

CITY OF WISCONSIN DELLS MEETING AGENDA

MEETING DESCRIPTION: FINANCE COMMITTEE

DATE: Monday, October 21, 2019 TIME: 6:15 P.M. LOCATION: MUNICIPAL BUILDING COUNCIL CHAMBERS - 300 LA CROSSE STREET, WISCONSIN DELLS, WI 53965

		COMMITTEE MEMBERS	
		Ald. Brian Holzem Chair	Ald. Mike Freel
		Mayor Ed Wojnicz	Ald. Terry Marshall
AGENDA ITEMS			
1	CALL TO ORDER, ATTENDANCE NOTED		
2	APPROVAL OF THE OCTOBER 8, 2019 MEETING MINUTES		
3	DISCUSSION AND DECISION ON SCHEDULE OF BILLS PAYABLE DATED OCTOBER 21, 2019; AND ANY OTHER RELATED FINANCIAL INFORMATION		
4	DISCUSSION AND DECISION ON 2020 SCHEDULE OF FEES		
5	DISCUSSION AND POSSIBLE DECISION ON 2020 AMBULANCE BUDGET		
6	CONVENE INTO CLOSED SESSION PURSUANT TO WISCONSIN STATE STATUTES 19.85(1)(e) FOR DISCUSSION, DELIBERATION AND DECISION ON NEGOTIATING A CONTRACT		
7	RECONVENE INTO OPEN SESSION FOR DISCUSSION AND DECISION IF APPLICABLE		
8	SCHEDULE BUDGET MEETING – October 28 th 1:30 pm		
9	ADJOURN		
	ALD. BRIAN HOLZEM, CHAIRMAN		
	POSTED AND DISTRIBUTED: 10/18/2019		
	<p>Open Meetings Notice: If this meeting is attended by one or more members of the Common Council who are not members of this committee, their attendance may create a quorum of another city commission, board or committee under the Wisconsin Open Meetings Law; However, no formal action will be taken by any governmental body at the above stated meeting other than the body, committee, commission, or board identified in this meeting notice. Please be advised that upon reasonable notice, the City of Wisconsin Dells will furnish appropriate auxiliary aids and services to afford individuals with disabilities an equal opportunity to participate in meeting activities.</p>		

SCHEDULE OF BILLS PAYABLE
OCTOBER 21, 2019
MONDAY
COMMON COUNCIL

10	GENERAL FUND	\$ 286,980.06
13	DEBT SERVICE FUND	\$ 1,000.00
14	CAPITAL PROJECTS FUND	\$ 340,994.98
22	ROOM TAX FUND	\$ 242,674.98
24	PRT FUND	\$ 783,250.44
26	FIRE SERVICE FUND	\$ 8,899.21
27	RIVER & BAY FUND	\$ 994.19
28	RIVER ARTS DISTRICT	
50	PARKING UTILITY FUND	\$ 81,350.13
53	SEWER FUND	\$ 112,093.53
52	WATER FUND	\$ 79,970.31
59	ELECTRIC FUND	\$ 834,278.37

Total Payables: \$ 2,772,486.20

**~ CITY OF WISCONSIN DELLS ~
PROPOSED 2020 SCHEDULE OF FEES**

Type	Proposed FEE	Current FEE		Code Section	Year Revised
Adult Oriented Establishment		1000.00	Annually	16.18(5)(a)	2002
Alarm Monitor at Police Dept		125.00	Annually	9.05(7)	2010
Annexation Review Fee		100.00			2016
Awning & Canopies Inspections		60.00	Every 2 years	22.26(6)	2010
Backyard Chickens Permit		15.00	Annually	16.025	2018
Board of Appeals		300.00	Plus Public Hearing Fee	19.221	2010
Boat Dock Rental Fee		426.16	Annually-primary city residents	3% increase even years	2020
(plus tax)		613.73	Annually-school district residents	3% even years	2020
		1,008.17	Annually-all others	3% even years	2020
Boat Launch Fee (Daily)		8.00		8.03(4)(a)	2010
Boat Launch Fee (Annual)		50.00			2010
Building Inspection Fees (Commercial)		75.00	Roof Re-Shingle Electric Service Upgrade Required by code violations	14.04(7)	2010
Building Inspection Fees (Residential)		50.00	Roof Re-Shingle Electric Service Upgrade Required by code violations	14.04(7)	2010
Building Permits (Residential)		45.00	First \$1000 of cost or less; \$20 each add'l \$1000	14.04(7)	2008
		2500.00	Maximum fee		2008
Building Permits (Commercial)		45.00	First \$1000 of cost or less	14.04(7)	2008
		25.00	Each add'l \$1000 to \$500,000		2008
		50.00	Each add'l \$100,000 thereafter		2009
		25,000	Maximum fee		2009
Building Permits (REU fee)		1920.00	Per REU		2014
Building Footings & Foundation Fee (Commercial)		125.00			2008
Busking Permit		100.00	Per performer/per season	16.10	2014
Cemetery:					
Lot		600.00	Per lot		2017
Grave Opening		400.00	Monday-Friday		2008
Cremation Opening		250.00	Monday-Friday		2017
Columbarium Single Unit		800.00	Units include name/date plate		2016
Columbarium Double Unit		1300.00	and opening & closing costs.		2016
After hours/weekend add'l fee		75.00	Per hour		2015
Deed Transfer		20.00	Per Transfer		2016
Certified Survey Map Fee		130.00	Per Certified Survey Map		2016

Cigarette License		100.00	Annually (highest fee allowed)	16.15(2)	State Stat.
Circus, Carnival, Theatrical Permit		100.00	Per day or \$1500 per month	16.07(3)	2010
Community Center Room Rental:					
City non-profit organizations		25.00	Each additional hour: \$5.00		2010
All other groups		50.00	Each additional hour: \$15.00		2010
Use of kitchen (additional)		25.00	Per hour (max \$100)		1999
Closet/Storage Rental		25.00	Per month		2010
Compliance Certificate		40.00		by Res.	2010
Conditional Use Permit		300.00	Plus Public Hearing Fee	19.3740	2010
Copy Fees:					
Regular		.25	Per page, plus postage if mailed		2002
Large Scale		20.00	Per page, plus postage if mailed		2012
CD copies		10.00	Plus postage if mailed		2009
Consent & Indemnification Agreement		\$150-\$500	Up to \$500 per Agreement		2017
Dells River Arts District Trademark Use Agreement		\$75.00			2017
Demolition Permit		150.00		14.04(7)	2010
Dog & Cat Licenses:					
Spayed or neutered		10.00	Annually	25.13(2)(a)	2014
Not spayed or neutered		15.00	Annually	25.13(2)(b)	2014
Driveway Permit		75.00		6.02	2009
False Alarm Fee-Fire		150.00	For 3 rd and subsequent false calls	9.05(7)	2010
False Alarm Fee-Police		25.00	For 3 rd and subsequent false calls	9.05(7)	2010
Fax		1.00	Per page		2013
Fire Inspections		60.00	Per non-compliance f/u inspect.	9.02(9)(c)	2010
Fireworks Display Permit		125.00	Per Display Event	9.11	2013
Firework Sales		275.00	+ \$60 for add'l sites Annually	16.20(4)(b)	2007
Furniture, Fixtures & Equip. (FF&E)		10% of cost	Annually		2017
Garbage Collection-Tax Exempt:					
Single Family Res Family		275.00	Annually	12.01(11)(a)	2014
Churches		275.00	Annually		2014
Fraternal Organizations		275.00	Annually		2014
Federal Post Office		600.00	Annually		2014
Schools with 100 or less		750.00	Annually		2014

Schools with more than 100		2400.00	Annually		2014
Wastewater Treatment Plant		4800.00	Annually		2014
Garbage Collection-Apartments:					
Base Charge (First 2 units)		275.00	Annually		2014
1-10 units		150.00	Annually		2014
11-20 units		125.00	Annually		2014
21+ units		100.00	Annually		2014
Horse Drawn Vehicles		500.00	Annually	16.015(3)	2000
Horse Drawn Drivers		30.00	Annually	16.015(4)(a)	2011
Horse Stable Inspection		125.00		16.01(3)(c)	2010
Junk Dealer License		1000.00	Annually	16.11(5)	2000
Kennel License		50.00	Annually	25.13(2)(f)	2000
Lawn Mowing		105.00	Per hour (1 hr min. charge)		2017
Liquor Licenses:					
Class A Beer (off premise)		100.00	Annually plus publication fee	16.12	State Stat.
Class B Beer (on premise)		100.00	Annually plus publication fee	16.12	State Stat.
Class A Liquor (off premise)		500.00	Annually plus publication fee	16.12	State Stat.
Class B Liquor (on premise)		500.00	Annually plus publication fee	16.12	State Stat.
Class B Liquor - Quota Plus 300 seat rest.		10,000.00	Initial Fee plus publication fee	16.12	State Stat.
Class B Quota Plus renewal		500.00	Annually plus publication fee	16.12	State Stat.
Class B Liquor – Reserve		10,000.00	Initial Fee plus publication fee	16.12	State Stat.
Class B Liquor – Reserve Renewal		500.00	Annually plus publication fee	16.12	State Stat.
Class C Wine (restaurants)		100.00	Annually plus publication fee	16.12	State Stat.
Temporary Class B Beer		10.00	Per event – for qualified applicants	16.12	State Stat.
Temporary Class B Wine		10.00			
Wholesaler Beer License		25.00	Annual Fee plus publication fee	16.12	State Stat.
Premises Transfer		10.00			State Stat.
Change of Agent		10.00			State Stat.
Publication Fee		14.00			
Renewal Filing - Late Fee		50.00			2014
Livestock/Poultry		3.00	Per animal	16.02(3)	2008
Lodging Facilities:					
Seasonal Workforce Housing (Annually)		50.00	Each for first 15 sleeping units	16.06	2010
		25.00	Each additional unit same location		
Short-term Rentals (Annually)		50.00	Each for first 15 sleeping units		2019
		25.00	Each additional unit same location		
Mobile Home Park (First 25 units)		350.00	Annually	16.03(6)(b)(4)	2010
Additional Units		25.00	Annually		2010
Moving Permit		500.00	Per structure	14.11(7)	2010
Multi-Family Residential Dev.		550.00	Plus Public Hearing Fee		2010

NSF Return Check Fee		35.00			2017
Paper Service		50.00			2010
Park Picnic Shelter Rental:					
School Groups		35.00			2016
Residents within School Dist.		60.00			2016
All others		250.00			2013
Peddlers & Transient Merchants		175.00		16.09(4)(l)	2014
Planned District Development:					
Review Fee Small Residential		1700.00		19.431	2008
Review Fee Large Residential		5500.00			2008
Review Fee Commercial		8000.00			2008
Review Fee Mixed Use		%	Comb. of cost above prorated %		2008
Amendments		2500.00	Up to \$2500		
Green Space Fee Res. Small		30.00	Per unit		2008
Green Space Fee Res. Large		55.00	Per unit		2008
Green Space Fee Comm. Small		2600.00	Less than 100,000 sq ft		2008
Green Space Fee Comm. Large		5500.00	More than 100,000 sq ft		2008
Green Space Fee Mixed Use		%	Comb. of cost above prorated %		
Pole Attachment (small cell) Fee		2000.00	Per pole		2017
Pre-installation Review Fee		500.00	Per pole. Extra if extensive 3 rd party review needed. Max 2500		
Police Department Charges:					
Finger Printing		25.00	Per service		2018
Preliminary Breath Test (PBT)		20.00	Per service		2018
Traffic Control w/CSO		25.00	Per officer/per hour		2017
Traffic Control w/LTE		35.00	Per officer/per hour		2017
Traffic Control w/Officer		70.00	Per officer/per hour		2014
Traffic Control w/squad		30.00	Add'l charge per hour, per squad		2014
Discovery Costs					
Regular		.20-.35	.20 ea per page single sided, .35 ea double sided per page, plus postage if mailed		
CD/DVD copies		5.00	Plus postage if mailed		
Photo Reprints		.50	Per print, 5"x7" or less (if available) plus postage if mailed		
VCR Tapes		5.00	Plus postage if mailed		
Open Records Fees:					
Regular		.25	Per page plus postage if mailed		
Electronic Copies		.10	Per page		
CD/DVD copies		10.00	Plus postage if mailed		
Photo Reprints		.50	Per print (if available) plus postage if mailed		
Cost of Locating		Actual	Applies if over \$50.00		

		cost			
Pool Rates:					
Res. Individual w/lessons		68.00			2017
Res. Family w/lessons		115.00			2017
Res. Individual w/o lessons		52.00			2017
Res. Family w/o lessons		93.00			2017
Res. Daily Swim Pass		5.00			2009
Res. Child Swim Lesson		35.00	Per session		2017
Non-Res. Individual w/lessons		83.00			2017
Non-Res. Family w/lessons		147.00			2017
Non-Res. Indiv. w/o lessons		68.00			2017
Non-Res. Family w/o lessons		115.00			2017
Non-Res. Daily Pass		6.50			2009
Non-Res. Swim Lessons		45.00	Per session		2017
Group Swim Rate (20 or more)		4.00			2009
Seniors		Free			
Portable Amusements		1000.00	Annually	16.08	2010
Privilege Agreement		Up to \$5,000	Up to \$5,000 maximum/annually		2014
Public Hearing Fee		225.00			2007
Public Works & Utilities Equipment Fees for Invoicing		*	<u>*Adopts Wis DOT Classified Equipment Rates & Non-Standard Rates</u>		2017
Rezoning Request		300.00	Plus Public Hearing Fee		2010
Room Tax Permit		275.00	Each site	4.10(4)	2010
Saddle Horses (Riding Stable)		200.00	Annually	16.01(2)	2009
Per horse		25.00	Annually		2009
Sidewalk/Café/Terrace Use Fee		1.00 to 5.00	Fee depends BID Zone Zone 1 \$5 sq. ft. Zone 2 \$2.5 sq. ft. Zone 3 \$2 sq. ft. Zone 4 \$1.5 sq. ft. Zone 5 \$1 sq. ft.		2018
*Addition fee for furniture, fixtures and equipment (FFE) if obtaining from city.					
Sign Permit Fee:				22.03	
Blade Signs		15.00	Per sign face		2011
Directional Signs		50.00	Per sign face		2011
Signs in Industrial Park		50.00	Per sign face		2011
Legacy Sign Designation		125.00	Per sign face	22.09(4)	2017
All Other Signs		125.00	Per sign face		2010
Inspection Fee		15.00	Per sign face	22.08	2010
Site Plan Review		300.00	Plus Public Hearing Fee	19.391	2010
Snow Removal-Sidewalks		105.00	Per hour (1 hr min. charge)	5.04(4)(b)	2010

Special Assessment Letter		60.00	Per Parcel		2009
Special Events/Parade Permit		160.00		24.11	2010
Special Meeting Fee		Actual Cost	For requested special meetings approved by the chairperson.		2018
Subdivision Fee (1-39 sites):					
Preliminary Plat		130.00	Double fee for 40+ sites	21.10(2)	2010
Improvement Review		65.00	Double fee for 40+ sites		2010
Inspection		65.00	Double fee for 40+ sites		2010
Final Plat		130.00	Double fee for 40+ sites		2010
Engineer Inspection		Cost	\$60 minimum		
Tavern Operator (Bartender/Server) Regular (2 year licensing period) Replacement License Fee		60.00 10.00	Reduced to \$30 if during issued final 6 months of licensing period	16.12(5)(a)	2009 New-2019
Temporary		10.00	1 per year, not to exceed 14 days.	16.12(5)(c)	2008
Tax Bills for Mortgage Co.		2.00	Per parcel		2013
Taxicab Service License:		150.00	Annually	16.21(5)	2014
First Vehicle		50.00	Annually	16.21(5)	2011
Each Additional Vehicle		25.00	Annually	16.21(5)	2010
Taxicab Driver's License Replacement License Fee		30.00 10.00	Annually	16.21(5)	2011 New-2019
Timeshare Unit Fee		1000.00	Per room annually		2007
Vacate of Public Way		300.00	Plus Public Hearing Fee	ss. 66.1003	2010
Variance		300.00	Plus Public Hearing Fee	19.491	2010
Well Permit		300.00	Annually	7.08(2)	2010
WoZhaWa Food or Merchandise Vendor Permit		1000.00	For 3-day weekend permit	16.22	2019

DELLS-DELTON EMS COMMISSION 2020 PROPOSED BUDGET

		2019 BUDGET	2020 BUDGET	+ / - Budget Explanation
43610-200	FAP-Federal Assist Prog FUNDING	\$ 3,972	\$ 3,972	
43613-000	RECEIPTS- CITY WIS DELLS	\$ 430,094	\$ 494,354	
43613-100	RECEIPTS-CWDELLS CAP OUTLAY	\$ 51,400	\$ 72,000	
43613-300	RECEIPTS- VILLAGE OF LAKE DELTON	\$ 436,306	\$ 501,495	
43613-301	RECEIPTS-VLD CAP OUTLAY	\$ 42,662	\$ 59,760	
43613-400	RECEIPTS-TOWN OF DELTON	\$ 89,364	\$ 102,716	
43613-401	RECEIPTS-TWN DELTON CAP OUTLAY	\$ 8,738	\$ 12,240	
43615-000	RECEIPTS-TOWN NEWPORT	\$ 19,305	\$ 19,305	
43616-000	RECEIPTS-TOWN LYNDON	\$ 34,254	\$ 34,254	
43618-000	RECEIPTS-TOWN NEW HAVEN	\$ 21,747	\$ 21,747	
43619-000	RECEIPTS-TOWN DELL PRAIRIE	\$ 53,658	\$ 53,658	
43619-100	RECEIPTS-TOWN DELLONA	\$ 32,200	\$ 32,200	
43621-000	AMBULANCE CALLS-DDEMS	\$ 1,021,093	\$ 1,000,000	
	INTERGOVERNMENTAL REVENUES	\$ 2,244,793	\$ 2,407,701	\$ 162,908

48110-000	INTEREST ON INVESTMENTS	\$ 100	\$ 100	
48400-000	INSURANCE RECOVERIES	\$ -	\$ -	
43401-000	MISC REVENUE	\$ -	\$ -	
43402-000	INSURANCE DIVIDENDS	\$ 2,000	\$ -	
43403-000	CPR Class Reimbursement	\$ 1,200	\$ 1,500	
43404-000	SPECIAL EVENT FEES	\$ 1,000	\$ 2,000	
48405-000	EMPLOYEE INS RECEIPTS	\$ -	\$ -	
48406-000	BLOOD DRAWS	\$ 1,300	\$ 2,000	
	MISCELLANEOUS REVENUES	\$ 5,600	\$ 5,600	\$ -

TOTAL REVENUES	\$ 2,250,393	\$ 2,413,301	\$ 162,908
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51110-000	Commission WAGES	\$ 1,000	\$ 1,000	
51411-000	Office Manager WAGES	\$ 26,480	\$ 31,200	
41413-000	Office Manager Office Supplies	\$ 1,000	\$ 1,000	
51570-000	ACCOUNTING/AUDIT	\$ -	\$ 6,000	Audit
51571-000	ACT 102 TO SAVINGS	\$ -	\$ -	
51572-000	102 TRAINING EXPENSE	\$ 1,500	\$ 1,500	
51610-000	LEGAL FEES	\$ 2,000	\$ 2,000	
51610-100	LEGAL FEES-UNION	\$ -	\$ 4,000	contract negotiations
51810-000	DELTON BUILDING-LEASE	\$ 36,000	\$ 36,000	
51810-100	DELTON BUILDING-ELECTRIC	\$ 12,000	\$ 12,000	
51810-200	DELTON BUILDING-HEAT/GAS	\$ 5,000	\$ 5,000	
51810-300	DELTON BUILDING-WATER& SEWER	\$ 3,000	\$ 2,500	
51810-400	DELTON BUILD-CLEAING SUPPLIES	\$ 2,000	\$ 1,500	
51810-600	DELTON BUILD-MAINTENANCE	\$ 2,000	\$ 2,000	
51811-000	DELLS BUILDING-LEASE	\$ 36,000	\$ 36,000	
51811-100	DELLS BUILDING-UTILITIES	\$ 7,000	\$ 7,000	
51811-400	DELLS BUILDING-CLEANING SUPPLY	\$ 1,000	\$ 1,000	
51811-600	DELLS BLDG-MAINTENANCE	\$ 2,000	\$ 2,000	
51812-000	GARBAGE & RECYCLING	\$ 255	\$ 255	
51990-000	FICA COMM/SECRETARY	\$ 2,026	\$ 2,390	
51992-000	RETIREMENT-SECRETARY	\$ 1,801	\$ 2,110	

52300-000	DIRECTOR SALARY	\$ 77,142	\$ 95,000	New
52301-000	FULL-TIME EMT'S	\$ 1,092,286	\$ 1,117,606.00	2018 - 2020 Contract 2.32%
52301-100	PART-TIME EMT'S	\$ 55,500	\$ 61,580	2018 - 2020 Contract 11.90%
52301-200	FULL-TIME EMT'S OVERTIME	\$ 70,447	\$ 66,435	2018 - 2020 Contract
52303-000	FICA	\$ 99,096	\$ 104,040	2018 - 2020 Contract 5.1%
52305-000	RETIREMENT	\$ 136,662	\$ 159,000	2018 - 2020 Contract 16.35%
52306-000	WORK COMP INSURANCE	\$ 50,000	\$ 60,000	
52307-000	UNEMPLOYMENT	\$ 1,500	\$ -	
52308-000	HEALTH INSURANCE	\$ 190,000	\$ 205,000	2018 - 2020 Contract
52309-100	SICK-TIME CARRY OVER	\$ 6,000	\$ 6,000	
52310-000	TRAINING	\$ 8,000	\$ 10,000	
52311-000	LIFE INSURANCE	\$ 1,428	\$ 1,475	2019 + 3%
52318-000	TELEPHONE-DELLS BUILDING	\$ 7,000	\$ 6,000	phone & iPads
52319-000	TELEPHONE DELTON BUILDING	\$ 7,000	\$ 7,000	phone & iPads
52320-000	MEDICAL SUPPLIES	\$ 50,000	\$ 50,000	
52321-000	TOOLS	\$ 500	\$ 500	
52322-000	EQUIPMENT RENTAL	\$ -	\$ -	
52323-000	RADIO & PAGER PURCHASE	\$ 2,000	\$ 2,000	
52324-000	RADIO & PAGER MAINTENANCE	\$ 2,000	\$ 2,000	
52325-000	OXYGEN	\$ 6,000	\$ 6,500	
52326-000	COMPUTER EXPENSE	\$ 17,750	\$ 25,000	
52327-000	CLOTHING	\$ 8,000	\$ 10,000	
52328-000	OFFICE SUPPLIES	\$ 3,000	\$ 3,000	
52329-000	CPR Class Expense	\$ 1,000	\$ 1,000	
52330-000	VEHICLE MAINTENANCE	\$ 30,000	\$ 30,000	
52330-100	MEDICAL EQUIP REPAIRS	\$ 3,000	\$ 3,000	
52331-000	GAS	\$ 30,000	\$ 30,000	
52332-000	VEHICLE INSURANCE	\$ 16,320	\$ 16,810	2019+ 3%
52339-000	MEDICAL DIRECTOR INS	\$ 2,300	\$ 2,300	
52400-000	LIABILITY INSURANCE	\$ 23,000	\$ 23,000	
52402-000	INSURANCE PACKAGE	\$ 5,000	\$ 5,000	
42403-000	MISC EXPENSE	\$ 800	\$ 800	
52404-000	IMMUNIZATIONS	\$ 800	\$ 800	
52405-000	DRUG TESTING-FITNESS EVAL	\$ 2,000	\$ 2,000	
	GENERAL EXPENSE	\$ 2,147,593	\$ 2,269,301	\$ 121,708

57810-000	AMBULANCE PURCHASE FUND		\$ 57,000	
57820-000	MEDICAL EQUIPMENT		\$ -	
57830-000	OFFICE EQUIPMENT RENTAL	\$ 6,500	\$ 6,500	
57840-000	RESPONSE VEHICLE/FLY CAR		\$ -	
57850-000	DEFIB PURCHASE AND MAINT	\$ 5,000	\$ 7,500	
57861-000	CONTINGENCY RESERVE			
57870-000	COMPUTER PURCHASE			
57871-000	RADIO/PAGER LEASE/PURCHASE	\$ 46,300	\$ 73,000	
57853-000	CAP OUTLAY TO SAVINGS/AMBULANCE	\$ 45,000		
	CAPITAL OUTLAY EXPENSE	\$ 102,800	\$ 144,000	\$ 41,200

REVENUE TOTALS	\$ 2,250,393	\$ 2,413,301	\$ 162,908
EXPENSE TOTALS	\$ 2,250,393	\$ 2,413,301	\$ 162,908