

**CITY OF CEDARBURG
MEETING OF COMMON COUNCIL
OCTOBER 29, 2018 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, October 29, 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, Kristin Burkart, Rick Verhaalen, Garan Chivinski, Patricia Thome, and Rod Galbraith
5. STATEMENT OF PUBLIC NOTICE
6. APPROVAL OF MINUTES* - October 8, 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 HEARING
 - * A. Public Hearing – Presentation of the proposed 2019 City Budget; discussion and direction thereon
9. NEW BUSINESS
 - * A. Consider Resolution No. 2018-25 Awarding the Sale of \$3,425,000 Taxable General Obligation Community Development Bonds, Series 2018B; and action thereon
 - * B. Consider recommendation of Police Chief to deny new Operators license application of Akif Saparmamedov; and action thereon
 - * C. Consider Ordinance No. 2018-16 amending Section 10-1-27 of the Municipal Code to prohibit parking on the east side of Harrison Avenue opposite the north driveway at Parkview School; and action thereon
 - * D. Consider Ordinance No. 2018-17 amending Sec. 10-1-29 of the Code of Ordinances restricting parking on the east side of Harrison Avenue commencing at the north intersecting curb line of Pine Street and continuing for a distance of

490 feet between the hours of 8:00 AM and 9:00 AM and in between 3:00 PM and 4:00 PM on school days: and action thereon

- * E. Consider Ordinance No. 2018-18 amending Section 10-1-16(b) of the Code of Ordinances to authorize the placement of yield signs for new street intersections in Prairie View Phase 2 and Sandhill Trails Subdivisions; and action thereon (Public Works and Sewerage Comm. 10/11/18)
- * F. Consider Ordinance No. 2018-19 establishing a stop sign for west bound traffic on Sandhill Trails at the intersection with Keup Road; and action thereon (Public Works & Sewerage Comm. 10/11/18)
- * G. Consider a request to contract sludge hauling from the CWRC and consideration and possible action on Termination Agreement with Clean Harbors; and action thereon
- * H. Consider electrical updates at Community Center Gym for Festivals; and action thereon
- * I. Consider Resolution No. 2018-26 designating Light & Water checking and savings accounts for ensuing year; and action thereon
- * J. Consider proposed 2019 Budget; Department presentations, discussion, and direction thereon
 1. Police Department
 - a. Station and Administration
 - b. Patrol and Investigations
 - c. Emergency Management/Auxiliary Police
 2. Assessor
 3. Building Inspection
 4. City Hall Complex
 5. Cemetery Fund – Special Revenue Fund
 6. Sewerage/Water Recycling Center
 7. Engineering/Public Works/Health & Sanitation/Conservation & Development
 8. City Clerk – including Elections
 9. City Treasurer – including Technology, Audit and Insurance
 10. Mayor & Common Council including Legal Service
 11. City Administrator – including Employee Relations
 12. Other
 13. TIDs No. 3, 4, and 5
 14. Consider weed prevention program as recommended by the Economic Development Board
 15. Other Special Revenue Funds: Room Tax
 16. Capital Improvement Budget (to be addressed by each Department)
 17. Strategic Work Plan (to be addressed by each Department)
- * K. Consider payment of bills dated 10/22/18, transfers for the period 10/06/18 through 10/26/18; and payroll for the period 09/23/18 through 10/20/18; and action thereon

- *** L. Consider License Applications; and action thereon
1. Consider approval of new Operator License applications for the period ending June 30, 2019 for Debra L. Goelz
 2. Consider approval of renewal Operators License applications for the period ending June 30, 2019 for Elizabeth R. Grade and John P. Stolte

10. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- * A. Administrator's Report

11. COMMUNICATIONS

- ** A. Comments and suggestions from citizens
B. Comments and announcements by Council Members
C. Mayor's Report
1. Proclamation – Change Your Clock, Change Your Batteries

12. 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 sale of City-owned parcel in Business Park off Alyce Street (Parcel No. 13-034-14-000.02)
- Approval of August 27, 2018 closed session minutes.

13. RECONVENE TO OPEN SESSION

14. 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

10/25/18 ckm

**CITY OF CEDARBURG
COMMON COUNCIL
October 8, 2018**

**CC20181008-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, October 8, 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, Director of Engineering and Public Works Tom Wiza, Library Director Linda Pierschalla, Fire Chief Jeff Vahsholtz, Assistant Fire Chief Bill Hintz, Director of Parks, Recreation & Forestry Mikko Hilvo, Parks & Forestry Superintendent Kevin Westphal, Crewperson Kara LeGault, Library Board Members Debra Goeks and David Moburg, Economic Development Coordinator Mary Sheffield, Mayor’s Community Enhancement Award Committee Member Judy Jepson, 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 Burkart, to approve the minutes of the September 24, 2018 meeting as presented. Motion carried without a negative vote.

COMMENTS AND SUGGESTIONS FROM CITIZENS

Paul Rushing, W62 N799 Sheboygan Road, spoke as a member of the Parks, Recreation & Forestry Board. He asked the Common Council to consider purchasing a truck for the removal of trees when it is presented by Parks, Recreation & Forestry Director Hilvo. He requested more support for the handling of trees in the City, which ultimately adds to the tourism and economics in the City.

PRESENTATION

PRESENTATION OF MAYOR’S COMMUNITY ENHANCEMENT AWARDS

Mayor O’Keefe presented the 2018 Mayor’s Community Enhancement Awards to the following:

- Mercury Marine - Columbia Mill Pond - Restoration
- Cedarburg Art Museum – W63 N675 Washington Avenue – Restoration & Landscaping
- Glenn and Terry Herold – W69 N984 Washington Avenue – Residential Landscaping
- John and Connie Vollmar - W70 N969 Washington Avenue – Residential Landscaping
- Todd Schaller and Mary Carini - W68 N535 Evergreen Boulevard – Residential Revitalization
- Sig and Danette Strautmanis – W65 N755 St. John Avenue - Residential Revitalization
- LaBudde Group, Inc.- W63 N583 Hanover Avenue – Commercial Landscaping
- Pete and Laurie Wegner - W71 N1046 Washington Avenue - Residential Revitalization & Landscaping
- Tom and Beth Krimmel – N65 W5716 Columbia Road – Residential New Construction & Landscaping
- Chris Smith – W63 N671 Washington Avenue – Commercial Revitalization
- Cedarburg – Grafton Rotary Club, Greater Cedarburg Foundation, and Greater Milwaukee Foundation - Cedar Creek Park Band Shell – New Construction
- Stephen and Dana Barnett – N42 W7404 W. Pointe Court – Residential Landscaping
- Cedarburg Parks, Recreation and Forestry – Lincoln Avenue and Evergreen Boulevard – Flower Beds

Mayor O’Keefe thanked the ad hoc Mayor’s Community Enhancement Award Committee and Economic Development Director Sheffield for their efforts.

NEW BUSINESS

CONSIDER REQUEST OF MICHAEL JACKSON OF C. WIESLER’S TO AMEND THE PREMISE DESCRIPTION OF ITS CLASS “B” BEER AND “CLASS B” LIQUOR LICENSE AT W61 N493 WASHINGTON AVENUE TO SERVE BEER AND LIQUOR IN AN ENCLOSED AREA IN THE PARKING LOT FOR AN EVENT TO BE HELD ON OCTOBER 26, 2018; AND ACTION THEREON

Mayor O’Keefe introduced the request of Michael Jackson.

Deputy Clerk Kletzien noted that the date of the event is October 27.

Motion made by Council Member Verhaalen, seconded by Council Member von Bargaen, to approve the request of Michael Jackson of C. Wiesler’s to amend the premise description of its Class “B” Beer and “Class B” Liquor license at W61 N493 Washington Avenue to serve beer and liquor in an enclosed area in the parking lot for an event to be held on October 27, 2018. Motion carried without a negative vote.

**CONSIDER PROPOSALS RECEIVED FOR PLEASANT VALLEY LANDFILL
GROUNDWATER MONITORING; AND ACTION THEREON**

Director Wiza explained that as directed by the Common Council, staff sent out a request for proposal for the semi-annual Pleasant Valley groundwater monitoring and reporting. The Town of Cedarburg was asked for their input during this process. The City received a total of six responses, and the lowest fee was submitted by Cedar Corporation at \$6,500/year for a total of \$19,500 over the three-year contract.

In answer to Council Member von Barga's questions, Director Wiza stated that their low bid may be in an effort to do work in Cedarburg because they are new to the area and they may have narrowed their profit margin. They are a very qualified firm and have offices throughout the State. Director Wiza also explained that the Pleasant Valley Landfill groundwater has been monitored longer than he has been with the City. Monitoring is a statutory regulation and has only shown elevated nitrates, which is a concern but is not critical. In the beginning the property was tested quarterly and has since been reduced to semi-annually.

Council Member Burkart asked Director Wiza if he was concerned with the price difference and if something could go undetected. He replied that the RFPs provided the full scope of work that is required and nothing should go undetected.

In answer to Council Member Thome's question, Director Wiza stated that it will require more of his time to help Cedar Corporation access the wells and begin the monitoring process.

In answer to Council Member Arnett's question, Director Wiza stated that the Town of Cedarburg will be asked to help them contact the Town property owners within the testing area.

DJ Burns, N105 W7585 Chatham Street, represents Drake Consulting Group, LLC, who also bid on the project. Since his firm originally bid \$7,000 per year on the project, his lab notified him that they will be able to give a discount, bringing the quote down to \$5,900 per year, which would provide the City with an incredible cost savings. When Mr. Burns notified Director Wiza of this change, Director Wiza expressed concern for entertaining a late bid from him after the bids were made public. In answer to this concern, Mr. Burns distributed an opinion that was published in the *Municipality* regarding the appropriateness of a municipality accepting a bid submitted after the time bids were due. It was the League's opinion that Municipalities have discretion under certain limited circumstances to accept a late bid after all the timely bids have been opened per the *Power Systems Analysis, Inc. v. City of Bloomer case*.

In answer to Council Member Verhaalen's question, Director Wiza explained that DJ Burns saw the bids and then came back with a lower one, which is unethical and a violation of the Ethics Code. This represents bid shopping.

DJ Burns argued that he was not doing anything unethical or illegal by providing the City with a lower cost for a service.

City Attorney Herbrand's opinion was that accepting his late bid would affect the integrity of the process and he shared Director Wiza's concern about the message it would send.

Mayor O’Keefe explained that something may not be illegal; however, it may be unethical.

Motion made by Council Member Thome, seconded by Council Member Verhaalen, to award a three year contract for the groundwater monitoring to Cedar Corporation on the basis of their low bid of \$19,500. Motion carried without a negative vote.

CONSIDER PROPOSED 2019 BUDGET; DEPARTMENT PRESENTATIONS, DISCUSSION, AND DIRECTION THEREON

City Administrator/Treasurer Mertes explained that the 2018 growth of the City allowed for a levy increase of \$104,462. This is the amount the levy could increase without affecting the rate. In the budget being presented, the levy is proposed to increase \$522,920, which is a total tax rate increase of \$0.33 or \$91.08 on a \$276,000 home. She further explained for every \$12,624 added or deducted from the budget, the rate will adjust \$0.01.

- General Fund levy (60% of total levy) is decreasing \$0.15
- Capital Improvement Fund levy (13% of total levy) is increasing \$0.31
- Debt Service levy (18.5% of total levy) is increasing \$0.26
- Net increase with growth is the \$0.33
- Library, TIF and Pool are also included

The Debt Service levy is made up of:

- Streets - \$611,323, less build America bonds of \$2,601 = \$608.722 (\$0.48/\$1,000 assessed rate)
- Library - \$642.688, less Library impact fees of \$90,000 = \$552.688 (\$0.44/\$1,000 assessed rate)
- DPW Garage - \$541,538, less premium \$29,455 = \$512,083 (\$0.41/\$1,000 assessed rate)
- TIF #4 Amcast - \$220,000 (\$0.17/\$1,000 rate)
- Monopole - \$36,074 (\$0.03/\$1,000 rate)
- Offset by an additional \$110,545 in Debt Service fund balance (interest, Police Impact Fees)
- Total Debt Service rate is \$1.45/\$1,000 assessed value

City Administrator/Treasurer Mertes explained that when comparing the City rate to neighboring communities they need to use the equalized rate. A rate change is possible once the assessment ratio is finalized and the manufacturing numbers become available.

Budget changes and assumptions include:

- 2% wage increase
- 0% increase for health insurance (actual)
- 8% increase for dental insurance
- WRS and Workers’ Comp premiums are decreasing

Other:

- Page 21 shows the history of the levy and equalized rate changes from year-to-year
- Page 22 explains the budgeted expenditures and compares them to previous years (68% of the General Fund budget is due to salaries and benefits because the City is a service provider and employees are our biggest asset)

- Page 24 shows some of the larger changes to the General Fund expenditures
- Budget messages continues to mention the other funds that are included in the budget document
- Page 32 shows the total revenues and expenditures for the General Fund, revenues increasing almost 1% and expenditures decreasing 4%, but will change when the contingency reserve amount is added

City Administrator/Treasurer Mertes explained that the City's health insurance premium will not increase this year. It was a consensus of the Personnel Committee to recommend to the Common Council that the City continue with the current health insurance plan into 2019; and to continue looking into other options for 2020 including a wellness point tracking system to help determine different levels of premium contributions.

Council Member Thome explained that the Personnel Committee is meeting this week and will be reviewing a compensation study.

It was the consensus of the Common Council to continue the current health insurance plan for the employees for 2019 with the assumption that the City begins researching options early in the year and have a tentative plan for 2020.

In answer to Council Member Galbraith's question, City Administrator/Treasurer Mertes stated that some of the salary increases are higher in some departments because they have step increases for their employees and/or they made separate requests to help retain employees.

Fire Department

Fire Chief Vahsholtz stated that the Department budget is the same as 2018. They have made adjustments to add \$15,000 to start the process of paid on-call to have individuals on the premise. Volunteerism is down nationwide and the Department continues to aggressively work on recruitment and retention. A portion of this budget is paid by the Town of Cedarburg.

The Capital Improvement budget includes \$75,000 for a new roof, as the current roof is at the end of its life.

In answer to Council Member Arnett's question, Chief Vahsholtz explained that the Town of Cedarburg does not contribute to the Capital budget.

Council Member Arnett estimated that it costs the citizens of Cedarburg \$2/month for Fire services.

In answer to Council Member Thome's question, Chief Vahsholtz said that Building Inspector Baier is working to get the best roof possible with the longest life. The pitch will be improved from a flat roof.

Mayor O'Keefe expressed appreciation to the Fire Department for their service to the community.

Senior Center

Director LaFontaine explained the activities and services that are provided by the Cedarburg Senior Center. They are staffed at 1.2 FTE and they will not have an increase in their budget.

In answer to Council Member Verhaalen's question, Director LaFontaine explained that two-thirds of the users are City residents and the remaining one-third are non-resident users, which includes some Town of Cedarburg residents.

In answer to Council Member Arnett's question, Director LaFontaine confirmed that the Town of Cedarburg does not contribute to the City's Senior Center.

Library – Special Revenue Fund

Director Pierschalla explained that the Library is overseen by a City seven-member Library Board and is a member of the Monarch Library System. The system provides residents access to 33 public libraries and access to well over a million items among all the member libraries.

Director Pierschalla reviewed the products and services that are provided by the Cedarburg Public Library. They are staffed at 13.09 FTE and serve approximately 129,000 visitors per year. They see the Library as an economic anchor for the downtown.

The Library's accomplishments include:

- Library budget is no longer in a deficit. Fund balance has been established and will be used to fund facility projects both planned and unexpected.
- Expanded their technology initiative to meet the needs of the community. They received two grants to purchase technology equipment and offer classes and training to the public.
- Revived the Cedarburg Reads community wide reading event, sponsored by the Friends of Cedarburg Library.
- Friends raised over \$13,000 for the Library. This goes toward programming and enhancements for the library and is not to be used for operational purposes.
- Library Board began work on a five year strategic plan.

The objectives to be accomplished include:

- Complete and execute the start of a 5 year strategic plan.
- Be part of the Wisconsin Public Library System Redesign project. Changes are coming to the State's Library system structure.
- Prepare 5 year joint County service plan with Sheboygan County.

The Cedarburg Public Library will have no increase in their budget for 2019, partially due to the non-librariated reimbursement that has increased since 2015.

Council Member Chivinski explained that the Library Board worked very hard to eliminate the budget deficit. They have been extremely strategic and careful in determining what the patrons of the Library will be looking for in the coming years. It is one of the most exciting parts of the City and is worth any investment that is made.

Council Member Arnett thanked Director Pierschalla and the Library Board for the zero increase in their budget. He stated that the participation (11,600 youth and adult) in programs at the Library is impressive. He also asked them to add advocating for a joint Library agreement with the Town to their 2019 objectives.

Council Member Chivinski stated that it is a rigorous process to identify who exactly is using the Library. The Library wants to be sure that they are reaching everyone and collecting that value and support back.

In answer to Council Member von Barga's question, Director Pierschalla explained that the 55% increase in adult usage is a result of offering additional adult programs including computer classes, Book Club, Cinema Club, and Future Talk. There is a large senior population in Cedarburg that uses the Library.

Parks, Recreation and Forestry

Director Hilvo explained that the Department is staffed at 6.45 FTE and is asking for a 5.09% increase in salaries for 2019. Staff helped when the seasonal personnel left and work evenings and weekends on their phone for the Department. The difference is a merit increase for his staff to retain them.

Director Hilvo reviewed the products and services provided by the Parks, Recreation & Forestry Department.

Director Hilvo explained that fundraising efforts by Cedarburg Green and Cedarburg Friends of Parks & Recreation have provided extra items for the Department.

In answer to Council Member Burkart's question, Director Hilvo stated that they do not ask for financial support from Summer Sounds and Maxwell Street Days because they are helping to bring people into the community. Cleanup and repairs from these events amounts to \$2,000-\$3,000/year.

In answer to Council Member Galbraith's question, Director Hilvo explained that the work for these events does not require overtime.

In answer to Council Member Arnett's question, City Administrator/Treasurer Mertes explained that the salary increases are at the discretion of the Department Head.

Council Member Thome stated that she does not want to diminish the extra work that the Department does; however, the world we live in has everyone checking emails and being connected to their work on weekends.

Council Member Burkart stated that this should not be expected from City staff.

Council Member Verhaalen reminded the Council that staff was already moved from hourly to salary to cut back on overtime.

In answer to Council Member Galbraith's question, Director Hilvo explained that his staff took on the extra roll of the part-time seasonal people when they left for the season.

Recreation

Director Hilvo reviewed the recreation budget, highlighting the addition of the Poms program which attracted 100 youth and generates \$60,000 in revenue.

Pool

Director Hilvo explained that attendance was up this year; however, they offered a discount on season passes if they were purchased early and this may have hurt their revenue. The City needs to plan for ongoing maintenance on the pool because it was built in 1996. The next large expense will be a new liner for \$250,000. Banner sales have dropped.

In answer to Mayor O’Keefe’s questions, Director Hilvo explained that the City could work to prefund the cost of a new liner and the lifespan of a new liner will be approximately 10 years.

Director Hilvo reviewed the Capital Projects which included asphalt sealing the interurban trail; Willowbrook Playground; All Children’s Playground; reroof three park buildings and one gazebo; and replacing a chipper.

In addition, Director Hilvo requested a new Grapple truck to aid in catching up with the seven year plan for trees. The piece of equipment would help prevent injuries and minimize the staff needed for tree removals. The Common Council discussed various options including: leasing vs. purchase, renting, and sharing the purchase with other communities and City departments. The Common Council asked Director Hilvo to do more research and bring the request back in November.

Director Hilvo introduced an Art Walk brochure highlighting art within the community for visitors to enjoy. He thanked the Public Art Commission and Rice Advertising for putting it together.

Debt Service

- Page 85 shows the Debt Service - two borrowings in 2018 (Street Project and Amcast Project to be completed on October 29). The rating history is described and no change is expected. Borrowing history is shown
- Page 86 shows the City’s capacity to borrow funds (statutorily and the City’s policy)
- Budgeted use of Debt Service fund balance to offset payments in 2019 (premium on bond proceeds, impact fees, and interest earnings being used along with a transfer from Capital Improvements of the Library impact fees)
- Page 90 – Outstanding debt listing and payment schedule

Internal Service/Insurance

- Page 92 – Internal Service Fund or Risk Management – accounts for all the insurance costs of the City including unemployment and claims and legal expenditures associated with claims

CONSIDER PAYMENT OF BILLS DATED 10/01/18, TRANSFERS FOR THE PERIOD 09/19/18 THROUGH 10/05/18; AND PAYROLL FOR THE PERIOD 09/09/18 THROUGH 09/22/18; AND ACTION THEREON

Motion made by Council Member Burkart, seconded by Council Member Galbraith, to approve payment of bills dated 10/01/18, transfers for the period 09/19/18 through 09/22/18, and payroll for the period 09/09/18 through 09/22/18. Motion carried without a negative vote.

CONSIDER LICENSE APPLICATIONS; AND ACTION THEREON

Motion made by Council Member Galbraith, seconded by Council Member Arnett, to approve new Operator License applications for the period ending June 30, 2019 for Mandie Lousier and Kayla Matter. Motion carried without a negative vote.

ADMINISTRATOR'S REPORT

City Administrator/Treasurer Mertes reported that most of the City Hall parking lot will be closed on Friday, October 12 to set up for Oktoberfest. She also explained that the floor in Room 1, in the lower level, is being replaced.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

COMMENTS & ANNOUNCEMENTS BY COUNCIL MEMBERS

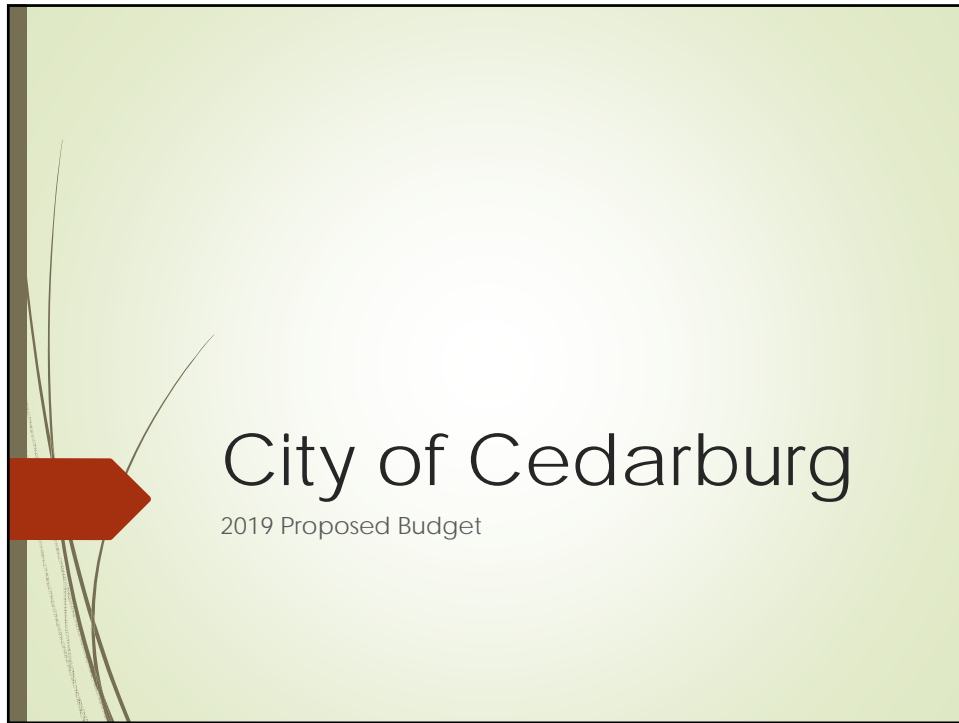
Council Member Burkart explained that she contacted the City of Marinette about one of their public art projects and was told that Marinette looks at the City of Cedarburg as the mecca of public art.

MAYOR'S REPORT – None

ADJOURNMENT

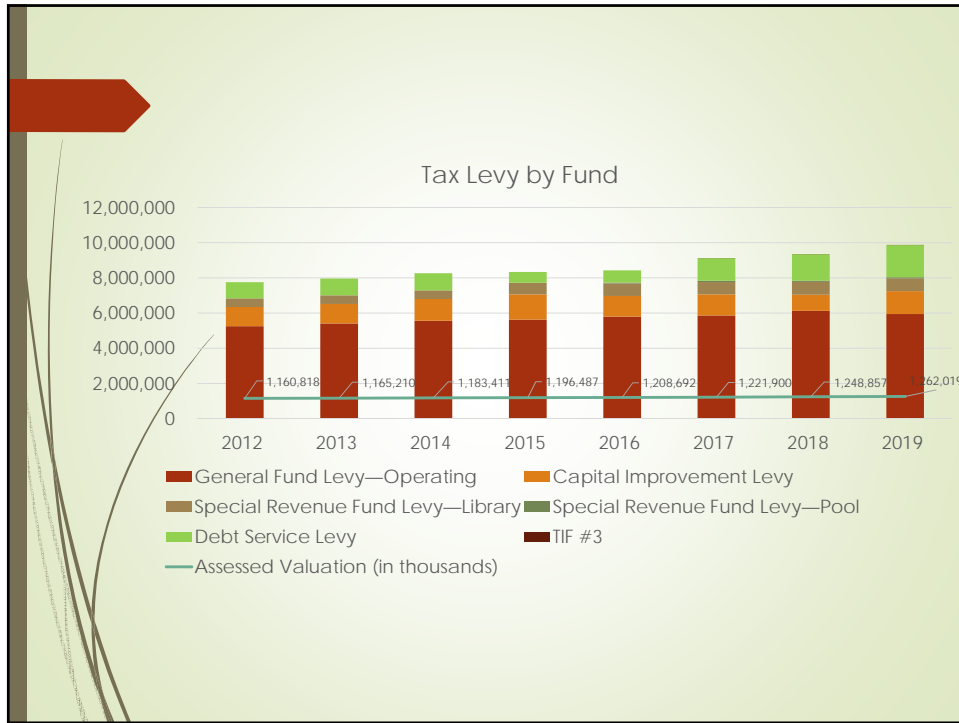
Motion made by Council Member Arnett, seconded by Council Member Galbraith, to adjourn the meeting at 9:50 p.m. Motion carried without a negative vote.

Amy D. Kletzien, MMC/WCPC
Deputy City Clerk



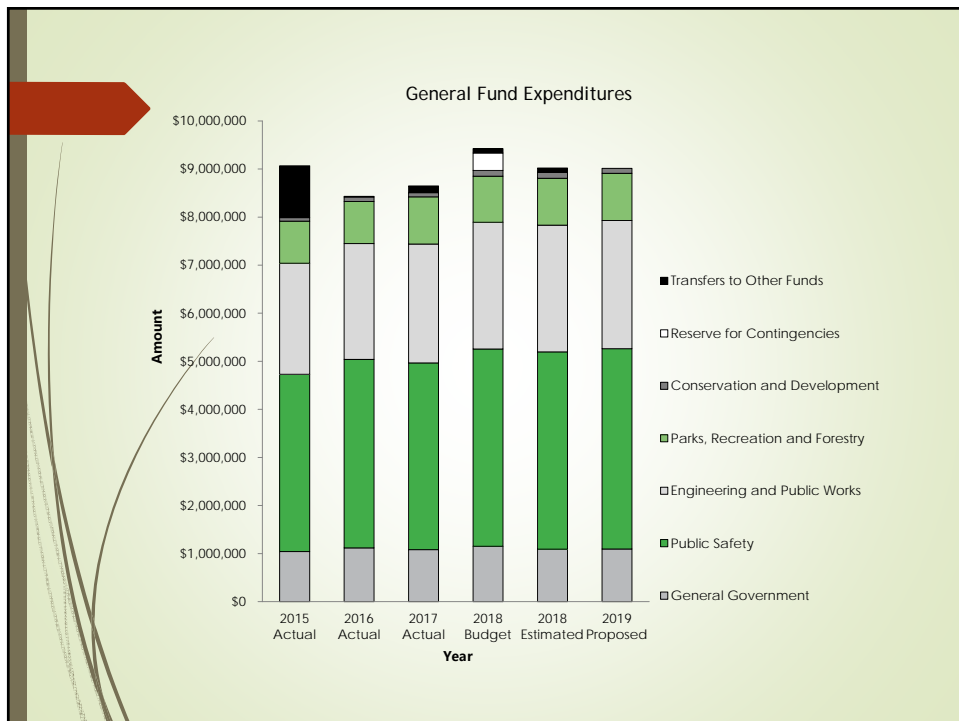
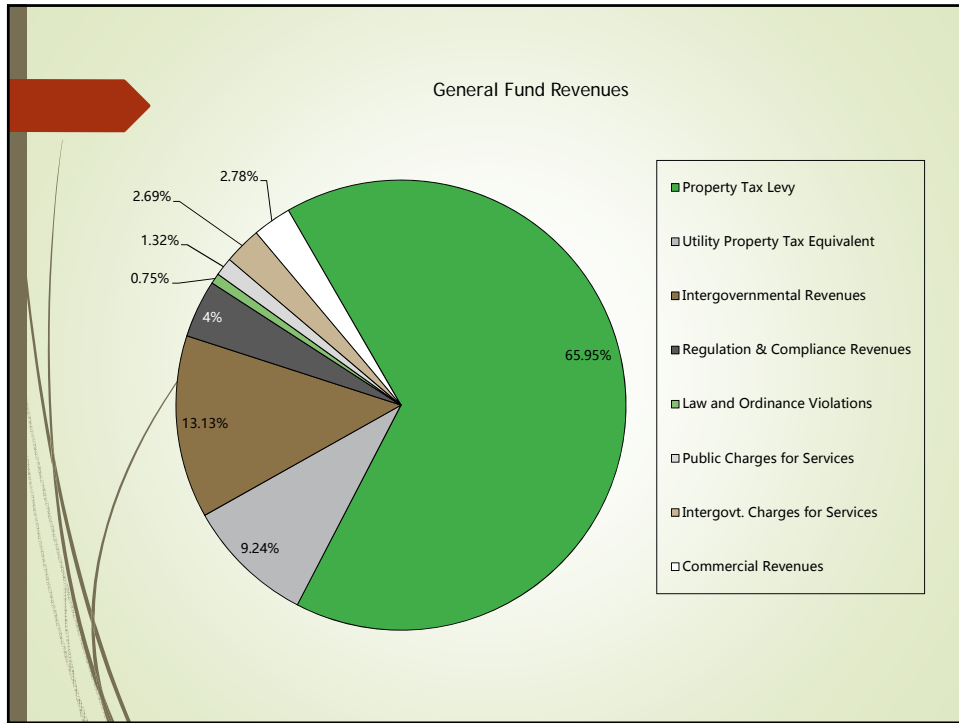
Funds Necessary for 2019 Operations Compared to Previous Years

	2016	2017	2018	2019	% CHANGE
<u>City Tax Levies</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>PROPOSED</u>	<u>2019/2018</u>
General Fund Levy—Operating	5,803,256	5,869,616	6,133,050	5,946,164	-3.0%
Capital Improvement Levy	1,170,000	1,192,000	915,000	1,303,000	42.4%
Special Revenue Fund Levy—Library	707,306	707,306	722,194	722,194	0.0%
Special Revenue Fund Levy—Pool	44,121	65,658	69,652	67,429	-3.2%
TIF #3		62	106	162	52.8%
Debt Service Levy	<u>705,776</u>	<u>1,284,280</u>	<u>1,502,211</u>	<u>1,826,184</u>	<u>21.6%</u>
Total City Levy	8,430,459	9,118,922	9,342,213	9,865,133	5.6%

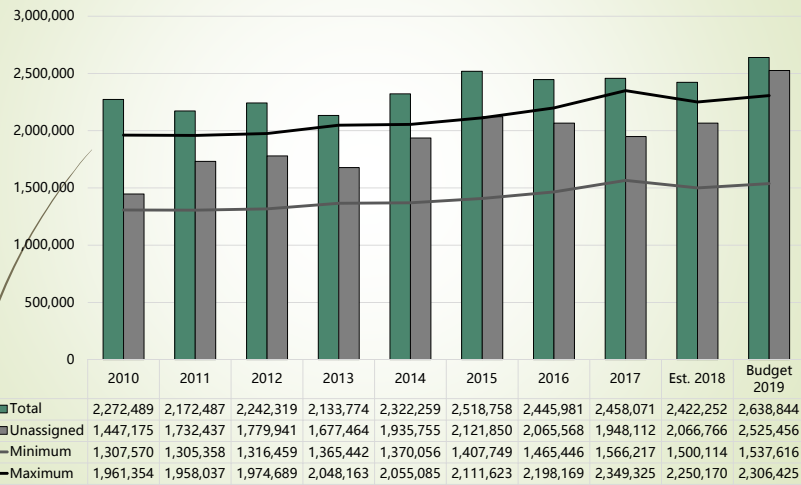


Major General Fund changes from 2018

- 2% wage increase employees
- 0% increase for health and 8% increase for dental insurance; \$1,612 decrease
- Waste and recycling pickup contract \$12,695
- Assessor's Office revaluation funding \$10,000
- Elections down \$19,237



General Fund – fund balance



Capital Improvement – Five Year Funding Needs

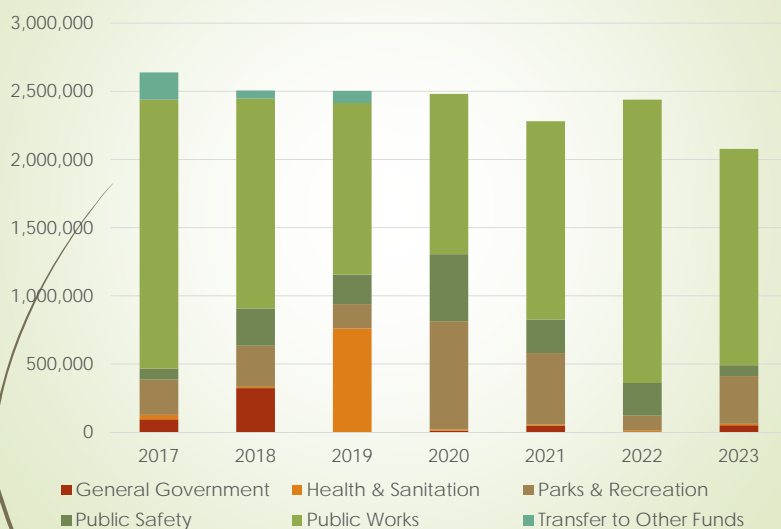
Property Tax Levy:	2018 Budget	2019 Budget	2020 Projected	2021 Projected	2022 Projected	2023 Projected
General Projects	40,000	73,000	565,000	500,000	200,000	215,000
Street Improvements	200,000	510,000	750,000	825,000	850,000	900,000
Equipment Replacements	450,000	550,000	600,000	600,000	550,000	550,000
Storm Water Improvements	225,000	160,000	250,000	450,000	460,000	460,000
Environmental Reserve		10,000	10,000	10,000	10,000	10,000

Capital Improvements

- Levy up \$388,000 or 42%
- 13% of total levy
- Reserves depleted since 2008

	2018	2019	2020	2021	2022	2023
Fund Balance	Estimated	Projected	Projected	Projected	Projected	Projected
Uncommitted	\$78,033	\$533	\$5,533	\$21,533	\$53,533	(\$19,467)
Economic Development	12,086	12,086	12,086	12,086	12,086	12,086
Environmental	607,064	94,064	94,064	94,064	94,064	94,064
Equipment Replacement	49,000	14,000	21,000	86,000	91,000	266,000
Street Improvements	21,508	34,508	105,508	285,508	109,508	222,508
Storm Water Improvements	45,724	21,454	158,794	143,914	6,074	12,824
Library	<u>95,022</u>	<u>5,022</u>	<u>5,022</u>	<u>5,022</u>	<u>5,022</u>	<u>5,022</u>
Total Fund Balance	\$908,437	\$181,667	\$402,007	\$648,127	\$371,287	\$593,037

Capital Improvements – Expenditure History and Projections






2019 Capital Projects

- Environmental; \$10,000
- Transfer to Debt Service; \$90,000
- Dam repairs; \$750,000
- Emergency Management; Siren replacement; \$22,000
- Police Department; \$40,000 vehicles and \$80,000 911 upgrade
- Fire Department; \$75,000



2019 Capital Projects

- DPW - Equipment
 - 5 yard dump truck with plow, wing and salter; \$225,000
 - 10 yard dump truck with PWS; \$125,000
 - Skid Steer and trailer; \$75,000
 - Code Reader; \$10,000
- Storm water; \$203,770
- Streets; \$545,000



2019 Capital Projects/Purchases continued

- Parks, Recreation & Forestry
 - Asphalt sealing of interurban trail
 - Equipment: brush chipper
 - Park Improvements; Willowbrooke Playground equipment; \$80,000
 - Park improvements; \$21,500
 - Centennial Park shelter and gazebo roof repair
 - Cedar Creek Park bathroom roof and gutters
 - Zuenert Park bathroom roof and gutters

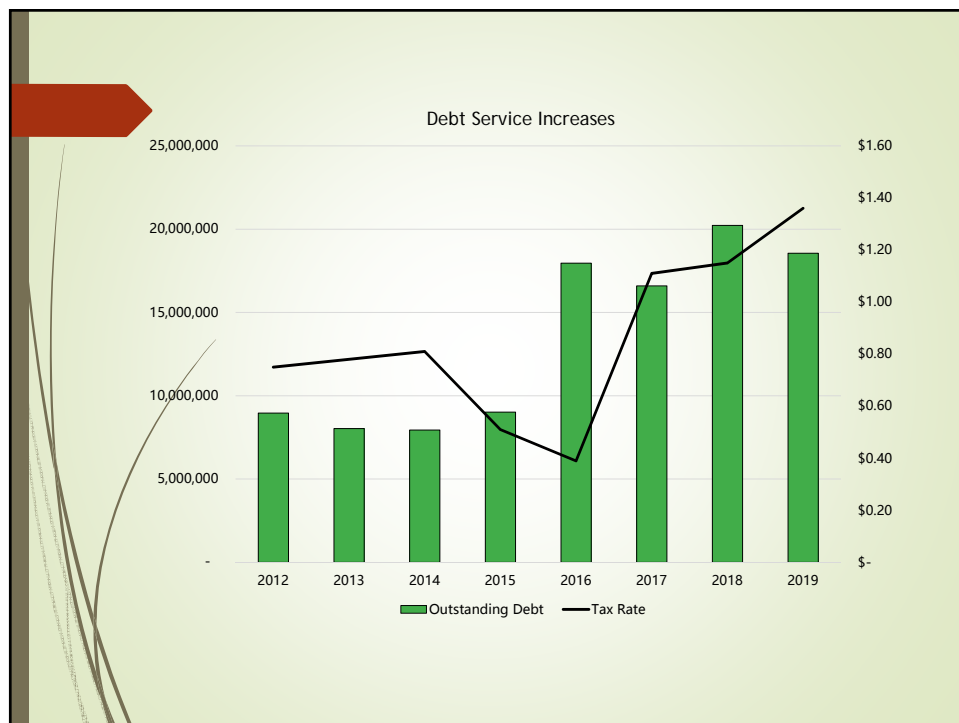


Tax Incremental Districts

- TID #3 Mill and Washington
- TID #4 Amcast
- TID #5 Arrabelle

Debt Service


- Levy up 21.6%; \$323,973
- 18.5% of total levy
- \$18,554,048 outstanding debt
- 27% of statutory limit
- 34% of City policy






Special Revenue Funds

- Cemetery
- Room Tax
- Recreation Programs
- Swimming Pool (tax supported)
- Park Sub-divider Deposit Fund



Internal Service

- Charges to other funds, dividend income and insurance recoveries
- Insurance coverage and claims expenditures



Special Revenue Funds- Library

- 2019 proposed levy; \$722,194
- 7.3% of total levy
- Revenues increasing 0.63%
- Expenditures increasing 0.54%
- An increase of fund balance projected for 2018 and into 2019



Water Recycling Center

- User charges
 - Flow Rate per 1,000 gallons - \$5.40;
Up from \$5.30 in 2018
 - Holding tank hauler rate per 1,000
gallons - \$8.70; same as 2018
 - Septic tank hauler rate per 1,000
gallons - \$44.91; no increase
 - Monthly connection fee - \$15;
\$1.00 increase from 2018
 - Revenues 7% over 2018
 - Expenses are 2% more than 2018



Proposed Tax Rate

- Equalized tax rate \$7.32, \$0.18 or 2.6% increase
- Assessed tax rate of \$7.82; \$0.34 or 4.5% increase
- \$94 increase on a home assessed at \$276,000



Possible changes

- Parks, Recreation and Forestry funding request for grapple truck and removals/plantings
- Administration request for funding of a request for proposals for the consolidation study for Fire/EMS
- Economic Development Board request for weed control in the downtown
- Police Department request for additional officer shared with the School District
- Debt Service for TID #4 borrowing



RESOLUTION NO. 2018-25

RESOLUTION AWARDED THE SALE OF \$3,425,000
TAXABLE GENERAL OBLIGATION COMMUNITY
DEVELOPMENT BONDS, SERIES 2018B

WHEREAS, on May 14, 2018, the Common Council of the City of Cedarburg, Ozaukee County, Wisconsin (the "City") adopted an initial resolution (the "Initial Resolution") authorizing the issuance of general obligation bonds in an amount not to exceed \$3,425,000 for the public purpose of providing financial assistance to community development projects under Section 66.1105, Wisconsin Statutes, by paying project costs included in the project plan for the City's Tax Incremental District No. 4 (the "Project");

WHEREAS, pursuant to the provisions of Section 67.05, Wisconsin Statutes, within 15 days following the adoption of the Initial Resolution, the City Clerk caused a notice to electors to be published in the News Graphic, stating the purpose and maximum principal amount of the bond issue authorized by the Initial Resolution and describing the opportunity and procedure for submitting a petition requesting a referendum on the bond issue authorized by the Initial Resolution;

WHEREAS, no petition for referendum was filed with the City Clerk, and the time to file such a petition has expired;

WHEREAS, the Common Council hereby finds and determines that the Project is within the City's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the City is authorized by the provisions of Section 67.04, Wisconsin Statutes, to borrow money and issue general obligation bonds for such public purposes;

WHEREAS, due to certain provisions contained in the Internal Revenue Code of 1986, as amended, it is necessary to issue such bonds on a taxable rather than tax-exempt basis;

WHEREAS, pursuant to a resolution adopted on May 14, 2018, the City has directed Ehlers & Associates, Inc. ("Ehlers") to take the steps necessary to sell the Taxable General Obligation Community Development Bonds, Series 2018B (the "Bonds") to pay the cost of the Project;

WHEREAS, Ehlers, in consultation with the officials of the City, prepared a Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Bonds and indicating that the Bonds would be offered for public sale on October 29, 2018;

WHEREAS, the City Clerk (in consultation with Ehlers) caused a form of notice of the sale to be published and/or announced and caused the Notice of Sale to be distributed to potential bidders offering the Bonds for public sale on October 29, 2018;

WHEREAS, the City has duly received bids for the Bonds as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation");

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Notice of Sale and is deemed to be the most advantageous to the City. Ehlers has recommended that the City accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference; and

WHEREAS, the Common Council now deems it necessary, desirable and in the best interest of the City that the Bonds be issued in the aggregate principal amount of \$_____.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Ratification of the Notice of Sale and Offering Materials. The Common Council hereby ratifies and approves the details of the Bonds set forth in Exhibit A attached hereto as and for the details of the Bonds. The Notice of Sale and any other offering materials prepared and circulated by Ehlers are hereby ratified and approved in all respects. All actions taken by officers of the City and Ehlers in connection with the preparation and distribution of the Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Authorization and Award of the Bonds. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.04, Wisconsin Statutes, the principal sum of THREE MILLION FOUR HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$3,425,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Bonds for the sum set forth on the Proposal, plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted. The Mayor and City Clerk or other appropriate officers of the City are authorized and directed to execute an acceptance of the Proposal on behalf of the City. The good faith deposit of the Purchaser shall be retained by the City Treasurer and applied in accordance with the Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Bonds shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Bonds. The Bonds shall be designated "Taxable General Obligation Community Development Bonds, Series 2018B"; shall be issued in the aggregate principal amount of \$3,425,000; shall be dated November 14, 2018; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on March 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2019. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Bonds

is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Bonds maturing on March 1, 2026 and thereafter are subject to redemption prior to maturity, at the option of the City, on March 1, 2025 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption. [If the Proposal specifies that any of the Bonds are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Bonds subject to mandatory redemption, the principal amount of such Bonds so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Bonds in such manner as the City shall direct.]

Section 4. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the City are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the City a direct annual irrepealable tax in the years 2018 through 2037 for payments due in the years 2019 through 2038 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the City shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the City and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the City for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Bonds when due, the requisite amounts shall be paid from other funds of the City then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the City, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously

issued by the City may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for Taxable General Obligation Community Development Bonds, Series 2018B" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the City at the time of delivery of and payment for the Bonds; (ii) any premium which may be received by the City above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Bonds until all such principal and interest has been paid in full and the Bonds canceled; provided (i) the funds to provide for each payment of principal of and interest on the Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Bonds may be used to reduce the next succeeding tax levy, or may, at the option of the City, be invested by purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account.

(C) Remaining Monies. When all of the Bonds have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the City, unless the Common Council directs otherwise.

Section 7. Proceeds of the Bonds; Segregated Borrowed Money Fund. The proceeds of the Bonds (the "Bond Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the City and disbursed solely for the purpose for which borrowed or for the payment of the principal of and the interest on the Bonds. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose for which the Bonds have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose shall be deposited in the Debt Service Fund Account.

Section 8. Execution of the Bonds; Closing; Professional Services. The Bonds shall be issued in printed form, executed on behalf of the City by the manual or facsimile signatures of the Mayor and City Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the City of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Bonds may be imprinted on the Bonds in lieu of the manual signature of the officer but, unless the City has contracted with a fiscal agent to authenticate the Bonds, at least one of the signatures appearing on each Bond shall be a manual signature. In the event that either of the officers whose signatures appear on the Bonds shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Bonds and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The City hereby authorizes the officers and agents of the City to enter into, on its behalf, agreements and contracts in conjunction with the Bonds, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bonds is hereby ratified and approved in all respects.

Section 9. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by [_____, _____, _____], which is hereby appointed as the City's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes [the City Clerk or City Treasurer] (the "Fiscal Agent"). [The City hereby authorizes the Mayor and City Clerk or other appropriate officers of the City to enter a Fiscal Agency Agreement between the City and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Bonds].

Section 10. Persons Treated as Owners; Transfer of Bonds. The City shall cause books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Mayor and City Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The City shall cooperate in any such transfer, and the Mayor and City Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 11. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the City at the close of business on the Record Date.

Section 12. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Bonds eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the City agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the City Clerk or other authorized representative of the City is authorized and directed to execute and deliver to DTC on behalf of the City to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the City Clerk's office.

Section 13. Payment of Issuance Expenses. The City authorizes the Purchaser to forward the amount of the proceeds of the Bonds allocable to the payment of issuance expenses to KleinBank, Chaska, Minnesota at Closing for further distribution as directed by Ehlers.

Section 14. Official Statement. The Common Council hereby approves the Preliminary Official Statement with respect to the Bonds and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the City in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate City official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The City Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 15. Undertaking to Provide Continuing Disclosure. The City hereby covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Bonds or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the City to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

To the extent required under the Rule, the Mayor and City Clerk, or other officer of the City charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the City's Undertaking.

Section 16. Record Book. The City Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds in the Record Book.

Section 17. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Bonds, the officers of the City are authorized to take all actions necessary to obtain such municipal bond insurance. The Mayor and City Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Mayor and City Clerk including provisions regarding restrictions on investment of Bond proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Bonds by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Bond provided herein.

Section 18. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Common Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded October 29, 2018.

Michael O'Keefe
Mayor

ATTEST:

Constance K. McHugh
City Clerk

(SEAL)

EXHIBIT A

Notice of Sale

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B

Bid Tabulation

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT C

Winning Bid

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-1

Pricing Summary

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

[EXHIBIT MRP

Mandatory Redemption Provision

The Bonds due on March 1, ____, ____, and ____ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on March 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on March 1, ____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, ____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, ____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, ____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)]

EXHIBIT E

(Form of Bond)

REGISTERED UNITED STATES OF AMERICA DOLLARS
STATE OF WISCONSIN
OZAUKEE COUNTY
NO. R-____ CITY OF CEDARBURG \$_____
TAXABLE GENERAL OBLIGATION COMMUNITY
DEVELOPMENT BOND, SERIES 2018B

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
March 1, _____ November 14, 2018 _____% _____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$_____)

FOR VALUE RECEIVED, the City of Cedarburg, Ozaukee County, Wisconsin (the "City"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2019 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Bond are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Bond is registered on the Bond Register maintained by [_____, _____, _____] OR [the City Clerk or City Treasurer] (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Bond is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Bond together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the City are hereby irrevocably pledged.

This Bond is one of an issue of Bonds aggregating the principal amount of \$[_____] , all of which are of like tenor, except as to denomination, interest rate, maturity date and

redemption provision, issued by the City pursuant to the provisions of Section 67.04, Wisconsin Statutes, for the public purpose of providing financial assistance to community development projects under Section 66.1105, Wisconsin Statutes, by paying project costs included in the project plan for the City's Tax Incremental District No. 4, as authorized by resolutions adopted on May 14, 2018 and October 29, 2018. Said resolutions are recorded in the official minutes of the Common Council for said dates.

The Bonds maturing on March 1, 2026 and thereafter are subject to redemption prior to maturity, at the option of the City, on March 1, 2025 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

[The Bonds maturing in the years _____ are subject to mandatory redemption by lot as provided in the resolution awarding the Bonds, at the redemption price of par plus accrued interest to the date of redemption and without premium.]

In the event the Bonds are redeemed prior to maturity, as long as the Bonds are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Bonds of a maturity are to be called for redemption, the Bonds of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Bonds called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Bonds shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Bonds shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Bond have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the City, including this Bond and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Bond, together with the interest thereon, when and as payable.

This Bond is transferable only upon the books of the City kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Bonds, and the City appoints another depository, upon surrender of the Bond to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together

with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Bond in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the City for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Bonds (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Bonds, or (iii) with respect to any particular Bond, after such Bond has been called for redemption. The Fiscal Agent and City may treat and consider the Depository in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Bonds are issuable solely as negotiable, fully-registered Bonds without coupons in the denomination of \$5,000 or any integral multiple thereof.

【This Bond shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.】

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the City of Cedarburg, Ozaukee County, Wisconsin, by its governing body, has caused this Bond to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Mayor and City Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

CITY OF CEDARBURG
OZAUKEE COUNTY, WISCONSIN

By: _____
Michael O'Keefe
Mayor

(SEAL)

By: _____
Constance K. McHugh
City Clerk

[Date of Authentication: _____, _____]

CERTIFICATE OF AUTHENTICATION

This Bond is one of the Bonds of the issue authorized by the within-mentioned resolutions of the City of Cedarburg, Ozaukee County, Wisconsin.

_____, _____

By _____
Authorized Signatory]

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Bond and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)



October 2, 2018

Akif Saparmamedov
N20 W5343 Pierce Court
Cedarburg, WI 53012

Dear Mr. Saparmamedov:

This letter is in regards to your recent application for an Operator's License in the City of Cedarburg. Please be advised that Police Chief Thomas Frank is recommending the Common Council deny your application based on the following arrest and conviction record:

- 2016 Operating while intoxicated, operating while suspended, failure to pay forfeiture, bail jumping, theft
- 2017 Operating after revocation, operating under the influence of an intoxicant, knowingly making a false statement on a title, ignition interlock device tampering/failure to install
- 2018 Operating with a prohibited alcohol concentration, operating after revocation

The Common Council will consider your application on **Monday, October 29, 2018 at 7:00 p.m.** You are being provided with an opportunity to be present at this meeting to provide any additional information to the Council. Chief Frank or his representative will also be present at the meeting. The meeting will take place in the Council Chambers of City Hall, W63 N645 Washington Avenue.


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

Sincerely,

Constance K. McHugh
City Clerk

Cc: Chief Thomas Frank
City Administrator/Treasurer Christy Mertes
City Attorney Michael Herbrand

Memo

To: Mayor O'Keefe and Cedarburg Common Council
From: Thomas J. Frank, Chief of Police 
Date: October 2, 2018
Re: Recommendation to deny application for operator's license to serve fermented malt beverages and intoxication liquors

It is my recommendation to deny the license application submitted by Akif Saparmamedov [REDACTED] based on his arrest and conviction record.

2016 – Operating while intoxicated(2), operations while suspended, operating while suspended, failure to pay forfeiture, failure to pay forfeiture, bail jumping, theft x 4 (criminal)

2017 – Operating after revocation, operating under the influence of an intoxicant (3), knowing making a false statement in title x 3(criminal), ignition interlock device tampering/failure to install,

2018 – Operating with a prohibited alcohol concentration, operating after revocation,

CITY OF CEDARBURG

MEETING DATE: October 29, 2018

ITEM NO: 9. C. & D.

TITLE: Consider Ordinance No. 2018-16 amending Section 10-1-27 of the Municipal Code to prohibit parking on the east side of Harrison Avenue opposite the north driveway at Parkview School; and action thereon

Consider Ordinance No. 2018-17 amending Sec. 10-1-29 of the Code of Ordinances restricting parking on the east side of Harrison Avenue commencing at the north intersecting curb line of Pine Street and continuing for a distance of 490 feet between the hours of 8:00 AM and 9:00 AM and in between 3:00 PM and 4:00 PM on school days; and action thereon

ISSUE SUMMARY: The existing parking restrictions on Harrison Avenue adjacent to Parkview School are unclear and difficult to enforce. Engineering and Public Works staff met with the Police Department and later with the school principal to review existing parking restrictions and signage.

The attached ordinance revisions reflects the consensus opinion from those meetings.

STAFF RECOMMENDATION: Staff recommends adoption of Ordinance 2018-16 and 2018-17 to address the signage concerns raised by the Police Department adjacent to Parkview School.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: \$400 for new signs

ATTACHMENTS: Copy of proposed ordinances

INITIATED/REQUESTED BY: Cedarburg Police

FOR MORE INFORMATION CONTACT: Tom Wiza – Director of Engineering and Public Works
(262)375-7610

ORDINANCE NO. 2018-16

**An Ordinance Prohibiting Parking on
the East Side of Harrison Avenue North of Pine Street**

The Common Council of the City of Cedarburg, Wisconsin, does hereby ordain as follows:

SECTION 1. Section 10-1-27 (Parking Prohibited Zones) of the Code of Ordinances of the City of Cedarburg is hereby amended as follows:

- (a) **Parking Prohibited Zones.** No person shall park or leave standing any vehicle upon any of the following highways, streets or parts thereof, except temporarily for the purpose of and while actually engaged in receiving or discharging passengers. Either the operator or owner of any vehicle may be held responsible for the violation of this section.

(68) On the east side of Harrison Avenue beginning 490 feet north of the north intersecting curb line of Pine Street and continuing northerly for a distance of 137 feet.

SECTION 2. This ordinance shall take effect upon its passage and publication as provided by law.

Passed and adopted this 29th day of October 2018.

Michael J. O'Keefe, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand

ORDINANCE NO. 2018-17

**An Ordinance Restricting Parking Hours on
the East Side of Harrison Avenue North of Pine Street**

The Common Council of the City of Cedarburg, Wisconsin, does hereby ordain as follows:

SECTION 1. Section 10-1-29 (Miscellaneous Restricted Parking Hours on Certain Streets) of the Code of Ordinances of the City of Cedarburg is hereby amended as follows:

There shall be no parking on the following streets during the designated hours:

- (k) On the east side of Harrison Avenue commencing at a ~~point one hundred sixty (160) feet~~ the north of the intersecting curb line of Pine Street and continuing for a distance of four hundred ninety six ~~(496)~~ (490) feet between the hours of 8:00 a.m. and 9:00 a.m. and between 3:00 p.m. and 4:00 p.m. on school days.

SECTION 2. This ordinance shall take effect upon its passage and publication as provided by law.

Passed and adopted this 29th day of October 2018.

Michael J. O'Keefe, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand

CITY OF CEDARBURG

MEETING DATE: October 29, 2018

ITEM NO: 9. E.

TITLE: Consider Ordinance No. 2018-18 amending Section 10-1-16(b) of the Code of Ordinances to authorize the placement of yield signs for new street intersections in Prairie View Phase 2 and Sandhill Trails Subdivisions; and action thereon (Public Works and Sewerage Comm. 10/11/18)

ISSUE SUMMARY: For the new low volume internal street intersections in Sandhill Trails and Prairie View Phase 2, staff is recommending the installation of yield signs to establish traffic control. The yield signs clearly assign who has the right-of-way, but don't require motorists to come to a full stop. The Police Department and Public Works Commission support this signage layout.

STAFF RECOMMENDATION: Adopt Ordinance No. 2018-18.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: The Public Works and Sewerage Commission at its meeting of October 11, 2018 recommended the installation of yield signs at the intersection locations proposed.

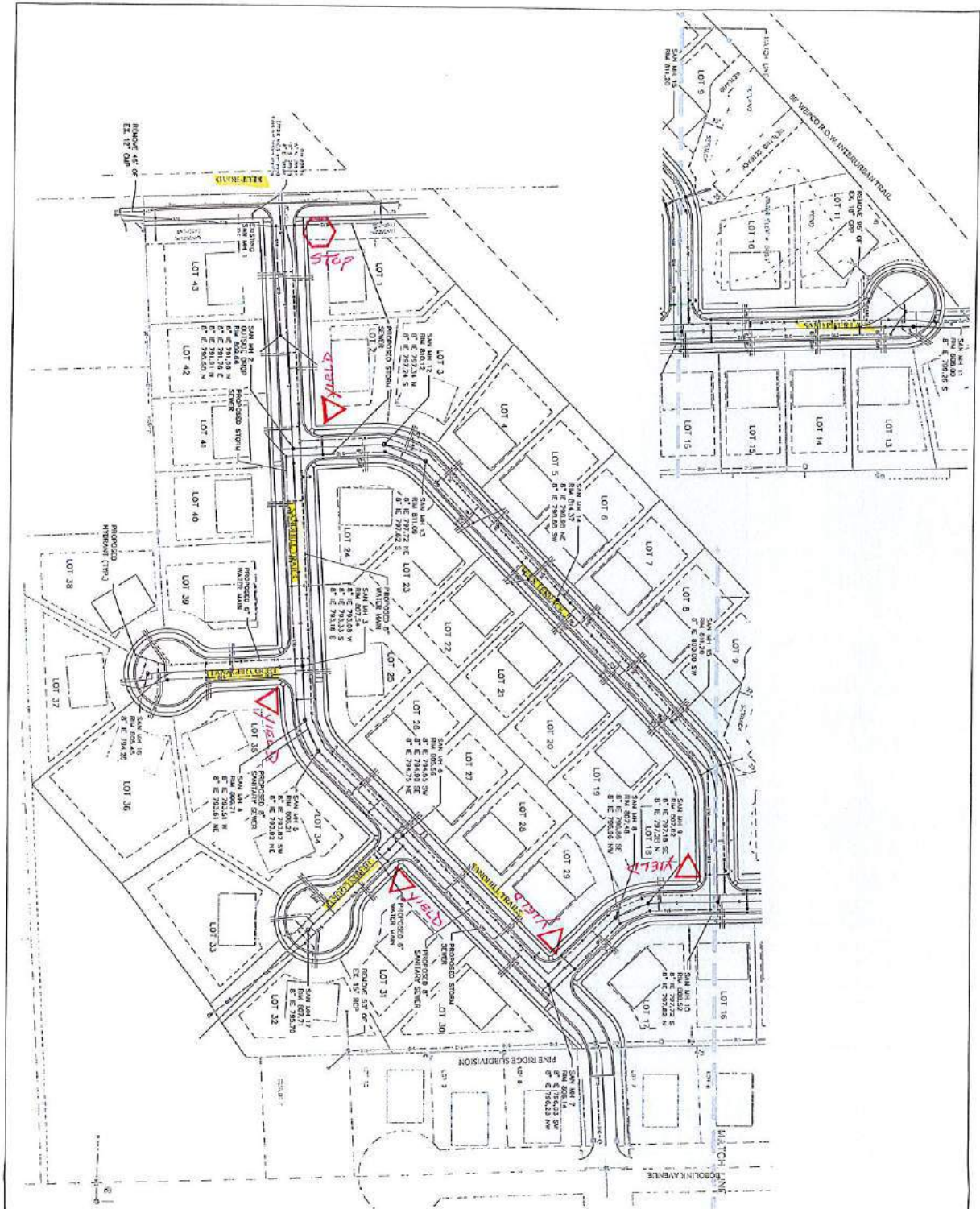
BUDGETARY IMPACT: \$1,400 for signs and poles to be billed back to the respective developers

ATTACHMENTS:

- Unofficial Minutes of 10/11/18 Public Works and Sewerage Commission meeting
- Copy of proposed ordinance
- Signage Maps

INITIATED/REQUESTED BY: Tom Wiza

FOR MORE INFORMATION CONTACT: Tom Wiza – Director of Engineering and Public Works
(262)375-7610



DISCLAIMER

THESE PLANS AND SPECIFICATIONS ARE PREPARED BY R.A. SMITH NATIONAL, INC. FOR THE CITY OF CEDARBURG, WISCONSIN. THE CITY OF CEDARBURG, WISCONSIN, IS THE OWNER OF THE PROJECT. THE CITY OF CEDARBURG, WISCONSIN, IS NOT PROVIDING ANY GUARANTEE OR WARRANTY FOR THE ACCURACY OF THE INFORMATION PROVIDED HEREON. THE CITY OF CEDARBURG, WISCONSIN, IS NOT PROVIDING ANY GUARANTEE OR WARRANTY FOR THE ACCURACY OF THE INFORMATION PROVIDED HEREON.

DESIGNS & HOTLINE

Call 811 to locate underground utilities before digging.

Residential: 800-368-3434

Commercial: 800-368-3434

Website: www.811.com

R.A. Smith National

Beyond Surveying and Engineering

www.rasminnational.com

DATE 7-5-17

DESCRIPTION SHIPPER LAKE CUL-DE-SAC UPDATES

PROJECT MANAGER TROY L. HANCOCK, P.E.

DESIGNED BY R.A. SMITH NATIONAL

CHECKED BY R.A. SMITH NATIONAL

SHEET NUMBER C400

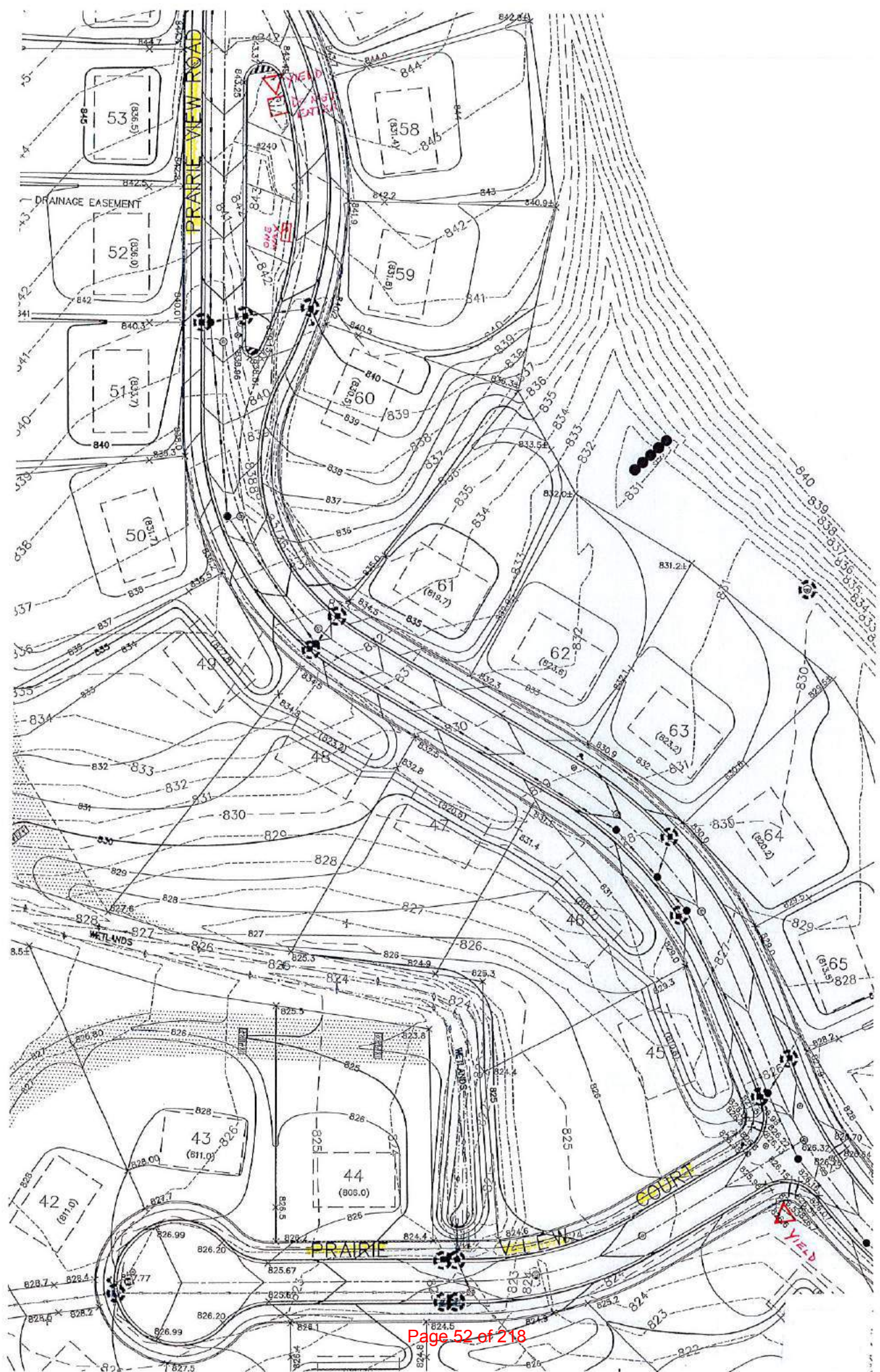
SANDHILL TRAILS SUBDIVISION

CITY OF CEDARBURG, WISCONSIN

OVERALL UTILITY PLAN

DATE 7-5-17

DESCRIPTION SHIPPER LAKE CUL-DE-SAC UPDATES



**CITY OF CEDARBURG
PUBLIC WORKS AND SEWERAGE COMMISSION
October 11, 2018**

**PW/SEW20181011-1
UNAPPROVED MINUTES**

A meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held Thursday, October 11, 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, Ryan Hammetter, Bob Dries, Council Member Dan von Barga

Excused - Bill Oakes, Gary Graham, Charles Schumacher

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

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 Beck, to approve the minutes of June 14, 2018. The motion carried unanimously with Commissioner Oakes, Commissioner Graham and Commissioner Schumacher excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS

No comments or suggestions were offered at this time.

**CONSIDER TRAFFIC CONTROL SIGNAGE FOR SANDHILL TRAILS SUBDIVISION;
AND ACTION**

Director Wiza explained that Public Works Department will be ordering street name signs for the Sandhill Trails subdivision off Keup Road. It makes sense to determine what traffic control signage should be installed at this time.

A stop sign is proposed on Sandhill Trails at Keup Road intersection. All other internal intersections are proposed to be controlled with yield signs as these are T-intersections.

The developer will be billed for all costs for required street name and traffic control signage.

Motion made by Commissioner Guse, seconded by Commissioner Beck, to approve the traffic control signage for Sandhill Trails Subdivision as presented. The motion carried unanimously with Commissioner Oakes, Commissioner Graham and Commissioner Schumacher excused.

**CONSIDER TRAFFIC CONTROL SIGNAGE FOR PRAIRIE VIEW SUBDIVISION
PHASE 2; AND ACTION THEREON**

Director Wiza explained that like Sandhill Trails, we need to erect the traffic control signage for Prairie View Phase 2. This is a small phase, with just one intersection. A yield sign is proposed at the T-intersection on Prairie View Court at Prairie View Road. In addition, we are proposing signage around a large landscaping island to create a one-way traffic flow. This signage would include a one-way sign, a yield sign and a do-not-enter sign. The developer will be billed for all costs for required street name and traffic control signage.

Motion made by Commissioner Guse, seconded by Commissioner Hammetter, to approve the traffic control signage for Prairie View Phase 2 subdivision as presented. The motion carried unanimously with Commissioner Oakes, Commissioner Graham and Commissioner Schumacher excused.

**CONSIDER SLUDGE HAULING CONTRACT PROPOSAL RECEIVED FROM
BADGER STATE WASTE, LLC; AND ACTION THEREON**

Cedarburg Water Recycling Center Superintendent Eric Hackert explained that CWRC has had a long term hauling contract in place with Veolia Environmental Services. The contract was last renewed May 15, 2012 for an additional 10 year term.

In recent years we have experienced significant performance issues and on May 5, 2018 Veolia was bought out by Clean Harbors of Norwell, Massachusetts.

It appears Clean Harbors has been subcontracting the sludge hauling with Badger State Waste, LLC. Clean Harbors contacted us and stated that they are losing money hauling our sludge and they are taking the position that the contract is invalid. We believe the contract is valid through 2022 but the service has been so poor that staff feels we would be better off if we part ways with Clean Harbors.

We would like to enter a contract with Badger State Waste to haul, store and dispose of the treatment plant sludge. They have a facility in Hartford along with their own fields. We do need clarification on the fuel surcharge and we would like to the city attorney to draft a letter to Clean Harbors.

Motion made by Commissioner Beck, seconded by Commissioner Dries to recommend the Common Council select Badger State Waste, LLC for sludge hauling after clarification of the fuel surcharge and to have the city attorney terminate the Clear Harbors contract. The motion carried unanimously with Commissioner Oakes, Commissioner Graham and Commissioner Schumacher excused.

REVIEW PROPOSED 2019 OPERATION AND CAPITAL BUDGETS FOR ENGINEERING, PUBLIC WORKS, WATER RECYCLING CENTER AND CEMETERY

Budget discussion was held. Superintendent Hackert discussed his Water Recycling Center capital improvement plan along with his budget.

Secretary Esselmann discussed the cemetery capital improvements including the increase of up to 75 new plots and a soil containment area at Zur Ruhe. A compliment was paid to Secretary Esselmann by Commissioner Guse on her efforts to get these plots going.

Commissioner Guse question whether or not the cemetery rental house can be pushed off another year. She was referred to ask this question to Mike Baier, building inspector.

Columbarium was discussed and should be looked into for the future.

Motion made by Commissioner Beck, seconded by Commissioner Hammetter to recommend the Common Council approve an increase of purchase price from \$450 to \$600 per plot at both the Immanuel and Zur Ruhe cemeteries on January 1, 2019.

Superintendent Bublitz discussed the Public Works capital improvement and operating budget

Director Wiza discussed the capital improvement and operating budget for the Engineering department. This included the 2019 to 2025 street improvement and sidewalk projects.

Motion made by Commissioner Guse, seconded by Commissioner Beck, to approve the general operating budget as presented and to recommend to the common council. The motion carried unanimously with Commissioner Oakes, Commissioner Graham and Commissioner Schumacher excused.

Motion made by Commissioner Beck, seconded by Mayor O'Keefe, to approve the capital budget as presented and to recommend to the common council. The motion carried with Commissioner Beck, Commissioner Dries, Mayor O'Keefe, Council Member Dan von Barga and Commissioner Hammetter voting aye and Commissioner Guse voting nay. Commissioner Oakes, Commissioner Graham, Commissioner Schumacher excused.

REPORTS

Update on Public Works Operations

Superintendent Bublitz updated the Commissioners on brush pick up and leaf collection.

Update on Sewerage Plant Operations and Discussion of Monthly Reports

Superintendent Hackert reported the effluent & influent report for June, July, August and September are good.

Mike Kelley discussed orthophosphates and what his lab is doing.

Identify Future Agenda Items

Mayor O'Keefe asked if the future meetings could be moved from the second Thursday to the second Wednesday due to his work conflicts. This will be from November to April. Secretary Esselmann was advised to send an e-mail to all Commissioners regarding this change. All Commissioners present agreed to this change.

ADJOURNMENT

A motion was made by Commissioner Guse, seconded by Commissioner Beck, to adjourn the meeting at 9:10 p.m. The motion carried unanimously with Commissioner Oakes, Commissioner Graham and Commissioner Schumacher excused.

Kim Esselmann
Building Inspection/Public Works Secretary

ORDINANCE NO. 2018-18

**An Ordinance Authorizing the Placement of Yield Signs
In Sandhill Trails and Prairie View Phase 2 Subdivisions**

SECTION 1. Section 10-1-16(b) of the Code of Ordinances of the City of Cedarburg is hereby amended as follows:

(b) Yield Signs Authorized

- (35) Tern Terrace at Sandhill Trails (south)
- (36) Tern Terrace at Sand Piper Lane (east)
- (37) Sand Piper Lane at Sandhill Trails (southeast)
- (38) Heron Court at Sandhill Trails (northwest)
- (39) Tanager Court at Sandhill Trails (north)
- (40) Prairie View Court at Prairie View Road (east)

SECTION 2. Effective Date. This ordinance shall take effect upon passage and publication as provided by law.

Passed and adopted by the Common Council of the City of Cedarburg this 29th day of October 2018.

Michael O'Keefe, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

CITY OF CEDARBURG

MEETING DATE: October 29, 2018

ITEM NO: 9. F.

TITLE: Consider Ordinance No. 2018-19 establishing a stop sign for west bound traffic on Sandhill Trails at the intersection with Keup Road; and action thereon (Public Works & Sewerage Comm. 10/11/18)

ISSUE SUMMARY: The new intersection of Sandhill Trails at Keup Road will require a stop sign for west bound traffic entering on to Keup Road. Since Keup Road is considered a higher volume collector street, a full stop sign is recommended.

STAFF RECOMMENDATION: Adopt Ordinance No. 2018-19.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: The Public Works & Sewerage Commission at its meeting of October 11, 2018 recommended a stop sign for west bound Sandhill Trails at Keup Road.

BUDGETARY IMPACT: Estimated \$200 for sign and post to be billed to the developer

ATTACHMENTS:

- Minutes of October 11, 2018 Public Works & Sewerage Commission meeting
- Copy of proposed ordinance

INITIATED/REQUESTED BY: Tom Wiza

FOR MORE INFORMATION CONTACT: Tom Wiza – Director of Engineering and Public Works
(262)375-7610

ORDINANCE NO. 2018-19

**An Ordinance Placing A Stop Sign at
Sandhill Trails At Keup Road**

The Common Council of the City of Cedarburg, Wisconsin, does hereby ordain as follows:

SECTION 1. Section 10-1-15(b) of the Code of Ordinances of the City of Cedarburg is hereby amended as follows:

- (b) **Stop Signs Authorized**
(184) Sandhill Trails at Keup Road (west)

Section 2. Effective Date. This ordinance shall take effect upon passage and publication as provided by law.

Passed and adopted by the Common Council of the City of Cedarburg this 29th day of October, 2018.

Michael O'Keefe, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

CITY OF CEDARBURG

MEETING DATE: October 29, 2018

ITEM NO: 9. G.

TITLE: Consider a request to contract sludge hauling from the CWRC and consideration and possible action on Termination Agreement with Clean Harbors; and action thereon

ISSUE SUMMARY: The Water Recycling Center is in need of a new contract for all of its sludge hauling needs.

Our current contract with Clean Harbors Inc. is being restructured with significant price increases. We have another proposal from the current sub-contractor that is hauling, storing, and spreading our sludge on farm fields that would keep our cost the same for three more years then slight increase for two more years.

STAFF RECOMMENDATION: Accept the proposal from Badger Waste Inc. to haul the sludge from the CWRC for the next 5 years with an extension possible after those terms.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: This was discussed at the Public Works/ Sewage Commission on Thursday, October 11th and their recommendation is to terminate the contract with Clean Harbors Environmental Services Inc. and award the contract to Badger State Waste LLC.

BUDGETARY IMPACT: These funds have been budgeted for 2019.

ATTACHMENTS: Proposals from Clean Harbor and Badge State Waste LLC, and Clean Harbor Termination Agreement

INITIATED/REQUESTED BY: Eric Hackert, CWRC Superintendent

FOR MORE INFORMATION, CONTACT: Eric Hackert, 262-375-7900.



BADGER STATE WASTE, LLC

City of Cedarburg WWTP
Attn: Eric Hackert
PO Box 49
Cedarburg, WI 53012

Subject: Sludge Hauling proposal for the years of 2018 thru 2023 plus an extension option. Management, Hauling, Storage and Land Application of Treated Municipal Sludge from the City Of Cedarburg WWTP.

Badger State Waste, LLC will provide hauling, storage and land spreading of the City of Cedarburg sludge on approved Wisconsin Department of Natural Resources (WDNR) Land application sites and storage facilities in compliance with NR 204 and Badger State Waste's permit. Badger State Waste, LLC will provide all necessary equipment and trucks to transport and land-apply the sludge through injection.

All land application and management will be in compliance with Badger State Waste's WPDES permit and WDNR guidelines and requirements including Wis. Administrative Code Chapter NR 204 and federal requirements.

Badger State Waste, LLC will review all sites for suitability and complete and submit any new site request packages to the WDNR for approval prior to using the sites.

Badger State Waste, LLC will sample the soils on each site to be used once every four years as required in our permit and submit a copy to WDNR prior to using the site.

Badger State Waste, LLC will work the farmers and provide sludge nutrient information upon completion to insure all waste meets nutrient management guidelines and is applied in accordance with accepted agricultural practices and NR 204.

Badger State Waste will keep daily logs of the volume hauled and will supply them to Cedarburg WWTP. All Annual report forms, (3400-52 and 3400-55) waste summaries and calculations will be provided to Cedarburg by January 20th for the preceding year for submittal to the WDNR.

Badger State Waste, LLC will maintain waste loading and disposal areas in clean condition and prevent spills. All spills will be handled in accordance with Badger State Waste, LLCs approved spill management plan.

Badger State Waste, LLC will maintain liability and workers compensation insurance for the full duration of the contract.

Badger State Waste will add a fuel sur charge on if the price of diesel fuel exceeds \$4.00 per gallon.

- Contract Prices are as follows:
 - o 2018 - \$.07 per gallon
 - o 2019 - \$.07 per gallon
 - o 2020 - \$.07 per gallon
 - o 2021 - \$.075 per gallon
 - o 2022 - \$.075 per gallon
 - o 2023 - \$.08 per gallon

**Contract may be extended beyond 2023 if both parties agree on price for up to five years.

Note: These prices are good for an unlimited volume of gallons hauled and land applied

Cedarburg WWTP Proposal Acceptance



Badger State Waste, LLC Signature

Date Signed

10-5-18

Date Signed

FUEL SURCHARGE PROVISIONS

Diesel fuel price per gallon

< \$4.00/gallon	0%
\$4.00 to \$4.24	1%
\$4.25 to \$4.49	2%
\$4.50 to \$4.74	3%
\$4.75 to \$4.99	4%

For each additional \$0.25 increment, as shown above, the fuel surcharge will increase by 1%.

The published index for determining monthly diesel fuel pricing will be the Department of Energy's (DOE) "Weekly retail on-highway diesel prices" for the Midwest Region.

The applicable fuel surcharge percentage will be applied to the sludge hauling rate and added as a line item on the monthly billing.



Clean Harbors Environmental Services, Inc.
6125 North Pecatonica Road
Pecatonica, IL 61063
www.cleanharbors.com

October 4, 2018

Attn: Mr. Eric Hackert
Cedarburg WWTP
W63 N645 Washington Ave
Cedarburg, WI 53012

Quote #3033053

Dear Mr. Hackert:

Thank you for considering Clean Harbors Environmental Services, Inc. for your environmental service needs. We provide a broad range of environmental services including hazardous and non-hazardous waste transportation and disposal, laboratory chemical packing, emergency response, field services and industrial maintenance. We are pleased to provide this proposal based on the scope of work outlined below.

We offer our clients a broad spectrum of environmental services and the ability to dispose of hazardous material at or through a Clean Harbors' owned and operated facility. In addition to managing your waste streams, a Clean Harbors' professional can assist you with:

- High Pressure Cleaning Services
- Chemical Cleaning Services
- Catalyst Handling & Disposal Services
- Industrial Vacuum Services
- Environmental Waste Services
- Ultra Sonic Cleaning Services
- Pigging/Decoking Services
- Dredging Dewatering Services
- Material Processing/Tank Cleaning Services
- InSite Services

I look forward to servicing your environmental needs. When you are ready to place an order, please contact our Customer Service group at 800.444.4244. If you have any questions or need further assistance, you may reach me at the number below.

Sincerely,

Bruce Morgan
Senior Vice President
615-643-3171



October 4, 2018
Clean Harbors Quote #3033053

Page 2 of 6

QUOTE SUMMARY

Description	Amount
TASK 1: SLUDGE CEDARBURG TO CRYSTAL SPRINGS OR LAND APPLICATION WITHIN 35 MILE RADIUS OF CEDARBURG \$0.091 per gallon, estimated 5,000 gallons	\$455.00-->
TASK 2: SLUDGE FROM CEDARBURG TO GREEN BAY MET \$0.213 per gallon, estimated 5,000 gallons	\$1065.00-->
QUOTE TOTAL	\$1,520.00



October 4, 2018
Clean Harbors Quote #3033053

Page 3 of 6

TASK 1: SLUDGE CEDARBURG TO CRYSTAL SPRINGS OR LAND APPLICATION

TASK 1: TOTAL LABOR, EQUIPMENT, AND MATERIAL **\$455.00**
\$0.091 per gallon, estimated 5,000 gallons

DISPOSAL

Profile/Waste Code	Waste Description	Qty	UOM	Price	Total
TREATMENT WATER SLUDGE	5000 gallon			\$0.091	*\$455.00
				Total	\$455.00

*The following minimum price(s) will apply:

Profile/Waste Code	UOM	Minimum Price
Treatment Water Sludge	container	\$455.00

TASK 1: ESTIMATED TOTAL DISPOSAL **\$455.00**

WASTE CLASSIFICATIONS SPECIFICATIONS

Waste Code	Description
TREATMENT WATER SLUDGE	

TASK 2: SLUDGE FROM CEDARBURG TO GREEN BAY MET

TASK 2: TOTAL LABOR, EQUIPMENT, AND MATERIAL **\$1,065.00**
\$0.213 per gallon, estimated 5,000 gallons



October 4, 2018
Clean Harbors Quote #3033053

Page 4 of 6

DISPOSAL

Profile/Waste Code	Waste Description	Qty	UOM	Price	Total
	TREATMENT WATER SLUDGE	5000	gallon	\$0.213	*\$1,065.00
				Total	\$1,065.00

* The following minimum price(s) will apply:

Profile/Waste Code	UOM	Minimum Price
Treatment Water Sludge	container	\$1,065.00

TASK 2: ESTIMATED TOTAL DISPOSAL

\$1,065.00

WASTE CLASSIFICATIONS SPECIFICATIONS

Waste Code	Description
TREATMENT WATER SLUDGE	

GENERAL CONDITIONS

- Task 1 Pricing for Land Application is only applicable within 35 mile radius of Cedarburg.
- Task 1 Pricing for Land Application only available when crops are off field and/or weather allows to enter the field.
- Task 1 Pricing into Crystal Springs would be used if no land applications are available.
- Task 2 Pricing is applicable when Task 1 is not available.
- Task 2 Pricing is disposal to Green Bay Met.
- Clean Harbors will continue to look for additional land applications and third party disposal options when Task 1 pricing is not available.



GENERAL CONDITIONS

- A 2% Variable Recovery fee will be applicable to entire invoice. For each \$0.10 per gallon fuel is over \$3.00 gallon a 1% recovery will apply to total invoice. Currently fuel average for September 2018 is \$3.21 to \$3.30. The Detail behind the average national price can be viewed at this website: <https://www.eia.gov/petroleum/gasdiesel/>
- Effective November 1st 2018. Mutual agreement to extend in one year increments each November.
- Clean Harbors reserves the right to change disposal task options should water treatment sludge not be acceptable per land application or waste water treatment regulations.
- Clean Harbors guarantees to hold these prices firm for 60 days.
- Terms: Net 30 Days
- For work to begin we ask that you acknowledge the quotation with a signature and provide the appropriate purchase order number. Where modifications to the scope of services become necessary, Clean Harbors will notify the customer promptly and obtain customer authorization for such modifications and a revised contract price will be established in order to finish the project.
- This proposal is contingent on the customer providing full and complete access to the site. Customer represents and warrants to Clean Harbors that the customer has the legal right, title and interest necessary to provide access to the site. In addition, customer warrants that it has supplied Clean Harbors complete and accurate information regarding the site, subsurface conditions, utility locations, site ownership, hazardous materials or wastes and other substances or hazards likely to be present and any other reports, documentation or information concerning the scope of work.
- Interest will be charged at 1.5% per month or the maximum allowed by law for all past due amounts.
- Disposal will be managed within the Clean Harbors Network of Approved Facilities.
- Materials subject to additional charges if they do not conform to the listed specifications.
- Clean Harbors supports many invoice delivery options (E-mail, Electronic Invoicing, EDI, Etc.). Pricing is based on Clean Harbors' standard invoice delivery method of E-mail. If another delivery method is required there could be an additional service fee per invoice. Any alternate delivery methods must be reviewed and approved by Clean Harbors prior to acceptance and implementation.
- This proposal is submitted contingent upon the right to negotiate mutually acceptable contract terms and conditions, which are reflective of the work contemplated, and an equitable distribution of the risks involved therein. In the event that such agreement cannot be reached, Clean Harbors reserves the right to decline to enter into such an agreement without prejudice or penalty.
- In the event that legal or other action is required to collect unpaid invoice balances, Customer agrees to pay all costs of collection, including reasonable attorneys' fees, and agrees to the jurisdiction of the Commonwealth of Massachusetts.



October 4, 2018
Clean Harbors Quote #3033053

Page 6 of 6

ACKNOWLEDGEMENT

Your signature below indicates your acceptance of the pricing and terms detailed in the quote above.

Thank you for the opportunity to be of service.

Signature

PO#

Date

Print Name

Quote # 3033053

MUTUAL TERMINATION AGREEMENT

This Mutual Termination Agreement dated this 23rd day of October, 2018, is by and between **Clean Harbors ES Industrial Services, Inc.** ("Clean Harbors") and the **City of Cedarburg**, a Wisconsin municipal corporation ("City") (Clean Harbors and City may individually be referred to herein as "Party" and collectively as "Parties").

RECITALS

WHEREAS, on or about April 15, 1997, City entered into a Bio-solids Management Agreement ("Bio-solids Agreement") with Superior Special Services, Inc., a Wisconsin corporation, which contract provided for the storage, land application, and wastewater bio-solids management for the City of Cedarburg wastewater treatment plant, on the terms and conditions described therein; and

WHEREAS, Superior Special Services, Inc. was sold to Veolia ES Industrial Services, Inc. ("Veolia"), and, on or about May 10, 2012, the City and Veolia entered into a written amendment to the Bio-solids Agreement; and

WHEREAS, Veolia was later acquired by an affiliate of Clean Harbors effective January 17, 2018; and

WHEREAS, the City and Clean Harbors mutually agree that each party now wishes to terminate the Bio-solids Agreement, as amended, subject to any terms or conditions of said Bio-solids Agreement that survive termination.

NOW, THEREFORE, Clean Harbors and City hereby agree as follows:

1. The Bio-solids Agreement, as amended, and made a part hereof, shall be terminated effective October 31, 2018. Clean Harbors shall have no further duties or obligations to provide sludge hauling services to the City after October 31, 2018.
2. Clean Harbors shall timely complete and file all bio-solids management annual reporting forms for and on behalf of the City, including, but not necessarily limited to, forms 3400-52 and 3400-55, with the Wisconsin Department of Natural Resources and any other State, federal, or governmental agency having jurisdiction thereof, and, no later than January 20, 2019, provide final annual waste summaries and calculations to the City, for 2018.

Dated as of the date set forth herein above.

CITY OF CEDARBURG

by: _____

Michael O'Keefe, Mayor

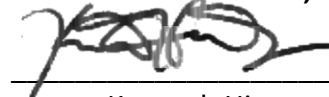
ATTEST:

by: _____

Constance McHugh, Clerk

CLEAN HARBORS ES INDUSTRIAL SERVICES, INC.

by: _____



Kenneth Hines
Senior Vice President

CITY OF CEDARBURG

MEETING DATE: October 29, 2018

ITEM NO: 9. H.

TITLE: Consider electrical updates at Community Center Gym for Festivals; and action thereon

ISSUE SUMMARY: During Festivals the electrical service at the Complex is overloaded by the vendors. A new service is being suggested by the Festivals to alleviate the problem and reduce cords in walkways. Festivals is proposing a new service on the east side of the outside restrooms and one on the SW corner of the gymnasium building.

Staff met to discuss the request with L&W. It was determined that to move service it would require trenching and access holes in the new pavement and the re-patching of these areas.

Staff asked the electrician for pricing on renting a generator for the Festivals which we hope to have for the meeting.

STAFF RECOMMENDATION: N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: For the suggested service change a one-time cost of up to \$6,000 plus \$400/year for meter charges and the electrical usage which is not budgeted.

ATTACHMENTS: Festivals' financials

INITIATED/REQUESTED BY: Cedarburg Festivals

FOR MORE INFORMATION CONTACT: BJ Homayouni, 377-3891

FINANCIAL STATEMENTS

OF

**FESTIVALS OF CEDARBURG, INC.
P.O. BOX 406
CEDARBURG, WI. 53012**

For the Period Ended September 30, 2018

FESTIVALS OF CEDARBURG, INC.
INCOME STATEMENT - COMBINED
For the Period Ended September 30, 2018

All Events

	1 Month Ended Sep. 30, 2018	Pct		9 Months Ended Sep. 30, 2018	Pct
REVENUE					
BED RACES	S 0.00	0.00	\$	60.00	0.01
BEER BOOTH INCOME	32,661.05	39.96		67,203.90	14.52
CHILI CONTEST	0.00	0.00		169.00	0.04
COOL BREW INCOME	0.00	0.00		2,494.00	0.54
CRAFT FAIR SURCHARGE	0.00	0.00		5,475.00	1.18
DUCK RACES INCOME	0.00	0.00		959.00	0.21
FARMERS MARKET INCOME	600.00	0.73		1,525.00	0.33
FOOD BOOTH INCOME	3,933.90	4.81		30,536.13	6.60
FOOD COURT	2,275.00	2.78		33,574.00	7.25
HAY RIDE INCOME	656.51	0.80		1,731.14	0.37
KIDS AREA INCOME	0.00	0.00		331.00	0.07
LEMONADE INCOME	17,212.50	21.06		58,781.60	12.70
ICE CARVING INCOME	0.00	0.00		1,635.00	0.35
COOL NOTES INCOME	0.00	0.00		150.00	0.03
JURY FEES	100.00	0.12		2,815.00	0.61
MAP LISTING	25.00	0.03		1,175.00	0.25
TABLE/TENT RENTAL INCOME	0.00	0.00		20.00	0.00
MARKETPLACE	2,025.00	2.48		3,715.00	0.80
MARKETPLACE-TURNER/AG	0.00	0.00		4,825.00	1.04
MARKETPLACE-LOCAL	500.00	0.61		3,275.00	0.71
MARKETPLACE-MILL	1,100.00	1.35		14,600.00	3.15
MARKETPLACE-PARK	0.00	0.00		2,100.00	0.45
MARKETPLACE-TURNER	600.00	0.73		11,750.00	2.54
MARKETPLACE-MILL ST/AG	400.00	0.49		5,025.00	1.09
CEDAR CREEK FOOD	0.00	0.00		550.00	0.12
PARKING INCOME	5,590.00	6.84		13,036.00	2.82
CLEVELAND AG	0.00	0.00		1,275.00	0.28
PART. FEE CRAFT FAIR	0.00	0.00		4,725.00	1.02
PART. FEE FOOD BOOTH	500.00	0.61		5,000.00	1.08
PART. FEE MISCELLANEOUS	0.00	0.00		1,922.00	0.42
RUN/WALK INCOME	(300.00)	(0.37)		50.00	0.01
SHORTCAKE SALES	0.00	0.00		26,624.89	5.75
GRILLED CHEESE	1,630.50	2.00		1,630.50	0.35
COTTON CANDY	120.00	0.15		120.00	0.03
SPONSORS	8,100.00	9.91		106,634.00	23.04
STREET RENTAL	0.00	0.00		31,225.00	6.75
MERCHANDISE BOOTH	3,067.00	3.75		10,349.25	2.24
TENT RENTAL	230.00	0.28		490.00	0.11
MISC. INCOME	0.00	0.00		1,116.94	0.24
CONTRIBUTIONS	700.00	0.86		700.00	0.15
INTEREST INCOME	1.94	0.00		203.91	0.04
CEDAR BREW	0.00	0.00		3,311.24	0.72
TOTAL REVENUE	81,728.40	100.00		462,888.50	100.00

OPERATING EXPENSES

Expenses	1 Month Ended		9 Months Ended	
	Sep. 30, 2018	Pct	Sep. 30, 2018	Pct
ACCOUNTING	590.00	0.72	5,910.74	1.28
ADV-COMMUNITY SUPPORT	0.00	0.00	500.00	0.11
ADV-SOCIAL MEDIA	0.00	0.00	1,800.00	0.39
ADVERTISING	2,915.40	3.57	13,577.46	2.93
BANNER	1,125.00	1.38	2,273.00	0.49
BANK SERVICE CHARGE	5.00	0.01	433.39	0.09
BARRICADE LABOR	1,200.00	1.47	2,400.00	0.52
BEER BOOTH EXPENSE	5,560.50	6.80	15,313.10	3.31
CHILI CONTEST EXPENSE	0.00	0.00	149.77	0.03
COMPUTER EQUIPMENT	0.00	0.00	594.59	0.13
CREDIT CARD FEES	524.19	0.64	3,075.12	0.66
DUES-MISC.	0.00	0.00	265.00	0.06
DPW	0.00	0.00	11,997.13	2.59
ENTERTAINMENT	7,633.80	9.34	14,808.80	3.20
FOOD-COOL BREW	0.00	0.00	265.10	0.06
FOOD-FOOD BOOTHS	508.94	0.62	11,605.17	2.51
FOOD-SHORTCAKE	0.00	0.00	8,429.55	1.82
GARBAGE DISPOSAL	0.00	0.00	3,512.66	0.76
HAY RIDES	4,810.00	5.89	10,537.50	2.28
ICE CARVING	0.00	0.00	2,492.80	0.54
INTERNET	39.89	0.05	43.41	0.01
JUNGLE JAM	0.00	0.00	600.00	0.13
INTEREST	49.05	0.06	113.69	0.02
INSURANCE - DIRECTORS	0.00	0.00	495.00	0.11
INSURANCE - LIABILITY	1,628.90	1.99	13,598.22	2.94
INSURANCE - WORK COMP.	0.00	0.00	3,252.00	0.70
LABOR - BARTENDERS	0.00	0.00	160.00	0.03
LABOR - FOOD BOOTH	3,000.00	3.67	13,613.40	2.94
LABOR - PARKING	3,093.75	3.79	4,001.25	0.86
LABOR - MISCELLANEOUS	0.00	0.00	20,941.96	4.52
LICENSES	225.00	0.28	920.40	0.20
MISCELLANEOUS	137.10	0.17	1,103.92	0.24
LABOR - GRILLED CHEESE	815.25	1.00	815.25	0.18
LABOR - LEMONADE	8,606.25	10.53	8,606.25	1.86
MOVING EXPENSE	0.00	0.00	300.00	0.06
OFFICE SUPPLIES	101.17	0.12	2,218.21	0.48
P.R. COORDINATOR	625.00	0.76	5,000.00	1.08
PARKING EXPENSE	0.00	0.00	17.42	0.00
PAYROLL- BJ HOMAYOUNI	2,500.00	3.06	25,500.00	5.51
PAYROLL- M. HOMAYOUNI	0.00	0.00	3,623.50	0.78
PAYROLL-A. RADTKE	0.00	0.00	2,500.00	0.54
PAYROLL-E. ALBERS	2,046.00	2.50	12,094.50	2.61
PAYROLL-A. JOHNSON	2,004.75	2.45	7,185.75	1.55
PAYROLL-M. MADISON	1,575.20	1.93	5,430.70	1.17
PAYROLL TAX	621.65	0.76	4,728.31	1.02
PAYROLL SERVICES	207.94	0.25	1,920.86	0.41
PERMITS	0.00	0.00	1,240.00	0.27
PHOTOS	0.00	0.00	700.00	0.15
POLICE	135.76	0.17	14,889.35	3.22
POSTAGE	100.00	0.12	639.83	0.14
PRINTING	4,623.99	5.66	12,654.66	2.73
PRIZES-BARREL RACES	0.00	0.00	30.00	0.01

	1 Month Ended Sep. 30, 2018	Pct	9 Months Ended Sep. 30, 2018	Pct
PRIZES-BED RACES	0.00	0.00	550.00	0.12
PRIZES-DUCK RACES	0.00	0.00	600.00	0.13
PRIZES-ICE CARVINGS	0.00	0.00	950.00	0.21
PRIZES-PUMPKIN WEIGH OFF	2,650.00	3.24	2,650.00	0.57
PRIZES-PUMPKIN RACE	661.95	0.81	661.95	0.14
PRIZES-TROPHYS	0.00	0.00	188.95	0.04
PRIZES-MISCELLANEOUS	0.00	0.00	37.99	0.01
PUMPKIN REGATTA	2,530.50	3.10	2,530.50	0.55
PUMPKIN SUPPLIES	565.00	0.69	565.00	0.12
RADIOS	1,690.00	2.07	3,265.00	0.71
RENT-GYM	0.00	0.00	1,247.28	0.27
RENT-PARKING	0.00	0.00	800.00	0.17
RENT-TABLES & EQUIPMENT	6,384.95	7.81	10,329.56	2.23
RENT-TENT	0.00	0.00	750.00	0.16
RENT-TOILETS	5,054.00	6.18	10,704.00	2.31
RENT - TRUCK	805.00	0.98	1,600.00	0.35
SIGNS	831.00	1.02	2,827.00	0.61
SPONSOR COMMISSION-BJ	0.00	0.00	4,144.81	0.90
SPONSOR COMMISSION-AMY	0.00	0.00	134.00	0.03
STREET CLEANING	0.00	0.00	6,380.00	1.38
SUBSCRIPTIONS	0.00	0.00	597.00	0.13
SUPPLIES-COOL BREW	0.00	0.00	663.83	0.14
SUPPLIES-FOOD BOOTH	778.41	0.95	778.41	0.17
SUPPLIES-SHORTCAKE	0.00	0.00	562.75	0.12
SUPPLIES-WINE BOOTH	0.00	0.00	741.20	0.16
SUPPLIES-MISC	111.75	0.14	3,272.98	0.71
SUPPLIES - LEMONADE STAND	3,751.29	4.59	8,860.74	1.91
SUPPLIES - RUN/WALK	0.00	0.00	359.46	0.08
T-SHIRT EXPENSE	0.00	0.00	4,669.00	1.01
TELEPHONE	156.70	0.19	1,016.84	0.22
TRAVEL-AUTO	58.96	0.07	162.09	0.04
UTILITIES	(25.00)	(0.03)	297.08	0.06
VOLUNTEER APPRECIATION	34.30	0.04	613.94	0.13
WEB HOSTING	0.00	0.00	227.95	0.05
WINE-WINE BOOTH	1,064.00	1.30	7,232.80	1.56
GRANT-1st AID	0.00	0.00	600.00	0.13
GRANT-CCSMA	0.00	0.00	1,000.00	0.22
GRANT-CED. POLICE DEPT.	0.00	0.00	500.00	0.11
GRANT-CED. FIRE DEPT.	0.00	0.00	500.00	0.11
GRANT-CED. CHAMBER OF COMMER	2,200.00	2.69	2,200.00	0.48
TOTAL OPERATING EXPENSE	86,312.29	105.61	364,650.83	78.78
NET INCOME (LOSS)	\$ (4,583.89)	(5.61)	\$ 98,237.67	21.22

Before Oktoberfest
 & Santa's Workshop
 and some of
 WHF

FESTIVALS OF CEDARBURG, INC.
BALANCE SHEET
September 30, 2018

ASSETS

CURRENT ASSETS

CASH ON HAND	\$	9,800.00	
HARRIS BANK MONEY MARKET		12,473.26	
CASH- HARRIS- PAYROLL		6,935.43	
CASH- US BANK- WINTERFEST		12,048.03	
CASH- HARRIS- STRAW. FEST		38,277.08	
CASH- PWSB- OKTOBERFEST		2,775.89	
CASH- M&I- WINE & HARVEST		52,518.37	
CASH-PWSB CHRISTMAS COMM.		8,293.46	
CASH-PAYPAL		4,138.77	
CD-HARRIS 6541		18,683.54	
CD-HARRIS 1943		<u>15,872.85</u>	Need to replenish Reserves return \$16,000

TOTAL CURRENT ASSETS

\$ 181,816.68

OTHER ASSETS

EQUIPMENT	6,174.35
LESS ACCUM. DEPRECIATION	<u>(3,058.33)</u>

TOTAL OTHER ASSETS

3,116.02

TOTAL ASSETS

\$ 184,932.70

FESTIVALS OF CEDARBURG, INC.
BALANCE SHEET
September 30, 2018

LIABILITIES AND EQUITY

CURRENT LIABILITIES

EQUITY

RETAINED EARNINGS

87,888.47

CURRENT INCOME (LOSS)

98,232.67

TOTAL EQUITY

186,126.14

STATEMENT OUT OF BALANCE

(1,193.44)

TOTAL EQUITY & LIABILITIES

\$ 184,932.70

RESOLUTION NO. 2018-26

A Resolution designating Depositories and Authorizing Signatures - Cedarburg Light & Water Commission Checking and Savings Accounts

RESOLVED, by the Common Council of the City of Cedarburg, that the following banking institutions and possible successors:

BMO-Harris Bank
Commerce State Bank
Port Washington State Bank
Chase Bank
Cornerstone Community Bank
Wells Fargo
First Bank (DBA Partnership Community Bank)
American Depository Management Company
State of Wisconsin Investment Pool

qualified as depositories under Chapter 34 of the Wisconsin Statutes, shall be and are hereby designated until further action as public depositories for all monies coming into the hands of the City Administrator/Treasurer, Cedarburg Light & Water Commission, City of Cedarburg, State of Wisconsin, and all other city officers included in the provisions of Chapter 34 of the Wisconsin Statutes.

RESOLVED FURTHER, that Harris Bank, NA, – Cedarburg, Wisconsin, Port Washington State Bank – Cedarburg, Wisconsin and Commerce State Bank – Cedarburg, Wisconsin, be designated as the working banks for the years 2018-2019 and that the Common Council and the City Administrator/Treasurer, upon recommendation of the Cedarburg Light & Water Commission, be authorized and directed to distribute said funds.

RESOLVED FURTHER, that the City Administrator/Treasurer or other authorized representatives, including employees of the Cedarburg Light & Water Commission, be hereby instructed to deposit Cedarburg Light & Water Commission funds only in such institutions as may be approved by the State of Wisconsin Investment Board and are eligible to receive public funds.

RESOLVED FURTHER, that withdrawal or disbursement from any of the above named depositories shall be by order of check, written wire transfer, telephone wire transfer, or other money transfer techniques, and, in the case of savings accounts, by savings withdrawal form, as provided in Section 66.0607 of the Wisconsin Statutes. Written and telephone wire transfers shall be in accordance with the named depositories guidelines and shall only be made by authorized personnel appointed by the Cedarburg light & Water Commission. All checks and passbook savings withdrawal forms, effective October 1, 2018, shall be signed by all of the following persons:

Blaine Hilgendorf, President

James W. Coutts, Secretary

Constance K. McHugh, City Clerk

RESOLVED FURTHER, that for all check orders and passbook savings withdrawal forms, in lieu of their personal signatures, the following facsimile signatures as shown, which have been adopted by them, may be affixed to such document and will become effective as of October 1, 2018:

Blaine Hilgendorf, President

James W. Coutts, Secretary

Constance K. McHugh, City Clerk

RESOLVED FURTHER, that any one of the above named depositories shall be fully warranted and protected in making payment on any check order bearing such facsimiles notwithstanding that the same may have been placed thereon with the authority of the designated person or persons.

Passed and adopted by the Common Council of the City of Cedarburg this 29th day of October, 2018.

Michael O'Keefe, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

BUDGET SUMMARY

City of Cedarburg						
	2015	2016	2017	2018	2019	% Change
City Tax Levies	Actual	Actual	Actual	Actual	Proposed	2018/2017
General Fund Levy	5,626,518	5,803,256	5,869,616	6,133,050	5,946,164	-3.0%
Capital Improvement Levy	1,435,000	1,170,000	1,192,000	915,000	1,303,000	42.4%
Special Revenue Fund Levy—Library	657,842	707,306	707,306	722,194	722,194	0.0%
TIF District - City Portion			62	106	162	52.8%
Special Revenue Fund Levy—Pool		44,121	65,658	69,652	67,429	-3.2%
Debt Service Levy	619,532	705,776	1,284,280	1,502,211	1,826,184	21.6%
Total City Levy	8,338,892	8,430,459	9,118,922	9,342,213	9,865,133	5.6%
Other Taxing Bodies						
Cedarburg Schools	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			0.0%
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	9,865,133	-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	9,865,133	-57.0%
Equalized Valuation						
						2.9%
City Equalized Tax Rate	7.02	7.00	7.27	7.14	7.32	2.6%
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	7.32	-58.2%
Assessed Valuation						
						1.1%
Assessment Ratio	100.91%	100.36%	97.39%	95.40%	93.66%	
Tax Rates (Per \$1,000 A.V.)						
City of Cedarburg	6.97	6.97	7.46	7.48	7.82	4.5%
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	7.82	-61.3%
- 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	7.82	-57.4%

Police—Station & Administration

522100, 522110

Department: Police

Program Manager: Chief of Police

Program Description: The Station Building (Account 522100) supports the activities of a part-time custodian who is responsible for the daily cleaning, upkeep and minor repairs of police grounds, building, and equipment.

The Administration Division (Account 522110) of the Cedarburg Police Department is headed by the Chief of Police who is responsible for organizing, controlling, and directing the personnel and resources of the Department. In addition, the Chief, per State Statute and local ordinances, is responsible for matters of police operations, discipline, rules/regulations and policies/procedures for the Department. The Captain assists the Chief with administrative matters and is primarily responsible for scheduling, training, and equipment. Within the Administration Division there are other non-sworn support personnel, which include an administrative assistant, a records clerk, and dispatchers.

The Police Department is staffed with six full-time dispatchers who provide 24-hour service, seven days a week. They are trained in emergency medical dispatching and in the state and national teletype systems for accessing State Department of Transportation records, checking for wanted persons, and processing record checks required for liquor license applicants, transcribe reports, CVR/DMV program, etc. They dispatch officers and other City emergency response personnel to calls: fire, rescue, ambulance, Auxiliary Police Unit; and page Light & Water, Water Recycling and Public Works personnel for after-hours calls.

The Administrative Assistant handles all the related administrative duties for the Chief and Captain, and maintains Department personnel records; provides oversight of non-sworn personnel; and prepares police-related statistical reports. The Records Clerk transcribes complaint, arrest, and accident reports dictated by the officers; completes written reports and transmits copies to the District Attorney, Municipal and Circuit Clerk of Courts, and other social service agencies; is responsible for Department filing; and handling court and traffic records.

Products and Services:

- Recognize citizen cooperation through the issuance of commendations
- Make recommendations to Mayor, Common Council, Boards, Commissions, and citizens concerning public safety issues
- Seek potential grants and funding
- Coordinate annual Safety Day event to enhance public relations and offer information regarding Cedarburg Police Department
- Provide 24-hour police communications dispatch center
- Provide secretarial support to officers and supervisory staff
- Provide general upkeep of the police station building, grounds, and equipment
- Oversee maintenance and repairs of police vehicles
- Provide 24-hour, open door service to the public
- Prepare bids annually for replacement of patrol vehicles

Police Station and Administration Staffing Levels:

Personnel Schedule Summary Position	2017 FTE	2018 FTE	2019 FTE
Police Chief	1.00	1.00	1.00
Captain	1.00	1.00	1.00
Dispatchers	6.00	6.00	6.00
Administrative Assistant	1.00	1.00	1.00
Records Clerk	1.00	1.00	1.00
Custodian	0.40	0.40	0.40
Total	10.4	10.4	10.4

Police—Station & Administration

522100, 522110

Department Services Indicators	2016	2017	2018 Estimated	2019 Projected
Number of Telephone Calls Received by Dispatch	10,196	11,138	10,160	10,354
911 Calls	2,480	2,638	2,848	3,384
False 911 Calls	302	248	240	98
Individuals Receiving Assistance at Station	6,360	7,182	6,114	5,970
Citizens Requests for Open Records	466	612	470	502
Mental Commitment Complaints	30	20	20	18
Violent Crimes	2	4	2	4
Property Crimes	118	100	84	60
Value of Property Stolen	\$88,234	\$96,921	\$26,258	\$47,228
Recovery of Property Stolen	\$24,278	\$27,137	\$6,565	\$11,807
Municipal Warrants Processed	72	46	62	36*

*Decreasing due to Mid-Moraine Court's use of State Debt Collection Program

Performance Measures:

Service Area	Objective	Efficiency Measure	Target 2016/2017	Target 2017/2018	Target 2018/2019
Police Department	Safe Community	Violent Crime Rate	.20%	.20%	.20%
Police Department	Safe Community	Property Crime Rate	10.00%	10.00%	10.00%
Police Department	Safe Community	Youth Crime Rate	1.00%	1.00%	1.00%

2018 Significant Accomplishments:

1. Hired and trained two officers
2. Evaluated shared services with other county law enforcement agencies
3. Outfitted three more patrol vehicles to propane fuel
4. Purchased two replacement vehicles for Patrol
5. Added security camera system downtown
6. Promoted a Lieutenant

2019 Objectives to Be Accomplished:

1. Hire and train two officers
2. Replace our K9 and select a new handler/officer
3. Continue to add security cameras throughout the City
4. Prepare for 2019 Police accreditation (three year cycle)

Long Term Objectives:

1. Advanced leadership training for supervisors

Account Detail:

522100—Police Station

240 **Repair and Maintenance:** Convergent Solutions, River Run Computer Service, Jacklin HVAC system, Cummins Generator, APC UPS system, American Industrial, Fire Extinguisher Service, Simplex Systems, garage door repair, other maintenance

522110—Administrative Division

225 **Telephone/Communications:** Telephone service, telephone equipment/pagers, teletype/applicant fees, radar certification, radar/radio install/repair, internet, time system connection

240 **Repair and Maintenance Service:** Dictaphone; radio service/GCI; copy machines, office equipment; postage meter; telephone and voice mail equipment; software support/Pro Phoenix; computer hardware; computer hardware support/River Run; Simplex/Tyco/sprinkler and alarms, support for squad vehicles and equipment; and station digital recorders

310 **Office Supplies:** Postage, TTY/computer paper, office supplies, petty cash, etc.

313 **Printing:** Forms, legal notices, citation books, crime prevention/juvenile material, advertisements, citations, letterhead, envelopes, business cards

Police—Patrol & Investigations

522120, 522130

Department: Police

Program Manager: Chief of Police

Program Description: The Patrol Division (Account 522120) is comprised of four traffic sergeants and twelve patrol officers. These officers are the principal agents for carrying out the functions of the Cedarburg Police Department, which include protection of life and property; preservation of the peace and good order of the community; and furnishing any other appropriate services to enhance safety and the orderly operation of the City. One of the Department's patrol officers serves as the handler for the Division's K-9 Unit. The canine is trained to search for narcotics and to locate and rescue missing persons.

The Investigation Division (Account 522130) is comprised of two officers. The Detective Sergeant is responsible for all adult criminal investigations and may be assisted by the Detective/Juvenile Officer or a day-shift patrol officer when needed. The Detective/Juvenile Officer is responsible for all juvenile investigations and all other relationships with the public and parochial schools, parents, and school children; and assists the Detective Sergeant as necessary.

Products and Services:

- Patrol areas of the City with squad vehicle, bicycle, foot patrol and canine
- Apprehend violators of state and local laws/ordinances and take appropriate action as specified by the rules/regulations and policies/procedures of the City
- Render service and provide assistance to those who live, work, or visit the City of Cedarburg by responding to home and vehicle lock-outs; providing open door and window checks for businesses, and home checks while citizens are on vacation; providing directions, and motor vehicle and driver's license information to the public; assisting motorists and pedestrians; locating lost children; and investigating problems encountered by the public while in the City
- Handle initial investigations of crimes or criminal activity and complete the proper reports for follow-up by the Detective or Juvenile Officer
- Two officers are trained as Special Response Team (SRT) members to help supplement the county-wide SRT unit; two officers participate on the Anti-Drug Task Force; three officers are trained as firearms instructors; and one officer is trained as defensive tactics instructor
- All officers undergo at least 24 hours of mandatory, annual training
- Officers investigate complaints; respond to fire/rescue calls, burglar/fire alarms and false 911 calls; issue warnings or citations for offenses; secure all City park restrooms year-round; investigate complaints related to burglary, theft, arson, vice, narcotics, sexual assaults/abuse, domestic violence, identity theft, juvenile enforcement, mental commitment, and other types of investigations as required
- Provide public education for adults and juveniles related to crime prevention, drug/alcohol awareness, child abuse, identity theft, and graffiti problems
- Provide Bicycle Safety Camp and Safety Town to help educate and protect young children relating to pedestrian and bicycle safety

Police Patrol and Investigations Staffing Levels:

Personnel Schedule Summary Position	2017 FTE	2018 FTE	2019 FTE
Patrol Sergeants	4.00	4.00	4.00
Patrol Officers	12.00	12.00	12.00
Detective/Juvenile Officer	1.00	1.00	1.00
Detective/Sergeant	1.00	1.00	1.00
Total	18.00	18.00	18.00

Police—Patrol & Investigations

522120, 522130

Department Services Indicators:	2016	2017	2018 Estimated	2019 Projected
Calls for Service and Incidents Received	20,898	20,580	23,640	24,664
Assistance to Motorists/Pedestrians	2,016	2,212	2,056	2,662
Fire/Rescue Responses	908	1,104	1,124	1,200
Burglar/Fire Alarms	186	122	126	114
Homes Checked While Residents on Vacation	1,948	1,768	3,366	3,212
Lockouts of Vehicles	170	112	152	118
Issued Warnings	3,876	4,700	4,278	4,698
Arrests	1,788	2,192	2,270	2,322
Safety Town Attendees and Volunteers	150	150	150	150
Safety Camp Attendees and Volunteers	150	150	150	150
Hand Checked Doors	104,980	104,980	104,980	104,980
Hours on Bicycle Patrol	100	100	100	100
Citations Issued, Includes Parking Cites	1,660	2,086	2,262	2,248
Criminal Complaints	100	75	110	86
Accidents Investigated	170	156	114	144
K-9 Deployments	58	28	58	65

2018 Significant Accomplishments:

1. Trained two evidence technicians
2. Detective attended death investigation training
3. Officer attended Internet Crimes Against Children training
4. Three officers attended Child Abduction Response Team training
5. Presented two bicycle rodeos for approximately 70 children with helmet giveaway
6. First year of Cops and Bobbers program
7. Special Event Sergeant attended Special Event Safety seminar
8. Revised all special events operations plans made
9. New handguns purchased and officers allowed to choose make and caliber
10. Trained 2 officers for bicycle patrol

2019 Objectives to Be Accomplished:

1. Train two evidence technicians
2. Add an officer; cost split with the School District assigned as a School Safety Officer

Long-Term Objectives:

1. Continue to work with School District on school safety enhancements

Account Detail:

522120—Patrol Division

347 **Supplies and Expenses:** Firearms/weapon supplies, fuses, batteries, etc.; Safety Day, Citizen Police Academy and Hunter Safety expenses

522130—Detective Division

210 **Professional Services:** Jail fees (inmate meals and lodging); blood tests; applicant test fees; attorney fees; hospital/lab fees; officer medical tests (includes drugs, audiology, etc.)

310 **Investigative Office Supplies:** Safety Town/Camp supplies, cameras and related accessories, evidence collection materials

Police Department							
522100 Police Station				2018	2018	2019	% Change
Personnel	2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111 Salaries	19,098	17,812	14,951	19,884	19,894	20,283	2.01%
112 Overtime	66	389	0	400	400	400	0.00%
135 Sick Payout	0	203	166	190	190	235	23.68%
151 Social Security	1,642	1,535	1,218	1,601	1,602	1,637	2.25%
152 Retirement	1,363	1,356	1,107	1,389	1,390	1,386	-0.22%
154 Health Insurance	1,920	3,348	3,592	3,554	3,554	3,584	0.84%
155 Life Insurance	0	(1)	0	23	23	24	4.35%
159 Longevity	378	403	428	453	453	479	5.74%
165 Workers' Comp. Insurance	677	964	932	932	932	852	-8.58%
Total	25,144	26,009	22,394	28,426	28,438	28,880	1.60%
522100 Police Station				2018	2018	2019	% Change
Operating	2015	2016	2017	Budget	Estimated	Proposed	2019/2018
222 Electric	25,120	26,000	25,280	28,591	28,591	28,591	0.00%
224 Natural Gas	7,864	6,769	7,951	12,000	12,000	12,000	0.00%
226 Water Service	915	1,068	1,050	1,270	1,270	1,270	0.00%
240 Repair & Maintenance Services	29,751	28,228	28,499	20,000	20,000	20,000	0.00%
340 Maintenance Supplies	2,794	2,068	3,862	4,500	4,500	4,500	0.00%
510 Property/Auto Insurance	2,077	2,038	2,038	1,996	1,996	1,310	-34.37%
Total	68,521	66,171	68,680	68,357	68,357	67,671	-1.00%
Total Expenditures	93,665	92,180	91,074	96,783	96,795	96,551	-0.24%
522110 Administration				2018	2018	2019	% Change
Personnel	2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111 Salaries	187,501	193,472	198,164	201,688	201,688	205,731	2.00%
112 Overtime	9,408	2,487	26,484	4,029	4,029	4,129	2.48%
122 Office/Dispatchers	350,337	382,637	386,941	385,451	385,451	393,175	2.00%
134 Holiday	9,796	8,637	8,202	12,970	12,970	13,294	2.50%
135 Sick Payout	5,016	4,576	5,418	6,107	6,107	5,990	-1.92%
151 Social Security	42,822	45,119	48,035	47,632	47,632	48,595	2.02%
152 Retirement	45,540	46,754	50,867	51,191	51,191	49,444	-3.41%
154 Health Insurance	112,504	125,309	119,206	158,666	158,666	159,191	0.33%
155 Life Insurance	218	226	212	221	221	247	11.76%
159 Longevity	12,715	13,282	11,896	12,400	12,400	12,904	4.06%
165 Workers' Comp. Insurance	6,573	8,316	7,983	7,881	7,881	6,065	-23.04%
Total	782,430	830,815	863,408	888,236	888,236	898,765	1.19%
522110				2018	2018	2019	% Change
Operating	2015	2016	2017	Budget	Estimated	Proposed	2019/2018
212 Attorney/Consultant—Legal	15,813	18,449	13,837	15,000	15,000	15,000	0.00%
213 Animal Pound	790	1,089	1,075	1,500	1,500	1,500	0.00%
225 Telephone/Communications	34,527	29,998	33,029	29,000	29,000	29,000	0.00%

522110					2018	2018	2019	% Change
Operating (con't)		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
240	Repair & Maintenance Ser- vices	47,438	73,757	45,536	42,000	42,000	46,000	9.52%
310	Office Supplies	5,169	7,499	6,116	6,500	6,500	6,500	0.00%
313	Printing	2,509	3,270	3,658	3,500	3,500	3,500	0.00%
320	Publications & Dues	1,360	233	327	1,250	1,250	1,250	0.00%
330	Employee Training, Travel	5,546	4,997	6,492	4,500	4,500	4,500	0.00%
346	Clothing & Uniforms	3,624	3,204	3,611	3,700	3,700	3,700	0.00%
347	Supplies and Expenses— Hunter Safety	267	60	316	300	300	300	0.00%
380	Equipment Outlay	1,607	623	2,110	8,500	8,500	2,500	-70.59%
390	Other Expenses (Photo.)	1,399	2,035	1,172	2,000	2,000	2,000	0.00%
512	Liability Insurance	19,269	19,840	20,442	19,175	19,175	20,233	5.52%
Total		139,318	165,054	137,721	136,925	136,925	135,983	-0.69%
Total Expenditures		921,748	995,869	1,001,129	1,025,161	1,025,161	1,034,748	0.94%
522120 Patrol					2018	2018	2019	% Change
Personnel		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111	Salaries	1,138,365	1,252,269	1,193,629	1,239,751	1,239,751	1,280,541	3.29%
112	Overtime	32,994	50,588	38,051	47,530	47,530	48,480	2.00%
123	Crossing Guards	44,221	39,600	39,382	36,553	36,553	36,553	0.00%
129	Wages/Billable	(8,032)	(10,606)	(13,526)	(10,000)	(10,000)	(10,000)	0.00%
134	Holiday	36,754	33,549	37,066	58,111	58,111	59,273	2.00%
135	Sick Payout	4,109	4,192	4,375	4,805	4,805	4,049	-15.73%
151	Social Security	96,300	105,518	101,149	106,404	106,404	109,551	2.96%
152	Retirement	124,115	129,841	144,786	151,725	151,725	147,851	-2.55%
154	Health Insurance	211,628	224,231	210,480	233,959	233,959	252,096	7.75%
155	Life Insurance	225	171	201	204	204	204	0.00%
159	Longevity	16,217	17,162	12,658	14,149	14,149	13,141	-7.12%
165	Workers' Comp. Insurance	45,469	51,066	49,543	47,792	47,792	41,621	-12.91%
Total		1,742,365	1,897,581	1,817,794	1,930,983	1,930,983	1,983,360	2.71%
522120 Patrol					2018	2018	2019	% Change
Operating		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
240	Repair & Maintenance Ser- vices	8,767	16,397	25,233	20,000	20,000	20,000	0.00%
330	Employee Training, Travel	20,535	19,162	17,371	16,000	16,000	16,000	0.00%
346	Clothing & Uniforms	16,621	18,990	18,001	12,200	12,200	12,200	0.00%
347	Supplies and Expenses	15,704	7,564	6,078	5,500	5,500	5,500	0.00%
351	Gasoline, Motor Oil	30,250	26,522	30,843	28,000	28,000	25,000	-10.71%
352	K-9 Expense			1,006			7,000	
380	Equipment Outlay	20,292	27,188	23,375	31,000	31,000	25,000	-19.35%
390	Other Expenses	17	1,016	125	500	500	500	0.00%
510	Property/Auto Insurance	3,319	3,440	3,922	4,064	4,064	3,401	-16.31%
Total		115,505	120,279	125,954	117,264	117,264	114,601	-2.27%
Total Expenditures		1,857,870	2,017,860	1,943,748	2,048,247	2,048,247	2,097,961	2.43%

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522130 Investigative				2018	2018	2019	% Change
Personnel	2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111 Salaries	157,379	161,067	211,292	167,606	167,606	178,476	6.49%
112 Overtime	9,003	17,353	4,171	10,769	10,769	5,519	-48.75%
129 Wages/Billable	(215)	(314)	2,858	(1,500)	(1,500)	(1,500)	0.00%
134 Holiday	5,962	6,154	6,290	6,962	6,962	3,568	-48.75%
135 Sick Payout	927	758	0	0	0	0	0.00%
151 Social Security	12,915	13,859	16,199	14,216	14,216	14,401	1.30%
152 Retirement	17,756	18,795	19,283	20,906	20,906	20,018	-4.25%
154 Health Insurance	33,791	37,013	33,906	43,078	43,078	43,231	0.36%
155 Life Insurance	83	96	43	30	30	36	20.00%
159 Longevity	3,113	3,239	4,814	1,995	1,995	2,184	9.47%
165 Workers' Comp. Insurance	6,059	6,627	6,476	6,469	6,469	5,634	-12.91%
Total	246,773	264,647	305,332	270,531	270,531	271,567	0.38%
522130 Investigative				2018	2018	2019	% Change
Operating	2015	2016	2017	Budget	Estimated	Proposed	2019/2018
210 Professional Services	1,678	8,226	7,449	2,500	2,500	2,500	0.00%
310 Investigative Office Supplies	1,765	1,700	2,049	3,000	3,000	3,000	0.00%
330 Employee Training, Travel	1,615	1,878	889	2,000	2,000	2,000	0.00%
346 Clothing & Uniforms	2,436	1,907	968	1,250	1,250	1,250	0.00%
Total	7,494	13,711	11,355	8,750	8,750	8,750	0.00%
Total Expenditures	254,267	278,358	316,687	279,281	279,281	280,317	0.37%
Grand Total for Department							
	3,127,550	3,384,267	3,352,638	3,449,472	3,449,484	3,509,576	1.74%
				2018	2018	2019	% Change
Revenues	2015	2016	2017	Budget	Estimated	Proposed	2019/2018
435200 Police Training Grants	3,040	3,200	2,880	2,700	2,700	2,700	0.00%
435429 Federal COPS Grant	940	0	0	0	0	0	0.00%
435431 State Grant—DOT Police	3,921	20,958	0	4,000	3,000	0	0.00%
441125 Bicycle Licenses	60	136	40	100	180	100	0.00%
451101 Court Penalties and Costs	32,228	41,757	32,262	44,500	44,500	44,500	0.00%
451301 Parking Violations	17,216	15,931	19,971	23,000	23,000	23,000	0.00%
462140 Police Department Fees	15,293	18,285	10,805	11,500	11,500	11,500	0.00%
462141 Alarm Permit Fees	275	325	6,755	250	350	250	0.00%
462145 False Alarm Fees	3,470	1,090	1,155	2,000	2,000	2,000	0.00%
473500 School District—Crossing Guards	44,567	42,005	42,249	50,000	50,000	50,000	0.00%
475100 City of Mequon—Reimbursement	2,726	2,726	5,877	2,964	2,964	2,964	0.00%
485550 Donations			820	3,000	3,000	7,000	0.00%
Total	123,736	146,413	122,814	144,014	143,194	144,014	0.00%
				2018	2018	2019	% Change
Net Cost of Program	2015	2016	2017	Budget	Estimated	Proposed	2019/2018
	3,003,814	3,327,854	3,229,824	3,305,458	3,306,290	3,365,562	1.82%

Auxiliary Police & Emergency Management

522410

Department: Auxiliary Police and Emergency Management

Program Manager: Police Chief/ Emergency Management Director

Program Description: The City's Emergency Management duties in State law are performed by the Common Council appointed Emergency Management Director. The Emergency Management Director serves as the Common Council's principal advisor for the City's emergency management activities. The Emergency Management Director shall develop and the Common Council adopt a City Emergency Management Plan that is compatible with the County plan of emergency management and thereby also compliant with the State plan of emergency management.

The Auxiliary Police are overseen by the Police Chief or his designee. The Auxiliary Police are non-sworn volunteer reserves of the Police Department.

Products and Services:

Emergency Management

- Implements the adopted City Emergency Management Plan
- Provides trained spotters for severe weather
- Maintains the compatibility of the City Emergency Management Plan with the County's plan
- Directs local emergency management training programs and exercises
- Directs participation in emergency management programs and exercises that are ordered by the Adjutant General or the County head of emergency management
- Advises the County head of emergency management on local emergency management programs
- Submits to the County head of emergency management any reports required
- Maintain City sirens
- Performs such other duties related to emergency management as are required by the Common Council
- Maintain storm ready status

Auxiliary Police

- Assist Police Department with traffic and crowd control and searches
- Assist Fire Department at fire and rescue calls and practices
- Recruit new members and daytime staffing

Auxiliary Police and Emergency Management Staffing Levels (Volunteers):

Personnel Schedule Summary Position	2017	2018	2019
Auxiliary Police Volunteers	16 Active	16 Active	16 Active
Emergency Management	1 Director, 1 Deputy	1 Director, 1 Deputy	1 Director, 1 Deputy

Department Services Indicators:	2016	2017	2018 Estimated	2019 Projected
Storm and Tornado Support Call Outs (Em. Mgmt.)	6	6	6	6
Crowd Control/Searches Call Outs (Aux. Police)	4	4	4	4
Assists Fire Department Call Outs (Aux. Police)	8	8	8	8
Assists County Sheriff Department (Aux. Police)	8	8	6	6
Provides Emergency Power/Communication Call Outs (Em. Mgmt.)	2	2	2	2
Mutual Aid Call Outs—Events (Aux. Police)	12	12	12	12
Mutual Aid Call Ins—Events (Aux. Police)	7	7	6	6
Local Community Emergency Call Outs (Aux. Police)	7	7	7	7
Volunteer Hours (Aux. Police and Em. Mgmt.)	2,200	2,200	2,200	2,200
Training Meeting Hours (In House) (Aux. Police and Em. Mgmt.)	450	450	450	450
Seminars and Special courses (Hours) (Aux. Police and Em. Mgmt.)	300	300	200	200

Auxiliary Police & Emergency Management

522410

Department Services Indicators (contd.):	2016	2017	2018 Estimated	2019 Projected
Number of Emergency Siren Activations (Em. Mgmt.)	2	2	2	2
5K Runs and Bike Race Call Outs (Aux. Police)	10	10	10	12
5K Run Hours	180	180	180	200
Parades—Local Call Outs (Aux. Police)	5	5	5	5
Parades—Hours	325	325	325	375
Vehicle Maintenance Hours (Aux. Police and Em. Mgmt.)	100	100	100	100

2018 Significant Accomplishments:

1. Re-evaluated siren placement for new development of outlying City property
2. Replaced an old siren—fifth replaced of six
3. Recruited more members
4. Continued Crisis Intervention Training
5. Continued improvement of garage and facility
6. Community outreach and education
7. Replaced 2005 Dodge Ram 2500 pickup
8. Updated traffic control signage for runs/walks
9. Acquire new traffic control barriers

2019 Objectives to Be Accomplished:

1. Replace sixth siren
2. Purchase traffic vests for officers
3. Purchase new pagers
4. Acquire promotional items for recruitment

Long-Term Objectives:

1. Recruit daytime members
2. Continue a rigorous and regular training schedule/expand range of training
3. Maintain two-year cycles for driver training and CPR/AED training
4. Integrate new social media presence
5. Evaluate replacing pagers with the use of a phone app for notifications

Account Detail:

522410—Auxiliary Police and Emergency Management

- 225 **Telephone:** Office phones and cell phones
- 239 **Siren Maintenance:** Annual cost to operate six sirens
- 240 **Repair and Maintenance:** HVAC and minor building repairs
- 290 **Maintenance Contracts:** HVAC
- 316 **Radio Equipment Maintenance:** Cost to maintain radio and pagers
- 343 **Awards:** Recognition banquet for volunteers
- 346 **Uniforms:** Update and make all uniforms the same
- 350 **Operating Supplies:** Vehicle maintenance
- 380 **Equipment:** Larger building repairs, radio equipment, and traffic safety equipment

Budget Variances:

522230—Fire Station

- 239 **Siren Maintenance:** Increase for remaining old sirens and increased software maintenance for new sirens
- 380 **Equipment:** Purchase new pagers

Auxiliary Police & Emergency Management

522410

Public Safety Emergency Management/Auxiliary Police								
522410					2018	2018	2019	% Change
Operating		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
165	Workers' Comp. Insurance	250	250	75	250	250	250	0.00%
222	Electric	711	667	688	900	900	900	0.00%
224	Natural Gas	760	784	773	1,250	1,250	1,250	0.00%
225	Telephone	973	1,225	1,354	1,600	1,250	1,250	-21.88%
226	Water Service	335	371	390	420	420	420	0.00%
239	Siren Maintenance	1,320	1,440	2,940	2,000	2,500	2,500	25.00%
240	Repair & Maintenance	2,392	1,038	1,027	2,500	2,500	2,500	0.00%
290	Contracted Maintenance	177	24	219	500	500	500	0.00%
316	Radio Equipment Maintenance	2,175	789	677	2,000	2,000	2,450	22.50%
330	Training & Travel	649	1,719	464	1,500	1,500	1,500	0.00%
340	Repair & Maintenance Supplies	441	54	459	500	500	500	0.00%
343	Awards	394	350	117	800	800	800	0.00%
346	Clothing & Uniforms	8,030	4,443	1,279	1,200	1,200	1,200	0.00%
350	Operating Supplies—Vehicles	1,026	654	1,494	2,000	2,000	2,000	0.00%
351	Fuel/Vehicles	916	479	695	750	750	750	0.00%
380	Equipment	2,334	3,537	3,819	3,000	3,000	4,000	33.33%
510	Property Insurance	1,240	1,356	1,335	1,396	1,500	1,297	-7.09%
Total		24,123	19,180	17,805	22,566	22,820	24,067	6.65%
Revenues		2015	2016	2017	2018	2018	2019	% Change
					Budget	Estimated	Proposed	2019/2018
473409	Emergency Management—Town	229	330	0	600	100	100	-83.33%

Total		229	330	0	600	100	100	-83.33%
Net Cost of Program					2018	2018	2019	% Change
		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
		23,894	18,850	17,805	21,966	22,720	23,967	9.11%

City Assessor

515400

Department and Program Manager: City Assessor

Program Description: The Assessor's Office is responsible for setting the value of all property within the City for the purposes of determining the taxable value of real and personal property, upon which is levied the municipal, county, state, technical college and school's property tax. The City Assessor handles the day-to-day responsibilities of this office.

Products and Services:

- Preparation and completion of Municipal Assessment Reports (MAR), TIF Assessment Reports (TAR) and Exempt Computer Report (ECR) to the Department of Revenue
- Prepare and complete a detailed Annual Assessment Report (AAR) after Board of Review has adjourned detailing all assessment information on all properties. Provide a copy to the Department of Revenue and the Mayor within 30 days
- Hold Open Book and Board of Review as required by State Statutes
- Validate sale information with an interior inspection to verify and update the property record card and review Wisconsin Realty Transfer Returns and listings
- Enter assessment information into the eRETR system and electronically submit assessment information to the Department of Revenue regarding all sales
- Assessment of all property in the city; inspect and review all properties that were issued permits for the current year, any partial assessments from the prior year and any requests for review to determine values
- Create, delete and update property record card and plat maps per Register of Deeds changes. Changes include: splits, new subdivisions, property line changes, combinations, annexations, etc.
- Input and update information in property data base
- Complete in-house revaluations, as necessary, on all parcels to maintain fair and equitable assessments
- Annually field verify the personal property accounts and maintain an annual updated list of businesses for personal property reporting
- Provide Real Estate Sales list on a monthly basis, along with assessment information to interested parties
- Prepare lists of property owners within 300 ft. of subject property for Public Hearings and detour routes
- Complete requests for Special Assessment letters

City Assessor Staffing Levels:

Personnel Schedule Summary Position	2017 FTE	2018 FTE	2019 FTE
City Assessor	1.00	1.00	1.00

Department Services Indicators	2016	2017	2018 Estimated	2019 Projected
Provide Real Estate Sales List on Monthly Basis	19	21	18	18
Listing of Property Owners for Public Hearings and Detour Routes	382	375	500	500
Special Assessment Letters	223	178	228	220
Complete Wisconsin Realty Transfer Returns from the Department of Revenue	330	363	366	370
Field Inspections	495	590	575	550
Number of Board of Review Assessment Challenges	1	1	0	2
Number of Personal Property Accounts	508	506	391	390
Number of Assessable Parcels	4,230	4,303	4,321	4,320
Sketches Drawn—New Construction/Additions	120	115	100	100
Photos Taken—New Construction/Changes	65	155	120	120
Number of Open Book Cases	24	22	20	20

City Assessor

515400

Performance Measures:

Service Area	Objective	Efficiency Measure	Target 2016/2017	Target 2017/2018	Target 2018/2019
City Assessor's Office	Efficient Municipal Government	Cost of Assessment Per Parcel	\$25.89	\$25.39	\$____ Estimated
City Assessor's Office	Efficient Municipal Government	Equalized Property Value Per Capita	\$109,085	\$113,473	\$____ Estimated

Assessment Services: To provide accurate and equitable assessments to all properties so that property owners pay only their fair share of the tax burden.

2018 Significant Accomplishments:

1. Reorganized property record card files and sorted by tax key number and classification
2. Reorganized personal property files
3. Entered commercial properties on Market Drive

2019 Objectives to Be Accomplished:

1. Complete scanning of commercial property drawings and attach them to each property record card
2. Begin prep-work for the 2021 revaluation

Long-Term Objectives:

1. Complete City-wide revaluation as needed (SP#2)
2. Complete CVMIC Certificate in Supervision classes
3. Complete work on IAAO Professional Designation
4. Draw Commercial Property Improvements on computer

Account Detail:

515400—City Assessor

- 210 **Professional Services:** Assessments
- 219 **Professional Services:** Revaluations
- 310 **Office Supplies:** Envelopes, letterhead, binders, labels, etc.
- 312 **Computer Supplies:** Apex Software, Marshall & Swift, Assessment Technologies
- 320 **Publications and Dues:** Wisconsin Association of Assessing Officers (WAAO) and International Association of Assessing Officers (IAAO)
- 323 **State Fees** Manufacturing Assessment (Mandated)
- 330 **Employee Training & Travel:** Assessor's Annual Conference, WAAO meetings and classes, IAAO classes, mileage

Budget Variances:

515400—City Assessor

Expenditures

- 219 **Professional Service-Revaluation:** Added back \$10,0000 for future revaluations (was reduced to \$0 in 2017 and 2018) next revaluation 2021
- 310 Office Supplies: Decrease from \$325 to \$300
- 312 Computer Supplies: Decrease from \$4,450 to \$4,435
- 323 State of Wisconsin Fees: Decrease from \$1,685 to \$1,600
- 330 **Travel & Training: Decreased from \$1,200 to \$1,100**

Assessor's Office

515400				2018	2018	2019	% Change	
Personnel		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111	Salaries	69,677	71,472	72,634	74,065	74,065	75,550	2.01%
135	Sick Payout	340	760	875	750	700	750	0.00%
151	Social Security	5,104	5,179	5,135	5,858	5,854	5,977	2.03%
152	Retirement	4,976	4,966	5,180	5,131	5,127	5,117	-0.27%
154	Health Insurance	17,571	18,161	21,892	21,155	21,155	21,200	0.21%
155	Life Insurance	65	66	68	68	68	70	3.24%
159	Longevity	1,575	1,638	1,701	1,764	1,764	1,827	3.57%
165	Workers' Comp. Insurance	2,468	3,450	3,408	3,414	3,414	3,118	-8.67%
Total		101,776	105,692	110,893	112,205	112,147	113,609	1.25%
515400				2018	2018	2019	% Change	
Operating		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
210	Professional Services—Assessments	13,500	13,500	13,500	13,500	13,500	13,500	0.00%
219	Revaluation	10,000	10,000	0	0	0	10,000	
225	Telephone	196	177	179	200	177	200	0.00%
310	Office Supplies	269	268	903	300	250	300	0.00%
312	Computer Supplies	4,333	3,969	3,884	4,450	4,290	4,435	-0.34%
320	Publications and Dues	255	255	305	305	320	320	4.92%
323	State of Wisconsin Fees	1,315	1,505	1,592	1,685	1,506	1,600	-5.04%
330	Training & Travel	1,285	886	946	1,200	800	1,100	-8.33%
Total		31,153	30,560	21,309	21,640	20,843	31,455	45.36%
Total Expenditures		132,929	136,252	132,202	133,845	132,990	145,064	8.38%
				2018	2018	2019	% Change	
Revenues		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
461153	Assessor's Office Fees	5,510	6,230	5,505	5,000	5,500	5,500	10.00%
Total		5,510	6,230	5,505	5,000	5,500	5,500	10.00%
				2017	2018	2018	2019	% Change
Net Cost of Program		2015	2015	Budget	Budget	Estimated	Proposed	2019/2018
		127,419	130,022	126,697	128,845	127,490	139,564	8.32%

Building Inspection

522310

Department: Engineering and Public Works

Program Manager: Building Inspector

Program Description: The Building Inspector approves all permits including electrical, building, occupancy, plumbing, heating, erosion control, etc. Position is responsible for conducting all building inspections, enforcing building and zoning ordinances, updating codes and ordinances, and the sign approval process. Additionally, the Building Inspector supervises City Hall Complex employees, coordinates building maintenance, oversees cemeteries, and acts as Americans with Disabilities Act (ADA) representative. The Building Inspection Secretary is also secretary for the Public Works Division, handling all refuse and recycling questions and service requests, serving as recording co-secretary for the Public Works and Sewerage Commission, assists in coordinating cemetery burial and purchasing of lots and volunteer coordinator of the City Hall complex.

Products and Services:

- Issue permits
- Perform inspections
- Supervise management of City Hall Complex and capital improvements to facilities
- Respond to citizen inquiries and service requests concerning refuse, recycling, zoning, construction, code clarification, erosion, signage, cemeteries and landscape/drainage information
- Oversee cemetery operations

Building Inspector Staffing Levels:

Personnel Schedule Summary Position	2017 FTE	2018 FTE	2019 FTE
Building Inspector	1.00	1.00	1.00
Secretary II	1.00	1.00	1.00
Total	2.00	2.00	2.00

Department Service Indicators:	2016	2017	2018	2019 Projected
Inspections Made by Building Inspector	1,800	1,718	1,750	1,720
Inspections Made by Contracted Inspectors	25	56	59	53
Total Inspections Made	1,825	1,774	1,809	1,800
Total permits issued:				
Residential New Construction	22	31	32	32
Residential Building	140	140	150	145
Commercial New Construction	2	2	8	2
Commercial Building	20	25	21	22
Electrical	300	300	310	300
Plumbing	280	280	320	310
HVAC	180	180	250	200
Certificate of Compliance	0	0	0	0
Value of Improvements Inspected	21,683,299	22,000,000	70,000,000	40,000,000

Building Inspection

522310

Performance Measures:

Service Area	Objective	Efficiency Measure	Target 2016/2017	Target 2017/2018	Target 2018/2019
Building Inspection	Efficient Municipal Government	Operating Costs	\$0.75 per person	\$2.81 per household	\$2.81 per household

2018 Significant Accomplishments:

1. Permits and plan review of Hamilton House Care Facility
2. Permits and plan review of Arrabelle Development
3. Continued permit process for The Glen at Cedar Creek
4. Permits and plan review of 192 Unit Development on Sheboygan Rd.

2019 Objectives to Be Accomplished:

1. Oversight of Hamilton House Care Facility
2. Oversight of Arrabelle Development
3. Continued permit process for The Glen at Cedar Creek
4. Permits and oversight of 192 unit development on Sheboygan Road
5. Permit and oversight of Sandhill Subdivision of 43 single lots

Long-Term Objectives:

1. Improve availability of information online
2. Specify responsible parties to handle health-related issues within the City (i.e. County Health Department liaison)

Account Detail:

522310—Inspection

- 210 **Professional Services:** Testing or services as required by the Common Council and Commercial Electrical Inspector's wages
- 225 **Telephone:** Land-line telephones, cell phone for building inspector
- 310 **Office Supplies:** Forms reproduced/general office supplies, house number tiles and frames; State tags for new houses, microfilm of building permits
- 330 **Employee Training/Travel:** State of Wisconsin Safety and Buildings (recertification for building, electric, plumbing inspector license-training classes), SE-WBIA (Building Inspector seminars)

Budget Variances:

522310—Inspection

- Staff is estimating 32 new single family residential starts in 2019

Revenues:

443500 Building Permits: Decrease in Building Permits based on 32 single family starts estimated

443512 Building Inspection Plan Review: Decrease based on 32 single family starts estimated

Public Safety—Building Inspector								
522310				2018	2018	2019	% Change	
Personnel		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111	Salaries	113,682	99,055	101,400	103,428	103,428	105,485	1.99%
151	Social Security	8,362	7,315	7,509	7,975	7,975	8,137	2.03%
152	Retirement	7,134	6,814	7,123	6,985	6,985	6,967	-0.26%
154	Health Insurance	27,729	24,727	26,630	29,493	29,493	29,571	0.26%
155	Life Insurance	49	57	58	58	58	59	1.72%
159	Longevity	630	693	756	819	819	882	7.69%
165	Workers' Comp. Insurance	2,345	3,202	3,145	2,967	2,967	2,705	-8.83%
Total		159,931	141,863	146,621	151,725	151,725	153,806	1.37%
522310				2018	2018	2019	% Change	
Operating		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
210	Professional Services	2,250	2,935	1,275	3,000	3,000	3,000	0.00%
225	Telephone	521	504	840	425	650	650	52.94%
310	Office Supplies	2,347	3,377	2,471	2,347	2,347	2,400	2.26%
330	Training & Travel	0	375	155	500	574	500	0.00%
351	Gas and Oil Expense	1,863	1,972	2,119	1,700	1,700	1,700	0.00%
512	Liability Insurance	1,043	948	944	875	875	924	5.60%
Total		8,024	10,111	7,804	8,847	9,146	9,174	3.70%
Total Expenditures		167,955	151,974	154,425	160,572	160,871	162,980	1.50%
522360				2018	2018	2019	% Change	
Weights and Measures		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
214	Professional Services	2,000	2,000	2,000	2,000	2,000	2,000	0.00%
Total		2,000	2,000	2,000	2,000	2,000	2,000	0.00%
				2018	2018	2019	% Change	
Revenues		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
441129	Weights & Measures Licenses	1,060	1,035	985	995	995	995	0.00%
443500	Building Permits	108,798	111,871	87,877	104,860	200,000	94,000	-10.36%
443501	Electrical Permits	21,042	21,303	23,988	22,400	40,000	22,000	-1.79%
443502	Plumbing Permits	27,070	25,440	23,080	24,750	34,000	24,750	0.00%
443504	Clearwater Compliance Permits	5,650	0	0	0	0	0	0.00%
443505	Heating/Air Conditioning Permits	19,836	20,279	21,067	20,000	30,000	20,000	0.00%
443507	Erosion Control Permits	3,900	5,750	5,280	5,550	5,550	5,200	-6.31%
443508	Occupancy Permits	6,430	6,170	4,590	5,950	11,000	5,200	-12.61%
443509	Sign Permits	2,265	1,590	1,405	1,800	1,800	1,800	0.00%
443512	Building Inspection Plan Review	4,025	6,928	6,250	6,400	5,500	6,400	0.00%
461156	House Numbers	973	861	723	920	1,000	700	-23.91%
461157	State Tag Fee	1,150	1,850	1,705	1,800	1,700	1,760	-2.22%
Total		202,199	203,077	176,950	195,425	331,545	182,805	-6.46%
				2018	2018	2019	% Change	
Net Cost of Program		2015	2015	2017	Budget	Estimated	Proposed	2019/2018
		(32,244)	(49,103)	(20,525)	(32,853)	(168,674)	(17,825)	-45.74%

City Hall Complex

518100

Department: Engineering and Public Works

Program Manager: Building Inspector

Program Description: This account serves the building maintenance and repair needs of City Hall, Lincoln Building and Community Center Gym. Costs associated with the Library, Fire Station, Police Station maintenance and repair costs are located in their own budgets.

Products and Services:

- Coordinate City Hall, Lincoln Building and Community Center Gym repairs
- Provide custodial services for City Hall, Lincoln Building, Community Center Gym and Police Station
- Maintain City grounds and buildings

City Hall Complex Staffing Levels:

Personnel Schedule Summary Position	2017 FTE	2018 FTE	2019 FTE
Building Maintenance Engineer	0.83	0.83	0.83
Custodian	0.60	0.60	0.60
Total	1.43	1.43	1.43

*Remainder of custodial staff is in Cemetery Fund (.17 FTE) & Police Department (.40 FTE) for a total of 2.

2018 Significant Accomplishments:

1. Removed and replaced asphalt pavement around Fire Department
2. Exterior painting of Complex Buildings
3. Removed and replaced concrete driveway at Station 1
4. Repairs to mausoleum
5. Replaced retaining wall at the Fire Department

2019 Objectives to Be Accomplished:

1. Replace roof on Fire Department

Long-Term Objectives:

1. Replace roof on cemetery house

Account Detail:

518100—City Hall Complex

222 **Electric:** Three buildings (interior and exterior)

224 **Natural Gas:** Three buildings

225 **Telephone:** Land-line telephones for three buildings, phone updates, cell phones for maintenance supervisor and complex custodian

226 **Water Service:** Three buildings (interior and exterior)

240 **Repairs and Maintenance:** Monthly elevator inspection, rugs and mats, alarm system, HVAC repair/maintenance, monthly pest inspection, seasonal lawn and tree maintenance, water softener, exterior window cleaning, pull station inspections, Light & Water for bubbler, sprinkler, carpet cleaning, purchase of fire extinguishers (required in 2010)

350 **Operating Expenses:** Hardware/paint, janitorial supplies/paper products

380 **Equipment Outlay:** Telephone replacements and equipment/tool purchases

385 **Capital Outlay:** Phone system, door locks, HVAC purchases, carpeting, lighting for parking lot, painting, window replacements and other major purchases and work performed for complex

Budget Variances:

518100—City Hall Complex

226 Water: Decrease to reflect actual usage

350 Operating Supplies: Decrease to reflect actual

City Hall Complex

518100

City Hall Complex								
518100					2018	2018	2019	% Change
Personnel		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111	Salaries	80,979	82,495	108,468	70,814	70,814	72,230	2.00%
112	Overtime	1,542	3,598	2,138	2,000	2,000	2,000	0.00%
125	Part Time Salaries	2,027	1,996	0	2,000	0	0	-100.00%
135	Sick Payout	988	972	249	285	285	352	23.51%
151	Social Security	6,835	6,881	8,276	5,797	5,644	5,762	-0.60%
152	Retirement	5,942	6,118	6,204	4,943	4,943	4,934	-0.18%
154	Health Insurance	16,394	19,345	13,845	13,002	13,002	13,078	0.58%
155	Life Insurance	124	143	94	50	50	71	42.00%
159	Longevity	2,397	2,487	643	680	680	743	9.26%
165	Workers' Comp. Insurance	2,972	4,151	4,247	3,373	3,373	3,080	-8.69%
Total		120,200	128,186	144,164	102,944	100,791	102,250	-0.67%
518100					2018	2018	2017	% Change
Operating		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
222	Electric	20,753	23,578	23,087	25,609	25,609	25,609	0.00%
224	Natural Gas	22,172	21,155	21,924	25,000	25,000	25,000	0.00%
225	Telephone	1,653	1,971	1,914	2,025	2,025	2,025	0.00%
226	Water Service	3,514	3,350	3,155	4,000	3,500	3,500	-12.50%
240	Repair & Maintenance Services	29,537	32,181	24,260	30,000	30,000	30,000	0.00%
350	Operating Supplies	13,978	15,166	12,773	15,000	14,000	14,000	-6.67%
385	Capital Equipment Outlay	22,147	5,883	20,210	22,000	22,000	22,000	0.00%
Total		113,754	103,284	107,323	123,634	122,134	122,134	-1.21%
Total Expenditures		233,954	231,470	251,487	226,578	222,925	224,384	-0.97%
					2018	2018	2017	% Change
Revenues		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
469000	Public Charges for Services	0	318	0	600	0	0	-100.00%
482215	Rent—City Property	14,111	0	0	0	0	0	0.00%
Total		14,111	318	0	600	0	0	-100.00%
Net Cost of Program		2015	2015	2017	2018	2018	2017	% Change
		2015	2015	2017	Budget	Estimated	Proposed	2019/2018
		219,843	231,152	251,487	225,978	222,925	224,384	-0.71%

Special Revenue Funds

The purpose of a Special Revenue Fund is to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or sources for major capital projects) that are legally restricted to expenditures for specified purposes. The distinguishing account characteristic of a Special Revenue Fund is that services delivered by a Special Revenue Fund are financed by the user of the service paying for the service based on actual use. Special revenue funds utilized by the City include the following (fund number in parenthesis):

Cemetery (200)

Accounts for the operations of the three cemeteries owned by the City: Immanuel Church Cemetery, Zur Ruhe Cemetery and Immanuel Lutheran Heritage Cemetery. Costs associated with the operations of the cemeteries are supported by the sale of cemetery plots. In the late 1960s, the Zur Ruhe Cemetery Association turned over Zur Ruhe Cemetery and assets to the City of Cedarburg. In 1977, the Immanuel Cemetery Association also turned over its assets, which left the City of Cedarburg with two cemeteries to maintain. In 1998, Immanuel Lutheran Church turned over the Immanuel Lutheran Heritage Cemetery to the City of Cedarburg. The management of the cemeteries is overseen by the Public Works and Sewerage Commission and is staffed by the Engineering and Public Works Department, Building Inspection Division, which records all ownership and burial records for over 15,000 cemetery lots within the cemeteries as well as maintains the property and sale of lots.

Room Tax (210)

Established in 1995, this fund is used to account for the receipts of the City-wide room tax which went into effect on January 1, 1995. The only expenditures from this fund are the distribution of 95% of the revenues collected to the Cedarburg Chamber of Commerce for tourism, promotion and development with the remaining 5% for collection and administration costs transferred to the General Fund.

Recreation Programs (220)

This fund is used to account for all recreation programs for which the fee charged is to be sufficient to cover the direct operating cost of the program, including exercise and fitness, adult softball, youth basketball, youth football, volleyball, poms dance team and gymnastics.

Swimming Pool (240)

This fund accounts for the operations of the Cedarburg Community Pool and of the concession stand.

Park Subdivider Deposit (250)

This fund is used to account for the receipt and disbursement of park fees collected. The fees are used for new park equipment in new or existing parks to serve the growing population.

State Statute 66.0617 permits establishment of impact fees for public facilities. In 2011, the City hired a firm to update its impact fee schedule. The new fees were implemented in 2012 and assessed to newly created residential lots. No revenues for fees are budgeted for the park subdivider deposit fund; such revenues are dependent on creation of residential subdivisions, which cannot be reasonably predicted on an annual basis. The only expenditures of this fund are transfers to the Capital Improvement Fund for park-related projects.

Library (260)

This program accounts for the revenues and expenses related to the Library's operation to separately identify Library-related revenues, expenses, fund balances and donations. The program is overseen by the Library Board.

Special Revenue Fund—Cemetery

200-544210

Department: Engineering and Public Works

Program Manager: Building Inspector

Program Description: The materials and labor for this budget are used for three City-owned cemeteries: Zur Ruhe, Immanuel, and Immanuel Heritage. This includes lot sales, layout of plots, coordination with funeral directors, lawn maintenance, general upkeep of roads and water lines, and Immanuel Cemetery rental house.

Products and Services:

- Layout graves for opening and perform cremain burials
- Landscape and lawn service for grave areas
- Sell cemetery lots
- Maintain computerized records and burials

Cemetery Staffing Levels (Full-Time Equivalent Employees–FTE):

Personnel Schedule Summary Position	2017 FTE	2018 FTE	2019 FTE
Building Maintenance Engineer and Custodian	0.17	0.08	.08

DEPARTMENT SERVICES INDICATORS:	2016	2017	2018 Estimated	2019 Projected
Cemetery lots sold	32	10	16	15
Number of burials (casket & cremains)	70	70	60	60
Number of cemetery monument permits	37	25	25	25

2018 SIGNIFICANT ACCOMPLISHMENTS:

1. Remove and replace fascia, soffit, trim and doors on mausoleum
2. Tree removal at Immanuel Cemetery

2019 OBJECTIVES TO BE ACCOMPLISHED:

1. Develop area for approximately 75 additional plots at Zur Ruhe Cemetery
2. Create soil containment area

Long-Term Objectives:

1. Review locations for additional burial space at Immanuel and Zur Ruhe Cemeteries
2. Install section markers at both cemeteries if appropriate and cost effective
3. Replace roof on rental house

Account Detail And Budget Variances:

544210—Cemetery Fund

Expenditures

111 - Salaries: Reallocated Public Works salaries to this account from part time line

210 - Professional Services: Grass cutting at Zur Ruhe to be bid out in 2019

Special Revenue—Cemetery

Fund 200

					2018	2018	2019	% Change			
					Budget	Estimated	Proposed	2019/2018			
					2014	2015	2017				
Beginning Fund Balance					\$316,570	\$302,915	\$276,573	\$267,574	\$267,574	\$246,497	
					2018	2018	2019	% CHANGE			
Revenues					2015	2016	2017	Budget	Estimated	Proposed	2019/2018
465500	Property Sales		18,975	7,650	16,200	9,000	5,000	5,500	-38.89%		
465550	Monuments & Markers		1,075	850	4,250	1,000	1,000	1,000	0.00%		
481100	Interest Income		1,196	1,260	37	1,200	2,000	1,500	25.00%		
482170	Rental Income		11,940	11,940	11,940	11,940	11,940	11,940	0.00%		
486000	Cemetery—Misc. Revenue		3,475	2,664	3,910	2,500	1,200	1,200	-52.00%		
487000	Change in Market Value				(230)				0.00%		
Total Revenues			36,661	24,364	36,107	25,640	21,140	21,140	-17.55%		
544210					2018	2018	2019	% Change			
Personnel					2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111	Salaries (.08 FTE)		11,317	12,065	10,386	3,564	6,564	6,635	86.17%		
112	Overtime		147	95	0	250	250	250	0.00%		
125	Part time/Seasonal (.53 FTE)		7,762	11,170	7,646	9,000	6,000	7,400	-17.78%		
151	Social Security		1,464	1,798	1,379	980	980	1,093	11.53%		
152	Retirement		830	836	725	256	457	451	76.17%		
154	Health Insurance		4,060	3,358	4,276	667	667	670	0.45%		
155	Life Insurance		0	0	0	1	3	3	122.22%		
159	Longevity		375	386	0	0	0	0	0.00%		
165	Workers' Comp. Insurance		720	920	891	546	546	499	-8.61%		
Total			26,675	30,628	25,303	15,264	15,467	17,001	11.38%		
544210					2018	2018	2019	% Change			
Operating					2015	2016	2017	Budget	Estimated	Proposed	2019/2018
210	Professional Services		8,344	10,818	12,627	11,680	11,680	23,500	101.20%		
222	Electric		281	403	485	410	550	550	34.15%		
225	Telephone		7	0	0	0	0	0	0.00%		
226	Water Service		548	543	625	500	500	500	0.00%		
230	Grounds Maintenance		1,843	2,771	2,621	2,800	2,800	2,800	0.00%		
240	Repair & Maintenance		4,234	295	814	2,000	2,000	2,000	0.00%		
245	House Maintenance		902	611	1,335	1,000	1,000	1,000	0.00%		
350	Operating Supplies		925	606	900	900	900	900	0.00%		
380	Equipment		6,197	3,631	0	0	0	0	0.00%		
510	Property/Liability Insurance		360	400	396	320	320	223	-30.31%		
940	Transfer to Capital Improve- ment Fund					7,000	7,000	0	-100.00%		
Total			23,641	20,078	19,803	26,610	26,750	31,473	18.28%		
Total Expenditures			50,316	50,706	45,106	41,874	42,217	48,474	15.76%		

544210				2018	2018	2019	% Change
Operating (con't)	2015	2016	2017	Budget	Estimated	Proposed	2019/2018
Revenue - Expenditures	(13,655)	(26,342)	(8,999)	(16,234)	(21,077)	(27,334)	
Ending Fund Balance	302,915	276,573	267,574	251,340	246,497	219,163	

	2015	2016	2017	2018	2018	2019
Fund Balance				Budget	Estimated	Proposed
Designated Cemetery Fund Balance	\$199,490	\$171,873	\$160,174	\$142,440	\$138,264	\$110,013
Designated for Perpetual Care	103,425	104,700	107,400	108,900	108,233	109,150
Total Fund Balance	302,915	276,573	267,574	251,340	246,497	219,163

WATER RECYCLING CENTER

The Cedarburg Water Recycling Center (WRC) fund is a proprietary-enterprise fund of the City of Cedarburg. All financial transactions for the WRC Division operation are recorded within this fund. The WRC fund is supported by the user charges to our customers, which is based on water usage for residential and commercial customers, and effluent volume and strength for our industrial customers. The policies and planning of the Water Recycling Center* operations are overseen by the nine members of the Public Works/Sewerage Commission, which are appointed by the Mayor and approved by the Council for two-year terms of office. Currently, Cedarburg has eleven lift stations which keep the influent moving through approximately 59 miles of sewer lines until its ultimate destination, the Water Recycling Center.

HISTORY

The Cedarburg Municipal Sewerage System was installed in 1921 and 1922 along with the water works. Initially, there were two plants which consisted of two-story sedimentation tanks called Imhoff Tanks. They gave a rudimentary type of treatment which consisted of separation of liquid and solids, but not to the level of treatment available today in Cedarburg.

In 1973 the Activated Sludge Plant came on line with a more sophisticated mode of operation—biological treatment. The Oxidation Ditch, started in 1988, takes this farther still being able to naturally remove nitrogen and phosphorus. The living bacterial/protozoal mass biodegrades the sewage to the point where the solid residue or biosolids are spread on farm fields and the clear oxygen enriched effluent is discharged to Cedar Creek meeting the effluent limits imposed by the Department of Natural Resources.

In 1993 the WRC took over the cleaning and maintenance of the Collection System as well as the plant and lift stations. All of this is managed and maintained by one superintendent and six operators. Through some automation at the Oxidation Ditch Plant, we are able to handle the workload on one shift with operators on call 24/7.

In 1996 a remote septage receiving station was added on Pioneer Road to better facilitate acceptance of holding tank waste. This has allowed the plant to better process this wastewater and received favorable acceptance by the haulers. In May 2013 the remote receiving station was closed due to odor issues and haulers were directed to the Plant.

In 1998 the second Discharge Permit was issued from the Department of Natural Resources. A permit to discharge is issued for a five-year period. Plant improvements for producing better biosolids were installed in 1998. In addition, a better biosolids loading station was built, and the remote 180-day biosolids storage tank was operational in the fall of 1999 under a private sector contract. In 2015 biosolids were contracted to be hauled to alternative WWTP's.

In 1999 the disinfection process for the effluent was converted from chlorine to ultraviolet light eliminating two deadly gases—chlorine and sulfur dioxide. In addition, a new storage garage was constructed and the City's largest organic loading, Kemps Dairy, started pretreating their waste.

The City purchased 100 acres of property along Pioneer Road (CTH C) at the confluence of Cedar Creek and the Milwaukee River in 2000. The balance of the Zarling farm was purchased in 2002 for a total of 115 acres. This land serves as the future location of the treatment facility 15-20 years into the future, depending on the regulatory requirements, technology changes and growth.

In June of 2008, the WRC Discharge Permit was renewed for another five years which brought us to the twenty-five year mark for the current plant. There were reductions in the limits for ammonia nitrogen. The City is able to operate with this permit. We were issued a new permit on April 1, 2017 further lowering the limits for phosphorus removal.

In January of 2017 the city's 11th lift station was put online. This new station called Kenzie Way will allow development to be added on the northern portion of the sanitary district. The station was sized proportionally for the current flows but allowing it to be upgraded as the development increases.

*In September of 2017 the Sewer Utility Fund changed its name to the Cedarburg Water Recycling Center.

WATER RECYCLING CENTER

SEWER USER CHARGES

The City of Cedarburg currently has approximately 11,628 residents. The sanitary sewer service area for the Cedarburg WRC includes the present City limits plus a considerable amount of area in the Town of Cedarburg and a portion in the Town of Grafton and the City of Mequon. The current Sewer Service Area was last amended in 1996.

Cedarburg has a variety of commercial, public and industrial users contributing to the Water Recycling Center in addition to the residential users. Below is a list of the meter counts from the Cedarburg Light & Water Utility for customers who have sewer service.

Sewer Meter Count:	2016/2017	2017/2018
Residential	3,602	4,244
Commercial	386	448
Industrial	27	31
Public	34	40
Total	4,049	4,763

The 2017/2018 influent wastewater characteristics for the Cedarburg WRC are as follows:

	MGD	mg/1	lbs/day	lbs/yr.
Ave. Daily Flow	1.845			
Ave. Daily BOD		214	3,293	1,116,683
Ave. Daily TSS		203	3,120	1,113,240
Ave. Daily TKN		24.7	380	133,159
Ave. Daily P		3.3	51	17,998

The flow used in computing 2019 rates (314,582,006 gallons) was 100% of billable flow.

RECOVERY OF COSTS

The method of cost recovery for operation and maintenance (O&M), user-related debt costs and replacement costs is based on use of the system. These components are allocated to a use parameter (Flow, BOD, TSS, TKN, and P) on a percentage basis, and are assessed based upon the average use allocation percentages as determined from the allocated budget items. The allocation percentages applied to budgeted expenses is detailed in the user charge model, available in the Engineering and Public Works offices at City Hall.

Infiltration/inflow (I/I) connection charge is a percentage of the total cost assigned to the wastewater flow parameter. The percentage of clearwater (I/I) entering the sewerage system is estimated to be 30. The cost allocated to I/I is divided by the number of connections to the sewerage system to determine the connection charge. This charge is assessed equally to each connection regardless of water use.

SUMMARY OF RETAINED EARNING FUNDS

Collection System Reconstruction Fund

The Collection System Reconstruction Fund is to be used to repair or replace sanitary sewer lines, forcemains, and manholes. It pays for engineering of these projects as well as the sanitary sewer part of the project. Laterals up to the right of way may also be replaced with this fund.

Equipment Replacement Fund

This fund was mandated by the DNR in accordance with NR 162.08(3) Wis. Admin. Code, and is to be used for "obtaining and installing any equipment, accessories or appurtenances which are necessary during the useful life of the treatment works to maintain the capacity and performance or which such works were designed and constructed." Annual deposits to this account are required.

Impact Fees

The Water Recycling Center Reserve Capacity Fee is used to recover capital costs for future capacity built into the wastewater treatment plant in 1988. These funds were first used to decrease any outstanding principal and interest cost. Since, no debt is outstanding; all proceeds are transferred to the undesignated reserve at the beginning of each fiscal year.

WATER RECYCLING CENTER

The Biosolids Impact Fee was created to recover future developments' share of costs related to Water Recycling Center capital improvements required to comply with NR 204 Sludge Management Regulations. At the beginning of each fiscal year, all proceeds from this account will be transferred to the undesignated reserve, as the biosolids improvements were originally funded from this account.

In 2012 the City did an impact fee study and combined the Biosolids Impact Fee with the Water Recycling Center Reserve Capacity Fee.

The Connection Fee for new development funds collection system over sizing, regional lift stations, forcemains, highway and river crossings, and other non-assessable sewer costs. The one-time fee is assessed at the time of platting or annexation, and is per residential equivalent (REC) for single-family and non-residential development, per dwelling unit for a duplex, multiple-family.

SUMMARY OF RATES

Based upon the sewer use rate model, the following rates are for 2019, which are effective January 1, 2019. The flow rate increased 1.9% and the monthly connection fee increases \$1 per month, resulting in a \$15.90/year increase, on average, per household. Annual cost from \$374.83 to \$390.73 per year. These increases will help to cover the cost of rebuilding the Highland Lift Station.

	Flow Rate (\$/1,000 gal.)	Monthly Connection Fee (\$/month)
<i>2018 Rate</i>	\$5.30	\$14/month
2019 Rate	\$5.40	\$15/month

SURCHARGE

Users of the Cedarburg Sewage System who have been identified as having wastewater with strengths of one or more "use parameters" greater than domestic wastewater are assessed a surcharge. The charges for these parameters are as follows:

<i>Volume</i>	\$5.40/1,000 gallons
<i>BOD > 200 mg/l</i>	\$0.221/lb.
<i>TSS > 225 mg/l</i>	\$0.318/lb.
<i>TKN > 30 mg/l</i>	\$0.879/lb.
<i>Phosphorus > 10 mg/l</i>	\$6.508/lb.
<i>Fixed Charge</i>	\$15.00/month/connection

SEPTAGE HAULERS

These rates are remaining at the 2017 amounts.

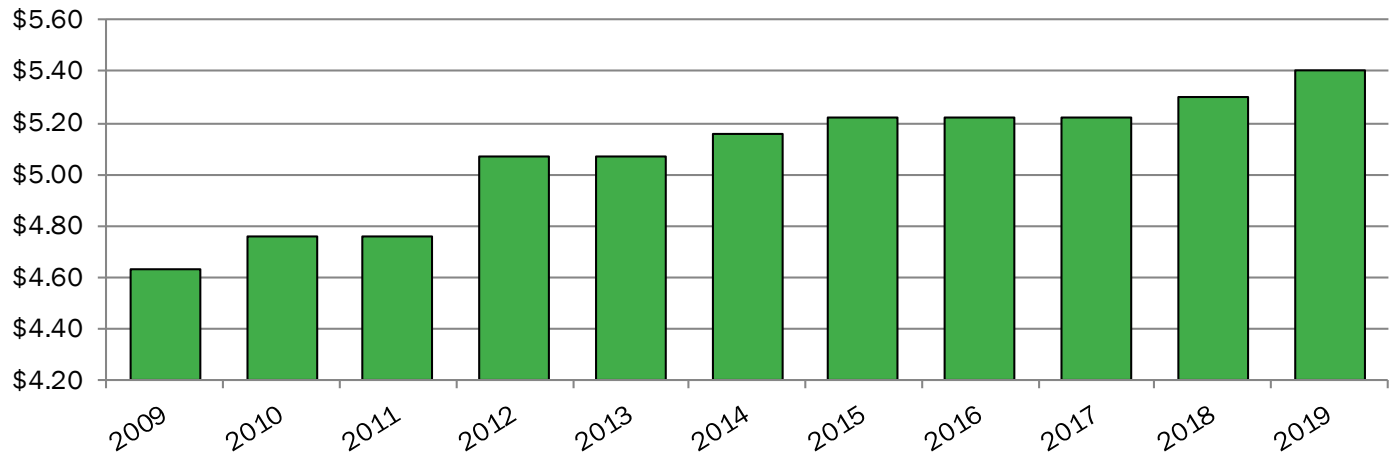
COSTS FOR SEPTAGE HAULERS PER 1,000 GALLONS

	2018 RATE	2019 RATE
<i>Holding Tank</i>	\$8.70/1,000 gallons	\$8.70/1,000 gallons
<i>Septic Tank</i>	\$44.91/1,000 gallons	\$44.91/1,000 gallons

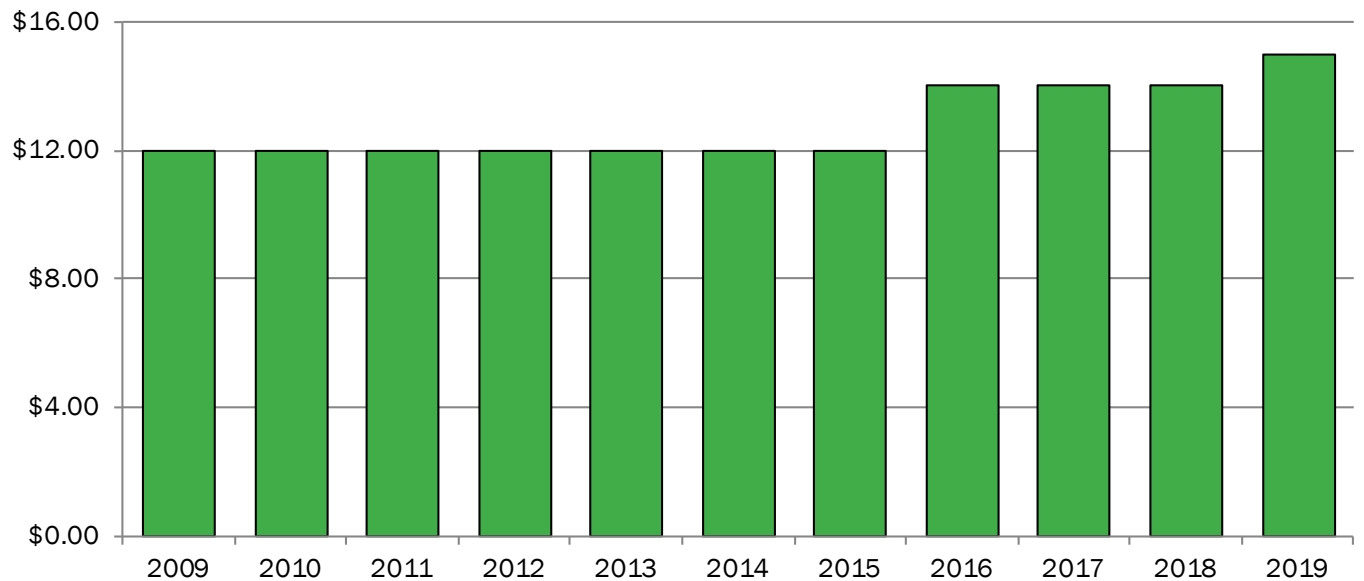
In addition to the above charges, a \$10 administrative fee is charged for each septage truckload received. This increased in 2016 from \$5 in 2015.

Costs allocated to septage haulers do not include O & M costs associated with the collection system, connection charges for I/I, collection system debt, or the collection system replacement funds.

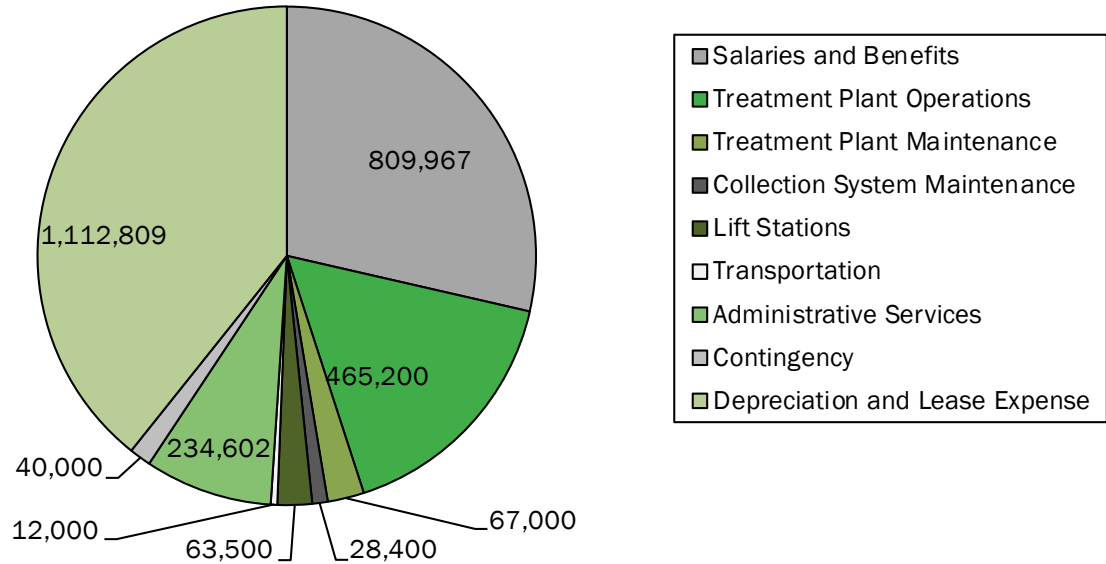
Sewer User Charge—Historical Trend
Volume Charge
Per 1,000 gallons of water used



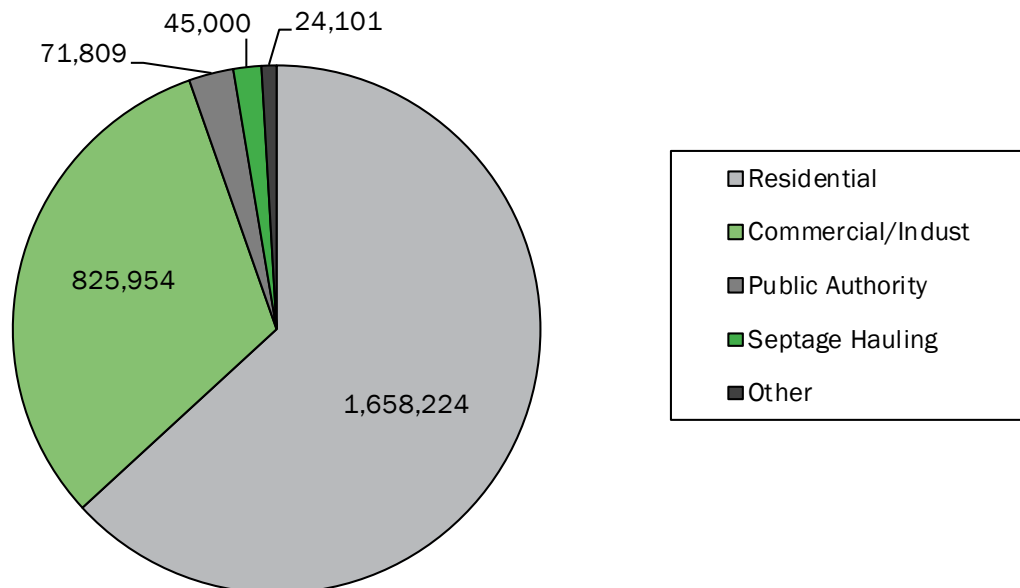
Fixed Monthly Charge



2019 Sewer Expenditures



2019 Sewer Revenues



WATER RECYCLING CENTER

Department: Engineering and Public Works

Program Manager: Water Recycling Center Superintendent

Program Description: This program accounts for all expenses related to the operation and maintenance of the City's Water Recycling Center, 11 lift stations and the sanitary sewer collection system.

Products and Services:

- Treat sewage including septage
- Maintain and operate 11 lift stations and Water Recycling Center
- Responsible for maintaining 59 plus miles of sanitary sewer in Cedarburg
- Annually inspect and televise sanitary sewers for diagnostic purposes and inspection of pipe replacement
- Clean sanitary sewers plus trouble spots and clean storm sewers
- Maintain records on sewer system
- Locate sewer lines for construction
- Respond to customer service calls
- In-house construction administration of sewer rehabilitation program
- Accept some water from remediation projects for treatment

Water Recycling Center Staffing Levels (Full-Time Equivalent Employees—FTE)

Personnel Schedule Summary Position	2017 FTE	2018 FTE	2019 FTE
Director of Engineering & Public Works	0.25	0.25	0.25
WRC Superintendent	1.00	1.00	1.00
Plant Operators*	5.75	5.75	5.75
Assistant City Engineer	1.00	1.00	1.00
Engineering Secretary*	0.25	0.25	0.25
City Treasurer**	0.21	0.21	0.21
Deputy City Treasurer/Payroll**	0.35	0.35	0.35
Accountant II/Receivables**	0.20	0.20	0.20
Accountant I**	0.15	0.15	0.15
TOTAL	9.16	9.16	9.16

*0.25 in Engineering & Public Works

**Remainder in City Treasurer

DEPARTMENT SERVICES INDICATORS:	2016	2017	2018 Estimated	2019 Projected
Sanitary Sewers Cleaned (feet)	145,000	145,000	145,000	145,000
Sanitary Sewers Televised (feet)	10,000	25,000	25,000	15,000
Storm Sewers Cleaned (feet)	100	1000	100	100
Customer Service Calls	18	18	18	18
Basement Backups: Total/Problem in the Main	18/0	18/2	18/0	18/0

PERFORMANCE MEASURES:

Service Area	Objective	Type of Measure	Measure
Water Recycling Center	Efficient Operation, Maintenance and Treatment	Efficiency of Plant Operation	Compliance Maintenance Annual Report
Collection System	Cleaning and Repairs to System	Collection System Cleaning	Amount of System Cleaned

WATER RECYCLING CENTER

Performance Measurements Budget	2016	2017	2018 Estimated	2019 Projected
Annual O&M Budget	2,651,005	2,794,826	2,765,170	2,845,500
Amount Spent	2,440,000	2,600,000	2,600,000	2,600,000
Sewerage Treated, in 1000 gallons	712,394	680,000	780,000	674,000
Sewer Flow Rate, \$/1,000 gallons	5.22	5.22	5.3	5.4

WATER RECYCLING CENTER

Compliance Maintenance Annual Report, (0-4)	2016	2017	2018 Estimated	2019 Projected
Influent Loading	A	A	A	A
Effluent Quality, BOD	A	A	A	A
Effluent Quality, TSS	A	A	A	A
Effluent Quality, Ammonia	A	A	A	A
Effluent Quality, Phosphorus	A	A	A	A
Biosolids Management	A	A	A	A
Preventive Maintenance Staffing	A	A	A	A
Operator Certification	A	A	A	A
Financial Management	A	A	A	A
Collection System	A	A	A	A
TOTAL SCORE	4.00	4.00	4.00	4.00

2018 Significant Accomplishments:

1. Replaced truck #63--utility truck with crane
2. Replaced Toyota Prius with pickup truck #60
3. Replaced digester blower
4. Wrote WPDES permit optimization plan
5. Replaced flat roofs on 3 main buildings

2019 Objectives To Be Accomplished:

1. Replace bar screen in headworks building
2. Replace truck #62
3. Clean and inspect digestors
4. Build new Highland Lift Station
5. Rebuild clarifier #1 drive

Long-Term Objectives:

1. Replace Ferrous Chloride (Iron) system with new PO⁴ chemical system
2. New sewer treatment center

Account Detail and Budget Variances:

573815--Collection System

154 **Insurance:** Reduced due to new employees hired

573850--Administrative Services

211 **Legal:** Reduced due to permit issue being resolved

215 **Engineering:** Increased to cover cost of permit consultation

573855--Sewer Contingency

990 **Contingency Reserve:** Put back in budget after removing in 2018 to meet budget restraints

Water Recycling Center Fund—601

573805—Administrative					2018	2018	2019	% CHANGE
Personnel		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111	Salaries (3.41 FTE)	219,571	229,745	231,422	245,676	235,000	248,996	1.35%
135	Sick Pay Out	1,122	1,921	1,663	1,747	1,747	1,895	8.47%
151	Social Security	17,323	18,775	18,741	19,217	18,401	19,498	1.46%
152	Retirement	13,375	29,388	30,006	16,714	15,999	16,571	-0.86%
154	Health Insurance	30,448	40,381	38,093	36,059	36,059	34,650	-3.91%
155	Life Insurance	44	45	49	364	364	142	-60.99%
159	Longevity	3,358	3,500	3,643	3,785	3,785	3,990	5.42%
161	EAP/125 Admin.	446	36	247	500	500	500	0.00%
165	Workers' Comp. Insurance	135	153	154	147	147	126	-14.29%
Total		285,822	323,944	324,018	324,209	312,002	326,368	0.67%
573810—General Labor					2018	2018	2019	% CHANGE
Personnel		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111	Salaries (4.0 FTE)	204,286	192,992	172,841	216,403	216,403	229,218	5.92%
112	Overtime	5,965	6,178	5,619	5,000	5,000	5,000	0.00%
120	Pager Pay	0	0	0	18,250	18,250	18,250	0.00%
151	Social Security	15,972	14,722	13,586	16,937	16,937	17,918	5.79%
152	Retirement	12,685	25,215	20,521	14,834	14,834	15,341	3.42%
154	Health Insurance	34,964	36,689	23,378	33,354	33,354	33,484	0.39%
155	Life Insurance	20	10	14	10	10	10	0.00%
159	Longevity	441	0	0	0	0	0	0.00%
165	Workers' Comp. Insurance	18,240	22,953	17,180	23,216	23,216	21,205	-8.66%
Total		292,573	298,759	253,139	328,004	328,004	340,426	3.79%
573815—Collection System					2018	2018	2019	% CHANGE
Personnel		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111	Salaries (1.75 FTE)	102,032	104,656	118,513	98,124	98,124	100,086	2.00%
112	Overtime	2,449	1,719	3,010	4,000	4,000	4,000	0.00%
151	Social Security	8,029	8,154	9,152	7,812	7,812	7,963	1.93%
152	Retirement	6,363	13,735	12,817	6,842	6,842	6,818	-0.35%
154	Health Insurance	20,301	15,355	20,322	24,205	24,205	24,271	0.27%
155	Life Insurance	82	93	35	31	31	35	12.90%
159	Longevity	1,701	1,764	0	0	0	0	0.00%
Total		140,957	145,476	163,849	141,014	141,014	143,173	1.53%
573835					2018	2018	2019	% CHANGE
Operating		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
226	Sewer Cleaning Water	319	741	546	500	500	500	0.00%
293	Root Control	4,011	4,260	3,964	4,500	3,900	4,500	0.00%
296	Televising	5,755	10,287	6,641	7,800	7,500	7,800	0.00%
298	Cleaning	6,314	7,783	7,409	7,500	7,500	7,500	0.00%
347	Supplies	1,952	2,575	2,857	3,000	3,000	3,000	0.00%
359	Repair	1,166	15,200	1,463	4,500	4,500	4,500	0.00%
360	Manhole Adjustment	0	0	66	600	0	600	0.00%
Total		19,517	40,846	22,946	28,400	26,900	28,400	0.00%
Total Expenditures		160,474	186,322	186,795	169,414	167,914	171,573	1.27%

573825—WRC Operations					2018	2018	2019	% CHANGE
Operating		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
217	Outside Lab Testing	15,487	16,675	13,821	16,000	10,000	16,000	0.00%
222	Electric	95,570	99,707	101,405	112,000	95,000	110,000	-1.79%
224	Natural Gas	4,158	4,131	3,329	10,000	4,000	8,000	-20.00%
225	Telephone	4,025	5,267	5,759	5,500	5,500	5,500	0.00%
226	Water Service	5,041	4,835	4,242	5,390	4,000	5,000	-7.24%
294	Sludge Hauling	208,777	234,252	201,410	280,000	225,000	280,000	0.00%
312	Computer Supplies	9,748	11,276	10,292	12,500	10,000	12,500	0.00%
370	Lab Supplies	4,651	6,021	6,065	6,000	6,000	6,000	0.00%
371	Coagulants	7,035	7,962	10,034	12,000	10,000	12,000	0.00%
372	Safety Equipment	5,725	5,685	7,759	8,000	8,000	8,000	0.00%
373	Chlorine/SO 2	0	0	0	1,000	0	1,000	0.00%
374	Diesel Fuel	0	0	0	1,200	0	1,200	0.00%
Total		360,217	395,811	364,116	469,590	377,500	465,200	-0.93%
573830—WRC Maintenance					2018	2018	2019	% CHANGE
Operating		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
297	Refuse Collection	16,775	18,300	15,250	20,000	16,000	20,000	0.00%
340	Maintenance Supplies	40,149	36,671	40,086	40,000	40,000	40,000	0.00%
342	Janitorial Supplies	2,100	2,062	2,144	2,500	2,500	2,500	0.00%
350	Operating Supplies	3,403	3,181	3,162	3,500	3,200	3,500	0.00%
362	Tools	977	446	1,005	1,000	1,000	1,000	0.00%
Total		63,404	60,660	61,647	67,000	62,700	67,000	0.00%
573840—Lift Station					2018	2018	2019	% CHANGE
Operating		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
222	Electric	27,381	32,802	32,100	35,000	29,000	35,000	0.00%
224	Natural Gas	918	1,206	1,168	3,000	2,000	3,000	0.00%
226	Water Service	605	811	1,032	2,500	1,000	2,500	0.00%
299	Odor Control	0	0	1,071	3,000	1,000	3,000	0.00%
340	Maintenance Supplies	19,812	28,689	25,152	20,000	20,000	20,000	0.00%
Total		48,716	63,508	60,523	63,500	53,000	63,500	0.00%
573845—Transportation					2018	2018	2019	% CHANGE
Operating		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
240	Repair and Maintenance	3,834	2,086	2,529	5,000	4,000	5,000	0.00%
351	Fuel/Oil	6,596	9,110	6,362	7,000	6,500	7,000	0.00%
Total		10,430	11,196	8,891	12,000	10,500	12,000	0.00%

573850—Administrative Services								
Operating		2015	2016	2017	2018 Budget	2018 Estimated	2019 Proposed	% CHANGE 2019/2018
210	Administrative Services	10,250	17,729	10,250	10,250	10,000	10,000	-2.44%
211	Legal	352	432	24,117	25,000	12,000	20,000	-20.00%
215	Engineering	25,392	1,260	1,311	30,000	40,000	40,000	33.33%
216	Light & Water Billing	103,258	110,493	117,743	119,000	120,000	125,000	5.04%
218	Audit	5,500	5,500	5,500	5,500	5,500	5,500	0.00%
310	Office Supplies	307	198	307	1,500	1,000	1,500	0.00%
320	Publications/Dues	252	355	387	600	200	600	0.00%
323	DNR Fees	8,452	9,026	9,140	11,000	10,000	11,000	0.00%
330	Travel/Training	2,796	4,173	3,517	5,000	5,000	5,000	0.00%
390	Other Expenses	409	317	391	500	400	500	0.00%
510	Property—Liability Insurance	15,567	15,414	14,720	13,385	15,500	15,502	15.82%
Total		172,535	164,897	187,383	221,735	219,600	234,602	5.80%
573855-990 WRC Contingency Account								
		2015	2016	2017	2018 Budget	2018 Estimated	2019 Proposed	% CHANGE 2019/2018
990	Sewer Contingency Account	0	0	5,410	0	0	40,000	0.00%
Total		0	0	5,410	0	0	40,000	0.00%
573860 Debt Service - Principal & Interest								
Operating		2015	2016	2017	2018 Budget	2018 Estimated	2019 Proposed	% CHANGE 2019/2018
610	Principal	0	0		55,000	55,000	55,000	0.00%
620	Interest	0	13,685	19,631	27,809	27,809	27,809	0.00%
Total		0	13,685	19,631	82,809	82,809	82,809	0.00%
573870-540 Depreciation Expense								
Operating		2015	2016	2017	2018 Budget	2018 Estimated	2019 Proposed	% CHANGE 2019/2018
540	Depreciation Expense	1,029,213	1,048,949	1,124,400	1,030,000	1,030,000	1,030,000	0.00%
Total		1,029,213	1,048,949	1,124,400	1,030,000	1,030,000	1,030,000	0.00%
Total Sewer Expenses		2,423,384	2,567,731	2,595,953	2,768,261	2,644,029	2,833,478	2.36%
Revenues—Operating								
Public Charges for Services		2015	2016	2017	2018 Budget	2018 Estimated	2019 Proposed	% CHANGE 2019/2018
464111	Residential	1,393,653	1,414,409	1,485,803	1,524,740	1,400,000	1,658,224	8.75%
464112	Commercial	439,424	441,373	433,849	448,660	400,000	453,076	0.98%
464113	Industrial	286,935	289,477	375,017	319,966	300,000	372,878	16.54%
464114	Public Authority	72,238	67,218	68,749	66,438	60,000	71,809	8.08%
464116	Water Remediation	121	0	0	0	0	0	0.00%
464200	Miscellaneous	9,095	3,897	2,076	0	1,000	0	0.00%
464215	Sewer Connection Fee	35,668	19,780	112,683	5,000	107,000	0	-100.00%
464220	Reserve Capacity Fee	16,610	8,597	52,473	2,000	50,000	0	-100.00%
464310	Septage Hauler Revenues	105,079	65,427	45,951	50,000	50,000	45,000	-10.00%

Total Operating Revenues							
	2,358,823	2,310,188	2,576,601	2,416,804	2,368,000	2,600,987	7.62%
Sewer Fund Operating Income							
	(64,561)	(257,543)	(19,352)	(351,457)	(276,029)	(232,491)	
Revenues—Non-Operating Revenues/ Expenses							
				2018	2018	2019	% CHANGE
Miscellaneous Revenues—Interest	2015	2016	2017	Budget	Estimated	Proposed	2019/2018
Capital Contributions from 473900 Developer	0	0	0	0	0	0	0.00%
481100 Unrestricted Funds	2,905	17,126	19,926	10,000	20,000	10,000	0.00%
481121 WWTF Replacement Fund	6,540	7,311	18,744	8,000	14,000	10,000	25.00%
Collection System Recon- 481122 struction	5,250	4,414	4,452	2,000	12,000	4,000	100.00%
481127/9 Impact Fees	32	128	366	0	1,000	100	0.00%
482215 Rent—City Property	1	1	4,401	1	1	1	0.00%
483315 Sale of City Property			64,750		5,000	0	
487000 Change in Market Value		(23,324)	(9,472)	0	(11,000)	0	
Total Miscellaneous Revenues	14,728	5,656	103,167	20,001	41,001	24,101	20.50%
Net Cost of Program							
	2015	2016	2016	2018	2018	2019	% CHANGE
				Budget	Estimated	Proposed	2019/2018
	(49,833)	(251,887)	83,815	(331,456)	(235,028)	(208,390)	-37.13%

WRC Capital Projects							
Collection System Fund	2019	2020	2021	2022	2023	2024	2025
Sommerset Ave., Wirth, Garfield St., Filmore				165,000			
Highland —Cedar Creek to Portland Rd			375,000				
Engineering	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Madison—Walnut to Fair							95,000
Highland Lift Station	1,500,000						
Evergreen Blvd., Franklin, Madison, Fair, Georgetown Dr., Windsor, Cedar Ridge							400,000
Willowbrooke-Lexington-Aspen-Cambridge	120,000						
Harrison Ave., Hickory St., Oak St., Linden St., Monroe Ave.					250,000		
Jackson, Hilgen, Sunnyside, Edgewater, Birch				500,000			
Thornapple, Layton			30,000				
St. John -Elm-Jefferson						350,000	
Arbor, Crescent, Glenwood, Lynwood		120,000					
Park Circle		150,000					
Farmstead Parking Lot to Cardinal		40,000					
Meadow-Woodland-Georgetown-Highwood						250,000	
Subtotal Collection System	1,650,000	340,000	435,000	695,000	280,000	630,000	525,000
Waste Water Treatment Plant Equipment Replacement Fund	2019	2020	2021	2022	2023	2024	2025
Vehicle Replacement #61							
Vehicle Replacement #63							
Vehicle Replacement #62	50,000						
Vehicle Replacement #60							
UV Bulbs (Bank A)		10,000					10,000
UV Bulbs (Bank B)			10,000				
Bar Screen (Headworks Bldg)	100,000						
New Ferrous Sulfate delivery system	200,000						
Clarifier #1 Drive Rebuild							
Clarifier #2 Drive Rebuild		25,000					
Effluent filtration							

Water Recycling Center Fund

2019 Budget—Retained Earnings Analysis

	Equipment Replacement	Collection Reconstruction	Impact Fees	Unrestricted	Total
Balance	\$2,365,614	\$1,142,383	\$283,900	\$13,016,450	\$16,808,347
2018					
Interest Earnings	14,000	12,000	1,000	(27,000)	
Yearly Allocations	262,600	850,000		(1,112,600)	
Impact Fees			50,000	(50,000)	
Disbursements:					
Miscellaneous Equipment	(49,044)				
Vehicle Replacement #61	(67,329)				
Vehicle Replacement #60	(35,000)				
Engineering		(30,000)			
Tower		(40,000)			
Highland Lift Station		(1,000,000)			
Balfour-Hampton-Poplar-Drury		(100,000)			
Flat Roofs for Control /RAS/Bar Screen Buildings	(86,645)				
Replace Digester Blowers and Controls	(100,000)				
Projected Net Income/(Loss)				(276,029)	
Projected Balance, December 31, 2018	\$2,304,196	\$834,383	\$334,900	\$11,550,821	\$15,024,300
2019					
Interest Earnings	10,000	4,000	100	(14,100)	
Yearly Allocations	226,000	550,000		(776,000)	
Impact Fees			0	0	
Disbursements:					
Miscellaneous Equipment	(40,000)				
Vehicle Replacement #62	(50,000)				
Bar Screen (Headworks Bldg.)	(100,000)				
New Ferrous Sulfate delivery system	(200,000)				
Engineering		(30,000)			
Highland Lift Station		(1,500,000)			
Willowbrooke-Lexington-Aspen-Cambridge		(120,000)			
Projected Net Income/(Loss)				(208,390)	
Projected Balance, December 31, 2019	\$2,150,196	(\$261,617)	\$335,000	\$10,552,331	\$12,775,910

Engineering & Public Works— Administration

533110

DEPARTMENT: Engineering and Public Works

PROGRAM MANAGER: Director of Engineering and Public Works

PROGRAM DESCRIPTION: The Department of Engineering and Public Works consists of the following divisions: Engineering, Building Inspection, Planning, Public Works and Wastewater Treatment Plant. This program provides for the overall management of these divisions, which comprise 17 program budgets and 25 full-time employees.

Products and Services:

- Project oversight, construction inspection and design review services provided for all public construction projects, private developments, and zoning and site plan submittals
- Coordinate state and federally mandated programs for streets, stormwater, solid waste and wastewater collection and treatment
- Maintain official maps and records; including zoning, sewer and storm sewer
- Respond to citizen inquiries and concerns regarding zoning, development, and public construction
- Coordinate City GIS mapping with Ozaukee County
- Staff support provided to Public Works and Sewerage Commission, Plan Commission and the Common Council
- Administrative and engineering related services provided to divisions and departments

Engineering and Public Works Administration Staffing Levels:

Personnel Schedule Summary Position	2017 FTE	2018 FTE	2019 FTE
Director of Engineering & Public Works*	0.75	0.75	0.75
Administrative Secretary*	0.75	0.75	0.75
Total	1.50	1.50	1.50

*Remainder of employee allocation in Sewerage Enterprise Fund

DEPARTMENT SERVICES INDICATORS	2016	2017	2018 Estimated	2019 Projected
Installation of new sidewalk slabs	300	N/A	275	
Lineal Feet of Streets Repaved	8,000	7,100	9,600	

2018 Significant Accomplishments:

1. Reconstructed Tower Ave.
2. Reconstructed Chatham St.
3. Reconstructed Montgomery Ave.
4. Reconstructed St. James Ct.
5. Reconstructed Balfour St.
6. Reconstructed Hampton Ave. and Ct.
7. Reconstructed Drury Ln.
8. Reconstructed Harrison Ave. from Coventry to Washington
9. Reconstructed Poplar Ave. from Drury to Washington
10. Reconstructed Kingston and Coventry Courts
11. Completed maintenance and structural repairs to Woolen Mills and Columbia Mills Dams per DNR mandate
12. Acquired land for Highland Lift Station

2019 Objectives to Be Accomplished:

1. Reconstruct Cambridge Avenue from Fieldcrest to Susan
2. Reconstruct Lexington Street from Cambridge to Fieldcrest
3. Reconstruct Aspen Street from Cambridge to Lexington
4. Reconstruct Willowbrooke Drive from Lynnwood to Arbor
5. Construct new Highland Lift Station

Engineering & Public Works— Administration

533110

Long-Term Objectives:

1. Evaluate alternatives available to comply with DNR stormwater discharge limits
2. Maintain and reconstruct Cedarburg dams to comply with NR333 requirements

Account Detail:

533110—Engineering & Public Works

- 210 **Professional Services:** Land surveys, appraisals, geotechnical reports, soil borings, structural analysis, environmental testing
- 225 **Telephone:** Three lines, two cell phones, and directory listing
- 310 **Office Supplies:** General office supplies, laminating sheets, business cards, storage boxes, batteries, calendars, drafting supplies, office furniture
- 320 **Publications and Dues:** WI Professional Engineer Registration, City membership in APWA, ASCE
- 330 **Training & Travel:** Seminars (APWA spring and fall conferences), League of Municipalities Conference, staff training/computer seminars, D.O.T. Seminars
- 350 **Operating Supplies:** Plotter ink cartridges, paper, Mylar, spray paint, survey flags, ribbon, stakes, safety equipment (vests, glasses, boots, gloves), recording fees, large document copier toner and paper
- 380 **Capital Outlay:** Service for large document copier and AutoCAD plotter, GIS & AutoCAD software upgrades, radio equipment

Budget Variances:

533110—Engineering & Public Works

- 135 **Sick Leave:** Increased \$6,616 due to expected employee retirement
- 210 **Professional Services:** Increase for CSM for Highland Road property retaining wall review
- 318 **GIS Mapping:** Reduced \$1,100 to reflect projected costs
- 330 **Training & Travel:** Increase \$100 to help address state mandated continuing education requirements for P.E. Certification

Engineering								
533110				2018	2018	2019	% Change	
Personnel		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111	Salaries	110,381	113,396	115,346	117,526	117,526	119,881	2.00%
135	Sick Payout	1,018	1,082	736	1,000	1,000	7,616	661.60%
151	Social Security	8,001	8,144	8,261	9,248	9,248	9,941	7.50%
152	Retirement	7,873	7,851	8,185	8,033	8,033	8,013	-0.25%
154	Health Insurance	16,469	16,845	19,234	22,408	22,408	22,490	0.37%
155	Life Insurance	149	168	180	137	137	147	7.30%
159	Longevity	2,079	2,173	2,268	2,363	2,363	2,457	3.98%
165	Workers' Comp. Insurance	2,760	3,837	3,710	3,791	3,791	3,458	-8.78%
Total		148,730	153,496	157,920	164,506	164,506	174,003	5.77%
533110				2018	2018	2019	% Change	
Operating		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
210	Professional Services	3,700	1,863	400	1,500	1,500	19,300	1186.67%
225	Telephone	326	424	371	500	500	500	0.00%
310	Office Supplies	260	558	195	400	400	400	0.00%
318	GIS mapping	1,679	3,977	2,053	11,500	11,500	10,400	-9.57%
320	Publications & Dues	770	197	315	900	900	900	0.00%
330	Training & Travel	989	685	1,332	1,200	1,200	1,300	8.33%
350	Operating supplies	659	586	328	1,100	1,200	1,100	0.00%
351	Gas and Oil Expense	878	1,051	941	1,000	1,000	1,000	0.00%
380	Equipment Outlay	854	770	400	800	400	800	0.00%
512	Liability Insurance	6,776	6,914	6,734	6,838	6,838	7,216	5.53%
Total		16,891	17,025	13,069	25,738	25,438	42,916	66.74%
Total Expenditures		165,621	170,521	170,989	190,244	189,944	216,919	14.02%
				2018	2018	2019	% Change	
Revenues		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
423204	Engineering and Admin. fees	2,918	0	0	0	0	0	0.00%
443506	Drive Opening Permits	940	1,260	905	1,100	1,100	1,100	0.00%
443510	Street Opening Permits	3,800	4,300	3,800	3,800	3,800	3,800	0.00%
443513	Stormwater Mgmt. Permit	1,053	2,360	517	1,200	12,000	1,200	0.00%
461155	Engineering Fees	0	8,606	116	3,000	8,000	5,000	66.67%
Total Revenues		8,711	16,526	5,338	9,100	24,900	11,100	21.98%
				2018	2018	2019	% Change	
Net Cost of Program		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
		156,910	153,995	165,651	181,144	165,044	205,819	13.62%

Public Works

533210, 533311, 533410, 533420, 533421, 533440, 533450

Department: Engineering and Public Works

Program Manager: Superintendent of Public Works

Program Description: These programs include repair and maintenance activities for the City's movable equipment and 54 plus miles of City roadways and alleyways. Also included are fall leaf pickup, brush pickup and drop-off, and street sweeping. The Superintendent of Public Works provides the front-line management of this budget area. The alleys (non-eligible) are a separate program because they are not calculated in the State transportation aids reimbursement

Products and Services:

533210 Garage—Public Works Crew

- Maintain buildings and yard at Public Works garage
- Storage of materials for Public Works and other departments
- Provide mechanical and maintenance services of Public Works and other departmental equipment
- Responsible for operation of fuel system for City entities

533311—Street Maintenance

- Provide painting of corner and fog lines, crosswalks, arrows, curbs and parking stalls for City streets, facilities and parking lots
- Repair, replace and maintain existing signs and posts
- Install and maintain all added signage, when approved by Council
- Street patching
- Small curb and gutter replacement
- Sidewalk replacement
- Install ADA ramps at intersections
- Provide signage, barricades, manpower and flags for festivals, celebrations and holidays
- Employee salaries for snow plowing, salting and removal for streets and City-maintained sidewalks (materials from snow and ice account)

533410—Street Ineligible

- Maintain alleys and City-owned parking lots

533420—Street Lighting and 533421 Traffic Signals

- Labor provided by Cedarburg Light & Water, account overseen by Public Works (also includes utility costs)

533440—Storm Sewers

- Maintain the storm sewer system including repair and maintenance of catch basins, storm sewer manholes and pipes
- Clean storm sewers and catch basins
- Maintain and clean stormwater quality ponds

533450—Snow and Ice Control

- Materials to maintain all streets, alleys, sidewalks and parking lots during winter weather, salting, plowing and removal of snow and ice (FTE hours listed under Street Maintenance)

Public Works

533210, 533311, 533410, 533420, 533421, 533440, 533450

Non-Supervisory Labor Pool:

Activity	2018 Actual	2019 Projected
Garage-Public Works Crew	1.75	1.75
Street Maintenance	3.95	3.95
Street Ineligible	0	0
Storm Sewers	1.35	1.35
Snow & Ice	0	0
Recycling	1.5	1.5
Celebrations	0	0
Total Per Year	8.55	8.55

Supervisory Labor Pool:

Activity	2018 Actual	2019 Projected
Garage-Public Works Crew	.15	.15
Street Maintenance	.55	.55
Storm Sewers	.30	.30
Total Per Year	1.00	1.00

Public Works Staffing Levels:

Personnel Schedule Summary Position	2017 FTE	2018 FTE	2019 FTE
Superintendent of Public Works	1.00	1.00	1.00
Equipment Operator/Crewperson*	8.30	8.30	8.30
WWTP Crewperson	0.25	0.25	0.25
Total	9.55	9.55	9.55

*See Labor allocation chart above

Department Services Indicators:	2016	2017	2018 Estimated	2019 Projected
Catch Basin Replacements	38	33	51	20
Catch Basins Cleaned	1,500	1,500	1,500	1,500
Storm Sewer Manholes and Pipes Replacements	8	10	15	5
Asphalt Placed by City Crew (Tons)	80	70	120	120
Number of Street Lights	1,420	1,420	1,420	1,450
Number of New Signs	10	7	15	15
Signs Replaced	215	200	50	100
Line Miles Swept	1,290	1,360	1,560	1,580
Brush and Small Quantities of Yard Waste (Tons)	1,650	1,720	2,750	2,500
Tonnage of Debris Collected from Sweeping	480	490	540	560
Snow Plowing Events	15	20	15	20
Tons of Salt Used Per Event	25	26	30	30
Number of Vehicles (Vehicle Inventory)	65	65	66	66
Appliance/Furniture Pickup	320	300	340	400

Public Works

533210, 533311, 533410, 533420, 533421, 533440, 533450

Performance Measures:

Service Area	Objective	Efficiency Measure	Target 2016/2017	Target 2017/2018	Target 2018/2019
Public Works	Appropriate Response to Winter Storms	Salting Operations	70%	70%	70%
Public Works	Appropriate Response to Winter Storms	Plowing Operation	20%	20%	20%
Public Works	Appropriate Response to Winter Storms	Downtown Snow Removals	10%	10%	10%

2018 Significant Accomplishments:

1. Continued with set up of new facility
2. Speced out and replaced one ton dump truck
3. Speced out new 20,000 lb. mini excavator and trailer
4. Worked on making projects and job sites as efficient as possible and continue evaluating how to improve operations
5. Installed underdrain on Evergreen from Western north to Center

2019 Objectives to Be Accomplished:

1. Spec out and replace 5-yard dump truck with plow, wing and salter (#90)
2. Spec out and replace on dump truck with plow and salter
3. Work with Light & Water on a joint purchase of a 10-yard dump truck with plow, wing and salter (#96)
4. Spec out and replace new skid steer for brush pickup
5. Replace code reader and learn all its capabilities
6. Continue and complete drain tile on Evergreen Blvd.
7. Pursue mechanic internship program with High School

Long-Term Objectives:

1. Continue vehicle replacement plan as specified in Capital Improvement Plan
2. Review utility and fuel saving methods
3. Continue to monitor the most cost-effective brush pickup/disposal policy

Budget Description and Variances:

533210—Garage—Public Works

- 111 **Salaries:** Public Works crew and 0.25 WWTP employee
- 125 **Part Time Seasonal:** Wages for a high school student mechanic program
- 210 **Contracted Services:** Required hearing testing
- 222 **Electric: Building electrical cost**
- 225 **Telephone:** Building and employee phone plan reimbursement
- 226 **Water Service:** For building and car wash
- 326 **Fuel System Maintenance:** Annual maintenance of fuel system
- 330 **Travel and Training:** For in and out of state training
- 350 **Garage/Maintenance Supplies:** Building maintenance and operating supplies
- 351 **Gas and Oil Expense:** Fuel and oil expenses for equipment - Increase to reflect actual costs
- 353 **Machine Equipment/Maintenance:** Maintenance of DPW and City Hall trucks and equipment

533311—Street Maintenance—Public Works Crew

- 112 **Overtime:** Includes snow and ice removal
- 125 **Part Time Salaries/Seasonal:** Seasonal employee for DPW
- 210 **Professional Services:** Mandated drug testing for Commercial Driver's License (CDL) holders. Random Tests: Includes possible tests needed
- 240 **Repair and Maintenance Services:** Crack sealing materials, street painting and street patching
- 363 **Signs, Supplies and Parts:** Cost of new signs, replacement of signs and sign parts

Public Works

533210, 533311, 533410, 533420, 533421, 533440, 533450

Budget Description and Variances (contd.)

533410—Street Ineligible

530 **Lease Expense:** Parking lot rental (cover property tax)

533420—Street Lighting

222 **Electric:** Budget number provided by Cedarburg Light & Water

533421—Traffic Control Signals

240 **Repair and Maintenance Service:** \$2,000/year service contract, \$3,000 for repairs

533450—Snow and Ice

380 **Equipment:** Maintain snow plows and wings, cutting edges

450 **Ice Control Materials:** Cost of road salt materials and anti-icing liquids; increase for 8% salt price increase

Revenues

435300 State Transportation Aids: Amount set under State budget

463101 Appliance/furniture pickup plus fees paid by Festivals for Public Works crews for festivals (average \$8,000 for appliances, plus 100% of DPW time for festivals—Wine & Harvest: \$5,000, Strawberry Festival: \$6,000 and Winter Fest: \$1,700)

Public Works

533210 Garage—Public Works

Crew					2018	2018	2019	% Change
Personnel		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111	Salaries (1.15 FTE)	98,181	112,279	144,170	73,836	73,836	75,526	2.29%
112	Overtime	1,414	1,137	3,576	1,050	1,050	1,050	0.00%
125	Part time/Seasonal Salaries						4,500	
151	Social Security	7,199	8,260	10,865	5,791	5,791	6,270	8.27%
152	Retirement	6,946	7,721	10,304	5,072	5,072	5,073	0.02%
154	Health Insurance	12,414	13,951	19,787	21,155	22,230	21,200	0.21%
155	Life Insurance	10	6	9	0	0	0	0.00%
159	Longevity	630	693	756	819	819	882	7.69%
165	Workers' Comp. Insurance	4,096	5,391	5,268	3,218	3,218	2,939	-8.67%
Total		130,890	149,438	194,735	110,941	112,016	117,440	5.86%

Operating		2015	2016	2017	2018	2018	2019	% Change
					Budget	Estimated	Proposed	2019/2018
210	Contracted Services	679	699	1,220	700	700	700	0.00%
222	Electric	7,348	8,521	22,442	22,000	24,400	24,400	10.91%
224	Natural Gas	7,283	9,284	8,507	11,500	11,500	11,500	0.00%
225	Telephone	2,613	1,990	6,318	7,100	7,100	7,100	0.00%
226	Water Service	3,061	2,095	4,827	10,000	10,000	10,000	0.00%
326	Fuel System Maintenance				5,000	5,000	5,000	0.00%
330	Travel & Training	800	250	2,023	2,200	2,200	2,200	0.00%
350	Garage/Maint. Supplies	27,558	34,777	31,050	31,350	31,350	31,350	0.00%
351	Gasoline/Diesel Fuel, Oil	54,191	58,699	54,692	50,000	50,000	55,000	10.00%
353	Mach.—Equip Maint./Parts	57,566	50,425	74,663	51,000	60,000	51,000	0.00%
385	Equipment Outlay	7,345	23,704	5,028	5,000	5,000	5,000	0.00%
510	Property/Auto Insurance	25,124	28,515	34,723	40,298	40,298	34,033	-15.55%
Total		193,568	218,959	245,493	236,148	247,548	237,283	0.48%
Total Expenditures		324,458	368,397	440,228	347,089	359,564	354,723	2.20%

533311—Street Maintenance

Personnel		2015	2016	2017	2018	2018	2019	% Change
					Budget	Estimated	Proposed	2019/2018
111	Salaries (5.55 FTE)	291,149	319,438	259,879	342,199	342,199	339,457	-0.80%
112	Overtime	17,124	22,557	20,207	45,500	45,500	45,500	0.00%
125	Part Time Temporary	10,295	5,852	11,072	6,900	6,900	6,900	0.00%
135	Sick Payout	1,722	2,794	2,831	3,776	3,776	2,934	-22.30%
151	Social Security	23,462	25,089	20,099	31,208	31,208	30,973	-0.75%
152	Retirement	20,466	23,906	19,591	26,617	26,617	25,875	-2.79%
154	Health Insurance	121,140	139,053	153,796	179,883	179,883	180,461	0.32%
155	Life Insurance	88	107	48	49	49	35	-28.35%
159	Longevity	10,710	11,277	9,072	9,576	9,576	10,080	5.26%
165	Workers' Comp. Insurance	11,709	15,747	14,830	17,929	17,929	16,376	-8.66%
Total		507,865	565,820	511,425	663,637	663,637	658,592	-0.76%

533311					2018	2018	2019	% Change
Operating					Budget	Estimated	Proposed	2019/2018
210	Professional Services	809	584	509	750	750	750	0.00%
240	Repair & Maint. Services	56,498	47,545	51,212	45,500	45,500	45,500	0.00%
350	Operating Supplies	3,036	4,000	3,117	3,000	3,000	3,000	0.00%
363	Sign, Supplies & Parts	22,371	15,459	12,336	10,473	10,473	10,473	0.00%
Total		82,714	67,588	67,174	59,723	59,723	59,723	0.00%
Total Expenditures		590,579	633,408	578,599	723,360	723,360	718,315	-0.70%
533410—Streets Ineligible					2018	2018	2019	% Change
Operating					Budget	Estimated	Proposed	2019/2018
530	Lease Expenses	4,133	5,381	4,187	5,450	5,450	5,450	0.00%
Total Expenditures		4,133	5,381	4,187	5,450	5,450	5,450	0.00%
533420—Street Lighting					2018	2018	2019	% Change
Operating					Budget	Estimated	Proposed	2019/2018
222	Electric	297,507	288,811	265,093	282,000	272,600	270,000	-4.26%
Total		297,507	288,811	265,093	282,000	272,600	270,000	-4.26%
533421—Traffic Control Signals					2018	2018	2019	% Change
Operating					Budget	Estimated	Proposed	2019/2018
222	Electric	2,300	2,708	2,889	3,000	3,150	3,150	5.00%
240	Repair & Maintenance Services	3,023	6,715	3,972	9,500	9,500	5,000	-47.37%
Total		5,323	9,423	6,861	12,500	12,650	8,150	-34.80%
Total Expenditures - Lighting/Signals		302,830	298,234	271,954	294,500	285,250	278,150	-5.55%
533440—Storm Sewers					2018	2018	2019	% Change
Personnel					Budget	Estimated	Proposed	2019/2018
111	Salaries (2.05 FTE)	71,502	59,141	61,340	128,863	128,863	128,765	-0.08%
112	Overtime	545	461	0	1,000	1,000	1,000	0.00%
151	Social Security	5,492	4,544	4,644	9,935	9,935	9,927	-0.08%
152	Retirement	5,048	4,085	4,342	8,701	8,701	8,500	-2.31%
154	Health Insurance	1,821	1,471	0	0	0	5,300	0.00%
155	Life Insurance	5	0	1	0	0	0	0.00%
165	Workers' Comp. Insurance	3,511	4,684	4,611	5,721	5,721	5,226	-8.65%
Total		87,924	74,386	74,938	154,220	154,220	158,718	2.92%
533440					2018	2018	2019	% Change
Operating					Budget	Estimated	Proposed	2019/2018
240	Repair & Maintenance Services	26,745	31,142	32,025	30,000	30,000	30,000	0.00%
295	Street Sweepings	15,131	10,101	10,608	15,000	15,000	15,000	0.00%
323	DNR Fees	1,500	1,651	1,500	1,500	1,500	1,500	0.00%
Total		43,376	42,894	44,133	46,500	46,500	46,500	0.00%
Total Expenditures		131,300	117,280	119,071	200,720	200,720	205,218	2.24%

533450--Snow and Ice Control					2018	2018	2019	% Change
Operating		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
209	Professional Services--Seasonal	868	291	0	4,000	4,000	4,000	0.00%
210	Contracted Services	4,543	5,184	2,458	12,000	12,000	12,000	0.00%
340	Maintenance Supplies	11,750	5,748	8,288	7,200	8,100	7,200	0.00%
380	Equipment	4,235	0	7,450	4,000	4,000	4,000	0.00%
450	Ice Control Materials	61,523	90,000	120,850	90,000	90,000	95,000	5.56%
Total Expenditures		82,919	101,223	139,046	117,200	118,100	122,200	4.27%
Total Public Works		1,436,219	1,523,923	1,553,085	1,688,319	1,692,444	1,684,055	-0.25%
					2018	2018	2019	% Change
Revenues		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
435300	State Transportation Aids	544,042	509,960	527,404	606,514	606,514	697,492	15.00%
463101	Public Works Dept. Fees	3,774	11,264	74,923	13,500	15,000	13,500	0.00%
Total		547,816	521,224	602,327	620,014	621,514	710,992	14.67%
					2018	2018	2019	% Change
Net Cost of Program		2015	2016	2017	Budget	Estimated	Proposed	2019/2018

Health & Sanitation

533710, 533720, 533730, 533740

Department: Engineering and Public Works

Program Manager: Director of Engineering and Public Works

Program Description: The Health and Sanitation program provides brush pickup curb side beginning the first Monday of the month from April through October. A compost/yard waste and brush drop-off site has been created at the Public Works yard with drop-off set up for Saturdays from April 1 through December 1.

The second aspect of this program is to provide contracted solid waste removal and recycling pickup for City residents and facilities.

Below is a summary of the progression of our solid waste and recycling program:

- **1995** Begin curb-side recycling (18 gallon bins bi-weekly) (contract runs 1995-1997)—close drop-off recycling center
- **1998** Renegotiate contract extension with Waste Management (contract runs 1998-2000)
- **2001** Renegotiate contract with Waste Management (contract runs 2001-2003)—begin weekly pickup of recycling (18 gallon bins).
- **2004** Renegotiate contract with Waste Management (contract runs 2004-2008)—code changed to volume based pickup—eligible building allowed equivalent of six 32-gallon containers for refuse and no more than two 18-gallon recycling bins every two weeks per building. Building owners can purchase service for one two-cubic yard refuse dumpster and two 96-gallon recycling containers at cost.
- **2009** Bids requested and contract awarded to Waste Management (five year contract—12/31/13). The City will continue to offer refuse service to eligible buildings that generate six 32-gallon containers of refuse or less per week. For recycling, eligible buildings will be provided one 64-gallon recycling cart for biweekly (every two weeks) pickup. A provision in the Code does allow a 96-gallon cart to replace the 64-gallon cart upon payment of a one-time flat fee of \$25. Also, the City is no longer allowing businesses to purchase two-yard dumpster pickup services through the City's contract. As part of the 2009 State of Wisconsin budget, landfill tipping fees were increased effective July 1, 2009 (additional 31¢ per unit) with an additional increase on October 1, 2009 of 23¢.
- **2014** Bids requested and contract awarded to Waste Management (seven year contract—12/31/20). City will continue to offer refuse service to eligible buildings that generate six 32-gallon containers of refuse or less per week (status quo). For recycling, eligible buildings will be provided either one 64-gallon or one 96-gallon gallon cart for biweekly pickup (every two weeks) due to the fact the cost of pickup is identical for either size cart. If request to upgrade to a larger cart is made before 12/31/13, there will be no charge; however, any requests after 12/31/13 will be charged a one-time flat fee of \$25.
- **2017** New Public Works building was built with a compost/yard waste center that is under surveillance. Residents can now enter the yard six days a week from 7 a.m. to 7 p.m. for a onetime fee of \$30.

Buildings serviced through City contract (2019 estimates):	
Single family, duplex, condo	4,040
Commercial	70
Apartment	20
Total:	4,130

Refuse—4,130 units at \$9.06/unit = \$37,418/mo = \$449,014/yr	\$449,014
Recycling—4,130 units at \$4.32/unit = \$17,842/mo = \$214,099/yr	\$214,099
Additional recycling carts purchased—50 units at \$4.32/unit=\$216/mo=\$2,592/yr	\$2,592
Fuel Surcharge	\$0
Compost employee—(35 weeks/\$11.25 per hour/6 hours per week)	\$0
Grand Total	\$665,705

Health & Sanitation

533710, 533720, 533730, 533740

Products and Services:

- Curb side refuse collection once per week, with an allowance for six 32-gallon containers per week
- Recyclable collection biweekly, with an allowance of one 64 or one 96-gallon recycling container
- Provide option to upgrade to one 96-gallon recycling container upon payment of a one-time fee of \$25
- Provide option to buy a second cart
- Brush pickup is provided starting the first week of the month from April through October
- Provide a compost/yard waste and brush drop-off for City residents at the Public Works yard six days a week from 7:00 a.m. to 7:00 p.m.
- Curb side leaf pickup service provided in fall

Health and Sanitation Staffing Levels

Personnel Schedule Summary Position	2017 FTE	2018 FTE	2019 FTE
Equipment Operator/Crewperson	1.5	1.5	1.5

Department Services Indicators:	2016	2017	2018 Estimated	2019 Projected
Refuse Collection (Tons)	2,050	3,100	3,255	3,580
Recycled Collection (Tons)	1,230	2,160	2,200	2,420
Recyclables to Refuse	38%	38%	48%	36.22%

2018 Significant Accomplishments:

1. Researched battery collection at yard waste site

2019 Objectives to Be Accomplished:

1. Research paint collection at yard waste site
2. Research automatic trash pickup as contract is up in 2020

Long-Term Objectives:

1. Provide different options for hazardous waste disposal
2. Provide additional yard waste site services
3. Continue review of utility and fuel saving methods
4. Review working with different communities on recycling opportunities

Budget Variances:

533710—Solid Waste Collection

290 **Contracted Services:** Per contract

297 **Fuel Surcharge:** Charged only if fuel prices exceed \$4.00 per gallon

533720—Landfill: Groundwater Monitoring

290 **Contracted Services:** Determined by contract

533730—Recycling

112 **Overtime:** For leaf-pickup

125 **Part-time employee:** No longer necessary with new drop off site

290 **Contracted Services:** Per contract

Non Tax Revenue Supporting Program

435420 **Recycling State Grant:** Amount set by State

464104 **Recycling Cart Upgrade:** Dependent upon resident requests

464105 **Landfill Monitoring:** Town to pay one-third of monitoring costs at Pleasant Valley

Health and Sanitation

533710—Solid Waste Collection				2018	2018	2019	% Change
Operating				Budget	Estimated	Proposed 2019/2018	
290	Contracted Services	393,929	401,929	410,047	426,444	426,444	435,066 2.02%
Total		393,929	401,929	410,047	426,444	426,444	435,066 2.02%
533720—Landfill-Groundwater Monitoring				2018	2018	2019	% Change
Operating				Budget	Estimated	Proposed 2019/2018	
290	Contracted Services	10,050	10,050	10,050	10,050	10,050	10,050 0.00%
Total		10,050	10,050	10,050	10,050	10,050	10,050 0.00%
533730—Recycling				2018	2018	2019	% Change
Personnel				Budget	Estimated	Proposed 2019/2018	
111	Salaries (1.5 FTE)	82,948	80,836	92,266	90,730	90,730	89,424 -1.44%
112	Overtime	865	2,688	974	1,700	1,700	1,700 0.00%
125	Part-Time/Temporary	1,941	4,175	77	0	0	0 0.00%
151	Social Security	6,494	6,687	7,026	7,071	7,071	6,971 -1.41%
152	Retirement	5,841	5,663	6,476	6,285	6,285	6,068 -3.45%
154	Health Insurance	0	1,501	105	0	0	0 0.00%
155	Life Insurance	4	2	8	0	0	0 0.00%
165	Workers' Comp. Insurance	3,265	4,270	4,188	4,056	4,056	3,705 -8.65%
Total		101,358	105,822	111,120	109,842	109,842	107,868 -1.80%
533730				2018	2018	2019	% Change
Operating				Budget	Estimated	Proposed 2019/2018	
290	Maintenance/Contracted Services	190,646	198,096	203,315	203,674	203,674	207,747 2.00%
344	Recycling Expenses	8,685	901	13,581	2,000	2,000	2,000 0.00%
380	Equipment/Capital Outlay			11,463			
Total		199,331	198,997	228,359	205,674	205,674	209,747 1.98%
Total Recycling Expenditures		300,689	304,819	339,479	315,516	315,516	317,615 0.67%
Total Health and Sanitation		704,668	716,798	759,576	752,010	752,010	762,731 1.43%
Non-Tax Revenues Supporting this Program				2018	2018	2019	% Change
				Budget	Estimated	Proposed 2019/2018	
435420	Recycling State Grant	37,984	35,941	37,857	37,800	37,841	38,000 0.53%
464101	Recycling—Plastic/Glass/Oil	215	0	0	0	0	0 0.00%
464103	Recycling—Aluminum/Tin	0	0	51	0	0	0 0.00%
464105	Recycling Cart Upgrade	1,847	2,073	768	400	2,600	1,000 150.00%
473405	Landfill Monitoring—Town Contribution	3,350	3,350	3,350	3,350	3,350	3,350 0.00%
Total Revenues		43,396	41,364	42,026	41,550	43,791	42,350 1.93%
Net Cost of Program				2018	2018	2019	% Change
				Budget	Estimated	Proposed 2019/2018	
		661,272	675,434	717,550	710,460	708,219	720,381 1.40%

Conservation & Development

566310

Department: Engineering and Public Works

Program Managers: City Planner, Economic Development Coordinator

Program Description: The community planning function provides services that maintain and preserve the “small town” atmosphere and quality of life for residents and businesses. It is responsible for both long and short-range planning, site plan review, zoning code administration and enforcement, economic development, landmarks administration, and general support of community development activities. It also supports historic preservation in historic areas.

The Economic Development Coordinator’s mission is to work with existing businesses on issues facing the business community. The Coordinator serves as a liaison between merchants, businesses, the Cedarburg Chamber of Commerce and the local government. In addition, the Coordinator mediates concerns and directs inquiries to the appropriate parties. The Coordinator works to promote the City of Cedarburg as the location of choice for retail, office and industrial business.

Products and Services:

Conservation

- Comprehensive (long-range) Planning Coordination—Provide research, policy analysis, and recommendations to Plan Commission and Common Council to help formulate long-range goals and objectives
- Current Planning Coordination—Review, analyze and report on development proposals, work with citizens, business owners, and developers to provide accurate Code interpretations and guide development in accordance with City ordinances, policies and plans
- Staff liaison to Plan Commission, Common Council, Economic Development Board, and Landmarks Commission
- Zoning Code Administration—Implement Land Use Regulations that reflect the evolving policies of the City, provide interpretation of the Zoning Regulations and prepare amendments to the Zoning Code as necessary
- Historic Preservation—Provide research, analysis and recommendations to the Landmarks Commission regarding historic preservation matters

Development

- Create marketing strategies to attract businesses, developers and investors to redevelop sites within the City
- Coordinate City’s economic development program, including providing demographic materials, information on available sites and other resources
- Work with existing businesses on issues facing the business community
- Sponsor information meetings on topics relevant to local businesses
- Coordinate with nearby communities regarding projects, trends and developments
- Attend Tourism, Promotion and Development, Cedarburg Merchants Organization, and Economic Development Board (serve as secretary) meetings

Conservation and Development Staffing Levels:

Personnel Schedule Summary Position	2017 PT	2018 PT	2019 PT
City Planner	Contracted	Contracted	Contracted
Economic Development Coordinator	Contracted	Contracted	Contracted

Conservation & Development

566310

DEPARTMENT SERVICES INDICATORS:	2016	2017	2018 Estimated	2019 Projected
Number of Single Family Lots Approved	100	20	20	10
Multi-family Units Approved	--	125	192	90
Certified Survey Maps Processed	3	3	3	3
Re-zonings Processed	2	2	2	3
Development Reviews	3	3	5	5
Site and Architectural Plan Approvals/Amendments	5	5	5	5
Certificates of Appropriateness	5	5	5	10
Zoning Text Amendments	2	2	3	2
Conditional Uses	5	5	5	5
Land Use Plan Amendments	2	2	3	3
Outdoor Alcohol Beverage Licenses	2	1	3	2
Temporary Uses	10	15	15	20
InfillHome	2	--	2	3
Miscellaneous Plan Commission Reviews	10	12	15	15
Annexation Requests Processed	1	--	--	--
Extension of Time for Approvals (Due to Economy)	1	--	--	--
Extraterritorial Reviews	1	1	2	2
Zoning Map Amendments	3	3	2	5

Long-Term Objectives:

1. Update the Land Division and Subdivision Ordinance for consistency with the Smart Growth Plan
2. Coordinate development activity and rezonings as needed for Sheboygan Road Corridor
3. Provide technical assistance for development proposals within Sheboygan Road Corridor
4. Monitor future development and land divisions within Town of Cedarburg
5. Coordinate redevelopment activities for Amcast, Weil Pump and Mercury Marine sites
6. Provide technical assistance for the development, redevelopment and business retention for the Downtown Business District
7. Encourage redevelopment opportunities throughout Cedarburg with both private investors and development companies
8. Monitor commercial development along the Creek Walk
9. Work with the Landmarks Commission on a program to place historic informational plaques on certain buildings in the 10. Historic Preservation District
11. Update land use plan

2018 Significant Accomplishments:

1. Completed approval process for Arrabelle
2. Coordinated Stroebel multi-family development
3. Developed ordinance for pocket neighborhood development
4. Began update of Land Use Plan
5. Provided technical assistance related to extending sewer and water service to Sheboygan Road Corridor

2019 Objectives to Be Accomplished:

1. Zoning code recodification
2. Sign code recodification
3. Implement ordinance for pocket neighborhoods
4. Draft housing affordability report (66.10013)
5. Coordinate development of vacant Hwy 60/Sheboygan Road parcel

Conservation & Development

566310

Account Detail:

566310—City Planning

225 **Telephone:** Two lines

310 **Office Supplies:** Miscellaneous supplies, stamps

320 **Publications and Dues:** Wisconsin Historical Society, American Planning Association

330 **Travel and Training:** Other training

Budget Variances:

566310—City Planning

210 **Professional Services:** Contract increase of 2% for City Planner and Economic Development Coordinator.

380 **Equipment Outlay:** Decrease from 2018 of \$8,000 for downtown garbage can painting

City Planning								
566310				2018	2018	2019	% Change	
Operating				Budget	Estimated	Proposed	2019/2018	
210	Professional Services	71,525	92,376	85,813	109,567	113,443	100,413	-8.35%
225	Telephone	175	177	179	250	250	250	0.00%
310	Office Supplies & Expenses	20	16	176	200	200	200	0.00%
320	Publications & Dues	300	110	100	430	430	430	0.00%
330	Conference & Travel	106	241	183	200	200	200	0.00%
380	Equipment Outlay	496	0	250	9,000	8,450	1,000	-88.89%
Total Expenditures		72,622	92,920	86,701	119,647	122,973	102,493	-14.34%
				2018	2018	2019	% Change	
Revenues				Budget	Estimated	Proposed	2019/2018	
443514	Plan Review	6,058	6,469	4,885	5,500	9,000	5,500	0.00%
444400	Zoning Permits	0	0	0	400	400	400	0.00%
485550	Donations	6,000	4,334	1,000	2,667	2,667	1,000	-62.50%
Total		12,058	10,803	5,885	8,567	12,067	6,900	-19.46%
				2018	2018	2019	% Change	
Net Cost of Program				Budget	Estimated	Proposed	2019/2018	
		60,564	82,117	80,816	111,080	110,906	95,593	-13.94%

City Clerk

514100, 514200

Department and Program Manager: City Clerk

Program Description: The City Clerk is the legal custodian of the City's official records, serves as the public information officer and liaison between the city and county, state and federal agencies, is responsible for the administration of elections, provides legal notifications to the public, issues licenses and permits, and prepares official minutes and agendas. The Clerk's Office provides administrative support to the Mayor, Common Council, City Administrator, boards, commissions and committees, and responds to informational requests from the general public.

Employees in the City Clerk's Office include the City Clerk, Deputy City Clerk, and Administrative Assistant. The Administrative Assistant is a part-time shared position with the City Administrator.

Products and Services:

- Prepare and distribute resolutions, ordinances, proclamations, agendas and minutes for meetings of the Common Council and various City boards, committees, and commissions
- Administer elections in compliance with the Help America Vote Act and all federal and state laws; including providing information to candidates and the general public, registering voters, verification and updating of voter records, administering absentee voting, using the State of Wisconsin election management software (WisVote), publishing election notices, hiring of election officials, providing election official training, and maintaining voting equipment
- Administer oaths of office to staff, Mayor, Council and members of boards, committees, and commissions
- Certify official documents
- Publish summary of Council meeting minutes, ordinances, and resolutions as required
- Issue permits and licenses, including liquor licenses, operator licenses, provisional operator licenses, Special Class B picnic licenses, special event vending permits, direct sellers permits, mobile vendor permits, mobile food vendor permits, fireworks permits, street use and block party permits, parade permits, filming permits, festival celebration permits, newspaper vending device permits, transient entertainment licenses and horse and carriage licenses as required by local ordinances and State laws
- Work with City Assessor and coordinate Board of Review meeting(s); serve as Secretary to the Board of Review
- Coordinate Board of Appeals meetings; serve as Secretary to the Board of Appeals
- Maintain custody of City's official records, providing access to and responding to public records requests and Freedom of Information Act (FOIA) requests, continually evaluate old files, categorize for offsite storage and mark for destruction
- Provide assistance with processing of applications for annexation, rezoning, conditional use permits, variances and appeals, and prepare legal notification for official public hearings and public information meetings, courtesy notices, official notices, and property owners notices
- Answer incoming calls for Mayor, City Administrator and Clerk's Office, directing callers and providing information
- Process incoming and outgoing mail
- Maintain and update the City's website
- Provide information to the public via City's website, cable television, telephone, and in-person contact
- Coordinate, prepare and distribute budget document, City-wide newsletter (two per year), City directory, and monthly calendar
- Update Employee Personnel Manual
- Maintain employee personnel files
- Oversee City's records management, retention program, disaster planning, and offsite storage
- Codify approved ordinances
- Oversee Weights and Measures budget, which includes inspections by State of Wisconsin and issuing permits (522360)
- Submit employment ads and requests for bids to news media
- Prepare and update City's official policies and maintain Policy Manual
- Provide notary service

City Clerk Staffing Levels:

Personnel Schedule Summary Position	2017 FTE	2018 FTE	2019 FTE
City Clerk	1.00	1.00	1.00
Deputy Clerk	1.00	1.00	1.00
Administrative Assistant*	0.25	0.25	0.25
Total	2.25	2.25	2.25

*Other .25 FTE located in City Administrator's Program

Department Services Indicators:	2016	2017	2018 Estimated	2019 Projected
Ordinances Approved by Common Council	23	25	25	25
Resolutions Approved by Common Council	26	20	30	25
Proclamations	12	12	12	12
Distribution of Minutes and Agendas	157	150	150	150
Indexes Council Minutes—Meetings	27	24	22	22
Public Hearings	13	12	16	16
Courtesy Notices	1	1	1	1
Property Owners Notices	382	400	500	500
Issuance of Permits and Licenses	450	450	450	450
Employment Ads and Request for Bids to News Media	10	10	10	10
Number of Trainings Taken Regarding Licensing, Elections, and Records Management	30	30	30	30
Annexations	0	0	1	0
Annexation Acres	0	0	1	0
Total Population	11,530 est.	11,537	11,550	11,560
Number of Registered Voters	8,227	8,000	7,900	8,000
Number of Elections	4	2	4	2
Total Number of Voters	15,773	2,595	13,000	4,000
New Registrants	1,894	100	1,000	100
Percent of Voters Who Were New Registrants	23%	1.0%	12.6%	1.0%
Number of Absentee Ballots Cast	3,307	310	2,800	450
Percent of Votes Cast by Absentee Ballot	21%	12%	21.5%	11%

City Clerk

514100, 514200

2018 Significant Accomplishments:

1. Continued training for existing election workers, trained new election workers
2. Successfully administered four elections, including a high turnout Spring Election and the Gubernatorial Election in November
3. Continued to update various license and permit application forms
4. Processed several extensive open records requests
5. Continued efforts to implement the photo ID law, including training of staff and election workers, and outreach efforts
6. Hired part-time Administrative Assistant

Long-Term Objectives:

1. Provide training to Administrative Assistant on use of voting equipment and continue training in all aspects of elections to further participate in the administration of elections

2019 Objectives to Be Accomplished:

1. Continue to update license and permit application forms
2. Begin departmental succession planning

Account Detail:

- 210 **Professional Services:** License Manager software maintenance, records retention on CD, notary bond, sellers permit
- 225 **Telephone:** Time Warner
- 240 **Repair and Maintenance:** Pitney Bowes postage equipment
- 310 **Office Supplies:** Safe deposit box, CDs, tapes, business cards, name plates, Council photos, miscellaneous office and postage supplies, plaques, directory covers, postage meter tapes, supplies for Mayor's Enhancement Award Program, and printer cartridges, etc.
- 311 **Recording Fees:** Annexations, Certified Survey Maps (CSMs), Conditional Use Grants (CUGs), Land Covenants and Developer Agreements
- 315 **Postage:** Box rental, bulk mail permit, postage
- 320 **Publications and Dues:** IIMC, WMCA, WI Taxpayers Alliance, News Graphic, League manuals
- 330 **Conferences and Seminars:** UWGB advanced education, WMCA District 5 meetings, WMCA conference, WisLine (ETN) sessions, Mid Moraine meetings, mileage
- 335 **Legal Notices:** Publication of public hearing notices, land use amendments, Council minutes, ordinances, certain resolutions, requests for bids, employment ads, alcohol license applications and the cost of publication affidavits
- 380 **Equipment:** Fund for purchase and replacement of necessary office equipment

514200—Elections

- 111 **Salaries:** Election Officials, Chief Inspectors, tabulators, greeter, Special Registration Deputies, Special Voting Deputies
- 310 **Supplies:** Food, paper plates, etc., memory card programming, ballot layout and setup, printing of regular and absentee ballots and test decks, maintenance agreements for voting equipment, miscellaneous supplies, e.g., tally slips, ballot marking pens, absentee ballot envelopes, signs, batteries
- 321 **Legal notices:** Publication of election notices

Budget Variances:

514100 - City Clerk

- 315 **Postage:** Decrease due to fewer absentee ballots mailed

514200—Elections

- 111 **Salaries:** Decrease due to two elections in 2019
- 112 **Overtime:** Decrease due to two elections in 2019
- 125 **Part Time Salaries:** Decrease due to two elections in 2018
- 310 **Election Office Supplies:** Decrease due to two elections in 2019

City Clerk

514100, 514200

Clerk's Office

514100					2018	2018	2019	% CHANGE
Personnel		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111	Salaries	120,749	123,600	126,270	128,357	128,357	130,924	2.00%
125	Part Time/Temporary	16,252	17,258	17,535	18,236	18,236	18,596	1.97%
135	Sick Payout	340	1,526	1,629	1,650	1,650	1,735	5.15%
151	Social Security	10,716	11,061	11,229	11,509	11,509	11,749	2.09%
152	Retirement	9,120	9,685	10,143	10,080	8,858	8,842	-12.28%
154	Health Insurance	22,004	31,967	31,660	36,725	32,000	26,000	-29.20%
155	Life Insurance	77	84	86	87	87	89	2.30%
159	Longevity	1,827	1,953	2,079	2,205	2,205	2,331	5.71%
165	Workers' Comp. Insurance	297	342	348	331	331	283	-14.50%
Total		181,382	197,476	200,979	209,180	203,233	200,549	-4.13%

514100					2018	2018	2019	% CHANGE
Operating		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
210	Professional Services	703	374	1,676	1,000	1,000	1,000	0.00%
225	Telephone	458	441	448	600	600	600	0.00%
240	Repair & Maintenance Services	1,996	1,350	1,463	1,415	1,415	1,415	0.00%
310	Office Supplies & Expenses	2,665	1,675	1,972	3,100	3,100	3,100	0.00%
311	Recording Fees	130	170	210	400	400	400	0.00%
312	Copier Supplies	1,393	1,863	1,284	2,500	2,500	2,500	0.00%
315	Postage	7,856	8,163	6,506	10,500	10,000	9,000	-14.29%
320	Publications & Dues	380	178	390	575	575	575	0.00%
325	Legal Notice Publication	2,473	3,303	3,961	4,500	4,500	4,500	0.00%
330	Training & Travel	185	114	387	1,000	800	1,000	0.00%
380	Office Equipment	424	0	0	900	900	900	0.00%
Total		18,663	17,631	18,297	26,490	25,790	24,990	-5.66%
Total Expenditures		200,045	215,107	219,276	235,670	229,023	225,539	-4.30%

514200 Elections					2018	2018	2019	% CHANGE
Personnel		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111	Salaries	9,981	27,277	9,625	32,462	32,000	15,144	-53.35%
112	Overtime	87	44	0	1,053	1,053	0	-100.00%
125	Part Time Salaries	0	113	0	720	720	0	-100.00%
151	Social Security	0	107	54	136	136	0	-100.00%
165	Workers' Comp. Insurance	26	71	31	71	71	61	-14.08%
Total		10,094	27,612	9,710	34,442	33,980	15,205	-55.85%

City Clerk

514100, 514200

514200 Elections					2018	2018	2019	% CHANGE
Operating					Budget	Estimated	Proposed	2019/2018
310	Supplies	4,209	5,784	4,900	9,406	10,000	7,130	-24.20%
321	Legal Notices	69	66	100	200	200	200	0.00%
380	Electronic Voting Equipment	3,160	0	0	0	0	0	0.00%
Total		7,438	5,850	5,000	9,606	10,200	7,330	-23.69%
Total Expenditures		17,532	33,462	14,710	44,048	44,180	22,535	-48.84%
					2018	2018	2019	% CHANGE
Revenues					Budget	Estimated	Proposed	2019/2018
441110	Liquor & Beer Licenses	21,795	22,123	21,515	21,480	20,597	20,980	-2.33%
441122	Direct Seller Licenses	960	1,705	1,750	1,800	1,800	1,800	0.00%
441123	Cigarette Licenses	600	400	600	600	600	600	0.00%
441124	Operator Licenses	11,018	14,350	14,810	14,350	14,350	14,350	0.00%
441128	Transient Permit Fees	250	250	250	250	250	250	0.00%
461152	License Publication Fees	750	765	1,040	920	980	920	0.00%
443511	Miscellaneous Permit Fees	1,905	1,950	2,605	1,910	2,160	2,110	10.47%
461158	Tax Exemption Report Fees	0	175	0	175	200	0	-100.00%
461160	Central Duplicating	244	120	433	250	250	250	0.00%
474110	Sewer Administrative Services	5,637	5,637	5,637	5,637	5,637	5,637	0.00%
Total		43,159	47,475	48,640	47,372	46,824	46,897	-1.00%
					2018	2018	2019	% CHANGE
Net Cost of Program					Budget	Estimated	Proposed	2019/2018
		174,418	201,094	185,346	232,346	226,379	201,177	-13.41%

City Treasurer

515600, 515900, 514700, 519100

Department: City Treasurer

Program Manager: City Administrator/Treasurer

Program Description: The City Treasurer's Office is responsible for the accounting and financial reporting of all City operations and is entrusted with collecting, depositing, and investing all City funds. This includes the maintenance of all financial records for the City, billing and collections, accounts payable, payroll for all City employees, investment and cash management, property tax collection for the City, payments and filing of insurance claims and documentation of City assets. The Treasurer's Office has two and a half employees in addition to the City Administrator/Treasurer. The equivalent of one full-time employee is funded by the Sewer Fund.

Products and Services:

- Preparation of annual budget and coordination of all debt issuances
- Preparation of quarterly and annual financial statements and coordination of annual audit
- Administration of the City's liability, workers' compensation, property, automobile, and employee health and dental insurance, employee assistance and wellness programs
- Payroll and benefit processing for all City employees
- Cash management and investment of City funds to maximize returns within adopted investment policy, reconcile separate bank accounts and investments monthly
- Administration of City Hall computer system, coordination of City's computer Internet access and virtual private network and computer support for other City departments
- Preparation of required State of Wisconsin financial reports and forms
- Property tax collection and settlement with other taxing entities
- Receipt of all monies paid to the City and monitoring of donations
- Disbursement of monies to vendors and monitoring City's purchasing policies
- Report budget status to departments semi-monthly
- Record and collect all current assessments and charges contingent upon annexation
- Purchasing and distribution of office supplies for all departments; maintain central supply of stationery and copying supplies
- Answer main telephone line and direct calls and visitors to appropriate departments
- Dog and cat licensing
- Grant monitoring
- Room tax collection and monitoring
- TID maintenance and reporting

City Treasurer Staffing Levels:

Personnel Schedule Summary Position	2017 FTE	2018 FTE	2019 FTE
Deputy Treasurer/Payroll	.65	.65	.65
Accountant II/Accounts Receivable	.80	.80	.80
Account Clerk/Receptionist	.30	.30	.30
Total	1.75	1.75	1.75

*Remainder .75 FTE of Treasurer's Office is budgeted in Sewerage Enterprise Fund.

City Treasurer

515600, 515900, 514700, 519100

Department Services Indicators:	2016	2017	2018	2019 Projected
Administration of Liability Claims	5	4	5	5
Administration of Workers' Compensation Claims	5	8	10	10
Issuance of Dog and Cat Licenses	451	413	420	420
Purchase Orders	168	100	100	100
Cash Receipts	3,586	5,200	4,100	4,000
Accounts Receivable Invoices	697	500	510	510
Accounts Payable Checks	3,435	3,400	3,400	3,400
Charges Contingent Upon Annexation	27	27	25	25
Record and Collect All Current and Deferred Special Assessments	5	5	5	5
Rate of Return on Investments	0.27%	0.70%	1.30%	1.5%
Payroll Direct Deposits Issued	4,023	4,015	4,000	4,000
W-2s Issued	371	349	360	360
1099s Issued	33	35	35	35
Real Estate and Personal Property Taxes Collected	75%	80%	81%	75%

Performance Measures:

Service Area	Objective	Efficiency Measure	Target 2016/2017	Target 2017/2018	Target 2018/2019
City Treasurer's Office	Cost per capita	Operating Costs	\$4.00	\$4.00	\$4.00

The City and participating community banks continue to collect 85% of the total tax roll. The County takes over collection in February and collects the remaining 15%.

City Treasurer

515600, 515900, 514700, 519100

2018 Significant Accomplishments:

1. Researched wellness tracking software and health insurance options
2. Replaced Windows 7 work stations
3. Completed three borrowings for 2018 projects
4. Hired Accountant II/Accounts Payable employee

2019 Objectives to Be Accomplished:

1. Research paperless payable systems
2. Update quarterly report format

Long-Term Objectives:

1. Recodify finance section of City Code (SP#1)
2. Research alternative accounting and payroll software programs

Account Detail:

515600—City Treasurer

- 210 **Professional Services:** Payroll provider, insurance consultant and financial advisor annual disclosure reporting
- 225 **Telephone:** Three lines and directory listing
- 310 **Office Supplies:** Payroll forms, accounts payable checks, envelopes, invoices, storage boxes, file folders, bank endorsement stamps and deposit books, tax bill postage, employment law posters
- 320 **Publications and Dues:** MTAW, GFOA, and WGFOA dues, GFOA publications
- 330 **Training and Travel:** Seminars, Treasurer's Institute, MTAW Conference, and CVMIC training mileage
- 380 **Capital Outlay:** Office equipment and furniture
- 390 **Other Expenses:** Bank fees, UPS/Fed Ex, DTC audit confirmation, cat licenses, credit card collection fees, GFOA Awards Program Fee

514700—Information Technology

- 220 **Internet Service**
- 312 **Computer Supplies:** Printer toner and maintenance
- 380 **Capital Outlay:** Desktops, Microsoft Office Licenses, antivirus software, monitors, backup system and licensing

Budget Variances:

514700—Information Technology

- 380 **Equipment:** Increased to replace City Hall workstations with Windows 10 operating system

Insurance

519400

Program Manager: City Treasurer

Program Description: The City utilizes an Internal Service Fund to account for all its insurance activities with respect to liability, property, auto and workers' compensation insurance needs and charges the cost to the respective funds and accounts. This account records the general government portion of insurance expenses. More information on the insurance program of the City is detailed in the Internal Service Fund section. Insurance allocations to programs and funds are summarized in the below table.

Department Services Indicators:	2016	2017	2018	2019 Projected
Total General Liability Incident Reports	5	4	5	1
Incurred Liability Claims Paid/Reserve	5	2	5	0
Number of Vehicle Incident Reports	2	1	2	0
Total Vehicle Claims Paid	\$34,495	\$703	0	0
Number of Property Claims Filed—Public	3	2	3	2
Total Vehicle Claims Filed—City	2	2	2	0
Number of Property Claims Filed—City	2	2	2	0
Number of Workers' Compensation Incident Reports	9	15	15	0
Total Workers' Compensation Incident Claims	5	10	8	0
Workers' Compensation Modification Factor	1.04	1.01	1.04	.99

Budget Variances:

519400—Insurance

- 165 **Worker's Compensation:** Modification factor increase
- 510 **Property Insurance:** Premium and value increases
- 512 **General Auto Liability:** Premium and value increases
- 523 **Liability Claims:** Increase due to prior years' history

Insurance Program Summary					
Account/Fund Budgeted	Property/Auto Insurance	Worker's Comp.*	General Liability	Surety Bond	Total
519400					
General Fund	\$2,720		\$4,339	\$605	\$7,664
Other Depts.					
General Fund	94,890	144,375	33,725		272,990
Sewer	10,585	23,363	4,927		38,875
Cemetery	114	546	103		763
Swimming Pool	1,061	7,539	1,418		10,019
Library	2,221	1,143	4,354		7,718
Recreation Programs		4,298	809		5,107
Total 2018	\$111,591	\$181,265	\$49,674	\$605	\$343,136
Total 2017	\$106,282	\$165,704	\$50,050	\$520	\$322,556

*Net dividend

Treasurer's Office								
515600				2018	2018	2019	% Change	
Personnel		2014	2015	2017	Budget	Estimated	Proposed	2019/2018
111	Salaries	66,919	73,579	82,629	83,189	79,782	73,691	-11.42%
121	Part Time Salaries	25,496	29,297	0	0	9,200	19,519	0.00%
135	Sick Payout	670	354	362	373	373	527	41.29%
151	Social Security	7,224	7,533	6,007	6,524	6,967	7,309	12.03%
152	Retirement	6,887	6,239	5,869	5,714	5,486	4,980	-12.85%
154	Health Insurance	12,942	16,631	24,404	27,133	18,009	20,747	-23.54%
155	Life Insurance	112	99	83	84	84	69	-17.86%
159	Longevity	2,539	1,446	1,628	1,720	1,720	1,811	5.29%
165	Workers' Comp. Insurance	250	207	197	187	187	161	-13.90%
Total Personnel		123,039	135,385	121,179	124,924	121,808	128,814	3.11%
515600				2018	2018	2019	% Change	
Operating		2014	2015	2017	Budget	Estimated	Proposed	2019/2018
210	Professional Services	39,575	43,762	49,200	50,000	54,000	55,000	10.00%
225	Telephone	1,458	325	269	315	315	315	0.00%
310	Office Supplies	6,567	6,121	5,713	4,200	6,000	6,000	42.86%
320	Publications and Dues	415	464	370	500	380	500	0.00%
330	Training & Travel	139	151	684	400	100	400	0.00%
380	Office Equipment	0	0	0	100	100	100	0.00%
390	Other Expenses	2,471	4,146	2,431	2,500	1,500	2,500	0.00%
Total		50,625	54,969	58,667	58,015	62,395	64,815	11.72%
Total Expenditures		173,664	190,354	179,846	182,939	184,203	193,629	5.84%
515900				2018	2018	2019	% Change	
Independent Audit		2014	2015	2017	Budget	Estimated	Proposed	2019/2018
210	Professional Services	29,042	33,112	33,750	28,000	27,250	28,000	0.00%
Total		29,042	33,112	33,750	28,000	27,250	28,000	0.00%
514700				2018	2018	2019	% Change	
Technology		2014	2015	2017	Budget	Estimated	Proposed	2019/2018
210	Professional Services	17,620	15,603	16,870	15,000	18,000	18,000	20.00%
220	Internet Service	10,098	13,254	13,460	13,500	13,500	10,000	-25.93%
312	Computer Supplies	2,419	88	28	500	0	0	-100.00%
380	Equipment Outlay	12,466	5,986	9,973	9,500	12,237	17,000	78.95%
385	Multi Use Equipment	7,151	9,245	7,419	7,100	7,500	7,500	5.63%
Total		49,754	44,176	47,750	45,600	51,237	52,500	15.13%
519100				2018	2018	2019	% Change	
Illegal/Uncollectible Taxes		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
591	Uncollectible Taxes	0	0	2,113	0	0	0	0.00%
Total		0	0	2,113	0	0	0	0.00%

519400					2018	2018	2019	% Change
Insurance		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
510	Property	3,480	3,648	3,702	4,222	2,720	2,646	-37.33%
512	General & Auto Liability	4,390	4,664	4,554	4,344	5,588	4,583	5.50%
520	Surety Bonds	531	520	605	605	596	605	0.00%
Total		8,401	8,832	8,861	9,171	8,904	7,834	-14.58%
					2018	2018	2019	% Change
Revenues		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
411800	Interest—Delinquent Property Tax	429	605	478	300	504	300	0.00%
441126	Dog & Cat License	695	1,357	393	1,300	1,300	1,300	0.00%
461151	Treasurer's Office fees	1,018	1,338	3,602	1,300	1,200	1,200	-7.69%
481100	Interest Income	14,186	20,662	53,207	45,000	58,000	58,000	28.89%
481110	Interest—Spec. Assess.	105	154	364	0	75	200	0.00%
474210	Transfer from Room Tax	4,038	3,953	4,039	3,250	3,500	3,500	7.69%
474230	Transfer from CDBG	973	931	1,221	1,500	1,300	0	-100.00%
474510	Transfer from TIF	0	455	343	1,000	1,300	1,300	30.00%
487000	Change in Market Value	0	(36,989)	(10,181)	5,000	(20,824)	5,000	0.00%
Total		21,444	(7,534)	53,466	58,650	46,355	70,800	20.72%
					2018	2018	2019	% Change
Net Cost of Program		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
		239,417	284,008	218,854	207,060	225,239	211,163	1.98%

Mayor & Common Council

513100, 511100

Department and Program Manager: Mayor and Common Council

Program Description: The Mayor is the Chief Executive Officer of the City making sure all City ordinances and State laws are observed and enforced, and that all City officers, boards, committees and commissions properly discharge their duties. The Mayor nominates to Council the appointment of the City Administrator, statutory employees, board, committee and commission members and is a voting member of the Plan and Public Works & Sewerage Commissions. The Mayor presides at the meetings of the Common Council, voting only in the case of a tie vote. The Mayor is elected at large for a three-year term of office and is limited to three consecutive terms of office.

The Common Council is the legislative branch of City government. Its primary purpose is the passage of laws, ordinances and policies, establishment of pay ranges for City employees and official management of the City's financial affairs; its budget and the raising of funds for the operation of the City. The Common Council is comprised of seven council members representing the seven aldermanic districts, serving two-year terms, and members are limited to four consecutive terms of office.

Products and Services:

- Represent people of the City of Cedarburg
- Adopt ordinances and resolutions, levies taxes and appropriates monies for the operation of the City
- Adopt policies to meet the needs of the City and its citizens
- Approve appointments to boards, commissions, committees and statutory employees

Mayor/Common Council Staffing Levels:

Personnel Schedule Summary Position	2017	2018	2019
Mayor (part-time elected)	1.00	1.00	1.00
Council Members (7 part-time elected)	7.00	7.00	7.00
Total	8.00	8.00	8.00

2018 Significant Accomplishments:

1. Reviewed options for Hwy 60 business park
2. Created TID #4 Amcast
3. Created TID #5 Arrabelle
4. Negotiated monopole leases

2019 Objectives to Be Accomplished:

- 1.

Long Term Goals:

1. Promote economic development

Account Detail:

511100—Common Council

313 **Printing:** Costs for budget document

320 **Subscriptions and Dues:** League of Municipalities (\$3,830), Mid Moraine Municipal Association (\$700), Cedarburg Chamber of Commerce (\$195), Ozaukee County Tourism Council (\$75), OED (\$1,500), VALUE (\$35)

330 **Travel & Training:** Mid Moraine (intergovernmental meetings and functions)

513100—Mayor

330 **Travel and Meeting Expenses:** Mid Moraine (intergovernmental meetings and functions)

343 **Awards, Supplies:** Mayor's Enhancement Awards, signs for 4th of July parade

Budget Variances:

513100—Mayor

225 **Phone:** Reflects actual costs

Legal Services

516100, 516200, 516400

Department: City Attorney

Program Manager: Mayor/City Administrator

Program Description: The City Attorney is responsible for conducting a majority of the legal business in which the City is involved in; such as legal opinions, ordinances, resolutions, general legal counsel, purchase and sale of property, and prosecution of ordinance and traffic violations. The City Attorney may also serve as special counsel at the request of the Mayor or Common Council Members.

The legal services program budget also includes funds for special counsel outside the scope of the City Attorney's duties and labor counsel for general personnel matters and collective bargaining matters. Legal expenses associated with claim defense are charged to the risk management in the Internal Service Fund.

Products and Services:

- Consult with staff and elected officials on legal matters
- Attend all Common Council and Plan Commission meetings
- Draft and/or review ordinances and resolutions
- Prosecute ordinance violations
- Prepare and review development agreements and City contracts

Staffing: Contractual

Budget amounts for activities of City Attorney also accounted for in: Police Administration (100-522110-212), TIF Nos. 3, 4 and 5 (Fund 352, 350, 351), Capital Improvements Environmental (400-533750-841), Sewerage Administrative Services (601-573850-211), Library (260-555110-211) and the Internal Service Fund (700-519400).

2018 Significant Accomplishments:

1. Negotiated new monopoly leases with cell companies
2. Completed purchase of Highland Road property for Water Recycling Center lift station construction and dam repairs
3. Completed agreements for TID #4 and TID #5

Long Term Objectives:

1. Continue recodification of Municipal Code. (SP#1)

Account Detail:

516100—City Attorney

- | | |
|-----|---|
| 210 | Annual retainer—No longer applies |
| 211 | Prosecution of ordinance violations, legal services, meeting attendance |

Common Council, Mayor & City Attorney							
511100 Common Council				2018	2018	2019	% Change
Personnel				Budget	Estimated	Proposed	2019/2018
	2015	2016	2017				
111 Salaries	16,800	17,707	16,757	16,800	16,800	16,800	0.00%
151 Social Security	1,243	1,335	1,278	1,285	1,285	1,285	0.00%
165 Workers' Comp. Insurance	34	38	37	35	35	30	-14.29%
Total	18,077	19,080	18,072	18,120	18,120	18,115	-0.03%
511100				2018	2018	2019	% Change
Operating				Budget	Estimated	Proposed	2019/2018
	2015	2016	2017				
313 Printing	0	0	0	100	0	0	-100.00%
320 Publications and Dues	6,322	6,102	6,032	6,350	6,367	6,500	2.36%
330 Training & Travel	233	154	72	225	225	225	0.00%
390 Operating Expenses	386	183	135	375	519	375	0.00%
Total	6,941	6,439	6,239	7,050	7,111	7,100	0.71%
Total Expenditures	25,018	25,519	24,311	25,170	25,231	25,215	0.18%
513100				2018	2018	2019	% Change
Mayor							
Personnel				Budget	Estimated	Proposed	2019/2018
	2015	2016	2017				
111 Salaries	6,000	6,231	6,000	6,000	6,000	6,000	0.00%
151 Social Security	459	477	459	459	459	459	0.00%
165 Workers' Comp. Insurance	12	14	13	12	12	11	-8.33%
Total	6,471	6,722	6,472	6,471	6,471	6,470	-0.02%
513100				2018	2018	2019	% Change
Operating				Budget	Estimated	Proposed	2019/2018
	2015	2016	2017				
225 Telephone	67	88	89	100	104	100	0.00%
313 Printing	7,103	3,564	0	0	0	0	0.00%
330 Training & Travel	0	553	106	600	650	600	0.00%
343 Awards, Supplies	561	0	0	600	600	600	0.00%
390 Operating Expenses	515	107	0	250	301	250	0.00%
Total	8,246	4,312	195	1,550	1,655	1,550	0.00%
Total Expenditures	14,717	11,034	6,667	8,021	8,126	8,020	-0.01%
516100 City Attorney				2018	2018	2019	% Change
Professional Services				Budget	Estimated	Proposed	2019/2018
	2015	2016	2017				
211 Extraordinary Services	51,305	102,153	51,727	80,000	53,000	55,000	-31.25%
Total	51,305	102,153	51,727	80,000	53,000	55,000	-31.25%
				2018	2018	2019	% Change
Revenues				Budget	Estimated	Proposed	2019/2018
	2015	2016	2017				
474110 Sewer Administrative	4,613	4,613	4,613	4,613	4,613	4,613	0.00%
Total	4,613	4,613	4,613	4,613	4,613	4,613	0.00%
				2018	2018	2019	% Change
Net Cost of Program				Budget	Estimated	Proposed	2019/2018
	2015	2015	2017				
	86,427	134,093	78,092	108,578	81,744	83,622	-22.98%

City Administrator

513200, 519200

Department: City Administrator

Program Manager: City Administrator/Treasurer

Program Description: The City Administrator serves as the Chief Administrative Officer—leading, planning, organizing and directing the administration of the City of Cedarburg toward the fulfillment of goals and policies determined by the Common Council. The City Administrator coordinates the day-to-day activities of the City, introduces new methods and procedures among City departments and appraises the Mayor and Common Council on operation results.

Additionally, the Administrator, as City Treasurer, oversees management of financial resources and is responsible for the preparation of the annual City budget.

Products and Services:

- Oversee general operation of City
- City Treasurer responsible for preparation of annual budget, capital improvement plan and coordination of all debt issuances
- Risk Manager for City, adjusting insurance claims and serving as City representative to Cities & Villages Mutual Insurance Company (CVMIC)
- Purchasing Director responsible for approving purchases, award of all contracts and all transfers
- Personnel Director responsible for negotiation and administration of collectively bargained labor agreements; approve hiring of non-sworn personnel; recommend appointment of statutory employees to Mayor; oversight of annual employee performance appraisals and preparation of Department Head evaluations; authorize pay and benefit changes within policy or labor agreement
- Carry out policy directives of Common Council
- Prepare and review Common Council agenda with Mayor and City Clerk
- Attend all Council meetings and Board, Committee and Commission meetings as necessary
- Apply for grants to fund City projects
- Conduct staff meetings
- Coordinate training opportunities for staff
- Public Information Officer responsible to prepare information, letters, memos, press releases
- Facilitate annual review of Strategic Work Plan

City Administrator/Treasurer Staffing Levels:

Personnel Schedule Summary Position	2017 FTE	2018 FTE	2019 FTE
City Administrator/Treasurer	1.00	1.00	1.00
Administrative Assistant*	0.25	0.25	0.25
Total	1.25	1.25	1.25

*Other .25 FTE located in City Clerk's Program

Department Services Indicators:	2016	2017	2018	2019 Projected
Bond Ratings	Aa2	Aa2	Aa2	Aa2
Distinguished Budget Presentation Award	yes	yes	yes	yes

City Administrator

513200, 519200

Performance Measures:

Service Area	Objective	Efficiency Measure	Actual 2016/2017	Actual 2017/2018	Target 2018/2019
Administrator's Office	Cost per capita	Operating costs	\$9.00	\$9.19	\$9.19

2018 Significant Accomplishments:

1. Completed borrowing for monopole, street projects and Amcast clean up
2. Negotiated Police Officers' union contract for 2 years
3. Hired a new assistant

2019 Objectives to Be Accomplished:

1. Review health insurance plan options
2. Improve wellness program
3. Research wellness tracking software options

Long Term Goals:

1. Continue improvement of CVMIC risk assessment score (SP#7)
2. Hold a Wellness Week

Account Detail:

513200—City Administrator

310 **Office Supplies:** File folders, pens, etc.

320 **Publications and Dues:** Membership to Milwaukee Area Municipal Employer Association (MAMEA), Wisconsin City/County Management Association (WCMA) and Wisconsin Public Employer Labor Relations Association (WPELRA)

330 **Conferences and Travel:** Fuel usage, WCMA conferences and district meetings, University Wisconsin-Green Bay (UWGB) Administrator's Summit and other seminars as needed

519200—Employee Relations

161 **EAP/125:** Employee Assistance Program

210 **Professional Services:** Driver Notification Program, hearing and drug testing and other risk management activities

335 **Leadership Development:** Employee meeting refreshments

343 **Awards, Supplies:** Employee years of service recognition

Budget Variances:

513200—City Administrator

111 **Salaries:** Increase to adjust to market

225 **Telephone:** Increase for cell phone reimbursement @ \$25/month

330 **Training and Travel:** Increase to reflect actual

519200—Employee Relations

343 **Awards Supplies:** Change due to actual awards expected

335 **Leadership and Development:** Increase to reflect actual cost for Employee Meetings (providing healthier food options)

Administrator & Employee Relations

513200				2018	2018	2019	% Change	
Personnel		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
111	Salaries	69,693	71,490	72,693	74,099	74,099	78,860	6.43%
135	Sick Payout	706	987	1,006	1,006	1,200	1,364	35.59%
151	Social Security	5,258	5,416	5,530	5,852	5,867	6,248	6.77%
152	Retirement	4,954	4,945	5,156	5,125	5,138	5,349	4.37%
154	Health Insurance	13,271	13,347	15,435	16,712	10,165	7,079	-57.64%
155	Life Insurance	46	47	48	50	39	39	-22.00%
159	Longevity	1,244	1,294	1,344	1,394	1,394	1,443	3.52%
165	Workers' Comp. Insurance	154	176	177	169	169	144	-14.79%
Total Personnel		95,326	97,702	101,389	104,407	98,071	100,526	-3.72%
513200				2018	2018	2019	% Change	
Operating		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
225	Telephone	129	88	90	110	104	410	272.73%
310	Office Supplies	359	46	8	150	150	150	0.00%
320	Publications & Dues	550	357	333	375	336	375	0.00%
330	Training & Travel	68	880	166	600	300	600	0.00%
Total Operating		1,106	1,371	597	1,235	890	1,535	24.29%
Total Administrator		96,432	99,073	101,986	105,642	98,961	102,061	-3.39%
519200				2018	2018	2019	% Change	
Employee Relations		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
161	EAP Administration	1,904	1,811	1,318	2,100	2,100	2,100	0.00%
210	Professional Services	140	1,229	1,061	1,000	1,000	1,200	20.00%
335	Leadership & Development	344	230	574	550	550	600	9.09%
343	Awards, Supplies	2,164	1,479	3,027	2,000	2,000	900	-55.00%
Total Employee Relations		4,552	4,749	5,980	5,650	5,650	4,800	-15.04%
Total Expenditures		100,984	103,822	107,966	111,292	104,611	106,861	-3.98%
				2018	2018	2019	% Change	
Revenues		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
Total		0	0	0	0	0	0	0.00%
				2018	2018	2019	% Change	
Net Cost of Program		2015	2016	2017	Budget	Estimated	Proposed	2019/2018
		100,984	103,822	107,966	111,292	104,611	106,861	-3.98%

Other

591000, 592000

Program Manager: City Administrator

Program Description: This program provides for a contingency reserve account that may be accessed only with approval of the Common Council. Also included in this budget are transfers to other funds.

Account Detail:

5191000—Other

The contingency reserve is funded by the unassigned reserve. Transfers to other funds consists of a \$1,000 transfer to Recreation Programs to support the Civic Band.

Culture and Recreation									
Other and Transfers									
591000				2018	2018	2019	% Change		
Other		2015	2016	2017	Budget	Estimated	Adopted	2019/2018	
990	Contingency Reserve				365,000			0.00%	
Total Contingency Reserves		0	0	0	365,000	0	0	0.00%	
592000				2018	2018	2019	% Change		
Transfers to Other Funds		2015	2016	2017	Budget	Estimated	Adopted	2019/2018	
704	Transfer to Debt Service Fund	117,663						0.00%	
706	Transfer to Capital Improvements	905,960		100,000	75,000	75,000		0.00%	s
710	Transfer to Spec. Rev. Fund—Pool	55,252	13,503	37,175	11,500	11,500		0.00%	
712	Transfer to Spec. Rev. Fund—Rec. Prog.	1,000	1,000	1,000	1,000	1,000		-100.00%	
Total Transfers to Other Funds		1,079,875	14,503	138,175	87,500	87,500	0	-100.00%	
Total Expenditures		1,079,875	14,503	138,175	452,500	87,500	0	-100.00%	
				2018	2018	2019	% Change		
Net Cost of Program		2015	2016	2017	Budget	Estimated	Adopted	2019/2018	
		1,079,875	14,503	138,175	452,500	87,500	0	-100.00%	
Tax and other revenues				2018	2018	2019	% Change		
not specific to programs		2015	2016	2017	Budget	Estimated	Adopted	2019/2018	
411111	Property Taxes	5,626,518	5,812,613	5,869,661	6,133,050	6,133,050	5,946,164	-3.05%	
411310	Property Tax Equivalent—Light/Water	718,732	744,790	765,293	832,349	832,349	833,280	0.11%	
435100	State Shared Revenues	205,083	200,137	201,653	204,518	204,518	204,298	-0.11%	
435102	Expenditure Restraint Program	166,957	162,961	166,773			181,615	0.00%	
435302	State Computer Aids	17,022	23,040	20,253	20,551	20,551	20,550	-0.00%	
441127	Cable TV Franchise Fees	159,092	155,956	145,549	150,000	150,000	150,000	0.00%	
461154	General Govt Misc. Fees		5	25		322		0.00%	
482220	Rent—City Property (Water Towers)	130,594	137,251	143,853	215,000	171,546	158,738	-26.17%	
483315	Sale of City Property	150	100	2,122				0.00%	
484210	Refund of Prior Years Expense	33	(2,712)	(559)		717		0.00%	
486000	Miscellaneous Revenue		13,481	5,192				0.00%	
Total		7,024,181	7,247,622	7,319,815	7,555,468	7,513,053	7,494,645	-0.81%	

Tax Incremental District No. 3
Fund 350

	2018	2019	% CHANGE
	Estimated	Proposed	2019/2018
Revenues			
411111 Real Estate Taxes			0.00%
469000 Public Charges for Services	289		-100.00%
Total Revenues	289	0	-100.00%
566710 Expenditures			
115 Admin - Salaries and Benefits			0.00%
212 Attorney/Consultant			0.00%
227 Developer's Incentive			0.00%
Total	0	0	0.00%
592000 Operating			
701 Transfer to General Fund			0.00%
Total	0	0	0.00%
Total Expenditures	0	0	0.00%
Revenue - Expenditures	289	0	
Beginning Fund Balance	(\$56,762)	(\$56,473)	
Total Fund Balance	(\$56,473)	(\$56,473)	

Tax Incremental District No. 4

	2018	2019	% CHANGE
Revenues	Estimated	Proposed	2019/2018
411111 Real Estate Taxes		238,430	0.00%
469000 Public Charges for Services			0.00%
Total Revenues	0	238,430	0.00%
566710 Expenditures			
115 Admin - Salaries and Benefits			0.00%
212 Attorney/Consultant			0.00%
227 Developer's Incentive	350,000		-100.00%
610 Principal		125,000	0.00%
620 Interest		113,430	0.00%
Total	350,000	238,430	-31.88%
592000 Operating			
701 Transfer to General Fund			0.00%
Total	0	0	0.00%
Total Expenditures	350,000	238,430	-31.88%
Revenue - Expenditures	(350,000)	0	
Beginning Fund Balance	(\$56,762)	(\$406,762)	
Total Fund Balance	(\$406,762)	(\$406,762)	

Tax Incremental District No. 5

Fund 351

	2018	2019	% CHANGE
	Estimated	Proposed	2019/2018
Revenues			
411111 Real Estate Taxes			0.00%
469000 Public Charges for Services	13,000		-100.00%
Total Revenues	13,000	0	-100.00%
566710 Expenditures			
115 Admin - Salaries and Benefits			0.00%
212 Attorney/Consultant			0.00%
227 Developer's Incentive			0.00%
Total	0	0	0.00%
592000 Operating			
701 Transfer to General Fund			0.00%
Total	0	0	0.00%
Total Expenditures	0	0	0.00%
Revenue - Expenditures	13,000	0	
Beginning Fund Balance	\$0	\$13,000	
Total Fund Balance	\$13,000	\$13,000	

Special Revenue Fund—Room Tax

210-566700, 592000

Department: Treasurer

Program Manager: City Treasurer

Program Description: In 1994, pursuant to Wisconsin Statutes Section 66.75, the City imposed a tax on the privilege and service of furnishing, at retail, rooms or lodging to transients by hotel keepers, motel operators and other persons furnishing accommodations that are available to the public, irrespective of whether membership is required for the use of the accommodations. The tax rate is five percent (5%) of the gross receipts from such retail furnishing of rooms or lodgings. The taxes are due quarterly, thirty days after the end of the quarter.

The City keeps 5% of the collected taxes and the other 95% is disbursed to the Chamber of Commerce for tourism promotion and development (70%) and downtown capital improvements (25%). The Chamber of Commerce places 25% of the funds received in an account for capital improvements to enhance the City. The remainder of the funds are used for the operation of the Chamber and the Tourism, Promotion and Development Committee.

Special Revenue Fund—Room Tax							
Fund 210							
				2018	2018	2019	% CHANGE
Revenues	2015	2016	2017	Budget	Estimated	Proposed	2019/2018
411500 Room Taxes	80,752	79,061	80,783	65,000	70,000	70,000	7.69%
Total Revenues	80,752	79,061	80,783	65,000	70,000	70,000	7.69%
566700 Operating							
721 Chamber Tourism & Development	76,715	75,108	76,744	61,750	66,500	66,500	7.69%
Total	76,715	75,108	76,744	61,750	66,500	66,500	7.69%
592000 Operating							
701 Transfer to General Fund	4,037	3,953	4,039	3,250	3,500	3,500	7.69%
Total	4,037	3,953	4,039	3,250	3,500	3,500	7.69%
Total Expenditures	80,752	79,061	80,783	65,000	70,000	70,000	7.69%
Revenue - Expenditures	0	0	0	0	0	0	
Beginning Fund Balance	\$462	\$462	\$462	\$462	\$462	\$462	
Total Fund Balance	\$462	\$462	\$462	\$462	\$462	\$462	

CAPITAL IMPROVEMENT FUND BUDGET

The Capital Improvement Budget, including the seven-year plan, is an important tool in managing the City's near and long-term infrastructure and equipment needs. It documents the major projects that the City will be undertaking over the plan period, as well as the repairs to City facilities and replacement of equipment necessary to carry out City operations.

POLICY AND PRACTICES

Per Policy FC-3 Capital Improvement Budget, the City adopts an annual capital improvement budget, which is based on a seven-year capital improvement plan. The annual budget and seven-year plan is prepared by department heads and reviewed by the City Administrator/Treasurer along with the departmental and program operating budgets, as part of the annual budget cycle. The capital improvement budget is then reviewed and adopted by the Common Council via ordinance. As part of the budget review process, the impact of capital projects on future operating budgets is also considered which is estimated on the following capital project description pages.

Capital Improvement expenditures must be made in accordance with the budget document. Variance from the approved categorical budgets, including supplemental appropriations, prior year encumbrances or additions/deletions of projects, must be approved by the Common Council. As a general guideline, capital improvement expenditures are defined as those amounts expended for equipment or other assets with a useful life of five or more years and/or which involve amounts exceeding \$25,000. This includes multi-year projects where the total project cost is estimated to be more than \$25,000. In addition, expenditures for long-term projects are considered part of the capital improvement fund expenditure budget. Expenditures not meeting these criteria, or which have a useful life of less than the payback period of any borrowed funds used for the item's purchase, are included in the operating budget.

HISTORY

Per the Strategic Work Plan Goal #2 Financial, the City emphasizes pre-funding reoccurring capital costs, or financing items on a "pay as you go" basis, funded by existing resources or tax levy. To this end, property tax direct funding has increased from no property tax funding prior to 1993, up to the 2019 capital amount of \$1,030,000. The capital plan anticipates that debt will be used solely for high dollar, long-lived assets or projects. Additional sources of revenue include special assessments, capital fund balance, park equipment and development impact fees, transfers from other funds and grants or other intergovernmental assistance. City policy states that intergovernmental assistance will be used to finance only those capital improvements that are consistent with the capital improvement plan and City priorities.

CURRENT YEAR EXPENDITURES

The 2019 Capital Plan anticipates expenditures for a variety of projects and assets. The street improvements total \$545,000 (excluding water, storm and sanitary sewer improvements) for the road reconstruction projects on portions of Aspen Street, Willowbrooke Drive, Lexington Street and Cambridge Avenue. The 2019 levy funding for the Street Improvement Reserve Fund is \$510,000, \$310,000 over the 2018 levy to avoid borrowing for the projects.

The storm water capital reserve, funded by \$160,000 of property taxes, will support improvements to Highland Drive, Aspen Street, Cambridge Avenue and consulting and engineering fees.

The remediation of the Prochnow and Blank Landfills, of which the City is a potentially responsible party (PRP), and repair of City dams continues to be a major present and future expense. \$10,000 is budgeted for environmental expenditures and \$750,000 for City owned dams. The timing of the Prochnow Landfill closing is dependent upon the DNR and the actions of the PRP group. These expenditures are funded by the Environmental Reserve Account.

Equipment purchases are funded by \$550,000 in property taxes through the Equipment Replacement Reserve program. The purchases for 2019 include one squad car, three dump trucks, code reader, skid steer and a trailer for Public Works, and a chipper for the Parks, Recreation and Forestry Department.

Capital projects funded through the general projects appropriation and fund balance include Emergency Management siren replacement, Police Station and park improvements.

BUDGET CAPITAL IMPROVEMENT FUND

FUTURE YEARS EXPENDITURES

The Capital Plan for 2019 and future years reflects the funding philosophy previously discussed, in that the City is attempting to maintain stable, uncommitted Capital Fund balances; plan and coordinate borrowing needs; obtain sufficient current resources via property taxes and other revenue sources to pay for projects; and accumulate funds for known future needs.

Tax levy support for capital items is anticipated to grow over the next several years in order to fully fund the street improvement and vehicle programs; replace the funding for parks equipment and improvements previously provided by park fees charged to developers; pay for repairs and maintenance of City facilities; and pre-fund future potential landfill and dam repairs. Competition for the street and storm sewer funds and the coordination with the water and sewer utilities led to the creation of an extended 7-year capital plan.

The street improvements budget is anticipated to be used for street repair in coordination with water, storm sewer and sanitary sewer needs, and the pavement evaluation and management program as required by the Wisconsin Department of Transportation (WDOT). Street improvements in the amount of \$6.4 million are anticipated in the seven-year plan. This will address street condition deficiencies for 43 streets.

The Prochnow Landfill and Blank Landfill remediation continues into 2019. The cost is still unknown. During 2010, the City's Well #4 reached levels of vinyl chloride of .2 parts per billion, the maximum level allowed by the DNR, requiring the City to shut the well down. A treatment facility was built and up and running in September 2011. The source of the contaminant has not been fully determined, but it is likely associated with the Prochnow Landfill. In 2015 the PRP Group completed an appraisal and wetland delineation and submitted an interim action plan for submittal to the DNR. The plan was not approved by the DNR and more testing was required in 2018.

The City routinely completes all required dam inspections and evaluations, and the reports are submitted to DNR per the compliance schedule.

In 2013 the City awarded a grouting contract to address required seepage repairs at the Woolen Mills Dam. City crews also removed trees and vegetation adjacent to the dams and replaced missing warning signs as required by DNR. \$200,000 was budgeted in 2014 for additional repairs to both the Woolen Mills and Columbia Mills dams; however, the repairs were put on hold when the City received a letter from DNR requiring the dam spillways be brought into compliance with NR 333 spillway capacity requirements within 10 years.

The City then retained a consulting engineer to evaluate alternatives to comply with the spillway requirements. The alternatives included widening the spillways and/or lowering the spillway crest to increase hydraulic capacity. The initial alternatives proved to be expensive and unpopular with the public, and ultimately the Common Council chose not to proceed in this direction.

The City received a time extension until October 2018 to address identified structural deficiencies. These include scour repairs at the spillway toe at Woolen Mills Dam and masonry repairs along both channel sidewalls. Required repairs at the Columbia Mills Dam include reconstruction of the mill race, the addition of an operable weir gate, and miscellaneous repairs to the deteriorated concrete structure.

\$500,000 was budgeted for this work in 2018; however, the bid came in at \$1.4 million. The City received a State Dam Rehabilitation Grant to cover half of the budgeted cost. The project is being re-bid for completion in 2019.

Over the next seven years the storm water budget includes \$2.6 million in capital projects. Much of this is associated with the reconstruction of our existing storm sewer system.

Funding is also allocated to address the new TMDL regulations for Cedar Creek. The strict phosphorus limits imposed will require a new approach to municipal storm water management.

CAPITAL IMPROVEMENT FUND BUDGET

CAPITAL PROJECTS IMPACT ON OPERATING BUDGET

To identify the annual operating impact of the capital program, an assessment of each item has been made, based on the below criteria.

- Positive** The project will either generate some revenue to offset expenses or will actually reduce operating costs
- Negligible** No discernible impact on operating budget
- Slight** Impact will be less than \$10,000 in increased operating expenditures
- Moderate** Impact will be between \$10,001 and \$50,000 in increased operating expenditures
- High** The project will cause an increase in operating expenditures of \$50,001 or more annually

REVENUE SOURCES

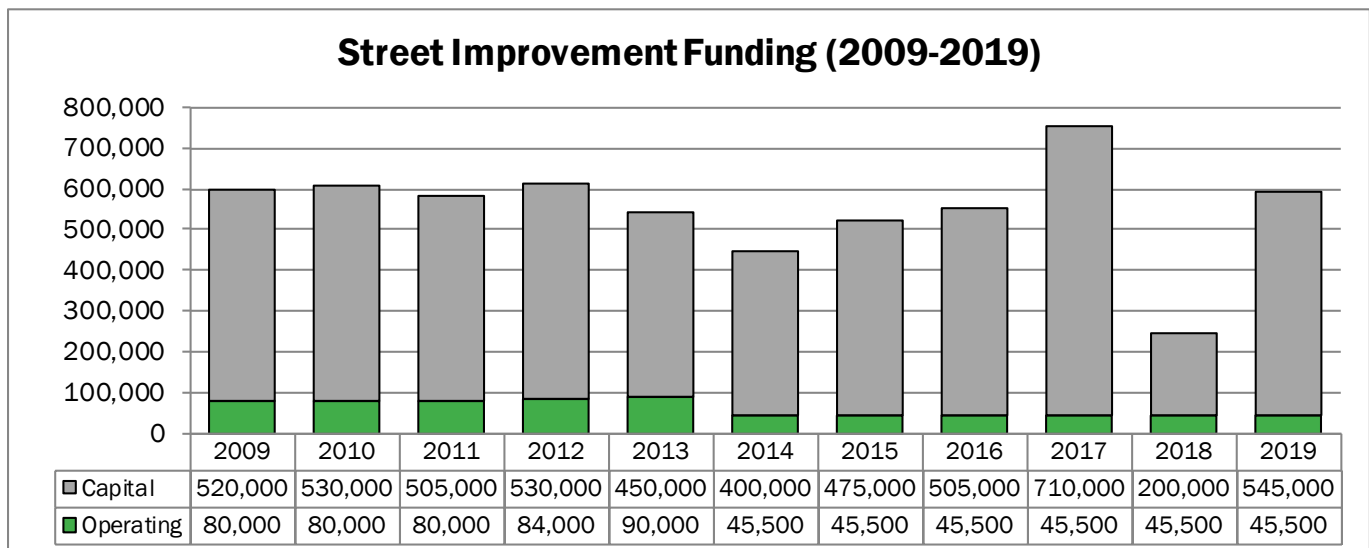
Major revenue sources for the Capital Improvement Fund include the following:

Park Equipment and Development Impact Fee—This impact fee adopted in 2002, in accordance with the 1993 Wisconsin Act 305, provides funds for developing new parkland dedicated by developers, or to expand or improve existing park facilities to accommodate new development. Park expenditures of \$555,000 are funded by this revenue source in the 2018-2022 budgets.

Local Road Improvements Grant—These funds (approximately \$42,000) are available every four years from the State of Wisconsin (via Ozaukee County) for road Improvements. Funds were budgeted for 2015 and are budgeted again in 2019.

Property Tax—Prior to 1993, this funding source was not used for Capital items. Total 2019 budgeted tax levy support for the Capital Fund is \$1,030,000. This represents a 42% decrease from the 2018 level.

\$510,000 of property tax is being used to fund street projects; specifically for road improvements. Environmental costs expected to be incurred in 2019 are funded by a \$10,000 levy and the reserve account. The equipment replacement reserve seeks to provide resources for the purchase of major movable equipment (vehicles, etc.) by including it in the property tax levy amounts equal to the annual cost for each piece of equipment. The annual funding level is determined by dividing the expected replacement cost of each asset by its expected useful life. The allocation for 2019 is \$550,000; \$212,000 more than the 2018 amount. The funding is scheduled to increase in 2020 to make up for the shortage from prior years. The goal of the program is to eliminate peaks and valleys in funding for equipment as items require replacement, and to cease the use of long-term debt to fund the purchase of short-lived equipment.

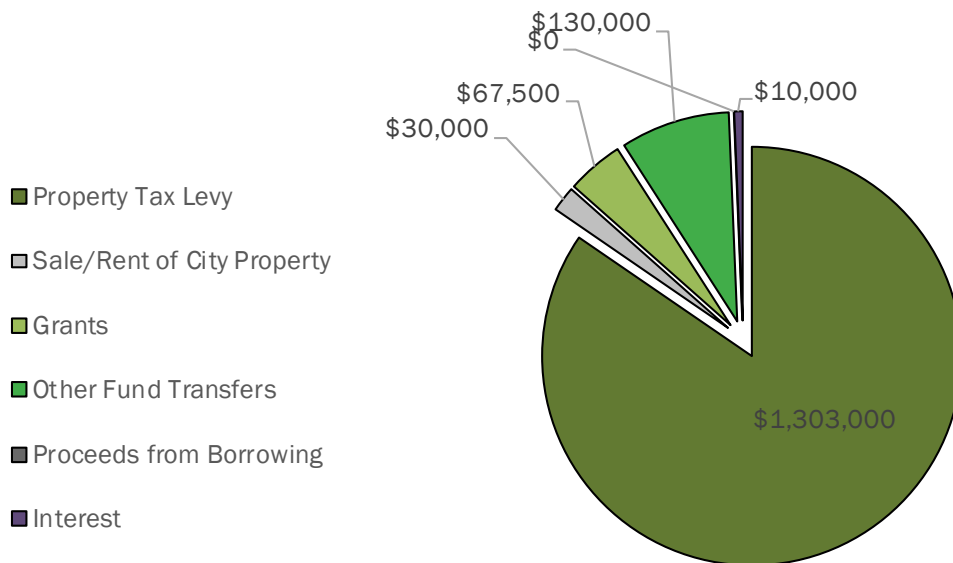


BUDGET CAPITAL IMPROVEMENT FUND

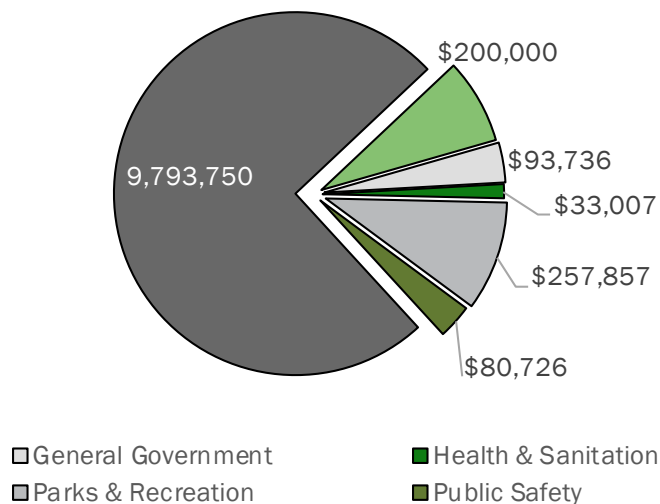
FUND BALANCE

Undesignated reserves in the General or Capital Fund accumulated through positive variances in the cost of prior year projects, interest earnings on unspent funds, special collections and other factors. Fund balance was used as a source of funds for smaller capital projects, primarily for facility maintenance or rehabilitation nature and to help lower the levy in previous years. Maintenance of stable fund balances allows the City flexibility in funding projects, as preliminary costs on large projects (which will be funded via debt) can be paid out of existing reserves, with the fund balance being replenished by the debt issuance as needed.

Capital Projects Revenues



Capital Projects Expenditures



Capital Improvements Fund 400

	2018 Estimated	2019 Projected	2020 Projected	2021 Projected	2022 Projected	2023 Projected
Beginning Fund Balance	695,794	908,437	181,667	402,007	648,127	371,287

Revenues

Property Tax Levy:						
General Projects	40,000	73,000	565,000	500,000	200,000	215,000
Street Improvements	200,000	510,000	750,000	825,000	850,000	900,000
Equipment Replacements	450,000	550,000	600,000	600,000	550,000	550,000
Storm Water Improvements	225,000	160,000	250,000	450,000	460,000	460,000
Environmental Reserve		10,000	10,000	10,000	10,000	10,000
Cemetery Transfer	7,000		10,000			
Parks & Playground Transfer	70,000	80,000	275,000	100,000	50,000	50,000
General Fund Transfer	75,000	50,000				25,000
Library Impact Fees	90,852					
Local Road Improvements Grant		48,000				48,000
Proceeds from Borrowing	1,487,500					
DNR Urban Storm Water Mgt. Grant	33,000	19,500				
DNR Grant - dams		237,000				
Donations			200,000			
Interest Income	10,000	10,000	12,000	12,000	12,000	12,000
Change in Market Value	200					
Miscellaneous Revenue						
Sale/Rent of Property	30,000	30,000	30,000	30,000	30,000	30,000
Total Revenues	2,718,552	1,777,500	2,702,000	2,527,000	2,162,000	2,300,000

Expenditures	2018 Estimated	2019 Projected	2020 Projected	2021 Projected	2022 Projected	2023 Projected
General Government						
Complex Improvements				45,000		50,000
Cemetery - Rental House	7,000		10,000			
Monopole	315,000					
Total	322,000	0	10,000	45,000	0	50,000

Public Safety	2018 Estimated	2019 Projected	2020 Projected	2021 Projected	2022 Projected	2023 Projected
Police Department						
Squad Cars	80,000	40,000	80,000	120,000	120,000	80,000
Computers			15,000			
Station Improvements		80,000	120,000	51,000	120,000	
Total	80,000	120,000	215,000	171,000	240,000	80,000

	2018	2019	2020	2021	2022	2023
Fire Department	Estimated	Projected	Projected	Projected	Projected	Projected
Station Improvements	142,000	75,000	205,000			
Total	142,000	75,000	205,000	0	0	0
Auxiliary Police/ Emergency Management	Estimated	Projected	Projected	Projected	Projected	Projected
Vehicles	30,000		50,000	75,000		
Siren Upgrade	20,892	22,000	22,000			
Total	50,892	22,000	72,000	75,000	0	0
Total Public Safety	272,892	217,000	492,000	246,000	240,000	80,000
Public Works	Estimated	Projected	Projected	Projected	Projected	Projected
Equipment Replacement	230,000	510,000	385,000	345,000	455,000	300,000
Street Improvements	1,043,000	545,000	679,000	645,000	1,026,000	835,000
Stormwater Improvements	267,276	203,770	112,660	464,880	597,840	453,250
Total	1,540,276	1,258,770	1,176,660	1,454,880	2,078,840	1,588,250
Parks, Recreation & Forestry	Estimated	Projected	Projected	Projected	Projected	Projected
Equipment Replacement	66,000	65,000	108,000	25,000		
Park Improvements	211,000	33,500	20,000	500,000	50,000	250,000
Park Equipment		80,000	400,000		60,000	75,000
Swimming Pool liner			265,000			
Senior Van Replacement	25,000					25,000
Total	302,000	178,500	793,000	525,000	110,000	350,000
Health and Sanitation	Estimated	Projected	Projected	Projected	Projected	Projected
Environmental Expenses	10,000	10,000	10,000	10,000	10,000	10,000
Dams—Engineering/Repairs		750,000				
Total	10,000	760,000	10,000	10,000	10,000	10,000
Debt Service	Estimated	Projected	Projected	Projected	Projected	Projected
Issuance Costs						
Total	0	0	0	0	0	0

	2018	2019	2020	2021	2022	2023
Transfer to Other Funds	Estimated	Projected	Projected	Projected	Projected	Projected
Transfer to Debt Service	58,741	90,000				
Total	58,741	90,000	0	0	0	0
Total Expenditures	2,505,909	2,504,270	2,481,660	2,280,880	2,438,840	2,078,250
Revenues - Expenditures	212,643	(726,770)	220,340	246,120	(276,840)	221,750
Ending Fund Balance	908,437	181,667	402,007	648,127	371,287	593,037
Fund Balance	Estimated	Projected	Projected	Projected	Projected	Projected
Uncommitted	\$78,033	\$533	\$5,533	\$21,533	\$53,533	(\$19,467)
Economic Development	12,086	12,086	12,086	12,086	12,086	12,086
Environmental	607,064	94,064	94,064	94,064	94,064	94,064
Equipment Replacement	49,000	14,000	21,000	86,000	91,000	266,000
Street Improvements	21,508	34,508	105,508	285,508	109,508	222,508
Storm Water Improvements	45,724	21,454	158,794	143,914	6,074	12,824
Library	95,022	5,022	5,022	5,022	5,022	5,022
Encumbrances						
Total Fund Balance	\$908,437	\$181,667	\$402,007	\$648,127	371,287	\$593,037

CAPITAL IMPROVEMENT PLAN 2019

Capital Project	Status	Funding Source	Impact of Capital Item on Operating Budget
Environmental Legal and consulting services	No Change	\$10,000 —Property Tax; Environmental Reserve	Negligible
Environmental Woolen Mill and Columbia Mill dam repairs	Moved from 2018	\$750,000 -Property Tax; DNR Grant	Positive
EMERGENCY MANAGEMENT			
Siren Replacement Siren 6 of 6	New Project	\$22,000 —Property Tax	Positive
ENGINEERING & PUBLIC WORKS			
Equipment Replacement One-ton 4x4 dump truck with plow and salter; replaces #84, 2007 dump truck	Cost Modified Moved from 2018	\$75,000 —Property Tax; Equipment Replacement Fund	Positive
Equipment Replacement 5-yard dump truck with plow, wing and salter, replaces #90, 2002 dump truck	No Change	\$225,000 - Property Tax; Equipment Replacement	Positive
Equipment Replacement 10-yard dump truck with plow, wing and salter; replaces #96, 2005 dump truck	Cost Modified (Joint purchase with Cedarburg Light & Water)	\$125,000 —Property Tax; Equipment Replacement Reserve	Positive
Equipment Replacement Skid Steer	New Project	\$60,000 —Property Tax; Equipment Replacement Fund	Positive
Equipment Replacement Utility Trailer	New Project	\$15,000 —Property Tax; Equipment Replacement Fund	Positive
Equipment Replacement Code Reader	New Project	\$10,000 —Property Tax; Equipment Replacement Fund	Positive
Stormwater System Planning Consulting services for State NR216 Compliance	No Change	\$40,000 —Property Tax; Stormwater Improvement Reserve	Negligible
Stormwater Improvements Engineering Services—2020 projects	Cost Modified	\$5,770 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Relay Highland Dr. storm sewer to Columbia Rd.	Cost Modified	\$95,000 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Aspen St./Lexington St Catch Basins	No Change	\$25,000 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Cambridge Ave.	New Project	\$38,000 - Property Tax; Stormwater Improvement Reserve	Positive
Street Improvements Aspen St.: Cambridge Ave. to Aspen Ct.	Cost Modified	\$100,000 —Property Tax; Street Improvement Reserve	Positive

2019 CAPITAL IMPROVEMENT PLAN

Capital Project	Status	Funding Source	Impact on Capital Item on Operating Budget
Street Improvements Asphalt repairs	No Change	\$50,000 —Property Tax; Street Improvement Reserve	Negligible
Street Improvements Sidewalk replacement	No Change	\$45,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Willowbrooke Dr.: Lynwood Ln. to Arbor Dr.	Cost Modified	\$100,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Lexington St.: Cambridge Ave. to Fieldcrest St.	No Change	\$130,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Cambridge Ave.: Fieldcrest St. to Susan Ln.	No Change	\$120,000 —Property Tax; Street Improvement Reserve	Positive
FIRE DEPARTMENT			
Station Improvements Main building roof replacement	No Change	\$75,000 —Property Tax	Positive
PARKS, RECREATION & FORESTRY			
Park Improvements Asphalt Sealing of interurban trail	New Project	\$12,000 – Property Tax	Positive
Park Improvements Willowbrooke Playground- New equipment	No Change	\$80,000 —Park Impact Fees	Positive
Park Improvements Centennial Park roof repair	New Project	\$5,000 —Property Tax	Positive
Park Improvements Cedar Creek Park bathroom roof and gutters	New Project	\$5,500 —Property Tax	Positive
Park Improvements Centennial Park gazebo roof	New Project	\$5,000 —Property Tax	Positive
Park Improvements Zuenert Park bathroom roof and gutters	New Project	\$6,000 —Property Tax	Positive
Equipment Replacement #13 Brush Bandit Chipper	New Project	\$65,000 - Property Tax; Equipment Replacement	Positive
POLICE DEPARTMENT			
Squad Replacement #4 to be replaced	No Change	\$40,000 —Property Tax; Equipment Replacement Reserve	Positive
Upgrade 911 System	Cost Modified	\$80,000 —Property Tax	Positive

CAPITAL IMPROVEMENT PLAN

Capital Project	Status	Funding Source	Impact of Capital Item on Operating Budget
ADMINISTRATIVE			
Environmental Legal and consulting services	No Change	\$10,000 —Property Tax; Environmental Reserve	Negligible
BUILDING INSPECTION			
Cemetery New roof on rental house	Moved from 2018	\$10,000 —Transfer from Cemetery	Positive
EMERGENCY MANAGEMENT			
Equipment Replacement 2007 GMC Canyon pickup; replaces #5	Moved from 2019	\$50,000 —Property Tax; Equipment Replacement Reserve	Positive
New Siren Purchase North side	No Change	\$22,000 —Property Tax	Positive
ENGINEERING & PUBLIC WORKS			
Equipment Replacement 10-yard dump truck with plow, wing and salter; replaces #98, tandem dump truck	Moved from 2019	\$225,000 —Property Tax; Equipment Replacement Reserve	Positive
Equipment Replacement 4x4 one-ton pick-up truck with plow and lift gate; replaces #77, 2008 pick-up truck	New Project	\$80,000 —Property Tax; Equipment Replacement Reserve	Positive
Equipment Replacement 4x4 one-ton service pick-up truck with lift gate; replaces #75, 2008 service pick-up	No Change	\$80,000 —Property Tax; Equipment Replacement Reserve	Positive
Stormwater Improvements Engineering Services—2021 projects	Cost Modified	\$22,660 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Arbor Dr./Lynnwood Ln. Catch Basins	Moved from 2019 Cost Modified Change in Scope	\$40,000 – Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Park Circle Catch Basins	New Project	\$15,000 – Property Tax; Stormwater Improvement Reserve	Positive
Street Improvements Glenwood Dr.: Bristol Ln. to Arbor Dr.	Moved from 2019 Cost Modified	\$113,000 – Property Tax; Street Improvement Reserve	Positive
Street Improvements Crescent Dr.: Arbor Dr. to Sheboygan Rd.	Moved from 2019 Cost Modified	\$126,000 – Property Tax; Street Improvement Reserve	Positive

CAPITAL IMPROVEMENT PLAN 2020

Capital Project	Status	Funding Source	Impact of Capital on Operating Budget
Street Improvements Arbor Dr.: Tamarack Dr. to Willow-brooke Dr.	Moved from 2019 Cost Modified	\$150,000 – Property Tax; Street Improvement Reserve	Positive
Street Improvements Lynnwood Ln.: Tamarack Dr. to Arbor Dr.	Moved from 2019 Cost Modified	\$100,000 – Property Tax; Street Improvement Reserve	Positive
Street Improvements Park Cir.	Moved from 2019	\$100,000 – Property Tax; Street Improvement Reserve	Positive
Street Improvements Asphalt repairs	Cost Modified	\$60,000 —Property Tax; Street Improvement Reserve	Negligible
Street Improvements Sidewalk repairs	Cost Modified	\$30,000 —Property Tax; Street Improvement Reserve	Positive
FIRE DEPARTMENT			
Station #3 exterior restoration	New Project	\$55,000 – Property Tax	Positive
Dorm Rooms	New Project	\$75,000 – Property Tax	Positive
CAD In vehicles	New Project	\$40,000 – Property Tax	Positive
Flag pole/planter	New Project	\$35,000 – Property Tax	Positive
PARKS, RECREATION & FORESTRY			
Equipment Replacement Replace #3 2005 Brush Bandit Chipper	Cost Modified	\$42,000 —Property Tax; Equipment Replacement Reserve	Positive
Equipment Replacement Replace #47 John Deere mower/snowblower	No Change	\$40,000 —Property Tax; Equipment Replacement Reserve	Positive
Park Improvements Behling Field asphalt repairs	No Change	\$20,000 —Property Tax	Positive
Equipment Replacement Replace 2009 Toyota Tacoma 4x4	Moved from 2019	\$26,000 —Property Tax; Equipment Replacement Reserve	Positive
Park Improvements All Children's Playground equipment replacement	Moved from 2018	\$400,000 —impact fees; Donations	Positive
Swimming pool liner and inlet repair	New Project	\$265,000 —Property Tax	Positive
POLICE DEPARTMENT			
Squad Replacement #2 and #8 to be replaced	Change in Scope	\$92,000 —Property Tax; Equipment Replacement Reserve	Positive
Station Improvements: Paint exterior of building	New Project	\$10,000 —Property Tax	Positive
Station Improvements Resurface parking lot	Moved from 2019	\$20,000 – Property Tax	Positive

2020 CAPITAL IMPROVEMENT PLAN

Capital Project	Status	Funding Source	Impact of Capital Item on Operating Budget
Police Department (cont.)			
Station Improvements Replace Network Server	Moved from 2019	\$15,000 – Property Tax	Positive
Station Improvements LRAD mass notification system for major events	New Project	\$126,500 – Property Tax	Negligible
Station Improvements Electronic lock system for Police Station with add on ability	New Project	\$13,000	Negligible

2021 CAPITAL IMPROVEMENT PLAN

Capital Project	Status	Funding Source	Impact of Capital Item on Operating Budget
ADMINISTRATIVE			
Environmental Legal and consulting services	No Change	\$10,000 —Property Tax; Environmental Reserve	Negligible
BUILDING INSPECTION			
City Hall Complex Exterior tuck pointing	New Project	\$25,000 —Property Tax	Positive
City Hall Complex Boiler Replacement	New Project	\$50,000-Property Tax	Positive
EMERGENCY MANAGEMENT			
Equipment Replacement Replace Unit #1, 2006 Ford Road Rescue	Moved from 2020	\$75,000 —Property Tax; Equipment Replacement Reserve	Positive
ENGINEERING & PUBLIC WORKS			
Equipment Replacement 4x4 3/4 ton pickup truck with plow and lift gate; replaces #78, 2008 service pickup	No Change	\$55,000 —Property Tax; Equipment Replacement Reserve	Positive
Equipment Replacement 4x4 half ton pickup truck with plow; replaces #70, 2008 pickup truck	Cost Modified	\$50,000 —Property Tax; Equipment Replacement Reserve	Positive
Equipment Replacement 10 yard dump truck with plow, wing and salter; replaces #97, 2007 dump truck	Moved from 2020	\$240,000 —Property Tax; Equipment Replacement Reserve	Positive
Stormwater Consulting Hire engineers for State NR216 Compliance	No Change	\$35,000 —Property Tax; Stormwater Improvement Reserve	Negligible
Stormwater Improvements Engineering Services—2022 projects	Cost Modified	\$29,880 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Regional Stormwater Quality BMP	Moved from 2022 Cost Modificaiton	\$250,000 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Install storm sewer in Highland Dr.: Cedar Creek to Portland Rd.	Moved from 2022	\$150,000 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Highland Dr.: Columbia to Portland	Moved from 2020 Cost Modified	\$460,000 —Property Tax; Stormwater Improvement Reserve	Positive
Street Improvements Thornapple Ln.: Keup to East City	Moved from 2020	\$28,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Layton St.: Washington Ave. to the Interurban Trail	Moved from 2020 Cost Modified	\$52,000 —Property Tax; Street Improvement Reserve	Positive

CAPITAL IMPROVEMENT PLAN 2021

Capital Project	Status	Funding Source	Impact of Capital Item on Operating Budget
ENGINEERING & PUBLIC WORKS (contd.)			
Street Improvements Asphalt repairs	No Change	\$60,000 —Property Tax; Street Improvement Reserve	Negligible
Street Improvements Sidewalk replacement	No Change	\$45,000 —Property Tax; Street Improvement Reserve	Positive
FIRE DEPARTMENT			
LED lights engine floor Station #1 with motion switches	New Project	\$13,000 - Property Tax	Positive
New tile floor training room and stair risers	New Project	\$45,000 - Property Tax	Positive
New windows west side of Station #1	New Project	\$75,000 - Property Tax	Positive
New lighting training room	New Project	\$20,000 - Property Tax	Positive
PARKS, RECREATION & FORESTRY			
Equipment Replacement Kubota Utility Vehicle #41	New Project	\$20,000 —Property Tax; Equipment Replacement Reserve	Positive
Equipment Replacement #25 King Trailer	No Change	\$5,000 —Property Tax; Equipment Replacement Reserve	Positive
Grappler Saw Truck	New Project	\$250,000	Positive
POLICE DEPARTMENT			
Squad Replacement #3, #7, and #9 to be replaced	No Change	\$138,000 —Property Tax; Equipment Replacement Reserve	Positive
Station Improvements: Boiler replacement (1 of 2)	New Project	\$35,000 —Property Tax	Positive
Station Improvements: Air Conditioning replacement (2 of 2)	New Project	\$16,000 —Property Tax	Positive

2022 CAPITAL IMPROVEMENT PLAN

Capital Project	Status	Funding Source	Impact of Capital Item on Operating Budget
ADMINISTRATIVE			
Environmental Legal and consulting services	New Project	\$10,000 —Property Tax; Environmental Reserve	Negligible
BUILDING INSPECTION			
City Hall Complex Lincoln Building boiler replacement	New Project	\$60,000 —Property Tax	Positive
ENGINEERING & PUBLIC WORKS			
Equipment Replacement 3/4 ton pick up with plow and lift gate; replaces #79, 2008 GMC Sierra 1600	New Project	\$55,000 —Property Tax; Equipment Replacement Reserve	Positive
Equipment Replacement #2, 2008 Caterpillar 430E Backhoe Loader	No Change	\$200,000 —Property Tax; Equipment Replacement Reserve	Positive
Equipment Replacement #92, 2006 Sterling 7500 Dump Truck	No Change	\$200,000 —Property Tax; Equipment Replacement Reserve	Positive
Stormwater Consulting Hire engineers for State NR216 Compliance	No Change	\$35,000 —Property Tax; Stormwater Improvement Reserve	Negligible
Stormwater Improvements Engineering Services—2023 projects	Cost Modified	\$22,840 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Willowbrooke Pond Dredging	Moved from 2021 Cost Modified	\$400,000 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Garfield/Fillmore Catch Basins	Moved from 2021	\$30,000 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Sunnyside Ln./Edgewater Dr. Stormsewer	Moved from 2021 Cost Modified	\$90,000 —Property Tax; Stormwater Improvement Reserve	Positive
Stormsewer Improvements Somerset/Wirth Catch Basins	New Project	\$20,000 —Property Tax; Stormsewer Improvement Reserve	Positive
Street Improvements Sunnyside Ln.: Edgewater Dr. to Highland Dr.	Moved from 2021 Cost Modified	\$115,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Birch St.: Edgewater Dr. to Sunnyside Ln.	Moved from 2021 Cost Modified	\$48,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Edgewater Dr.: Sunnyside Ln. to Highland Dr.	Moved from 2021 Cost Modified	\$178,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Pine St.: Hickory St. to Evergreen (SS)	New Project	\$85,000 —Property Tax; Street Improvement Reserve	Positive

CAPITAL IMPROVEMENT PLAN 2022

Capital Project	Status	Funding Source	Impact of Capital Item on Operating Budget
ENGINEERING & PUBLIC WORKS (contd.)			
Street Improvements Jackson St./Hilgen Ave.: Washington Ave. to Hamilton Rd.	Moved from 2021 Cost Modified	\$92,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Sommerset Ave.:Pioneer Rd. to Wirth St.	Moved from 2021 Cost Modified	\$92,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Wirth St.:Sommerset Ave. to McKinley Ct.	Moved from 2021 Cost Modified	\$86,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Garfield St.:Fillmore to McKinley	Moved from 2021 Cost Modified	\$138,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Fillmore Ave.:Hamilton to Garfield	Moved from 2021 Cost Modified	\$172,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Asphalt Repairs	No Change	\$60,000 —Property Tax; Street Improvement Reserve	Negligible
Street Improvements Sidewalk replacement	No Change	\$45,000 —Property Tax; Street Improvement Reserve	Positive
FIRE DEPARTMENT			
Refinish Station #1 engine room floor	New Project	\$70,000 —Property Tax	Positive
Refinish Station #3 engine room floor	New Project	\$50,000 —Property Tax	Positive
New doors for Station #3	New project	\$25,000 —Property Tax	Positive
PARKS, RECREATION & FORESTRY			
Park Improvements Playground equipment replacement at Zeunert Park	Moved from 2021	\$60,000 —Property Tax	Positive
Park Improvements Extension of Cedar Hedge Trail (North)	Moved from 2021	\$50,000 —Property Tax; Park Impact Fees	Positive
#48 Kubota Zero Turn	No Change	\$20,000 - Equipment Rental	Positive
#42 John Deere 1570 Tractor	No Change	\$30,000 - Equipment Rental	Positive

CAPITAL IMPROVEMENT PLAN *2022*

Capital Project	Status	Funding Source	Impact of Capital Item on Operating Budget
POLICE DEPARTMENT			
Squad Replacement #4, #5 and #6 to be replaced	No Change	\$138,000 —Property Tax; Equipment Replacement Reserve	Positive
Station Improvements Roof replacement	New Project	\$85,000 —Property Tax	Positive
Station Improvements Boiler replacement (2 of 2)	New Project	\$35,000 —Property Tax	Positive

2023 CAPITAL IMPROVEMENT PLAN

Capital Project	Status	Funding Source	Impact of Capital Item on Operating Budget
ADMINISTRATIVE			
Environmental Legal and consulting services	No Change	\$10,000 —Property Tax; Environmental Reserve	Negligible
BUILDING INSPECTION			
ENGINEERING & PUBLIC WORKS			
Equipment Replacement Salt Elevator	New Project	\$300,000 —Property Tax; Equipment Replacement Reserve	Positive
Stormwater Consulting Hire engineers for State NR216 Compliance	Cost Modified	\$35,000 —Property Tax; Stormwater Improvement Reserve	Negligible
Stormwater Improvements Engineering Services—2024 projects	Cost Modified	\$8,250 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Monroe Ave.:Walnut St. to Bridge Rd.	Moved from 2022	\$45,000 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Harrison Ave.: Bridge Rd. to Pine St. Catch Basins	Moved from 2022 Cost Modified	\$35,000 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Pine St.: Hickory to Evergreen	Moved from 2022	\$30,000 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Wilshire Pond Dredging	Moved from 2020	\$300,000 —Property Tax; Stormwater Improvement Reserve	Positive
Street Improvements Harrison Ave.: Bridge St. to Pine St. (SS,W)	Moved from 2022 Cost Modified	\$200,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Monroe Ave.:Linden St. to Bridge Rd.	Moved from 2022 Cost Modified	\$93,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Linden St.:Pine St. to Harrison Ave.	Moved from 2021 Cost Modified	\$154,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Oak St.: Harrison Ave. to Pine St.	Moved from 2022 Cost Modified	\$115,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Hickory St.:Harrison Ave. to Pine St.	Moved from 2022 Cost Modified	\$85,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Pine St.:Hickory St. to Evergreen (SS)	Moved from 2022 Cost Modified	\$98,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Asphalt repairs	No Change	\$60,000 —Property Tax; Street Improvement Reserve	Positive

CAPITAL IMPROVEMENT PLAN ²⁰²³

Capital Project	Status	Funding Source	Impact of Capital Item on Operating Budget
ENGINEERING & PUBLIC WORKS (contd.)			
Street Improvements Sidewalk replacement	Cost Modified	\$30,000 —Property Tax; Street Improvement Reserve	Positive
FIRE DEPARTMENT			
Addition to Station #1	New Project	\$900,000 —Property Tax	Negative
PARKS, RECREATION & FORESTRY			
Park Improvements Behling Field concession stand replacement	Moved from 2024 Cost Modified	\$250,000 —Property Tax	Positive
Park Improvements New Subdivision playground	Moved from 2024	\$75,000 —Property Tax; Park Impact Fees	Negligible
Develop Outdoor Sports Complex	Moved from 2021	\$500,000 - Impact Fees; Property Tax	Positive
#29 Falcon Utility Trailer	No Change	\$5,000 - Equipment Replacement	Positive
POLICE DEPARTMENT			
Squad Replacement #2 and #10 to be replaced	New Project	\$92,000 —Property Tax; Equipment Replacement Reserve	Positive
SENIOR CENTER			
Senior Van Replacement	No Change	\$25,000 —Donation; Rider Fees	Positive

2024 CAPITAL IMPROVEMENT PLAN

Capital Project	Status	Funding Source	Impact of Capital Item on Operating Budget
ADMINISTRATIVE			
Environmental Legal and consulting services	No Change	\$10,000 —Property Tax; Environmental Reserve	Negligible
BUILDING INSPECTION			
Community Center Gym Flat roof replacement	Moved from 2019	\$50,000 —Property Tax	Positive
ENGINEERING & PUBLIC WORKS			
Equipment Replacement #95 5-yard Peterbilt	New Project	\$250,000 —Property Tax; Equipment Replacement Reserve	Positive
Equipment Replacement #5 Garbage Truck	New Project	\$200,000 —Property Tax; Equipment Replacement Reserve	Positive
Stormwater Consulting Hire engineers for State NR216 Compliance	No Change	\$35,000 —Property Tax; Stormwater Improvement Reserve	Negligible
Stormwater Improvements Engineering Services—2025 projects	Cost Modified	\$26,750 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Woodland Dr. Storm Sewer	Moved from 2023	\$50,000 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements St. John Ave.: Storm Sewer and Catch Basins	Moved from 2023 Cost Modified	\$40,000 —Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Alyce St. Catch Basins	Moved from 2023	\$25,000 —Property Tax; Stormwater Improvement Reserve	Positive
Street Improvements Jefferson Ave.: Bridge to N. Terminus	Moved from 2023 Cost Modified	\$125,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Woodland Dr.: Highwood Dr. to Cedar Ridge (SS)	Moved from 2023 Cost Modified	\$160,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements St. John Ave.: Bridge St. to Washington Ave.	Moved from 2023 Cost Modified	\$115,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements St. John Ave.: Cleveland St. to Western Rd.	Moved from 2023 Cost modified	\$250,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Elm St.: St. John Ave. to Washington Ave.	Moved from 2023 Cost Modified	\$48,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Alyce St.: Washington Ave. to Evergreen Blvd.	Moved from 2023 Cost Modified	\$225,000 —Property Tax; Street Improvement Reserve	Positive

CAPITAL IMPROVEMENT PLAN 2024

Capital Project	Status	Funding Source	Impact of Capital Item on Operating Budget
Street Improvements Sidewalk Replacement	No Change	\$45,000 —Property Tax; Street Improvement Reserve	Positive
Street Improvements Asphalt Repairs	No Change	\$60,000 —Property Tax; Street Improvement Reserve	Positive
PARKS, RECREATION & FORESTRY			
Park Improvements Asphalt resurfacing at Cedar Creek Park	New Project	\$10,000 —Property Tax	Positive
Park Improvements Asphalt resurfacing at Cedar Pointe Park	New Project	\$5,000 —Property Tax	Positive
Park Improvements Asphalt resurfacing at Centennial Park	New Project	\$10,000 —Property Tax	Positive
#24 Chilton Utility Trailer	No Change	\$2,000 - Equipment Replacement	Positive
POLICE DEPARTMENT			
Squad Replacement #8 to be replaced	New Project	\$46,000 —Property Tax; Equipment Replacement Reserve	Positive
Replace phone system	New Project	\$25,000 —Property Tax	Positive

2025 CAPITAL IMPROVEMENT PLAN

Capital Project	Status	Funding Source	Impact of Capital Item on Operating Budget
ADMINISTRATIVE			
Environmental Legal and consulting services	No Change	\$10,000 —Property Tax; Environmental Reserve	Negligible
BUILDING INSPECTION			
ENGINEERING & PUBLIC WORKS			
Storm Water System Planning Consulting services for State NR216 Compliance	New Project	\$35,000 - Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Engineering Services - 2026 Projects	New Project	\$20,000 - Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Madison/Franklin Catch Basins	Moved from 2024 Cost Modified	\$40,000 - Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Georgetown Dr. and Cts. Catch Basins	Moved from 2024 Cost Modified	\$35,000 - Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Cedar Ridge Dr. Catch Basins	Moved from 2024	\$25,000 - Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Evergreen Blvd.: Western Rd. to Lincoln Blvd.	Moved from 2024	\$100,000 - Property Tax; Stormwater Improvement Reserve	Positive
Stormwater Improvements Tail Race/Behling Field Box Culvert	Moved from 2023	\$300,000 - Property Tax; Stormwater Improvement Reserve	Positive
Street Improvements Georgetown Dr.: Cedar Ridge Dr. to Windsor Dr. and Cts.	Moved from 2024 Cost Modified	\$215,000 - Property Tax; Street Improvement Reserve	Positive
Street Improvements Windsor Dr.: Georgetown Dr. to By-water Ln. to Windsor Ct.	Moved from 2024 Cost Modified	\$90,000 - Property Tax; Street Improvement Reserve	Positive
Street Improvements Cedar Ridge Dr.: Bridge Rd. to Orchard St.	Moved from 2024 Cots Modified	\$225,000 - Property Tax; Street Improvement Reserve	Positive
Street Improvements Evergreen Blvd.: Western to Lincoln Blvd.	Moved from 2024 Cost Modified	\$515,000 - Property Tax; Street Improvement Reserve	Positive
Street Improvements Park Ln.: Spring to CWRC driveway	Moved from 2024 Cost Modified	\$55,000 - Property Tax; Street Improvement Reserve	Positive
Street Improvements Madison Ave.: Walnut St. to Fair St.	Moved from 2024 Cost Modified	\$120,000 - Property Tax; Street Improvement Reserve	Positive

CAPITAL IMPROVEMENT PLAN 2025

Capital Project	Status	Funding Source	Impact of Capital Item on Operating Budget
ENGINEERING & PUBLIC WORKS (cont'd)			
Street Improvements Franklin Ave.: Bridge St. to Walnut St.	Moved from 2024 Cost Modified	\$71,000 - Property Tax; Street Improvement Reserve	Positive
Street Improvements Franklin Ave.: Pine St. to Fair Street	Moved from 2024 Cost Modified	\$70,000 - Property Tax; Street Improvement Reserve	Positive
Street Improvements Fair St.: Evergreen Blvd. to Washington Ave.	Moved from 2024 Cost Modified	\$74,000 - Property Tax; Street Improvement Reserve	Positive
Street Improvements Sidewalk Replacement	New Project	\$45,000 - Property Tax; Street Improvement Reserve	Positive
Street Improvements Asphalt Repairs	New Project	\$60,000 - Property Tax; Street Improvement Reserve	Positive
Equipment Replacement 1.75 yd. concrete mixer	New Project	\$25,000 - Property Tax	Positive
Equipment Replacement Replace pick up truck #72	New Project	\$55,000 - Property Tax; Equipment Replacement	Positive
Equipment Replacement Sno Go snowblower	New Project	\$90,000 - Property Tax; Equipment Replacement	Positive
Equipment Replacement Concrete saw	New Project	\$6,000 - Property Tax; Equipment Replacement	Positive
Equipment Replacement Replacement pick up truck #74	New Project	\$45,000 - Property Tax; Equipment Replacement	Positive
PARKS, RECREATION & FORESTRY			
#45 John Deere 1570 Terrain Cut	No Change	\$54,000 - Property Tax; Equipment Replacement	Positive
#46 Ventrac Mower	No Change	\$47,500 - Property Tax; Equipment Replacement	Positive
#49 Wright Stander Mower	No Change	\$7,000 - Property Tax; Equipment Replacement	Positive
POLICE DEPARTMENT			
Squad Replacement #8 to be replaced	New Project	\$46,000 - Property Tax; Equipment Replacement	Positive

Annual Road Improvement Program

Revenues	2018	2019	2020	2021	2022	2023	2024
Beginning Balance	19,508	21,508	34,508	105,508	285,508	109,508	222,508
Property Tax	200,000	510,000	750,000	825,000	850,000	900,000	960,000
General Fund Transfer							
State/Federal Grant							
Debt Proceeds	845,000						
Local Road Improvement Program (LRIP)		48,000				48,000	
Total	1,064,508	579,508	784,508	930,508	1,135,508	1,057,508	1,182,508

Expenditures	2018	2019	2020	2021	2022	2023	2024
Asphalt Repairs—Miscellaneous	50,000	50,000	60,000	60,000	60,000	60,000	60,000
Sidewalk Program—Replacements	45,000	45,000	30,000	45,000	45,000	30,000	45,000
St. John Ave.—Cleveland to Western (S,SS,W)							250,000
Highland—Columbia Road to Portland (S, SS, W)				460,000			
Sunnyside Ln.—Edgewater to Highland(S,SS,W)					115,000		
Birch St.—Edgewater to Sunnyside(S,W)					48,000		
Edgewater Dr.—Sunnyside to Highland(S,W)					178,000		
Jackson/Hilgen—Washington to Hamilton(S,W)					92,000		
Glenwood—Bristol to Arbor (W)			113,000				
Crescent Dr.—Arbor to Sheboygan(W)			126,000				
Arbor Dr.—Tamarack to Willowbrooke(SS)			150,000				
Lynnwood Ln.—Tamarack to Arbor			100,000				
Willowbrooke Dr.—Lynnwood to Arbor		100,000					
Aspen St.—Cambridge to Aspen Ct.		100,000					
Lexington St.—Cambridge to Fieldcrest(SS)		130,000					
Cambridge Ave.—Fieldcrest to Susan		120,000					
Balfour Street(SS)	50,000						
Hampton Ave. and Ct.(SS)	140,000						
Drury Lane(SS)	75,000						
Kingston Ct.	40,000						
Coventry Ct.	40,000						
Harrison Ave.—Coventry to Washington(SS)	95,000						
Sommerset Ave.—Pioneer to Wirth(S)					92,000		
Wirth St.—Sommerset to McKinley(W)					86,000		
St. John Ave.—Bridge to Washington(S,W,SS)							115,000
Franklin Ave.—Bridge to Walnut(S,W)							

Annual Road Improvement Program (contd.)

Expenditures (contd.)	2018	2019	2020	2021	2022	2023	2024
Franklin Ave.—Pine to Fair							
Madison Ave - Walnut to Fair(SS)							
Fair St.—Evergreen to Washington(S,W)							
Poplar Ave.—Drury to Washington(SS)	100,000						
Montgomery Ave.—Balfour to south terminus(SS)	128,000						
Monroe Ave.—Linden to Bridge(SS)						93,000	
Linden St.—Pine to Harrison(W)						154,000	
Harrison Ave.—Bridge to Pine(SS,W)						200,000	
Oak St.—Harrison to Pine(W)						115,000	
Hickory St.—Harrison to Pine(W)						85,000	
Pine St.—Hickory to Evergreen(SS)						98,000	
Chatham St.—Wauwatosa to Poplar	95,000						
St. James Ct.	40,000						
Georgetown Dr.—Cedar Ridge to Windsor and Courts(SS)							
Windsor Dr.—Georgetown to Bywater and Court							
Cedar Ridge Dr.—Bridge to Orchard(SS)							
Jefferson Ave.—Bridge to N. terminus							125,000
Highwood Dr.—Bywater to Woodland							48,000
Woodland Dr.—Highwood to Cedar Ridge(SS)							160,000
Meadow Ln.—Appletree to Meadow Ct.(SS)							
Park Cir. (W)			100,000				
Tower Avenue(SS)	145,000						
Garfield St. - Fillmore to McKinley					138,000		
Fillmore Ave. - Hamilton to Garfield					172,000		
Elm Str. - St. John to Washington							48,000
Alyce St. - Washington to Evergreen							225,000
Evergreen Blvd. - Western to Lincoln(SS)							
Cottonwood and Windwood Courts							
Thornapple Ln. - Keup Rd. to East City limit				28,000			
Layton St. - Washington to Interurban Trail				52,000			
Park Ln. - Spring to WWTP driveway							
Total	1,043,000	545,000	679,000	645,000	1,026,000	835,000	1,076,000
Balance	21,508	34,508	105,508	285,508	109,508	222,508	106,508

(S) = Sanitary sewer work.

(SS) = Storm Sewer work

Stormwater Capital Projects

Revenues	2018	2019	2020	2021	2022	2023	2024
Beginning Balance	-	45,724	21,454	158,794	143,914	6,074	12,824
Property Tax Support	225,000	160,000	250,000	450,000	460,000	460,000	400,000
Capital Fund Balance							
DNR Stormwater Grant	33,000	19,500					
Debt Proceeds	55,000						
Total	313,000	225,224	271,454	608,794	603,914	466,074	412,824
Capital Expenditures	2018	2019	2020	2021	2022	2023	2024
Stormwater Consulting	40,000	40,000	35,000	35,000	35,000	35,000	35,000
Regional Stormwater Quality BMP				250,000			
Aspen St./Lexington St. Catch Basins		25,000					
Cambridge Ave. stormsewer		38,000					
Arbor Dr./Lynwood Ln. Catch Basins			40,000				
Dredge Willowbrooke Pond					400,000		
Woodland Dr. Storm Sewer							50,000
Meadow Ln. Storm Sewer							
Cedar Ridge Drive Catch Basins							
Georgetown Drive and Courts Catch Basins							
Tower Ave. Stormsewer and Catch Basins	52,000						
Montgomery/Poplar Catch Basins	40,000						
Meadow Ln. Catch Basins							
St. John Stormsewer and Catch Basins							40,000
Madison/Franklin Catch Basins							
Johnson Ave.							
Wilshire Pond Dredging						300,000	
Relay Highland Storm Sewer at Columbia		95,000					
Highland—Cedar Creek to Portland				150,000			
Park Circle Catch Basins			15,000				
Sunnyside Ln./Edgewater Dr. Storm Sewer					90,000		
Garfield/Fillmore Catch Basins					30,000		
Sommerset/Wirth Catch Basins					20,000		

Stormwater Capital Projects (contd.)

Capital Expenditures (contd.)	2018	2019	2020	2021	2022	2023	2024
Balfour, Hampton, Drury, Kingston Ct.	45,000						
Harrison Ave.—Coventry to Washington	50,000						
Monroe Ave.—Walnut to Bridge						45,000	
Pine Street - Hickory to Evergreen						30,000	
Harrison Ave.—Bridge to Pine Catch Basins						35,000	
Alyce Street Catch Basins							25,000
Evergreen Blvd-Western to Lincoln							
Evergreen Blvd. underdrain	30,000						
Tail Race/Behling Field box culvert							
Engineering (5% of Following Year Construction Total)	10,276	5,770	22,660	29,880	22,840	8,250	26,750

Equipment Replacement Charges

Emergency Government

Vehicle No.	Year	Make	Model	Purchase Price	Life Expec.	Remaining Life	Replacement Cost	Annual Cost
1	2004	Ford F-450 Road Rescue (rec'd 2012)		48,221	12	0	60,000 (U)	0
3	2012	Ford Escape		27,788	10	3	29,000	2,900
4	2005	Dodge Ram Pickup		30,432	10	0	30,432	0
5	2007	GMC -T15653 Pickup		24,480	10	0	27,955	2,795
Total Emergency Government				\$130,921			\$147,387	\$5,695

Administration

51	2006	Ford Expedition (Eng)		38,574	5	1	25,000 (U)	5,000
52	2011	Ford Ranger pickup (Eng-Mike W)		20,794	5	1	13,000 (U)	2,600
53	1999	Jeep Cherokee (Mike B)		22,845	5	0	15,000 (U)	3,000
54	2012	Dodge Caravan (white)		\$23,429	6	0	\$28,000 (U)	4,667
50	2005	Grand Caravan (blue)		23,175	8	0	5,000 (U)	0
Total Administration				\$128,817			\$86,000	\$15,267

Police Department

1	2011	Ford Expedition—Sgt Patrol (M)		52,299	4	0	53,000	13,250
2	2016	Ford Explorer		53,826	4	1	54,000	13,500
3	2013	Chevrolet Impala—Chief		25,205	9	3	30,000	3,333
4	2018	Ford Explorer Utility Interceptor		29,952	4	3	40,000	10,000
5	2018	Ford Explorer Utility Interceptor		27,072	4	3	40,000	10,000
6	2018	Ford Explorer Utility Interceptor		27,572	4	3	40,000	10,000
7	2008	Dodge Charger Sedan—Det/Juv		30,238	7	0	30,000	4,286
8	2016	Ford Explorer		49,922	4	1	50,000	12,500
9	2012	Chevy Tahoe K150 (Detective/Sergeant)		37,236	8	1	40,000	5,000
10	2015	Ford Explorer (Canine)		40,151	8	4	60,000	7,500
Total Police Department				\$373,474			\$437,000	\$89,369

Senior Center

59	2018	Dodge Grand Caravan		\$30,677	8	8	\$28,000	3,500
Equipment Replacement Subtotal				\$663,889			\$698,387	\$113,831

Public Works

1	2017	John Deere 624 K II Loader		240,000	15	13	240,000	16,000
2	2008	Caterpillar 430E Backhoe Loader		83,663	15	4	105,000	7,000
3	2011	International Garbage Packer		114,335	20	12	250,000	12,500
4	1973	Galion Grader (S)		30,000	10	0	0 *	0
5	2009	Freightliner M2 106 Garbage Truck		119,693	20	10	200,000	10,000

Public Works (con't)								
Vehicle No.	Year	Make	Model	Purchase Price	Life Expec.	Remaining Life	Replacement Cost	Annual Cost
6	2017	Freightliner Street sweeper		235,054	20	18	230,000	11,500
7	2009	Elgin Pelican Dual Street Sweeper		149,520	20	10	170,000	8,500
9	2012	Case SV250 Skidsteer		31,000	8	0	60,000	0
10	2017	John Deere 624K Wheel Loader		235,000	15	13	240,000	16,000
14	2015	Crafco Crack sealing machine	SS125D	30,000	10	6	30,000	3,000
16	2000	2000 Crafco Infrared trailer	Crafco	30,000	15	0	30,000	2,000
17	1987	Target Concrete Saw		2,849	25	0	6,000	0
18	1999	Ingersoll-Rand Compressor		10,500	15	0	12,000	0
19	2005	Caterpillar Roller		25,772	10	0	30,000	3,000
20	2012	Hyundai Forklift	30L-7A	25,500	15	8	40,000	2,667
21	1998	Concrete Mixer		350	20	0	3,500	175
26	1981	Snow-Bird Trailer		1,700	15	0	0	0
27	1984	Dynaweld Trailer		1,900	15	0	0	0
28	2004	Towmaster T10P Trailer		5,426	15	0	15,000	1,000
30	2015	Spaulding 2 Ton patch trailer	RMV	3,000	15	11	30,000	2,000
31	2006	Sno-Go Snowblower		73,238	15	2	90,000	6,000
70	2008	GMC Canyon 4 x 4		16,110	7	0	38,000	0
71	2016	Chevrolet Silverado Pickup		40,757	10	7	55,000	0
72	2004	Chevy Tahoe		30,036	10	0	40,000	0
74	2012	GMC Sierra 1500		34,925	10	3	45,000	4,500
75	2008	GMC Pickup Truck, 1 Ton		51,947	10	0	55,000	5,500
76	2015	GMC Sierra 2500 Pickup		41,891	10	6	55,000	5,500
77	2003	GMC Pickup		23,620	10	0	52,000	0
78	2009	GMC Sierra 1/2-Ton 4x4,		38,500	10	0	54,000	5,400
79	2008	GMC Sierra 1/2-Ton 4x4,		23,335	10	0	45,000	4,500
80	2016	GMC Chevrolet Silverado		54,135	10	7	55,000	5,500
81	2015	GMC Sierra 3500 Truck		62,437	10	6	65,000	6,500
82	2007	GMC, SIERRA		39,983	10	0	40,000	4,000
83	2017	2017 Chevrolet Silverado Pickup		47,932	10	8	60,000	6,000
84	2007	GMC Sierra		39,983	10	0	50,000	5,000
90	2002	Sterling 7500 Dump Truck		98,000	10	0	225,000	0
91	2016	Western Star 4700SF Truck		283,138	10	7	260,000	26,000
92	2006	Sterling Acctera Dump Truck		105,000	10	0	230,000	23,000
93	2014	Western State Dump Truck		180,082	15	5	260,000	17,333
94	2015	Western Star Dump Truck		185,000	15	11	260,000	17,333
95	2009	Peterbilt 5 Yd Dump Truck, P (S)		199,197	15	5	250,000	16,667
96	2005	7400 International Dump Truck		127,000	15	1	125,000	8,333

Public Works (con't)								
Vehicle No.	Year	Make	Model	Purchase Price	Life Expec.	Remaining Life	Replacement Cost	Annual Cost
97	2007	7400 International	Dump Truck	116,000	15	3	245,000	16,333
98	2003	7400 International	Dump Truck	103,000	10	0	240,000	0
99	2017	Western Star 4700SB	Tandem Dump Truck	200,000	15	13	275,000	18,333
120	2016	Chilton Aluminum Trailer	UT-8230-12AR	2,500	15	12	4,000	267
121	2016	Chilton Aluminum Trailer	UT-8230-12AR	2,500	15	12	4,000	267
Total Public Works				\$3,590,508			\$4,860,500	\$297,075
Parks and Forestry								
Vehicle No.	Year	Make	Model	Purchase Price	Life Expec.	Remaining Life	Replacement Cost	Annual Cost
8	2017	Freightliner/Altec	Bucket Trust	184,001	20	18	200,000	10,000
11	2015	Dodge	5500 Lift Truck	125,000	20	16	150,000	7,500
13	2005	Bandit	Chipper	27,895	15	1	28,000	1,867
15	2014	Vermeer	Stumper	26,886	15	10	40,000	2,667
23	2010	Chilton Utility Trailer	UT60308R	1,329	20	11	2,000	100
24	2006	Chilton Utility Trailer	UT60308R	1,161	20	7	2,000	100
25	1997	King	Trailer	3,000	20	0	5,000	250
29	2005	Falcon	Utility Trailer	2,420	20	6	5,000	250
40	2005	Kubota L3430	Tractor with Loader & Backhoe	27,200	20	6	27,200	1,360
41	2012	Kubota RTV 1100	Utility Vehicle	19,550	7	0	23,500	3,357
42	2016	John Deere 1570	Tractor, Deck & Snow Blower	29,268	7	4	30,000	4,286
43	2011	John Deere 4520		58,500	20	12	58,500	2,925
44	2018	Toro Groundmaster 4000	Rotary Mower	53,964	10	10	54,000	5,400
45	2017	John Deere 1570	Terrain Cut	35,075	10	8	42,500	4,250
46	2017	Kubota AWD 3 Cycle	Diesel Tractor	29,902	10	8	33,000	3,300
47	2013	John Deere 1445	31HP Diesel Mower/Snow blower & spreader	31,750	7	1	31,750	4,536
48	2015	Kubota Zero Turn	Mower	12,395	7	3	16,000	2,286
49	2018	Wright Stander	Mower	6,535	7	7	6,535	934
73	2009	Toyota Tacoma	4x4	24,454	10	0	26,000	2,600
85	2016	Chevrolet	Silverado	50,392	10	7	51,000	5,100
123	2018	Load Trail Equipment	Trailer PH0224072	6,859	20	0	7,000	350
Total Parks and Forestry				\$391,284			\$430,985	\$40,466
Equipment Replacement Total								
				\$3,981,792			\$5,291,485	\$337,541

Sewer Utility								
Vehicle No.	Year	Make	Model	Purchase Price	Life Expec.	Remaining Life	Replacement Cost	Annual Cost
60	2018	Chevrolet Silverado 1500LT		33,676	10	10	33,676	3,368
61	2015	GMC Sierra 2500		34,571	8	4	33,620	4,203
62	2009	GMC Sierra 2500HD		34,024	10	0	33,620	3,362
63	2018	Chevrolet Silverado 3500HD LT		33,654	10	10	33,654	3,365
66	2017	Freightliner 114SD (Camel 1200)		351,694	8	6	365,000	36,500
	2017	Kubota Diesel Tractor with cab & snowblower	Ventrac	29,235	8	6	30,000	3,000
	1986	Komatsu Fork Lift (from DPW)	FG25-8	2,000	5	0	30,000	0
	1994	Onan Portable Generator		13,795	15	0	21,620	0
	2009	Onan Portable Generator		43,089	15	5	67,540	6,754
	2008	Godwin Portable 6" Pump		28,769	12	1	41,220	4,122
	2009	Simplicity Riding Mower		9,189	15	5	14,400	1,440
	2000	Caravan Trailer		1,200	20	1	2,180	218
	2001	Pace Trailer		2,100	20	2	3,820	382
Total Sewer Utility				\$616,995			\$710,350	\$66,713
Fire Department								
14	1924	Dodge Pumper Truck		25,000				
15	1928	Pirsch Pumper Truck		15,000				
16	1957	FWD-Aerial Ladder Truck		5,000				
150	2017	Club Car Transportation		27,000				
151	2012	Kenworth T270 Rescue Squad		250,000				
152	2012	Kenworth T270 Rescue Squad		250,000				
153	2007	Quantum Heavy Rescue		501,644				
154	2015	Chevrolet Tahoe		55,000				
155	2004	Chevrolet Silverado		43,000				
156	2013	Chevrolet Suburban		48,367				
157	1989	GMC Pickup Truck		15,500				
158	2006	GMAC C5500 Truck		107,000				
159	1988	Pierce Aerial Ladder Truck		444,000				
160	2017	Kubota ATV Cart		45,000				
161	2005	Pierce Pump Truck		460,000				
162	2009	Pierce Custom Pumper		559,322				
163	2016	Pierce Quantum PUC Pumper		680,000				
164	1994	Pierce Tanker		289,000				
	1998	Interstate Dive Trailer		10,000				
	1989	Brute Trailer		1,100				
Total				\$3,830,933				
Total				\$7,621,865				

Parks Capital Improvement Budget								
Capital Expenditures	2019	2020	2021	2022	2023	2024	2025	
Zeunert Park Bathroom Roof repair	\$6,000	tax						
Centennial Park Gazebo roof repair	\$5,000	tax						
Cedar Creek Bathroom roof repair	\$5,500	tax						
Centennial Park Bathroom roof repair	\$5,000	tax						
Asphalt Seeling Bike Path	\$12,000	tax						
Willowbrooke Playground	\$80,000	impact fees						
#13 Chipper (larger unit)	\$65,000	equipment						
2009 Toyota Tacoma 4x4		\$26,000	equipment					
Behling Asphalt Repairs		\$20,000	tax					
Pool Liner and inlet repair		\$265,000	tax					
All Children's Playground		\$400,000	impact fees/dona- tions					
#47 John Deere 1445 Mower/Snow- blower		\$40,000	equipment					
Grapple Saw Truck			\$250,000	equipment				
#40 Kubota Utility Vehicle			\$20,000	equipment				
#25 King Trailer			\$5,000	equipment				
Zeunert Playground Replacement				\$60,000	Tax			
Extension of Cedar hedge Trail (north)				\$50,000	impact fees			
#48 Kubota Zero Turn				\$16,000	Equipment			
#42 John Deere 1570 Tractor				\$30,000	Equipment			
Behling Field Concessions Stand Re- placement					\$250,000	tax		
Park Improvement (New Subdivision Playground)					\$75,000	impact fees		
#29 Falcon Utility Trailer					\$5,000	Equipment		
Develop outdoor sports complex					\$500,000	tax/impact fees		
#24 Chilton Utility Trailer						\$2,000	Equipment	
Asphalt resealing at Cedar Creek Park						\$10,000	Tax	
Asphalt resealing at Cedar Pointe Park						\$5,000	Tax	
Asphalt resealing at Centennial Park						\$10,000	Tax	
#45 John Deere 1570 Terrain Cut							\$54,000	Equip
#46 Ventrac Mower							\$47,500	Equip
#49 Wright Stander Mower							\$7,000	Equip
Total	\$178,500	\$751,000	\$275,000	\$156,000	\$830,000	\$27,000	\$108,500	



2019-2023

STRATEGIC PLAN

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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)

August, 2018



2019—2023

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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

August, 2018



2019—2023

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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



2019—2023

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Strategic Goal	Objectives	Strategies/Tactics (How)
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.	Recodify the city code	Will research funding Will research vendors
	Complete city wide revaluation	Pre-fund revaluation—ongoing since 2017 Hire contractor to do revaluation in 2019
	Pre-Fund capital improvements	Annually look at savings in the capital improvement fund to allow for increasing the fund balance
	Purchase equipment to make city services more efficient	Parks and DPW will research and develop a plan to purchase new equipment that can be used by both departments to increase efficiencies
	Develop better ways to communicate with staff and the residents	Develop a city app in 2018 Enhance use of facebook, Instagram, and constant contact Utilize shared calendars between staff
	Attract and retain qualified paid and volunteer staff for all services and activities	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
	Improve paperless environment and record retention efforts	Research has been completed in 2018 Complete a departmental evaluation on the potential effectiveness of going paperless. Research funding options



2019—2023

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- 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.
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- 8) Maintain respect for each other and the public.

Strategic Goal	Objectives	Strategies/Tactics (How)
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.	Develop HWY 60 Business Park	Business Park Sale Advertisement Developed—2018 Develop a marketing strategy and campaign Utilize sewer and water infrastructure completed by private development to reduce City cost.
	City Branding	Consultant hired—2018 Work with consultants and staff for future implementation of the plan
	Find solutions to develop smart growth areas	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
	Update the Zoning Code	Figure out funding
	Continue to promote vitality of the downtown historic business district as well as other business districts in the city	



2019—2023

STRATEGIC PLAN

Mission Statement:

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Vision Statement:

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

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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)

Complete DNR mandated repairs in a timely manner

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

Maintain a 7 year capital plan

Retain consulting engineering firm

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

August, 2018



2019—2023

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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)

August, 2018



2019—2023

STRATEGIC PLAN

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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

August, 2018



2019—2023

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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	Keep the downtown historic but also look at new ways to improve it Encourage downtown vacant property development Continue funding flower baskets and building lights
	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
10/6/18-10/26/18

Date	Amount	Transfer to
PWSB CHECKING ACCOUNT		
10/10/2018	\$189,000.00	PWSB Payroll
10/11/2018	\$3,088.25	Light & Water-September usage
10/11/2018	\$3,149.91	ICMA-contributions for 9/23/18-10/6/18
10/11/2018	\$4,632.70	North Shore Bank-contributions for 9/23/18-10/6/18
10/11/2018	\$467.50	Police Association-union dues for 9/23/18-10/6/18
10/11/2018	\$5,925.18	Health Savings Accounts-contributions for 9/23/18-10/6/18
10/12/2018	\$500.00	PWSB Payroll
10/15/2018	\$1,477.82	WRS-August remittance
10/16/2018	\$81,182.20	State of Wisconsin-child support
10/16/2018	\$58,478.32	State of Wisconsin-September sales tax
10/18/2018	\$338.58	Light & Water-September usage
10/23/2018	\$42,804.65	Light & Water-September usage
10/24/2018	\$201,000.00	PWSB Payroll
10/24/2018	\$4,131.12	ICMA-contributions for 10/7/18-10/20/18
10/24/2018	\$4,705.25	North Shore Bank-contributions for 10/7/18-10/20/18
10/24/2018	\$5,965.18	Health Savings Accounts-contributions for 10/7/18-10/20/18
10/24/2018	\$467.50	Police Association-union dues for 10/7/18-10/20/18
10/24/2018	\$1,477.82	State of Wisconsin-child support
	<u>\$608,791.98</u>	

PWSB PAYROLL CHECKING ACCOUNT

10/12/2018	\$135,292.50	Payroll for 9/23/18-10/6/18
10/12/2018	\$54,152.67	Payroll taxes 9/23/18-10/6/18
10/24/2018	\$140,004.24	Payroll for 10/7/18-10/20/18
10/24/2018	\$60,599.83	Payroll taxes for 10/7/18-10/20/18
	<u>\$390,049.24</u>	

PWSB MONEY MARKET ACCOUNT

10/24/2018	\$300,000.00	PWSB Checking
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STATE POOL

10/24/2018	\$200,000.00	PWSB Checking
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CITY OF CEDARBURG

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111300 PWSB Checking

Paid Chk# 029855 10/5/2018 A LYNEIS ELECTRIC LLC

G 100-212000	ACCOUNTS PAYABLE	\$131.75	5604	PARKS - WIRING FOR CITY PARK
Total A LYNEIS ELECTRIC LLC		\$131.75		

Paid Chk# 029856 10/5/2018 ADAPTOR INC.

G 601-212000	ACCOUNTS PAYABLE	\$475.00	32220	CWRC - QUICK MIX/MIXERS
Total ADAPTOR INC.		\$475.00		

Paid Chk# 029857 10/5/2018 ADP, LLC.

G 100-212000	ACCOUNTS PAYABLE	\$454.09	522016703	TREAS - PAYROLL SVCS
Total ADP, LLC.		\$454.09		

Paid Chk# 029858 10/5/2018 AECOM TECHNICAL SERVICES INC

G 400-212000	ACCOUNTS PAYABLE	\$311.07	2000115707	STORMWATER MGMT
Total AECOM TECHNICAL SERVICES INC		\$311.07		

Paid Chk# 029859 10/5/2018 ARNOLD S ENVIRONMENTAL SERVICE

G 100-212000	ACCOUNTS PAYABLE	\$95.00	0000568387	PD - EVENT RENTAL
Total ARNOLD S ENVIRONMENTAL SERVICE		\$95.00		

Paid Chk# 029860 10/5/2018 AURORA ADVANCED HEALTHCARE, IN

G 100-212000	ACCOUNTS PAYABLE	\$6.72	244271	PD - RELEASE OF INFO
Total AURORA ADVANCED HEALTHCARE, IN		\$6.72		

Paid Chk# 029861 10/5/2018 AURORA EAP

G 100-212000	ACCOUNTS PAYABLE	\$456.75	18672	ER - QTRLY BILLING
G 100-212000	ACCOUNTS PAYABLE	\$99.75	18672	ER - QTRLY BILLING
Total AURORA EAP		\$556.50		

Paid Chk# 029862 10/5/2018 AURORA HEALTH CARE

G 100-212000	ACCOUNTS PAYABLE	\$48.00	1885683	CLERKS - DRUG TEST
Total AURORA HEALTH CARE		\$48.00		

Paid Chk# 029863 10/5/2018 AXLEY BRYNELSON, LLP

G 350-212000	ACCOUNTS PAYABLE	\$510.00	742923	AMCAST LEGAL
Total AXLEY BRYNELSON, LLP		\$510.00		

Paid Chk# 029864 10/5/2018 BAKER & TAYLOR AUDIOBOOK PRE

G 260-212000	ACCOUNTS PAYABLE	\$242.83	2033981515	LIBR - CMD
G 260-212000	ACCOUNTS PAYABLE	\$50.26	H05913590	LIBR - VIDMASS
Total BAKER & TAYLOR AUDIOBOOK PRE		\$293.09		

Paid Chk# 029865 10/5/2018 BAKER & TAYLOR BOOKS

G 260-212000	ACCOUNTS PAYABLE	\$454.22	2033988079	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$233.93	2033988080	LIBR - BOOKS
Total BAKER & TAYLOR BOOKS		\$688.15		

Paid Chk# 029866 10/5/2018 BARTON SMALL ENGINE, LLC

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G 100-212000	ACCOUNTS PAYABLE	\$35.04	233095	PARKS - REPAIR
G 100-212000	ACCOUNTS PAYABLE	\$10.00	233095	PARKS - LATE FEE
Total BARTON SMALL ENGINE, LLC		\$45.04		

Paid Chk# 029867 10/5/2018 BEYER S HARDWARE STORE

G 100-212000	ACCOUNTS PAYABLE	\$92.20	142608	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$16.09	142912	COMPLEX - SUPPLIES
G 200-212000	ACCOUNTS PAYABLE	\$81.60	142965	CEM - SUPPLIES
G 200-212000	ACCOUNTS PAYABLE	\$29.03	142980	CEM - SUPPLIES
G 200-212000	ACCOUNTS PAYABLE	\$7.19	142985	CEM - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$88.15	143001	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$15.28	143016	DPW - SUPPLIES
G 200-212000	ACCOUNTS PAYABLE	\$26.92	143017	CEM - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$126.87	143018	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$37.77	143027	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$26.98	143031	PD - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$25.44	143043	PD - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$2.96	143063	PD - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$49.91	143090	DPW - SUPPLIES
Total BEYER S HARDWARE STORE		\$626.39		

Paid Chk# 029868 10/5/2018 BILL SCHNITZER PLUMBING LLC

G 100-212000	ACCOUNTS PAYABLE	\$272.95	2571	PARKS - VALVE
Total BILL SCHNITZER PLUMBING LLC		\$272.95		

Paid Chk# 029869 10/5/2018 BIRCHWOOD CB

G 260-212000	ACCOUNTS PAYABLE	\$290.00	99088	LIBR - OCT SVCS
Total BIRCHWOOD CB		\$290.00		

Paid Chk# 029870 10/5/2018 BUSINESS CARD

G 220-212000	ACCOUNTS PAYABLE	\$149.98	3413	PARKS/REC - AMAZON
G 220-212000	ACCOUNTS PAYABLE	\$53.83	3413	PARKS/REC - AMAZON
G 220-212000	ACCOUNTS PAYABLE	\$54.92	3413	PARKS/REC - AMAZON
G 220-212000	ACCOUNTS PAYABLE	\$15.00	3413	PARKS/REC - PLUGNPAY
G 220-212000	ACCOUNTS PAYABLE	\$116.64	3413	PARKS/REC - GO DADDY
G 100-212000	ACCOUNTS PAYABLE	\$49.99	3413	PARKS/REC - PUMP ALARM
G 100-212000	ACCOUNTS PAYABLE	\$48.81	3413	PARKS/REC - AMAZON
G 100-212000	ACCOUNTS PAYABLE	\$37.00	3413	PARKS/REC - SURVEY MONKEY
G 100-212000	ACCOUNTS PAYABLE	\$44.99	3413	PARKS/REC - DOG WASTE DEPOT
G 220-212000	ACCOUNTS PAYABLE	\$427.29	3413	PARKS/REC - DISCOUNT DANCE SUPPLY
G 100-212000	ACCOUNTS PAYABLE	\$39.99	3413	PARKS/REC - DICKS
G 220-212000	ACCOUNTS PAYABLE	\$395.00	3413	PARKS/REC - SWANK
G 100-212000	ACCOUNTS PAYABLE	\$300.00	3413	PARKS/REC - WRPA CONFERENCE
G 220-212000	ACCOUNTS PAYABLE	\$792.00	3413	PARKS/REC - ZOO
G 220-212000	ACCOUNTS PAYABLE	\$50.32	3413	PARKS/REC - GO DADDY
G 100-212000	ACCOUNTS PAYABLE	\$75.03	9967	PD - GRAND GENEVA
G 100-212000	ACCOUNTS PAYABLE	\$8.43	9967	PD - BURGER KING
G 100-212000	ACCOUNTS PAYABLE	\$35.00	9967	PD - PAYPAL

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G 100-212000	ACCOUNTS PAYABLE	\$10.72	9967	PD - CULVERS
G 100-212000	ACCOUNTS PAYABLE	\$9.94	9967	PD - JIMMY JOHNS
G 100-212000	ACCOUNTS PAYABLE	\$5.28	9967	PD - KFC
G 100-212000	ACCOUNTS PAYABLE	\$164.00	9967	PD - RADISSON
G 100-212000	ACCOUNTS PAYABLE	\$150.00	9967	PD - NWTG TRAINING
G 100-212000	ACCOUNTS PAYABLE	\$36.96	9967	PD - FIDDLEHEADS
Total BUSINESS CARD		\$3,071.12		
Paid Chk# 029871 10/5/2018 CARDMEMBER SERVICE				
G 100-212000	ACCOUNTS PAYABLE	\$126.99	6166	REC - GABP.COM
G 220-212000	ACCOUNTS PAYABLE	\$69.53	6166	REC - COSTCO
G 100-212000	ACCOUNTS PAYABLE	\$49.62	6166	DPW - COSTCO
G 220-212000	ACCOUNTS PAYABLE	\$30.97	6166	REC - COSTCO
Total CARDMEMBER SERVICE		\$277.11		
Paid Chk# 029872 10/5/2018 CENSKY, JON				
G 100-212000	ACCOUNTS PAYABLE	\$5,643.00	18-0009	PLAN - SEPT SVCS
Total CENSKY, JON		\$5,643.00		
Paid Chk# 029873 10/5/2018 CHAMBER OF COMMERCE				
G 100-212000	ACCOUNTS PAYABLE	\$30.00		REGISTRATIO EMPREL - PUMPKIN WALK
Total CHAMBER OF COMMERCE		\$30.00		
Paid Chk# 029874 10/5/2018 CHILDRENS PLUS INC.				
G 260-212000	ACCOUNTS PAYABLE	\$701.05	159498	LIBR - BOOKS
Total CHILDRENS PLUS INC.		\$701.05		
Paid Chk# 029875 10/5/2018 CINTAS CORP				
G 100-212000	ACCOUNTS PAYABLE	\$152.76	5011786850	DPW - SUPPLIES
Total CINTAS CORP		\$152.76		
Paid Chk# 029876 10/5/2018 CINTAS CORPORATION				
G 100-212000	ACCOUNTS PAYABLE	\$141.39	184177901	DPW - SUPPLIES
Total CINTAS CORPORATION		\$141.39		
Paid Chk# 029877 10/5/2018 CKC GRAPHICS & SIGNS				
G 100-212000	ACCOUNTS PAYABLE	\$140.00	2512	CITYADMIN - MAYOR AWARD SIGNS
Total CKC GRAPHICS & SIGNS		\$140.00		
Paid Chk# 029878 10/5/2018 CLEAN HARBORS ES INDUST SVCS				
G 601-212000	ACCOUNTS PAYABLE	\$38,657.47	1002509135	CWRC - SLUDGE HAULING
Total CLEAN HARBORS ES INDUST SVCS		\$38,657.47		
Paid Chk# 029879 10/5/2018 COMMUNITY PRINTING INC.				
G 100-212000	ACCOUNTS PAYABLE	\$101.00	3243I	PD - GOLD BC IMP.
Total COMMUNITY PRINTING INC.		\$101.00		
Paid Chk# 029880 10/5/2018 COMPLETE OFFICE OF WISCONSIN				
G 100-212000	ACCOUNTS PAYABLE	\$11.09	921253	PD - EXPO STARTER KIT

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Total COMPLETE OFFICE OF WISCONSIN		\$11.09		
Paid Chk# 029881	10/5/2018 DALY, PEGGY			
G 700-212000	ACCOUNTS PAYABLE	\$1,647.60	CLAIM	AUTO CLAIM
	Total DALY, PEGGY	\$1,647.60		
Paid Chk# 029882	10/5/2018 DORNER COMPANY			
G 601-212000	ACCOUNTS PAYABLE	\$20,283.00	Q1479DZCE	PO #CWRC869
G 601-185334	SECONDARY TREATMENT EQUIP	(\$20,283.00)	Q1479DZCE	PO #CWRC869
	Total DORNER COMPANY	\$0.00		
Paid Chk# 029883	10/5/2018 DUNFEE, SUSAN			
G 220-212000	ACCOUNTS PAYABLE	\$16.03	CKREQ	REC - MUSIC FOR TBF
	Total DUNFEE, SUSAN	\$16.03		
Paid Chk# 029884	10/5/2018 EGELHOFF LAWNMOWER SERVICE			
G 100-212000	ACCOUNTS PAYABLE	\$287.96	241061	PARKS - TRIMMER
	Total EGELHOFF LAWNMOWER SERVICE	\$287.96		
Paid Chk# 029885	10/5/2018 FITTING, RYAN			
G 100-212000	ACCOUNTS PAYABLE	\$35.00	CKREQUEST	PD - TESTING FOR DOG
	Total FITTING, RYAN	\$35.00		
Paid Chk# 029886	10/5/2018 FORESTRY SUPPLIERS			
G 100-212000	ACCOUNTS PAYABLE	\$39.00	1203509	FOREST - REPAIR
	Total FORESTRY SUPPLIERS	\$39.00		
Paid Chk# 029887	10/5/2018 GALL GEAR			
G 240-212000	ACCOUNTS PAYABLE	\$80.00	1209	POOL - SHIRTS
	Total GALL GEAR	\$80.00		
Paid Chk# 029888	10/5/2018 GLOBAL EQUIPMENT COMPANY, INC			
G 100-212000	ACCOUNTS PAYABLE	\$650.00	113220890	REC - OFFICE SUPPLIES
	Total GLOBAL EQUIPMENT COMPANY, INC	\$650.00		
Paid Chk# 029889	10/5/2018 HI-LINE			
G 100-212000	ACCOUNTS PAYABLE	\$386.78	10650852	DPW - PARTS
	Total HI-LINE	\$386.78		
Paid Chk# 029890	10/5/2018 HOME DEPOT CREDIT SERVICES			
G 100-212000	ACCOUNTS PAYABLE	\$158.22	3692	COMPLEX - SUPPLIES
G 601-212000	ACCOUNTS PAYABLE	\$129.30	3692	CWRC - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$24.97	3692	COMPLEX - SMOKE ALARM FOR GSH
G 601-212000	ACCOUNTS PAYABLE	\$89.27	3692	CWRC - SUPPLIES
G 601-212000	ACCOUNTS PAYABLE	\$116.86	3692	CWRC - SUPPLIES
	Total HOME DEPOT CREDIT SERVICES	\$518.62		
Paid Chk# 029891	10/5/2018 JIM S EXCAVATING			
G 100-212000	ACCOUNTS PAYABLE	\$100.00	REFUND	PERMIT DEPOSIT REFUND

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Total JIM S EXCAVATING \$100.00

Paid Chk# 029892 10/5/2018 JOE JACOBS

G 100-212000 ACCOUNTS PAYABLE \$255.00 19-006 PD - INSPECTIONS

Total JOE JACOBS \$255.00

Paid Chk# 029893 10/5/2018 KAESTNER AUTO ELECTRIC CO

G 100-212000 ACCOUNTS PAYABLE \$513.75 320035 DPW - SIGNS

Total KAESTNER AUTO ELECTRIC CO \$513.75

Paid Chk# 029894 10/5/2018 KEMIRA WATER SOLUTIONS, INC.

G 601-212000 ACCOUNTS PAYABLE \$2,641.93 9017605954 CWRC - PIX 201 BULK

Total KEMIRA WATER SOLUTIONS, INC. \$2,641.93

Paid Chk# 029895 10/5/2018 LA CROSSE SEED

G 100-212000 ACCOUNTS PAYABLE \$817.50 SINP-19-1566 PARKS - BEHLING FIELD SEEDING

Total LA CROSSE SEED \$817.50

Paid Chk# 029896 10/5/2018 LANNON STONE PRODUCTS, INC.

G 100-212000 ACCOUNTS PAYABLE \$239.50 1194600 DPW - STORM REPAIR

Total LANNON STONE PRODUCTS, INC. \$239.50

Paid Chk# 029897 10/5/2018 LARK UNIFORM OUTFITTERS INC

G 100-212000 ACCOUNTS PAYABLE \$69.95 273443 PD - BADGE

Total LARK UNIFORM OUTFITTERS INC \$69.95

Paid Chk# 029898 10/5/2018 LEADING EDGE PROMOTIONS

G 100-212000 ACCOUNTS PAYABLE \$138.14 4779 EM - PENS

Total LEADING EDGE PROMOTIONS \$138.14

Paid Chk# 029899 10/5/2018 MASTER PRINTWEAR

G 220-212000 ACCOUNTS PAYABLE \$385.00 3139 REC - TRACK SHIRTS

Total MASTER PRINTWEAR \$385.00

Paid Chk# 029900 10/5/2018 MILLER & ASSOCIATES

G 100-212000 ACCOUNTS PAYABLE \$708.00 218056 PARKS - BENCH

Total MILLER & ASSOCIATES \$708.00

Paid Chk# 029901 10/5/2018 NAPA AUTO PARTS

G 100-212000 ACCOUNTS PAYABLE \$56.12 5269-969541 DPW - PARTS

G 100-212000 ACCOUNTS PAYABLE \$20.38 5269-969923 DPW - PARTS

G 100-212000 ACCOUNTS PAYABLE \$43.55 5269-970328 DPW - PARTS

G 100-212000 ACCOUNTS PAYABLE \$30.91 5269-970351 DPW - PARTS

G 100-212000 ACCOUNTS PAYABLE \$116.22 5269-970376 DPW - PARTS

G 100-212000 ACCOUNTS PAYABLE \$2.18 5269-970464 DPW - PARTS

G 100-212000 ACCOUNTS PAYABLE \$15.96 5269-970577 DPW - PARTS

G 100-212000 ACCOUNTS PAYABLE \$23.65 5269-970861 DPW - PARTS

Total NAPA AUTO PARTS \$308.97

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Paid Chk# 029902 10/5/2018 NEENAH FOUNDRY CO.

G 400-212000	ACCOUNTS PAYABLE	\$2,088.00	290935	STREETS
Total NEENAH FOUNDRY CO.		\$2,088.00		

Paid Chk# 029903 10/5/2018 OFFICE DEPOT

G 100-212000	ACCOUNTS PAYABLE	\$52.09	207832136001	PD - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$9.19	207832476001	PD - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$12.29	207832477001	PD - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$86.89	209550305001	TREAS - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$40.52	209550305001	ASSESSOR - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$3.51	209550305001	EM - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$21.89	209555374001	TREAS - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$14.98	209555374001	ASSESSOR - SUPPLIES
Total OFFICE DEPOT		\$241.36		

Paid Chk# 029904 10/5/2018 OLSEN S PIGGLY WIGGLY

G 100-212000	ACCOUNTS PAYABLE	\$17.08	35744	DPW - MUMS
Total OLSEN S PIGGLY WIGGLY		\$17.08		

Paid Chk# 029905 10/5/2018 ONTECH SYSTEMS, INC

G 100-212000	ACCOUNTS PAYABLE	\$108.00	37111	CLERK - TECH HELP
G 100-212000	ACCOUNTS PAYABLE	\$493.50	37244	CLERK - MONTHLY MONITORING
Total ONTECH SYSTEMS, INC		\$601.50		

Paid Chk# 029906 10/5/2018 OZAUKEE ACE HARDWARE

G 200-212000	ACCOUNTS PAYABLE	\$27.88	156860	CEM - SUPPLIES
Total OZAUKEE ACE HARDWARE		\$27.88		

Paid Chk# 029907 10/5/2018 OZAUKEE COUNTY REGISTER OF

G 100-212000	ACCOUNTS PAYABLE	\$30.00	CKREQUEST	CLERKS - RECORD ANNEXATION
Total OZAUKEE COUNTY REGISTER OF		\$30.00		

Paid Chk# 029908 10/5/2018 OZAUKEE ECONOMIC DEVELOPMENT

G 230-212000	ACCOUNTS PAYABLE	\$640.00	MEETING	OED ADMIN JUN-AUG
Total OZAUKEE ECONOMIC DEVELOPMENT		\$640.00		

Paid Chk# 029909 10/5/2018 PEWAUKEE HIGH SCHOOL

G 220-212000	ACCOUNTS PAYABLE	\$1,420.00	REGISTRATIO	POMS - COMPETITION
Total PEWAUKEE HIGH SCHOOL		\$1,420.00		

Paid Chk# 029910 10/5/2018 PITNEY BOWES INC

G 100-212000	ACCOUNTS PAYABLE	\$226.08	1009420773	CLERK - INK CARTRIDGES
Total PITNEY BOWES INC		\$226.08		

Paid Chk# 029911 10/5/2018 POMP S TIRE SERVICE, INC.

G 100-212000	ACCOUNTS PAYABLE	\$175.63	430073318	DPW - VEHICLE REPAIR
Total POMP S TIRE SERVICE, INC.		\$175.63		

Paid Chk# 029912 10/5/2018 PORT WASHINGTON SENIOR CENTER

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G 100-212000	ACCOUNTS PAYABLE	\$86.00	(100)	SRCTR - GWAAR LODGING
	otal PORT WASHINGTON SENIOR CENTER	\$86.00		
Paid Chk# 029913	10/5/2018	PORT-A-JOHN		
G 200-212000	ACCOUNTS PAYABLE	\$85.00	1291690-IN	CEM - OCT ZUR RUHE
	Total PORT-A-JOHN	\$85.00		
Paid Chk# 029914	10/5/2018	PRESENTA PLAQUE CORP.		
G 100-212000	ACCOUNTS PAYABLE	\$141.40	23381	CLERKS - PLAQUES
	Total PRESENTA PLAQUE CORP.	\$141.40		
Paid Chk# 029915	10/5/2018	QUALITY STATE OIL CO., INC.		
G 221-212000	ACCOUNTS PAYABLE	\$6,370.32	1242876	DPW - FUEL INVENTORY
G 221-212000	ACCOUNTS PAYABLE	\$4,341.71	1242876	DPW - FUEL INVENTORY
	Total QUALITY STATE OIL CO., INC.	\$10,712.03		
Paid Chk# 029916	10/5/2018	RECOGNITION SPECIALISTS, INC.		
G 100-212000	ACCOUNTS PAYABLE	\$29.80	32195	CLERKS - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$1,140.00	32228	MAYOR - AWARD PLAQUES
	Total RECOGNITION SPECIALISTS, INC.	\$1,169.80		
Paid Chk# 029917	10/5/2018	RICOH USA, INC		
G 100-212000	ACCOUNTS PAYABLE	\$87.04	30688301	PD - OCT LEASE
	Total RICOH USA, INC	\$87.04		
Paid Chk# 029918	10/5/2018	ROAD EQUIPMENT PARTS CENTER		
G 100-212000	ACCOUNTS PAYABLE	\$9.17	884216	DPW - PARTS
	Total ROAD EQUIPMENT PARTS CENTER	\$9.17		
Paid Chk# 029919	10/5/2018	SABEL MECHANICAL, LLC		
G 601-212000	ACCOUNTS PAYABLE	\$10,104.34	18337	PO #CWRC861
	Total SABEL MECHANICAL, LLC	\$10,104.34		
Paid Chk# 029920	10/5/2018	SAM S CLUB DIRECT		
G 220-212000	ACCOUNTS PAYABLE	\$89.56	000682	REC - FOOD
	Total SAM S CLUB DIRECT	\$89.56		
Paid Chk# 029921	10/5/2018	SHERWIN INDUSTRIES, INC.		
G 100-212000	ACCOUNTS PAYABLE	\$21.13	115845GS	DPW - STREET REPAIR
	Total SHERWIN INDUSTRIES, INC.	\$21.13		
Paid Chk# 029922	10/5/2018	SHERWIN WILLIAMS CO.		
G 100-212000	ACCOUNTS PAYABLE	\$184.80	4894-4	PD - PAINT FENCE
	Total SHERWIN WILLIAMS CO.	\$184.80		
Paid Chk# 029923	10/5/2018	SITONE LANDSCAPE SUPPLY		
G 100-212000	ACCOUNTS PAYABLE	\$189.10	86856843-001	PARKS - MULCH
G 100-212000	ACCOUNTS PAYABLE	\$189.10	86856843-01	FOREST - MULCH
	Total SITONE LANDSCAPE SUPPLY	\$378.20		

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Paid Chk# 029924 10/5/2018 SLESAR GLASS SHOP			
G 100-212000	ACCOUNTS PAYABLE	\$6,128.16	20830 COMPLEX - REPLACE WINDOWS
Total SLESAR GLASS SHOP		\$6,128.16	
Paid Chk# 029925 10/5/2018 STREICHER S POLICE EQUIPMENT			
G 100-212000	ACCOUNTS PAYABLE	\$939.98	I1326784 PD - UNIFORMS
G 100-212000	ACCOUNTS PAYABLE	\$129.99	I1329490 PD - UNIFORMS
Total STREICHER S POLICE EQUIPMENT		\$1,069.97	
Paid Chk# 029926 10/5/2018 TAPCO			
G 100-212000	ACCOUNTS PAYABLE	\$249.62	I615385 EM - HATS
Total TAPCO		\$249.62	
Paid Chk# 029927 10/5/2018 TIME WARNER CABLE-PO BOX 4639			
G 100-212000	ACCOUNTS PAYABLE	\$16.56	10404-303552 PD - TV
G 100-212000	ACCOUNTS PAYABLE	\$5.52	10404-304433 PD - TV
Total TIME WARNER CABLE-PO BOX 4639		\$22.08	
Paid Chk# 029928 10/5/2018 TRANSUNION RISK & ALTERNATIVE			
G 100-212000	ACCOUNTS PAYABLE	\$25.00	428298 PD - SEPT SVCS
Total TRANSUNION RISK & ALTERNATIVE		\$25.00	
Paid Chk# 029929 10/5/2018 TRUCK COUNTRY OF WISC			
G 100-212000	ACCOUNTS PAYABLE	\$374.16	R207009286:0 DPW - REPAIR
G 100-212000	ACCOUNTS PAYABLE	\$155.25	R207009381:0 DPW - REPAIR
Total TRUCK COUNTRY OF WISC		\$529.41	
Paid Chk# 029930 10/5/2018 UNIFIRST CORPORATION			
G 601-212000	ACCOUNTS PAYABLE	\$48.35	0961035853 CWRC - EQUIPMENT
G 100-212000	ACCOUNTS PAYABLE	\$48.20	0961035857 DPW - SUPPLIES
G 601-212000	ACCOUNTS PAYABLE	\$47.23	0961035866 CWRC - SUPPLIES
Total UNIFIRST CORPORATION		\$143.78	
Paid Chk# 029931 10/5/2018 UPI, LLC			
G 100-212000	ACCOUNTS PAYABLE	\$100.00	REFUND PERMIT DEPOSIT REFUND
Total UPI, LLC		\$100.00	
Paid Chk# 029932 10/5/2018 USA BLUEBOOK			
G 601-212000	ACCOUNTS PAYABLE	\$762.24	676820 CWRC - TESTING
G 601-212000	ACCOUNTS PAYABLE	\$147.45	686156 CWRC - VALVE
Total USA BLUEBOOK		\$909.69	
Paid Chk# 029933 10/5/2018 VISU-SEWER CLEAN & SEAL, INC.			
G 601-212000	ACCOUNTS PAYABLE	\$5,605.00	29728 CWRC - PO #CWRC856
Total VISU-SEWER CLEAN & SEAL, INC.		\$5,605.00	
Paid Chk# 029934 10/5/2018 WASTE MANAGEMENT OF WISCONSIN			
G 100-212000	ACCOUNTS PAYABLE	\$34,818.48	6270852-2275- DPW - RUBBISH
G 100-212000	ACCOUNTS PAYABLE	\$16,837.04	6270852-2275- DPW - RUBBISH

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Total WASTE MANAGEMENT OF WISCONSIN		\$51,655.52		
Paid Chk# 029935	10/5/2018	WAYSIDE NURSERIES, INC.		
G 100-212000	ACCOUNTS PAYABLE	\$163.00	133874	PARKS - A.WEBER MEM.TREE
Total WAYSIDE NURSERIES, INC.		\$163.00		
Paid Chk# 029936	10/5/2018	WIL-KIL PEST CONTROL		
G 100-212000	ACCOUNTS PAYABLE	\$44.75	3489784	COMPLEX - MONTHLY SVCS
G 100-212000	ACCOUNTS PAYABLE	\$46.00	3489787	COMPLEX - MONTHLY SVCS
Total WIL-KIL PEST CONTROL		\$90.75		
Paid Chk# 029937	10/12/2018	ASHWAUBENON DANCE TEAM		
G 220-212000	ACCOUNTS PAYABLE	\$1,545.00		REGISTRATIO REC - DANCE COMPETITION
Total ASHWAUBENON DANCE TEAM		\$1,545.00		
Paid Chk# 029938	10/12/2018	BAKER & TAYLOR BOOKS		
G 260-212000	ACCOUNTS PAYABLE	\$80.00	2034008108	LIBR - FRIENDS
G 260-212000	ACCOUNTS PAYABLE	\$382.71	2034008109	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$191.43	2034008109	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$16.00	2034011187	LIBR - FRIENDS
G 260-212000	ACCOUNTS PAYABLE	\$253.47	2034011187	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$16.00	2034016263	LIBR - FRIENDS
G 260-212000	ACCOUNTS PAYABLE	\$242.26	2034016263	LIBR - BOOKS
Total BAKER & TAYLOR BOOKS		\$1,181.87		
Paid Chk# 029939	10/12/2018	BARTON SMALL ENGINE, LLC		
G 100-212000	ACCOUNTS PAYABLE	\$17.41	238635	PARKS - SUPPLIES
Total BARTON SMALL ENGINE, LLC		\$17.41		
Paid Chk# 029940	10/12/2018	BEAR GRAPHICS, INC.		
G 100-212000	ACCOUNTS PAYABLE	\$195.48	0807185	CLERKS - ELECTION SUPPLIES
Total BEAR GRAPHICS, INC.		\$195.48		
Paid Chk# 029941	10/12/2018	BLUM, ERIN		
G 100-212000	ACCOUNTS PAYABLE	\$240.00		REGISTRATIO SRCTR - WATERCOLOR CLASS
Total BLUM, ERIN		\$240.00		
Paid Chk# 029942	10/12/2018	BREHMER LAWN CARE, LLC		
G 200-212000	ACCOUNTS PAYABLE	\$1,908.00	643	CEM - MOWING
Total BREHMER LAWN CARE, LLC		\$1,908.00		
Paid Chk# 029943	10/12/2018	CEDARBURG SCHOOL DISTRICT		
G 220-212000	ACCOUNTS PAYABLE	\$40.00	RENTAL	REC - FACILITY RENTAL
G 220-212000	ACCOUNTS PAYABLE	\$320.00	RENTAL	REC - FACILITY RENTAL
Total CEDARBURG SCHOOL DISTRICT		\$360.00		
Paid Chk# 029944	10/12/2018	CONLEY MEDIA, LLC		
G 100-212000	ACCOUNTS PAYABLE	\$384.67	265190918	CLERK - LEGAL PUBLICATIONS

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Total CONLEY MEDIA, LLC

\$384.67

Paid Chk# 029945 10/12/2018 DUFFEY, PATRICIA

G 100-212000 ACCOUNTS PAYABLE

\$20.00

REFUND

PD - PKG CITATION REFUND

Total DUFFEY, PATRICIA

\$20.00

Paid Chk# 029946 10/12/2018 GALL PLUMBING, INC

G 100-212000 ACCOUNTS PAYABLE

\$95.00

15120

FD - KITCHEN CLOG

Total GALL PLUMBING, INC

\$95.00

Paid Chk# 029947 10/12/2018 GRAINGER

G 100-212000 ACCOUNTS PAYABLE

\$141.67

9924627251

PARKS - MAINTENANCE

Total GRAINGER

\$141.67

Paid Chk# 029948 10/12/2018 GUTHRIE & FREY

G 100-212000 ACCOUNTS PAYABLE

\$75.00

0166042

COMPLEX - SYSTEM RENTAL

Total GUTHRIE & FREY

\$75.00

Paid Chk# 029949 10/12/2018 HOUSEMAN & FEIND, LLP TRUST

G 350-212000 ACCOUNTS PAYABLE

\$363.00

43948

AMCAST

G 100-212000 ACCOUNTS PAYABLE

\$58.50

43967

THE GLEN

G 100-212000 ACCOUNTS PAYABLE

\$1,812.15

43967

AWH,PC,CC,MONOPOLE LEASE

G 700-212000 ACCOUNTS PAYABLE

\$39.00

43967

TREE LIMB CLAIM

G 601-212000 ACCOUNTS PAYABLE

\$825.60

43967

BMO HARRIS LAND PURCHASE

G 100-212000 ACCOUNTS PAYABLE

\$1,192.60

43995

PD - SEPT TRAFFIC

Total HOUSEMAN & FEIND, LLP TRUST

\$4,290.85

Paid Chk# 029950 10/12/2018 IAAO

G 100-212000 ACCOUNTS PAYABLE

\$190.00

MEMBERSHIP ASSESSOR - DUES

Total IAAO

\$190.00

Paid Chk# 029951 10/12/2018 JACKSON CONCRETE INC.

G 100-212000 ACCOUNTS PAYABLE

\$472.00

0093356-IN

DPW - REPAIR

Total JACKSON CONCRETE INC.

\$472.00

Paid Chk# 029952 10/12/2018 JUNEAU PUBLIC LIBRARY

G 260-212000 ACCOUNTS PAYABLE

\$17.96

100818

LIBR - PUBLICATION

Total JUNEAU PUBLIC LIBRARY

\$17.96

Paid Chk# 029953 10/12/2018 LIGHT & WATER

G 601-212000 ACCOUNTS PAYABLE

\$10,555.06

007090

CWRC - OCT SEWERAGE

G 601-212000 ACCOUNTS PAYABLE

\$216.64

007091

CWRC - CITY HYDRANT METERS

G 100-212000 ACCOUNTS PAYABLE

\$23,012.32

WATERIMPAC N122W5920 SHEBOYGAN RD #10

Total LIGHT & WATER

\$33,784.02

Paid Chk# 029954 10/12/2018 MALLERY & ZIMMERMAN, SC.

G 100-212000 ACCOUNTS PAYABLE

\$294.75

35231

PD - UNION NEGOTIATIONS

Total MALLERY & ZIMMERMAN, SC.

\$294.75

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Paid Chk# 029955 10/12/2018 MINOR S GARDEN CENTER

G 200-212000	ACCOUNTS PAYABLE	\$344.76	EVBGV11	CEM - FLOWERS
Total MINOR S GARDEN CENTER		\$344.76		

Paid Chk# 029956 10/12/2018 MONARCH LIBRARY SYSTEM

G 260-212000	ACCOUNTS PAYABLE	\$4,331.95	414311	LIBR - TECH BILLING
Total MONARCH LIBRARY SYSTEM		\$4,331.95		

Paid Chk# 029957 10/12/2018 NASSCO, INC.

G 260-212000	ACCOUNTS PAYABLE	\$364.47	S2384805.001	LIBR - SUPPLIES
Total NASSCO, INC.		\$364.47		

Paid Chk# 029958 10/12/2018 NORTHERN METAL & ROOFING CO.

G 100-212000	ACCOUNTS PAYABLE	\$960.00	0025163-IN	FD - ROOF REPAIRS
Total NORTHERN METAL & ROOFING CO.		\$960.00		

Paid Chk# 029959 10/12/2018 OLSEN S PIGGLY WIGGLY

G 220-212000	ACCOUNTS PAYABLE	\$95.44	35523	REC - EOY COOKOUT FOR PLAYGROUND
Total OLSEN S PIGGLY WIGGLY		\$95.44		

Paid Chk# 029960 10/12/2018 OWEN S OFFICE SUPPLIES

G 260-212000	ACCOUNTS PAYABLE	\$26.50	27265	LIBR - BUSINESS CARDS
Total OWEN S OFFICE SUPPLIES		\$26.50		

Paid Chk# 029961 10/12/2018 OZAUKEE COUNTY CLERK OF COURTS

G 100-212000	ACCOUNTS PAYABLE	\$150.00	BOND	PD - BOND PATRICK F. BECKER
Total OZAUKEE COUNTY CLERK OF COURTS		\$150.00		

Paid Chk# 029962 10/12/2018 PITNEY BOWES GLOBAL FINANCIAL

G 100-212000	ACCOUNTS PAYABLE	\$112.51	3307220843	CLERKS - LEASE CHG
Total PITNEY BOWES GLOBAL FINANCIAL		\$112.51		

Paid Chk# 029963 10/12/2018 POMP S TIRE SERVICE, INC.

G 100-212000	ACCOUNTS PAYABLE	\$259.62	430069247	DPW - SIGN TRAILER
Total POMP S TIRE SERVICE, INC.		\$259.62		

Paid Chk# 029964 10/12/2018 RAMBOLL ENVIRON US CORPORATION

G 400-212000	ACCOUNTS PAYABLE	\$1,795.50	1690020546	AUGUST SAMPLING
Total RAMBOLL ENVIRON US CORPORATION		\$1,795.50		

Paid Chk# 029965 10/12/2018 SITEONE LANDSCAPE SUPPLY

G 100-212000	ACCOUNTS PAYABLE	\$87.99	86908166-001	PARKS - SUPPLIES
Total SITEONE LANDSCAPE SUPPLY		\$87.99		

Paid Chk# 029966 10/12/2018 TELEDYNE ISCO, INC

G 601-212000	ACCOUNTS PAYABLE	\$137.00	S020280825	CWRC - PUMP TUBING
Total TELEDYNE ISCO, INC		\$137.00		

Paid Chk# 029967 10/12/2018 TIME WARNER CABLE-PO BOX 4639

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G 100-212000	ACCOUNTS PAYABLE	\$66.31	708014601092	PHONE - CH
G 100-212000	ACCOUNTS PAYABLE	\$22.10	708014601092	PHONE - TREASURER
G 100-212000	ACCOUNTS PAYABLE	\$22.10	708014601092	PHONE - EG
G 100-212000	ACCOUNTS PAYABLE	\$7.37	708014601092	PHONE - ADMIN
G 100-212000	ACCOUNTS PAYABLE	\$7.37	708014601092	PHONE - MAYOR
G 100-212000	ACCOUNTS PAYABLE	\$14.74	708014601092	PHONE - FD
G 601-212000	ACCOUNTS PAYABLE	\$58.95	708014601092	PHONE - WW
G 100-212000	ACCOUNTS PAYABLE	\$14.74	708014601092	PHONE - SRCTR
G 220-212000	ACCOUNTS PAYABLE	\$29.47	708014601092	PHONE - REC
G 100-212000	ACCOUNTS PAYABLE	\$14.74	708014601092	PHONE - PLANNING
G 100-212000	ACCOUNTS PAYABLE	\$22.10	708014601092	PHONE - ENG
G 100-212000	ACCOUNTS PAYABLE	\$14.74	708014601092	PHONE - BI
G 100-212000	ACCOUNTS PAYABLE	\$36.84	708014601092	PHONE - CLERK
G 100-212000	ACCOUNTS PAYABLE	\$14.74	708014601092	PHONE - ASSESSOR
G 240-212000	ACCOUNTS PAYABLE	\$36.84	708014601092	PHONE - POOL
G 100-212000	ACCOUNTS PAYABLE	\$29.47	708014601092	PHONE - DPW
Total TIME WARNER CABLE-PO BOX 4639		\$412.62		

Paid Chk# 029968 10/12/2018 UNEMPLOYMENT INSURANCE

G 700-212000	ACCOUNTS PAYABLE	\$74.00	00000197166	EMPREL - UNEMPLOYMENT
Total UNEMPLOYMENT INSURANCE		\$74.00		

Paid Chk# 029969 10/12/2018 UNIFIRST CORPORATION

G 601-212000	ACCOUNTS PAYABLE	\$48.35	0961036907	CRWC - EQUIPMENT
G 100-212000	ACCOUNTS PAYABLE	\$56.42	0961036920	COMPLEX - SUPPLIES
Total UNIFIRST CORPORATION		\$104.77		

Paid Chk# 029970 10/12/2018 VISU-SEWER CLEAN & SEAL, INC.

G 601-212000	ACCOUNTS PAYABLE	\$2,667.75	29736	CWRC - PO#CWRC856
Total VISU-SEWER CLEAN & SEAL, INC.		\$2,667.75		

Paid Chk# 029971 10/12/2018 WE ENERGIES

G 100-212000	ACCOUNTS PAYABLE	\$10.18	0073603522	EM
G 100-212000	ACCOUNTS PAYABLE	\$54.78	0461777971	FD
G 100-212000	ACCOUNTS PAYABLE	\$12.00	1010312045	BOY SCOUT HOUSE
G 100-212000	ACCOUNTS PAYABLE	\$19.30	1201902213	GIRL SCOUT HOUSE
G 601-212000	ACCOUNTS PAYABLE	\$13.82	1215012928	SEWER - GARFIELD #9
G 601-212000	ACCOUNTS PAYABLE	\$11.39	1231799804	SEWER - KENZIE #11
G 260-212000	ACCOUNTS PAYABLE	\$174.28	2664690477	LIBRARY
G 100-212000	ACCOUNTS PAYABLE	\$39.36	3090975495	DPW - ELECTRIC
G 601-212000	ACCOUNTS PAYABLE	\$12.67	3226404229	SEWER - EVERGREEN #7
G 601-212000	ACCOUNTS PAYABLE	\$10.23	3676352296	SEWER - PARK LANE CWRC
G 240-212000	ACCOUNTS PAYABLE	\$24.65	3800407384	POOL
G 100-212000	ACCOUNTS PAYABLE	\$24.65	3867586082	FD
G 100-212000	ACCOUNTS PAYABLE	\$93.91	4273838952	CH
G 601-212000	ACCOUNTS PAYABLE	\$13.82	4840580943	SEWER - HIGHLAND #8
G 100-212000	ACCOUNTS PAYABLE	\$54.25	6030376666	LINCOLN BLDG
G 601-212000	ACCOUNTS PAYABLE	\$9.24	6058143423	SEWER - PARK LANE CONTROL BLDG

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G 100-212000	ACCOUNTS PAYABLE	\$34.18	6625353957	DPW FACILITY
G 601-212000	ACCOUNTS PAYABLE	\$10.79	6625972176	SEWER - DORCHESTER #4
G 240-212000	ACCOUNTS PAYABLE	\$13.22	6829107991	POOL
G 601-212000	ACCOUNTS PAYABLE	\$10.79	7009148866	SEWER - KEUP #10
G 100-212000	ACCOUNTS PAYABLE	\$60.43	9472045425	GYM
Total WE ENERGIES		\$707.94		
Paid Chk# 029972 10/12/2018 WI SCTF-BOX 74400				
G 100-212000	ACCOUNTS PAYABLE	\$130.00	004766	CHILD SUPPORT PYMT
Total WI SCTF-BOX 74400		\$130.00		
Paid Chk# 029973 10/12/2018 WISCONSIN STATE LAB OF HYGIENE				
G 601-212000	ACCOUNTS PAYABLE	\$988.00	562485	CWRC - TESTING
Total WISCONSIN STATE LAB OF HYGIENE		\$988.00		
Paid Chk# 029974 10/17/2018 SATIN STITCHES LTD				
G 220-212000	ACCOUNTS PAYABLE	\$960.00	10124	REC - POMS
Total SATIN STITCHES LTD		\$960.00		
Paid Chk# 029975 10/19/2018 ADP, LLC.				
G 100-212000	ACCOUNTS PAYABLE	\$253.39	522487306	TREAS - PAYROLL PROCESSING
G 100-212000	ACCOUNTS PAYABLE	\$456.32	522817455	TREAS - PAYROLL PROCESSING
Total ADP, LLC.		\$709.71		
Paid Chk# 029976 10/19/2018 ADVANCED DISPOSAL				
G 100-212000	ACCOUNTS PAYABLE	\$705.67	E10001292588	DPW - ROLL OFF
Total ADVANCED DISPOSAL		\$705.67		
Paid Chk# 029977 10/19/2018 AMERICAN PUBLIC WORKS ASSOC.				
G 100-212000	ACCOUNTS PAYABLE	\$540.00		MEMBERSHIP ENG - APWA DUES
Total AMERICAN PUBLIC WORKS ASSOC.		\$540.00		
Paid Chk# 029978 10/19/2018 ARMOR ROOFING				
G 100-212000	ACCOUNTS PAYABLE	\$200.00	159	PD - ROOFING REPAIR
Total ARMOR ROOFING		\$200.00		
Paid Chk# 029979 10/19/2018 ASSOCIATED BENEFIT & RISK CON.				
G 100-212000	ACCOUNTS PAYABLE	\$1,533.00	7489	TREAS - NOVEMBER FEES
G 100-212000	ACCOUNTS PAYABLE	\$383.00	7489	TREAS - NOVEMBER FEES
Total ASSOCIATED BENEFIT & RISK CON.		\$1,916.00		
Paid Chk# 029980 10/19/2018 AT&T				
G 100-212000	ACCOUNTS PAYABLE	\$194.31	414Z45632009	PD - PHONE
Total AT&T		\$194.31		
Paid Chk# 029981 10/19/2018 BEYER S HARDWARE STORE				
G 100-212000	ACCOUNTS PAYABLE	\$33.29	143162	COMPLEX - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$28.79	143168	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$17.99	143195	EM - SUPPLIES

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G 100-212000	ACCOUNTS PAYABLE	\$6.29	143196	EM - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$18.93	143232	COMPLEX - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$5.84	143233	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$31.45	143266	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$4.94	143286	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$33.40	143322	COMPLEX - SUPPLIES
G 200-212000	ACCOUNTS PAYABLE	\$15.61	143322	CEMETERY - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$35.08	143448	COMPLEX - SUPPLIES
Total BEYER S HARDWARE STORE		\$231.61		
Paid Chk# 029982 10/19/2018 BLOCH HEATING & AIR CONDITIONI				
G 100-212000	ACCOUNTS PAYABLE	\$144.95	60600	EM - FURNACE SERVICE
Total BLOCH HEATING & AIR CONDITIONI		\$144.95		
Paid Chk# 029983 10/19/2018 BOEHLKE BOTTLED GAS CORP.				
G 221-212000	ACCOUNTS PAYABLE	\$730.59	U0010270	DPW - FUEL
Total BOEHLKE BOTTLED GAS CORP.		\$730.59		
Paid Chk# 029984 10/19/2018 BROOKS TRACTOR				
G 100-212000	ACCOUNTS PAYABLE	\$209.60	M34274	DPW - OIL
Total BROOKS TRACTOR		\$209.60		
Paid Chk# 029985 10/19/2018 CDW GOVERNMENT, INC.				
G 100-212000	ACCOUNTS PAYABLE	\$93.51	PMB0782	PD - OFFICE SUPPLIES
Total CDW GOVERNMENT, INC.		\$93.51		
Paid Chk# 029986 10/19/2018 CEDARBURG ATHLETIC BOOSTER CLU				
G 220-212000	ACCOUNTS PAYABLE	\$119.00	CKREQ	REC - POMS AD
Total CEDARBURG ATHLETIC BOOSTER CLU		\$119.00		
Paid Chk# 029987 10/19/2018 CINTAS CORPORATION				
G 100-212000	ACCOUNTS PAYABLE	\$141.39	184179381	DPW - UNIFORM
G 260-212000	ACCOUNTS PAYABLE	\$28.08	184180448	LIBR - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$141.39	184180851	DPW - UNIFORM
Total CINTAS CORPORATION		\$310.86		
Paid Chk# 029988 10/19/2018 CITY CEDARBURG-PETTY CASH				
G 100-212000	ACCOUNTS PAYABLE	\$50.00	PETTY CASH	CR CTR - EMPL. REIMBURSEMENT
G 100-212000	ACCOUNTS PAYABLE	\$1.88	PETTY CASH	CR CTR - PROGRAM SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$12.67	PETTY CASH	CR CTR - PARTY SUPPLIES
Total CITY CEDARBURG-PETTY CASH		\$64.55		
Paid Chk# 029989 10/19/2018 DAMARC QUALITY INSPECTION SVCS				
G 100-212000	ACCOUNTS PAYABLE	\$240.00	39804	FD - BOILER INSPECTION
Total DAMARC QUALITY INSPECTION SVCS		\$240.00		
Paid Chk# 029990 10/19/2018 DAN KRAUSE CONSTRUCTION LLC				
G 100-212000	ACCOUNTS PAYABLE	\$7,700.00	REPLACE	CH - REPLACE FLOOR IN MEETING ROOM
G 100-212000	ACCOUNTS PAYABLE	\$1,000.00	REPLACE	CH - REPLACE FLOOR IN MEETING ROOM

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Total	DAN KRAUSE CONSTRUCTION LLC	\$8,700.00		
Paid Chk#	029991	10/19/2018	EDELHOFF LAWNMOWER SERVICE	
G 100-212000	ACCOUNTS PAYABLE	\$73.50	247473	DPW - MOWER PARTS
Total	EDELHOFF LAWNMOWER SERVICE	\$73.50		
Paid Chk#	029992	10/19/2018	EHLERS & ASSOCIATES	
G 350-212000	ACCOUNTS PAYABLE	\$1,500.00	78426	TID #4 CREATION
Total	EHLERS & ASSOCIATES	\$1,500.00		
Paid Chk#	029993	10/19/2018	EXTREME SKI & BIKE	
G 100-212000	ACCOUNTS PAYABLE	\$14.99	1000000127	PD - CLIPS
Total	EXTREME SKI & BIKE	\$14.99		
Paid Chk#	029994	10/19/2018	FASTENAL COMPANY	
G 100-212000	ACCOUNTS PAYABLE	\$216.23	WISAU103293	DPW - PARTS
Total	FASTENAL COMPANY	\$216.23		
Paid Chk#	029995	10/19/2018	FIVE CORNERS DODGE	
G 100-212000	ACCOUNTS PAYABLE	\$90.91	44930	PD - VEHICLE #5
G 100-212000	ACCOUNTS PAYABLE	\$1,740.94	45263	PD - VEHICLE #7
G 100-212000	ACCOUNTS PAYABLE	\$71.01	45511	PD - VEHICLE #2
Total	FIVE CORNERS DODGE	\$1,902.86		
Paid Chk#	029996	10/19/2018	FIVE CORNERS TRUCK & AUTO	
G 100-212000	ACCOUNTS PAYABLE	\$225.00	05531	PD - VEHICLE #8
Total	FIVE CORNERS TRUCK & AUTO	\$225.00		
Paid Chk#	029997	10/19/2018	FREISTADT AUTOMOTIVE INC	
G 100-212000	ACCOUNTS PAYABLE	\$90.00	8095	PD - VEHICLE #5
Total	FREISTADT AUTOMOTIVE INC	\$90.00		
Paid Chk#	029998	10/19/2018	GALL PLUMBING, INC	
G 100-212000	ACCOUNTS PAYABLE	\$791.76	15175	PD - PLUMBING REPAIR
G 100-212000	ACCOUNTS PAYABLE	\$1,280.02	15178	PD - PLUMBING REPAIR
Total	GALL PLUMBING, INC	\$2,071.78		
Paid Chk#	029999	10/19/2018	GODFREY & KAHN	
G 601-212000	ACCOUNTS PAYABLE	\$823.00	723861	CWRC - LEGAL
Total	GODFREY & KAHN	\$823.00		
Paid Chk#	030000	10/19/2018	GOLLNICK & SONS TREE SERVICE	
G 601-212000	ACCOUNTS PAYABLE	\$1,050.00	18239	CWRC - WORK AT N17W5289 GARFIELD
Total	GOLLNICK & SONS TREE SERVICE	\$1,050.00		
Paid Chk#	030001	10/19/2018	HEIN ELECTRIC SUPPLY CO	
G 100-212000	ACCOUNTS PAYABLE	\$76.80	525997-00	PARKS - ELEC SUPPLIES
Total	HEIN ELECTRIC SUPPLY CO	\$76.80		

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Paid Chk# 030002 10/19/2018 JAMES IMAGING SYSTEMS

G 100-212000	ACCOUNTS PAYABLE	\$334.71	23501469	CH - COPIERS 1ST FLOOR
G 100-212000	ACCOUNTS PAYABLE	\$277.78	23501469	CH - COPIERS 2ND FLOOR
G 100-212000	ACCOUNTS PAYABLE	\$215.52	23501469	CH - COPIERS LL
Total JAMES IMAGING SYSTEMS		\$828.01		

Paid Chk# 030003 10/19/2018 JOHNSON CONTROLS

G 100-212000	ACCOUNTS PAYABLE	\$252.31	31315620	CH - COMP SRVS
Total JOHNSON CONTROLS		\$252.31		

Paid Chk# 030004 10/19/2018 JOHNSONS GARDENS

G 100-212000	ACCOUNTS PAYABLE	\$7.19	95378957	PARKS - SUPPLIES
Total JOHNSONS GARDENS		\$7.19		

Paid Chk# 030005 10/19/2018 KAESTNER AUTO ELECTRIC CO

G 100-212000	ACCOUNTS PAYABLE	\$132.00	320394	DPW - SIGNS
Total KAESTNER AUTO ELECTRIC CO		\$132.00		

Paid Chk# 030006 10/19/2018 LANGE ENTERPRISES

G 100-212000	ACCOUNTS PAYABLE	\$1,192.97	66800	DPW - SIGNS
Total LANGE ENTERPRISES		\$1,192.97		

Paid Chk# 030007 10/19/2018 LANGE, BARBARA

G 100-212000	ACCOUNTS PAYABLE	\$25.00	REFUND	REFUND - APPLIANCE PICK UP
Total LANGE, BARBARA		\$25.00		

Paid Chk# 030008 10/19/2018 LARK UNIFORM OUTFITTERS INC

G 100-212000	ACCOUNTS PAYABLE	\$136.90	275118	PD - UNIFORM
G 100-212000	ACCOUNTS PAYABLE	\$234.75	275401	PD - UNIFORM
G 100-212000	ACCOUNTS PAYABLE	\$200.03	275661	PD - UNIFORM
G 100-212000	ACCOUNTS PAYABLE	\$123.95	276086	PD - UNIFORM
Total LARK UNIFORM OUTFITTERS INC		\$695.63		

Paid Chk# 030009 10/19/2018 LAROSA LANDSCAPE COMPANY

G 100-212000	ACCOUNTS PAYABLE	\$186.96	66350	PD - LANDSCAPE MAINTENANCE
G 350-212000	ACCOUNTS PAYABLE	\$184.00	66495	TIF #4
Total LAROSA LANDSCAPE COMPANY		\$370.96		

Paid Chk# 030010 10/19/2018 MASTER PRINTWEAR

G 220-212000	ACCOUNTS PAYABLE	\$385.00	3802	REC - SUPPLIES
Total MASTER PRINTWEAR		\$385.00		

Paid Chk# 030011 10/19/2018 MID-AMERICAN RESEARCH CHEMICAL

G 601-212000	ACCOUNTS PAYABLE	\$678.00	0648127-IN	CWRC - SUPPLIES
G 601-212000	ACCOUNTS PAYABLE	\$199.92	0648265-IN	CWRC - SUPPLIES
Total MID-AMERICAN RESEARCH CHEMICAL		\$877.92		

Paid Chk# 030012 10/19/2018 MONARCH LIBRARY SYSTEM

G 260-212000	ACCOUNTS PAYABLE	\$22.95	414345	LIBR - SHARED SVCS
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G 260-212000	ACCOUNTS PAYABLE	\$16.75	414357	LIBR - SHARED SVCS
Total MONARCH LIBRARY SYSTEM		\$39.70		
Paid Chk# 030013 10/19/2018 NAPA AUTO PARTS				
G 100-212000	ACCOUNTS PAYABLE	\$6.23	5269-971789	DPW - PARTS
Total NAPA AUTO PARTS		\$6.23		
Paid Chk# 030014 10/19/2018 NORTH CENTRAL LABORATORIES				
G 601-212000	ACCOUNTS PAYABLE	\$650.18	413537	CWRC - SUPPLIES
Total NORTH CENTRAL LABORATORIES		\$650.18		
Paid Chk# 030015 10/19/2018 OFFICE DEPOT				
G 100-212000	ACCOUNTS PAYABLE	\$42.74	214395700001	PD - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$114.30	214395920001	PD - SUPPLIES
Total OFFICE DEPOT		\$157.04		
Paid Chk# 030016 10/19/2018 OLIVER FIONTAR LLC				
G 350-212000	ACCOUNTS PAYABLE	\$275,042.50	CKREQ	AMCAST FUNDING
Total OLIVER FIONTAR LLC		\$275,042.50		
Paid Chk# 030017 10/19/2018 OLSEN S PIGGLY WIGGLY				
G 100-212000	ACCOUNTS PAYABLE	\$45.78	35723	DPW - TRAINING
G 260-212000	ACCOUNTS PAYABLE	\$17.21	8988	LIBR - PROGRAM SNACKS
Total OLSEN S PIGGLY WIGGLY		\$62.99		
Paid Chk# 030018 10/19/2018 OZAUKEE ACE HARDWARE				
G 100-212000	ACCOUNTS PAYABLE	\$14.39	157001	COMPLEX - SUPPLIES
Total OZAUKEE ACE HARDWARE		\$14.39		
Paid Chk# 030019 10/19/2018 OZAUKEE COUNTY CLERK				
G 100-212000	ACCOUNTS PAYABLE	\$93.80	ELECTION	CLERK - ELECTION SUPPLIES
Total OZAUKEE COUNTY CLERK		\$93.80		
Paid Chk# 030020 10/19/2018 OZAUKEE COUNTY CLERK OF COURTS				
G 100-212000	ACCOUNTS PAYABLE	\$500.00	BOND	PD - BOND FOR CLIFFORD C. ANDRAE
Total OZAUKEE COUNTY CLERK OF COURTS		\$500.00		
Paid Chk# 030021 10/19/2018 OZAUKEE COUNTY TREASURER				
G 100-212000	ACCOUNTS PAYABLE	\$7,978.09	10/5/2018	AMCAST - SPEC ASSESSMENT
Total OZAUKEE COUNTY TREASURER		\$7,978.09		
Paid Chk# 030022 10/19/2018 OZAUKEE DISPOSAL CORPORATION				
G 601-212000	ACCOUNTS PAYABLE	\$1,525.00	IN48952	CWRC - DUMPSTER PICKUP
Total OZAUKEE DISPOSAL CORPORATION		\$1,525.00		
Paid Chk# 030023 10/19/2018 P.L. GEHL MEMORIAL CO.				
G 200-212000	ACCOUNTS PAYABLE	\$250.00	RESTORATIO	CEMETERY - MOVE MEMORIAL
Total P.L. GEHL MEMORIAL CO.		\$250.00		

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Paid Chk# 030024 10/19/2018 PACE ANALYTICAL SERVICES, INC.			
G 601-212000	ACCOUNTS PAYABLE	\$21.00	1840057744 CWRC - LAB SUPPLIES
Total PACE ANALYTICAL SERVICES, INC.		\$21.00	
Paid Chk# 030025 10/19/2018 RJ THOMAS MFG. CO.			
G 100-212000	ACCOUNTS PAYABLE	\$1,161.50	202956 PARK - DOME LIDS
Total RJ THOMAS MFG. CO.		\$1,161.50	
Paid Chk# 030026 10/19/2018 ROAD EQUIPMENT PARTS CENTER			
G 100-212000	ACCOUNTS PAYABLE	\$392.24	885093 DPW - PARTS
Total ROAD EQUIPMENT PARTS CENTER		\$392.24	
Paid Chk# 030027 10/19/2018 SHERWIN-WILLIAMS CO			
G 100-212000	ACCOUNTS PAYABLE	\$212.00	9722-5 DPW - VALVE/KITS
Total SHERWIN-WILLIAMS CO		\$212.00	
Paid Chk# 030028 10/19/2018 SHORT ELLIOTT HENDRICKSON INC			
G 400-212000	ACCOUNTS PAYABLE	\$200.13	357585 MONOPOLE
Total SHORT ELLIOTT HENDRICKSON INC		\$200.13	
Paid Chk# 030029 10/19/2018 SITEIMPROVE INC			
G 100-212000	ACCOUNTS PAYABLE	\$2,677.00	58508 CLERKS - WEBSITE MONITORING
Total SITEIMPROVE INC		\$2,677.00	
Paid Chk# 030030 10/19/2018 STARNET TECHNOLOGIES			
G 601-212000	ACCOUNTS PAYABLE	\$720.00	0090958-IN CWRC - DATA CHGS
Total STARNET TECHNOLOGIES		\$720.00	
Paid Chk# 030031 10/19/2018 STATE OF WI-DSPS-93086			
G 100-212000	ACCOUNTS PAYABLE	\$200.00	484082 FD - OPERATING PERMITS
Total STATE OF WI-DSPS-93086		\$200.00	
Paid Chk# 030032 10/19/2018 STERN ENTERPRISES			
G 100-212000	ACCOUNTS PAYABLE	\$133.00	1630 DPW - SUPPLIES
Total STERN ENTERPRISES		\$133.00	
Paid Chk# 030033 10/19/2018 STREICHER S POLICE EQUIPMENT			
G 100-212000	ACCOUNTS PAYABLE	\$114.96	11333414 PD - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$13.99	11334441 PD - SUPPLIES
Total STREICHER S POLICE EQUIPMENT		\$128.95	
Paid Chk# 030034 10/19/2018 TIME WARNER CABLE-PO BOX 4639			
G 100-212000	ACCOUNTS PAYABLE	\$1,026.50	702696601101 CH - INTERNET
G 100-212000	ACCOUNTS PAYABLE	\$83.09	707260101100 EM - INTERNET
G 240-212000	ACCOUNTS PAYABLE	\$159.99	709737801100 POOL - INTERNET
G 100-212000	ACCOUNTS PAYABLE	\$412.85	709872301100 PD - PHONE
Total TIME WARNER CABLE-PO BOX 4639		\$1,682.43	
Paid Chk# 030035 10/19/2018 TRANS UNION LLC			

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G 100-212000	ACCOUNTS PAYABLE	\$25.00	09807609	PD - SERVICE
	Total TRANS UNION LLC	\$25.00		
Paid Chk# 030036 10/19/2018 TROMPETER, SHARON				
G 220-212000	ACCOUNTS PAYABLE	\$105.00	REFUND	REISSUE CHECK REFUND
	Total TROMPETER, SHARON	\$105.00		
Paid Chk# 030037 10/19/2018 UNIFIRST CORPORATION				
G 100-212000	ACCOUNTS PAYABLE	\$48.20	0961036911	DPW - EQUIPMENT
G 100-212000	ACCOUNTS PAYABLE	\$42.05	0961036921	PD - EQUIPMENT
G 601-212000	ACCOUNTS PAYABLE	\$48.35	0961037983	CWRC - EQUIPMENT
G 100-212000	ACCOUNTS PAYABLE	\$48.20	0961037987	DPW - EQUIPMENT
	Total UNIFIRST CORPORATION	\$186.80		
Paid Chk# 030038 10/19/2018 VALU RITE CORPORATION				
G 100-212000	ACCOUNTS PAYABLE	\$1,051.10	CKREQ	ASSESSOR - MONTHLY CONTRACT
	Total VALU RITE CORPORATION	\$1,051.10		
Paid Chk# 030039 10/19/2018 VERIZON WIRELESS				
G 100-212000	ACCOUNTS PAYABLE	\$770.39	9815538263	PD - PHONE
	Total VERIZON WIRELESS	\$770.39		
Paid Chk# 030040 10/19/2018 WE ENERGIES-PO BOX 90001				
G 100-212000	ACCOUNTS PAYABLE	\$9.57	7090613994	PD - GAS
G 100-212000	ACCOUNTS PAYABLE	\$261.54	7289351610	PD - GAS
	Total WE ENERGIES-PO BOX 90001	\$271.11		
Paid Chk# 030041 10/19/2018 WEISSMAN				
G 220-212000	ACCOUNTS PAYABLE	\$787.07	194043609	REC - POMS
	Total WEISSMAN	\$787.07		
Paid Chk# 030042 10/19/2018 WI DEPT OF JUSTICE-TIME 93136				
G 100-212000	ACCOUNTS PAYABLE	\$378.00	455TIME-5420	PD - Q42018 SERVICES
	Total WI DEPT OF JUSTICE-TIME 93136	\$378.00		
Paid Chk# 030043 10/19/2018 WINTER EQUIPMENT COMPANY				
G 100-212000	ACCOUNTS PAYABLE	\$4,324.78	IV38069	DPW - PARTS
	Total WINTER EQUIPMENT COMPANY	\$4,324.78		
Paid Chk# 030044 10/19/2018 WISCONSIN DEPT.OF JUSTICE				
G 100-212000	ACCOUNTS PAYABLE	\$35.00	L4603T	PD - TELEPHONE/COMMUNICATIONS
	Total WISCONSIN DEPT.OF JUSTICE	\$35.00		
Paid Chk# 030045 10/19/2018 WISCONSIN HUMANE SOCIETY				
G 100-212000	ACCOUNTS PAYABLE	\$210.00	1242	PD - BOARDING FEES
	Total WISCONSIN HUMANE SOCIETY	\$210.00		
111300 PWSB Checking		\$548,634.88		

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Fund Summary

111300 PWSB Checking

100 GENERAL FUND	\$152,970.42
200 CEMETERY FUND	\$2,775.99
220 RECREATION PROGRAMS FUND	\$8,452.05
221 FUEL SYSTEM - WASH BAY	\$11,442.62
230 COMMUNITY DEV BLOCK GRANT FUND	\$640.00
240 SWIMMING POOL FUND	\$314.70
260 LIBRARY FUND	\$8,154.31
350 TIF DISTRICT FUND #4	\$277,599.50
400 CAPITAL IMPROVEMENTS FUND	\$4,394.70
601 WATER RECYCLING CENTER	\$80,129.99
700 RISK MANAGEMENT FUND	\$1,760.60

	\$548,634.88



City of Cedarburg

City Administrator's Report

October 25, 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— Director Wiza sent out RFPs for preconstruction pruning and engineering work for the 2019 Street & Utility Project. Asphalt patching will be completed this week on Evergreen Blvd. and Portland Road.

Utility work is being done for phase 2 and 3 of The Glen at Cedar Creek and Cedar Place apartments.

The Public Works crew has been working on brush pick up notices, street sweeping, leaf pickup, and helping with winterizing projects.

Fire Department— The Fire Department lot was paved on Monday.

Clerk— The Clerk's office has been busy with in-person absentee voting, with 874 ballots issued as of Tuesday afternoon.

Assessor—Assessor Timm will be sending out sale inspection letters the next two weeks.

Senior Center— Free health education sessions will be offered once a month at the Senior Center. A RN from Aurora Medical Center presented on Tuesday, October 23.

The Senior Center will host a Power of Attorney event on October 30, allowing Seniors to meet with an Ozaukee County Bar Association Attorney to create personalized power of attorney for health care.

Parks, Recreation & Forestry— Director Hilvo and Superintendent Westphal viewed a grapple truck demonstration. They also met with the Wisconsin and National Conservation Corps regarding tree removals, at Council Member von Barga's suggestion.

The Adlai Horn Park restoration is behind because of the rain but will complete on time.

The downtown holiday lights and Santa house will be going up soon.

The Parks and Forestry crew is working on winterizing the pool and cleaning out the flowerbeds.

Library— The Library is fully staffed. Director Pierschalla will be celebrating five years with the City on November 3.

Police— The Police & Fire Commission has narrowed the field to four applicants for patrol officer and will be following up with polygraph and psychological testing in November.

Wastewater Recycling Center—Visu-Sewer is working on lines in Adlai Horn Park and in Georgetown.

Training— Superintendent Hackert attended the Wisconsin Wastewater Conference last week.

Lead Operator Grulkowski attended CVMIC Supervisory training two days this week.

Director Pierschalla attended the Wisconsin Library Association conference Tuesday—Friday this week.

Administrator— I attended Municipal Court meetings on Monday and Tuesday.

Tuesday, I met with General Manager Lythjohan, Building Inspector Baier, Superintendent Huse, and Buildings and Ground Maintenance Budd to explore a car charging station in the City Hall parking lot. I also participated in a GFOA webinar.

Wednesday, I had a call with Moody's in regard to the City's credit rating. A representative from Form & Fitness spoke at the Employee meeting on how exercise and healthy habits can lead to a better you.

I participated in a WCMA webinar on Thursday on Smart Risks and Rebounding.

Respectfully submitted,



Christy Mertes
City Administrator/Treasurer

PROCLAMATION

CHANGE YOUR CLOCK – CHANGE YOUR BATTERY DAY

WHEREAS, the peak time for home fire fatalities is between 10 p.m. and 6 a.m. when most families are sleeping; and

WHEREAS, each day an average of three children die in home fires and eighty percent of the fire deaths involving children occur in homes without working smoke alarms; and

WHEREAS, by providing an early warning and critical extra seconds to escape, the installation of smoke alarms doubles a family's chance of getting out of a home fire alive – but only if they work; and

WHEREAS, in the mid-80s the International Association of Fire Chiefs and Energizer recognized a disturbing trend...home fire deaths and injuries were increasing despite widespread use of smoke alarms because the smoke alarms were not operational; and

WHEREAS, the two organizations joined forces and spread the news about proper smoke alarm maintenance, founding the “Change Your Clock, Change your Battery” program in 1987; and

WHEREAS, the Cedarburg Fire Department has joined the International Association of Fire Chiefs and Energizer to remind citizens to change the batteries in their smoke alarms when they change their clocks back to standard time on Sunday, November 4, 2018.

NOW THEREFORE, BE IT RESOLVED that I, Mike O’Keefe, Mayor of the City of Cedarburg do hereby proclaim November 4, 2018 as “Change Your Clock, Change Your Battery Day” in the City of Cedarburg and encourage all residents to make fire safety a priority by adopting this simple life-saving habit.

Michael O’Keefe, Mayor

Attest:

Constance K. McHugh, City Clerk