

**CITY OF CEDARBURG
MEETING OF COMMON COUNCIL
JUNE 25, 2018 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, June 25, 2018 at 7:00 p.m.** at City Hall, W63 N645 Washington Avenue, Cedarburg, WI, in the second floor Council Chambers.

AGENDA

1. CALL TO ORDER - Mayor Mike O'Keefe
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL: Present – Common Council – Mayor Mike O'Keefe, Council Members Dan von Bargen, Jack Arnett, Rick Verhaalen, Garan Chivinski, Patricia Thome, and Rod Galbraith

Excused - Council Member Kristin Burkart
5. STATEMENT OF PUBLIC NOTICE
6. APPROVAL OF MINUTES* - June 11, 2018
7. COMMENTS AND SUGGESTIONS FROM CITIZENS** Comments from citizens on a listed agenda item will be taken when the item is addressed by the Council. At this time individuals can speak on any topic not on the agenda for up to 5 minutes, time extensions at the discretion of the Mayor. No action can be taken on items not listed except as a possible referral to committees, individuals or a future Council agenda item.
8. PUBLIC HEARINGS
 - * A. Consider Resolution No. 2018-19 to amend the Comprehensive Land Use Plan – 2025 for the parcel adjacent to and east of N144 W6166 Pioneer Road from the Office classification to the Commercial classification, and for the parcel at N144 W6050 Pioneer Road from the Industrial and Manufacturing classification to the Commercial classification; and action thereon (Plan Comm. 05-07-18)
 - * B. Consider Ordinance No. 2018-09 to rezone the parcel adjacent to and east of N144 W6166 Pioneer Road from B-4 Office District to B-2 Community Business District, and the parcel at N144 W6050 Pioneer Road from M-2 General Manufacturing District to B-2 Community District; and action thereon (Plan Comm. 05-07-18)
9. PRESENTATIONS
 - * A. Presentation of the 2017 Fire Department Report

10. NEW BUSINESS

- * A. Accept and refer to Plan Commission the rezoning petition from S. Duane Stroebel, Jr./Allison Mantel, D.D.S., MS to rezone the northern most of the three parcels at the northeast corner of Evergreen Boulevard and Pioneer Road from RD-1 Two Family Residential District to B-4 Office and Service District; and action thereon
- * B. Consider approval of a development agreement amendment for The Glen at Cedar Creek Subdivision phase 2 and 3; and action thereon
- * C. Consider Outdoor Alcohol Beverage License for Brandywine at W61 N480 Washington Avenue; and action thereon (Plan Comm. 06/04/18 and 06/20/18, Landmarks Comm. 05/24/18)
- * D. Consider applications of Le's Pho LLC, W63 N146 Washington Avenue, Ly Q Le, Agent and Brandywine LLC, W61 N480 Washington Avenue, Andrew C. Wilson, Agent, for an available "Class B" Liquor license; and action thereon
- * E. Consider application of Le's Pho LLC, Ly Q Le, Agent, for a Class "B" Beer and "Class C" Wine license for Le's Pho at W63 N146 Washington Avenue; and action thereon
- * F. Consider request to transfer funds from the Contingency Reserve account to the Engineering Professional Services account for a Certified Survey Map (CSM) for the property frontage just south of the Highland Drive/Cedar Creek bridge; and action thereon (Public Works and Sewerage Comm. 06/14/18)
- * G. Consider issuance of a Transient Entertainment License to Rainbow Valley Rides, Inc. for the Ozaukee County Fair on August 1 (1:00 p.m. to 11:00 p.m.), August 2, 3 & 4 (10:00 a.m. to 11:00 p.m.), and August 5, 2018 (10:00 a.m. to 7:00 p.m.) and the request to waive the requirement for a Clean Up Bond as requested by Agricultural Society; and action thereon
- * H. Discuss and approve preliminary budget parameters, including operating expenditures and/or tax levy, growth targets for development of the proposed 2019 budget; and action thereon
- * I. Consider budget calendar for 2019; and action thereon
- * J. Present strategic work plan; and direction thereon
- * K. Consider payment of bills for the period 06/05/18 through 06/15/18, transfers for the period 06/09/18 through 06/22/18, and payroll for the period 06/03/18 through 06/16/18; and action thereon
- *** L. Consider License Applications; and action thereon
 - 1. Consider approval of new and renewal Operator License applications for the period June 1, 2018 through June 30, 2019 (see attached list)

11. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- * A. Administrator's Report

12. COMMUNICATIONS

- ** A. Comments and suggestions from citizens
B. Comments and announcements by Council Members
C. Mayor's Report

13. ADJOURNMENT – CLOSED SESSION

It is anticipated the Common Council will adjourn to closed session pursuant to State Statutes 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session, more specifically, to consider cellular tower leases for location on the monopole constructed on Western Avenue. Approval of June 11, 2018 closed session minutes.

14. RECONVENE TO OPEN SESSION

15. ADJOURNMENT

Individual members of various boards, committees, or commissions may attend the above meeting. It is possible that such attendance may constitute a meeting of a City board, committee or commission pursuant to State ex. rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 NW 2d 408 (1993). This notice does not authorize attendance at either the above meeting or the Badke Meeting, but is given solely to comply with the notice requirements of the open meeting law.

* *Information attached for Council; available through City Clerk's Office.*

** *Citizen comments should be primarily one-way, from citizen to the Council. Each citizen who wishes to speak shall be accorded one opportunity at the beginning of the meeting and one opportunity at the end of the meeting. Comments should be kept brief. If the comment expressed concerns a matter of public policy, response from the Council will be limited to seeking information or acknowledging that the citizen has been understood. It is out of order for anyone to debate with a citizen addressing the Council or for the Council to take action on a matter of public policy. The Council may direct that the concern be placed on a future agenda. Citizens will be asked to state their name and address for the record and to speak from the lectern for the purposes of recording their comments.*

*** *Information available through the Clerk's Office.*

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO
ACCOMMODATE THE NEEDS OF INDIVIDUALS WITH DISABILITIES.
PLEASE CONTACT THE CITY CLERK'S OFFICE AT (262) 375-7606
E-MAIL: cityhall@ci.cedarburg.wi.us

06/21/18 ckm

Consider approval of new Operator License applications for the period ending June 30, 2019 for:

Nicole M. Ansay
Stephen C. Bicek
Woody H. Burrell
Michael G. Harrington

Jake G. Hebda
Mark T. Mentele
Elsa P. Mieloch
Nick M. Nevins

Heather A. Oechsner
Richard A. Sella
Elisse M. Tarlo

Consider approval of renewal Operator License applications for the period ending June 30, 2019 for:

Carol A. Ameen
Denise M. Beno
Evan N. Bray
Angela M. Bushee
Benjamin S. Clithero
Scott R. Galaszewski
Kathlyn T. Geracie
Terri J. Heidtke

Christine M. Jackson
Sarah J. Koch
Scott A. Kosidowski
Mary C. Lever
Judy A. Mattias
Brenda L. Mueller
Melissa M. Radtke
Kenneth W. Reid II

Troy D. Reissmann
Susan E. Schrader
Mark J. Schubert
Kelleen S. Starsky
Suzanne L. Stubblefield
Lindsey K. Vang
Captola R. Wolfe-Bacher

**CITY OF CEDARBURG
COMMON COUNCIL
June 11, 2018**

**CC20180611-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, June 11, 2018, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Mayor O'Keefe called the meeting to order at 7:00 p.m.

Roll Call: Present - Common Council – Mayor Michael O'Keefe, Council Members Dan von Bargen, Jack Arnett, Kristin Burkart, Rick Verhaalen, Garan Chivinski, Patricia Thome, Rod Galbraith

Also Present - City Administrator/Treasurer Christy Mertes, City Attorney Michael Herbrand, Deputy City Clerk Amy Kletzien, Police Chief Tom Frank, Director of Engineering and Public Works Tom Wiza, City Planner Jon Censky, Library Director Linda Pierschalla, Library Board Members Sue Karlman, Debra Goeks, Sherry Bublitz and DeWayna Cherrington, Todd Taves from Ehlers & Associates, interested citizens and news media

STATEMENT OF PUBLIC NOTICE

At Mayor O'Keefe's request, Deputy City Clerk Kletzien verified that notice of this meeting was provided to the public by forwarding the agenda to the City's official newspaper, the *News Graphic*, to all news media and citizens who requested copies, and by posting in accordance with the Wisconsin Open Meetings law. Citizens present were welcomed and encouraged to provide their input during the citizen comment portion of the meeting.

APPROVAL OF MINUTES

Motion made by Council Member Thome, seconded by Council Member Galbraith, to approve the minutes of the May 14, 2018 meeting as presented. Motion carried without a negative vote.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

PUBLIC HEARINGS

CONSIDER RESOLUTION NO. 2018-17 TO AMEND THE COMPREHENSIVE LAND USE PLAN – 2025 FOR THE TWO PARCELS AT THE NORTHEAST CORNER OF EVERGREEN BLVD. AND PIONEER ROAD FROM THE HIGH MEDIUM DENSITY RESIDENTIAL CLASSIFICATION TO THE OFFICE CLASSIFICATION; AND ACTION THEREON

Mayor O'Keefe opened the public hearing at 7:02 p.m. to consider Resolution No. 2018-17 to amend the Comprehensive Land Use Plan – 2025 for the two parcels at the northeast corner of Evergreen Blvd. and Pioneer Road from the High Medium Density Residential classification to the Office Classification.

Planner Censky stated that considering Resolution No. 2018-17 and Ordinance No. 2018-08 paves the way to bring the plans forward for a proposed orthodontics clinic. Before any land use decision

can be made, State law requires that the Comprehensive Land Use Plan and the zoning must be consistent with each other and that these documents reflect the use being proposed. Accordingly, the first step in this process is to amend the Land Use Plan from the High-Medium Density Residential (5.2 to 10.8 units per acre) classification to the Office classification. The second step in this process is to rezone the site from Rd-1 Two-Family District to the B-4 Office and Service District. The Plan Commission recommended approval by unanimous vote on April 11, 2018.

John Birkholz, N55 W6079 Portland Road, stated that he supports the proposed rezoning on Portland Road and his neighbor also agrees.

Motion made by Council Member Thome, seconded by Council Member von Bargen, to close the public hearing at 7:06 p.m. Motion carried without a negative vote.

Motion made by Council Member Arnett, seconded by Council Member Thome, to adopt Resolution No. 2018-17 to amend the Comprehensive Land Use Plan – 2025 for the two parcels at the northeast corner of Evergreen Blvd. and Pioneer Road from the High Medium Density Residential classification to the Office classification. Motion carried without a negative vote.

CONSIDER ORDINANCE NO. 2018-08 TO REZONE THE ABOVE PROPERTIES FROM RD-1 TWO FAMILY RESIDENTIAL DISTRICT TO B-4 OFFICE AND SERVICE DISTRICT; AND ACTION THEREON

Mayor O’Keefe opened the public hearing at 7:07 p.m. to consider Ordinance No. 2018-08 to rezone the above properties from RD-1 Two Family Residential District to B-4 Office and Service District.

Planner Censky stated that this ordinance will make this item and the prior item consistent and enable the proposed plan to move forward.

Motion made by Council Member Verhaalen, seconded by Council Member Chivinski, to close the public hearing at 7:08 p.m. Motion carried without a negative vote.

Motion made by Council Member Arnett, seconded by Council Member Burkart, to adopt Ordinance No. 2018-08 to rezone the above properties from RD-1 Two Family Residential District to B-4 Office and Service District. Motion carried without a negative vote.

PRESENTATION OF THE 2017 LIBRARY REPORT

Library Director Pierschalla presented the highlights of the 2017 Annual Library Report that is submitted to the Wisconsin Department of Public Instruction and the Cedarburg Library Board.

The Mission Statement that was developed by the Library Board of Trustees is: The Cedarburg Public Library provides information and resources to all citizens of the community for their continuing recreational, educational, and cultural needs.

Did You Know?

- The Community Room is available for rental for private gatherings such as birthday parties or showers or business events.

- The Library has a hearing loop installed in the Community Room to assist those with hearing aids or hearing issues to easily hear the speaker.
- You can “book time with a Librarian” for assistance using their digital projects on your electronic device.
- The Library has free Wi-Fi and in-library laptop rental available.

Inspire, Engage, Grow

2017 brought some noted change in library usage: number of items checked out rose 2%, digital usage increased by 39%, number of people entering the building increased by 5%, public internet usage went down 20% and Wi-Fi usage increased 37%, study room reservations increased 29%, program attendance by kids remained flat and adult program attendance went up 55%. This data tells us the Library is being used in ways other than the traditional role. While residents still check out books and other material, they see an increase in group collaboration projects as well as people coming alone to do work related to their jobs, schools, or personal research. In 2017, they used the funding they received from two different grant resources (Greater Foundation - \$7,000 and Friends of the Library - \$6,000) and responded to the requests they received from their 2016 technology survey. They purchased Adobe Creative Cloud software for the public to use along with funding to pay an instructor to teach more advanced classes using the software. They used the grant to buy equipment ranging from drones that can be coded during their summer activities to a new 3D printer to replace their old one.

2017 Service Benchmarks

- 197,786 items were checked out in 2017, compared to 196,411 in 2016.
- 8,618 residents registered for Library cards, compared to 8,787 in 2016.
- 3,674 non-residents registered for a card, compared to 3,731 in 2016.
- Total Library card holders of 12,292, compared to 12,518 in 2016.
- 13,091 research questions were answered.
- 128,910 people entered the Library (actual gate count).
- 50,937 Wi-Fi logins, compared to 47,822 in 2016.
- The number of physical materials checked out increased by 2%, the number of digital materials checked out increased by 39%.
- Program attendance increased (Youth – 8,229 in 2017 compared to 7,655 in 2016. Adult – 2,525 in 2017 compared to 1,431 in 2016).

Return on Investment

- The per capita expenditure for library service from the City budget is \$61.60.
- Average Cedarburg family of four pays \$246/year, or \$20.50/mo. for library service.
- Average use by a family in one month of usage provided a savings of \$611.

Looking Forward

- The Library Board developed the following Technology Vision Statement:
 - The CPL Board of Trustees is committed to supporting, updating, and funding technology in three broad areas:
 - Leading edge “innovative” technology that attracts current and new users and makes CPL an important part of the regional technology hub.
 - The behind-the-scenes “infrastructure” that staff rely on for library operations.

- The practical “daily use” technology that enjoys frequent use and high levels of public engagement.

2017 Outcome Goals Accomplished

- Adobe Creative Suite is available.
- Digital Conversion Lab allows people to convert old family slides and film to digital format and save to USB drives.
- Virtual Reality Equipment was purchased to use for programs, classes and events. Collaborated with high school students and clients of Portal Industries.
- Microsoft Software Classes have been taught by a staff member.
- Coding and Design Classes will be implemented this summer. Educational programs and games for all ages will be taught by a staff member.
- Drones will be part of the coding classes and will be used this summer.

CPL Radio

- The radio station has been very successful and can be listened to from your computer or smart phone via SoundCloud. It is one of very few library internet radio stations. One of the library’s staff members was asked to be on a panel at a State conference.

Monarch Library System

- 2017 brought the change from the two county Eastern Shores Library System to the current four county Monarch Library System that includes the 31 public libraries in Dodge, Ozaukee, Sheboygan and Washington counties and Lakeland College.
- Cedarburg residents have access via the Monarch Catalog to over one million items that are delivered five days a week. The Library System is an excellent example of resource sharing among four counties to reduce costs and increase services.

Thank you Cedarburg Friends of the Library for the Following Contributions:

- Summer Reading Program - \$3,750
- Year Round Programs - \$2,250
- Extra copies of bestsellers - \$2,000
- Staff Support - \$1,000
- Various other projects - \$7,000

Thank you 2017 Library Board of Trustees

- Sue Karlman, Sherry Bublitz, Debra Goeks, David Moburg, DeWayna Cherrington, Todd Bugnacki and Council Member Dick Dieffenbach.

Director Pierschalla provided an overview of information about the Library and a brief history for the new Common Council members. Director Pierschalla explained that the summer reading program “Libraries Rock!” will run from June 9 – August 31.

Council Member Thome said that she enjoys the creativity of the CPL Radio.

Mayor O’Keefe said that the big argument when discussing a new library was that libraries are becoming obsolete. He thanked Director Pierschalla and stated that the Cedarburg Library has proven otherwise and remains relevant.

Council Member Arnett complimented the Library on their creative ideas and implementing various ideas from their survey including the CPL Radio, 3D printer, conversion lab and the drone. He also encouraged the Library Board members to push for a joint library agreement with the Town of Cedarburg. The Town pays for a bookmobile that does not stop in the Town of Cedarburg. It would not cost the Town of Cedarburg anymore to enter into a joint library agreement with the City. By his calculations, it could mean as much as \$100,000 in extra revenue to the Cedarburg Library that would not be sent to Mequon, Fredonia or Saukville, but would stay in the community. He encouraged them to continue to work with the Town of Cedarburg to come up with something that is best for everybody.

Council Member Chivinski thanked the Library Board for their hospitality, as he is proud and looking forward to being part of the Library Board. As a new person to the community, he watched the progress on the new Library and knew Cedarburg is the right place to raise his children. Because cities who invest at this level are really special. He is grateful to his predecessors for building the new Library and he is eager to share what is happening at the Cedarburg Public Library.

NEW BUSINESS

CONSIDER RESOLUTION NO. 2018-18 AUTHORIZING THE ISSUANCE AND SALE OF \$1,245,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2018A; AND ACTION THEREON

Todd Taves of Ehlers explained that they took bids on the City's Notes this morning and five bids were received. The winning bidder was BAIRD with a true interest rate of 2.6995%. There was a two basis point spread between the winner and the second best bid, which is very narrow. The spread between the best bidder and the lowest bidder was 20 basis points. Ehlers likes to see a tight spread because it means that the pricing received is good. Mr. Taves reviewed the Sizing Worksheet showing the Presale Estimate and the Sale Results, with a Difference column. The primary difference is that the notes were purchased at bid premium, meaning the underwriters purchased them at an amount greater than their face value. The amount of the bid premium is (\$29,455), which is a credit to the City. Mr. Taves explained that because of State Statute they need to do the following: \$17,922 will need to be deposited at closing in the City's Debt Service fund. This will be used to make part of next year's interest payment. The remaining balance of \$11,533 is available to reduce the issue size. Mr. Taves added that there are some small reductions in cost of issuance vs. the estimate resulting in \$15,000. He explained that the City ends up with the same amount for projects; however, the City is issuing \$15,000 less in notes to accomplish this. Mr. Taves last comment was on the projected Debt Service, the final sales results are the actual principal amount of \$1,230,000 (\$15,000 less than authorized). Because the City is paying the higher premium rate at exchange for receiving the cash, the interest is actually higher at \$199,508 vs. \$173,219 but the City also has the \$17,922 in funds that will be deposited to the Debt Service fund to offset some of this. The important number is \$6,333, which is the estimate compared to the actual results. For reference, Ehlers shows that a taxable series 2018B, which was authorized last month, will not go to market pending closing occurring on the Amcast site.

In answer to Council Member Verhaalen's question, City Administrator/Treasurer Mertes stated that \$287,500 is earmarked for the dams. Mayor O'Keefe asked if that amount includes grants.

City Administrator/Treasurer Mertes stated that the City borrowed \$212,500 in the previous year and the total funding is \$500,000.

Council Member Verhaalen asked if the City expects any more costs related to the dams in the near future. Director Wiza stated that this money will be used for repairs. There will be ongoing costs for maintaining the dams; however, there should not be costs at this level. These are major repairs that have not been done in a while. Inspections are done every four years and any faults or flaws that are found need to be repaired.

Council Member Verhaalen stated that this is the third year that the City has borrowed for street projects. As the budgeting process approaches, he would like to avoid borrowing. Possibly the City could put an annual cost for the dams into the budget.

Council Member Arnett asked how the interest rate of 2.6995% compares to the pro forma numbers. City Administrator/Treasurer Mertes stated that the final rate is 8 basis points better than originally estimated. Todd Taves did not have the figures; however, the fact that there is a \$6,000 difference on the total principal and interest means that basis points are better than estimated.

Mayor O'Keefe asked City Administrator/Treasurer Mertes if she anticipated seeing these projects increasing the tax revenue. City Administrator/Treasurer Mertes stated that Assessor Timm's report indicate that there is \$18 million in net new construction before manufacturing, which allows for an additional \$150,000 in the tax levy.

Motion made by Council Member Arnett, seconded by Council Member Thome, to adopt Resolution No. 2018-18 authorizing the Issuance and Sale of \$1,245,000 General Obligation Promissory Notes, Series 2018A.

Council Member Galbraith understands that this borrowing was planned but he does not like borrowing money on a yearly basis to fund street projects and he will be hard pressed in the future to continue to vote for this type of management. The City needs to look at other ways to come up with funding for street projects.

Motion carried without a negative vote.

**CONSIDER RECOMMENDATION OF POLICE CHIEF TO DENY NEW OPERATOR'S
LICENSE APPLICATION OF PHILIP J. FOX; AND ACTION THEREON**

Police Chief Frank explained that he is recommending denial of the new Operator's license application for Philip J. Fox based on his arrest and conviction record for possession of THC, operating while intoxicated and operating while revoked and ignition interlock device tampering between 2015 and 2018, which all relate to license activity.

Philip Fox stated that he understood the Police Chief's concerns. He has been in restaurant work for 14 years and he has made some bad decisions and mistakes that he cannot take back. He has learned some valuable lessons. He resides in Belgium with his wife and three children (10, 8 and 2) and is the sole provider for his family. This license is a condition of his employment at the Stilt House. He said that safety and serving responsibly has always been a big concern for him. He personally made poor decisions; however, in no way has he ever let that cross the line in his

professional career. He thanked the Council for the opportunity to speak and their consideration of granting him an Operator license.

Mayor O’Keefe explained that when an Operator license is granted the person is not just given a license to bartend but a license to oversee others, it is quite a grave responsibility. His convictions are not two decades old, which is a factor.

Council Member Verhaalen agreed that his convictions are not that old and he gave Mr. Fox credit for addressing the Common Council. The Council needs to judge on actions and not on promises.

Council Member Galbraith also appreciated Mr. Fox addressing the Common Council. He has been on the other side along with Chief Frank. He stated that Mr. Fox had the opportunity after his first conviction to change his ways. Knowing that the second conviction would result in a felony, he made another bad choice. Unfortunately, those decisions weren’t that long ago and there is not enough time in between to feel he is responsible enough.

Council Member Thome thanked Mr. Fox for speaking tonight; however, the timing is an issue.

City Attorney Herbrand clarified that the City Code states that denial can be based on a felony conviction or the person is deemed a habitual law offender and that is defined by two or more offenses that are substantially related to the alcohol license within the last five years.

Motion made by Council Member Galbraith, seconded by Council Member Chivinski, to deny a new Operator’s license application for Philip J. Fox based on the recommendation of Police Chief Frank.

Council Member Arnett clarified with City Attorney Herbrand that this denial does not prohibit Mr. Fox from working at an establishment, it only prohibits him from overseeing others and he will need to work under the supervision of another licensed operator.

Motion carried without a negative vote.

CONSIDER APPLICATION OF LE’S PHO LLC, LY Q LE, AGENT, FOR A CLASS “B” BEER AND “CLASS C” WINE LICENSE FOR LE’S PHO AT W63 N146 WASHINGTON AVENUE’ AND ACTION THEREON

City Attorney Herbrand stated that this application is for a beer and wine license for Le’s Pho restaurant.

Motion made by Council Member Thome, seconded by Council Member von Bargaen, to approve the application of Le’s Pho LLC, Ly Q. Le, agent, for a Class “B” Beer and “Class C” Wine license for Le’s Pho at W63 N146 Washington Avenue. Motion carried without a negative vote.

CONSIDER AWARD OF ENGINEERING SERVICES CONTRACT TO AECOM FOR TMDL STORMWATER COMPLIANCE; AND ACTION THEREON

Director Wiza explained that the Total Maximum Daily Load (TMDL) is a new regulation established by the DNR. The DNR did extensive modeling throughout the State of Wisconsin and

watershed basins. As a result, each community has been assigned a specific TMDL for suspended solids and phosphorus, and it applies to storm water discharge as well as the wastewater plant effluent. These standards were set up as longer term goals and the City will not meet these in the next few years. To make progress in the TMDL, the DNR is requiring that communities model their storm sewer systems and storm water runoff. This will look at where the City is now relative to the standards and secondly to model what kinds of things can be done to make progress towards meeting the goals. A total of \$40,000 is budgeted for the NR216 storm water compliance. Part of that is used to fund the illicit discharge monitoring program, storm water public education and information program, and annual report preparation. The City expects ultimately to be reimbursed \$19,500 through the DNR NPS grant.

In answer to Council Member Arnett's question, Director Wiza stated that normally the City will get multiple proposals for engineering services; however, in this case AECOM is so intertwined in the modeling that they have completed it would be difficult to bring in an outside firm.

Council Member Arnett also asked if there is any technology available that would help the City meet the required phosphorus levels. Director Wiza explained that there are two tiers to meeting the required levels. The wastewater treatment could be met by spending \$30 million on a new plant and design it to meet the limits they are setting; however, the City is addressing this by trying to improve and optimize the treatment capabilities of the current plant. Whatever, the differential is the City will need to decide if we want to do pollutant trading with farmers or do adaptive management where the City does whatever we can to address the levels and work with other entities. The City can monitor Cedar Creek to see if the we are making progress and if the creek meets the water quality standards that have been set, then the City will be successful. The downside to adaptive management is spending a lot of money and time trading with farmers and still being on the hook if the standards are not met. As difficult as the wastewater side is, the storm water side is going to be a long term effort to improve the water quality.

In answer to Council Member Arnett's question, Director Wiza explained that the source of phosphorus can be lawn fertilizers, leaves, grass clippings, etc. The majority of phosphorus is coming from agriculture (78%); however, the DNR cannot regulate the farmers. They have taken the direction of regulating municipalities.

In answer to Council Member Verhaalen's question, Director Wiza stated that there are a number of different testing locations along Cedar Creek and other locations as established by the DNR and it cannot be challenged. Director Wiza stated that it will take many years and the process will evolve as they find what is working and what is not.

Motion made by Council Member Burkart, seconded by Council Member von Bargaen, to award the engineering services contract to AECOM for TMDL storm water compliance. Motion carried without a negative vote.

CONSIDER DEVELOPMENT AGREEMENT AND CERTIFIED SURVEY MAP APPROVALS FOR THE APARTMENT PROJECT ON THE PARCEL LOCATED APPROXIMATELY 506' SOUTH OF HIGHWAY 60 ON THE EAST SIDE OF SHEBOYGAN ROAD NORTH OF THE GLEN AT CEDAR CREEK; AND ACTION THEREON

Planner Censky stated that the Certified Survey Map (CSM) was required as the basis for Duey Stroebel's Cedar Place apartment complex site plan which was approved last January. Because the CSM includes dedication of right-of-way for Sheboygan Road and lands dedicated for public park purposes, this request requires Common Council approval. Staff's review of the CSM indicates that they have made the necessary adjustments to the easement widths as previously required and that it otherwise fully complies with the dimensional requirements of the RM-2 Zoning District. The Development Agreement is the contract between the City and the developer that establishes the developer's responsibilities regarding the provisions of public and private facilities, improvements, and any other agreed-upon terms. This agreement was drafted by City Attorney Mike Herbrand and Assistant City Attorney Tim Schoonenberg with input by Director Wiza along with the attorney for the applicant and it reflects their cooperative effort. Staff notes that this agreement serves to, among other things, require that as part of the first phase the public sewer and water utilities be extended to the west side of Sheboygan Road and that these utilities be extended to the property north of the site by 2021. City Planner Censky explained that as a condition of approval the Certified Survey map needs to be approved by the County and they will need to establish the location of the trail system through the site.

City Attorney Herbrand explained that the schedule of phasing is set forth in the agreement. The first phase will be completed by August 31, 2019 and the second phase will be completed by June 30, 2021. In regard to the parkland dedication, this became a proration of park fee and parkland dedication. Approximately 4.5 acres is being dedicated to the City and the balance will be given in a fee. The ultimate goal is to join the out lot with the park area of The Glen at Cedar Creek development.

Mayor O'Keefe believes that Director Hilvo is interested in having larger more useful parks in the new developments.

Council Member Verhaalen also believed that Director Hilvo is interested in a creek walk along the creek on Sheboygan Avenue.

Council Member Verhaalen expressed concern for the speed limit on Sheboygan Road. Director Wiza explained that Sheboygan Road north of Fairfield Manor subdivision is County jurisdiction; therefore, the County can establish the speed limit. The City recently reduced the speed limit to 25 up to the corporate limits. The County has left the 55 mph speed limit between our City limits and Hwy. 60. If the Council felt strongly enough about changing the speed limit they could possibly pass a resolution requesting the County to reduce their speed limit. In the longer term, there is a good chance that this segment would become City jurisdiction but it would take a jurisdictional transfer. Before this can happen the City needs to have control of both sides of the roadway. Director Wiza added that the County Highway Commissioner contacted him today asking about the CSM. They saw a preliminary plan but they have not seen the final plan and they asked if it is approved by the City that it be contingent upon the developer getting the appropriate permits from the County for the entrance and the roadway. On the CSM it notes that the public roadway is dedicated to the City of Cedarburg for public road purposes and he suggested that it be changed to be dedicated to the public for public road purposes because that will fit the County or City.

Motion made by Council Member Verhaalen, seconded by Council Member Thome, to approve the Development Agreement and Certified Survey Map for the Cedar Place project on the parcel located approximately 506' south of Highway 60 on the east side of Sheboygan Road north of the

Glen at Cedar Creek providing the County approves the CSM, the dedication of public right-of-way to the public for public road purposes, getting the required permits from the County, and that the walking path be shown on the outlot.

Mr. Stroebel stated that the walking path was not designated on the plan because he was unsure where it would attach on the south end. He will complete the walkway designation on the plan.

Council Member Arnett stated that he was in favor of splitting the park dedication into land and a fee and he was pleased to have a firm date on the development and utilities for potential further development on the north side of the City.

Motion carried without a negative vote.

CONSIDER FINAL PLAT APPROVAL FOR THE GLEN AT CEDAR CREEK ADDITION NO. 1; AND ACTION THEREON

Planner Censky explained that this phase will consist of 23 lots ranging in size from 11,526 sq. ft. to 18,928 sq. ft. and it is the second and final phase of the 69 lot The Glen at Cedar Creek Subdivision. Regardless that there is one minor modification to Lot No. 64 and Out Lot No. 3 within the plat in terms of transferring a small portion of land between one and the other, the City agrees with the plans. Also, the Plan Commission recommended approval by unanimous vote at their June 4 meeting.

In answer to Council Member Verhaalen's question, Planner Censky said that Lot No. 64 was moved to extend and connect the walking path.

Council Member Wiza asked that in regard to the plat, the Developer shows the location of the pedestrian path to the north lot line.

Motion made by Council Member Arnett, seconded by Council Member von Barga, to approve the final plat for The Glen at Cedar Creek addition No. 1 with the condition that it show the location of the walking path extending to the north lot line. Motion carried without a negative vote.

ACCEPT AND REFER TO PLAN COMMISSION THE REZONING PETITION FROM GREG ZIMMERSCHIED OF CORNERSTONE BUILDING LLC TO REZONE THE PARCEL AT N56 W6093 PORTLAND ROAD FROM I-1 INSTITUTIONAL AND PUBLIC SERVICE DISTRICT TO B-3 CENTRAL BUSINESS DISTRICT; AND ACTION THEREON

Planner Censky stated that this is a procedural matter. The City received a petition for rezoning that requires the Common Council to refer it to the Plan Commission. After it is reviewed by the Plan Commission it will come back to the Common Council in the form of a public hearing at a later date.

Motion made by Council Member Burkart, seconded by Council Member Thome, to accept and refer the rezoning petition from Greg Zimmerschied of Cornerstone Building, LLC to rezone the parcel at N56 W6093 Portland Road from I-1 Institutional and Public Service District to B-3 Central Business to the Plan Commission.

Council Member Chivinski stated that he appreciated Mr. Birkholz' comment and support for the project.

Motion carried without a negative vote.

ACCEPT AND REFER TO PLAN COMMISSION THE REZONING PETITION GREG ZIMMERSCHIED OF CEDARBURG LAND & CATTLE LLC TO REZONE THE PARCELS AT THE CORNER OF MILL ROAD AND WASHINGTON AVENUE FROM B-3/HPD CENTRAL BUSINESS DISTRICT/HISTORIC PRESERVATION DISTRICT TO B-3/HPD/PUD CENTRAL BUSINESS DISTRICT/HISTORIC PRESERVATION DISTRICT/PLANNED UNIT DEVELOPMENT; AND ACTION THEREON

Planner Censky stated that this is also a procedural issue and the only item added is a PUD for the unified commercial project consisting of three separate buildings. This will be reviewed by the Plan Commission and referred back to the Common Council.

Motion made by Council Member Thome, seconded by Council Member Galbraith, to accept and refer the rezoning petition of Greg Zimmerschied of Cedarburg Land & Cattle LLC to rezone the parcels at the corner of Mill Road and Washington Avenue from B-3/HPD Central Business District/Historic Preservation District to B-3/HPD/PUD Central Business District/Historic Preservation District/Planned Unit Development to the Plan Commission. Motion carried without a negative vote.

CONSIDER MEMORANDUM OF UNDERSTANDING (MOU) WITH THE TOWN OF CEDARBURG TO SHARE SHORETEL PHONE SYSTEM; AND ACTION THEREON

City Administrator/Treasurer Mertes explained that the Town of Cedarburg was looking for a new phone system and in her discussions with Town Administrator Rhode they decided this was a viable option for them. The City has approximately 80 lines and the Town has 11 lines and all costs will be determined by the number of lines. Town Administrator Rhode worked with the Shoretel vendor and decided on the system. The City will see reduced costs in the base system.

Motion made by Council Member Verhaalen, seconded by Council Member Thome, to enter into a Memorandum of Understanding (MOU) with the Town of Cedarburg to share the Shoretel Phone System.

Council Member Arnett stated that he supports the Memorandum; however, he encourages the Common Council to continue to seek other ways to cooperate with the Town of Cedarburg, specifically the weight limit on Hamilton Road that prohibits septic haulers from getting to the Water Recycling Center and has reduced revenue by \$80,000/yr. According to the Town of Cedarburg website the Town carries a fully loaded salt truck down Washington Avenue as part of their snowplow route. He encourages discussion with the Town Board for possible two-way street agreements, rather than a one-way street.

In answer to Council Member Burkhart's question, Director Wiza provided a history on the weight limit restriction on Hamilton Road resulting in a decrease in revenue for septic hauling to the treatment plant.

Council Member Arnett stated that it is approximately a 6.5¢ increase on the mill rate.

In answer to Council Member Chivinski's question, City Administrator/Treasurer Mertes provided a background on past meetings with the Town of Cedarburg regarding shared service agreements.

In answer to Council Member Galbraith's question, Director Wiza explained why the City closed the receiving station on Pioneer Road. He stated that the City would maybe get \$40,000 of that revenue back, if the restriction was lifted from Hamilton Road.

Mayor O'Keefe agreed that the City should discuss the Library with the Town, as it would not cost them extra to enter into a joint agreement.

Motion carried with Council Member von Bargaen, Burkart, Verhaalen, Chivinski, Thome and Galbraith voting in favor and Council Member Arnett opposed.

CONSIDER PAYMENT OF BILLS FOR THE PERIOD 5/10/18 THROUGH 6/10/18, TRANSFERS FOR THE PERIOD 5/12/18 THROUGH 6/8/18, AND PAYROLL FOR THE PERIOD 5/6/18 THROUGH 6/2/18; AND ACTION THEREON

Motion made by Council Member Burkart, seconded by Council Member von Bargaen, to authorize payment of bills for the period 5/10/18 through 6/10/18, transfers for the period 5/12/18 through 6/8/18, and payroll for the period 5/6/18 through 6/2/18. Motion carried without a negative vote.

CONSIDER LICENSE APPLICATIONS; AND ACTION THEREON

Motion made by Council Member Galbraith, seconded by Council Member Thome, to approve new Operators License applications for the period ending June 30, 2018 for Carol A. Ameen, Anne E. Johnson, Judy A. Mattias, Lynda K. Wachter, and Amy L. Whitney. Motion carried without a negative vote.

Motion made by Council Member Galbraith, seconded by Council Member Thome, to approve the new and renewal Operator License applications for the period June 1, 2018 through June 30, 2019 as listed:

New Operator License applications for the period ending June 30, 2019 for:

Lucas A. Allen	Cynthia M. Dzikowski	Craig A. Kuske
Mark A. Borden	Michelle L. Pries	Annette M. Mytko-Kennedy
Ron A. Carr	Sarah N. Jellen	Sara K. Newhauser
Adam S. Dykema	Justyn J. Krueger	Kaitlin K. Sheffield

Renewal Operator License applications for the period ending June 30, 2019 for:

Walter H. Alverson	Catherine A. Hilgart	Emily A. Pape
Kevin J. Bachmann	Elizabeth N. Hoffman	Polly H. Partain
Stephanie J. Baldwin	Matthew C. Jackson	Maureen M. Peck
Sam A. Barnhart	Elizabeth A. Jacobson	Christine L. Pope
Patricia M. Bartlein	Anne E. Johnson	Martha K. Ray

Dena C. Baule
Joey M. Baumle
Karla M. Biermann
Chad M. Bowen
Daniel A. Brisley
Jody L. Brzezinski
Annette L. Chiddister-Woods
Steven F. Danner
Eva M. Danner
Chad A. Doedens
Tricia A. Dooley
Kimberly R. Eggleston
Arthur E. Filter
Christina N. Gabrielson
Jeanette L. Gabrys
Dan J. Gogin
Steven R. Gratz
H. Michael Hagerman
Carina R. Heckert
Gina A. Heidemann
Jeannie N. Heins
Alexander J. Hildebrand

Lori E. Josephson
Gregory J. Jourdain
MaryLee Katzka
Mark A. Kennedy
Kristen M. Klug
Stacy J. Kowalkowski
Mark C. Kowalkowski
Aida A. Kozic
Bruce A. Krenzke
Shirley K. Krenzke
Angela M. Kroner
Thomas W. Krueger
Pamela S. LaBouve
Kathleen A. Lanser
Cynthia M. Larson
Mark E. Larson
James A. Lee
Todd R. Luft
David Magnusson Jr.
Joseph K. Meador
Paul V. Micha
Chris C. Nelson

Sheridan P. Riley
Terrance E. Ronsman
Caryn M. Sager
Deborah A. Sajdak
Nicholas W. Schultz
Jennifer P. Smith
Jean M. Snow-Lambo
Neil P. Soukup
Ann M. Speirs
Laura M. Struebing
Gene Szudrowitz
Michelle L. Taraboi
Kerry K. Tharp
Brian C. Tiegs
Jerry E. Truchan
Lynda K. Wachter
Stacey L. Wedereit
Larry D. Weidmann
Michelle L. Welch
John A. Welk
Amy L. Whitney
Jeffrey A. Wrobbel

Motion carried without a negative vote.

ADMINISTRATOR'S REPORT

City Administrator/Treasurer Mertes explained that she will be attending a meeting on Thursday regarding the Community Development Block Program (Revolving Loan Fund). The Department of Housing and Urban Development is auditing the program and there is a new program called CLOSE that is being introduced. She will find out more and update the Common Council after the meeting.

In answer to Council Member Verhaalen's question regarding the railroad crossing on Pioneer Road, Director Wiza believes it will remain the way it is, which was recently repaired poorly by the railroad.

Council Member Arnett stated that it could be construed as a dangerous situation when cars swerve over to the better lane and asked if the City could file a complaint.

Director Wiza stated that it is a difficult process to file a complaint and a "bump" sign has been put on the street. He stated that the trains and semi-trailers may simply lower the tracks by running over them and cause the tracks to drop incrementally over time.

In answer to Council Member Burkhart's question, Director Wiza stated that the work on Evergreen Blvd will involve trenching along the curb line and installing an under drain to eliminate the excess water. The machine required to do this work should be delivered at the end of the month. It may require a small detour but it should not take too long to complete.

City Administrator/Treasurer Mertes stated that the fire inspection report is available if anyone wants to review it.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

COMMENTS & ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Arnett questioned an item on the Building Inspector's report regarding the total value involving two large amounts. City Administrator/Treasurer Mertes will talk to Building Inspector Baier and verify the source.

Council Member Chivinski thanked City Administrator/Treasurer Mertes for setting up the meeting with Judy Jepson to view her collection. He also enjoyed the branding event, as it crystalized a lot of what the City does.

MAYOR'S REPORT - None

ADJOURNMENT – CLOSED SESSION

Motion made by Council Member Thome, seconded by Council Member Galbraith, to adjourn to closed session at 8:45 p.m. pursuant to State Statutes 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session, more specifically, to consider the possible purchase of a parcel of land that is a portion of N69 W5269 Columbia Road for construction of a sanitary sewer pump station. Approval of May 14, 2018 closed session minutes. Motion carried on a roll call vote with Council Members von Bargaen, Arnett, Burkart, Verhaalen, Chivinski, Thome, and Galbraith voting in favor.

RECONVENE TO OPEN SESSION

Motion made by Council Member Arnett, seconded by Council Member Galbraith, to reconvene to open session at 9:20 p.m. Motion carried on a roll call vote with Council Members von Bargaen, Arnett, Burkart, Verhaalen, Chivinski, Thome, and Galbraith voting in favor.

ADJOURNMENT

Motion made by Council Member Arnett, seconded by Council Member Burkart, to adjourn the meeting at 9:21 p.m. Motion carried without a negative vote.

Amy D. Kletzien, MMC/WCPC
Deputy City Clerk

CITY OF CEDARBURG

MEETING DATE: June 25, 2018

ITEM NO: 8. A. & 8. B.

TITLE:

- A. Consider Resolution No. 2018-19 to amend the Comprehensive Land Use Plan – 2025 for the parcel adjacent to and east of N144 W6166 Pioneer Road from the Office classification to the Commercial classification, and for the parcel at N144 W6050 Pioneer Road from the Industrial and Manufacturing classification to the Commercial classification; and action thereon (Plan Comm. 05-07-18)
- B. Consider Ordinance No. 2018-09 to rezone the parcel adjacent to and east of N144 W6166 Pioneer Road from B-4 Office District to B-2 Community Business District, and the parcel at N144 W6050 Pioneer Road from M-2 General Manufacturing District to B-2 Community District; and action thereon (Plan Comm. 05-07-18)

ISSUE SUMMARY:

The applicant recently purchased the former Formart Container building at the northwest corner of Pioneer Road and Cardinal Avenue and is proceeding to convert it into the Kettle Moraine Appliance store. His plan is to have retail space, a show room and storage area for his appliance store use and to have separate space to be leased for office and/or retail tenants along the inside east wall of the building. While the M-2 General Manufacturing District does allow limited retail, that use must be incidental to the principal use and cannot exceed 20% of the floor area of the building. Since the applicant's proposed retail area far exceeds 20% of the building's floor area and the separate retail component therein is not related to the principal use, he must pursue a zoning change. Furthermore, since the proposed zoning and the land use classification for this site are inconsistent with each other, that process requires Land Use Plan amendment first and then rezoning before his detailed renovation plans can be considered.

Land Use Amendment:

Our records indicate that back in 2014 the Common Council, following a recommendation from the Economic Development Board and the Plan Commission, amended the Comprehensive Land Use Plan – 2025 for this area of Pioneer Road to read as follows: "because of the high visibility and substantial traffic counts, coupled with development patterns trending toward customer service and retail type uses, this area should be targeted for those types of uses in the future." Accordingly, since the applicant's proposed use is consistent with that goal, the request is to change the Land Use Classification showing on the map from the Office and Industrial/Manufacturing classification to the Commercial Classification.

Rezoning:

This project covers two separate parcels: one that fronts Pioneer Road only and is zoned B-4 Office District, the other fronts both Pioneer Road and Cardinal Avenue and supports the existing building which is zoned M-2 General Manufacturing. To support this project both sites will need to be rezoned to B-2 Community Business District.

Concept Plan:

The concept site and architectural plans were reviewed by the Plan Commission at their May 7, 2018

meeting and the following recommendations were set forth by various Department staff:

1. The applicant will need to modify the plans as necessary to comply with Wisconsin DNR regulations.
2. A 5-foot public sidewalk will be required along Pioneer Road extending around and up Cardinal Avenue.
3. Submittal of a Certified Survey Map showing a 30-foot public road right-of-way dedication along Cardinal Avenue and necessary utility easements.
4. The building will need to be equipped with a sprinkler system approved by the Fire Department.
5. The applicant will need to meet with the Fire Department to discuss location of fire protection equipment and to verify that the driveway has sufficient turning radius for fire trucks.

Staff Recommendation:

Staff recommends Land Use Plan Amendment for the vacant site adjacent to and east of N144 W6166 Pioneer Road from the Office Classification to the Commercial classification, and for the site at N144 W6050 Pioneer Road from the Industrial and Manufacturing Classification to the Commercial Classification. Staff also recommends rezoning for the vacant site east of N144 W6166 Pioneer Road from B-4 Office District to B-2 Community Business District, and for the site at N144 W6050 from M-2 General Manufacturing to the B-2 Community Business District.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

At their May 7, 2018 meeting the Plan Commission recommended approval by unanimous vote.

BUDGETARY IMPACT: N/A

ATTACHMENTS:

- Resolution No. 2018-19, Ordinance 2018-09
- Plan Commission Minutes from the May 7, 2018 Meeting.
- Concept Plans.

INITIATED/REQUESTED BY: James Otten, Kettle Moraine Appliance Owner

FOR MORE INFORMATION CONTACT: Jonathan P. Censky, City Planner, 262-375-7610

**CITY OF CEDARBURG
RESOLUTION NO. 2018-19**

**A Resolution Amending the City of Cedarburg
Comprehensive Land Use Plan – 2025 for the Parcel Adjacent
to and East of N144 W6166 Pioneer Road
and the Parcel at N144 W6050 Pioneer Road**

WHEREAS, the City of Cedarburg, pursuant to the provisions of Section 62.23 of the Wisconsin Statutes, has created a City Plan Commission; and

WHEREAS, the City Plan Commission has prepared a plan for the physical development of the City of Cedarburg and environs, said plan known as *The City of Cedarburg Smart Growth Comprehensive Plan -2025* and

WHEREAS, the City Plan Commission on the 7th day of January 2008 recommended the aforementioned Comprehensive Plan and on the 25th day of February 2008 the Common Council adopted the plan; and

WHEREAS, the adopted Land Use Plan recommends Office Classification for the site adjacent to and east of N144 W6166 Pioneer Road and Industrial and Manufacturing Classification for the site at N144 W6050 Pioneer Road; and

WHEREAS, a proposed retail appliance store with a showroom, storage area and separate retail space would require amending the Office Classification for site adjacent to and east of N144 W6166 Pioneer Road to the Commercial Classification and amending the Industrial and Manufacturing Classification at N144 W6050 Pioneer Road to the Commercial Classification; and

WHEREAS, the Plan Commission reviewed and recommended the requested amendment on May 7, 2018, and the Common Council held a public hearing on June 25, 2018 to consider amending the Plan and found such change to be appropriate and compatible with the existing and future nearby uses.

NOW, THEREFORE, BE IT RESOLVED that pursuant to Section 66.1001(4)(b) of the Wisconsin Statutes, the City of Cedarburg Common Council on the 25th day of June 2018, hereby amends *The City of Cedarburg Smart Growth Comprehensive Land Use Plan - 2025*, as follows: site adjacent to and east of N144 W6166 Pioneer Road is hereby classified as Commercial Use in the Comprehensive Land Use Plan – 2025 and the site at N144 W6050 Pioneer Road is here by classified as Commercial Use in the Comprehensive Land Use Plan - 2025.

Passed and adopted this 25th day of June 2018.

Michael J. O’Keefe, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

ORDINANCE NO. 2018-09

**An Ordinance Rezoning the Parcel Adjacent to and East of
N144 W6166 Pioneer Road and the Parcel at N144 W6050 Pioneer Road**

The proposed ordinance having been submitted to the City Plan Commission for recommendation and notice having been given pursuant to Wis. Statute, the Common Council of the City of Cedarburg, Wisconsin, does hereby ordain as follows:

The following described real estate situated in the City of Cedarburg, Wisconsin, presently being in the B-4 Office District is hereby rezoned to B-2 Community Business District:

A part of the SE 1/4 of Section 34, Town 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin, bounded and described as follows:

Commencing at the SE corner of said Section 34, thence due West 323.00 feet to a point; thence North 0°02'27" West, 43.00 feet to the point of beginning; thence Due West, 165.00 feet ; thence North 0°02'27" West, 110.00 feet; thence Due West, 10.00 feet; thence North 0°02'27" West, 100.00 feet; thence Due East, 175.00 feet; thence South 0°02'27" East, 210.00 feet to the point of beginning.

Tax Key Number: 13-051-03-05.003

Vacant

Said parcel contains .0.815 acres, more or less.

The following described real estate situated in the City of Cedarburg, Wisconsin, presently being in the M-2 General Manufacturing District is hereby rezoned to the B-2 Community Business District:

Part Lot 4 Block 3 Comm 83 FT W SE Cor Lot 4 TH W30 FT N 49 FT SW 8 FT
W'LY 207 FT N 208 FT W 309 FT N 247 FT E 550 FT S 500 FT POB.

Tax Key Number: 13-051-03-04-026

Address N144 W6050 Pioneer Road

Said parcel contains 4.2 acres, more or less.

This ordinance shall take effect upon its passage and publication as provided by law.

Passed and adopted this 25th day of June 2018.

Michael J. O'Keefe, Mayor

Countersigned:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

CITY OF CEDARBURG
PLAN COMMISSION

PLN20180507-1
UNAPPROVED MINUTES

May 7, 2018

A regular meeting of the Plan Commission of the City of Cedarburg was held on Monday, May 7, 2018 at Cedarburg City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. The meeting was called to order at 7:00 p.m. by Mayor O'Keefe.

Roll Call: Present – Mayor Michael J. O'Keefe, Council Member Patricia Thome, Mark Burgoyne, Greg Zimmerschied, Heather Cain, Adam Voltz

Also Present - City Planner Jon Censky, Assistant City Attorney Tim Schoonenberg, Administrative Secretary Darla Drumel, news media

STATEMENT OF PUBLIC NOTICE

Administrative Secretary Drumel confirmed that the agenda for the meeting had been posted and distributed in compliance with the Wisconsin Open Meetings Law.

REVIEW AND CERTIFY CODE OF ETHICS

Commissioners acknowledged receipt of the Code of Ethics and agreed to abide by them.

ELECTION OF VICE CHAIRPERSON

Council Member Thome nominated Mark Burgoyne as Vice Chairperson. The nomination was seconded by Commissioner Cain. No other nominations were offered.

A motion was made by Commissioner Zimmerschied, seconded by Council Member Thome, to close the nominations and the motion carried without a negative vote. By unanimous vote, Mark Burgoyne was elected as Vice Chairperson.

APPROVAL OF MINUTES

Commissioner Zimmerschied moved to approve the minutes of April 11, 2018. The motion was seconded by Commissioner Cain and carried without a negative vote.

COMMENTS AND SUGGESTIONS FROM CITIZENS

Mayor O'Keefe offered the opportunity for the public to speak on any issue unrelated to the agenda items. He advised that the Plan Commissioners would not be able to respond to any comments since they were not noticed on the agenda. None were offered.

PUBLIC HEARING REGARDING REQUEST FOR A CONDITIONAL USE PERMIT TO RENT AN UPPER LEVEL APARTMENT AT W62 N559 WASHINGTON AVENUE AS A TOURIST ROOMING HOUSE – GREAT MJM RENTALS, LLC/JOE AND MICHELLE TARABOI

A motion was made by Council Member Thome to declare the public hearing open at 7:02 p.m. The motion was seconded by Vice Chairperson Burgoyne and carried without a negative vote.

Planner Censky reported that Joe and Michelle Taraboi were seeking conditional use approval to use an upper level apartment unit in their downtown building located at W62 N559 Washington Avenue for tourist rooming purposes. They advise that the unit would be rented for a period of a minimum of two nights up to six months. Planner Censky noted that the Zoning Code was amended in 2014 to add Tourist Rooming Houses to the list of permitted Conditional Uses in the B-3 District. Tourist Rooming Houses are defined as: **All lodging places and tourist cabins and cottages, other than hotels and motels, in which sleeping accommodations are offered for pay to tourists or transients as regulated under Wisconsin Chapter DHS 195.** A tourist or transient is defined as **a person who travels to a location away from his or her permanent address regardless if the tourist or transient is there for the season, the month, a week, or a day or less.**

The site is supported by a private parking lot located to the rear of the building. No exterior changes to the site or building are proposed with this request. The use appears to be appropriate in the downtown area and staff review of the site indicates sufficient parking to support this request.

Ms. Taraboi advised that the intention is to rent out the two-bedroom apartment to fill the void between long-term rentals with a minimum stay of two nights. Both Joe and Michelle Taraboi agreed to file a quarterly report on rentals to determine room taxes owed.

Assistant Attorney Schoonenberg advised that the State Code defines short-term rentals as fewer than 29 consecutive days.

Mayor O'Keefe asked the audience if anyone wanted to comment. None were offered.

Action to Close Public Hearing:

A motion was made by Vice Chairperson Burgoyne, seconded by Council Member Thome, to close the public hearing at 7:12 p.m. The motion carried without a negative vote.

Final Action:

Vice Chairperson Burgoyne moved to approve the Conditional Use Permit request with the following conditions:

1. Short-term rentals shall be fewer than 29 consecutive days.

2. The applicant is to document the long term/short term stays and submit that information to the City Treasurer's Department along with their quarterly room tax report.
3. Any substantiated problems with this use shall be corrected by the owner immediately upon notification and if left uncorrected, may result in the revocation of the conditional use permit.
4. Cedarburg Fire Department will follow the State Licensing Bureau for Rooming Houses, NFPA 1 Section 20.10 and NFPA 101 Life Safety Code.
5. Smoke detectors and CO detectors are to be installed and properly maintained.

The motion was seconded by Council Member Thome and carried without a negative vote.

REQUEST APPROVAL OF PLANS FOR A NEW HOME ON A VACANT 0.410-ACRE LOT ON THE SOUTH SIDE OF WESTERN ROAD APPROXIMATELY 600 FEET WEST OF EVERGREEN BOULEVARD – LORI AND ROGER GERVAIS

Planner Censky advised that Lori and Roger Gervais recently purchased this site and removed numerous trees in preparation for the development of a single-family home. Since this lot is located in a predominately built-up area where it is bounded on two or more sides by existing homes, it is classified as an infill lot. According to Section 13-1-122 of the Zoning Code, architectural plans for infill lots shall be submitted to the Plan Commission and its Commissioners shall determine that the structure is compatible with the surrounding area and either approve, approve conditionally, or reject the plans.

The plans fully comply with the dimensional requirements of the RS-3 Zoning District and is consistent with development in the area.

Mr. Gervais provided color and material samples that were reviewed by the Commissioners as follows:

1. Siding would be painted LP White (LX PRO) even though the rendering portrayed the color as grey.
2. Gutters would be the Rainware Selection from ABC Supply color New Linen.
3. Awning would be Firestone UNA-CLAD color Dark Bronze.
4. Windows would be Andersen White.
5. Shingles chosen are Certainteed in Moire Black.

Commissioners concurred that the proposed home would be complimentary and compatible with the neighborhood.

Action:

A motion was made by Commissioner Zimmerschied to approve the site and architectural plans as presented subject to securing a building permit prior to commencement of construction. The motion was seconded by Commissioner Voltz and carried without a negative vote.

CONSIDER LAND USE PLAN AMENDMENT RECOMMENDATION AND REZONING RECOMMENDATION FOR TWO-LOTS LOCATED AT THE NORTHWEST CORNER OF CARDINAL AVENUE AND PIONEER ROAD TO ALLOW FOR COMMERCIAL DEVELOPMENT – KETTLE MORaine APPLIANCE/JIM OTTEN

Planner Censky reported that Jim Otten recently purchased the former Formart Container building at the northwest corner of Pioneer Road and Cardinal Avenue and is proceeding to convert it into a Kettle Moraine Appliance store. His plan is to have retail space, a show room and storage area along with space to be leased for office and/or retail tenants along the inside east wall of the building. While the M-2 General Manufacturing District does include limited retail, it must be related to or incidental to the principal use and then cannot exceed 20% of the floor area of the building. Accordingly, since his proposed retail area exceeds 20% of the floor area of the building and that retail component is not exclusive to the principal use, the applicant must first pursue a Land Use Plan amendment and rezoning before his detailed renovation plans can be considered.

Land Use Amendment:

City records indicate that back in 2014 the Common Council, following a recommendation from the Economic Development Board and the Plan Commission, amended the Comprehensive Land Use Plan – 2025 for this area of Pioneer Road as follows: “because of the high visibility and substantial traffic counts, coupled with development patterns trending toward customer service and retail type uses, this area should be targeted for those types of uses in the future.” Accordingly, since Mr. Otten’s proposed use is consistent that target, the request is to change the Land Use Classification showing on the map from the Office and Industrial/Manufacturing classification to the Commercial Classification.

Rezoning:

This project covers two separate parcels: one that fronts Pioneer Road only which is zoned B-4 Office District. The other fronts both Pioneer Road and Cardinal Avenue and supports the existing building which is zoned M-2 General Manufacturing. To support this project both sites will need to be rezoned to B-2 Community Business District.

Concept Plan:

While the site and architectural plans are not presented for consideration at this time, Commissioners were encouraged to offer feedback to help Mr. Otten finalize his plans for submittal at a later date. The following comments are the result of the various City Department staff’s review:

1. The applicant will need to modify the plans as necessary to comply with Wisconsin DNR regulations.

2. A 5-foot public sidewalk will be required along Pioneer Road extending around and up Cardinal Avenue.
3. Submittal of a Certified Survey Map showing a 30-foot public road right-of-way dedication along Cardinal Avenue and necessary utility easements.
4. The building will need to be equipped with a sprinkler system approved by the Fire Department.
5. The applicant will need to meet with the Fire Department to discuss location of fire protection equipment and to verify that the driveway has sufficient turning radius for fire trucks.

Planner Censky added that the vegetation was removed from the site and was graded prior to obtaining approvals. Mr. Otten is currently working with the DNR to remedy the situation.

Action:

Commissioner Cain moved to recommend a Land Use Plan Amendment for the vacant site adjacent to and east of N144 W6166 Pioneer Road from the Office Classification to the Commercial Classification, and for the site at N144 W6050 Pioneer Road from the Industrial and Manufacturing Classification to the Commercial Classification; and to recommend rezoning for the vacant site east of N144 W6166 Pioneer Road from B-4 Office District to B-2 Community Business District, and for the site at N144 W6050 from M-2 General Manufacturing to the B-2 Community Business District. The motion was seconded by Commissioner Zimmerschied.

Continued Discussion:

Gus Wirth of N48 W6000 Spring Street explained the grading of the site has caused flooding on his property to the west of the new development. Mr. Wirth noted that Mr. Otten was doing an excellent job of improving his site. He would, however, like to see piping of stormwater to the park be restored.

Mr. Otten agreed that he would do whatever needed to be done to correct the problem.

Final Action:

The motion carried without a negative vote.

APPROVAL OF FIVE NEW LOCATIONS FOR MOBILE FOOD ESTABLISHMENT LICENSE – THAT TACO GUY LLC/ANDREA ACOSTA

Commissioner Zimmerschied recused himself.

Planner Censky advised Commissioners that The Mobile Vendors License Ordinance was adopted early in 2017 and serves to restrict where mobile food trucks can be parked. Specifically, **Section 7-18-2 License Required** states: **It shall be unlawful for a person to operate as a Mobile Vendor or Mobile Food Establishment, serve, sell or distribute food from a Mobile Food Establishment or cook, wrap, package, process, serve or portion food in a Mobile Food Establishment in the City of Cedarburg without first having obtained a valid Mobile Vendor or Mobile Food**

Establishment license from the City of Cedarburg Plan Commission.

According to this ordinance, anyone wishing to sell from a mobile food truck in the City of Cedarburg must first acquire a Mobile Food Vendors license and then receive Plan Commission approval for each site within the City that they intend to park the truck. Last year, Mr. Acosta received a Food Vendors License that is valid through 2018 and is now requesting approval for five additional sites over the three sites he received approval for last year. The new sites include: **the Thorson, Webster and Westlawn Public School sites; the Cedarburg Public Swimming Pool site; and the Cedarburg Cultural Center site.** According to their information, Eli and Andrea Acosta has established their hours of operation with Director Hilvo for the Pool site, the use of the Cultural Center will be limited to the dates associated with the Cedarburg Children's Theater, and has dates set for the school sites for either teacher lunches or meal night fundraisers on or before June 14, 2018.

The Police Department has already conducted its background check.

Andrea Acosta of That Taco Guy LLC advised that the dates at the pool would be an opportunity for fundraising for the pool. The Cultural Center Children's Theatre is asking them to be available one night per weekend, due to the lack of time for the participants to have a meal before the show. The Westlawn School event would also be an opportunity for fundraising for Westlawn.

Action:

A motion was made by Council Member Thome, seconded by Commissioner Voltz, to approve the new locations as presented. The motion carried without a negative vote, with Commissioner Zimmerschied recused.

COMMENTS AND ANNOUNCEMENTS BY PLAN COMMISSIONERS

No comments or announcements were offered.

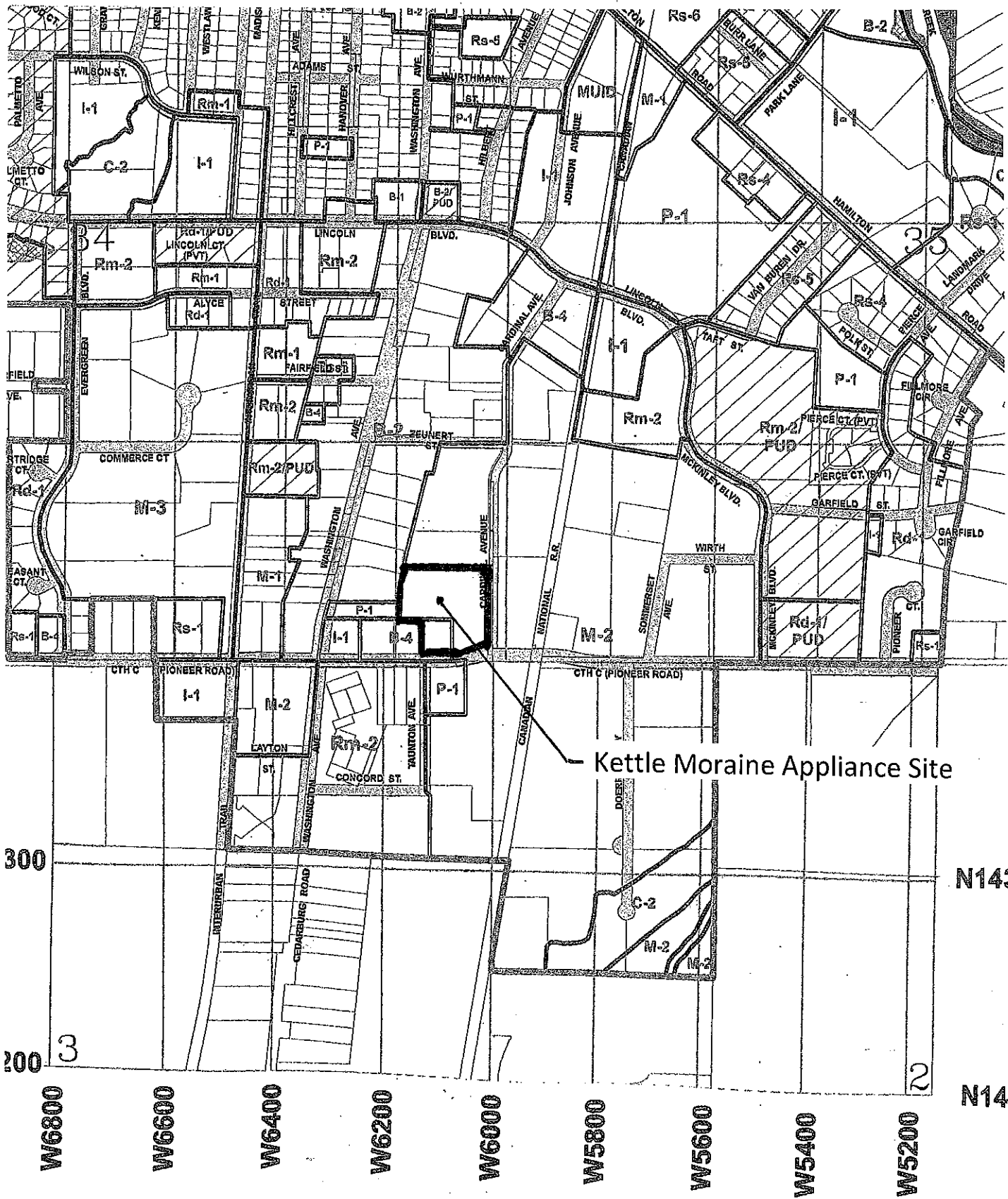
MAYOR'S ANNOUNCEMENTS

Mayor O'Keefe introduced new member Adam Voltz and welcomed him to the Commission.

ADJOURNMENT

A motion was made by Council Member Thome, seconded by Vice Chairperson Burgoyne, to adjourn the meeting at 7:37 p.m. The motion carried without a negative vote.

Darla Drumel,
Administrative Secretary



Kettle Moraine Appliance

N144 W6050 PIONEER ROAD
CITY OF CEDARBURG, OZAUKEE COUNTY

Issue:
06 / 15 / 2017

Document Date:
4 APRIL 2018

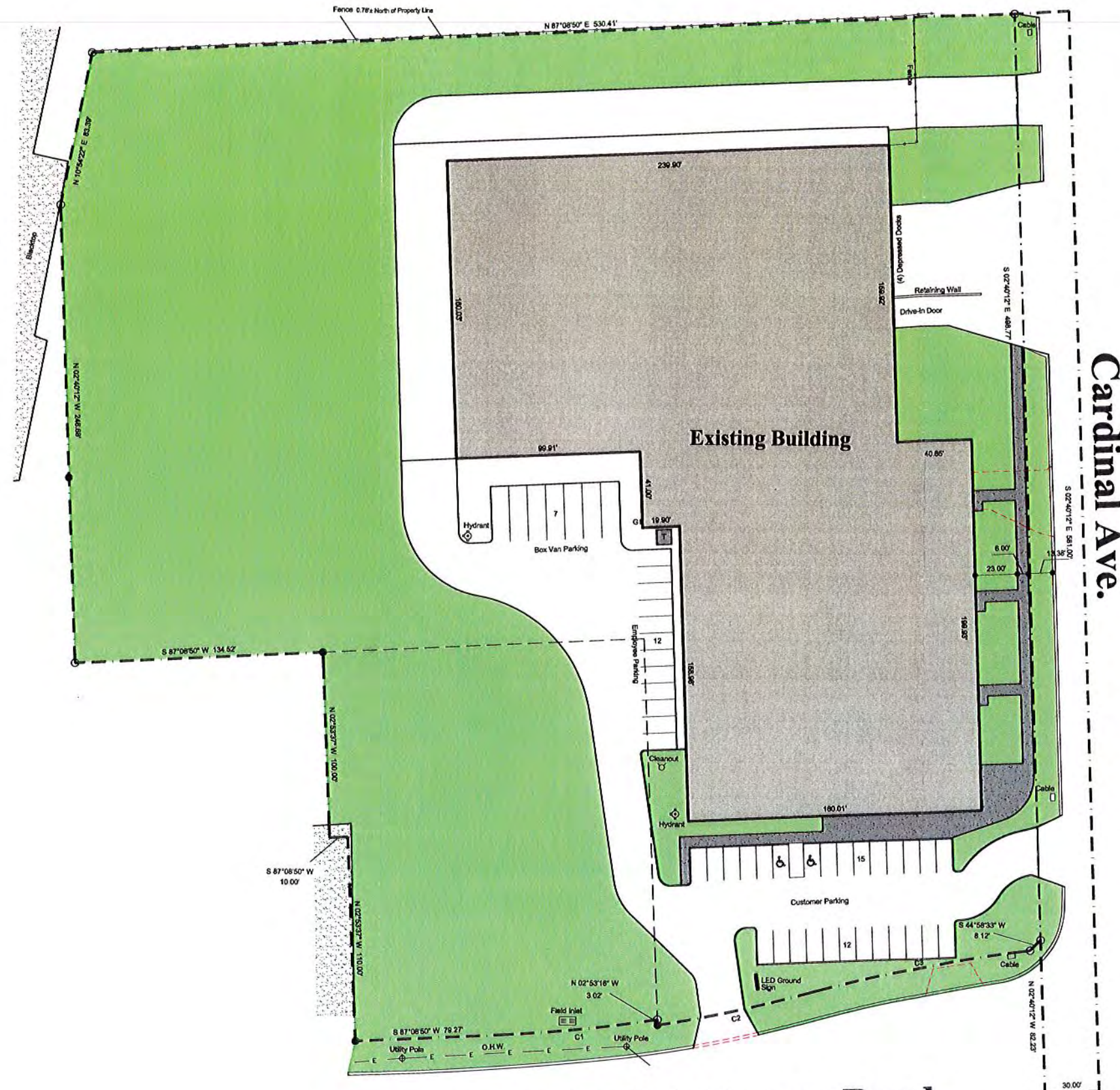
Project Number:
17023

Sheet Title:
SITE PLAN

APR 11 2018

CITY OF CEDARBURG
Sheet Number:

A-100



C.T.H. "C" / Pioneer Road

SITE PLAN



1" = 30.00'

Cedarburg Fire Department



2017 Annual Report



Mayor O'Keefe, Members of the Common Council and Administrator Mertes:

I would like to present the 2017 year-in-review for the Cedarburg Fire Department. As you review the content in this annual report, please keep in mind that the effort and hard work stems directly from our volunteer members. The men and women of this great organization donate their time and talents, and they put their lives on the line to protect the citizens of our community and its visitors.

As you can see, fire/rescue calls and scheduled training takes up a large portion of our time. This year we had 1,032 calls for service, up 32 calls from last year. Total training for the year was 5,098 hours. It is extremely important to maintain our skills to provide the best possible care to the community, with both firefighting and EMS training. It is also just as important to return our members safely home to their families after every call.

Standby events are also increasing in Cedarburg. This has placed a large demand for additional time on our membership. In 2017, over 800 hours have been logged for standby. Unfortunately, most of the standby occurs on the weekend, which competes for our members' family time.

Please see page 16 for more information.

2017 brought us a "first" for our department. In July, we hired our first full-time employee, Blake Karnitz. Blake fulfills an important role as Fire Inspector, and he also has all of his certifications as a firefighter and AEMT. Blake was also an Explorer for CFD while he was in high school. We are very lucky to have hired this knowledgeable and dedicated young man.

We were also fortunate to have purchased two new vehicles in 2017, at no cost to the city. The first vehicle purchased is a new ambulance cart, which replaced a 1977 cart. It is used during all of the festivals, the 4th of July and the home football games. The second vehicle is a Kubota UTV, which is set up for firefighting. It is also used during the festivals when it is necessary to respond on Washington Avenue and to the surrounding roads, due to road closures.

In closing, I would like to thank you for your support. Cedarburg is very fortunate to have a Mayor and Common Council committed to supporting the fire department.

Jeffrey J. Vahsholtz

Chief



2017 Active Membership Roster

Over 35 years (Honorary Active):

Edward A. Bublitz

Jeffrey J. Vahsholtz * Chief

Raymond R. Jung

25 to 35 years (Honorary Active):

Gregory G. Boerner

William H. Hintz *Assistant Chief

Caryl A. Giuliani

Mark J. Montaine

Suzanne V. Ernst

Scott E. Matusewic * Deputy Chief

16 to 24 years:

Kara J. Racine

Jeanne M. Lindberg

Lisa M. Boerner

James G. Bougie

Theresa M. Grube *Lt. Rescue Co.

Kim M. Esselmann * Deputy Chief

Joel L. Bublitz

Brian Kison

Grant D. Witte

11 to 15 years:

Whitney Dobson *Captain Safety Officer

Joseph E. Grube *Lt. Engine Co.

Nathan M. Matter

Craig A. Boerner *Lt. Chief Engineer

Peter Pautz

Christopher C. Hoerz

Nichole J. Zarling *Lt. Rescue Co.

Matt Petrarca

Andrew Heidtke *Captain Engine Co.

David M. Schwantes

John Schrader

Total Active Members: 65

***Chiefs and Officers**

1 to 10 years:

John E. Zarling

Craig T. Hartwig

Janet L. Weber

Joseph W. Hintz *Lt. Asst. Chief Engineer

Rex P. Roebken

Robert Jung

Megan T. Czisny

Caroline A. Kison

Norine C. Nelson

Blake R. Karnitz

William A. Esselmann

Todd B. Whitrock

Stacy A. Seatz

Kelly A. LaPorta

Stacy K. Cooke

Rebecca J. Delsman

Bryan J. Price *Lt. Rescue Co.

Tyler M. Vahsholtz

Paul Goetz

Dustin Halyburton * Public Education

Randy A. Tews

Jeffrey L. Nelson

Dennis W. Grulkowski

Andrew J. Hester

Jeffrey A. Klingler

Andrew J. Roberts

Jeffrey J. Frankard

Jason Peterson

Under 1 year:

Kendall Price

Selma S. Goetz

John G. Daggett

Lindsay L. Landers

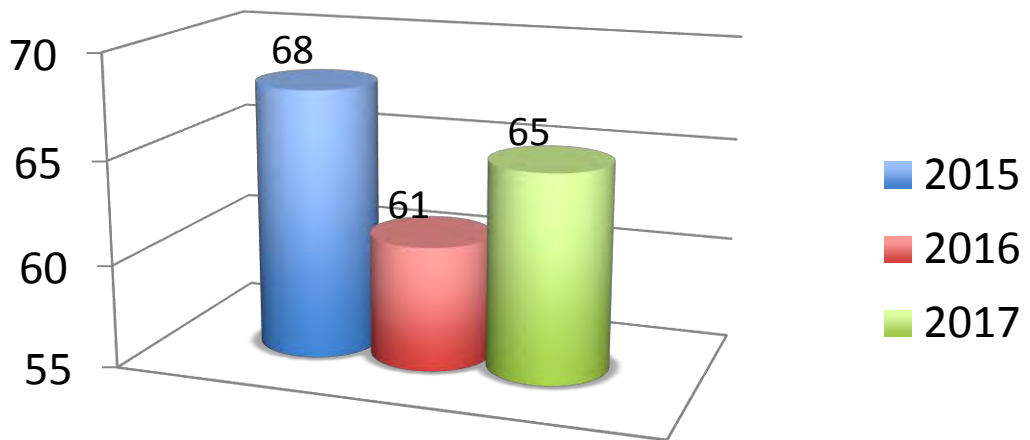
Melanie L. Clausing

Taylor M. Hanus

Kimberly M. Manor-Fitzer

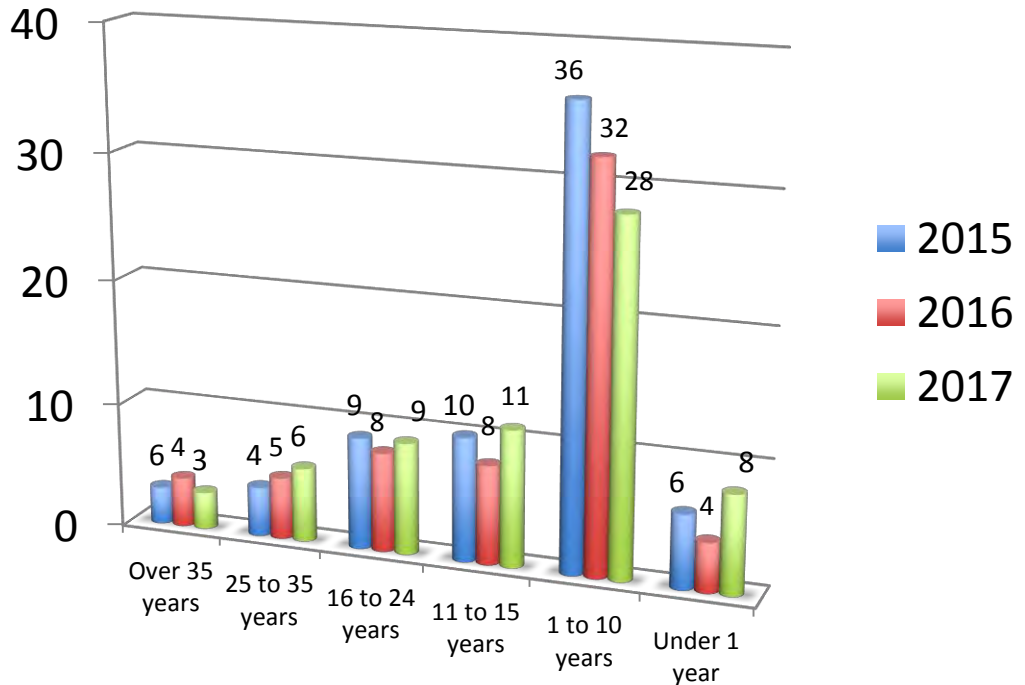
Nathan Tiegs

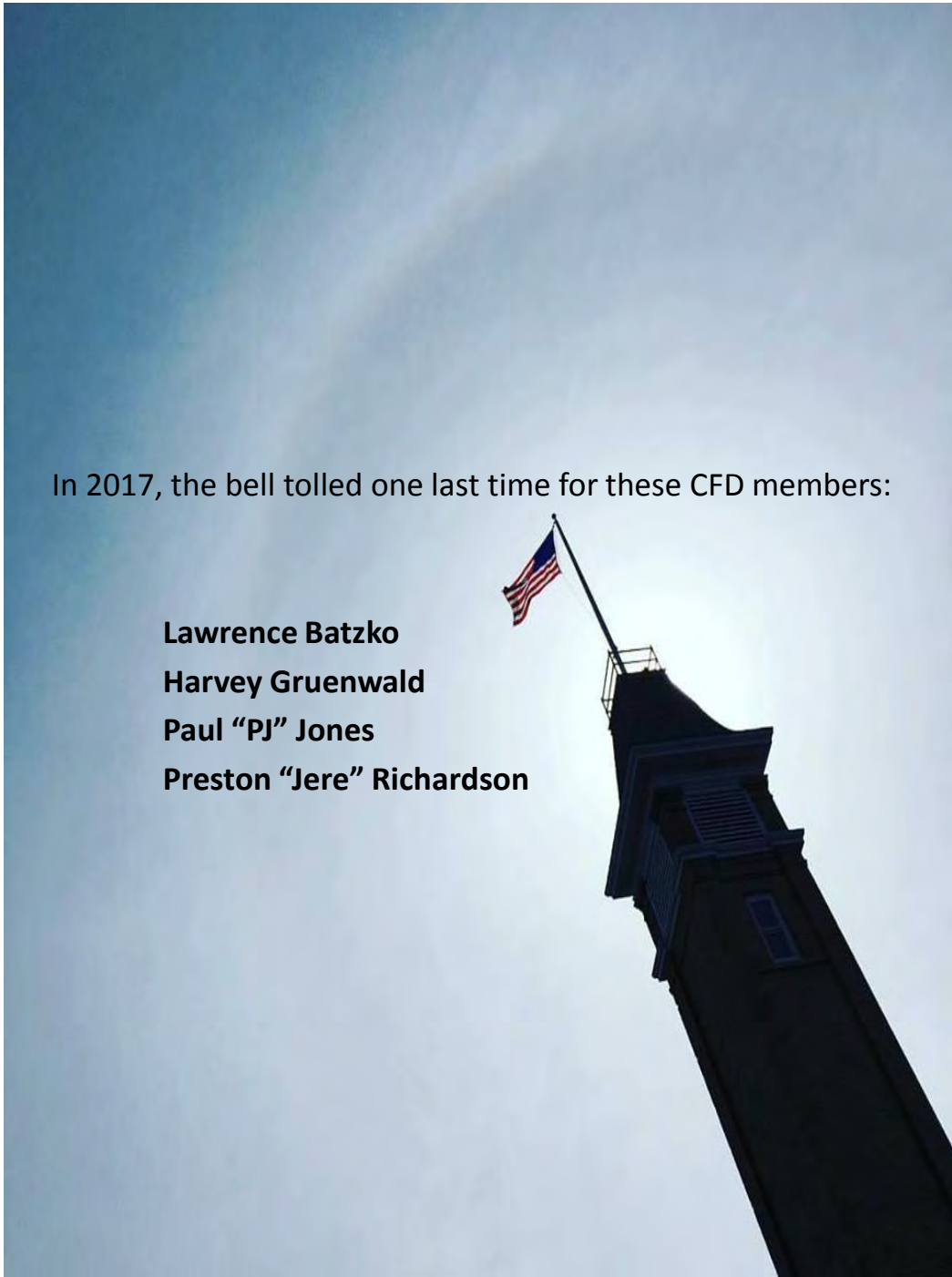
Active Membership (3 year span)



Members' Years of Experience (3 year span)

of Members





In 2017, the bell tolled one last time for these CFD members:

Lawrence Batzko

Harvey Gruenwald

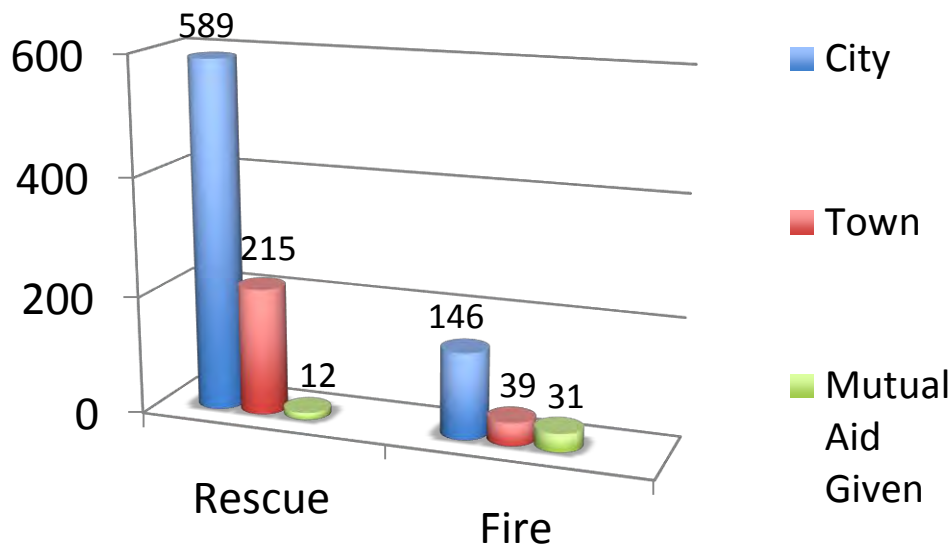
Paul “PJ” Jones

Preston “Jere” Richardson

In Memoriam

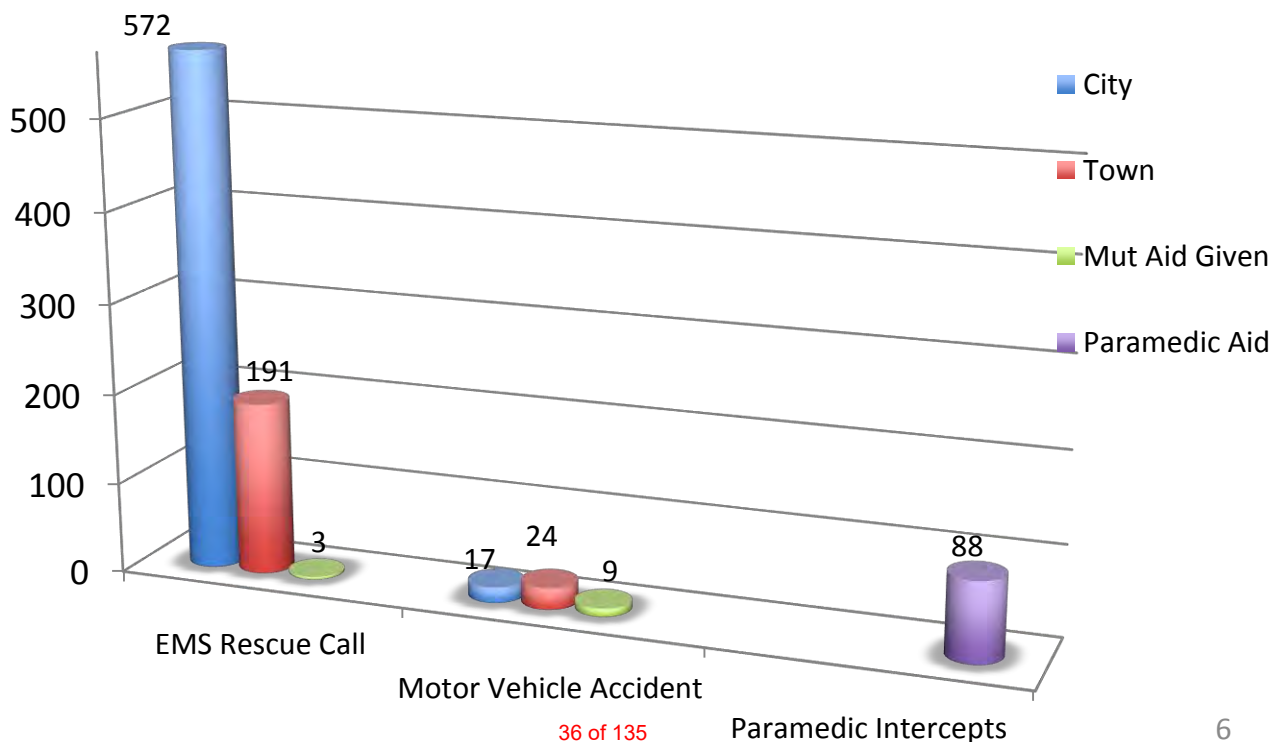
In 2017, the Cedarburg Fire Department responded to a total of **1,032** incidents in both the City and Town of Cedarburg, and for mutual aid response to surrounding communities.

Rescue: City: 589 Town: 215 Mutual Aid Given: 12
 Fire: City: 146 Town: 39 Mutual Aid Given: 31



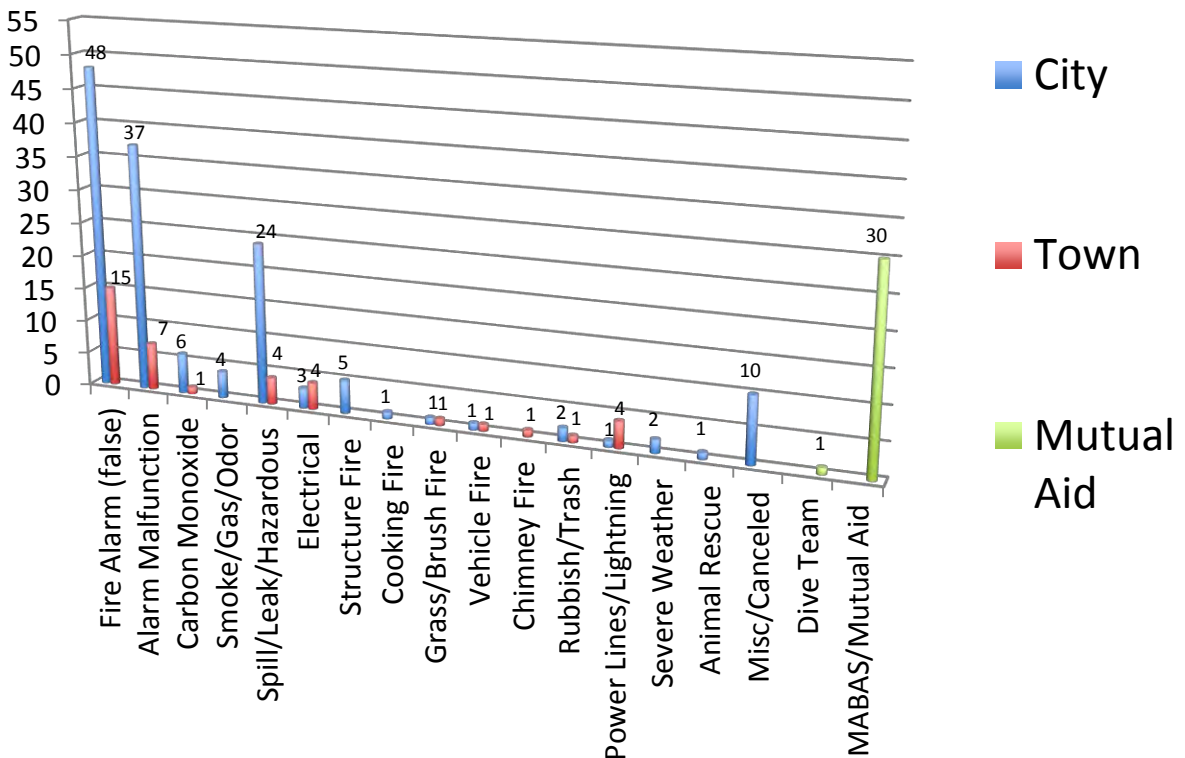
Types of Rescue Incidents:

EMS Rescues and Motor Vehicle Accidents (includes mutual aid given)
 Paramedic Intercepts received from Thiensville, Mequon and Grafton



Types of Fire Incidents in 2017

City: 146 Town: 39 Mutual Aid/Mabas: 31



Structure fires in 2017

City: Journal Sentinel Bldg (March), Coin Laundry (April), Kemps Dairy (June), Apartment porch fire (Sept), Law offices (November)

Other fire incidents in City and Town of Cedarburg:

Cooking fire (city), 2 Vehicle fires (city/town), Chimney fire (town), 3 Dumpster/Rubbish fires (city/town), 2 Grass/brush fires (city/town)

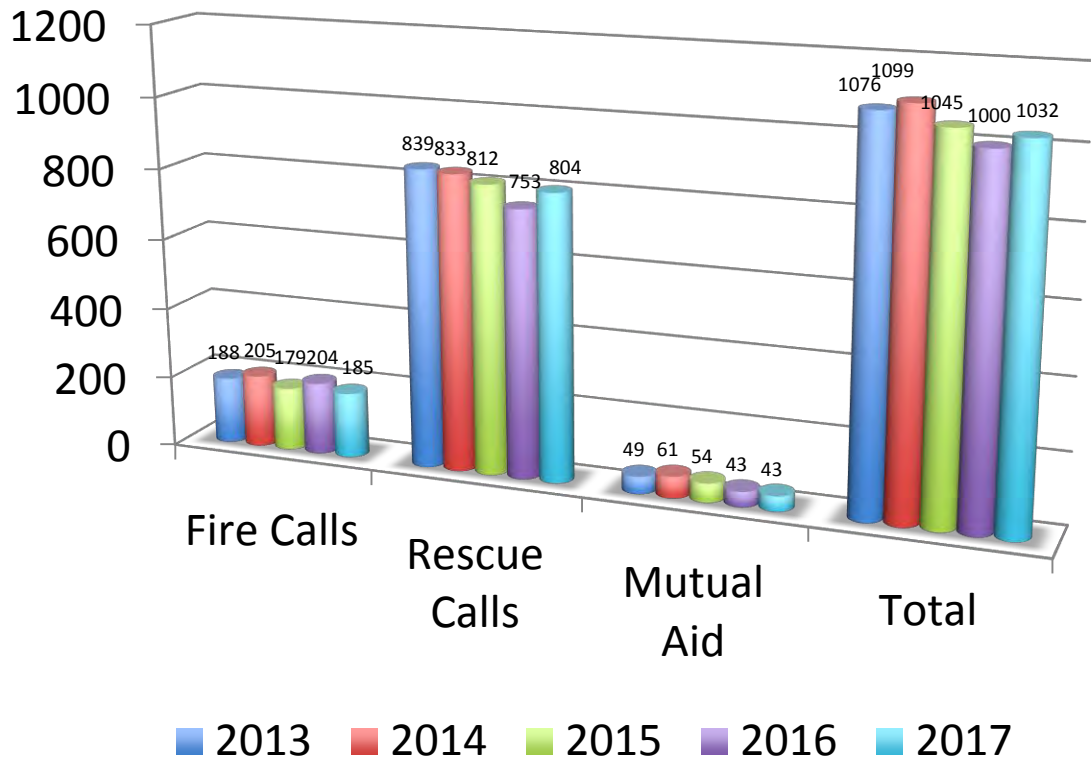
CFD responded to **MABAS (Mutual Aid Box Alarm System)** to assist Mequon, Port Washington, Saukville, Thiensville and Grafton Fire Departments for structure fires.

CFD also provided Mutual aid to Saukville, Grafton, Germantown, Jackson and Thiensville for grass/brush fires and structure fires.

Special incidents:

- CFD assisted person(s) in distress stuck in an elevator (2) separate incidents
- CFD rescued a dog stuck under a porch deck
- In July, CFD's dive team responded to Mutual Aid Swift Water rescue call in Burlington

Annual Fire and Rescue Incident 5 year Comparison



2017 Training

Always a priority for the Cedarburg Fire Department, many hours get devoted to specific fire and rescue training throughout the year, not only to make sure we deliver the best service to the community, but to keep our firefighters and EMS personnel safe while we carry out our duties.

In 2017, department training hours consisted of:

Fire Suppression : 2,117 hours (includes 2 FFII certifications)

EMS Rescue : 1,809 hours (includes 3 EMT Certifications)

Engineers : 283.5 hours (includes 1 Driver/Operator Pumper Certification)

Auto Extrication : 14 hours

Dive Team : 119.5 hours (includes 1 Diver Certification)

Explorers : 445 hours

Officer Meetings : 310 hours

Total: 5,098 hours

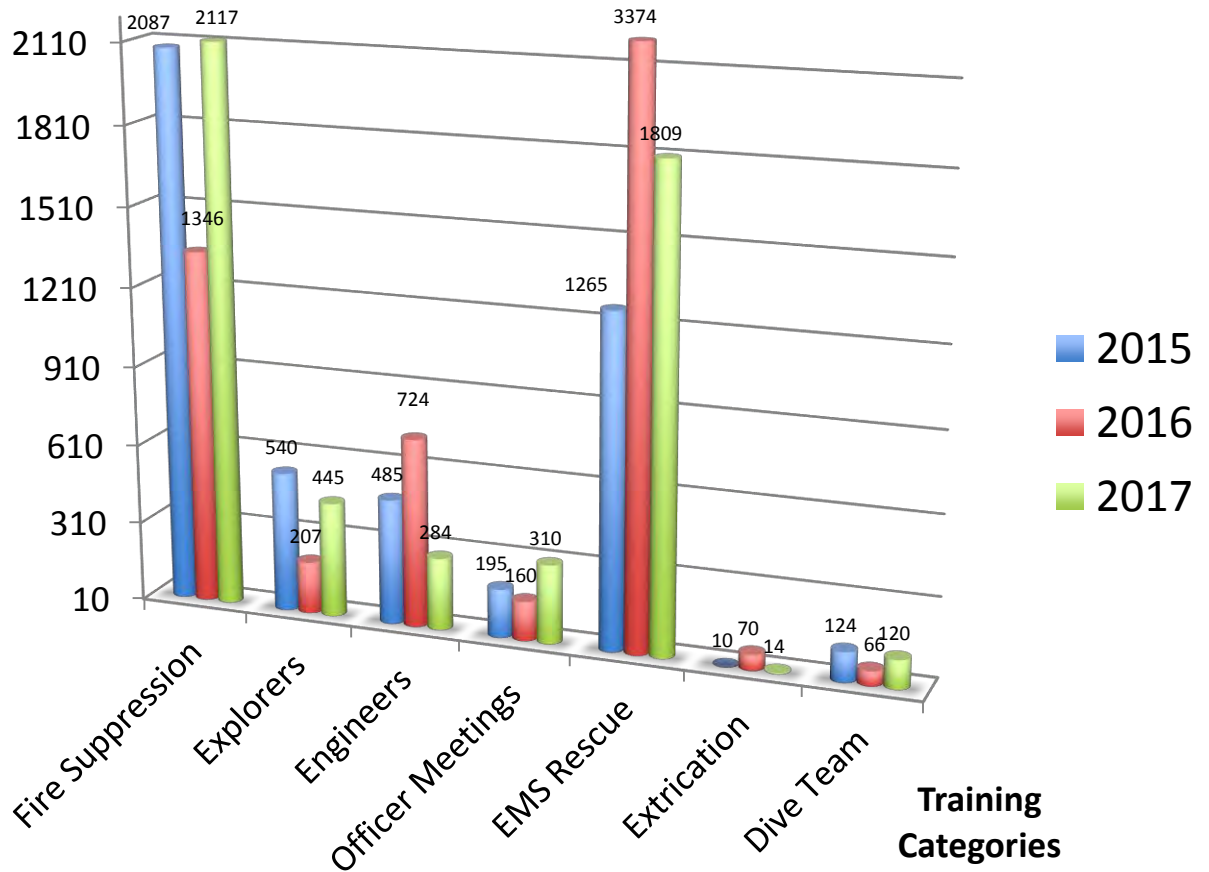


In 2017, preparations were made to complete a “final burn” on the training house located on Washington Avenue adjacent to Cedarburg Town Hall. The “burn house” served the fire department for the past 6 years in a capacity that provided live fire training for CFD, as well as periodic multi-department trainings for Ozaukee County. After preparations and trainings, the final burn was successfully executed on March 4, 2017. A total of 339 hours were put in by members and officers of the department.

The cover photo of this report shows the live burn in progress. (courtesy of Dave Goggin).

In September, a new opportunity came to CFD for a new, but temporary, burn house at a different location on Washington Avenue, where the site would be cleared for new commercial construction. A total of 493 hours went into the trainings and preparation for this final burn at the site in October.

CFD Training Hours (3 year span)



Explorers Program Update

In 2017, members of our Explorer's program kept busy with training, which included preparing and participating in the Explorers Agility Challenge in June. Two of our explorers, Scott Anderson and Ryan Hoffmann participated in the event and represented the department well.

Our explorers and CFD families also participate in community activities; for example shopping for children's toys and participating in the Kapco Kids 2 Kids Christmas Toy Drive in December. This year the Explorer membership gained a few new female members!

2017 Explorers: Scott Anderson, Heather Goetz, Ryan Hoffmann, Ryan Klingler, Katie Matusewic, Joardin Morris, Jayden Manor, Megan Schwantes, Amy Tews, and Lt. Tanya Zarling.



Rescue Company Update

A new power load system was added to both ambulances, 151 and 152. The ambulance cot is outfitted with a battery-operated system, which allows one member to raise and lower the cot. The cot is brought to the back of the ambulance and a carriage comes out which holds the cot up in the air as the legs on the cot are retracted and the cot is simply pushed back into the ambulance. This system is designed to prevent back injuries and save on workman's comp claims and loss of time for our members.



The Rescue Company also has a new ambulance cart. See page 14 for more information.

2017 Promotions

In May 2017, AEMT and Firefighter **Bryan Price** was promoted to **Rescue Company Lieutenant**.

Working as an AEMT for a private ambulance company, Bryan joined the Cedarburg Fire Department on April 6, 2012. After joining, he successfully took the State of WI Firefighter I class and received his certification.

He also went back to school to receive his Paramedic certification. Bryan continues to take training to better himself in the field of EMS.



In Recognition

In 2017, four members of the Cedarburg Fire Department were recognized for their years' of dedicated service and commitment.

Deputy Chief Kim Esselmann was awarded the **Emergency Medical Responder Meritorious Service Award** by the **Badger Firefighter's Association**. Kim joined the department in September 1999 and quickly became a leader, being promoted to the following positions: Rescue Company Lieutenant (2001 – 2007), Rescue Company Captain (2007-2014), and Deputy Chief (July 2014 to present.) Kim is a dedicated firefighter and AEMT, also extremely active on department committees and all fundraising events at Firemen's Park. The Badger Association recognizes those individuals that have served their departments and/or community above and beyond with dedication, leadership and involvement supporting others. Kim represents the Cedarburg Fire Department with her "Excellence is our Responsibility" attitude.



Pictured left: Deputy Chief Kim Esselmann, President Ron Naab of BFA, and Ginger Kommansberger from Senator Ron Johnson's Office.

Assistant Chief Bill Hintz was recognized for his service and commitment to the Cedarburg Fire Department with a **Firefighter of the Year Award** from the **American Legion Department of Wisconsin**. Bill joined the department in March 1985 and has held the following positions: Ladder Company Lieutenant (1991 – 1993), Lt. Chief Engineer (1991 – 2005), Captain Chief Engineer (2005 – 2006), Deputy Chief (2006 – 2014), and Assistant Chief (2014 to present.) Before joining the Cedarburg Fire Department, Bill was a member of Cedarburg Civil Defense, now known as Cedarburg Auxiliary Police. This was also a volunteer organization. In addition to the many roles and duties Bill fulfills, he is always handy to fix just about anything at the station, and he puts in numerous hours at Firemen’s Park to keep it running smoothly for fundraising events.



Deputy Chief Kim Esselmann was also recognized for her service and commitment to the Cedarburg Fire Department with an **Emergency Medical Technician of the Year Award** from the **American Legion Department of Wisconsin**.

Pictured left: Bill Hintz receiving award from Commander Bob Batty of the Cedarburg American Legion Post 288.



Pictured right: Bill Hintz, Kim Esselmann

Two CFD honorary members, retired Chief **Rich Van Dinter** and part-time Fire Inspector and retired Assistant Chief **Bill Koeppen**, were awarded **Firefighter Meritorious Service Awards** from the **Badger Firefighter’s Association**.

Rich joined the department in October 1974 and held the positions of: Engine Company Lieutenant (1978 – 1983), Engine Company Captain (1983 – 1988), Deputy Chief (1988 – 1993) and Chief (1993 – 2014). Rich participated in numerous trainings always improving his knowledge and skills as a Firefighter, contributes his time and attention to fundraising and served on many committees interacting within the department.

Bill joined the department in September 1965 and held the positions of Deputy Chief (1980 – 1985) and Assistant Chief (1985 – 1994). Like Rich, Bill also participated in numerous trainings and served on many committees while active and continues to serve today as part-time Fire Inspector.



Pictured above: Chief Vahsholtz, retired Chief Rich Van Dinter, and retired Asst. Chief Bill Koeppen

Rich and Bill are both dedicated and valuable honorary members of the department, always working Maxwell St. Days and always around to provide their support to the active membership.

Apparatus 2017 Update

In 2017, CFD purchased two new vehicles (pictured below):

- 1) A new ambulance cart, which replaces a 1977 cart. The cart is used during all of the Cedarburg festivals, the 4th of July and the CHS home football games. Purchase price \$ 25,000.
- 2) A Kubota UTV, which is set up for firefighting. It is also used during the festivals when it is necessary to respond on Washington Avenue and surrounding roads due to road closures. Purchase price \$ 30,000



List of All Apparatus:

- Rescue Squad 151 & 152, Medium Duty Transport Squad. These twin transports both have Kenworth chassis with Medtec bodies. The two units were designed by CFD rescue squad members with the safety of crews and patients in mind. Placed in service in July 2012. Purchase price: \$208,000 each
- Heavy Rescue Squad 153, 2006 Pierce Quantum Heavy Duty Rescue. Placed in service January 2007. Purchase Price: \$500,000
- Grass Truck 157, 1989 GMC, custom pick up truck. Purchase price: \$28,000
- Truck 158, 2006 GMC 5500 / Pierce Wild Land Body. Purchase price: \$110,000
(continued next page)
- Ladder Tower 159 is a 1988 Pierce, 105 foot aerial platform powered by a 475 horsepower Detroit diesel engine. This truck does not carry water, but is equipped with a single stage, centrifugal Waterous Pump which can pump up to 1500 gallons per minute. Purchase price: 500,000.

*In 2015, Tower 159 received safety and operational updates totaling \$25,000.

- Engine 161 is a 2005 Pierce Quantum Chrome series, the first one produced. Placed in service February 2005. Purchase price: \$460,000
- Engine 162 is a 2009 Pierce Quantum P.U.C. (pump under cab) engine. Placed in service August 2009. Purchase price: \$560,000
- Engine 163 is a 2017 Pierce Quantum P.U.C. engine, the newest engine in CFD's fleet. (see previous page for picture and info)
- Tender 164 is a 1994 pumper/tanker. A Pierce, Lance powered by a 450 horsepower Detroit diesel engine. Updated in 2009 with remote control, automatic stainless steel dump shoots and a rear mounted camera system for safety. Purchase price: \$270,000 Updates: \$22,000
- Utility Truck 154 is a 2014 Chevrolet Tahoe 4x4. Utilized by the fire inspector, for training and for special events. Purchase price: \$60,000
- Command Vehicle 156 is a 2013 Chevrolet Suburban 4x4. This vehicle is used by command staff to respond to fire and select rescue calls. Purchase price: \$80,000
- Dive trailer was designed and built by members with a cargo trailer donated to the department in memory of 2 fallen firefighters. The dive trailer responds to all dive calls and any other situations deemed necessary by the Chief. Cost to build: \$20,000
- Utility Truck 155 is a 2004 Chevrolet 2500 HD, 4x4 with crew cab pick-up. Purchase price: \$ 51,000
- B.E.R.T. (Bicycle Emergency Response Team) consists of two Cannondale Enforcement Bicycles. These are used for EMT's to respond quickly and safely through crowds to reach patients.. purchase price: \$1,520.
- See previous page for **NEW VEHICLE** information: Ambulance Cart and Kubota UTV Purchased in 2017.

Antique Fire Equipment

The Cedarburg Fire Department has a collection of five pieces of antique apparatus.

- 1907 horse-drawn Howe pumper along with a 1907 man-drawn hose cart.
- 1924 Graham/Dodge pumper, the first motorized fire truck in the department.
- 1928 Pirsch pumper. Originally purchased new by CFD and then purchased back by other owners and restored. Both pumpers are still fully driveable.
- 1956 FWD (now Seagrave Fire Apparatus) Geesink Ladder Truck. The 85-foot unit was purchased in May 1957. In March 1976 it was empowered with a Detroit G-71 diesel engine. In the spring of 1978, the body and ladder was repainted and refurbished to include an enclosed cab. Original purchase price: \$35,000. In 2002, CFD purchased it back from the Bristol FD for \$5,107.

These antique trucks are all housed in the Station 3 museum and they are always crowd pleasers at the parades and shows.

Fire/EMS Standby

Cedarburg Festivals and Other Events

Cedarburg Festivals are a very important part of the community, with thousands of people attending from surrounding cities and towns, as well as states!

Cedarburg Fire Department personnel are ready and on standby for these events during the year: Strawberry Festival, July 4th, and Fall Harvest Festival.



In the fall, CFD personnel can also be found at each home football game for Cedarburg High School with our ambulance cart on the side of the field, in case of any emergency.

In 2017, our EMS and Fire personnel logged over 800 hours standing by ready to respond with our ambulance cart, our Fire UTV and with teams on bicycles.

Public Education and Fire Prevention

The Cedarburg Fire Department's Bureau of Public Education and Fire Prevention actively promotes the Department's core objective of protecting life and property. Premised on the belief that prevention, rather than reaction, is the safest, most cost-effective way to further this objective, the Bureau strives to foster the public's awareness and facilitate their implementation of the basic rules of fire safety. This effort begins by reaching out to ordinary citizens, including the children, the adults, the elderly and the disabled.

Home Inspections:

At the homeowner's request, the home is checked to verify that their smoke detectors are working properly as well as for any other fire or safety related issues. If any issues are found, they are reviewed and if needed, CFD provides the homeowner a smoke detector, or a CO detector, free of charge.

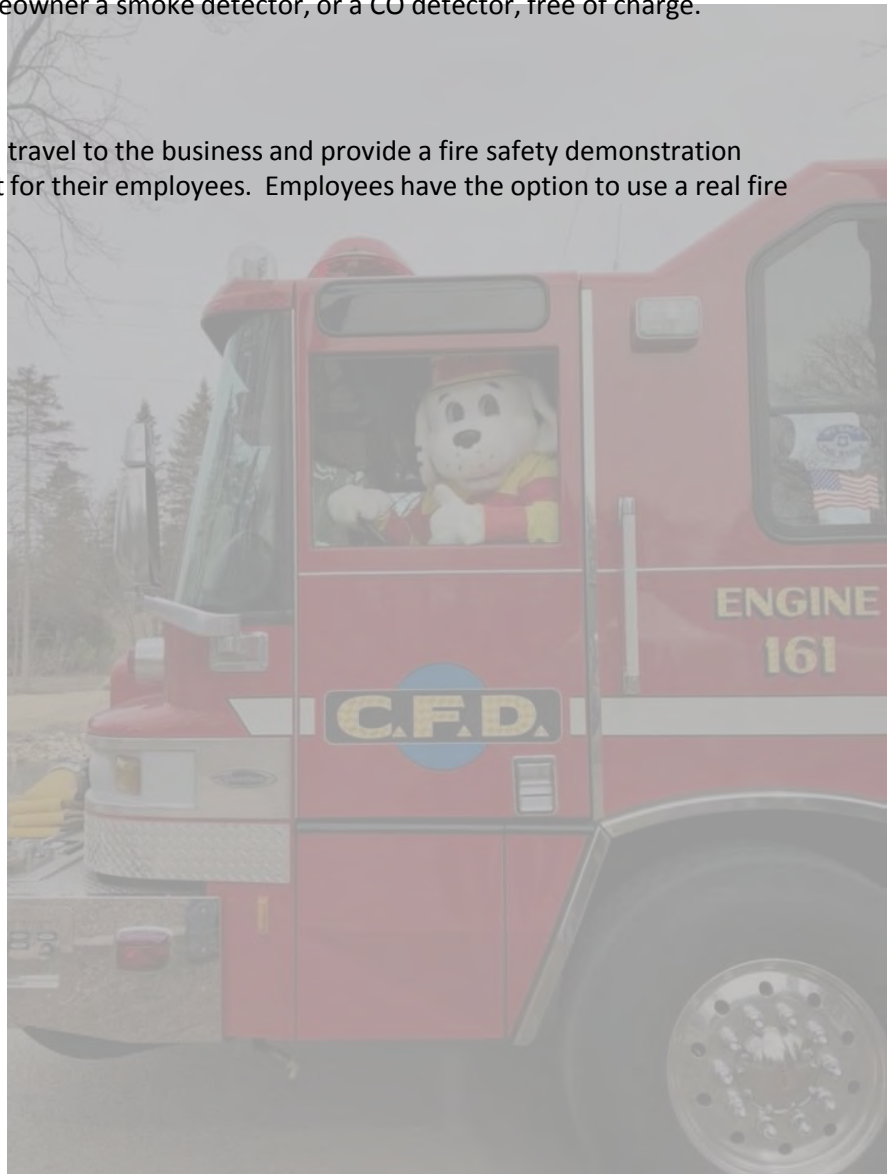
Fire Extinguisher Training:

Available to local businesses, CFD will travel to the business and provide a fire safety demonstration tailored to the business' environment for their employees. Employees have the option to use a real fire extinguisher to put out a real fire.

Survive Alive House and Safety Town:

At the end of the school year, the CFD conducts a fire safety drill for 2nd graders in a mock home environment teaching them the proper rules of fire safety and procedures that should be in place at home, including how to exit the home and how to identify a safe meeting spot outside of the home.

During the summer, Safety Town, is a popular event for children with a more complete tour of the station, all apparatus, learning to operate a fire hose, a question/answer session with firefighters and EMT personnel, an appearance by Sparky the Fire Dog, and the Survive Alive house drills.



Our Public Education officer, Dustin Halyburton, received many requests working with local organizations and businesses to coordinate public education events. These various events, along with Safety Day in October and other public education initiatives mentioned required over 340 hours of department personnel participation.

Organizations and Events included:

- Cedarburg Junior Woman's Club – Station and apparatus tours with their families
- Cedarburg Girl Scouts Tour - First Aid 101, Building First Aid Kits
- Westlawn Elementary School Career Day
- Cedarburg Boy Scouts – Water Safety Instruction with CFD Dive Team
- Cedarburg Lion's Club – Station Tours
- Cedarburg Reads Club – Tour and Discussion with Q&A on CFD
- Read-a-Thon
- Cub Scouts – Basic First Aid and Tour of Station
- Fire Extinguisher Training
- Rides Home in Fire Truck for school students in May
- Parkview Elementary School Opportunity Day
- St. Francis Borgia 4K Safety Tour
- 4H Club Tour of Station
- Thorson Elementary School 2nd graders – Survive Alive and Station Tour
- Parkview Elementary School – Fire Safety Week Survive Alive and Tour
- Heartsafe Walk
- Safety Town sessions for kids (June) – includes Survive Alive House, fire safety
- Touch A Truck (Town of Cedarburg) – tours of Engine 162 and 159 Tower Truck
- Little Red Schoolhouse – Fire Safety Week
- Thorson Elementary School – 1st grade Career Day



Fire Prevention and Safety Day

Change Your Clock Change Your Battery

Every year, CFD promotes and participates in this event coordinated with Beyer's True Value hardware store to remind the community that when you change your clock you should change the batteries in your smoke detectors and carbon monoxide detectors.



Cedarburg Fire Department Safety Day

During Fire Prevention Week in October, the Cedarburg Fire Department held its annual Safety Day. This event, partnered with many local emergency agencies and community organizations, has displays and information on drug awareness, water safety, and home safety. During the day demonstrations included: Auto extrication, fire extinguisher safety, smoke detectors, dive team gear, vehicle fire suppression, and EMS. With our apparatus proudly on display, members of CFD interacted with the community to answer any questions they may have about the apparatus, a day in the life of a member, fire safety, and the history of the CFD.



Fire Safety Building Inspections

For almost 20 years, the Cedarburg Fire Department contracted an outside service to conduct the semi-annual inspections for all commercial businesses in the City of Cedarburg.



In 2017, the Department ended that contract and hired Blake Karnitz, our first paid full- time employee to fulfill the role of Fire Inspector. The outside service conducted inspections in the first half of the year and Blake took over mid-year and successfully completed over 550 total inspections for the second half of the year. A total of 1,159 inspections were performed for commercial businesses in the City of Cedarburg.

Along with fire inspections, reviewing building plans and answering safety code questions, Blake is also a certified AEMT and firefighter who can respond to calls during the day.

Bill Koeppen, retired Asst. Chief, and part-time fire inspector within the Department, assists Blake and continues to conduct the semi-annual inspections for over 70 commercial businesses in the Town of Cedarburg. Bill completed 149 semi-annual inspections for businesses in the Town, 45 premise inspections for liquor licenses in the City and Town. Bill and Blake conducted 18 new occupancy inspections for new businesses in the City.

2018 DEPARTMENT GOALS

As Chief, I am proud that we have achieved all of our goals for 2017. We purchased our new ambulance cart and UTV fire response vehicle. We started the implementation of our Rescue Task Force and in July we hired our first full time employee, Blake Karnitz, who has successfully taken on the duties of Fire Inspector.

Our goals for 2018 include:

- Continue to build on training our Rescue Task Force
- Replace the department pick up truck
- Work on replacing our Tender
- Re-write our department policies and procedures
- Continue to aggressively recruit new members into the department

Cedarburg Fire Department Rescue Squad

Profit & Loss

January through December 2017

Ordinary Income/Expense

Income

WI Dept. Family Services	6,034.06
Donations	300.00
Interest Income	1,411.56
State EMS Grant	3,056.60
Transports – EMS Billing	<u>264,730.62</u>

Total Income	275,532.84
--------------	------------

Expense

Paramedic Intercept Payment	32,045.77
Event Meals	0.00
Safety Day	53.69
EMS Bikes	119.97
Training, Certification	431.96
Maintenance, General	1,019.34
Uncategorized Expenses	0.00
Administration	970.40
Contract Payroll	32,293.23
EMT Expense	77.00
Equipment Purchase	14,893.87
Fuel	1,434.66
Medical Supplies	19,484.29
Misc.	0.00
Operating Expenses	21,130.84
Training	9,270.20
Truck Repairs/Maintenance	<u>1,648.04</u>

Total Expense	134,873.26
---------------	------------

Net Ordinary Income	<u>140,659.58</u>
---------------------	-------------------

Other Income/Expense

Other Expense

Truck Replacement Charge	0.00
--------------------------	------

Total Other Expense	0.00
---------------------	------

Net Other Income	0.00
------------------	------

Net Income	<u>140,659.58</u>
------------	--------------------------

Cedarburg Fire Department Rescue Squad

Balance Sheet

As of December 31, 2017

ASSETS

Current Assets

Checking/Savings

Commerce State Bank Receivables	143.44
Commerce State Bank MMA	395,028.81
Commerce State Bank – Checking	9,853.24

Total Checking/Savings 405,025.49

Accounts Receivable

Accounts Rec EMS Billing	78,208.00
--------------------------	-----------

Total Accounts Receivable 78,208.00

Other Current Assets

Equipment Replacement Accounts	250,000.00
--------------------------------	------------

Total Other Current Assets 250,000.00

Total Current Assets 733,233.49

TOTAL ASSETS

733,233.49

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Truck Replacement Fund	567,573.91
------------------------	------------

Total Other Current Liabilities 567,573.91

Total Current Liabilities 567,573.91

Total Liabilities 567,573.91

Equity

Retained Earnings	25,000.00
-------------------	-----------

Net Income	140,659.58
------------	------------

Total Equity 165,659.58

TOTAL LIABILITIES & EQUITY

733,233.49

Cedarburg Fire Department
Profit & Loss
January through December 2017

Ordinary Income/Expense		
Income		
2% Insurance Premium Income		83,051.75
Cedarburg		224,763.00
Donations		980.00
Equipment Sales		4,800.00
Fines		50.00
Grant Monies		728.98
Interest Income		556.24
Miscellaneous		341.69
Total Income		<u>335,271.66</u>
Gross Profit		335,271.66
Expense		
ADMINISTRATION		109,972.32
City of Cedarburg Station 1		430.00
COMMUNICATIONS EQ		7,916.15
DIVE TEAM		3,787.49
EXPLORERS		646.52
Extrication		2,780.00
FIRE INSPECTION		24,941.65
FIRE INSPECTOR		49,274.60
FIREFIGHTING EQUIP. / PROTECT		26,924.67
Foam		920.00
FUEL, Gasoline		7,725.05
HOSE		91.34
MEETING REFRESHMENTS		20,889.54
OTHER		2,262.48
PUBLIC EDUCATION		1,818.74
RESCUE SQUAD		1,947.85
SCBA		2,784.19
TOWN OF CEDARBURG FIRE STATION		239.91
TRAINING		9,979.29
TRUCK MAINTENANCE, GENERAL		59,283.98
Uniform Committee		655.89
Total Expense		<u>335,271.66</u>
Net Ordinary Income		0.00
Net Income		<u>0.00</u>

Cedarburg Fire Department
Balance Sheet
As of December 31, 2017

ASSETS

Current Assets

Checking/Savings

Commerce State Bank Checking	13,453.99
Commerce State Bank Money Mkt	90,034.12
Cornerstone Community Bank – M...	90,041.94

Total Checking/Savings 193,530.05

Total Current Assets 193,530.05

TOTAL ASSETS

193,530.05

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Explorers Account	11,705.91
Memorial Account	15,181.85
Reserve for Equipment	116,642.29

Total Other Current Liabilities 143,530.05

Total Current Liabilities 143,530.05

Total Liabilities 143,530.05

Equity

Retained Earnings 50,000.00

Total Equity 50,000.00

TOTAL LIABILITIES & EQUITY

193,530.05

CITY OF CEDARBURG

MEETING DATE: June 25, 2018

ITEM NO: 10. A.

TITLE: Accept and refer to Plan Commission the rezoning petition from S. Duane Stroebel, Jr/Allison Mantel, D.D.S., MS to rezone the northern most of the three parcels at the northeast corner of Evergreen Boulevard and Pioneer Road from RD-1 Two Family Residential District to B-4 Office and Service District; and action thereon.

ISSUE SUMMARY: According to **Sec. 13-1-183. Review and Recommendation**, the Plan Commission shall review all proposed changes to the district boundaries or amendments within the corporate limits and shall recommend that the petition be granted as requested, modified, or denied. The recommendation shall be made at a Plan Commission meeting subsequent to the Common Council meeting at which the petition is first submitted and shall be made in writing to the Common Council.

At your last meeting, Council members will remember voting to change the land use designation and the zoning district for the two parcels located at the northeast corner of Pioneer Road and Evergreen Boulevard for a future Orthodontics Clinic. Since that meeting, Dr. Mantel has decided to purchase the third parcel and incorporate it into her future plans for her clinic. Accordingly, the Land Use Plan amendment and rezoning process for this third site is the same as that which was just completed at your last meeting for the first two sites. As you will recall, Dr. Mantel's plan is to secure the proper zoning now and then follow-up with detailed development plans later this year. Dr. Mantel proposes combine these two lots together into one and then to construct a 4,000 square foot clinic with supporting onsite parking similar to the Today's Dentistry across the street at W68 N101 Evergreen Boulevard. The Plan Commission will review the proposed Rezoning and Land Use Plan amendment for this site at their July meeting and then submit its recommendation for your consideration at a future Council meeting.

STAFF RECOMMENDATION:

Accept the petition and refer it to the Plan Commission for their review and recommendation.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: N/A

ATTACHMENTS:

- Rezoning Petition
- Survey

INITIATED/REQUESTED BY: S. Duey Stroebel/Allison Mantel, D.D.S., MS

FOR MORE INFORMATION CONTACT: Jonathan P. Censky, City Planner, 262-375-7610



LAND DEVELOPMENT APPLICATION City of Cedarburg

PROPERTY LOCATION/ADDRESS: Corner of Pioneer & Green Lot "3" CSM 3769

APPLICANT: Alison Mantel TELEPHONE: 262-421-8111

ADDRESS: Corner of Pioneer & Green Lot "3" W61 N 529 Washington Ave. FAX: 262-421-8045
SW-SE Sect 34 T10N, R21E Cedarburg, WI 53012 e-mail: alvmentel@mantelortho.com

PROPERTY OWNER: Dale Straebel TELEPHONE: 262-424-4420

ADDRESS: W61 N 488 Washington Ave. FAX: _____
Cedarburg, WI 53012 e-mail: dstraebel@terrace-realty.com

REQUEST FOR: ☐ Concept Review ☐ Conditional Use Zoning
☐ Site/Architectural Plan Approval ☐ Annexation Request
☐ Subdivision Plat or C.S.M. Review ☐ Variance/Board of Appeals
☒ Zoning District Change ☐ Other

STATUS OF APPLICANT: ☐ OWNER ☐ AGENT ☒ BUYER ☐ OTHER

PROJECT NAME: Mantel Orthodontics new clinic

USES PROPOSED AND DESCRIBE REQUEST: Orthodontic clinic. Lot 1+2 re-zoned. Added lot 3 to
existing single parking is available.

1. Rezone from RD-1 Two-Family Residential to B-4 Office & Service District
2. Amend Comprehensive Land Use Plan-2025 from High-Medium Density Residential Use
to Office classification

NOTE: Please attach five (5) copies of a written description of your proposal or request. to Office classification
Also provide five (5) full-size sets of supporting drawings, sketches, or survey maps.

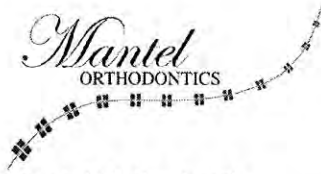
The undersigned certifies that he/she has familiarized himself/herself with the State and local codes and procedures pertaining to this application. The undersigned further hereby certifies that the information contained in this application is true and correct. This application shall be signed by the property owner(s).

SIGNED BY: [Signature] DATE: 6/14/18
Property Owner(s)

\$ 100	Concept Review	Submission of Five (5) Full-Size Plan Sets:	
* Fee Sch.	Site/Architectural Plans		
* Fee Sch.	C.S.M. Review		
* Fee Sch.	Subdivision Plat		
\$ 250	Zoning District Change	Thirteen (13) Plan Sets Due (11" x 17" max):	
\$ 200	Zoning Text Change		
\$ 300	Conditional Use Zoning	Confirm Thirteen (13) Plan Sets Submitted:	
\$ 150	Annexation Request	<u>Common Council</u>	<u>Tentative 6/25/18</u>
\$ 150	Variance/Board of Appeals	<u>1st Plan Commission Appearance</u>	<u>Tentative July 2, 2018</u>
* Fee Sch.	Other	<u>Common Council Public Hearing TBD</u>	
\$ 250.00	TOTAL FEE		

APPLICATION AND FEE RECEIVED BY: _____ DATE: _____
*See Fee Schedule Plan Commission File No: 13-034-15-019.00

City of Cedarburg
Engineering and Planning Department
W63 N 45 Washington Avenue P.O. Box 20 Cedarburg, Wisconsin 53012-0020 (262) 375-7610 FAX: (262) 387-2051
Email: cityhall@cedarburg.wi.us Web Page: www.cityofcedarburg.wi.us



Mantel Orthodontics
Alison Mantel, DDS, MS
W61 N529 Washington Ave.
Cedarburg WI, 53012
P: 262-421-8111
F: 262-421-8001
drmantel@mantelortho.com

RECEIVED

JUN 18 2018

CITY OF CEDARBURG

6/18/2018

Proposed Clinic for Mantel Orthodontics

To Whom It May Concern,

Below is a proposed outline for the new Mantel Orthodontics clinic space.

I have added "Lot 3" to the initial plan, as my initial architectural layout indicated I may be short of parking spaces. The plan remains the same, however, I will be putting in a large parking lot.

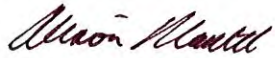
Goal: To create a facility that improves the quality of care our patients can receive. To expand the scope of patients we are able to care for, by adding spaces to make them more comfortable. To ensure that the staff at Mantel Orthodontics has a comfortable work environment.

Proposed outline: Approximately 4,000 square feet dedicated to Mantel Orthodontics. With added space, I will be adding private treatment rooms for patients with special needs and our growing adult population. Additional consultation rooms for more private discussions will be added. More seating for our waiting room (currently standing room only during the after-school hours) will be paramount. I will be added several pieces of technology (scanners, 3D printers and a 3D xray machine) that currently take too much space to fit into my rental building. Pending costs, a basement would be desirable.

Exterior esthetics: My goal for the building is to make it harmonious with the esthetics of adjacent buildings (Today's Dentistry) as well as to use materials that will not look dated in time. I envision some combination of stone and siding. Entrance to the building will be from the parking lot that will be located on the northern of the two lots. The patient "bay" area will be facing East. Private offices will be facing Pioneer. It is my hope to maintain all of the beautiful, large trees on the lot and add landscaping where patients may be looking out. Large windows are important to me, as sun light is a premium in our state.

Proposed timing of the project: Planning to commence planning in the fall of 2018 with building starting no sooner than 2019.

Sincerely,

A handwritten signature in dark ink, appearing to read "Alison Mantel".

Alison Mantel

RECEIVED

JUN 18 2018

CITY OF CEDARBURG

SHEET INDEX

C1.0 SITE PLAN
A1.0 FLOOR PLAN
A2.0 ELEVATIONS
T2.0 SPECIFICATIONS

RECEIVED
JUN 18 2018
CITY OF CEDARBURG



NORTH
CONCEPTUAL SITE PLAN
1" = 20'-0"



THE LOT DIMENSIONS AND BEARINGS SHOWN ON THIS PLAN ARE INTERPRETED VALUES. FOLLOW UP INVESTIGATION WITH STATE AND LOCAL AUTHORITIES AND/OR WITH CERTIFIED SURVEY MAP DATA WHEN AVAILABLE IS REQUIRED.

PROPOSED FOR:

MANTEL ORTHODONTICS

CEDARBURG,

WISCONSIN



Keller
PLANNERS ARCHITECTS BUILDERS

CELE CITY
1010 Main Street
P.O. Box 100
Cedarburg, WI 53005
PHONE: 414.226.1276 / 414.226.1274
FAX: 414.226.1274

MILWAUKEE
1000 W. 10th
Columbus, WI 53001
PHONE: 414.226.1276 / 414.226.1274
FAX: 414.226.1274

WISCONSIN
1000 W. 10th
Columbus, WI 53001
PHONE: 414.226.1276 / 414.226.1274
FAX: 414.226.1274

www.kellerbuild.com

PROPOSED FOR:
MANTEL ORTHODONTICS
CEDARBURG,
WISCONSIN

"COPYRIGHT NOTICE"
This design, drawing and detail is the copyright property of KELLER, P.C. No part thereof shall be copied, reproduced, distributed, disclosed or made available to anyone without the expressed written consent of KELLER, P.C.

REVISIONS

NO.	DATE	DESCRIPTION

PROJECT MANAGER: M. GUEOFF
DESIGNER: S. KLESSIG
DRAWN BY:
EXPIRATOR:
SUPERVISOR:
PRELIMINARY NO:
CONTRACT NO:
DATE:
SHEET: C1.0

PRELIMINARY - NOT FOR CONSTRUCTION

CITY OF CEDARBURG

MEETING DATE: June 25, 2018

ITEM NO: 10. B.

TITLE: Consider approval of a development agreement amendment for The Glen at Cedar Creek Subdivision phase 2 and 3; and action thereon

ISSUE SUMMARY: This Development Agreement Amendment is needed to update the original Agreement as necessary to reflect these phases of the Glen at Cedar Creek Subdivision. This amendment was drafted by City Attorney Mike Herbrand with input by City Engineer/Director of Public Works and the Developer. Final plat approval was granted at the June 11 Council meeting.

STAFF RECOMMENDATION: Staff has no objection subject to compliance with the engineering department requirements.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: At their April 7, 2016 meeting, the Plan Commission recommended approval by unanimous vote

BUDGETARY IMPACT: Impact fees to be paid at the time of building permit.

ATTACHMENTS:

- The Amended Development Agreement

INITIATED/REQUESTED BY: John Wahlen, Developer

FOR MORE INFORMATION CONTACT: Jonathan P. Censky, City Planner, 262-375-7610

DEVELOPMENT AGREEMENT AMENDMENT

The Glen at Cedar Creek Subdivision
Cedarburg, Wisconsin

THIS DEVELOPMENT AGREEMENT AMENDMENT (this “Amendment”) is made as of the ____ day of June, 2018, by and between the CITY OF CEDARBURG, a Wisconsin municipal corporation (the “City”) and THE GLEN AT CEDAR CREEK LLC (the “Developer”).

RECITATIONS

WHEREAS, the CITY and the DEVELOPER entered into a Development Agreement (AGREEMENT) on May 19, 2016, which set forth the approval conditions and the responsibilities and obligations with respect to matters related to the construction, use and operation of the property defined as The Glen at Cedar Creek,

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing recitations, which are acknowledged to be true and correct, the AMENDED mutual covenants, representations and warranties set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

Article 1

Definitions

The following terms, whenever used in this Agreement, shall have the following meanings:

1.04 “Final Plat” means the AMENDED Subdivision Plat presented to the Cedarburg Common Council on June 11th, 2018 and other pertinent authorities for final approval and recording with the Ozaukee County Register of Deeds Office. For purposes of this Agreement, this Final Plat is comprised of Lots numbered 1 through 69, inclusive, and Outlots numbered 1 through 11 inclusive, and also those roadway areas comprising and adjacent to the above-mentioned Lots and Outlots. A true and complete copy of the Final Plat is attached hereto as **Exhibit A** and is incorporated herein by reference.

1.05 “Improvement, Grading and Landscape Plans” means the AMENDED improvement, grading and landscape plans prepared by Pinnacle Engineering Group with last revision dated May 14th, 2018 submitted with the Final Plat as approved by the City, along with any approved amendments or supplements.

Article 4

Duties of the Developer

4.02 Construction Duties of the Developer. The Developer shall construct or install the Amended Subdivision Improvements in three phases (each a “Phase”) and pay all costs therefore, pursuant to the applicable Contract Documents, Improvement, Grading and Landscape Plans and the respective sections of the Subdivision Regulations, as follows:

- (m) Street Signs/Entrance Monument. The Developer shall have the City’s approval to erect and place an entrance monument sign on lot 30 of the Final Plat, built to specifications as set forth on the attached **Exhibit B**.

4.05 Developer Payments.

- (a) Fee in Lieu of Parkland Dedication. Developer shall not be required to pay a parkland dedication fee for any Lot. In lieu of a parkland dedication fee, which is waived by the City, Developer shall dedicate and grant to the City, in fee simple, approximately 2.3 acres of real property and pursuant to Section 14-1-81 of the City Code, for use as a future permanent public pedestrian pathway and park within the natural area on the eastern section of the Property, and as depicted on the Amended Final Plat.

4.07 Amended Standby Letter of Credit. Developer shall provide an amended irrevocable Letter of Credit or an approved performance bond to the City, which shall not expire prior to 14 months following the completion of all Improvements including erosion control, public and private roadway, utilities, sidewalks, street signs, and engineering fees. The Letter of Credit shall be reduced periodically upon the Developer’s written request as Improvements are completed, paid for by the Developer, and approved by the City so that the Letter of Credit equals one hundred-twenty percent (120%) of the total amount remaining for the Improvements that are not yet constructed, paid for, or approved by the City. However, in no event shall the amount of the Letter of Credit be reduced below twenty percent (20%) of the Improvement’s cost prior to the expiration of the guaranty period described in Section 4.10(c) of this Agreement. The City shall be authorized from time to time to draw against the Letter of Credit for costs incurred and due the City pursuant to this Agreement if the Developer completed required work in a timely manner as determined by § 4.09 of this Agreement and by §13-1-69(n)(2)(a) of the City Code. The City Engineer may agree to extend any Improvement date in his sole discretion. The Schedule of Values in § 4.08 of this Agreement reflects the Bids/Estimates/Contingencies for the Subdivision Improvements.

4.08 Schedule of Values for Letter of Credit with Respect to the Subdivision. Developer shall provide an Amended Irrevocable Letter of Credit for the remaining Phase 1 Improvements and the Phase 2 or Phase 3 Improvements per the Schedule of Values for the amounts set forth below and attached to this Agreement as an Addendum.

[SCHEDULE OF VALUES FOR LETTER OF CREDIT ON NEXT PAGE.]

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY BLANK]

SCHEDULE OF REVISED VALUES FOR LETTER OF CREDIT

Phase 1 Remaining Items	ESTIMATED COST
Asphalt Pavement Surface Course	\$76,555
Sub Total of Remaining Phase 1 Construction and Related Costs	\$76,555
Phase 2 & 3 Items	ESTIMATED COST
Rough Grading (Lots & Street R/W) Including: Clearing and grubbing, topsoil stripping, subgrade rough cut/fill, drainage swales, utility spoil placement, lot & ditch topsoil replacement & rough grade, and construction of storm water ponds. Erosion Control Including: Silt fence, tracking pad, hay bale ditch checks, temporary sediment traps, outlet pipe, and rip-rap.	\$41,340
Sanitary Sewer and Laterals	\$146,900
Water Main and Laterals	\$124,250
Storm sewer and laterals	\$43,085
Fine Grading of Street	\$10,350
Concrete Curb and Gutter	\$35,340
Road Base and Asphalt Pavement Binder & Surface Course	\$67,000
Fine Grading, Topsoil, Seeding and Mulching	\$2,040
Legal Fees (City)	\$1,000
Inspection Fees (including but not limited to City Administration fees)	\$10,000
Sub Total of Phase @ & 3 Construction and Related Costs	<u>\$481,305</u>
Total Phases 1, 2 & 3 Construction & Related Costs	<u>\$557,860</u>
Add 20% additional Contingency Per § 14-1-51 of the Code:	<u>\$111,572</u>
<p>THE SCHEDULE OF VALUES FOR EACH LINE ITEM IS BASED ON ESTIMATES. ACTUAL LINE ITEM COSTS MAY VARY. THE TOTAL LETTER OF CREDIT IS AVAILABLE TO THE CITY FOR COMPLETION OF EACH LINE ITEM. THE CITY IS NOT ACTING IN A FIDUCIARY CAPACITY AS TO THE LETTER OF CREDIT.</p>	

TOTAL LETTER OF CREDIT : \$669,432

4.09 Completion Schedule. Developer shall complete the Improvements for the Subdivision listed below as follows:

- (a) Phase 1 punchlist items provided by the City Engineer by June 30, 2018.
- (c) All Phase 2 All improvements except final lift of asphalt by November 30, 2018.
- (d) Phase 2 punchlist items provided by the City Engineer by June 30, 2019.
- (b) All Phase 3 All improvements except final lift of asphalt by June 30, 2019.
- (d) Phase 3 punchlist items provided by the City Engineer by June 30, 2020.
- (c) Final lift of asphalt for all Phases by June 30, 2021.

8.05 Notices. All notices and other communications provided for under this Agreement shall be in writing (including telefax communications) and mailed (certified), sent by facsimile, or personally delivered:

If to the City, as follows:

Thomas Wiza
Director of Engineering and Development
Cedarburg City Hall
W63 N645 Washington Avenue
Cedarburg, WI 53012
Fax (262) 387-2051

With a copy to:

Attorney Michael P. Herbrand
Houseman and Feind, LLP
City Attorney
1650 9th Avenue
Grafton, WI 53024
Fax (262) 377-6080

If to Developer, as follows:

John Wahlen
The Glen at Cedar Creek LLC
N63W23849 Main Street
Sussex, WI 53089
Email: jw@cornerstonedevelopment.com

With a copy to:

Richard R. Kobriger
Cramer, Multhauf & Hammes, LLP
PO Box 558
Waukesha, WI 53187-0558
Fax: (262) 542-4270

or, as to each party, at such other address as shall be designated by such party in a written notice to the other party in accordance herewith. Delivery of all such notices and communications shall be deemed complete, (a) if mailed, when deposited in the mails for certified mail, return receipt requested, postage prepaid, or (b) if sent by facsimile, when confirmed as being received by the party to whom faxed or delivered, or (c) when personally delivered.

8.13 Integration of Terms. This Amended Agreement, along with all unchanged terms in the original referenced Developer's Agreement, represent the entire agreement of the parties.

By: _____

Notary Public, State of Wisconsin
My commission: _____

After recording, please return to:
Constance K. McHugh, City Clerk
City of Cedarburg
P.O. Box 49
Cedarburg, Wisconsin 53012-0049

EXHIBIT A

Final Plat

EXHIBIT B

Entrance Monument

CITY OF CEDARBURG

MEETING DATE: June 25, 2018

ITEM NO: 10. C.

TITLE: Consider Outdoor Alcohol Beverage License for Brandywine at W61 N480 Washington Avenue; and action thereon (Plan Comm. 06/04/18 and 06/20/18, Landmarks Comm. 05/24/18)

ISSUE SUMMARY: The seating for this outdoor activity will consist of three tables and chairs along the south side of the building and five located in the cove along the west side. According to their information, the seating area will be enclosed with a decorative Solar Stanchion post and chain fence which will stand 40" tall. Police Chief Tom Frank and City Building Inspector Mike Baier met on site with the applicant and have determined that this outdoor seating plan meets with their standards and therefore.

As a result of discussion at the Plan Commission meeting regarding the cost of having a survey created to establish private property vs public right-of-way lines for this outdoor seating area, it was decided that a right-of-way encroachment agreement may be a better, more cost-effective way of handling this outdoor seating arrangement. Accordingly, Attorney Tim Schoonenberg has drafted an agreement which will supplement the Outdoor Alcohol Beverage License under consideration for the Brandywine restaurant. This Agreement will establish specific areas along the outside front of the building where the exact location of the property line and the right-of-way line is not confirmed but where the customers and employees may encroach on the right-of-way for the delivery of alcoholic beverages and food to tables. The draft copy of that agreement is included in your packet.

STAFF RECOMMENDATION:

Staff has no objection as proposed

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: These plans were reviewed by the Landmarks Commission on May 24th and they recommended approval as proposed by unanimous vote.

BUDGETARY IMPACT: n/a

ATTACHMENTS:

- Plan Commission minutes from the June 4 and June 20, 2018 meeting

INITIATED/REQUESTED BY: Rhiannon and Andrew Wilson, Owners

FOR MORE INFORMATION CONTACT: Jonathan P. Censky, City Planner, 262-375-7610

CONSIDER APPROVAL OF OUTDOOR SEATING ASSOCIATED WITH THE OUTDOOR ALCOHOL BEVERAGE LICENSE FOR THE NEW BRANDYWINE RESTAURANT AT THE FORMER GENERAL STORE MUSEUM AT W61 N480-86 WASHINGTON AVENUE – ANDREW AND RHIANNON WILSON

Planner Censky reported that Andrew and Rhiannon Wilson are requesting approval of the outdoor seating associated with their Outdoor Alcohol Beverage License. This seating will consist of three tables and chairs along the south side and seven located in the cove along the west side of their restaurant. According to their information, the seating area will be enclosed with a decorative Solar Stanchion post and chain fence which will stand 40" tall. Police Chief Tom Frank and City Building Inspector Mike Baier met on site with them and have determined that this outdoor seating plan meets with their standards. Therefore staff has no objection to the proposal. These plans were first reviewed by the Landmarks Commission on May 24th and were recommended by unanimous vote.

Action:

A motion was made by Council Member Thome to approve the outdoor seating area as presented. The motion was seconded by Commissioner Voltz.

Continued Discussion:

Commissioner Cain stated that she supports the opportunity for outdoor seating but questioned if servers would have to be on the public right-of-way to serve patrons in the fenced-in area. Her understanding was that open alcohol beverages are not permitted in public areas. Vice Chairperson Burgoyne agreed and suggested that a survey be produced by Brandywine.

Commissioners discussed whether the premise description alone would allow for the serving of alcohol if it was up to the discretion of the Police Chief. It was also noted that the proposed table locations were in conformance with the establishment of outdoor seating throughout the downtown. Also discussed were the possibility of using a pass-through window and if the servers would actually be on private property instead of public property.

Assistant Attorney Schoonenberg compared this situation to a lease agreement, which would list the City as an additional insured, as is done in Thiensville.

Rhiannon Wilson, the property and business owner, advised that they had received a quote of \$2,500 for a survey, which is cost-prohibitive. Commissioner Cain suggested contacting the Landmark Preservation Society to see if they could provide the survey. Vice Chairperson Burgoyne advocated sharing the cost between the City and the property owners.

Revised Action:

Vice Chairperson Burgoyne moved to table the issue until a lease agreement is drafted and/or a survey is produced providing definitive property line information. The motion was seconded by Commissioner Cain and carried without a negative vote.

CITY OF CEDARBURG
PLAN COMMISSION

PLN20180620-1
UNAPPROVED MINUTES

June 20, 2018

A special meeting of the Plan Commission of the City of Cedarburg was held on Wednesday, June 20, 2018 at Cedarburg City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. The meeting was called to order at 7:00 p.m. by Mayor O'Keefe.

Roll Call: Present – Mayor Michael J. O'Keefe, Council Member Patricia Thome, Mark Burgoyne, Greg Zimmerschied, Heather Cain, Adam Voltz

Excused - Sig Strautmanis

Also Present - Council Members Jack Arnett and Kristin Burkart, City Planner Jon Censky, Assistant City Attorney Tim Schoonenberg, Administrative Secretary Darla Drumel, news media

STATEMENT OF PUBLIC NOTICE

Administrative Secretary Drumel confirmed that the agenda for the meeting had been posted and distributed in compliance with the Wisconsin Open Meetings Law.

COMMENTS AND SUGGESTIONS FROM CITIZENS

Mayor O'Keefe offered the opportunity for the public to speak on any issue unrelated to the agenda items. He advised that the Plan Commissioners would not be able to respond to any comments since they were not noticed on the agenda. No comments from the audience were offered.

CONSIDER APPROVAL OF OUTDOOR SEATING ASSOCIATED WITH THE OUTDOOR ALCOHOL BEVERAGE LICENSE FOR THE NEW BRANDYWINE RESTAURANT AT THE FORMER GENERAL STORE MUSEUM AT W61 N480-86 WASHINGTON AVENUE – ANDREW AND RHIANNON WILSON

Planner Censky recalled that, as a result of the discussion at the June 4, 2018 meeting regarding the cost of having a survey created to establish private property versus public right-of-way lines for this outdoor seating area, it was decided that a right-of-way encroachment agreement may be a better and more cost-effective way of handling this request. Accordingly, Assistant City Attorney Tim Schoonenberg drafted an agreement which will supplement the Outdoor Alcohol Beverage License under consideration for the Brandywine restaurant. This Agreement will establish specific areas along the

outside of the building where the exact location of the property line and the right-of-way line is not confirmed but where the customers and employees may encroach on the right-of-way for the delivery of alcoholic beverages and food to tables

The seating requested will consist of three tables and chairs along the south side and seven located in the cove along the west side of their restaurant. According to Andrew and Rhiannon Wilson, the business owners, the seating area will be enclosed with a decorative Solar Stanchion post and chain fence which will stand 40" tall. Prior to this meeting Police Chief Tom Frank and City Building Inspector Mike Baier met on site with the applicant and have determined that this outdoor seating plan meets with their standards.

These plans were reviewed by the Landmarks Commission on May 24th and they recommended approval as proposed by unanimous vote.

Planner Censky continued that the proposal for seats on the west side of Brandywine were acceptable, but there is concern about the seating on the south side of the building along Spring Street. After he and the City Engineer made some measurements at the site, they determined that the fence should be placed seven feet from the building to meet ADA access requirements. Planner Censky noted, however, that the location of the fence may encroach upon the pedestrian lane. He suggested that two options could be considered by the Plan Commission as follows:

1. Recommend approval of the three tables on the south side along Spring Street without the chain and stanchion delineation, subject to the approval of the Police Chief.
2. Recommend approval of the location of the three tables as proposed but without alcohol beverage services.

Commissioner Cain questioned how allowing the outdoor alcohol service without a fence could be reconciled with past approvals. She suggested that it may be appropriate to evaluate the current practice before deciding on the Brandywine request.

Commissioner Cain explained that she received information from City Engineer Tom Wiza that there should be room for the trees and signage at the curb and then a five-foot open walkway area that is measured from that point. Nothing should impede foot traffic in that five-foot sidewalk area. From the five-foot sidewalk to the building is the only area that should be available for outdoor seating. She is amenable to licensing use of the public right-of-ways but cautions that every business along Washington Avenue would be requesting one.

Planner Censky explained that when outdoor seating first was requested, the Police Chief asked for fencing for those specific locations. Therefore, the fence criteria are linked directly to the Police Chief. Planner Censky added that all approvals in the past are specific to each request. He pointed out that there are four reviews for each and every request for outdoor alcohol beverage service seating areas: the Police Chief, the Landmarks Commission (if in the Historic District), the Plan Commission and the Common Council.

Vice Chairperson Burgoyne noted that all prior approvals required fences, which has worked well because they are functional, fair, and helps neighbors.

Commissioner Voltz advised that only one table must have handicap access, not the entire seating area, to meet ADA requirements.

Commissioner Zimmerschied thought that requiring a fence did not always make sense and should be decided on a case-by-case basis. He pointed out that many cities allow dining over the entire sidewalk.

Vice Chairperson Burgoyne urged that the Mayor set up a committee to review the issue and bring a proposal back to the Plan Commission for discussion.

Commissioner Cain opined that the chain and stanchion provide a true visual delineation. She advised that the public right-of-way is in the public trust and people

should be able to walk freely and safely in the sidewalk area. She noted that it is the pride of the City to be a walkable community.

Council Member Arnett noted that he had taken measurements which indicate that there is adequate space on the south side of Brandywine to have the five-foot sidewalk and a fence. He asked the Commission to recommend approval subject to verification of his measurements.

Council Member Thome recalled that C. Wiesler's was the first to be approved for outdoor dining (possibly two decades ago) and the Police Chief was concerned about alcohol being passed to those outside the designated serving area. She pointed out that Cedarburg is changing and becoming more user-friendly, as the concept of using an encroachment license demonstrates. She agreed that there were no concerns with the serving area along Washington Avenue in the front of the building. She did, however, believe a fence was necessary.

Commissioner Voltz stated that he had no problems with the seating areas on the west side and the south side as proposed. It is simply a matter of delineating the space. He noted that the license could be revoked at any time if issues develop.

Assistant City Attorney Schoonenberg responded that is why he made the license renewable annually, allowing the Plan Commission to monitor the situation.

Action:

A motion was made by Vice Chairperson Burgoyne, seconded by Council Member Thome, to recommend approval of the proposal for the Outdoor Alcohol Beverage License on the west side of Brandywine along Washington Avenue, and to put off a decision on the south side seating area.

Continued Discussion:

Commissioner Cain worried that fencing is necessary to preserve the public right-of-way, especially on Spring Street. She also had concerns that the proposed umbrellas were impractical, unworkable and would provide a hindrance to pedestrians in the public right-of-way.

Council Member Arnett stated that there is no issue with space constraints on the south side along Spring Street, pointing out that the tables are twenty-eight inches wide, a three-foot corridor can be provided for the servers which is adequate, and the sidewalk area would be five and one-half to six feet wide.

Call the Question:

Vice Chairperson Burgoyne moved to call the question. The motion was seconded by Commissioner Zimmerschied.

Continued Discussion:

Vice Chairperson Burgoyne noted that the south side was the only undecided issue.

Commissioner Cain suggested that the decision can be contingent upon Director Wiza measuring the necessary public right-of-way and then whatever is left could be used by the business owner.

Action to Amend the Motion:

Vice Chairperson Burgoyne moved to amend his motion by clarifying that the Plan Commission recommended approval of the west seating area but **reject** the seating area on the south side.

Action to Call the Question and Close the Discussion:

The motion to Call the Question and close discussion carried without a negative vote.

Final Action on Motion:

The motion as amended failed with Vice Chairperson Burgoyne voting in favor; and Mayor O'Keefe, Council Member Thome, and Commissioners Voltz, Cain, and Zimmerschied opposed, with Commissioner Strautmanis excused.

New Motion:

A motion was made by Commissioner Zimmerschied, seconded by Council Member Thome, to recommend approval of the proposed Outdoor Alcohol Beverage License as shown on Exhibit A, drafted by City Planner Censky, contingent upon the City Engineer verifying the required public right-of-way which will delineate the area to be used by Brandywine and which includes the fencing as proposed. There will be no encroachment over the fence.

The motion carried with Mayor O'Keefe, Council Member Thome, and Commissioners Voltz, Cain and Zimmerschied voting in favor; and Vice Chairperson Burgoyne voting against, with Commissioner Strautmanis excused.

Continued Discussion:

Commissioner Cain requested that the license agreement include an indemnification provision that is not limited by the insurance obligation. Assistant City Attorney Schoonenberg concurred with the request.

Assistant City Attorney Schoonenberg advised that he needs a document for Exhibit A that includes the specific measurements of the seating areas.

COMMENTS AND ANNOUNCEMENTS BY PLAN COMMISSIONERS

Commissioner Zimmerschied suggested that the issue of outdoor dining and the serving of alcohol be an agenda item at a future meeting.

MAYOR'S ANNOUNCEMENTS

Mayor O'Keefe did not offer any announcements.

ADJOURNMENT

A motion was made by Vice Chairperson Burgoyne, seconded by Commissioner Zimmerschied, to adjourn the meeting at 8:06 p.m. The motion carried without a negative vote, with Commissioner Strautmanis excused.

Darla Drumel,
Administrative Secretary

LANDMARKS COMMISSION
May 24, 2018

LAN20180524-1
UNAPPROVED

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, May 24, 2018 at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, room 2.

The meeting was called to order by Chairperson Judy Jepson at 7:00 p.m.

Roll Call: Present – Judy Jepson, Tomi Fay Forbes, Tom Kubala, James Pape, Robert Ross,
James Temmer

Excused – Council Member Kristin Burkart, Doug Yip (alt.)

Also Present – City Planner Jon Censky

STATEMENT OF PUBLIC NOTICE

Chairperson Jepson acknowledged that the agenda for this meeting was posted and distributed in compliance with the Wisconsin Open Meetings Law.

APPROVAL OF MINUTES

Jim Pape asked why the yam color on the Chris Smith building at W63 N671 Washington was not approved at the last meeting. Planner Censky explained that Chris Smith had not been clear on where he wanted to paint the yam on the trim. Chris Smith will return to the Landmarks Commission once the body of the house is painted, and the trim color will be approved at that time.

Motion made by Bob Ross, seconded by Jim Temmer, to approve the minutes of the May 10, 2018 meeting. Motion carried without a negative vote with Council Member Burkart and Doug Yip (alt.) excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

NEW BUSINESS

Consider New Sign for At JJ's Located at W62 N559 Washington Avenue, and Action Thereon.

The owner of AT JJ's is proposing they eliminate the temporary AT JJ's sign mounted above the old Blatz sign and install a new sign mounted to the exterior façade of the building. Jim Pape asked if the sign isn't going to project out significantly farther than in the sketch we were given, and if it will fit under the center chain supporting the Blatz sign. It was agreed that it is good that the old Blatz sign is being saved, and if the new sign has to be moved over to avoid interference with the chain that would be fine.

Motion made by Tom Kubala, seconded by Bob Ross, to approve the sign as proposed with the requirement that the screws must be attached through the mortar joint, not into the brick. Motion carried without a negative vote with Council Member Burkart and Doug Yip (alt.) excused.

Consider New Signage for Chris Smith's Multi-Tenant Building Located at W63 N671 Washington Avenue; and Action Thereon.

Chris Smith's intent is that the new sign compliment the columns on his building. He asked that Landmarks approve the sign, though staff could administratively approve it because the sign is really a replacement of the former sign.

Motion made by Tom Kubala, seconded by Bob Ross, to approve the sign as presented. Motion carried without a negative vote with Council Member Burkart and Doug Yip (alt.) excused.

Consider New Paint Colors for the Thirsty Hammer Building, Managed by Wave Management, Located at W61 N506 Washington Avenue, and Action Thereon.

Jackie Dhein and Lisa Ferber represented the Thirty Hammer. The colors proposed are Light French Gray SW 0055 for the body of the building, Naval SW 6244 for the projecting front window frame, Holiday Turquoise SW 0075 for the front door, and Alabaster SW 7008 for the trim that is presently white.

Motion made by Jim Pape, seconded by Jim Temmer, to approve the paint colors as presented. Motion carried without a negative vote with Council Member Burkart and Doug Yip (alt.) excused.

Consider New Sign for Scentsory Bath & Body Boutique to be located at W62 N596 Washington Avenue, and Action Thereon.

Sophia Barry and Eric Fix represented the business and the building. Judy Jepson speculated that the height of the sign may make it more difficult to see from the sidewalk. Sophia explained that the projecting roof above the first floor windows prevent the sign from being as low as desired, and she did not want the sign at exactly the same level as the signs on the neighboring buildings. The wording proposed to be placed on the glass windows is consistent with other window signs on Washington Avenue.

Motion made by Jim Pape, seconded by Tom Kubala, to approve the sign as proposed. Motion carried without a negative vote with Council Member Burkart and Doug Yip (alt.) excused.

Consider Outdoor Alcohol Beverage License and Outdoor Sidewalk Seating for Brandywine Restaurant at W61 N480-86 Washington Avenue, and Action Thereon.

Rhiannon and Andrew Wilson represented their business. The alcohol license is not within the purview of the Landmarks Commission, it is issued by the Common Council. The proposed outdoor seating must be approved by the Landmarks Commission, then the Plan Commission (next meeting on June 4), and then the Common Council. Building Inspector Baier and Police Chief Tom Frank viewed the situation and approved it for their jurisdictions. The Wilsons are proposing the placement of three tables on the Spring Street side and four tables on the Washington Avenue side. The five foot sidewalk clearance will be maintained. Jim Pape asked

about umbrellas for the Spring Street side due to the day-long sun exposure. Rhiannon responded that they are flexible and will work with the City regarding the projection of umbrellas. The Washington Avenue side has enough shading without umbrellas.

Motion made by Jim Pape, seconded by Bob Ross, to accept the table placement and umbrellas as presented. Motion carried without a negative vote with Council Member Burkart and Doug Yip (alt.) excused.

Discuss Establishing Limits on the Style and Number of Benches in the Downtown Area; and Action Thereon

Parks, Recreation & Forestry Director Mikko Hilvo administered the Legacy Program, which placed enough benches in the parks to suffice, so benches were then placed downtown. There are enough benches downtown now and the Legacy Program has ended. Planner Censky stated that if a store owner wants to place a bench in front of his business that would be fine. The consensus is that any additional benches should be made out of real wood, not the Amish Furniture substitute wood, and that they should have a plaque rather than lettering engraved into the back of the bench.

Judy Jepson brought up her concern that owners of some businesses may be leaving their sandwich signs outside overnight, and that some do not have very neat lettering.

No motion was needed.

ADJOURNMENT

Motion made by Tom Kubala, seconded by Bob Ross, to adjourn the meeting at 7:38 p.m. Motion carried without a negative vote with Council Member Burkart and Doug Yip (alt.) excused.

Tomi Fay Forbes
Secretary

adk

EXHIBIT A



THINK DESIGN, LLC
1216 WEST WISCONSIN AVENUE
MILWAUKEE, WISCONSIN 53233
TEL: 414.277.0058
EMAIL: INFO@THINKDESIGNSTUDIO.COM
WWW.THINKDESIGNSTUDIO.COM

PROJECT

**CEDARBURG
RESTAURANT
(GENERAL STORE)**

W61 N480 WASHINGTON
AVENUE
CEDARBURG, WI 53012

OWNER

C/O THINK DESIGN, LLC

CONSTRUCTION MANAGER

CONSULTANT

RECEIVED

AUG 17 2017

CITY OF CEDARBURG

REVISIONS

NO.	DATE	DESCRIPTION

DATE

AUGUST 14, 2017

PROJECT CODE

WRA-1362017

SHEET TITLE

MAIN LEVEL

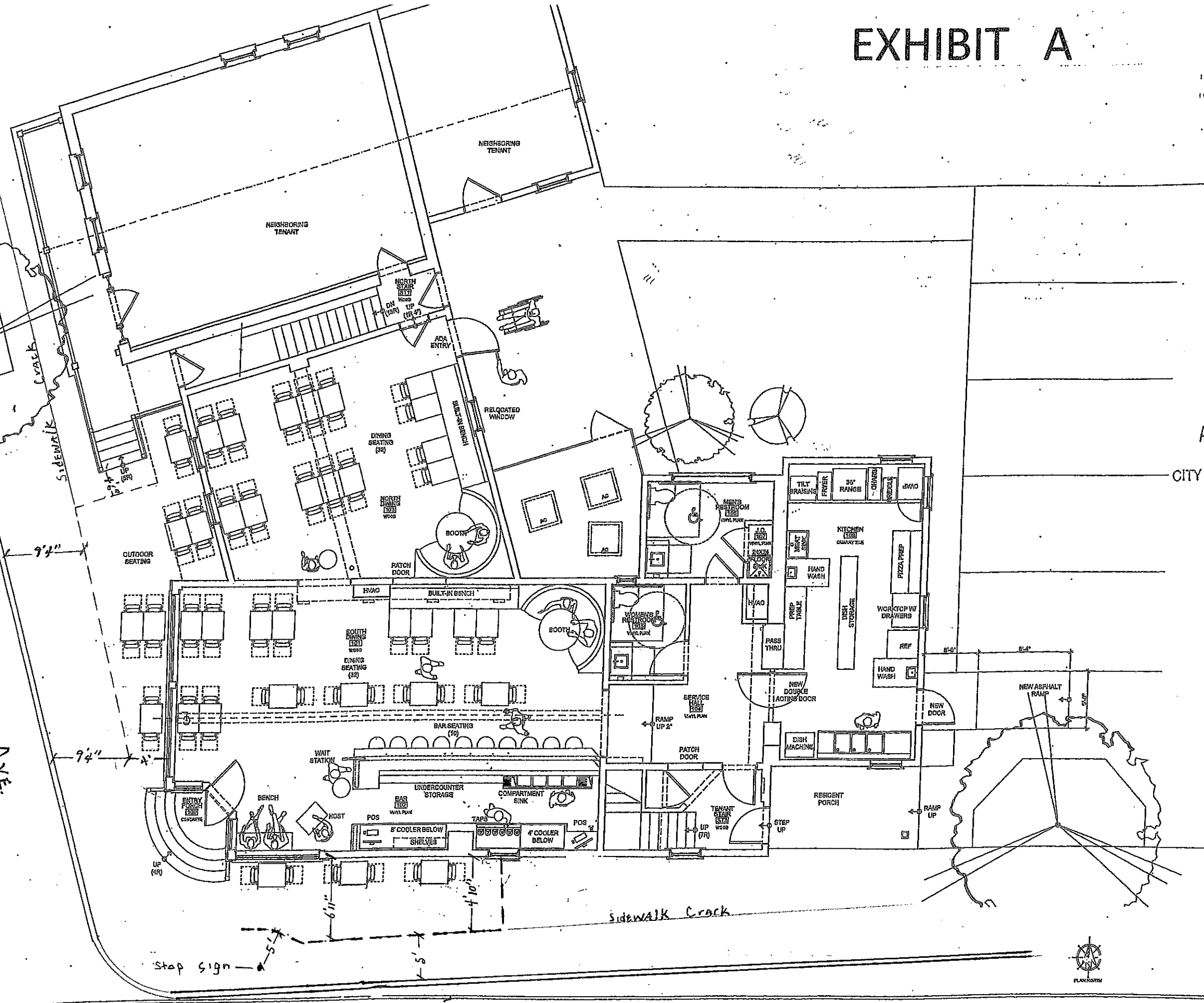
FLOOR PLAN

SHEET NUMBER

A1.1

Copyright © 2017 Think Design, LLC

All Rights Reserved



CITY OF CEDARBURG

MEETING DATE: June 25, 2018

ITEM NO: 10. D.

TITLE: Consider applications of Le's Pho LLC, W63 N146 Washington Avenue, Ly Q Le, Agent and Brandywine LLC, W61 N480 Washington Avenue, Andrew C. Wilson, Agent, for an available "Class B" Liquor license; and action thereon

ISSUE SUMMARY: Two applicants have applied for the liquor license that will be available on July 1.

STAFF RECOMMENDATION: N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: \$500 annual fee

ATTACHMENTS: Letters from Gus Wirth, Notification letters to applicants

INITIATED/REQUESTED BY: Andrew Wilson of Brandywine and Le Q. Le of Le's Pho

FOR MORE INFORMATION CONTACT: Connie McHugh, City Clerk

Gustav W. Wirth, Jr.
N48 W6000 Spring Street
Cedarburg, WI 53012-2420 USA

262-375-1000
gus@wirth.com

May 18, 2018

Constance McHugh
City Clerk
City of Cedarburg
PO Box 49
Cedarburg, WI 53012-0049

Dear Clerk McHugh,

This letter is to confirm my submittal on May 14th, 2018 to establish the first position for a Class B liquor, and Class B beer and wine license for on premise consumption. This license would allow us to sell liquor for on premise consumption and beer and wine for on premise consumption.

This license will be used at W63N146-147 Washington Ave. This address had a Class B liquor along with beer and wine for the past 15 years. This license will be put in the name of Gus Wirth Jr. or Mr Le whichever is best for obtaining a license for the restaurant.

Thank you in advance for your help and understanding.

Cordially;



Gus "Sandy" Wirth Jr

5/14/18

City of Cedarburg
Box 47
Cedarburg, WI
53012

Please leave this letter -
Serve as my request for
A Class B Liquor License
to operate in space at
W63 N146-148 Washington
Ave Cedarburg, WI.

Mr. Ly will be operating
A restaurant AND bar at
that location. ~~Gus with the~~
~~will be there~~ I have filed an Application


for Mr Ly-



May 15, 2018

Andrew Wilson
1660 Sherwood Drive
Cedarburg, WI 53012

Dear Mr. Wilson,

As discussed via telephone today, the City Cedarburg will have an available "Class B" liquor license starting July 1, 2018. On October 20, 2017, your name was placed on the City's Notification List should such a license become available.

You indicated your interest in applying for this license, and that you would do so this week. I am confirming that the deadline to apply for the license is June 6, 2018. All applications for this license will be reviewed by the Common Council on Monday, June 25, 2018 at 7 p.m.

Please feel free to contact me at (262) 375-7606 if you have any questions. The Clerk's Office looks forward to your application.

Sincerely,

Constance K. McHugh
City Clerk



May 15, 2018

Ly Q Le
5109 W. Wahner Avenue
Brown Deer, WI 53223

Dear Mr. Le,

The Clerk's Office is in receipt of your application for a Class "B" Beer and "Class C" Wine effective, June 12, 2018, and your renewal application for the same licenses for the period June 1, 2018 through June 30, 2019. The application for the new license will be reviewed by the Common Council on Monday, June 11, 2018 at 7 p.m. The application for the renewal license will be reviewed by the Common Council on Monday, June 25, 2018.

The Clerk's Office is also in receipt of your application for a "Class B" liquor license that will become available on July 1, 2018. All applications for this liquor license will be reviewed by the Common Council on Monday, June 25, 2018 at 7 p.m. You are encouraged to attend both meetings of the Common Council.

Please feel free to contact me at (262) 375-7606 if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Constance K. McHugh". The signature is fluid and cursive, with the first name "Constance" being the most prominent part.

Constance K. McHugh
City Clerk

CITY OF CEDARBURG

MEETING DATE: June 25, 2018

ITEM NO: 10. E.

TITLE: Consider application of Le's Pho LLC, Ly Q Le, Agent, for a Class "B" Beer and "Class C" Wine license for Le's Pho at W63 N146 Washington Avenue; and action thereon

ISSUE SUMMARY: Ly Q Le was granted a Class "B" beer and "Class C" wine license at the June 11 meeting. Depending upon the outcome of the previous agenda item, the Class "B" beer and/or the Class "B" beer and "Class C" wine license will need to be renewed.

STAFF RECOMMENDATION: N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: \$100-\$200 annual fee

ATTACHMENTS: None

INITIATED/REQUESTED BY: Le Q. Le of Le's Pho

FOR MORE INFORMATION CONTACT: Connie McHugh, City Clerk

CITY OF CEDARBURG

MEETING DATE: June 25, 2018

ITEM NO: 10. F.

TITLE: Consider request to transfer funds from the Contingency Reserve account to the Engineering Professional Services account for a Certified Survey Map (CSM) for the property frontage just south of the Highland Drive/Cedar Creek bridge and action thereon (Public Works and Sewerage Commission 6/14/18)

ISSUE SUMMARY: Public Works and Sewerage Commission requested the survey be completed to determine ownership of the wall abutting the sidewalk. The cost of the survey is \$2,800. The engineering account for professional services has a balance of \$700 leaving the service \$2,100 under funded.

STAFF RECOMMENDATION: N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: Public Works and Sewerage Commission voted to provide the survey.

BUDGETARY IMPACT: \$2,100 use of fund balance

ATTACHMENTS: Public Works and Sewerage Commission minutes from 6/14/18
Email from Jonathan Schreiner with estimated cost

INITIATED/REQUESTED BY: Christy Mertes

FOR MORE INFORMATION CONTACT: Tom Wiza, Director of Engineering & Public Works, City Administrator/Treasurer Christy Mertes, 375-7606

**CITY OF CEDARBURG
PUBLIC WORKS AND SEWERAGE COMMISSION
June 14, 2018**

**PW/SEW20180614-1
UNAPPROVED MINUTES**

A meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held Thursday, June 14, 2018 at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, room 2. The meeting was called to order at 7:00 p.m. by Mayor O'Keefe.

Roll Call: Present - Mayor Michael O'Keefe, Judy Guse, Sandra Beck, Charles Schumacher, Ryan Hammetter, Bob Dries

Absent - Gary Graham

Excused - Bill Oakes, Council Member Dan von Bargaen

Also Present - Director of Engineering & Public Works Tom Wiza, Cedarburg Water Recycling Center Superintendent Eric Hackert, Secretary Kim Esselmann and Cedarburg Water Recycling Center Operator Dennis Grulkowski

STATEMENT OF PUBLIC NOTICE

Secretary Esselmann confirmed that proper legal notice of the meeting had been given.

APPROVAL OF MINUTES

Motion made by Commissioner Guse, seconded by Commissioner Schumacher, to approve the minutes of May 10, 2018. The motion carried unanimously, with Commissioner Oakes and Council Member Dan von Bargaen excused and Commissioner Graham absent

COMMENTS AND SUGGESTIONS FROM CITIZENS

No comments or suggestions were offered at this time.

CONSIDER REQUEST FROM THE HOMEOWNER AT W51 N664 HIGHLAND DRIVE FOR THE CITY TO MAINTAIN THE STONE RETAINING WALL ALONG THE PROPERTY FRONTAGE JUST SOUTH OF THE HIGHTLAND DRIVE/CEDAR CREEK BRIDGE; AND ACTION THEREON

Director Wiza explained that Allen Washatko, who owns the property at W51 N664 Highland Drive, has asked the City to maintain the limestone wall running along the south half of his frontage on Highland Drive.

At the April Public Works and Sewerage Commission meeting, staff was directed to get a survey of the property line along with an estimate of the cost to rebuild the wall.

Director Wiza reported that the estimate for the survey work would be \$2,800 and the high cost would be due to the fact that extensive research of the area property records would need to be done. Also discussed were the two verbal cost estimates that were received from La Rosa Landscaping. One was for \$50,000 which required extensive excavating and rebuilding of the wall using modular block with a tieback system using geotextile fabric and crushed aggregate as a drainage system. The second one was about \$35,000 and that is less extensive but by saving the stone and using geotextile fabric, crushed aggregate as a drainage system would only last about 20 years.

After much discussion it was determined that we should first start by finding out who owns that property.

Motion made by Commissioner Beck, seconded by Commissioner Schumacher, to approve M Squared Engineering to do the survey work for this property not to exceed \$2,800. The motion carried unanimously, with Commissioner Oakes and Council Member Dan von Bargaen excused and Commissioner Graham absent.

CONSIDER REQUEST FOR ADDITIONAL TRAFFIC CONTROL SIGNAGE AND/OR FLASHING BEACONS AT THE PIONEER ROAD/INTERURBAN TRAIL CROSSING; AND ACTION THEREON

Director Wiza explained a request from 3rd District Council Member Kristin Burkart that the Commission consider measures to highlight the Interurban Trail crossing at Pioneer Road. Discussion was held about the rectangular flashing beacon sign, trombone arm signage and adding Pioneer Road traffic does not stop signage.

Can the brush be cut back to make more open views on to Pioneer Road – Director Wiza advised that is WE Energies, but they probably wouldn't have a problem with that. Commissioner Hammett asked if a flexible warning bollard could be added at the centerline.

Motion made by Commissioner Guse, seconded by Commissioner Beck, to approve placement of advance warning signs with 36" fluorescent yellow "TRAIL CROSSING AHEAD" sign and then add a 36" fluorescent yellow dual symbol bicycle/pedestrian signs with the downward arrow plaque right at the trail crossing. The motion carried unanimously, with Commissioner Oakes and Council Member Dan von Bargaen excused and Commissioner Graham absent

REPORTS

Update on Public Works Operations

Director Wiza reported that the 2.3 miles of streets in Maple Manor and Parkview Meadows subdivisions, are being worked on. They will start Harrison Ave and Poplar Avenue now that school is out. We have saved money by salvaging the street grindings to use as a base.

Update on Sewerage Plant Operations and Discussion of Monthly Reports for the Month of April 2018

Superintendent Hackert reported that the plant is running fantastically. No large rains and no spikes.

Effluent report for May is good.

Superintendent Hackert stated the roofing work was completed.

Superintendent Hackert reported that on May 23rd, he and Director Wiza had a meeting with the DNR, Attorney Harrington and Symbiont.

Highland Road lift station was discussed and it was explained that this is taking longer than expected due to the land acquisition. We will complete the work on the dam first, and then send out bids for the lift station in January 2019.

Superintendent Hackert stated that the catch basin cleaning is progressing nicely and adding them to the GIS program.

Washington Avenue and Pioneer Road will be getting new walk lights. TAPCO will be installing them. These are walk lights with the countdown timers.

Identify Future Agenda Items

ADJOURNMENT

A motion was made by Commissioner Beck, seconded by Commissioner Guse, to adjourn the meeting at 7:58 p.m. The motion carried unanimously, with Commissioner Oakes and Council Member Dan von Bergen excused and Commissioner Graham absent

Kim Esselmann
Building Inspection/Public Works Secretary

City of Cedarburg - Tom Wiza

From: Jon Schreiner <JSchreiner@msquaredengineering.com>
Sent: Wednesday, May 2, 2018 4:59 PM
To: City of Cedarburg - Tom Wiza
Subject: Highland Wall Survey

Tom,

Based on talking with Tony and looking at the site we have some idea of what it would take to do the survey work out at the Highland wall. Because of the age of the existing documents and plats we feel like it would be about \$2,800 to do all the work necessary out there to get the property boundaries defined properly. If this gets to be a legal issue everything will need to be properly mapped.

Please let me know how you would like us to proceed.

Thanks,

Jonathan Schreiner, PE | Senior Engineer
M Squared Engineering, LLC | Cedarburg, WI | Chicago, IL
P. 262.376.4246 | C. 262.343.5613
[Website](#) ■ [Facebook](#) [LinkedIn](#) [Twitter](#) ■ [Google+](#)

CONFIDENTIALITY NOTICE

This communication and all attachments are confidential, may be privileged, and is meant only for the intended recipient. The information may also be legally privileged. If you are not the intended recipient, please notify the sender immediately and delete this message from your system.



CITY OF CEDARBURG

MEETING DATE: June 25, 2018

ITEM NO: 10. G.

TITLE: Consider issuance of a Transient Entertainment License to Rainbow Valley Rides, Inc. for the Ozaukee County Fair on August 1 (1:00 p.m. to 11:00 p.m.), August 2, 3 & 4 (10:00 a.m. to 11:00 p.m.), and August 5, 2018 (10:00 a.m. to 7:00 p.m.) and the request to waive the requirement for a Clean Up Bond as requested by Agricultural Society; and action thereon

ISSUE SUMMARY: Rainbow Valley Rides, Inc. has applied for a Transient Entertainment License for the Ozaukee County Fair. A request has been received from the Ozaukee County Agricultural Society to waive the requirement of a clean-up bond. According to Sec. 7-6-1(d)(3) of the Municipal Code, the Council has the option to waive this requirement, which has been done for the past twenty three years.

STAFF RECOMMENDATION: Authorize issuance of license and waive clean-up bond requirement (contingent upon review and approval of employees as submitted to Police Chief).

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: \$250 in fees to be paid (\$50 per day), which is included in the 2018 budget.

ATTACHMENTS:

- Application from Rainbow Valley Rides, Inc.
- Letter from Ozaukee County Agricultural Society

INITIATED/REQUESTED BY: Rainbow Valley Rides, Inc. and the Ozaukee County Agricultural Society

FOR MORE INFORMATION CONTACT: Constance McHugh, City Clerk 376-3919

**APPLICATION FOR LICENSE
TRANSIENT & TEMPORARY PUBLIC ENTERTAINMENT**

(Section 7-6 of City of Cedarburg Municipal Code)

CITY OF CEDARBURG
W63 N645 Washington Avenue
P.O. Box 49
Cedarburg, Wisconsin 53012

Phone (262) 375-7606
Fax (262) 375-7906

NAME OF OWNER Ronald J. Kedrowicz
(first) (middle initial) (last)

NAME OF BUSINESS/COMPANY Rainbow Valley Rides, Inc.

PERMANENT ADDRESS P.O. Box 60 Almond, WI 54909

PHONE NO. (715) 366-2073 or (715) 592-4526

NAME(S) & ADDRESS(ES) OF PERSON IN CHARGE:

Ronald J. Kedrowicz [REDACTED]
(first) (middle) (last) (date of birth)

LOCATON OF ENTERTAINMENT Ozaukee County Fairgrounds, Cedarburg, WI

TYPE OF ENTERTAINMENT Carnival

DATE(S) 8/1/18 - 8/5/18 TIME: From Wed 1-11pm, Thurs.-Sat. 10am-11pm, to Sun. 10am-7pm

NAME, ADDRESS & TELEPHONE NUMBER OF SPONSOR: Ozaukee County Agricultural Society
President

Mark E. Larson 414-477-8136
(first) (middle) (last) (phone no.)

P.O. Box 173 Cedarburg WI
(street) (city) (state)

LAST THREE CITIES, TOWNS OR VILLAGES WHERE SIMILAR ACTIVITIES WERE CONDUCTED,
INCLUDING DATES OF ACTIVITIES: (NAME, ADDRESSES, PHONE NO., SPONSORS)

PLACE(S) & PHONE NUMBER(S) WHERE APPLICANT CAN BE CONTACTED FOR AT LEAST
SEVEN DAYS AFTER LEAVING THIS CITY:

HEALTH CERTIFICATES FOR FOOD HANDLERS FILED WITH CITY CLERK (IF FOOD AND/OR
DRINK IS PREPARED, HANDLED AND SOLD): _____

month/day/year

REQUIREMENTS:

BONDED INSURANCE - Applicants who are nonresidents of Ozaukee County, Wisconsin, or residents of said county whose principal place of business is located outside of Wisconsin, shall file with the City Clerk a Clean Up Bond in favor of the City of Cedarburg in the principal sum of \$5,000 which shall be maintained in full force and effective for a period of one year commencing on the date of issuance of license.

EMPLOYEE LIST - Five days prior to entering the City of Cedarburg, a list of each person employed or otherwise engaged in such entertainment shall be provided to the Chief of Police, Cedarburg Police Department, W75 N444 Wauwatosa Road. [Tel: (262) 375-7620; Fax: (262) 375-7424] Also prior to opening each day, the applicant shall provide to the Chief of Police an updated list of each person employed or otherwise engaged in entertainment. If a complete list is not provided to the Chief of Police each day, the applicant may not open. This list shall include the full (first, middle and last) name, date of birth, driver's license number (including state) and current residence of each person.

Signature

Date _____

FOR OFFICE USE ONLY

Date of Fire Inspector's approval of tent(s) (if applicable):

Revised 5/04



Ozaukee County Agricultural Society

Sponsors of

OZAUKEE COUNTY FAIR

Cedarburg, Wisconsin 53012

City of Cedarburg
City Clerk's Office
Washington Ave
Cedarburg, WI 53012

Regarding: Ozaukee County Fair Carnival
Rainbow Valley Rides
Clean up Bond

The Ozaukee County Agricultural Society sponsors the Ozaukee County Fair, would like to request a waiver of the cleanup bond required of our carnival for the 2016 Ozaukee County Fair. Fair dates are August 1st - August 5th, 2018.

As the Ozaukee County Agricultural Society is sponsoring the Fair, all our vendors are responsible to us to leave the grounds in the condition they found them.

Ultimately, our organization sees to it that this is what happens.

Thank you.

Sincerely,
Ozaukee County Agricultural Society, Inc.
Jody Brzezinski
Jody Brzezinski
Secretary, Ozaukee County Agricultural Society
Office: 262-375-6185
Cell: 262-442-8261
Email: jobreezy2@yahoo.com

Rec. 6/5/18

CITY OF CEDARBURG

MEETING DATE: June 25, 2018

ITEM NO: 10. H.

TITLE: Discuss and approve preliminary budget parameters, including operating expenditures and/or tax levy, growth targets for development of the proposed 2019 budget; and action thereon

ISSUE SUMMARY: Annually the Council sets the budget parameters for staff to follow during the development of the budget.

Usually the expectation is to hold the tax rate the same as the previous year.

If this is the request, staff would like suggestions as to where the budget should be cut. Which services should be addressed or what fees do we look at to increase? Increase room tax? How do we address capital items if we aren't borrowing? Extend street program plan from 7 years to 10 years? Freeze equipment purchases?

STAFF RECOMMENDATION: N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: Sets expectations for 2019 budget. The estimated assessed value, before commercial numbers are complete, is increasing \$18 million. This allows an approximately \$150,000 increase in the tax levy.

ATTACHMENTS: Tax levy worksheet and minutes from November 13, 2017 Council meeting

INITIATED/REQUESTED BY: Christy Mertes

FOR MORE INFORMATION CONTACT: Christy Mertes, Administrator/Treasurer, 376-3907

City of Cedarburg—Tax Levy History

	2015	2016	2017	2018	2019	% Change
City Tax Levies	Actual	Actual	Actual	Actual	Proposed	2018/2017
General Fund Levy—Operating	5,626,518	5,803,256	5,869,616	6,133,050	6,133,050	0.0%
Capital Improvement Levy	1,435,000	1,170,000	1,192,000	915,000	915,000	0.0%
Special Revenue Fund Levy—Library	657,842	707,306	707,306	722,194	722,194	0.0%
TIF District - City Portion			62	106	238,536	224934.0%
Special Revenue Fund Levy—Pool		44,121	65,658	69,652	69,652	0.0%
Debt Service Levy	619,532	705,776	1,284,280	1,502,211	1,786,904	19.0%
Total City Levy	8,338,892	8,430,459	9,118,922	9,342,213	9,865,336	5.6%
Other Taxing Bodies						
Cedarburg Schools—Operating	11,768,557	11,817,277	11,937,297	11,882,675		-100.0%
Cedarburg Schools—TIF 3			81	136		-100.0%
Ozaukee County—Operating	2,227,614	2,211,000	2,262,791	2,353,560		-100.0%
Ozaukee County—TIF 3			15	27		-100.0%
State of Wisconsin	201,463	204,381	212,892			#DIV/0!
M.A.T.C.—Operating	1,507,980	1,514,199	1,580,353	1,646,116		-100.0%
M.A.T.C.—TIF 3			11	19		-100.0%
Total Tax Levy (Gross)	24,044,506	24,177,316	25,112,362	25,224,746	9,865,336	-60.9%
- State School Credit	(1,812,945)	(2,087,023)	(2,103,864)	(2,307,992)		-100.0%
Total Tax Levy (Net)	22,231,561	22,090,293	23,008,498	22,916,754	9,865,336	-57.0%
Equalized Valuation	1,187,131,800	1,204,323,800	1,254,478,000	1,309,132,400	1,378,088,522	5.3%
City Equalized Tax Rate	7.02	7.00	7.27	7.14	7.16	0.3%
School District Equalized Tax Rate	9.94	9.84	9.54	9.08	0.00	-100.0%
Total Equalized Tax Rate	18.77	18.36	18.35	17.53	7.16	-59.2%
Assessed Valuation	1,196,486,770	1,208,692,140	1,221,899,680	1,248,857,140	1,267,841,440	1.5%
Assessment Ratio	100.91%	100.36%	97.39%	95.40%	92.00%	
Tax Rates (Per \$1,000 A.V.)						
City of Cedarburg	6.97	6.97	7.46	7.48	7.78	4.0%
Cedarburg School District	9.86	9.80	9.79	9.54	0.00	-100.0%
Ozaukee County	1.86	1.83	1.85	1.88	0.00	-100.0%
State of Wisconsin	0.17	0.17	0.17	0.00	0.00	0.0%
M.A.T.C.	1.26	1.25	1.29	1.32	0.00	-100.0%
Total Tax Rate (Gross)	20.12	20.02	20.56	20.22	7.78	-61.5%
- State School Credit	(1.52)	(1.73)	(1.72)	(1.85)	0.00	-100.0%
Total Tax Rate (Net)	18.60	18.29	18.84	18.37	7.78	-57.7%

**CITY OF CEDARBURG
COMMON COUNCIL
November 13, 2017**

**CC20161113-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, November 13, 2017, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Mayor Kinzel called the meeting to order at 7:00 p.m.

ROLL CALL: Present - Common Council – Mayor Kip Kinzel, Council Members John Czarnecki, Jack Arnett, Dick Dieffenbach, Rick Verhaalen, Patricia Thome, Mike O’Keefe

Excused - Council Member Mitch Regenfuss

Also Present - City Administrator/Treasurer Christy Mertes, City Attorney Michael Herbrand, Director of Engineering and Public Works Tom Wiza, City Clerk Constance McHugh, Police Chief Tom Frank, Fire Chief Jeff Vahsholtz, Fire Inspector Blake Karnitz, Superintendent of Public Works Joel Bublitz, Parks, Recreation & Forestry Director Mikko Hilvo, Building Inspector Mike Baier, Assessor Cathy Timm, Wastewater Superintendent Eric Hackert, Deputy City Clerk Amy Kletzien, Library Director Linda Pierschalla, Circulation Supervisor Cathy Holnagel, Library Board Members Sue Karlman, and Sherry Bublitz, interested citizens and news media

STATEMENT OF PUBLIC NOTICE

At Mayor Kinzel’s request, Deputy City Clerk Kletzien verified that notice of this meeting was provided to the public by forwarding the agenda to the City’s official newspaper, the *News Graphic*, to all news media and citizens who requested copies, and by posting in accordance with the Wisconsin Open Meetings law. Citizens present were welcomed and encouraged to provide their input during the citizen comment portion of the meeting.

APPROVAL OF MINUTES

Motion made by Council Member Thome, seconded by Council Member Dieffenbach, to approve the minutes of the October 30, 2017 meeting as presented. Motion carried without a negative vote with Council Member Regenfuss excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

UNFINISHED BUSINESS

CONSIDER AND DISCUSS THE PROPOSED 2018 CITY BUDGET; AND DIRECTION OR ACTION THEREON

City Administrator/Treasurer Mertes explained that the following changes were made to the budget since the public hearing on October 31, 2017:

1. Removed revaluation funding of \$10,000 in General Fund;
2. Removed electronic document software of \$14,000 in General Fund;

3. Reduced Parks, Recreation and Forestry tree planting account by \$11,885 in General Fund;
4. Removed \$5,000 Riveredge Funding for storm water education and activities;
5. Reduced Emergency Management vehicle budget by \$20,000 in Capital Improvements;
6. Removed 911 upgrade and moved \$40,000 to 2019 Capital Improvements;
7. Moved one squad replacement of \$30,000 to 2020 in Capital Improvements;
8. Moved Fire Department flag pole and planter project for \$40,000 to 2019 Capital Improvements;
9. Moved standing mower of \$8,000 to 2019 Capital Improvements;
10. Reduced Library levy by \$10,000.

The total reduction is \$188,885.

With these changes to the budget the 2018 tax rate will be \$7.48/\$1,000 of assessed value, or a 0.3% increase. For the average valued home of \$276,000 that amounts to \$5.52.

City Administrator/Treasurer Mertes explained that the Public Works and Sewerage Commission recently asked for recodification of Title 6 of the City Code. She asked the Common Council if they would want to do a full recodification for approximately \$15,000. It was the consensus of the Common Council not to add a full recodification to the budget.

Council Member Dieffenbach explained that the Friends of the Library work hard for the Library and he asked that the \$10,000 be restored to the Library budget.

Council Member Czarnecki said that \$1.4 million is being allocated to the Library. He added that \$10,000 is a modest amount to remove from the budget, as all Departments did their part to balance the budget for a minimal increase to the taxpayers.

In answer to Council Member Thome's question, City Administrator/Treasurer Mertes stated that \$10,000 is being removed from the Library's Fund Balance. The Library will have \$4,900 at the end of 2017. She stated that Library Director Pierschalla is concerned about any unforeseen expenses; however, a budget amendment can be done if needed.

In answer to Council Member Dieffenbach's question, City Administrator/Treasurer Mertes stated that the \$212,892 State of Wisconsin tax reduction shown in the budget is because there is no longer a State tax levy for 2018.

Council Member Arnett expressed appreciation and thanked the Departments for helping to reduce the total budget by \$189,000.

In answer to Council Member Verhaalen's questions, City Administrator/Treasurer Mertes confirmed that the Debt Service levy is how much the City levies taxes to pay off debt and stated that this is the principle and interest payments for 2018. This amount is higher because she had used proceeds from the savings on the Library construction and the sale of the former library building to offset the amount the last couple of years. This year also includes the borrowing for the DPW facility. Finally, this does not include any proposed debt from the TIF for Amcast. If the City borrows for this project next year, there will not be any interest or principal payments until the following year.

Council Member Thome said that she appreciates the effort everyone made in balancing the budget; however, she reiterated that the Council needs to be reminded that they are just pushing items forward into the coming years.

In answer to Council Member Czarnecki's question, City Administrator/Treasurer Mertes stated that the annual Amcast cost in 2019 will be approximately \$200,000 - \$250,000.

Council Member Dieffenbach stated that he can accept a 2.4% levy increase; however, he is concerned about a report that he received from the United Way stating that approximately 1/3 of the households in Cedarburg are below what is considered the poverty level. He thanked the Departments for their efforts in lowering the tax rate.

It was the consensus of the Common Council to approve the proposed budget for 2018 on November 27.

NEW BUSINESS

CONSIDER AWARD OF ENGINEERING DESIGN CONTRACT FOR THE 2018 STREET AND UTILITY PROJECT; AND ACTION THEREON

Director Wiza explained that staff requested proposals from a total of four engineering consulting firms for design of the 2018 Street and Utility Project. A detailed Request for Proposal (RFP) was sent to each firm, and the scope of work was well defined. Three of the four firms submitted responsive proposals, and the lowest overall fee for services was submitted by M-Squared Engineering of Cedarburg. The Public Works and Sewerage Commission met on November 9 and recommended awarding the contract to M-Squared for \$34,965.

In answer to Council Member Czarnecki's question, Director Wiza stated that M-Squared has successfully completed engineering services for the street project for the last three years.

Motion made by Council Member Arnett, seconded by Council Member O'Keefe, to award the engineering design contract for the 2018 Street and Utility project to M-Squared Engineering in the amount of \$34,965. Motion carried without a negative vote with Council Member Regenfuss excused.

CONSIDER ORDINANCE NO. 2017-23 REPEALING AND RECREATING SEC. 5-2 OF THE MUNICIPAL CODE OF ORDINANCES RELATING TO FIRE PREVENTION AND PROTECTION; AND ACTION THEREON

Fire Chief Vahsholtz explained that the Fire Code was last updated in 1992 and many things have changed. He received guidance from retired Assistant Fire Chief Marty King from West Allis who was in charge of their entire inspection bureau and inspections in West Allis including State Fair Park. Mr. King also teaches code inspection and works with the National Sprinkler Association in Wisconsin. He met with Fire Chief Vahsholtz and Fire Inspector Koeppen several times and did 98% of the work on the Code revision by bringing it up to today's standards with proper terminology. Fire Inspectors Koeppen and Karnitz and Chief Vahsholtz added some items that are specific to Cedarburg, such as requiring a Knox Box on commercial buildings. He recommended that the new Code be adopted, as it will be a very good tool for the City.

CITY OF CEDARBURG

MEETING DATE: June 25, 2018

ITEM NO: 10. I.

TITLE: Consider budget calendar for 2019; and action thereon.

ISSUE SUMMARY: The timing of the process and adoption of the budget needs to be reviewed.

On June 29, Department Heads and Supervisors will begin the budget process. The budget will be distributed to the Common Council on October 4 with the public hearing/budget presentation at the October 29 meeting. This is the same calendar we used last year.

We could spread out the budget presentations over the October 8 and 29th meetings to let departments go into more detail on their operations and requests.

It is possible to add dates in October for budget deliberations if needed.

STAFF RECOMMENDATION: N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: N/A

ATTACHMENTS: Budget calendar

INITIATED/REQUESTED BY: Christy Mertes, City Administrator/Treasurer

FOR MORE INFORMATION CONTACT: Christy 376-3907

2019 BUDGET

Process Calendar

The process of budget review and adoption for the City of Cedarburg is prescribed by State Statutes and local ordinance. These laws require public input in the budget process, including the publishing of a budget summary in the local media. Public input is also solicited throughout the budget deliberations.

May-June	Staff Review of Strategic Work Plan
Mid-June	Capital planning meeting
June 25	Council set budget parameters Common Council to review and approve 2019 Budget Process Calendar
June 29	Department Heads/Supervisors issued departmental request forms for operational budget needs, review and updating of department descriptions and narratives including unfunded items
August 6	A copy of proposed narrative and line item budget is due to Administrator/Treasurer Preliminary proposed budget review process begins for board, committee and commission comments; public input solicited at City board, committee and commission meetings in order to identify constituent concerns and any other budget issues.
September 7	Department proposed budget requests with comments from boards, committees and commissions due to City Administrator/Treasurer
September 10–14	Department Heads meet with City Administrator/Treasurer
October 4	Proposed budget distributed to Common Council and available for public review
October 8	E-mail budget summary to News Graphic (by 10:00 a.m.) Consider proposed budget. Department presentations
October 11	Budget published in News Graphic
October 15 or 22	Possible budget meeting. Department presentations
October 29	Consider proposed budget, official public budget hearing for citizen comments (citizens are free to comment throughout budget deliberations)
November 12	Consider proposed budget
November 26	Budget adopted by Common Council Budget ordinance published

Following budget adoption, the budget may be amended only by a 2/3 majority vote of the Common Council. Such a majority is required both for additional appropriations and for changes/transfers between appropriations. Appropriations are defined as expenditure categories such as general government, public safety, etc. Budget changes are required to be published in the official newspaper within ten days of approval.

CITY OF CEDARBURG

MEETING DATE: June 25, 2018

ITEM NO: 10. J.

TITLE: Present Strategic Work Plan; and direction thereon

ISSUE SUMMARY: The strategic work plan is a long term plan that is included in the budget.

The vision statement has remained the same. Guiding principals were added and goal statements were updated. The long range plans should be reviewed and proposed changes presented at a future meeting. Mikko updated the look of the document and staff has made changes based on current projects and future needs.

STAFF RECOMMENDATION: Review document and recommend changes to staff.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: Long term goals to help set the basis for future budgets.

ATTACHMENTS: Strategic Work Plan

INITIATED/REQUESTED BY: Christy Mertes

FOR MORE INFORMATION CONTACT: Christy Mertes, Administrator/Treasurer, 376-3907

June, 2018



2019-2023

STRATEGIC PLAN

Mission Statement:

“The City of Cedarburg seeks to preserve its historic, “small town” atmosphere and quality of life while balancing the desires of our community by delivering high quality programs and services in a fiscally responsible manner.”

Vision Statement:

We envision a municipal government operation that recognizes people are central to all policy decisions.

Guiding Principles:

- 1) Preserve the historic, “small town” atmosphere.
- 2) Be open and accountable to the taxpayers and citizens.
- 3) Strive for excellence and satisfaction in public services.
- 4) Maintain a high level of professionalism in the manner with which we carry out our duties.
- 5) Foster a progressive environment and positive attitude where employees are strongly encouraged to reach their full potential.
- 6) Continually improve channels of communications both internally and externally.
- 7) Encourage participation by all in the development and improvement of services.
- 8) Maintain respect for each other and the public.

Enhance Effectiveness of our City Government: Financial, Organizational, & Technology

Responsible Staff: Administrator, Department Heads

We will be responsive to citizen concerns and needs by involving citizens and providing sufficient staffing levels to meet service standards.

We will promote sound fiscal management that seeks to minimize debt, pre-fund significant expenditures, maximize non-tax revenues, and share expenses with other government entities when feasible.

We will improve efficiencies and productivity between city departments, residents, and businesses through technology.

Support Economic Development

Responsible Staff: Administrator, Department Heads, Economic Development Coordinator, Planner

We will provide opportunities for business growth, foster historic preservation in historical areas, preserve quality of life and continue the vitality of the local economy.

Improve and Maintain our Infrastructure

Responsible Staff: Director of Engineering & Public Works, WRC Superintendent, Building Inspector, PRF Director

We will proactively maintain public facilities while planning and improving infrastructure compatible with growth.

Enhance our Quality of Life Services

Responsible Staff: Parks, Recreation, & Forestry Director, Senior Center Director, Library Director

We will preserve and enhance quality of life by providing cultural, educational, leisure, and recreational activities for all generations to enjoy.

Provide a Safe, Secure, and Healthy Community: Public Safety & Risk Management

Responsible Staff: Police Chief, Fire Chief, Safety Committee

We will conduct city operations in a manner that reduces risk exposure to citizens and employees in the most cost effective manner possible.

Strengthen our Neighborhoods

Responsible Staff: Administrator, Planner, Parks, Recreation, & Forestry Director, Economic Development Coordinator

We will strengthen our neighborhoods by developing a smart growth plan for each of the five districts within the city.

(Districts: North, East, South, West, and Downtown)

June, 2018



2019—2023

STRATEGIC PLAN

Mission Statement:

“The City of Cedarburg seeks to preserve its historic, “small town” atmosphere and quality of life while balancing the desires of our community by delivering high quality programs and services in a fiscally responsible manner.”

Vision Statement:

We envision a municipal government operation that recognizes people are central to all policy decisions.

Guiding Principles:

- 1) Preserve the historic, “small town” atmosphere.
- 2) Be open and accountable to the taxpayers and citizens.
- 3) Strive for excellence and satisfaction in public services.
- 4) Maintain a high level of professionalism in the manner with which we carry out our duties.
- 5) Foster a progressive environment and positive attitude where employees are strongly encouraged to reach their full potential.
- 6) Continually improve channels of communications both internally and externally.
- 7) Encourage participation by all in the development and improvement of services.
- 8) Maintain respect for each other and the public.

Enhance Effectiveness of our City Government

- 1) Recodify the city code
- 2) Complete city wide revaluation
- 3) Pre-fund capital improvements
- 5) Purchase equipment to make city services more efficient
- 6) Develop better ways to communicate with staff and citizens
- 7) Improve paperless environment and record retention efforts
- 8) Retain and hire qualified staff

Support Economic Development

- 1) Develop HWY 60 Business Park
- 2) City Branding
- 3) Find solutions to develop smart growth areas
- 4) Update the zoning code
- 5) Continue to promote vitality of the downtown historic business district as well as other business districts in the city

Improve and Maintain our Infrastructure

- 1) Dams Compliance/Exceptions with WI DNR NR333
- 2) Make improvements to our water recycling operations
- 3) Update street and utility projects plan
- 4) Develop plan to providing utilities to the business park
- 5) Support our urban forest

June, 2018



2019—2023

STRATEGIC PLAN

Mission Statement:

“The City of Cedarburg seeks to preserve its historic, “small town” atmosphere and quality of life while balancing the desires of our community by delivering high quality programs and services in a fiscally responsible manner.”

Vision Statement:

We envision a municipal government operation that recognizes people are central to all policy decisions.

Guiding Principles:

- 1) Preserve the historic, “small town” atmosphere.
- 2) Be open and accountable to the taxpayers and citizens.
- 3) Strive for excellence and satisfaction in public services.
- 4) Maintain a high level of professionalism in the manner with which we carry out our duties.
- 5) Foster a progressive environment and positive attitude where employees are strongly encouraged to reach their full potential.
- 6) Continually improve channels of communications both internally and externally.
- 7) Encourage participation by all in the development and improvement of services.
- 8) Maintain respect for each other and the public.

Enhance our Quality of Life Services

- 1) Complete the restoration of Adlai Horn park
- 2) Support Public Art
- 3) Develop community partnerships to provide quality of life services for our residents
- 4) Research options for an indoor athletic facility
- 5) Develop a beautification plan for the city

Provide a Safe, Secure, and Healthy Community

- 1) Continue to recruit citizens to maintain FD volunteer status and maintain low budget impact to the City
- 2) Enhance our public alert systems
- 3) Work with neighboring communities to provide safety services
- 4) Continue replacement of FD vehicles and safety equipment
- 5) Provide exceptional public education about fire safety
- 6) Enhance employee work environment

Strengthen our Neighborhoods

- 1) Develop plan for the Downtown District
- 2) Develop plan for the North District
- 3) Develop plan for the East District
- 4) Develop plan for the South District
- 5) Develop plan for the West District

June, 2018



2019—2023

STRATEGIC PLAN

Mission Statement:

“The City of Cedarburg seeks to preserve its historic, “small town” atmosphere and quality of life while balancing the desires of our community by delivering high quality programs and services in a fiscally responsible manner.”

Vision Statement:

We envision a municipal government operation that recognizes people are central to all policy decisions.

Guiding Principles:

- 1) Preserve the historic, “small town” atmosphere.
- 2) Be open and accountable to the taxpayers and citizens.
- 3) Strive for excellence and satisfaction in public services.
- 4) Maintain a high level of professionalism in the manner with which we carry out our duties.
- 5) Foster a progressive environment and positive attitude where employees are strongly encouraged to reach their full potential.
- 6) Continually improve channels of communications both internally and externally.
- 7) Encourage participation by all in the development and improvement of services.
- 8) Maintain respect for each other and the public.

Strategic Goal

Enhance Effectiveness of our City Government: Financial, Organizational, & Technology

We will be responsive to citizen concerns and needs by involving citizens and providing sufficient staffing levels to meet service standards.

We will promote sound fiscal management that seeks to minimize debt, pre-fund significant expenditures, maximize non-tax revenues, and share expenses with other government entities when feasible.

We will improve efficiencies and productivity between city departments, residents, and businesses through technology.

Objectives

Recodify the city code

Complete city wide revaluation

Pre-Fund capital improvements

Purchase equipment to make city services more efficient

Develop better ways to communicate with staff and the residents

Attract and retain qualified paid and volunteer staff for all services and activities

Improve paperless environment and record retention efforts

Strategies/Tactics (How)

Will research funding
Will research vendors

Pre-fund revaluation—ongoing since 2017
Hire contractor to do revaluation in 2019

Annually look at savings in the capital improvement fund to allow for increasing the fund balance

Parks and DPW will research and develop a plan to purchase new equipment that can be used by both departments to increase efficiencies

Develop a city app in 2018
Enhance use of facebook, Instagram, and constant contact
Utilize shared calendars between staff

Complete a staffing study to include salaries, benefits, and staffing levels to ensure we are compensating our staff accordingly
Encourage hiring positive, forward thinking, team oriented staff

Research has been completed in 2018
Complete a departmental evaluation on the potential effectiveness of going paperless.
Research funding options

June, 2018



2019—2023

STRATEGIC PLAN

Mission Statement:

“The City of Cedarburg seeks to preserve its historic, “small town” atmosphere and quality of life while balancing the desires of our community by delivering high quality programs and services in a fiscally responsible manner.”

Vision Statement:

We envision a municipal government operation that recognizes people are central to all policy decisions.

Guiding Principles:

- 1) Preserve the historic, “small town” atmosphere.
- 2) Be open and accountable to the taxpayers and citizens.
- 3) Strive for excellence and satisfaction in public services.
- 4) Maintain a high level of professionalism in the manner with which we carry out our duties.
- 5) Foster a progressive environment and positive attitude where employees are strongly encouraged to reach their full potential.
- 6) Continually improve channels of communications both internally and externally.
- 7) Encourage participation by all in the development and improvement of services.
- 8) Maintain respect for each other and the public.

Strategic Goal

Support Economic Development

Responsible Staff: Administrator, Department Heads, Economic Development Coordinator

We will provide opportunities for business growth, foster historic preservation in historical areas, preserve quality of life and continue the vitality of the local economy.

Objectives

Develop HWY 60 Business Park

City Branding

Find solutions to develop smart growth areas

Update the Zoning Code

Continue to promote vitality of the downtown historic business district as well as other business districts in the city

Strategies/Tactics (How)

Business Park Sale Advertisement Developed—2018

Develop a marketing strategy and campaign

Consultant hired—2018

Work with consultants and staff for future implementation of the plan

Amcast TID created—2018

Working with DNR, EPA, and county for property ownership and transfer of Amcast facility.

Develop plan for future of Weil pump property

Figure out funding

June, 2018



2019—2023

STRATEGIC PLAN

Mission Statement:

“The City of Cedarburg seeks to preserve its historic, “small town” atmosphere and quality of life while balancing the desires of our community by delivering high quality programs and services in a fiscally responsible manner.”

Vision Statement:

We envision a municipal government operation that recognizes people are central to all policy decisions.

Guiding Principles:

- 1) Preserve the historic, “small town” atmosphere.
- 2) Be open and accountable to the taxpayers and citizens.
- 3) Strive for excellence and satisfaction in public services.
- 4) Maintain a high level of professionalism in the manner with which we carry out our duties.
- 5) Foster a progressive environment and positive attitude where employees are strongly encouraged to reach their full potential.
- 6) Continually improve channels of communications both internally and externally.
- 7) Encourage participation by all in the development and improvement of services.
- 8) Maintain respect for each other and the public.

Strategic Goal

Improve and Maintain our Infrastructure

Responsible Staff: Director of Engineering & Public Works, Wastewater Superintendent, Building Inspector

We will proactively maintain public facilities while planning and improving infrastructure compatible with growth.

Objectives

Dams Compliance/Exception with WI DNR NR333

Make improvements to our water recycling operations

Update street and utility projects plan

Develop plan for providing utilities to the business park

Support our urban forest

Strategies/Tactics (How)

City Engineer will work with the DNR for a solution

Replace valves and pipes at Garfield lift station
Replace and move highland lift station
Continue following compliance with phosphorus regulations

Continue funding EAB treatment
Continue contracting pre-construction pruning
Develop plan and funding options for tree removals, stump grinding, and tree planting
Update tree and shrub ordinance

June, 2018



2019—2023

STRATEGIC PLAN

Mission Statement:

“The City of Cedarburg seeks to preserve its historic, “small town” atmosphere and quality of life while balancing the desires of our community by delivering high quality programs and services in a fiscally responsible manner.”

Vision Statement:

We envision a municipal government operation that recognizes people are central to all policy decisions.

Guiding Principles:

- 1) Preserve the historic, “small town” atmosphere.
- 2) Be open and accountable to the taxpayers and citizens.
- 3) Strive for excellence and satisfaction in public services.
- 4) Maintain a high level of professionalism in the manner with which we carry out our duties.
- 5) Foster a progressive environment and positive attitude where employees are strongly encouraged to reach their full potential.
- 6) Continually improve channels of communications both internally and externally.
- 7) Encourage participation by all in the development and improvement of services.
- 8) Maintain respect for each other and the public.

Strategic Goal

Enhance our Quality of Life Services

Responsible Staff:
Parks, Recreation, & Forestry Director, Senior Center Director, Library Director

We will preserve and enhance quality of life by providing cultural, educational, leisure, and recreational activities for all generations to enjoy.

Objectives

Complete restoration of Adlai Horn Park

Support Public Art

Develop community partnerships to provide quality of life services for our residents

Develop a beautification plan for the city

Research options for an indoor athletic facility

Strategies/Tactics (How)

Work with Mercury Marine to complete their portion of the restoration
Develop a plan for the council circle
Work with the scouts on building fishing piers

Public art commission was created in 2016
Research ways to fund public art projects
Develop a public art sculpture walk

Work with the town of Cedarburg and the Cedarburg school district for joint programming and development of facilities
Work with the chamber and festivals on special events
Continue supporting Summer Sounds

Economic Development board will work with the Director of Parks, Recreation, & Forestry on beautification projects around the city

Research potential land for the facility
Research potential partnerships (public/private)

June, 2018



2019—2023

STRATEGIC PLAN

Mission Statement:

“The City of Cedarburg seeks to preserve its historic, “small town” atmosphere and quality of life while balancing the desires of our community by delivering high quality programs and services in a fiscally responsible manner.”

Vision Statement:

We envision a municipal government operation that recognizes people are central to all policy decisions.

Guiding Principles:

- 1) Preserve the historic, “small town” atmosphere.
- 2) Be open and accountable to the taxpayers and citizens.
- 3) Strive for excellence and satisfaction in public services.
- 4) Maintain a high level of professionalism in the manner with which we carry out our duties.
- 5) Foster a progressive environment and positive attitude where employees are strongly encouraged to reach their full potential.
- 6) Continually improve channels of communications both internally and externally.
- 7) Encourage participation by all in the development and improvement of services.
- 8) Maintain respect for each other and the public.

Strategic Goal

Provide a Safe, Secure, and Healthy Community—Public Safety & Risk Management

Responsible Staff:
Police Chief, Fire Chief, Risk Management Team

We will conduct city operations in a manner that reduces risk exposure to citizens and employees in the most cost effective manner possible.

Objectives

Continue to recruit citizens to maintain FD volunteer status and maintain low budget impact to the City

Enhance our public alert systems

Work with neighboring communities to provide safety services

Continue replacement of FD vehicles and safety equipment

Provide exceptional public education about fire safety

Enhance employee work environment

Strategies/Tactics (How)

Research options for city employees to become certified as Fire/EMS personnel
Continue to allow employees to go on calls during the day from work
When hiring staff look at hiring certified Fire/EMS

Upgrade of severe weather siren system
Utilize city app for public alerts

Develop a county-wide search and rescue team
Research county-wide dispatch

Utilize funds from fireman’s park and Maxwell street days to update equipment

Continue offering public safety classes

Update City Hall furniture to be more ergonomically correct.
Provide proper safety equipment for staff
Provide proper safety training for staff

June, 2018



2019—2023

STRATEGIC PLAN

Mission Statement:

“The City of Cedarburg seeks to preserve its historic, “small town” atmosphere and quality of life while balancing the desires of our community by delivering high quality programs and services in a fiscally responsible manner.”

Vision Statement:

We envision a municipal government operation that recognizes people are central to all policy decisions.

Guiding Principles:

- 1) Preserve the historic, “small town” atmosphere.
- 2) Be open and accountable to the taxpayers and citizens.
- 3) Strive for excellence and satisfaction in public services.
- 4) Maintain a high level of professionalism in the manner with which we carry out our duties.
- 5) Foster a progressive environment and positive attitude where employees are strongly encouraged to reach their full potential.
- 6) Continually improve channels of communications both internally and externally.
- 7) Encourage participation by all in the development and improvement of services.
- 8) Maintain respect for each other and the public.

Strategic Goal

Objectives

Strategies/Tactics (How)

Strengthen our Neighborhoods:

Responsible Staff:
Administrator, Planner,
Parks, Recreation, &
Forestry Director,
Economic Development
Coordinator

We will strengthen our neighborhoods by developing a smart growth plan for each of the five districts within the city.

(Districts: North, East, South, West, and Downtown)

Develop plan for the Downtown District

Work on completing the creekwalk
Keep the downtown historic but also look at new ways to improve it
Develop a plan for Mill/Washington lot

Develop plan for the North District

Improve fireman's park
Update entry sign to match other city signs (green)
Support ongoing residential development in the area

Develop plan for the East District

Update entry sign on Sheboygan to match other city signs (green)
Enhance entry to Cedarburg from Grafton
Support ongoing residential development in the area

Develop plan for the South District

Enhance entry sign to include a raised flower bed

Develop plan for the West District

Continue maintaining the roundabouts

CITY OF CEDARBURG
TRANSFER LIST
6/9/18-6/22/2018

Date	Amount	Transfer to
PWSB CHECKING ACCOUNT		
6/11/2018	\$2,498.73	Light & Water-May usage charges
6/14/2018	\$13,730.52	State of Wisconsin-May sales tax
6/18/2018	\$267.39	Light & Water-May usage charges
6/20/2018	\$3,251.41	ICMA-contributions for 6/3/18-6/16/18
6/20/2018	\$4,473.22	North Shore Bank-contributions for 6/3/18-6/16/18
6/20/2018	\$5,765.18	Health Savings Accounts-contributions for 6/3/18-6/16/18
6/20/2018	\$495.00	Police Association-contributions for 6/3/18-6/16/18
	<u>\$30,481.45</u>	

PWSB PAYROLL ACCOUNT		
6/22/2018	\$149,510.55	Payroll for 6/3/18-6/16/18
6/22/2018	\$60,271.49	Payroll taxes for 6/3/18-6/16/18
	<u>\$209,782.04</u>	

PWSB MONEY MARKET ACCOUNT		
6/15/2018	\$100,000.00	PWSB PWSB Checking
6/20/2018	\$209,000.00	PWSB Payroll
	<u>\$309,000.00</u>	

PWSB CAPITAL SERVICE MONEY MARKET ACCOUNT		
6/19/2018	\$200,000.00	PWSB Money Market Account

CITY OF CEDARBURG

***Check Detail Register©**

06/18/18 3:40 PM

Page 1

JUNE 2018

		Check Amt	Invoice	Comment
111300 PWSB Checking				
Paid Chk#	028838	6/8/2018	ADELMAN	
G 260-212000	ACCOUNTS PAYABLE	\$4,200.00	294669	LIBR-CARPET/FURNITURE CLEANING
	Total ADELMAN	\$4,200.00		
Paid Chk#	028839	6/8/2018	ADP, LLC.	
G 100-212000	ACCOUNTS PAYABLE	\$563.87	515009159	TREAS-5/19/18 PAYROLL
	Total ADP, LLC.	\$563.87		
Paid Chk#	028840	6/8/2018	APEX SOFTWARE	
G 100-212000	ACCOUNTS PAYABLE	\$235.00	301037	ASSESSOR-MAINTENANCE RENEWAL
	Total APEX SOFTWARE	\$235.00		
Paid Chk#	028841	6/8/2018	ASSOCIATED BENEFIT & RISK CON.	
G 100-212000	ACCOUNTS PAYABLE	\$1,533.00	7484	TREAS-JUNE 2018 CONSULTING
G 100-212000	ACCOUNTS PAYABLE	\$383.00	7484	L&W-JUNE 2018 CONSULTING
	Total ASSOCIATED BENEFIT & RISK CON.	\$1,916.00		
Paid Chk#	028842	6/8/2018	AT&T	
G 100-212000	ACCOUNTS PAYABLE	\$193.46	414Z45632005	PD-PHONE
	Total AT&T	\$193.46		
Paid Chk#	028843	6/8/2018	AVI SYSTEMS, INC.	
G 260-212000	ACCOUNTS PAYABLE	\$1,240.00	376182	LIBR-GRANT-SERVICE CALL-AUDIO ISSUES
	Total AVI SYSTEMS, INC.	\$1,240.00		
Paid Chk#	028844	6/8/2018	AXLEY BRYNELSON, LLP	
G 350-212000	ACCOUNTS PAYABLE	\$85.00	731783	AMCAST REDEVELOPMENT-4/17/18 LEGAL SERVICES
	Total AXLEY BRYNELSON, LLP	\$85.00		
Paid Chk#	028845	6/8/2018	BADGER POPCORN & CONCESSION	
G 240-212000	ACCOUNTS PAYABLE	\$75.13	420597	POOL-SP FLAVORS
	Total BADGER POPCORN & CONCESSION	\$75.13		
Paid Chk#	028846	6/8/2018	BAKER & TAYLOR BOOKS	
G 260-212000	ACCOUNTS PAYABLE	\$471.28	2033731939	LIBR-BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$29.26	2033731940	LIBR-BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$162.59	2033751209	LIBR-BOOKS
	Total BAKER & TAYLOR BOOKS	\$663.13		
Paid Chk#	028847	6/8/2018	BAKER TILLY VIRCHOW KRAUSE LLP	
G 100-212000	ACCOUNTS PAYABLE	\$4,000.00	BT1272705	AUDIT-2017 AUDIT-FINAL BILLING
G 352-212000	ACCOUNTS PAYABLE	\$250.00	BT1272705	TIF #3-2017 AUDIT-FINAL BILLING
	Total BAKER TILLY VIRCHOW KRAUSE LLP	\$4,250.00		
Paid Chk#	028848	6/8/2018	BAYER PLUMBING & HEATING INC	
G 100-212000	ACCOUNTS PAYABLE	\$100.00	REFUND	DEPOSIT REFUND-STR OPENING PERMIT #1405-TAUNTON AVE 9/12/2016

CITY OF CEDARBURG

*Check Detail Register©

06/18/18 3:40 PM

Page 2

JUNE 2018

		Check Amt	Invoice	Comment
Total BAYER PLUMBING & HEATING INC		\$100.00		
Paid Chk# 028849	6/8/2018	BEAR GRAPHICS, INC.		
G 100-212000	ACCOUNTS PAYABLE	\$158.75	0798371	ELECTIONS-OUTSIDE CERT ENV.-CUSTOM IMPRINT
G 100-212000	ACCOUNTS PAYABLE	\$143.75	0798372	ELECTIONS-OUTSIDE CERT. ENVELOPES
Total BEAR GRAPHICS, INC.		\$302.50		
Paid Chk# 028850	6/8/2018	BEDROCK SEWER & WATER INC		
G 100-212000	ACCOUNTS PAYABLE	\$100.00	REFUND	DEPOSIT REFUND-STR OPENING PERMIT #1424 6/13/2017-W64N319 MADISON AVE
Total BEDROCK SEWER & WATER INC		\$100.00		
Paid Chk# 028851	6/8/2018	BEYER S HARDWARE STORE		
G 100-212000	ACCOUNTS PAYABLE	\$74.65	137182	DPW-CONTRACTORS BAGS
G 100-212000	ACCOUNTS PAYABLE	\$76.41	138828	DPW-CONCRETE MIX
G 240-212000	ACCOUNTS PAYABLE	\$7.26	138835	POOL-TOILET BOLTS/GASKET
G 100-212000	ACCOUNTS PAYABLE	\$9.76	138840	PARKS-YELLOW ENAMEL/HARDWARE
G 100-212000	ACCOUNTS PAYABLE	\$22.07	138920	PARKS-POTTING SOIL/SDS BIT
G 100-212000	ACCOUNTS PAYABLE	\$83.30	138923	CELEBR-PAINT FOR PIANO
G 100-212000	ACCOUNTS PAYABLE	\$18.88	138950	PARKS-HARDWARE/POTTING SOIL
G 100-212000	ACCOUNTS PAYABLE	\$161.62	138991	DPW-SEAL TAPE/FERTILIZER
G 100-212000	ACCOUNTS PAYABLE	\$25.87	139029	PARKS-WASTE CAN
G 100-212000	ACCOUNTS PAYABLE	\$2.86	139037	PARKS-HARDWARE
G 240-212000	ACCOUNTS PAYABLE	\$16.17	139103	POOL-SCREWDRIVER/SILL COCK
G 240-212000	ACCOUNTS PAYABLE	\$76.98	139137	POOL-EQUIPMENT RENTAL
G 240-212000	ACCOUNTS PAYABLE	\$35.53	139159	POOL-HARDWARE
G 240-212000	ACCOUNTS PAYABLE	(\$11.75)	139168	POOL-CREDIT-DAMAGE WAIVER
G 100-212000	ACCOUNTS PAYABLE	\$12.93	139178	PARKS-WASTE CAN
G 240-212000	ACCOUNTS PAYABLE	\$48.58	139219	POOL-PLASTIC GAS CAN
G 100-212000	ACCOUNTS PAYABLE	\$48.58	139219	PARKS-PLASTIC GAS CANS
G 100-212000	ACCOUNTS PAYABLE	\$2.91	139235	PARKS-HARDWARE
G 240-212000	ACCOUNTS PAYABLE	\$66.09	139238	POOL-WET/DRY VAC & HARDWARE
G 100-212000	ACCOUNTS PAYABLE	\$184.04	139345	DPW-WEED & FEED/TAPE/GARDEN SOIL
G 100-212000	ACCOUNTS PAYABLE	\$5.15	139353	PARKS-CHIP BRUSH/HARDWARE
G 240-212000	ACCOUNTS PAYABLE	\$24.53	139360	POOL-BRUSH/SCRAPERS
G 100-212000	ACCOUNTS PAYABLE	\$30.59	139380	PARKS-GLOSS ENAMEL
G 100-212000	ACCOUNTS PAYABLE	\$30.59	139392	PARKS-GLOSS ENAMEL
G 240-212000	ACCOUNTS PAYABLE	\$36.67	139406	POOL-TRIMMER LINE/TOOL HOOK
G 100-212000	ACCOUNTS PAYABLE	\$30.59	139409	PARKS-GLOSS ENAMEL
G 240-212000	ACCOUNTS PAYABLE	\$15.28	139438	POOL-WATCH BATTERIES
G 100-212000	ACCOUNTS PAYABLE	\$38.68	139441	PARKS-GLOSS ENAMEL/COVER
G 240-212000	ACCOUNTS PAYABLE	\$23.05	139448	POOL-GRILLING FOIL/FLUE TAPE
G 240-212000	ACCOUNTS PAYABLE	\$54.19	139472	POOL-KEY/HARDWARE/MURIATIC ACID
G 100-212000	ACCOUNTS PAYABLE	\$22.00	139480	PARKS-GLASS CUT
G 240-212000	ACCOUNTS PAYABLE	\$2.96	139483	POOL-CHIP BRUSH
G 100-212000	ACCOUNTS PAYABLE	(\$108.90)	139487	PARKS-CREDIT-IMPACT DRIVER KIT RETURNED
G 100-212000	ACCOUNTS PAYABLE	\$25.63	139525	PARKS-CABLE TIES/FERTILIZER
G 100-212000	ACCOUNTS PAYABLE	\$11.96	139558	PARKS-BLK PAINT

CITY OF CEDARBURG

***Check Detail Register©**

06/18/18 3:40 PM

Page 3

JUNE 2018

		Check Amt	Invoice	Comment
G 100-212000	ACCOUNTS PAYABLE	\$2.06	139564	PARKS-CHIP BRUSH
G 100-212000	ACCOUNTS PAYABLE	\$8.99	139577	DPW-ARMOR CONNECTOR
G 240-212000	ACCOUNTS PAYABLE	\$34.89	139581	POOL-HARDWARE
G 100-212000	ACCOUNTS PAYABLE	\$3.60	139590	PARKS-HARDWARE
G 100-212000	ACCOUNTS PAYABLE	\$14.39	139610	DPW-PASTEL BASE
G 100-212000	ACCOUNTS PAYABLE	\$2.06	139644	DPW-STRIKE PLATE
G 100-212000	ACCOUNTS PAYABLE	\$1.34	139751	COMPLEX-BOX COVER
G 240-212000	ACCOUNTS PAYABLE	\$34.42	139773	POOL-POLYURETHANE/PAIL LINER/GLOVES
G 240-212000	ACCOUNTS PAYABLE	\$20.23	139793	POOL-CABLE TIES
G 240-212000	ACCOUNTS PAYABLE	\$7.52	139875	POOL-CUT KEYS
G 100-212000	ACCOUNTS PAYABLE	\$3.06	139886	DPW-#6-HARDWARE
G 100-212000	ACCOUNTS PAYABLE	\$16.17	139924	PARKS-ZIPLOC BAGS/K&B SEAL
G 100-212000	ACCOUNTS PAYABLE	\$7.90	139952	DPW-PARTS
Total BEYER S HARDWARE STORE		\$1,362.34		

Paid Chk# 028852 6/8/2018 **BREHMER LAWCARE, LLC**

G 200-212000	ACCOUNTS PAYABLE	\$2,544.00	609	CEM-MAY CUT & TRIM AT ZUR RUHE
Total BREHMER LAWCARE, LLC		\$2,544.00		

Paid Chk# 028853 6/8/2018 **BUSINESS CARD**

G 260-212000	ACCOUNTS PAYABLE	\$28.82	1908	LIBR-DONATIONS-AMAZON.COM
G 260-212000	ACCOUNTS PAYABLE	\$143.44	1908	LIBR-AMAZON.COM
G 260-212000	ACCOUNTS PAYABLE	\$166.00	1908	LIBR-WATERFIELD DESIGNS
G 260-212000	ACCOUNTS PAYABLE	\$89.21	1908	LIBR-FRIENDS GRANT-AMAZON.COM
G 260-212000	ACCOUNTS PAYABLE	\$137.95	1908	LIBR-FRIENDS-AMAZON.COM
G 260-212000	ACCOUNTS PAYABLE	\$30.00	1908	LIBR-FRIENDS-FIDDLEHEADS COFFEE
G 260-212000	ACCOUNTS PAYABLE	\$118.43	1908	LIBR-FRIENDS-DISC SCHOOL SPLY
G 260-212000	ACCOUNTS PAYABLE	\$100.00	1908	LIBR-FRIENDS-WLA SPEAKER
G 260-212000	ACCOUNTS PAYABLE	\$55.00	1908	LIBR-WLA-BOARDMEMBER REGISTR
G 260-212000	ACCOUNTS PAYABLE	\$169.00	1908	LIBR-FRIENDS-WLA REGISTR.
G 260-212000	ACCOUNTS PAYABLE	\$253.31	1908	LIBR-GCF GRANT-ADOBE
G 260-212000	ACCOUNTS PAYABLE	\$29.47	1908	LIBR-DONATIONS-AMAZON.COM
G 260-212000	ACCOUNTS PAYABLE	\$364.86	1908	LIBR-AMAZON.COM/MOBILEBEACON
G 260-212000	ACCOUNTS PAYABLE	\$5.00	1908	LIBR-FRIENDS GRANT-TECHSOUP
G 260-212000	ACCOUNTS PAYABLE	\$27.92	1908	LIBR-AMAZON.COM
G 260-212000	ACCOUNTS PAYABLE	\$228.58	1908	LIBR-AMAZON.COM/FAMILY VIDEO
G 260-212000	ACCOUNTS PAYABLE	\$2.53	1908	LIBR-USPS
G 260-212000	ACCOUNTS PAYABLE	\$44.46	1908	LIBR-WLA-DUES
G 260-212000	ACCOUNTS PAYABLE	\$120.00	1908	LIBR-WLA REGISTR
G 100-212000	ACCOUNTS PAYABLE	\$335.57	6193	DPW-AMAZON MKTPLACE
G 100-212000	ACCOUNTS PAYABLE	\$296.05	6193	DPW-NORTHERN TOOL/AMAZON MKTPLACE
G 100-212000	ACCOUNTS PAYABLE	\$54.99	6193	DPW-AMAZON MKTPLACE
G 100-212000	ACCOUNTS PAYABLE	(\$21.11)	6193	DPW-CREDIT-NORTHERN TOOL EQUIP RETURN
Total BUSINESS CARD		\$2,779.48		

Paid Chk# 028854 6/8/2018 **CARDMEMBER SERVICE-COSTCO**

G 240-212000	ACCOUNTS PAYABLE	\$16.04	0089	POOL-THE BRAT STOP
--------------	------------------	---------	------	--------------------

CITY OF CEDARBURG

***Check Detail Register©**

06/18/18 3:40 PM

Page 4

JUNE 2018

			Check Amt	Invoice	Comment
G 100-212000	ACCOUNTS PAYABLE		\$52.24	1635	TREAS-COSTCO-REFRESHMENTS-SUPERV TRAINING
G 100-212000	ACCOUNTS PAYABLE		\$437.72	4303	DPW-COSTCO-STORAGESHED/PLATES/SPOONS
G 220-212000	ACCOUNTS PAYABLE		\$88.74	4990	REC-COSTCO-CH BREAKROOM SNACKS
G 100-212000	ACCOUNTS PAYABLE		\$134.98	6827	DPW-COSTCO-POLO SHIRTS/GLOVES
G 100-212000	ACCOUNTS PAYABLE		\$201.92	6827	DPW-COSTCO-POLO SHIRTS/GLOVES
Total	CARDMEMBER SERVICE-COSTCO		\$931.64		
<hr/>					
Paid Chk#	028855	6/8/2018	CENSKY, JON		
G 100-212000	ACCOUNTS PAYABLE		\$6,804.00	18-0005	PLANNER-MAY 2018 SERVICES
	Total	CENSKY, JON	\$6,804.00		
<hr/>					
Paid Chk#	028856	6/8/2018	CINTAS CORPORATION		
G 100-212000	ACCOUNTS PAYABLE		\$127.31	184139160	DPW-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE		\$127.31	184140686	DPW-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE		\$127.31	184142268	DPW-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE		\$127.31	184143808	DPW-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE		\$127.31	184145353	DPW-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE		\$127.31	184146871	DPW-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE		\$127.31	184148410	DPW-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE		\$127.31	184149903	DPW-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE		\$127.31	184151414	DPW-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE		\$141.39	184152909	DPW-UNIFORMS
	Total	CINTAS CORPORATION	\$1,287.18		
<hr/>					
Paid Chk#	028857	6/8/2018	CINTAS FIRST AID & SAFETY		
G 100-212000	ACCOUNTS PAYABLE		\$105.79	5010900036	DPW-FIRST AID SUPPLIES
	Total	CINTAS FIRST AID & SAFETY	\$105.79		
<hr/>					
Paid Chk#	028858	6/8/2018	CONLEY MEDIA, LLC		
G 100-212000	ACCOUNTS PAYABLE		\$482.78	265190518	CLERKS-MAY 2018 LEGAL NOTICES
	Total	CONLEY MEDIA, LLC	\$482.78		
<hr/>					
Paid Chk#	028859	6/8/2018	CULLIGAN OF WEST BEND		
G 200-212000	ACCOUNTS PAYABLE		\$76.50	502X03027309	CEM-6/1-8/31 SOFTENING EQUIP RENTAL
	Total	CULLIGAN OF WEST BEND	\$76.50		
<hr/>					
Paid Chk#	028860	6/8/2018	DIGITAL EDGE OF GRAFTON		
G 240-212000	ACCOUNTS PAYABLE		\$68.00	13565	POOL-CONQUER THE BURG POSTERS
	Total	DIGITAL EDGE OF GRAFTON	\$68.00		
<hr/>					
Paid Chk#	028861	6/8/2018	EGELHOFF LAWNMOWER SERVICE		
G 100-212000	ACCOUNTS PAYABLE		\$91.80	240561	PARKS-LINE CF 3 PRO
G 100-212000	ACCOUNTS PAYABLE		\$2.80	241635	PARKS-STOP BUTTON
G 100-212000	ACCOUNTS PAYABLE		\$6.40	241681	PARKS-WIRING HARNESS
G 601-212000	ACCOUNTS PAYABLE		\$340.90	241943	CWRC-SPOOL AUTOCUT
	Total	EGELHOFF LAWNMOWER SERVICE	\$441.90		
<hr/>					
Paid Chk#	028862	6/8/2018	FASTENAL COMPANY		

CITY OF CEDARBURG

*Check Detail Register©

06/18/18 3:40 PM

Page 5

JUNE 2018

			Check Amt	Invoice	Comment
G 100-212000	ACCOUNTS PAYABLE		\$246.16	WISAU100831	DPW-MODEL 42 H6 EYEWEAR
	Total FASTENAL COMPANY		\$246.16		
<hr/>					
Paid Chk# 028863	6/8/2018	FIRST ADVANTAGE OCC HEALTH SVC			
G 100-212000	ACCOUNTS PAYABLE		\$38.21	2509121805	EE REL-DRUG TESTING
G 100-212000	ACCOUNTS PAYABLE		\$48.43	2509121805	L&W-DRUG TESTING
G 601-212000	ACCOUNTS PAYABLE		\$114.63	2509121805	CWRC-DRUG TESTING
	otal FIRST ADVANTAGE OCC HEALTH SVC		\$201.27		
<hr/>					
Paid Chk# 028864	6/8/2018	FIVE CORNERS DODGE			
G 100-212000	ACCOUNTS PAYABLE		\$490.00	40211	PD-VEH#8-BRAKES-REPLACE FRONT PADS & ROTORS
G 100-212000	ACCOUNTS PAYABLE		\$1,498.07	40291	PD-VEH#1-BRAKES-REPLACE REAR PADS & ROTORS
	Total FIVE CORNERS DODGE		\$1,988.07		
<hr/>					
Paid Chk# 028865	6/8/2018	FORWARD CONTRACTORS INC			
G 400-212000	ACCOUNTS PAYABLE		\$45,294.58	PAY REQ #1	ENG-PAY REQ #1-2018 SIDEWALK REPLACEMENTS
	Total FORWARD CONTRACTORS INC		\$45,294.58		
<hr/>					
Paid Chk# 028866	6/8/2018	GALL GEAR			
G 240-212000	ACCOUNTS PAYABLE		\$212.50	1191	POOL-RED T-SHIRTS
	Total GALL GEAR		\$212.50		
<hr/>					
Paid Chk# 028867	6/8/2018	GENERAL COMMUNICATIONS, INC.			
G 100-212000	ACCOUNTS PAYABLE		\$45.00	255789	PD-HARRIS COMPLETE KNOB KNIT
	Total GENERAL COMMUNICATIONS, INC.		\$45.00		
<hr/>					
Paid Chk# 028868	6/8/2018	GLOBAL EQUIPMENT COMPANY, INC			
G 240-212000	ACCOUNTS PAYABLE		\$71.97	112681067	POOL-NO RINSE SANITIZER/CONCENTRA BATHROOM
	Total GLOBAL EQUIPMENT COMPANY, INC		\$71.97		
<hr/>					
Paid Chk# 028869	6/8/2018	GREAT LAKES COCA-COLA DISTR			
G 240-212000	ACCOUNTS PAYABLE		\$1,410.58	2691205177	POOL-COKE PRODUCTS
G 240-212000	ACCOUNTS PAYABLE		\$132.50	2693206003	POOL-COKE PRODUCTS
	Total GREAT LAKES COCA-COLA DISTR		\$1,543.08		
<hr/>					
Paid Chk# 028870	6/8/2018	HEAVY EQUIPMENT SPECIALISTS			
G 100-212000	ACCOUNTS PAYABLE		\$112.88	26602	DPW-HOSES/FITTINGS
	Total HEAVY EQUIPMENT SPECIALISTS		\$112.88		
<hr/>					
Paid Chk# 028871	6/8/2018	HEIN ELECTRIC SUPPLY CO			
G 240-212000	ACCOUNTS PAYABLE		\$226.45	483948-00	POOL-LIGHT BULBS
	Total HEIN ELECTRIC SUPPLY CO		\$226.45		
<hr/>					
Paid Chk# 028872	6/8/2018	HELENA AGRI-ENTERPRISES			
G 100-212000	ACCOUNTS PAYABLE		\$288.00	221679976	PARKS-CALCINIT TROPICOTE
	Total HELENA AGRI-ENTERPRISES		\$288.00		

CITY OF CEDARBURG

*Check Detail Register©

06/18/18 3:40 PM

Page 6

JUNE 2018

			Check Amt	Invoice	Comment
Paid Chk#	028873	6/8/2018	HOME DEPOT CREDIT SERVICES		
G 220-212000	ACCOUNTS PAYABLE		\$1,442.22	2930244	REC-STORAGE CHE
G 240-212000	ACCOUNTS PAYABLE		\$314.64	4590161	POOL-LED LT/SCREWDRIVER SET/WRENCH PACK
G 240-212000	ACCOUNTS PAYABLE		(\$68.28)	6174730	POOL-CREDIT-#2 PRIME PT GC/SE DECKING
G 240-212000	ACCOUNTS PAYABLE		\$292.89	6242966	POOL-#2 PRIME PT/BROWN DECKING
G 601-212000	ACCOUNTS PAYABLE		\$168.07	9031597	CWRC-PRIME SPF/BIG GAP/HEAT SHRNK TUBING
G 220-212000	ACCOUNTS PAYABLE		\$23.98	9572567	REC-STL LF KEY PADLOCKS
Total	HOME DEPOT CREDIT SERVICES		\$2,173.52		
Paid Chk#	028874	6/8/2018	INTERNATIONAL AG LABS, INC.		
G 100-212000	ACCOUNTS PAYABLE		\$25.00	33424	PARKS-SOIL ANALYSIS W/O RECOMMENDATIONS
Total	INTERNATIONAL AG LABS, INC.		\$25.00		
Paid Chk#	028875	6/8/2018	JANI-KING OF MILWAUKEE/ROYAL F		
G 100-212000	ACCOUNTS PAYABLE		\$368.00	MIL06180557	DPW-JUNE 2018 JANITORIAL SERVICES
Total	JANI-KING OF MILWAUKEE/ROYAL F		\$368.00		
Paid Chk#	028876	6/8/2018	JOE DE BELAK PLUMBING &		
G 100-212000	ACCOUNTS PAYABLE		\$100.00	REFUND	DEPOSIT REFUND-STREET OPENING PERMIT #1428-9/21/2017-N46 W7351 MOLDENHAUER
Total	JOE DE BELAK PLUMBING &		\$100.00		
Paid Chk#	028877	6/8/2018	KERBS,SHARON		
G 100-212000	ACCOUNTS PAYABLE		\$40.00	REFUND	REFUND OF DUPLICATE PAYMENT OF REMOVAL FEE
Total	KERBS,SHARON		\$40.00		
Paid Chk#	028878	6/8/2018	LAERDAL MEDICAL CORPORATION		
G 220-212000	ACCOUNTS PAYABLE		\$37.45	2018/2000048	REC-BLS PROVIDER MANUALS
G 220-212000	ACCOUNTS PAYABLE		\$10.00	2018/2000050	REC-HEARTSAVER FIRST AID CPR WORKBOOKS
Total	LAERDAL MEDICAL CORPORATION		\$47.45		
Paid Chk#	028879	6/8/2018	LANGE ENTERPRISES		
G 100-212000	ACCOUNTS PAYABLE		\$218.47	65538	B.I.-REFLECTIVE HOUSE TILES
Total	LANGE ENTERPRISES		\$218.47		
Paid Chk#	028880	6/8/2018	LARSON, TIM		
G 220-212000	ACCOUNTS PAYABLE		\$1,280.00	2018-01	REC PROG-TENNIS EQUIPMENT PURCHASE
Total	LARSON, TIM		\$1,280.00		
Paid Chk#	028881	6/8/2018	LENNY S POOL SERVICE		
G 240-212000	ACCOUNTS PAYABLE		\$1,670.28	150433	POOL-CHEMICALS
G 240-212000	ACCOUNTS PAYABLE		\$257.08	150600	POOL-CHEMICALS
Total	LENNY S POOL SERVICE		\$1,927.36		
Paid Chk#	028882	6/8/2018	LIESENER SOILS INC.		
G 100-212000	ACCOUNTS PAYABLE		\$348.00	0159904-IN	PARKS-12 YDS LAWN & GARDEN
Total	LIESENER SOILS INC.		\$348.00		

CITY OF CEDARBURG

*Check Detail Register©

06/18/18 3:40 PM

Page 7

JUNE 2018

		Check Amt	Invoice	Comment
Paid Chk#	028883	6/8/2018	LIGHT AND WATER	
G 100-212000	ACCOUNTS PAYABLE	\$400.00	6927	PARKS-RECONNECTION FEES FOR SEASONAL WATER METERS
Total LIGHT AND WATER		\$400.00		
Paid Chk#	028884	6/8/2018	LINCOLN CONTRACTORS SUPPLY	
G 100-212000	ACCOUNTS PAYABLE	\$463.86	L64187	DPW-RING SAW COVER SUPPORT ROLLER
Total LINCOLN CONTRACTORS SUPPLY		\$463.86		
Paid Chk#	028885	6/8/2018	M SQUARED ENGINEERING LLC	
G 601-212000	ACCOUNTS PAYABLE	\$2,018.00	18102	CWRC-2018 STREETS ENGINEERING
G 400-212000	ACCOUNTS PAYABLE	\$632.00	18102	2018 STREETS-ENGINEERING
G 100-212000	ACCOUNTS PAYABLE	\$350.00	18102	L&W-2018 STREETS ENGINEERING
Total M SQUARED ENGINEERING LLC		\$3,000.00		
Paid Chk#	028886	6/8/2018	MID MORaine MUNICIPAL COURT	
G 100-212000	ACCOUNTS PAYABLE	\$439.00	BOND	CASSANDRA A BERGEMANN 8/20/1976; HARTFORD PD CASE FH808TDXXV; CPD CASE 18-10387
Total MID MORaine MUNICIPAL COURT		\$439.00		
Paid Chk#	028887	6/8/2018	MID-STATE EQUIPMENT	
G 100-212000	ACCOUNTS PAYABLE	\$50.72	H16840	DPW-CHAIN LINK/KNOBS
G 100-212000	ACCOUNTS PAYABLE	\$230.50	H17136	DPW-BLOWER
Total MID-STATE EQUIPMENT		\$281.22		
Paid Chk#	028888	6/8/2018	MILLER-BRADFORD AND RISBERG	
G 100-212000	ACCOUNTS PAYABLE	\$90.08	P10085	DPW-FILTER, HYDRAULIC
Total MILLER-BRADFORD AND RISBERG		\$90.08		
Paid Chk#	028889	6/8/2018	NAPA AUTO PARTS	
G 100-212000	ACCOUNTS PAYABLE	\$102.70	5269-942780	PARKS-BEHLING FLD 3 WHEELER-BATTERY
G 100-212000	ACCOUNTS PAYABLE	\$36.05	5269-946319	DPW-VEH#78 BLOWER MOTOR RESISTOR
G 100-212000	ACCOUNTS PAYABLE	\$44.99	5269-946324	DPW-VEH#96-BD A/C
G 100-212000	ACCOUNTS PAYABLE	\$23.28	5269-946325	DPW-VEH#78-BLISTER PACK CAPSULES
G 100-212000	ACCOUNTS PAYABLE	\$27.46	5269-946646	DPW-SHOP-SLICK MIST DETAILER/TERMINALS
G 100-212000	ACCOUNTS PAYABLE	\$92.26	5269-946888	DPW-VEH#78-BLOWER MOTOR-A/C
Total NAPA AUTO PARTS		\$326.74		
Paid Chk#	028890	6/8/2018	NEENAH FOUNDRY CO.	
G 400-212000	ACCOUNTS PAYABLE	\$1,716.00	268433	DPW-FRAME/SOLID PLATEN
Total NEENAH FOUNDRY CO.		\$1,716.00		
Paid Chk#	028891	6/8/2018	NEU S BUILDING CENTER, INC.	
G 601-212000	ACCOUNTS PAYABLE	\$229.00	3785370	CWRC-MILW M18 IMPACT DR SURGE
Total NEU S BUILDING CENTER, INC.		\$229.00		
Paid Chk#	028892	6/8/2018	OLSEN S PIGGLY WIGGLY	
G 100-212000	ACCOUNTS PAYABLE	\$58.79	35027	DPW-5/31/18 WORK ZONE SAFETY TRAINING
G 240-212000	ACCOUNTS PAYABLE	\$12.78	35047	POOL-CONCESSIONS-BREAD/BUNS

CITY OF CEDARBURG

*Check Detail Register©

06/18/18 3:40 PM

Page 8

JUNE 2018

			Check Amt	Invoice	Comment
<hr/>					
	Total	OLSEN S PIGGLY WIGGLY	\$71.57		
<hr/>					
Paid Chk#	028893	6/8/2018	ONTECH SYSTEMS, INC		
G 100-212000	ACCOUNTS PAYABLE		\$1,287.00	35315	IT-OFFICE 365 RENEWALS-13
G 100-212000	ACCOUNTS PAYABLE		\$493.50	35316	IT-MONTHLY MONITORING
	Total	ONTECH SYSTEMS, INC	\$1,780.50		
<hr/>					
Paid Chk#	028894	6/8/2018	OZAUKEE ACE HARDWARE		
G 100-212000	ACCOUNTS PAYABLE		\$13.18	155221	COMPLEX-BLANKCOVERS/SWITCHES
	Total	OZAUKEE ACE HARDWARE	\$13.18		
<hr/>					
Paid Chk#	028895	6/8/2018	OZAUKEE COUNTY CLERK		
G 100-212000	ACCOUNTS PAYABLE		\$1,596.93	ELECTION SP	ELECT-EQUP PROG/BALLOTS/NOTICES
G 100-212000	ACCOUNTS PAYABLE		\$54.00	ELECTION SP	ELECT-NOTICES/INSERTS/ENV-SPRING
	Total	OZAUKEE COUNTY CLERK	\$1,650.93		
<hr/>					
Paid Chk#	028896	6/8/2018	PORT-A-JOHN		
G 200-212000	ACCOUNTS PAYABLE		\$85.00	1286152-IN	CEM-BRIDGE & HIGHWOOD-SEASONAL RESTROOMS
G 100-212000	ACCOUNTS PAYABLE		\$85.00	1286153-IN	PARKS-WAUWATOSA RD SEASONAL RESTROOM
G 100-212000	ACCOUNTS PAYABLE		\$85.00	1286154-IN	PARKS-HAMILTON & PARK LN-SEASONAL RESTROOMS
	Total	PORT-A-JOHN	\$255.00		
<hr/>					
Paid Chk#	028897	6/8/2018	QUALITY DOOR & HARDWARE		
G 100-212000	ACCOUNTS PAYABLE		\$2,896.00	0729935-IN	PARKS-PO# PKS833-GENERAL PARTITIONS
	Total	QUALITY DOOR & HARDWARE	\$2,896.00		
<hr/>					
Paid Chk#	028898	6/8/2018	SAM S CLUB DIRECT		
G 240-212000	ACCOUNTS PAYABLE		\$126.72	999999	POOL-2018 MEMBERSHIP FEE
	Total	SAM S CLUB DIRECT	\$126.72		
<hr/>					
Paid Chk#	028899	6/8/2018	SHERWIN INDUSTRIES, INC.		
G 100-212000	ACCOUNTS PAYABLE		\$234.90	SC040293	DPW-3/8 INCH ASPHALT HOT MIX
	Total	SHERWIN INDUSTRIES, INC.	\$234.90		
<hr/>					
Paid Chk#	028900	6/8/2018	SHERWIN-WILLIAMS		
G 100-212000	ACCOUNTS PAYABLE		\$403.48	2364-0	PD-WDSCP SLD STN EXTRA CAPE COD GRAY
G 100-212000	ACCOUNTS PAYABLE		\$1,468.97	7313-7	DPW-HL WB WI WHITE/YEL
	Total	SHERWIN-WILLIAMS	\$1,872.45		
<hr/>					
Paid Chk#	028901	6/8/2018	SITEONE LANDSCAPE SUPPLY		
G 100-212000	ACCOUNTS PAYABLE		\$21.23	86239098	PARKS-LESCO SEED STARTER 3 MULCH
	Total	SITEONE LANDSCAPE SUPPLY	\$21.23		
<hr/>					
Paid Chk#	028902	6/8/2018	STEINBRENNER, MARY		
G 220-212000	ACCOUNTS PAYABLE		\$55.00	REFUND	REFUND FOR SOCCER CANCELLATION
	Total	STEINBRENNER, MARY	\$55.00		
<hr/>					
Paid Chk#	028903	6/8/2018	TAPCO		

CITY OF CEDARBURG

***Check Detail Register©**

06/18/18 3:40 PM

Page 9

JUNE 2018

		Check Amt	Invoice	Comment
G 100-212000	ACCOUNTS PAYABLE	\$1,463.35	I602427	DPW-ROUND POLES
G 100-212000	ACCOUNTS PAYABLE	\$380.70	I602428	DPW-CROSSWALK SIGN
Total TAPCO		\$1,844.05		
Paid Chk# 028904 6/8/2018 TELECOM FITNESS				
G 100-212000	ACCOUNTS PAYABLE	\$1,411.67	7015	PD-TFR FEES FOR REFUNDS
Total TELECOM FITNESS		\$1,411.67		
Paid Chk# 028905 6/8/2018 TIME WARNER CABLE				
G 100-212000	ACCOUNTS PAYABLE	\$100.00	REFUND	DEPOSIT REFUND STR OPENING PERMIT #1389 3/19/16-EVERGREEN BLVD/COMMERCE CT
Total TIME WARNER CABLE		\$100.00		
Paid Chk# 028906 6/8/2018 TIME WARNER CABLE-PO BOX 4639				
G 100-212000	ACCOUNTS PAYABLE	\$16.56	303552801-66	PD-TV DIGITAL ADAPTERS
G 100-212000	ACCOUNTS PAYABLE	\$5.52	304433301-00	DPW-TV DIGITAL ADAPTER
G 100-212000	ACCOUNTS PAYABLE	\$29.50	708014601052	DPW-PRI
G 240-212000	ACCOUNTS PAYABLE	\$36.87	708014601052	POOL-PRI
G 100-212000	ACCOUNTS PAYABLE	\$22.12	708014601052	EM-PRI
G 601-212000	ACCOUNTS PAYABLE	\$58.99	708014601052	CWRC-PRI
G 100-212000	ACCOUNTS PAYABLE	\$14.75	708014601052	SR CTR-PRI
G 220-212000	ACCOUNTS PAYABLE	\$29.50	708014601052	REC-PRI
G 100-212000	ACCOUNTS PAYABLE	\$22.12	708014601052	ENG-PRI
G 100-212000	ACCOUNTS PAYABLE	\$14.75	708014601052	B.I.-PRI
G 100-212000	ACCOUNTS PAYABLE	\$14.75	708014601052	ASSESSOR-PRI
G 100-212000	ACCOUNTS PAYABLE	\$22.12	708014601052	TREAS-PRI
G 100-212000	ACCOUNTS PAYABLE	\$36.87	708014601052	CLERKS-PRI
G 100-212000	ACCOUNTS PAYABLE	\$7.37	708014601052	ADMIN-PRI
G 100-212000	ACCOUNTS PAYABLE	\$7.37	708014601052	MAYOR-PRI
G 100-212000	ACCOUNTS PAYABLE	\$66.38	708014601052	CH-PRI
G 100-212000	ACCOUNTS PAYABLE	\$14.75	708014601052	PLANNING-PRI
G 100-212000	ACCOUNTS PAYABLE	\$14.75	708014601052	FD-PRI
G 100-212000	ACCOUNTS PAYABLE	\$409.96	709872301060	PD-PHONE
Total TIME WARNER CABLE-PO BOX 4639		\$845.00		
Paid Chk# 028907 6/8/2018 TRANS UNION LLC				
G 100-212000	ACCOUNTS PAYABLE	\$25.00	04807971	PD-REPORTS
G 100-212000	ACCOUNTS PAYABLE	\$25.00	05807865	PD-REPORTS
Total TRANS UNION LLC		\$50.00		
Paid Chk# 028908 6/8/2018 TRANSUNION RISK & ALTERNATIVE				
G 100-212000	ACCOUNTS PAYABLE	\$25.00	428298	PD-MAY 2018 TLOXP
Total TRANSUNION RISK & ALTERNATIVE		\$25.00		
Paid Chk# 028909 6/8/2018 U.S. POSTAL SERVICE				
G 100-212000	ACCOUNTS PAYABLE	\$338.00	PO BOX FEE	CLERKS-PO #49 BOX RENTAL
Total U.S. POSTAL SERVICE		\$338.00		
Paid Chk# 028910 6/8/2018 UNIFIRST CORPORATION				

CITY OF CEDARBURG

*Check Detail Register©

06/18/18 3:40 PM

Page 10

JUNE 2018

		Check Amt	Invoice	Comment
G 601-212000	ACCOUNTS PAYABLE	\$48.35	096 1017852	CWRC-UNIFORMS
	Total UNIFIRST CORPORATION	\$48.35		
Paid Chk# 028911	6/8/2018	VINTON CONSTRUCTION		
G 400-212000	ACCOUNTS PAYABLE	\$122,372.39	PAY REQ #1	2018 STREETS-PAY REQ #1
G 400-212000	ACCOUNTS PAYABLE	\$173,548.52	PAY REQ #1	STORMWTR-PAY REQ #1
G 601-212000	ACCOUNTS PAYABLE	\$28,621.60	PAY REQ #1	CWRC- SAN SEWER-PAY REQ #1
G 400-212000	ACCOUNTS PAYABLE	\$1,995.00	PAY REQ #1	L&W-WATER--PAY REQ #1
	Total VINTON CONSTRUCTION	\$326,537.51		
Paid Chk# 028912	6/8/2018	VINYL GRAPHICS		
G 400-212000	ACCOUNTS PAYABLE	\$2,134.02	9936	PD-VEH #5 & 6-VINYL GRAPHICS & LETTERS
	Total VINYL GRAPHICS	\$2,134.02		
Paid Chk# 028913	6/8/2018	WASTE MANAGEMENT OF WISCONSIN		
G 100-212000	ACCOUNTS PAYABLE	\$34,818.48	6217725-2275-	RUBBISH-MAY 2018 SERVICE
G 100-212000	ACCOUNTS PAYABLE	\$16,837.04	6217725-2275-	RECYCLING-MAY 2018 SERVICE
	Total WASTE MANAGEMENT OF WISCONSIN	\$51,655.52		
Paid Chk# 028914	6/8/2018	ZUERN BUILDING PRODUCTS		
G 400-212000	ACCOUNTS PAYABLE	\$266.75	79140	PARKS-SHED-PRIMED STEEL-WOOD EDGE
G 400-212000	ACCOUNTS PAYABLE	\$51.63	79250	PARKS-SHED-DEADBOLT SCHLAGE/PASSAGE SCHLAGE
G 400-212000	ACCOUNTS PAYABLE	\$53.73	84868	PARKS-SHED-TREATED SYP
G 400-212000	ACCOUNTS PAYABLE	(\$137.12)	CR-11005	PARKS-CREDIT-SHED-RETURNS-LANDMARK AR
	Total ZUERN BUILDING PRODUCTS	\$234.99		
Paid Chk# 028915	6/15/2018	A LYNEIS ELECTRIC LLC		
G 240-212000	ACCOUNTS PAYABLE	\$360.00	5560	POOL-REPAIRS TO DEEP WELL LIGHTS
	Total A LYNEIS ELECTRIC LLC	\$360.00		
Paid Chk# 028916	6/15/2018	ADP, LLC.		
G 100-212000	ACCOUNTS PAYABLE	\$571.42	515695006	TREAS-6/2/18 PROCESSING CHARGES
	Total ADP, LLC.	\$571.42		
Paid Chk# 028917	6/15/2018	ADVANCED DISPOSAL		
G 100-212000	ACCOUNTS PAYABLE	\$721.75	E10001265792	DPW-MAY 2018 ROLL OFF EXCHANGE
	Total ADVANCED DISPOSAL	\$721.75		
Paid Chk# 028918	6/15/2018	AECOM TECHNICAL SERVICES INC		
G 400-212000	ACCOUNTS PAYABLE	\$5,779.14	2000069221	STORMWTR MGMT UPDATE-3/31-5/25/18
	Total AECOM TECHNICAL SERVICES INC	\$5,779.14		
Paid Chk# 028919	6/15/2018	AIRGAS USA LLC		
G 100-212000	ACCOUNTS PAYABLE	\$49.60	9953602133	DPW-CYLINDER RENTALS
	Total AIRGAS USA LLC	\$49.60		
Paid Chk# 028920	6/15/2018	AMEEN, CAROL		
G 100-212000	ACCOUNTS PAYABLE	\$15.00	REFUND	REFUND OF PROVISION LICENSE FEE-NOT NEEDED

CITY OF CEDARBURG

*Check Detail Register©

06/18/18 3:40 PM

Page 11

JUNE 2018

		Check Amt	Invoice	Comment
Total AMEEN, CAROL		\$15.00		
Paid Chk#	028921	6/15/2018	ARC COMML CONTRACTING OF WI	
G 601-212000	ACCOUNTS PAYABLE	\$27,233.00	18125	CWRC #837-FINAL PAYMENT
Total	ARC COMML CONTRACTING OF WI	\$27,233.00		
Paid Chk#	028922	6/15/2018	ASSESSMENT TECHNOLOGIES, LLC	
G 100-212000	ACCOUNTS PAYABLE	\$35.00	7612	ASSESSOR-SUPPORT ON 3/14 & 4/16
Total	ASSESSMENT TECHNOLOGIES, LLC	\$35.00		
Paid Chk#	028923	6/15/2018	ASSOCIATED BENEFIT & RISK CON.	
G 100-212000	ACCOUNTS PAYABLE	\$1,533.00	7485	TREAS-JULY 2018 CONSULTING SERVICES
G 100-212000	ACCOUNTS PAYABLE	\$383.00	7485	L&W-JULY 2018 CONSULTING SERVICES
Total	ASSOCIATED BENEFIT & RISK CON.	\$1,916.00		
Paid Chk#	028924	6/15/2018	BADGER POPCORN & CONCESSION	
G 240-212000	ACCOUNTS PAYABLE	\$9.95	420397	POOL CONCESSIONS-PEPPER RINGS
Total	BADGER POPCORN & CONCESSION	\$9.95		
Paid Chk#	028925	6/15/2018	BAKER & TAYLOR AV PRE PROCESS	
G 260-212000	ACCOUNTS PAYABLE	\$65.29	B90392630	LIBR-DVDS
G 260-212000	ACCOUNTS PAYABLE	\$109.81	B91238760	LIBR-DVDS
G 260-212000	ACCOUNTS PAYABLE	\$121.27	B91422430	LIBR-DVDS
Total	BAKER & TAYLOR AV PRE PROCESS	\$296.37		
Paid Chk#	028926	6/15/2018	BAKER & TAYLOR BOOKS	
G 260-212000	ACCOUNTS PAYABLE	\$210.20	2033759756	LIBR-BOOKS
Total	BAKER & TAYLOR BOOKS	\$210.20		
Paid Chk#	028927	6/15/2018	BEN MEADOWS CO.	
G 100-212000	ACCOUNTS PAYABLE	\$115.65	SI04217465	PARKS-SURVEY MARKING PAINT/HARD HATS
Total	BEN MEADOWS CO.	\$115.65		
Paid Chk#	028928	6/15/2018	BEYER S HARDWARE STORE	
G 240-212000	ACCOUNTS PAYABLE	(\$48.58)	139219	POOL-CREDIT-DUPL PYMT ON CK28851
G 240-212000	ACCOUNTS PAYABLE	\$4.94	139446	POOL-FROST GLASS PAINT
G 100-212000	ACCOUNTS PAYABLE	\$17.96	139816	COMPLEX-HARDWARE/BROOM
G 240-212000	ACCOUNTS PAYABLE	\$41.68	139959	POOL-PROOF CHAIN/TARP
G 100-212000	ACCOUNTS PAYABLE	\$27.94	140010	DPW-HARDWARE
G 100-212000	ACCOUNTS PAYABLE	\$26.99	140014	DPW-POPLAR DOWEL/TUBES
G 100-212000	ACCOUNTS PAYABLE	\$190.30	140027	DPW-LED FLD LIGHTS/SEED/KITCHEN BAGS
G 100-212000	ACCOUNTS PAYABLE	\$38.22	140035	COMPLEX-BROOM/CLOG REMOVER
G 100-212000	ACCOUNTS PAYABLE	\$18.36	140060	DPW-BLK SPRAY PAINT/PRIMER
G 100-212000	ACCOUNTS PAYABLE	\$4.48	140069	DPW-HARDWARE
G 601-212000	ACCOUNTS PAYABLE	\$28.32	140092	CWRC-UTILITY KNIFE/EPOXY STICK
G 601-212000	ACCOUNTS PAYABLE	\$6.29	140141	CWRC-UPSHOT SPRAY
Total	BEYER S HARDWARE STORE	\$356.90		
Paid Chk#	028929	6/15/2018	BIRCHWOOD SNOW & LANDSCAPE	

CITY OF CEDARBURG

*Check Detail Register©

06/18/18 3:40 PM

Page 12

JUNE 2018

			Check Amt	Invoice	Comment
G 260-212000	ACCOUNTS PAYABLE		\$290.00	97224	JUNE 2018 LAWN INSTALLMENT
Total	BIRCHWOOD SNOW & LANDSCAPE		\$290.00		
<hr/>					
Paid Chk#	028930	6/15/2018	BOEHLKE HARDWARE		
G 601-212000	ACCOUNTS PAYABLE		\$719.00	39475	CWRC-WATER HEATER
G 601-212000	ACCOUNTS PAYABLE		\$4.99	39476	CWRC-1/2 ADAPTER
G 601-212000	ACCOUNTS PAYABLE		\$70.00	39528	CWRC-BARBED WIRE
Total	BOEHLKE HARDWARE		\$793.99		
<hr/>					
Paid Chk#	028931	6/15/2018	BRAKE & EQUIPMENT		
G 100-212000	ACCOUNTS PAYABLE		\$69.26	452640	DPW-PINTLE MOUNT
Total	BRAKE & EQUIPMENT		\$69.26		
<hr/>					
Paid Chk#	028932	6/15/2018	BRUGGINKS, INC		
G 400-212000	ACCOUNTS PAYABLE		\$23,950.00	7180	DPW- PO#828-FELLING TILT TRAILER
Total	BRUGGINKS, INC		\$23,950.00		
<hr/>					
Paid Chk#	028933	6/15/2018	BUBLITZ CREATIVE		
G 220-212000	ACCOUNTS PAYABLE		\$25.00	3666	REC-WEBSITE UPDATES MAY 2018
Total	BUBLITZ CREATIVE		\$25.00		
<hr/>					
Paid Chk#	028934	6/15/2018	CEDARBURG SCHOOL DISTRICT-FAC.		
G 220-212000	ACCOUNTS PAYABLE		\$340.00	FAC. RENTAL	REC-CEDARBURG POOL RENTAL
otal	CEDARBURG SCHOOL DISTRICT-FAC.		\$340.00		
<hr/>					
Paid Chk#	028935	6/15/2018	CLEAN HARBORS ES INDUST SVCS		
G 601-212000	ACCOUNTS PAYABLE		\$8,280.00	1002305765	CWRC-SLUDGE FROM CEDARBURG TO GREEN BAY
Total	CLEAN HARBORS ES INDUST SVCS		\$8,280.00		
<hr/>					
Paid Chk#	028936	6/15/2018	CONNECTING POINT		
G 240-212000	ACCOUNTS PAYABLE		\$75.99	0494569-IN	POOL-SHORETEL IP PHONE POE ADAPTER
Total	CONNECTING POINT		\$75.99		
<hr/>					
Paid Chk#	028937	6/15/2018	CONRARDY, KELLY		
G 220-212000	ACCOUNTS PAYABLE		\$220.00	REFUND	TENNIS TEAM REFUND
Total	CONRARDY, KELLY		\$220.00		
<hr/>					
Paid Chk#	028938	6/15/2018	COUNTRY VISIONS COOPERATIVE		
G 100-212000	ACCOUNTS PAYABLE		\$0.12	228557	PARKS-LATE FEES-INV 228557
G 100-212000	ACCOUNTS PAYABLE		\$3.64	228557	PARKS-BALANCE DUE INV 228557
G 100-212000	ACCOUNTS PAYABLE		\$0.36	228558	PARKS- BALANCE DUE INV 228558
Total	COUNTRY VISIONS COOPERATIVE		\$4.12		
<hr/>					
Paid Chk#	028939	6/15/2018	DIGITAL EDGE OF GRAFTON		
G 400-212000	ACCOUNTS PAYABLE		\$57.00	13606	PARKS-DESIGN DAY FLYER-4/0
Total	DIGITAL EDGE OF GRAFTON		\$57.00		
<hr/>					
Paid Chk#	028940	6/15/2018	EXPRESS PROMOTIONS		
G 240-212000	ACCOUNTS PAYABLE		\$1,370.08	266213	POOL-PATIO UMBRELLAS

CITY OF CEDARBURG

*Check Detail Register©

06/18/18 3:40 PM

Page 13

JUNE 2018

			Check Amt	Invoice	Comment
Total EXPRESS PROMOTIONS			\$1,370.08		
Paid Chk#	028941	6/15/2018	FACILITY IT GROUP INC		
G 100-212000	ACCOUNTS PAYABLE		\$755.00	110518	PD-SERVICE CONTRACT 4/30/18-4/29/19
Total FACILITY IT GROUP INC			\$755.00		
Paid Chk#	028942	6/15/2018	FIVE CORNERS TRUCK & AUTO		
G 100-212000	ACCOUNTS PAYABLE		\$181.25	04527	DPW-VEH#96-A/C SERVICE
Total FIVE CORNERS TRUCK & AUTO			\$181.25		
Paid Chk#	028943	6/15/2018	FOX, PHILIP		
G 100-212000	ACCOUNTS PAYABLE		\$35.00	REFUND	CLERKS-REFUND OF OPERATOR LICENSE FEE
Total FOX, PHILIP			\$35.00		
Paid Chk#	028944	6/15/2018	GERMANTOWN IRON & STEEL		
G 100-212000	ACCOUNTS PAYABLE		\$2,730.00	816901	FD-FURNISH & INSTALL POWDER COATED RAILING
Total GERMANTOWN IRON & STEEL			\$2,730.00		
Paid Chk#	028945	6/15/2018	GUETZKE & ASSOCIATES, INC.		
G 100-212000	ACCOUNTS PAYABLE		\$55.80	8128700-IN	COMPLEX-BATTERIES REPLACED
G 240-212000	ACCOUNTS PAYABLE		\$71.96	8128800-IN	POOL-BATTERIES REPLACED
G 100-212000	ACCOUNTS PAYABLE		\$228.00	8836900-IN	COMPLEX-2018 TEST AND INSPECTION 4
G 240-212000	ACCOUNTS PAYABLE		\$189.00	8837000-IN	POOL-2018 ANNUAL TEST & INSPECTION 4
Total GUETZKE & ASSOCIATES, INC.			\$544.76		
Paid Chk#	028946	6/15/2018	HEIN ELECTRIC SUPPLY CO		
G 260-212000	ACCOUNTS PAYABLE		\$265.40	483974-00	LIBR-GE LIGHT BULBS
Total HEIN ELECTRIC SUPPLY CO			\$265.40		
Paid Chk#	028947	6/15/2018	HOUSEMAN & FEIND, LLP		
G 100-212000	ACCOUNTS PAYABLE		\$1,137.15	43341	PD-TRAFFIC
G 100-212000	ACCOUNTS PAYABLE		\$969.00	43379	CEDAR PLACE DEVELOPMENT
G 100-212000	ACCOUNTS PAYABLE		\$97.50	43379	THE GLEN
G 351-212000	ACCOUNTS PAYABLE		\$152.00	43379	HSI DEVELOPMENT
G 100-212000	ACCOUNTS PAYABLE		\$1,363.50	43379	MONOPOLE LEASE, CC, PC MEETINGS
G 601-212000	ACCOUNTS PAYABLE		\$551.00	43379	CWRC-BMO-LIFT STATION
G 350-212000	ACCOUNTS PAYABLE		\$243.75	43381	TID #4-AMCAST
Total HOUSEMAN & FEIND, LLP			\$4,513.90		
Paid Chk#	028948	6/15/2018	J R BOEHLKE INC		
G 100-212000	ACCOUNTS PAYABLE		\$209.09	5010	PARKS-6/5/18 FERTILIZE/WEED CONTROL
Total J R BOEHLKE INC			\$209.09		
Paid Chk#	028949	6/15/2018	JAMES IMAGING SYSTEMS, INC.		
G 100-212000	ACCOUNTS PAYABLE		\$307.30	22802610	1ST FLOOR-COPIER RENTAL/IMAGES
G 100-212000	ACCOUNTS PAYABLE		\$267.43	22802610	2ND FLOOR-COPIER RENTAL/IMAGES
G 100-212000	ACCOUNTS PAYABLE		\$269.13	22802610	REC-COPIER RENTAL/IMAGES
Total JAMES IMAGING SYSTEMS, INC.			\$843.86		

CITY OF CEDARBURG

*Check Detail Register©

06/18/18 3:40 PM

Page 14

JUNE 2018

		Check Amt	Invoice	Comment
Paid Chk#	028950	6/15/2018	JOHNSON CONTROLS FIRE PROT	
G 100-212000	ACCOUNTS PAYABLE	\$945.00	84860397	FD-CHECK VALVE MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	\$2,338.97	84862152	PD-REPLACED FAILED TAMPER SWITCH
G 100-212000	ACCOUNTS PAYABLE	\$1,904.00	84863975	PD-SERVICE CALL-COMPRESSOR
Total	JOHNSON CONTROLS FIRE PROT	\$5,187.97		
Paid Chk#	028951	6/15/2018	KELLEY, CARRIE	
G 220-212000	ACCOUNTS PAYABLE	\$220.00	REFUND	TENNIS TEAM REFUND
Total	KELLEY, CARRIE	\$220.00		
Paid Chk#	028952	6/15/2018	LA ROSA LANDSCAPE	
G 100-212000	ACCOUNTS PAYABLE	\$184.00	63014	WEED CNTRL-MOW AMCAST 5/21
G 100-212000	ACCOUNTS PAYABLE	\$90.00	63014	WEED CONTROL--ROUNABOUTS
G 100-212000	ACCOUNTS PAYABLE	\$191.18	63014	PARKS-LED WALL WASH LIGHTING FIXTURE
Total	LA ROSA LANDSCAPE	\$465.18		
Paid Chk#	028953	6/15/2018	LENNY S POOL SERVICE	
G 240-212000	ACCOUNTS PAYABLE	\$526.65	150750	POOL-CHEMICALS
Total	LENNY S POOL SERVICE	\$526.65		
Paid Chk#	028954	6/15/2018	LIGHT AND WATER	
G 240-212000	ACCOUNTS PAYABLE	\$1,295.36	6938	POOL-MAY 2018 WATER USAGE THRU HYDRANT METER
G 601-212000	ACCOUNTS PAYABLE	\$10,555.06	6939	CWRC-JUNE 218 SEWERAGE BILLING
G 601-212000	ACCOUNTS PAYABLE	\$73.92	6939	CWRC-APRIL & MAY 2018 WATER USAGE THRU HYDRANT METERS
Total	LIGHT AND WATER	\$11,924.34		
Paid Chk#	028955	6/15/2018	MILWAUKEE AREA TECHNICAL COLLEGE	
G 100-212000	ACCOUNTS PAYABLE	\$171.75	55419	PD-EVOC INSTRUCTOR COURSE-TUITION/MATERIALS
Total	MILWAUKEE AREA TECHNICAL COLLEGE	\$171.75		
Paid Chk#	028956	6/15/2018	MULCAHY SHAW WATER, INC.	
G 601-212000	ACCOUNTS PAYABLE	\$556.00	321226	CWRC-24-BOTTLE CONFIGURATION
G 601-212000	ACCOUNTS PAYABLE	\$414.83	321229	CWRC-15M IQ SENSORNET SENSOR CABLE
Total	MULCAHY SHAW WATER, INC.	\$970.83		
Paid Chk#	028957	6/15/2018	NAPA AUTO PARTS	
G 100-212000	ACCOUNTS PAYABLE	\$20.00	5269-948934	DPW-STOCK-LAMPS
Total	NAPA AUTO PARTS	\$20.00		
Paid Chk#	028958	6/15/2018	NASSCO, INC.	
G 240-212000	ACCOUNTS PAYABLE	\$51.18	S2337638.001	POOL-GO-JO FOAMING SOAP
Total	NASSCO, INC.	\$51.18		
Paid Chk#	028959	6/15/2018	OLSEN S PIGGLY WIGGLY	
G 260-212000	ACCOUNTS PAYABLE	\$9.13	35077	LIBR-PROGRAM SUPPLIES
Total	OLSEN S PIGGLY WIGGLY	\$9.13		

CITY OF CEDARBURG

*Check Detail Register©

06/18/18 3:40 PM

Page 15

JUNE 2018

			Check Amt	Invoice	Comment
Paid Chk#	028960	6/15/2018	OZAUKEE DISPOSAL CORPORATION		
G	601-212000	ACCOUNTS PAYABLE	\$1,525.00	IN47225	CWRC-2 YD DUMPSTER PICKUP-MAY 2018
Total	OZAUKEE DISPOSAL CORPORATION		\$1,525.00		
Paid Chk#	028961	6/15/2018	PACE ANALYTICAL SERVICES, INC.		
G	601-212000	ACCOUNTS PAYABLE	\$21.00	1840051933	CWRC-351.2 TOTAL KJELDAHL NITROGEN
Total	PACE ANALYTICAL SERVICES, INC.		\$21.00		
Paid Chk#	028962	6/15/2018	PITNEY BOWES GLOBAL FINANCIAL		
G	100-212000	ACCOUNTS PAYABLE	\$112.51	3306259583	CLERKS-LEASED EQUIPENT 5/30/18-6/29/18
Total	PITNEY BOWES GLOBAL FINANCIAL		\$112.51		
Paid Chk#	028963	6/15/2018	PLAY BY DESIGN		
G	400-212000	ACCOUNTS PAYABLE	\$1,361.12	CEDARBURG	PARKS-WILLOWBROOK PARK
Total	PLAY BY DESIGN		\$1,361.12		
Paid Chk#	028964	6/15/2018	PORT-A-JOHN		
G	100-212000	ACCOUNTS PAYABLE	\$205.00	1286658-IN	PARKS-WAUWATOSA RD RESTROOM
Total	PORT-A-JOHN		\$205.00		
Paid Chk#	028965	6/15/2018	QUALITY STATE OIL CO., INC.		
G	221-212000	ACCOUNTS PAYABLE	\$5,220.80	1239245	DPW-REG UNLD GAS RFG 87
G	221-212000	ACCOUNTS PAYABLE	\$5,324.60	1239246	DPW-#2 ULSD CLEAR
Total	QUALITY STATE OIL CO., INC.		\$10,545.40		
Paid Chk#	028966	6/15/2018	REINDERS, INC.		
G	100-212000	ACCOUNTS PAYABLE	\$88.07	1737909-00	PARKS-REPAIRS-FOUNTAINS
Total	REINDERS, INC.		\$88.07		
Paid Chk#	028967	6/15/2018	RIVER RUN COMPUTERS		
G	100-212000	ACCOUNTS PAYABLE	\$583.14	79329	PD-TREND MICRO ENTERPRISE SECURITY
Total	RIVER RUN COMPUTERS		\$583.14		
Paid Chk#	028968	6/15/2018	ROAD EQUIPMENT PARTS CENTER		
G	100-212000	ACCOUNTS PAYABLE	\$85.29	678999	DPW-PINTLE HOOK
Total	ROAD EQUIPMENT PARTS CENTER		\$85.29		
Paid Chk#	028969	6/15/2018	SATIN STITCHES LTD		
G	220-212000	ACCOUNTS PAYABLE	\$1,860.98	10064	REC-POMS TEAM UNIFORMS ADDL DEPOSIT
Total	SATIN STITCHES LTD		\$1,860.98		
Paid Chk#	028970	6/15/2018	SEILER INSTRUMENT & MFG		
G	100-212000	ACCOUNTS PAYABLE	\$1,995.00	INV-366961	PARKS-PO #805-MGIS TRAINING
Total	SEILER INSTRUMENT & MFG		\$1,995.00		
Paid Chk#	028971	6/15/2018	SHERWIN-WILLIAMS		
G	100-212000	ACCOUNTS PAYABLE	\$1,452.39	7656-9	DPW-HL WB WI YELLOW
Total	SHERWIN-WILLIAMS		\$1,452.39		

CITY OF CEDARBURG

*Check Detail Register©

06/18/18 3:40 PM

Page 16

JUNE 2018

			Check Amt	Invoice	Comment
Paid Chk#	028972	6/15/2018	SITEONE LANDSCAPE SUPPLY		
G 601-212000	ACCOUNTS PAYABLE		\$217.80	86326566	CWRC-ROUNDUP QUIKPRO
	Total SITEONE LANDSCAPE SUPPLY		\$217.80		
Paid Chk#	028973	6/15/2018	STAPLES ADVANTAGE		
G 100-212000	ACCOUNTS PAYABLE		\$2.39	8050146148	EM-RUBBER BANDS
G 100-212000	ACCOUNTS PAYABLE		\$181.89	8050146148	CLERKS-DAB N SEAL/BOND PPR/6X9 ENV
	Total STAPLES ADVANTAGE		\$184.28		
Paid Chk#	028974	6/15/2018	STATE OF WISCONSIN DOJ-PO2688+		
G 100-212000	ACCOUNTS PAYABLE		\$966.00	L4603T	PD-5/1/18 TO 5/31/18 TIME
	Total STATE OF WISCONSIN DOJ-PO2688+		\$966.00		
Paid Chk#	028975	6/15/2018	STEVLIN S HARDWARE, INC.		
G 100-212000	ACCOUNTS PAYABLE		\$140.00	30575	PD-LOCKSMITH CHARGES
	Total STEVLIN S HARDWARE, INC.		\$140.00		
Paid Chk#	028976	6/15/2018	SYMBIONT		
G 601-212000	ACCOUNTS PAYABLE		\$8,000.00	47306	CWRC-HIGHLAND DR LS-SERVICES THRU 5/25/18
	Total SYMBIONT		\$8,000.00		
Paid Chk#	028977	6/15/2018	TIME WARNER CABLE-PO BOX 4639		
G 100-212000	ACCOUNTS PAYABLE		\$1,026.50	702696601061	CH OFC-INTERNET-5/15/18-7/14/18
G 240-212000	ACCOUNTS PAYABLE		\$159.99	709737801060	POOL-BLDG CP APT LL 6/14/18-7/13/18
	Total TIME WARNER CABLE-PO BOX 4639		\$1,186.49		
Paid Chk#	028978	6/15/2018	TNT SERVICE		
G 100-212000	ACCOUNTS PAYABLE		\$500.00	4698	FD-REPAIR & REFINISH BACK/TOP OF AMBULANCE
G 700-212000	ACCOUNTS PAYABLE		\$6,102.10	4698	ISF-FD VEH#152-REPAIRS 4/19/18 CLAIM
	Total TNT SERVICE		\$6,602.10		
Paid Chk#	028979	6/15/2018	UNIFIRST CORPORATION		
G 100-212000	ACCOUNTS PAYABLE		\$48.20	096 1017857	DPW-UNIFORMS
G 601-212000	ACCOUNTS PAYABLE		\$48.35	096 1018962	CWRC-UNIFORMS
G 100-212000	ACCOUNTS PAYABLE		\$48.20	096 1018967	DPW-UNIFORMS
G 601-212000	ACCOUNTS PAYABLE		\$47.23	096 1018979	CWRC-MATS/WIPERS
G 100-212000	ACCOUNTS PAYABLE		\$48.20	096-1016770	DPW-UNIFORMS
	Total UNIFIRST CORPORATION		\$240.18		
Paid Chk#	028980	6/15/2018	VERIZON WIRELESS		
G 100-212000	ACCOUNTS PAYABLE		\$629.70	9808116843	PD-PHONE
	Total VERIZON WIRELESS		\$629.70		
Paid Chk#	028981	6/15/2018	WE ENERGIES-PO BOX 90001		
G 100-212000	ACCOUNTS PAYABLE		\$25.78	0073-603-522	EM-WESTERN
G 100-212000	ACCOUNTS PAYABLE		\$139.30	0461-777-971	FIRE DEPT-MEQUON
G 100-212000	ACCOUNTS PAYABLE		\$34.90	1010-312-045	PARKS-BOY SCOUT HOUSE
G 100-212000	ACCOUNTS PAYABLE		\$39.16	1201-902-213	PARKS-GIRL SCOUT HOUSE
G 601-212000	ACCOUNTS PAYABLE		\$10.56	1215-012-928	CWRC-GARFIELD ST LS #9

CITY OF CEDARBURG
***Check Detail Register©**

06/18/18 3:40 PM
Page 17

JUNE 2018

		Check Amt	Invoice	Comment
G 601-212000	ACCOUNTS PAYABLE	\$12.78	1231-799-804	CWRC-KENZIE WAY LS #11
G 260-212000	ACCOUNTS PAYABLE	\$239.27	2664-690-477	LIBRARY-HANOVER
G 100-212000	ACCOUNTS PAYABLE	\$35.90	3090-975-495	DPW-HWY 60 ELECTRIC
G 601-212000	ACCOUNTS PAYABLE	\$13.72	3226-404-229	CWRC-EVERGREEN CT LS #7
G 601-212000	ACCOUNTS PAYABLE	\$11.50	3676-352-296	CWRC-PARK LN-UV
G 240-212000	ACCOUNTS PAYABLE	\$3,415.12	3800-407-384	POOL-EVERGREEN BLVD
G 100-212000	ACCOUNTS PAYABLE	\$151.10	3867-586-082	FIRE DEPT-MEQUON AVE
G 100-212000	ACCOUNTS PAYABLE	\$143.61	4273-838-952	CH-WASHINGTON AVE
G 601-212000	ACCOUNTS PAYABLE	\$14.21	4840-580-943	CWRC-HIGHLAND DR LS #8
G 100-212000	ACCOUNTS PAYABLE	\$115.71	6030-376-666	LINCOLN BLDG-WASHINGTON AVE
G 601-212000	ACCOUNTS PAYABLE	\$10.56	6058-143-423	CWRC-PARK LN CONTROL BLDG
G 100-212000	ACCOUNTS PAYABLE	\$52.95	6625-353-957	DPW-PW FACILITY-JOHNSON AVE
G 601-212000	ACCOUNTS PAYABLE	\$12.39	6625-972-176	CWRC-DORCHESTER LS #4
G 240-212000	ACCOUNTS PAYABLE	\$16.03	6829-107-991	POOL-EVERGREEN-STE 2
G 601-212000	ACCOUNTS PAYABLE	\$11.78	7009-148-866	CWRC-KEUP RD LS #10
G 100-212000	ACCOUNTS PAYABLE	\$10.56	7090-613-994	PD-WAUWATOSA RD UNIT G
G 100-212000	ACCOUNTS PAYABLE	\$303.44	7289-351-610	PD-WAUWATOSA RD
G 100-212000	ACCOUNTS PAYABLE	\$36.33	9472-045-425	GYM-WASHINGTON AVE
Total WE ENERGIES-PO BOX 90001		<u>\$4,856.66</u>		
<hr/>				
Paid Chk#	028982	6/15/2018	WIL-KIL PEST CONTROL	
G 100-212000	ACCOUNTS PAYABLE	\$44.75	3388928	COMPLEX-CITY HALL-5/24/18 SERVICE
G 100-212000	ACCOUNTS PAYABLE	\$46.00	3388931	COMPLEX-LINCOLN BLDG 5/24/18 SERVICE
Total WIL-KIL PEST CONTROL		<u>\$90.75</u>		
<hr/>				
Paid Chk#	028983	6/15/2018	ZUERN BUILDING PRODUCTS	
G 100-212000	ACCOUNTS PAYABLE	\$55.02	83250	PARKS-2X4 12' TREATED GC SYP
Total ZUERN BUILDING PRODUCTS		<u>\$55.02</u>		
111300 PWSB Checking		<u>\$634,487.54</u>		

CITY OF CEDARBURG
***Check Detail Register©**

06/18/18 3:40 PM
Page 18

JUNE 2018

Check Amt Invoice Comment

Fund Summary

111300 PWSB Checking

100 GENERAL FUND	\$117,231.75
200 CEMETERY FUND	\$2,705.50
220 RECREATION PROGRAMS FUND	\$5,632.87
221 FUEL SYSTEM - WASH BAY	\$10,545.40
240 SWIMMING POOL FUND	\$12,888.10
260 LIBRARY FUND	\$9,527.48
350 TIF DISTRICT FUND #4	\$328.75
351 TIF DISTRICT FUND #5	\$152.00
352 TIF DISTRICT FUND #3	\$250.00
400 CAPITAL IMPROVEMENTS FUND	\$379,074.76
601 WATER RECYCLING CENTER	\$90,048.83
700 RISK MANAGEMENT FUND	\$6,102.10
	<hr/>
	\$634,487.54



City of Cedarburg

City Administrator's Report

June 21, 2018

Department News

The following information is provided to keep the Common Council and staff informed on some of the activities and events of the City. Points of clarification may be addressed during the City Administrator's Report portion of the agenda; however, if discussion of any of these items is necessary, placement on a future Council agenda should be directed.

Engineering & Public Works— Manhole adjustments, fine grading and the binder asphalt will be completed soon on the first phase of the Street and Utility project.

An eight foot fence with a gate has been installed around the monopole.

Sewer Utility work for the Hamilton House construction on Wauwatosa Road began on Wednesday.

Senior Center—The Ozaukee County Senior Conference and the 24th Annual Ozaukee County Senior Games have ended and were successful this year.

The Senior Center will be closed Friday, June 22 to allow for the set-up for Strawberry Festival.

The Senior Center hopes to have a new van by July 4 to show off in the parade.

Library—The Summer Reading Program started last week with good attendance by all ages. Director Pierschalla will be attending the American Library Association Conference on June 21—26.

Parks, Recreation & Forestry—All summer recreation programs began on Monday, June 18. The Community Pool opened on Saturday, June 16. The beer garden was open and proceeds will go towards the Willowbrooke Park Playground. The Prairie View park shelter construction is underway and will be completed at the end of July. Adlai Horn park restoration has started. 480 people have downloaded the CIVIC App.

The Forestry Crew is working on grass cutting, removing invasive species, service request pruning and pruning on Washington Avenue, dead tree removal, and preparing for Strawberry Festival. Superintendent Westphal is working on Code enforcement issues and CIVIC app requests.

Assessor—The 2018 assessment period is closed and Assessor Timm is working on 2019 assessments.

Administrator— I participated in a CVMIC webinar on Tuesday. Wednesday, I met with Executive Director Kathleen Cady Schilling of the Ozaukee Economic Development Corporation to discuss changes to the Revolving Loan Fund.

Respectfully submitted,

Christy Mertes
City Administrator