	875.00	1,125.00	1,500.00	375.00	75.00
100-17-56400-150-000	ZONING SOCIAL SECURITY	55.87	0.00	60.00	60.00	0.00
100-17-56400-340-000	ZONING OPERATING SUPPLIES	0.00	106.29	250.00	143.71	42.52
ZONING		930.87	1,231.29	1,810.00	578.71	68.03
100-00-56600-730-000	CITY SHARE OF FACADE PROJECT	0.00	15,677.67	35,000.00	19,322.33	44.79
URBAN DEVELOPMENT		0.00	15,677.67	35,000.00	19,322.33	44.79
CONSERVATION & DEVELOPMENT		2,188.87	16,480.46	44,810.00	28,329.54	36.78
100-11-57000-810-000	POLICE RADIOS	0.00	0.00	0.00	0.00	0.00
100-07-57000-820-000	CITY HALL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
100-11-57000-820-000	POLICE BUILDING IMPROVEMENT	0.00	0.00	0.00	0.00	0.00
TIF DISABILITY		0.00	0.00	0.00	0.00	0.00
100-18-57330-000-000	HIGHWAY & STREET CONSTRUCTION	0.00	0.00	0.00	0.00	0.00
HIGHWAY & STREET CONSTRUCTION		0.00	0.00	0.00	0.00	0.00
100-27-57340-830-000	STORM SEWER FUTURE CONSTRUCT	0.00	0.00	0.00	0.00	0.00
CAP OUTLAY ROAD FACILITIES		0.00	0.00	0.00	0.00	0.00
TIF DISABILITY		0.00	0.00	0.00	0.00	0.00
100-00-58100-000-000	GO DEBT PRINCIPAL	265,850.89	76,083.38	47,337.00	-28,746.38	160.73
DEBT SERVICE PRINCIPAL		265,850.89	76,083.38	47,337.00	-28,746.38	160.73
100-00-58200-000-000	GO DEBT INTEREST	17,601.53	13,892.85	16,241.00	2,348.15	85.54
100-00-58200-000-100	LOC INTEREST	0.00	0.00	0.00	0.00	0.00
LINE OF CREDIT INTEREST		17,601.53	13,892.85	16,241.00	2,348.15	85.54
DEBT SERVICE		283,452.42	89,976.23	63,578.00	-26,398.23	141.52
100-00-59200-402-000	TRANSFER TO TIF FUND	0.00	0.00	55,444.00	55,444.00	0.00
100-00-59200-601-000	TRANSFER TO WATER	0.00	0.00	0.00	0.00	0.00
100-00-59200-603-000	TRANSFER TO WASTEWATER	0.00	0.00	0.00	0.00	0.00

Fund: 100 - GENERAL FUND

Account Number	2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget
TRANSFER TO TIF FUND	0.00	0.00	55,444.00	55,444.00	0.00
100-00-59220-200-000 TRANSFER TO LIBRARY	0.00	0.00	50,140.00	50,140.00	0.00
TRANSFER TO SPECIAL REV FUND	0.00	0.00	50,140.00	50,140.00	0.00
100-00-59260-604-000 TRANSFER TO AMBULANCE	0.00	0.00	11,300.00	11,300.00	0.00
TRANSFER TO ENTERPRISE FUND	0.00	0.00	11,300.00	11,300.00	0.00
100-00-59280-903-000 TRANSFER TO TRUST FUND	0.00	0.00	50,000.00	50,000.00	0.00
TRANSFER TO TRUST FUND	0.00	0.00	50,000.00	50,000.00	0.00
OTHER FINANCING USES	0.00	0.00	166,884.00	166,884.00	0.00
Total Expenses	884,058.14	763,617.57	1,328,649.00	565,031.43	57.47
Net Totals	-187,818.21	-487,398.05	17,496.00	504,894.05	-2,785.77

Fund: 603 - SANITARY SEWER

Account Number		2012 Actual 10/10/2012	2013 Actual 10/10/2013	2013 Budget	Budget Status	% of Budget
603-00-43230-400-001	USDA RD FEDERAL GRANT	0.00	0.00	0.00	0.00	0.00
WATER GRANT		0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUE		0.00	0.00	0.00	0.00	0.00
603-00-46410-000-000	CHARGE SERVICES SEWER	231,484.26	240,883.68	313,849.00	-72,965.32	76.75
603-00-46410-000-009	SEWER REVENUE MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
CHARGE SERVICES SEWER		231,484.26	240,883.68	313,849.00	-72,965.32	76.75
PUBLIC CHARGES FOR SERVICES		231,484.26	240,883.68	313,849.00	-72,965.32	76.75
603-00-48000-000-000	GAIN/LOSS ASSET DISPOSAL	0.00	0.00	0.00	0.00	0.00
MISC REVENUE		0.00	0.00	0.00	0.00	0.00
603-15-48100-000-000	INTEREST INCOME	182.77	125.71	50.00	75.71	251.42
MISC REVENUE INTEREST		182.77	125.71	50.00	75.71	251.42
MISC REVENUE		182.77	125.71	50.00	75.71	251.42
603-00-49200-100-000	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM GF		0.00	0.00	0.00	0.00	0.00
603-15-49400-352-000	GAIN/LOSS ON DISP OF FIXED AST	0.00	0.00	0.00	0.00	0.00
SALES OF GENERAL FIXED ASSETS		0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES		0.00	0.00	0.00	0.00	0.00
Total Revenues		231,667.03	241,009.39	313,899.00	-72,889.61	76.78

Fund: 603 - SANITARY SEWER

Account Number		2012 Actual 10/10/2012	2013 Actual 10/10/2013	2013 Budget	Budget Status	% of Budget
603-15-53610-110-000	SEWAGE SERVICE ADMIN SALARIES	9,448.63	9,028.80	25,370.00	16,341.20	35.59
603-15-53610-120-000	SEWAGE SERVICE WAGES	24,149.02	25,574.84	34,356.00	8,781.16	74.44
603-15-53610-121-000	SEWAGE SERVICE OVER TIME WAGES	0.00	0.00	0.00	0.00	0.00
603-15-53610-122-000	SEWAGE SERVICE ON-CALL PAY	0.00	0.00	0.00	0.00	0.00
603-15-53610-130-000	SEWAGE SERVICE RETIREMENT	1,940.39	2,301.06	4,181.00	1,879.94	55.04
603-15-53610-131-000	SEWAGE SERVICE HEALTH INSURANC	10,530.03	11,168.24	15,477.00	4,308.76	72.16
603-15-53610-132-000	SEWAGE SERVICE UNIFORMS	220.00	125.00	155.00	30.00	80.65
603-15-53610-133-000	DISABILITY INSURANCE	0.00	0.00	150.00	150.00	0.00
603-15-53610-150-000	SEWAGE SERVICE SOCIAL SECURITY	2,408.54	2,530.70	4,688.00	2,157.30	53.98
603-15-53610-151-000	SEWAGE UNEMPLOYMENT	0.00	692.83	0.00	-692.83	0.00
603-15-53610-196-000	SEWAGE DEFERRED COMP	0.00	0.00	0.00	0.00	0.00
603-15-53610-210-000	SEWAGE SERVICE ENGINEERING	0.00	0.00	4,500.00	4,500.00	0.00
603-15-53610-211-000	SEWAGE SERVICE CONTRACT LABOR	18,477.86	25,586.75	15,000.00	-10,586.75	170.58
603-15-53610-220-000	SEWAGE SERVICE UTILITIES	25,199.70	26,329.40	35,000.00	8,670.60	75.23
603-15-53610-290-000	SEWAGE SERVICE TELEPHONE	1,057.81	1,268.80	1,250.00	-18.80	101.50
603-15-53610-291-000	SEWAGE SERVICE INTERNET	0.00	43.96	0.00	-43.96	0.00
603-15-53610-292-000	SEWAGE SERVICE PAGING SERVICE	0.00	0.00	0.00	0.00	0.00
603-15-53610-310-000	SEWAGE SERVICE OFFICE SUPPLIES	1,071.07	990.63	1,400.00	409.37	70.76
603-15-53610-311-000	SEWAGE SERVICE POSTAGE	924.88	1,208.32	1,200.00	-8.32	100.69
603-15-53610-324-000	SEWAGE SERVICE LICENSURE	0.00	150.00	750.00	600.00	20.00
603-15-53610-340-000	SEWAGE SERVICE OPER SUPPLIES	2,494.28	2,082.41	4,000.00	1,917.59	52.06
603-15-53610-341-000	SEWAGE SERVICE CHEMICALS	2,781.38	0.00	3,000.00	3,000.00	0.00
603-15-53610-350-000	SEWAGE SERVICE EQUIP MAINT	685.25	1,048.10	1,500.00	451.90	69.87
603-15-53610-351-000	SEWAGE SERVICE BUILDING MAINT	273.51	0.00	1,000.00	1,000.00	0.00
603-15-53610-352-000	SEWAGE SERVICE VEHICLE REPAIR	96.30	162.23	750.00	587.77	21.63
603-15-53610-360-000	SEWAGE SERVICE MANHOLE CLEAN	0.00	0.00	0.00	0.00	0.00
603-15-53610-370-000	SEWAGE SERVICE FUEL	801.89	1,798.73	2,000.00	201.27	89.94
603-15-53610-390-000	SEWAGE SERVICE MISCELLANEOUS	0.00	0.00	250.00	250.00	0.00
603-15-53610-510-000	WWTP PROPERTY INSURANCE	1,824.73	2,197.00	2,197.00	0.00	100.00
603-15-53610-511-000	WWTP INS WORK COMP	1,122.27	2,182.00	2,182.00	0.00	100.00
603-15-53610-520-000	SEWAGE BONDS	0.00	0.00	0.00	0.00	0.00
603-15-53610-541-100	DEPECIATION SEWAGE SERVICE	0.00	0.00	57,500.00	57,500.00	0.00
603-15-53610-590-000	SEWAGE SERVICE PILOT	0.00	0.00	75,160.00	75,160.00	0.00
603-15-53610-610-000	SEWAGE SERVICE DEBT PRINCIPAL	0.00	0.00	30,431.00	30,431.00	0.00
603-15-53610-620-000	SEWAGE SERVICE DEBT INTEREST	33,043.32	32,522.64	57,901.00	25,378.36	56.17
603-15-53610-810-001	SEWAGE SERVICE GEN EQUIP REPLA	0.00	0.00	0.00	0.00	0.00
603-15-53610-810-002	SEWAGE SERVICE JET VAC REPLACE	0.00	0.00	0.00	0.00	0.00
603-15-53610-812-000	SEWAGE SERVICE VEHICLE REPLACE	0.00	0.00	0.00	0.00	0.00
603-15-53610-820-250	PHASE II LIFT STATION STAIRS	0.00	0.00	0.00	0.00	0.00
603-15-53610-820-310	2010 CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00
603-15-53610-900-000	SEWAGE SERVICE WRITE-OFF	0.00	0.00	0.00	0.00	0.00
603-15-53610-901-000	SEWAGE SERVICE REIMBURSE UTIL	0.00	0.00	0.00	0.00	0.00
SEWAGE SERVICE		138,550.86	148,992.44	381,348.00	232,355.56	39.07
PUBLIC WORKS		138,550.86	148,992.44	381,348.00	232,355.56	39.07
603-15-55000-400-000	SEWAGE SERVICE OTHER EXP	0.00	0.00	0.00	0.00	0.00
CULTURE, RECREATION, & DEVELOP		0.00	0.00	0.00	0.00	0.00

Fund: 603 - SANITARY SEWER

Account Number	2012 Actual 10/10/2012	2013 Actual 10/10/2013	2013 Budget	Budget Status	% of Budget
CULTURE, RECREATION, & DEVELOP	0.00	0.00	0.00	0.00	0.00
Total Expenses	138,550.86	148,992.44	381,348.00	232,355.56	39.07
Net Totals	93,116.17	92,016.95	-67,449.00	-159,465.95	-136.42

Fund: 602 - ELECTRIC UTILITY

Account Number		2012 Actual 10/10/2012	2013 Actual 10/10/2013	2013 Budget	Budget Status	% of Budget
602-00-46110-000-000	UTILITY CLERKS FEES	0.00	0.00	0.00	0.00	0.00
CLERKS FEES		0.00	0.00	0.00	0.00	0.00
602-00-46461-000-000	ELECTRIC REVENUE	845,648.53	872,919.08	1,115,568.00	-242,648.92	78.25
602-00-46461-000-001	ELEC RESIDENTIAL	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-002	ELEC GENERAL	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-003	ELEC SMALL POWER	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-004	ELEC LARGE POWER	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-005	ELEC STREET LIGHT	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-006	ELEC PUBLIC	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-007	ELEC FORFEIT DISCOUNT	0.00	0.00	0.00	0.00	0.00
602-00-46461-000-008	ELEC POLE RENTAL	0.00	4,246.96	4,250.00	-3.04	99.93
602-00-46461-000-009	ELEC MISCELLANEOUS	4,382.48	115.77	4,500.00	-4,384.23	2.57
ELECTRIC REVENUE		850,031.01	877,281.81	1,124,318.00	-247,036.19	78.03
PUBLIC CHARGES FOR SERVICES		850,031.01	877,281.81	1,124,318.00	-247,036.19	78.03
602-00-47000-000-000	ELEC INTERGOV CHARGE SERVICE	574.65	679.41	500.00	179.41	135.88
INTERGOVERN CHARGE FOR SERVICE		574.65	679.41	500.00	179.41	135.88
INTERGOVERN CHARGE FOR SERVICE		574.65	679.41	500.00	179.41	135.88
602-00-48100-000-000	INTEREST INCOME	63.64	43.94	50.00	-6.06	87.88
MISC REVENUE INTEREST		63.64	43.94	50.00	-6.06	87.88
602-00-48300-000-000	PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
MISC REVENUE PROPERTY SALES		0.00	0.00	0.00	0.00	0.00
MISC REVENUE		63.64	43.94	50.00	-6.06	87.88
Total Revenues		850,669.30	878,005.16	1,124,868.00	-246,862.84	78.05

Fund: 602 - ELECTRIC UTILITY

Account Number		2012 Actual 10/10/2012	2013 Actual 10/10/2013	2013 Budget	Budget Status	% of Budget
602-01-51920-352-000	GAIN/LOSS ON DISP OF FIXED AST	0.00	0.00	0.00	0.00	0.00
=====						
	Undefined Group	0.00	0.00	0.00	0.00	0.00
=====						
	UNLASS MISC	0.00	0.00	0.00	0.00	0.00
=====						
602-02-53800-110-000	ELECTRIC ADMIN SALARIES	19,679.44	16,107.35	25,370.00	9,262.65	63.49
602-01-53800-120-000	ELEC WAGES	20,095.91	24,026.86	32,638.00	8,611.14	73.62
602-01-53800-121-000	ELEC OVER TIME WAGES	0.00	0.00	0.00	0.00	0.00
602-01-53800-122-000	ELEC WEEKEND ON-CALL PAY	0.00	0.00	0.00	0.00	0.00
602-01-53800-130-000	ELEC RETIREMENT	2,306.42	2,668.89	4,061.00	1,392.11	65.72
602-01-53800-131-000	ELEC HEALTH INSURANCE	10,055.00	11,479.72	14,879.00	3,399.28	77.15
602-01-53800-132-000	ELEC UNIFORMS	250.00	310.00	310.00	0.00	100.00
602-01-53800-133-000	DISABILITY INSURANCE	109.07	0.00	150.00	150.00	0.00
602-01-53800-150-000	ELEC SOCIAL SECURITY	2,887.21	2,951.97	4,554.00	1,602.03	64.82
602-01-53800-151-000	ELECTRIC SERVICE	0.00	692.84	0.00	-692.84	0.00
602-02-53800-190-000	ELEC TRAINING	1,840.10	1,876.58	2,500.00	623.42	75.06
602-01-53800-210-000	ELEC CONTRACTED LABOR	6,244.51	43.64	35,000.00	34,956.36	0.12
602-02-53800-210-000	ORGANIZATIONAL SUPPORT	5,355.98	3,229.50	6,000.00	2,770.50	53.83
602-01-53800-220-000	ELEC UTILITIES	2,779.18	2,715.20	4,000.00	1,284.80	67.88
602-01-53800-290-000	ELEC SHARE TELEPHONE	304.53	668.38	600.00	-68.38	111.40
602-02-53800-290-000	ELEC REGULATORY COMMISSION	0.00	0.00	0.00	0.00	0.00
602-02-53800-291-000	ELEC SHARE INTERNET	621.34	540.94	780.00	239.06	69.35
602-02-53800-310-000	ELEC OFFICE SUPPLIES	1,179.30	1,022.83	2,000.00	977.17	51.14
602-01-53800-311-000	ELEC POSTAGE	1,212.00	1,285.00	1,800.00	515.00	71.39
602-02-53800-330-000	ELEC MILEAGE	0.00	0.00	0.00	0.00	0.00
602-01-53800-340-000	ELEC OPER SUPPLIES & EXPENSE	13,484.44	4,996.85	10,000.00	5,003.15	49.97
602-01-53800-341-000	ELEC METERS	0.00	0.00	2,000.00	2,000.00	0.00
602-01-53800-342-000	ELEC STREET LIGHTS	0.00	0.00	0.00	0.00	0.00
602-01-53800-343-000	ELEC LINE & STATION SUPPLIES	0.00	0.00	0.00	0.00	0.00
602-02-53800-352-000	ELEC VEHICLE REPAIR/REPLACE	1,441.64	1,270.18	2,500.00	1,229.82	50.81
602-01-53800-360-001	ELEC MAINT STRUCTURES	0.00	0.00	0.00	0.00	0.00
602-01-53800-360-002	ELEC MAINT TRANSFORMER	0.00	2,610.00	1,500.00	-1,110.00	174.00
602-01-53800-360-003	ELEC MAINT METERS	0.00	0.00	0.00	0.00	0.00
602-01-53800-360-004	ELEC MAINT LINES	0.00	0.00	0.00	0.00	0.00
602-01-53800-360-005	ELEC MAINT STREET LIGHT	0.00	0.00	1,500.00	1,500.00	0.00
602-01-53800-360-009	ELECTRICAL MAINT POLES	0.00	0.00	0.00	0.00	0.00
602-01-53800-370-000	FUEL	1,547.00	1,628.95	2,850.00	1,221.05	57.16
602-01-53800-390-000	ELEC PURCHASED POWER	649,847.12	700,646.37	952,078.00	251,431.63	73.59
602-02-53800-390-000	ELEC MISC EXPENSE	0.00	0.00	0.00	0.00	0.00
602-02-53800-510-000	ELEC PROPERTY INSURANCE	2,892.73	3,300.00	3,300.00	0.00	100.00
602-02-53800-511-000	ELEC WORKMANS COMP	1,122.27	725.00	725.00	0.00	100.00
602-03-53800-520-000	ELEC BOND FEES	-99.74	0.00	0.00	0.00	0.00
602-03-53800-540-000	ELEC AMORTIZATION	0.00	0.00	0.00	0.00	0.00
602-03-53800-541-001	ELEC DEPRECIATION GENERAL	0.00	0.00	76,491.00	76,491.00	0.00
602-03-53800-541-002	ELEC DEPRECIATION CONTR PLANT	0.00	0.00	0.00	0.00	0.00
602-03-53800-590-000	ELEC PILOT TRANSFER GENERAL	0.00	0.00	31,652.00	31,652.00	0.00
602-03-53800-610-000	ELEC DEBT PRINCIPAL	0.00	0.00	0.00	0.00	0.00
602-03-53800-620-000	ELEC DEBT INTEREST	0.00	0.00	0.00	0.00	0.00
=====						
	ELECTRIC SERVICE	745,155.45	784,797.05	1,219,238.00	434,440.95	64.37
=====						

Fund: 602 - ELECTRIC UTILITY

Account Number	2012 Actual 10/10/2012	2013 Actual 10/10/2013	2013 Budget	Budget Status	% of Budget
PUBLIC WORKS	745,155.45	784,797.05	1,219,238.00	434,440.95	64.37
Total Expenses	745,155.45	784,797.05	1,219,238.00	434,440.95	64.37
Net Totals	105,513.85	93,208.11	-94,370.00	-187,578.11	-98.77

Fund: 601 - WATER UTILITY

Account Number		2012 Actual 10/10/2012	2013 Actual 10/10/2013	2013 Budget	Budget Status	% of Budget
601-00-43230-400-001	WATER GRANT	0.00	0.00	0.00	0.00	0.00
WATER GRANT		0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUE		0.00	0.00	0.00	0.00	0.00
601-00-46450-000-000	WATER REVENUE	221,431.46	256,912.82	337,230.00	-80,317.18	76.18
601-00-46450-000-001	WATER RESIDENTIAL	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-002	WATER COMMERCIAL	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-003	WATER INDUSTRIAL	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-004	WATER PUBLIC FIRE PROTECTION	2,693.42	2,840.94	186,168.00	-183,327.06	1.53
601-00-46450-000-006	WATER PUBLIC	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-007	WATER FORFEIT DISCOUNT	0.00	0.00	0.00	0.00	0.00
601-00-46450-000-009	WATER MISCELLANEOUS	3,555.69	4,875.73	1,500.00	3,375.73	325.05
WATER REVENUE		227,680.57	264,629.49	524,898.00	-260,268.51	50.42
PUBLIC CHARGES FOR SERVICES		227,680.57	264,629.49	524,898.00	-260,268.51	50.42
601-00-47000-000-000	WATER INTERGOV CHARGE SERVICE	60.00	227.19	0.00	227.19	0.00
INTERGOVERN CHARGE FOR SERVICE		60.00	227.19	0.00	227.19	0.00
INTERGOVERN CHARGE FOR SERVICE		60.00	227.19	0.00	227.19	0.00
601-00-48100-000-000	INTEREST INCOME	0.00	0.00	250.00	-250.00	0.00
MISC REVENUE INTEREST		0.00	0.00	250.00	-250.00	0.00
MISC REVENUE		0.00	0.00	250.00	-250.00	0.00
601-00-49200-100-000	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
TRANSFER FROM GF		0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES		0.00	0.00	0.00	0.00	0.00
Total Revenues		227,740.57	264,856.68	525,148.00	-260,291.32	50.43

Fund: 601 - WATER UTILITY

Account Number		2012 Actual 10/10/2012	2013 Actual 10/10/2013	2013 Budget	Budget Status	% of Budget
601-01-51920-352-000	GAIN/LOSS ON DISP OF FIXED AST	0.00	0.00	0.00	0.00	0.00
=====						
	Undefined Group	0.00	0.00	0.00	0.00	0.00
=====						
	UNLASS MISC	0.00	0.00	0.00	0.00	0.00
=====						
601-02-53700-110-000	WATER SUPERVISOR SALARY	29,885.72	23,185.58	25,370.00	2,184.42	91.39
601-01-53700-120-000	WATER WAGES	24,933.63	21,867.03	32,638.00	10,770.97	67.00
601-01-53700-121-000	WATER OVER TIME WAGES	0.00	0.00	0.00	0.00	0.00
601-01-53700-122-000	WATER WEEKEND ON-CALL PAY	260.00	175.00	0.00	-175.00	0.00
601-01-53700-130-000	WATER RETIREMENT	3,183.59	3,019.90	4,061.00	1,041.10	74.36
601-02-53700-130-000	WATER RETIREMENT	0.00	0.00	0.00	0.00	0.00
601-01-53700-131-000	WATER HEALTH INSURANCE	11,628.86	11,545.95	14,879.00	3,333.05	77.60
601-01-53700-132-000	WATER UNIFORMS	0.00	0.00	155.00	155.00	0.00
601-02-53700-132-000	WATER UNIFORMS	0.00	125.00	200.00	75.00	62.50
601-01-53700-133-000	DISABILITY INSURANCE	126.92	0.00	150.00	150.00	0.00
601-01-53700-150-000	WATER SOCIAL SECURITY	3,995.94	3,356.40	4,554.00	1,197.60	73.70
601-01-53700-151-000	WATER UNEMPLOYMENT PAYMENT	0.00	692.83	0.00	-692.83	0.00
601-02-53700-190-000	WATER TRAINING	549.35	857.20	2,000.00	1,142.80	42.86
601-01-53700-210-000	WATER ORGANIZATIONAL SUPPORT	675.00	675.00	2,000.00	1,325.00	33.75
601-02-53700-210-000	WATER CONTRACTED LABOR	11,240.01	28,437.78	11,000.00	-17,437.78	258.53
601-01-53700-220-000	WATER UTILITIES	16,203.62	17,973.09	21,500.00	3,526.91	83.60
601-01-53700-221-000	WATER POWER FOR PUMPING	0.00	0.00	0.00	0.00	0.00
601-01-53700-290-000	WATER SHARE TELEPHONE	105.00	170.00	175.00	5.00	97.14
601-02-53700-290-000	WATER REGULATORY COMMISSION	3,949.92	0.00	2,500.00	2,500.00	0.00
601-02-53700-291-000	WATER SHARE INTERNET	0.00	109.90	25.00	-84.90	439.60
601-01-53700-292-000	WATER SHARE OF RADIOS	0.00	0.00	0.00	0.00	0.00
601-02-53700-310-000	WATER OFFICE SUPPLIES	1,147.07	990.62	1,500.00	509.38	66.04
601-01-53700-311-000	WATER POSTAGE	927.35	1,083.25	1,300.00	216.75	83.33
601-02-53700-330-000	WATER MILEAGE	0.00	0.00	0.00	0.00	0.00
601-01-53700-340-000	WATER OPERATING SUPPLIES	7,380.45	8,348.92	22,500.00	14,151.08	37.11
601-02-53700-340-000	WATER SUPPLIES & EXPENSE	0.00	0.00	750.00	750.00	0.00
601-01-53700-351-001	WATER MAINT PUMPING PLANT	51,295.00	-1,507.33	0.00	1,507.33	0.00
601-01-53700-352-000	VEHICLE REPAIR/REPLACE	18.29	0.00	600.00	600.00	0.00
601-01-53700-360-001	WATER MAINT MAINS	1,233.25	0.00	4,000.00	4,000.00	0.00
601-01-53700-360-002	WATER MAINT SERVICES	0.00	0.00	1,000.00	1,000.00	0.00
601-01-53700-360-003	WATER MAINT METERS	113.05	0.00	0.00	0.00	0.00
601-01-53700-360-004	WATER MAINT HYDRANTS	0.00	0.00	3,300.00	3,300.00	0.00
601-01-53700-360-005	WATER MAINT RES & STANDPIPES	0.00	0.00	0.00	0.00	0.00
601-02-53700-390-000	WATER MISC EXPENSE	0.00	0.00	0.00	0.00	0.00
601-02-53700-510-000	WATER PROPERTY INSURANCE	4,267.73	4,400.00	4,400.00	0.00	100.00
601-02-53700-511-000	WATER WORKMANS COMP	1,122.27	1,000.00	1,000.00	0.00	100.00
601-03-53700-520-000	WATER BOND FEES	1,900.25	2,000.00	2,500.00	500.00	80.00
601-03-53700-540-000	WATER AMORTIZATION	0.00	0.00	0.00	0.00	0.00
601-03-53700-541-001	WATER DEPRECIATION GENERAL	0.00	0.00	50,000.00	50,000.00	0.00
601-03-53700-541-002	WATER DEPRECIATION CONTR PLANT	0.00	0.00	3,250.00	3,250.00	0.00
601-03-53700-590-000	WATER PILOT TRANSFER GENERAL	0.00	0.00	91,851.00	91,851.00	0.00
601-03-53700-610-000	WATER DEBT PRINCIPAL	0.00	0.00	144,853.00	144,853.00	0.00
601-03-53700-620-000	WATER DEBT INTEREST	61,760.81	54,278.41	84,310.00	30,031.59	64.38
601-01-53700-820-001	WATER CAPIMPROVE RADIUM	0.00	0.00	0.00	0.00	0.00
601-01-53700-820-310	2010 CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00

Fund: 601 - WATER UTILITY

Account Number	2012 Actual 10/10/2012	2013 Actual 10/10/2013	2013 Budget	Budget Status	% of Budget
601-03-53700-900-000 WATER UNCOLLECT ACCOUNTS	0.00	0.00	0.00	0.00	0.00
WATER SERVICE	237,903.08	182,784.53	538,321.00	355,536.47	33.95
PUBLIC WORKS	237,903.08	182,784.53	538,321.00	355,536.47	33.95
Total Expenses	237,903.08	182,784.53	538,321.00	355,536.47	33.95
Net Totals	-10,162.51	82,072.15	-13,173.00	-95,245.15	-623.03

Fund: 200 - LIBRARY

Account Number		2012 Actual 10/10/2012	2013 Actual 10/10/2013	2013 Budget	Budget Status	% of Budget
200-23-43720-000-000	LIBRARY AID	66,205.00	64,307.00	64,370.00	-63.00	99.90
	LIBRARY AID	66,205.00	64,307.00	64,370.00	-63.00	99.90
	INTERGOVERNMENTAL REVENUE	66,205.00	64,307.00	64,370.00	-63.00	99.90
200-23-46710-000-000	FINES & MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
	FINES & MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
	PUBLIC CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
200-23-47310-000-000	SURROUNDING MUNI FUNDING	0.00	0.00	0.00	0.00	0.00
	SURROUNDING MUNI FUNDING	0.00	0.00	0.00	0.00	0.00
	INTERGOVERN CHARGE FOR SERVICE	0.00	0.00	0.00	0.00	0.00
200-23-48100-000-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE INTEREST	0.00	0.00	0.00	0.00	0.00
200-23-48500-000-000	DONATIONS	0.00	0.00	0.00	0.00	0.00
	DONATIONS	0.00	0.00	0.00	0.00	0.00
	MISC REVENUE	0.00	0.00	0.00	0.00	0.00
200-23-49210-000-000	TRANSFER FROM GENERAL FUND	0.00	0.00	50,140.00	-50,140.00	0.00
	TRANSFER FROM GENERAL FUND	0.00	0.00	50,140.00	-50,140.00	0.00
	OTHER FINANCING SOURCES	0.00	0.00	50,140.00	-50,140.00	0.00
	Total Revenues	66,205.00	64,307.00	114,510.00	-50,203.00	56.16

Fund: 200 - LIBRARY

Account Number		2012 Actual 10/10/2012	2013 Actual 10/10/2013	2013 Budget	Budget Status	% of Budget
200-23-55110-110-000	LIBRARY DIRECTOR SALARY	30,016.00	31,890.17	40,165.00	8,274.83	79.40
200-23-55110-120-000	LIBRARY WAGES	13,685.17	14,724.48	19,562.00	4,837.52	75.27
200-23-55110-130-000	LIBRARY RETIREMENT	1,771.00	2,120.68	2,611.00	490.32	81.22
200-23-55110-131-000	LIBRARY HEALTH INSURANCE	0.00	4,881.36	0.00	-4,881.36	0.00
200-23-55110-150-000	LIBRARY SOCIAL SECURITY	3,343.19	3,506.60	4,689.00	1,182.40	74.78
200-23-55110-190-000	LIBRARY TRAINING	0.00	0.00	500.00	500.00	0.00
200-23-55110-210-000	LIBRARY CLEANING	935.00	1,200.73	1,938.00	737.27	61.96
200-23-55110-220-000	LIBRARY UTILITIES	3,342.11	3,324.93	4,500.00	1,175.07	73.89
200-23-55110-290-000	LIBRARY TELEPHONE	710.37	761.69	1,200.00	438.31	63.47
200-23-55110-292-000	LIBRARY ON-LINE EXPENSE	0.00	0.00	2,200.00	2,200.00	0.00
200-23-55110-310-000	LIBRARY OFFICE SUPPLIES	845.71	1,883.54	1,800.00	-83.54	104.64
200-23-55110-322-000	LIBRARY WALS MEMBERSHIP	8,329.00	8,330.00	8,341.00	11.00	99.87
200-23-55110-323-000	LIBRARY MISCELLANEOUS DUES	922.80	1,190.25	1,100.00	-90.25	108.20
200-23-55110-330-000	LIBRARY MILEAGE	0.00	0.00	250.00	250.00	0.00
200-23-55110-331-000	LIBRARY TRAVEL FOOD	30.00	0.00	35.00	35.00	0.00
200-23-55110-332-000	LIBRARY TRAVEL LODGING	0.00	0.00	0.00	0.00	0.00
200-23-55110-340-000	LIBRARY BOOKS	11,613.67	14,568.55	18,850.00	4,281.45	77.29
200-23-55110-341-000	LIBRARY PROGRAMS	60.69	1,600.08	2,000.00	399.92	80.00
200-23-55110-351-000	LIBRARY REPAIR & MAINTENANCE	708.31	2,275.82	1,800.00	-475.82	126.43
200-23-55110-390-000	LIBRARY MISCELLANEOUS EXPENSE	2,872.35	1,575.13	1,500.00	-75.13	105.01
200-23-55110-820-000	LIBRARY CAPITAL IMPROVEMENTS	0.00	0.00	1,400.00	1,400.00	0.00
LIBRARY PROGRAMS		79,185.37	93,834.01	114,441.00	20,606.99	81.99
CULTURE, RECREATION, & DEVELOP		79,185.37	93,834.01	114,441.00	20,606.99	81.99
Total Expenses		79,185.37	93,834.01	114,441.00	20,606.99	81.99
Net Totals		-12,980.37	-29,527.01	69.00	29,596.01	-42792.77

Fund: 201 - SENIOR TRANSPORTATION

Account Number		2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget
201-00-43530-000-000	COUNTY TRANSPORTATION AID	13,775.00	0.00	13,627.00	-13,627.00	0.00
TRANSPORTATION		13,775.00	0.00	13,627.00	-13,627.00	0.00
INTERGOVERNMENTAL REVENUE		13,775.00	0.00	13,627.00	-13,627.00	0.00
201-00-48100-000-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
MISC REVENUE INTEREST		0.00	0.00	0.00	0.00	0.00
201-00-48500-000-000	SR TRANSPORTATION DONATIONS	1,466.50	0.00	0.00	0.00	0.00
DONATIONS		1,466.50	0.00	0.00	0.00	0.00
MISC REVENUE		1,466.50	0.00	0.00	0.00	0.00
Total Revenues		15,241.50	0.00	13,627.00	-13,627.00	0.00

Fund: 201 - SENIOR TRANSPORTATION

Account Number	2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget
201-00-51000-000-000 UNCLASS MISC	0.00	0.00	0.00	0.00	0.00
UNLASS MISC	0.00	0.00	0.00	0.00	0.00
UNLASS MISC	0.00	0.00	0.00	0.00	0.00
201-00-54500-120-000 SOCIAL SERVICES	7,562.70	0.00	13,628.00	13,628.00	0.00
SOCIAL SERVICES	7,562.70	0.00	13,628.00	13,628.00	0.00
HEALTH & HUMAN SERVICES	7,562.70	0.00	13,628.00	13,628.00	0.00
Total Expenses	7,562.70	0.00	13,628.00	13,628.00	0.00
Net Totals	7,678.80	0.00	-1.00	-1.00	0.00

Fund: 402 - TAX INCREMENT DISTRICT 2

Account Number		2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget
402-00-41120-000-000	TAX INCREMENTS	0.00	0.00	0.00	0.00	0.00
TAX INCREMENTS		0.00	0.00	0.00	0.00	0.00
TAXES		0.00	0.00	0.00	0.00	0.00
402-00-48110-000-000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
MISC REVENUE INTEREST INCOME		0.00	0.00	0.00	0.00	0.00
402-00-48300-000-000	PROPERTY SALES	0.00	0.00	0.00	0.00	0.00
MISC REVENUE PROPERTY SALES		0.00	0.00	0.00	0.00	0.00
402-00-48600-000-000	WI OJA GRANT	0.00	0.00	0.00	0.00	0.00
WI OJA GRANT		0.00	0.00	0.00	0.00	0.00
402-00-48930-000-000	OTHER REIMBURSEMENTS, MISC	3,415.80	58,997.59	0.00	58,997.59	0.00
OTHER REIMBURSEMENTS, MISC		3,415.80	58,997.59	0.00	58,997.59	0.00
MISC REVENUE		3,415.80	58,997.59	0.00	58,997.59	0.00
402-00-49140-000-000	DEBT FUNDS	0.00	0.00	0.00	0.00	0.00
Undefined Group		0.00	0.00	0.00	0.00	0.00
402-00-49200-000-000	TRANSFER FROM GF	0.00	0.00	55,444.00	-55,444.00	0.00
TRANSFER FROM GF		0.00	0.00	55,444.00	-55,444.00	0.00
OTHER FINANCING SOURCES		0.00	0.00	55,444.00	-55,444.00	0.00
Total Revenues		3,415.80	58,997.59	55,444.00	3,553.59	106.41

Fund: 402 - TAX INCREMENT DISTRICT 2

Account Number	2012 Actual 10/08/2012	2013 Actual 10/08/2013	2013 Budget	Budget Status	% of Budget	
402-00-56700-000-000	PROPERTY TAXES DUE	0.00	0.00	0.00	0.00	0.00
=====						
	Undefined Group	0.00	0.00	0.00	0.00	0.00
=====						
CONSERVATION & DEVELOPMENT		0.00	0.00	0.00	0.00	0.00
=====						
402-00-57000-000-000	CAPITAL OUTLAY	6,771.08	0.00	0.00	0.00	0.00
402-00-57000-110-000	ADMIN SALARIES	4,310.80	1,769.98	3,408.00	1,638.02	51.94
402-00-57000-130-000	TIF RETIREMENT	254.20	117.74	0.00	-117.74	0.00
402-00-57000-131-000	TIF HEALTH INSURANCE	509.77	194.03	0.00	-194.03	0.00
402-00-57000-133-000	TIF DISABILITY	0.00	0.00	0.00	0.00	0.00
402-00-57000-150-000	SOCIAL SECURITY	324.17	133.74	0.00	-133.74	0.00
402-00-57000-210-000	PROFESSIONAL SERVICES	11,160.30	6,025.25	7,500.00	1,474.75	80.34
402-00-57000-211-000	LEGAL FEE'S	0.00	150.00	0.00	-150.00	0.00
402-00-57000-230-000	INFRASTRUCTURE SERVICE	9,690.97	0.00	0.00	0.00	0.00
402-00-57000-610-000	PRINCIPAL PAYMENT	0.00	25,000.00	25,000.00	0.00	100.00
402-00-57000-620-000	INTEREST PAYMENT	10,011.07	9,846.25	19,536.00	9,689.75	50.40
=====						
	TIF DISABILITY	43,032.36	43,236.99	55,444.00	12,207.01	77.98
=====						
	TIF DISABILITY	43,032.36	43,236.99	55,444.00	12,207.01	77.98
=====						
	Total Expenses	43,032.36	43,236.99	55,444.00	12,207.01	77.98
=====						
Net Totals		-39,616.56	15,760.60	0.00	-15,760.60	0.00

LB

CITY OF PRINCETON

531 S Fulton Street · Princeton, Wisconsin 54968
920-295-6612 · Fax: 920-295-3441

An equal opportunity/affirmative action employer

Mayor
Robert Mosolf

City Alderpersons

Dave Bednarek
Patti Garro
Eric Koehn
Victor Magnus
Jasper Kallenbach
Lara Roehl

City Administrator
Mary Lou Neubauer

COUNCIL REPORT

To: City Mayor, Common Council
From: Mary Lou Neubauer, City Administrator/Clerk/Treasurer
Date: October 22, 2013
RE: Activity Report

As my first week draws to an end, I would like to thank the Mayor and Council for the opportunity to work with you and serve Princeton.

As Budget time is quickly approaching, there will be a focus on understanding the budget style and prepare a responsible 2014 budget. The budget format is a bit different than what I am familiar with, but in the end revenues and expenses equal out with projects undertaken.

At each Council meeting, I will provide you an update of recent and upcoming activities:

- Computer changes/updates including my e-mail address mneubauer@cityofprincetonwi.com. Please e-mail (or call) me with questions
- Participated in 2 Hour Election webinar put on by the GAB
- Registered for November 16th New Clerk election training. This should fulfill my requirements for conducting the spring 2014 election. There is another 3 hours of training needed to be completed by December 31, 2014.
- Met with Drew Diedrich, Diedrich Insurance, regarding cities property/liability and workers comp. insurance
- Met with Randy Douglas, Zoning Administrator to discuss activity 2013 and upcoming activity/enforcement
- Met with Police Chief, facilities tour, department activity
- Met with the Neighborhood Watch Group / viewed Sr. Center facility
- Agenda preparation, Plan Commission and City Council
- Met with Calbaum Insurance switched over bond from former Administrator
- Changed over signature cards with US Bank
- Discussed city participation with Chamber President

For remainder of the month, the following items have been scheduled:

- **DPW facilities tour/department activity**
- **Tuesday meetings 10/22/2013, Plan Commission 4:30 / City Council 7:00**
- **Tri-County Regional Summit in Wild Rose on Thursday 10/24 @ 7:30 – noon (I will be attending this)**
- **Local Roads Program funding tour with County City/Towns/Villages DPW representatives (Thursday @ 12:30)**
- **Staff meeting with department heads scheduled**
- **Green Lake County Economic Development Corporation Board meeting – Friday, 11/1 @ 8:30 a.m. I am on this Board and will now be representing Princeton**
- **There is one item which is carried over from a Berlin, a Zoning issue which is an enforcement activity and going to Court. This is will be October 31st in Green Lake and I have to testify.**

Additional Directives from Mayor/City Council for upcoming week(s)

- _____
- _____
- _____

Thursday October 24th 8:00 A.M.—1:00 P.M.
OAKWOOD CAMPGROUND WILD ROSE

TREDC SALUTES

THE POWER OF TOURISM!

**\$117 MILLION spent by visitors to
the Tri-County area in 2012**



Presentations from Wisconsin Department of Tourism, Door County Visitors Bureau, and much more. Join other tourism entities, public officials, and economic development folks, for a day of networking and learning how to increase tourism in the area through collaboration and marketing.

Register early by contacting Bill Wheeler 920.382.0963 or tcredc@charter.net

\$25 payable at the door. Continental breakfast and lunch will be provided.

(click on Oakwood above for website)



COMMON COUNCIL MEETING AMENDED MINUTES
COUNCIL CHAMBERS – 431 W. MAIN STREET
TUESDAY, SEPTEMBER 24, 2013
7:00 PM

1. **CALL TO ORDER AND ROLL CALL.** Mayor Mosolf called the meeting to order at 7:00 PM. In attendance were Alderpersons Bednarek, Kallenbach, Roehl, Koehn, and Magnus, and Mayor Mosolf. Absent was Alderperson Garro.
2. **PLEDGE OF ALLEGIANCE.** The Pledge of Allegiance was recited.
3. **APPROVAL OF AGENDA** Bednarek motioned to Approve the Agenda, seconded by Magnus. Carried 5-0.
4. **APPEARANCES FROM THE PUBLIC**
 - Charlie Wielgosh-628 S Farmer Street
 - Tom Grafwallner-705 S Farmer Street
 - Stuart Ter Horst-413 South StreetMayor Mosolf allowed these people to speak or ask questions when New Business item 8A was discussed.
5. **MAYOR'S REPORT**
 - A. **Code of Conduct** Mayor Mosolf gave the reminder about the Code of Conduct.
 - B. **Check Register**
 - C. **Budget Comparison** Mayor Mosolf stated the Check Register and Budget Comparison were in the packets if anyone had questions to contact him or City Hall. Alderperson Magnus asked a few questions about the Budget Comparison.
6. **CONSENT CALENDAR**
 - A. **Minutes for Approval:**
 - i. **August 27, 2013-Council Meeting**
 - ii. **September 9, 2013-Special Council Meeting**-item will be on next agenda
 - iii. **September 10, 2013-Council Meeting**-item will be on next agenda
 - B. **Operators Licenses for Approval**
 - i. **Chelsea R McHughs**-new
 - ii. **Joseph J Kallas**-new Magnus motioned to approve Consent Calendar items 6Ai, 6Bi, and 6Bii, seconded by Bednarek. Carried 5-0.
 - C. **Invoices for Approval**
 - i. **Kunkel Engineering Group Invoice #132789**-\$17,416.35
 - ii. **Kunkel Engineering Group Invoice #132831**-\$1,084.20
 - iii. **Kunkel Engineering Group Invoice #133544**-\$9,810.50
 - iv. **Kunkel Engineering Group Invoice #134297**-\$18,983.75
Magnus motioned to approve payment to Kunkel Engineering for item 6Ci, 6Ciii, and 6Civ from appropriate Street, and Utility Line items, and item 6Cii Unclassified Professional Service line item, seconded by Bednarek. Carried 5-0.
7. **OFFICER REPORTS**
 - A. **Police Chief** Nothing at this time.
 - B. **Library Director** Nothing at this time.
 - C. **Building Inspector Report** A report was in Council Packets
 - D. **Zoning Administrator Report and Wage Discussion** A report was in the Council Packets. Mayor Mosolf read the report.
8. **NEW BUSINESS**
 - A. **Discussion and/or action-S. Farmer Street Project-curb** Craig Kunkel from Kunkel Engineering was present to discuss curb options for the S. Farmer Street Project. Citizens who live on or near S. Farmer Street had comments, questions, and concerns. There will be an upcoming Open House where the public will be invited to hear about the construction project.
 - B. **Discussion and/or action Stop Sign at Intersection of S. Clinton Street and South Street-3-Way Stop** Residents on South Street had concerns about the increased speed and vehicles and there are younger children living on the street. The residents were wondering if something could be

done with the traffic. Roehl motioned to have two (2) Stop Signs put up on South Street under the discretion of the Police Chief and Lead Worker, seconded by Magnus. Carried 4-1 with Bednarek voting against.

C. **Set Trick-or-Treat Day and Hours in City of Princeton** There was a Proclamation made last year which designates the Sunday before October 31st as the Official Day for Trick-or-Treating in the City of Princeton from 3:00 PM to 5:00 PM.

9. **COMMUNICATION** Alderperson Koehn had a question if other businesses could have a sign by the Dollar General Sign. Alderperson Roehl stated the Catch Basins needed to be cleaned on the South East Side of the City, if that was something the Street Sweeper could do or was that something that could be done by the Public Works employees.

10. **CLOSED SESSION**

A. Adjourn into Closed Session pursuant to the provisions of WI State Statute 19.85 (1)©:

Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

i. Police Chief Annual Evaluation A discussion was held with the Police Chief.

11. **ADJOURN** The Meeting was adjourned at approximately 10:00 PM.

* The meeting room is accessible to all. Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Administrator's office at 920.295.6612 with as much advance notice as possible. The City now offers digital audio recording equipment for records purposes. If you have any questions please contact the City Clerk.

This agenda is for convenience purposes only and may not represent the most current version. If you require a copy of the official version of the agenda, please contact the City Clerk at 920.295.6612. All published meeting agendas of the Princeton Common Council are subject to changes.

Zoning Administrators Position & Contract
Points of Consideration for 2014

Date: October 22, 2013

From: Mary Lou Neubauer, City Administrator

Recommendation: Listen to update on existing projects; discussion and recommendation on contract/wage for 2014

Attached please find the Job Description for the Zoning Administrators Position, Randy Douglas. Also attached you will find the monthly reports for the term that Randy has been providing services to the City.

In reviewing the reports, it appears that many of the areas spelled out in the original contract were addressed. However, to accomplish these things, they often take considerable time and monitoring.

As budget time is upon us, discussion will take place on the continuation of this program. Randy will be present to discuss the activity and address the Council with questions or concerns you may have.

Mayor
Bob Mosolf

CITY OF PRINCETON
531 S. Fulton Street · Princeton, Wisconsin 54968
920-295-6612 · Fax: 920-295-3441

City Alderpersons
Patti Garro
Greg Hardt
Dan Kallas
Jasper Kallenbach
Victor Magnus
Lara Roehl

City Administrator
John S. Weidl

To: Randy Douglas, Common Council
From: John S. Weidl, City Administrator
Date: 8/7/2012
RE: Duties and Immediate Projects

As you have read in your job description, your primary responsibility is to enforce existing zoning ordinance and to assist the Common Council and myself in the execution of City Zoning policy. We estimate the monthly workload to be between 8-12 hours, with 5-7 hours of research and communication with staff, residents, and other advisory agencies, 1-2 hours of Plan Commission/Zoning Board of Appeals (ZBA) meetings, and 2-3 hours of site visits, follow-ups, and council reporting (written or in person, as required)

To that effect, your primary means of communication with the City Council regarding your progress will be through a written monthly report that will be included with the agenda packet that is dispersed the Friday before the second Tuesday of the month. You can submit these reports to me in electronic or hard copy. The Plan Commission likes to meet monthly and you can work with the Mayor to integrate yourself into the process. The ZBA meets infrequently. The Common Council will provide notice if you are required at a Regular City Council Meeting.

The primary considerations moving forward:

- 1) Downtown blight: the City has numerous buildings in the downtown that require attention. Primarily, I would like you to focus on the building owned by Richard Ollie and the Dave Dugenske (check spelling).
 - a. Ollie: I toured this building with the County inspector after receiving a report that the front door was kicked in. Based on the inspection (and interior/exterior damage), I will be recommending to the Common Council that we proceed with a raze or repair order. Please provide your input after consulting the ordinances. I also suggest reaching out to the Fire Department (George Jachthuber), Richard Ollie (difficult) and the neighboring buildings to discuss concerns (Jane Walker).
 - b. Dugenske (currently Momma's Diner): The rear of this building has a staircase that seems unfit for use. I believe the apartments upstairs are for rent and that City ordinance requires two modes of egress on the second floor. Please advise as to the appropriate steps for corrective action.
- 2) Façade Improvement Matching Grant Program: depending on the proposal, your consult/approval may be required to process the applications (this will be an ongoing function through 2013).
 - a. Ongoing permitting inspections: for various items such as fences, accessory buildings, business signage, etc
- 3) Riverwalk project: The City is exploring the feasibility of a Downtown Riverwalk from Hiestand Park through Megow Park to the public access next to Strong's Landing. You may be required to consult with the DNR, private property owners, and business owners throughout this process.
- 4) Monthly City-wide inspections for Zoning Ordinance Violations
 - a. Junk – vehicles, yard waste, etc.
 - b. Maintenance standards – roofs (e.g. Tin Pan Alley, house by Old Mill Park)

c. Reviewing resident, business owner, staff, elected official, and visitor complaints

Randy, I am really excited that you have decided to join us. I think that your years of experience in government will benefit the community greatly as well as expedite your learning curve. I also believe that your commitment to bettering the community will be an asset to us all as we work toward redeveloping the Historic Downtown and becoming a tourism and recreational destination in Central Wisconsin.

Any questions? Please ask. -JSW

Richter
305 W Water ###

MONTHLY SUMMARY – ZONING ADMINISTRATOR

AUGUST/SEPTEMBER, 2013

PROJECT:	NOTES:
Richard Ollie – 517/519 West Water Street	Awaiting direction.
Dave Dugenske – 505/507 West Water Street	Citation issued. Need to discuss next step.
Carleton Richter – 305 West Water Street	Kinas Excavating needed to reschedule demolition since dumpster supplier was unable to provide service as per agreement. Demolition now scheduled for October 10 th /11 th . Please see e-correspondence for further clarification.
624 West Water Street (Zabel)	Mr. Zabel was issued 5 day notice (certified) September 3 rd , 2013. He contacted me September 11, 2013 and claimed he removed all loose tile roofing.
501 West Water Street	Loose brick façade has been repaired and appears to be in good order.
508 West Water Street (Rumors)	<p>Mr. Kujak was issued 10 day notice (certified) on September 3rd, 2013 and we spoke on September 11th, 2013. He is aware of the concerns and was calling area contractors for estimates. I informed him that citations could be issued or that the city could remove the non-complying sign and invoice the costs.</p> <p>As of 9/23/13 no action has been taken. I will ask police to issue citation.</p>
439 West Water Street (Embellished)	Mr. Seltzner issued 10 day notice August 2 nd , 2013. I had follow up meeting with Mr. Seltzner to review progress and explain city concerns. He had removed much of the debris and provided access for meter reader.
Other	<p>Rezoning inquiry by potential buyer of 804 Highway 23/73 (Hair Trends) from B-2 (General Commercial District) to B-3 (Highway Commercial District) to allow drive-in type restaurant.</p> <p>Numerous other contacts for fences, garages, zoning confirmations and shoreland/floodplain zoning permit determinations.</p>

MONTHLY SUMMARY – ZONING ADMINISTRATOR

JUNE/JULY, 2013

PROJECT:	NOTES:
Richard Ollie – 517/519 West Water Street	Awaiting direction.
Dave Dugenske – 505/507 West Water Street	Mr. Dugenske has exceeded (on or about June 5 th) compliance date. Suggest Matt issue citation.
Carleton Richter – 305 West Water Street	Mr. Richter compliance deadline is 8/1/13. No visible activity other than some interior items being moved.
Water Street Complaints	Ann Atkinson complained about 429 West Water (junk behind hardware store) and 501 West Water Street (Contie). Believes condition is a bad image for downtown. Also had earlier complaints about Rumors (sign) and Pedal Pusher (upstairs windows).
501 West Water Street	I spoke with Karen Hennell (daughter of owner). Mr. Conti had purchased under land contract and has defaulted. She requested that either her or her brother be contact so as not to upset their mother further.
429 West Water Street	I visited the site and will follow up but am not sure this is a zoning issue.

SUMMARY:

MONTHLY SUMMARY – ZONING ADMINISTRATOR

APRIL\MAY, 2013

PROJECT:	NOTES:
Richard Ollie – 517/519 West Water Street	City Engineer is preparing inspection report.
Dave Dugenske – 505/507 West Water Street	Mr. Dugenske signed Raze or Repair Agreement. Deadline for compliance is ?????
Carleton Richter – 305 West Water Street	<p>Mr. Richter returned 90 day raise or repair agreement March 11th. He indicated he would be raising the building. He has until June 8th to complete or Matt will issue a citation.</p> <p>Update: Mr. Richter verbally requested extension. I informed him that I could not approve and that he must either comply, formally request (City Council) extension or citation would be issued after June 8th deadline.</p>
Patricia O’Hara – 704 South Farmer	Matter closed.
Margaret Schoebel – 912 West Main Street	Ms. Schoebel removed garage.
Gordon Goretzki 108 Dover Street	Mr. Goretzki repaired roof.
Diane Chapman	<p>Her intent is to convert the home from single family to duplex. I spoke with her and sent e-correspondence as to how to proceed – Conditional use or zoning change. John indicated that past precedent had approved conditional use.</p> <p>No further response\contact from Mrs. Chapman.</p>
Pedal Pusher	Upstairs window\brick on west side
Dennis Galatowitsch	No contact yet from Mr. Galatowitsch – initiate?
Rumors	Sign in compliance?
	Zoning permit applications\reviews – formal application needed?
	Shoreland zoning reviews\basis of concern.
	Princeton Meadows and similar issues – Follow up?

MONTHLY SUMMARY – ZONING ADMINISTRATOR

FEBRUARY - MARCH, 2013

PROJECT:	NOTES:
Richard Ollie – 517/519 West Water Street	John to discuss with City Attorney to discuss next steps.
Dave Dugenske – 505/507 West Water Street	Matt to issue citation.
Carleton Richter – 305 West Water Street	Mr. Richter returned 90 day raise or repair agreement March 11th. He indicated he would be raising the building. He has until June 8 th to complete or Matt will issue a citation.
Patricia O’Hara – 704 South Farmer	Written reply to Ms. O’hara’s concerns was sent March 15th. No reply yet.
Margaret Schoebel – 912 West Main Street	Matt issued citation. Ms. Schoebel has a court date of April 10 th . It now appears she is taking down the garage.
Gordon Goretzki 108 Dover Street	No further response from Mr. Goretzki. Will follow up with Matt.
Diane Chapman	Her intent is to convert the home from single family to duplex. I spoke with her and sent e-correspondence as to how to proceed – Conditional use or zoning change. John indicated that past precedent had approved conditional use.

SUMMARY:

MONTHLY SUMMARY – ZONING ADMINISTRATOR

DECEMBER - JANUARY, 2012/2013

PROJECT:	NOTES:
Richard Ollie – 517/519 West Water Street	Met with City Attorney to discuss next steps.
Dave Dugenske – 505/507 West Water Street	No change. Will send raise or repair agreement for signature. If no action will issue citation.
Carleton Richter – 305 West Water Street	No change. Will send raise or repair agreement for signature. If no action will issue citation.
Patricia O’Hara – 704 South Farmer	Claims neighbor (Owen Purvis, 309 South Street) constructed wooden picket fence on her property. I visited the site on 1/15/13 – neither was home. Will follow up.
Margaret Schoebel – 912 West Main Street	Sent certified – return receipt correspondence about condition of garage. Ms. Schoebel refused delivery. Will attempt to meet face to face and send raise or repair agreement for signature. If no action will issue citation.
Gordon Goretzki 108 Dover Street	No change. Will send raise or repair agreement for signature. If no action will issue citation.

SUMMARY:

MONTHLY SUMMARY – ZONING ADMINISTRATOR

OCTOBER/NOVEMBER, 2012

PROJECT:	NOTES:
Richard Ollie – 517/519 West Water Street	Awaiting direction.
Dave Dugenske – 505/507 West Water Street	Mr. Dugenske is aware of the concerns but currently is having problems funding the repairs.
Carleton Richter – 305 West Water Street	I spoke with Mrs. Richter. They are working with a contractor to have work completed.
Collin Hilke and Natasha Schuster, 1129 West Main Street	Inquiry by Green Lake Surveying Company as to City requirements/fees if they would purchase lot to south (Pearl Drive) and co-join into one lot.
Henry Conti, 501 West Water Street	Leaking gutters/downspouts have caused brick spalling and unsafe building corner. I spoke with Mr. Conti, forwarded Façade Improvement Program Information, and recommended repair of gutters and tuck pointing of brick.

SUMMARY:

MONTHLY SUMMARY – ZONING ADMINISTRATOR

SEPTEMBER, 2012

PROJECT:	NOTES:
Richard Ollie – 517/519 West Water Street	Reviewed file documents at Green Lake County Clerk of Courts. Attorney for bank had made motion to dismiss foreclosure action. Certified mail return was unsigned and no other contact information is known for Mr. Ollie.
Dave Dugenske – 505/507 West Water Street	Final notice (Certified Return Receipt sent 10/12/12) – Reply due by 10/26/12. City Attorney to discuss next step.
Joel Braun (Outdoor Obsession) – Mechanic Street/Stock Lumber	Reviewing natural gas service request (floodplain zoning requirements) from WE Energies.
Smart Alex Organics	On agenda for PC.
Carleton Richter – 305 West Water Street	Met with Mr. Carleton – he is applying for permit to R&R roof.

SUMMARY:

MONTHLY SUMMARY – ZONING ADMINISTRATOR

AUGUST, 2012

PROJECT:	NOTES:
Richard Ollie – 517/519 West Water Street	Sent repair or raze notice on August 22 (10 day certified return receipt). John and I to discuss next step.
Dave Dugenske – 505/507 West Water Street	Left voicemail – no response. Notice of possible code violations sent September 18. Will await response and attempt to set up site visit.
Joel Braun (Outdoor Obsession) – Mechanic Street/Stock Lumber	Left voicemail introducing myself and offering assistance.
Smart Alex Organics	Wants to relocate existing greenhouse to Harris Street (residential) property. I met with owner/visited sites and have provided findings to John.
Carleton Richter – 305 West Water Street	Sent notice of possible violation of Minimum Hoempt to set up site visit with owner.

SUMMARY:

Tamara Sina Utility Claim
Points of Consideration

Date: October 22, 2013

From: Mary Lou Neubauer, City Administrator

Recommendation: Discussion with homeowner regarding request for payment of utility invoice for clean-out work performed

Additional background will be provided at the meeting as it relates to an invoice presented after the work was performed by an independent contractor for the Sina home at 930 Wilson Street.

9B1.

Library Wage Payout
Points of Consideration

Date: October 22, 2013

From: Mary Lou Neubauer, City Administrator

Recommendation: Discussion with Library Board on payout of former Library
Directors salary

Background sheet attached along with additional representation at the meeting by Library
personnel.

You can also reference the budget comparison report for the Library accounts as included

Library is asking city to pay for this,
also her insurance and \$1000.00 in moving
expenses for the new librarian. This is
Memo above the new librarian's payroll.

To: City of Princeton
From: Princeton Library Board
Date: September 19, 2013
RE: Vicki Duhr

At our regular Board meeting on September 9, 2013, a decision was made to pay Vicki Duhr her regular salary for 40 hours per week retro-active from August 1, 2013 through December 31, 2013. She understands her first with the back pay will be larger with extra taxes withheld. If you have any questions, please contact me at home at 920-295-3949 or work 920-295-3033. Thanks,


Jenny Jungwirth
Library Board Treasurer

P.S. As we close in on the year-end, it would be great if you could print out our regular report as of the date the bookkeeper next gets the postings all done so we can make sure we are in line with your records. Thanks Cheryle!

Because these items were not budgeted
in either the Library Budget or the
City Budget the library must do the
following:

- 1) Present a resolution, specifying the
method of payment, and amount.
- 2) Present to Council for approval and
adoption of resolution by majority
vote at a regular meeting.
- 3) An amendment must be approved to
the library budget, to reflect amount
needed and repayment plan.

Bob Mosok Mabe

Library Insurance Coverage Points of Consideration

Date: October 22, 2013

From: Mary Lou Neubauer, City Administrator

Recommendation: Discussion with Library Board on Health Insurance issues for Library employee for year 2013

Presently the City's Health Insurance premium is \$1849/month for a family plan. It has been the request of the Library Board for family coverage for the Library Director.

- Family Health Insurance Premium is \$1849/month
- Library Director employment term has been 5 months
- This would equate to \$9245 (cost of coverage for 5 months)
- Employees contribution to the insurance (221.88/month) is \$1109.40 for five month period.
- Net cost of insurance requested to be provided to the Library Budget would be \$8135.60
- Presently Health Insurance is not a budgeted item in the Library Budget

9c

Cemetery Sexton Vacancy
Points of Consideration

Date: October 22, 2013

From: Mary Lou Neubauer, City Administrator

Recommendation: Discussion on request from Amy Hart for wage payment.
Additional discussion on moving forward with the position for
2014

Additional background will be provided at the meeting as it relates to this situation, as Amy Hart who was performing the sexton duties for the cemetery has brought in the files and has resigned.

Assessment Contract for Year 2014
Bowmar Appraisal

Date: October 22, 2013

From: Mary Lou Neubauer, City Administrator

Recommendation: Review of contract and acceptance of contract for year 2014 and authorization of Mayor to sign contract

The attached contract for The City of Princeton Property Assessment has been presented by Bowmar Appraisal. It is to complete the assessment work for year 2014 which includes the services as outlined in Article I of the attached agreement

Contract amount is \$4400 for the year.

Bowmar Appraisal has been doing the assessment work for Princeton for many years.

The 2012 average assessment ratio is at 1.0636 which is within the legal limits when assessing property without needing a revaluation or market review. The 2013 assessment ratio will be determined and noted when tax bills are generated.



3005 W. BREWSTER ST., APPLETON, WI 54914 • PH. 920-733-5369 • FAX 920-733-5762
304 DIVISION ST., P.O. BOX 117, ALTOONA, WI 54720 • PH. 715-834-5801
2706 BIRCH ST., EAU CLAIRE, WI 54703 • PH. 715-835-1141

CITY OF PRINCETON ASSESSOR CONTRACT FOR 2014

THIS AGREEMENT by and between BOWMAR APPRAISAL INC., a company hereinafter called the "Appraiser" and the CITY OF PRINCETON, GREEN LAKE COUNTY, WISCONSIN hereinafter called the "City".

WITNESSETH: The Appraiser and City for the consideration stated herein agree as follows:

ARTICLE I

SCOPE OF WORK: The Appraiser shall act as the Assessor for the aforementioned City for the year 2014 and hereby agrees to perform everything to be performed and to complete in a professional manner all the work required under this agreement. All work shall be performed in accordance with Chapter 70 of the Wisconsin State Statutes. The following numbered paragraphs describe the work to be completed under this agreement.

1. The Appraiser shall assess all new construction improvements, all properties which the buildings have been destroyed or moved, and all properties which the original parcel has been split into two or more parcels. All changes in building footprints due to building permits will have their existing digital sketches updated. The Appraiser will continue to use "Market Drive" software and update it for the year for name, address and legal descriptions.
2. On all properties in which ownership splits have occurred for that year, new annexations, new property record cards will be made up.
3. The Appraiser shall send out self reporting Personal Property Forms to all personal property accounts in the Municipality and analyze all returns. Doomsday assessments will be made on any personal property account whom has not sent in his return.
4. All forms to be completed for the Department of Revenue by the Assessor will be completed by the Appraiser for the Municipality.
5. The Appraiser will send change of value notices to real estate property owners in which a change in their assessment value is more than \$100. These property owners will be given the opportunity to come into the City Hall to discuss their assessed values with the Appraiser on at least one day prior to the Board of Review.

6. The Appraiser agrees to hold an open book session at the City Hall at least one day during the year.
7. The Appraiser at his discretion will field check properties in which there appears to a question concerning the assessed value of the property.
8. The Appraiser shall be responsible for the completion of the Real Estate and Personal Property Assessment Roll
9. The Appraiser will attend all meetings of the Board of Review to explain and defend under oath in regard to such values. In the event of appeal to the courts, it is agreed that the Appraiser shall be available to furnish testimony in defense of the assessed values.
10. All office supplies, stamps and telephone calls made by the Appraiser shall be paid by the Appraiser.
11. The Appraiser shall maintain Workmen's Compensation and Public Liability Insurance on his staff.
12. The Appraiser will write a Assessor's Annual Report for City of Princeton. A hard copy will be given To the City and a copy will be sent to the Wisconsin Department of Revenue.

ARTICLE II

COMPENSATION: The Municipality shall pay to the Appraiser for the performance of this contract **FOUR THOUSAND FOUR HUNDRED DOLLARS (\$4,400)**. The method of payment shall be monthly invoices for services and expenses incurred during the previous month. The Municipality shall make payments no later than 30 days after receiving and invoice.

IN WITNESS WHEREOF, the parties hereto have set their hands this _____ day
of _____, 2013.

CITY OF PRINCETON, WISCONSIN

APPROVED BY:

CITY OF PRINCETON

BY _____ AS OF _____

APPRAISER

BY Nathan D. Markus *leg ADM* AS OF 10-15-13

WITNESS

BY _____ AS OF _____

9E

**Bookkeeper Position
Points of Consideration**

Date: October 22, 2013

From: Mary Lou Neubauer, City Administrator

Recommendation: Discussion with Bookkeeper Position for year 2014

At this time the details of the temporary vacancy of the bookkeeper has not been made available, but believed to take place in early 2014.

2014 Façade Program Points of Consideration

Date: October 22, 2013

From: Mary Lou Neubauer, City Administrator

Recommendation: Review of program, recommendation as appropriate.

The Façade programs guidelines are attached. With a year of program activity behind us Council can address the following items for the upcoming year if you feel the program should continue.

- Continuation of Program (6/26/2012 program outline attached)?
- Modification to overall program guidelines?
- Amount of 2014 contribution?
- Additional items?

Two applications submitted last year came in late – need to reapply?
(Note: Applications would have to be reviewed to make sure they meet the guidelines and the estimates are still relevant)



Façade Improvement Matching Grant Program

*Downtown Business
District and Commercial
Area Implementation
Project*

Amended June 26, 2012

What is the Façade Improvement Program?

The purpose of the Façade Improvement Matching Grant program is to assist businesses and non-residential building owners with their revitalization efforts to stimulate exterior building improvements in a targeted area. This grant is part of an overall redevelopment program to improve the quality of life in the Downtown and throughout the Tax Increment District (TID) #2 designed to create a positive visual impact, stimulating private investment, and complement other community revitalization efforts. These improvements can range from minor repairs to substantial façade renovations on buildings used for commercial or office uses.

The goal of the program is to

1. Encourage well-designed improvements;
2. Restore significant architectural elements of the structure, and
3. Coordinate the important features of a commercial or office storefront into a more visually attractive package.

These goals, in turn, are designed to increase the attractiveness of the downtown, increase patronage for the downtown businesses and commercial corridor, and provide the impetus for further private investment in the TID.

The program is funded through the City of Common Council's Façade Grant Program and will be reviewed by the Common Council and administered by the City Administrator. After review by the by the Administrator, he/she will recommend the project to the Common Council for approval or disapproval.

This program is funded by the City of Princeton and is designed to promote economic development. For 2013, approximately \$35,000 has been designated as matching funds for façade improvements within TID District # 2, rear facades along the Fox-Wisconsin River, and distressed commercial properties throughout the City. The program is an offering of up to a 50/50 matching grant, not to exceed a negotiated amount per building (typically \$5,000).

The City of Princeton will accept applications until all funds have been exhausted, or until July 31st, 2013, whichever comes first. Any funds that remain after July 31st will be transferred to other improvement projects.

The Common Council will award matching grants based upon fund availability and the projects potential impact to the TID District.

- I. **Introduction & Program Intent** - The Princeton Common Council has authorized the creation of this program. The purpose of the Façade Improvement Program is to encourage the upgrade and renewal of the exterior facades, signs and architectural features of existing commercial buildings within Tax Increment District (TID) #2 that is sufficient in scope to produce visible improvements to building facades. The front, side and rear of buildings are included in this program.

The program provides grants for projects that will help maintain and enhance the overall attractiveness and commercial viability of the downtown and commercial corridors; as well as supporting the health and growth of individual businesses. The program is intended to provide financial incentives in order to spur individual investment into one's own business and/or building. The grant funds are meant to serve an important yet secondary role to private financing for improvement projects.

- II. **Program Goals & Objectives** - The Council has developed the following set of goals regarding enhancements to any TID District. Essentially, this program is intended to provide for an enhanced appearance that is consistent with the goals of the TID projects.

A. **Maintenance and Improvement**

1. Encourage public and private efforts to improve the area.
2. Promote the attractiveness of Princeton as a location for new businesses.
3. Encourage the maintenance, expansion and improvement of existing buildings.
4. Promote the TID Districts as vital parts of the City.

B. **Promote the Development and Creation of Downtown Businesses.**

1. Improve the viability of the traditional downtown areas within and adjacent to the TID districts as important commercial areas in the City.
2. Promote new business development.

C. **To enhance and increase property values within the TIF Districts.**

III. **Project & Applicant Eligibility**

A. **General** - Available funds will be used to provide grant monies for the purpose of improving the public façade of buildings in TID #2.

B. **Designated Area** - The Façade Improvement Program only applies to the exterior facades, signs and architectural features visible from the public right of way of commercial properties within the traditional downtown and commercial areas in the TID District, as identified on the attached maps. Properties outside of the map shall have the right to appeal to the Common Council for consideration to be included in the grant program.

C. **Minimum Requirements**

1. Projects shall occur within the established boundaries of the TID Districts, unless a project meets every other criteria but is within proximity of the

district boundaries so that façade improvements will assist in pursuing the objectives of the project plans (as determined by the City Administrator).

2. Projects shall be completed within one (1) year of the grant approval date. In rare cases, likely due to extenuating circumstances, the City Administrator or Common Council may allow completion extensions upon request of the applicant. The City Administrator or Common Council reserves the right to eliminate project funding if not completed within the specified time period and is not obligated to granting time extensions.
3. Projects shall comply with all applicable City zoning and development standards and requirements.
4. Projects shall be consistent with and further the stated goals and objectives of the program and project plans.
5. Concurrent applications from the same applicant, unless for separate properties, shall not be allowed. An applicant may re-apply for another project after any existing project by the same applicant is completed to the satisfaction of the Common Council.
6. Total grant funding for any single property may not exceed two (2) grants within any four (4) year period.

D. Eligible Activities Included but not limited to:

1. Repair/replacement of the original building's materials and decorative details.
2. Tuck pointing and masonry repair.
3. Painting of exterior building surfaces.
4. Repair/replacement or addition of entrances, doors, display windows, transoms, or windows.
5. Removal, repair/replacement of existing signs and awnings.
6. New signage and awnings. No more than \$250 of matching funds of the grant may be used for exterior signage. Signage grants not to exceed 50% of the cost of the sign not including awning.
7. Permanent exterior lighting.
8. Qualified professional design services.
9. Other activities as designated by the Common Council.

E. Non-Eligible Activities Included but not limited to:

1. Interior improvements.
2. Purchase of property.
3. Construction of a new building.
4. Fixtures and equipment.
5. Removal without replacement of architecturally significant features and design elements.
6. Any activity that is not consistent with the TID project plan and program goals.
7. Sidewalk repairs, unless necessitated by eligible façade improvements as listed in III.D above.
8. Correction of code violations.
9. Any roof repair or replacements, except in cases where a new roof "style" is a critical component of the façade restoration or replacement project.
10. Other activities as designated by the Common Council.

IV. Program Terms and Conditions

A. General Requirements

1. Applicants must include detailed drawings and specifications with application. Twelve (12) copies of drawings/design plans must be submitted. The City Administrator may require drawings to be submitted by an architect. The plans must include:
 - a. Detailed site plan using adequate scale to be easily and clearly understood.
 - b. Elevations of any façade proposed to be altered, ideally drawn to scale; each elevation drawing should include notations of proposed materials, color, finishes and details. The drawing should clearly show proposed signage (if any). Perspective renderings of the proposed project and / or photos of similar structures may be submitted, but not in lieu of adequate drawings showing the actual intended appearance of the buildings.
 - c. Current condition photos to provide adequate “before and after” shots.
 - d. Construction / reconstruction time schedule, noting start and completion date.
2. **Applicants MUST submit at least one contractor proposal that MUST be used for construction/installation; however it is suggested that the applicant pursue multiple proposals for their own protection and peace of mind. The actual approved contractor proposal must be used for completion of the project. Any change in contractor does require additional approval by the City Administrator as indicated in IV.A.10 below. Proposals must include a contractor’s certificate of liability insurance. The City Administrator retains the right to request additional proposals.**
3. **NO funding will be provided for purchased materials or labor provided personally by the applicant or any other party besides the contractor approved to complete the work.**
4. Applicants, if tenants, must have the written permission and approval from the respective property owner.
5. Projects must be consistent with the TID District Project Plans.
6. Applicants must take out the appropriate building or sign permits. Fee waivers shall not be allowed, unless approved by the Common Council.
7. Applicants who are delinquent with their property or personal tax or have outstanding municipal code violations are not eligible until said issues are resolved.
8. Projects must commence and be diligently pursued to completion within six (6) months of the grant approval date, with project completion within (1) year of approval.
9. Payment shall be made on a reimbursement basis upon completion of construction/installation.
10. Minor changes to the project will require submittal and approval by the City Administrator. Significant project changes, as determined by City Administrator, will require approval of the Common Council.

11. The Common Council reserves the right to cancel any grant agreement if conditions of the program guidelines and agreement are not met in any way, shape or form.
 12. Applicants shall provide a Certificate of Insurance with their application showing proof of property insurance.
- B. Approval Authority - The Common Council will have the ultimate authority to approve or deny applications on a case-by-case basis and may impose certain design conditions on approved projects.
- C. Funding Availability
1. The program is specifically a grant program based on the criteria below.
 2. The City has available a limited amount of funding. The program is considered first-come, first-serve. Grants may be awarded only if the City has adequate funds available for this program.
 3. City funds may be used to grant up to 50% of the total project costs, not to exceed \$5,000. Therefore, to receive this maximum amount a project would require at least \$10,000 in total project cost. Actual project costs may be greater than this maximum amount; however such costs shall be the sole responsibility of the applicant.
 4. Grant awards may not exceed either \$5,000 or 25% of the assessed value of improvements on the property, whichever is lower.
- D. Expiration - The façade improvement program will expire if one of the following occurs:
1. When the allocated TID project plan funds have been spent, unless additional funding has been authorized by the Common Council.
 2. When the allowable TID expenditure period has expired.
 3. When the Common Council chooses to eliminate or amend the program.

V. Façade Improvement Program Procedures

- A. Applicant meets with City staff for initial project discussion.
- B. Applicant submits grant application to City Administrator, and required contractor proposal/quote to staff (according to Sec. IV.A.2. in these guidelines), containing all of the requirements specified in these guidelines. Applications must include detailed drawings and specifications. Twelve (12) copies of drawings and specifications must be submitted. The City Administrator and/or Common Council may require drawings to be prepared by an architect.
- C. Common Council, based on recommendation from the City Administrator, reviews plans and approves or denies funding request. If approved, the Common Council may place conditions on the proposed project.
- D. If denied, applicant may submit a revised application and repeat process.
- E. Applicant submits building and/or sign permit with final design plans as required by City code.
- F. Building Inspector reviews and approves permit.
- G. A "letter of agreement" is drafted by City staff that identifies the terms of the agreement. All parties execute said letter.

- H. Construction/Installation begins. Applicant has six (6) months from the execution date of the agreement to begin implementation of approved improvements. Any plan changes would require approval according to Sec. IV.A.9. in these guidelines.
- I. Construction/Installation is completed within one (1) year of grant award.
- J. Applicant contacts Building Inspector to request project review to see if all code requirements and City imposed conditions have been met. Building Inspector signature is required in the "Project Close-Out" section of the application form.
- K. Applicant provides itemized paid invoices for the project, and any outstanding bills which are also eligible for payment under the grant agreement, to City staff, along with the completed "Project Close-Out" section on the application form. While a construction lien waiver is not required, it is recommended that the applicant consider obtaining appropriate construction lien waiver(s) from the contractor(s) for the project.
- L. After the City Administrator approves reimbursement claim, the City will forward grant payment directly to the contractor for outstanding bills eligible for payment. Any remaining grant funds owed for invoices already paid by applicant shall be reimbursed directly to the applicant.

V. Princeton's "Downtown Heritage Parkway Project"

- A. Properties along Fox River from Heistand Park to Strong's Landing shall be designated as in the scope of this project.
- B. For 2013, the Common Council shall set aside \$7,500 for reimbursement expenses,
- C. Property owners may use the Façade Improvement program outlined above, with the following exceptions:
 - i. Grants for facades facing the Fox River in the designated parkway boundaries shall not exceed \$2,500 per project in total cost (\$1,250 reimbursable),
 - ii. Up to \$500 of the grant monies may reimburse landscaping projects (seeding, plants, shrubbery, etc.),
 - iii. Landscaping awards of less than \$250 may not require a 50/50 match, as determined by the City Administrator or Common Council, and may be 100% reimbursable,
 - iv. Usage of the Parkway Project funds shall not prevent application, consideration, or award of grant monies available for front facades as outlined in sections I through IV,
 - v. Award contingent on granting the City of Princeton an easement for a multi-purpose path along the Fox River, as outlined in Appendix I.

VI. Distressed Properties

- A. Distressed Properties shall be defined as commercial or industrial property in foreclosure or for sale by its mortgagee.
- B. For 2013, the Common Council shall designate \$7,500 for reimbursable expenses toward the redevelopment of distressed properties,
- C. Distressed properties, subject to closing and proof of ownership, are eligible for grant awards not to exceed \$15,000 (up to \$7,500 reimbursable),
- D. Awardees under the Distressed Property program may use award monies for any purpose outlined in section (3)(D) as well as the following:
 - i. Interior renovations approved by the City Administrator or Common Council
 - ii. Correction of code violations as determined by Building Inspector or Zoning inspector, approved by the City Administrator or Common Council,
 - iii. Roof repairs/replacement as approved by City Administrator or Common Council, and

iv. Other projects as authorized by the Common Council.

VII. Disclaimer

- A. Any award under this program does not guarantee an award of maximum eligible reimbursement. The Common Council may choose to award less than the maximum allowable, or requested, under any terms of the Façade Improvement Program sections I through VI.

Kunkel Engineering will be donating site reviews for each grant awarded. Kunkel will review site plans electronically and then provide one "on-site" visit to assess the feasibility of each project.