

AGENDA
COMMITTEE OF THE WHOLE MEETING
CITY OF BERLIN
TUESDAY, OCTOBER 6, 2020, 7:00 PM
COMMON COUNCIL CHAMBERS
<https://zoom.us/j/81147620497>
1 312 626 6799 US TOLL-FREE
Meeting ID: 811 4762 0497

1. Roll Call
2. Virtual Attendees Seated (if necessary)
3. General Public Comments. Registration card required (located at podium in Council Chambers).
4. Approval of Minutes. RECOMMENDATION: Approve the minutes from the September 1, 2020 Committee of the Whole meeting.
5. Virtual Meeting Task Force Update. RECOMMENDATION: Listen to presentation, discuss and if appropriate direct staff to solicit bids.
6. Update on 107 W. Huron. RECOMMENDATION: Discuss and action as appropriate.
7. Raze or Repair Order for 218 S. Grove Street. RECOMMENDATION: Discuss and action as appropriate.
8. Renewal of LPi Publishing Service Agreement for Berlin Senior Center.
RECOMMENDATION: Recommend to Common Council to approve the Agreement between the City of Berlin Senior Center and Liturgical Publications Inc (LPi) Publishing Service for publishing senior newsletters.
9. 2021 Shared-Ride Taxi Grant. RECOMMENDATION: Recommend to Common Council to Approve the 2021 Exercise of Option for Shared-Ride Taxi Service agreement and authorize the appropriate signatures.
10. Discussion on Meeting Screening Precautions. RECOMMENDATION: Discuss and action if appropriate.
11. Halloween Trick-or-Treating. RECOMMENDATION: Review best safety practices in light of COVID and action if needed.
12. CDBG Housing Grant. RECOMMENDATION: Discuss and action as appropriate.
13. 2021 Budget Discussion. RECOMMENDATION: Discussion only. No action required.
14. Adjourn.

Note: In adherence to the City of Berlin Public Meeting Participation Policy, public participation will be allowed under each agenda item at the discretion of the presiding officer, with the exception of the Consent Agenda. Attendees must register their intention to participate on either a general comments section or a specific agenda item prior to the meeting by filling out a Registration Card, which can be obtained from the Internet, City Clerk's office or in the City Hall Council Chambers at the podium. Registration Cards should be turned in prior to the meeting to either the presiding officer or City Clerk.

DATE: October 2, 2020

TO: Committee of the Whole

FROM: Jodie Olson

RE: Virtual Meeting Task Force

BACKGROUND: The Virtual Meeting Task Force has met five times since July to study the issue of virtual meetings and look at possible equipment necessary to update our current system. The Task Force will provide an update on its research and look for further direction from Council.

RECOMMENDATION: Listen to presentation, discuss and if appropriate direct staff to solicit bids.

To: Mayor & Common Council

From: Lindsey Kemnitz

Subject: 107 W. Huron Street

Background:

Last month Mike Marks spoke on behalf of Faye Gelhar the owner of Hamilton's Clothing adjacent to 107 W. Huron Street. Prior to the September Council meeting, staff set up a meeting with the property owner for September 28th to inspect the roof for competition. During the inspection on the 28th, the rear section of the roof that was collapsing has been structural repaired and new roof membrane was installed. The top/ main section of the roof had sporadic locations that needed to be patched so the owner decided to replace the whole roof membrane instead. The owner still had to put the z-brackets around the edge; the owner has temporary heavy items securing the roof membrane down. Staff scheduled another visit for November 4th to review that work has been completed.

To: Mayor & Common Council

From: Lindsey Kemnitz

Subject: 218 S. Grove Street Raze or Repair Order

Background:

At the August Council meeting, the Common Council approved to place raze or repair order for 218 S. Grove Street. The property owner was served on September 9th. September 14th the property owner dropped off renderings for the new attached garage he intends to build on the house. I worked with the property owner on a timeline on the project. He stated early November; the concrete would be completed for the new garage. Have the new garage closed in before the first snow fall. He would continue to work on the interior during the winter. Work on the exterior of the house in spring of 2021. Currently the ceiling has been pulled down in the home and will require rewiring the whole house. The owner had the pipes blown out prior to the first winter, so there should not be any issues with plumbing or HVAC in the home.

Recommendation:

Provide the property owner additional time according to his timeline above to become compliant with the raze or repair order and request updates from staff on progress on the work when needed.

DATE: September 29, 2020

TO: Common Council

FROM: Sara Rutkowski, Berlin Senior Center

RE: **Renewal of LPi Publishing Service Agreement**

Background: Attached is the Liturgical Publications Inc (LPi) Publishing Service Agreement for signing. LPi is the publisher used to print the Senior Center monthly newsletters called INSIGHT. When we first started printing the newsletters, it was for a trial period of three years. LPi prints our newsletters for free, as long as they have enough advertisements. The Senior Center has never been asked to pay for a newsletter and we don't expect to in the future.

Since the previous Agreement's term ended, LPi is offering this Agreement for a three year renewal. The Agreement needs to be signed in order for the Senior Center's newsletters to be published.

Recommendation: Approve the Agreement between the City of Berlin Senior Center and Liturgical Publications Inc (LPi) Publishing Service Agreement for publishing.



PUBLISHING SERVICE AGREEMENT

This Agreement is made this 11 day of August, 2020 by and between Liturgical Publications Inc (Publisher) and City of Berlin Parks & Recreation Senior Center, Berlin, WI (Customer). The parties agree that the Customer will use Publisher's services as defined in section II below and shall provide copy on a timely basis. In consideration for Publisher providing a complete and continuous publishing service, the Customer agrees to distribute the publication to its members and hereby assigns to Publisher, all its rights to any advertising revenue from the publication. Every attempt will be made to deliver the publication in a timely manner, however, the customer acknowledges that the Publisher cannot be held responsible for delivery exceptions due to weather emergencies, strikes, natural disasters, or acts of God.

I. **TERM:** This agreement shall commence immediately and shall continue in effect for 3 consecutive Publication Years (each publication year consisting of 12 publications), with the first publication year to begin on the 01 day of October, 2020. The term of this Agreement shall include the initial Publication Year(s) and any subsequent renewal(s) (collectively the "Agreement Term").

II. **SERVICES:** Publisher shall provide to Customer all benefits outlined in the Agreement, provided 20 spaces of advertising sponsorship is maintained at all times during the term of this Agreement; otherwise, Publisher reserves the right to use alternate printing procedures or production methods; modify certain terms and conditions, or terminate this Agreement.

Absent the existence of factors beyond the control of either party (including without limitation due to acts of God, natural disasters, war or the failure of Internet service providers, other vendors, or shipping carriers and without such party's fault or negligence), Publisher shall deliver the publication to Customer within 7 business days. Publications received after 2pm CST may take an additional business day.

A. Publisher shall provide the following publication(s)/services:

- 8 issues of a(n) 8 page (8.5x11) Newsletter consisting of 6.5 page(s) of content and 1.5 pages of sponsorship (1/2 page of ads on bottom of page 3, 5, and 7), collate and staple. Quantity published will be 600 copies per publication. Newsletter will consist of the following: Cover Sheet: Digital 11x17 4/4. Sheet 2: Digital 11x17 4/4.
- 4 issues of a(n) 12 page (8.5x11) Newsletter consisting of 10.5 page(s) of content and 1.5 pages of sponsorship (1/2 page on the bottom of pages 3, 5, and 7), collate and staple. Quantity published will be 600 copies per publication. Newsletter will consist of the following: Cover Sheet: Digital 11x17 4/4. Sheet 2: Digital 11x17 4/4. Sheet 3: Digital 11x17 4/4.
- Publisher will provide 1 hardcover bound book(s) of Customer's annual publications. Volume identification embossed in gold lettering. Customer agrees to set aside 1 copy of each issue to be submitted at the end of the year for binding.
- Publisher will provide the customer the online giving service, WeShare, for the duration of their publication contract. WeShare's monthly service fee (an annualized value of \$348 per year) is waived for the duration of this Agreement. WeShare transactions fees will be billed separately.

B. **Royalties:**

- For the duration of this agreement Publisher will pay the Customer a profit sharing royalty in an amount equal to 30% of paid advertising revenue in excess of \$8,300 per publication year. The amount of \$8,300 will increase by 2% each subsequent publication year.

III. **VALUE ADDED SERVICES:** Provide at no additional cost.

A. Customer will have unlimited access to Publisher's LPI Express publication transmission software.

B. WeCreate, <https://wecreate.4lpi.com/lpi>, (a \$299/yr value) – our source for content and artwork to help you produce a better publication.

C. OurSeniorCenter (<http://ourseniorcenter.com>) - Your publication's presence on the Internet that includes the last twelve issues of your publication online.

IV. **AGREEMENT:** The contents of this document, including attached exhibits and/or subsequent renewal Agreements, extensions, or revisions constitutes the entire Agreement regarding the subject matter contained herein between Publisher and the Customer. The parties understand and agree to be bound by its terms and conditions. This Agreement shall bind the parties, their successors and assigns. This Agreement is not intended to supersede or modify other agreements.

Customer agrees to provide Publisher a copy of their vendor list only for solicitation of advertising for the Publication. Publisher agrees to maintain confidentiality of these lists and only use them for contracted services between Publisher and the Customer. Customer also agrees to make available a telephone, Internet connection (if available), and work space for the Publisher's representative during scheduled sponsorship campaign(s). The Customer further agrees to insert a timely pre-sell message into their publication.

- V. RENEWAL: Publisher and Customer agree that at any date prior to the expiration of this Agreement, this Agreement may be renewed or revised on terms then mutually agreeable to both parties. If the Customer has not signed a new Agreement with Publisher, or notified Publisher in writing of its decision to non-renew service at least 180 days prior to the expiration of the Agreement Term, the parties agree to then renew this Agreement for such a period and under such terms as are identical to those contained in this Agreement.

Prior to replacing the service provided by the Publisher, the Customer agrees to give the Publisher the opportunity to match or exceed any other publisher's offer before entering into an agreement with them.

City of Berlin Parks &
Recreation Senior Center
142 Water Street
Berlin, WI 54923
(920) 361-5422

Liturgical Publications Inc
2875 South James Drive
New Berlin, WI 53151

By: _____ DATE: _____

← SIGN HERE

Dan Morrissey 292.0
Communication Consultant



PARTNERSHIP AGREEMENT

Thank you in advance for your participation and cooperation in the preparation of the sales effort. Our goal is to do the best job possible in obtaining ads for your publication. We appreciate your cooperation in helping us meet and exceed the advertising sales goal. We look forward to working with you in the years ahead.

The following information is needed in order to ensure a successful advertising campaign:

- On-site Telephone / Workplace
- On-site Internet Access
- Insertion of sales campaign announcement into current newsletter prior to sales effort
- Sponsor / Vendor list / Accounts Payable list
- Dates of Center Events, Promotions, Open Houses, etc.
- Completed lead questionnaire prior to sales campaign

Your Advertising Sales Executive will use this information to begin preparation. If you have any other thoughts or leads on possible advertising prospects, or if any of the information is not available, please let your Communications Consultant know as soon as possible.

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2875 South James Drive
New Berlin, WI 53151

By: _____

Dan Morrissey 292
Communication Consultant

To: Common Council

From: Susan Thom and Midge Seaman

Re: Taxi Grant Exercise the Option to renew shared-ride taxi contract for 2021 service year

BACKGROUND: Running Inc was awarded a 5 year contract for the shared-ride taxi contract. The first two year rate was \$31.94. The option year rate is based upon the percent change in the Consumer Price Index for All Urban Consumers (CPI-U) from the preceding year which is 1.3% applied to the current contract year price. The rate for 2021 will be \$32.36

Recommendation: Approve the 2021 Exercise of Options for Shared-Ride Taxi Service as presented and authorize the appropriate signatures

EXERCISE OF OPTIONS FOR SHARED-RIDE TAXI SERVICES

City of Berlin

Federal Transit Administration's Circular 4220.1F, requires that a price analysis is completed for each of the option years of your Shared Ride Taxi contracts.

Check your contract to see if you have a 1 year contract with 4 option years or a 2 year contract with 3 option years. **If the next calendar year is an option year, please complete this form and submit to the WisDOT Bureau of Transit by September 30, 2020.**

To calculate your vendor's hourly rate for next year, add their current rate plus the most recent annual rate of inflation, the Consumer Price Index for all items as published on the Bureau of Labor Statistics web site: <https://www.bls.gov/news.release/pdf/cpi.pdf>

The current rate (CPI-U) for all items used for this calculation is 1.3%, based on the annual rate from August 2020 per Section 2.22 in the RFP.

Running Inc. current rate	Current Rate of Inflation	Rate that will be paid in 2021 (current rate x current rate of inflation)
\$31.94	1.3%	\$32.35

****Please compare the 2021 rate with the spreadsheet of Shared-Ride Taxi service costs for systems statewide (taking into account similar percentage increases for inflation as calculated above), and give **specific information** below that asserts your hourly rate for 2021 is fair and reasonable. (stating "per contract" is not an adequate response to comply with FTA requirements)**

The rate is fair and reasonable because the rate is within 10% of the average rate times the current rate of inflation for our peer Group 2.

This agreement with *Running Inc.* is in accordance with the original RFP, all attachments, addenda and revisions, the contractor's proposal and all applicable federal certifications and clauses.

Please have this document signed by the vendor and a transit system signatory authority, scan the document and submit it to danette.tessmann@dot.wi.gov

The federal clauses must also be signed by the vendor and submitted to danette.tessmann@dot.wi.gov

Vendor Name and Signature

Date

Transit System Signature

Date

2020 Wisconsin Shared-Ride Taxi System Hourly Rates
Grouped by System Type
Updated 4-27-2020

TRANSIT SYSTEM		CURRENT PROVIDER	2020		2019		2018		2017		2016		2019		2019		2019		MEAN + ST. DEV.		
			HOURLY RATE	HOURLY RATE	HOURLY RATE	HOURLY RATE	HOURLY RATE	HOURLY RATE	HOURS OF SERVICE	MILES OF SERVICE	PASSENGER TRIPS	VEH.	AVG. RATE	ST. DEV.	VEH.	AVG. RATE	ST. DEV.	VEH.	AVG. RATE	ST. DEV.	
GROUP 1	Edgerton	Brown Cab/Running	\$ 25.25	\$ 24.83	\$ 24.18	\$ 23.73	\$ 23.73	\$ 23.73	\$ 23.73	\$ 23.73	\$ 23.73	2,751	17,925	5,395	\$ 27.65	\$ 3.81	\$ 31.46	\$ 27.65	\$ 3.81	\$ 31.46	
	Lake Mills	Brown Cab/Running	\$ 29.78	\$ 29.78	\$ 23.71	\$ 23.27	\$ 23.02					3,635	36,351	7,257	\$ 27.65	\$ 3.81	\$ 31.46	\$ 27.65	\$ 3.81	\$ 31.46	
	Waupun	Brown Cab	\$ 23.23	\$ 22.84	\$ 22.24	\$ 22.24	\$ 19.00					30,522	30,522	10,689	\$ 27.65	\$ 3.81	\$ 31.46	\$ 27.65	\$ 3.81	\$ 31.46	
	Clintonville	Freedom Vans	\$ 30.00	\$ 29.50	\$ 29.50	\$ 30.12	\$ 29.79					3,804	26,762	12,061	\$ 27.65	\$ 3.81	\$ 31.46	\$ 27.65	\$ 3.81	\$ 31.46	
	Prairie du Sac	Brown Cab/Running	\$ 24.66	\$ 24.25	\$ 23.61	\$ 23.17	\$ 23.17					5,337	55,929	11,668	\$ 27.65	\$ 3.81	\$ 31.46	\$ 27.65	\$ 3.81	\$ 31.46	
GROUP 2	Medford	Brown Cab/Running	\$ 32.97	\$ 25.37	\$ 24.70	\$ 24.24	\$ 23.98					5,098	27,887	11,246	\$ 27.65	\$ 3.81	\$ 31.46	\$ 27.65	\$ 3.81	\$ 31.46	
	New Richmond	Running	\$ 32.20	\$ 32.20	\$ 28.87	\$ 28.33	\$ 28.44					7,027	74,918	14,422	\$ 29.81	\$ 3.03	\$ 32.84	\$ 29.81	\$ 3.03	\$ 32.84	
	Rice Lake	Running	NA	\$ 36.45	\$ 35.49	\$ 35.49	NA					4,595	42,421	7,763	\$ 29.81	\$ 3.03	\$ 32.84	\$ 29.81	\$ 3.03	\$ 32.84	
	Jefferson	Brown Cab/Running	\$ 28.97	\$ 26.39	\$ 25.70	\$ 25.22	\$ 24.95					7,364	61,435	11,017	\$ 29.81	\$ 3.03	\$ 32.84	\$ 29.81	\$ 3.03	\$ 32.84	
	Richland Center	Running	\$ 29.78	\$ 26.80	\$ 28.04	\$ 27.52	\$ 27.22					9,251	100,771	14,257	\$ 29.81	\$ 3.03	\$ 32.84	\$ 29.81	\$ 3.03	\$ 32.84	
GROUP 3	Mauston	Running	\$ 24.21	\$ 23.81	\$ 23.18	\$ 22.75	\$ 22.50					8,638	76,033	21,513	\$ 29.81	\$ 3.03	\$ 32.84	\$ 29.81	\$ 3.03	\$ 32.84	
	Berlin	Running	\$ 31.94	\$ 31.94	\$ 24.77	\$ 24.31	\$ 24.05					7,076	59,448	18,672	\$ 29.81	\$ 3.03	\$ 32.84	\$ 29.81	\$ 3.03	\$ 32.84	
	Whitewater	Brown Cab/Running	\$ 31.73	\$ 31.73	\$ 26.87	\$ 26.33	\$ 26.02					7,908	71,305	20,069	\$ 29.81	\$ 3.03	\$ 32.84	\$ 29.81	\$ 3.03	\$ 32.84	
	Plover	Freedom Vans	\$ 26.46	\$ 26.02	\$ 25.34	\$ 24.87	\$ 24.60					9,308	161,362	15,788	\$ 29.04	\$ 2.33	\$ 31.37	\$ 29.04	\$ 2.33	\$ 31.37	
	River Falls	Running	\$ 32.42	\$ 31.46	\$ 30.63	\$ 30.06	\$ 29.73					9,255	125,140	31,671	\$ 29.04	\$ 2.33	\$ 31.37	\$ 29.04	\$ 2.33	\$ 31.37	
GROUP 4	Stoughton	Running	\$ 30.46	\$ 29.95	\$ 29.95	\$ 22.04	\$ 22.04					11,180	95,837	19,409	\$ 29.04	\$ 2.33	\$ 31.37	\$ 29.04	\$ 2.33	\$ 31.37	
	Shawano	Menomonele Transit	\$ 28.52	\$ 28.52	\$ 26.65	\$ 26.15	\$ 25.87					14,734	140,026	33,430	\$ 29.04	\$ 2.33	\$ 31.37	\$ 29.04	\$ 2.33	\$ 31.37	
	Prairie du Chien	Running	\$ 29.84	\$ 28.52	\$ 27.77	\$ 27.25	\$ 26.95					11,698	138,821	38,674	\$ 29.04	\$ 2.33	\$ 31.37	\$ 29.04	\$ 2.33	\$ 31.37	
	Clark County	Abby Vans	\$ 26.56	\$ 26.12	\$ 26.12	\$ 25.60	\$ 25.32					11,408	160,263	14,689	\$ 29.04	\$ 2.33	\$ 31.37	\$ 29.04	\$ 2.33	\$ 31.37	
	Black River Falls	FDS Enterprises Inc	\$ 28.70	\$ 28.22	\$ 27.48	\$ 27.48	\$ 25.98					9,986	166,330	41,612	\$ 30.70	\$ 3.82	\$ 34.52	\$ 30.70	\$ 3.82	\$ 34.52	
GROUP 5	Ripon	Brown Cab/Running	\$ 27.68	\$ 27.22	\$ 26.50	\$ 26.50	\$ 21.00					13,229	116,862	38,189	\$ 30.70	\$ 3.82	\$ 34.52	\$ 30.70	\$ 3.82	\$ 34.52	
	Marinette	Tom Westlund/Taxi, Inc	\$ 38.20	\$ 37.80	\$ 37.40	\$ 37.00	\$ 36.60					11,926	148,910	37,203	\$ 30.70	\$ 3.82	\$ 34.52	\$ 30.70	\$ 3.82	\$ 34.52	
	Reedsburg	Running	\$ 28.85	\$ 24.85	\$ 24.20	\$ 23.75	\$ 23.49					13,221	148,985	39,311	\$ 30.70	\$ 3.82	\$ 34.52	\$ 30.70	\$ 3.82	\$ 34.52	
	Fort Atkinson	Brown Cab/Running	\$ 30.49	\$ 30.49	\$ 26.76	\$ 26.26	\$ 25.98					15,648	108,166	46,659	\$ 30.70	\$ 3.82	\$ 34.52	\$ 30.70	\$ 3.82	\$ 34.52	
	Platteville	Running	\$ 30.27	\$ 29.76	\$ 29.76	\$ 26.88	\$ 26.88					13,111	120,911	36,608	\$ 30.70	\$ 3.82	\$ 34.52	\$ 30.70	\$ 3.82	\$ 34.52	
GROUP 6	Baraboo	Abby Vans	\$ 29.30	\$ 26.42	\$ 25.73	\$ 25.25	\$ 24.98					20,079	218,792	64,068	\$ 29.83	\$ 1.13	\$ 30.96	\$ 29.83	\$ 1.13	\$ 30.96	
	Chippewa Falls	Running	\$ 28.64	\$ 28.16	\$ 27.42	\$ 26.91	\$ 26.91					15,535	176,875	63,238	\$ 29.83	\$ 1.13	\$ 30.96	\$ 29.83	\$ 1.13	\$ 30.96	
	Monroe	Brown Cab/Running	\$ 30.94	\$ 26.21	\$ 25.52	\$ 25.04	\$ 24.77					18,716	179,108	67,739	\$ 29.83	\$ 1.13	\$ 30.96	\$ 29.83	\$ 1.13	\$ 30.96	
	Tomah	Running	\$ 29.66	\$ 29.66	\$ 24.21	\$ 23.75	\$ 23.49					19,723	222,005	51,594	\$ 29.83	\$ 1.13	\$ 30.96	\$ 29.83	\$ 1.13	\$ 30.96	
	Viroqua	Running	\$ 28.97	\$ 28.97	\$ 27.70	\$ 27.18	\$ 26.88					17,500	186,319	52,802	\$ 29.83	\$ 1.13	\$ 30.96	\$ 29.83	\$ 1.13	\$ 30.96	
GROUP 7	Waupaca	Brown Cab/Running	\$ 31.47	\$ 31.47	\$ 27.60	\$ 27.09	\$ 26.80					16,595	173,895	48,165	\$ 29.83	\$ 1.13	\$ 30.96	\$ 29.83	\$ 1.13	\$ 30.96	
	Marshfield	Running	\$ 30.49	\$ 29.98	\$ 24.75	\$ 24.29	\$ 24.03					32,999	317,531	93,259	\$ 27.57	\$ 2.44	\$ 30.01	\$ 27.57	\$ 2.44	\$ 30.01	
	Rhineland	Rapid Cab	\$ 25.37	\$ 24.95	\$ 24.29	\$ 23.84	\$ 23.84					28,565	338,812	85,632	\$ 27.57	\$ 2.44	\$ 30.01	\$ 27.57	\$ 2.44	\$ 30.01	
	Beaver Dam	Running	\$ 28.12	\$ 27.65	\$ 27.65	\$ 23.25	\$ 23.00					38,926	434,304	119,290	\$ 27.57	\$ 2.44	\$ 30.01	\$ 27.57	\$ 2.44	\$ 30.01	
	Watertown	Passenger Transit	\$ 27.58	\$ 27.12	\$ 26.41	\$ 25.92	\$ 25.92					29,900	341,061	101,159	\$ 27.57	\$ 2.44	\$ 30.01	\$ 27.57	\$ 2.44	\$ 30.01	
GROUP 8	Portage	Running	\$ 28.15	\$ 27.68	\$ 26.95	\$ 26.53	\$ 26.53					44,123	439,470	107,729	\$ 27.57	\$ 2.44	\$ 30.01	\$ 27.57	\$ 2.44	\$ 30.01	
	Door County	Abby Vans	\$ 29.80	\$ 28.14	\$ 27.40	\$ 26.89	\$ 26.60					23,060	288,488	38,352	\$ 27.57	\$ 2.44	\$ 30.01	\$ 27.57	\$ 2.44	\$ 30.01	
	Wisconsin Rapids	Wheels of Independence	\$ 23.49	\$ 23.49	\$ 21.92	\$ 21.52	\$ 21.29					40,186	457,797	60,106	\$ 27.57	\$ 2.44	\$ 30.01	\$ 27.57	\$ 2.44	\$ 30.01	
	Sun Prairie	Running	\$ 32.35	\$ 32.35	\$ 31.50	\$ 30.91	\$ 30.57					30,009	297,088	82,586	\$ 29.52	\$ 3.07	\$ 32.59	\$ 29.52	\$ 3.07	\$ 32.59	
	Walworth County	VIP Services	\$ 32.55	\$ 31.76	\$ 29.08	\$ 29.08	NA					32,864	387,231	38,738	\$ 29.52	\$ 3.07	\$ 32.59	\$ 29.52	\$ 3.07	\$ 32.59	
GROUP 9	West Bend	FDS	\$ 30.41	\$ 29.90	\$ 29.11	\$ 28.57	\$ 28.26					35,149	340,469	74,860	\$ 29.52	\$ 3.07	\$ 32.59	\$ 29.52	\$ 3.07	\$ 32.59	
	Onalaska	Running	\$ 27.51	\$ 27.05	\$ 26.34	\$ 26.34	\$ 26.03					30,773	420,223	41,192	\$ 29.52	\$ 3.07	\$ 32.59	\$ 29.52	\$ 3.07	\$ 32.59	
	Ozaukee County	Specialized Trans Serv	\$ 24.53	\$ 24.19	\$ 24.19	\$ 22.43	\$ 22.25					56,397	1,174,755	85,647	\$ 29.52	\$ 3.07	\$ 32.59	\$ 29.52	\$ 3.07	\$ 32.59	
	Washington County	Specialized Trans Serv	\$ 29.78	\$ 29.37	\$ 28.65	\$ 27.95	\$ 27.73					59,265	1,220,945	81,874	\$ 29.52	\$ 3.07	\$ 32.59	\$ 29.52	\$ 3.07	\$ 32.59	
	PDC SMART Bus	Running Inc	\$ 49.65	\$ 49.65	\$ 48.25	\$ 48.25															
GROUP 10	Platteville Fixed Route	Stratton	\$ 36.88	\$ 37.93	\$ 37.93	\$ 42.01															
	Western Kenosha Co.		\$ 45.04	\$ 44.29	\$ 43.22	NA															
			\$ 28.29	\$ 27.71	\$ 27.03	\$ 26.53															
			\$ 24.72	\$ 24.21	\$ 23.62	\$ 23.18															
			\$ 6,598.47/mo	\$ 6,463.73/mo	\$ 6,306.08/mo	\$ 6,188.50/mo															
GROUP 11	Dunn Co Transit Staff	P.I.E. Management	\$14.00/	\$16.75	\$13.35	\$13.35															
			\$16.75	\$21.95	\$21.95	\$21.95															
			\$23.52	\$21.95	\$21.95	\$21.95															
			\$10.75	\$10.30	\$10.30	\$10.30															
GROUP 12	Manitowoc Maritime Paratransit	Assist to Transport	\$23.52	\$21.95	\$21.95	\$21.95															
			\$10.75	\$10.30	\$10.30	\$10.30															

Jodie Olson

From: Dick Schramer - Mayor <berlinmayor@centurytel.net>
Sent: Tuesday, September 8, 2020 4:40 PM
To: Jodie Olson
Subject: FW: screening
Attachments: Screening tool with no names.xlsx; COVID fact sheet.pdf; Updated GLC COVID Diagram (002).docx

Jodie,

Kathy has provided what the county court house uses to screen people coming into the building. We could modify these documents and use if the council approves screening for Board, Commission, or Council meetings. As with the county, our staff would have to be reassigned to do this screening or additional people hired. These do not have to be medical professionals per Kathy. The objective here is to provide a safe environment for Board, Commission, Council members, Staff, and the public that wish to participate. I am looking for a motion and approval from Council to authorize Jodie put this screening in place for the safety of all.

Please give a copy of these attachments and email to each council member.

Thanks,
Dick

From: Munsey, Kathy <kmunsey@co.green-lake.wi.us>
Sent: Tuesday, September 8, 2020 4:21 PM
To: Mayor Schramer <berlinmayor@centurytel.net>
Subject: screening

Here are a couple documents that you could modify. This is what we use at the county. The fact sheet is hanging on a Plexiglas screen and we just ask them if they have any of the symptoms, if they have been in contact with anyone with COVID 19 and they get their temp checked and sign in for contact tracing if needed. As I said any staff can do it. Many of our secretaries do it in various 2 hour shifts.

GLC COVID-19 HEALTH SCREENING & REGISTRATION

(*Offer mask if not wearing one)

Fill out clipboard log sheet with visitor's information to be able to reach them if they are exposed to COVID-19. **Include: Name, Date, Phone, Destination/DEPT, and Temperature & Symptom Check.** In some situations it may not be safe for some court visitors including children or guardians to share contact information. Initials are an option. Be flexible in sensitive situations. The Court will have information to help with contact tracing if needed. HIPAA privacy applies to log information. Completed logs should be placed in a security envelope addressed to Shari Krause in Public Health, and then given to the HHS Receptionist to deliver.

All Criteria also need to be met:

NO FEVER

NO FEVER If T 99.9 or lower PROCEED	ELEVATED TEMP If T 99.9 or higher, <u>offer</u> opportunity to wait outside building for 10 minutes and then retest	If still 99.9 or higher, should not enter building . Offer phone number of department they are visiting. For Court visitors, Call Clerk of Courts at 920-294-4142(6)
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AND

No SYMPTOMS or RECENT EXPOSURE to COVID-19

1. Are they experiencing any symptoms of COVID-19 today? (See CDC poster on Plexiglas)
2. In the past 14 days, have they been a close contact of a person who tested positive for COVID-19 or been in quarantine for COVID-19?
3. In the past 14 days, has someone in their household tested positive for COVID-19?

No symptoms and No recent exposure to COVID-19 PROCEED	If Symptoms or Recent Exposure SHOULD NOT ENTER BUILDING Give Business card for Public Health Info (920)294-4070 If court related visit: Call (920)294-4142 (6)
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AND

FACE COVERING: GLC GOVT CENTER and COURT REQ

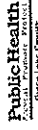
YES Thank you for wearing a mask PROCEED	NO If medical reason-okay Other: Speak with Security per GLC Directive #5 If court related, not without approval of Judge or court approval at (920)294-4044 as per COVID-19 Circuit Court Operating Plan for GLC
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THEN

GO TO GLC SECURITY



Week of:



An employee may not return to work until they have a temperature reading of 99.9 or less and have been without symptoms of any illness for 24 hours.

[illegible]

Employee Name

DATE: October 1, 2020

TO: Committee of the Whole

FROM: Jodie Olson

RE: Halloween Trick-or-Treating

BACKGROUND: With Trick-or-Treating around the corner on Saturday, October 31, Public Health has advised us that it is supportive of trick-or-treating with good community education around safe practices. For example, trick-or-treaters should strive to avoid public interaction with high risk groups both in the home and Long Term Care locations. Only have family groups trick or treat together and keep a safe distance from others. Other suggestions:

- Wear a mask (not just the costume kind)
- Limit the group size
- Limit the houses you visit
- Social distance when handing out/receiving candy. Folks are getting creative in ways to social distance in order to trick-or-treat. Some are using long pipes to slide candy into buckets. There are ways to make it fun for all involved and still be safe if people use their imaginations.
- Take precautions while handling candy. Use sanitizer and wash hands.
- Hand out candy outside so trick-or-treaters do not have to touch hard surfaces such as doors and doorbells.
- Trick-or-treaters should use hand sanitizer in between homes
- Stay home if you might be sick

RECOMMENDATION: Review best safety practices of trick-or-treating to avoid the spread of COVID and action if needed.

To: Mayor & Common Council

From: Lindsey Kemnitz & Susie Thom

Subject: Regionalize CDBG Housing Loan Program

Background: Currently the City of Berlin has Community Development Block Grant –Small Cities Housing Program funds that are loaned out to assist low to moderate income property owners to rehab their homes. The funding for the program comes from HUD and then is passed along to Department of Administration (DOA) in the State of Wisconsin. The federal government is always changing the rules and regulations for the program, which makes it difficult for a small government entity to handle. Currently the City of Berlin contracts out the administration of the new loans due to the extensive work required and pays the company 7.5% of the loan. The DOA is recommending small government entities to turn the funds over to the region.

Currently the City of Berlin has \$89,654.72 in the CDBG-Project Account. We have two pending projects in the amount of \$78,332.27, which will reduce the balance to \$11,322.45. With that minimal amount of funds, the City would need to partner with the region to assist any property owners in the City of Berlin.

If the City agrees to turn over the remaining balance, residents can apply for CDBG-housing loan program at the region level. The City will continue to have the application on the City website and provide it to residents when they stop in City Hall.

The City of Berlin would continue to handle the payments or payoffs of the existing loans. The City would retain 17% of payment or payoffs for the administrative costs to cover the staff's time.

Recommendation:

Staff is requesting the City of Berlin to stop accepting CDBG- housing loan program request and refer them to the region immediately and to turn over the remaining funds once the two projects are completed.

Agreement by and Between
City of Berlin and BG& Associates

The City of City of Berlin and BG & Associates mutually agree to the administration of the housing RLF in the City of Berlin that previous work tasks have been assigned by GAI consultants.

BG& Associates will adhere to the most current policies, procedures, and practices set forth by the Department of Administration, Division of Housing.

This will include, but not limited to:

assessment of work, work write up, contractor qualifications, working with homeowner and contractor, historical reviews, closings, working with building inspector with permits, assessing work, obtaining invoices from contractors, payments, lead clearances, abiding by the new asbestos and risk assessment rules set forth by the Division of Housing. Keeping of the journals.

BG& Associates will also work closely with other agencies, and Regions.

Checks will be prepared and signed by city. Closed out files will be kept in the city.

Prices will be

7.5% of project costs, for administration \$500 initial assessment, \$500 final assessment, \$220.00 lead clearances(unless lab fees rise)300 Interim assessments(up to 2) will be done as necessary.

BG& Associates is fully insured, has the most recent training with the division of Housing, and carries all the necessary certificates to continue administrating the current housing RLF.

Richard Schramer 2-15-18
Richard Schramer Mayor Date

Barbara J. Gabrielson 2/15/18
Barbara J. Gabrielson, Owner Date

Susan Thom

From: Barb Gabrielson <barb.gabrielson@gmail.com>
Sent: Tuesday, August 4, 2020 8:57 AM
To: Susan Thom
Subject: Admin fee

Hi Susan,

The state raised our admin fees to be up to 17%. Right now you are keeping 7.5% and I am getting 7.5%. With all the things the state is asking us to do, I would like to raise my admin fee to 9.5% leaving yours at the current rate. All other rates will remain the same.

Thanks
Barb

--

Barb Gabrielson
Owner
BG& Associates
PO Box 10
Bear Creek WI 54922
1.715.752.4620 (P)
1.920.538.2890 (c)
1.715.752.4595 (f)

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DATE: October 6, 2020

TO: Committee of the Whole

FROM: Jodie Olson

RE: 2021 Budget

BACKGROUND: I have met with all department heads regarding 2021 budgets and the proposed budgets have gone through the various committees, boards and commissions for consideration and recommendation to the Council. I can invite department heads to come to a budget workshop either prior to our October 13 Council meeting or have a special COTW meeting on October 14 (tentative) so you can ask them any specific questions you may have.

General Fund expenditures are coming in around \$6.3M and General Fund revenues at \$6.2M. So far, revenues look to be within \$1k of what they were in 2020 and proposed expenses are about \$75k less than last year. The budget does not account for any new tax monies to be used for capital projects in 2021, which is why the budget decreased from last year. This is not typical and you can expect an increase for capital in future years when grant funding is not available. Repayment of TID advances* will more than cover the gap of about \$84k we are looking at. I will continue to tweak for a few weeks yet, but this is a good indication of where we are at.

**TID Advance Repayments Offsetting Budget.* As I indicate to you each year, TID #9 & 10 will keep offsetting the city budget thru 2024 via payback of advances to the General Fund. We need to continue to be aware of this as in 2024 advances will not be available to offset the budget. At that time, if there has not been enough growth in valuation, Council will have decisions to make as to what to cut, alternative revenue streams to consider, utilizing reserves, or possibly a referendum.

Below are the overall basics of the estimated 2021 budget without getting into departmental detail.

1. Revenues:

- a. *Shared Revenue* : stable but reduced by \$143
- b. *Expenditure Restraint*: reduced by \$5k
- c. *State Transportation Aids*: decreased by \$35k
- d. *Video Franchise Fees*: Similar to what happened with portions of personal property that no longer is assessed to businesses, the state imposed reductions for Video Franchise Fees starting in 2021. In 2019 the cable franchise fee we received was 3%. The state mandated a .5% reduction in 2020 and another .5 reduction in 2021. Beginning 2021 the cable franchise fee will be 2%. The state is providing aids to cover the 1% reduction, which is \$13,644. As I had indicated to you with last year's budget, this is a disturbing trend as more and more of our funding is being mandatorily moved into the states hands. The state has the ability to increase or decrease shared revenue or any state aids when it wants.

2. Net New Construction (NNC):

- a. NNC for 2019 was \$1,152,100 or .396%
- b. Levy increase allowed for NNC is \$6,169

3. Future Capital Equipment *Allocations*:
 - a. Squad car (2021) \$30k
 - b. Portable PD radios \$3k
 - c. Command Truck \$4k
 - d. Ambulance replacement (2022) \$25k
4. Anticipated 2021 Capital Equipment *Purchases*:
 - a. Squad Car up to \$60k if all new equipment is installed
5. Anticipated 2021 Capital Projects Estimates:
 - a. 2020 Carryover: Webster and State Streets Final Layer of Asphalt: \$79,500
 - b. Water Street: \$1.1M (CDBG-PF/Closeout Grant)
 - c. Park Avenue: \$422K (CDBG-PF/Closeout Grant)
 - d. Pedestrian Bridge: \$378K We did *not* receive the TAP grant for the bridge, therefore I am currently reworking how we afford all three projects for 2021.
6. Residential Development:
 - a. In 2020 we put \$65k into the Residential Housing Program. To date those funds are still available and will be carried over into 2021. There may still be requests made for 2020 funds yet this year. No new funds for this are included in the 2021 budget.
7. Personnel:
 - a. WRS Rates:
 - General City: 13.50% No Change Employer/Employee 6.75%/6.75%
 - Police: 15.49% to 18.59% Employer/Employee 11.84%/6.75%
 - b. Wage Increases: 2.5% per Union contract
 - c. Merit Pool: At this time, there is no merit pool budgeted for
 - d. Health Insurance:
 - Renewal of 4% increase with Arise and buy-up plan with WPS (employees pay 25% of buy-up plan). 10 General City employees chose "buy-up" plan
 - Overall budget increase of \$29k. Note this is not all due to rate change of 4% (\$12k). There were many changes in single vs family plans and waivers among employees (\$17k).
8. Donations: In the past, the following contributions have been included in the budget and currently still are.
 - a. Berlin Historical Society \$2,000
 - b. Boys & Girls Club \$2,000
9. Travel & Tourism Commission Established in 2020: The room tax monies will now be distributed via the Travel & Tourism Commission instead of being provided to the Chamber. This will not have any budgetary impact.
10. Assessment Services: We are budgeting for a maintenance year in 2021 of \$13,300. We have committed and reserved an additional \$96,500 for a future revaluation potentially for 2022. If we do not have a revaluation, we will simply release the funds from being committed.
11. Ambulance: We can assume a 2021 expenditure budget similar to that of 2020. As the county moves forward in discussing and considering the feasibility study on EMS county-related options, we need to continue discussions on contingency planning for the future as well. At this

time, I anticipate that ThedaCare will cover \$100k of the unfunded mandatory write-offs for 2021. The municipalities will cover the remaining of about \$175k. The City of Berlin estimated portion is about \$50k.

12. Estimated Tax Incremental Financing Activity:

- a. TID#9. We will recoup approximately \$10k in TID#9 in advances repayment which will help offset the 2021 budget.
- b. TID#10. We will recoup approximately \$175k from TID#10 in advances repayment which will help offset the 2021 budget.
- c. TID#14. Debt is now paid off. We will look at closing TID in near future.
- d. TID#15. Downtown TID. We continue to work with the DNR to clean up any contamination on the Old Safeguard site and work to bring development to the location as well as the downtown. A development on the old Juliette Manor site is anticipated for 2021.
- e. TID#01E. Continues to pay debt service. General Fund still advances around \$6k/year.
- f. TID#02E. Still working with Chilton State Bank on environmental clean-up. Annual increments typically get paid back to the Bank for reimbursement on clean-up invoices.

13. Debt Service:

- a. 2020 Debt service payments are \$600k
- b. Capital Financing Plan of every other year borrowing with staggered principal payments is still being utilized. The next bank financing would be schedule for 2023. Goal is to still maintain level debt service mill rate and still have funds for street projects. Large projects will need bonding consideration.
- c. Debt is still outside of the levy limits
- d. Debt Capacity ratio is 35%. Policy goal is to remain under 45%.

14. *Impact of COVID*: COVID did hit our 2020 budget negatively in various ways. We saw parks and recreation activities drastically decrease and the Aquatic Center did not open. Although this had a significant impact on corresponding revenues, corresponding expenses also decreased in these areas. We saw a jump in PPE costs in various areas, election costs and some staffing cost increases, but the Routes to Recovery grant and WEC grant offset most of those costs. Routes to Recovery will not cover loss in revenues, but it did help significantly with our additional costs. Overall, I am not concerned over the impact of COVID on our financials. We are financially sound and have a healthy reserve to absorb unexpected ebbs and flows. COVID is an excellent example and reminder of why we maintain our reserves and have a Fund Balance Policy in place. The unexpected can happen at any point in time. COVID will continue to have an impact into 2021 and I believe we are prepared to cope with it successfully.

RECOMMENDATION: None. Discussion only.

CITY OF BERLIN

2021 EXPENDITURE BUDGET

FUND	DIV	ACCT	OBJEC	OBJECT Descr	2018 Actual	2019 Actual	2020 YTD Actual	2020 Budget	2021 Budget	Budget Difference
ACCT	10000	Council, Commissions & Comm			\$22,555.69	\$24,588.10	\$16,123.02	\$25,345.24	\$25,416.71	\$71.47
ACCT	30000	City Attorney			\$69,538.49	\$70,429.02	\$68,211.28	\$68,495.74	\$71,803.00	\$3,307.26
ACCT	31000	Special Legal Counsel			\$13,397.51	\$28,333.70	\$7,699.15	\$6,000.00	\$6,000.00	\$0.00
ACCT	40001	Employee Benefits			\$53,968.21	\$41,259.57	\$40,737.85	\$56,500.00	\$51,500.00	-\$5,000.00
ACCT	41000	Mayor			\$6,344.25	\$7,032.31	\$4,991.51	\$7,759.00	\$7,759.00	\$0.00
ACCT	41500	City Administrator			\$110,891.07	\$113,974.22	\$80,544.19	\$116,952.00	\$122,478.00	\$5,526.00
ACCT	42000	City Clerk			\$140,359.49	\$135,337.15	\$86,788.48	\$131,263.00	\$129,272.00	-\$1,991.00
ACCT	44000	Elections			\$10,743.36	\$6,137.81	\$18,566.61	\$18,200.00	\$11,225.00	-\$6,975.00
ACCT	45000	Central Duplicating			\$47,097.47	\$46,534.72	\$30,037.66	\$55,600.00	\$51,300.00	-\$4,300.00
ACCT	46000	Licenses & Permits			\$417.25	\$58.00	\$0.00	\$250.00	\$250.00	\$0.00
ACCT	51001	Independent Auditing			\$17,980.00	\$17,790.00	\$21,510.00	\$21,080.00	\$21,550.00	\$470.00
ACCT	53001	Assessment			\$18,453.13	\$18,734.27	\$16,030.36	\$18,977.00	\$20,556.00	\$1,579.00
ACCT	60000	Municipal Building			\$83,091.30	\$86,857.85	\$65,928.07	\$93,624.00	\$93,538.00	-\$86.00
ACCT	60004	Buildings & Grounds			\$30,359.50	\$28,443.57	\$20,668.63	\$27,678.00	\$28,169.00	\$491.00
ACCT	91000	Illegal Taxes & Refunds			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ACCT	93000	Property & Liability Insurance			\$0.00	\$0.00	\$122,385.49	\$0.00	\$0.00	\$0.00
DIVISION 51 General Government										
ACCT	10001	Police Dept			\$625,196.72	\$625,510.29	\$600,222.30	\$647,723.98	\$640,816.71	-\$6,907.27
ACCT	17100	Police Uniform Allowance			\$1,261,528.89	\$1,262,400.29	\$787,606.26	\$1,243,915.00	\$1,252,499.00	\$8,584.00
ACCT	20003	Fire Dept			\$4,743.93	\$5,014.20	\$1,632.80	\$6,405.00	\$6,184.00	-\$221.00
ACCT	23200	Hydrant Rental			\$211,733.16	\$204,691.64	\$84,974.80	\$224,175.00	\$228,295.00	\$4,120.00
ACCT	30001	Ambulance			\$247,775.02	\$247,775.04	\$165,183.36	\$247,775.00	\$247,775.00	\$0.00
ACCT	40000	Sealer of Weights & Measures			\$708,814.76	\$794,189.44	\$490,480.10	\$805,940.00	\$803,008.00	-\$2,932.00
ACCT	40002	Bldg Insp/Code Enforcement			\$5,382.00	\$5,655.00	\$4,241.25	\$5,842.00	\$5,700.00	-\$142.00
ACCT	90001	Emergency Management			\$20,157.95	\$26,047.47	\$17,006.01	\$35,000.00	\$25,000.00	-\$10,000.00
DIVISION 52 Public Safety										
ACCT	31100	Public Works - Gen - Streets			\$30,193.92	\$23,516.57	\$19,727.43	\$25,916.00	\$26,128.00	\$212.00
ACCT	31101	Public Works - Parks Maint			\$2,490,329.63	\$2,569,289.65	\$1,570,852.01	\$2,594,968.00	\$2,594,589.00	-\$379.00
ACCT	31200	Snow & Ice Control			\$551,352.14	\$602,476.88	\$368,114.16	\$569,862.00	\$579,928.00	\$10,066.00
ACCT	42001	Street Lights			\$4,023.12	\$5,195.47	\$7,489.22	\$8,973.00	\$9,250.00	\$277.00
ACCT	43200	Sidewalk Repair & Maint			\$59,195.43	\$80,871.62	\$41,191.65	\$87,658.00	\$87,453.00	-\$205.00
ACCT	44100	Storm Sewers			\$61,991.32	\$64,518.47	\$35,718.34	\$68,000.00	\$68,000.00	\$0.00
					\$3,515.07	\$1,503.89	\$737.95	\$4,138.00	\$4,250.00	\$112.00
					\$11,875.77	\$7,776.03	\$5,098.08	\$18,975.00	\$18,312.00	-\$663.00

FUND	DIV	ACCT	OBJEC	OBJECT Descr	2018 Actual	2019 Actual	2020 YTD Actual	2020 Budget	2021 Budget	Budget Difference
ACCT	45001	Parking Regulations			\$600.00	\$0.00	\$0.00	\$200.00	\$200.00	\$0.00
ACCT	52001	Taxi Grant Expenses			\$148,856.83	\$151,448.70	\$113,950.17	\$145,000.00	\$150,000.00	\$5,000.00
ACCT	62000	Garbage & Refuse			\$203,976.55	\$189,418.99	\$133,649.59	\$205,664.00	\$209,722.00	\$4,058.00
ACCT	63500	Recycling Charges			\$100,292.27	\$99,890.20	\$66,781.68	\$101,000.00	\$103,000.00	\$2,000.00
ACCT	64000	Weed & Nuisance Control			\$39,354.58	\$34,257.95	\$14,073.71	\$37,896.00	\$38,224.00	\$328.00
DIVISION 53 Public Works										
ACCT	10003	Animal Pound			\$4,255.64	\$4,187.22	\$3,133.01	\$4,587.00	\$4,475.00	-\$112.00
ACCT	60001	Senior Center			\$67,065.82	\$59,543.64	\$31,985.23	\$61,505.00	\$60,798.00	-\$707.00
ACCT	60002	Senior Transportation			\$32,738.90	\$35,985.53	\$10,691.92	\$38,015.00	\$39,701.00	\$1,686.00
ACCT	60003	Senior Nutrition Program			\$25,928.54	\$27,991.00	\$17,340.37	\$35,389.00	\$39,230.00	\$3,841.00
ACCT	91001	Cemetery			\$74,225.47	\$73,887.17	\$51,102.54	\$80,797.00	\$77,951.00	-\$2,846.00
DIVISION 54 Health & Human Services										
ACCT	11001	Library			\$204,214.37	\$201,594.56	\$114,253.07	\$220,293.00	\$222,155.00	\$1,862.00
ACCT	12000	Historical Society			\$364,873.71	\$361,779.25	\$231,690.97	\$378,674.00	\$402,178.00	\$23,504.00
ACCT	20005	Parks & Playgrounds			\$3,000.00	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00
ACCT	30002	Recreation			\$141,760.62	\$143,086.81	\$87,861.07	\$141,119.00	\$140,747.00	-\$372.00
ACCT	35000	Fireworks/4th of July			\$59,215.03	\$55,237.15	\$30,636.73	\$66,579.00	\$69,802.00	\$3,223.00
ACCT	37000	Cable TV			\$5,125.00	\$5,125.00	\$7,175.00	\$7,125.00	\$7,125.00	\$0.00
ACCT	42002	Swimming Pool			\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
DIVISION 55 Culture Recreation & Education										
ACCT	50001	Public Housing			\$145,266.68	\$142,069.59	\$27,064.36	\$167,893.00	\$164,105.00	-\$3,788.00
ACCT	60005	Urban Development-Raze Orders			\$719,241.04	\$709,297.80	\$384,428.13	\$764,390.00	\$786,957.00	\$22,567.00
ACCT	75000	Economic Development			\$6,320.63	\$6,255.19	\$3,866.96	\$5,997.00	\$5,603.00	-\$394.00
ACCT	90002	Land Use Planning			\$426.95	\$549.46	\$687.05	\$0.00	\$0.00	\$0.00
ACCT	90003	GIS-Aerial Photos of the City			\$49,541.59	\$66,081.85	\$39,539.73	\$126,830.00	\$63,657.00	-\$63,173.00
ACCT	90004	Zoning			\$8,826.01	\$7,382.20	\$6,348.42	\$15,800.00	\$15,800.00	\$0.00
DIVISION 56 Conservation & Development										
ACCT	29000	Interest Expense			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DIVISION 58 Debt Service										
ACCT	20500	Transfer to Other Funds			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ACCT	90000	Contingency Fund			\$1,570,721.00	\$741,311.91	\$728,396.73	\$723,979.00	\$661,752.00	-\$62,227.00
DIVISION 59 Other Financing Uses										
FUND	10	General Fund			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
					\$1,570,721.00	\$741,311.91	\$728,396.73	\$741,979.00	\$691,752.00	-\$50,227.00
					\$6,872,165.65	\$6,178,175.41	\$4,243,754.92	\$6,380,265.98	\$6,304,903.71	-\$75,362.27

CITY OF BERLIN

Budget: 2021 General Fund Revenue Budget

Account Descr	2018 Actual	2019 Actual	2020 YTD Actual	2020 Budget	2021 Budget	Budget Difference
DIVISION 41 Taxes	\$2,118,780.67	\$2,086,097.71	\$2,106,564.72	\$2,109,036.00	\$2,154,411.00	\$21,006.00
DIVISION 42 Special Assessments	\$1,522.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DIVISION 43 Intergovernmental Revenues	\$2,537,961.99	\$2,511,179.62	\$937,800.48	\$2,545,395.20	\$2,504,058.33	\$19,524.98
DIVISION 44 Licenses and Permits	\$84,288.50	\$91,242.53	\$64,266.01	\$100,317.00	\$90,317.00	-\$2,200.00
DIVISION 45 Fines, Forfeitures & Penalties	\$66,132.37	\$63,537.74	\$44,467.46	\$62,550.00	\$67,600.00	\$12,500.00
DIVISION 46 Public Charges for Services	\$616,144.93	\$635,913.69	\$369,109.07	\$693,450.00	\$690,300.00	-\$350.00
DIVISION 47 Intergov t Charges for Servic	\$265,167.58	\$310,085.20	\$117,394.41	\$322,446.00	\$320,052.00	\$11,821.00
DIVISION 48 Miscellaneous Revenue	\$362,465.33	\$265,006.59	\$69,553.31	\$197,400.00	\$204,150.00	-\$30,000.00
DIVISION 49 Other Financing Sources	\$179,979.00	\$191,396.00	\$0.00	\$190,000.00	\$190,000.00	\$0.00
	\$6,232,443.12	\$6,154,459.08	\$3,709,155.46	\$6,220,594.20	\$6,220,888.33	\$32,301.98