

**CITY OF CEDARBURG
MEETING OF COMMON COUNCIL
DECEMBER 10, 2018 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, December 10, 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* - November 26, 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. Consider Ordinance No. 2018-26 amending Sec. 13-1-46(g) and 13-1-27(g) of the Zoning Code declaring existing homes in the Rs-5 and Rs-6 Residential Districts as legal conforming buildings; and action thereon (Plan Comm. 11/05/18)
9. NEW BUSINESS
 - * A. Consider Ordinance No. 2018-27 amending Sec. 14-1-70 of the Code of Ordinances establishing the ultimate right-of-way width for certain sections of Cedarburg's street system; and action thereon (Plan Comm. 11/05/18)
 - * B. Consider Ordinance No. 2018-28 amending Sec. 3-6-3 to 3-6-7 of the Municipal Code adjusting the impact fees for library facilities, police department facilities, water supply facilities, park facilities, and wastewater treatment plant; Ordinance No. 2018-29 amending Sec. 9-2-6(c) adjusting the sanitary sewer connection fee; and Ordinance No. 2018-30 amending Sec. 14-1-84 adjusting the fees in lieu of parkland and amending Sec. 14-1-100(g) adjusting the public site fees based on the Construction Cost Index published in the Engineering News Record and calculated based on the annual increase in the CCI Indices; and action thereon

- * C. Consider revisions to Policy FC-4: Investment Policy; and action thereon (ad hoc Debt/Investment Comm. 11/28/18)
- D. Active Assailant Response training – Cedarburg Police Department
- * E. Consider payment of bills dated 12/03/18, transfers for the period 11/24/18 through 12/07/18; and payroll for the period 11/18/18 through 12/01/18; and action thereon
- *** F. Consider License Applications; and action thereon
 - 1. Consider approval of new Operator License application for the period ending June 30, 2019 for Mary E. Sorce

10. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- * A. Administrator's Report
- * B. Building Inspectors Report – November 2018

11. COMMUNICATIONS

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

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 the sale of City-owned parcels in Business Park off Alyce Street - Parcel No. 13-034-14-000.02 (Outlot #1 CSM No. 2811) and a portion of Parcel No. 13-034-14-000.00 (Outlot #1 CSM 2784)
- Approval of October 29, 2018 closed session minutes.

13. RECONVENE TO OPEN SESSION

- 14. Consider offer received on a portion of Parcel No. 13-034-14-000.00 (Outlot #1 CSM 2784); and action thereon

15. ADJOURNMENT

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

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

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

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

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO
ACCOMMODATE THE NEEDS OF INDIVIDUALS WITH DISABILITIES.
PLEASE CONTACT THE CITY CLERK'S OFFICE AT (262) 375-7606

E-MAIL: cityhall@ci.cedarburg.wi.us

12/06/18 ckm

**CITY OF CEDARBURG
COMMON COUNCIL
NOVEMBER 26, 2018**

**CC20181126-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, November 26, 2018, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Mayor O’Keefe called the meeting to order at 7:30 p.m.

ROLL CALL: Present - Common Council: Mayor Mike 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 Clerk Constance McHugh, Police Chief Tom Frank Director of Public Works and Engineering Tom Wiza, Director of Parks, Recreation and Forestry Mikko Hilvo, Library Director Linda Pierschalla, Assessor Cathy Timm, Forester Kevin Westphal, Public Works Superintendent Joel Bublitz, Parks Crewperson David Schwantes, City Attorney Michael Herbrand; interested citizens and news media

STATEMENT OF PUBLIC NOTICE

At Mayor O’Keefe’s request, City Clerk McHugh 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

Council Member Verhaalen suggested the word “not” be inserted in the last sentence of paragraph six on page 5 of the November 12, 2018 Council minutes. The sentence should read: As far as the levy, the City is going to have to get used to not borrowing for streets because it is the City’s obligation to maintain the streets.

Council Member Arnett suggested the word “use” in paragraph six of page 9 of the November 12, 2018 Council minutes be changed to “assistance”. The sentence should read: Council Member Arnett suggested the City do the preconstruction pruning with the assistance of the new grapple truck.

Motion made by Council Member Thome, seconded by Council Member Galbraith, to approve the minutes of the November 12, 2018 meeting as amended. Motion carried unanimously.

CONSIDER ORDINANCE NO. 2018-21 LEVYING PROPERTY TAXES ON THE GENERAL, DEBT SERVICE, SPECIAL REVENUE, AND CAPITAL IMPROVEMENT FUNDS FOR FISCAL YEAR 2019

City Administrator/Treasurer Mertes said the following changes to the budget have been made since the last meeting:

- \$31,415 was added to the General Fund for one-third cost of a School District liaison officer (two-thirds intended to be funded by the Cedarburg School District);
- \$2,325 was added in the Capital Improvements budget for the lease-to-own grapple truck;
- Park improvements were reduced by \$11,000; park building roof replacements were moved to the 2020 Capital budget;
- Library impact fee use was increased by \$10,000 in Capital Improvements, which reduced the levy in Debt Service;
- Cable franchise fee revenue was increased by \$23,000 in the General Fund;
- The Contingency Reserve account in the General Fund was increased by \$30,000.

The changes resulted in a 4.9% increase in the tax levy and a \$0.28 increase in the tax rate. This equates to a \$77 increase on a home assessed at \$276,000.

Council Member Thome said she was surprised to learn that the \$2 per hour increase for the City Administrator/Treasurer, in addition to the 2% wage increase for all employees, is still in the budget. She said that while the salary for City Administrator/Treasurer Mertes is at a lower level compared to others in the area she is uncomfortable with the \$2 per hour increase based on a preliminary salary study done by Cedarburg Light and Water. She said the study has discrepancies and more work on the survey plans to be done next year.

City Administrator/Treasurer Mertes said the Light and Water study showed her salary to be \$10 less per hour than similar positions while a study done by the Wisconsin City/County Management Association shows her salary to be \$7 less per hour than similar positions. The amount of the increase for this in the General Fund budget is \$3,753. Her salary is 79% funded in the General Fund and 21% funded in the Water Recycling Center budget.

Council Member Arnett questioned why this discussion has not taken place at the Personnel Committee.

Council Member Thome said the Personnel Committee did discuss the salary survey. It was the consensus that the survey was preliminary in nature and the Committee needs to look at the broader picture in 2019.

Council Member Burkart said she agrees with Council Member Arnett that this should be discussed at a Personnel Committee meeting.

It was the consensus of the Council that Ordinance No. 2018-21 could be adopted as is with the understanding this matter will be discussed by the Personnel Committee in the future.

Motion made by Council Member von Barga, seconded by Council Member Thome, to adopt Ordinance No. 2018-21 levying property taxes on the General, Debt Service, Special Revenue, and Capital Improvement Funds for fiscal year 2019, with the understanding that the \$2 per hour salary increase for the City Administrator/Treasurer be reviewed at a future Personnel Committee meeting.

Council Member Arnett said he has been frustrated with the budget process this year. He has tried to come up with several thoughts and ideas, and believes he has failed in getting them over the goal line. He thanked staff and City Administrator/Treasurer Mertes for their work on the budget,

adding that it is hard to be stuck in the middle. He said the following are good things in the 2019 budget:

- The General Fund levy is down 2.9%;
- The City is not borrowing for road or capital improvements;
- The City is funding the increased debt service;
- The City will continue to provide excellent services to constituents.

Council Member Arnett said at the last Council meeting resident Alan Clapp was in attendance to explain he and his neighbors are concerned about dead ash trees in the conservancy. Later in the meeting the Council approved a \$12,800 contract for preconstruction pruning. He wonders if everyone involved knows that the contract was for full structural pruning of trees; not just raising the canopy for the construction equipment. The City owns equipment to prune street trees. The City will own a new \$190,000 grapple truck to remove streets. But the City does not have any equipment to get into the conservancy and needs to contract that out. In his opinion the \$12,800 should have gone to the conservancy. He said he understands there were concerns about snow, but there are five and one-half months to trim the trees on 3-4 blocks.

In terms of the liaison officer, Council Member Arnett said the City has five school buildings and is looking for one officer. Some Council Members have extensive law enforcement experience but some of their ideas were rejected. The School District is made up of five communities. He questioned if anyone asked the neighboring communities in the Cedarburg School District to contribute to the costs of an officer. If not, why not? If the School District uses part of its \$60 million from the recently passed referendum to fund 100% of this officer, then that cost is spread proportionally among all five communities that will benefit. He said he supports the idea of the officer but why should his neighbors pay a higher tax bill to lower the tax bill from someone in Mequon or Grafton. These communities should be asked to contribute.

Council Member Arnett said there are other things in the area of duplication of services and cooperation with adjoining towns that he has spoken about before:

- Raising the weight limit on 1,000 feet of road in the Town of Cedarburg would save taxpayers over \$50,000 per year at the treatment plant; yet their fully loaded salt truck travels on Washington Avenue contributing to more and more potholes.
- The Friends of the Library is paying for a strategic plan. Part of this plan should explore seeking a Joint Library Agreement with the Town of Cedarburg.
- Hundreds of thousands of dollars are spent on maintaining the Fire Station. The City dispatches to the Town of Cedarburg from that station. No money is received from the Town for maintenance reimbursement. The same is true for the Senior Center.

Council Member Arnett concluded by saying the Council did okay on the budget, but can do better. Council Member von Barga said he agrees with Council Member Arnett on these items.

Mayor O'Keefe said the schools are in Cedarburg and if there is not a school liaison officer the City will end up paying for investigative work that needs to be done.

Council Member Thome said the tree trimming contract amounts to \$89 per tree. She said the City could probably not do quality work for less than \$89.

Council Member Chivinski said he agrees with Council Member Arnett on most cases and agrees with comments made by Council Member Galbraith in recent meetings. He said the next budget will be very difficult as the Council needs to address the bigger issues.

Motion carried with Council Members von Bargaen, Burkart, Verhaalen, Chivinski, and Thome voting aye and Council Members Arnett and Galbraith voting nay.

CONSIDER ORDINANCE NO. 2018-22 APPROPRIATING THE NECESSARY FUNDS FOR THE OPERATION OF THE GOVERNMENT AND ADMINISTRATION OF THE CITY OF CEDARBURG FOR FISCAL YEAR 2019

Motion made by Council Member Thome, seconded by Council Member Burkart, to adopt Ordinance No. 2018-22 appropriating the necessary funds for the operation of the Government and Administration of the City for fiscal year 2019. Motion carried with Council Members von Bargaen, Burkart, Verhaalen, Chivinski, and Thome voting aye and Council Members Arnett and Galbraith voting nay.

CONSIDER ORDINANCE NO. 2018-23 APPROPRIATING THE NECESSARY FUNDS FOR THE 2019 CAPITAL IMPROVEMENT BUDGET

Motion made by Council Member Burkart, seconded by Council Member von Bargaen, to adopt Ordinance No. 2018-23 appropriating the necessary funds for the 2019 Capital Improvement Budget. Motion carried with Council Members von Bargaen, Burkart, Chivinski, and Thome voting aye and Council Members Arnett, Verhaalen, and Galbraith voting nay.

CONSIDER ORDINANCE NO. 2018-24 ESTABLISHING THE USER CHARGE SCHEDULE AND APPROPRIATING THE NECESSARY FUNDS FOR THE SEWERAGE FUND FOR THE OPERATION OF THE WATER RECYCLING CENTER FOR FISCAL YEAR 2019

Motion made by Council Member Thome, seconded by Council Member von Bargaen, to adopt Ordinance No. 2018-24 establishing the user charge schedule and appropriating the necessary funds for the sewerage fund for the operation of the Water Recycling Center for fiscal year 2019. Motion carried with Council Members von Bargaen, Arnett, Burkart, Verhaalen, Chivinski, and Thome voting aye and Council Member Galbraith voting nay.

CONSIDER ORDINANCE NO. 2018-25 APPROPRIATING THE NECESSARY FUNDS FOR THE OPERATION OF THE SPECIAL REVENUE FUNDS AND ADOPTING THE INDICATED BUDGETS FOR FISCAL YEAR 2019

Motion made by Council Member von Bargaen, seconded by Council Member Thome, to adopt Ordinance no. 2018-25 appropriating the necessary funds for the operation of the Special Revenue Funds and adopting the indicated budgets for fiscal year 2019. Motion carried with Council Members von Bargaen, Burkart, Verhaalen, Chivinski, Thome, and Galbraith voting aye, and Council Member Arnett voting nay.

PAYMENT OF BILLS

Motion made by Council Member Burkart, seconded by Council Member Arnett, to approve the payment of the bills dated 11/19/18, transfers for the period 11/10/18 through 11/23/18, and payroll for the period 11/04/18 through 11/17/18. Motion carried unanimously.

CITY ADMINISTRATOR'S REPORT

City Administrator/Treasurer Mertes said the auditors will be at City Hall on Thursday and Friday of this week for preliminary work on the 2018 audit.

COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Thome said City Administrator/Treasurer Mertes spoke at a recent Rotary meeting and gave a great overview of the City.

ADJOURNMENT

Motion made by Council Member Arnett, seconded by Council Member Burkart, to adjourn the meeting at 8:11 p.m. Motion carried unanimously.

Constance K. McHugh, MMC/WCPC
City Clerk

CITY OF CEDARBURG

MEETING DATE: December 10, 2018

ITEM NO: 8. A.

TITLE: Consider Ordinance No. 2018-26 amending Sec. 13-1-46(g) and 13-1-27(g) of the Zoning Code declaring existing homes in the Rs-5 and Rs-6 Residential Districts as legal conforming buildings; and action thereon (Plan Comm. 11/05/18)

ISSUE SUMMARY: At a recent meeting of the Plan Commission when considering an infill home request on Sheboygan Road it was noted that because the home lacked compliance with the setback requirement of the zoning district, it was classified as legal non-conforming. During that discussion it was also noted that since many homes in the City's older neighborhoods existed prior the adoption of the City's Zoning Code it is likely that they are noncompliant to setback requirements as well. Noting that the intent of the non-conforming law is to eventually faze such structures out of existence in favor of conformity, Commissioners asked staff to find a way to protect homes in those older neighborhoods.

Our research reveals that the older neighborhoods of Cedarburg are areas that are in close proximity to the Downtown Historic District and are within either Rs-5 Single-Family Residential or Rs-6 Single-Family/Two-Family Residential Districts. While these districts are intended to preserve the character of the City's original neighborhoods, they have setback requirements that are inconsistent with original development patterns. More specifically, the setback requirement in these districts would have all home located at the same distance of 25 feet back from the ultimate road right-of-way where the original development pattern provides a more staggered pattern. Accordingly, staff is of the opinion that the best way to protect these neighborhoods is to remove the cloud of non-conformity that hangs over these homes by adjusting the setback requirement.

Therefore, in order to preserve the original development patterns of Cedarburg's older residential neighborhoods, the intent of the attached Ordinance is to render all existing homes to a legal conforming status with respect to setback. This is accomplished by establishing the setback requirement for lots based on the existing location of the home. If the existing building is ever damaged or destroyed due to a calamity, the building will be restored to, or replaced at, the location it had immediately before the destruction occurred. All future building changes or additions will be based on the home's current location on the lot. New homes proposed for vacant lots within these districts shall be setback in accordance with current code requirements.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: At their November 5, 2018 meeting, the Plan Commission recommended approval by unanimous vote.

BUDGETARY IMPACT: n/a

ATTACHMENTS:

- November 5, 2018 Plan Commission Minutes
- Resolution No. 2018-26
- Map Showing the Location of the Rs-5 and Rs-6 Districts

INITIATED/REQUESTED BY: Plan Commission

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

ORDINANCE NO. 2018-26

An Ordinance Declaring Existing Homes in the RS-5 and RS-6 Residential Districts that are Non-Conforming due to Insufficient Front Yard, Side Yard or Rear Yard Setbacks to be Conforming

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

SECTION 1. Section 13-1-46(g) - Rs-5 Single-Family Residential District of the Zoning Code of the City of Cedarburg is hereby amended as follows:

SEC. 13-1-46 RS-5 SINGLE-FAMILY RESIDENTIAL DISTRICT.

(g) Setback and Yards

- (1) There shall be a minimum building setback of twenty-five (25) feet from the right-of-way of the street.
- (2) There shall be a side yard on each side of all principal buildings not less than four (4) feet in width.
- (3) There shall be a rear yard of not less than twenty-five (25) feet.
- (4) Buildings that existed prior to the adoption of this Ordinance that do not conform to the setback requirements listed above shall be classified as legal conforming buildings and therefore the front, side and rear yard requirement shall be based on the existing building location. If the existing building is damaged or destroyed by fire, explosion, wind, flood or other calamity the building will be restored to, or replaced at, location it had immediately before the destruction occurred.

SECTION 2. Section 13-1-47(g) - Rs-6 Single-Family/Two-Family Residential District of the Zoning Code of the City of Cedarburg is hereby amended as follows:

SEC. 13-1-47 RS-6 SINGLE-FAMILY/ TWO-FAMILY RESIDENTIAL DISTRICT.

(g) Setback and Yards

- (1) There shall be a minimum building setback of twenty-five (25) feet from the right-of-way of the street.
- (2) There shall be a side yard on each side of all principal buildings not less than four (4) feet in width.
- (3) There shall be a rear yard of not less than twenty-five (25) feet.
- (4) Buildings that existed prior to the adoption of this Ordinance that do not conform to the setback requirements listed above shall be classified as legal conforming buildings and therefore the front, side and rear yard requirement shall be based on the existing building location. If the existing building is damaged or destroyed by fire, explosion, wind, flood or other calamity the building will be restored to, or replaced at, location it had immediately before the destruction occurred.

SECTION 3. This ordinance shall take effect upon its passage and publication as provided by law.

Passed and adopted this 10th day of December, 2018.

Michael O'Keefe, Mayor

Countersigned:

Constance K. McHugh, City Clerk

Approved as to form:

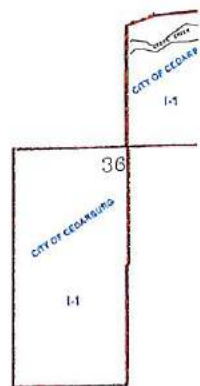
Michael P. Herbrand, City Attorney

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NOTE NO. 1
IN THE RM-2 DISTRICT, MULTI-FAMILY BUILDINGS
OBTAINING MORE THAN 35 UNITS WERE ENDED
PRIOR TO JULY 31, 1969 SHALL BE CONSIDERED A
"CONDOMINIUM USES" IN ACCORD WITH ORD. 92-27.
SUCH BUILDING MAY CONTAIN A MAXIMUM OF 35
UNITS IF CONVENTIONAL HOUSING, OR MAY
CONTAIN A MAXIMUM OF 48 UNITS IF ELDERLY
HOUSING. SEE ORD. 92-23



1 inch = 526 feet



4. The unused sanitary sewer and water laterals must be abandoned at the main line.
5. If the green wall is not constructed, plans would need to be approved by the Plan Commission for the replacement wall construction, color and materials.

The motion was seconded by Council Member Thome and carried without a negative vote, with Commissioner Strautmanis excused.

CONSIDER ORDINANCE TO AMEND SUBDIVISION REGULATIONS TO ESTABLISH ULTIMATE RIGHT-OF-WAY WIDTHS AND AN ORDINANCE TO AMEND THE RS-5 AND RS-6 RESIDENTIAL DISTRICTS SETBACK REQUIREMENTS – CITY OF CEDARBURG

Planner Censky noted the road right-of-way dedication requirement was discussed when considering the Feider infill home request at W61 N839 Sheboygan Road and approved a variance to relieve the property owners of that requirement. It was then questioned whether there is the need for such an expansive right-of-way width in the older areas of Cedarburg. Staff was asked to look into the width requirement and consider making changes as necessary to establish more reasonable road right-of-way widths. In addition, staff was asked to identify other older neighborhoods of Cedarburg where existing homes have similar problems with setbacks as those along the east side of Sheboygan Road, and to then prepare relief for those neighborhoods either through the creation of a new zoning district or an amendment to an existing district.

The Subdivision Code currently establishes the ultimate road right-of-way based on the classification system of the road as follows:

- Local Streets: 60' (i.e. 30' from center line).
- Collector Streets: 80' (40' from center line).
- Major Arterials: 100' (50' from center line).

According to City Code, before any zoning permit can be issued, the ultimate road right-of-way must be dedicated to the City. These widths were set with the adoption of the Subdivision Code in 1989. After consulting with the City Engineering Department, the attached Ordinance proposes adjustments to the ultimate right-of-way widths that better reflect the City's needs for installing roadway surface and public utilities. Through their analysis, the Engineering Department determined that along certain sections of roadway, the ultimate road right-of-way width, established by the Subdivision Code, far exceeds our needs and reductions of certain right-of-way widths are recommended.

With respect to the issue of identifying homes in older neighborhoods in the City that are similarly situated to the Sheboygan Road homes, staff has been working with the City Attorney to address this through a Zoning Code amendment. Our research indicates that the majority of homes classified as legal nonconforming due to inadequate setback are located in either the Rs-5 Single-Family Residential District or the Rs-6 Single-Family/Two-Family Residential District. Instead of creating a new zoning district to render these homes conforming, it is recommended that a simple zoning text change to

those two districts will suffice. In order to preserve and protect the character of these older neighborhoods, an ordinance was drafted to render all existing homes as conforming structures. With this text amendment the setback requirement for those lots that contain an existing home shall be based on the existing building location and if the existing building is ever damaged or destroyed due to a calamity the building will be restored to, or replaced at, the location it had immediately before the destruction occurred. New homes proposed for vacant lots within these districts shall be setback in accordance with Code requirements.

Action:

A motion was made by Commissioner Cain, seconded by Council Member Thome, to recommend both proposed ordinances for adoption, with the addition of a bracket after Hamilton Road in Item 7 and Lincoln Boulevard in Item 8 in the Ultimate Road Right-of-Way Width ordinance. The motion carried without a negative vote, with Commissioner Strautmanis excused.

COMMENTS AND ANNOUNCEMENTS BY PLAN COMMISSIONERS

Plan Commission Review of Public Park Structures

Commissioners questioned why public park structures are constructed without Plan Commission approval. In order to preserve the historic character of Cedarburg, as many buildings as possible should require their review and as much citizen input as possible.

Special Meetings

Commissioners questioned the merits of scheduling special Plan Commission meetings.

MAYOR'S ANNOUNCEMENTS

Mayor O'Keefe had no announcements.

ADJOURNMENT

A motion was made by Council Member Thome, seconded by Vice Chairperson Burgoyne, to adjourn the meeting at 9:34 p.m. The motion carried without a negative vote, with Commissioner Strautmanis excused.

Darla Drumel,
Administrative Secretary

CITY OF CEDARBURG

MEETING DATE: December 10, 2018

ITEM NO: 9. A.

TITLE: Consider Ordinance No. 2018-27 amending Sec. 14-1-70 of the Code of Ordinances establishing the ultimate right-of-way width for certain sections of Cedarburg's street system; and action thereon (Plan Comm. 11/05/18)

ISSUE SUMMARY: This proposed change also came from a recent meeting of the Plan Commission when they were considering an infill residential home request on Sheboygan Road and were informed that before a building permit could be issued, dedication of the ultimate road right-of-way was required. Because the right-of-way dedication requirement for Sheboygan Road is substantial at 40 feet from center (80 feet total), that requirement couple with the limited buildable area of the site, rendered the site unbuildable. While the applicant did eventually secure a waiver to the dedication requirement from the Plan Commission, staff was asked to study the right-of-way widths of roads in the City's older neighborhoods and consider making changes as necessary to establish more reasonable widths.

The ultimate road right-of-way width requirement is set forth in the Subdivision Code and is based on the classification of the road as follows: local streets = 60' (i.e. 30' from center line), collector streets = 80' (40' from center line), and major arterials = 100' (50' from center line). After consulting with the City Engineer Tom Wiza on his needs for conducting work on public road/utility projects within the public right-of way it was determined that the current width requirement of certain older roads in the City far exceed his needs. Accordingly, Ordinance No. 2018-27 was drafted to reduce width requirement for Bridge Road, Columbia Road and sections of Washington Avenue and Sheboygan Road as shown in the attached Ordinance. These are the main roads that cut through the older neighborhood of the City this Ordinance will serve to further protect and preserve those historic neighborhoods..

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: At their November 5, 2018 Meeting, the Plan Commission recommended approval of this Ordinance by unanimous vote.

BUDGETARY IMPACT: n/a

ATTACHMENTS:

- Plan Commission Minutes
- Ordinance No. 2018-27
- Map Showing Affected Roads

INITIATED/REQUESTED BY: The Plan Commission

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

ORDINANCE NO. 2018-27

An Ordinance Establishing the Ultimate Right-of-Way Width for Certain Sections of Cedarburg's Street System

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

SECTION 1. Section 14-1-70 (r) of the Subdivision Regulations of the City of Cedarburg is hereby amended as follows:

SEC 14-1-70 GENERAL STREET DESIGN STANDARDS.

(r) **Right-of-Way Width**

- (1) The minimum right-of-way and railroad width of all proposed streets and alleys shall be as specified by the comprehensive, comprehensive plan component, official map, neighborhood development study, or jurisdictional highway system plan or, if no width is specified therein, the minimum widths shall be as shown in Table 1.

Table 1

	<u>Right-of-Way</u>
1. Major Streets	100 feet
2. Collector Streets	80 feet
3. Local Streets	60 feet
4. Frontage Streets	30 feet
5. <u>Bridge Road</u>	<u>66 feet</u>
6. <u>Sheboygan Road</u> <u>Willowbrooke Drive south to Washington Avenue)</u>	<u>49.5 feet (From</u>
7. <u>Washington Avenue</u> <u>Sheboygan Road to Hamilton Road; and</u>	<u>66 feet (From</u>
8. <u>Washington Avenue</u> <u>Hamilton Road to Lincoln Boulevard.</u>	<u>50 feet (from</u>
9. <u>Columbia Road</u>	<u>50 feet</u>

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

Passed and adopted this 10th day of December, 2018.

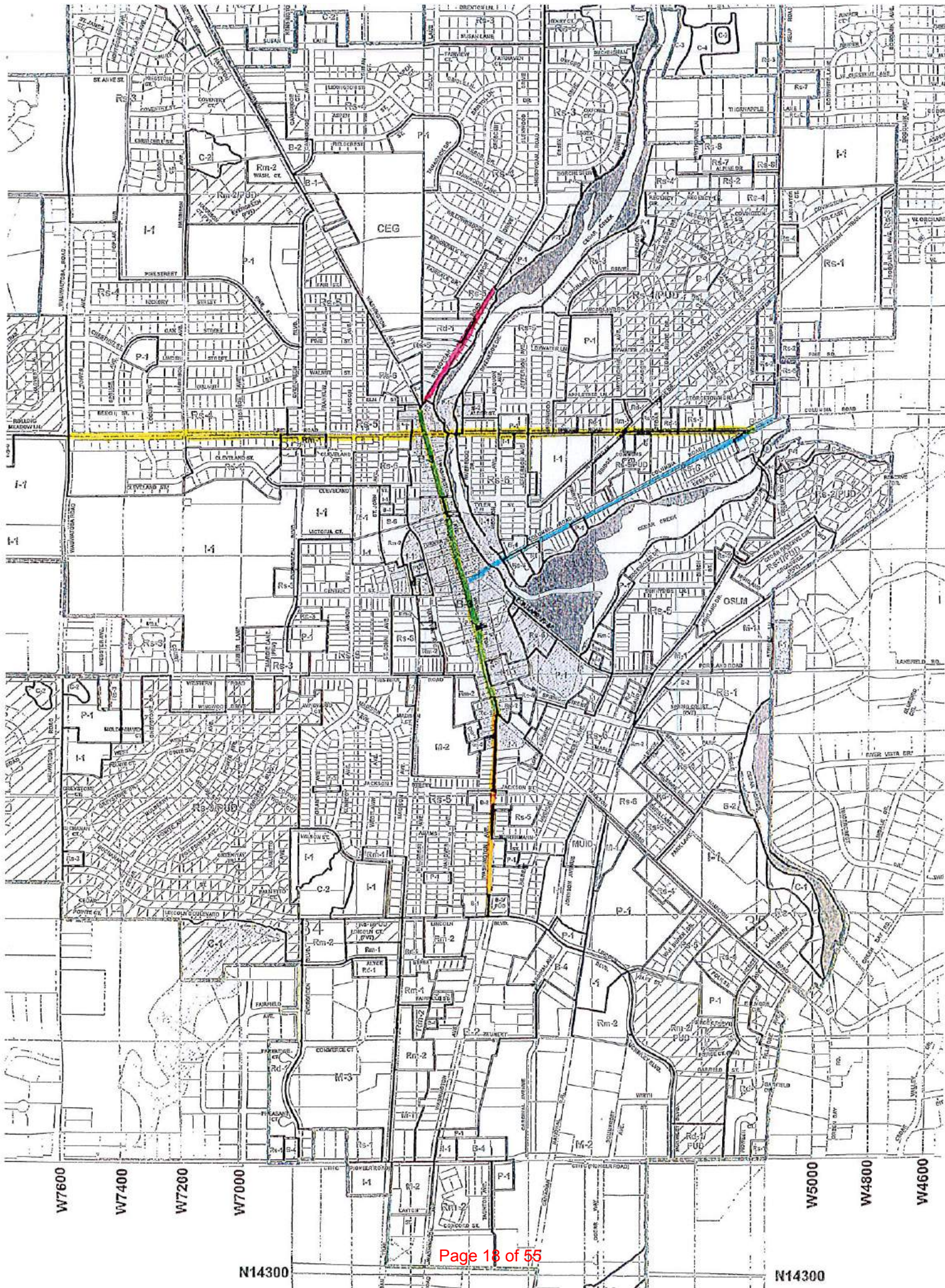
Michael O'Keefe, Mayor

Countersigned:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney



CITY OF CEDARBURG

MEETING DATE: December 10, 2018

ITEM NO: 9. B.

TITLE: Consider Ordinance No. 2018-28 amending Sec. 3-6-3 to 3-6-7 of the Municipal Code adjusting the impact fees for library facilities, police department facilities, water supply facilities, park facilities, and wastewater treatment plant; Ordinance No. 2018-29 amending Sec. 9-2-6(c) adjusting the sanitary sewer connection fee; and Ordinance No. 2018-30 amending Sec. 14-1-84 adjusting the fees in lieu of parkland and amending Sec. 14-1-100(g) adjusting the public site fees based on the Construction Cost Index published in the Engineering News Record and calculated based on the annual increase in the CCI Indices; and action thereon

ISSUE SUMMARY: Ordinance No. 2018-28 adjusts impact fees, Ordinance No. 2018-29 adjusts the sewer connection fee, and Ordinance No. 2018-30 updates fees in lieu of parkland. These ordinances are updated in December of each year based on the annual increase in the Construction Cost Indices. This year's percentage increase is 2.9%.

STAFF RECOMMENDATION: Adopt the proposed ordinances.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: 2.9% increase in fees received.

ATTACHMENTS: Proposed ordinances Nos. 2018-28, 2018-29, 2018-30, Construction Cost Index Publication

INITIATED/REQUESTED BY: Public Works Director Tom Wiza

FOR MORE INFORMATION CONTACT: Public Works Director Tom Wiza

CONSTRUCTION ECONOMICS

ENR's 20-city average cost indexes, wages and material prices. Historical data and details for ENR's 20 cities can be found at ENR.com/economics

Construction Cost Index

+2.9%
DEC. 2018

ANNUAL INFLATION RATE

1913=100	INDEX VALUE	MONTH	YEAR
CONSTRUCTION COST	11185.51	0.0%	+2.9%
COMMON LABOR	23484.41	0.0%	+2.1%
WAGE \$/HR.	45.09	0.0%	+2.1%

The Construction Cost Index's annual escalation rate rose to 2.9% this month, with the monthly component showing no change.

Building Cost Index

+3.2%
DEC. 2018

ANNUAL INFLATION RATE

1913=100	INDEX VALUE	MONTH	YEAR
BUILDING COST	6105.29	+0.2%	+3.2%
SKILLED LABOR	10410.99	+0.3%	+1.9%
WAGE \$/HR.	57.61	+0.3%	+1.9%

The Building Cost Index's annual escalation rate rose to 3.2%, while the monthly component rose 0.2%.

Material Cost Index

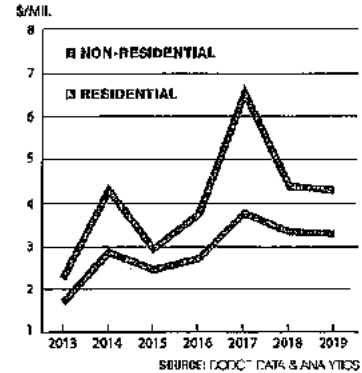
+0.1%
DEC. 2018

MONTHLY INFLATION RATE

1913=100	INDEX VALUE	MONTH	YEAR
MATERIALS COST	3391.83	+0.1%	+3.7%
CEMENT \$/TON	114.90	-0.1%	+0.8%
STEEL \$/CWT	53.83	+0.4%	+4.5%
LUMBER \$/MBF	635.16	-0.5%	+9.1%

The MCI experienced a 0.1% increase this month, while the annual escalation rate is 3.7%.

Construction starts in the Philadelphia metro area are expected to decrease 1.6% in 2019, to \$7.5 billion, according to Dodge Data & Analytics. The residential market will undergo a 1% drop, while non-residential is expected to decline 2.1%, Dodge says. Construction in the warehouse and multifamily housing sectors will see the greatest decreases, while single-family housing and healthcare are expected to increase.



ENR's Cost Indexes by City

1913=100
1967=100
R=REVISED

	CONSTRUCTION COST		BUILDING COST		COMMON LABOR		SKILLED LABOR		MATERIALS	
	DEC '18: 1913	% CHG. YEAR	DEC '18: 1913	% CHG. YEAR	DEC '18: 1967	% CHG. YEAR	DEC '18: 1967	% CHG. YEAR	DEC '18: 1967	% CHG. YEAR
ATLANTA	6656.11	+1.5	4472.73	+2.3	825.83	0.0	697.30	0.0	804.42	+4.9
BALTIMORE	8665.85	+7.0	5537.45	+7.1	1132.97	+3.9	855.53	+0.8	878.89	+15.6
BIRMINGHAM	7417.19	+2.3	4605.87	+4.1	978.68	0.0	811.63	+0.7	723.89	+8.5
BOSTON	14725.56	+6.5	7589.81	+3.5	1579.58	+5.3	1393.17	+2.3	731.25	+6.6
CHICAGO	15866.86	+2.9	7616.20	+2.0	1579.54	+3.1	1350.36	+2.2	634.04	+1.6
CINCINNATI	10152.27	+0.7	5264.99	-0.8	1028.46	+1.9	875.32	+1.3	727.06	-3.6
CLEVELAND	12537.25	+2.0	5994.82	+4.4	1094.27	0.0	922.89	0.0	737.79	+12.6
DALLAS	5809.75	+0.9	4518.14	+1.2	742.23	0.0	738.08	0.0	715.26	+2.5
DENVER	7513.69	+1.4	4889.70	+4.3	818.18	0.0	790.27	+3.7	712.86	+5.0
DETROIT	12222.09	+7.9	6408.84	+4.9	1088.28	+7.3	992.16	+1.9	702.75	+10.5
KANSAS CITY	11422.48	+2.4	6135.36	+5.1	1297.51	0.0	1221.06	+0.7	656.09	+15.1
LOS ANGELES	12011.85	+0.6	6345.93	+1.2	1111.88	0.0	1063.02	0.0	708.03	+3.8
MINNEAPOLIS	12980.54	+0.0	6434.39	+1.0	1339.26	+1.8	1226.97	+6.5	683.84	-8.5
NEW ORLEANS	6226.09	+5.4	4394.41	+9.3	749.82	+3.4	712.17	+9.1	739.29	+9.5
NEW YORK CITY	19487.83	+5.3	9272.85	+2.8	1552.23	+5.6	1391.38	+3.0	747.18	+2.4
PHILADELPHIA	13324.15	+2.7	7151.75	+2.5	1495.20	+2.4	1271.84	+1.9	764.22	+4.0
PITTSBURGH	10443.15	+2.7	6065.62	+4.0	1057.46	+1.7	957.71	+2.8	679.11	+6.5
ST. LOUIS	12293.35	+1.9	6134.13	+4.3	1096.32	0.0	998.28	+0.6	762.39	+11.9
SAN FRANCISCO	12115.37	+0.8	7022.07	+1.5	1025.93	0.0	1091.49	0.0	722.67	+4.9
SEATTLE	11537.68	+0.8	6248.72	+3.0	1079.55	0.0	1101.83	+2.2	828.40	+4.6

ORDINANCE NO. 2018-28

An Ordinance Updating Impact Fees

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

SECTION 1. Section 3-6-3 of the Municipal Code of the City of Cedarburg is hereby amended as follows:

SECTION 3-6-3 LIBRARY FACILITY

Any developer creating or constructing additional residential units within the City shall pay a fee to the City to provide for the capital costs necessary to accommodate the Library expansion needs of land development except as provided in subsection (8) below.

- (a) The amount of the fee shall be ~~\$852.79~~ \$877.52 per single-family residential dwelling unit to be constructed or created by the proposed development.
- (b) The amount of the fee shall be ~~\$566.41~~ \$582.84 per residential unit for a multi-family residential dwelling unit to be constructed or created by the proposed development. Multi-family includes Community Based Residential Treatment facilities.
- (c) The fee shall be imposed as a condition of the issuance of the building permit.
- (d) Such fees collected by the City shall be placed in a special fund which shall be separate from the General Fund of the City, and the special fund and all interest earned thereon shall be used exclusively for the capital costs of the library facilities within the City.
- (e) Such fees collected after December 10, 2008 shall be expended by the City for the aforesaid purpose within fifteen (15) years of the date of payment, or such fee amount paid shall be refunded to the then owner(s) of the property upon which such fee was collected.

SECTION 2. Section 3-6-4 of the Code of Ordinances of the City of Cedarburg is hereby amended as follows:

SECTION 3-6-4 POLICE DEPARTMENT FACILITY

Any developer creating or constructing additional residential dwelling units or any commercial, industrial or institutional land development within the City shall pay a fee to the City to provide for the capital costs necessary to accommodate the Police Department Facility expansion needs of land development except as provided in subsection (8) below.

- (a) The amount of the fee shall be ~~\$975.59~~ \$1,003.88 per single-family residential dwelling unit, and ~~\$647.97~~ \$666.76 per multifamily residential dwelling unit and CBRF at ~~\$2.48~~ \$2.55 per \$1,000 valuation for commercial, industrial or institutional development.
- (b) The fee shall be imposed as a condition of issuance of the building permit.
- (c) Such fees collected by the City shall be placed in a special fund which shall be separate from the General Fund of the City, and the special fund and all interest earned thereon shall be used exclusively for the capital costs of the police facilities within the City.
- (d) Such fees shall be expended by the City for the aforesaid purpose within fifteen (15) years of the date of payment, or such fee amount paid shall be refunded to the then

owner(s) of the property upon which such fee was collected.

SECTION 3. Section 3-6-5 of the Code of Ordinances of the City of Cedarburg is hereby adopted as follows:

SEC 3-6-5 WATER SUPPLY FACILITIES

Any developer creating or constructing additional residential dwelling units or commercial, industrial, or institutional land development within the City or any owner of property in the City that has a change in use that results in the use of additional water capacity shall pay a fee to the City to provide for the capital costs necessary to accommodate water supply expansion needs of land development except as provided in subsection (8) below.

- (a) The water supply facilities impact fee shall be ~~\$1,917.68~~ \$1,973.29 per single-family residential dwelling unit and ~~\$1,438.27~~ \$1,479.98 per residential unit of a multi-family residential dwelling unit.
- (b) For all residential users of the water system, the following table shall be used to determine the number of residential equivalent connections (REC) per dwelling unit or building.

Residential Users	REC
Single-family home	1.00
Multiple-family	0.75/unit

Standard Industrial Classification Code	<u>Description</u>	Gallons per Employee Hour
0742	Veterinary services for animal specialties	20.0
0752	Animal specialty services	16.0
0782	Lawn and garden services	10.0
1446	Industrial sand	5.0
1521	General contractors – Residential	2.3
1541	General contractors – Industrial buildings and warehouses	2.3
1611	General contractors-Public Works	2.3
1711	Plumbing, heating and air conditioning	2.3
1731	Electrical work	2.3
1761	Roofing and sheet metal work	2.3
1799	Special trade contractors (not elsewhere classified)	2.3
2013	Sausage and other prepared meats	110.0
2065	Candy and other confectionery products	50.0
2087	Flavoring extracts and syrups (not elsewhere classified)	75.0
2394	Canvas and related products	2.3
2431	Millwork	5.0
2434	Wood kitchen cabinets	5.0
2522	Metal office furniture	2.3
2721	Periodicals: Publishing and printing	10.0

2731	Books: Publishing and printing	10.0
2751	Commercial printing, letterpress and screen	10.0
2752	Commercial printing, lithographic	10.0
2789	Book binding and related work	10.0
2795	Lithographic plate making and related services	25.0
2819	Industrial inorganic chemicals (not elsewhere classified)	10.0
2834	Pharmaceutical preparation	10.0
2841	Soap and other detergents	15.0
2893	Manufacturing of printing ink	30.0
2899	Chemicals and chemical preparations (not elsewhere classified)	10.0
3079	Miscellaneous plastic products	85.0
3111	Leather tanning and finishing	345.0
3272	Concrete products, except block and brick	25.0
3442	Metal doors, sash, frames, molding and trim	2.3
3444	Sheet metal work	40.0
3451	Screw machine products	10.0
3462	Iron and steel forging	5.0
3469	Metal stampings (not elsewhere classified)	5.0
3471	Electroplating, plating, polishing, anodizing, etc.	50.0
3479	Coating, engraving and allied services (not elsewhere classified)	100.0
3495	Wire springs	2.3
3498	Fabricated pipe and fittings	2.3
3499	Fabricated metal products (not elsewhere classified)	25.0
3531	Construction machinery and equipment	5.0
3544	Spec. dies and tools, die sets, jigs and fixtures, molds	10.0
3562	Ball and roller bearings	5.0
3565	Industrial patterns	5.0
3569	General industrial machinery & equipment (not elsewhere classified)	4.0
3576	Scales and balances, except laboratory	2.3
3599	Machinery, except electrical (not elsewhere classified)	10.0
3613	Switchgear and switchboard apparatus	5.0
3632	Household refrigerators and home and farm freezers	2.3
3694	Electrical equipment for internal combustion engines	2.3
2714	Motor vehicle parts and accessories	75.0
3999	Manufacturing industries (not elsewhere classified)	2.3
4141	Local passenger transportation charter service	2.3
4151	School busses	2.3
4212	Local trucking without storage	10.0
4213	Trucking, except local	2.3
4225	General warehousing and storage	2.3
4311	U.S. Postal Service	2.3
4722	Travel agency	2.3
4811	Telephone communication	2.3
4832	Radio broadcasting	2.3
5042	Toys and hobby goods and supplies	2.3
5063	Electrical apparatus and equipment	2.3
5054	Electrical appliances	2.3
5072	Hardware – Wholesale distribution	2.3
5082	Construction and mining machinery and equipment	2.3
5084	Industrial machinery and equipment	2.3
5142	Frozen foods	10.0
5149	Wholesale groceries and related products (not elsewhere classified)	10.0
5199	Wholesale nondurable goods (not elsewhere classified)	10.0

5211	Lumber and other building materials	2.3
5231	Paint, glass, wallpaper	2.3
5251	Hardware – Retail sales	2.3
5261	Retail nurseries, lawn and garden supply stores	10.0
5271	Mobile home dealers	2.3
5311	Department stores	2.3
5331	Variety stores	2.3
5411	Grocery stores with meat and produce departments	16.0
5412	Grocery stores without meat and produce departments	6.0
5441	Candy, nut and confectionery stores	10.0
5462	Retail bakeries – Baking and selling	10.0
5499	Miscellaneous food stores	2.3
5511	Motor vehicle dealers	5.0
5531	Auto and home supply stores	2.3
5541	Gasoline service stations	15.0
5551	Boat dealers	5.0
5611	Clothing stores	2.3
5651	Shoe stores	2.3
5681	Furriers and fur shops	5.0
5711	Furniture, floor coverings, appliances	2.3
5812	Eating places (restaurants)	20.0
5813	Drinking places (taverns)	45.0
5912	Drugstores and proprietary stores	2.3
5921	Liquor stores	2.3
5931	Used merchandise stores	2.3
5941	Sporting goods stores and bicycle shops	2.3
5942-9	Miscellaneous stores	2.3
5992	Florists	10.0
5999	All other retail stores	2.3
6022-9	Banks	2.3
6122-63	Savings and loans	2.3
6311	Insurance companies	2.3
6411	Insurance agents	2.3
6512	Operators of nonresidential buildings	2.3
6515	Operators of residential mobile home sites	2.3
6531	Real estate agents and managers	2.3
6553	Cemetery sub-dividers and developers	2.3
6722	Management investment offices	2.3
7011	Hotels, motels, tourist courts	0.5 REC p/unit
7211	Power laundries, family and commercial	105.0
7212	Cleaning and laundry pickup stations	2.3
7215	Fac. Coin-op laundries and dry cleaning	910.0
7221	Photographic studios	2.3
7231	Beauty shops	16.0
7241	Barber shops	10.0
7261	Funeral service and crematories	15.0
7299	Miscellaneous services (not elsewhere classified)	2.3
7311	Advertising agencies, employment services	2.3
7332	Blueprinting and photocopying services	2.3
7351	Employment agencies	2.3
7391	Research and development laboratories	10.0
7395	Photofinishing labs	10.0
7512	Passenger car rental and leasing, w/o drivers	10.0

7531	Top and body repair shop	5.0
7534	Tire re-treading and repair shops	20.0
7538	General automotive repair shops	5.0
7542	Car washes	115.0
7622	Radio and television repair	2.3
7699	Repair shops and related services (not elsewhere classified)	20.0
7832	Motion picture theaters, not drive-ins	20.0
7911	Dance halls, studios and schools	20.0
7922	Theatrical producers	20.0
7933	Bowling alleys	50.0
7992	Public golf courses	45.0
7997	Membership sports and recreation clubs	75.0
7999	Roller rinks, gymnasiums, museums	20.0
8011	Offices of physicians	10.0
8021	Offices of dentists	10.0
8031	Offices of osteopaths	10.0
8041	Offices of chiropractors	10.0
8051	Skilled nursing care facilities	20.0
8091	Health and allied services (not elsewhere classified)	10.0
8111	Attorneys	2.3
8211	Elementary and secondary schools	20.0
8221	Colleges, universities and professional schools	25.0
8231	Libraries and information centers	20.0
8249	Vocational schools (not elsewhere classified)	20.0
8421	Arboreta, botanical and zoological gardens	45.0
8621	Professional membership organizations	2.3
8641	Civic, social and fraternal associations	15.0
8661	Religious organizations (hours occupied only)	20.0
8699	Membership organizations (not elsewhere classified)	2.3
38911	Engineering, architectural and surveying services	2.3
8931	Accountants	2.3
9199	General government (not elsewhere classified)	2.3
9221	Police protection	2.3
9224	Fire protection	2.3
9451	Administration of veteran's affairs	2.3
9999	All offices (not elsewhere classified)	2.3

SIC Code Source: Office of Management and Budget, Executive Office of the President

- (d) The fee shall be imposed as a condition of the issuance of the building permit.
- (e) Such fees collected by the Water Utility shall be placed in a special fund which shall be separate from the general fund of the Water Utility, and the special fund and all interest earned thereon shall be used exclusively for the capital costs of water supply facilities.
- (f) Such fees collected after March 13, 2013 shall be expended by the Water Utility for the aforesaid purpose within twenty (20) years of the date of payment, or such fee amount paid shall be refunded to the then owner(s) of the property upon which such fee. Such fees collected before March 13, 2013 must be spent by March 13, 2016.

SECTION 4. Section 3-6-6 of the Code of Ordinances of the City of Cedarburg is hereby amended as follows:

SECTION 3-6-6 PARK FACILITIES

Any developer creating or constructing additional residential units within the City shall pay a fee to the city to provide for the capital costs necessary to accommodate the Park facility expansion needs of land development except as provided in subsection (8) below.

- (a) The amount of the fee shall be ~~\$1,164.65~~ \$1,198.42 per single-family residential dwelling unit to be constructed or created by the proposed development.
- (b) The amount of the fee shall be ~~\$773.53~~ \$795.96 per residential unit for a multi-family residential dwelling unit to be constructed or created by the proposed development. Multi-family includes Community Based Residential Treatment facilities.
- (c) The fee shall be imposed as a condition of the issuance of the building permit.
- (d) Such fees collected by the City shall be placed in a special fund which shall be separate from the General Fund of the City, and the special fund and all interest earned thereon shall be used exclusively for the capital costs of the park facilities within the City.
- (e) Such fees shall be expended by the City for the aforesaid purpose within fifteen (15) years of the date of payment, or such fee amount paid shall be refunded to the then owner(s) of the property upon which such fee was collected

SECTION 5. Section 3-6-7 of the Code of Ordinances of the City of Cedarburg is hereby amended as follows:

SEC. 3-6-7 WASTEWATER TREATMENT PLANT RESERVE CAPACITY IMPACT FEE

Any developer creating or constructing additional residential dwelling units, or any commercial, industrial or institutional land development within the City shall pay a fee to the City to provide for the capital costs necessary to accommodate the reserve capacity at the Wastewater Treatment Plant and for the capital costs necessary for expansion of the proposed biosolids management facility except as provided in subsection (8) below.

- (a) The amount of the fee shall be ~~\$657.15~~ \$676.21 per single-family residential dwelling unit to be constructed or created by the proposed development.
- (b) The amount of the fee shall be ~~\$436.48~~ \$449.14 per multi-family residential dwelling unit to be constructed or created by the proposed development.
- (c) The amount of the fee shall be ~~\$657.15~~ \$676.21 per the number of residential equivalent flow of each industrial, commercial and institutional unit to be constructed or created by the proposed development.
- (d) The fee shall be imposed as a condition of the issuance of the building permit.
- (e) Such fees collected by the City shall be placed in a special fund which shall be separate from the general fund of the City, and the special fund and all interest earned thereon shall be used exclusively for the capital costs of the reserve capacity and expansion of the Wastewater Treatment Plant.
- (f) Such fees shall be expended by the City for the aforesaid purpose within ten (10) years of the date of payment, or such fee amount paid shall be refunded to the then owner(s) of the

property upon which such fee was collected.

SECTION 6. This ordinance shall take effect on January 1, 2019 upon publication as provided by law.

Passed and adopted this 10th day of December 2018.

Michael O'Keefe, Mayor

Countersigned:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

ORDINANCE NO. 2018-29

An Ordinance Updating and Adjusting the Amount of the Sanitary Sewer Connection Fee Imposed on New Development

SECTION 1. Section 9-2-6(c) of the Code of Ordinances of the City of Cedarburg is hereby amended as follows:

SEC. 9-2-6 SEWER SERVICE CHARGES.

(c) **Sewer Connection Fee**

A connection charge is imposed to fund collection system oversizing associated with new development and all newly annexed lots. This includes all lots created by land division, subdivision or condominium plats. The charge is not applicable to individual existing single vacant lots which are within the City. It does apply to newly annexed individual lots.

(1) The Sewer Connection Fee Schedule is as follows:

~~\$1,411.24~~ \$1,452.17 per single-family dwelling

~~\$937.30~~ \$964.48 per unit for multi-family

~~\$1,411.24~~ \$1,452.17 per residential equivalent for commercial, industrial and institutional

(2) The connection fee imposed under this section shall be adjusted annually each December, with any adjustment to be effective on January 1 of the following year. The annual adjustment will be based on the Construction Cost Index (CCI) published in the Engineering News Record. Said percentage shall be calculated on the ENR 20 city average. Periodic adjustments to reflect actual and planned development density corrections may be necessary.

SECTION 2. This ordinance shall take effect January 1, 2019 upon publication as provided by law.

Passed and adopted this 10th day of December, 2018.

Michael O'Keefe, Mayor

Attest:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

ORDINANCE NO. 2018-30

An Ordinance Designating Fees in Lieu of Park Land

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

SECTION 1. Section 14-1-84 of the Code of Ordinances of the City of Cedarburg is hereby amended as follows:

SEC. 14-1-84 FEES IN LIEU OF LAND.

If the proposed subdivision does not encompass a proposed public park, parkway or other open space lands, or if the Plan Commission requires the reservation of land as set forth in this Section, a fee for the acquisition of public sites to serve the future inhabitants of the proposed subdivision or certified survey map shall be paid to the City Clerk at the time of first application for approval of a final plat of said subdivision, or certified survey map, or part thereof, in the amount of ~~\$864.29~~ \$889.35 for each proposed single-family dwelling unit within the plat and ~~\$574.05~~ \$590.70 for each proposed multi-family dwelling unit. For Community Based Residential Facilities (CBRFs) the fee for acquisition of public sites shall be ~~\$574.05~~ \$590.70 per unit. Public site fees collected by the City Treasurer under the provisions of this Article shall be placed in nonlapsing special funds for City parks and shall be separate from the General Fund of the City, and said special fund shall be used exclusively for the acquisition and development of park, recreation and other open space areas.

SECTION 2. Section 14-1-100(g) entitled **ADMINISTRATIVE AND OTHER FEES** of the Code of Ordinances is hereby amended as follows:

- (g) **Public Site Fee.** If the subdivision does not contain lands to be dedicated as required in this Chapter, the Common Council shall require a fee for the acquisition and development of public sites to serve the future inhabitants of the proposed subdivision. Said fee shall be paid to the City Clerk at the time of first application for approval of a final plat of said subdivision in the amount of ~~\$864.29~~ \$889.35 for each single-family dwelling unit within the plat and ~~\$574.05~~ \$590.70 for each multi-family dwelling unit. For Community Based Residential Facilities (CBRFs) the fee for acquisition and development of public sites shall be ~~\$574.05~~ \$590.70 per unit. Public site fees shall be placed in a separate Service District Fund by the City Clerk to be used only for the acquisition and development of park sites which will serve the proposed subdivision. Said fund shall be established on the basis of the service area of existing or proposed park facilities.

SECTION 3. This ordinance shall take effect on January 1, 2019 upon publication as provided by law.

Passed and adopted this 10th day of December, 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: December 10, 2018

ITEM NO: 9. C.

TITLE: Consider revisions to Policy FC-4: Investment Policy; and action thereon (ad hoc Debt/Investment Comm. 11/28/18)

ISSUE SUMMARY: Port Washington State Bank requested a change in the collateralization offered to the City. The request was reviewed by the ad hoc Debt/Investment Committee on November 28, 2018. They recommended approval of the policy changes: 1) to accept letters of credit from the Federal Home Loan Bank (A.4.) and 2) limiting the length of maturities on other investments (B.4.c.).

STAFF RECOMMENDATION: Approve changes to policy.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: ad hoc Debt/Investment Committee recommended changes on November 28, 2018 by a unanimous vote, with Council Member von Barga excused.

BUDGETARY IMPACT: None

ATTACHMENTS: Policy FC-4, ad hoc Debt/Investment Committee Minutes

INITIATED/REQUESTED BY: Christy Mertes

FOR MORE INFORMATION CONTACT: City Administrator/Treasurer Christy Mertes, 375-7606

**CITY OF CEDARBURG
POLICY/PROCEDURE MANUAL**

SUBJECT: INVESTMENT POLICY

FC-4

General: The City needs to ensure continuous prudent deposits and investments of available City funds.

Procedures:

A. Public Deposits

1. The City shall designate one or more public depositories, organized and doing business under the laws of this state or federal law, and located in this state. Depositories to be designated shall be evaluated by the City Administrator/Treasurer and recommended to the Common Council for approval and formal designation via resolution.
2. As part of the evaluation and recommendation of public depositories, the City Administrator/Treasurer will obtain annual audited financial statements from depository institutions where City funds are being deposited or contemplated being deposited.
3. Deposits. The City Administrator/Treasurer shall deposit public monies upon receipt on a daily basis in the name of the City of Cedarburg in such public depository or depositories designated by the Common Council.
4. Collateralization. Deposits shall not exceed the maximum federal and/or state insurance coverages unless a) they are collateralized by federal government securities or letter of credit issued from the Federal Home Loan Bank at a rate of 110% of the investments; b) they are collateralized by local mortgages at a rate of 135% of the investments; or c) collateralization has been waived by the Common Council.

B. Investments

1. This policy is limited in its application to funds which are not immediately needed and are available for investment. Other funds, the investment of which is subject to special federal and/or state laws and regulations, shall be invested in accordance with such laws and regulations to the extent they may be inconsistent with the provisions of this policy.
2. In investing City funds, the City Administrator/Treasurer should utilize a wise and prudent cash management system in such a manner to maximize investment earnings, while at the same time being able to respond promptly to authorized expenditures. When investing City

funds, the City Administrator/Treasurer should seek to maximize investment returns without taking undue risk as to liquidity or safety of principal.

3. In exercising investment responsibilities, the City Administrator/Treasurer shall exercise the care, skill, prudence and diligence under the circumstances then prevailing as would a prudent person acting in a similar capacity, with the same resources, and familiar with the like matters in the management of a similar activity, with a like purpose.
4. The investment of City funds shall be in accordance with the Wisconsin Statutes and as follows:
 - a. Certificates of Deposit. City funds may be invested in certificates of deposit maturing within three years or less from the date of investment issued by any bank, savings and loan association or credit union which is authorized to transact business in the State of Wisconsin. The financial institution must have been designated a public depository of the City by resolution of the Common Council.
 - b. Money Market Deposit Accounts. City funds may be invested in Money Market Deposit accounts at any bank, savings and loan association or credit union which is authorized to transact business in the State of Wisconsin. The financial institution must have been designated a public depository of the City by resolution of the Common Council.
 - c. Government Bonds & Securities. City funds may be invested in United States government bonds or securities with maturities less than ten years from the date of investment. United States government securities are defined as bonds or securities issued or guaranteed as to principal and interest by the federal government, or by a commission, board or other instrumentality of the federal government. The securities must be accounted for separately in the books and records of the financial institution or securities broker-dealer from whom the securities are purchased. Such investments may also include securities of open-end management investment companies (or investment trusts) if the company does not charge a sales load and is registered under the Federal Investment Company Act of 1940 and if the investment portfolio of the company is limited to bonds and securities issued by the federal government, bonds guaranteed by the federal government and repurchase agreements fully collateralized by such investments with the average duration not to exceed 4 years.
 - d. Government Pool. City funds may be invested in the

Wisconsin local government pooled investment fund.

- e. Repurchase Agreements. City funds may be invested in repurchase agreements with financial institutions approved as a depository institution by the Common Council. Repurchase agreements can only be made in securities which are direct obligations of or guaranteed as to principal and interest by the federal government; and securities which are obligations of an agency, commission, board or other instrumentality of the federal government, where principal and interest are guaranteed by the federal government. Securities purchased by a repurchase agreement must be maintained in safekeeping by the financial institution. The City shall be informed of the specific collateral and investments in repurchase agreements shall be collateralized at 110% of the value of the City's investment.
 - f. Repurchase Agreements Collateralized by Local Mortgages Without a Federal Government Guarantee. City funds may be invested in repurchase agreements with financial institutions approved as a depository institution by the Common Council. Securities purchased by a repurchase agreement must be maintained in safekeeping by the financial institution. The City shall be informed of the specific collateral and investments in these repurchase agreements shall be collateralized at 135% or more of the value of the City's investment.
 - g. Other Securities. City funds may be invested in any fixed income security which matures or which may be tendered for purchase at the option of the holder within not more than 7 years from the date on which it is acquired, if that security has a rating which the highest or second highest rating category assigned by Standard & Poor's Corporation, Moody's Investors Service or other similar nationally recognized rating agency or if that security is senior to, or on parity with, a security of the same issuer which has such a rating.
 - h. City of Cedarburg Bond or Security. Per Wisc. State Statutes Secs. 66.04(2)(9) 2,3,3m and (6), the City may also invest in bonds or securities issued by itself, or by other Wisconsin governmental units. Such transactions shall be developed as an "arms-length transaction", and shall be prepared in writing and approved by the Common Council.
5. Notwithstanding the above limitations, cemetery funds held by the City may be invested in any prudent investment in accordance with the provisions of Wisconsin Statutes Ch. 881. Investment of cemetery funds will be subject to the same oversight and reporting requirements as outlined in Section C below.

- a. When permitted by law, the City will pool cash from several different funds for investment purposes.
6. Investments in bonds and other securities will be made only from those financial institutions designated as public depositories and from a listing of securities brokers and dealers compiled by the City Administrator/Treasurer and approved by the Common Council.

C. Oversight and Reporting

1. Prior to investing in securities without fixed maturities (e.g., GNMA obligations or U.S. government securities mutual funds), the City Administrator/Treasurer shall report to the Common Council on his or her intention to make such investments. No such investments shall be made prior to the approval of the Common Council.
2. On a quarterly basis, the City Administrator/Treasurer will report to the Common Council on the composition of the City's investment portfolio and investment performance. The City Administrator/Treasurer will report investment activity as requested by the Mayor or Common Council.
3. The City will establish an ad hoc Debt/Investment Advisory Committee as comprised by the Mayor with representation of the Common Council and citizens with expertise in the investment and debt fields to be available on an as-needed basis to advise the City on specific investment and debt options and strategies.

D. Investment Advisor

1. Should the City deem it appropriate to retain an investment advisor, the following procedures will be followed with respect to the investment advisor relationship.
2. Selection Process – The investment advisor will be selected by a competitive process whereby proposals will be requested from a listing of qualified advisors. The firm or individual from whom advisory services will be received will be selected by the City Administrator/Treasurer and the ad hoc Debt/Investment Advisory Committee and recommended to the Common Council for approval.
3. Investment Procedures – Once an investment advisor is selected, the City will at all times be responsible for establishing the investment objectives to be accomplished. The investment advisor will be responsible for providing advice and developing and implementing strategies for carrying out such objectives. The investment advisor will have no authority to take possession of City monies or investment securities, nor to execute investments on behalf of the City until authorized by the City Administrator.
4. Periodic Reporting – The investment advisor shall provide periodic

reports regarding the composition, performance level and accounting treatment of the City's investment portfolio. Such reports shall be made quarterly to the City Administrator/Treasurer and annually to the ad hoc Debt/Investment Advisory Committee and Common Council.

5. Compensation and Term of Agreement – Investment advisory fees shall be established in advance. All compensation shall be disclosed in a written agreement. The relationship between the advisor and the City may be terminated at any time at the discretion of the City.

- E. Policy Review-The investment policy shall be reviewed annually by the ad hoc Debt/Investment Advisory Committee. Any changes shall be recommended to and approved by the Common Council.

Approved: 2/16/89 Finance Committee
Adopted: 3/13/89
Revised: 7/11/94
Revised: 2/10/03
Revised: 4/14/10
Revised: 11/30/15
Revised: 8/8/16

**AD HOC DEBT/INVESTMENT
ADVISORY COMMITTEE
November 28, 2018**

**MISC20181128-1
UNAPPROVED**

A meeting of the ad hoc Debt/Investment Advisory Committee of the City of Cedarburg, Wisconsin, was held on Wednesday, November 28, 2018 at 7:00 p.m. at City Hall, W63N645 Washington Avenue, lower level, room 1.

The meeting was called to order by Council Member Rick Verhaalen at 7:00 p.m.

Roll Call: Present – Council Members Rick Verhaalen and Rod Galbraith, Brian Thompson, Bob Loomis, Al Lorge

Excused – Council Member Dan von Bargaen

Also Present – City Administrator/Treasurer Christy Mertes,
Executive Director Kathleen Cady Schilling of Ozaukee Economic
Development, Wayne Sattler and Richard Romero from US Bank,
Council Member Patricia Thome

STATEMENT OF PUBLIC NOTICE

Council Member Verhaalen acknowledged that the agenda for this meeting was posted and distributed in compliance with the Wisconsin Open Meetings Law.

ELECTION OF CHAIRPERSON, VICE-CHAIRPERSON AND SECRETARY, AND ACTION THEREON

Motion made by Council Member Galbraith, seconded by Council Member Verhaalen, to nominate Council Member von Bargaen as Chairperson. Motion carried unanimously with Council Member von Bargaen excused.

Motion made by Al Lorge, seconded by Bob Loomis, to nominate Council Member Verhaalen as Vice-Chairperson. Motion carried with Council Member Galbraith, Brian Thompson, Bob Loomis and Al Lorge voting aye; Council Member Verhaalen voting nay; and Council Member von Bargaen excused.

Motion made by Al Lorge, seconded by Council Member Galbraith, to nominate City Administrator/Treasurer Mertes as Secretary for the Committee. Motion carried unanimously with Council Member von Bargaen excused.

APPROVAL OF MINUTES

Motion made by Council Member Galbraith, seconded by Al Lorge, to approve the minutes of the May 2, 2017 meeting. Motion carried unanimously with Council Member von Bargaen excused.

REPORTS

Update on Revolving Loan Fund Program

Kathleen Cady Schilling explained how the program originated from the State Community Development Block Grant (CDBG) Federal funds. The Federal government doesn't like how the State program is run and wants to eliminate it. The State has come up with a close out proposal which is planned to happen on February 1, 2019. This close out program would eliminate the program.

There are two options in the proposal and one would be to de-federalize the funds and the CDBG fund would be closed. The City is on the list to have funds de-federalized but this could change before February because the Federal government has to approve the State proposal. With the de-federalization of funds the City would be able to keep the money and create a new program which could include loans for construction or retention, grants or any other areas of economic development. The new program could have fewer limitations.

In answer to Bob Loomis's question, Executive Director Schilling stated the City could start using the funds one week after the decision is made by the Federal government. The time frame to create the new program will be up to the City or be prompted by a new request that would come in during that time.

Executive Director Schilling stated she would work with staff and the Committee to help create the new program once the approval was given.

Currently the City has approximately \$920,000 on hand and three outstanding loans through the program.

Bob Loomis and Al Lorge volunteered to help staff with developing new program options for the Committee to review and recommend to the Common Council at a future meeting.

Update on US Bank Investments; and Action Thereon

Richard Romero expressed appreciation for their banking relationship with the City.

Wayne Sattler explained the interest rate market on various investments. He also referenced the City's Investment policy. Al Lorge asked if the City had loan limitations and Wayne Sattler and Bob Loomis discussed the possibility of a separate investment policy for the new loan program in 2019.

In response to Al Lorge's question, Wayne Sattler confirmed that the City's portfolio is laddered and investments are held until maturity. No new money has been invested so any change in value is due to maturities.

Bob Loomis asked if the seven year maximum maturity was comparable to other communities. Wayne Sattler stated it was, and very reasonable with a ladder approach.

The Committee thanked Wayne and Richard for the report and attending the meeting.

NEW BUSINESS

Consider Revision to the Investment Policy; and Action Thereon

Port Washington State Bank requested a letter of credit be used for collateralization. It was decided this was an appropriate coverage. The Committee recommended changes to section A.4. on collateralization. Under a) after federal government securities or letter of credit issued from the Federal Home Loan Bank at a rate of 110% of the investments was added to the policy.

Under section B.4.c. Bob Loomis suggested a change to restrict the length of maturity. At the end of the paragraph the following language was added: by such investments with an average duration not to exceed 4 years.

In response to Bob Loomis's question, City Administrator/Treasurer Mertes stated that yes; there have been internal investments/borrowing between the City and Light and Water.

Bob Loomis recognized Al Lorge as he was one of the original members to create this policy.

Motion made by Al Lorge, seconded by Bob Loomis, to recommend to the Common Council two revisions to the Investment Policy FC-4: adding a letter of credit issued from the Federal Home Loan Bank as an accepted option for collateralization and limiting the length of maturity of government bonds and securities to four years. Motion carried unanimously with Council Member von Bargaen excused.

Review and Certify Code of Ethics; and Action Thereon

Members reviewed and certified the Code of Ethics.

ADJOURNMENT

Motion made by Bob Loomis, seconded by Council Member Galbraith, to adjourn the meeting at 8:00 p.m. Motion carried unanimously with Council Member von Bargaen excused.

Christy Mertes
City Administrator/Treasurer

adk

CITY OF CEDARBURG
TRANSFER LIST
11/24/18-12/7/18

Date	Amount	Transfer to
PWSB CHECKING ACCOUNT		
11/26/2018	\$1,840.52	Light & Water-October usage
11/26/2018	\$36,483.21	Light & Water-October usage
11/30/2018	\$76,305.52	WRS-October remittance
12/3/2018	\$81,182.20	WCA-December health insurance premiums
12/3/2018	\$4,845.25	MetLife-December dental insurance premiums
12/3/2018	\$557.01	Superior Vision-December vision insurance premiums
12/3/2018	\$911.88	Aflac-November premiums
12/3/2018	\$3,022.90	Minnesota Life-January life insurance premiums
12/4/2018	\$2,611.45	Light & Water-November usage
12/6/2018	\$235,000.00	PWSB Payroll
12/6/2018	\$2,967.47	ICMA-contributions for 11/18/18-12/1/18
12/6/2018	\$5,532.24	North Shore Bank-contributions for 11/18/18-12/1/18
12/6/2018	\$7,505.18	Health Savings Accounts-contributions for 11/18/18-12/1/18
12/6/2018	\$440.00	Police Union-contributions for 11/18/18-12/1/18
12/6/2018	\$1,477.82	State of Wisconsin-child support for 11/18/18-12/1/18
	<u>\$460,682.65</u>	
PWSB PAYROLL CHECKING ACCOUNT		
12/7/2018	\$162,221.72	Payroll for 11/18/18-12/1/18
12/7/2018	<u>\$73,768.67</u>	Payroll taxes 11/18/18-12/1/18
	\$235,990.39	
PWSB MONEY MARKET ACCOUNT		
11/30/2018	\$500,000.00	PWSB Checking

CITY OF CEDARBURG
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NOVEMBER 2018

Check Amt Invoice Comment

111300 PWSB Checking

Paid Chk# 030279 11/21/2018 **AECOM TECHNICAL SERVICES INC**

G 400-212000 ACCOUNTS PAYABLE	\$344.01	2000134087	STORM WATER MGMT PLAN
G 400-212000 ACCOUNTS PAYABLE	\$749.82	2000134091	NR 216 COMPLIANCE
Total AECOM TECHNICAL SERVICES INC	\$1,093.83		

Paid Chk# 030280 11/21/2018 **BAKER & TAYLOR AV PRE PROCESS**

G 260-212000 ACCOUNTS PAYABLE	\$20.08	H10830030	LIBR - VIDMASS
Total BAKER & TAYLOR AV PRE PROCESS	\$20.08		

Paid Chk# 030281 11/21/2018 **BAKER & TAYLOR BOOKS**

G 260-212000 ACCOUNTS PAYABLE	\$45.00	2034109085	LIBR - FRIENDS
G 260-212000 ACCOUNTS PAYABLE	\$50.00	2034109085	LIBR - FRIENDS
G 260-212000 ACCOUNTS PAYABLE	\$281.74	2034109085	LIBR - BOOKS
G 260-212000 ACCOUNTS PAYABLE	\$422.04	2034109085	LIBR - BOOKS
Total BAKER & TAYLOR BOOKS	\$798.78		

Paid Chk# 030282 11/21/2018 **BEYER S HARDWARE STORE**

G 100-212000 ACCOUNTS PAYABLE	\$11.05	144108	COMPLEX - SUPPLIES
G 601-212000 ACCOUNTS PAYABLE	\$18.49	144114	CWRC - SUPPLIES
G 100-212000 ACCOUNTS PAYABLE	\$5.84	144167	COMPLEX - SUPPLIES
G 100-212000 ACCOUNTS PAYABLE	\$19.59	144212	PARKS - SUPPLIES
Total BEYER S HARDWARE STORE	\$54.97		

Paid Chk# 030283 11/21/2018 **BLUM, ERIN**

G 100-212000 ACCOUNTS PAYABLE	\$165.00	CKREQ	SRCTR - WATERCOLOR INSTRUCTION
Total BLUM, ERIN	\$165.00		

Paid Chk# 030284 11/21/2018 **BOLD TECHNOLOGIES**

G 100-212000 ACCOUNTS PAYABLE	\$666.87	17255	PD - ALARM SUPPORT
Total BOLD TECHNOLOGIES	\$666.87		

Paid Chk# 030285 11/21/2018 **BUBLITZ CREATIVE**

G 260-212000 ACCOUNTS PAYABLE	\$695.00	3779	LIBR - WEBSITE DESIGN UPDATE
Total BUBLITZ CREATIVE	\$695.00		

Paid Chk# 030286 11/21/2018 **BUBLITZ, JENNIFER**

G 100-212000 ACCOUNTS PAYABLE	\$50.00	REIMBURSE	CL&W - WELLNESS REIMBURSEMENT
Total BUBLITZ, JENNIFER	\$50.00		

Paid Chk# 030287 11/21/2018 **COMPLETE OFFICE OF WISCONSIN**

G 100-212000 ACCOUNTS PAYABLE	\$38.06	964526	TREAS - SUPPLIES
G 100-212000 ACCOUNTS PAYABLE	\$411.91	964526	DPW - SUPPLIES
G 100-212000 ACCOUNTS PAYABLE	\$20.54	964526	BI - SUPPLIES
Total COMPLETE OFFICE OF WISCONSIN	\$470.51		

Paid Chk# 030288 11/21/2018 **CSM CORPORATE WORX - SAUKVILLE**

G 100-212000 ACCOUNTS PAYABLE	\$34.00	OCT2018SER	PD - AUDIOGRAM
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CITY OF CEDARBURG

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***Check Detail Register©**

NOVEMBER 2018

		Check Amt	Invoice	Comment
Total	CSM CORPORATE WORX - SAUKVILLE	\$34.00		
Paid Chk#	030289 11/21/2018 DELAFIELD POLICE DEPARTMENT			
G 100-212000	ACCOUNTS PAYABLE	\$124.00	BOND	PD - BOND JUAN D WILLIS AD804773-4
Total	DELAFIELD POLICE DEPARTMENT	\$124.00		
Paid Chk#	030290 11/21/2018 FIVE CORNERS DODGE			
G 100-212000	ACCOUNTS PAYABLE	\$71.01	46756	PD - VEHICLE #6
Total	FIVE CORNERS DODGE	\$71.01		
Paid Chk#	030291 11/21/2018 GHD SERVICES, INC			
G 350-212000	ACCOUNTS PAYABLE	\$2,572.25	961989	PROJECT OVERSIGHT
Total	GHD SERVICES, INC	\$2,572.25		
Paid Chk#	030292 11/21/2018 LANNON STONE PRODUCTS, INC.			
G 200-212000	ACCOUNTS PAYABLE	\$285.16	1199392	CEM - CRUSHED STONE
Total	LANNON STONE PRODUCTS, INC.	\$285.16		
Paid Chk#	030293 11/21/2018 MASTER PRINTWEAR			
G 220-212000	ACCOUNTS PAYABLE	\$108.00	4101	POMS - T SHIRTS
Total	MASTER PRINTWEAR	\$108.00		
Paid Chk#	030294 11/21/2018 MILLER, DR. FRANKLIN			
G 100-212000	ACCOUNTS PAYABLE	\$340.00	CKREQ	SRCTR - VARIATION INSTRUCTION
Total	MILLER, DR. FRANKLIN	\$340.00		
Paid Chk#	030295 11/21/2018 MOEGENBURG WINDOW CLEAN-CHUCK			
G 100-212000	ACCOUNTS PAYABLE	\$110.00	11152018	COMPLEX - WINDOWS & DOORS
Total	MOEGENBURG WINDOW CLEAN-CHUCK	\$110.00		
Paid Chk#	030296 11/21/2018 NAPA AUTO PARTS			
G 601-212000	ACCOUNTS PAYABLE	\$85.45	5269978752	CWRC - PARTS
G 601-212000	ACCOUNTS PAYABLE	\$28.54	5269979071	CWRC - PARTS
Total	NAPA AUTO PARTS	\$113.99		
Paid Chk#	030297 11/21/2018 NELSON TACTICAL			
G 100-212000	ACCOUNTS PAYABLE	\$222.13	15604	PD - UNIFORM
Total	NELSON TACTICAL	\$222.13		
Paid Chk#	030298 11/21/2018 OFFICE DEPOT			
G 100-212000	ACCOUNTS PAYABLE	\$248.40	226941351001	PD - SUPPLIES
Total	OFFICE DEPOT	\$248.40		
Paid Chk#	030299 11/21/2018 OZAUKEE ACE HARDWARE			
G 100-212000	ACCOUNTS PAYABLE	\$8.99	157428	COMPLEX - SUPPLIES
Total	OZAUKEE ACE HARDWARE	\$8.99		
Paid Chk#	030300 11/21/2018 PACE ANALYTICAL SERVICES, INC.			
G 601-212000	ACCOUNTS PAYABLE	\$21.00	1840059186	CWRC - LAB

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Total PACE ANALYTICAL SERVICES, INC.

\$21.00

Paid Chk# 030301 11/21/2018 R A SMITH NATIONAL

G 100-212000 ACCOUNTS PAYABLE

\$748.97 140476

PRAIRIE VIEW PH 2 CONTR. INSP.

G 100-239252 DEVELOPERS AGREE-PRAIRIE VI

(\$748.97) 140476

PRAIRIE VIEW CONSTR. INSPECTION

Total R A SMITH NATIONAL

\$0.00

Paid Chk# 030302 11/21/2018 RICOH USA, INC

G 100-212000 ACCOUNTS PAYABLE

\$154.42 5054982799

PD - EQUIPMENT

Total RICOH USA, INC

\$154.42

Paid Chk# 030303 11/21/2018 ROGER KISON

G 100-212000 ACCOUNTS PAYABLE

\$75.00 NOVEMBER

BI - INSPECTIONS

Total ROGER KISON

\$75.00

Paid Chk# 030304 11/21/2018 SHORT ELLIOTT HENDRICKSON INC

G 400-212000 ACCOUNTS PAYABLE

\$501.79 358595

MONOPOLE

Total SHORT ELLIOTT HENDRICKSON INC

\$501.79

Paid Chk# 030305 11/21/2018 TIME WARNER CABLE-PO BOX 4639

G 100-212000 ACCOUNTS PAYABLE

\$410.51 104047098723 PD - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$1,026.50 702069660111 CH - INTERNET

G 100-212000 ACCOUNTS PAYABLE

\$167.45 707258501111 PARKS - INTERNET

G 100-212000 ACCOUNTS PAYABLE

\$167.45 707258501111 CH - INTERNET

G 100-212000 ACCOUNTS PAYABLE

\$83.09 707260101110 EM - INTERNET

Total TIME WARNER CABLE-PO BOX 4639

\$1,855.00

Paid Chk# 030306 11/21/2018 U.S. CELLULAR

G 601-212000 ACCOUNTS PAYABLE

\$2.22 0278460944 CWRC - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$16.10 0278460944 DPW - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$0.50 0278460944 EM - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$46.60 0278460944 BI - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$16.10 0278460944 PARKS - TELECOM

G 601-212000 ACCOUNTS PAYABLE

\$16.10 0278460944 CWRC - TELECOM

G 601-212000 ACCOUNTS PAYABLE

\$41.60 0278460944 CWRC - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$16.10 0278460944 PARKS - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$16.10 0278460944 PARKS - TELECOM

G 601-212000 ACCOUNTS PAYABLE

\$18.37 0278460944 CWRC - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$16.10 0278460944 PARKS - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$16.10 0278460944 EM - TELECOM

G 601-212000 ACCOUNTS PAYABLE

\$20.50 0278460944 CWRC - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$26.10 0278460944 EM - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$16.10 0278460944 DPW - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$0.98 0278460944 ENG - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$41.60 0278460944 DPW - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$5.94 0278460944 ENG - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$3.06 0278460944 SRCTR - TELECOM

G 100-212000 ACCOUNTS PAYABLE

\$41.60 0278460944 PARKS - TELECOM

G 601-212000 ACCOUNTS PAYABLE

\$41.60 0278460944 CWRC - TELECOM

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G 100-212000	ACCOUNTS PAYABLE	\$26.10	0278460944	EM - TELECOM
G 100-212000	ACCOUNTS PAYABLE	\$14.54	0278460944	CH - TELECOM
Total U.S. CELLULAR		\$460.11		

Paid Chk# 030307 11/21/2018 UNIFIRST CORPORATION

G 601-212000	ACCOUNTS PAYABLE	\$48.35	0961043510	CWRC - EQUIPMENT
Total UNIFIRST CORPORATION		\$48.35		

Paid Chk# 030308 11/21/2018 WALDSCHMIDTS TOWN & COUNTRY

G 601-212000	ACCOUNTS PAYABLE	\$389.82	648581	CWRC - PARTS
Total WALDSCHMIDTS TOWN & COUNTRY		\$389.82		

Paid Chk# 030309 11/21/2018 WCMA

G 100-212000	ACCOUNTS PAYABLE	\$150.00		MEMBERSHIP ADMIN - 2019 WCMA MEMBERSHIP
Total WCMA		\$150.00		

Paid Chk# 030310 11/21/2018 WHITE RICE ADVERTISING & PR,

G 100-212000	ACCOUNTS PAYABLE	\$375.00	8118	PLAN - ECONOMIC DEVELOPMENT
Total WHITE RICE ADVERTISING & PR,		\$375.00		

Paid Chk# 030311 11/21/2018 WI DEPT OF JUSTICE

G 100-212000	ACCOUNTS PAYABLE	\$63.00	L4603T	PD - TELECOM
Total WI DEPT OF JUSTICE		\$63.00		

Paid Chk# 030312 11/21/2018 WITTENBERG FLOOR COVERING, INC.

G 100-212000	ACCOUNTS PAYABLE	\$2,066.40	17441	COMPLEX - HOT CIRCUIT CAPACITATOR
otal WITTENBERG FLOOR COVERING, INC.		\$2,066.40		

Paid Chk# 030313 11/21/2018 SCOTT WINTER, COURSE COORDINAT

G 100-212000	ACCOUNTS PAYABLE	\$150.00		REGISTRATIO ASSESSOR - BOARD OF REVIEW COURSE
otal SCOTT WINTER, COURSE COORDINAT		\$150.00		

Paid Chk# 030314 11/30/2018 ADP, LLC.

G 100-212000	ACCOUNTS PAYABLE	\$524.48	524775993	TREAS - PAYROLL PROCESSING
G 100-212000	ACCOUNTS PAYABLE	\$466.40	524776401	TREAS - PAYROLL PROCESSING
Total ADP, LLC.		\$990.88		

Paid Chk# 030315 11/30/2018 AT&T

G 100-212000	ACCOUNTS PAYABLE	\$39.50	262375760311	FD - TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$53.22	262375760311	CH - TELEPHONE
G 601-212000	ACCOUNTS PAYABLE	\$49.91	262375760311	CWRC - TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	\$37.03	262375760311	DPW - TELEPHONE
G 260-212000	ACCOUNTS PAYABLE	\$141.69	262375760311	LIBR - TELEPHONE
Total AT&T		\$321.35		

Paid Chk# 030316 11/30/2018 AT&T LONG DISTANCE

G 260-212000	ACCOUNTS PAYABLE	\$42.87	836841746	LIBR - LONG DISTANCE
G 100-212000	ACCOUNTS PAYABLE	\$127.39	836841746	LIBR - LONG DISTANCE
G 100-212000	ACCOUNTS PAYABLE	\$1.23	836841746	PD - LONG DISTANCE

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Total AT&T LONG DISTANCE \$171.49

Paid Chk# 030317 11/30/2018 BAKER & TAYLOR AV PRE PROCESS

G 260-212000	ACCOUNTS PAYABLE	\$427.36	H10873620	LIBR - VIDMASS
G 260-212000	ACCOUNTS PAYABLE	\$272.07	H11208870	LIBR - VIDMASS
Total BAKER & TAYLOR AV PRE PROCESS		\$699.43		

Paid Chk# 030318 11/30/2018 BAKER & TAYLOR BOOKS

G 260-212000	ACCOUNTS PAYABLE	\$25.00	2034124029	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$446.20	2034124029	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$32.00	2034124030	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$85.04	2034124030	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$135.73	2034129818	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$330.00	2034129818	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$132.31	2034129819	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$180.00	2034129819	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$469.22	2034133565	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$454.98	2034133566	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$458.89	2034133567	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$160.26	2034133568	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$75.00	2034143971	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$380.85	2034143971	LIBR - BOOKS
G 260-212000	ACCOUNTS PAYABLE	\$276.31	2034143972	LIBR - BOOKS
Total BAKER & TAYLOR BOOKS		\$3,641.79		

Paid Chk# 030319 11/30/2018 BEYER S HARDWARE STORE

G 100-212000	ACCOUNTS PAYABLE	\$8.96	143936	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$72.08	144066	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$11.05	144110	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$6.74	144231	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$57.07	144237	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$17.09	144250	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$10.86	144273	DPW - SUPPLIES
Total BEYER S HARDWARE STORE		\$183.85		

Paid Chk# 030320 11/30/2018 BLUETARP CREDIT SERVICES

G 100-212000	ACCOUNTS PAYABLE	\$469.00	41190936	DPW - EQUIPMENT
Total BLUETARP CREDIT SERVICES		\$469.00		

Paid Chk# 030321 11/30/2018 BOEHLKE BOTTLED GAS CORP.

G 221-212000	ACCOUNTS PAYABLE	\$816.44	026783	DPW - FUEL
Total BOEHLKE BOTTLED GAS CORP.		\$816.44		

Paid Chk# 030322 11/30/2018 BSN SPORTS LLC

G 220-212000	ACCOUNTS PAYABLE	\$66.74	903088584	REC - PROGRAM SUPPLIES
Total BSN SPORTS LLC		\$66.74		

Paid Chk# 030323 11/30/2018 CASPERS TRUCK EQUIPMENT

G 100-212000	ACCOUNTS PAYABLE	\$1,166.74	0031755-IN	DPW - FREIGHT PARTS
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G 100-212000	ACCOUNTS PAYABLE	<u>(\$447.84)</u>	0032433-CM	DPW - FREIGHT PARTS
Total	CASPERS TRUCK EQUIPMENT	\$718.90		
Paid Chk#	030324	11/30/2018	CHEMININDUSTRIAL SYSTEMS INC	
G 100-212000	ACCOUNTS PAYABLE	<u>\$731.67</u>	5522/2995	DPW - EQUIPMENT
Total	CHEMININDUSTRIAL SYSTEMS INC	\$731.67		
Paid Chk#	030325	11/30/2018	CINTAS CORPORATION	
G 100-212000	ACCOUNTS PAYABLE	<u>\$141.39</u>	184188341	DPW - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	<u>\$141.39</u>	184189809	DPW - SUPPLIES
Total	CINTAS CORPORATION	\$282.78		
Paid Chk#	030326	11/30/2018	CINTAS FIRST AID & SAFETY	
G 100-212000	ACCOUNTS PAYABLE	<u>\$70.34</u>	5012135699	DPW - FIRST AID SUPPLIES
Total	CINTAS FIRST AID & SAFETY	\$70.34		
Paid Chk#	030327	11/30/2018	CITY CEDARBURG-PETTY CASH	
G 100-212000	ACCOUNTS PAYABLE	<u>\$200.00</u>	PETTYCASH	TAX COLLECTION PETTY CASH
Total	CITY CEDARBURG-PETTY CASH	\$200.00		
Paid Chk#	030328	11/30/2018	EDOCS AMERICA CORPORATION	
G 100-212000	ACCOUNTS PAYABLE	<u>\$132.00</u>	18290	CLERKS - DOCUMENT CONVERSION
Total	EDOCS AMERICA CORPORATION	\$132.00		
Paid Chk#	030329	11/30/2018	FASTENAL COMPANY	
G 100-212000	ACCOUNTS PAYABLE	<u>\$53.55</u>	WISAU0354	DPW - PARTS
Total	FASTENAL COMPANY	\$53.55		
Paid Chk#	030330	11/30/2018	FIVE CORNERS DODGE	
G 100-212000	ACCOUNTS PAYABLE	<u>\$24.48</u>	118414	DPW - KEY
Total	FIVE CORNERS DODGE	\$24.48		
Paid Chk#	030331	11/30/2018	FLAG CENTER	
G 100-212000	ACCOUNTS PAYABLE	<u>\$155.00</u>	0074277	PD - FLAG POLE REPAIR
Total	FLAG CENTER	\$155.00		
Paid Chk#	030332	11/30/2018	FORWARD CONTRACTORS INC	
G 400-212000	ACCOUNTS PAYABLE	<u>\$1,940.52</u>	PYMT#2	2018 SIDEWALK REPLACEMENT PROGRAM
Total	FORWARD CONTRACTORS INC	\$1,940.52		
Paid Chk#	030333	11/30/2018	GALL PLUMBING, INC	
G 601-212000	ACCOUNTS PAYABLE	<u>\$1,434.60</u>	15256	CWRC - SUPPLIES/TESTING
Total	GALL PLUMBING, INC	\$1,434.60		
Paid Chk#	030334	11/30/2018	HEIN ELECTRIC SUPPLY CO	
G 100-212000	ACCOUNTS PAYABLE	<u>\$32.36</u>	539329-00	PARKS - REPAIR
G 100-212000	ACCOUNTS PAYABLE	<u>\$10.41</u>	539335-00	PARKS - REPAIR
Total	HEIN ELECTRIC SUPPLY CO	\$42.77		

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Paid Chk# 030335 11/30/2018 HERBST OIL, INC.

G 221-212000 ACCOUNTS PAYABLE \$5,119.45 69828 DPW - FUEL

G 221-212000 ACCOUNTS PAYABLE \$2,813.99 69881 DPW - FUEL

Total HERBST OIL, INC. \$7,933.44

Paid Chk# 030336 11/30/2018 KAUKAUNA HIGH SCHOOL

G 220-212000 ACCOUNTS PAYABLE \$358.00 REGISTRATIO REC - POMS REGISTRATION

Total KAUKAUNA HIGH SCHOOL \$358.00

Paid Chk# 030337 11/30/2018 KELLER, MEGAN

G 100-212000 ACCOUNTS PAYABLE \$40.00 REFUND REFUND APPLIANCE PICKUP

Total KELLER, MEGAN \$40.00

Paid Chk# 030338 11/30/2018 KRIS LAKE OR NANCY LAKE

G 700-212000 ACCOUNTS PAYABLE \$3,542.25 SETTLEMENT SETTLE 10/29/18 AUTO CLAIM

Total KRIS LAKE OR NANCY LAKE \$3,542.25

Paid Chk# 030339 11/30/2018 LAKESIDE INTERNATIONAL LLC-WB

G 100-212000 ACCOUNTS PAYABLE \$43.54 3066569P DPW - PARTS

G 100-212000 ACCOUNTS PAYABLE \$45.44 3066590P DPW - PARTS

G 100-212000 ACCOUNTS PAYABLE \$96.75 3066714P DPW - PARTS

Total LAKESIDE INTERNATIONAL LLC-WB \$185.73

Paid Chk# 030340 11/30/2018 LANNON STONE PRODUCTS, INC.

G 100-212000 ACCOUNTS PAYABLE \$209.09 1199391 DPW - STORM REPAIR

Total LANNON STONE PRODUCTS, INC. \$209.09

Paid Chk# 030341 11/30/2018 LAROSA LANDSCAPE COMPANY

G 100-212000 ACCOUNTS PAYABLE \$2,506.50 67846 REC - CELEBRATIONS SERIVES

Total LAROSA LANDSCAPE COMPANY \$2,506.50

Paid Chk# 030342 11/30/2018 LETTERS & SIGNS

G 601-212000 ACCOUNTS PAYABLE \$437.00 3743 CWRC - TRUCK #63 LETTERING/LOGO

Total LETTERS & SIGNS \$437.00

Paid Chk# 030343 11/30/2018 LIGHT & WATER

G 100-212000 ACCOUNTS PAYABLE \$32,600.72 IMPACTFEES WATER IMPACT FEES

Total LIGHT & WATER \$32,600.72

Paid Chk# 030344 11/30/2018 MID-STATE EQUIPMENT

G 100-212000 ACCOUNTS PAYABLE \$32.60 H26445 DPW - PARTS

Total MID-STATE EQUIPMENT \$32.60

Paid Chk# 030345 11/30/2018 MILWAUKEE TECH DISTRIBUTING

G 100-212000 ACCOUNTS PAYABLE \$69.80 1119281 DPW - SUPPLIES

Total MILWAUKEE TECH DISTRIBUTING \$69.80

Paid Chk# 030346 11/30/2018 NAPA AUTO PARTS

G 100-212000 ACCOUNTS PAYABLE \$61.90 5269980662 DPW - PARTS

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G 100-212000	ACCOUNTS PAYABLE	\$21.98	5269980871	DPW - PARTS
Total NAPA AUTO PARTS		\$83.88		
Paid Chk# 030347 11/30/2018 NASSCO, INC.				
G 240-212000	ACCOUNTS PAYABLE	(\$473.92)	25493	POOL - SUPPLIES
G 240-212000	ACCOUNTS PAYABLE	(\$611.44)	S2350180.001	COMPLEX - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$2,004.14	S2405506.001	COMPLEX - SUPPLIES
Total NASSCO, INC.		\$918.78		
Paid Chk# 030348 11/30/2018 NEWMAN CHEVROLET				
G 400-212000	ACCOUNTS PAYABLE	\$40,610.50	43136	DPW - SILVERADO 2019
Total NEWMAN CHEVROLET		\$40,610.50		
Paid Chk# 030349 11/30/2018 OFFICE DEPOT				
G 100-212000	ACCOUNTS PAYABLE	\$31.07	215537263001	BI - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$96.84	215537263001	PARKS - SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$4.53	215537921001	BI - SUPPLIES
Total OFFICE DEPOT		\$132.44		
Paid Chk# 030350 11/30/2018 OLIVER FIONTAR LLC				
G 350-212000	ACCOUNTS PAYABLE	\$9,280.69	489	DEVELOPERS INCENTIVE
Total OLIVER FIONTAR LLC		\$9,280.69		
Paid Chk# 030351 11/30/2018 OLSEN S PIGGLY WIGGLY				
G 260-212000	ACCOUNTS PAYABLE	\$17.52	36102	LIBR - PROGRAM SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	\$56.56	36127	EMPREL - 11/28 MEETING
Total OLSEN S PIGGLY WIGGLY		\$74.08		
Paid Chk# 030352 11/30/2018 OZAUKEE ACE HARDWARE				
G 100-212000	ACCOUNTS PAYABLE	\$8.09	157465	COMPLEX - SUPPLIES
Total OZAUKEE ACE HARDWARE		\$8.09		
Paid Chk# 030353 11/30/2018 QUALITY STATE OIL CO.,INC.				
G 221-212000	ACCOUNTS PAYABLE	\$526.78	1242875	DPW - TAX ADJUSTMENT
G 221-212000	ACCOUNTS PAYABLE	\$541.14	1243337	DPW - FUEL
G 100-212000	ACCOUNTS PAYABLE	\$274.92	2845725	DPW - CARDLOCK ACTIVITY
Total QUALITY STATE OIL CO.,INC.		\$1,342.84		
Paid Chk# 030354 11/30/2018 R A SMITH NATIONAL				
G 100-212000	ACCOUNTS PAYABLE	\$680.88	140476	PRAIRIE VIEW CONSTR. INSPECT
Total R A SMITH NATIONAL		\$680.88		
Paid Chk# 030355 11/30/2018 R.A. SMITH NATIONAL				
G 100-212000	ACCOUNTS PAYABLE	\$942.36	140707	SAND HILL TRAILS INSPECTION
Total R.A. SMITH NATIONAL		\$942.36		
Paid Chk# 030356 11/30/2018 RAMBOLL ENVIRON US CORPORATION				
G 400-212000	ACCOUNTS PAYABLE	\$1,433.03	1690004767	PROCHNOW MONITORING

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Total RAMBOLL ENVIRON US CORPORATION	\$1,433.03		
Paid Chk# 030357 11/30/2018 REGISTRATION FEE TRUST-TV & RP			
G 100-212000 ACCOUNTS PAYABLE	\$35.00	CKREQ	PD - UNPAID CITATIONS
Total REGISTRATION FEE TRUST-TV & RP	\$35.00		
Paid Chk# 030358 11/30/2018 RELIANT FIRE APPARATUS, INC.			
G 100-212000 ACCOUNTS PAYABLE	\$160.98	119-20401	DPW - SWEEPER HOSE
Total RELIANT FIRE APPARATUS, INC.	\$160.98		
Paid Chk# 030359 11/30/2018 RICOH USA, INC			
G 100-212000 ACCOUNTS PAYABLE	\$87.04	31000287	REC - COPY MACHINE
E 100-555510-350 OPERATING SUPPLIES	(\$87.04)	31000287	REC - COPY MACHINE
Total RICOH USA, INC	\$0.00		
Paid Chk# 030360 11/30/2018 RUSHING, PAUL			
G 100-212000 ACCOUNTS PAYABLE	\$204.34	REIMBURSE	REC - REIMBURSE FOR HOLIDAY LIGHTS
Total RUSHING, PAUL	\$204.34		
Paid Chk# 030361 11/30/2018 SHEFFIELD, MARY			
G 100-212000 ACCOUNTS PAYABLE	\$2,252.50	NOV2018	ED - NOVEMBER 2018 SVCS
Total SHEFFIELD, MARY	\$2,252.50		
Paid Chk# 030362 11/30/2018 STANTEC			
G 100-212000 ACCOUNTS PAYABLE	\$5,600.00	1433835	PLEASANT VALLEY LANDFILL MONITORING
Total STANTEC	\$5,600.00		
Paid Chk# 030363 11/30/2018 STAPLES ADVANTAGE			
G 100-212000 ACCOUNTS PAYABLE	\$308.43	8052049149	CLERK - SUPPLIES
Total STAPLES ADVANTAGE	\$308.43		
Paid Chk# 030364 11/30/2018 STERLING MECHANICAL SERVICE			
G 260-212000 ACCOUNTS PAYABLE	\$785.00	201146707	LIBR - FALL HVAC SERVICE
Total STERLING MECHANICAL SERVICE	\$785.00		
Paid Chk# 030365 11/30/2018 TRANSCENDENT TECHNOLOGIES			
G 100-212000 ACCOUNTS PAYABLE	\$686.00	M2525	CLERK - ANNUAL SOFTWARE MAINT
Total TRANSCENDENT TECHNOLOGIES	\$686.00		
Paid Chk# 030366 11/30/2018 UNIFIRST CORPORATION			
G 100-212000 ACCOUNTS PAYABLE	\$48.20	0961043514	DPW - SUPPLIES
G 601-212000 ACCOUNTS PAYABLE	\$48.35	0961044655	CWRC - EQUIPMENT
G 100-212000 ACCOUNTS PAYABLE	\$48.20	0961044659	DPW - SUPPLIES
G 601-212000 ACCOUNTS PAYABLE	\$47.23	0961044668	CWRC - SUPPLIES
Total UNIFIRST CORPORATION	\$191.98		
Paid Chk# 030367 11/30/2018 WALTS PETROLEUM SERVICE INC			
G 100-212000 ACCOUNTS PAYABLE	\$79.53	99144	DPW - MAG CARD
Total WALTS PETROLEUM SERVICE INC	\$79.53		

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Paid Chk# 030368 11/30/2018 ZUERN BUILDING PRODUCTS

G 100-212000 ACCOUNTS PAYABLE \$50.98 121623 PARKS - REPAIR

Total ZUERN BUILDING PRODUCTS \$50.98

111300 PWSB Checking \$141,487.88

Fund Summary

111300 PWSB Checking

100 GENERAL FUND	\$61,371.39
200 CEMETERY FUND	\$285.16
220 RECREATION PROGRAMS FUND	\$532.74
221 FUEL SYSTEM - WASH BAY	\$9,817.80
240 SWIMMING POOL FUND	(\$1,085.36)
260 LIBRARY FUND	\$6,842.16
350 TIF DISTRICT FUND #4	\$11,852.94
400 CAPITAL IMPROVEMENTS FUND	\$45,579.67
601 WATER RECYCLING CENTER	\$2,749.13
700 RISK MANAGEMENT FUND	\$3,542.25
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	\$141,487.88



City of Cedarburg

City Administrator's Report

December 6, 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— A meeting with Senator Stroebel and representatives of the DNR was rescheduled for Wednesday, December 12 from 3:00 p.m. to 4:00 p.m. to discuss issues regarding the dams. The meeting will be held in the lower level of City Hall.

All City construction projects are completed. Paving work on private projects will continue as weather permits.

Work on the 2019 Street and Utility project and the Sidewalk program has begun.

The Public Works crew is finishing picking up leaves and is preparing for winter operations. The crew will be working on tree pruning until it snows.

Parks, Recreation & Forestry— Winter greens went up on Monday. Priority is given to Forestry operations until it snows.

Library— The Library will be closed on Friday, December 14 for staff in-service.

The Library Board is starting the strategic planning process using a consultant from Madison. This will be paid for by the Friends of the Library.

Police— Four police officer candidates went through polygraph and physiological testing in Illinois last week.

Senior Center— The Senior Center held its holiday sale November 29—December 1. There will be a variety of holiday events for seniors held at the Center in the upcoming weeks.

Administrator— Tax bill preparation has begun.

A Fire/EMS consolidation meeting scheduled for Friday has been canceled.

Respectfully submitted,

Christy Mertes
City Administrator/Treasurer

2018 PERMIT SUMMARY BY MONTH

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Coops				1									1
Single Family		2	5		4	2	4	4	6	5	4		36
Multi-family				1	1			2		2			6
Assessory Building				1	4	2	3	2	4	1			17
Addition/Alteration	7	11	22	12	12	15	11	11	15	13	14		143
Commerical New Constructio		1		1				2			1		5
Commercial Additions/Alterati	1	1		3	3	2	3	6	1	5	3		28
Pools				1				1		1			3
Razing					2			1		1	2		6
Heat/Vent	31	25	19	21	19	30	23	29	19	28	30		274
Signs	2	3	2	5	7	3	4			2	2		30
Plumbing	30	29	47	30	31	24	37	36	36	31	24		355
Electrical	41	30	36	26	35	34	31	32	33	42	26		366
Occupancy	5	4	5	4	9	7	9	3	7	6	4		63
TOTAL VALUE TO CITY	160,010	16,885,500	2,141,164	18,890,479	2,118,707	1,056,637	2,887,908	6,641,740	2,409,622	5,615,385	4,221,815		63,048,967
INSPECTIONS													
JOE JACOBS			2	2	3	5	1	4	5	7	5		34
MICHAEL BAIER	116	199	140	134	150	157	179	161	198	158	174		1766
ROGER KISON	4							13			8		25

Occupant Name	Location Zone	Address	Last Completed Date
Hanover - Apartments	City of Cedarburg	W63 N517 Hanover Avenue	11/1/2018
Hanover - Apartments	City of Cedarburg	W63 N523 Hanover Avenue	11/1/2018
Hanover - Cedarburg Public Library	City of Cedarburg	W63 N589 Hanover Avenue	11/1/2018
Hanover - La Budde Group	City of Cedarburg	W63 N583 Hanover Avenue	11/1/2018
Hanover - Romano's	City of Cedarburg	W63 N540 Hanover Avenue	11/1/2018
Hanover - VIP	City of Cedarburg	W63 N582 Hanover Avenue	11/1/2018
Hanover - Apartments	City of Cedarburg	W63 N539 Hanover Avenue	11/6/2018
Hanover - Mueller Funeral Home	City of Cedarburg	W63 N527 Hanover Avenue	11/6/2018
Wash Ave - Close to the Heart	City of Cedarburg	W62 N555 Washington Avenue	11/6/2018
Hanover - AT&T	City of Cedarburg	W63 N548 Hanover Avenue	11/7/2018
Doerr - BMO Harris Bank	City of Cedarburg	W57 N14280 Doerr Way	11/8/2018
Doerr - Carlson Tool West	City of Cedarburg	W57 N14386 Doerr Way	11/8/2018
Doerr - Dorem, LLC	City of Cedarburg	W57 N14371 Doerr Way	11/8/2018
Doerr - Dorem, LLC "The High Bay"	City of Cedarburg	W57 N14333 Doerr Way	11/8/2018
Doerr - Weil Pump (Wilo)	City of Cedarburg	W57 N14373 Doerr Way	11/8/2018
Pioneer - Alliance Medical Corporation	City of Cedarburg	N143 W5775 Pioneer Rd. Road	11/8/2018
Evergreen - Cedarburg High School	City of Cedarburg	W68 N611 Evergreen Boulevard	11/9/2018
Harrison - Parkview School	City of Cedarburg	W72 N853 Harrison Avenue	11/9/2018
Keup - Thorson Elementary School	City of Cedarburg	W51 N932 Keup Road	11/9/2018
Madison - Westlawn Elementary School	City of Cedarburg	W64 N319 Madison Avenue	11/9/2018
Wauwatosa - Webster Transitional School	City of Cedarburg	W75 N624 Wauwatosa Road	11/9/2018
Mill - Dan Garcia	City of Cedarburg	N54 W6135 Mill Street	11/12/2018
Mill - DaVita At Home	City of Cedarburg	N54 W6135 Mill Street	11/12/2018
Mill - Davita Dialysis	City of Cedarburg	N54 W6135 Mill Street	11/12/2018
Mill - Edward Jones Financial Advisors	City of Cedarburg	N54 W6135 Mill Street	11/12/2018
Mill - North Shore Eye Health	City of Cedarburg	N54 W6135 Mill Street	11/12/2018
Mill - Stevens Dental Clinic	City of Cedarburg	N52 W6295 Mill Street	11/12/2018
Mill - VACANT	City of Cedarburg	N54 W6135 Mill Street	11/12/2018
Mill - Ye Olde Pharmacy	City of Cedarburg	N54 W6135 Mill Street	11/12/2018
Highland - Brian Murphy	City of Cedarburg	W53 N582 Highland Drive	11/13/2018
Highland - Cannery Office Area	City of Cedarburg	W53 N594 Highland Drive	11/13/2018
Highland - ChemIndustrial Systems	City of Cedarburg	W53 N560 Highland Drive	11/13/2018
Highland - Dehumidifier Corp. of America (Second Floor)	City of Cedarburg	W53 N550 Highland Drive	11/13/2018

Highland - GAR Storage (Third Floor)	City of Cedarburg	W53 N556 Highland Drive	11/13/2018
Highland - Grand American Restoration (First Floor)	City of Cedarburg	W53 N554 Highland Drive	11/13/2018
Highland - Jack Nueswanger	City of Cedarburg	W53 N568 Highland Drive	11/13/2018
Highland - Joel Manufacturing	City of Cedarburg	W53 N586 Highland Drive	11/13/2018
Highland - The Gem Shop	City of Cedarburg	W53 N580 Highland Drive	11/13/2018
Highland - Wetblasting.com	City of Cedarburg	W53 N564 Highland Drive	11/13/2018
Highland - Zack Becker	City of Cedarburg	W53 N570 Highland Drive	11/13/2018
Center - Carr Studios Photography, LLC	City of Cedarburg	N56 W6351A Center Street	11/15/2018
Evergreen - FIL Church	City of Cedarburg	W67 N622 Evergreen Boulevard	11/15/2018
Evergreen - FIL School	City of Cedarburg	W67 N622 Evergreen Boulevard	11/15/2018
Highland - Economy Glass	City of Cedarburg	W54 N514 Highland Drive	11/20/2018
Highland - New Care Family Services	City of Cedarburg	W54 N519 Highland Drive	11/20/2018
Highland - Orly Company	City of Cedarburg	W54 N540 Highland Drive	11/20/2018
Hilbert - Cedar Creek Heights	City of Cedarburg	W57 N517 Hilbert Avenue	11/20/2018
Hilbert - Girl Scout House	City of Cedarburg	W57 N475 Hilbert Avenue	11/20/2018
Keup - Northern Lights Tanning Spa	City of Cedarburg	W51 N731 Keup Road	11/20/2018
Keup - VACANT	City of Cedarburg	W51 N729 Keup Road	11/20/2018
McKinley - McKinley Place	City of Cedarburg	W56 N225 McKinley Road	11/20/2018
Portland - Behling Field Concessions	City of Cedarburg	N52 W5925 Portland Road	11/20/2018
Portland - Bridge Christian Church	City of Cedarburg	N56 W6093 Portland Road	11/20/2018
Portland - WI Central LTD Railroad Building	City of Cedarburg	N51 W5496 Portland Road	11/20/2018
Hamilton - Bob Treptow	City of Cedarburg	N37 W5681 Hamilton Road	11/21/2018
Hamilton - Office	City of Cedarburg	N37 W5683 Hamilton Road	11/26/2018
Hamilton - Storage	City of Cedarburg	N37 W5663 Hamilton Road	11/26/2018
Hamilton - Tom Fay	City of Cedarburg	N37 W5665 Hamilton Road	11/26/2018
Bridge - The Cottage at Cedarburg	City of Cedarburg	N70 W6340 Bridge Road	11/27/2018
James - Glen @ Cedar Creek Clubhouse	City of Cedarburg	W59 N1156 James Circle	11/27/2018
Johnson - Cedarburg Public Works	City of Cedarburg	W59 N306 Johnson Avenue	11/27/2018
Keup - Heritage Baptist Church	City of Cedarburg	W51 N776 Keup Road	11/27/2018
McKinley - Cedarburg Place Condos	City of Cedarburg	W55 N178 McKinley Boulevard	11/27/2018
Lincoln - Cedarburg Health & Rehab	City of Cedarburg	N27 W5707 Lincoln Boulevard	11/29/2018
Lincoln - Cedarburg Light & Water	City of Cedarburg	N30 W5926 Lincoln Boulevard	11/29/2018
Lincoln - Flying Fur	City of Cedarburg	N28 W5901 Lincoln Boulevard	11/29/2018
Mill - Milwaukee Nephrology	City of Cedarburg	N54 W6135 Mill Street	11/29/2018

Mill - WI Bone & Joint S.C.	City of Cedarburg	N54 W6135 Mill Street	11/29/2018
McKinley - Kemps Dairy	City of Cedarburg	W55 N155 McKinley Boulevard	11/30/2018