

# COMMON COUNCIL OF THE CITY OF HUDSON, WISCONSIN

## Agenda for the Regular Meeting

Monday, November 21, 2016

7:00 p.m.

Council Chambers of City Hall, 505 Third Street

[\(Click on agenda items highlighted in blue to access documents related to that item\)](#)

1. Call to Order and Pledge of Allegiance
2. Clerk's Roll Call
3. Comments and Suggestions from Citizens Present  
Comments are limited to five (5) minutes; must address items not listed on the agenda; are limited to issues that have an impact of the City of Hudson, and that the Common Council may address at a future meeting, and must not include endorsements of any candidates or other electioneering. An exception to the five (5) minute limit may be made at the discretion of the Mayor.
4. [Public Hearing on 2017 City of Hudson General Fund Operating Budget](#)
5. Discussion and Possible Action on Consent Agenda Items  
A motion, second and majority roll call vote of the Council will approve all of the following items listed. Any item may be pulled from the list and handled separately.
  - A. [Minutes from the Regular Meeting of November 14, 2016](#)
  - B. [Claims](#)
  - C. [Operator's Licenses](#)
  - D. [Wastewater Budget Adjustment](#)
  - E. [Weitkamp Park Change Order](#)
  - F. [Annual Contract with Animal Humane Society of Woodbury](#)
  - G. [Request from Andy Kron to acquire part of Lakefront Park, approximately 3,200 sq. ft., adjacent to 721 First Street, refer to Park Board, Plan Commission and city staff for review and recommendation.](#)
  - H. [Building Inspector – Third Quarter Report](#)
  - I. [Finance Officer – Third Quarter Report](#)
  - J. [Utility Commission Minutes of November 15, 2016](#)
  - K. [Utility Quarterly Report – Third Quarter](#)
6. New Business
  - A. [Discussion and Possible First Reading on Resolution 24-16: Discontinuance of unimproved right of ways located east of 12th Street and south of Oak Street and set public hearing date for Monday, January 9, 2017, 6:55 p.m.](#)
  - B. [Discussion and Possible Action on Ordinance 23-16: 2017 Appropriation Ordinance](#)
7. Communications and Recommendations of the Mayor
8. Communications and Items for Future Agendas
  - A. Common Council members
  - B. City Attorney and/or City Staff
9. Discussion and Possible Action on entering into Closed Session pursuant to Wis. Stats. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding:
  - A. [Negotiating strategy relating to a possible agreement between Hudson Hospital and City of Hudson re St. Croix EMS](#)

10. Reconvene in Open Session for any discussion and possible action on negotiating strategy relating to a possible agreement between Hudson Hospital and City of Hudson re St. Croix EMS
11. Adjournment

Rich O'Connor, Mayor

Posted in City Hall lobbies and emailed to Hudson Star-Observer on 11/18/16

Some agenda items may be taken up earlier in the meeting, or in a different order than listed. Upon reasonable notice, an interpreter or other auxiliary aids will be provided at the meeting to accommodate the needs of the public. Please contact the City Clerk at 715-386-4765, ext. 136 or at [dwilli@ci.hudson.wi.us](mailto:dwilli@ci.hudson.wi.us)

**NOTICE OF PUBLIC HEARING**  
**RE: 2017 BUDGET, CITY OF HUDSON**

Please take notice that a Public Hearing will be held in the Council Chambers of City Hall on Monday, November 21, 2016 at 7:00 p.m. for the purpose of hearing interested parties concerning the proposed 2016 Budget for municipal operations of the City of Hudson. Anyone wishing to review the proposed Budget may inspect same at the City Clerk's office in City Hall, 505 Third Street, Hudson, WI during regular hours of 8:00 a.m. to 4:30 p.m., Monday through Friday.

Dated this 24th day of October, 2016  
Devin J. Willi, Interim City Clerk

The proposed 2016 Taxroll, 2017 Budget and Estimated Fund Balances are as follows:

<b>Proposed General Property Tax</b>	<b>2016 Taxroll</b>	<b>2015 Taxroll</b>
Proposed General Property Tax for Operations	\$ 5,866,627	\$ 5,695,406
Proposed General Property Tax for Debt Service	\$ 2,196,954	\$ 2,121,725
<b>Total Proposed General Property Tax</b>	<b>\$ 8,063,581</b>	<b>\$ 7,817,131</b>
<b>Estimated Assessed Valuation</b>	<b>\$1,593,788,254</b>	<b>\$1,563,572,320</b>
<b>Proposed Tax Rate per \$1000 of valuation</b>	<b>2015 Taxroll</b>	<b>2014 Taxroll</b>
Proposed Tax Rate for Operations	\$ 3.6809	\$ 3.6425
Proposed Tax Rate for Debt	\$ 1.3785	\$ 1.3570
<b>Total Proposed Tax Rate per \$1000 of valuation</b>	<b>\$ 5.0594</b>	<b>\$ 4.9995</b>

<b>GENERAL FUND:</b>	<b>Proposed 2017 Budget</b>	<b>Approved 2016 Budget</b>	<b>%Change</b>
<u>Revenues and Other Sources</u>			
General Property Taxes	8,063,581	7,817,131	
Other Taxes	659,000	708,000	
Intergovernmental	893,018	899,638	
Licenses and Permits	377,125	367,330	
Fines, Forfeits, Penalties	117,000	132,000	
Public Charges for Services	145,827	140,777	
Intergovernmental Charges	563,354	530,834	
Transfer In	46,310	-0-	
Miscellaneous	263,766	242,000	
<b>Total Revenue &amp; Other</b>	<b>\$11,128,981</b>	<b>\$10,837,710</b>	<b>2.69%</b>
<u>Expenditures</u>			
General Government	1,376,319	1,371,041	
Public Safety	3,958,421	3,724,475	
Public Works	2,001,945	1,981,046	
Health & Human Services	203,376	196,500	
Parks, Recreation & Library	608,027	602,409	
Conservation & Development	243,314	220,564	
Capital Outlay	115,000	174,000	
Contingency	60,000	89,919	
Transfers	365,625	356,031	
<b>Total Operating Expenditures</b>	<b>8,932,027</b>	<b>8,715,985</b>	<b>2.48%</b>
Debt Service	2,196,954	2,121,725	
<b>Total Expenditures</b>	<b>\$11,128,981</b>	<b>\$10,837,710</b>	<b>2.69%</b>

**Estimated Beginning of Year and End of Year Fund Balances**

<u>Fund</u>	<u>Balance</u> <u>12/31/16</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>Balance</u> <u>12/31/17</u>
General	\$ 5,205,988	\$ 8,932,027	\$ 8,932,027	\$ 5,205,988
Impact Fees	\$ 1,476,098	\$ 14,000	\$ 25,000	\$ 1,465,098
Revolving Loan	\$ 549,077	\$ 4,000	\$ 0	\$ 553,077
MS4 Storm Water	\$ 210,496	\$ 38,500	\$ 146,800	\$ 102,196
Sewer Collection System	\$ 772,842	\$ 63,000	\$ 25,000	\$ 810,842
Police Drug Forfeiture	\$ 759	\$ 0	\$ 0	\$ 759
Park Dedication Fee	\$ 456,530	\$ 0	\$ 0	\$ 456,530
Police Donations	\$ 14,900	\$ 5,000	\$ 19,900	\$ 0
Debt Service	\$ 111,036	\$ 2,280,798	\$ 2,315,000	\$ 75,834
Capital Projects	\$ 720,208	\$ 0	\$ 0	\$ 720,208
Water Utility	\$30,652,273	\$ 2,905,696	\$ 3,160,380	\$30,397,589
Sanitary Sewer Utility	\$11,726,697	\$ 1,780,738	\$ 2,156,589	\$11,350,846
Parking Utility	\$ 1,749,159	\$ 184,800	\$ 184,790	\$ 1,749,169
Ambulance	\$ 1,024,505	\$ 2,529,783	\$ 2,597,744	\$ 956,544
Storm Sewer Utility	\$ 203,180	\$ 307,000	\$ 361,765	\$ 148,415

<u>Impact Fund Detail</u>	<u>Balance</u> <u>12/31/16</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>Balance</u> <u>12/31/17</u>
Storm Sewer	\$ 336,431	\$ 4,000	\$ 0	\$ 340,431
Sanitary Sewer	\$ 1,139,667	\$ 10,000	\$ 25,000	\$ 1,124,667
Water Utility	\$ 916,326	\$ 20,000	\$ 0	\$ 936,326

Posted in City Hall lobbies, delivered to Star Observer: 10/24/16  
(Publish 11/3/16 and 11/10/16 - send affidavit)

REGULAR MEETING OF THE COMMON COUNCIL  
CITY OF HUDSON  
November 14, 2016  
Draft/Unapproved

The Common Council meeting was called to order by Mayor Rich O'Connor in the Council Chambers of City Hall at 7:00 p.m.; he led those present in the Pledge of Allegiance.

PRESENT: Mayor Rich O'Connor and Alderpersons Randy Morrissette II, Bill Alms, Jim Webber, John Hoggatt and Joyce Hall.

EXCUSED ABSENT: Tom McCormick.

OTHERS PRESENT: Catherine Munkittrick, Devin Willi, Marty Jensen, Brenda Malinowski, Denny Darnold, Rebecca Mariscal, Scott St. Martin, Tim Erickson, Ron Neumann, others.

COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT: No comments were given.

CONSENT AGENDA ITEMS: MOTION by Hoggatt, second by Hall, to approve the following consent agenda items:

Minutes from Past Meetings: Approve the Regular session meeting minutes of October 24, 2016.

Claims:

COUNCIL CLAIMS - NOVEMBER 14, 2016

Fund		A/P Amounts	P/R Amounts	Totals
100	General	122,292.95	314,498.16	336,791.11
220	Stormwater - MS4	269.08	1,684.14	1,953.22
270	Police Drug Forf.	0.00	0.00	0.00
280	Park Dedication Fee	5,927.68	0.00	5,927.68
290	Police Donations	120.00	0.00	120.00
310	Debt Service	20,000.00	0.00	20,000.00
450	Capital Projects	95,883.54	998.55	96,882.09
620	Parking	13,700.39	2,546.48	16,246.87
640	Storm Sewer	2,223.02	5,341.48	7,564.50
630	Ambulance	8,634.92	33,076.64	41,711.56
<b>Totals</b>		<b>\$269,051.58</b>	<b>\$358,145.45</b>	<b>\$627,197.03</b>

Operator's Licenses: Contingent on payment of any outstanding debt owed to the City and successful completion of the background check, approve the issuance of a Regular Operators License for the period of November 15, 2016 to June 30, 2018 to: Abigail Faulhaber, Nathan Wagner, Darian Jaeger, Casey Van Dusartz, Brady Munich, Diane Lanphear and two temporary operator licenses for the Hudson Hockey Alumni game for 12/23/2016 to Keri Gornick and Megan Gornick.

REGULAR MEETING OF THE COMMON COUNCIL  
CITY OF HUDSON  
November 14, 2016  
Draft/Unapproved

Rezone - 708 Second Street: To refer the request for rezoning 708 Second Street from R-2, Two Family Residential District to B-3, Central Business District and to amend the 2009 City of Hudson Comprehensive Plan to the Plan Commission and City staff for review and recommendation and to set a public hearing on Monday, January 9, 2017 at 7:00 p.m.

Certified Survey Map: To approve a one-lot certified survey map at the NE quadrant of Crestive Drive and Badger Drive as proposed by Hudson Center Holdings, LLC and CFT NV Development, LLC.

EP Rock Walk/Run: To approve the EP Rock Elementary Fun Run/Walk on May 6, 2017.

St. Pat's Thanksgiving Walk/Run: To approve the St. Pat's Thanksgiving Day Walk/Run on November 24, 2016.

Temporary Beer/Wine License: To approve a Class "B" (beer) and "Class B" (wine) license for the Hudson Hockey Blue Line Club for an event on December 23, 2016, at the Hudson Sports and Civic Center from 6:00 p.m. to 10:00 p.m.

Roll call vote taken, all ayes (5) MOTION CARRIED.

HUDSON SCHOOL DISTRICT REQUEST TO VACATE FILLMORE STREET RIGHT-OF-WAY AND ALLEYS ON SCHOOL DISTRICT PROPERTY: MOTION by Morrissette, second by Alms, to authorize the initiation of the process of discontinuing the dedicated street, including the preparation of a required resolution for first reading at the November 21, 2016. All ayes (5). MOTION CARRIED.

PREMISES CHANGE - LIQUOR LICENSE - HAG, INC: MOTION by Morrissette, second by Alms, to approve the premises change as presented for the liquor license held by HAG, Inc., d/b/a Pudge's. All Ayes (5). MOTION CARRIED.

OPERATOR'S LICENSE DENIAL: MOTION by Hoggatt, second by Alms, to deny the issuance of an operator's license to Jonathan Houareau due to a history of alcohol convictions and failure to list all violations on his application. All Ayes (5). MOTION CARRIED.

HERITAGE GREENS PLANNED RESIDENTIAL DEVELOPMENT CONDITIONAL USE AMENDMENT: Community Development Director Denny Darnold explained the amendment. MOTION by Morrissette, second by Alms, to approve the amendment to the conditional use permit per the application of Creative Homes with the following conditions:

- Development limited up to two (2) one-family structures and 14 two-family structures on Outlot 4 and six (6) one-family structures on Outlot 6.

REGULAR MEETING OF THE COMMON COUNCIL  
CITY OF HUDSON  
November 14, 2016  
Draft/Unapproved

- Dimensional setbacks and height restrictions for the residential units will be for one- and two- family structures on Outlot 4:
  - Minimum front yard setback - 15' and 20' to the garage
  - Minimum side yard setback - combined 10' setback with a minimum of 3' on one side setback on the other side yard
  - Minimum rear yard setback - 25'
  - Minimum side yard setback from public or private streets - 10' (20' with garage door on side street)
  - Maximum building height - 35'
- Dimensional setback and height restrictions for the residential units for one-family structures on Outlot 6:
  - Minimum front yard setback - 15' and 25' to the garage
  - Minimum side yard setback - 5'
  - Minimum side yard setback from private or public streets - 15' (25' with garage door on side street)
  - Minimum rear yard setback - 30'
  - Maximum building height - 35'
- Subdivision approval
- The following are proposed amendments to Land Use Site Plan 10, Notes for Land Use Site Plan 10, Heritage Market Parcel Parameters and Heritage Market Defined Land Use Parcels as approved in July 2008 or subsequently amended:
  - Cumulative commercial area - 2.5 acres and 27,800 sq. ft. of commercial building area
    - Areas previously noted as parcels P4 and P5 will be limited as such:
      - Two (2) single-family and 14 two-family structures (30 total dwelling units)
  - Land use restrictions noted in previous conditional use permit standards to be amended to:
    - Areas previously noted as parcels P6 and P7 will be limited as such:
      - 32 multiple family senior dwelling units and six (6) one-family structures
    - Total housing units in the Heritage Market area will be limited to 102 total units
    - P4 and P5 will be limited to one- and two-family residential
    - P6 and P7 will be limited to the existing 32 unit senior multiple family development and six (6) one-family residential units
  - General use classifications:

REGULAR MEETING OF THE COMMON COUNCIL  
CITY OF HUDSON  
November 14, 2016  
Draft/Unapproved

- One-family residential - P1, P2, part of P6, P7 - P11, 9.91 acres (total - 36 one-family residential units)
- One- and two-family residential - P4 and P5, 3.82 acres (2 one-family and 28 two-family units/30 total units)
- Residential - Part of P6, 0.892 acres (total- 32 senior multiple family residential units)
- Limited Residential - P3, 0.684 acres (15 supportive / disabilities multiple family residential units)
- Commercial - P12, 2.5 acres (27,800 sq. ft. of building area)

All ayes (5). MOTION CARRIED.

EASEMENT/USE AGREEMENT - 911 VINE STREET: Darnold explained the request and addressed questions presented by the Council on the proposed use agreement. MOTION by Morrissette, second by Webber, to authorize the execution of a land use agreement between the City and Lori and Ron Neumann to allow them to use the west 18 feet of the west 50 feet of Outlot 215 as presented in the draft agreement, with the additional conditions that the agreement is not transferrable, the Neumann's provide a certificate of insurance for the property question to be approved by the City Attorney, and that agreement be reviewed in two years. All ayes (5). MOTION CARRIED.

SCBA Equipment Bids: MOTION by Hoggatt, second by Alms, to approve the bid from 5-Alarm Fire and Safety Equipment at a net cost of \$234,748.81, including authorization of payment by December 1, 2016 to retain the discount. All ayes (5). MOTION CARRIED.

HUDSON AREA JOINT LIBRARY UPDATE: Mayor O'Connor provided an update on the activities and plans of the Hudson Area Joint Library and addressed questions from the Council.

MAYORAL APPOINTMENTS: MOTION by Morrissette, second by Hoggatt, to approve the Mayor's appointments of Pat Nolan to the Public Utility Commission and Paul Berning to the Hudson Area Joint Library Board. All ayes (5). MOTION CARRIED.

COMMUNICATIONS/ITEMS FOR FUTURE AGENDAS - COMMON COUNCIL: Alderperson Hall requested that a process be considered for filling vacancies on boards and commissions. The Mayor and City Administrator Willi indicated that they had discussed this and would bring ideas forward in December.

COMMUNICATIONS FROM CITY ATTORNEY/CITY STAFF: City Administrator Willi expressed his gratitude to the election workers for their hard work and dedication on November 8<sup>th</sup> administering the General Election. He also thanked the administrative staff of Krissy Collins, Karen Duchow, Kathy

REGULAR MEETING OF THE COMMON COUNCIL  
CITY OF HUDSON  
November 14, 2016  
Draft/Unapproved

Butzen and Brenda Malinowski for their assistance with the pre-election, Election Day and post-election tasks.

CLOSED SESSION: MOTION by Hoggatt, second by Webber, to enter into closed session at 7:40 p.m. pursuant to Wis. Stats. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding a possible agreement between the Hudson Hospital and the City of Hudson re St. Croix EMs. Roll Call vote taken, All ayes (5). MOTION CARRIED.

RECONVENE IN OPEN SESSION: MOTION by Hogatt, second by Alms to reconvene into open session at 8:02 p.m. All ayes (5). MOTION CARRIED.

ADJOURNMENT: MOTION by Hoggatt, second by Webber to adjourn the meeting. All ayes (5). MOTION CARRIED at 8:03 p.m.

Devin J. Willi, City Administrator/Interim City Clerk

I hereby certify that the City Administrator has submitted the foregoing minutes to me, and I hereby by my signature approve said minutes and all acts of the Common Council as set forth therein.

Rich O'Connor, Mayor

Date approved by Council: 11/21/2016

COUNCIL CLAIMS - NOVEMBER 21, 2016

<b>Fund</b>		<b>A/P Amounts</b>	<b>P/R Amounts</b>	<b>Totals</b>
100	General	139,352.02	202,885.89	342,237.91
220	Stormwater - MS4	435.00	667.69	1,102.69
270	Police Drug Forfeiture	0.00	0.00	0.00
280	Park Dedication Fee	159,805.65	0.00	159,805.65
290	Police Donations	0.00	0.00	0.00
310	Debt Service	0.00	0.00	0.00
450	Capital Projects	448,500.31	133.61	448,633.92
620	Parking	954.11	1,280.14	2,234.25
640	Storm Sewer	892.50	3,263.54	4,156.04
630	Ambulance	2,467.25	8,911.87	11,379.12
	<b>Totals</b>	<b>\$ 752,406.84</b>	<b>\$ 217,142.74</b>	<b>\$ 969,549.58</b>

**CITY OF HUDSON  
COUNCIL/COMMITTEE ISSUES**

**SUBMITTED TO:** FINANCE/COMMON COUNCIL

**DATE:** 11/21/2016

**SUBMITTED BY:** KAREN DUCHOW

**REGARDING:** APPLICATION(S) FOR OPERATOR'S LICENSES

**ISSUE:** Applications for Operator's Licenses are on file in the Clerk's office and are available upon request. If approved by Council, the licenses will be issued after successful completion of the background check and any outstanding debt owed to the City has been paid.

**STAFF RECOMMENDATION:** Contingent on payment of any outstanding debt owed to the City and successful completion of the background check, approve the issuance of 2 Regular Operator Licenses for the period November 22, 2016 to June 30, 2018 to: Alexis Schauff and John Moreno.



## HUDSON PUBLIC UTILITIES ISSUE SHEET

<b>DATE:</b> 11/15/2016
<b>SUBMITTED TO:</b> Utility Commission- Finance- City Council
<b>SUBMITTED BY:</b> Utility Director Peters
<b>REGARDING:</b> Budget Transfer of Wastewater Funds

**ISSUE:** Wastewater has experienced an unexpected amount of repairs and/or replacements of pumps, SCADA, gears and operational equipment in 2016. These items were not budgeted or foreseen. Wastewater is asking for a \$25,000 adjustment to cover the costs of these repairs or replacements.

**FUNDING SOURCE:** Transfer of funds (\$25,000) from the DNR Equipment Replacement Fund with a balance of 1.8 million to Account #610.47.57323.242.

**STAFF RECOMMENDATION:** Authorize budget transfer.

**COMMITTEE RECOMMENDATION:** Utility Commission authorized budget transfer of \$25,000 from the DNR Replacement Fund. Passed 5-0

**CITY OF HUDSON  
ISSUE SHEET**

<b>Submitted to:</b> FINANCE/COMMON COUNCIL <b>Date:</b> 11-17-2016
<b>Submitted by:</b> TOM ZEULI, DIRECTOR OF PUBLIC WORKS
<b>Regarding:</b> DISCUSSION AND POSSIBLE ACTION ON WEITKAMP PARK CHANGE ORDER

The award of the contract with Zappa Brothers for the Weitkamp Park Universal Playground Pour in Place Pad was \$159,564.17.

Grading plan revisions were necessary to complete the work for the playground. The Change Order amount for the additional work submitted by the Contractor is \$18,563.84.

**FUNDING SOURCE:** Park Trust fund B – Balance \$380,000

**STAFF RECOMMENDATION:** To approve Zappa Brothers Change Order #1 in the amount \$19,563.84.

10/28/2016

City of Hudson  
505 3<sup>rd</sup> Street  
Hudson, WI 54016

Dear Municipal Administrator,

As you know, Animal Humane Society partners with local cities to improve the lives and welfare of animals as well as the impact they have on people in our community. We look forward to continuing our partnership with you in 2017.

While we have had no significant internal policy or practice changes that will affect this relationship, we want to remind our Wisconsin partners that the stray holding period in the state has changed. It is now 4 days if the animal has a live release (adopted, returned to owner) and 7 days if euthanized. These time frames have been updated in our contract.

Two copies of your 2017 contract are enclosed. We anticipate no other changes that will impact our municipal contracts, so the language in the new agreement is consistent with the one you signed for 2017 with the exception of Wisconsin holding days. Our holding fees – which have been static for several years – will increase slightly to \$142 per animal for cats and dogs and \$43 per animal for other domestic animals.

If you have any questions, please feel free to contact me at the email or phone number below. We have simplified the process this year by already signing our part of the contract. Please sign both copies of the contract and return one of them to the Woodbury address below.

We appreciate your partnership as we seek to serve both the people and animals of our communities.

Sincerely,

Graham Brayshaw, DVM  
Director of Animal Services, Animal Humane Society  
[gbrayshaw@animalhumanesociety.org](mailto:gbrayshaw@animalhumanesociety.org)  
(763) 489-2224

Animal Humane Society  
c/o Dawn Mathews, Site Manager  
9785 Hudson Rd.  
Woodbury, MN 55125

10/28/2016

City of Hudson  
505 3<sup>rd</sup> Street  
Hudson, WI 54016

Dear Municipal Administrator,

As you know, Animal Humane Society partners with local cities to improve the lives and welfare of animals as well as the impact they have on people in our community. We look forward to continuing our partnership with you in 2017.

While we have had no significant internal policy or practice changes that will affect this relationship, we want to remind our Wisconsin partners that the stray holding period in the state has changed. It is now 4 days if the animal has a live release (adopted, returned to owner) and 7 days if euthanized. These time frames have been updated in our contract.

Two copies of your 2017 contract are enclosed. We anticipate no other changes that will impact our municipal contracts, so the language in the new agreement is consistent with the one you signed for 2017 with the exception of Wisconsin holding days. Our holding fees – which have been static for several years – will increase slightly to \$142 per animal for cats and dogs and \$43 per animal for other domestic animals.

If you have any questions, please feel free to contact me at the email or phone number below. We have simplified the process this year by already signing our part of the contract. Please sign both copies of the contract and return one of them to the Woodbury address below.

We appreciate your partnership as we seek to serve both the people and animals of our communities.

Sincerely,

Graham Brayshaw, DVM  
Director of Animal Services, Animal Humane Society  
[gbrayshaw@animalhumanesociety.org](mailto:gbrayshaw@animalhumanesociety.org)  
(763) 489-2224

Animal Humane Society  
c/o Dawn Mathews, Site Manager  
9785 Hudson Rd.  
Woodbury, MN 55125

**Animal Humane Society  
and  
City of Hudson, WI**

**Letter of Understanding for Impound Housing Services  
2017**

1. Animal Humane Society (AHS) agrees to provide the following services:
  - a. Housing for stray or abandoned animals that are retrieved or legally seized by your municipality's community service officer (CSO) or animal control officer (ACO), or for stray animals that are brought into the shelter by a citizen and verbal permission is given by your agency via phone for intake. Housing includes kennel space, daily cleaning, food and water.
  - b. Herd management vaccination following our standard vaccination protocols, as well as medically necessary and/or emergency care for sick or injured animals impounded during regular business hours.
  - c. Euthanasia services as deemed necessary by an AHS veterinarian. These services may be provided at the end of the legally required holding period or in the case of a medical situation that requires immediate euthanasia.
  - d. Adoption services as deemed appropriate by AHS veterinary staff. The animals will be evaluated for these services at the end of the legally required holding period.
  - e. Euthanasia services and body disposal as deemed appropriate by AHS veterinary staff. The animals will be evaluated for these services at the end of the legally required holding period.
  - f. Provide animal rabies quarantine or diagnostic service for stray felines or canines that have bitten a person.
  - g. Hold animal for the legally required stray holding period: 5 days in MN, 4 Days in WI if a live release, 7 days in WI if euthanized or until reclaimed by owner within this holding period.
  - h. AHS will follow internal policy and best practice for unclaimed animals. **The City of Hudson** may request and view AHS policies at any time.
  
2. AHS expectations:
  - a. AHS is not responsible for sick or injured animals that are left after hours. Outside treatment must be sought for these animals by the animal control officer or community service officer prior to leaving the animals at the AHS facility when veterinary staff members are not on duty.
  - b. AHS has the sole authority to disposition all animals that have not been reclaimed upon the expiration of the legally designated holding period.

- c. AHS will not accept feral cats seized under municipal authority by your municipality's CSO or ACO.

3. **The City of Hudson** agrees to:

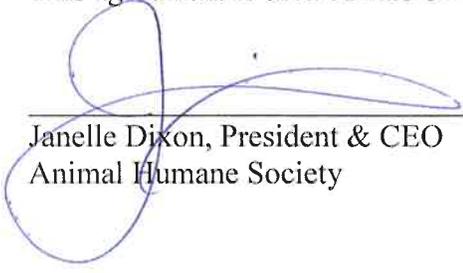
- a. Adhere to the drop off procedure set forth by AHS including animal housing at the shelter and paperwork. Drop off procedures and paperwork training for community service or animal control officers will be provided.
- b. Adhere to state laws and local ordinances that apply to the handling of stray or abandoned animals and the seizure and return of animals to their owners.
- c. Direct citizens where to take stray animals when not receiving permission for impoundment at AHS.
- d. Seek care for injured or sick animals prior to drop off in the event that it is after hours and/or AHS veterinary staff is not on duty.
- e. Pay the designated fees for each animal cared for from your municipality. AHS will charge a standard stray holding fee of \$142 per canine or feline and a \$43 fee per "other" domestic animals (rabbits, guinea pigs, birds etc.) not reclaimed by its owner. AHS will charge a \$10 administrative/processing fee to the municipality for each animal reclaimed by its owner in place of the stray holding fee. In these instances AHS will charge the owner reclaim fees. Fees for animals seized by the municipality (such as rabies quarantine) may vary due to the differing nature of their holding periods and services required.
- f. Adhere to AHS policy and best practice for unclaimed animals. **The City of Hudson** may request and view AHS policies at any time.
- g. Adhere to building access rules and ensure that the service access door is closed and locked after use in an after hours drop off.
- h. Ensure that the municipality's CSO/ACO uses his/her discretion in the field as to whether or not to impound an animal. AHS is not responsible for those decisions.
- i. Be available to members of your community to resolve their concerns related to the actions of your ACO/CSO officers and your municipality's procedures, policies and requirements.
- j. Release AHS from all liability of claims resulting from or related to providing impound housing services. **The City of Hudson** accepts responsibility for the CSO/ACO while in the course of impounding animals at AHS.

4. Administration

- a. AHS will bill the municipality at the end of each quarter on a fiscal calendar year. Billing will be mailed in the first month following the end of the quarter. Payment is expected within 30 days of receipt of billing.
- b. AHS will assign a contact person who should be contacted in the event of any problems, concerns or to receive feedback regarding the program.
- c. Any billing disputes must be raised within 10 days of receipt of billing.

*This agreement is based on a one year commitment, which is renewed annually from the date your administrator signs the agreement below. The agreement can be ended at anytime by either party with a 30 day notice.*

This agreement is entered into on the \_\_\_\_\_ day of \_\_\_\_\_, 2017 by

  
\_\_\_\_\_  
Janelle Dixon, President & CEO  
Animal Humane Society

\_\_\_\_\_  
Signed on behalf of Municipal Authority

\_\_\_\_\_  
Printed Name and Title

**CITY OF HUDSON  
Council/Committee Issues**

**ITEM  
Consent Agenda**

Common Council – November 21, 2016

Submitted to: **Common Council**

Date: **November 16, 2016**

Submitted by: **Dennis Darnold, CDD**

Regarding: **Request to acquire approximately 3,200 sq. ft. of Lakefront Park adjacent to 721 First Street  
– Andy Kron / Monarch Ventures LLC CONSENT AGENDA**

**ISSUE:** Mr. Andy Kron / Monarch Ventures LLC request to be able to acquire, through sale and / or land exchange / public improvements, approximately 3,200 sq. ft. of Lakefront Park located adjacent to the residence at 721 First Street. Mr. Kron proposes a second phase of the development of the former Nor Lake warehouse property, now referred to as the First Street Station (office complex). Acquiring the property at 721 First Street and part of Lakefront Park adjacent to 721 First Street will allow additional property for development. Mr. Kron at this time does not own the 721 First Street property, but has discussed the development plans with the present owner and has an option or pending offer to purchase the property.

In regard to the compensation to the city for part of Lakefront Park Mr. Kron has suggested three considerations:

- Dedicating property at 721 First Street right of way for on-street public parking (up to seven on-street parking spaces) and paying for the construction of the parking spaces
- Providing property from the First Street Station development parcel at Orange Street for off-street parking for the Orange Street boat landing (non-motorized boats) and paying for construction (up to eight off-street parking spaces)
- Purchase of land based on a negotiated sale price (net the value of the improvements noted above)

**CONSENT AGENDA**

**STAFF RECOMMENDATION:** Recommend forwarding to the Park Board, Plan Commission and city staff for review and recommendation. *Note: The review / consideration by the Park Board should occur prior to review / consideration by the Plan Commission, so that the Plan Commission has the Park Board review / recommendations for consideration.*

**COMMITTEE RECOMMENDATION:** Not applicable

LAKE ST. CROIX

VIVIANO



First Street Station / Monarch Ventures LLC  
721 First Street  
Area requested to be acquired

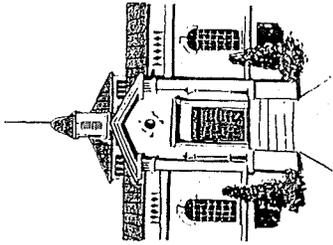
165'	165'	66'
801 10	1 793	66
MEARS'	ADD.	
800 9	2 794	
156.90'	3 795	
C.S.M. VOL 21P. 5201	4 796	
LOT 1799-01	5	
156.92'		
LOT 2799-02		
156.97'		
798 7		
797 6		
165'	165'	

ELM ST.

165'	165'
211 10	1 206
210 9	2 207
209-018	3 208.

157'	157'
591 10	
590 9	
8	
HALL &	
589 1	
7	
588 6	
157'	

157'	157'
220 10	
219 9	
BUENAVI	
218 8	



*City of Hudson*

505 Third Street  
Hudson, Wisconsin 54016

Phone: (715) 386-4775  
FAX: (715) 386-3385

David Gray  
*Building Inspector/Zoning*

Rhett Borner  
*Assistant Building Inspector*

Elizabeth A. Moline  
*Administrative Assistant*

# Quarterly Report – July - September 2016

To: Common Council

From: David Gray – 715-386-4775 ext. 132 or [dgray@ci.hudson.wi.us](mailto:dgray@ci.hudson.wi.us)

Date: 11/4/2016

Significant Permit Activity – 3rd Quarter 2016

- (14) Commercial/Industrial Additions/Alterations	\$5,015,004
- (4) Institutional Alterations	\$459,001
- (1) Multi-Family Starts	\$1,265,000
- (10) Single Family Starts	\$1,770,000
- (58) Residential Additions/Alterations/Decks	\$689,560
- <u>Total Value of 3rd Quarter Construction</u>	<u>\$9,198,265</u>

Total Year-to-Date Inspection Fee Revenue

\$155,136

Misc. Department Statistics for 3rd Quarter 2016

- Total Building Permits	89
- Total Inspections	707
- Total Fence, Sign, & Misc. Permits	36

The following are significant projects permitted during the 3<sup>rd</sup> quarter:

- Pudge's Addition & Alterations \$680,000
- Stadium seating alterations to include power seats in all 12 Theaters at CEC Hudson 12 \$500,000
- Marine Associates Addition \$3,200,000
- 1<sup>st</sup> Street Lofts @ 720 1<sup>st</sup> Street (6 Condo Units) \$1,265,000

Progress continued throughout third quarter on many projects including Hudson Boatworks and the additions to Pudges', Procentive, and Marine Associates. Site utilities and grading continued for Carmichael Ridge (former Golf Course) with some paving anticipated before the end of the year. All projects and contractors seem to be experiencing a shortage of labor which has affected many projects and their schedules.

Looking forward, fourth quarter projects already permitted include: Badger Drive retail building (\$1,195,000), San Pedros Del Estes alterations (\$455,000), and the first two models for Carmichael Ridge. Grading permits were issued for the Xcel Energy Service Center and Middle School Additions; building permits will follow once contractors are selected.

City of Hudson

Permits Issued & Fees Report - Detail by Permit# - Format 2

Issued Date From: 7/1/2016 To: 9/30/2016

Permit Type: Building Property Type: All Construction Type: All  
 Include YTD: Yes Status: Not Voided

Permit#	Date Issued	Owner	Applicant	Site Address	Permit Count	Valuation	Permit Fee	Plan Check	State Surcharge
<b>Permit Type: Building</b>									
<b>Permit Kind: Commercial Accessory Building</b>									
<b>Permit Kind: Commercial Addition/Alteration</b>									
2016-00236	07/07/2016	MICHAEL J & CANDICE J MURPHY	MURPHY, MICHAEL J & CANDICE J	302 SECOND ST		680,001.00	3,869.25		
2016-00258	07/11/2016	HUDSON MARKETPLACE LLC	COMMERCIAL SERVICES COMPANY	109 CARMICHAEL RD		40,000.00	524.25		
2016-00265	08/01/2016	MBO INVESTMENTS LLC	2019 O'NEIL RD LLC	2019 O'NEIL RD		30,001.00	426.75		
2016-00273	09/08/2016	STORE SPE MILLS FLEET	SUBURBAN ELECTRIC	1001 INDUSTRIAL ST		16,000.00	256.50		
2016-00294	08/10/2016	PLATT LELAND LLC	DIVERSIFIED CONSTRUCTION	2212 WEBSTER ST		40,000.00	524.25		
2016-00298	08/02/2016	HUDSON FORD INVESTMENTS	Gavic Construction	2110 WEBSTER ST		180,000.00	1,379.25		
2016-00301	08/03/2016	CINEMA ENT CORP	CINEMA ENT CORP	520 STAGELINE RD		500,000.00	3,059.25		
2016-00306	08/16/2016	STORE SPE MILLS FLEET	GRANITE CITY REFRIGERATION	1001 INDUSTRIAL ST		83,000.00	844.50		
2016-00333	08/25/2016	JUNCTION LLC CRAMER RIVERBANK	AUTHENTIC HEATING & AIR	431 SECOND ST		11,000.00	189.00		
2016-00336	08/30/2016	HUDSON FORD INVESTMENTS	Gavic Construction	940 O'KEEFE RD		100,001.00	959.25		
2016-00343	09/06/2016	RODE WARNKEN PROPERTIES	BEE RESTORATION	501 SECOND ST		10,000.00	175.50		
2016-00356	09/15/2016	ST CROIX VALLEY PROFESSIONAL	ZEPHYR SERVICES	2215B VINE ST		101,000.00	964.50		
				<b>Subtotal</b>	<b>12</b>	<b>1,791,003.00</b>	<b>13,172.25</b>		
<b>Permit Kind: Commercial Demolition</b>									
2016-00262	07/20/2016	HUDSON FORD INVESTMENTS	Gavic Construction	2110 WEBSTER ST			60.00		
				<b>Subtotal</b>	<b>1</b>		<b>60.00</b>		
<b>Permit Kind: Commercial New Construction</b>									
<b>Permit Kind: Commercial Permit to Start</b>									
<b>Permit Kind: Industrial Accessory Building</b>									
<b>Permit Kind: Industrial Addition/Alteration</b>									
2016-00287	07/29/2016	STORE MASTER FUNDING VIII LLC	SABRE COMMUNICATIONS	1700 LIVINGSTONE RD		24,000.00	364.50		
2016-00296	08/05/2016	MARINE ASSOCIATES INC	DERRICK BUILDING SOLUTIONS	1651 HANLEY RD		3,200,001.00	11,909.25		
				<b>Subtotal</b>	<b>2</b>	<b>3,224,001.00</b>	<b>12,273.75</b>		

Permit#	Date Issued	Owner	Applicant	Site Address	Permit Count	Valuation	Permit Fee	Plan Check	State Surcharge
<b>Permit Type: Building</b>									
<b>Permit Kind: Institutional Addition/Alteration</b>									
2016-00286	07/22/2016	CITY OF HUDSON	CITY OF HUDSON	1625 LIVINGSTONE RD		78,000.00	810.75		
2016-00304	08/08/2016	HUDSON MEMORIAL HOSPITAL	MCGOUGH CONSTRUCTION	405 STAGELINE RD		125,000.00	1,090.50		
2016-00323	09/08/2016	ST CROIX COUNTY	MARKET & JOHNSON, INC.	1101 CARMICHAEL RD		240,001.00	1,694.25		
2016-00329	08/29/2016	HUDSON MEMORIAL HOSPITAL	CARLSON-LAVINE	411 STAGELINE RD		16,000.00	256.50		
				<b>Subtotal</b>	<b>4</b>	<b>459,001.00</b>	<b>3,852.00</b>		
<b>Permit Kind: Multi-Family Addition/Alteration</b>									
2016-00325	08/17/2016	JOHN & CATHERINE MAAS	MAAS, JOHN & CATHERINE	109 DEERWOOD CT		2,200.00	81.00		
				<b>Subtotal</b>	<b>1</b>	<b>2,200.00</b>	<b>81.00</b>		
<b>Permit Kind: Multi-Family New Construction</b>									
2016-00288	07/26/2016	720 LOFTS LLC	KROLL & ASSOC.	720 FIRST ST		1,265,000.00	6,104.25		
				<b>Subtotal</b>	<b>1</b>	<b>1,265,000.00</b>	<b>6,104.25</b>		
<b>Permit Kind: One Family Residential Accessory Building</b>									
2016-00274	07/18/2016	TIMATHY Q & CHARLENE D SACKETT	SACKETT, TIMATHY Q & CHARLENE D	610 ELEVENTH ST S		860.00	34.50		
2016-00292	08/01/2016	DEBRA VILLAFANIA	VILLAFANIA, DEBRA	919 FIFTH ST		25,000.00	378.00		
2016-00300	08/03/2016	JOEL & CONNIE ROETZER	ROETZER, JOEL & CONNIE	511 MYRTLE ST		45,000.00	573.00		
2016-00359	09/19/2016	JOSEPH FOSS	FOSS, EMILY B %EMILY FOSS EST	801 MALLALIEU DR		6,500.00	135.00		
				<b>Subtotal</b>	<b>4</b>	<b>77,360.00</b>	<b>1,120.50</b>		
<b>Permit Kind: One Family Residential Addition/Alteration</b>									
2016-00255	07/12/2016	WILLIAM & VERA LIGHTLE	Lindus Construction	380 ANDREWS BAY		10,000.00	175.50		
2016-00256	07/11/2016	SUSAN/WILLIAM STORI/CAMPBELL	Steiner Plumbing & ELECTRIC	1725 LAUREL AVE		17,400.00	283.50		
2016-00260	07/11/2016	DIANE AMETER	SOUTH PINE BUILDERS	12 EAGLE'S NEST CIR		35,000.00	475.50		
2016-00264	07/18/2016	WILLIAM/JILL EULBERG	INLAND HOMES	2012 HUNTER HILL CT		14,500.00	243.00		
2016-00268	07/14/2016	JAMES & ANNETTE MCNALLAN OKELLY	JWC ELECTRIC	128 SEVENTH ST		2,000.00	67.50		
2016-00270	07/14/2016	JAMES/PAIGE DUFFEY	CRIMSON VALLEY CONSTRUCTION	1304 GRANDVIEW DR		4,000.00	94.50		
2016-00276	07/18/2016	SANDRA ROERS	CORMICAN, LISA	106 TRIBUTE AVE		14,500.00	243.00		
2016-00277	07/19/2016	HANNON	HANNON	1002 SEVENTH ST		1,800.00	61.50		
2016-00279	07/25/2016	ERIC & STEPHANIE SWENSON	SWENSON, ERIC & STEPHANIE	835 SUMMER PINES CIR		7,000.00	135.00		
2016-00283	07/28/2016	JORDAN JENSEN	JENSEN, JORDAN M	816 GIRARD ST		500.00	22.50		
2016-00291	07/29/2016	DENNIS ROGER LANGER	Mart's Electric	808 FIRST ST		1,800.00	61.50		
2016-00297	08/10/2016	DANIEL C /TRICIA L ELWORTHY/ HEAT	JESSE TREBIL FOUNDATION SYSTEMS	714 ST CROIX ST		2,000.00	67.50		
2016-00299	08/02/2016	MICHAEL/CHARITY PHILLIPS	Apollo Heating	74 BRIDGEWATER TRL		3,000.00	81.00		

Permit#	Date Issued	Owner	Applicant	Site Address	Permit Count	Valuation	Permit Fee	Plan Check	State Surcharge
---------	-------------	-------	-----------	--------------	--------------	-----------	------------	------------	-----------------

**Permit Type: Building**

**Permit Kind: One Family Residential Addition/Alteration**

2016-00311	08/05/2016	ROBIN WALISHA A CUNNINGHAM	CUNNINGHAM, ROBIN WALISHA A	98 EAST CANYON DR		13,000.00	216.00		
2016-00314	08/15/2016	MICHAEL HARPER	AIRTECH HEATING & COOLING	30 MEADOWLARK DR		5,600.00	121.50		
2016-00315	08/15/2016	NEOL & TATIANA VOLIN & SANTOS	AIRTECH HEATING & COOLING	2214 SALVIA LN		4,800.00	108.00		
2016-00316	08/09/2016	DARROYL & KAY NEWCOMER	Ron's Mechanical	126 QUAIL CIR		4,000.00	94.50		
2016-00317	08/09/2016	MICHAEL & MARIANNE TAMMI ATKINS	Genz Ryan Plumbing & HEATING	635 KINNICKINNIC ST		7,500.00	148.50		
2016-00320	08/15/2016	HUNTER DAVIDSON	JT Improvements	915 THIRD ST		8,600.00	162.00		
2016-00334	08/26/2016	CHARLES/MARY GOLDEN	GOLDEN, CHARLES & MARY	812 MYRTLE ST		2,600.00	81.00		
2016-00338	08/30/2016	JEFFREY S/BRENDA S DUNN	HEARTHWOOD KITCHENS, LLC	2000 STONEPINE BAY		59,000.00	682.50		
2016-00339	08/31/2016	JOEL & CONNIE ROETZER	ROETZER, JOEL & CONNIE	511 MYRTLE ST		15,000.00	243.00		
2016-00345	09/14/2016	BENJAMIN R/JAMEY V FLORECK	SOUTH PINE BUILDERS	2236 WHITE PINE CT		11,000.00	189.00		
2016-00346	09/15/2016	CRAIG P/JEAN M NELSEN	NELSEN, CRAIG P/JEAN M	69 EAST CANYON DR		15,000.00	243.00		
2016-00348	09/13/2016	JASON C & CORISSA A SCHIRMACHER	SCHIRMACHER, JASON C & CORISSA A	1317 WARD AVE		4,000.00	94.50		
2016-00350	09/27/2016	WILLIAM/PATRICIA GILBERTSON	SOUTH PINE BUILDERS	67 EAST CANYON DR		29,000.00	417.00		
2016-00352	09/15/2016	JIMMIE CALDWELL	FIRESIDE HEARTH & HOME	1430 NORTH RIDGE DR		5,100.00	121.50		
2016-00354	09/15/2016	HSBC MORTGAGE	KAPPERS, JOSEPH	1302 SECOND ST		3,000.00	81.00		
2016-00358	09/21/2016	CREATIVE HOMES INC	CREATIVE HOMES	26 FRIENDSKEEP GREEN		15,000.00	243.00		
2016-00362	09/23/2016	RYAN A/ELIZABETH J RISBERG	G&K HANDYMAN SERVICES	103 DUNBERRY PASS		15,000.00	243.00		
2016-00366	09/26/2016	JAMES R & CONSTANCE S HOUSTON	TRUE NORTH REMODELING INC	1118 CREST VIEW DR		80,000.00	824.25		
2016-00368	09/29/2016	CHRISTOPHER BURR	BURR, CHRISTOPHER A	477 CANYON BLVD		5,000.00	108.00		
2016-00371	09/28/2016	MARK BODELSON	BODELSON, MARK M	6 WEST CANYON DR		32,000.00	446.25		
2016-00372	09/29/2016	RICHELLE M/GARY C JADER	JADER, RICHELLE M/GARY C	1221 THIRD ST		55,000.00	655.50		
2016-00374	09/30/2016	CREATIVE HOMES INC	MILLER, TYLER	10 PROMISE BLVD		4,000.00	94.50		
				<b>Subtotal</b>	<b>35</b>	<b>506,700.00</b>	<b>7,629.00</b>		

**Permit Kind: One Family Residential Deck**

2016-00252	07/05/2016	WILLIAM J/NICOLE M DENZER	DREAMSTRUCTURE DESIGNBUILD	95 LOCKWOOD CT		15,000.00	243.00		
2016-00254	07/08/2016	MATTHEW/KELSEY SCHERTZ	Cameron Homes	620 KNOLLWOOD DR		2,500.00	81.00		
2016-00261	07/11/2016	CLIFFORD & MITZI STEENBERG	STEENBERG, CLIFFORD & MITZI	468 CANYON BLVD		4,000.00	94.50		
2016-00266	07/13/2016	JOSHUA NESS	NESS, JOSHUA G	35 BRISTOL CT		6,000.00	121.50		
2016-00271	07/18/2016	JOHN J/KELLEY E ZILLES	ZILLES, JOHN J/KELLEY E	462 CANYON BLVD		5,200.00	121.50		
2016-00272	07/18/2016	CRAIG/BRITTANY WEILER	WEILER, CRAIG/BRITTANY	112 HERITAGE BLVD		2,600.00	81.00		
2016-00280	07/26/2016	DARREN & ALLISON WIRTH & HOFFMAN	STONE BROOK CARPENTRY, LLC	174 BAYBERRY CT		4,000.00	94.50		
2016-00307	08/04/2016	LARS/AMY DANIELSSON	DANIELSSON, LARS/AMY	31 BRISTOL CT		7,000.00	135.00		
2016-00313	08/09/2016	MARLIN & JOYCE HEMKER	ALL EXTERIORS	1216 NAMEKAGON LOOP		6,500.00	135.00		
2016-00318	08/11/2016	THAD THOMPSON	THOMPSON, THAD	631 KNOLLWOOD DR		2,500.00	81.00		
2016-00319	08/11/2016	CONSTANCE PIEKARSKI	Houman Construction Inc	213 ELEVENTH ST S		2,800.00	81.00		
2016-00324	08/18/2016	JEFFREY & CHRISTOPHER MEYER-QUARBERG	BORUP CARPENTRY	1319 FOURTH ST		11,000.00	189.00		
2016-00328	08/31/2016	ALEXANDER & BRIDGET WHITE	WHITE, ALEXANDER & BRIDGET	117 DUNBERRY PASS		6,000.00	121.50		

11/3/2016

Permit#	Date Issued	Owner	Applicant	Site Address	Permit Count	Valuation	Permit Fee	Plan Check	State Surcharge
<b>Permit Type: Building</b>									
<b>Permit Kind: One Family Residential Deck</b>									
2016-00330	08/24/2016	PATRICK COLE	Applegate Inc	115 SEVENTEENTH ST		2,000.00	67.50		
2016-00332	08/26/2016	GREG B/KELLY M LUNDQUIST	LUNDQUIST, GREG B/KELLY M	116 HERITAGE BLVD		2,500.00	81.00		
2016-00341	09/08/2016	ERICK SANDE	LEE KENALL BUILDERS	1516 SUMMER ST		4,500.00	108.00		
2016-00349	09/20/2016	MELODI & MARK NELSON & DELBRIDGE	STONEWOOD CONSTRUCTION	722 ELM ST		6,700.00	135.00		
2016-00357	09/19/2016	LYLE S JENSEN	STONE BROOK CARPENTRY, LLC	621 LAUREL AVE		8,100.00	162.00		
2016-00367	09/27/2016	ROBERTA & GERALD BACKUS	BACKUS, ROBERTA & GERALD	325 CANYON BLVD		4,400.00	108.00		
				<b>Subtotal</b>	<b>19</b>	<b>103,300.00</b>	<b>2,241.00</b>		
<b>Permit Kind: One Family Residential Demolition</b>									
<b>Permit Kind: One Family Residential New Construction</b>									
2016-00257	07/12/2016	CREATIVE HOME CONST INV LLC	CREATIVE HOMES	8 PROMISE BLVD		150,000.00	1,254.75		33.00
2016-00267	07/14/2016	CREATIVE HOMES INC	CREATIVE HOMES	98 HERITAGE BLVD		150,000.00	1,254.75		33.00
2016-00275	07/15/2016	CREATIVE HOMES INC	CREATIVE HOMES	105 TRIBUTE AVE		160,000.00	1,307.25		33.00
2016-00278	07/26/2016	M/I HOMES OF MPLS/ST PAUL LLC	Hans Hagen Homes	456 CANYON BLVD		268,000.00	1,874.25		33.00
2016-00285	07/22/2016	CREATIVE HOMES INC	CREATIVE HOMES	7 PROMISE BLVD		150,000.00	1,254.75		33.00
2016-00289	07/28/2016	CREATIVE HOMES INC	CREATIVE HOMES	109 TRIBUTE AVE		150,000.00	1,254.75		33.00
2016-00295	08/04/2016	KENNETH/LISA MOORE	CREATIVE HOMES	1808 WILLOW DR		200,000.00	1,517.25		33.00
2016-00305	08/04/2016	KELLY/STEVEN J RIEMENSCHNEIDER	NHH, LLC	609 KNOLLWOOD DR		252,000.00	1,790.25		33.00
2016-00360	09/21/2016	CREATIVE HOME CONST INV LLC	CREATIVE HOMES	115 RED CEDAR PASS		160,000.00	1,307.25		33.00
2016-00364	09/26/2016	BRIGHT KEYS DEVELOPMENT CORP	CREATIVE HOMES	67 TRIBUTE AVE		130,000.00	1,149.75		33.00
				<b>Subtotal</b>	<b>10</b>	<b>1,770,000.00</b>	<b>13,965.00</b>		<b>330.00</b>
<b>Permit Type: Building - Totals</b>									
				<b>Period</b>	<b>89</b>	<b>9,198,565.00</b>	<b>60,498.75</b>		<b>330.00</b>
				<b>YTD</b>	<b>254</b>	<b>19,984,576.00</b>	<b>155,136.00</b>		<b>1,254.00</b>
<b>Report Total</b>									
				<b>Period</b>	<b>89</b>	<b>\$9,198,565.00</b>	<b>60,498.75</b>		<b>330.00</b>
				<b>YTD</b>	<b>254</b>	<b>\$19,984,576.00</b>	<b>155,136.00</b>		<b>1,254.00</b>

**CITY OF HUDSON  
COUNCIL/COMMITTEE ISSUES**

**SUBMITTED TO:** Finance Committee/Common Council      **DATE:** November 7, 2016

**SUBMITTED BY:** Brenda Malinowski, Finance Officer *blm*

**REGARDING:** Quarterly Financial Report for Third Quarter

**2016 Financial Summaries** – The revenue and expenditure reports for the General Fund and the Enterprise Funds of the City follow at the end of this report.

**General Fund Revenues** – Revenues through the third quarter are at 89% of budgeted revenues. City Clerk licenses and permits are at 181% of the 2016 Budget because of the issuance of five reserve liquor licenses in 2016. Property taxes are at 100% of the 2016 since the 2<sup>nd</sup> half property taxes were received in September. Building inspection revenue is currently less than 2015 revenue but there are various commercial and institutional projects in the process that should be issued in the fourth quarter of 2016 to bring the building inspection revenue closer to the budget target.

**General Fund Expenditures** - Personal services through the third quarter are only 68% of the budget with only 7 pay periods remaining in the year. 73% of the budget would be expected to have been spent. Fixed charges have been recorded at their annual expense so there are no additional, foreseeable expenditures in fixed charges except for year-end audit expenses. The fuel cost throughout all departments is at 42% of the 2016 budget amount due to decreased fuel costs. In 2016, the average price per gallon has been \$1.96 per gallon compared to \$2.28 in 2015.

CATEGORY	2016 REVISED BUDGET	2016 YTD	% of Budget
PERSONAL SERVICES	\$ 5,681,846	\$ 3,840,326	68%
CONTRACTUAL SERVICES	\$ 1,284,520	\$ 833,902	65%
SUPPLIES & EXPENSES	\$ 545,556	\$ 332,187	61%
MATERIALS	\$ 129,520	\$ 92,626	72%
FIXED CHARGES	\$ 283,770	\$ 283,708	100%
GRANTS, CONTRIBUTIONS, OTH	\$ 198,000	\$ 129,858	66%
CAPITAL OUTLAY & SHORT-TERM CAP.	\$ 259,000	\$ 172,118	66%
TRANSFERS, ST CAPITAL & CONTINGENCY	\$ 356,031	\$ 356,031	100%
CONTINGENCY	\$ 169,919	\$ -	0%
Total General Fund	\$ 8,908,162	\$ 6,040,756	68%

## **Enterprise Funds**

**Water** – Operating revenues are at 50% of the budgeted revenues since only two quarters have been billed. The third quarterly billing will be recorded in October. Operating expenditures are \$212,400 higher than 2015 because of the purchase and installation of new meters. Vine Street water construction costs will be recorded in the Water fund as part of the year-end audit.

**Sewer** – Operating revenues are at 49% of the budgeted revenues. The 2016 sewer collection expenditures include a truck replacement for \$102,063. The 2016 wastewater treatment expenditures include the roof replacement for \$491,800. 2016 non-operating revenues include the insurance reimbursement of \$141,540 for items reimbursed when the waste water treatment plant roof was leaking

**Parking** – Parking revenues and expenditures are consistent with 2015 except for the parking lot expenditures. 2015 parking lot expenditures include a \$35,000 final payment for 1<sup>st</sup> Street parking improvements that were completed in 2014.

**Ambulance** – Operating expenditures are at 65% of budget due to vacancies in the department. Net operating revenues are consistent with 2015.

**Storm Sewer** – Revenues are equal to 2015. 2016 expenditures are at only 68% of budget since the 2016 storm sewer project expenses were not paid as of 09-30-2016. This \$107,470 bid for this project will be paid in the fourth quarter. The 2016 expenditures include the \$309,000 transfer out to establish the MS4 Fund that was approved as part of the 2016 budget.

**GENERAL FUND REVENUES AND EXPENDITURES  
FOR THE PERIOD ENDED SEPTEMBER 30, 2016**

DESCRIPTION	ADOPTED BUDGET	REVISED BUDGET	YEAR TO DATE		2016 % of Revised Budget
			2016	2015	
<b>REVENUES</b>					
BUILDING INSPECTION	\$ 300,000	\$ 300,000	\$ 156,951	\$ 297,192	52%
MUNICIPAL BUILDING	\$ 135,000	\$ 135,000	\$ 103,275	\$ 99,315	77%
TAXES - NON PROPERTY	\$ 708,000	\$ 708,000	\$ 442,403	\$ 432,167	62%
STATE SHARED REVENUE	\$ 167,730	\$ 167,730	\$ 22,604	\$ 25,177	13%
STATE TRANSPORTATION AIDS	\$ 639,908	\$ 639,908	\$ 479,566	\$ 443,195	75%
OTHER INTERGOVERNMENTAL REVENUES	\$ 86,000	\$ 86,000	\$ 90,394	\$ 84,901	105%
LICENSE AND PERMITS	\$ 46,530	\$ 46,530	\$ 84,016	\$ 43,550	181%
PUBLIC CHARGES FOR SERVICES	\$ 21,700	\$ 21,700	\$ 14,665	\$ 13,891	68%
INTERGOVERNMENTAL CHARGES	\$ 22,400	\$ 22,400	\$ 16,614	\$ 16,614	74%
MISCELLANEOUS REVENUES	\$ 84,000	\$ 84,000	\$ 45,363	\$ 52,536	54%
OTHER FINANCING SOURCES	\$ -	\$ -	\$ -	\$ 325,836	
FINES, FORFEITS & PENALTIES	\$ 130,000	\$ 130,000	\$ 70,129	\$ 79,134	54%
FIRE	\$ 340,434	\$ 340,434	\$ 343,420	\$ 382,290	101%
PARKS	\$ 93,500	\$ 93,500	\$ 85,008	\$ 84,394	91%
COMMUNITY DEVELOPMENT	\$ 13,000	\$ 13,000	\$ 19,329	\$ 7,989	149%
ANIMAL CONTROL	\$ 9,000	\$ 9,000	\$ 6,270	\$ 6,685	70%
POLICE	\$ 17,800	\$ 41,723	\$ 30,378	\$ 10,077	73%
SCHOOL LIAISON REIMBURSEMENT	\$ 168,000	\$ 168,000	\$ 76,218	\$ 70,915	45%
RECYCLING COORDINATOR	\$ -	\$ -	\$ 2,299	\$ -	
PUBLIC WORKS	\$ 37,577	\$ 74,783	\$ 42,380	\$ 12,807	57%
GENERAL PROPERTY TAXES	\$ 5,684,406	\$ 5,684,406	\$ 5,685,776	\$ 5,606,588	100%
<b>TOTAL REVENUES</b>	<b>\$ 8,704,985</b>	<b>\$ 8,766,114</b>	<b>\$ 7,817,058</b>	<b>\$ 8,095,251</b>	<b>89%</b>
<b>EXPENDITURES</b>					
ASSESSMENT PROPERTY	\$ 73,715	\$ 73,715	\$ 49,810	\$ 53,474	68%
BUILDING INSPECTION	\$ 196,070	\$ 196,070	\$ 132,585	\$ 103,299	68%
INFORMATION TECHNOLOGY	\$ 159,740	\$ 159,740	\$ 125,135	\$ 120,103	78%
MAYOR & COUNCIL	\$ 100,713	\$ 100,713	\$ 35,214	\$ 36,697	35%
MUNICIPAL BUILDING	\$ 196,936	\$ 196,936	\$ 144,749	\$ 156,956	74%
CITY ADMINISTRATOR	\$ 81,684	\$ 81,684	\$ 59,083	\$ 59,206	72%
CLERK TREASURER	\$ 307,151	\$ 298,051	\$ 216,270	\$ 221,234	73%
ELECTIONS	\$ 25,800	\$ 29,400	\$ 22,677	\$ 10,525	77%
JUDICIAL	\$ 115,998	\$ 115,998	\$ 75,865	\$ 73,205	65%
LEGAL	\$ 91,000	\$ 91,000	\$ 59,173	\$ 46,911	65%
LABOR NEGOTIATION/DRUG TEST	\$ 18,000	\$ 18,000	\$ 4,217	\$ 5,817	23%
WEIGHTS & MEASURES	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	100%
VARIOUS INSURANCE	\$ 260,170	\$ 265,670	\$ 263,576	\$ 282,401	99%
AMBULANCE SUBSIDY	\$ 180,900	\$ 180,900	\$ 180,900	\$ 173,238	100%
FIRE	\$ 721,767	\$ 721,767	\$ 467,166	\$ 477,439	65%
PARKS	\$ 412,409	\$ 493,659	\$ 323,742	\$ 306,851	66%
COMMUNITY DEVELOPMENT	\$ 236,233	\$ 236,233	\$ 145,764	\$ 151,309	62%
ANIMAL CONTROL	\$ 9,600	\$ 9,600	\$ 5,059	\$ 4,545	53%
POLICE	\$ 3,072,708	\$ 3,096,630	\$ 2,123,708	\$ 2,050,990	69%
RECYCLING COORDINATOR	\$ 9,331	\$ 9,331	\$ 4,487	\$ 4,800	48%
PUBLIC WORKS	\$ 1,773,110	\$ 1,850,937	\$ 1,096,116	\$ 1,144,820	59%
WARD AVENUE BUILDING	\$ -	\$ 11,000	\$ 4,423	\$ -	40%
COMMUNITY SUBSIDIES	\$ 190,000	\$ 198,000	\$ 129,857	\$ 103,083	66%
CONTINGENCY	\$ 89,919	\$ 89,919	\$ -	\$ 7,202	0%
SHORT TERM CAPITAL	\$ 20,000	\$ 21,178	\$ 9,149	\$ -	43%
LIBRARY	\$ 356,031	\$ 356,031	\$ 356,031	\$ 300,900	100%
TRANSFER TO OTHER FUNDS	\$ -	\$ -	\$ -	\$ 51,547	
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,704,985</b>	<b>\$ 8,908,162</b>	<b>\$ 6,040,756</b>	<b>\$ 5,952,552</b>	<b>68%</b>
<b>NET REVENUES (EXPENDITURES)</b>	<b>\$ -</b>	<b>\$ (142,048)</b>	<b>\$ 1,776,302</b>	<b>\$ 2,142,698</b>	

**ENTERPRISE FUND REVENUES AND EXPENDITURES  
FOR THE PERIOD ENDED SEPTEMBER 30, 2016**

DESCRIPTION	ADOPTED BUDGET	REVISED BUDGET	YEAR TO DATE		2016 - % OF Revised Budget
			Sept. 2016	Sept. 2015	
SALES OF WATER	\$ 2,361,600	\$ 2,361,600	\$ 1,158,962	\$ 1,079,268	49%
OTHER OPERATING REVENUES	\$ 370,100	\$ 370,100	195,247	211,227	53%
MISCELLANEOUS REVENUES			-	-	
<b>OPERATING REVENUES</b>	<b>\$ 2,731,700</b>	<b>\$ 2,731,700</b>	<b>1,354,209</b>	<b>1,290,495</b>	<b>50%</b>
WATER PUMPING	\$ 564,800	\$ 564,800	324,948	291,772	58%
WATER TREATMENT	138,000	137,635	88,957	84,002	65%
WELL #10	6,537,013	6,537,013	28,600	-	0%
WELL UPGRADES	-	-	-	223,306	0%
WATER DISTRIBUTION	377,900	377,900	251,403	208,731	67%
MAINTENANCE OF OTHER PLANT	21,500	21,500	265	11	1%
RESERVIORS AND TOWERS	527,500	527,500	28,786	5,981	5%
MAINTENANCE OF MAINS	75,500	75,500	17,783	7,080	24%
MAINTENANCE OF SERVICES	25,700	25,700	8,951	12,012	35%
MAINTENANCE OF METERS	37,400	36,520	44,484	27,058	122%
MAINTENANCE OF HYDRANTS	8,400	8,400	5,154	3,340	61%
NEW MAINS	976,000	976,000	1,873	122,657	0%
NEW SERVICES	52,000	52,000	6,907	14,737	13%
NEW HYDRANTS	46,000	46,880	5,460	1,083	12%
NEW METERS	697,200	697,200	346,000	77,258	50%
METER READING	23,900	23,900	10,812	15,678	45%
CUSTOMER ACCOUNTS	56,300	56,300	40,540	37,945	72%
SALES JOBBING & CONTACTS	400	765	611	-	80%
ADMINISTRATION	1,401,400	1,483,400	498,302	314,595	34%
TRANSPORTATION MAINTENANCE	36,800	43,800	25,350	17,879	58%
OTHER OPERATING EXPENSES	503,000	503,000	390,283	390,058	78%
<b>TOTAL EXPENDITURES</b>	<b>12,106,713</b>	<b>12,195,713</b>	<b>2,125,469</b>	<b>1,855,183</b>	<b>17%</b>
CAPITAL COSTS INCLUDED IN OPERATIONS	(8,774,013)	(8,828,013)	(496,889)	(439,041)	6%
DEPRECIATION	(760,000)	(730,000)	-	-	0%
<b>NET OPERATING EXPENDITURES</b>	<b>2,572,700</b>	<b>2,637,700</b>	<b>1,628,580</b>	<b>1,416,142</b>	<b>62%</b>
<b>NET OPERATING REVENUES</b>	<b>159,000</b>	<b>94,000</b>	<b>(274,371)</b>	<b>(125,647)</b>	
NON-OPERATING REVENUE - IMPACT FEES	\$ 50,000	\$ 50,000	\$ -	\$ 79,551	0%
NON-OPERATING REVENUE - OTHER	\$ 61,200	\$ 61,200	\$ 59,590	\$ 51,261	97%
<b>TOTAL REVENUES (EXPENSES)</b>	<b>\$ 270,200</b>	<b>\$ 205,200</b>	<b>\$ (214,781)</b>	<b>\$ 5,165</b>	

WATER UTILITY

**ENTERPRISE FUND REVENUES AND EXPENDITURES  
FOR THE PERIOD ENDED SEPTEMBER 30, 2016**

DESCRIPTION	ADOPTED BUDGET	REVISED BUDGET	YEAR TO DATE		2016 - % OF Revised Budget
			Sept. 2016	Sept. 2015	
SALES	\$ 1,526,400	\$ 1,526,400	\$ 769,862	\$ 727,851	50%
OTHER OPERATING REVENUE	14,700	14,700	6,749	7,302	46%
MISCELLANEOUS REVENUE	36,830	36,830	-	-	0%
<b>OPERATING REVENUES</b>	<b>1,577,930</b>	<b>1,577,930</b>	<b>776,611</b>	<b>735,153</b>	<b>49%</b>
SEWER COLLECTION	192,054	195,554	173,638	36,291	89%
LIFT STATION MAINTENANCE	69,724	74,866	49,385	50,709	66%
WASTEWATER TREATMENT	1,165,066	1,850,651	1,197,380	607,312	65%
DAMS	36,830	36,830	4,356	10,822	12%
CUSTOMER ACCOUNTS	214,207	214,207	16,002	43,923	7%
ADMINISTRATION	807,310	807,310	347,120	284,538	43%
<b>TOTAL EXPENDITURES</b>	<b>2,485,191</b>	<b>3,179,418</b>	<b>1,787,881</b>	<b>1,033,595</b>	<b>56%</b>
CAPITAL COSTS INCLUDED IN OPERATIONS	(419,500)	(1,006,046)	(775,691)	(21,917)	
DEPRECIATION	(380,000)	(380,000)	-	-	
<b>NET OPERATING EXPENDITURES</b>	<b>1,685,691</b>	<b>1,793,372</b>	<b>1,012,190</b>	<b>1,011,678</b>	<b>56%</b>
<b>NET OPERATING REVENUES</b>	<b>(107,761)</b>	<b>(215,442)</b>	<b>(235,579)</b>	<b>(276,525)</b>	
OTHER CHARGES - CONNECTION FEES	152,100	152,100	119,052	368,860	78%
INSURANCE REIMBURSEMENT	-	141,540	141,540	-	100%
NON-OPERATING REVENUE	\$ 60,000	\$ 60,000	50,201	67,262	84%
<b>TOTAL REVENUES (EXPENSES)</b>	<b>\$ 104,339</b>	<b>\$ 138,198</b>	<b>\$ 75,214</b>	<b>\$ 159,596</b>	
PARKING TICKETS	\$ 50,000	\$ 50,000	\$ 25,308	\$ 27,139	51%
PARKING METER REVENUE	110,000	110,000	96,981	91,024	88%
PARKING PERMITS	10,500	10,500	10,275	11,403	98%
OTHER FEES	1,600	1,600	1,335	3,170	83%
OTHER REVENUES	2,000	2,000	2,815	2,700	141%
<b>OPERATING REVENUES</b>	<b>174,100</b>	<b>174,100</b>	<b>136,714</b>	<b>135,436</b>	<b>79%</b>
PARKING	114,738	114,738	49,805	53,323	43%
PARKING LOTS	22,000	22,000	13,910	53,158	63%
METERS	4,400	4,400	755	1,520	17%
<b>TOTAL EXPENDITURES</b>	<b>141,138</b>	<b>141,138</b>	<b>64,470</b>	<b>108,001</b>	<b>46%</b>
CAPITAL COSTS INCLUDED IN OPERATIONS	-	-	-	(43,475)	
DEPRECIATION	(52,000)	(52,000)	-	-	
<b>NET OPERATING EXPENDITURES</b>	<b>89,138</b>	<b>89,138</b>	<b>64,470</b>	<b>64,526</b>	<b>72%</b>
<b>NET OPERATING REVENUES</b>	<b>84,962</b>	<b>84,962</b>	<b>72,244</b>	<b>70,911</b>	
NON-OPERATING REVENUE	\$ 2,100	\$ 2,100	\$ 1,908	\$ 2,050	
<b>TOTAL REVENUES (EXPENSES)</b>	<b>\$ 87,062</b>	<b>\$ 87,062</b>	<b>\$ 74,152</b>	<b>\$ 72,960</b>	

**ENTERPRISE FUND REVENUES AND EXPENDITURES  
FOR THE PERIOD ENDED SEPTEMBER 30, 2016**

DESCRIPTION	ADOPTED BUDGET	REVISED BUDGET	YEAR TO DATE		2016 - % OF Revised Budget
			Sept. 2016	Sept. 2015	
AMBULANCE-PATIENT REVENUE	\$ 2,019,115	\$ 2,019,115	\$ 1,509,822	\$ 1,530,720	75%
LESS: ADJUSTMENT & WRITE-OFFS	(1,089,519)	(1,089,519)	(788,637)	(792,884)	72%
<b>NET PATIENT REVENUE</b>	<b>\$ 929,596</b>	<b>\$ 929,596</b>	<b>\$ 721,185</b>	<b>\$ 737,836</b>	<b>78%</b>
MISCELLANEOUS REVENUES	6,723	6,723	7,385	7,142	110%
<b>OPERATING REVENUES</b>	<b>936,319</b>	<b>936,319</b>	<b>728,570</b>	<b>744,978</b>	<b>78%</b>
AMBULANCE	793,533	799,484	\$ 480,132	\$ 504,186	60%
AMBULANCE PURCHASE	165,000	207,000	\$ 207,000		100%
STAFF MEETING PAY	5,383	5,383	4,054	2,297	75%
PAID ON CALL	329,455	329,455	201,847	213,244	61%
DEFERRED COMP WAGES	3,230	3,230	1,486	1,507	46%
ADMINISTRATION	267,279	267,279	191,826	128,885	72%
OFFICER WAGES	2,984	2,984	1,856	12,743	62%
<b>TOTAL EXPENDITURES</b>	<b>1,566,864</b>	<b>1,614,815</b>	<b>1,088,201</b>	<b>862,862</b>	<b>67%</b>
CAPITAL COSTS INCLUDED IN OPERATIONS	(165,000)	(223,678)	(223,678)	(12,137)	100%
DEPRECIATION	(64,000)	(64,000)	-	-	
<b>NET OPERATING EXPENDITURES</b>	<b>1,337,864</b>	<b>1,327,137</b>	<b>864,523</b>	<b>850,724</b>	<b>65%</b>
<b>NET OPERATING REVENUES</b>	<b>(401,545)</b>	<b>(390,818)</b>	<b>(135,953)</b>	<b>(105,747)</b>	
AMBULANCE CONTRACTS & SUPPORT	369,483	369,483	\$ 369,482	\$ 329,601	100%
NON-OPERATING REVENUE	5,560	22,238	33,201	4,356	
<b>TOTAL REVENUES (EXPENSES)</b>	<b>\$ (26,502)</b>	<b>\$ 903</b>	<b>\$ 266,730</b>	<b>\$ 228,211</b>	
<b>AMBULANCE SERVICE</b>					
CHARGES	\$ 304,000	\$ 304,000	\$ 154,201	\$ 152,492	51%
MISCELLANEOUS REVENUE	\$ -	\$ -	-	-	
<b>REVENUES</b>	<b>\$ 304,000</b>	<b>\$ 304,000</b>	<b>\$ 154,201</b>	<b>\$ 152,492</b>	<b>51%</b>
STREET SWEEPING	60,141	48,481	31,660	28,855	65%
COLLECTION SYSTEM MAINTENANCE	196,280	219,040	80,466	56,567	37%
LIFT STATION MAINTENANCE	6,600	6,600	1,815	244	28%
INSPECTION, TESTING, & MONITORING	31,000	31,000	10,452	2,000	34%
ADMINISTRATION	26,719	26,719	10,364	8,442	39%
TRANSFER TO MS4 STORM FUND	\$ 309,000	\$ 309,000	309,000	-	
TRANSFER TO DEBT SERVICE FUND	\$ 11,710	\$ 11,710	-	-	
<b>EXPENDITURES</b>	<b>\$ 641,450</b>	<b>\$ 652,550</b>	<b>\$ 443,757</b>	<b>\$ 96,108</b>	<b>68%</b>
NON-OPERATING REVENUE	\$ 3,000	\$ 3,000	\$ 2,557	\$ 2,142	
TRANSFER FROM CAPITAL FUND			\$ -	\$ 6,471	
<b>TOTAL REVENUES (EXPENSES)</b>	<b>\$ (334,450)</b>	<b>\$ (345,550)</b>	<b>\$ (286,999)</b>	<b>\$ 64,997</b>	
<b>STORM SEWER UTILITY</b>					

**PUBLIC UTILITIES COMMISSION MEETING  
CITY OF HUDSON, WISCONSIN  
TUESDAY, NOVEMBER 15, 2016**

Chairperson Dave Prissel presiding. Meeting called to order by President Prissel at 6:00 p.m.

PRESENT: Dave Prissel, Chairperson; Andy Hassan, Vice Chairperson; Chris Adams, John Hoggatt, and Pat Nolan, Commissioners.

ABSENT: Tom Irwin and Kurt TeWinkel, Commissioners.

ALSO PRESENT: Kip Peters, Joe Beaudry, and Jace Holzemer Hudson Public Utilities.

APPROVAL OF SEPTEMBER 13, 2016 REGULAR MEETING MINUTES: Motion by Hoggatt, second by Adams to approve the minutes of the October 18, 2016 Public Utilities Commission meeting. **MOTION CARRIED.**

APPROVAL OF OCTOBER 18, 2016 CLOSED SESSION MEETING MINUTES: Motion by Hoggatt, second by Adams to approve the minutes of the October 18, 2016 Public Utilities Commission closed session meeting. **MOTION CARRIED.**

DISCUSSION AND POSSIBLE ACTION ON WWTP 2016 BUDGET ADJUSTMENT: Peters presented an issue sheet requesting a transfer of \$25,000.00 from the WIDNR Equipment Replacement Fund to pay for unexpected equipment repairs at the wastewater treatment plant that were not in the 2016 budget. He requested the Commission approve the transfer of funds.

Motion by Adams, second by Hoggatt to approve the transfer of \$25,000.00 from the WIDNR Equipment Replacement Fund to pay for unexpected equipment repairs at the wastewater treatment plant. **MOTION CARRIED.**

DISCUSSION AND POSSIBLE ACTION ON THE QUARTERLY REPORT: Peters explained the Quarterly Report shows the Utility's budget, expenses, balance, activities accomplished, and current activities for this quarter, and planned activities for the next quarter. He said the report also shows billing, water consumption, the amount of new mains, and the number of hydrants, services, and meters installed. Peters asked the Commission for their review and approval of the report.

Motion by Hoggatt, second by Hassan to approve and place on file the Quarterly Report for July, August, and September 2016. **MOTION CARRIED.**

DISCUSSION AND POSSIBLE ACTION ON WIDNR HUDSON WATERWORKS SANITARY SURVEY REPORT: Peters reviewed a revised sanitary survey report summary. He said plan and specs for Well/Treatment Plant #10 have been submitted to the WIDNR and a water main flushing schedule is being created.

PROJECT UPDATES/PROJECT STATUS REPORT: Peters reviewed and asked for comments on the report. There were none.

WATER AND WASTEWATER UTILITY'S CASH REPORTS: The water and wastewater utility's monthly cash reports were presented for the Commission's review.

OTHER BUSINESS FOR INFORMATION PURPOSES ONLY OR FOR UPCOMING AGENDA: Peters said the Hanley Rd. Tower Re-hab Project is nearly complete and he is having discussions with SEH and the contractor, M.K. Painting, Inc., to finalize the project. He said he will update the Commission at next month's meeting.

Prissel introduced newly appointed Public Utilities Commissioner Pat Nolan. Peters asked Nolan to contact him to schedule a visit to City Hall so he can get Nolan up to speed on the Utility's projects and to give him a tour of the Utility's facilities.

DISCUSSION AND POSSIBLE ACTION ON THE CLAIMS: Motion by Adams, second by Hassan to approve claims as reviewed by Commissioners. **MOTION CARRIED.**

ADJOURNMENT: Motion by Hoggatt, second by Hassan to adjourn. **MOTION CARRIED.** – 6:30 p.m.

Jace Holzemer,  
Recording Secretary

REPORTS OF CITY OFFICERS

TO: Mayor, Common Council, and City Administrator

DATE: November 15, 2016

REPORTING PERIOD: July – August – September 2016

DEPARTMENT: Public Water Utility/Public Water Utility Director

1. PERSONNEL CONCERNS:

2. BUDGET: \$5,658,700

EXPENSES (YTD): \$2,125,469

BALANCE: \$3,533,231

3. ACTIVITIES DURING REPORTING PERIOD, GOALS MET, GOALS NOT MET:

- A) Dick Stout nine (9) duplexes (Tracey Ln) service extensions complete.
- B) Presbyterian Homes (Stageline Rd) service extensions complete (punchlist items remain).
- C) Hampton Inn (Pearson Dr) service extension complete (punchlist items remain).
- E) Heritage Green Tribute Corner service extension complete (punchlist items remain).
- D) Carmichael Ridge utilities installation to commence.

COMPARISON WITH SAME QUARTER LAST YEAR:

	<u>2015</u>	<u>2016</u>
A. Total billing:	\$682,163.14	\$712,268.03 (Includes public fire protection)
B. Water pumped (gallons):	313,826,000	304,856,000
C. New mains:		
12"	0'	0'
10"	0'	0'
8"	0'	0'
6"	0'	0'
4"	0'	0'
D. New hydrants:	0	0
E. New services/metered sites:	0/44	0/25

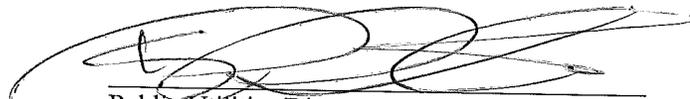
4. CURRENT ACTIVITIES, GOALS AND TIMELINESS:

- A) Hudson Center Lot 7 main extension construction commenced.
- B) Xcel Energy new building utilities installation continuing.
- C) Vine St Upgrade Project construction completed (punchlist items remain).
- D) Hanley Rd Tower Re-hab Project construction completed (punchlist items remain).
- E) W/TP #10 plans and specs WIDNR review continuing.
- F) Well/Treatment Plant #6 (1625 Livingstone Rd) Re-cladding Project completed (punchlist items remain).
- G) Cross-Connection Control Program and Meter Replacement Project continuing.
- H) GIS Mapping Project continuing.
- I) Implementing WIDNR Sanitary Survey findings.

5. KNOWN ACTIVITIES FOR UPCOMING REPORT PERIOD, GOALS AND TIMELINESS:

- A) Valve and hydrant maintenance program continuing.
- B) Continue implementing safety procedures, training, and equipment.

  
Public Utilities Commission Chairperson

  
Public Utilities Director

**CITY OF HUDSON**  
**Council/Committee Issues**

**ITEM**  
**New Business**

Common Council – Nov. 21, 2016

Submitted to: **Common Council**

Date: **November 16, 2016**

Submitted by: **Dennis Darnold, CDD**

Regarding: **Resolution 24-16, discontinue / vacate part of unimproved Fillmore Street right of way and alley ways located south of Oak Street and east of 12<sup>th</sup> Street**

**ISSUE:** Please see attached letter from school district superintendent Nick Ouellette requesting the city of Hudson to vacate / discontinue the unimproved right of way of Fillmore Street and alley ways within the property recently purchased by the school district located at the southeast quadrant of Oak Street and 12<sup>th</sup> Street.

**STAFF RECOMMENDATION:** Introduce Resolution 24-16, consider first reading and forward to plan commission and city staff for review and recommendation. The required public hearing will be scheduled for Monday, January 9, 2017, 6:55 p.m.

Attached is Resolution 24-17. The resolution may not be considered for approval until the Common Council conducts a public hearing which must be preceded by a class III notice and the hearing cannot be conducted any sooner than 40 days following the introduction of the resolution. The public hearing notice is also attached.

Please understand the resolution would only initiate the process of review and would not obligate the Common Council to vacate the right of ways.

**COMMITTEE RECOMMENDATION:** Council approved with initiating the process for the consideration of vacating the right of ways as requested by the School District at the November 14 meeting.

**CITY OF HUDSON  
RESOLUTION NO. 24-16**

**WHEREAS**, Wisconsin Statute Section 66.1003 (4) allows proceedings initiated by the City Common Council by an introduction of a Resolution declaring that since the public interest requires it, the whole or any part of any road, street, or unpaved alley in the City may be vacated and discontinued pursuant to the procedures therein.

**BE IT RESOLVED**, the following described public right of ways in the city of Hudson have no future use as public right of ways, and it is in the public's interest to vacate and discontinue the same. Said public right of ways are legally described as follows:

That portion of Fillmore Street from the easterly right of way of Twelfth Street east to the end, the unpaved alley adjacent to Lots 1 thru 12 of East Hudson, Block D (from the south right of way of Oak Street to the north right of way of Fillmore Street), and the unpaved alley adjacent to Lots 5, 6, 7, 8, and the north ten (10) feet of Lots 4 and 9 of East Hudson, Block H (from the south right of way of Fillmore Street 100 feet south), City of Hudson, St. Croix County, Wisconsin.

A map depicting the area to be vacated and discontinued is attached as Exhibit A to this resolution and may be viewed at Hudson City Hall and on the City's website:  
<http://www.ci.hudson.wi.us>.

**BE IT FURTHER RESOLVED**, that upon the vacation and discontinuance, title to the areas so vacated and discontinued shall vest in the owner of the lots to which they originally belonged to-wit:

School District of Hudson assessment parcels #236-0413-00-000 and part of #236-0433-00-000.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017

**APPROVED:**

\_\_\_\_\_  
Rich O'Connor, Mayor

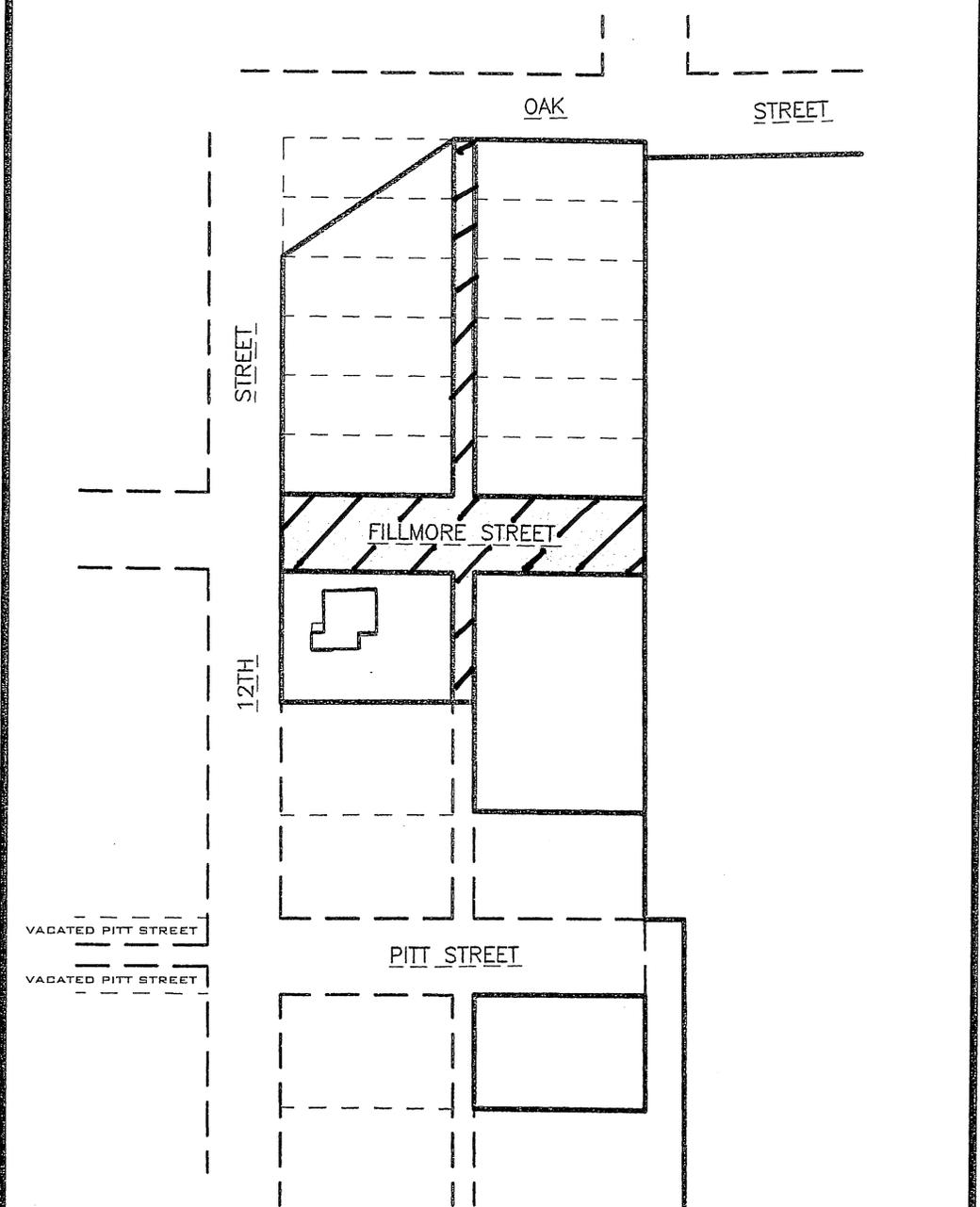
**ATTEST:**

\_\_\_\_\_  
Devin J. Willi, Acting City Clerk

First reading: \_\_\_\_\_  
Adopted: \_\_\_\_\_  
Published: \_\_\_\_\_

EXHIBIT A

STREET VACATION



RECEIVED  
OCT 27 2016

NOTE:

////// AREA PROPOSED  
TO BE VACATED



Civil Engineering  
Land Surveying  
Landscape Architecture  
Donald J. Buza, PLS #2338  
5709 Windy Drive, Suite D  
Stevens Point, WI 54482  
715.344.9999[Ph] 715.344.9922[Fx]

THIS INSTRUMENT WAS DRAFTED BY DONALD BUZA  
AND DRAWN BY TRAVIS OLDS

FIELD BOOK -- PAGE --

JOB # 16.468

SHEET 1 OF 1 SHEETS

**NOTICE OF HEARING AND RESOLUTION TO VACATE/DISCONTINUE A PORTION OF FILLMORE STREET, ALLEY EAST OF TWELFTH STREET BETWEEN OAK STREET AND FILLMORE STREET, AND A PORTION OF ALLEY EAST OF TWELFTH STREET BETWEEN FILLMORE STREET AND PITT STREET**

**NOTICE IS HEREBY GIVEN** that a public hearing will be held at the Council Chambers at City Hall, 505 Third Street, Hudson, WI 54016, on the 9<sup>th</sup> day of January, 2017, at 6:55 p.m. for the purpose of considering and taking action on the following resolution which was introduced at a meeting of the Common Council of the City of Hudson, Wisconsin, on the 21<sup>st</sup> day of November, 2016.

**CITY OF HUDSON  
RESOLUTION NO. 24-16**

**WHEREAS**, Wisconsin Statute Section 66.1003 (4) allows proceedings initiated by the City Common Council by an introduction of a Resolution declaring that since the public interest requires it, the whole or any part of any road, street, or unpaved alley in the City may be vacated and discontinued pursuant to the procedures therein.

**BE IT RESOLVED**, the following described public right of ways in the city of Hudson have no future use as public right of ways, and it is in the public's interest to vacate and discontinue the same. Said public right of ways are legally described as follows:

That portion of Fillmore Street from the easterly right of way of Twelfth Street east to the end, the unpaved alley adjacent to Lots 1 thru 12 of East Hudson, Block D (from the south right of way of Oak Street to the north right of way of Fillmore Street), and the unpaved alley adjacent to Lots 5, 6, 7, 8, and the north ten (10) feet of Lots 4 and 9 of East Hudson, Block H (from the south right of way of Fillmore Street 100 feet south), City of Hudson, St. Croix County, Wisconsin.

A map depicting the area to be vacated and discontinued is attached as Exhibit A to this resolution and may be viewed at Hudson City Hall and on the City's website:  
<http://www.ci.hudson.wi.us>.

**BE IT FURTHER RESOLVED**, that upon the vacation and discontinuance, title to the areas so vacated and discontinued shall vest in the owner of the lots to which they originally belonged to-wit:

School District of Hudson assessment parcels #236-0413-00-000 and part of #236-0433-00-000.

Dated this 22<sup>nd</sup> day of November, 2016  
Devin J. Willi, Acting City Clerk

Publish in Star-Observer: Publish Class III notice, December 15, 22, and 29, 2016; send affidavit of publication.  
Posted in city hall lobbies, December 14, 2016.

October 25, 2016



City of Hudson  
Attn: Dennis Darnold  
503 3rd Street  
Hudson, WI 54016

Dear Mr. Darnold,

Hudson Schools recently purchased property off of the corner of 12th and Oak Street in Hudson, Wisconsin to support of the development of the High School Site. The attached map, Exhibit A, highlights the areas that we would like the City of Hudson to vacate that includes a portion of Fillmore Street and the alley that is adjacent to Fillmore Street

We would appreciate a response with the appropriate process measures and timeline that would be needed to vacate the area highlighted in Exhibit A.

If you would like to set up a time to meet or a conference call to discuss further details or information that is needed, please feel free to contact me at 715-377-3702 or ouelletten@hudson.k12.wi.us.

Sincerely,

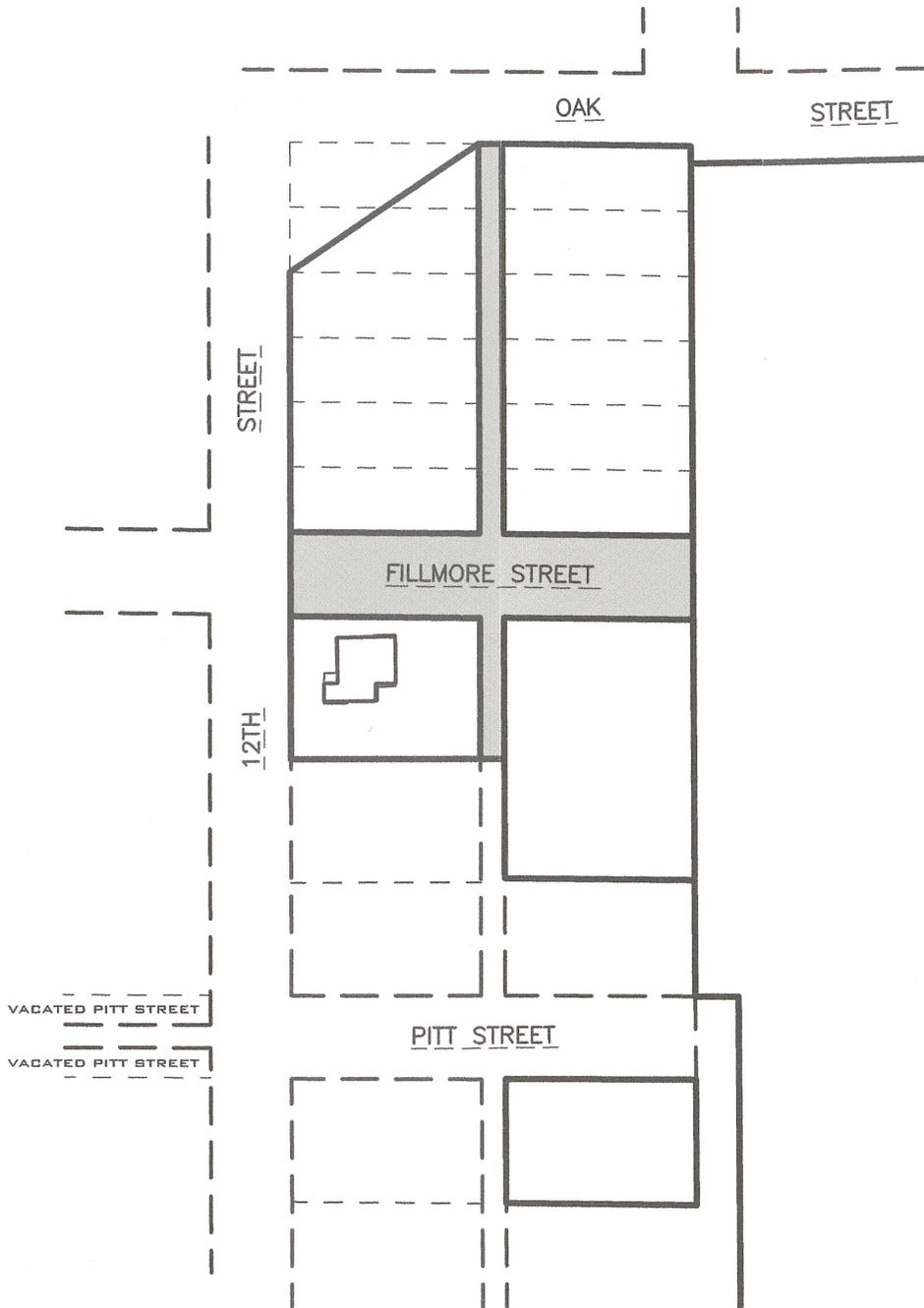
A handwritten signature in blue ink, appearing to read "Nick Ouellette". The signature is fluid and cursive, with a long horizontal stroke at the end.

Nick Ouellette, PhD.  
Superintendent  
Hudson School District  
Enclosure



# EXHIBIT A

## STREET VACATION



### NOTE:

**SHADED AREA PROPOSED  
TO BE VACATED**

RECEIVED  
OCT 27 2016  
BY: \_\_\_\_\_



Civil Engineering  
Land Surveying  
Landscape Architecture  
**Donald J. Buza, PLS #2338**  
5709 Windy Drive, Suite D  
Stevens Point, WI 54482  
715.344.9999(Ph) 715.344.9922(Fx)

THIS INSTRUMENT WAS DRAFTED BY DONALD BUZA  
AND DRAWN BY TRAVIS OLDS

FIELD BOOK -- PAGE --  
JOB # 16.468

SHEET 1 OF 1 SHEETS

**2017 APPROPRIATION ORDINANCE**

**NO. 23-16**

APPROPRIATING THE NECESSARY FUNDS FOR THE OPERATION OF THE GOVERNMENT AND ADMINISTRATION OF THE CITY OF HUDSON, FOR THE YEAR 2017, THE COMMON COUNCIL OF THE CITY OF HUDSON, WISCONSIN, DO ORDAIN AS FOLLOWS:

**SECTION 1.** THERE IS HEREBY APPROPRIATED OUT OF THE RECEIPTS OF THE CITY OF HUDSON FOR THE YEAR 2017, INCLUDING MONEYS RECEIVED FROM THE GENERAL PROPERTY TAX LEVY, TO THE VARIOUS FUNDS AND PURPOSES SET UP IN THE BUDGET PRESENTED HERewith FOR THE PURPOSES THEREIN STATED THE FOLLOWING AMOUNTS:

EXPENDITURES:

GENERAL GOVERNMENT .....	\$1,376,319
PUBLIC SAFETY .....	3,977,721
PUBLIC WORKS.....	2,001,945
HEALTH & HUMAN SERVICES .....	203,376
PARKS, RECREATION AND LIBRARY .....	608,027
CONSERVATION & DEVELOPMENT .....	243,314
CAPITAL OUTLAY .....	115,000
CONTINGENCY .....	60,000
DEBT SERVICE .....	2,196,954
TRANSFERS .....	<u>365,625</u>
<b>TOTAL OPERATION, MAINTENANCE AND OUTLAY .</b>	<b>\$11,148,281</b>

REVENUE:

GENERAL PROPERTY TAXES . . . . .	.\$8,071,510
TAXES OTHER THAN PROPERTY TAXES. . . . .	.659,000
INTERGOVERNMENTAL REVENUES. . . . .	.893,018
LICENSES & PERMITS. . . . .	.377,125
FINES, FORFEITS & PENALTIES. . . . .	.117,000
CHARGES FOR SERVICES. . . . .	.145,827
INTERGOVERNMENTAL CHARGES/SERVICES . . . . .	.574,725
TRANSFER IN. . . . .	.46,310
MISCELLANEOUS. . . . .	<u>.263,766</u>
<b>TOTAL ALL REVENUE</b>	<b>\$11,148,281</b>

**SECTION 2.** THERE IS HEREBY LEVIED A TAX OF \$8,071,510 UPON ALL PROPERTY WITHIN THE CITY OF HUDSON AS RETURNED BY THE ASSESSOR IN 2016 FOR THE USES AND PURPOSES SET FORTH IN SAID BUDGET.

**SECTION 3.** THE CITY CLERK IS HEREBY AUTHORIZED AND DIRECTED TO SPREAD THE SAID TAX UPON THE CURRENT TAX ROLL OF THE CITY OF HUDSON.

**SECTION 4.** THERE IS HEREBY APPROPRIATED FOR THE OPERATION OF THE FOLLOWING ENTERPRISE FUNDS:

PARKING UTILITY	\$ 184,790
SANITARY SEWER UTILITY	\$ 2,156,589
STORM SEWER UTILITY	\$ 361,765
WATER UTILITY	\$ 3,160,380

**SECTION 5.** THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE FROM AND AFTER ITS PASSAGE AND PUBLICATION.

\_\_\_\_\_  
Rich O'Connor, Mayor

ATTEST:

\_\_\_\_\_  
Devin Willi, Administrator/Interim City Clerk

Publish: \_\_\_\_\_  
(send affidavit)

## 2017 GENERAL FUND BUDGET PROPOSED EXPENDITURES

Department	2017 Proposed	2016 Approved	Proposed Increase (Decrease)
Assessment of Properties	\$ 74,941	\$ 73,715	\$ 1,226
Building Inspection	\$ 192,576	\$ 187,070	\$ 5,506
Information Technology	\$ 176,569	\$ 159,740	\$ 16,829
Mayor & Council	\$ 48,400	\$ 50,713	\$ (2,313)
First Street Building	\$ 202,520	\$ 196,936	\$ 5,584
City Administrator	\$ 83,732	\$ 81,684	\$ 2,048
Clerk - Treasurer	\$ 326,316	\$ 307,151	\$ 19,165
Elections	\$ 14,500	\$ 25,800	\$ (11,300)
Judicial	\$ 119,547	\$ 115,998	\$ 3,549
Legal	\$ 81,000	\$ 91,000	\$ (10,000)
Labor Relations	\$ 18,000	\$ 18,000	\$ -
Weights & Measures	\$ 6,000	\$ 6,000	\$ -
Municipal Insurances	\$ 240,738	\$ 260,170	\$ (19,432)
Ambulance Subsidy	\$ 190,176	\$ 180,900	\$ 9,276
Fire Department	\$ 817,008	\$ 721,767	\$ 95,241
Parks	\$ 418,027	\$ 412,409	\$ 5,618
Community Development	\$ 233,972	\$ 211,233	\$ 22,739
Animal Control	\$ 7,200	\$ 9,600	\$ (2,400)
Police	\$ 3,160,713	\$ 3,002,708	\$ 158,005
Recycling	\$ 9,342	\$ 9,331	\$ 11
Public Works	\$ 1,788,275	\$ 1,773,110	\$ 15,165
Ward Avenue	\$ 11,150	\$ 11,000	\$ 150
Community Subsidies - Room Tax	\$ 190,000	\$ 190,000	\$ -
General Contingency	\$ 60,000	\$ 89,919	\$ (29,919)
Compensation Study	\$ -	\$ 50,000	\$ (50,000)
Comprehensive Plan update	\$ 25,000	\$ 25,000	\$ -
Transfer to Debt Service - Revenue from partners share of Fire Truck	\$ 18,315	\$ -	\$ 18,315
Library Contribution	\$ 347,310	\$ 356,031	\$ (8,721)
<b>Operational Expenditures</b>	<b>\$ 8,861,327</b>	<b>\$ 8,616,985</b>	<b>\$ 244,342</b>
Short-Term Capital Items			
Police Squad Vehicles	\$ 70,000	\$ 70,000	\$ -
Undesignated Short-Term	\$ 10,000	\$ 10,000	\$ -
Asst. Building Inspector Vehicle	\$ -	\$ 9,000	\$ (9,000)
PC/Printer Replacement	\$ 10,000	\$ 10,000	\$ -
<b>Total Short-Term Capital</b>	<b>\$ 90,000</b>	<b>\$ 99,000</b>	<b>\$ (9,000)</b>
<b>Total General Fund Expenditures</b>	<b>\$ 8,951,327</b>	<b>\$ 8,715,985</b>	<b>\$ 235,342</b>
<b>Debt Levy</b>	<b>\$ 2,196,954</b>	<b>\$ 2,121,725</b>	<b>\$ 75,229</b>
<b>Total Expenditures</b>	<b>\$ 11,148,281</b>	<b>\$ 10,837,710</b>	<b>\$ 310,571</b>

**CITY OF HUDSON  
2017 GENERAL FUND BUDGET  
PROPOSED REVENUE SOURCES**

Department	2017 Proposed	2016 Approved	Proposed Increase (Decrease)
Building Inspection	\$ 300,000	\$ 300,000	\$ -
Municipal Building	\$ 139,766	\$ 135,000	\$ 4,766
Taxes - Non Property	\$ 659,000	\$ 708,000	\$ (49,000)
State Shared Revenue	\$ 167,919	\$ 167,730	\$ 189
State Transportation Aid	\$ 624,599	\$ 639,908	\$ (15,309)
Other Intergovernmental Revenue	\$ 91,500	\$ 86,000	\$ 5,500
Licenses and Permits	\$ 50,325	\$ 46,530	\$ 3,795
Public Charges for Services	\$ 18,850	\$ 21,700	\$ (2,850)
Intergovernmental Charges	\$ 23,400	\$ 22,400	\$ 1,000
Miscellaneous Revenue	\$ 91,000	\$ 84,000	\$ 7,000
Short-Term Borrowing	\$ -	\$ -	\$ -
Fines, Forfeitures & Penalties	\$ 115,000	\$ 130,000	\$ (15,000)
Fire Department	\$ 376,325	\$ 340,434	\$ 35,891
Parks	\$ 99,500	\$ 93,500	\$ 6,000
Community Development	\$ 19,000	\$ 13,000	\$ 6,000
Animal Control	\$ 9,000	\$ 9,000	\$ -
Police	\$ 19,700	\$ 17,800	\$ 1,900
School Liaison Reimbursement	\$ 175,000	\$ 168,000	\$ 7,000
Recycling	\$ 3,000	\$ -	\$ 3,000
Public Works	\$ 47,577	\$ 37,577	\$ 10,000
<b>Total Non-Property Tax Revenue</b>	<b>\$ 3,030,461</b>	<b>\$ 3,020,579</b>	<b>\$ 9,882</b>
<b>General Property Taxes for Operations</b>	<b>\$ 5,874,556</b>	<b>\$ 5,695,406</b>	<b>\$ 179,150</b>
<b>Transfer In from Health Insurance Reserve</b>	<b>\$ 46,310</b>	<b>\$ -</b>	<b>\$ 46,310</b>
<b>General Property Taxes for Debt</b>	<b>\$ 2,196,954</b>	<b>\$ 2,121,725</b>	<b>\$ 75,229</b>
<b>Total General Fund Revenue</b>	<b>\$ 11,148,281</b>	<b>\$ 10,837,710</b>	<b>\$ 310,571</b>