

**COLUMBUS COMMON COUNCIL – REGULAR MEETING**  
**TUESDAY, JULY 19, 2016 – 6:30 PM**  
**COLUMBUS CITY HALL**  
**AGENDA**

1. Roll Call
2. Pledge of Allegiance
3. Notice of Open Meeting
4. Approve Agenda
5. Correspondance & Communications

**Consent Agenda**

1. Council Minutes – 07/05/16
2. CAAC Advisory – 05/23/16
3. Columbus Area EMS Group – 05/04/16
4. PFC – 07/11/16
5. Treasurer's Report – June 2016

**Unfinished Business**

1. Consider and take action on proposed sewer rates
2. Consider and possible action on Ordinance to Repeal and Recreate Section 102-328(b) & 102-328(c) of the City Code of Ordinances Regarding Fixed Charge and Variable Charge Sewer Rates.

**New Business**

1. Consider and take action on request of MP's Town Tap for an amendment to the premise description.
2. Consider and take action on the final report of the special assessments for 2016 Street and Utility Improvements
3. Consider and take action on a social media policy
4. Consider and take action on the request of Michael Eisenga for the return of unused escrow funds for the completion of Phase 2 Columbus Commerce Center.
5. Consider and take action on the set date and hours for Trick or Treat 2016.
6. Consider and take action on applications for Operator Licenses: Anneliese Stachowski,
7. Consider and take action on claims in the amount of \$106,867.16
8. Report of City Officers – City Administrator, Mayor

**Adjourn**

**COLUMBUS COMMON COUNCIL – REGULAR MEETING  
TUESDAY, JULY 5, 2016 – 6:30 PM  
COLUMBUS CITY HALL**

The Columbus Common Council held a regular meeting on Tuesday July 5, 2016 at 6:30 pm at Columbus City Hall. The meeting was called to order by Mayor Crombie and notice of open meeting was noted as posted. Present: Mayor Crombie, Council members Hendrickson, Melotte, Reid, Rule, Thom and Traxler, City Attorney Johnson, City Administrator Vander Sanden, City Clerk Donahue, interested citizens and the media.

Mayor Crombie led the Council in the pledge of allegiance. Motion by Melotte second by Hendrickson to approve the agenda. Motion carried voice vote. There were no citizen comments or communications.

Mayor Crombie presented the Consent Agenda. No items were asked to be removed from the Consent Agenda. Motion by Rule second by Melotte to approve the Consent agenda as presented. Motion carried voice vote.

Motion by Thom second by Rule to approve Resolution No. 12-16, A Resolution to Vacate Certain Portions of Newcomb Street and Spring Street Located in the City of Columbus, Columbia County, Wisconsin. Motion carried 6-0 on a roll call vote with Hendrickson, Melotte, Reid, Rule, Thom and Traxler voting 'Yes.'

Motion by Thom second by Traxler to approve not reinstalling the signs that were on the 100 block of W Prairie St and instead allow temporary signs in the 100 block of W. Prairie St when necessary during a funeral, cost for the temporary signs to be paid by Jensen Funeral Home. Motion carried voice vote.

Motion by Melotte second by Reid to approve the 2016 insurance renewals for property, liability, WC, auto, police professional, public official liability through Richards Insurance Agency. Motion carried 6-0 on a roll call vote with Hendrickson, Melotte, Reid, Rule, Thom and Traxler voting 'Yes.'

Motion by Thom second by Melotte to suspend the rules for immediate consideration of Ordinance No. 730-16, An Ordinance to Repeal and Recreate Section 86-33 of the City Code of Ordinances Regarding Permit Required for Sidewalk Repair. Motion carried voice vote.

Motion by Rule second by Thom to waive required reading of Ordinance No. 730-16, An Ordinance to Repeal and Recreate Section 86-33 of the City Code of Ordinances Regarding Permit Required for Sidewalk Repair. Motion carried voice vote.

Motion by second by Thom Rule to adopt Ordinance No. 730-16, An Ordinance to Repeal and Recreate Section 86-33 of the City Code of Ordinances Regarding Permit Required for Sidewalk Repair. Motion carried 6-0 on a roll call vote with Hendrickson, Melotte, Reid, Rule, Thom and Traxler voting 'Yes.'

Motion by Melotte second by Hendrickson to approve the recommendation of City Administrator Vander Sanden to offer the remaining collateral items from Hydro Street Brewery in a sealed bid auction with terms to be determined by City Attorney Johnson. Motion carried 6-0 on a roll call vote with Hendrickson, Melotte, Reid, Rule, Thom and Traxler voting 'Yes.'

Motion by Rule second by Traxler to approve the Mayoral appointments of Alderperson Hendrickson to the Senior Center Advisory Board, Hillside Cemetery Association and Greater Columbus Energy Commission. Motion carried 6-0 on a roll call vote with Hendrickson, Melotte, Reid, Rule, Thom and Traxler voting 'Yes.'

Motion by Traxler second by Melotte to grant a new operator license to Kristena A. Kniess. Motion carried 6-0 on a roll call vote with Hendrickson, Melotte, Reid, Rule, Thom and Traxler voting 'Yes.'

Motion by Rule second by Traxler to grant a renewal operator license to Ashley K Guenther. Motion carried 6-0 on a roll call vote with Hendrickson, Melotte, Reid, Rule, Thom and Traxler voting 'Yes.'

Motion by Melotte second by Rule to approve payment of claims in the amount of \$1,035,411.37. Motion carried 6-0 on a roll call vote with Hendrickson, Melotte, Reid, Rule, Thom and Traxler voting 'Yes.'

City Administrator Vander Sanden reported he attended the Ottery open house today and acknowledged the river clean up by the Columbus Odd Fellows.

Mayor Crombie reported he attended the ground breaking at Countryside Ford's new site and added they are an asset to the community; attended the Columbus Nursing & Rehab grand re-opening of the remodeled facility; attended the Ottery brothers grand opening of their truck and tank washing facility; Columbus was honored to have been given the opportunity to show off our community to 25 young African leaders (ages 25-35) participating in the Mandela Washington Fellowship, a program of the State Department's Young African Leadership Initiative and hosted by the African Studies Program at the University of Wisconsin-Madison. The Fellows, representing 19 countries, are participating in a six-week public management institute at UW-Madison where they will explore how American organizations approach public management challenges and the solutions in a variety of domains, including city government, health, environment, legal systems, and others. Crombie thanked the 4<sup>th</sup> of July Committee, all the volunteers and city staff who worked to put on the annual celebration, parade and fireworks.

Items placed on file through the Consent Agenda:

Council Minutes – 06/21/16

Library Board – 05/17/16, 06/02/16

The meeting adjourned to closed session at 6:50 pm on a motion by Thom second by Rule per ss 19.85(1)(e) deliberating or negotiating the purchase of public properties, the investment of public funds, or conducting other public business, whenever competitive or bargaining reasons require specifically to discuss a TIF #4 Development Agreement between the City of Columbus and Duffy Fleet Services Inc. Motion carried 6-0 on a roll call vote with Hendrickson, Melotte, Reid, Rule, Thom and Traxler voting 'Yes.'

The meeting reconvened to open session at 7:13 pm on a motion by Thom second by Traxler. Motion carried voice vote.

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Columbus Common Council  
Regular meeting

Motion by Thom second by Rule to approve the Development Agreement between the City of Columbus and Duffy Fleet Services Inc. Motion carried 6-0 on a roll call vote with Hendrickson, Melotte, Reid, Rule, Thom and Traxler voting 'Yes.'

The meeting adjourned at 7:14 pm on a motion by Traxler second by Melotte. Motion carried voice vote.

Anne Donahue  
City Clerk

**COLUMBUS COMMON COUNCIL – COMMITTEE OF THE WHOLE  
TUESDAY, JULY 5, 2016 – 7:24 PM  
COLUMBUS CITY HALL**

The Columbus Common Council held a Committee of the Whole meeting on Tuesday July 5, 2016 at 7:24 pm at Columbus City Hall. The meeting was called to order by Council President Thom and notice of open meeting was noted as posted. Present: Mayor Crombie, Council members Hendrickson, Melotte, Reid, Rule, Thom and Traxler, City Attorney Johnson, City Administrator Vander Sanden, City Clerk Donahue, interested citizens and the media.

Motion by Traxler second by Rule to approve the agenda as posted. Hearing no objections, Council President Thom announced the agenda approved.

Tom Cullen, 649 S. Charles, asked the Council for answers to his questions from the June 21 meeting and asked how the 25% ratio was arrived at for the sidewalk assessments for S. Charles St.

Reducing the amount of the storm water special assessment to property owners was discussed. A reduction to 15% will be considered and property owners receiving a direct benefit through an individual lateral to be assessed the full cost of the lateral connection, will be considered. Consideration of the final report of the assessments for 2016 street and utility improvements was referred to the next regular meeting of the Council, July 19, 2016.

Thom requested some changes to the proposed social media policy to control employee access to sites through city email addresses, add the city administrator and an alternate as the gate keeper and to migrate the existing recreation page to the city site. The proposed social media policy with these changes was referred to the next regular meeting of the Council, July 19, 2016.

City Administrator Vander Sanden will continue to gather information on a city building space needs/facility study and will contact a resource to come to speak to the Council on the process.

Council determined the 2016 Trick or Treating in Columbus will be Saturday October 29, 2016 from 5:00 pm – 8:00 pm.

The pedestrian cross walk has been repainted at the intersection of Park Avenue & Fairway Drive. Yellow markings will be added to the curb on the east side of Park Avenue north and south of Fairway Drive.

City Administrator Vander Sanden will invite the director of the Columbia County waste management program to speak to the Council in anticipation of the waste removal contract at the end of the year.

The request by Mr. Mike Eisenga for return of escrowed funds for completion of Phase 2 of Columbus Commerce Center was referred to the next regular meeting of the Council, July 19, 2016.

The reimbursement of funds to the City for a portion of the 2016 16/60 Intersection project will be assessed through a special assessment district. Referred to City Attorney Johnson to prepare an initial resolution for the next regular meeting of the Council, July 19, 2016.

The meeting adjourned at 8:28 pm on a motion by Traxler second by Hendrickson. Motion carried voice vote.

Anne Donahue  
City Clerk

Minutes of the  
COLUMBUS AREA AQUATIC CENTER ADVISORY BOARD  
Monday May, 23, 2016 - 6:00 pm  
Columbus Area Aquatic Center

The Columbus Area Aquatic Center (CAAC) Board met for a regular meeting on Monday, May 23, 2016 at 6 pm at the Columbus Area Aquatic Center. Present: Members: Janet Roberts, Ross Rehfeldt, Cailin Lueders, Alderman Michael Thom. Also present: DPW Director Davis Clark, Recreation Supervisor Amy Jo Meyers, CAAC Manager Kane Browskowski and Head Guard Catie O'Keefe. Excused: Powers, Rose, Mayor Kelly Crombie and City Administrator Patrick Vander Sanden

Meeting called to order at 6:10 pm by Chair Roberts. Quorum determined.

Notice of posted meeting was announced by Roberts.

Motion by Lueders, seconded by Rehfeldt to approve the agenda, with addition of old business matter for next meeting. Motion carried.

Motion by Thom, seconded by Lueders to approve the minutes of April 5, 2016. Motion carried.

Citizen Comments: None

New Business:

Old Business matter: Bring back for discussion at next meeting another option for a revenue source matter from April 5, 2016 board meeting as follows: Discussion took place regarding a request by the Sun Prairie swim team to rent the pool facility for practice in 2016. There was a review of the pros and cons of accepting the request and the Board decided to set the issue aside for now.

Tour/Review of Maintenance Projects and Updates to the Aquatic Center

Report by Davis of installation of new heater and brief background regarding replacing or keeping the old unit (timeframe, no warranties) how the matter was approved. Thom had questions regarding warranty of the new unit. Board and others in attendance toured the complete facility. Items brought to attention: Circulation pump flange repair, painting/upgrade of entire inside of facility and restroom/shower room improvements. Amy Meitzel did a wonderful job of painting murals. Meyers discussed the plans for concession and changes made in food service items. Status of appliances were discussed along with replacement concerns. Meyers also informed us about purchase options at front desk (goggles, sunscreen). Other items/areas toured included lifeguard platforms and chairs, lounge chairs, cracked pipe at slide, diving board, water temp and conditions.

Update on CAAC schedule and upcoming swim season

Meyers & Browskowski gave an update on upcoming events & programs (open house, swim lessons, Flick & Float, library program, lap swim, swim team).

**July 11 was the date determined for the next meeting, 6 pm at the Aquatic Center.**

Motion by Rehfeldt, second by Thom to adjourn at 7:10 pm.

Respectfully submitted: Cailin Lueders, Acting Secretary

## Columbus Area Emergency Medical Services Group

May 4, 2016

### Minutes

Members of the Columbus Area Emergency Medical Services Group met in the Columbus Community Center at 161 N Dickason Blvd on Wednesday, May 4, 2016 at 4 pm. Members present: City of Columbus – City Administrator Patrick Vander Sanden, Town of Fountain Prairie – Ron Huebner; Town of Elba – Joe Roche, Town of Hampton - David Tuschen and Town of York - John Prosser. Others present: Werner Biederman – Lifestar EMS and Linda Henning, Secretary.

The meeting was called to order by John Prosser at 4:00 pm. There was not a quorum present. Notice of meeting posting.

Motion to approve the agenda was made by Joe Roche with a second from David Tuschen. Motion approved with all in favor.

Minutes of October 7, 2015 – motion by Patrick VanderSanden with a second from David Tuschen to approve of the minutes of the October 7<sup>th</sup>, 2015 meeting. Minutes approved with all in favor.

Werner Biederman was present for Lifestar EMS. The monthly report had just recently come out and Werner asked if there were any questions. Werner stated that they need a new map for the Town of York. Werner reported that he would be fulfilling the administrative position full time at Columbus now.

Old Business: None

New Business: Chairman Prosser advised that the Intergovernmental Agreement between the municipalities does not state the term of office for the officers and that the original agreement does not coincide with the contract with Lifestar. The original Intergovernmental Agreement was for five (5) years.

John Prosser will talk to Lan Waddell regarding amending the Intergovernmental Agreement to state officer terms of office and the length of the agreement.

It was noted that Lan Waddell will be retiring in the fall, but he is recommending his clients to the new lawyers in Waterloo, Eggert Law, LLC.

The next meeting will be called when all the municipalities have had a chance for their boards to review and approve the new amendment.

The question was asked if the group could operate without a quorum?

There being no further business, motion made by Joe Roche with a second from David Tuschen to adjourn the meeting. Meeting adjourned at 4:25 pm.

Respectfully Submitted,

Linda Henning, Secretary

## **Columbus Police and Fire Commission – July 11, 2016**

The special session of the Police and Fire Commission was called to order by President Rod Musel at 5:30 PM on Monday July 11, 2016 in the Fire Department meeting room.

Compliance with open meeting law duly noted.

Roll Call: Present – Rod Musel, Joe Sampson, Tim Hoffman, Joe Roche and Larry Olson.

No public comments.

Motion by Hoffman and 2<sup>nd</sup> by Olson to reelect the same officers for the upcoming year. All voted in favor. Musel will remain as president, Olson as vice president and Sampson as secretary.

Discussion regarding the hiring of new police officer Randy McDaniel and potentially another vacancy in the near future. No candidates off the last interview list were hired due to various reasons. McDaniel had previously interned with the department. Chief Meister requested he be hired on without approval by the entire PFC to expedite the process His request was approved by President Musel.

The special meeting of the PFC was convened to interview six Police Officer candidates.

Motion to go into closed session to interview candidates by Roche with second by Olson. All in favor and the committee went in to closed session at 5:43 PM.

Motion to go into open session by Hoffman with second by Sampson. Back into open session at 7:30 PM.

Motion by Musel with a second by Hoffman to place the six Police Officer candidates on the eligibility list. All voted in favor. Candidates Nicholas Nygren, Matthew Winckler, Kirk Gagnon, Jeremy Lethlean, Steve Martin and Martin Keberlein were placed on the Police Officer eligibility list.

Motion to adjourn by Hoffman. Second by Sampson. All in favor and the meeting was adjourned at 7:32 PM.

The next regular meeting is scheduled for Monday May 9, 2016 at 5:30 PM.

PFC Secretary  
Joe Sampson

**TREASURER'S REPORT - JUNE 2016**  
**CO-MINGLED CASH FUND (UNAUDITED)**

Cash on Hand - Beginning of Month:		\$	1,272,230.62
Receipts		\$	1,488,893.10
Disbursements		\$	(1,500,829.52)
<i>Cash on Hand - Month End:</i>		<b>\$</b>	<b>1,260,294.20</b>
Outstanding Disbursements/Checks Uncleared		\$	(35,851.02)
<i>Bank Balance - Month End:</i>	<b>(UNAUDITED)</b>	<b>\$</b>	<b>1,224,443.18</b>
<b>*Co-Mingled Cash includes:</b>			
General Fund		\$	679,756.02
Revolving Loan Fund		\$	865.03
Development Fees Fund		\$	84,347.85
Community Development Authority		\$	28,425.72
Library Fund		\$	(35,754.48)
CAAC (Pool) Fund		\$	77,695.01
Room Tax Fund		\$	23,499.14
Cable TV Fund		\$	195,790.72
Solid Waste Fund		\$	(72,373.70)
Hillside Cemetery Fund		\$	59,176.30
Special Revenue Fd - Parks		\$	1,905.30
Columbus Emergency Medical		\$	28,928.10
Debt Service Fund		\$	249,932.28
Capital Project Funds		\$	(132,914.72)
TIF #3		\$	43,675.47
TIF #4		\$	(3,771.25)
Sewer Utility Fund		\$	(4,740.03)
Trust Funds (Cash on Hand)		\$	0.42
<b>TOTAL:</b>	<b>(UNAUDITED)</b>	<b>\$</b>	<b>1,224,443.18</b>
<b><u>PAYROLL FUND</u></b>			
Cash on Hand - Beginning of Month:		\$	5,000.00
Receipts		\$	130,329.14
Disbursements		\$	(129,899.70)
<i>Cash on Hand - Month End:</i>	<b>(UNAUDITED)</b>	<b>\$</b>	<b>5,429.44</b>
<b><u>SAVINGS - FARMERS &amp; MERCHANTS BK</u></b>			
Cash on Hand - Beginning of Month:		\$	3,635,658.80
Interest Earned - .25%		\$	-
Disbursements/Withdrawals		\$	(547,897.84)
Deposits		\$	279,488.00
<i>Cash on Hand - Month End:</i>	<b>(UNAUDITED)</b>	<b>\$</b>	<b>3,367,248.96</b>
<b><u>INVESTMENTS</u></b>			
<b>Investment Total - General Fund:</b>			
General Fund (F&M Cdars, LGIP & Savings)		\$	1,478,928.58
<b>TOTAL</b>		<b>\$</b>	<b>1,478,928.58</b>
<b>Investment Total - Funds:</b>			
Designated Investments Fund		\$	43,875.29
Community Development Authority		\$	69,588.55
Revolving Loan Fund		\$	281,290.27
Cemetery Perpetual Care Fund		\$	110,548.43
Library - Money Market Fund		\$	34,085.70
Debt Service Fund		\$	1,013,912.27
TIF #3		\$	391,213.57
Capital Projects Fund		\$	1,096,935.33
Sewer - Collection Main Replacement Fund-James Street Project		\$	396,419.07
Sewer - 2016 Street Projects		\$	568,664.21
Sewer Bond Redemption Fund		\$	79,077.18
Sewer Connection Fees Investment		\$	196,482.57
Sewer Pump Replacement Fund		\$	113,675.99
WWTP Replacement Fund		\$	1,575,777.27
<b>TOTAL</b>	<b>(UNAUDITED)</b>	<b>\$</b>	<b>5,971,545.70</b>
<b>GRAND TOTAL - DESIGNATED/UNDESIGNATED FUNDS</b>		<b>\$</b>	<b>7,450,474.28</b>

**CITY OF COLUMBUS**  
**INVESTMENTS - MONTH END - JUNE 2016**

<b>FUND:</b>	<b>(Face Value)</b> <b>JUNE, 2016</b>
<b>#100</b> <b>TREASURER'S CASH SUMMARY</b>	
LGIP	\$ 5,336.70
F&M UNION BK - SVGS	\$ 1,473,591.88
	<u>\$ 1,478,928.58</u>
<b>#200</b> <b>REVOLVING LOAN FUND SUMMARY</b>	
F&M UNION BANK - PASSBOOK	\$ 119,424.57
F&M UNION BANK - CDARS PROGRAM	\$ 161,865.70
	<u>\$ 281,290.27</u>
<b>#205</b> <b>COMMUNITY DEVELOPMENT AUTHORITY</b>	
F&M UNION BANK - PASSBOOK	\$ 69,588.55
	<u>\$ 69,588.55</u>
<b>#210</b> <b>LIBRARY/COUNTY FUND SUMMARY</b>	
ANCHOR BANK - MONEY MKT	\$ 34,085.70
	<u>\$ 34,085.70</u>
<b>DEBT SERVICE</b>	
<b>#300</b> F&M UNION BANK - CDARS-Restricted - CAAC	\$ 229,276.99
F&M UNION BANK - CDARS-Restricted-Gateway (2)	\$ 513,768.78
F&M UNION BK - SVGS	\$ 26,366.08
F&M UNION BANK - CDARS-Restricted-Gateway (1)	\$ 244,500.42
	<u>\$ 1,013,912.27</u>
<b>#410</b> <b>TIF DISTRICT #3</b>	
F&M UNION BK - SVGS	\$ 201,691.46
LGIP	\$ 189,522.11
	<u>\$ 391,213.57</u>
<b>#415</b> <b>CAPITAL PROJECTS FUND</b>	
F&M UNION BK - SVGS	\$ 1,096,935.33
	<u>\$ 1,096,935.33</u>
<b>#600</b> <b>WWTP REPLACEMENT FUND SUMMARY</b>	
F&M BK-CDARS PRGM	\$ 191,979.30
DMB COMMUNITY BANK - MONEY MARKET	\$ 1,013,013.34
ANCHOR BANK - MKT YIELD	\$ 169,875.66
F&M UNION BK - SVGS	\$ 174,438.53
LGIP	\$ 26,470.44
	<u>\$ 1,575,777.27</u>
<b>#600</b> <b>COLLECTION MAIN SUMMARY</b>	
ANCHOR BANK-MONEY MKT	\$ 178,892.51
F&M Bank - CDARS - Restricted - James Street	\$ 217,526.56
	<u>\$ 396,419.07</u>
<b>#600</b> <b>SEWER UTILITY - 2016 STREET PROJECTS</b>	
F&M UNION BK - SVGS	\$ 568,664.21
	<u>\$ 568,664.21</u>
<b>#600</b> <b>SANITARY SEWER UTILITY/PUMP REPLACEMENT</b>	
ANCHOR BANK-MONEY MKT	\$ 113,675.99
	<u>\$ 113,675.99</u>
<b>#600</b> <b>SEWER BOND REDEMPTION SUMMARY</b>	
F&M UNION BK - SVGS	\$ 79,077.18
	<u>\$ 79,077.18</u>
<b>#600</b> <b>SEWER CONNECTION FEES</b>	
F&M UNION BK - SVGS	\$ 196,482.57
	<u>\$ 196,482.57</u>
<b>VARIOUS</b> <b>GENERAL FUND - DESIGNATED FUNDS</b>	
Animal Rescue Fund	\$ 714.99
Beautification (Mae Ward)	\$ 3,214.23
Quincentennial Funds	\$ 3,569.75
Chaplain Program	\$ 51.01
City Hall Clock Tower Repairs (from HLPC)	\$ 1,532.02
Historic Preservation	\$ 2,568.56
Horsin' Around-Fireman's Park Playground Eq.	\$ 306.06
Police Dept. Equipment & Special Services	\$ 2,645.48
State Fire Dues - 2% Dues	\$ 28,266.58
Fire Department - Donations	\$ 1,006.61
	<u>\$ 43,875.29</u>
<b>#235</b> <b>HILLSIDE CEMETERY</b>	
F&M UNION BANK - CDARS PROGRAM	\$ 79,123.12
F&M UNION BANK - CDARS PROGRAM-LEGACY FUNDS	\$ 10,204.55
F&M UNION BANK - CDARS PROGRAM	\$ 21,220.76
	<u>\$ 110,548.43</u>
<b>GRAND TOTAL - INVESTED FUNDS:</b>	<u>\$ 7,450,474.28</u>

**CITY OF COLUMBUS - WATER & ELECTRIC UTILITIES  
TREASURER'S REPORT - JUNE 2016**

**GENERAL FUND - ACCOUNT #1310**

CASH ON HAND - BEGINNING OF MONTH:	\$	871,661.68
Receipts	\$	5,146,319.53
Interest Earned:	\$	142.54
	<i>Sub-total:</i>	\$ 6,018,123.75
Disbursements	\$	(5,109,416.46)
Cash on Hand - Month End:	\$	<b>908,707.29</b>

*NOTE: Conventional utility accounting standards recommend a balance equal to two month's worth of bills - approximately \$1,400,000.00.*

**WATER & LIGHT PAYROLL - ACCOUNT #1311**

CASH ON HAND - BEGINNING OF MONTH:	\$	1,000.00
Receipts	\$	35,672.59
	<i>Sub-total:</i>	\$ 36,672.59
Disbursements	\$	(35,672.59)
Cash on Hand - Month End:	\$	<b>1,000.00</b>

*NOTE: Balance to cover biweekly payroll plus \$1,000. Separate account provides "clean" picture of payroll account.*

**CW&L RESERVE FUND - ACCOUNT #1251**

CASH ON HAND - BEGINNING OF MONTH:	\$	72,000.00
Receipts:		
Deposit into CDAR - Reserve Account (1)	\$	192,183.00
Deposit into CDAR - Reserve Account (4)	\$	48,184.00
Deposit into CDAR - Reserve Account (4)	\$	72,409.86
Interest Earned:	\$	-
	<i>Sub-total:</i>	\$ 384,776.86
Disbursements	\$	-
Cash on Hand - Month End:	\$	<b>384,776.86</b>

*F & M Bank/CDAR 1 Year Certificate of Deposit - .55% - Due: September 22, 2016 - \$72,000.00*

*(1) F&M Bank/CDAR 1 Year Certificate of Deposit - .70% - Due: June 15, 2017 - \$192,183.00*

*(4) F&M Bank/CDAR 13 Week Certificate - .30% - Due: September 15, 2016 - \$120,184.00*

**2016 - 2017 CONSTRUCTION ACCOUNT - ACCOUNT #1257**

CASH ON HAND - BEGINNING OF MONTH:	\$	72,409.86
Interest Earned:	\$	-
Deposits	\$	3,963,978.34
	<i>Sub-total:</i>	\$ 4,036,388.20
Disbursements:		
Withdrawal - Interest	\$	(409.86)
Withdrawal - Pay Request #1	\$	(279,488.00)
Withdrawal - Deposit into CDAR - Reserve Account (1)	\$	(192,183.00)
Withdrawal - Deposit into CDAR - Construction - 2016-2017 (2)	\$	(305,000.00)
Withdrawal - Deposit into CDAR - Construction - 2016-2017 (3)	\$	(2,195,000.00)
Withdrawal - Deposit into CDAR - Reserve Account (4)	\$	(48,184.00)
Withdrawal - Deposit into CDAR - Reserve Account (4)	\$	(72,409.86)
Cash on Hand - Month End:	\$	<b>943,713.48</b>

*F & M Bank - Reserve Savings Acct. at .25%*

**2016-2017 CONSTRUCTION - CDARS - ACCOUNT #1257**

CASH ON HAND - BEGINNING OF MONTH:	\$	-
Receipts:		
Deposit in CDAR - Construction - 2016-2017 (2)	\$	305,000.00
Deposit in CDAR - Construction - 2016-2017 (3)	\$	2,195,000.00
Interest Earned:	\$	-
	<i>Sub-total:</i>	\$ 2,500,000.00
Disbursements	\$	-
Cash on Hand - Month End:	\$	<b>2,500,000.00</b>

*(2) F&M Bank/CDAR - 26 Week Certificate of Deposit - .70% - Due: December 15, 2016 - \$305,000*

*(3) F&M Bank/CDAR - 1 Year Certificate of Deposit - .70% - Due: June 15, 2017 - \$2,195,000*

**MRB PRINCIPAL & INTEREST - LGIP #5 - ACCOUNT #1255**

CASH ON HAND - BEGINNING OF MONTH:	\$	144,404.66
Interest Earned:	\$	35.38
Receipts	\$	45,000.00
	<i>Sub-total:</i>	\$ 189,440.04
Disbursements	\$	-
Cash on Hand - Month End:	\$	<b>189,440.04</b>

*NOTE: Transfers of \$45,000 are made monthly to accrue sufficient funds to make May 1 and November 1 principal & interest payments.*

**CITY OF COLUMBUS - WATER & ELECTRIC UTILITIES  
TREASURER'S REPORT - JUNE 2016**

<b>CW&amp;L DEPRECIATION - LGIP #6 - ACCOUNT #1266</b>		
CASH ON HAND - BEGINNING OF MONTH:	\$	306,094.07
Interest Earned:	\$	107.16
Receipts	\$	5,000.00
	<i>Sub-total:</i>	\$ 311,201.23
Disbursements	\$	-
Cash on Hand - Month End:	<b>\$</b>	<b>311,201.23</b>

*NOTE: Bond covenants require a "depreciation fund" with recommended balance of \$300,000 to cover plant renewals and replacements.*

<b>CW&amp;L JAMES STREET CONSTRUCTION - LGIP #7 - ACCOUNT #1257</b>		
CASH ON HAND - BEGINNING OF MONTH:	\$	60,478.61
Interest Earned:	\$	32.37
Receipts	\$	-
	<i>Sub-total:</i>	\$ 60,510.98
Disbursements - account closed	\$	(60,510.98)
Cash on Hand - Month End:	<b>\$</b>	<b>-</b>

<b>E-3-P ENHANCED ENERGY EFFICIENCY PROGRAM - ACCOUNT #1313</b>		
CASH ON HAND - BEGINNING OF MONTH:	\$	123,828.68
Interest Earned:	\$	-
Receipts	\$	5,183.07
	<i>Sub-total:</i>	\$ 129,011.75
Disbursements	\$	(7,500.00)
Cash on Hand - Month End:	<b>\$</b>	<b>121,511.75</b>

*Note: Interest paid semi-annually.*

Local Gov't. Investment Pool	0.42%	F&M Union Bank-Savings	0.25%
Farmers & Merchants Bank - Checking	0.15%	Anchor Bank - Savings	0.10%
Farmers & Merchants Bank - CDARS	0.55%	Associated Bank - Savings	0.10%

**CITY OF COLUMBUS  
GENERAL OPERATING FUND #100  
JUNE 2016**

<b>Revenues</b>	<b>ADOPTED 2016</b>		<b>ACTIVITY THRU</b>		<b>DIFFERENCE</b>		<b>USED</b>		<b>COMMENTS:</b>
	<b>Budget:</b>		<b>06/30/2016:</b>		<b>(UNDER)OVER:</b>		<b>YTD %:</b>		
Taxes	\$ 2,384,066	\$	215,667	\$	(2,168,399)				
Intergovernmental Aid Payments	\$ 917,045	\$	174,594	\$	(742,451)				
Licenses & Permit Fees	\$ 84,450	\$	53,161	\$	(31,289)				
Municipal Fines & Forfeitures	\$ 52,000	\$	29,169	\$	(22,831)				
Public Charges for Services	\$ 43,580	\$	20,947	\$	(22,633)				
Intergovernment Charges	\$ 9,150	\$	6,398	\$	(2,752)				
Senior Center Revenue	\$ 12,974	\$	4,351	\$	(8,623)				
Recreation/Parks Revenue	\$ 44,000	\$	26,476	\$	(17,524)				
Interest On Investments	\$ 22,000	\$	16,213	\$	(5,787)				
Miscellaneous Revenue Sources	\$ 15,412	\$	69,477	\$	54,065				
Interfund Transfer	\$ 95,972	\$	95,972	\$	-				
<b>TOTAL REVENUES:</b>	<b>\$ 3,680,649</b>	<b>\$</b>	<b>712,425</b>	<b>\$</b>	<b>(2,968,224)</b>		<b>19.36%</b>		

<b>Expenditures</b>	<b>ADOPTED 2016</b>		<b>ACTIVITY THRU</b>		<b>DIFFERENCE</b>		<b>USED</b>		<b>COMMENTS:</b>
	<b>Budget:</b>		<b>06/30/2016:</b>		<b>(UNDER)OVER:</b>		<b>YTD %:</b>		
<b>GENERAL GOVERNMENT</b>									
City Council	\$ 33,617	\$	116,666	\$	83,049				
Historical Preservation	\$ 4,000	\$	4,553	\$	553				
Contingency Funds-Carry Over Projects	\$ 8,200	\$	8,200	\$	-				Library Study/Aquatic Ctr. Painting
Contingency Funds	\$ 30,000	\$	-	\$	(30,000)				
Legislative Support/Codification	\$ 10,000	\$	10,029	\$	29				
Administration	\$ 332,187	\$	165,633	\$	(166,554)				
Elections	\$ 19,719	\$	7,701	\$	(12,018)				
Assesment of Property	\$ 13,600	\$	7,200	\$	(6,400)				
Professional Services - Attorney	\$ 85,000	\$	35,287	\$	(49,713)				
Professional Services - Audit	\$ 27,700	\$	20,648	\$	(7,052)				
City Hall - Operating Expenses	\$ 109,312	\$	33,832	\$	(75,480)				
City Hall - Capital Expense	\$ 10,000	\$	5,792	\$	(4,208)				
Bad Debt Allowance	\$ -	\$	-	\$	-				
Insurances	\$ 90,000	\$	39,740	\$	(50,260)				
Unemployment	\$ 5,000	\$	-	\$	(5,000)				
Building Permit Fees	\$ 57,000	\$	14,947	\$	(42,053)				
Payments To Others	\$ 190,375	\$	375	\$	190,000				
<b>TOTAL GENERAL GOVERNMENT:</b>	<b>\$ 1,025,710</b>	<b>\$</b>	<b>470,604</b>	<b>\$</b>	<b>(365,106)</b>		<b>45.88%</b>		

<b>Expenditures</b>	<b>ADOPTED 2016</b>		<b>ACTIVITY THRU</b>		<b>DIFFERENCE</b>		<b>USED</b>		<b>COMMENTS:</b>
	<b>Budget:</b>		<b>06/30/2016:</b>		<b>(UNDER)OVER:</b>		<b>YTD %:</b>		
<b>PUBLIC SAFETY</b>									
Police Department - Administration	\$ 352,033	\$	163,054	\$	(188,979)				
Police Department - Patrol	\$ 569,826	\$	247,356	\$	(322,470)				
Police Department - Clerical Support	\$ 94,429	\$	44,470	\$	(49,959)				
Police Department - Animal Control	\$ 2,000	\$	1,500	\$	(500)				
Police Department - School Crossing	\$ 25,767	\$	13,743	\$	(12,024)				
Fire Department - Operational Costs	\$ 215,213	\$	101,885	\$	(113,328)				
Emergency Medical Services	\$ 95,500	\$	23,876	\$	(71,624)				
Emergency Management	\$ 8,435	\$	2,876	\$	(5,559)				
<b>TOTAL PUBLIC SAFETY:</b>	<b>\$ 1,363,203</b>	<b>\$</b>	<b>598,760</b>	<b>\$</b>	<b>(764,443)</b>		<b>43.92%</b>		

**CITY OF COLUMBUS  
GENERAL OPERATING FUND #100  
JUNE 2016**

**Expenditures**

<b>PUBLIC WORKS</b>	<b>ADOPTED 2016 Budget:</b>	<b>ACTIVITY THRU 06/30/2016:</b>	<b>DIFFERENCE (UNDER)OVER:</b>	<b>USED YTD %:</b>
Udey Dam	\$ 5,285	\$ 1,982	\$ (3,303)	
Street Lighting	\$ 95,500	\$ 42,768	\$ (52,732)	
Municipal Garage/Vehicle Maintenance	\$ 101,705	\$ 26,287	\$ (75,418)	
Administration	\$ 175,751	\$ 68,033	\$ (107,718)	
Streets / Traffic Control	\$ 147,525	\$ 42,029	\$ (105,497)	
Snow & Ice Removal	\$ 76,945	\$ 43,940	\$ (33,006)	
City Building & Grounds Maintenance	\$ 63,330	\$ 29,973	\$ (33,357)	
Forestry	\$ 101,870	\$ 44,517	\$ (57,353)	
Weed Control	\$ 8,905	\$ 2,393	\$ (6,512)	
Storm Sewers	\$ 13,110	\$ 5,957	\$ (7,153)	
Recycling Center	\$ 18,279	\$ 3,496	\$ (14,783)	
<b>TOTAL PUBLIC WORKS:</b>	<b>\$ 808,205</b>	<b>\$ 311,373</b>	<b>\$ (496,832)</b>	<b>38.53%</b>

**Expenditures**

<b>HUMAN SERVICES/RECREATIONAL</b>	<b>ADOPTED 2016 Budget:</b>	<b>ACTIVITY THRU 06/30/2016:</b>	<b>DIFFERENCE (UNDER)OVER:</b>	
Senior Center	\$ 116,885	\$ 36,523	\$ (80,362)	
Recreation	\$ 108,895	\$ 52,104	\$ (56,791)	
Parks	\$ 151,360	\$ 63,667	\$ (87,693)	
Athletic Field Maintenance	\$ 16,391	\$ 4,550	\$ (11,841)	
<b>TOTAL HUMAN SVS/RECREATIONAL:</b>	<b>\$ 393,531</b>	<b>\$ 156,844</b>	<b>\$ (236,687)</b>	<b>39.86%</b>

**Expenditures**

<b>PROFESSIONAL SVCS - ENGINEERING</b>	<b>ADOPTED 2016 Budget:</b>	<b>ACTIVITY THRU 06/30/2016:</b>	<b>DIFFERENCE (UNDER)OVER:</b>	
Planning & Other Development	\$ 15,000	\$ 4,447	\$ (10,553)	
Other Svcs - Non-Infrastructure (mtgs)	\$ 9,000	\$ 3,940	\$ (5,060)	
GIS Services	\$ 25,000	-	\$ (25,000)	
Operating Expenses	\$ 500	-	\$ (500)	
<b>TOTAL HUMAN SVS/RECREATIONAL:</b>	<b>\$ 49,500</b>	<b>\$ 8,388</b>	<b>\$ (41,112)</b>	<b>0.00%</b>

<b>TRANSFER TO OTHER FUNDS:</b>	<b>ADOPTED 2016 Budget:</b>	<b>ACTIVITY THRU 06/30/2016:</b>	<b>DIFFERENCE (UNDER)OVER:</b>	
Community Development Authority	\$ 20,000	\$ 20,000	\$ -	
Hillside Cemetery	\$ 35,000	\$ 35,000	\$ -	
Transfer TIF #3 Repayment to Cap. Pjts	\$ -	\$ -	\$ -	
<b>TOTAL INTERFUNDS TRANSFERS:</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>100.00%</b>

<b>TOTAL EXPENDITURES:</b>	<b>\$ 3,695,149</b>	<b>\$ 1,600,968</b>	<b>\$ (1,863,068)</b>	<b>43.33%</b>
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<b>ASSETS:</b>		<b>YEAR END 2015:</b>	<b>UNAUDITED 06/30/2016:</b>
Certificate of Deposit - F&M Union Bank	0.30%	\$ 502,942.87	\$ -
LGIP	0.41%	\$ 5,326.10	\$ 5,336.70
F&M Union Bank - Savings Account	0.25%	\$ 3,308,601.35	\$ 1,473,591.88
Designated Funds - Savings Account	0.25%	\$ 43,820.35	\$ 43,875.29
Cash on Hand	0.15%	\$ 394,508.18	\$ 679,756.02
<b>CASH AND INVESTMENTS:</b>		<b>\$ 4,255,198.85</b>	<b>\$ 2,202,559.89</b>

**CITY OF COLUMBUS**  
**REVOLVING LOAN FUNDS - FUND #200**  
**JUNE 2016**

**REVENUES**

Account Title:	ADOPTED BUDGET 2016:	ACTIVITY THRU 06/30/2016:	DIFFERENCE (UNDER)OVER:
RLF; INTEREST ON LOANS	\$ 4,836	\$ 2,664	\$ (2,172)
RLF; INTEREST ON INVESTMENTS	\$ 300	\$ 112	\$ (188)
<b>TOTAL INTEREST INCOME</b>	<b>\$ 5,136</b>	<b>\$ 2,776</b>	<b>\$ (2,360)</b>
RLF; SALE OF PROPERTY - HYDRO STREET	\$ -	\$ 14,825	\$ 14,825
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$ -</b>	<b>\$ 14,825</b>	<b>\$ 14,825</b>
<b>TOTAL REVENUES:</b>	<b>\$ 5,136</b>	<b>\$ 17,601</b>	<b>\$ 12,465</b>

**EXPENDITURES**

Account Title:	ADOPTED BUDGET 2016:	ACTIVITY THRU 06/30/2016:	DIFFERENCE (UNDER)OVER:
RLF; OPERATING EXPENSES	\$ 250	\$ 18	\$ (232)
RLF; BAD DEBT EXPENSE - HYDRO STREET	\$ -	\$ 49,374	\$ 49,374
	<b>\$ 250</b>	<b>\$ 49,392</b>	<b>\$ (232)</b>
RLF; PROFESSIONAL SVCS; LEGAL SERVICES	\$ 4,000	\$ 1,696	\$ (2,304)
RLF; PROFESSIONAL SVCS; AUDIT	\$ 500	\$ 500	\$ -
<b>TOTAL GRANT ADMINISTRATION</b>	<b>\$ 4,500</b>	<b>\$ 2,196</b>	<b>\$ (2,304)</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>\$ 4,750</b>	<b>\$ 51,588</b>	<b>\$ (2,536)</b>

**Difference-Over (Under) Budget: \$ (386) \$ 33,987 \$ 9,929**

ASSETS:	YEAR END 2015:	UNAUDITED 06/30/2016:	
CASH ON HAND	\$ (19.61)	\$ 865.03	
F&M UNION BANK - CDARS PROGRAM	\$ 161,543.18	\$ 161,865.70	0.40%
SAVINGS ACCOUNT	\$ 97,831.71	\$ 119,424.57	0.25%
<b>TOTAL ASSETS:</b>	<b>\$ 259,355.28</b>	<b>\$ 282,155.30</b>	<b>Available for Loans</b>

LIABILITIES:	RLF LOAN BALANCES AS OF 06/30/2016:		LOAN STATUS:
LOAN - KESTREL RIDGE GOLF MANAGEMENT	\$	131,770.08	CURRENT
	<b>\$</b>	<b>131,770.08</b>	
<b>NET ASSET/LIABILITY:</b>	<b>\$</b>	<b>150,385.22</b>	

**CITY OF COLUMBUS**  
**COMMUNITY ECONOMIC DEVELOPMENT - FUND #205**  
**JUNE 2016**

**REVENUES**

Account Title:	ADOPTED BUDGET 2016:	ACTIVITY THRU 06/30/2016:	DIFFERENCE (UNDER)OVER:	COMMENTS:
CONTRIBUTION FROM CITY	\$ 20,000	\$ 20,000	\$ -	
CONTRIBUTION FROM SEWER	\$ 10,000	\$ -	\$ (10,000)	
CONTRIBUTION FROM W&L	\$ 5,000	\$ 6,000	\$ 1,000	
CONTRIBUTION FROM CABLE FUND	\$ 10,000	\$ 10,000	\$ -	
CONTRIBUTION FROM ROOM TAX	\$ 2,000	\$ 2,000	\$ -	
CONTRIBUTION FROM TIF #3	\$ 17,000	\$ -	\$ (17,000)	
ADAMS OUTDOOR ADVERTISING	\$ 12,000	\$ -	\$ (12,000)	
<b>TOTAL INTERGOVERNMENTAL AIDS</b>	<b>\$ 76,000</b>	<b>\$ 38,000</b>	<b>\$ (26,000)</b>	
ADMINISTRATIVE FEES	\$ 550	\$ -	\$ (550)	
CONTRACTED SERVICES	\$ 750	\$ -	\$ (750)	BUSINESS LUNCHEON
<b>TOTAL PUBLIC CHARGES FOR SERVICES</b>	<b>\$ 550</b>	<b>\$ -</b>	<b>\$ (1,300)</b>	
INTEREST INCOME	\$ 150	\$ 95	\$ (55)	
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$ 150</b>	<b>\$ 95</b>	<b>\$ (55)</b>	
<b>TOTAL REVENUES:</b>	<b>\$ 76,700</b>	<b>\$ 38,095</b>	<b>\$ (27,355)</b>	

**EXPENDITURES**

Account Title:	ADOPTED BUDGET 2016:	ACTIVITY THRU 06/30/2016:	DIFFERENCE (UNDER)OVER:	COMMENTS:
PERSONNEL COSTS	\$ 66,075	\$ 25,830	\$ (40,245)	
PROFESSIONAL FEES	\$ 300	\$ 400	\$ 100	
POSTAGE	\$ 200	\$ -	\$ (200)	
OPERATING SUPPLIES & EXPENSES	\$ -	\$ 222	\$ 222	
MARKETING, ADVERTISING, ETC	\$ 8,000	\$ 234	\$ (7,766)	
MILEAGE & EXPENSES	\$ 2,000	\$ 1,813	\$ (187)	
EDUCATION/TRAINING	\$ 1,500	\$ 575	\$ (925)	
WEBSITE DESIGN/SUPPORT	\$ 2,000	\$ -	\$ (2,000)	
CONTINGENCY	\$ -	\$ -	\$ -	
<b>TOTAL OPERATING EXPENSE:</b>	<b>\$ 80,075</b>	<b>\$ 29,075</b>	<b>\$ (51,000)</b>	
<b>TOTAL EXPENDITURES:</b>	<b>\$ 80,075</b>	<b>\$ 29,075</b>	<b>\$ (51,000)</b>	

**Difference-Over (Under) Budget:** \$ 3,375 \$ (9,020) \$ (23,645)

**ASSETS:**

	YEAR END 2015:	UNAUDITED - 06/30/2016:	
CASH ON HAND	\$ 20,751.17	\$ 28,425.72	0.15%
SAVINGS ACCOUNT	\$ 69,501.44	\$ 69,588.55	0.25%
<b>TOTAL ASSETS:</b>	<b>\$ 90,252.61</b>	<b>\$ 98,014.27</b>	

**CITY OF COLUMBUS**  
**AQUATIC CENTER - FUND #215**  
**JUNE 2016**

**Revenues**

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 06/30/2016:	DIFFERENCE (UNDER)OVER:
LOCAL TAX SUBSIDY	\$ 87,404	\$ 87,404	\$ -
<b>TOTAL CITY SUBSIDY:</b>	<b>\$ 87,404</b>	<b>\$ 87,404</b>	<b>\$ -</b>
POOL; DAILY ADMISSIONS	\$ 50,000	\$ 18,719	\$ (31,281)
POOL; MEMBERSHIPS	\$ 36,200	\$ 31,576	\$ (4,624)
POOL; SWIMMING LESSONS	\$ 15,000	\$ 8,636	\$ (6,364)
POOL; SWIM TEAM	\$ 4,000	\$ 790	\$ (3,210)
POOL; WATER AEROBICS	\$ -	\$ 115	\$ 115
POOL; CONCESSIONS	\$ 15,000	\$ 10,647	\$ (4,353)
POOL; COUPONS/GIFT CERTIFICATES	\$ 900	\$ -	\$ (900)
POOL; RENTALS	\$ 1,000	\$ -	\$ (1,000)
POOL; MISCELLANEOUS	\$ 500	\$ 48	\$ (452)
POOL; DONATIONS	\$ 200	\$ 250	\$ 50
POOL; INTEREST EARNED	\$ 15	\$ 14	\$ (1)
<b>TOTAL REVENUES:</b>	<b>\$ 122,815</b>	<b>\$ 70,795</b>	<b>\$ (52,020)</b>
<b>TOTAL FUND REVENUE:</b>	<b>\$ 210,219</b>	<b>\$ 158,199</b>	<b>\$ (52,020)</b>

**Expenditures**

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 06/30/2016:	DIFFERENCE (UNDER)OVER:
POOL; PERSONNEL COSTS	\$ 97,000	\$ 26,794	\$ (70,206)
POOL; UTILITIES	\$ 37,100	\$ 8,331	\$ (28,769)
POOL; INSURANCES	\$ 5,119	\$ 5,119	\$ -
POOL; REPAIRS/MAINTENANCE	\$ 11,600	\$ 7,834	\$ (3,766)
POOL; PROFL SVCS/CONSULTANTS	\$ 1,000	\$ 582	\$ (418)
POOL; OPERATING SUPPLIES	\$ 5,900	\$ 2,973	\$ (2,927)
POOL; SMALL ITEMS OF EQUIPMENT	\$ 1,100	\$ -	\$ (1,100)
POOL; MARKETING/ADVERTISING	\$ 2,500	\$ 1,405	\$ (1,095)
POOL; TRAINING	\$ 1,500	\$ 1,723	\$ 223
POOL; CHEMICALS	\$ 26,500	\$ 13,550	\$ (12,950)
POOL; PERMITS	\$ 700	\$ 480	\$ (220)
POOL; CONCENSSION STANDS	\$ 13,000	\$ 5,071	\$ (7,929)
POOL; UNIFORMS	\$ 1,500	\$ 2,799	\$ 1,299
POOL; SWIM TEAM CLOTHING	\$ 700	\$ 243	\$ (457)
POOL; CAPITAL EQUIPMENT	\$ 5,000	\$ -	\$ (5,000)
<b>TOTAL EXPENSES:</b>	<b>\$ 210,219</b>	<b>\$ 76,904</b>	<b>\$ (133,315)</b>

**Difference-Over (Under) Budget:** \$ - \$ (81,295) \$ (81,295)

ASSETS LISTING	ACTUAL 12/31/2015:	ACTUAL 06/30/2016:	
CASH ON HAND	\$ (20,819.24)	\$ 77,695.01	*NOTE: Heater Expense not included.
<b>TOTAL ASSETS HELD:</b>	<b>\$ (20,819.24)</b>	<b>\$ 77,695.01</b>	

**Interfund Loan from General Fd:** \$ (188,230.16) Balance as of 12/31/2015(AUDITED)

**CITY OF COLUMBUS**  
**HILLSIDE CEMETERY - FUND #235**  
**MAY 2016**

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 06/30/2016:	DIFFERENCE (UNDER)OVER:
<b>REVENUE (NOT PERPETUAL CARE)</b>			
Grave Lot Sales	\$ 7,700	\$ 6,000	\$ (1,700)
Grave Staking	\$ 1,600	\$ 1,100	\$ (500)
Grave Monument Fees	\$ 600	\$ 700	\$ 100
Grave Openings	\$ 5,000	\$ 4,100	\$ (900)
Miscellaneous Revenue	\$ 150	\$ 25	\$ (125)
Interest On Investments	\$ 25	\$ 48	\$ 23
<b>TOTAL GENERAL REVENUES:</b>	<b>\$ 15,075</b>	<b>\$ 11,973</b>	<b>\$ (3,102)</b>
Tax Subsidy from City:	\$ 35,000	\$ 35,000	\$ -
<b>Total Taxes Received from City:</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ -</b>
<b>TOTAL REVENUES:</b>	<b>\$ 50,075</b>	<b>\$ 46,973</b>	<b>\$ (3,102)</b>

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 06/30/2016:	DIFFERENCE (UNDER)OVER:
Cemetery; PWKS Labor	\$ 4,550	\$ 2,255	\$ (2,295)
Cemetery; Secretary Salary	\$ 3,420	\$ 1,698	\$ (1,722)
Cemetery; Social Security	\$ 610	\$ 299	\$ (311)
Cemetery; Retirement	\$ 310	\$ 218	\$ (92)
Cemetery; Health & Dental Insurance	\$ 920	\$ 508	\$ (412)
Cemetery; Life Insurance	\$ 20	\$ 6	\$ (14)
Cemetery; Lt Disability	\$ 35	\$ 11	\$ (24)
Cemetery; Utilities	\$ 1,500	\$ 287	\$ (1,213)
Cemetery; Property/Liability Insurance	\$ 200	\$ 169	\$ (31)
Cemetery; Repairs/Maintenance	\$ 5,000	\$ 1,226	\$ (3,774)
Cemetery; Software Support	\$ 600	\$ 600	\$ -
Cemetery; Monument Repair	\$ 5,000	\$ 2,381	\$ (2,619)
Cemetery; Supplies/Publication Fees	\$ 450	\$ 74	\$ (376)
Cemetery; Mileage/Expenses	\$ 300	\$ 150	\$ (150)
Cemetery; Plantings	\$ 100	\$ 30	\$ (71)
Cemetery; Contract Labor/Mow	\$ 42,000	\$ 6,229	\$ (35,771)
Cemetery; Trees & Trimming	\$ 1,500	\$ -	\$ (1,500)
<b>TOTAL EXPENSES:</b>	<b>\$ 66,515</b>	<b>\$ 16,140</b>	<b>\$ (50,375)</b>

**Difference-Over (Under) Budget: \$ 16,440 \$ (30,833) \$ (47,273)**

<u>ASSETS LISTING</u>	ACTUAL 12/31/2015:	ACTUAL 06/30/2016:	
CASH ON HAND (NOT PERP. CARE):	\$ 15,554.20	\$ 59,176.30	0.15%

<u>ASSETS LISTING</u>	ACTUAL 12/31/2015:	ACTUAL 06/30/2016:	
<b>PERPETUAL CARE -</b>			
F&M UNION BANK - Perpetual Care	\$ 111,590.63	\$ 100,343.88	0.40%
F&M UNION BANK-Legacy	\$ 10,184.22	\$ 10,204.55	0.40%
<b>TOTAL PERPETUAL CARE FUNDS:</b>	<b>\$ 121,774.85</b>	<b>\$ 110,548.43</b>	

	YEAR 2015	YEAR 2016
PERPETUAL CARE FEES COLLECTED:	\$6,600.00	\$2,000.00
INTEREST EARNED ON PERPETUAL CARE:	\$500.19	\$94.90

**CITY OF COLUMBUS**  
**TAX INCREMENTAL DISTRICT #3 - FUND #410**  
**JUNE 2016**

**REVENUES**

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 06/30/2016:	DIFFERENCE (UNDER)OVER:
TIF #3; TAX INCREMENT	\$ 490,032	\$ -	\$ (490,032)
TIF #3; TAX ON COMPUTER	\$ 1,400	\$ -	\$ (1,400)
TIF #3; INTEREST EARNED	\$ 1,000	\$ 781	\$ (219)
<b>TOTAL REVENUES</b>	<b>\$ 492,432</b>	<b>\$ 781</b>	<b>\$ (491,651)</b>

<b>TOTAL FUND REVENUE</b>	<b>\$ 492,432</b>	<b>\$ 781</b>	<b>\$ (491,651)</b>
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**EXPENSES**

Account Title:	ADOPTED Budget 2016:	ACTIVITY THRU 06/30/2016:	DIFFERENCE (UNDER)OVER:
TIF #3; PERSONNEL COSTS	\$ 18,161	\$ 8,728	\$ (9,433)
TIF #3; PROF'L SVCS - LEGAL	\$ 500	\$ -	\$ (500)
TIF #3; PROF'L SVCS - AUDIT	\$ 4,500	\$ 3,318	\$ (1,182)
TIF #3; OPERATING EXPENSES	\$ 200	\$ 165	\$ (35)
<b>TOTAL OPERATING COSTS:</b>	<b>\$ 23,361</b>	<b>\$ 12,211</b>	<b>\$ (11,150)</b>

TIF #3; PYMTS TO GENERAL FD/SEWER:	\$ 109,588	\$ 109,588	\$ (0)
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TRANSFER TO CED FUND	\$ 17,000	\$ -	\$ (17,000)
TRANSFER FOR DEBT PAYMENTS DUE	\$ 218,735	\$ 195,539	\$ (23,196)
<b>TRANSFERS TO OTHER FUNDS:</b>	<b>\$ 235,735</b>	<b>\$ 195,539</b>	<b>\$ (40,196)</b>

JJB INCREMENT REPAYMENT	\$ 103,000	\$ 46,120	\$ (56,880)
525 INCREMENT REPAYMENT	\$ 15,750	\$ 6,864	\$ (8,886)
COLUMBUS COMMERCE CENTER	\$ 105,000	\$ 87,476	\$ (17,524)
<b>TOTAL DEVELOPER INCENTIVE PYMTS:</b>	<b>\$ 223,750</b>	<b>\$ 140,460</b>	<b>\$ (83,290)</b>

<b>TOTAL GENERAL EXPENSES</b>	<b>\$ 592,434</b>	<b>\$ 457,797</b>	<b>\$ (134,637)</b>
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**Difference-Over (Under) Budget:** \$ 457,015

ASSETS LISTING	ACTUAL 12/31/2015:	ACTUAL 06/30/2016:	
CASH ON HAND	\$ 138,027.13	\$ 43,675.47	0.15%
F&M BANK - SVGS	\$ 551,305.47	\$ 201,691.46	0.25%
LGIP	\$ 189,145.92	\$ 189,522.11	0.41%
<b>TOTAL ASSETS HELD:</b>	<b>\$ 878,478.52</b>	<b>\$ 434,889.04</b>	

LIABILITIES:	BALANCE AS OF 06/30/2016:
ADVANCE TO GENERAL FUND	\$ (485,411.82)
ADVANCE TO SEWER UTILITY FUND	\$ (183,596.66)
	<b>\$ (669,008.48)</b>



**CITY OF COLUMBUS**  
**SEWER UTILITY - FUND #600**  
**JUNE 2016**

<b>REVENUES</b>	<b>ADOPTED</b>	<b>ACTIVITY THRU</b>	<b>DIFFERENCE</b>
Account Title:	Budget 2016:	06/30/2016:	(UNDER)OVER:
<b>PUBLIC CHARGES FOR SERVICE</b>			
Residential Sales	\$ 840,000	\$ 349,513	\$ (490,487)
Commercial Sales	\$ 320,000	\$ 127,511	\$ (192,489)
Industrial Sales	\$ 28,000	\$ 9,729	\$ (18,271)
Public Authority Sales	\$ 22,000	\$ 9,181	\$ (12,819)
Sales to the Town of Elba	\$ 9,000	\$ 3,329	\$ (5,671)
Sales to The Village of Fall River	\$ 130,000	\$ 46,064	\$ (83,936)
<b>TOTAL CHARGES FOR SERVICE:</b>	<b>\$ 1,349,000</b>	<b>\$ 545,327</b>	<b>\$ (803,673)</b>
<b>OTHER REVENUE SOURCES</b>			
Collection/Hauler Fees Collected	\$ 20,000	\$ 13,350	\$ (6,650)
Miscellaneous Revenues	\$ 500	\$ 13,000	\$ 12,500
Interest on Investments	\$ 20,000	\$ 10,428	\$ (9,572)
<b>TOTAL MISCELLANEOUS REVENUES:</b>	<b>\$ 40,500</b>	<b>\$ 36,778</b>	<b>\$ (3,722)</b>
<b>TOTAL REVENUES:</b>	<b>\$ 1,389,500</b>	<b>\$ 582,105</b>	<b>\$ (807,395)</b>
<b>EXPENDITURES</b>			
Account Title:	ADOPTED	ACTIVITY THRU	DIFFERENCE
	Budget 2016:	06/30/2016:	(UNDER)OVER:
Administration	\$ 53,430	\$ 38,970	\$ (14,460)
Plant Operations	\$ 272,940	\$ 110,152	\$ (162,788)
Collection System	\$ 127,450	\$ 21,159	\$ (106,291)
Lift Stations	\$ 24,401	\$ 9,862	\$ (14,539)
Treatment Plant	\$ 104,430	\$ 120,333	\$ 15,903
Buildings & Grounds	\$ 50,415	\$ 20,631	\$ (29,784)
Bio-Solids Processing	\$ 60,728	\$ 12,410	\$ (48,318)
Billing, Collection & Accounting	\$ 152,375	\$ 62,848	\$ (89,527)
Capital Expenses/Engineering	\$ 40,000	\$ 64,391	\$ 24,391
Debt Service	\$ 320,384	\$ 277,056	\$ (43,328)
<b>TOTAL EXPENSES:</b>	<b>\$ 1,206,553</b>	<b>\$ 737,812</b>	<b>\$ (468,741)</b>
<b>Difference-Over (Under) Budget:</b>	<b>\$ (182,947)</b>	<b>\$ 155,708</b>	<b>\$ 338,655</b>

<b>ASSETS:</b>		<b>YEAR END 2015:</b>	<b>UNAUDITED</b>
		06/30/2016:	06/30/2016:
Cash On Hand	0.15%	\$ (411.88)	\$ (4,740.03)
Sewer Bond Redemption Fund	0.25%	\$ 53,930.21	\$ 79,077.18
Sewer - Connection Fees	0.25%	\$ 186,246.51	\$ 196,482.57
Sewer - 2016 Street Projects-F&M Svgs.	0.25%	\$ -	\$ 568,664.21
<b>Replacement Funds:</b>			
Pump, Motor Replacement	0.25%	\$ 113,449.52	\$ 113,675.99
Treatment Plant Replacement-Restricted Fds	.25%-.40%	\$ 1,623,595.21	\$ 1,575,777.27
Collection/Main Replacement-James Street	.25%-.40%	\$ 1,166,972.51	\$ 396,419.07
<b>CASH AND INVESTMENTS:</b>		<b>\$ 3,143,782.08</b>	<b>\$ 2,925,356.26</b>

# 2016 AGENDA ITEM

MEETING DATE: July 19, 2016

AGENDA ITEM: Proposed Sewer Rates

## DETAILED DESCRIPTION OF SUBJECT MATTER:

I think that the meeting with officials from the Village of Fall River went well last week, and based upon the comments made before and after the meeting, it seems that Fall River is understanding of the methodology that Baker Tilly used in the study after some initial confusion.

The information that I took from the discussion was that assuming the City would be accepting of the sewer rate proposal, utilizing the study approach and basing the Fall River proposed rate based upon actual sewer flow, rather than average flows was now acceptable to Fall River. Fall River's initial concerns that this approach was inconsistent with how the study applied numbers for our other neighboring customer, the Town of Elba. At the meeting, it was explained that the method used in the study is consistent with the previous 2014 study and it's also consistent with what is called for in the Columbus-Fall River Sewer Agreement.

Another take-away from the discussion was that the proposed increase to Fall River would not change whether the numbers are based upon an actual measured flow or an average flow because the costs associated with operations/maintenance and the gallons in the averaged flow were proportionate. The only impact to emerge from the study based on a Fall River average flow would be a resulting need to further increase the rates for Columbus customers. The reason for this is the share of the operations and maintenance costs taken on by Fall River under the averaged flow scenario is less thus shifting the difference back to the City of Columbus user. In the end the total actual flow is what Fall River will be invoiced for regardless.

The reason for that is that in an actual flow consideration, Fall River's costs are based upon their more accurate flow and a percentage of the total flow. The average flow would set the rate for Fall River, but the total amount of flow is just that, the actual flow that can't be averaged... and anything above and beyond Fall River's responsibility would fall on the City of Columbus, thus increasing our costs.

Finance Director Kim Manley's memo on this issue from the Committee of the Whole review is included in the packet. I encourage you to review and consider the item relative to the maintaining the fee we charge outside waste haulers who bring material to the WWTP for treatment.

**ACTION REQUESTED OF COUNCIL: Consideration of Sewer Rate Adjustments as prescribed in the Baker Tilly Rate Study**

## CITY OF COLUMBUS

**FOR MEETING OF:** Regular City Council Meeting - JUNE 7, 2016

**REQUEST FROM/DEPARTMENT:** SEWER UTILITY

**AGENDA ITEM:** Consider and take action on the Sewer Utility rate study and recommendations for changes to the rate structure.

\*\*\*\*\*

**OVERVIEW OF THE REQUEST:** Baker Tilly-Virchow Krause, LLP was hired by the City to perform a rate study for the Sewer Utility.

**BACKGROUND OF REQUEST:** As required by both the bonds the Utility has taken out for financing and the Dept. of Natural Resources the City's Sewer Utility is to review the rates at least every two years.

**PREVIOUS ACTION TAKEN (IF APPLICABLE):** Rate studies have been done every two years with the last rate change being in the year 2008 to the City of Columbus users. In 2014 the Town of Elba saw a reduction in the rate based on the retirement of debt associated with the Town of Elba agreement.

**DESCRIPTION AND SCOPE OF PROJECT/ITEM WITH KEY ISSUES NOTED:** The purpose of the study was to ensure that the Utility was maintaining its ability to meet the following requirements: (pages 3-4 of study)

- 1.) Cash needs of the Utility – methodology used in the study designed to determine the cash needs of the utility current and future.
- 2.) Maintaining consistency with existing rate design structure – being consist in looking at the prior studies and maintaining the consistent allocations and percentages.
- 3.) Compliance with debt service coverage – the Utility's bond resolutions require the Utility's "earnings" to be more than 110% of the annual revenue bond debt service requirement.
- 4.) DNR rate design requirements – requires that rates are proportional for operational, maintenance and required replacement costs. This means that charges reflect the relative customer volume, strength of wastewater and size of meters.

Baker Tilly also had other considerations in doing the study which are intergovernmental agreements with the Township of Elba and the Village of Fall River plus the waste haulers who use the City's treatment plant to dispose of collected waste.

Village of Fall River: The findings of the study recommends an increase in the rate for the Village.

Town of Elba: The findings of the study recommends a decrease in the rate for the Township.

Waste Haulers: The study recommends a reduction in the charge from \$162 to \$143 per 1,000 gallons because in theory the haulers do not have an impact on the collection system. **STAFF RECOMMENDATION:** There is one recommendation from staff and that is the current fee for waste haulers should remain as is with no reduction to the charge. While it is noted that the haulers do not impact the collection system they can impact the process and bio-solids. For that reason it is felt that the rate of \$162.00 per 1,000 gallons remain as is with no change.

**BUDGET AND/OR FINANCING INFORMATION:**

Attached is a sample of the impact to the rate structure for various users within the City taken from the study.

**ACTION:**

Approval would make the following changes to the rate structure for the Sewer Utility **based on Fall River as forecasted NOT averaged** and the changes would take affect at the next billing cycle (in order to provide for a proper transition from old to new):

<b>Users/Customers:</b>	<b>Current Rate:</b>	<b>New Rate:</b>	<b>Difference:</b>
City of Columbus Users:			
Volume Charge per 1,000 gallons	\$5.36	\$5.46	\$ 0.10
Fixed Charges By Meter Size:			
Meter Size: 5/8"	\$15.60	\$15.70	\$ 0.10
3/4"	\$15.60	\$15.70	\$ 0.10
1"	\$20.00	\$21.00	\$ 1.00
1 ¼"	\$23.00	\$25.00	\$ 2.00
1 ½"	\$26.00	\$29.00	\$ 3.00
2"	\$34.00	\$39.00	\$ 5.00
3"	\$53.00	\$62.00	\$ 9.00
4"	\$80.00	\$95.00	\$15.00
6"	\$146.00	\$177.00	\$31.00
Town of Elba	\$2.86/1,000	\$2.71/1,000	(\$0.15)
Village of Fall River	\$1.89/1,000	\$2.39/1,000	\$ 0.50
Waste Haulers	(Staff Recommends)	\$162/1,000	N/A
	(Study)	\$162/1,000	(\$19.00)

(To ensure a clean change from the current to new rates the City will work with the Water & Electric Utilities who read the meters and invoice for the Sewer Utility use to determine the correct billing cycle start date in June. For the Town of Elba and Village of Fall River it will fall on the first day following the month of approval.)

CITY OF COLUMBUS

ORDINANCE NO. 731-16

AN ORDINANCE TO REPEAL AND RECREATE SECTION 102-328(b) & 102-328(c) OF THE CITY CODE OF ORDINANCES REGARDING FIXED CHARGE AND VARIABLE CHARGE SEWER RATES.

The Common Council of the City of Columbus, Columbia County, Wisconsin do hereby ordain as follows:

- 1. Section 102-328(b) is repealed and recreated to now read as follows:

(b) Minimum monthly charge (fixed charge). The minimum monthly charge for all users within the City of Columbus shall be based upon the size of their water meters in accordance with the table set forth below. Deduct meters are not included in the fixed charge. The minimum monthly charge for other users or municipalities that use the City Wastewater Treatment System shall be established by separate agreement between the City and the municipality or other user:

Fixed Charges By Meter Size:	Monthly Charge:
5/8"	\$15.70
3/4"	\$15.70
1"	\$21.00
1 1/4"	\$25.00
1 1/2"	\$29.00
2"	\$39.00
3"	\$62.00
4"	\$95.00
6"	\$177.00

- 2. Section 102-328(c) is repealed and recreated to now read as follows:

(c) Variable monthly billing (volume charge). The volume charge for users discharging wastewater having normal strength shall be based on the volume of water discharged to the sewerage system. The volume charge for users within the City discharging wastewater having normal strength shall be:

Volume per 100 cubic feet (ccf) / 1,000 gallons      \$5.46 per ccf

The volume charge for other users or municipalities that discharge wastewater having normal strength to the City Wastewater Treatment System shall be established by separate agreement between the City and the municipality or other user.

3. **Severability.** If any portion of this Ordinance or its application on any person or circumstances is held invalid, the validity of this Ordinance as a whole or any other provision herein or its application shall not be affected.
4. **Effective Date.** This Ordinance shall take effect immediately upon its passage and publication.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2016.

**CITY OF COLUMBUS**

By: \_\_\_\_\_  
Kelly Crombie, Mayor

By: \_\_\_\_\_  
Anne Donahue, City Clerk

# 2016 AGENDA ITEM

MEETING DATE: July 19, 2016

AGENDA ITEM: MP's Town Tap Liquor License

## DETAILED DESCRIPTION OF SUBJECT MATTER:

Mike and Maria Peterson, the new owners of MP's Town Tap (153 N. Ludington) have applied for an amendment to their liquor license. The amendment request is to allow for serving alcohol outside of their building within a defined space in the back, for special events. City Clerk Anne Donahue was told the events would not be frequent, but the first one is planned for July 30<sup>th</sup>, which is the date the owners plan a grand opening of the establishment.

Ordinarily, this item would be placed on the Committee of the Whole for discussion first, but despite Anne's encouragement to Mr. & Mrs. Peterson to get their request in on a timeframe to allow for the meeting time required to discuss the issue, they did not submit materials in time to have us bring it to the COW on July 5<sup>th</sup>.

If the Council would oblige, an approval at the July 19<sup>th</sup> would allow for MP's Town Tap to have their clearance to hold the July 30<sup>th</sup> event.

Further information on this issue has been provided by Mr. & Mrs. Peterson.

**ACTION REQUESTED OF COUNCIL:**

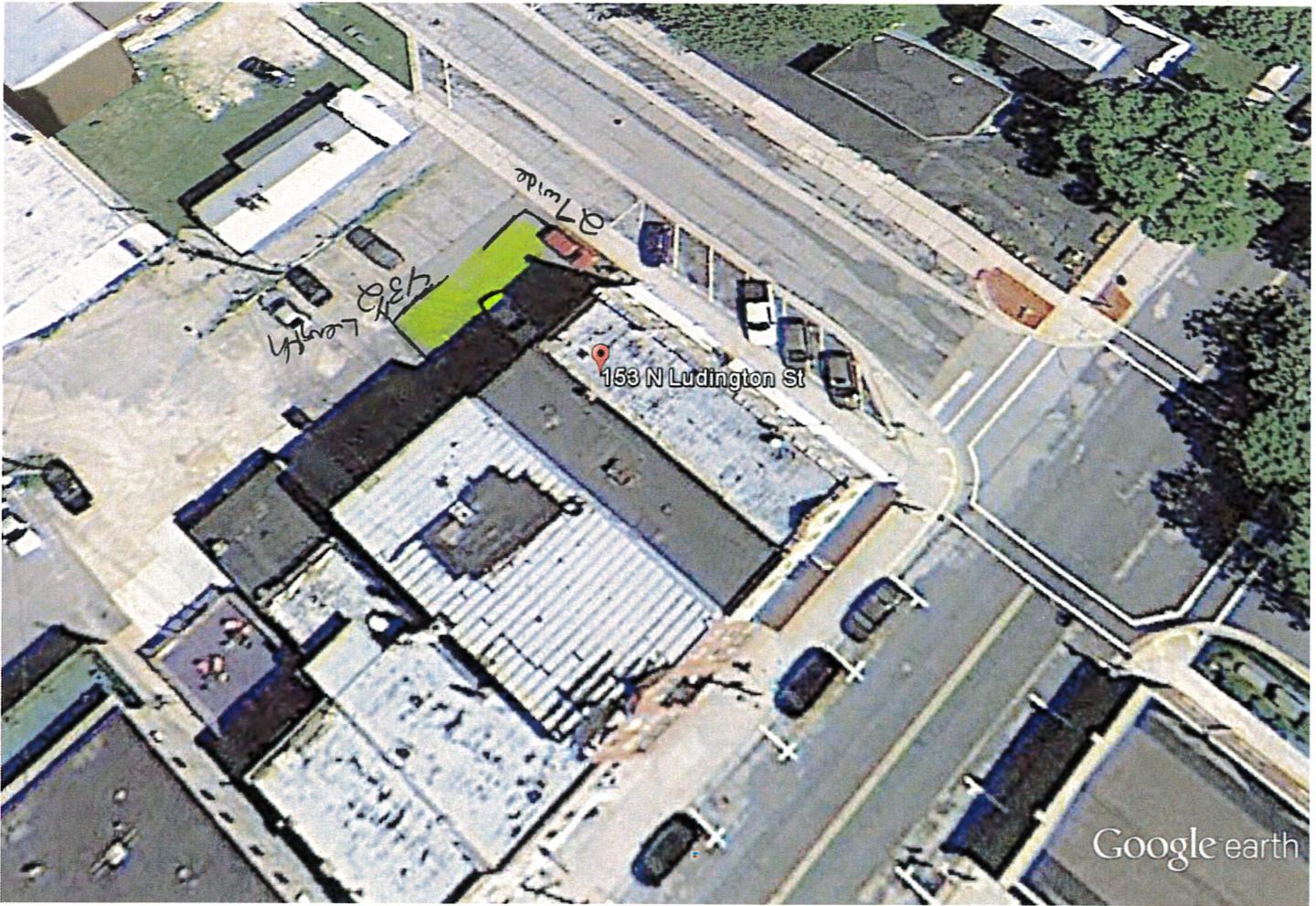
July 12, 2016

MP's Town Tap LLC is requesting the Council amend the premise description for their licensed premises located at 153 N Ludington St. MP's would like to amend the premise description to include the area at the back of the building extending 15' into the parking area. The area would be enclosed when used and have some tables and a tent in the area. A bartender would be in the enclosed area whenever the area is in use.

It is not intended to use the area on a regular basis, just for special events.

The fire lane through the private alley would never be blocked.

Maria L. Peterson  
Maria L. Peterson  
153 N. Ludington St.  
920-350-2817



Google earth



The area being fenced in is  
27 feet wide by 43 1/2 feet in length

# 2016 AGENDA ITEM

MEETING DATE: July 19, 2016

AGENDA ITEM: Social Media Policy

**DETAILED DESCRIPTION OF SUBJECT MATTER:**

Attached is the Social Media Policy for review before the Regular Council meeting. It is very similar to the proposed policy we've looked at over the review period, but it does contain a couple of tweaks to address issues that have been raised at recent meetings on the topic. Particularly the concern related to the use of city email-only for the planned city-related facebook pages.

**ACTION REQUESTED OF COUNCIL:** Consider adoption of the Social Media Policy.

**CITY OF COLUMBUS**  
**Website Content & Social Media Policy**

1.0 PURPOSE:

The purpose of this policy is to provide guidelines and procedures for the distribution of information via electronic means (city website/social media). It is important to ensure that information provided through these venues is both functional for the Columbus community, and portrays the City in a positive manner.

2.0 ORGANIZATIONS AFFECTED:

All departments and staff of the City of Columbus.

3.0 POLICY:

This policy directs city staff on how to provide information to the public via the use of the City website and social media outlets.

4.0 DEFINITIONS:

Social Media: is the social interaction among people in which they create, share or exchange information and ideas in virtual communities and networks and includes blogs and information sites such as Twitter, Facebook, Pinterest, YouTube, Tumble, Google Plus, Instagram, LinkedIn, etc. At this time, the City will develop and maintain a single “City of Columbus” Facebook page. Any interest in using additional social media opportunities requires a review by the City Administrator and a discussion/final approval by the Columbus City Council.

Website: The official City of Columbus website.

Webmaster: City of Columbus Economic Development Director

## 5.0 WEBSITE POSTING PROCEDURE:

**Authoring permissions-** Web authors will be identified within each City department and those authors will be given permissions by the City Webmaster to use the Content Management System (CMS) to post items in their respective sections of the website.

**Postings to Department Pages** – content on various departmental pages are designed to assist community members with achieving a government action via electronic means (program sign up, payment of a tax or fee, learning about various city services, etc.). Departmental pages should keep in the spirit of showcasing a positive image to the City and their respective department.

- Postings that highlight an upcoming program/event/deadline can be added to the Department Page without prior approval.
- Postings/content that provides information on a particular activity or service provided by a department need approval by the Mayor or City Administrator

**Postings to the Home Page** – all content requested to be placed upon the City website home page needs prior approval by the Mayor or City Administrator. Posts on the home page of the website are reserved for the following:

- Links to other Departmental pages and the City meeting/event calendar. Design graphics and photos (slide show) will be present and continually reviewed for appearance.
- Posts of a positive nature, highlighting a city achievement or accolade.
- Informational or instructional posts – directing users on how to complete a city transaction or participate in a community event or process.
- Links directing users to a departmental page, where more information on a program or activity is displayed.

**Continual Review** –

- The content of the entire website will be monitored on a daily basis by the City Administrator and the Webmaster. Postings that are not consistent with the spirit of the Website & Social Media Policy will be removed immediately.

## 6.0 SOCIAL MEDIA POSTING PROCEDURE:

The City will have and maintain a general City of Columbus Facebook page – it will be used for the quick dissemination of information on City events, programs and issues. It will be utilized to provide information to those who are interested in upcoming events, deadlines, “how-to” procedures and any posting that highlights positive attributes of the

community. Postings on the “City of Columbus” Facebook page will disseminate information from all departments as parts of the City organization, flowing through the one source. The Columbus Area Aquatic Center (CAAC) and Columbus Recreation will also have Facebook pages. These pages will allow for the Recreation Department to share information relative to sign-ups, scheduling and other program updates.

**Page types-**The City of Columbus Facebook page and the Recreation/CAAC Facebook pages will be established as organizational-type pages, which will allow for staff to post information, but will not allow followers to comment. Postings will frequently refer Facebook users to follow up with the City website or particular city departments if there are specific questions or concerns about any post. These pages will be created from a linked City of Columbus e-mail/Facebook account and not any personal e-mails/Facebook accounts to avoid any possible chance of connection to personal Facebook pages.

**Posting administration-**The authorized administrators will be the City Administrator, the City Webmaster and the City Administrator’s Assistant. They will have full administrative privileges for the three Facebook pages meaning they can post content and control who else has access to post or make changes to the Facebook pages.

By maintaining at least two active administrators at any one time, there will always be someone who can access and edit the city’s Facebook pages even if the other administrator(s) is unavailable due to illness, absence or separation from City employment. Any vacancy in a Facebook administrator role should be filled as quickly as possible to ensure continuity of operations.

City staff must provide any planned text and get approval of the City Administrator or their designee prior to posting information on the City Facebook page. The Recreation Department will be responsible for posts to the Recreation and CAAC Facebook pages.

### **Twitter**

The City will open an official City of Columbus Twitter account, to allow for the quick dissemination of emergency notices, event notices and other items related to City events and issues. The initially authorized administrators will be Patrick Vander Sanden, and Dave Carlson. Requests from staff to post something to Twitter will be directed to the City Administrators office for approval and actual posting.

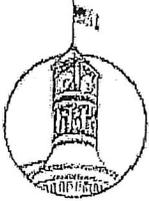
July 19, 2016

**Patrick Vander Sanden**

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**From:** Patrick Vander Sanden  
**Sent:** Tuesday, June 28, 2016 6:57 AM  
**To:** Patrick Vander Sanden  
**Subject:** FW: Commerce curb completion

For Council, 7/5



**Patrick B. Vander Sanden**  
**City Administrator**  
**Columbus, Wisconsin**

**Email:** [pvandersanden@columbuswi.us](mailto:pvandersanden@columbuswi.us)  
**Ph:** (920) 623-5900

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**From:** Michael Eisenga [mailto:MEisenga@alshomeloans.com]  
**Sent:** Saturday, June 18, 2016 12:07 PM  
**To:** Patrick Vander Sanden <pvandersanden@columbuswi.us>; Lietha, Jason <jlietha@ruekert-mielke.com>  
**Cc:** Kelly Crombie <Kcrombie@columbuswi.us>  
**Subject:** Commerce curb completion

Hi Pat,

According to the city engineer the required work needed to be completed for the Commerce Drive pproject has now been completed. As such we request release of the funds held in escrow by the city. Please consider this my official request.

Thanks,

Michael S. Eisenga  
President

American Lending Soulutions, LLC  
N4356 State Hwy 73  
Columbus, WI. 53925  
USA  
(920) 350-6001 ext. 222  
(920) 623-9235 Fax

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# 2016 AGENDA ITEM

MEETING DATE: July 12, 2016

AGENDA ITEM: Trick or Treat 2016

**DETAILED DESCRIPTION OF SUBJECT MATTER:**

I don't want to belabor the issue more than it needs to – as the Council has forwarded a proposal to set the 2016 Columbus Trick or Treat to be Saturday, October 29<sup>th</sup> between 5 and 8 pm.

I have heard some frustrations and questions on why the City has to deal with this issue each year. I'm not certain as to why that is, but what I recall was it was to return for Council consideration again because the evening trick or treat was implemented for the first time in many years in 2015 and there was value in reviewing and determining whether it was desired to continue on.

If the Council desires to set parameters for which Columbus Trick or Treat should continue (without an annual revisiting of the issue), a motion or resolution could be adopted to reflect that. Future Councils could revisit the issue but until then, this latest action on this would set the date and time until a future action would change it.

**ACTION REQUESTED OF COUNCIL: Consider 2016 Columbus Trick or Treat**

# 2016 AGENDA ITEM COMMON COUNCIL MEETING

Meeting date: July 19, 2016

## DETAILED DESCRIPTION OF SUBJECT MATTER:

Approve Renewal Operator Licenses for licensing period 7/1/16 – 6/30/18:

- Anneliese Stachowski

## MOTION REQUESTED OF COUNCIL:

Motion to grant operator licenses for period ending June 30, 2018.

# 2016 AGENDA ITEM

Council Meeting date: July 19, 2016

SUBJECT: Approve Monthly Claims through July 11, 2016

Administration	\$	50,362.45
Treasurer	\$	.00
Payroll	\$	<u>442.30</u>
	\$	50,804.75

CDA	\$	375.00
Library	\$	2,837.58
Police Dept.	\$	1,594.14
Senior Center	\$	309.15
Fire Dept.	\$	4,218.66
Recreation	\$	4,466.89
Hist. Pres.	\$	.00
Cable	\$	2,484.00
Aquatic Center	\$	5,520.83
Capital Projects	\$	3,080.00
Sewer	\$	8,263.51
Public Works	\$	<u>22,912.65</u>
Total Claims	\$	106,867.16

LIST ALL SUPPORTING DOCUMENTATION:

NAME OF DOCUMENT(S) Claims Packet through 07/11/2016

NUMBER OF ATTACHMENT PAGE(S) Available on website

IS FUNDING REQUIRED? X YES                      NO

FUNDING SOURCE: 2016 Operating Budgets

DEPARTMENT: All

ACCOUNT NUMBER: Various

MOTION REQUESTED OF COUNCIL:

Approve payment of claims in the amount of \$ 106,867.16