

**Agenda for a Regular Meeting of the  
Finance Committee of the Common Council of the City of Hudson  
Monday, March 26, 2018  
6:30 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
2. [Discussion and Possible Action on Minutes from March 12, 2018](#)
3. [Discussion and Possible Action on Claims](#)
4. [Discussion and Possible Action on Regular and Temporary Operators Licenses](#)
5. [Discussion and Possible Action on Temporary Picnic License for Hudson Hockey Association for April 20-22, 2018](#)
6. [Discussion and Possible Action on Change of Agent for Khushi Investment, dba Northland Liquor](#)
7. [Discussion and Possible Action on filling of available patrol positions](#)
8. [Discussion and Possible Action on Use of Squad Equipment Account to Equip New Squad Cars](#)
9. [Discussion and Possible Action on Entering into inspection contract with Melstrom Inspections](#)
10. [Discussion and Possible Action on Ambulance remount](#)
11. [Discussion and Possible Action on Street Light Poles for the 2018 Street Light Replacement Project](#)
12. [Discussion and Possible Action on Quarterly Financial Report from Finance Director](#)
13. Items for Future Agendas
14. Adjournment

Rich O'Connor, Mayor

Posted in City Hall lobbies and emailed to Hudson Star Observer 3-23-2018

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. 140.

Notice is hereby given that a majority of the Common Council of the City of Hudson, Wisconsin, may be present at the foregoing meeting. This may constitute a meeting of the Common Council pursuant to **State ex. Rel. Badke v. Greendale Village Board**, 174 Wis.2d 553, 494 N.W.2d 408 (1993), although the Council will not take any formal action at this meeting.

FINANCE COMMITTEE MEETING OF THE COMMON COUNCIL  
CITY OF HUDSON, WISCONSIN  
MONDAY, MARCH 12, 2018

UNAPPROVED

Meeting called to order by Mayor O'Connor at 6:30 p.m.

PRESENT: Alderpersons John Hoggatt, Tom McCormick, and Randy Morrissette II.

ABSENT: None

OTHERS PRESENT: Bill Alms, David Gray, Joyce Hall, Jim Webber, Cathy Munkittrick, Kevin Soltis, Scott St. Martin, Devin Willi, Jennifer Zeiler, and others.

MINUTES: MOTION by McCormick, second by Hoggatt, to approve the Regular Meeting Minutes of February 26, 2018. Ayes (4). MOTION CARRIED.

CLAIMS: MOTION by Hoggatt, second by McCormick, to recommend the payment of the following claims:

Fund		A/P Amounts	P/R Amounts	Totals
100	General	535,254.80	191,119.33	726,374.13
220	Stormwater - MS4	0.00	1,037.76	1,037.76
235	Community Subsidies	45,876.80	0.00	45,876.80
290	Police Donations	155.50	0.00	155.50
310	Debt Service	146,547.51	0.00	146,547.51
450	Capital Projects	9,700.37	0.00	9,700.37
451	2017/18 Capital Projects	3,567.58	692.96	4,260.54
620	Parking	4,278.00	1,373.36	5,651.36
640	Storm Sewer	506.24	88.72	594.96
630	EMS	4,647.66	18,578.07	23,225.73
860	Tax Agency	18,365.10	0.00	18,365.10
<b>Totals</b>		<b>\$ 768,899.56</b>	<b>\$ 212,890.20</b>	<b>\$ 981,789.76</b>

Ayes (4). MOTION CARRIED.

OPERATOR'S LICENSES: MOTION by McCormick, second by Hoggatt to recommend approval of 6 Regular Operator Licenses, contingent on payment of any outstanding debt owed to the City and successful completion of the background check for the period of March 13, 2018 to June 30, 2019 to: Andrew Kendhammer, Jennifer Brenny, and Tracy Danovsky. Ayes (4). MOTION CARRIED.

TEMPORARY CLASS "B" RETAILER'S LICENSE: MOTION by Hoggatt, second by McCormick to recommend approval of the Temporary Class "B" Picnic license to serve beer and wine at the Saint Patrick School Gala on 04/14/2018. Ayes (4). MOTION CARRIED.

SECONDHAND ARTICLE DEALER LICENSE: MOTION by McCormick, second by Hoggatt to recommend approval of the Secondhand Article Dealer License for Susan Sutherland from Kudos at 805 Dominon Drive for the period of 03/13/2018 through 12/31/2019 contingent on the standard background check and payment of any outstanding debt owed to the City. Ayes (4). MOTION CARRIED.

FINANCE COMMITTEE MEETING OF THE COMMON COUNCIL  
CITY OF HUDSON, WISCONSIN  
MONDAY, MARCH 12, 2018

BLEND BOSS PURCHASE: MOTION by McCormick, second by Hoggatt to recommend approval of the purchase of the blend boss from Varitech Industries in the amount of \$21,990.00. Funding is 2018 Capital Funds. Ayes (4). MOTION CARRIED.

SINGLE AXLE DUMP TRUCK PURCHASE: MOTION by Hoggatt, second by McCormick to recommend approval of the purchase of a 2019 single axle dump truck from Nuss Truck in the amount of \$90,288.00. Funding is 2018 Capital Funds. Ayes (4). MOTION CARRIED.

STAINLESS STEEL DUMP BOX PURCHASE: MOTION by Hoggatt, second by McCormick to recommend approval of the purchase of the stainless-steel dump box and plow from Universal Truck to be installed on the 2019 single axle dump truck. Funding is 2018 Capital Funds. Ayes (4). MOTION CARRIED.

COMMUNITY SUBSIDIES BUDGET: MOTION by McCormick, second by Hoggatt to recommend approval of the 2018 Community Subsidies Budget. Ayes (4). MOTION CARRIED.

ITEMS FOR FUTURE AGENDAS: None.

ADJOURNMENT: MOTION by Hoggatt, second by McCormick, to adjourn at 6:42 p.m. Ayes (4). MOTION CARRIED.

Brenda L Malinowski  
Finance Officer

COUNCIL CLAIMS - MARCH 26, 2018

<b>Fund</b>		<b>A/P Amounts</b>	<b>P/R Amounts</b>	<b>Totals</b>
100	General	141,780.84	164,942.83	306,723.67
220	Stormwater - MS4	997.50	667.94	1,665.44
235	Community Subsidies	7,829.50	0.00	7,829.50
290	Police Donations	107.28	0.00	107.28
310	Debt Service	0.00	0.00	0.00
450	Capital Projects	4,480.50	0.00	4,480.50
451	2017/18 Capital Projects	324,890.39	565.20	325,455.59
620	Parking	5,289.74	1,371.15	6,660.89
640	Storm Sewer	590.13	115.14	705.27
630	EMS	6,133.83	18,586.64	24,720.47
860	Tax Agency	0.00	0.00	0.00
	<b>Totals</b>	<b>\$ 492,099.71</b>	<b>\$ 186,248.90</b>	<b>\$ 678,348.61</b>

**CITY OF HUDSON  
COUNCIL/COMMITTEE ISSUES**

**SUBMITTED TO:** FINANCE/COMMON COUNCIL

**DATE:** 03/26/2018

**SUBMITTED BY:** KAREN DUCHOW, DEPUTY CLERK

**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 6 Regular Operator Licenses for the period of March 27, 2018 to June 30, 2019 to: Matthew Vice, Chantil Reardon, Lisa Duran, Jennifer Gutting, Matthew Vice and Kari LaFlex.

Also, to approve the issuance of two Temporary Operator Licenses to Robert Mueller and Dustin Danielson for the Hudson Hockey Association Men's Tournament event.

## COUNCIL/COMMITTEE ISSUES

**SUBMITTED TO:** FINANCE COMMITTEE/COMMON COUNCIL

**DATE:** 03/26/2018

**SUBMITTED BY:** KAREN DUCHOW

**REGARDING:** TEMPORARY CLASS "B" BEVERAGE LICENSE  
APPLICATION FROM HUDSON HOCKEY ASSOCIATION

**ISSUE:** Hudson Hockey Association has submitted an application for a Temporary Class "B"/"Class B" Retailers license for Hudson Hockey Men's Tournament on April 20, 2018 to April 22, 2018. They have applied for 2 Temporary Operator Licenses for the Event.

**RECOMMENDATION:** Consider approving the Class "B" (beer) license application for Hudson Hockey Association for their event.

## COUNCIL/COMMITTEE ISSUES

**SUBMITTED TO:** Finance Committee/Common Council

**DATE:** March 26, 2018

**SUBMITTED BY:** Karen Duchow, Deputy Clerk

**REGARDING:** Change of agent request

**ISSUE:** A request for change of agent has been received from Khushi Investment, Inc D/B/A as Northland Liquor. The required documents and payment have been received. An amended liquor license will be created to replace the current license at the establishment.

**RECOMMENDATION:** Approve the request for an agent change to Vipul Patel for the license year ending June 30, 2018 contingent on any outstanding debt owed to the City, and surrender of the current liquor license.

## COUNCIL/COMMITTEE ISSUE SHEET

<b>SUBMITTED TO:</b>	Common Council
<b>DATE:</b>	March 19, 2018
<b>SUBMITTED BY:</b>	Geoff Willems, Police Lieutenant and Devin Willi, City Administrator
<b>REGARDING:</b>	Filling Patrol Positions

**ISSUE:** In the 2018 budget, the Common Council approved an additional sergeant position and an additional patrol position.

The City has received notification that Ed Rankin will be retiring as a patrol officer after nearly 31 years of service to the City.

With the creation of these positions and with the pending retirement, along with the appointment of Geoff Willems as Police Chief, there are four patrol officer positions that will need to be filled, as follows:

1. New patrol position approved in 2018 budget
2. Opening due to retirement of Ed Rankin
3. The creation of a new sergeant position and the promotion of a patrol officer to that position leaves an opening for a patrol officer
4. With the appointment of Lieutenant Willems, a sergeant will be promoted to lieutenant and a patrol officer will be promoted to sergeant, leaving an opening for a patrol officer

**RECOMMENDATION:** Once the Hudson Police and Fire Commission creates a new eligibility list by the end of April, 2018, authorize the Police Lieutenant and City Administrator to fill these patrol officer positions from the eligibility list as the vacancies occur.



**CITY OF HUDSON  
COUNCIL/COMMITTEE ISSUES**

Item #            8

**Submitted to:** Public Safety Committee

**Date:**            03/15/2018

**Submitted by:** Lieutenant Geoff Willems

**Regarding:**     Using funds in the Squad equipment account for squads

**ISSUE:**            With the purchase of two new squad cars this year, and the addition of two positions, we have two squads we need built with equipment. We will be sending one squad to auction and re-using the equipment from that squad. The other squad, however, will need all new equipment. I am proposing to use any funds left over from the capital expense from purchasing the new squads as well as using a portion of the funds in the Squad Equipment Account to acquire the equipment needed to equip the new squad cars.

- **Legal aspects:**                            None
- **Budget Impact:**                        Money exists in PD account
- **Past History:**                            This is why this account was created
- **Other Pertinent Data:**

**STAFF RECOMMENDATION:** Approve using the funds available

**COMMITTEE RECOMMENDATION:**

Motion by Hall, seconded by Morrissette to recommend to Council to approve using funds from the squad equipment account to equip the new squads. All ayes (2). Motion Carried.



March 22, 2018

REPORT TO: COMMON COUNCIL

SUBMITTED BY: David Gray – Building Inspector

REGARDING: Inspection Contract with Melstrom Inspections

SUMMARY EXPLANATION:

The City of Hudson and All Croix Inspections entered into a similar contract 2011 that runs through April of 2019. We are finding however, that All Croix is typically too busy to help when we need their services. Therefore, I am recommending that we enter into an agreement with Melstrom Inspections, LLC to cover our inspections when one of our building inspectors is on vacation.

Melstrom Inspections was established in 2017, but has the necessary WI certifications to perform both residential and commercial inspection and was a licensed commercial/industrial electrician prior to becoming an inspector. Melstrom Inspections already is providing contracted part-time inspection support to the City of New Richmond. Sarah Skinner, Building Inspector for the City of New Richmond, highly recommended Melstrom Inspections as very knowledgeable, effective communicator with a good demeanor.

We typically use our independent inspection services sparingly. We spent \$3,300 in 2015, but did not use any contracted services in 2016 & 2017. This year I anticipate needing the service more since our level of inspections requested, even for a single day, is too much for one inspector to cover. In other words, if one inspector takes a single vacation day, our level of activity will most likely justify bringing in outside support.

RECOMMENDATIONS:

Melstrom Inspection has reviewed our standard contract and is agreeable to the terms. Melstrom has already provided the necessary auto, general liability, and professional liability insurance certificates that exceeds the requirements of the contract.

Our standard contract is not exclusive and allows for contracts with multiple inspection agencies. I recommend that we enter into contract with Melstrom Inspections, LLC for two years to provide an additional option for inspection support.

**CITY OF HUDSON**

**AGREEMENT FOR BUILDING INSPECTION SERVICES**

This agreement is between **Melstrom Inspections**, a Wisconsin limited liability corporation, (hereinafter "Agency") and the city of Hudson, a Wisconsin municipality (hereinafter "City").

**WHEREAS**, the City requires high quality professional building inspection services sensitive to community needs; and

**WHEREAS**, the City has a staff building inspector but requires on-going, as-needed temporary/fill-in services of a building inspector(s) certified to inspect building construction for building code compliance and related projects which occur within its municipal boundaries; and

**WHEREAS**, the Agency certifies that employee(s) of the Agency possess the necessary qualifications, licenses and/or certifications to serve as building inspector for the City; and

**WHEREAS**, the City is authorized under Wisconsin Statutes to exercise jurisdiction over building construction within its municipal boundaries;

**NOW, THEREFORE**, the City and Agency agree as follows:

**ARTICLE I. GENERAL PROVISIONS**

- A. The Agency agrees to timely perform all obligations specified in this Agreement and to comply with all applicable local, state and federal laws, ordinances and regulations in the performance of their duties on an as-needed basis, as herein provided, for building inspection and related services as an independent contractor.
- B. The Agency, at their expense, is responsible for having current required licenses and/or certifications to perform the duties as specified in this Agreement.
- C. The Agency is not an employee of the City for any purpose and is not entitled to any of the benefits the City provides for City employees, including but not limited to workers compensation insurance, unemployment compensation insurance and social security coverage. The Agency is responsible for their own expenses, including individual federal and state income and other applicable taxes.

- D. The Agency does not have exclusive rights to serve as the only Agency performing duties as listed in this Agreement.
- E. It is understood that the Agency is free to contract for similar services to be performed for other entities during the term of this Agreement or extension thereof.

**ARTICLE II. RESPONSIBILITIES OF AGENCY**

The responsibilities of the Agency shall be as follows:

- A. To enforce all of the requirements and perform as per City of Hudson Municipal Code § 106-5, entitled "Building Inspector." Duties to be performed under this Agreement are enumerated in the attached Addendum "A" to this Agreement, which Addendum is incorporated herein by reference.
- B. To be available upon reasonable notice to provide building code administration and enforcement services in the City, including inspections and related services to contractors, owners and/or residents of the City as needed pertaining to administration and enforcement of building codes and ordinances.
- C. To inform/notify a responsible party for the project being inspected of the status of said inspection.
- D. To submit inspection reports that, at a minimum, include the date, time, location, type and status of each inspection. Reports shall be submitted to the City no later than the next regular scheduled work day for the City after any inspection.
- E. To submit monthly invoices that, at a minimum, include the date, time and location of each inspection and/or type of service(s) performed.
- F. To provide access to City records in compliance with the Wisconsin Open Record Law as applicable.
- G. The work to be performed under this Agreement will be performed entirely at the risk of the Agency, who assumes all responsibility for the quality of their work, and for performance of this Agreement.
- H. To the extent allowed or permitted by applicable law, the Agency agrees to indemnify, save and hold harmless the City

from and against any claims, suits, causes of action or expense, arising out of any act or omission of the Agency, and causing injury to any person or persons or property, whomsoever and whatsoever, and all liability or loss arising in any way out of their performance of this Agreement.

- I. The Agency shall provide a current certificate of insurance naming the City as a party to receive prior notice if such policy is subject to cancellation for any reason and showing minimum coverage in the type and amount as follows:
  - 1. General Liability - \$1,000,000
  - 2. Errors & Omissions - \$500,000
  - 3. Automotive - \$500,000
  - 4. Workers Compensation - \$100,000/\$500,000, to the extent required under Wisconsin law.
- J. To maintain their own office space. The Agency may use office space at City Hall during regular business hours as necessary to complete the duties of this Agreement.
- K. To maintain a computer system to provide access to the City's appointment calendar to allow the scheduling of inspections and to review scheduled inspections in coordination with City employees.
- L. To maintain a telephone line to allow scheduling of inspections and availability to answer building inspection questions with or without involvement of City employees.
- M. To maintain a duly licensed and insured vehicle for use while performing the duties as required by this Agreement.

### **ARTICLE III. RESPONSIBILITIES OF CITY**

The responsibilities of the City shall be as follows:

- A. To provide direction and assistance from the staff building inspector or a designee and provide access to records necessary to assist with the performance of the required duties.
- B. To notify the Agency of when services are required. The City will make every effort to notify the Agency at least one (1) week in advance of required services or as soon as it is known when services are required.

- C. To provide office space, if needed, at City Hall, 505 Third Street, Hudson, WI during regular business hours for completion of any work required to perform the duties of this Agreement.
- D. To provide the required forms and state seals necessary.
- E. To issue any citations that may be applicable.
- F. To remit payment for monthly invoices submitted by the Agency within 30 days of receipt of said invoices; or communicate with the Agency within that time period to resolve any issues that may arise regarding the invoices.

**ARTICLE IV. COMPENSATION**

- A. The City shall compensate the Agency for services based on the following:
  - 1. \$60.00 per site visit for residential and **\$100.00 per site visit for commercial related to inspection(s)**
  - 2. **\$60.00 per hour (based on 15 minute increments) for work associated with issuing building permits**
- B. Any other related services requested and not listed in this Agreement shall be compensated as mutually agreed on.

**ARTICLE V. DURATION**

- A. **The term of this Agreement is from 04/02/2018 until 03/31/2020.**
- B. The Agreement may be extended with or without modification(s) if necessary upon mutual agreement at least 60 days prior to the expiration date.
- C. The parties specifically agree that either party may terminate this Agreement at any time and for any reason upon advance notice of ten (10) business days to the other party.

**ARTICLE VI: MISCELLANEOUS**

- A. Whenever in this Agreement it shall be required or permitted that notice is required to be mailed or delivered in person by either party to this Agreement to or on the other party,

such notice shall be delivered or mailed by United States certified mail (postage prepaid, return receipt requested) to the following:

City of Hudson  
Devin Willi, City Administrator  
505 Third Street  
Hudson WI 54016-1694

Melstrom Inspections LLC  
Josh Melstrom  
PO Box 214  
Woodville, WI 54751

- B. In the event any provision contained in this Agreement should be breached by either party and thereafter waived by either party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder.
- C. This Agreement shall be governed by the laws of the state of Wisconsin, and is not assignable without prior written consent of the City.
- D. In the event any provision of this Agreement is found to be unenforceable or void by a court of competent jurisdiction, the remaining provisions shall survive and continue in effect between the parties.
- E. The Agreement and any attached Addenda constitutes the entire agreement between the parties concerning the subject matter covered in it. This Agreement can only be modified by a separate written agreement signed by both parties or their respective successors or assigns.

**IN WITNESS WHEREOF**, the parties have executed this Agreement as approved by the Common Council on Monday, March 26, 2018.

City of Hudson

Agency

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

By \_\_\_\_\_  
Josh Melstrom, Owner

ATTEST:

By \_\_\_\_\_  
Jennifer Zeiler, City Clerk

## **ADDENDUM "A"**

### **DUTIES OF AGENCY**

In addition to the duties/responsibilities specified in the Agreement for Building Inspection Services, the Agency shall conduct inspections required by Wisconsin law and City ordinances. The following is intended as a nonexclusive list of duties; it is the Agency's obligation to ensure compliance with all applicable statutes, codes, and ordinances in their performance under this Agreement:

- Review building plans and applications prior to issuance of a permit (original submittals to remain with the City)
- Review energy calculations as required by building code
- On-site inspection of footings and foundations
- On-site inspection of general construction, including framing
- On-site inspection of electrical components and work
- On-site inspection of plumbing components and work
- On-site inspection of heating, ventilation and air conditioning components and work
- On-site inspection of basement drain tiles if necessary
- On-site inspection of insulation
- On-site inspection of erosion control measures
- Monitor compliance with energy codes
- On-site inspection of finished structures
- Issue Certificate of Occupancy as requested
- Maintain all licenses and/or certifications required to perform the duties
- Timely issue stop-work orders for noncompliance with any code or ordinance as applicable



**CITY OF HUDSON  
COUNCIL/COMMITTEE ISSUES**

**SUBMITTED TO:** FINANCE COMMITTEE/COMMON COUNCIL

**DATE:** 3/22/18

**SUBMITTED BY:** Brandon Lyksett, Chief of EMS

**REGARDING:** Ambulance Remount

**ISSUE:** We have an ambulance that was due to be remounted in 2018. It is in our capital budget and the EMS Commission recommended the remount be done by Everest Emergency Vehicles at a cost not to exceed \$106,000.

**FINANCE COMMITTEE / COMMON COUNCIL RECOMMENDATION:**

**CITY OF HUDSON  
ISSUE SHEET**

<b>Submitted to:</b> COMMON COUNCIL	<b>Date:</b> March 22, 2018
<b>Submitted by:</b> TOM ZEULI, DIRECTOR OF PUBLIC WORKS	
<b>Regarding:</b> DISCUSSION AND POSSIBLE ACTION ON THE PURCHASE OF STAINLESS STEEL STREET LIGHT POLES FOR THE 2018 STREET LIGHT REPLACEMENT PROJECT	

TAPCO is a community subsidies vendor who provided us with a cost of \$1,187.00 per pole. Contract #2013-100

The overall project budget is \$50,000. It is anticipated with costs for other materials and labor for installation that roughly 22 poles will be replaced. NOTE: This project has been ongoing in efforts to change over all city poles to stainless steel. We anticipate additional funding in 2019-2020 to complete the overall replacement of street lighting in the city.

**FUNDING SOURCE:** Capital funds \$50,000.

**STAFF RECOMMENDATION:** To proceed with the purchase of 22 street light poles at the cost of \$1,187.00 each from TAPCO. Total cost: \$26,114.00

**CITY OF HUDSON  
COUNCIL ISSUES**

**SUBMITTED TO:** Common Council

**DATE:** March 22, 2017

**SUBMITTED BY:** Brenda Malinowski, Finance Director

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

**2017 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** – 2017 Revenues ended at 102% of the budget for 2017. Building inspection revenues are at 169% of the 2017 adopted budget. 92 single family new home permits were issued in 2017. Furthermore, there were permits issued for various commercial and school projects totaling \$130,077,018 in construction value.

**Expenditures** – 2017 expenditures are at 94.88% of the budget. All categories below are within expected levels through the 4th quarter.

Expenditure Category	Revised Budget	2017 YTD	% of Budget
Personnel Services	\$5,938,226	\$5,745,006	96.75%
Contractual Services	1,330,854	1,218,050	91.52%
Supplies & Expenses	548,867	490,906	89.44%
Materials	130,100	114,118	87.72%
Fixed Charges	268,438	255,304	95.11%
Capital Outlay	264,100	216,153	81.85%
Council Contingency	16,450	-	0%
Other Contingencies/items	25,000	16,161	64.64%
Library Contribution	347,310	347,310	100.00%
Room Tax Transfer	146,178	146,178	100.00%
Other Transfers	89,915	89,915	100.00%
<b>Total General Fund</b>	<b>\$9,105,438</b>	<b>\$6,533,113</b>	<b>94.88%</b>

Significant variances between 2017 and 2016 YTD expenditures by department are as follows:

- Repairs in Municipal Buildings due to 2017 air conditioning repairs in the server room.
- Higher election expenses in 2016 due to more elections in 2016.
- Higher legal expenses in 2017 due to an increased need for attorney and prosecutions services.
- Wages in Fire for the part-time Fire Inspector in 2016 that became a full-time Fire Inspector in 2017.
- Wages in Fire for the reclassification of the Fire Chief and the Account Clerk II.
- Wages in Community Development due to the retirement and hiring of a new department head.
- Capital Outlay in Police for the purchase of one replacement squad in 2017 that was totaled in 2016.

Council Contingency has been used as follows:

Balance 1-1-17	\$60,000
2 Ped. Crossing approved 02-13-17	(20,000)
Moving expenses for CD Director	(3,800)
Hanley Road Traffic Study 11-06-17	(8,750)
Attorney Costs	(11,000)
Balance 12-31-17	\$16,450

## Enterprise Funds

**Water** –Revenues and expenditures in total are within budget amounts. The 2017 revenues include one quarter of the rate increase. 2018 will include the rate increase for the entire year to offset operating costs in the fund.

2017 YTD capital expenditures include painting the Lemon Street Tower (\$455,398), new meters (\$459,348), Well #10 (\$1,382,563), the purchase of the Utility Service Center (\$805,034) and one vehicle (\$29,968). All capital items were included in the adopted budget. The Utility completed the 2<sup>nd</sup> year of the 5-year meter change out program. Administration is over budget due to cross connection inspections that were not included in the administration budget. This item is now included in the 2018 administration budget.

**Sewer** – Revenues and expenditures are within budget amounts. As with water, the 2017 revenues include one quarter of the sewer rate increase. Administration expenditures are over budget due to an increase in the no-fault sewer backup insurance coverage. Due to the high cost of the insurance, the Utilities Commission has deleted the coverage for 2018. With a full year of the rate increase for 2018, operating revenue will improve in the fund.

**Parking** – 2017 parking expenditures include transitioning one PT parking attendant to a FT parking attendant. The parking study concluded in 2017, and \$26,800 was paid for this study in 2017. One half of this amount (\$13,400) was reimbursed by the Hudson Chamber of Commerce. This revenue is included in the non-operating revenue line.

**Ambulance** –Operating revenue are at 101% of budgeted revenues. Operating expenditures are at 87% of budget. Operating expenditures continue to be below budget estimates because of staffing vacancies and unfilled shifts. The negative net operating revenue is recovered with the municipal ambulance contract payments from the City of Hudson, Town of Hudson, Village of North Hudson, and Town of Troy.

**Storm Sewer** – Operating revenues are consistent with 2016 revenues. 2016 expenditures included the one-time transfer of \$309,000 to the MS-4 Fund.

If you have any questions or would like additional information, please let me know.

**GENERAL FUND REVENUES AND EXPENDITURES  
FOR THE PERIOD ENDED DECEMBER 31, 2017**

DESCRIPTION	ADOPTED BUDGET	REVISED BUDGET	YEAR TO DATE		2017 % of Revised Budget
			2017	2016	
<b>REVENUES</b>					
BUILDING INSPECTION	\$ 300,000	\$ 300,000	\$ 506,309	\$ 248,215	169%
MUNICIPAL BUILDING	\$ 139,766	\$ 139,766	\$ 135,036	\$ 137,700	97%
TAXES - NON PROPERTY	\$ 469,000	\$ 469,000	\$ 454,267	\$ 502,198	97%
TAXES-ROOM TAX	\$ 190,000	\$ -	\$ -	\$ -	0%
STATE SHARED REVENUE	\$ 167,919	\$ 167,919	\$ 177,081	\$ 165,655	105%
STATE TRANSPORTATION AIDS	\$ 624,599	\$ 624,599	\$ 623,180	\$ 639,421	100%
OTHER INTERGOVERNMENTAL REVENUES	\$ 91,500	\$ 91,500	\$ 99,899	\$ 90,394	109%
LICENSE AND PERMITS	\$ 50,325	\$ 50,325	\$ 60,717	\$ 85,956	121%
PUBLIC CHARGES FOR SERVICES	\$ 18,850	\$ 18,850	\$ 17,544	\$ 19,311	93%
INTERGOVERNMENTAL CHARGES	\$ 23,400	\$ 23,400	\$ 22,152	\$ 22,152	95%
MISCELLANEOUS REVENUES	\$ 91,000	\$ 91,000	\$ 80,691	\$ 38,953	89%
TRANSFER FOR BRUSH TRUCK PURCHASE	\$ -	\$ 20,000	\$ 20,000	\$ -	
FINES, FORFEITS & PENALTIES	\$ 115,000	\$ 115,000	\$ 125,522	\$ 107,229	109%
FIRE	\$ 376,325	\$ 383,625	\$ 398,045	\$ 353,966	104%
PARKS	\$ 99,500	\$ 99,500	\$ 96,204	\$ 98,502	97%
COMMUNITY DEVELOPMENT	\$ 19,000	\$ 19,000	\$ 15,306	\$ 21,309	81%
ANIMAL CONTROL	\$ 9,000	\$ 9,000	\$ 7,270	\$ 7,307	81%
POLICE	\$ 19,700	\$ 20,308	\$ 14,600	\$ 72,263	72%
SCHOOL LIAISON REIMBURSEMENT	\$ 175,000	\$ 175,000	\$ 165,979	\$ 161,950	95%
RECYCLING COORDINATOR	\$ 3,000	\$ 3,512	\$ 5,430	\$ 2,299	155%
PUBLIC WORKS	\$ 47,577	\$ 48,577	\$ 9,089	\$ 70,872	19%
GENERAL PROPERTY TAXES	\$ 5,810,380	\$ 5,810,380	\$ 5,810,381	\$ 5,685,777	100%
<b>TOTAL REVENUES</b>	<b>\$ 8,840,841</b>	<b>\$ 8,680,261</b>	<b>\$ 8,844,702</b>	<b>\$ 8,531,429</b>	<b>102%</b>
<b>EXPENDITURES</b>					
ASSESSMENT PROPERTY	\$ 74,941	\$ 74,941	\$ 72,870	\$ 72,123	97%
BUILDING INSPECTION	\$ 192,576	\$ 183,576	\$ 175,145	\$ 180,899	95%
INFORMATION TECHNOLOGY	\$ 176,569	\$ 176,569	\$ 175,952	\$ 166,801	100%
MAYOR & COUNCIL	\$ 48,400	\$ 48,400	\$ 47,037	\$ 45,198	97%
MUNICIPAL BUILDING	\$ 202,520	\$ 206,520	\$ 203,820	\$ 183,342	99%
CITY ADMINISTRATOR	\$ 83,732	\$ 83,732	\$ 83,573	\$ 81,474	100%
CLERK TREASURER	\$ 326,316	\$ 321,516	\$ 302,288	\$ 286,078	94%
ELECTIONS	\$ 14,500	\$ 14,500	\$ 14,020	\$ 36,378	97%
JUDICIAL	\$ 119,547	\$ 119,547	\$ 108,470	\$ 103,147	91%
LEGAL	\$ 81,000	\$ 92,000	\$ 96,277	\$ 79,830	105%
LABOR NEGOTIATION/DRUG TEST	\$ 18,000	\$ 21,000	\$ 16,466	\$ 21,013	78%
WEIGHTS & MEASURES	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	100%
VARIOUS INSURANCE	\$ 240,738	\$ 250,338	\$ 239,141	\$ 268,697	96%
AMBULANCE SUBSIDY	\$ 111,000	\$ 190,176	\$ 190,176	\$ 180,900	100%
FIRE	\$ 817,008	\$ 851,358	\$ 761,157	\$ 659,742	89%
PARKS	\$ 418,027	\$ 424,227	\$ 405,126	\$ 411,177	95%
COMMUNITY DEVELOPMENT	\$ 258,972	\$ 312,772	\$ 267,528	\$ 213,567	86%
ANIMAL CONTROL	\$ 7,200	\$ 9,200	\$ 9,404	\$ 10,371	102%
POLICE	\$ 3,245,713	\$ 3,284,184	\$ 3,229,949	\$ 3,003,433	98%
RECYCLING COORDINATOR	\$ 9,342	\$ 9,854	\$ 5,834	\$ 5,605	59%
PUBLIC WORKS	\$ 1,788,275	\$ 1,794,025	\$ 1,624,069	\$ 1,541,835	91%
WARD AVENUE BUILDING	\$ 11,150	\$ 11,150	\$ 5,236	\$ 5,554	47%
COMMUNITY SUBSIDIES	\$ 190,000	\$ -	\$ -	\$ -	0%
CONTINGENCY	\$ 60,000	\$ 16,450	\$ -	\$ -	0%
SHORT TERM CAPITAL	\$ 20,000	\$ 20,000	\$ 9,916	\$ 10,956	50%
ILLEGAL TAXES	\$ -	\$ -	\$ 6,244	\$ 3,691	
LIBRARY	\$ 347,310	\$ 347,310	\$ 347,310	\$ 356,031	100%
TRANSFER TO OTHER FUNDS	\$ 18,315	\$ 236,093	\$ 236,093	\$ 310,000	100%
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,887,151</b>	<b>\$ 9,105,438</b>	<b>\$ 8,639,101</b>	<b>\$ 8,243,842</b>	<b>95%</b>
<b>NET REVENUES (EXPENDITURES)</b>	<b>\$ (46,310)</b>	<b>\$ (425,177)</b>	<b>\$ 205,601</b>	<b>\$ 287,587</b>	

**ENTERPRISE FUND REVENUES AND EXPENDITURES  
FOR THE PERIOD ENDED DECEMBER 31, 2017**

DESCRIPTION	ADOPTED BUDGET	REVISED BUDGET	YEAR TO DATE		2017 - % OF Revised Budget
			Dec-17	Dec-16	
SALES OF WATER	\$ 2,361,600	\$ 2,361,600	\$ 2,473,185	\$ 2,437,139	105%
OTHER OPERATING REVENUES	\$ 370,100	\$ 370,100	311,012	318,476	84%
MISCELLANEOUS REVENUES			-	-	
<b>OPERATING REVENUES</b>	<b>\$ 2,731,700</b>	<b>\$ 2,731,700</b>	<b>2,784,197</b>	<b>2,755,615</b>	<b>102%</b>
WATER PUMPING	\$ 463,250	\$ 463,250	476,790	433,349	103%
WATER TREATMENT	127,464	127,464	140,692	116,447	110%
WELL #10		3,700,000	1,382,563	154,306	37%
WELL UPGRADES	400,000	400,000	5,360	-	0%
WATER DISTRIBUTION	384,791	384,791	340,292	357,709	88%
MAINTENANCE OF OTHER PLANT	16,500	16,500	-	265	0%
RESERVIORS AND TOWERS	666,973	666,973	471,138	456,870	71%
MAINTENANCE OF MAINS	57,573	57,573	41,145	27,702	71%
MAINTENANCE OF SERVICES	25,145	25,145	38,580	6,180	153%
MAINTENANCE OF METERS	45,143	45,143	67,794	31,264	150%
MAINTENANCE OF HYDRANTS	24,004	24,004	36,797	11,763	153%
NEW MAINS	91,000	91,000	24,650	8,036	27%
NEW SERVICES	40,000	40,000	3,737	6,907	9%
NEW HYDRANTS	46,000	46,000	32,602	5,459	71%
NEW METERS	397,366	397,366	459,348	580,701	116%
METER READING	23,580	23,580	26,228	15,657	111%
CUSTOMER ACCOUNTS	99,210	99,210	58,164	54,087	59%
SALES JOBBING & CONTACTS	-	-	299	959	
ADMINISTRATION	493,020	493,020	579,421	537,853	118%
XCEL BUILDING	800,000	800,000	805,034	-	101%
TRANSPORTATION MAINTENANCE	35,861	35,861	35,240	40,396	98%
OTHER OPERATING EXPENSES	503,000	503,000	503,741	521,610	100%
DEBT SERVICE	-	-	35,085	16,792	
<b>TOTAL EXPENDITURES</b>	<b>4,739,880</b>	<b>8,439,880</b>	<b>5,564,700</b>	<b>3,384,312</b>	<b>66%</b>
CAPITAL COSTS INCLUDED IN OPERATIONS	(2,299,500)	(5,999,500)	(3,194,032)	(755,409)	53%
DEPRECIATION		-	-	-	
<b>NET OPERATING EXPENDITURES</b>	<b>2,440,380</b>	<b>2,440,380</b>	<b>2,370,668</b>	<b>2,628,903</b>	<b>97%</b>
<b>NET OPERATING REVENUES</b>	<b>291,320</b>	<b>291,320</b>	<b>413,529</b>	<b>126,712</b>	
NON-OPERATING REVENUE - IMPACT FEES	\$ 50,000	\$ 50,000	\$ 291,037	\$ 12,441	582%
NON-OPERATING REVENUE - OTHER	\$ 61,200	\$ 62,828	\$ 100,209	\$ 17,462	159%
<b>TOTAL REVENUES (EXPENSES)</b>	<b>\$ 402,520</b>	<b>\$ 404,148</b>	<b>\$ 804,775</b>	<b>\$ 156,615</b>	

WATER UTILITY

**ENTERPRISE FUND REVENUES AND EXPENDITURES  
FOR THE PERIOD ENDED DECEMBER 31, 2017**

DESCRIPTION	ADOPTED BUDGET	REVISED BUDGET	YEAR TO DATE		2017 - % OF Revised Budget
			Dec-17	Dec-16	
SALES	\$ 1,526,400	\$ 1,526,400	\$ 1,568,558	\$ 1,587,200	103%
OTHER OPERATING REVENUE	12,000	12,000	13,020	14,207	109%
MISCELLANEOUS REVENUE	30,138	30,138	6,076	7,239	20%
<b>OPERATING REVENUES</b>	<b>1,568,538</b>	<b>1,568,538</b>	<b>1,587,654</b>	<b>1,608,646</b>	<b>101%</b>
SEWER COLLECTION	146,669	146,669	94,500	191,387	64%
LIFT STATION MAINTENANCE	84,128	84,128	97,086	102,259	115%
WASTEWATER TREATMENT	1,070,986	1,070,986	1,025,716	1,633,014	96%
DAMS	30,138	30,138	6,085	7,230	20%
CUSTOMER ACCOUNTS	212,181	212,181	184,653	184,320	87%
ADMINISTRATION	485,287	485,287	510,473	460,073	105%
<b>TOTAL EXPENDITURES</b>	<b>2,029,389</b>	<b>2,029,389</b>	<b>1,918,513</b>	<b>2,578,283</b>	<b>95%</b>
CAPITAL COSTS INCLUDED IN OPERATIONS	(252,800)	(252,800)	(122,019)	(657,022)	
DEPRECIATION		-	-	-	
<b>NET OPERATING EXPENDITURES</b>	<b>1,776,589</b>	<b>1,776,589</b>	<b>1,796,494</b>	<b>1,921,261</b>	<b>101%</b>
<b>NET OPERATING REVENUES(EXPENDITURES)</b>	<b>(208,051)</b>	<b>(208,051)</b>	<b>(208,840)</b>	<b>(312,615)</b>	
OTHER CHARGES - CONNECTION FEES	152,200	152,200	371,859	212,270	244%
INSURANCE REIMBURSEMENT	-	-	-	136,927	
NON-OPERATING REVENUE	\$ 60,000	\$ 60,000	78,157	25,869	130%
<b>TOTAL REVENUES (EXPENSES)</b>	<b>\$ 4,149</b>	<b>\$ 4,149</b>	<b>\$ 241,176</b>	<b>\$ 62,451</b>	
PARKING TICKETS	\$ 50,000	\$ 50,000	\$ 35,020	\$ 31,606	70%
PARKING METER REVENUE	115,000	115,000	110,187	122,878	96%
PARKING PERMITS	11,500	11,500	12,758	10,915	111%
OTHER FEES	1,600	1,600	1,505	2,025	94%
OTHER REVENUES	2,000	2,000	3,230	730	162%
<b>OPERATING REVENUES</b>	<b>180,100</b>	<b>180,100</b>	<b>162,700</b>	<b>168,154</b>	<b>90%</b>
PARKING	162,390	162,390	114,073	115,692	70%
PARKING STUDY	-	26,800	26,800	13,200	100%
PARKING LOTS	15,000	15,000	12,064	19,368	80%
METERS	7,400	7,400	2,241	804	30%
<b>TOTAL EXPENDITURES</b>	<b>184,790</b>	<b>211,590</b>	<b>155,178</b>	<b>149,064</b>	<b>73%</b>
CAPITAL COSTS INCLUDED IN OPERATIONS	-	-	-	5,000	
DEPRECIATION	(50,000)	(50,000)	-	-	
<b>NET OPERATING EXPENDITURES</b>	<b>134,790</b>	<b>161,590</b>	<b>155,178</b>	<b>154,064</b>	<b>96%</b>
<b>NET OPERATING REVENUES</b>	<b>45,310</b>	<b>18,510</b>	<b>7,522</b>	<b>14,090</b>	
NON-OPERATING REVENUE	\$ 4,700	\$ 4,700	\$ 17,584	\$ 11,996	<b>374%</b>
<b>TOTAL REVENUES (EXPENSES)</b>	<b>\$ 50,010</b>	<b>\$ 23,210</b>	<b>\$ 25,106</b>	<b>\$ 26,086</b>	

**ENTERPRISE FUND REVENUES AND EXPENDITURES  
FOR THE PERIOD ENDED DECEMBER 31, 2017**

DESCRIPTION	ADOPTED BUDGET	REVISED BUDGET	YEAR TO DATE		2017 - % OF Revised Budget
			Dec-17	Dec-16	
AMBULANCE-PATIENT REVENUE	\$ 2,132,310	\$ 2,132,310	\$ 2,194,563	\$ 2,049,757	103%
LESS: ADJUSTMENT & WRITE-OFFS	(1,155,300)	(1,155,300)	(1,205,256)	(1,102,590)	104%
<b>NET PATIENT REVENUE</b>	<b>\$ 977,010</b>	<b>\$ 977,010</b>	<b>\$ 989,307</b>	<b>\$ 947,167</b>	<b>101%</b>
MISCELLANEOUS REVENUES	6,723	6,723	7,386	6,723	110%
<b>OPERATING REVENUES</b>	<b>983,733</b>	<b>983,733</b>	<b>996,693</b>	<b>953,890</b>	<b>101%</b>
<b>AMBULANCE SERVICE</b>					
SALARIES AND RELATED COSTS	1,019,719	1,019,719	\$ 870,296	\$ 847,317	85%
OTHER SERVICES AND CHARGES	167,000	167,000	178,458	154,193	107%
OPERATING SUPPLIES AND EXPENSE	115,950	115,950	86,519	96,263	75%
INSURANCE	47,292	47,292	43,970	51,875	93%
RENT	7,040	7,040	7,020	7,020	100%
GRANT	4,000	4,000	-	175	0%
LOAN REPAYMENT-INTEREST	1,443	1,443	2,612	2,437	181%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,362,444</b>	<b>1,362,444</b>	<b>1,188,875</b>	<b>1,159,280</b>	<b>87%</b>
<b>NET OPERATING INCOME(LOSS)</b>	<b>(378,711)</b>	<b>(378,711)</b>	<b>(192,182)</b>	<b>(205,390)</b>	
<b>CAPITAL COSTS</b>					
CAPITAL COSTS	(150,000)	(150,000)	(92,633)	(223,678)	62%
MUNICIPAL AMBULANCE CONTRACTS	386,750	386,750	\$ 386,750	\$ 369,481	100%
NON-OPERATING REVENUE	4,000	4,000	13,294	47,580	332%
<b>NONOPERATING REVENUES</b>	<b>390,750</b>	<b>390,750</b>	<b>400,044</b>	<b>417,061</b>	
<b>TOTAL REVENUES (EXPENSES)</b>	<b>\$ (137,961)</b>	<b>\$ (137,961)</b>	<b>\$ 115,229</b>	<b>\$ (12,007)</b>	
<b>STORM SEWER UTILITY</b>					
CHARGES	\$ 304,000	\$ 304,000	\$ 310,346	\$ 307,668	102%
MISCELLANEOUS REVENUE	\$ -	\$ -	-	-	
<b>REVENUES</b>	<b>\$ 304,000</b>	<b>\$ 304,000</b>	<b>\$ 310,346</b>	<b>\$ 307,668</b>	<b>102%</b>
STREET SWEEPING	52,378	52,378	39,122	51,225	75%
COLLECTION SYSTEM MAINTENANCE	237,775	237,775	258,270	225,700	109%
LIFT STATION MAINTENANCE	6,600	6,600	1,818	1,915	28%
INSPECTION, TESTING, & MONITORING	24,000	24,000	3,282	11,148	14%
ADMINISTRATION	24,452	24,452	6,461	11,800	26%
TRANSFER TO MS4 STORM FUND	\$ -	\$ -	-	309,000	
TRANSFER TO DEBT SERVICE FUND	\$ 16,560	\$ 16,560	16,560	11,710	
<b>EXPENDITURES</b>	<b>\$ 361,765</b>	<b>\$ 361,765</b>	<b>\$ 325,513</b>	<b>\$ 622,498</b>	<b>90%</b>
NON-OPERATING REVENUE	\$ 3,000	\$ 3,000	\$ 3,339	\$ 847	111%
TRANSFER FROM CAPITAL FUND			\$ -	\$ -	
<b>TOTAL REVENUES (EXPENSES)</b>	<b>\$ (54,765)</b>	<b>\$ (54,765)</b>	<b>\$ (11,828)</b>	<b>\$ (313,983)</b>	