CITY OF CEDARBURG
MEETING OF COMMON COUNCIL
JUNE 12, 2017 – 7:00 P.M.

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on Monday, June 12, 2017 at 7:00 p.m. at City Hall, W63 N645 Washington Avenue, Cedarburg, WI, in the Council Chambers.

AGENDA

1. CALL TO ORDER - Mayor Kip Kinzel

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL: Present – Common Council – Mayor Kip Kinzel, Council Members John Czarnecki, Jack Arnett, Dick Dieffenbach, Rick Verhaalen, Mitch Regenfuss, Patricia Thome, Mike O'Keefe

5. STATEMENT OF PUBLIC NOTICE

6. APPROVAL OF MINUTES* - May 8, 2017

7. COMMENTS AND SUGGESTIONS FROM CITIZENS** Comments from citizens on a listed agenda item will be taken when the item is addressed by the Council. At this time individuals can speak on any topic not on the agenda for up to 5 minutes, time extensions at the discretion of the Mayor. No action can be taken on items not listed except as a possible referral to committees, individuals or a future Council agenda item.

8. PUBLIC HEARINGS/PRESENTATIONS

* A. Public Hearing – Consider Ordinance No. 2017-13 amending Sec. 13-1-55 of the Zoning Code to permit the Landmarks Commission and Plan Commission to approve outdoor patios enclosed by a pergola or similar fence structure in the rear yard setback area for properties in the B-3 Central Business District; and action thereon (Plan Comm. 05/01/17)

* B. Consider Resolution No. 2017-12 honoring Summer Sounds; and action thereon

* C. Consider 2016 Compliance Maintenance Annual Report (CMAR) for the Wastewater Treatment Plant and Resolution No. 2017-13 accepting the Report; and action thereon (Public Works & Sewerage Comm., 5/11/17)

* D. Presentation of Adlai Horn Park Restoration Plan; and action thereon (Parks, Recreation & Forestry Board – 2016-2017)

9. NEW BUSINESS

* A. Accept and refer to Plan Commission the rezoning petition from S. Duane Strobel, Jr. to rezone the 18.70 acre parcel located on the east side of Sheboygan Road approximately 506' south of Highway 60 from Rs-1 Temporary Single Family District to Rm-2 (PUD) Residential Multiple Family and Planned Unit Development Overlay District; and action thereon

* B. Consider closing Portland Road between Mill Street and Hilbert Avenue from 5:00 a.m. to 3:00 p.m. on July 29, 2017 for the Women's Century Bike Ride and demonstrations; and action thereon

* C. Consider closing portions of Portland Road, Mill Street, Washington Avenue and Columbia Road for a Foot Cycling Event from noon to 2:00 p.m. on July 29, 2017 in celebration of the 200th Anniversary of the invention of the bicycle; and action thereon

* D. Consider closing Portland Road between Mill Street and Hilbert Avenue from 5:00 a.m. – 7:30 a.m. on July 30, 2017 for the Women's Century Bike Ride; and action thereon

* E. Consider request of The Shinery LLC, Elizabeth Reissman, Agent, to amend the premises description of the "Class A" liquor license of The Shinery at W63 N706 Washington Avenue to sell alcohol and provide limited wine sampling on the patio connected to the building they are located in during Strawberry Fest and Wine and Harvest Fest; and action thereon

* F. Consider award of engineering services contract for the 2017 NR 216 storm water compliance reporting; and action thereon

* G. Consider Ordinance No. 2017-14 repealing Sec. 10-1-13(a)(1) of the Code of Ordinances dealing with one-way traffic operations on Hamilton Road from ½ hour before to ½ hour after church services at St. Francis Borgia Church; and action thereon (Public Works & Sewerage Comm., 05/11/17)

* H. Consider Ordinance No. 2017-15 repealing Sec. 10-1-57(a) of the Code of Ordinances which allows the closure of Hamilton Road between Washington Avenue and Hilgen Avenue for play activities; and action thereon (Public Works & Sewerage Comm., 05/11/17)

* I. Consider Ordinance No. 2017-16 repealing Sec. 10-1-29(n) of the Code of Ordinances which established a no parking zone during school hours to allow for safe and efficient loading and unloading of school buses in front of St. Francis School on Hamilton Road; and action thereon (Public Works & Sewerage Comm., 05/11/17)

* J. Consider Ordinance No. 2017-17 repealing Sec. 10-1-34(a)(4) which established a loading zone in front of the former library entrance on the west side of Hanover Avenue and repealing Sec. 10-1-34(a)(5) which established a loading zone on

the south side of Zeunert Street; and action thereon (Public Works & Sewerage Comm., 05/11/17)

* K. Consider revised Policy FC-10 – Fund Balance Policy; and action thereon

* L. Consider Policy CC-31 – Contacting the City Attorney; and action thereon

* M. Consider claim received from Anita R. Clark for an incident on February 17, 2017; and action thereon

N. Consider Mayor Kinzel's reappointment of James Schara to the Parks, Recreation and Forestry Board (04/30/2019) and appointment of Charles Whitehouse to the Public Art Commission (04/30/18); and action thereon

* O. Annual Review and Certification of Code of Ethics

* P. Consider payment of bills for the period 05/04/17 through 06/06/17, transfers for the period 05/03/17 through 06/09/17, and payroll for the period 04/23/17 through 06/03/17; and action thereon

*** Q. Consider License Applications; and action thereon

1. Consider approval of new Operators License applications for the period ending June 30, 2017 for James P. Dennis, Marilyn S. Fisher, Chad L. Heidewaid, Madissen M. Homayouni, Christian M. Hurt, Blake D. Klug, Daniel S. Kneiss, Jeffrey O. Peterson, Rebecca R. Schroeder, James W. Zipter; and action thereon

2. Consider approval of renewal Operators License applications for the period ending June 30, 2017 for Candace A. Burger, Sarah J. Niewinski, Kenneth W. Reid II; and action thereon

3. Authorize issuance of 2017-2018 alcohol, operator, and cigarette licenses (see attached list)

10. <u>REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS</u>

* A. Administrator's Report
1. First Quarter Financial Report

* B. Building Inspector's Report – May 2017

11. <u>COMMUNICATIONS</u>

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

12. <u>ADJOURNMENT</u>

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

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

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

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

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

06/08/17 ckm

Authorize issuance of alcohol licenses for the period ending June 30, 2018:

Class "A" fermented malt beverage and "Class A" cider only (off-premise consumption only):

Speedway LLC, PO Box 1580, Springfield, OH 45501, Michael R. Weber, Agent, premises to be licensed: W63 N121 Washington Avenue, known as ***Speedway 4203***.

"Class A" intoxicating liquor (off-premise consumption only):

The Shinery LLC, W63 N706 Washington Avenue, Cedarburg, WI 53012, Elizabeth Reissmann, Agent, premises to be licensed: W63 N706 Washington Avenue, known as ***The Shinery***.

Class "A" fermented malt beverage and "Class A" intoxicating liquor (off-premise consumption only):

Bonus Inc., dba Olsen's Piggly Wiggly, W61 N286 Washington Avenue, Cedarburg, WI 53012, Ryan L. Olson, Agent, premises to be licensed: W61 N286 Washington Avenue, known as ***Olsen's Piggly Wiggly***.

Toto's Inc., 4600 W. Brown Deer Road, Brown Deer, WI 53223, John M. Striepling, Agent, premises to be licensed: W63 N157 Washington Avenue, known as ***Otto's Wine and Spirits***.

Super Sales USA Inc., PO Box 493, Cedarburg, WI 53012, Douglas Gall, Agent, premises to be licensed: W62 N174 Washington Avenue, known as ***Citgo Super Sales Cedarburg***.

Wisconsin CVS Pharmacy, LLC, One CVS Drive, M/C 1160, Woonsocket, RI 02895, Dione Jeffery, Agent, premises to be licensed: W63 N152 Washington Avenue, known as ***CVS Pharmacy #8775***.

Walgreen Co., P.O. Box 901, Deerfield, IL 60015, Brett D. Zingsheim, Agent, premises to be licensed: W62 N190 Washington Avenue, known as ***Walgreens #13620***.

Class "B" fermented malt beverage and "Class B" intoxicating liquor (on or off-premise consumption):

Ernie's Wine Bar LLC, N49 W5471 Portland Road, Cedarburg, WI 53012, Benjamin M. Grade, Agent, premises to be licensed: N49 W5471 Portland Road, known as ***Ernie's Wine Bar***.

Stagecoach 520 LLC, W61 N520 Washington Avenue, Cedarburg, WI 53012, Anne M. Conley, Agent, premises to be licensed: W61 N520 Washington Avenue, known as ***Stagecoach Inn/The Five 20***.

RCB Group Inc., W63 N699 Washington Avenue, Cedarburg, WI 53012, Richard C. Buser, Agent, premises to be licensed: W63 N699 Washington Avenue, known as ***Maxwell's***.

C. Wieslers Inc., W61 N493 Washington Avenue, Cedarburg, WI 53012, Mike G. Jackson, Agent, premises to be licensed: W61 N493 Washington Avenue, known as ***C. Wieslers***.

Kowloon Chinese Restaurant Inc., W63 N145 Washington Avenue, Cedarburg, WI 53012, Henry A. Liang, Agent, premises to be licensed: W63 N145 Washington Avenue, known as ***Kowloon Chinese Restaurant***.

Fineco LLC, W63 N140 Washington Avenue, Cedarburg, WI 53012, Daniel S. Pals, Agent, premises to be licensed: W63 N140 Washington Avenue, known as ***Grapes and Tastes***.

Steven Walter Banas, W58 N438 Hilbert Avenue, Cedarburg, WI 53012, premises to be licensed: W63 N678 Washington Avenue, known as ***August Weber Haus***.

North 48 Inc., W62 N599 Washington Avenue, Cedarburg, WI 53012, Peter A. Olds, Agent, premises to be licensed: W62 N599 Washington Avenue, known as ***North 48***.

Morton's Wisconsinn LLC, N56 W6339 Center Street, Cedarburg, WI 53012, Chris Morton, Agent, premises to be licensed: N56 W6339 Center Street, known as ***Mortons Wiscons Inn***.

Thomas Restaurant, LLC, W63 N688 Washington Avenue, Cedarburg, WI 53012, Nicole Thomas, Agent, premises to be licensed: W63 N688 Washington Avenue, known as ***Tomaso's***.

Dreblow Jr. and Weidmann, N50 W5586 Portland Road, Cedarburg, WI 53012, premises to be licensed: N50 W5586 Portland Road, known as ***L&G Express***.

Peter Wollner Post No. 288 of the American Legion, W57 N481 Hilbert Avenue, Cedarburg, WI 53012, James A. Lee, Agent, premises to be licensed: W57 N481 Hilbert Avenue, known as ***Peter Wollner Post No. 288 of the American Legion***.

Cedarburg Cultural Center Inc., W62 N546 Washington Avenue, Cedarburg, WI 53012, Stephanie Hayes, Agent, premises to be licensed: W62 N546 Washington Avenue, known as ***Cedarburg Cultural Center***.

RCB Group Inc., W62 N550 Washington Avenue, Cedarburg, WI 53012, Richard C. Buser, Agent, premises to be licensed: W62 N550 Washington Avenue, known as ***The Stonewall Pub***.

Cedars III LLC, W53 N404 Park Lane, Cedarburg, WI 53012, Michael F. Kowalkowski, Agent, premises to be licensed: W53 N404 Park Lane, known as ***Cedars III***.

MacBeebs LLC, Owned by Catherine Heebner, 3041 N. 75th Street, Milwaukee, WI 53210, Catherine Heebner, Agent, premises to be licensed: W62 N238 Washington Avenue, known as ***Farmstead***.

Anvil Pub & Grille LLC, N70 W6340 Bridge Road, Cedarburg, WI 53012, Donna M. Taylor, Agent, premises to be licensed: N70 W6340 Bridge Road, known as ***Anvil Pub & Grille***.

Settlers Inn LLC, W63 N657 Washington Avenue, Cedarburg, WI 53012, Joan D. Dorsey, Agent, premises to be licensed: W63 N657 Washington Avenue, known as ***Settlers Inn***.

Silver Creek Brewpub LLC, N57 W6172 Portland Road, Cedarburg, WI 53012, Todd Schneeberger, Agent, premises to be licensed: N57 W6172 Portland Road, known as ***Silver Creek Brewpub***.

Easy Street Pub & Grill LLC, W62 N559 Washington Avenue, Cedarburg, WI 53012, Daniel W. Brush, Agent, premises to be licensed: W62 N559 Washington Avenue, known as Easy Street Pub & Grill.

Cedarburg Art Museum & Society, Inc., W63 N675 Washington Avenue, Cedarburg, WI 53012, Jill Hepburn, Agent, premises to be licensed: W63 N675 Washington Avenue, known as ***Cedarburg Art Museum***.

Phoa Brothers, Inc., W62 N547 Washington Avenue, Cedarburg, WI 53012, Jimmy Phoa, Agent, premises to be licensed: W62 N547 Washington Avenue, known as ***New Fortune***.

Class "B" fermented malt beverage (on or off-premise consumption) and "Class C" wine (on-premise consumption):

Morales Restaurants LLC, 2550 Country Aire Drive, Cedarburg, WI 53012, Debra A. McQuaid, Agent, premises to be licensed: W63 N674 Washington Avenue, known as ***Vintage Café & City Deli***.

Donna M. Taylor, 1441 Keup Road, Grafton, WI 53024, premises to be licensed: N70 W6340 Bridge Road, known as ***Cream & Crepe Café***.

P.J. Piper LLC, W61 N514 Washington Avenue, Cedarburg, WI 53024, Judith Fergadakis, Agent, premises to be licensed: W61 N514 Washington Avenue, known as ***P.J. Piper Pancake House***.

J.L. Joyce Enterprises Inc., W63 N144 Washington Avenue, Cedarburg, WI 53024, James P. Joyce, Agent, premises to be licensed: W63 N144 Washington Avenue, known as ***Jim's Grille***.

Otte Restaurants LLC, W63 N540 Hanover Avenue, Cedarburg, WI 53012, John M. Otte, Agent, premises to be licensed: W63 N540 Hanover Avenue, known as ***Romano's Pizzeria***.

GG & KR LLC, W62 N630 Washington Avenue, Cedarburg, WI 53012, Gordon M. Goggin, Agent, premises to be licensed: W62 N630 Washington Avenue, known as ***Stilt House***.

Two Crafty Chicks LLC, W61 N506 Washington Avenue, Cedarburg, WI 53012, Kathleen Hartzheim, Agent, premises to be licensed: W61 N506 Washington Avenue, known as ***Board & Brush Cedarburg***.

Java House Café & Micro Roaster LLC, W63 N653 Washington Avenue, Cedarburg, WI 53012, Scott A. Sidney, Agent, premises to be licensed: W63 N653 Washington Avenue, known as ***Java House Café & Micro Roaster***.

Deelish LLC, W61 N635 Washington Avenue, Cedarburg, WI 53012, Christian T. Leonard, Agent, premises to be licensed: W63 N635 Washington Avenue, known as ***Sal's Pizza***.

Class "B" fermented malt beverage (on or off-premise consumption):

Messina II Inc., 1759 Hillside Court, Grafton, WI 53024, Dominic J. Raffaele, Agent, premises to be licensed: W67 N866/890 Washington Avenue (Pavilion/Columbia St. Mary's Center), known as ***Messina II***.

Baehmann's Golf Center Inc., W73 N1122 Washington Avenue, Cedarburg, WI 53012, Kurt Baehmann, Agent, premises to be licensed: W73 N1122 Washington Avenue, known as ***Baehmann's Golf Center***.

JW's 19th Tee LLC, 4720 Hwy I, Saukville, WI 53080, Jodi L. Wisnefske, Agent, premises to be licensed: W67 N866/890 Washington Avenue (Pavilion/Columbia St. Mary's Center), known as ***Crave Catering***.

"Class B" winery license (on or off-premise consumption):

Wollersheim Winery Inc., 7876 Hwy 188, PO Box 87, Prairie Du Sac, WI 53578, Constance J. Niebauer, Agent, premises to be licensed: N70 W6340 Bridge Road, known as ***Cedar Creek Winery***.

The Chiselled Grape Winery LLC, W64 N713 Washington Avenue, Cedarburg, WI 53012, Harald Tomesch, Agent, premises to be licensed: W64 N713 Washington Avenue, known as ***The Chiselled Grape Winery***.

Authorize issuance of Cigarette Licenses for period ending June 30, 2018:

Bonus Inc. (Olsen's Piggly Wiggly)
W61 N286 Washington Avenue

Fineco, LLC (Grapes & Tastes)
W63 N140 Washington Avenue

Speedway, LLC (#4203)
W63 N121 Washington Avenue

Super Sales USA, Inc. (Citgo)
W62 N174 Washington Avenue

Toto's Inc. (Otto's Wine & Spirits)
W63 N157 Washington Avenue

Walgreen Co. (#13620)
W62 N190 Washington Avenue

Authorize issuance of new Operator's Licenses for period ending June 30, 2018

Tara L. Beyer
Naina R. Dallas
Scott R. Galaszewski
Paul G. Goetz
Elizabeth C. Jaffke
Shaya L. Leamon
Cassandra M. Lee
James J. Levine
Scott R. May
Joseph K. Meador
Patrice J. Renfrow
Tori L. Schone
Robin L. Seidel

Authorize issuance of renewal Operator's Licenses for period ending June 30, 2018

Walter H. Alverson
Eric J. Amenda
Stephanie J. Baldwin
Diane M. Banas
Patricia M. Bartlein
Dena C. Baule
Nicholas L. Behling
Roger E. Behling
Karla M. Biermann
Martha K. Boehlke
Michael A. Bourbonais
Daniel A. Brisley
Jody L. Brzezinski
Daniel M. Burback
Candace A. Burger
Christine A. Capelle
Jordan Z. Cole
Callen L. Cummings
Ashley J. Daley
Eva M. Danner
Steven F. Danner
James P. Dennis
Shirley A. DeVona
Thomas M. Dorsey
Jacqueline J. Ertl
Arthur E. Filter
Jeanette L. Gabrys
Steven R. Gratz
Carren L. Gratz
David B. Haberman
Angela L. Habermann
Christine M. Habich
H. Michael Hagerman
Dustin J. Halyburton
Chad E. Hamblin
Joseph B. Hebda
Gina A. Heidemann
Catherine A. Hilgart
Sam D. Hoffmann
BJ Homayouni
Christopher M. Homayouni
Katherine A. Jackson
Brian M. Jackson
Christine M. Jackson
Dennis F. Jaeger
Lori E. Josephson
MaryLee Katzka
Mark A. Kennedy
Randall H. Kison
Keri L. Klemann
Kristen M. Klug
Daniel S. Kniess
Stacy J. Kowalkowski
Mark L. Kowalkowski
Banjamin A. Kraft
Angela M. Kroner
Meredith E. Kuhn
Edmund A. Kwaterski Jr.
James D. Lake
Kathy A. Lanser
Mary C. Lever
David L. Magnusson Jr.
Bradley J. Mayer
Jeff D. Mayer
Nathan Micha
Paul V. Micha
David B. Myers
Sarah J. Niewinski
Courtney C. Owrey
Allen W. Parnell
Cynthia M. Petted
Sharleen M. Pokora
Christine L. Pope
John W. Riege
Elizabeth F. Riley
Zachary R. Ringel
John Robertson
Deborah A. Sajdak
James M. Salp
Erin E. Scammell
Eric L. Siudak
Kyle J. Smith
Neil P. Soukup
Ann M. Speirs
Kim K. Stroessner
Suzanne L. Stubblefield
Michelle L. Taraboi
Spencer D. Thomas
David L. Vahsholtz
Chris R. Velnetske
Stephan L. Venturini
Jeanne M. Venturini
Jessica M. Wallace
Kenneth L. Weintraub
Michelle L. Welch
Lauren A. Welch
John A. Welk
Kendall R. White
Troy A. White
Jennifer E. Wilcox
Joseph P. Willbrandt
Captola R. Wolfe-Bacher
Kristine R. Wuenne
Douglas E. Yip
James W. Zipter

CITY OF CEDARBURG **CC20170508-1**
COMMON COUNCIL **UNAPPROVED**
PLAN COMMISSION
May 8, 2017

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, May 8, 2017, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Mayor Kinzel called the meeting to order at 7:00 p.m.

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

Plan Commission – Mayor Kip Kinzel, Council Member John Czarnecki, Heather Cain, Mark Burgoyne, Greg Zimmerschied

Excused - Dan von Bargen, Mark Poellot

Also Present - City Administrator/Treasurer Christy Mertes, City Attorney Michael Herbrand, Deputy City Clerk Amy Kletzien, Director of Engineering and Public Works Tom Wiza, Planner Jon Censky, Police Chief Thomas Frank, Public Works Superintendent Joel Bublitz, Wastewater Superintendent Eric Hackert, General Manager Dale Lythjohan, Library Director Linda Pierschalla, Mechanic Bill Hintz, Patrol Officers Brian Emmrich and Ryan Fitting, Police Commission Member Linda Krieg, Library Board President Sue Karlman, Library Board Member Sherry Bublitz, interested citizens and news media

STATEMENT OF PUBLIC NOTICE

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

APPROVAL OF MINUTES

Motion made by Council Member Thome , seconded by Council Member Dieffenbach, to approve the minutes from the April 18, April 24, and April 25, 2017 meetings. Motion carried without a negative vote.

COMMENTS & SUGGESTIONS FROM CITIZENS

Bill Hobbs, N47 W7034 Windwood Drive, stated that he is working with Dan Panetti to make Cedarburg a Bird City. The benefits of becoming a Bird City include communicating the City's current conservation successes, enabling outdoor educational and recreational opportunities for people of all ages, improving community pride, and improving the City's economy through eco-tourism.

To achieve the Bird City certification the City needs to do the following:

- Create an education-based newsletter, published bi-monthly.
- Provide these educational links to the City website:
    - Audubon at Home
    - Cornell Lab or Ornithology
    - University of Wisconsin Extension
    - The Wisconsin Society of Ornithology
    - The Natural Resource Conservation Service
    - The Humane Society of the U.S.
    - And Beyond the Birdfeeder: Creating a Bird-Friendly yard with Native Wisconsin Plants," an article by Mariette Nowak
- Be represented in one of the following events: Swift Night Out, Christmas Bird count (held in December); or Great Backyard Bird Count (held in February). Bill Hobbs would help organize a Swift Night Out to view birds roosting in a local smoke stack
- Put an educational program in place to control free-roaming cats

Director Hilvo is working with them to establish birding and nature paths in the parks. The Cedar Pointe Conservancy is a 13-acre park located on the south side of Lincoln Blvd. and the west side of Evergreen Blvd. where a new trail system will open scenic wetlands and woodlands to the public year-round and enable Cedarburg to qualify as a Bird City. Founders Park will also have designated bird trails.

Mr. Hobbs expressed appreciation for considering Resolution No. 2017-11 declaring May 13, 2017 as International Migratory Bird Day.

PRESENTATIONS

CONSIDER RESOLUTION NO. 2017-10 COMMENDING RETIRING DETECTIVE/SERGEANT JEFFREY VAHSHOLTZ FOR HIS YEARS OF SERVICE; AND ACTION THEREON

Motion made by Council Member O'Keefe, seconded by Council Member Thome, to adopt Resolution No. 2017-10 commending retiring Detective/Sergeant Jeffrey Vahsholtz for his years of service. Motion carried without a negative vote.

Jeff Vahsholtz thanked all those who helped him succeed, adding that it has been a fantastic 35 year career and he enjoyed his work immensely. He will continue as Fire Chief for the Cedarburg Fire Department.

PRESENTATION OF THE 2016 AUDIT REPORT; AND DIRECTION THEREON

Paul Frantz of Baker Tilly Virchow Krause, LLP presented the results of the 2016 City audit.

Audit Objective

The objective is to express an opinion on the financial statements of the City of Cedarburg as of December 31, 2016.

Financial Statements

- **Audit Opinion**
  After tonight's review they will issue an opinion based on the Council's recommendation and approval. An unmodified opinion is the highest level of assurance that the City can receive from the external auditors. It means that the financial statement document has all accounting principles applied consistently between years, in allowance of generally accepted accounting principles. Also, the disclosures within the footnotes are consistent within the generally accepted accounting principles. They identified a number of restatements that were required under generally accepted accounting principles to bring the financial records into the appropriate shape. They also identified an investment vehicle that is not in compliance with Wisconsin State Statute. This does not affect the opinion of the audit other than bringing it to the Council's attention.

- **Management's Discussion and Analysis**
  This is a high level summary of the financial information. This explains the document and gives a comparison between 2015 and 2016.

- **Financial Highlights – Governmental Funds**
  - General Fund – Revenues were $7,874,191 compared to expenditures of $8,457,378
  - Other Sources – Transfer of $780,592
  - Change in Fund Balance - $197,405
  - End of Year Fund Balance - $2,445,980
    - Fund Balance consists of Non-spendable (prepaid item) $82,041, Assigned (for future years use) $298,371, and Unassigned $2,065,568
  - Health of General Fund Reserves – They recommend a range of unassigned fund balance of 10 – 25% of the budgeted expenditures of the subsequent year. The City has a healthy 23%
  - Budgetary Compliance – The City budgeted to use $80,304 of fund balance. The City added $197,405 for a positive difference of $277,709.
  - Capital Improvement Fund Balance - $1,884,513.
  - Debt Service Fund Balance - $205,042.
  - Non-major Government Funds (Consist of cemetery, room tax, recreation programs, CDBG, swimming pool, park impact fees, library, rescue and EMS, length of service award program, and TID #3) - $2,618,769.
  - Proprietary Funds – Unrestricted and Restricted Cash Balance - (Light & Water Utility - $8,120,087, Sewer Utility - $5,741,265, and Internal Service Fund – Risk - $898,307. These funds operate under a different method of accounting; therefore, the net position number is misleading. The City wants to look at what is available for use in these funds to determine if rates are appropriate).
  - Long-Term Debt – Between the City and the Utilities there is $18,721,704 of outstanding general obligation debt. Statutory debt limits allow 5% of the equalized value. The City has the ability to borrow $62,723,900 and the capacity to borrow an additional $44,767,789.

Communication Letter

- Material weaknesses were identified: Internal controls over financial reporting (journal entries to bring financial statements into compliance with the required standards). This is

a very common material weakness that they give to their clients as 90-95% of Governments rely on their external auditors to prepare this document and the firm's standards require that they make you aware of this. (NOTE: working with City Administrator/Treasurer Mertes during the year has given them significant comfort in her level of expertise in the industry. Moving forward he suspects they will adjust the language of this material weakness to be more focused at the material adjusting journal entry level rather than not having someone on staff to prepare that financial statement document. City Administrator/Treasurer Mertes has the ability to read that document, understand what is required, and the City has made a decision that there is cost benefit to outsource this. If things continue, he suspects that is the direction they will move. It is not a reflection of Management's knowledge or skills; it is a learning curve between the two parties.) The other material weakness (will not continue in year two) – there were restatements necessary.

- Two way communication regarding the audit – looking for feedback from the Common Council.
- Other comments and recommendations – discusses departmental controls and states that they do not review the individual controls of each of department and ultimately there could be a gap in the evaluation. They noted that there is an advance between the General Fund and the TIF and that there is no resolution in place to allow the General Fund to charge interest on that advance. Interest is an allowable cost in the TIF when there is a borrowing between two funds that the City should be aware of and a resolution could be adopted.
- Required communication to those charged with governance – lists any new accounting policies that were adopted during the course of the year along with accounting estimates that were evaluated and used by management. This communication also indicates that they did not have any disagreements with Management during the audit. Lastly, they list the non- services that they provided for the City and declare their independence.

Mr. Frantz stated that it has been a pleasure to work with the City and he appreciated all of the time and effort that City Administrator/Treasurer Mertes and staff put into the process.

In answer to Council Member Dieffenbach's question, Mr. Frantz stated that the non-compliance investment involves the length of service agreement program for the Fire Department. UBS did not qualify under State Statute 66.0603(1) relating to the equity securities. City Administrator/Treasurer Mertes said they are investigating if they can prove that the Statute they operate under is okay or they will need to change the type of investments the funds are in.

In answer to Council Member Dieffenbach's questions, City Administrator/Treasurer Mertes stated that the City was unable to meet the expenditure restraint program for 2017 because as part of the budget process the City had to keep the expenditure increase at 2.7%. There was a change in the calculation that was done by the State; therefore, the City had to include all funds that were levied for, and as a result the City was not able to meet the parameters and lost $160,000 in revenue for 2018. City Administrator/Treasurer Mertes confirmed that she told the Common Council numerous times during the budget process.

Mayor Kinzel stated that the City will be back on track to meet the expenditure restraint program in 2018 for 2019.

In answer to Council Member Dieffenbach's questions, Mr. Frantz stated that he spoke with the former auditing firm during the process to understand how an accounting standard was put into place. He said that they concurred with the $700,000 reduction in the Fund Balance.

Council Member Dieffenbach stated that there were no uncorrected misstatements under the heading of Corrected and Uncorrected Misstatements on Page 13 and he asked Mr. Frantz to take the words "uncorrected misstatements" out. Mr. Frantz agreed to the change.

Council Member Dieffenbach confirmed with Mr. Frantz that their fees were in accordance with the agreement.

It was the consensus of the Common Council that there we no areas of concern.

PRESENTATION OF THE 2016 LIBRARY REPORT

Library Director Pierschalla presented the highlights of the 2016 Annual Library Report that is submitted to the Wisconsin Department of Public Instruction and the Cedarburg Library Board.

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

2016 was the Library's second full year in the new facility. They noted from the previous year, the demand for technology from the Library users. This prompted the Library to conduct a technology survey to best address patrons needs, as well as wants. They listened to the results and obtained funding (grants) from the Greater Cedarburg Foundation and the Cedarburg Friends of the Library totaling $13,000 to purchase items that ranked high on the survey.

2016 Service Benchmarks

- 196,411 items were checked out in 2016, compared to 208,020 in 2015.
- 8,787 residents registered for Library cards, compared to 9,357 in 2015.
- 3,731 non-residents registered for a card, compared to 4,899 in 2015.
- Total Library card holders of 12,518 compared to 14,407 in 2015.
- 14,404 research questions were answered.
- 124,354 people entered the Library (actual gate count).
- 47,822 Wi-Fi logins, compared to 21,018 in 2015.
- The number of physical materials checked out decreased by 2% (less people are checking out DVDs), the number of digital materials checked out increased by 41%.
- Program attendance increased (Youth – 49%, Adult – 27%).

Director Pierschalla stated that the Library brings people to downtown Cedarburg and they consider the Library to be an economic anchor for the downtown.

Return on Investment

- The per capita expenditure for library service from the City budget is $61.60.
- Average Cedarburg family of four pays $246/year for library service.

- Average use by a family in one month of usage provided a savings of $415.

Looking Forward

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

Implementation Plan for 2017- 2018

- Microsoft Software classes are now being offered.
- Adobe Creative Cloud software will be installed and ready for use with additional programming with the first Expert in Residence by the summer of 2017.
- A Digital Conversion Lab will be up and running by the beginning of 2018.
- Virtual Reality equipment and software will be offered to the public during the fall of 2017.
- Coding and Design Classes will be revitalized and up and running with programs for all age groups and cover a variety of skills in calendar year 2018.
- Drone equipment, programs and classes will be available in 2018.
- The 3D Laser Cutter/Engraver initiative will be delayed until it can be proven to run effectively in a library setting.

Wisconsin's Digital Library

- Established in 2001 and is a shared, statewide collection of eBooks, audiobooks, magazines, and streaming video available for free to all Wisconsin public library card holders.

Monarch Library System

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

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

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

\

Thank you 2016 Library Board of Trustees

- Sue Karlman, Steve Ruggieri, Debra Goeks, Vonna Pitel, Council Member Dick Dieffenbach, Sherry Bublitz, and David Moburg.

Budget

- The revenues and expenditures were $18,000 over budget in 2016. The Library is working to cut costs in order to balance the revenues and expenditures for 2017.

In answer to Council Member Thome's question, Director Pierschalla stated that she has applied for all of the available grants to-date.

Council Member Dieffenbach stated that he is the Council representative on the Library Board. He congratulated the Board on running the Library like a business and making sure that the budget balances. He stated that the Library is a vibrant business and they probably have the second most visitors in a day, next to Olsen's Piggly Wiggly, at 372 visitors per day.

PRESENTATION OF THE ARRABELLE TRAFFIC STUDY; AND POSSIBLE ACTION THEREON

Tony DeRosa of HSI explained that one of the conditions for the approval of the Arabelle development was that a traffic study be conducted to determine the impact of traffic with the project. Along with Tony DeRosa was John Bieberitz of Traffic Analysis & Design to deliver the report.

John Bieberitz explained that a traffic study is not an approval of the development; it is a study of traffic and how the development impacts the street system and if any improvements are needed as a result of that increased traffic on the streets.

The analysis includes three scenarios:

- How does traffic operate on these streets today;
- How did traffic operate a few years ago with the school in operation;
- How would traffic be expected to operate in the future with Arabelle development.

The study area for the potential development included the following intersections:

- Washington Avenue and Hamilton Road (one-way stop control);
- Washington Avenue and Spring Street (one-way stop control); and
- Hamilton Road and Hilgen Avenue (two-way stop control).

When looking at these intersections they reviewed the 24 hour traffic volumes that are recorded by the Wisconsin Department of Transportation every three years. From a historical perspective, traffic volumes are stable with maybe a downward trend. For example, Hamilton Road in 2013 had 1,800 vehicles per day and a road this size has a capacity of 12,000 cars per day. This shows that a lot of growth can occur on this street. Likewise, Spring Street had approximately 1,100 vehicles per day in 2010 when school was in session.

At the intersections, they had staff in the field counting the vehicles and analyzing the data every 15 minutes on a weekday from 6:00 a.m. – 9:00 a.m. and then 2:00 p.m. – 6:00 p.m. to capture school

traffic and evening rush hour. This was done the week prior to spring break. A traffic gap study was also done to determine how easy it is turn right or left onto Washington Avenue from Hamilton Road. The gap study was done on a Friday and the Monday of spring break from 4:30 p.m. – 5:30 p.m. The results indicated that the typical rush hour is from 7:00 a.m. – 8:00 a.m. and from 4:30 p.m. – 5:30 p.m. The peak school traffic was from 3:00 p.m. – 4:00 p.m.

The existing conditions indicate that traffic operates at acceptable levels during the peak hours. The standards for waiting at a stop are graded from A-F. During the existing conditions the grade was C or better, which indicates that there is no need for any intersection improvements or safety concerns based on today's conditions.

Next they looked at the traffic generation for the proposed development compared to the traffic generation for the school. During the morning peak hour the school would generate about four times more traffic than the apartments would. Likewise, in the evening the school would generate over three times more traffic than the apartments would. In a total 24 hour period on a typical weekday with school in session, the school would generate 22% more traffic than the apartments would. Based on this comparison of numbers, the school had a greater impact on traffic than the proposed apartments.

The study showed that with the apartments in place, everything operates at the C grade, which may include some delays. This indicates that no improvements or traffic modifications are needed. When the school was in session the grade was also at C.

In summary, operationally based on standards set forth by the Wisconsin Department of Transportation everything operates at an acceptable level during the peak hours. Comparing this area to what it was five or ten years ago, the traffic impacts of the apartments vs. school, the apartments have less of a traffic impact than the school did at the time.

In answer to Mayor Kinzel's question, Mr. Bieberitz stated that the actual analysis was done the week prior to spring break on April 3, 5-7, and April 10.

In answer to Council Member Czarnecki's question, Mr. Bieberitz stated the industry standards are set forth by the Federal Highway Administration, which has been adopted by WisDOT, Ozaukee County, and the City.

In answer to Council Member Arnett's question, Mr. Bieberitz stated that Hamilton Road could handle as many as 12,000 vehicles based on planning guidelines from WisDOT and SEWRPC based on the 24 hour volume on a typical street with parking, sidewalks and curb and gutter of the same width. With these same guidelines applied to Washington Avenue, the vehicle traffic increases to 18,000- 20,000 a day.

In answer to Council Member O'Keefe's question, Mr. Bieberitz stated that the sequence of the traffic control signals will not be changed in this case, primarily because from the apartment's perspective the traffic pattern will be steady.

Council Member Verhaalen stated that the analysis that was done on April 10 was during spring break.

Mr. Bieberitz stated this was done between 4:30 p.m. – 5:30 p.m. after school would have been in session.

In answer to Council Member Dieffenbach's questions, Mr. Bieberitz stated that they only addressed traffic flow and not parking. He stated that the streets surrounding the proposed development are adequate based on the amount of traffic expected to be generated and they do not recommend any changes to the area.

In answer to Council Member Dieffenbach's question, Mr. DeRosa stated that they have not contemplated redirecting the Building C exit to Spring Street vs. Hamilton Road. That part of the site is planned for a single family home.

Plan Commissioner Zimmerschied asked what tools would be available if all of the smart growth areas were developed and there was increased traffic. Would one row of parking be able to be eliminated on Hamilton Road?

Director Wiza stated that the parking issues on Hamilton Road could be looked at as traffic develops. Occasionally the City runs into problems in the winter when there is a lot of snow, they have put up temporary no parking signs due to the encroachment of the snow banks. Over time parking restrictions can be reviewed. The addition of a traffic signal is very unlikely to be warranted at Washington Avenue and Hamilton Road. This may cause more problems than would be solved by adding more traffic signals. At 1,800 vehicles a day, you could incrementally double that amount and still not justify signals.

Planner Censky added that when the Weil pump site is reviewed, the intent is to extend a roadway system through from Jackson Street to Western Avenue.

Plan Commissioner Burgoyne asked if a no left turn option had been considered from Hamilton Road onto Washington Avenue.

Director Wiza stated that it could be prohibited; however, it would be better to monitor the area and possibly talk to the church to make some modifications to their vegetation or monument because it is a difficult corner to see around.

Planner Censky stated that there has been some discussion with the church regarding relocation of their sign.

In answer to Council Member Regenfuss' question, Director Wiza stated that traffic control is already established on Hanover with a two-way stop on Hilbert Avenue. Typically a very high threshold needs to be met for a four-way stop.

Mr. Bieberitz stated that you typically want an even traffic flow in both directions for a four-way stop.

Council Member Arnett stated that it appears that the traffic on Washington Avenue is declining over time. Mr. Bieberitz stated that from 1995 to 2000 the counts that he is looking at were not seasonally adjusted. Since 2000 they have been seasonally adjusted to account for various months

of the year. April and May would be perfect traffic months because school is in session and people are out biking and walking. Traffic Analysis & Design Inc. looked at the numbers statically and they actually increase the traffic rate by .5% to make it a more robust analysis.

In answer to a citizen's concern about the difficulty in turning left onto Washington Avenue from Jackson Street, Mr. Bieberitz stated that Jackson Street is equally spaced between two stop lights that create gaps. She stated that sometimes she needs to turn south to go north.

Aaron Schultz, W59 N370 Hilbert Avenue, heard that they did not consider any projections for parking needs or demands on Hamilton Road. He submitted a number of notes to the Common Council and Plan Commission regarding his observation of the corridor. It gets cramped when people are using both sides of the street. Any given morning when the church is in use, there are 8-10 parked cars on each side of the road and people commuting through the area need to take turns getting through. At a time when there was a dump truck on one side and a car on the other, a semi-truck came through and there was only room for one-way traffic. He asked what kind of street parking will be generated by the Townhouses and the reduction of parking from the Saint Francis Borgia parking lot (83 spots turned into 40 spots) and the apartments. This combination is going to create a number of pinch points. Has this been discussed?

Mr. DeRosa stated that they designed the plan to exceed what the City required from a parking standpoint. They have allowed for church parking to eliminate the need for street parking for the entire development.

In answer to Council Member Verhaalen's question, Director Wiza stated that there were some restrictions in place during school for the bus movement. There are some leftover parking and traffic regulations on Hamilton Road that will be addressed by the Public Works and Sewerage Commission. Director Wiza stated that there are issues with two-way traffic and parking on both sides of the street on 98% of the City streets. At 1,800 cars a day, this is manageable and is even seen on the new subdivision streets. The new streets are built 32 feet wide and Hamilton Road is 31 feet wide. They rely on the fact that there is not a steady stream of traffic, as on Washington Avenue.

Council Member Arnett asked if truck traffic could be eliminated on Hamilton Road. Director Wiza stated that there is a prohibition on through trucking; however, they are allowed on the road for deliveries. There is some increase in this traffic since the Town of Cedarburg has eliminated Green Bay Road as a haul route to the Wastewater Plant.

Planner Censky stated if the traffic study is acceptable to the Common Council then the developer can begin working on their architectural plans, detailed site plan, and landscaping.

As there were no disagreements to the study, the plan will move forward.

The Plan Commission was excused at 8:24 p.m.

NEW BUSINESS

CONSIDER APPROVAL OF A REVOLVING LOAN FUND LOAN FOR TEMPERATUREPRO; AND ACTION THEREON

City Administrator/Treasurer Mertes stated that the ad hoc Revolving Loan Fund Committee met on May 2 to review the request along with collateralization and income statement projections and have recommended approval of the loan.

Executive Director Kathleen Cady Schilling of the Ozaukee Economic Development (OED) has been working with TemperaturePro and provided a memorandum providing a summary and staff analysis of their request for a Revolving Loan Fund (RLF) loan for working capital as part of his start-up costs.

City Attorney Herbrand asked that the conditions of approval that were presented by OED be included in the motion to approve the loan, if the Council decides to do so.

Motion made by Council Member Dieffenbach, seconded by Council Member Thome, to approve a Revolving Loan Fund loan for TemperaturePro with the following conditions:

- That a $70,000 RLF loan is provided to TemperaturePro. The loan would be used for working capital as part of its start-up costs.
- That an equity infusion of $70,000 is provided to the Company by the owner.
- That the RLF loan is provided with a five-year term and amortization and an interest rate of 2 percent.
- That the RLF loan has a six month deferral of principal payments.
- That the loan is secured with the collateral identified above.
- That the Company creates two new full-time equivalent positions within 24 month of the closing on the RLF loan and that the new jobs are made available through the Ozaukee County Workforce Development Center. Additionally, the company agrees to hire 51% of its employees from low to moderate income households.
- That the Company provides to the City, or its designee, on an annual basis, semi-annual financial statements that are certified by the borrower, annual financial statements that are compiled by a certified public accountant, and signed copies of the corporate Federal income tax return.

Motion carried without a negative vote.

Council Member Thome stated that she was excited that the funds were being used because she was the administrator at one time and the funds were not used very often.

CONSIDER PROPOSAL FROM RUEKERT AND MIELKE FOR CEDARBURG TO PARTICIPATE IN THE MID MORAINE WATER QUALITY COLLECTIVE; AND ACTION THEREON

Director Wiza explained that the new storm water regulations have been evolving and to better address the new Total Maximum Daily Load (TMDL) some communities have banded together to attack the problem on more of a watershed basis. Ruekert & Mielke has teamed up with GRAEF to form the Mid Moraine Water Quality Collective. The group represents communities in Ozaukee

and Washington Counties, which presently includes Cedarburg, Mequon, West Bend, Campbellsport, Fredonia, Grafton, Jackson, Kewaskum, Newburg, Saukville, Thiensville, and the Town of Grafton.

Dave Arnott of Ruekert & Mielke and Matt Bednarski of GRAEF explained that the two main advantages of joining the collective is to save time and money, and for greater political clout. The DNR has a vision and prefers to work together on a watershed basis. There are two other groups in the area (North Shore and Menomonee). This group will work towards group compliance and group conditions in reporting rather than each community producing their own. They will be able to negotiate permit language and the timing of permits.

Mr. Arnott outlined the progress and activity for the Mid Moraine Water Quality Collective to-date and stated that they would like the City of Cedarburg to join them.

In answer to Council Member Dieffenbach's question, City Administrator/Treasurer Mertes stated that the $5,000 is available in the stormwater budget. Director Wiza added that this is a worthwhile opportunity because stormwater regulations are evolving and the efforts have been positive from this group.

In answer to Mayor Kinzel's question, Mr. Bednarski stated that the City will see a return on their investment, as much as $60,000.

In answer to Council Member Arnett's question, Mr. Arnott stated that 75% of the area communities are in the Collective.

Director Wiza stated that this collective would be working on a more global path and would be in a better position to disseminate and educate pertinent information.

In answer to Council Member O'Keefe's question, Superintendent Hackert stated that being a member of the Collective would help Cedarburg in their current permitting path for the Wastewater Plant.

Motion made by Council Member Arnett, seconded by Council Member Czarnecki, to approve the proposal from Ruekert and Mielke in the amount of $5,000 for Cedarburg to participate in the Mid Moraine Water Quality Collective. Motion carried without a negative vote.

CONSIDER ENGINEERING PROPOSAL FORM GRAEF FOR ADDITIONAL TESTING AND ANALYSIS OF THE COLUMBIA MILLS DAM PER DNR REQUIREMENTS; AND ACTION THEREON

Director Wiza explained that GRAEF is currently preparing plans for various DNR mandated repairs to the Woolen Mills and Columbia Mills dams. As part of their review process, the DNR is requiring additional testing of the bedrock, as well as a stability analysis of the existing Columbia Mills Dam structure. This work is not included in the original engineering services proposal and GRAEF has requested a contract amendment in the amount of $5,850 to complete the additional work.

In answer to Council Member Regenfuss' question, Director Wiza explained that if the City wants to argue that the Cedarburg dams should be treated differently by the DNR because they are built into the bedrock then the City needs to prove that the bedrock will not erode.

In answer to Council Member Thome's question, Director Wiza stated that this is a positive step forward and indicates openness on the part of the DNR.

In answer to Council Member Dieffenbach's question, City Administrator/Treasurer Mertes stated that the City budgets for environmental work every year for this purpose.

Motion made by Council Member O'Keefe, seconded by Council Member Thome, to approve the engineering proposal from GRAEF for additional testing and analysis of the Columbia Mills Dam per DNR requirements in an amount not to exceed $5,850. Motion carried without a negative vote.

CONSIDER REQUEST FROM WE ENERGIES TO RENT THE FORMER REMOTE RECEIVING STATION AT N144 W5888 PIONEER ROAD FROM JUNE 1, 2017 TO APRIL 20, 2018 FOR OUTDOOR STORAGE OF POWER POLES, CABLE AND SWITCHGEAR; AND ACTION THEREON

City Planner Censky explained that WE Energies will be doing work in the area and in preparation for that work they are searching for a site to serve their temporary storage needs. Since they have been unsuccessful in working with private land owners in the area, they are requesting to use the City's former receiving station at N144 W5888 Pioneer Road. The site is not currently being used although the Police Department does use it periodically as an impound site. This site is approximately one acre in size, is secure by a six foot high chain link fence with vegetative screening around the periphery and is supported by a nine inch thick concrete drive. WE Energies proposes to rent the space for $400 per month.

Council Member Czarnecki asked if there were any improvements on the property that could be damaged. Director Wiza stated that the site has heavy duty asphalt and a fence. They would caution WE Energies to not damage the fence.

In answer to Mayor Kinzel's question, City Attorney Herbrand stated that the City could ask for a month-to-month lease or a right to terminate; however, there is usually a six month lead time for any project to get started.

In answer to Council Member Thome's question, Director Wiza stated that WE Energies offered to pay $400 per month and the rent will go to the Sewer Utility.

Council Member Czarnecki asked if there were any encumbrances on the property that would prohibit the City from renting the property to WE Energies. City Attorney Herbrand stated there were none at this time and the only risk would be if a developer comes forward with a potential use for the site. Also, WE Energies has been asked to share the site with the Police Department for impound purposes.

Motion made by Council Member Verhaalen, seconded by Council Member Czarnecki, to approve the request from WE Energies to rent the former remote receiving station at N144 W5888 Pioneer

Road from June 1, 2017 to April 20, 2018 for outdoor storage of power poles, cable and switchgear. Motion carried without a negative vote.

CONSIDER APPEAL OF THE WPDES PERMIT AND REQUEST FOR CONTESTED CASE HEARING; AND ACTION THEREON

Director Wiza explained that Attorney Art Harrington of Godfrey & Kahn and Jonathon Butt of Symbiont have assisted staff in preparing an appeal and request for a contested case hearing for the re-issuance of the new DNR permit for the Wastewater Treatment Plant. The permit sets forth a very restrictive effluent phosphorus limit and there are a number of technical issues that the City believes are worth challenging. The City was given 60 days to file an appeal or accept the permit as-is. By filing for a contested case hearing it will allow talking points between the City and the DNR. Any amount spent now will be well spent because the City may be looking at a $7 million cost to be in compliance and is hopeful for a possible lessening in the restrictions.

Council Member O'Keefe stated that this is an emerging market area for consultants. Superintendent Hackert stated that this action should help in the interim and buy the City some time.

Motion made by Council Member Arnett, seconded by Council Member O'Keefe, to file an appeal of the WPDES permit and make a request for contested case hearing. Motion carried without a negative vote.

CONSIDER RESOLUTION NO. 2017-11 DECLARING MAY 13, 2017 AS INTERNATIONAL MIGRATORY BIRD DAY; AND ACTION THEREON

Motion made by Council Member O'Keefe, seconded by Council Member Arnett, to adopt Resolution No. 2017-11 declaring May 13, 2017 as International Migratory Bird Day. Motion carried with Council Members Arnett, Dieffenbach, Verhaalen, Regenfuss, Thome and O'Keefe voting in favor and Council Member Czarnecki opposed.

CONSIDER REQUEST FOR ADDITIONAL FUNDING FOR PURCAHSE OF A FRONT END LOADER; AND ACTION THEREON

Director Wiza explained that the City planned to purchase one front end loader this year; however, there has been an ongoing intermittent steering problem with an existing 2011 John Deere loader that is a safety hazard. In spite of John Deere's persistent effort's to service it, they have not been able to fully fix the problem. To resolve the issue, John Deere is offering to buy out the 2011 John Deere loader and replace this unit with a new one, provided the City purchase the loader we have in the budget from John Deere. This loader in the budget would replace the existing 2003 Case loader and plow. The offer proposed by John Deere would put the City approximately $10,000 over the Public Works approved $235,000 Capital budget. With this proposal the City would be getting two new front end loaders, close to the price of one. There are advantages in servicing and maintaining like units.

Superintendent Bublitz and Mechanic Hintz explained the ongoing issues and John Deere's attempts at trying their best to fix the loader. This will solve a safety issue for the Department and agreed that this purchase is a good value for the City.

In answer to Council Member Arnett's questions, Mechanic Hintz stated that John Deere's price is competitive and they have not charged the City over the last six years for service on the steering problem.

In answer to Council Member Dieffenbach's question, City Administrator/Treasurer Mertes explained that the Capital Improvements equipment replacement fund would cover the additional $10,000 to replace the defective equipment.

Motion made by Council Member Dieffenbach, seconded by Council Member Czarnecki, to approve the request for an additional $10,000 for the purchase of a front end loader. Motion carried without a negative vote.

Council Member Thome commended the Public Works Department for being creative in solving an ongoing problem.

CONSIDER MAYOR KINZEL'S APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES AND COMMISSIONS; AND ACTION THEREON

Motion made by Council Member Regenfuss, seconded by Council Member Arnett, to approve Mayor Kinzel's appointments to various Boards, Committees and Commissions as follows:

Board of Appeals- 3 year term

Mayor appointment as Chair – Gerald Stutz

Aaron Olejniczak	(04/30/20)	
Edward Foy (alt)	(04/30/19)	(first alternate)
Megan Torres (alt)	(04/30/20)	(second alternate)

Board of Review – 5 year term

Doug Yip (alt)	(04/30/22)

Economic Development Board – 3 year term

Mayor appointment as Chair – Council Member Jack Arnett

Mike Groth	(04/30/18)
Lynn Knutson	(04/30/20)
Michael Pahl	(04/30/20)

Library Board - 3 year term

Todd Bugnacki, School Rep	(04/30/18)
DeWayna Cherrington	(04/30/20)

Parks, Recreation and Forestry Board – 2 year term

Scott King	(04/30/19)
Paul Rushing	(04/30/19)
Dave Polacek	(04/30/19)

Plan Commission – 3 year term

Dan von Bargen	(04/30/20)

Police & Fire Commission – 5 year term

Robert Carroll	(04/30/22)
Linda Krieg	(04/30/22)

Public Art Commission – 2 year term

Blaine Gibson	(04/30/19)
David Eitel	(04/30/19)
Melissa Wraalstad	(04/30/19)
Jeanette Gabrys	(04/30/19)
Deb Mortl	(04/30/19)
Vacant	(04/30/18)

Council Member Verhaalen stated that it is hard to get people to volunteer on boards, commission and committees. In this case he provided several people who were willing to serve on the Parks, Recreation & Forestry Board and he expressed disappointment that Mayor Kinzel did not appoint them; however, he does respect the Mayor's decision.

Motion carried with Council Members Czarnecki, Arnett, Dieffenbach, Regenfuss, Thome and O'Keefe voting in favor and Council Member Verhaalen opposed.

CONSIDER PAYMENT OF BILLS DATED 04/28/17, TRANSFERS FOR THE PERIOD 04/20/17 THROUGH 05/02/17, AND PAYROLL FOR THE PERIOD 04/09/17 THROUGH 04/22/17; AND ACTION THEREON

Motion made by Council Member Dieffenbach, seconded by Council Member Thome, to approve payment of bills dated 04/28/17, transfers for the period 04/20/17 through 05/02/17, and payroll for the period 04/09/27 through 04/22/17. Motion carried without a negative vote.

CONSIDER LICENSE APPLICATIONS

Motion made by Council Member O'Keefe, seconded by Council Member Czarnecki, to authorize the issuance of new Operator's Licenses for period ending June 30, 2018 to:

Wendy S. Bolz
Alex M. Hauschel
Tyler T. Schemenauer

and renewal Operator's Licenses for period ending June 30, 2018 to:

Emma M. Allison
Hannah C. Aronson
Kevin J. Bachmann
Deborah Bath
Lisa F. Bender
Lindsey J. Berndt
Michael C. Besaw
Nan J. Bolker
Caitlyn C. Burns
Abigail R. Carpenter
Pamela M. Caserta Hugdahl
Annette L. Chiddister Woods
Christine Christon
Joel M. Christophersen
Andrew W. Conley
Bill W.Conley
Megan T. Czisny
Mary E. Dolezal
Tricia A. Dooley
Monica J. Dorsey
Shelley M. Doxtator
Gordon K. Dreblow
Jonathan P. Dunne
Eric W. Engstrom
Suzanne V. Ernst
Judi K. Even
Robert J. Flom
Kathlyn T. Geracie
Blaine E. Gibson
Daniel D. Gogin
Kim M. Gordon
Eric E. Grassel
Jeremy M. Gruenweller
Christopher S. Haywood
Andrew W. Heidtke
Gerald J. Henning
Jill Hepburn
Sarah L. Hepburn
Leslie E. Heppe
Bradley J. Herian
James M. Hintz
Elizabeth D. Hoffman
Teri Jackson
Matthew C. Jackson
Kristin V. Kamke
Mikayla F. Keough
Charles A. Kison
Nekana L. Kitzerow
Bruce K. Knutson
Shannon M. Kolbach
Bruce A. Krenzke
Shirley K. Krenzke
Daniel W. Kropidlowski
Terry B. Krueger
Pamela S. LaBouve
Diane M. Lane
James A. Lee
Dennis H. Loberger
Karissa J. Mathias
Brandon J. McCarthy
Cheyenne C. McDaniel
Saul Benjamin Morales McQuaid
Jason D. Mutza
Sharon L. Nelson
Richard H. Nielsen
Daniel S. Pals
Sheryl L. Pals
Maureen M. Peck
David J. Polacek
Krystal L. Poppe
Bryan J. Price
Nicholas J. Rech
Kenneth W. Reid II
Ronald H. Reimer
Troy D. Reissmann
Erin A. Riley
Mark D. Roberts
Ann M. Ruska
Elizabeth M. Sattler
Rhyann E. Schottler
Susan E. Schrader
Alan M. Schroeder
Richard S. Siefert
Jean M. Snow-Lambo
Steven K. Stauske
Julie M. Streicher
Laura M. Struebing
Gene Szudrowitz
Jeff M. Theisen
Jodie E. Thierfelder
Scott R. Thomas
Clayton A. Tietz
Kelly E. Timple
Karie L. Todd
Gerald E. Truchan
Abby M. Tucholka
Richard L. von Trebra
Frank N. Vroman
Clarey Wamhoff
Larry D. Weidmann
Patrick R. Weyer
Jeffrey A. Wrobbel
John E. Zarling

Motion carried without a negative vote.

Motion made by Council Member O'Keefe, seconded by Council Member Thome, to approve new Operators License applications for the period ending June 30, 2017 for Elizabeth A. Albers, Kimberly R. Eggleston, Diane M. Lane, and Saul Benjamin Morales McQuaid. Motion carried without a negative vote.

Motion made by Council Member Thome, seconded by Council Member O'Keefe, to issue a 6-month Class B Beer license to C. Wiesler's Inc., Michael G. Jackson, Agent, for the Cedar Creek Park Concession Stand, N52 W5925 Portland Road from May 8, 2017 to November 8, 2017. Motion carried without a negative vote.

ADMINISTRATOR'S REPORT

City Administrator/Treasurer Mertes stated that she has received her third Treasurer's renewal certification (15 years).

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Verhaalen encouraged the Common Council to stop by or participate in Mel's Charity bowling event at Cedar's III on May 13, as he is sponsoring two teams.

MAYOR'S REPORT

Mayor Kinzel issued a Proclamation for Older Americans Month – May.

ADJOURNMENT – CLOSED SESSION

Motion made by Council Member Thome, seconded by Council Member O'Keefe, to adjourn to closed session at 9:37 p.m. pursuant to State Statutes 19.85(1)(g) to confer with legal counsel for the Council who is rendering oral or written advice concerning strategy to be adopted with respect to litigation in which it is or is likely to become involved, mores specifically, to discuss the Prochnow Landfill. Approval of closed session minutes of 04/18/17 and 04/25/17. Motion carried unanimously on a roll call vote.

RECONVENE TO OPEN SESSION

Motion made by Council Member Dieffenbach, seconded by Council Member Arnett, to reconvene to open session at 10:02 p.m. Motion carried unanimously on a roll call vote.

ADJOURNMENT

Motion made by Council Member Arnett, seconded by Council Member Thome, to adjourn the meeting at 10:03 p.m. Motion carried without a negative vote.

Amy D. Kletzien, MMC/WCPC
Deputy City Clerk

CITY OF CEDARBURG

MEETING DATE: June 12, 2017 **ITEM NO:** 8. A.

TITLE: Public Hearing – Consider Ordinance No. 2017-13 amending Sec. 13-1-55 of the Zoning Code to permit the Landmarks Commission and Plan Commission to approve outdoor patios enclosed by a pergola or similar fence structure in the rear yard setback area for properties in the B-3 Central Business District; and action thereon (Plan Comm. 05/01/17)

ISSUE SUMMARY:
The Fiddleheads Coffee Shop is proposing to install a seasonal patio enclosed by a pergola structure in the rear yard of their Coffee Shop at W62 N605 Washington Avenue. The intent is to expand their outdoor seating area from the south side of their building to the area directly west of their building and the adjacent building to the west that fronts Turner Street. Staff's review of their site plan however revealed that there is insufficient room in their rear yard for the proposed pergola enclosure to meet the required 15 foot rear yard setback. Fiddlehead's rear yard is approximately 18 feet deep. Accordingly, the applicant is requesting a Zoning Code text amendment to allow the Landmarks and Plan Commissions to consider, on a case-by-case basis, outdoor patios enclosed by a pergola or similar fence structure in the rear yard setback area for sites in the B-3 Central Business District.

STAFF RECOMMENDATION:
Approve.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:
At their April 13, 2017 meeting the Landmarks Commission recommended approval by unanimous vote and on May 1, 2017 the Plan Commission also recommended approval by unanimous vote.

BUDGETARY IMPACT: N/A

ATTACHMENTS:
- Ordinance Number 2017-13
- Plan Commission minutes from the May 1, 2017 meeting.
- Landmarks Commission minutes from the April 13, 2017 meeting.

INITIATED/REQUESTED BY: Jovana Cubric, Fiddleheads

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

ORDINANCE NO. 2017-13

An Ordinance Amending the B-3 Central Business District Text to Allow the Landmarks Commission and Plan Commission to Approve a Pergola or Similar Structure in the Setback Area

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

SECTION 1. Section 13-1-55 of the Zoning Code of the City of Cedarburg is hereby amended as follows:

TABLE 13-1-55

B-3 CENTRAL BUSINESS DISTRICT

DIMENSIONAL REQUIREMENTS	**(See Note [a] for HPD Buildings)**
FLOOR AREA RATIOS	
Floor Area Ratio (FAR)	150%
Minimum Floor Area Per Use/Tenant/Business (sf)	300
LOT DIMENSIONAL REQUIREMENTS	
Minimum Lot Area (sq. ft.)	4,800
Minimum Lot Width at Setback Line (ft.)	40
Minimum Setback (ft.)	None[b]
Minimum Offset (side) (ft.)	0 or 5[c]
Minimum Offset (rear) (ft.)	15[e]
MINIMUM FLOOR AREA PER DWELLING UNIT	
Residential uses Non-Ground Level (sq. ft.)	Efficiency = 420 1 Bedroom=420 2 Bedroom=550
MAXIMUM BUILDING HEIGHT	
Principal Structure (ft.)	35
Accessory Structure (ft.)	25[d]

[a] All buildings in the HPD portion of the B-3 District existing prior to October 28, 2013 can be considered to be conforming structures relative to dimensional requirements to maintain the integrity of the Historic District. If such buildings are ever damaged or destroyed, they may be reconstructed exactly in their pre-damaged or pre-destroyed location and dimensional configuration.

[b] Corner lots are subject to vision clearance requirements per Section 13-1-80.

[c] No minimum side yard offset shall be required; however, where a side yard offset is provided, it shall be not less than five (5) feet. Detached accessory structures and decks shall be in accord with Section 13-1-101.

(d) The Landmarks and Plan Commissions may modify the height of an accessory structure if it is located in a historic district or is a local landmark.

(e) The Landmarks and Plan Commission may, on a case-by-case basis, approve a pergola or similar structure to enclose an outdoor patio in the building setback area.

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

Passed and adopted this 12th day of June, 2017.

_____

Kip Kinzel, Mayor

Countersigned:

_____

Constance K. McHugh, City Clerk

Approved as to form:

_____

Michael P. Herbrand, City Attorney

carried without a negative vote, with Vice Chairperson Burgoyne and Commission von Bargen excused.

REQUEST FOR ZONING TEXT AMENDMENT TO CONSIDER ALLOWING ROOFED PERGOLA OR SIMILAR FENCE STRUCTURE WITHIN THE REAR YARD SETBACK ARE FOR SITES WITHIN THE B-3 DISTRICT – JOVANA CUBRIC/FIDDLEHEADS COFFEE

Planner Censky reported that Fiddleheads Coffee is proposing to install a seasonal patio enclosed by a pergola structure in the rear yard of their shop at W62 N605 Washington Avenue. The intent is to expand the outdoor seating area from the south side of the building to the area directly to the west and between the building and the adjacent building that fronts Turner Street. Review of their site; however, reveals that there is insufficient room in their rear yard for the proposed pergola enclosure to meet the required fifteen-foot rear yard setback. Fiddlehead's rear yard is approximately eighteen feet deep.

As a result, Fiddleheads Coffee is requesting a Zoning Code text amendment to allow the Landmarks and Plan Commissions to consider, on a case-by-case basis, outdoor patios enclosed by a pergola or similar fence structure in the rear yard setback area for sites in the B-3 Central Business District.

At their April 13th meeting, the Landmarks Commission voted unanimously to recommend approval.

City Staff feels that this request is in keeping with the policy of encouraging outdoor activity in the downtown area of Cedarburg and therefore recommend approval.

Jovana Cubric of Fiddleheads Coffee explained that the pergola was desired to make the patio more private for their customers and that it would be located two-feet away from the neighboring fence.

Council Member Czarnecki suggested that conflicts with residential neighbors to these outdoor patios be avoided by adding language that would not allow the use when the property is adjacent to residential properties or that permission must be received from the neighboring resident(s). He cited the complaints he has heard from the neighbors to the outdoor events held by the Cedarburg Art Museum.

Commissioner Cain pointed out that adjacent property owners are given notices when requests are reviewed by the Plan Commission and would have the opportunity to provide input at that time.

Commissioner Zimmerschied noted that the tables under the pergola could be pulled back further away from a lot line.

If recommended, the text amendment would be forwarded to the Common Council for a public hearing, and then the request for the pergola would be submitted to the Plan Commission for action.

Action:
Commissioner Zimmerschied moved to recommend approval of the text amendment as proposed. The motion was seconded by Council Member Czarnecki and carried without a negative vote, with Vice Chairperson Burgoyne and Commissioner von Bargen excused.

REVIEW SITE, ARCHITECTURAL, LANDSCAPING AND LIGHTING PLANS FOR PROPOSED NEW GARAGE AT W68 N563 EVERGREEN BOULEVARD; COMMUNITY METHODIST CHURCH

Planner Censky noted that Community Methodist Church is requesting approval to construct a garage off the Juniper Lane entrance to their parking lot. The proposed garage will be setback twenty-five feet from the Juniper Line right-of-way; twenty feet north of their south property line; and will measure 24' X 32' for a total of 768 square feet in size.

According to their plans, the garage will have two overhead doors and one pedestrian door on the north elevation and both the east and west elevations will include a 48" X 48" window on the lower portion and a 24" X 24" window on the upper. The south elevation will have no windows or doors. The building will be covered with Double 5 vertical Vinyl Siding with a Vinyl fake-brick base and an asphalt shingled roof.

Dave Blachmer of Community Methodist Church reported that they have a shed, but need more room for storage. The new garage would have room for lawn equipment etc., storage and shelving on one side, storage of Christmas trees and similar items above and then room for a workshop on the other side.

Carol Miracle of W69 N533 Margie Lane objected that the size of the garage would be more width than needed for three cars and eight feet deeper. The architecture has an industrial look. It will be an eyesore that will decrease neighboring property values and reduce the City's tax income. Ms. Miracle asked that a requirement of approval be to plant dense screening of arborvitae on two sides of the structure.

Ms. Miracle noted that Community Methodist Church showed concern for the neighbors during their renovation. However, before a building permit is issued, she proposed the Church come back with a landscaping plan and a garage plan with more of a green look to be more compatible with the residential neighborhood.

Mr. Blachmer stated that a garage cannot be hidden and the direct neighbor already has a heavy tree screen along the property line. The location of the new garage is pushed as far north as possible to be set away from the neighbor. The area closer to

LANDMARKS COMMISSION **LAN20170413-1**
April 13, 2017 **UNAPPROVED**

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, April 13, 2017 at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, room 2.

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

Roll Call: Present – Council Member Patricia Thome, Judy Jepson, Tomi Fay Forbes, James Pape, Robert Ross

Excused – Tom Kubala, Doug Yip

Also Present – City Planner Jon Censky

STATEMENT OF PUBLIC NOTICE

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

APPROVAL OF MINUTES

Motion made by Tomi Fay Forbes, seconded by Council Member Thome, to approve the minutes of the March 23, 2017 meeting. Motion carried without a negative vote with Tom Kubala and Doug Yip excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

NEW BUSINESS

Review Proposed Modifications to Approved Architectural Plans for East Façade of the Building Currently Occupied by a Distillery Located at W62 N590 Washington Avenue; and Action Thereon.
Don Stauss represented the project. Regarding the east side of the building, the door furthest to the north was repurposed from the front of the building. The man door will be a repurposed wood door. The garage door to the south has been upgraded to a style more in keeping with the other doors on the east side of the building. It will be painted white.

Motion made by Council Member Thome, seconded by Jim Pape, to accept the change to the doors. Motion carried without a negative vote with Tom Kubala and Doug Yip excused.

Review Proposed Seasonal Patio with Roofed Pergola in the Rear/Side Yard of Fiddleheads Located at W62 N605 Washington Avenue; and Action Thereon.
Jovana Cubric represented Fiddleheads. The business would like to add an enclosed pergola patio on the west side of the building to expand outside seating. Features will include a wood

frame similar to the pergola now on the south side of the building, a crushed granite floor, a Plexiglas roof 12' above the ground to shed rain, and comfortable seating in the 14' x 26' foot enclosed area. A couple heaters and a natural gas fireplace will provide heat in chilly weather. The gas can only be turned on inside the building. The exterior of the pergola will be landscaped, and the existing tree will be left in place.

Motion made by Bob Ross, seconded by Council Member Thome, to approve this project. Motion carried without a negative vote with Tom Kubala and Doug Yip excused.

Review Possible Policy LM-2 Regarding Sale of Brass Landmarks Plaques; and Action Thereon.

Planner Censky recently had a request for a plaque. The first one in years, which prompted a written policy. The policy as proposed is acceptable with the removal of the typographical error duplicating the phrase "sign is located in."

Motion made by Jim Pape, seconded by Council Member Thome, to approve the policy. Motion carried without a negative vote with Tom Kubala and Doug Yip excused.

ADJOURNMENT

Motion made by Tomi Fay Forbes, seconded by Bob Ross, to adjourn the meeting at 7:17 p.m. Motion carried without a negative vote with Tom Kubala and Doug Yip excused.

Tomi Fay Forbes
Secretary

adk

RESOLUTION NO. 2017-12

A Resolution Recognizing Summer Sounds

WHEREAS, The City of Cedarburg recognizes and acknowledges the unique and outstanding contribution Summer Sounds brings to the City every summer when it hosts an annual concert series in Cedar Creek Park; and

WHEREAS, the Summer Sounds concert series is now in its fifteenth year and has grown from four concerts in June 2003, with very light attendance, to ten consecutive Friday night concerts between Friday, June 16, 2017 through Friday, August 18, 2017 with an average of 5,000 people in attendance; and

WHEREAS, the non-profit organization Summer Sounds provides free quality music experiences for Cedarburg and surrounding communities, bringing in talented local, regional and national artists to the area while providing a venue for families to picnic and enjoy music on summer nights; and

WHEREAS, the Summer Sounds concert series brings thousands of fans and concertgoers to the City, generating publicity and providing a boost to the City's economy with various local vendors providing access to food and beverages, while local businesses display products and local groups offer family activities; and

WHEREAS, Summer Sounds at Cedar Creek Park enhances the quality of life in our City and should be publicly recognized and lauded;

NOW, THERFORE, BE IT RESOLVED, I, Kip Kinzel, Mayor of the City of Cedarburg, join the citizens of the City of Cedarburg in recognizing Summer Sounds as a significant and valuable contribution of this community and congratulating them on their 15th Anniversary.

Passed and adopted this 12th day of June 2017.

Kip Kinzel, Mayor

Constance K. McHugh, City Clerk

CITY OF CEDARBURG

MEETING DATE: June 12, 2017 **ITEM NO:** 8. C.

TITLE: Consider 2016 Compliance Maintenance Annual Report (CMAR) for the Wastewater Treatment Plant and Resolution No. 2017-13 accepting the Report; and action thereon (Public Works & Sewerage Comm., 5/11/17)

ISSUE SUMMARY: The CMAR is a DNR summary report used to determine the effectiveness of the sewerage system to meet DNR permit limits and to indicate areas of the system that may need improvement. In 2013, no points were deducted from any categories in the report. No action for improvement in the system is needed.

STAFF RECOMMENDATION: Acceptance of the 2016 CMAR and adoption of the Resolution.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: The Public Works and Sewerage Commission met on May11, 2017 and discussed the CMAR summary and asked to move it to the City Council for action.

BUDGETARY IMPACT: None

ATTACHMENTS:

- Resolution No. 2017-13
- 2016 Compliance Maintenance Annual Report Summary

INITIATED/REQUESTED BY: Eric Hackert, Wastewater Superintendent

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

RESOLUTION NO. 2017-13

2016 Compliance Maintenance Annual Report – Wastewater Treatment Facility

WHEREAS, the Wisconsin Department of Natural Resources requires that the City of Cedarburg submit an annual Compliance Maintenance Report for its wastewater treatment facility; and

WHEREAS, the compliance maintenance program requires the adoption of a resolution by the governing body of the entity operating the wastewater treatment facility;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Cedarburg authorizes the appropriate municipal officers to inform the Department of Natural resources that the following actions were taken by the City of Cedarburg Common Council:

1. Reviewed the Compliance Maintenance Annual Report which is attached to this resolution.
2. No further action is necessary.

Passed and adopted this 12th day of June, 2017.

_____
Kip Kinzel, Mayor

Attest:

_____
Constance K. McHugh, City Clerk

Approved as to form:

_____
Michael P. Herbrand, City Attorney

Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: 5/5/2017 Reporting For: 2016

Influent Flow and Loading

1. Monthly Average Flows and (C)BOD Loadings

1.1 Verify the following monthly flows and (C)BOD loadings to your facility.

Outfall No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average (C)BOD Concentration mg/L	x	8.34	=	Influent Monthly Average (C)BOD Loading, lbs/day
January	2.2952	x	202	x	8.34	=	3,874
February	1.9958	x	165	x	8.34	=	2,742
March	2.6890	x	149	x	8.34	=	3,353
April	2.8792	x	164	x	8.34	=	3,935
May	2.1802	x	220	x	8.34	=	4,007
June	1.8147	x	222	x	8.34	=	3,360
July	1.4333	x	316	x	8.34	=	3,781
August	1.3637	x	330	x	8.34	=	3,751
September	1.7299	x	187	x	8.34	=	2,696
October	1.9258	x	188	x	8.34	=	3,018
November	1.8678	x	216	x	8.34	=	3,370
December	1.8714	x	235	x	8.34	=	3,672

2. Maximum Monthly Design Flow and Design (C)BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	5.788	x	90	=	5.2092
		x	100	=	5.788
Design (C)BOD, lbs/day	4587	x	90	=	4128.3
		x	100	=	4587

2.2 Verify the number of times the flow and (C)BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times (C)BOD was greater than 90% of design	Number of times (C)BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

0

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

● Yes — Enter last calibration date (MM/DD/YYYY): 05/20/2016

○ No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

● Yes

○ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

○ Yes

● No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks	Holding Tanks	Grease Traps
● Yes	● Yes	○ Yes
○ No	○ No	● No

5.2 Did you receive septage at your faclity? If yes, indicate volume in gallons.

Septic Tanks

○ Yes — 0 gallons

● No

Holding Tanks

● Yes — 5987000 gallons

○ No

Grease Traps

○ Yes — 0 gallons

● No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

Plant performance was slightly enhanced with the increase in influent BOD.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

○ Yes

● No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

○ Yes

● No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: 5/5/2017 Reporting For: 2016

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	15	13.5	3	1	0	0
February	15	13.5	4	1	0	0
March	15	13.5	4	1	0	0
April	15	13.5	4	1	0	0
May	10	10	3	1	0	0
June	10	10	3	1	0	0
July	10	10	3	1	0	0
August	10	10	2	1	0	0
September	10	10	2	1	0	0
October	10	10	4	1	0	0
November	15	13.5	3	1	0	0
December	15	13.5	4	1	0	0
* Equals limit if limit is <= 10						
Months of discharge/yr				12		
Points per each exceedance with 12 months of discharge					7	3
Exceedances					0	0
Points					0	0
Total number of points						0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

0

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

● Yes Enter last calibration date (MM/DD/YYYY)

05/20/2016

○ No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

n/a

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

○ Yes

● No

If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

- ○ Yes
- ● No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

- ○ Yes
- ○ No
- ● N/A

Please explain unless not applicable:

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: 5/5/2017 Reporting For: 2016

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	15	13.5	3	1	0	0
February	15	13.5	3	1	0	0
March	15	13.5	3	1	0	0
April	15	13.5	3	1	0	0
May	15	13.5	2	1	0	0
June	15	13.5	2	1	0	0
July	15	13.5	2	1	0	0
August	15	13.5	2	1	0	0
September	15	13.5	2	1	0	0
October	15	13.5	2	1	0	0
November	15	13.5	3	1	0	0
December	15	13.5	4	1	0	0
* Equals limit if limit is <= 10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					7	3
Exceedances					0	0
Points					0	0
Total Number of Points						0

0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: 5/5/2017 Reporting For: 2016

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceedance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceedance
January	6.4		0	0					
February	6.4		.013588235	0					
March	6.4		.006611111	0					
April	4		.003825	0					
May	3.3		0	0					
June	3.3		.027764706	0					
July	3.3		.032529412	0					
August	3.3		.024315789	0					
September	3.3		.0305625	0					
October	5.7		.028333333	0					
November	6.4		.025611111	0					
December	6.4		.0465625	0					

Points per each exceedance of Monthly average:	10
Exceedances, Monthly:	0
Points:	0
Points per each exceedance of weekly average (when there is no monthly averge):	2.5
Exceedances, Weekly:	0
Points:	0
Total Number of Points	0

NOTE: Limit exceedances are considered for mothly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

0

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: 5/5/2017 Reporting For: 2016

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.4	1	0
February	1	0.3	1	0
March	1	0.4	1	0
April	1	0.4	1	0
May	1	0.4	1	0
June	1	0.2	1	0
July	1	0.2	1	0
August	1	0.4	1	0
September	1	0.5	1	0
October	1	0.2	1	0
November	1	0.2	1	0
December	1	0.2	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: 5/5/2017 Reporting For: 2016

Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- ☐ Land applied under your permit
- ☐ Publicly Distributed Exceptional Quality Biosolids
- ☒ Hauled to another permitted facility
- ☐ Landfilled
- ☐ Incinerated
- ☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 002 - AEROBIC LIQUID SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75	1.54				2.11			2.16			1.84			0	0
Cadmium		39	85	2.6				.7			1.6			.8			0	0
Copper		1500	4300	890				725			824			1040			0	0
Lead		300	840	16.3				16.1			14.3			19.2			0	0
Mercury		17	57	.594				.436			.823			.941			0	0
Molybdenum	60		75	<10.7				<5.93			6.38			<5.84		0		0
Nickel	336		420	28.5				15.8			19.3			17.2		0		0
Selenium	80		100	<10.7				<17.8			<17.9			<17.5		0		0
Zinc		2800	7500	263				263			324			394			0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- ● 0 (0 Points)
- ○ 1-2 (10 Points)
- ○ > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- ○ Yes
- ○ No (10 points)
- ○ N/A - Did not exceed limits or no HQ limit applies (0 points)
- ● N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

- ● 0 (0 Points)
- ○ 1 (10 Points)
- ○ > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

- ○ Yes (20 Points)
- ● No (0 Points)

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 06/30/2016
Density:	435,435
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 03/31/2016
Density:	616,637
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 06/30/2016
Density:	395,948
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 06/30/2016
Density:	669,122
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 06/30/2016
Density:	499,058
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 06/30/2016
Density:	337,631
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 06/30/2016
Density:	562,414
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 06/30/2016
Density:	284,553
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 06/30/2016
Density:	319,865
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 06/30/2016
Density:	389,221
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 06/30/2016
Density:	320,382
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 06/30/2016
Density:	335,430
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 06/30/2016
Density:	241,546
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 06/30/2016
Density:	761,649
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 03/31/2016
Density:	337,631
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 03/31/2016
Density:	499,058
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 03/31/2016
Density:	669,122
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 03/31/2016
Density:	395,948
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 03/31/2016
Density:	761,649
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 03/31/2016
Density:	435,435
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2016 - 06/30/2016
Density:	616,637
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2016 - 06/30/2016
Density:	241,546
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2016 - 06/30/2016
Density:	335,430
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2016 - 06/30/2016
Density:	320,382
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2016 - 06/30/2016
Density:	389,221
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2016 - 06/30/2016
Density:	319,865
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2016 - 06/30/2016
Density:	562,414
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2016 - 06/30/2016
Density:	284,553
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 09/30/2016
Density:	58,686
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 09/30/2016
Density:	51,725
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 09/30/2016
Density:	91,270
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 09/30/2016
Density:	93,844
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 09/30/2016
Density:	93,240
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 09/30/2016
Density:	158,730
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 12/31/2016
Density:	78,125
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 12/31/2016
Density:	58,686
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 12/31/2016
Density:	51,725
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 12/31/2016
Density:	91,270
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 12/31/2016
Density:	93,844
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 12/31/2016
Density:	93,240
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 12/31/2016
Density:	158,730
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 12/31/2016
Density:	341,880
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 12/31/2016
Density:	207,907
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 12/31/2016
Density:	189,702
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 12/31/2016
Density:	360,082
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 12/31/2016
Density:	199,865
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 12/31/2016
Density:	244,584
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 12/31/2016
Density:	172,764
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2016 - 09/30/2016
Density:	78,125
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2016 - 12/31/2016
Density:	207,907
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2016 - 12/31/2016
Density:	189,702
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2016 - 12/31/2016
Density:	360,082
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2016 - 12/31/2016
Density:	199,865
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2016 - 12/31/2016
Density:	244,584
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2016 - 12/31/2016
Density:	172,764
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2016 - 12/31/2016
Density:	341,880
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

0

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

- ○ Yes (40 Points)
- ● No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Method Date:	03/31/2016
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	002
Method Date:	06/30/2016
Option Used To Satisfy Requirement:	Incorporation when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	002
Method Date:	06/30/2016
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	002
Method Date:	12/31/2016
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	002
Method Date:	09/30/2016
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	002
Method Date:	12/31/2016
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

5.2 Was the limit exceeded or the process criteria not met at the time of land application?

- ○ Yes (40 Points)
- ● No

If yes, what action was taken?

0

6. Biosolids Storage

6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?

- ● >= 180 days (0 Points)
- ○ 150 - 179 days (10 Points)
- ○ 120 - 149 days (20 Points)
- ○ 90 - 119 days (30 Points)
- ○ < 90 days (40 Points)
- ○ N/A (0 Points)

6.2 If you checked N/A above, explain why.

0

7. Issues

7.1 Describe any outstanding biosolids issues with treatment, use or overall management:

n/a

Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: 5/5/2017

Reporting For: 2016

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: 5/5/2017 Reporting For: 2016

Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing

1.1 Was your wastewater treatment plant adequately staffed last year?

- ● Yes
- ○ No

If No, please explain:

Could use more help/staff for:

1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?

- ● Yes
- ○ No

If No, please explain:

2. Preventative Maintenance

2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?

- ● Yes (Continue with question 2)
- ○ No (40 points)

If No, please explain, then go to question 3:

2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?

- ● Yes
- ○ No (10 points)

2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?

- ● Yes
  - ○ Paper file system
  - ○ Computer system
  - ● Both paper and computer system
- ○ No (10 points)

0

3. O&M Manual

3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?

- ● Yes
- ○ No

4. Overall Maintenance /Repairs

4.1 Rate the overall maintenance of your wastewater plant.

- ○ Excellent
- ● Very good
- ○ Good
- ○ Fair
- ○ Poor

Describe your rating:

The treatment shows signs of age but is operating as designed.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: 5/5/2017 Reporting For: 2016

Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

● Yes (0 points)

○ No (20 points)

Name: ERIC HACKERT

Certification No: 10352

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes		X		
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural		X		
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems		X		
SS	Sanitary Sewage Collection	X	NA	NA	NA

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS, N and A5 not required in 2016; subclass SS is basic level only.)

● Yes (0 points)

○ No (20 points)

0

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

☒ One or more additional certified operators on staff

☐ An arrangement with another certified operator

☐ An arrangement with another community with a certified operator

☐ An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year

☐ A consultant to serve as your certified operator

☐ None of the above (20 points)

If "None of the above" is selected, please explain:

0

4. Continuing Education Credits

4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?

OIT and Basic Certification:

- ○ Averaging 6 or more CECs per year.
- ○ Averaging less than 6 CECs per year.

Advanced Certification:

- ● Averaging 8 or more CECs per year.
- ○ Averaging less than 8 CECs per year.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility | Last Updated: 5/5/2017 | Reporting For: 2016

Financial Management

1. Provider of Financial Information

Name: Christy Mertes, City Administrator/Treasurer

Telephone: 262-375-7606 (XXX) XXX-XXXX

E-Mail Address (optional): cmertes@ci.cedarburg.wi.us

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

- ● Yes (0 points)
- ○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?

Year: 2016

- ● 0-2 years ago (0 points)
- ○ 3 or more years ago (20 points)
- ○ N/A (private facility)

2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

- ● Yes (0 points)
- ○ No (40 points)

0

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year: 2016

- ● 1-2 years ago (0 points)
- ○ 3 or more years ago (20 points)
- ○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR		$ 1,954,094.34
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)		$ 0.00
3.2.3 Adjusted January 1st Beginning Balance		$ 1,954,094.34
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	$ 754,790.55

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) - $ 114,649.02

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year $ 2,594,235.87

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

Replaced UV bulbs in Bank B,Replaced level sensor in gravity thickener, replaced HMI for UV system,replaced influent flow meter,replaced effluent sampler,Replaced portable air monitoring meters, replaced 2 bearings on oxidation ditch.

3.3 What amount should be in your Replacement Fund? $ 933,163.00

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- ● Yes
- ○ No

If No, please explain.

0

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- ● Yes - If Yes, please provide major project information, if not already listed below.
- ○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	St. John Ave will have 1444 ft of sewer replaced and 2 manholes.	190000	2019
2	Highland Drive will have 2135 ft of forcemain and sewer replaced and upsized and 7 manholes will be replaced.	290000	2019
3	Sunnyside - Edgewater to Highland	153500	2017
4	Madison - Walnut to Pine	35000	2019
5	Hilgen/Jackson - Washington to Spring	125000	2017
6	Portland Road - Hilbert to Highland	45000	2019
7	Hillcrest - Jackson to Lincoln	130000	2016
8	Fair St - Evergreen to Washington	70000	2019
9	Sommerset Road Pioneer to Wirth	70000	2018
10	New lift Station and force main at Highland Rd	2000000	2019
11	New digestor blower with level monitoring controls	80000	2018

5. Financial Management General Comments

Financially sound.

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 10

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	32,754	80
February	26,676	215
March	26,652	159
April	27,808	37
May	25,934	28
June	21,514	14
July	21,230	20
August	24,154	64
September	20,434	19
October	23,872	40
November	24,478	50
December	24,900	150
Total	300,406	876
Average	25,034	73

6.1.2 Comments:

The natural gas use in our collection system is strictly for standby generators.

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☒ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- ● No
- ○ Yes

Year:

By Whom:

Describe and Comment:

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

We are working replacing 3 other stations to small submersible units.

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	97,792	71.15	1,374	120.09	814	1,000
February	96,659	57.88	1,670	79.52	1,216	1,380
March	94,674	83.36	1,136	103.94	911	1,202
April	99,197	86.38	1,148	118.05	840	659
May	94,838	67.59	1,403	124.22	763	409
June	106,996	54.44	1,965	100.80	1,061	52
July	102,566	44.43	2,308	117.21	875	4
August	106,828	42.27	2,527	116.28	919	1
September	105,059	51.90	2,024	80.88	1,299	2
October	99,287	59.70	1,663	93.56	1,061	5
November	92,465	56.03	1,650	101.10	915	80
December	94,002	58.01	1,620	113.83	826	615
Total	1,190,363	733.14		1,269.48		5,409
Average	99,197	61.10	1,707	105.79	958	451

7.1.2 Comments:

The usage of natural gas for the treatment plant consists only for the boilers heating the our control building, and 1 gas forced air heater in our garage. None of the gas is used for the treatment process which seems to make the comparison with BOD inaccurate information. Also we have found that reducing our electric usage allowed us to be reclassified and our electric bill has increased after spending on efficient equipment.

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☒ Aerobic Digestion
- ☐ Anaerobic Digestion
- ☒ Biological Phosphorus Removal
- ☐ Coarse Bubble Diffusers
- ☒ Dissolved O2 Monitoring and Aeration Control
- ☒ Effluent Pumping
- ☒ Fine Bubble Diffusers

- ☒ Mechanical Sludge Processing
- ☒ Nitrification
- ☒ SCADA System
- ☒ UV Disinfection
- ☒ Variable Speed Drives
- ☐ Other:

7.2.2 Comments:

none

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

We currently do not plan on any upgrades. Also we have found that reducing our electric usage allowed us to be reclassified and our electric bill has increased after large spending on efficient equipment.

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

- ● No
- ○ Yes

If Yes, how is the biogas used (Check all that apply):

- ☐ Flared Off
- ☐ Building Heat
- ☐ Process Heat
- ☐ Generate Electricity
- ☐ Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

- ● No
- ○ Yes

☐ Entire facility

Year:

By Whom:

Describe and Comment:

☐ Part of the facility

Year:

Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: 5/5/2017

Reporting For: 2016

By Whom:

Describe and Comment:

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: 5/5/2017 Reporting For: 2016

Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- ● Yes
- ○ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ● Yes
- ○ No (30 points)
- ○ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

1.Clean 50% of sanitary sewer system annually.
2.Clean 100 % of storm catch basins annually.
3.Visually inspect 11 lift stations weekly.
4.Clean all lift station wet wells 3 times a year.
5.Root foam 2500 ft of sanitary sewer annually.
6.Inspect 30% of manholes annually and repair as needed.
7.Televise 25% of sanitary sewer system annually.
8.Repair small sanitary sewer leaks with lining as identified.
9.Repair leaking manhole with injected sealant or replace as identified.
10.Continue with 10 year sewer replacement program.

Did you accomplish them?

- ● Yes
- ○ No

If No, explain:

☒ Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Cedarburg Sewer Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 11/10/2016

Does your sewer use ordinance or other legally binding document address the following:

- ☒ Private property inflow and infiltration
- ☒ New sewer and building sewer design, construction, installation, testing and inspection
- ☒ Rehabilitated sewer and lift station installation, testing and inspection
- ☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary

☒ Fat, oil and grease control
☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

☒ Equipment and replacement part inventories
☒ Up-to-date sewer system map
☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
☒ A description of routine operation and maintenance activities (see question 2 below)
☒ Capacity assessment program
☒ Basement back assessment and correction
☒ Regular O&M training

☒ Design and Performance Provisions [NR 210.23 (4) (e)]

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
☒ Construction, Inspection, and Testing
☐ Others:

0

☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)]

Does your emergency response capability include:

☒ Responsible personnel communication procedures
☒ Response order, timing and clean-up
☒ Public notification protocols
☒ Training
☒ Emergency operation protocols and implementation procedures

☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]

☒ Special Studies Last Year (check only those that apply):

☒ Infiltration/Inflow (I/I) Analysis
☐ Sewer System Evaluation Survey (SSES)
☐ Sewer Evaluation and Capacity Managment Plan (SECAP)
☐ Lift Station Evaluation Report
☐ Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	50	% of system/year
Root removal	.8	% of system/year
Flow monitoring	10	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	24	% of system/year
Manhole inspections	35	% of system/year
Lift station O&M	52	# per L.S./year
Manhole rehabilitation		

	6	% of manholes rehabbed
Mainline rehabilitation	17	% of sewer lines rehabbed
Private sewer inspections	5	% of system/year
Private sewer I/I removal	0	% of private services
River or water crossings	.1	% of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

32.5	Total actual amount of precipitation last year in inches
2.7	Annual average precipitation (for your location)
54	Miles of sanitary sewer
10	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
19	Number of complaints
1.655	Average daily flow in MGD (if available)
2.879	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.00	Basement backups (number/sewer mile)
0.35	Complaints (number/sewer mile)
1.7	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED **

	Date	Location	Cause	Estimated Volume (MG)
None reported				

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

○ Yes

● No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- ○ Yes
- ● No

If Yes, please describe:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

We have purchased flow monitoring equipment and have begun to monitor wet weather events throughout the city.

5.4 What is being done to address infiltration/inflow in your collection system?

The city annually repairs or replaces mainline sewer. We have begun a program spot repairing leaking manholes and mainline sewer lines with our own staff.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Cedarburg Wastewater Treatment Facility

Last Updated: 5/5/2017 Reporting For: 2016

Grading Summary

WPDES No: 0020222

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			37	148
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

CITY OF CEDARBURG

MEETING DATE: June 12, 2017 **ITEM NO:** 8. D.

TITLE: Presentation of Adlai Horn Park Restoration Plan; and action thereon (Parks, Recreation & Forestry Board – 2016-2017)

ISSUE SUMMARY: After Mercury Marine has completed the creek cleanup they are required to restore the park to its original condition. This is an opportunity to make the park better than it was and that is why the park board started looking at various options for the park over a year ago. Several public meetings were held to discuss the future of the park. Input was received from residents, neighbors of the park, and Cedarburg Select Baseball. The motion made by the Park Board was that the Adlai Horn Park plan should consist of a restored island, bio-stabilization of creekbank, council ring/outdoor classroom, accessible shelter structure, fishing platforms, two tennis courts with no lights, open pickup play field, a fully restored baseball field, removable outfield fence, reinstalled existing bleachers on concrete slabs, above grade fenced dugout area with benches, bathroom/concessions/storage building, batting cages, 8' wide asphalt paved pathways, hardwood trees throughout the park including screening trees, park benches on concrete pads, picnic areas with four tables in each of the four areas, canoe/kayak launch platform with accessible access ramp, refurbished parking lot and regraded plants/lawn.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: Park Board recommendation – see above

BUDGETARY IMPACT:

none

ATTACHMENTS:

Park Plan, November 9, 2016 Park Board Minutes, December 7, 2016 Park Board Minutes
Tennis Court lighting cost, Pickleball Courts cost, August 7, 2013 Park Board Minutes,
History of City Baseball and Fields, October 14, 2013 Council Meeting Minutes (pickleball courts)
Budget Numbers

INITIATED/REQUESTED BY: Mikko Hilvo, Director of Parks, Recreation, & Forestry

FOR MORE INFORMATION CONTACT: Mikko Hilvo, Director of Parks, Recreation, & Forestry (375-7611)

Cedarburg Parks Recreation & Forestry

Mikko Hilvo, Director

Adlai Horn Park Proposed Site Development Diagram

Cedarburg WI

As Approved Dec 7, 2016 in Board Session

Proposed Development Components

1. Existing Parking Area Modified - 35 Existing Spaces, 36 Spaces Proposed, Smaller Paved Footprint, Lowered Average Grade
2. New 'Adlai Horn Island' Established
3. Kayak - Canoe Launch, with HC Ramp
4. (4) Picnic Areas, (5) Picnic Benches Each Area
5. Regulation Tennis Courts - (2) with 12' Fence, No Lights
6. New Baseball Field, Chain-link Fence Backstop (No Outfield Fence)
7. Existing Bleachers Reinstalled on Concrete Pads (2)
8. New Pre-Fabricated 1-Story Bathroom, Concessions, Storage Building - 20' x 30', no Subgrade Water or Sanitary Service, Set on 'Raft' Concrete Slab Foundation
9. Refurbish Subgrade Throughout Park, Plant Grass
10. 'Council Ring' Outdoor Classroom
11. Unobstructed View to Gazebo or Shelter Structure from Parking Area
12. Bio-Stabilization & Habitat Creation along Entire Creekbank and on 'New Horn Island'
13. 8' Wide Asphalt-Paved Walking/Vehicular Service Path - 14,248 SF
14. (95) Newly Planted Native Species Tall Hardwood Trees, in Variety, Min 3" Caliper, on Mainland & on Island
15. 20' Diameter Gazebo or Other Shelter Type Structure
16. Wood Fishing Platforms - (5)
17. Regulation Size Pitching Practice & Warmup Alleys (2)
18. Baseball Infield, Baseball Outfield & Fireworks Launch Area
19. Landscape Screening
20. Park Bench on Concrete Slab At Creekbank Accessed by Rustic Path or Paved Asphalt Path, 3' Wide, (5) Total
21. Removable Outfield Fence

Existing Parking Area Proposed to be Modified as Follows:
East Edge moved West 10'
Driveway Narrowed to 18'
North Edge Moved North toward Columbia Avenue 7'
New Paving and Subgrade
Footprint of Lot Lowered 4' and North Edge Slope Graded to Screen Cars from View with Assistance of Landscape Screening

December 7, 2016

Approved in Park Board Session with Citizen Testimony and Park Board Discussion

Jan 20, 2017 - Revised

Rotate Tennis Courts, Move to North, Move & Align Temporary Batting Cages

Feb 22, 2017 - Revised

Move Baseball Field and Tennis Courts East to Location Closer to Pre-Creek Cleanup Location, Extend & Reconfigure Paved Walking/Vehicular Service Path

June 7, 2017 - Revised

Organize & Clarify Legend, Add Legend Tags, Generally Clarify Plan and Titles, Change from Rectangular Picnic Shelter to 8-Sided Gazebo

Project Name Adlai Horn Park Plan, Dec 7, 2016, Cedarburg WI

Budget Analysis 1 All Proposed Development Components, Using Cost-Saving Construction Methods for Accessory Storage Building

Prepared by: Mikko Hilvo, Director Parks Recreation & Forestry, City of Cedarburg

Initiated date: 6/7/17

Revised date:

Exhibit 'A' Used with Adlai Horn Park Proposed Site Development Diagram, Dec 7, 2016

Site Work, Finished (Square Feet):	390,000
'Bricks & Mortar' (Square Feet):	N/A
SF Total:	390,000
Construction start date (Estimated):	N/A
Construction end date (Estimated):	N/A
Construction duration (Estimated):	3 Months

1	A	B	C	D	E	F	G	H	1
2			Projected Per-Unit Amount	Projected Funding Amount	Projected Sub-Total	Likely Source	Amount Likely Covered by Mercury Marine	Amount Likely Covered by City or Private	2
3		Proposed Development Components							3
4									4
5	1	Modify Parking Lot							5
6		Excavation, Spoils & Grading		$32,000		Mercury Marine	$32,000		6
7		Subgrade Preparation, Paving & Striping		$52,000		Mercury Marine	$52,000		7
8		Lighting		$16,000		Mercury Marine	$16,000		8
9					$100,000				9
10	2	The New Lenore Horn Wildlife Refuge Island							10
11	12	Bio-Stabilization & Habitat Creation along Entire Island Creekbank (857 LF)	$49	$42,000		Mercury Marine	$42,000		11
12	13	(23) Native Species Tall Hardwood Trees on Island, in Variety, Min 3" Caliper	$775	$17,825		Mercury Marine	$17,825		12
13	2	Naturalized Meadow Planting, Native Prairie Species		$9,000		Mercury Marine	$9,000		13
14	16	Wood Fishing Platform, Island - (4)	$3,500	$14,000		City, or Private Share		$14,000	14
15					$82,825				15
16	3	Kayak Canoe Launch w/ HC Ramp							16
17		Concrete & Wood Canoe/Kayak Launch, (2) Place		$44,000		City, or Private Share		$44,000	17
18		Concrete Steps to Water Level from Launch Level		$8,000		City, or Private Share		$8,000	18
19		Wheelchair Ramp & Disabled Patron 'Lift Crane'		$27,500		City, or Private Share		$27,500	19
20					$79,500				20
21	4	(4) Picnic Areas							21
22		(20) Picnic Tables w/ Integral Benches	$1,000	$20,000		City, or Private Share		$20,000	22
23					$20,000				23
24	5	Regulation Tennis Courts							24
25		(2) Courts with 12' Fence, Subgrade Preparation, Paving & Striping, No Lights	$70,000	$140,000		Mercury Marine	$140,000		25
26					$140,000				26
27	6	New Baseball Field							27
28	18	Baseball Infield, Baseball Outfield & Fireworks Launch Area		$250,000		Mercury Marine	$250,000		28
29		Chain-link Fence Backstop & Team Bench Enclosures		$38,000		Mercury Marine	$38,000		29
30	7	Existing Bleachers Reinstalled on New Concrete Pads (2)		$6,500		Mercury Marine	$6,500		30
31	21	Removable Outfield Fence		$2,500		Mercury Marine	$2,500		31
32	17	Regulation Size Pitching Practice & Warmup Alleys (2)		$3,200		Mercury Marine	$3,200		32
33					$300,200				33
34	8	1-Story Concessions, Storage Building - 20' x 30'							34
35		Pre-Fabricated Structure w/ Prefab Toilets Inside		$45,000		City, or Private Share			35
36		Electric Service to Building		$12,500		City, or Private Share			36
37					$57,500			$57,500	37
38	9	Refurbish Subgrade Throughout Park, Plant Grass, SF Basis, 390,000 SF (8.95AC)	$0.75	$292,500		Mercury Marine	$292,500		38
39					$292,500				39
40	10	'Council Ring' Outdoor Classroom							40
41		Subgrade Preparation, Path Approaches & Immediate Surroundings, Pavers		$7,500		City, or Private Share		$7,500	41
42		Council Ring' Structure (Masonry & Concrete)		$11,800		City, or Private Share		$11,800	42
43					$19,300				43
44	12	Bio-Stabilization & Habitat Creation along Mainland Creekbank (1,260 LF)	$48	$61,000		Mercury Marine	$61,000		44
45					$61,000				45
46	13	(72) Native Species Tall Hardwood Trees on Mainland, in Variety, Min 3" Caliper	$775	$55,800		Mercury Marine	$55,800		46
47					$55,800				47
48	14	8' Wide Asphalt-Paved Walking/Vehicular Service Path - 14,222 SF	$4.50	$64,000		Mercury Marine	$64,000		48
49					$64,000				49
50	15	20' Diameter Gazebo or Other Shelter Type Structure		$65,000		City, or Private Share		$65,000	50
51					$65,000				51
52	16	Wood Fishing Platform, Mainland- (2)	$3,500	$7,000		City, or Private Share		$7,000	52
53					$7,000				53
54	19	Landscape Screening			$25,000	Mercury Marine	$25,000		54
55									55
56	20	Park Bench on Concrete Slab At Creekbank, Paved Asphalt Path, 3' Wide, (5) Total	$2,400	$12,000	$12,000	City, or Private Share		$12,000	56
57									57
58									58
59									59
60		**Total Projected Costs, From Whatever Source, All Categories** 'Bricks & Mortar' Labor			$1,381,625				60
61		**Total Projected Costs, Likely Covered by Mercury Marine**					$1,107,325		61
62		**Total Projected Costs, Likely Covered by City or Private Share**						$274,300	62

Project Name Adlai Horn Park Plan, Dec 7, 2016, Cedarburg WI

Budget Analysis 2 All Proposed Development Components, Using Traditional Construction Methods for Accessory Storage Building

Prepared by: Mikko Hilvo, Director Parks Recreation & Forestry, City of Cedarburg

Initiated date: 6/7/17

Revised date:

Exhibit 'A' Used with Adlai Horn Park Proposed Site Development Diagram, Dec 7, 2016

Site Work, Finished (Square Feet):	390,000
'Bricks & Mortar' (Square Feet):	N/A
SF Total:	390,000
Construction start date (Estimated):	N/A
Construction end date (Estimated):	N/A
Construction duration (Estimated):	3 Months

1	A	B	C	D	E	F	G	H	1
2			Projected Per-Unit Amount	Projected Funding Amount	Projected Sub-Total	Likely Source	Amount Likely Covered by Mercury Marine	Amount Likely Covered by City or Private	2
3		Proposed Development Components							3
4									4
5	1	Modify Parking Lot							5
6		Excavation, Spoils & Grading		$32,000		Mercury Marine	$32,000		6
7		Subgrade Preparation, Paving & Striping		$52,000		Mercury Marine	$52,000		7
8		Lighting		$16,000		Mercury Marine	$16,000		8
9					$100,000				9
10	2	The New Lenore Horn Wildlife Refuge Island							10
11	12	Bio-Stabilization & Habitat Creation along Entire Island Creekbank (857 LF)	$49	$42,000		Mercury Marine	$42,000		11
12	13	(23) Native Species Tall Hardwood Trees on Island, in Variety, Min 3" Caliper	$775	$17,825		Mercury Marine	$17,825		12
13	2	Naturalized Meadow Planting, Native Prairie Species		$9,000		Mercury Marine	$9,000		13
14	16	Wood Fishing Platform, Island - (4)	$3,500	$14,000		City, or Private Share		$14,000	14
15					$82,825				15
16	3	Kayak Canoe Launch w/ HC Ramp							16
17		Concrete & Wood Canoe/Kayak Launch, (2) Place		$44,000		City, or Private Share		$44,000	17
18		Concrete Steps to Water Level from Launch Level		$8,000		City, or Private Share		$8,000	18
19		Wheelchair Ramp & Disabled Patron 'Lift Crane'		$27,500		City, or Private Share		$27,500	19
20					$79,500				20
21	4	(4) Picnic Areas							21
22		(20) Picnic Tables w/ Integral Benches	$1,000	$20,000		City, or Private Share		$20,000	22
23					$20,000				23
24	5	Regulation Tennis Courts							24
25		(2) Courts with 12' Fence, Subgrade Preparation, Paving & Striping, No Lights	$70,000	$140,000		Mercury Marine	$140,000		25
26					$140,000				26
27	6	New Baseball Field							27
28	18	Baseball Infield, Baseball Outfield & Fireworks Launch Area		$250,000		Mercury Marine	$250,000		28
29		Chain-link Fence Backstop & Team Bench Enclosures		$38,000		Mercury Marine	$38,000		29
30	7	Existing Bleachers Reinstalled on New Concrete Pads (2)		$6,500		Mercury Marine	$6,500		30
31	21	Removable Outfield Fence		$2,500		Mercury Marine	$2,500		31
32	17	Regulation Size Pitching Practice & Warmup Alleys (2)		$3,200		Mercury Marine	$3,200		32
33					$300,200				33
34	8	1-Story Concessions, Storage Building - 20' x 30'							34
35		Traditional Structure w/ Traditional Toilets		$180,000		City, or Private Share			35
36		Electric Service to Building		$12,500		City, or Private Share			36
37		Sanitary Holding Tank		$7,000		City, or Private Share			37
38		'City' Water Service		$9,000		City, or Private Share			38
39					$192,500			$192,500	39
40	9	Refurbish Subgrade Throughout Park, Plant Grass, SF Basis, 390,000 SF (8.95AC)	$0.75	$292,500		Mercury Marine	$292,500		40
41					$292,500				41
42	10	'Council Ring' Outdoor Classroom							42
43		Subgrade Preparation, Path Approaches & Immediate Surroundings, Pavers		$7,500		City, or Private Share		$7,500	43
44		Council Ring' Structure (Masonry & Concrete)		$11,800		City, or Private Share		$11,800	44
45					$19,300				45
46	12	Bio-Stabilization & Habitat Creation along Mainland Creekbank (1,260 LF)	$48	$61,000		Mercury Marine	$61,000		46
47					$61,000				47
48	13	(72) Native Species Tall Hardwood Trees on Mainland, in Variety, Min 3" Caliper	$775	$55,800		Mercury Marine	$55,800		48
49					$55,800				49
50	14	8' Wide Asphalt-Paved Walking/Vehicular Service Path - 14,222 SF	$4.50	$64,000		Mercury Marine	$64,000		50
51					$64,000				51
52	15	20' Diameter Gazebo or Other Shelter Type Structure		$65,000		City, or Private Share		$65,000	52
53					$65,000				53
54	16	Wood Fishing Platform, Mainland- (2)	$3,500	$7,000		City, or Private Share		$7,000	54
55					$7,000				55
56	19	Landscape Screening			$25,000	Mercury Marine	$25,000		56
57									57
58									58
59	20	Park Bench on Concrete Slab At Creekbank, Paved Asphalt Path, 3' Wide, (5) Total	$2,400	$12,000	$12,000	City, or Private Share		$12,000	59
60									60
61									61
62		**Total Projected Costs, All Categories** 'Bricks & Mortar' Labor			$1,516,625				62
63		**Total Projected Costs, Likely Covered by Mercury Marine**					$1,107,325		63
64		**Total Projected Costs, Likely Covered by City or Private Share**						$409,300	64

Adlai Horn Park Proposed Site Diagram

As Approved Dec 7, 2016

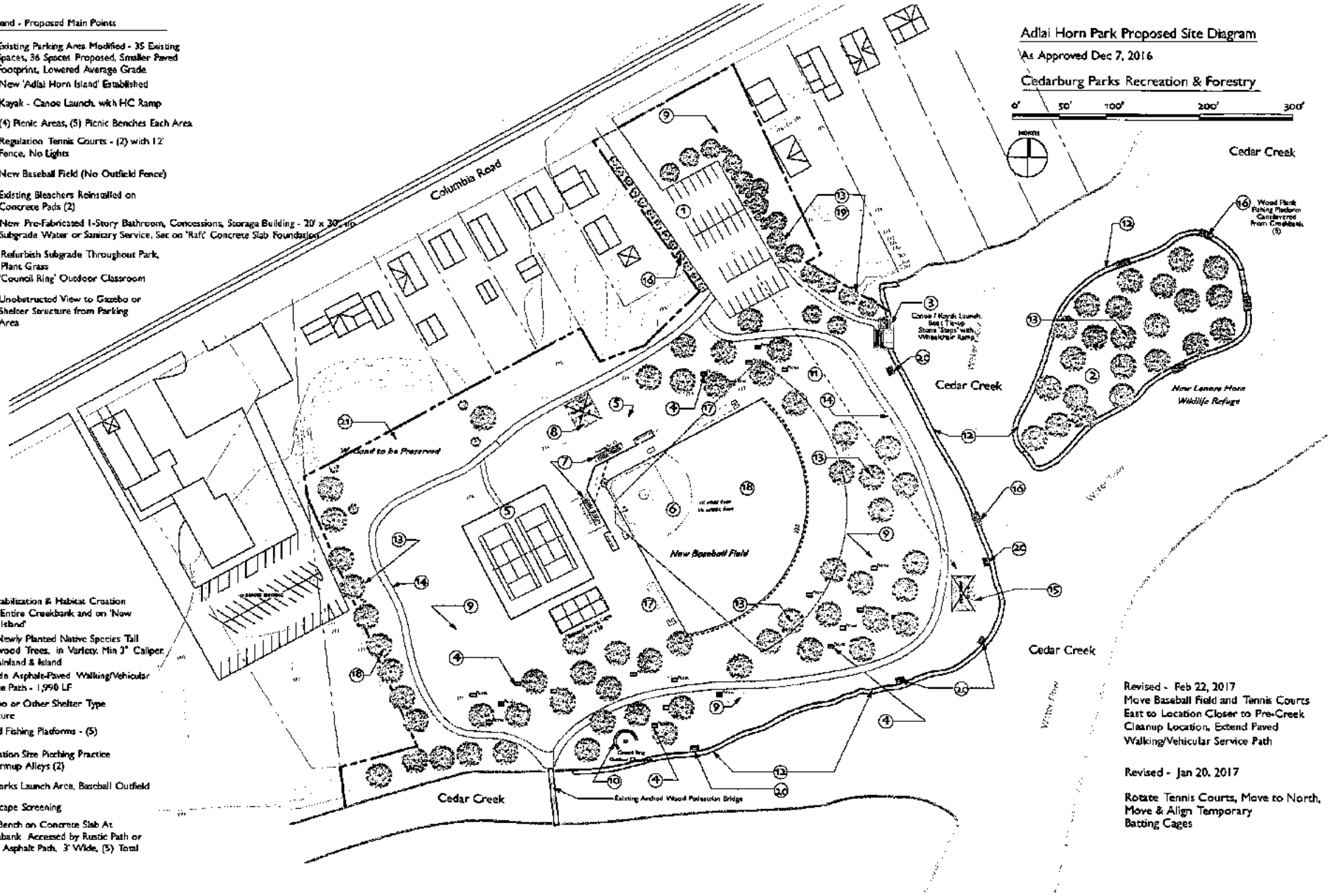
Cedarburg Parks Recreation & Forestry

0' 50' 100' 200' 300'

NORTH

Legend - Proposed Main Points

1. Existing Parking Area Modified - 35 Existing Spaces, 36 Spaces Proposed, Smaller Paved Footprint, Lowered Average Grade
2. New 'Adlai Horn Island' Established
3. Kayak - Canoe Launch, with HC Ramp
4. (4) Picnic Areas, (5) Picnic Benches Each Area
5. Regulation Tennis Courts - (2) with 12' Fence, No Lights
6. New Baseball Field (No Outfield Fence)
7. Existing Bleachers Reinstalled on Concrete Pads (2)
8. New Pre-Fabricated 1-Story Bathroom, Concessions, Storage Building - 20' x 30', w/o Subgrade Water or Sanitary Service, Set on 'Raft' Concrete Slab Foundation
9. Refurbish Subgrade Throughout Park, Plant Grass
10. 'Council Ring' Outdoor Classroom
11. Unobstructed View to Gazebo or Shelter Structure from Parking Area
12. Bio-Stabilization & Habitat Creation along Entire Creekbank and on 'New Horn Island'
13. (95) Newly Planted Native Species Tall Hardwood Trees, in Variety, Min 3" Caliper, on Mainland & Island
14. 8' Wide Asphalt-Paved Walking/Vehicular Service Path - 1,990 LF
15. Gazebo or Other Shelter Type Structure
16. Wood Fishing Platforms - (5)
17. Regulation Size Pitching Practice & Warmup Alleys (2)
18. Fireworks Launch Area, Baseball Outfield
19. Landscape Screening
20. Park Bench on Concrete Slab At Creekbank Accessed by Rustic Path or Paved Asphalt Path, 3' Wide, (5) Total



Revised - Feb 22, 2017
Move Baseball Field and Tennis Courts East to Location Closer to Pre-Creek Cleanup Location, Extend Paved Walking/Vehicular Service Path

Revised - Jan 20, 2017

Rotate Tennis Courts, Move to North, Move & Align Temporary Batting Cages

PARKS, RECREATION & FORESTRY BOARD PARK20161109-1
November 9, 2016 UNAPPROVED

A regular meeting of the Parks, Recreation & Forestry Board, City of Cedarburg, Wisconsin, was held on Wednesday, November 9, 2016. The meeting was held at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers.

The meeting was called to order by Chairperson James Schara at 6:30 p.m.

Roll Call: Present - James Schara, Glenn Herold, Council Member Rick Verhaalen, Terry Wagner, Dave Polacek, Paul Rushing

Excused - Scott King

Also Present - Director of Parks and Recreation Mikko Hilvo
Superintendent of Parks & Forestry Kevin Westphal
Recreation Superintendent Margie Bultman

STATEMENT OF PUBLIC NOTICE

Chairperson Schara acknowledged that the Parks, Recreation & Forestry Board agenda was posted and distributed in compliance with the Wisconsin Open Meetings Law.

APPROVAL OF MINUTES

Motion made by Glenn Herold, seconded by Dave Polacek, to approve the minutes of the October 5, 2016 meeting. Motion carried without a negative vote with Scott King excused.

REPORTS – None

UNFINISHED BUSINESS

Review Park and Open Space Plan (CORP); and Action Thereon
Director Hilvo explained that there is nothing new to report about the Plan and that he is still continually working on it. The section we are waiting on is Adlai Horn Park. Once the decision is made on what will be done at the park then we will finalize the CORP.

NEW BUSINESS

Review Park Survey; and Action Thereon
Director Hilvo explained that the park surveys were sent out and he received 268 responses. The majority of the respondents live within one mile of the park. He also mentioned that 55% of respondents stated that no additional parking is needed. In addition, the majority of the comments from the surveys were in regards to not wanting two ball diamonds in the park. Glenn Herold stated that he thought the survey response was good. Chairperson Schara then opened the floor to citizens for comments and suggestions. Citizens then expressed their concerns about the survey. Some were disappointed that it was not available in paper form and wants them mailed to residences next time. Other residents questioned the accuracy of the surveys and do not want to see any change in the park.

Discuss Adlai Horn Park Plan; and Action Thereon

Director Hilvo informed citizens that Mercury Marine has poorly informed the City about exactly when things would happen in the park. Trees have been marked, but we cannot control what Mercury Marine does. Director Hilvo said that there are two options for the park. Either leave it as status quo or use this opportunity to change or enhance the park. He then showed two field options for the park.

Jim Fitzpatrick and Chad King from Cedarburg Select Baseball then spoke about potential plans. These plans included keeping Grant Schoen Field the same, tweaking angles from the original plan, not hosting tournaments and not having an outfield fence. They also mentioned that their new plan was to enable the Recreation Department to utilize the fields for other recreational programming.

Director Hilvo mentioned that this clean-up is a unique situation and it is not something that tax money is being spent on, so the plan can be different. Glenn Herold asked if building a better parking lot to get cars off the street would make the neighbors happy, but the response was negative.

Simon Fast then presented a proposal. He stated that people come to Cedarburg for use of the parks and that we should not waste waterfront property with more ball diamonds. He was also questioning why Cedarburg Select Baseball has a say in this matter since they are a private, non-profit group.

Resident John Birkels stated that he faults the City Council for the destruction of the park. He also believes that Council Member Verhaalen should not have a say in this matter, due to a conflict of interest. Bob Schroeder then stated that the land was originally donated for public use and not just for a single sport. Another resident, Paul Hayes, gathered ninety-six signatures from Columbia Road residents who do not want the park changed. He also mentioned that if the parking lot size increases, then the park will have the fourth largest parking lot in the City.

Motion made by Paul Rushing, seconded by Terry Wagner, that the historic intent of Adlai Horn is to guide further planning by the Parks, Recreation, and Forestry Board to the effect of maintaining one improved baseball diamond, one improved baseball practice infield, with onsite parking remaining substantially the same and the remaining balance of the park restored to park open space defined as green areas with trees, paths, and creekbank improvements, details all of which will be refined during further planning. The tennis courts will be moved to Zeunert Park with the possibility of lighting. Motion carried without a negative vote with Scott King excused and Council Member Verhaalen abstaining.

REPORTS

Director Hilvo reported that he, Superintendent Bultman and Supervisor Friess attended the Wisconsin Park and Recreation Association's annual conference last week. Ms. Bultman and Mr. Friess were both awarded scholarships to help pay for conference registrations.

Superintendent Bultman reported on new activities and special events that will be happening in the upcoming season.

Superintendent Westphal reported on parks and forestry projects.

ADJOURNMENT

Motion made by James Schara, seconded by Terry Wagner, to adjourn the meeting at 8:46 p.m. Motion carried without a negative vote with Scott King excused.

Danny Friess
Recreation Supervisor

PARKS, RECREATION & FORESTRY BOARD **PARK20161207-1**
December 7, 2016 **UNAPPROVED**

A regular meeting of the Parks, Recreation & Forestry Board, City of Cedarburg, Wisconsin, was held on Wednesday, December 7, 2016. The meeting was held at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers.

The meeting was called to order by Vice Chairperson Glenn Herold at 6:30 p.m.

Roll Call: Present - Glenn Herold, Council Member Rick Verhaalen, Terry Wagner, Dave Polacek, Paul Rushing, Scott King

Excused - James Schara

Also Present - Director of Parks and Recreation Mikko Hilvo
Superintendent of Parks & Forestry Kevin Westphal
Recreation Superintendent Margie Bultman
Recreation Supervisor Danny Friess

STATEMENT OF PUBLIC NOTICE

Vice Chairperson Herold acknowledged that the Parks, Recreation & Forestry Board agenda was posted and distributed in compliance with the Wisconsin Open Meetings Law.

APPROVAL OF MINUTES

Motion made by Terry Wagner, seconded by Council Member Verhaalen, to approve the minutes of the November 9, 2016 meeting. Motion carried without a negative vote with James Schara excused.

COMMENTS & SUGGESTIONS FROM CITIZENS

Jack Friess stated that Adlai Horn is a special field and now is the time to make it a special two field park.

Mary Jo Wirth said that she is a descendant of the Adlai Horn Family. She does not want there to be any building obstructions and wants the island to be named Lenore Horn Sanctuary. She is also in favored of alternate plan 3A.

Mary Kay Pervolus stated that Adlai Horn Park needs to be a multi-use facility and is in favor of plan 3A.

Jenny Doerr believes the island should be undeveloped and is in favor of alternate plan 3A.

Rob Kaminsky said that his famly uses the park and is concerned with the loss of green space. He wants it to remain a multi-use park.

Erin Puro would like to keep the tennis courts, but is against building the island. She is in favor of alternate plan 3A.

Brian Weidner expressed his concerns with how the park has been treated in the past with the actions of the baseball leagues. He said plan 3A is accepatable.

Barbara Schaefer would like to see flush toilets and more amenities in the park in favor of all citizens. She supports plan 3A.

Simon Fast supports plan 3A as a multi-use park and supports the island.

Carol Martin believes this park is a historical gym and is in favor of plan 3A.

Jeff Gylland mentioned that he was the prior Cedarburg Baseball Club Director and all prior actions at the field had been approved. He mentioned that many of the amenities at the field, including the batting cages, were put in place due to safety concerns.

Katherine Lange wants the park to be a multi-use park and supports plan 3A.

Charlie Martin is in favor of a multi-use park and plan 3A.

Julia Hayes wants the park to be intended for the greater community and does not want a bridge to the island. She is in favor of plan 3A.

Ryan Yite is in favor of plan 3A and moveable batting cages, but against building a bridge to the island.

Paul Hayes wants to the see original vision of the park protected. He is in favor of a multi-use park and plan 3A without the foot bridge.

Eric Hofhine is in favor of plan 3A.

Council Member Patricia Thome thanked the Board for it's time on this issue. She is hearing that the residents would like a multi-use park with a single baseball field, tennis courts and open space.

Ed Rothwell doubts the sincerity of a practice diamond and does not want more parking added. He does not want a "vegastization" to happen to Cedarburg.

Greg Ellers mentioned that not having a batting cage would be a safety concern. If a practice field is not approved, he hopes that there is at least green space to use.

Jill Hepburn wants to see a multi-use park with green space.

Chad King, President of Cedarburg Baseball Club, said the current plan is not showing a useable baseball field because there are trees in the way. He also mentioned that if a useable field is not able to be built, Cedarburg Baseball Club will have no other choice, but to leave Cedarburg and find a playable field.

REPORTS – None

UNFINISHED BUSINESS

Discuss and Consider Adlai Horn Park Plan; and Action Thereon
Council Member Verhaalen mentioned that he spoke with the City of Cedarburg Attorney and it was decided that he does not need to recuse himself from the Adlai Horn discussions.

Director Hilvo then introduced the discussion of the new Adlai Horn Park plans. He said that some aspects of the park are being funded by Mercury Marine, but other aspects would not be funded. He mentioned that the main goal of the meeting is to determine what amenities are wanted for the park, not necessarily which layout will be chosen.

Paul Rushing described the various proposed plans, diagrams and structures. The Board then individually went through a list of twenty-two possible amenities for the park. Through the individual discussions, it was decided that Adlai Horn Park should consist of a restored island, bio-stabilization of creekbank, council ring/outdoor classroom, accessible shelter structure, fishing platforms, two tennis courts with no lights, open pickup play field, a fully restored baseball field, removable outfield fence, reinstalled existing bleachers on concrete slabs, above grade fenced dugout area with benches, bathroom/concessions/storage building, batting cages, 8' wide asphalt paved pathways, hardwood trees throughout the park including screening trees, park benches on concrete pads, picnic areas with four tables in each of the four areas, canoe/kayak launch platform with accessible access ramp, refurbished parking lot and regraded plants/lawn. The amenities that will not be included are a bridge to the island and a baseball practice diamond.

Motion made by Terry Wagner, seconded by Dave Polacek, that the Adlai Horn Park plan should consist of a restored island, bio-stabilization of creekbank, council ring/outdoor classroom, accessible shelter structure, fishing platforms, two tennis courts with no lights, open pickup play field, a fully restored baseball field, removable outfield fence, reinstalled existing bleachers on concrete slabs, above grade fenced dugout area with benches, bathroom/concessions/storage building, batting cages, 8' wide asphalt paved pathways, hardwood trees throughout the park including screening trees, park benches on concrete pads, picnic areas with four tables in each of the four areas, canoe/kayak launch platform with accessible access ramp, refurbished parking lot and regraded plants/lawn. Motion carried with Glenn Herold, Terry Wagner, Dave Polacek, Scott King, and Paul Rushing in favor, Council Member Verhaalen opposed and James Schara excused.

REPORTS

Superintendent Bultman reported on new activities and special events that will be happening in the upcoming season.

Superintendent Westphal reported on parks and forestry projects.

ADJOURNMENT

Motion made by Paul Rushing, seconded by Dave Polacek, to adjourn the meeting at 9:41 p.m.

Motion carried without a negative vote with James Schara excused.

Danny Friess
Recreation Supervisor

City of Cedarburg - Mikko Hilvo

From: Adam Rupp <adamr@nafcointernational.com>
Sent: Friday, January 27, 2017 8:09 AM
To: City of Cedarburg - Mikko Hilvo
Subject: Re: cedarburg courts
Attachments: Zeunert Park (1-26-17).pdf

Hi Mikko -

Happy Friday!

Per our meeting last week, please see the attached lighting design and note the following pricing:

Tennis Courts

Qty 6
Light Pole: **6R25E**
Bracket: **ABH3180**
LED Fixture: **16-SBHC-240-50-MV-70-DB-SF**
25ft round aluminum light pole, triple bullhorn bracket, (3) 240w LED fixtures, dark bronze finish, lighting controls by others, all aluminum material to prevent rust
$3578 per assembly

Pickleball Courts

Qty 4
Light Pole: **5R18D**
Bracket: **ABH2180**
LED Fixture: **12-SBHC-120-50-MV-5-DB-SF**
18ft round aluminum light pole, twin bullhorn bracket, (2) 120w LED fixtures, dark bronze finish, lighting controls by others, all aluminum material to prevent rust
$1769 per assembly

Qty 2
Light Pole: **5R18E**
Bracket: **ABH490**
LED Fixture: **12-SBHC-120-50-MV-5-DB-SF**
18ft round aluminum light pole, quad bullhorn bracket, (4) 120w LED fixtures, dark bronze finish, lighting controls by others, all aluminum material to prevent rust
$2799 per assembly

Total Cost For Light Pole/Bracket/Fixture Materials: **$34,142.00**
All Products Made In Wisconsin
5-7 Weeks Lead Time

Shipping Included
Install & Lighting Controls By Others
See below for recent tennis court lighting projects.

City of Cedarburg - Mikko Hilvo

From: linda@armstrongpaving.com on behalf of scotty <scotty@armstrongpaving.com>
Sent: Wednesday, August 31, 2016 12:55 PM
To: City of Cedarburg - Mikko Hilvo
Subject: Tennis Court Proposal - Zeunert Park
Attachments: CCF08312016_0001.pdf

Hi Mikko:

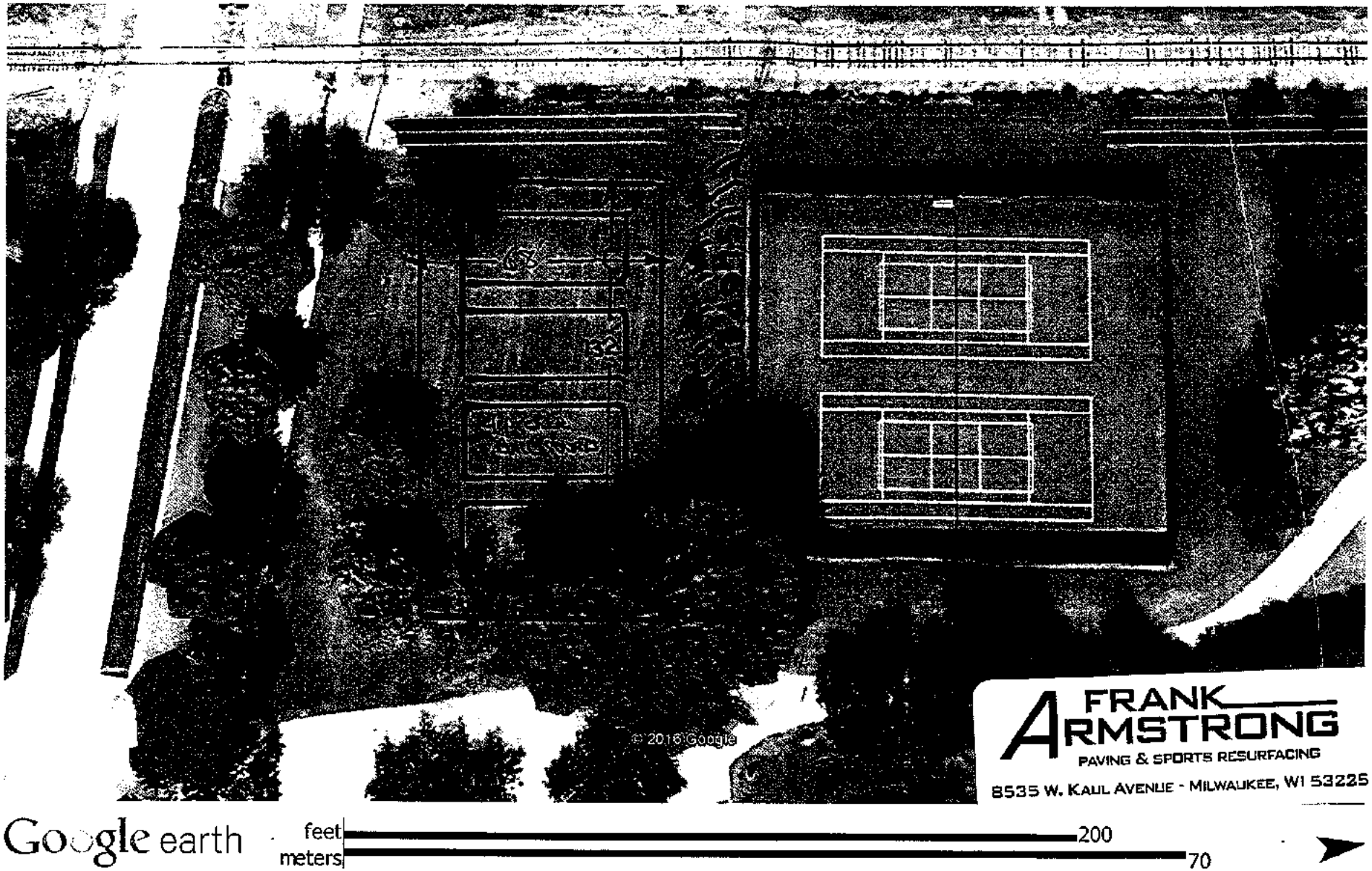
Attached is a proposal for future maintenance work on 2 existing tennis courts. We recolored them in 2014. There is not any long term crack repair for hard surface games, like tennis courts. The main reason is rubber or flexible crack sealers do not allow for proper ball bounce to play the game. Therefore, the industry really has only 3 options; a hard flush filler sanded flush and repeated often, a membrane to bridge the cracks and hide it for a longer period of time, or surface replacement. I address all of these in the attached proposal. I recommend the hard crack treatment be done in May/June, so you can get a season out of it. Most of structural cracks reopen, after winter freeze/thaw cycles.

I attached a sight plan for 4 pickleball courts. Two tennis courts are a tight fit. All those games have to have a north/south direction of play, because of the sun. For a Budget to build 4 pickleball court, including the grading (1% slope west), stone installation, paving, color surface and complete chain link fence, ready to play

BUDGET $80,000.00

Call me, if you have any questions.
I appreciate the opportunity of presenting our proposal.
Original copies will be mailed.

Scotty



Cambridge - Zeunert Park

* proposed 4 pickle ball Footprint

Note: This is slightly larger pad (68'x132' which allows for asphalt shoulder (18") out side fence perimeters, and wider space (Foul) between each court. It could be Downsized To 63'x124'

- NOT ENOUGH AREA to Fit 2 Tennis courts without Retaining walls. and MOST Tree Removal

Proposal

8535 W. Kaul Avenue Milwaukee, WI 53225
PHONE (414) 358-1613 FAX (414) 358-1698
sales@armstronpaving.com
www.armstrongpaving.com

Frank ARMSTRONG enterprises, inc.
• asphalt paving • tennis court construction
• design • build • maintenance •

MEMBER AMERICAN SPORTS BUILDERS ASSOCIATION

ATTN: MIKKO HILVO

PROPOSAL SUBMITTED TO	PHONE	DATE
City of Cedarburg Park & Rec. Dept.	262-375-7611	08/31/16
STREET: W63 N645 Washington Avenue	JOB NAME: Tennis Courts	
CITY, STATE AND ZIP CODE: Cedarburg, WI 53012	JOB LOCATION: Zeunert Park	
ARCHITECT: mhilvo@ci.cedarburg.wi.us / DATE OF PLANS:		JOB PHONE:

We propose to furnish all labor and materials necessary to perform the following work:

ZEUNERT PARK TENNIS COURTS

BASE BID: CRACK FILL 2 EXISTING TENNIS COURTS (SUGGEST MAY OR JUNE SCHEDULE)

- After site visit, these two courts have 260 L.F. of random, structural cracks and a 120 L.F. of north/south expansion joint.
- There are three choices regarding crack repairs for this site. You can do a seasonal fill with court patch, latex concrete, flush, sand flush, paint green with line touch-up. This will give you a season of play and will reopen and be repeated every year. There is No warranty for seasonal work.

PRICE $2,084.00

OPTIONAL:

- Install a Armor membrane over the repaired cracks and joints, which will give you a covered crack for 3 - 5 years, but will have a hollow area expand under it, which will get worse. The membrane is about a 4 ft. wide repair and color may not match exactly. Price includes 3 coats of Green Plexipave , 380 L.F. of Armor Crack and joint repairs. We have projects that look good for 5 years.

PRICE $7,290.00

OPTIONAL: OPEN FENCE AND REPLACE ENTIRE ASPHALT SURFACE

- Includes open and close fence. Remove and reset net posts.
- Remove all asphalt within fence perimeters.
- Regrade existing base for 1% slope. Add 30 tons crushed stone.
- Hot asphalt pave 2 lifts on separate days. Includes 2" binder and 1 1/2" E-1, 9.5 mm SuperPave surface with no shingles and stagger paving joints. Cross-roll.
- After cure, apply 4 coat Plexipave color surface with lines.

BUDGET PRICE $49,000.00

We propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

_____ dollars ($ _____).

Payment to be made as follows:

TERMS: NET 10 DAYS. 1.5% PER MONTH INTEREST ON ALL ACCOUNTS 10 DAYS PAST DUE.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Work Compensation Insurance. **Notice of Lien Rights on back.**

Authorized Signature _____
Scott Greenlees

This proposal void in 15 days and covers above area and specs only.

Acceptance of Proposal. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. I fully understand and agree with the terms and conditions on the back of this proposal.

Signature _____

Date of Acceptance: _____

NEW BUSINESS

Discuss Conversion of Zeunert Tennis Courts to Pickleball Courts; and Action Thereon
Director Hilvo is recommending that the tennis courts at Zeunert Park be converted into Pickleball courts. There is a definite need for these courts. Counting the tennis courts at the Cedarburg High School, Webster Middle School and the courts at Adlai Horn Park there are a total of 12 tennis courts available for public play and no Pickleball Courts. The nets at the Zeunert Park tennis courts have been adapted to be used for Pickleball and tennis.

Larry Rehbaum, N95 W6520 Fieldcrest, gave a brief history of Pickleball. The City offers indoor Pickleball at the Community Gym twice a week. During the winter months it is held on Sunday evenings and Thursday afternoons, during the summer it is held on Tuesday evenings and Thursday afternoons. The Senior Center also offers a class on Friday mornings year-round. He estimates that the program has had revenue of over $2,000 since starting at $3 per time. The City would be able to convert the two tennis courts at Zeunert Park into six Pickleball courts. The courts could be used for classes, tournaments and regular play.

Bob Loomis, W75 N729 Tower Avenue, stated it would be a tremendous asset to the City to convert the tennis courts. Even though he is a tennis player he has enjoyed playing Pickleball, which is the fastest growing sport for those over 50. There is a short learning curve compared to tennis. Also, there is no shortage of tennis courts in the City even if these two courts were converted.

Director Hilvo advised he placed $60,000 in the 2014 budget for the resurfacing of the Zeunert Park and Adlai Horn Park tennis courts in 2014. The cost would be less if we converted the courts at Zeunert Park. Pickleball courts are 44 feet by 20 feet at a cost of about $80 per court. Six courts could be constructed within the Zeunert tennis courts with a five-foot fence between each court.

Board Members Dieffenbach and Schara asked that this item be continued until the next meeting at which time additional information could be gathered and it would give tennis players time to respond to the possible conversion.

Discuss 2014 Parks, Recreation & Forestry Preliminary Budget; and action thereon
Director Hilvo reviewed the proposed 2014 Parks and Forestry and Recreation budgets. This is the first draft of the budget which will be submitted to the Common Council early in September.

Discuss 2014 Parks, Recreation & Forestry Capital Improvement Budget; and action thereon
Director Hilvo reviewed the proposed 2014 Parks, Recreation and Forestry Capital Improvement Budget.

Discuss 2014 Celebrations Budget; and action thereon
Director Hilvo reviewed the proposed 2014 Celebrations Budget, which includes expenses for the 4th of July Celebration fireworks, watering of the flower baskets and set-up for Festivals and Summer Sounds.

Pickle b
Tennis c

NEW BUSINESS

Consider Painting Permanent Pickle Ball Court Lines on Zeunert Tennis Courts; and Action Thereon

Larry Rehbaum, N95 W6520 Fieldcrest, gave a brief history of Pickle Ball. Currently, there are three open sessions of Pickle Ball being played at the Community Center Gym during the year.

Director Hilvo advised in the winter there is Sunday evening from 6:30 – 8:30 p.m.; Thursday afternoons from 1:30 – 3:30 p.m. and Friday mornings from 9:30 – 11:00 a.m. Starting June 7 the times will be Tuesday evenings from 7:00 – 9:00 p.m.; Thursday afternoons from 1:00 – 3:00 p.m. and Friday mornings will stay the same. There is a charge of $3 per time. Last summer tape was used to mark the tennis courts at Zeunert Park for Pickle Ball. It is time-consuming and had to be done more than once as the tape was removed by some unknown person or persons. Also, there is a possibility of utilizing the former Skate Park facility for Pickle Ball courts. Once the weather gets nicer Director Hilvo will meet with some of the neighbors with several Pickle Ball players playing on the courts to see of the noise level bothers them. If not courts can be set-up on that location.

Motion made by John Lerand, seconded by Dave Polacek, to paint lines on the tennis courts at Zeunert Park for Pickle Ball. Motion carried without a negative vote with Council Member O'Keefe and James Schara not in attendance.

Discuss Plans for Playground Equipment Replacement at Cedar Creek Park; and Action Thereon

Director Hilvo advised that the wooden structure at Cedar Creek Park needs to be replaced. This item is not in the 2013 budget; however, if the Board can agree on a design for the structures staff would have something in place for any interested donors with the possibility of naming rights for the playground. The structures would be for 2 to 5 year olds and 5 to 12 year olds. The Board reviewed six different designs and recommended the two designs from Miller and Associates. The cost for the structure, installation and a poured in place surface would be about $70,000.

Discuss Removal of Metal Slide at Cedar Creek Park; and Action Thereon

Director Hilvo stated that the City's Insurance Company, CVMIC, has several issues with the metal slide at Cedar Creek Park and has recommended several times that it be removed as it is a hazard and a liability. In 2011 a child fell off the slide and broke his arm. The City is on notice of the potential risk. With today's safety standards the slide really can't be sold as a piece of play equipment so he is recommending the slide be removed as scrap metal.

Motion made by Glen Herold, seconded by Dave Polacek, to recommend that staff remove the metal slide at Cedar Creek Park as soon as possible. Motion carried without a negative vote, with Council Member O'Keefe and James Schara not in attendance.

Discuss Shelter Design at Prairie View Park; and Action Thereon

Director Hilvo presented a proposal for the shelter at Prairie View Park. The proposed shelter is the same design as the one Zeunert Park. However, this building would include a concession area and restrooms. The total cost of the Gothic style shelter including a concrete pad, stainless steel plumbing and four ADA accessible restroom bays would be about $200,000. The shelter and park

Tennis / Pickleball

PARKS, RECREATION & FORESTRY BOARD **PARK20130904-1**
September 4, 2013 **(unapproved)**

A regular meeting of the Park & Forestry Board, City of Cedarburg, Wisconsin, was held on Wednesday, September 4, 2013. The Board met at City Hall, W63 N645 Washington Avenue, in the lower level, room 2.

Meeting was called to order by Chairperson Schara at 6:30 p.m.

Roll Call: Present - Council Member Mike O'Keefe, James Schara, Dave Polacek, Dick Dieffenbach, Glenn Herold

Excused – John Lerand, Scott King

Also Present - Director of Parks and Recreation Mikko Hilvo
Recreation Supervisor Maggie Bultman
Senior Center Director Carol LaFontaine
Parks and Recreation Secretary Chris Robel
Interested Citizens

STATEMENT OF PUBLIC NOTICE

Secretary Robel acknowledged that the Park & Forestry Board agenda was posted and distributed in compliance with the Wisconsin Open Meetings Law.

APPROVAL OF MINUTES

Motion made by Council Member O'Keefe, seconded by Dick Dieffenbach, to approve the minutes of the August 7, 2013 meeting. Motion carried without a negative vote, with Glenn Herold abstaining as he was not at the meeting and with John Lerand and Scott King not in attendance.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

UNFINISHED BUSINESS

Discuss Conversion of Zeunert Tennis Courts to Pickleball Courts; and Action Thereon
Director Hilvo advised that since the August meeting he had publicly noticed the meeting regarding the conversion of the tennis courts to Pickleball courts in the News Graphic. He also contacted the Cedarburg School District and Dawn Seltrecht with Buildings and Grounds. Dawn advised that the School District courts are available for rent by the public and anyone wishing to use them need to contact her to arrange for a time. Currently there are a total of 16 tennis courts, 6 at the Cedarburg High School, 6 at Webster Middle School, two at Adlai Horn Park and two at Zeunert Park. In the proposed 2014 Budget there is $60,000 for the conversion of the tennis courts at Zeunert Park into six Pickleball courts plus the resurfacing of the Adlai Horn courts. The cost to build brand new Pickleball courts would be $130,000. So with the $60,000 in the proposed budget for the resurfacing of Adlai Horn and the conversion of Zeunert Courts, being less than what it would cost to construct new courts, this would be the time to construct the Pickleball courts. There are restrooms at Zeunert Park and during the summer months a Port-A-John is at Adlai Horn Park at a cost of $67 per month.

Pickleball has become a very popular and growing sport in Cedarburg and there are no outdoor courts in the area.

The meeting was then opened for public comments.

Maria Loomis, W75 N729 Tower Avenue, stated that she is a tennis player and a Pickleball player and has never had a problem getting on a court. Pickleball has become a family sport and they would enjoy being able to play anytime they wanted to, not just at the twice a week allotted time at the Community Gym.

Al Cesario, W74 N875 Poplar Avenue, stated he also plays both tennis and Pickleball. The senior tennis league plays at the Zeunert courts on Friday mornings and there are many times when they also have to utilize the Adlai Horn courts as they need all four courts. He feels that outdoor Pickleball courts are not needed as there is time allotted at the Community Gym for indoor play. He pointed out that in the 2010 Comprehensive Park and Open Space Master Plan there was no mention of needing Pickleball courts; however, it did mention that there was a deficiency of tennis courts. He has only seen adults playing Pickleball and not teens at the Community Gym. If the City needs to have outdoor Pickleball courts it should be addressed in the future Comprehensive Park and Open Space Master Plan and then new courts should be built, not just converting tennis courts. He also requested that the Pickleball markings on the Zeunert Courts be removed and the tennis courts raised back up to tennis height. If the City feels they need outdoor Pickleball courts they can be placed at the old skateboard park location.

Jason Loomis, W75 N729 Tower Avenue, stated that when he was in high school Pickleball was one of the classes offered as part of the physical education class, so kids are being exposed to the sport. Unfortunately, because of the times offered for indoor Pickleball kids aren't playing. When he gets a chance he looks forward to playing Pickleball on the outdoor courts.

Bob Loomis, W75 N729 Tower Avenue, stated as a tennis and Pickleball player he hasn't had difficulty in getting on a court to play either sport. During the school year it is difficult to get on the school courts having to work around physical education classes and tennis leagues. The City courts do need resurfacing. No one in the area has outdoor Pickleball courts and he feels that the City should provide separate courts. It is hard to play both tennis and Pickleball on the same courts as the lining and net heights are different. With having to lower and higher the nets you could go through 3 sets of nets in a summer. Pickleball is growing in popularity and outdoor courts would be a benefit to the City.

Sandy Schara, N41 W7401 West Pointe Court, stated that tennis can only be played outdoors in the summer; Pickleball can be played indoors all year round. Please do not get rid of the tennis courts.

Mary Chemotti, N94 W6539 Fieldcrest, stated that as a member of the Ozaukee County tennis league they usually have 12 to 16 players during the week and use both the Zeunert and Adlai Horn courts when then play during the day. It is fine to add Pickleball courts but not at the expense of the tennis players. The City needs to protect the assets they have.

use of the courts. With the 12 courts at the school district and the two courts then at Adlai Horn there would be 14 courts available for public play, if the two courts at Zeunert Park were converted to six Pickleball courts. As there are no outdoor Pickleball courts in the area this would be another offering for the public giving them something new to use. The Department hears that people have trouble getting on the tennis courts; however, groups are not renting or reserving the courts as they are supposed to.

Council Member O'Keefe opined that we would have enough tennis courts available in the area even if we were to convert the two courts at Zeunert Park.

Motion made by Council Member O'Keefe, seconded by Dave Polacek, to recommend to the Common Council that the two tennis courts at Zeunert Park be converted into six Pickleball courts. Motion carried with Council Member O'Keefe, Dave Polacek and Glenn Herold voting in favor and Dick Dieffenbach and James Schara voting against, with Scott King and John Lerand not in attendance.

REPORTS

Senior Center Director

Director LaFontaine distributed the September/October Lincoln Address and highlighted some of the upcoming events to be held at the Senior Center:

- Ozaukee County Health Department offering Flu Shots on September 23
- AARP Driver Safety class being held on October 9
- Annual Turkey Dinner will be held on November 24 at Webster Middle School

Director of Parks and Recreation – Update on Projects

Director Hilvo advised Parks and Forestry staff has been working on the following projects:

- Tree trimming and removals
- Painting the gazebo at Centennial Park
- Repaired the light at the gazebo in Centennial Park again
- Park fall clean-up
- Pool Closing

Dick Dieffenbach mentioned that the fence along the river behind Kubala Washatko looks nice. He stated some permanent recognition for the Eagle Scouts involved in projects would be nice such as plaques being installed on the project. Director Hilvo advised a plaque will be placed on the fence recognizing the Eagle Scouts.

Director Hilvo advised that the proposed budget for 2014 will be presented to the Common Council in October. As far as the tree trimming needed in order to move the Zeunert house from the location on south Washington Avenue to the corner of Mill and Washington, this is on hold until official notification is given by Mr. Zimmershied as to when the house would be moved.

Next Meeting

The next meeting is scheduled for October 2, 2013.

Pickleball Council voted down 4-2 conversion.

PARKS, RECREATION & FORESTRY BOARD **PARK20131113-2**
November 13, 2013 **(unapproved)**

Director of Parks and Recreation – Update on Projects
Director Hilvo reported that at the Wisconsin Parks and Recreation Association Fall Conference last week in Green Bay the Department along with the Recreation Departments from Grafton and Port Washington were awarded the Silver Star Award for the Polar Express activity.

Director Hilvo reported several other updates on department activities:

- Youth Basketball held their skills testing on Saturday, November 9. Teams are being drafted this week and practices start at the end of November. We have 91 children registered for the 4th and 5th grade coed league; 48 for the Boy's 6th, 7th, 8th grade league; and 37 in the Girl's 6th, 7th, 8th grade league.
- He has been working on getting the Santa House erected in front of the Community Gym.
- The parking lot at Prairie View Park has been paved, utilities have been stumped in, water laterals installed and the grassy area has been leveled and seeded. All of this work was completed by the developer and contractor. With this work completed we are $30,000 under budget for completion of the park. The Board will revisit plans for the Park in January.
- The Flag Football program ended on October 17.
- The Ice rink will be installed at Cedar Creek Park within the next week.
- The Polar Express will be held at the Community Gym on December 14 from 9:00 a.m. – 1:00 p.m. Tickets go on sale November 18 at the Department office, and at the Grafton and Port Washington Recreation Departments along with Port Washington State Bank.
- Updated the Board on registration numbers for the fall and winter programs.

In early 2014 the Board will be discussing playground equipment for Wegmann Park and Cedar Creek Park.

In response to a question from John Lerand, Council Member O'Keefe advised that the Common Council denied the conversion of the Zeunert Park tennis courts into Pickleball courts on a four-two vote. The Council wanted to wait and see if Pickleball became a popular sport and that in the future they would consider building Pickleball Courts.

Next Meeting
The next meeting is scheduled for December 4, 2013.

Recreation Supervisor – Update on Recreation Programs - None

Superintendent of Parks and Forestry – Update on Projects
Superintendent Westphal reported on the following Forestry projects:

- 158 stumps have been removed this year.
- 141 trees need to be replaced, including service requests and 11 sites that had never had a tree.
- 152 trees needs to be planted in 2014, there are still 400 sites that have never had a tree; the Common Council restored $20,000 for trees.
- Working on service request and storm damage tree pruning.
- Post construction pruning was completed along Madison.
- $1,300 in repairs to trees damaged by the construction along Madison.
- Routine pruning starting in Willowbrooke Subdivision, 1,000 trees need to be pruned. In a

designated route for the day through the City. Director LaFontaine advised the Board that the Senior Center is in favor of repairing the tennis courts at Zeunert Park as they have a league that utilizes the courts on Friday mornings.

NEW BUSINESS

Consider Repairs to Zeunert Park Tennis Courts; and Action Thereon

Director Hilvo reported that when staff went to install the nets at the Zeunert Park tennis courts in spring they found the courts to be not playable due to extreme cracking of the surface. Quotes were received from Munson Fence in the amount of $16,000 for a full repair or $7,645 for just repairing the cracks. Munson stated the repairs should last about two to three years; however, the work is not warrantied due to the winter weather and the thawing and freezing of the ground. The courts were fully resurfaced in 2007. Once the work is completed it takes about a week for the Redi-crete to cure and then the courts could be reopened. The damage is too extensive for staff to attempt the repairs and it will need to be done by a contractor.

Council Member Radtke stated that he is in favor of repairing the courts at this time and that total replacement of the courts should be included as a future budget item. He noted that the courts at Adlai Horn are also cracking and should be included for replacement in the near future.

Several local tennis players spoke in favor of repairing the courts as tennis is a popular sport and with only the four courts at Adlai Horn and Zeunert Parks the courts are used heavily. The Cedarburg High School Courts are only available on a limited basis during the months of Mid-June to August 1. Also the Zeunert Courts are also being used by Pickle Ball players and that is becoming very popular.

Council Member Radtke referenced an article that had appeared in the *News Graphic* in which a Council Member suggested the courts be closed; this was based on a financial decision and not based on all the facts. He would like the Common Council to reconsider and find the money to repair the courts.

Director Hilvo advised that there was a savings of $5,000 on the recent purchase of bleachers and that he received $2,000 for the sale of the old bleachers. Therefore, he would have $7,000 to use towards the repairs of Zeunert Park tennis courts.

Motion made by Susan Mongoven, seconded by James Schara, to repair the courts at Zeunert Park in the amount of $7,645 and to recommend to the Common Council that they look at setting aside money for the eventual replacement of the courts at Adlai Horn and Zeunert Parks. Motion carried without a negative vote with Mike O'Keefe and Kristofor Hanson not in attendance.

Discuss Closing Skate Park at the Department of Public Works Garage Site; and Action Thereon

Director Hilvo reported that there have been several issues recently where neighbors have had to contact the Cedarburg Police at 2:00 a.m. due to excessive noise coming from the skate park. Also, some of the equipment is showing signs of wear and tear and either needs to be removed and/or replaced. There is a possibility of combining with Grafton and developing a joint Grafton/Cedarburg

CONSIDER CONVERSION OF THE ZEUNERT TENNIS COURTS TO PICKLEBALL COURTS

Parks, Recreation & Forestry Director Hilvo stated that the Department is looking to convert the Zeunert tennis courts from two tennis courts to six pickleball courts and resurface Zeunert as well as Adlai Horn tennis courts for $60,000 from the capital budget in 2014. Pickleball is a growing sport with a large following in the community.
There are currently 14 school tennis courts and four City tennis courts available. There is a temporary pickleball court at the former skateboard park near the DPW garage. This surface is not ideal for playing pickleball because it is rough. They have also drawn temporary pickleball lines on the Zeunert courts to create four pickleball courts.

Director Hilvo met with the School District to discuss the tennis courts and learned that their courts are available to leagues on Monday – Sunday by reservation from mid-June to Labor Day and during the school year they can be reserved after school and on weekends.

(Council Member R. Reimer left the Council meeting from 8:07 p.m. – 8:12 p.m.)

Council Member Maher stated that the tennis courts are used heavily and it may be hard to convert the tennis players to pickleball.

Council Member O'Keefe asked how many people play indoor pickleball.

Larry Rehbaum, pickleball coordinator, stated that 16 – 18 people play on average on any given night when it is available indoors at the Community Gym.

Council Member Filter stated that the DPW garage will not be built for another two years and he suggested that those courts be used for pickleball until the new garage is built.

Council Member Radtke stated that he understood there is a rise in pickleball players; however, every household has a tennis racket and understands the game of tennis. Pickleball is not as popular and he does not want to destroy one asset to create another. The Zeunert tennis courts was the proposed site for the skateboard park when it was first introduced and failed to be built on the site.

In answer to Council Member Yip's questions, Director Hilvo stated that the dual set of lines makes it difficult to play either sport and the nets need to be lowered from 36 inches for tennis to 34 inches for pickleball when players use the tennis courts. This is accomplished by setting weight on the nets.

Alexi Loomis, W75 N729 Tower Avenue, stated that she plays tennis for Cardinal Stritch University and she has never had a problem finding a court to use in Cedarburg over the years. She began playing pickleball last year and finds that it is enjoyable and easier on her joints because you play on a smaller court. She stated that Zeunert Park is not used often and should be used for the upcoming sport of pickleball.

In answer to Council Member O'Keefe's question, Director Hilvo stated that it would cost approximately $120,000 to create six brand new pickleball courts.

Recreation Supervisor Bultman stated that pickleball lines can be used for youth tennis.

Director Hilvo stated that new courts would allow more programming options.

Rita Bakalars, W73 N906 Poplar Avenue, expressed concern for the noise that is created while playing pickleball with a wooden paddle and a plastic ball. An internet search provided information and cases where people were suing over the extreme noise. She questioned the noise that six courts would create next to a rehabilitation center. Ms. Bakalars has played tennis for 50 years and is in favor of sharing the courts.

Larry Rehbaum, N95 W6520 Fieldcrest Street, stated that the Webster courts are beautiful courts to play on. Webster Transitional School does not have a current tennis program and are not used unless there is a tennis tournament at the school.

Mr. Rehbaum stated that pickleball began six years ago in the United States and Canada and people have been playing in Cedarburg for three years. It has also become popular in surrounding communities. Right now, Cedarburg offers indoor times on Sunday and Thursday evenings and Friday mornings for $3 per person. It is a 12 minute game that has generated $360 in a two week period for the Recreation Department and $4,400 in fees for the year. There are national pickleball tournaments and it is played for the Senior Olympics. Mr. Rehbaum stated that converting the Zeunert tennis courts to pickleball courts would expand the program beyond the six hours a week that are offered indoors. Pickleball is being taught in the schools and is generating a lot of interest. The Zeunert location would be ideal for any noise that is created by the plastic ball and wooden paddle. Wind screens and trees could always be added as additional noise barriers. He stated that the City spends $35,000 - $50,000 on playground sets and that an investment in pickleball courts would be used by ages 8 – 90. Mr. Rehbaum invited the Common Council Members to try the sport.

In answer to Council Member O'Keefe's question, Mr. Rehbaum stated that there have not been any noise complaints from the former skate park courts. The courts are a benefit to Cedarburg.

Rex Bitner, W53 N598 Birch Street, stated that the indoor pickleball courts in the Gym are played on a clear wood floor surface and it would be nice to be able to play outside.

Al Cesario, W74 N875 Poplar Avenue, stated that he has been a resident of Cedarburg for 42 years and has played with a senior tennis group at Zeunert Park for 26 years. He went through this similar situation when the City wanted to build the skateboard park on the Zeunert tennis courts and he is asking the City to preserve these courts once again. The senior league requires four courts and they use both Adlai Horn Park and Zeunert Park courts. The School courts are not always available and parking is difficult. Mr. Cesario stated that the City's 2010 Master Plan does not consider the High School tennis courts because the City does not have any control over them. There has been community support to add an additional court in the City. He asked the City to keep the Zeunert Park tennis courts and to possibly include pickleball courts in the 2015 Master Plan for the City. He recommended that the City analyze the need for pickleball courts near the Department of Public Works garage and to base any decision on the Master Plan.

Jason Loomis, W75 N729 Tower Avenue, stated that he is 27 and has knee problems. He converted to pickleball from tennis because it is easier on his joints. He stated that it is not a loud sport. Jason

Loomis stated that he understands that the City does not want to lose one asset for another. He stated that the lines on pickleball courts can be used for youth tennis. Pickleball is less frustrating than tennis and youth pickleball leagues would make money for the City.

Jim Schara, N41 W7401 West Pointe Ct, stated that he was a Phy Ed teacher for 35 years and pickleball was never picked up as intermural sport. He stated that as a Park, Recreation and Forestry Board Member, he is in the minority for not wanting to take one asset for another. Mr. Schara stated that fads such as racquetball die out and you cannot make a pickleball court into a tennis court later.

Mary Chemotti, N94 W6539 Fieldcrest Street, stated that she has been a taxpayer and tennis player for 35 years. Her tennis group uses the Webster courts in the summer; however, they discourage use during the school year. The parking lot closest to the courts is used for a playground and is not open for parking and the service drive is blocked. She suggested that the City use a registration system for using the Zeunert courts for pickleball and tennis. She has never been able to reserve the courts at $10.00/hour, per court, and she suggested revamping the system without a fee. Very few communities charge players to use Municipal courts. Ms. Chemotti has friends come from out of town to play tennis and they spend money when they come to Cedarburg. This is an important aspect to consider and she does not recommend taking this asset away. If the two sports need to coexist on the Zeunert courts she suggested that a medium paint color be used for the pickleball lines.

John Kuerschner, N30 W6078 Lincoln Blvd, advocated for the Zeunert courts to remain tennis courts. He gave four reasons for respectfully asking the Council to deny or take no action on this item tonight:

1. Solid factual data should be obtained regarding the frequency of use.
2. The tennis players should not feel like their program is being marginalized.
3. It would be sound public policy to schedule a noticed public hearing on this matter.
4. The sound factor seems to be an issue.

Mr. Kuerschner recommended that this be sent back to the Parks, Recreation and Forestry Board to quantify the use of the courts.

Larry Rehbaum, N95 W6520 Fieldcrest Street, stated that he plays pickleball on the Zeunert courts because there is an elevation problem on the temporary courts near the DPW garage. Those courts are best used by beginners.

Director Hilvo stated that he favors both programs and he suggested this option to use the Zeunert courts for pickleball as a savings to the taxpayers. He would much rather build new courts for pickleball.

In answer to Council Member O'Keefe's question, Director Hilvo stated that pickleball courts could be constructed in front of the Zeunert tennis courts.

Council Member Radtke stated that it makes no financial sense to tear down a well-used asset to make another.

Council Member Filter asked if it was feasible to improve the temporary courts at the DPW garage for two years and monitor the play during that time period.

Council Member O'Keefe stated that he was in favor of converting the Zeunert tennis courts(2) to pickleball courts(6).

Motion made by Council Member O'Keefe to convert the Zeunert tennis courts to pickleball courts. Motion was seconded by Council Member R. Reimer.

Council Member Yip suggested that the City monitor the use of the temporary pickleball courts. There have been other trends such as rocking climbing and racquetball that were short lived activities. He suggested that the players continue sharing the Zeunert courts and to talk to the schools to make some pickleball courts available. He would be open to building pickleball courts in the future if the trend remains strong. Council Member Yip also asked if there was an indoor facility available, possibly at the fairgrounds, for year-round indoor play.

Motion failed with Council Members Filter, Maher, Yip and Radtke opposed, Council Members R. Reimer and O'Keefe in favor, and Council Member C. Reimer excused.

Motion made by Council Member Filter, seconded by Council Member Radtke, to upgrade the DPW courts. Motion carried without a negative vote with Council Member C. Reimer excused.

The Common Council took a break from 9:10 p.m. – 9:17 p.m.

CONSIDER PROPOSED 2014 BUDGET; DEPARTMENT PRESENTATIONS, DISCUSSION; AND DIRECTION THEREON

Overview of the Proposed 2014 Budget & Tax Levy

City Administrator/Treasurer Mertes highlighted the major changes in the proposed fiscal year 2014 budget for the City of Cedarburg.

- New format and changes to content.
- Because the City has kept the tax rate down for the last five years or more, reserve accounts are not sufficient to fund the 2014-2016 projects. Borrowings are being proposed to cover these costs.
- There is a proposed salary increase of 2% across the board for all employees except for the Police Officers. The officer's increase is 3.5%, with a 2% increase into their retirement for a total of 5.9% payroll deduction. The remaining employees will see an increase of .035% in their retirement payroll deduction. The lowest health insurance premium to-date is included in the budget.
- The health savings account contribution was eliminated for 2014 and the deductibles will increase from $1,500/$3,000 to $2,000/$4,000.
- The City's growth in assessed value for 2013 would allow for a levy increase of $121,401. The amount of changes from the 2013 budget to the 2014 budget is $526,829; thereby, the reason for the tax rate increase currently being proposed in this draft of the budget.
- There is also an unfunded list and for every $11,829 added to the budget, it will increase the tax rate .01/$1,000 of assessed value.

History of City Baseball & Baseball Fields

- City Planning Commisioner checked Code of Ordinances and P&R board acts as advisory to Common Council. Planning commission is not involved.

City Baseball Program

July 10, 2013 – City discontinues 4th/5th and 6th/7th/8th grade leagues due to low enrollment, went to town

Adlai Horn

Oct. 3, 2007 – CSB (Jeff Gylland) requests permission to add practice diamond behind tennis courts. (Used for infield practice only). Approved by 3-1 vote.

Apr 7, 2010 – Cedarburg Youth Baseball, CYB (Tom Grimm) request putting up outfield fence at Adlai Horn. Club will pay for installation & removal of fence. Approved without negative vote.

Other "Private" Organizations

Girls Softball (Formerly Maxwell's, now Crush)

Dec. 7, 2011 – City rec. will no longer offer girls softball because Maxwells partners with Town of Cedarburg to offer Girls fastpitch.

July 10, 2013 – P&R approves forming agreement with Maxwells Softball to form a continuing partnership to have them use Willowbrook Park. They would maintain field and make financial contributions to make improvements to field and facilities. Approved without negative vote.

Mar. 5, 2015 – Discussed field fees. Cost of field prep depends on size. Softball group and adult Mercs prep own fields. Terry Wagner suggested city should tier rates for City and non-City use. No action taken.

Mar. 5, 2014 – Cedarburg Girls Fastpitch club (Terry Wagner) seeks to make improvements to Willowbrook, replace side fences and open dugouts. Request temporary outfield fence. 5-year lease for $1 per year. P&R board recommends unanimously to enter into lease with Cedarburg Girls Fastpitch.

Apr. 2, 2014- Common Council approves naming rights for Grant Schoen field and approves $1/yr. lease for Willowbrook Park with Cedarburg Girls Fastpitch.

Praire View

Oct. 11, 2006 – Common Council approves plat approval 10/9. Towne Realty agrees to 5 acre park, 2.67 acres as parkland in lieu of fees. Park amenities should include shelter, parking lot, play structure leaving rest open for Flag Football. P&R board recommends question if baseball should be included in plans.

Nov. 1, 2006 – P&R director meets with CSB (Jeff Gylland) to discuss baseball use plans because Adlai Horn will not be available.

Jan. 3, 2007 – Engineering & Public works informs P&R that they will not be able to develop Park. They need to find contractor. Decide to use Cripsell-Snyder inc.

July 11, 2011- Cripsell-Snyder presented 3 plans. CSB (Jeff Gylland) suggested fully skinned infield on baseball field to accommodate varying ages. Nothing approved.

Jan 8. 2014 – P&R director indicates master plan for Prairie View indicates ball diamond. Because City disbands baseball, no longer have need for diamond. CSB offers to develop artificial turf field and name field in honor of Grant Schoen. CSB would commit $50,000 to development of field and additional $10,000 per year for next 10 years. Parking lot would need to be expanded. Board feels would draw traffic for which is wasn't intended. Nothing approved.

Mar. 5, 2014 – CSB requests rename field at Adlai Horn to Grant Schoen Field. Invested money in field and fence. Motion passes without negative vote.

Director Hivlo doesn't think need to develop fields anymore. Proposes soccer field with movable goals.

P&R member suggest using fields for LaCrosse. M. Hivlo didn't think it would be good fit because of location.

Volleyball courts suggested – dismissed because courts used at Pool.

Motion made to make use of Prairie View Park as soccer field with movable goals and posts to be used for soccer and flag football.

Apr. 2, 2014 – P&R dept. met with a few groups to grading fields.

Aug. 6, 2014 – Approve sports netting to be put up between fields and playground and parking lot.

Dec 3, 2014 – form agreement with Ozaukee Lacrosse to use Prarie View for one season, April thru 2nd week of June.

CITY OF CEDARBURG

MEETING DATE: June 12, 2017 **ITEM NO:** 9. A.

TITLE: Accept and refer to Plan Commission the rezoning petition from S. Duane Strobel, Jr. to rezone the 18.70 acre parcel located on the east side of Sheboygan Road approximately 506' south of Highway 60 from Rs-1 Temporary Single Family District to Rm-2 (PUD) Residential Multiple Family and Planned Unit Development Overlay District; and action thereon

ISSUE SUMMARY: The petitioner is requesting approval to rezone, as indicated above, his vacant 18.7-acre parcel located directly north of The Glen at Cedar Creek subdivision on the east side of Sheboygan Road. This project will consist of 12, sixteen-unit apartment buildings, served by a private driveway/parking system resulting in a total of 192 units at a density of 10.3 units/gross acres or 14.9 units/net acre (Net acreage = Gross acreage minus right-of-way dedication and conservancy area). The plans propose 383 parking stalls, 192 of which will be enclosed and the remaining 191 will be surface stalls, resulting in a count of 2 parking stalls per unit. City Code requires 1.5 stalls per unit.

STAFF RECOMMENDATION:
Accept the petition and refer it to the Plan Commission for their review and recommendation

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:
N/A

BUDGETARY IMPACT:
Impact Fees - 192 units @ $5,202.34/unit = $998,849.28

ATTACHMENTS:
- Rezoning Petition

INITIATED/REQUESTED BY: S. Duey Stroebel

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

LAND DEVELOPMENT APPLICATION
City of Cedarburg

PROPERTY LOCATION/ADDRESS: Parcel 13-023-06-005.00 located 700 ft south of CTH I and STH 60

APPLICANT: Troy Hartjes (R.A. Smith National) TELEPHONE: (262) 317-3305

ADDRESS: W62 N588 Washington Ave.
Cedarburg, WI 53012
Suite 201

FAX:

e-mail: troyhartjes@rasmithnational.com

PROPERTY OWNER: Duey Stroebel TELEPHONE: (262) 424-4420

ADDRESS: W61 N488 Washington Ave.
Cedarburg, WI 53012

FAX:

e-mail: dstroebel@terrace-realty.com

REQUEST FOR:

- ___ Concept Review
- ___ Site/Architectural Plan Approval
- ___ Subdivision Plat or C.S.M. Review
- X Zoning District Change $250
- ___ Conditional Use Zoning
- ___ Annexation Request
- ___ Variance/Board of Appeals
- X Other Land Use Plan Amendment $200

STATUS OF APPLICANT: ( ) OWNER ( ) AGENT ( ) BUYER ( ) OTHER

PROJECT NAME: Sheboygan Road Multi-Family Development

USES PROPOSED AND DESCRIBE REQUEST:

Project will consist of 12, sixteen-unit apartment buildings. It is requested that the Comprehensive Land Use Plan be amended from High Density Residential (Elderly Housing not to exceed 20 units/acre) to High Density Residential at a density of up to 16.1 units/acre. A zoning change is also requested from Temporary Rs-1 Districts to RM-2(PUD) Districts.

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

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

SIGNED BY: Duey Stroebel JTH **Property Owner(s)** **DATE:** 6-7-17

$ 100	Concept Review
* Fee Sch.	Site/Architectural Plans
* Fee Sch.	C.S.M. Review
* Fee Sch.	Subdivision Plat
$ 250	Zoning District Change
$ 200	Zoning Text Change
$ 300	Conditional Use Zoning
$ 150	Annexation Request
$ 150	Variance/Board of Appeals
* Fee Sch.	Other

Submission of Five (5) Full-Size Plan Sets:

Thirteen (13) Plan Sets Due (11"x17" max): 6/26/2017

Confirm Thirteen (13) PlanSets Submitted:

1st Plan Commission Appearance:

$ 450.00 TOTAL FEE PAID

APPLICATION AND FEE RECEIVED BY: DATE: 6/7/2017

*See Fee Schedule

Plan Commission File No.:

1/1/2016

City of Cedarburg
Engineering and Planning Department
W63 N645 Washington Avenue/P.O. Box 49 Cedarburg, Wisconsin 53012-0049 (262) 375-7610/FAX: (262) 387-2051
Email: cityhall@ci.cedarburg.wi.us Web Page: www.ci.cedarburg.wi.us

CITY OF CEDARBURG

MEETING DATE: June 12, 2017 **ITEM NO:** 9. B.

TITLE: Consider closing Portland Road between Mill Street and Hilbert Avenue from 5:00 a.m. to 3:00 p.m. on July 29, 2017 for the Women's Century Bike Ride and demonstrations; and action thereon

ISSUE SUMMARY: The Wisconsin Women's Cycling Federation is requesting the section of Portland Road closed to motor vehicle traffic between the eastern edge of Mill Street and the eastern edge of Cedar Creek Park between the hours of 5:00 AM and 3:00 PM. It will be used as the Start/Finish area for the Women's Century Ride routes as well as Wisconsin Bike Festival demonstrations and exhibitions.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: none

BUDGETARY IMPACT: none

ATTACHMENTS: map

INITIATED/REQUESTED BY: Cindy Petted, Chief Soigneur, Wisconsin Women Cycling

FOR MORE INFORMATION CONTACT: Cindy Petted

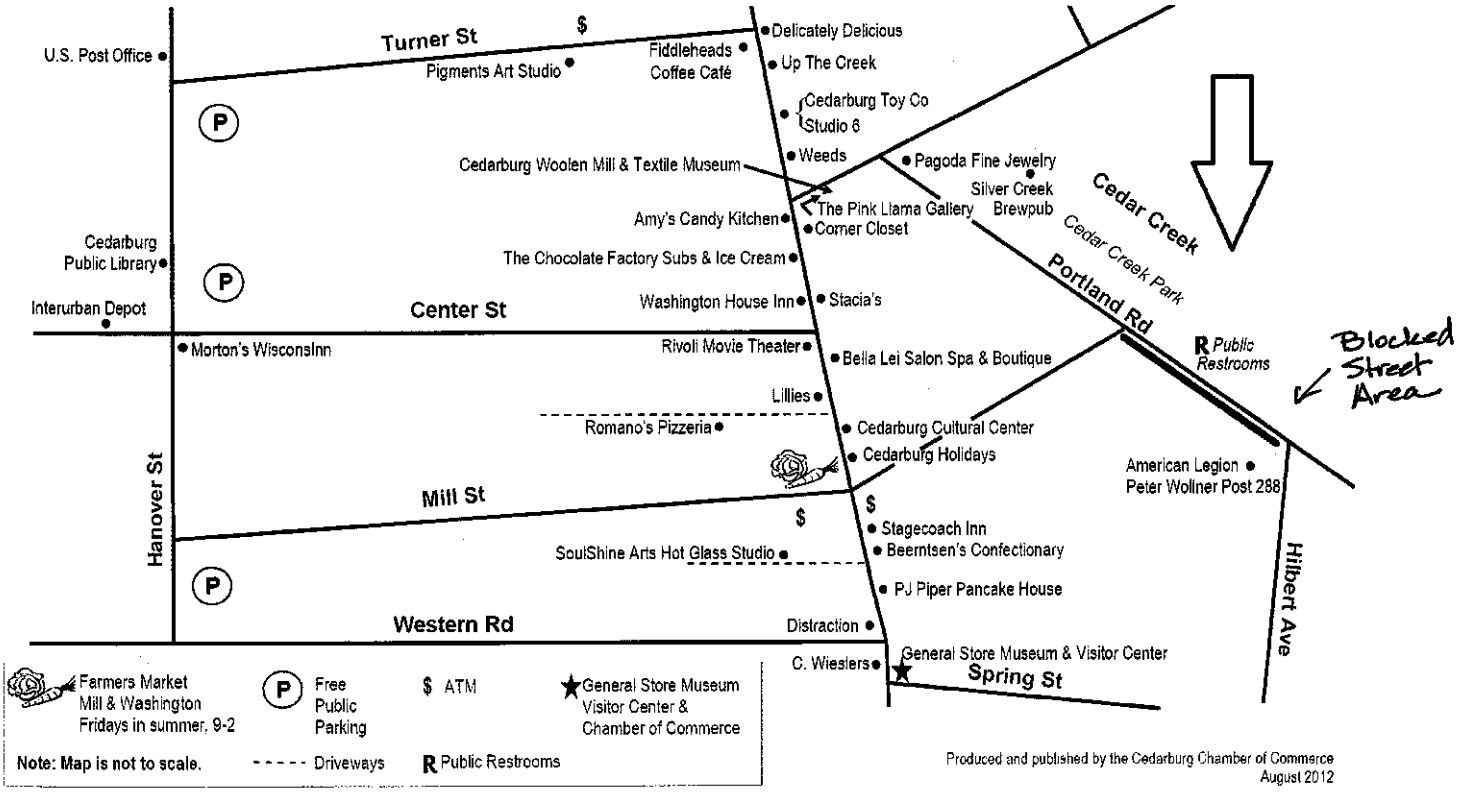
7/29/17 Bike Ride

To: City of Cedarburg

From: Wisconsin Women Cycling

RE: Request to close Portland Road between Hilbert Ave and Mill Street
Saturday July 29, 2017
5:00 AM – 2:00 PM

- Refer to the section in red below the arrow.
- The portion of Portland Road will be used as the cycling events Start Area as well as the children's cycling activities.
- As we did in 2016, a letter to all the residents will be delivered with a dispatch number in the event someone needs to leave their residence.



CITY OF CEDARBURG

MEETING DATE: June 12, 2017 **ITEM NO:** 9. C.

TITLE: Consider closing portions of Portland Road, Mill Street, Washington Avenue and Columbia Road for a Foot Cycling Event from noon to 2:00 p.m. on July 29, 2017 in celebration of the 200th Anniversary of the invention of the bicycle; and action thereon

ISSUE SUMMARY: The Wisconsin Women's Federation is requesting sections of Portland, Mill, Washington, and Columbia Road closed from 12pm – 2pm on July 29 for a foot cycling event in celebration of the 200th anniversary of the invention of the bicycle.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: none

BUDGETARY IMPACT: none

ATTACHMENTS: map

INITIATED/REQUESTED BY: Cindy Petted, Chief Soigneur, Wisconsin Women Cycling

FOR MORE INFORMATION CONTACT:

Foot Cycling

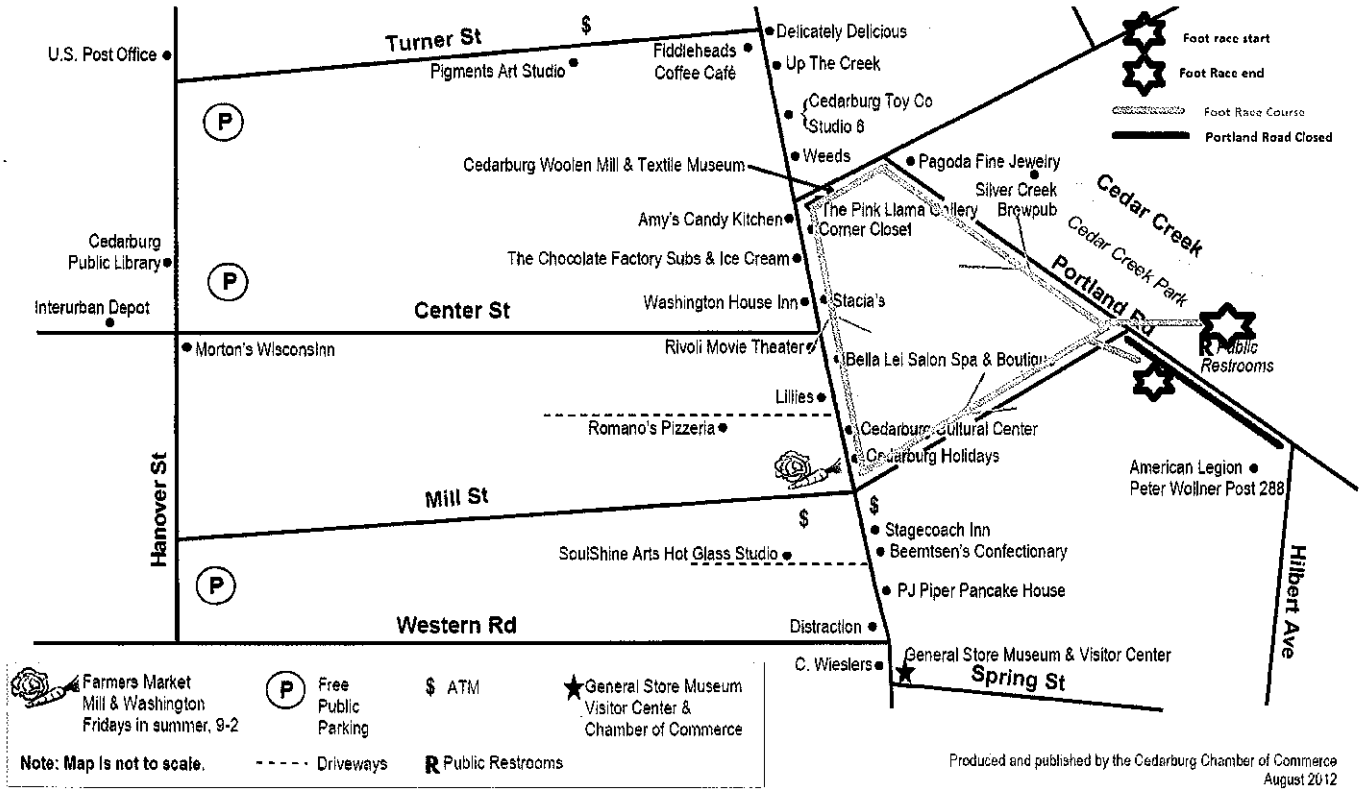
To: City of Cedarburg

From: Wisconsin Women Cycling

RE: Request #2: to close or marshal Mill Street, Washington Ave, Columbia & Portland Road for one hour

When: Saturday July 29, 2017
Noon – 1:00 PM or 1:00 – 2:00 PM

- Refer to the section in yellow.
- Our suggestion:
  - This may not have to be "closed" off completely during this time.
  - Only the inner lane need be closed / coned off from the on-coming and sidewalk traffic.
- This activity is open to the public at no charge.
  - In celebration of the 200th Anniversary of the invention of the bicycle, the portion noted in yellow will be used as the route.
  - This fun activity, whereas traditional bikes will have their pedals removed, seats lowered and riders will scoot along once around (kids) or twice (adults), was performed on the 1817 bike – the Laufmaschine, or "running machine".
- If rejected, we plan to use the path that circles the park, securing it off with stakes and tape.



yellow map

Children – go around ~~to~~ once 7-16 (ages)

adults – go around twice 16 and up (ages)

younger – red closed area (blocked street area)

CITY OF CEDARBURG

MEETING DATE: June 12, 2017 **ITEM NO:** 9. D.

TITLE: Consider closing Portland Road between Mill Street and Hilbert Avenue from 5:00 a.m. – 7:30 a.m. on July 30, 2017 for the Women's Century Bike Ride; and action thereon

ISSUE SUMMARY: The Woman's Cycling Federation is requesting the section of Portland Road closed to motor vehicle traffic between the eastern edge of Mill Street and the eastern edge of Cedar Creek Park between the hours of 5:00 AM and 7:00 AM. We will be using it as the Start area for the Women's Century Ride.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: none

BUDGETARY IMPACT: none

ATTACHMENTS: map

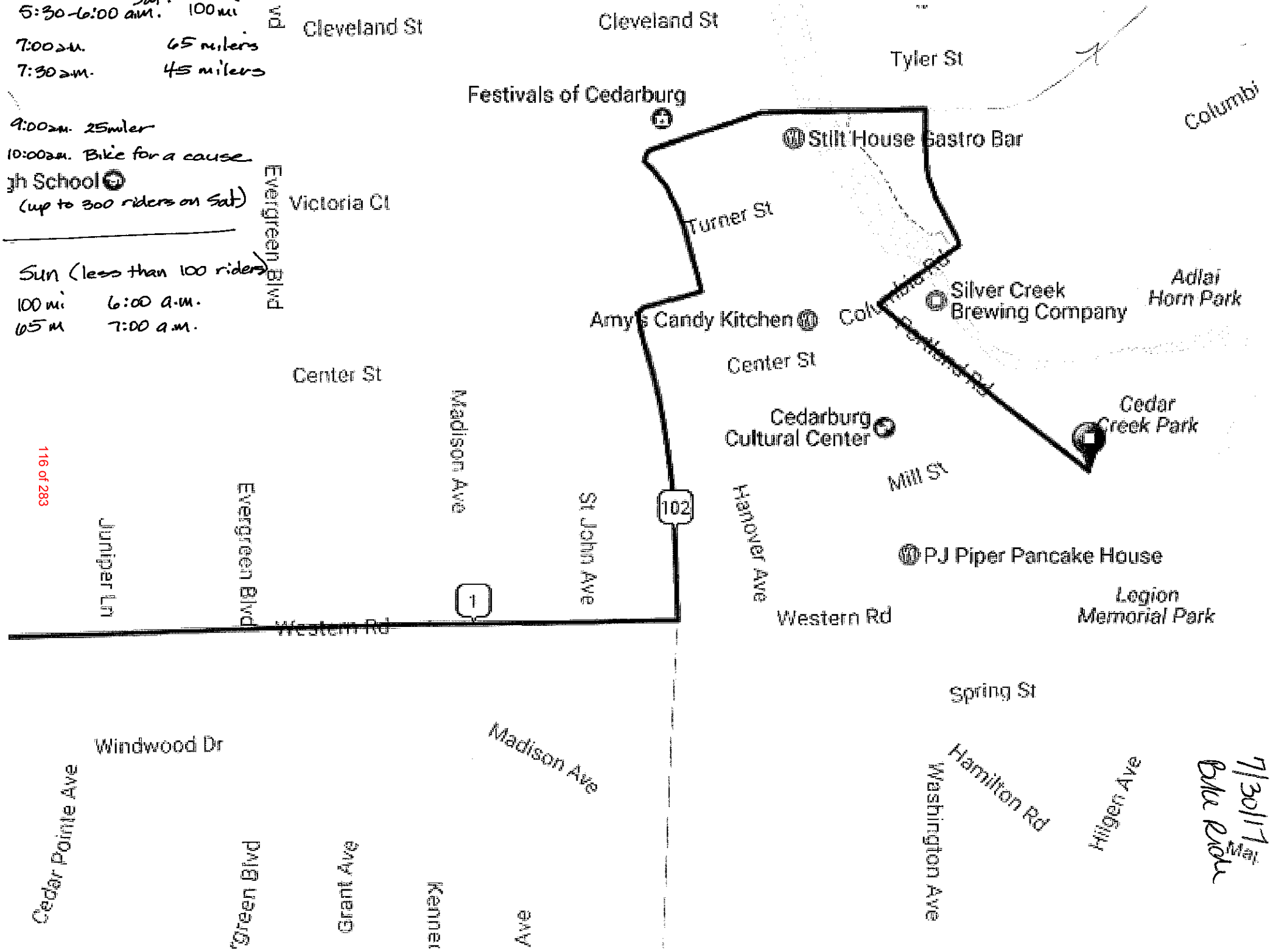
INITIATED/REQUESTED BY: Cindy Petted, Chief Soigneur, Wisconsin Women Cycling

FOR MORE INFORMATION CONTACT: Cindy Petted

Sat.
5:30-6:00 a.m. 100 mi
7:00 a.m. 65 milers
7:30 a.m. 45 milers

9:00 a.m. 25 miler
10:00 a.m. Bike for a cause
(up to 300 riders on Sat)

Sun (less than 100 riders)
100 mi 6:00 a.m.
65 m 7:00 a.m.



7/30/17 Mai
Bike Ride

CITY OF CEDARBURG

MEETING DATE: June 12, 2017 **ITEM NO:** 9. E.

TITLE: Consider request of The Shinery LLC, Elizabeth Reissman, Agent, to amend the premises description of the "Class A" liquor license of The Shinery at W63 N706 Washington Avenue to sell alcohol and provide limited wine sampling on the patio connected to the building they are located in during Strawberry Fest and Wine and Harvest Fest; and action thereon

ISSUE SUMMARY: The owners The Shinery are seeking permission to alter their "Class A" liquor license premise description to be able to sell their products outside on the patio connected to the building they are located in at Strawberry Fest and Wine and Harvest Festival. Specifically, they would like to sell moonshine cocktails in half gallon jugs.

The Shinery does not have the type of license that allows them to do this. The business has a "Class A" liquor license. According to State Statutes Sec. 125.51(2) "Class A" licenses may sell intoxicating liquor to consumers only in original packages or containers for off-premises consumption. "Class A" licensees may also provide persons of legal drinking age no more than one taste sample not exceeding 0.5 fluid ounces of intoxicating liquor other than wine for consumption on premises between the hours of 11 a.m. and 7 p.m. A call to Tom Ourada of the Department of Revenue confirms this. The Shinery is not allowed to sell cocktails; anything they sell must be in original packages or containers for off-premise consumption, with the exception of limited sampling.

After being informed of this, the owners of The Shinery have amended their request to sell wine and other products that are typically sold in the store on the second floor on the attached deck on the lower level of the building for off-premise consumption, and to do sampling of wine as permitted by State Statutes (two free samples of wine per person of not more than three fluid ounces each, for consumption on the premises between the hours of 11:00 a.m. to 7:00 p.m.)

STAFF RECOMMENDATION: N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: N/A

ATTACHMENTS: Requests from The Shinery

INITIATED/REQUESTED BY: Elizabeth Reissmann

FOR MORE INFORMATION CONTACT: Connie McHugh, City Clerk

2 0 2017
CITY OF CEDARBURG

5/25/17

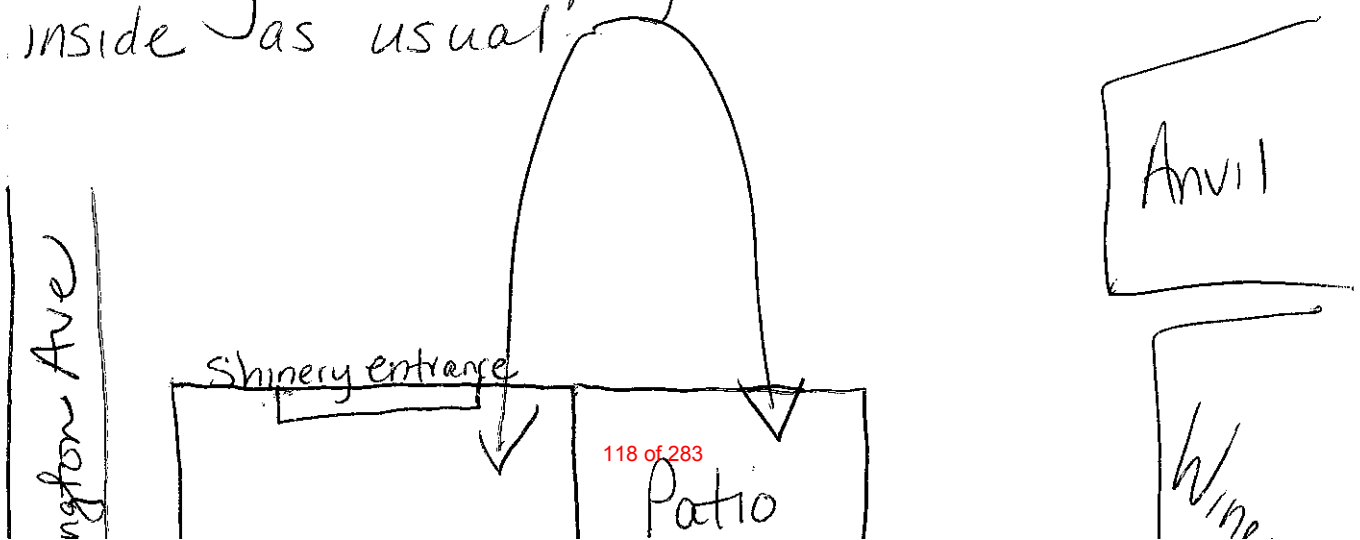
The Shinery

Strawberry Fest, Wine & Harvestfest

Plan – Sampling as per our normal daily Sampling

– Sell Moonshine Cocktails in half gallon Plastic jugs – labeled to indicate not to be Consumed on Street during festival. Can consume on private Settlement property or taken home.

We would like to sell these outside on the patio Connected to our building. All sampling would be done inside as usual



Sent: Tuesday, June 06, 2017 10:28 AM
To: City of Cedarburg - Connie McHugh
Subject: The Shinery

We would like to sell our packaged wine and some other products on the attached deck at our facility, W63 N706 Washington Ave.
We will seal the bags with notes that say not to open on the street. The products sold on our deck are all available inside the store and covered by our license. We would also like to allow sampling of our wine in very small increments allowed by the state of Wisconsin.

Troy Reissmann
Valley Organics Inc.
The Shinery

CITY OF CEDARBURG

MEETING DATE: June 12, 2017 **ITEM NO:** 9. F.

TITLE: Consider award of engineering services contract for the 2017 NR 216 storm water compliance reporting; and action thereon.

ISSUE SUMMARY: As part of our NR216 storm water permit, the DNR requires an on-going Illicit Discharge Detection program to test for storm water pollutants in various outfalls. The program involves dry weather flow sampling and lab testing to search for specific pollutants. If the test readings come back positive, a follow-up investigation to determine the source is required.

In previous years AECOM has provided this service for the City, and they have also compiled the required comprehensive annual report. At the request of the Common Council, I have obtained a second proposal this year from Ruekert and Mielke.

Ruekert and Mielke's price was $7,225 and AECOM was at $8,425. However, when I inquired about the required storm sewer mapping and exhibits, Ruekert and Mielke advised this would add another $3,000 to their proposal.

STAFF RECOMMENDATION: Based on the total cost to complete the reports required by DNR, staff is recommending we award the contract to AECOM for $8425.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: N/A.

BUDGETARY IMPACT: $40,000 is budgeted for NR216 Storm Water Compliance. Part of that will be used to fund the 50% matching share of the DNR storm water modelling grant.

ATTACHMENTS: Copy of consultant proposals

INITIATED/REQUESTED BY: Tom Wiza

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

Ruekert • Mielke

Your Infrastructure Ally

W233 N2080 Ridgeview Parkway • Waukesha, WI 53188-1020 • Tel. (262) 542-5733

June 6, 2017

Mr. Thomas Wiza, P.E.
Director of Engineering & Public Works
City of Cedarburg
P.O. Box 49
Cedarburg, WI 53012

RE: City of Cedarburg MS4 Storm Water Monitoring and Reporting

Dear Mr. Wiza:

Thank you for the opportunity to provide services to perform illicit discharge inspections, preparation of the City's Annual NR 216 Compliance Report, and support of the storm water permit re-application for the City of Cedarburg.

The City of Cedarburg is currently regulated under a Wisconsin Department of Natural Resources (WDNR) Municipal Separate Storm Sewer System (MS4) permit which covers all storm water discharges within the City. The City is also located within the Milwaukee River watershed, meaning it is to be regulated by the pollutant allocations derived from the impending Milwaukee River Basin Total Maximum Daily Load (TMDL).

Ruekert & Mielke, Inc. (R/M) is actively involved in the Mid Moraine Water Quality Collective (MMWQC). We have intimate knowledge on the potential re-application for a group MS4 permit. This knowledge would be of great benefit to the City of Cedarburg moving forward. We feel there are significant synergies to be realized by the City working with one consultant for its MS4 work and the MMWQC.

We understand the storm sewer illicit discharge inspections and NR 216 Compliance Report project to consist of the following scope of services:

<u>Illicit Discharge Outfall Inspection Where No Flow is Present</u>

- Inspect each outfall as requested by the City during dry weather conditions (no precipitation within a 72-hour period prior to the inspection).
- Measure the outfall size.
- Complete the field screening report based on visual observation at the end of the pipe.

Illicit Discharge Outfall Inspection Where Flow is Present

- Inspect each outfall as requested by the City during dry weather conditions (no precipitation within a 72-hour period prior to the inspection).
- Measure the outfall size.
- Gather a 250 milliliter grab sample of the discharge in a polyethylene bottle.
- Complete an in-field temperature measurement of the storm sewer discharge.
- Complete pH (digital pH meter), ammonia (salicylate method), detergent (methylene blue method), phenol (4-aminoantipyrine method), soluble copper (bathocuproine method), and free/total chlorine (DPD method) measurements of the storm sewer discharge.
- Complete the field screening form based on visual observation at the end of the pipe.
- Alert City Staff immediately if a test parameter is detected above WDNR's action levels.

Illicit Discharge Outfall Inspection Follow-Up Investigations

- If a test parameter is detected above WDNR's action levels, a desktop review and analysis of the storm sewer system map will be completed to identify potential sources of the illicit discharge. A brief narrative report will be completed identifying the illicit discharge occurrence and possible causes.

Illicit Discharge Outfall Inspection Summary Report

- Prepare a summary report at the completion of the testing program.
- The report will include a written summary of the testing program for the four (4) identified outfalls, an exhibit documenting the location of the completed inspections, full color printouts of each inspection form and graphs for each outfall to summarize the test results.
- Provide five bound copies and one digital copy of the report to the City.

Preparation of the Annual NR 216 Compliance Report

- Prepare the Annual NR 216 Compliance Report on behalf of the City for submission to the WDNR. The report will be predicated on City-provided data and information and shall be updated to account for changes to the MS4 program in 2017. It is anticipated that all maps, attachments, previously completed reports, and programs and procedures will be provided by the City. If additional maps, attachments, reports, and programs and procedures, and updates to the programs and procedures are desired for the NR 216 Compliance Report, this additional work will be completed at our standard hourly rates. It is recommended that one or two of the programs and procedures be evaluated annually to ensure continuous compliance with the MS4 permit.

WPDES MS4 Permit Re-Application Support

- Provide technical assistance to the City of Cedarburg to support the re-application of their WPDES MS4 permit. The level of effort for the re-application of the permit is undefined, therefore, this effort will be completed on an allowance basis using our standard hourly rates at the direction of the City.

The City has requested that a total of four (4) outfalls be inspected this year. We propose to complete each outfall inspection where no flow is present for a lump sum cost of $150 per outfall, and each outfall inspection where flow is present for a lump sum cost of $325 per outfall. Due to the unknown of flow being present at the time of inspection, we feel that this method is fair to both the City and Ruekert & Mielke, Inc. If a follow-up investigation is necessary based upon a discovery of an illicit discharge a brief narrative report will be completed as an hourly time and material with a not to exceed amount of $900.

We propose to complete the Illicit Discharge Inspection summary report as an hourly time and material with a not-to-exceed amount of $1,200 and to prepare the Annual NR 216 Compliance Report as an hourly time and material with a not-to-exceed amount of $3,000.

We also propose to provide technical assistance to the City of Cedarburg to support the re-application of their WPDES MS4 permit based on a $1,000 allowance basis using our standard hourly rates at the direction of the City.

This scope of work does not include agency or resident coordination, preparation of additional reports or figures, hazardous waste coordination, hazardous sample disposal, or updating or evaluating the City's MS4 programs or procedures. If desired, these services may be performed at our standard hourly rates. This scope of work is also predicated on the City

obtaining appropriate access for Ruekert & Mielke, Inc. field personnel to all discharge locations.

Our standard hourly rates that we anticipate being utilized for the project are as follows:

- Engineer 6: $157/hour
- Engineer 4: $137/hour
- Engineering Technician: $89/hour

The above-described professional services will be provided to you in accordance with the attached two page **Standard Terms & Conditions** dated June 17, 2014, which are made part of this proposal by reference. Please indicate your acceptance of this agreement by having the appropriate authorized official(s) affix their signature(s) where indicated and returning one fully executed copy to our office.

We appreciate the opportunity to work with the City with its storm water permit compliance activities. Should any questions arise, please feel free to contact me.

Very truly yours,

RUEKERT & MIELKE, INC.

David W. Arnott, P.E. (WI, IL)
Team Leader/Senior Project Manager
darnott@ruekert-mielke.com

DWA:sjs
Enclosures

cc: Brennen E. Fischer, E.I.T., Ruekert & Mielke, Inc.
File

CLIENT NAME:

City of Cedarburg

By: _____

Title: _____

Date: _____

ATTEST:

By: _____

Title: _____

Date: _____

Designated Representative:

Name: _____

Title: _____

Phone Number: _____

Facsimile Number: _____

ENGINEER:

Ruekert & Mielke, Inc.

By: Steven C. Wurster
Steven C. Wurster, P.E.

Title: Senior Vice President/COO

Date: June 6, 2017

Designated Representative:

Name: David W. Arnott, P.E.

Title: Team Leader/Senior Project Manager

Phone Number: (262) 542-5733

Facsimile Number: (262) 542-5631

A. Standards of Performance

The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer.

B. Authorized Representative

With the execution of this Agreement, Engineer and Owner shall designate specific individuals to act as Engineer's and Owner's representatives with respect to the services to be performed or furnished by Engineer and duties and responsibilities of Owner under this Agreement. Such individuals shall have authority to transmit instructions, receive information, and render decisions relative to the Assignment on behalf of the respective party whom the individual represents.

C. Payments to Engineer

Invoices will be prepared in accordance with Engineer's standard invoicing practices and will be submitted to Owner by Engineer monthly, unless otherwise agreed. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice therefore, the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges.

D. Ownership and Reuse of Documents

All documents prepared or furnished by Engineer pursuant to this Agreement are instruments of service, and Engineer shall retain an ownership and property interest therein (including the copyright and the right of reuse at the discretion of the Engineer) whether or not the Project is completed. Engineer grants Owner a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all services relating to preparation of the documents. Such limited license shall not create any rights in third parties. Reuse of any documents pertaining to this Agreement by Owner shall be at Owner's sole risk; and Owner agrees to indemnify, defend, and hold Engineer harmless from all claims, damages, and expenses including reasonable attorney's fees arising out of such reuse of documents by Owner or by others acting through Owner.

E. Construction Review

Engineer will observe the work as agreed to for general compliance with the construction documents. Engineer shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a contractor to comply with Laws and Regulations applicable to that contractor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any contractor. Engineer has no stop work authority.

F. Environmental

Engineer assumes no liability for the detection or removal of any hazardous substances found at or adjacent to the Project site.

G. Owner Provided Information

Engineer shall have the right to rely on the accuracy of any information provided by Owner. Engineer will not review this information for accuracy.

H. Permits and Approvals

It is the responsibility of the Owner to obtain all necessary permits and approvals for the Project. Engineer will assist the Owner in obtaining permits and approvals as mutually agreed to in writing.

I. Access

Owner shall arrange for safe access to and make all provisions for Engineer and Engineer's consultants to enter upon public and private property as required for Engineer to perform services under this Agreement.

J. Limit of Liability

To the fullest extent permitted by law, the total liability, in the aggregate, of Engineer and Engineer's officers, directors, partners, employees, agents, and consultants, or any of them to Owner and anyone claiming by, through, or under Owner, for any and all injuries, losses, damages and expenses, whatsoever arising out of, resulting from, or in any way related to this Agreement from any cause or causes including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract or warranty, express or implied, of Engineer or Engineer's officers, directors, partners, employees, agents, and consultants, or any of them, shall not exceed the total amount of $2,000,000.

K. Insurance

Engineer will maintain insurance coverage for Workers' Compensation, General Liability, and Automobile Liability and will provide certificates of insurance to Owner upon request.

L. Termination of Contract

Either party may at any time terminate this Agreement with 7 days written notice for cause in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. Owner may terminate this Agreement for convenience with 30 days written notice, or the Project may be suspended by Owner with 30 days written notice. In the event of suspension or cancellation for convenience by Owner, Owner shall pay to Engineer all amounts owing to Engineer under this Agreement, for all work performed up to the effective date of notice.

M. Indemnification and Allocation of Risk

1. To the fullest extent permitted by law, Engineer shall indemnify and hold harmless Owner, Owner's officers, directors, partners, and employees from and against costs, losses, and damages (including but not limited to reasonable fees and charges of engineers, architects, attorneys, and other professionals, and reasonable court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Engineer or Engineer's officers, directors, partners, employees, and consultants in the performance of Engineer's services under this Agreement.

2. To the fullest extent permitted by law, Owner shall indemnify and hold harmless Engineer, Engineer's officers, directors, partners, employees, and consultants from and against costs, losses, and damages (including but not limited to reasonable fees and charges of engineers, architects, attorneys, and other professionals, and reasonable court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Owner or Owner's officers, directors, partners, employees, and consultants with respect to this Agreement.

3. To the fullest extent permitted by law, Engineer's total liability to Owner and anyone claiming by, through, or under Owner for any injuries, losses, damages and expenses caused in part by the negligence of Engineer and in part by the negligence of Owner or any other negligent entity or individual, shall not exceed the percentage share that Engineer's negligence bears to the total negligence of Owner, Engineer, and all other negligent entities and individuals.

4. The indeminification provision of paragraph M.1. is subject to and limited by the provisions agreed to by Owner and Engineer in paragraph J. "Limit of Liability," of this Agreement.

N. Independent Contractor

All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either Owner or the Engineer. Engineer's services under this Agreement are being performed solely for the Owner's benefit, and no other entity shall have any claim against Engineer because of this Agreement or the performance or nonperformance of services hereunder. Owner agrees to include a provision in all contracts with contractors and other entities involved in this Project to carry out the intent of this paragraph.

O. Force Majure

Engineer shall not be liable for any loss or damage due to failure or delay in rendering any service called for under this Agreement resulting from any cause beyond Engineer's reasonable control.

P. Severability and Waiver of Provisions

Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Engineer, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

Q Dispute Resolution

Owner and Engineer agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in questions between them arising out or relating to this Agreement or the breach thereof ("disputes") to mediation as a condition precedent to litigation.

R. Public Records

Engineer agrees to comply with the requirements of Wisconsin Statutes Sections 19.32 to 19.39 and Sections 19.81 to 19.98 – Wisconsin Public Records Law and Open Meetings Law.

END OF DOCUMENT

From: Arnott, David <darnott@ruekert-mielke.com>
Sent: Wednesday, June 07, 2017 4:12 PM
To: City of Cedarburg - Tom Wiza
Subject: RE: Letter Proposal for MS4 Support Work

Tom,

If we use the GIS with annotations for the MS4 map in the annual report, we feel we could lose a significant amount of accuracy. There is also the possibility that some data may be lost from previous annual reports.

You should be able to request the digital map with the background data from AECOM. The data would be the basin boundaries, outfalls, permitted facilities, ponds, etc. This is your data. We suspect R/M gave them the storm sewer information originally for them to make this map as it relates closely to what is currently in your GIS. After we get this information, it would be an additional $3,000 worth of R/M effort to create a new exhibit. However, as part of this, these layers would then be available on your GIS system. You could eventually start recording information and inspection data on outfalls, ponds, and other features of your GIS using a tablet. Future updates to the MS4 map would be linked to your GIS, making updates very easy.

When you request this information from AECOM, you could say it is for your GIS system.

Please let me know if you have any other questions.

David W. Arnott, P.E.
Team Leader / Senior Project Manager

Ruekert·Mielke

direct: 262-953-3080
mobile: 262-923-6188
website: www.ruekertmielke.com

From: City of Cedarburg - Tom Wiza [mailto:twiza@ci.cedarburg.wi.us]
Sent: Wednesday, June 7, 2017 1:59 PM
To: Arnott, David <darnott@ruekert-mielke.com>
Subject: RE: Letter Proposal for MS4 Support Work

Dave,
Thanks for the proposal. This will go to the Common Council June 12th.

The annual report requires we attach an updated storm sewer map, and you may need an exhibit map for the IDDE. I don't have any digital maps other than what is on the GIS. Can I just assume you would use the GIS storm sewer map, possibly with annotations? Can we assume that is included in your price?... or would that be an additional cost?

I do not have access to the digital maps AECOM put together in previous years, that's why I am asking.

CONSULTING AGREEMENT AND AUTHORIZATION TO PROCEED

This Agreement between AECOM Technical Services, Inc. (ATS), with offices at 1555 N. RiverCenter Drive, Suite 214, Milwaukee, WI 53212 and City of Cedarburg ("CLIENT"), with offices at W63 N645 Washington Avenue, P.O. Box 49, Cedarburg, WI 53012-0049.

1. ATS agrees to perform the services described in its PROPOSAL dated: May 23, 2017, including attachments and amendments ("SERVICES").

2. CLIENT authorizes ATS to perform these SERVICES for the following project and location:

   2017 Cedarburg NR 216 Compliance Support

3. ATS is willing to perform the SERVICES in exchange for the following fee (check and complete):

   __ CLIENT will pay on a **time and material** basis. ATS will invoice according to the Fee Schedule* attached to the PROPOSAL.

   __ CLIENT will pay a **lump sum** of $ _____. ATS will invoice monthly on a percentage completed basis.

   _x_ CLIENT will pay on **a time and material basis not to exceed** the sum of $ 8,425. ATS will invoice according to the Fee Schedule* attached to the PROPOSAL up to the stated limit. Upon reaching the limit, ATS will stop performing unless CLIENT authorizes further work in writing.

   __ CLIENT will pay a retainer in the amount of $ _____ , to be applied against the fee.

   * ATS reserves the right to adjust its Fee Schedule annually.

4. **Billing**: ATS will submit invoices to CLIENT monthly. CLIENT recognizes that timely payment is a material part of this Agreement. Each invoice is due and payable within thirty (30) calendar days of the date of the invoice. CLIENT will pay an additional charge of one and one-half percent per month not to exceed the maximum rate allowed by law for any payment received by ATS more than thirty (30) calendar days from the date of the invoice. CLIENT will pay when due that portion of invoice, if any, not in dispute. If CLIENT fails to pay any undisputed invoiced amounts within thirty (30) calendar days of the date of the invoice, ATS may suspend its performance or terminate this Agreement without incurring any liability to CLIENT and without waiving any other claim against CLIENT.

5. Special Provisions: __ NONE __ ATTACHMENT

CLIENT confirms reading this document in full (including the terms 6 through 18 on the following page). This Agreement when executed by Earth Tech is an offer to perform the services, open for acceptance within 30 days. This Agreement becomes effective on the date CLIENT signs below.

CLIENT	**AECOM Technical Services, Inc. (ATS)**
By:_____	By: Thomas J. Holtan
Name:_____	Name: Tom Holtan
Title:_____	Title: Senior Project Manager
Date:_____	Date: May 23, 2017

AECOM

6. **Standard of Care:** ATS will perform the Services in accordance with the standards of care and diligence normally practiced by consulting firms performing services of a similar nature in the same locale.

7. **Indemnity / limitation of Liability:** Subject to any limitations stated in this Agreement, ATS will indemnify and hold harmless CLIENT, its officers, directors, employees, and subcontractors, from and against all claims and actions, including reasonable attorneys fees, arising out of damages or injuries to persons or tangible property to the extent they are caused by a professionally negligent act, error, or omission of ATS or any of its agents, subcontractors, or employees in the performance of Services under this Agreement. ATS will not be responsible for any loss, damage, or liability arising from any contributing negligent acts by CLIENT, its subcontractors, agents, staff, or consultants. Neither party will be responsible to the other for special, indirect, incidental, consequential or punitive damages including, but not limited to, loss of profit, loss of investment or business interruption. The CLIENT also agrees to seek recourse only against ATS and not against its officers, employees, directors, or shareholders. Notwithstanding anything contained in this Agreement to the contrary it is agreed that ATS' aggregate liability for any and all claims, damages and/or liabilities under this Agreement, whether based in contract, tort, strict liability, agency, warranty, trespass, indemnity, or any other theory of liability shall be limited to $50,000.00 or the fee paid to ATS under this agreement, whichever is greater.

8. **Insurance:** During the period that Services are performed under this Agreement, ATS will maintain the following insurance: (1) Workers' Compensation coverage in accordance with the laws of the place having jurisdiction over its employees engaged in the Services and Employer's Liability Insurance (limit of $500,000 each occurrence.); (2) Commercial General Liability Policy with a limit of $1,000,000 per occurrence and a $2,000,000 aggregate; (3) Commercial Automobile Liability with a limit of $500,000 per occurrence and a $1,000,000 aggregate; and (4) Professional Liability coverage with a $500,000 limit on each claim and a $1,000,000 aggregate.

9. **Hazardous Substances/Hazardous Waste**: CLIENT represents that if CLIENT knows or has reason to suspect that hazardous substances or pollution may exist at the project site, CLIENT has fully informed ATS. In the event ATS encounters hazardous substances or contamination significantly beyond that originally represented by CLIENT, ATS may suspend its Services and enter into good faith renegotiation of this Agreement. CLIENT acknowledges that ATS has no responsibility as a generator, treater, storer, or disposer of hazardous or toxic substances found or identified at a site and CLIENT agrees to defend, indemnify, and hold harmless ATS, from any claim or liability, arising out of ATS's performance of work under this Agreement and made or brought against ATS for any actual or threatened environmental pollution or contamination except to the extent that ATS has negligently caused or contributed to any such pollution or contamination. This indemnification includes reasonable attorney fees and expenses incurred by ATS in defense of such claim. Notwithstanding anything contained in this Agreement, ATS shall have no responsibility for the discovery, presence, handling, removal, transportation, storage or disposal of, or exposure of persons to hazardous materials in any form related to the Project.

10. **Sample Ownership:** All samples cuttings and excavation materials containing hazardous contaminants are the property and responsibility of CLIENT. Removal of cuttings from the project site will remain the obligation of CLIENT. Absent direction from CLIENT, ATS may return all contaminated materials and laboratory byproducts to the CLIENT for proper disposal or treatment.

11. **Buried Utilities:** In those situations where ATS performs subsurface exploration, CLIENT, to the extent of its knowledge, will furnish to ATS information identifying the type and location of utilities and other man-made objects beneath the surface of the project site. ATS will take reasonable precautions to avoid damaging these utilities or objects. Prior to penetrating the site's surface, ATS will furnish CLIENT a plan indicating the locations intended for penetration. CLIENT will approve the location of these penetrations and authorize ATS to proceed.

12. **Access:** CLIENT shall arrange for access and make all provisions necessary for ATS to enter upon public and/or private property as required for ATS to properly perform the Services.

13. **Subcontractors and Vendors:** ATS shall be responsible for its performance and that of ATS' lower-tier subcontractors and vendors. However, ATS shall not be responsible for health or safety programs or precautions related to CLIENT'S activities or operations or those of CLIENT'S other contractors and consultants or their respective subcontractors and vendors ("Contractors"). ATS shall have no responsibility for (i) construction means, methods, techniques, sequences or procedures; (ii) for the direction of Contractors' personnel; (iii) selection of construction equipment; (iv) coordination of Contractors' work; (v) for placing into operation any plant or equipment; or (vi) for Contractors' failure to perform the work in accordance with any applicable construction contract. ATS shall not be responsible for CLIENTs pre-existing site conditions or the aggravation of those preexisting site conditions to the extent not caused by the negligence or willful misconduct of ATS. ATS shall not be responsible for inspecting, observing, reporting or correcting health or safety conditions or deficiencies of CLIENT, Contractors or others at the project site ("Project Site") other than ATS's employees, subconsultants and vendors. So as not to discourage ATS from voluntarily addressing health or safety issues while at the Project Site, in the event ATS does identify such issues by making observations, reports, suggestions or otherwise, ATS shall have no authority to direct the actions of others not under

ATS's responsibility and control and shall have no liability, responsibility, or affirmative duty arising on account of ATS's actions or forbearance.

14. **Force Majeure:** Neither party shall be responsible for a delay in its respective performance under this Agreement, other than a delay in payment for Services already performed, if such delay is caused by extraordinary weather conditions or other natural catastrophes, war, terrorist attacks, sabotage, computer viruses, riots, strikes, lockouts or other industrial disturbances, acts of governmental agencies or authorities, discovery of hazardous materials or differing and unforeseeable site conditions, or other events beyond the reasonable control of the claiming party. ATS shall be entitled to an equitable adjustment to the project schedule in the foregoing circumstances.

15. CLIENT shall furnish to ATS all information and technical data in CLIENT's possession or control reasonably required for the proper performance of the Services. ATS shall be entitled to reasonably rely without independent verification upon the information and data provided by CLIENT or obtained from generally accepted sources within the industry, except to the extent such verification by ATS is expressly required as a defined part of the Services.

16. Documents and Records: CLIENT acknowledges that ATS's reports, boring logs, field data, field notes, laboratory test data, calculations, estimates and other similar documents ("Records") are instruments of professional service, not products. All data ATS prepares for CLIENT under this Agreement will remain the property of ATS. CLIENT will not use any ATS data or report for any purpose other than its original purpose as defined in the PROPOSAL. CLIENT has no rights to incomplete or partial data. ATS will retain these Records for a period of three (3) years following completion of this project. During this time, ATS will reasonably make available the records to the CLIENT. ATS may charge a reasonable fee in addition to its professional fees for retrieving or copying such records.

17. **Change Orders:** ATS will treat as a change order any written or oral order (including directions, instructions, interpretations or determinations) from CLIENT which request changes in the Services. ATS will give CLIENT notice within ten (10) days of the change order of any resulting increase in fee. Unless Client objects in writing within five (5) days, the change order becomes a part of this Agreement.

18. **Third-Party Rights:** This Agreement does not create any rights or benefits to parties other than CLIENT and ATS.

19. **Assignment/ Status:** The CLIENT will not delegate, assign, sublet, or transfer any interest in this Agreement without the written consent of ATS. ATS is an independent consultant and not the agent or employee of CLIENT.

20. **Termination:** Either party may terminate the Services with or without cause upon ten (10) days advance written notice. If Client terminates without cause, CLIENT will pay ATS costs incurred, non-cancelable commitments, and fees earned to the date of termination and through demobilization, including any cancellation charges of vendors and subcontractors.

21. **Dispute Resolution & Governing Law:** Any controversy or claim arising out of or related to this Agreement or the breach thereof, that cannot be resolved by the parties, shall be settled by binding arbitration administered by the American Arbitration Association under its Construction Industry Arbitration Rules using the office nearest to the place of performance. Judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. The parties agree that California law governs the interpretation of this Agreement and any dispute involving this Agreement.

22. **Complete Agreement**: The Parties acknowledge this Agreement, including the Proposal and any Attachments which are specifically identified in this Agreement or are initialed and dated by both parties, constitute the entire Agreement between them. Unless stated otherwise in this Agreement, this Agreement may not be modified except in a writing signed by both parties.

Scope of Services
2017 NR 216 Storm Water Discharge Permit Compliance Assistance
City of Cedarburg
May 23, 2017

Project Background

The City of Cedarburg operates its municipal separate storm sewer system (MS4) under a WPDES municipal storm water discharge permit from the Wisconsin Department of Natural Resources (WDNR), often referred to as a NR 216 Permit. This permit allows discharges of storm water from all portions of the City of Cedarburg's MS4.

The following items are included in this scope of services:

1) Annual Illicit Discharge Detection and Elimination (IDDE) Screening Program
2) IDDE Follow-up Investigations
3) Annual WDNR Report for 2017 Activities

1.0 Annual Illicit Discharge Detection and Elimination (IDDE) Screening Program

The City of Cedarburg's NR 216 Storm Water Discharge Permit requires the City to identify and remove illicit discharges and improper disposal of wastes into the municipal separate storm sewer system. Sampling will be conducted at each identified outfall. If flow is present in sufficient quantities to sample, chemical testing will be conducted. If elevated chemical results are present, follow-up investigations will take place.

1.1 Annual Field Screening

1.1.1 Conduct field screening at each of the three ongoing first priority major outfalls as identified in the Recommendations Section 4.0 of the 2016 IDDE Program report (Outfalls 1, 2, and 5).

1.1.2 Conduct field screening of one additional (minor) outfall, based on a requirement of the permit to identify and screen outfalls other than those identified as major outfalls based on a probability to contain potential illicit discharges.

For the annual field screening tasks, where flow is observed in sufficient quantity to sample, provide additional information on the Visual Inspection Form including field analysis chemical testing on grab samples using portable test kits. Chemical test parameters include Ammonia, Detergents (Surfactants), Fluoride, and Potassium. Outfalls that are active and exceed the Follow-up levels noted in Table B (see page 2-4) of the 2016 IDDE Report will require follow-up Investigations as explained under task 2.0. This effort estimates initial field screening of up to 4 total outfalls, with up to 3 expected to be active and require chemical sampling.

1.2 Report/Meetings

Meet with, or otherwise communicate with, the City once to review the results of the field screening. Outfalls where flow was observed and chemical testing indicates potential discharges and required follow-up investigation will be focused on. Results will be summarized in a format acceptable for inclusion in the City's annual NR 216 report. No follow-up efforts to identify potential illicit discharges/connections are included in this proposal beyond what is outlined in Task 2.0.

2.0 IDDE Follow-up Investigations

The goal of this effort is to be prepared to conduct follow-up investigations on a rapid basis for outfalls that, based on past screening and following the 2017 screening effort identified in Task 1.0, indicate the potential for containing illicit discharges by following a standard set of procedures in an attempt to isolate the source(s) of the pollutant(s) of interest. It is assumed that Outfall 1 will be screened at least two times upstream in the system, even if the outfall is not active, because of past experience with a suspect area of the system near Garfield Street and Lincoln Boulevard. It is further assumed that no confined space entry will be required for any field screening.

If necessary, City staff will be contacted during field investigations, in particular if an active/suspected illicit discharge is discovered, in an attempt to conduct timely follow-up investigations on private property or to obtain concurrence on follow-up actions.

2.1 Field Screening for Pollutant(s) of Interest

If an outfall tests positive for one or more parameters exceeding the Follow-up Levels and approach in Table B on Page 2-4 of the 2016 IDDE Report, the AECOM field crew will conduct follow-up investigations. The field crew will test locations throughout the drainage system associated with the subject outfall(s) following the development of a drainage system review (detailed look at each tributary subbasin and junction points to field screen) that will be conducted prior to field work implementation and based on past efforts and existing city sewer system mapping. For the purposes of this scope of services, it is estimated that up to six (6) total locations may require additional field screening. The goal is to isolate the pollutant(s) of interest to a single location and move on to subsequent steps, if possible. If the pollutant(s) of interest appears to be from a diffuse source, test data results will be reviewed for patterning prior to taking any additional steps.

2.2 "Windshield Survey"

For a drainage system associated with a follow-up investigation where field screening for parameters of interest resulted in isolating the parameters to a single pipe or ditch segment or general area, the field crew will conduct a "windshield survey" of the surrounding area. The survey includes photographing the surrounding area including buildings and other items of interest.

Other items of interest in the survey may include, but are not limited to, outdoor storage areas, staining, or other potential signs of illicit discharges or dumping. Catch basins and inlets in the area will be visually inspected and may also be chemically screened if standing or flowing water is present. No internal entry of any home or business is included in this effort and field staff will remain on public property unless authorized by the City or owner.

The results of the survey will be shared with City staff at a meeting for discussion of potential sources and recommended next steps. Discussion with building owners and review of building plans, if applicable, may result. For the purposes of estimating the level of effort for this task, it is assumed that a single windshield survey will be conducted for this project.

3.0 Annual WDNR Report for 2017 Activities

The City of Cedarburg NR 216 Storm Water Discharge Permit requires the City to submit an annual report by March 31, 2018 to provide the WDNR information on the progress towards implementation of the City's storm water management program and compliance with the City's permit.

AECOM will review and update the items required in the City's annual report and submit a draft to the City for review and input of required reporting metrics and programs.

The process for supporting the City with the annual report will follow that of recent years. Based on the draft report and comments obtained from the City, AECOM will complete the final report and it will be submitted to the municipality and the WDNR on or before March 31, 2018.

4.0 Storm Water Permit Re-application Support

The City of Cedarburg's NR 216 Storm Water Discharge Permit expires June 11, 2018. The permit requires the City to submit a re-application 180 days prior to the expiration date of the current permit (December 13, 2017). AECOM will assist the city with the re-application if requested by the city and has established a $1,000 contingency for this support.

Schedule

AECOM will begin the project upon receiving a signed agreement and notice to proceed. Screening project elements require dry weather and cannot be conducted until approximately 72 hours without precipitation. Field work must be completed in FY 2017 and the entire scope of services, including reporting will be completed prior to March 31, 2018.

Cost Estimate

The following is the estimated cost to complete the scope of services as presented.

Task	CITY OF CEDARBURG 2017 NR 216 Compliance	Cost
1.0	IDDE Screening	$4,400
2.0	IDDE Follow-up Investigations	$1,875
3.0	Annual WDNR Report	$1,150
4.0	Storm Water Permit Re-application Support	$1,000
	TOTAL PROJECT COSTS	**$8,425**

CITY OF CEDARBURG

MEETING DATE: June 12, 2017 **ITEM NO:** 9. G., H., & I.

TITLE: G. Consider Ordinance No. 2017-14 repealing Sec. 10-1-13(a)(1) of the Code of Ordinances dealing with one-way traffic operations on Hamilton Road from ½ hour before to ½ hour after church services at St. Francis Borgia Church; and action thereon (Public Works & Sewerage Comm., 05/11/17)

H. Consider Ordinance No. 2017-15 repealing Sec. 10-1-57(a) of the Code of Ordinances which allows the closure of Hamilton Road between Washington Avenue and Hilgen Avenue for play activities; and action thereon (Public Works & Sewerage Comm., 05/11/17)

I. Consider Ordinance No. 2017-16 repealing Sec. 10-1-29(n) of the Code of Ordinances which established a no parking zone during school hours to allow for safe and efficient loading and unloading of school buses in front of St. Francis School on Hamilton Road; and action thereon (Public Works & Sewerage Comm., 05/11/17)

ISSUE SUMMARY: When St. Francis school was in operation on Hamilton Road, a number of very specific traffic and parking regulations were put in place. These include one-way traffic from ½ hour before to ½ hour after church services, the closure of Hamilton Road during recess, and parking restriction in bus loading zones. Ordinances 2017-14, 2017-15, and 2017-16 repeal these restrictions.

STAFF RECOMMENDATION: Staff recommends adoption of Ordinances 2017-14, 2017-15, and 2017-16.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: The Public Works and Sewerage Commission recommended removing the traffic and parking restrictions contained in the proposed Ordinances.

BUDGETARY IMPACT: N/A.

ATTACHMENTS:

- Unofficial Minutes of the May 11, 2017 Public Works & Sewerage Commission meeting
- Copy of proposed ordinances

INITIATED/REQUESTED BY: Tom Wiza

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

CITY OF CEDARBURG
PUBLIC WORKS AND SEWERAGE COMMISSION
May 11, 2017 **PW/SEW20170511-1**
UNAPPROVED MINUTES

A meeting of the Public Works and Sewerage Commission of the City of Cedarburg, Wisconsin, was held Thursday, May 11, 2017 at Cedarburg City Hall, W63 N645 Washington Avenue, lower level, room 2. The meeting was called to order at 7:00 p.m. by Mayor Kip Kinzel.

Roll Call:	Present -	Mayor Kip Kinzel, Jim Slavin, Bill Oakes, Sandy Beck, Charles Schumacher, Judy Guse, Gary Graham
	Excused -	Council Member Mike O'Keefe, Bob Dries
	Also Present -	Director of Engineering and Public Works Tom Wiza, Wastewater Superintendent Eric Hackert, Public Works Secretary Kim Gordon. Public Works Superintendent Joel Bublitz

STATEMENT OF PUBLIC NOTICE

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

APPROVAL OF MINUTES

Motion made by Commissioner Beck, seconded by Commissioner Schumacher, to approve the minutes of April 13, 2017. Motion carried unanimously with Council Member Mike O'Keefe and Commissioner Dries excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS

None

ELECTION OF VICE CHAIRPERSON; AND ACTION THEREON

Motion made by Commissioner Guse, seconded by Commissioner Graham to elect Commissioner Oakes as the Vice Chairperson. Motion carried unanimously with Council Member Mike O'Keefe and Commissioner Dries excused.

CONSIDER REPEALING SECTION 10-1-13(a) DEALING WITH ONE-WAY TRAFFIC OPERATIONS ON HAMILTON ROAD FROM ½ HOUR BEFORE THE ½ HOUR AFTER CHURCH SERCIVES AT ST. FRANCIS BORGIA CATHOLIC CHURCH; AND ACTION THEREON

Director Wiza explained that this is an outdated ordinance and staff recommends we should repeal it. Motion made by Commissioner Graham, seconded by Commissioner Slavin to recommend to Common Council to repeal Section 10-1-13(a). Motion carried unanimously with Council Member Mike O'Keefe and Commissioner Dries excused.

CONSIDER REPEALING SECTION 10-1-57(a) WHICH ALLOWS THE CLOSURE OF HAMILTON ROAD BETWEEN WASHINGTON AVENUE AND HILGEN AVENUE FOR PLAY ACTIVITIES; AND ACTION THEREON

Director Wiza explained that this is an outdated ordinance and staff recommends we should repeal it. Motion made by Commissioner Guse, seconded by Commissioner Oakes to recommend to Common Council to repeal Section 10-1-57(a). Motion carried unanimously with Council Member Mike O'Keefe and Commissioner Dries excused.

CONSIDER REPEALING SECTION 10-1-29(n) WHICH ESTABLISHED A NO PARKING ZONE DURING SCHOOL HOURS TO ALLOW FOR SAFE AND EFFICIENT LOADING AND UNLOADING OF SCHOOL BUSSES IN FRONT OF ST. FRANCIS SCHOOL ON HAMILTON ROAD; AND ACTION THEREON

Director Wiza explained that this is an outdated ordinance and staff recommends we should repeal it. Motion made by Commissioner Slavin, seconded by Commissioner Guse to recommend to Common Council to repeal Section 10-1-29(n). Motion carried unanimously with Council Member Mike O'Keefe and Commissioner Dries excused.

CONSIDER REPEALING SECTION 10-1-34(a)(4) WHICH ESTABLISHED A LOADING ZONE IN FRONT OF THE OLD LIBRARY ENTRANCE ON THE WEST SIDE OF HANOVER AVENUE; AND ACTION THEREON

Director Wiza explained that this is an outdated ordinance and staff recommends we should repeal it. Motion made by Commissioner Oakes, seconded by Commissioner Slavin to recommend to Common Council to repeal Section 10-1-34(a)(4). Motion carried unanimously with Council Member Mike O'Keefe and Commissioner Dries excused.

CONSIDER REPEALING SECTION 10-1-34(a)(5) WHICH ESTABLISHED A 242 FOOT LOADING ZONE ON THE SOUTH SIDE OF ZEUNERT STREET; AND ACTION THEREON

Director Wiza explained that this is an outdated ordinance and staff recommends we should repeal it. Motion made by Commissioner Guse, seconded by Commissioner Oakes to recommend to Common Council to repeal Section 10-1-34(a)(5). Motion carried unanimously with Council Member Mike O'Keefe and Commissioner Dries excused.

REVIEW OZAUKEE COUNTY PROPOSAL TO CHIP SEAL PIONEER ROAD; AND ACTION THEREON

Director Wiza explained the proposal for the Ozaukee County highway maintenance program will be chip sealing portions of Pioneer Road as part of routine maintenance. The county has inquired if the City would want them to include the segment we maintain, which is between Washington Avenue and Pioneer Court. Our cost would be $24,606 and we do have $45,000 budgeted for various asphalt pavement repairs. We could use part of those funds to complete the chip sealing on Pioneer Road.

Restriping will need to be done after completion and this will add years of life to the road.

It is the consensus of the Committee to participate in the project with Ozaukee County Highway Department. This is for chip sealing Pioneer Road from Washington Avenue to Pioneer Court in the amount of $24,606.40. No need to take to Council as this is within the budgeted amount. Motion carried unanimously with Council Member Mike O'Keefe and Commissioner Dries excused.

REVIEW AND CERTIFY CODE OF ETHICS; AND ACTION THEREON

Motion made by Mayor Kinzel, seconded by Commissioner Beck to accept and certify that all Commissioners present have read and acknowledge the City of Cedarburg Code of Ethics. Motion carried unanimously with Council Member Mike O'Keefe and Commissioner Dries excused.

UPDATE ON PUBLIC WORKS OPERATIONS

Director Wiza stated that Waste Management did not do a good job placing fliers on the bins for the change in trash and recycling pick up. The department is working through this with an article in the New Graphic and on the website.

Director Wiza spoke about the 2017 street contract progress schedule and all utility work is now complete on Hillcrest Avenue.

Public Works Superintendent Joel Bublitz stated there is still a "punch list" being worked on at the new DPW facility. He is considering June 10, 2017 from noon to 2p.m. for an open house. Hot Dogs and cookies will be served.

Curbside brush pick up has started and informational tags are left on door when people putting unacceptable yard waste in the curb and gutter area.

Pot hole filling has started and crack sealing will start soon.

A question was raised about the landscaping around the new building and this also should start soon according Superintendent Joel Bublitz. Breckenridge Landscaping is doing the work.

The Commissioners were advised that over 1,025 yard waste cards have been sold.

The cardboard recycling dumpster is a big hit.

UPDATE ON SEWERAGE PLANT OPERATIONS AND DISCUSSION OF MONTHLY REPORTS

Wastewater Superintendent Hackert and Director Wiza discussed the WPDES permit and the petition for review of final WPDES permit and request for contested case hearing.

Wastewater Superintendent Hackert discussed the effluent data report from April 2017.

They are still short staffed by 1 person and he just posted for the position.

CMAR was e-mailed to everyone. Need to take to Council but didn't have it on the agenda for action.

Ordinances are still being reviewed.

Wastewater Superintendent Hackert and Director Wiza 6-8 laterals were showing clear water leakage on Hillcrest Avenue.

Wastewater Superintendent Hackert and Director Wiza stated that on April 30th it appears that the Highland Road lift station was hit by lightning. There was a back up at BMO Harris bank. Crews were called immediately but there still was some damage to the power supply to the pump controls.

Veolia has been difficult to work with on hauling sludge but there are still 5 years left on the contract. Per Director Wiza, we have contacted the City Attorney for advice on how to proceed.

IDENTIFY FUTRE AGENDA ITEMS

None

ADJOURNMENT

Commissioner Oakes moved to adjourn the meeting at 8:01 p.m. The motion was seconded by Commissioner Guse. Motion carried unanimously with Council Member Mike O'Keefe and Commissioner Dries excused.

Kim Gordon
Building Inspection/Public Works Secretary

ORDINANCE NO. 2017-14

An Ordinance Repealing Sec. 10-1-13(a)(1) of the Municipal Code Dealing With One-Way Traffic Operations on Hamilton Road before and after Church Services at St. Francis Borgia

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

SECTION 1. Section 10-1-13(a)(1) of the Municipal Code of the City of Cedarburg is hereby repealed as follows:

SEC. 10-1-13 ONE-WAY STREETS.

(a) **Designation of Permanent One-Way Streets.** Pursuant to Sec. 349.10, Wis. Stats., the following streets are heretofore declared to be one-way streets, and no person shall operate any vehicle thereon except in the indicated directions:

~~(1) Upon Hamilton Road in a southeasterly direction between Washington Avenue and Hilgen Avenue during the period of time from one-half (1/2) hour before to one-half (1/2) hour after Masses and other religious services are conducted at St. Francis Borgia Catholic Church.~~

(2) Upon Center Street from Washington Avenue to Hanover Avenue, vehicular traffic shall move only in a westerly direction.

(3) Upon Elm Street from Washington Avenue to St. John Avenue, vehicular traffic shall move only in a westerly direction.

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

Passed and adopted this 12th day of June 2017.

_____
Kip Kinzel, Mayor

Countersigned:

_____
Constance K. McHugh, City Clerk

Approved as to form:

_____
Michael P. Herbrand, City Attorney

ORDINANCE NO. 2017-15

An Ordinance Repealing Sec. 10-1-57(a) of the Municipal Code Which Allows the Closure of Hamilton Road between Washington Avenue and Hilgen Avenue for Play Activities

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

SECTION 1. Section 10-1-57(a) of the Municipal Code of the City of Cedarburg is hereby repealed as follows:

SEC. 10-1-57 BARRIERS ACROSS STREETS FOR PLAY PURPOSES.

~~(a) The following streets may be set aside during the period indicated for the safety of children in coasting or other play activities:~~

~~(1) Hamilton Road between Washington Avenue and Hilgen Avenue.~~

(b) No street may be set aside pursuant to Subsection (a) if that portion of the street is part of any federal, state or county trunk highway system.

(c) Such barricades, lights or warning signs as the Council directs shall be erected and maintained during the periods that such streets are set aside. The barricades shall be erected so as to accommodate access of residents along such streets to their homes to the greatest extent possible, consistent with protecting the safety of the children.

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

Passed and adopted this 12th day of June 2017.

_____

Kip Kinzel, Mayor

Countersigned:

_____

Constance K. McHugh, City Clerk

Approved as to form:

_____

Michael P. Herbrand, City Attorney

ORDINANCE NO. 2017-16

An Ordinance Repealing Sec. 10-1-29(n) of the Municipal Code Which Established a No Parking Zone During School Hours in Front of St. Francis School on Hamilton Road

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

SECTION 1. Section 10-1-29(n) of the Municipal Code of the City of Cedarburg is hereby repealed as follows:

SEC. 10-1-29 MISCELLANEOUS RESTRICTED PARKING HOURS ON CERTAIN STREETS.

~~(n) No parking, standing, or stopping on the south side of Hamilton Road from its intersection with Hilgen Avenue three hundred ten (310) feet northwest on school days between the hours of 7:30 a.m. and 3:30 p.m., with the exception of school buses which are in the process of loading or unloading school children.~~

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

Passed and adopted this 12th day of June 2017.

_____
Kip Kinzel, Mayor

Countersigned:

_____
Constance K. McHugh, City Clerk

Approved as to form:

_____
Michael P. Herbrand, City Attorney

CITY OF CEDARBURG

MEETING DATE: June 12, 2017 ITEM NO: 9. J.

TITLE: Consider Ordinance No. 2017-17 repealing Section 10-1-34(a)(4) which established a loading zone in front of the former library entrance on the west side of Hanover Avenue, and repealing Section 10-1-34(a)(5) which established a loading zone on the south side of Zeunert Street; and action thereon. (Public Works & Sewerage Comm. 5/11/17)

ISSUE SUMMARY: Both of these loading zones are no longer in use, but remain in the Municipal Code of Ordinances. The paint markings and signage no longer exist.

STAFF RECOMMENDATION: Staff recommends adoption of Ordinance 2017-17.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: The Public Works and Sewerage Commission recommended the above referenced loading zones be eliminated.

BUDGETARY IMPACT: None.

ATTACHMENTS:

- Unofficial Minutes of the May 11, 2017 Public Works/Sewerage Commission meeting
- Copy of proposed ordinance

INITIATED/REQUESTED BY: Tom Wiza

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

ORDINANCE NO. 2017-17

An Ordinance Repealing Sections 10-1-34(a)(4) and (a)(5) of the Municipal Code Which Established Loading Zones in front the former Library and the South Side of Zeunert Street

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

SECTION 1. Sections 10-1-34(a)(4) and (a)(5) of the Municipal Code of the City of Cedarburg are hereby repealed as follows:

SEC. 10-1-34 LOADING ZONE PARKING RESTRICTIONS.

(a) **General Loading Zones.** No person shall park, stop, or leave standing any vehicle, whether attended or unattended, except while loading or unloading passengers, material or merchandise from such vehicle on the following streets or parts thereof:

~~(4) On the west side of Hanover Avenue, commencing at a point one hundred forty-five (145) feet north of the north property line of Center Street at the intersection of Hanover Avenue extending north thirty (30) feet.~~

~~(5) On the south side of Zeunert Street, commencing one hundred thirty (130) feet from the intersecting curb line of Cardinal Avenue and Zeunert Street for a distance of two hundred forty-two (242) feet to the west.~~

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

Passed and adopted this 12th day of June 2017.

_____
Kip Kinzel, Mayor

Countersigned:

_____
Constance K. McHugh, City Clerk

Approved as to form:

_____
Michael P. Herbrand, City Attorney

CITY OF CEDARBURG

MEETING DATE: June 12, 2017 **ITEM NO:** 9. K.

TITLE: Consider revised Policy FC-10 - Fund Balance Policy; and action thereon

ISSUE SUMMARY: As part of the audit it was recommended that the City's policy be updated. A sentence was added to state what fund balances were recognized as committed under section 3. Committed Fund Balance.

This statement reflects the current practice.

STAFF RECOMMENDATION: Approve

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: None

ATTACHMENTS: Policy FC-10

INITIATED/REQUESTED BY: Christy Mertes

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

CITY OF CEDARBURG
FUND BALANCE POLICY

SUBJECT: FUND BALANCE POLICY FC-10

General: The GOVERNMENT of The City of Cedarburg, organized the accounting systems on a "fund" basis. A fund is a separate set of accounting records, segregated for purposes of carrying on an activity. A fund is established for accountability purposes to demonstrate that financial resources are being used only for permitted purposes. A fund will have "balance sheet" accounts consisting of "assets", "liabilities" and "fund balance," and a series of "revenue" and "expenditure" accounts. A "fund balance" is created or increased when fund expenditures exceed fund revenues. The balance sheet accounts identify the assets that belong to a fund, such as cash or a grant payment receivable; and what liabilities it owes, such as accounts payable to a supplier. The difference between the fund's assets and liabilities equals the "fund balance." A positive fund balance represents a financial resource available to finance expenditures of a following fiscal period A deficit fund balance can only be recovered by having revenues exceed expenditures in a following fiscal period.

Procedure: The GOVERNMENT of The City of Cedarburg has 5 different fund balance classifications as outline in GASB Statement 54 as follows:

1. **<u>Nonspendable Fund Balance</u>**: The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash, for example, inventories and prepaid amounts. It also includes the long-term amount of loans and notes receivable, as well as property acquired for resale. However, if the use of the proceeds from the collection of those receivables or from the sale of those properties is restricted, committed, or assigned, then they should be included in the appropriate fund balance classifications (restricted, committed, or assigned), rather than nonspendable fund balance.

2. **<u>Restricted Fund Balance</u>**: The restricted fund balance classifications should be reported as restricted when constraints placed on the use of resources are either:

    a. Externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or
    b. Imposed by law through constitutional provisions or enabling legislation. *Enabling legislation*, as the term is used in this Statement, authorizes the government to assess, levy, charge, or otherwise mandate payment of resources (from external resource providers) and includes a legally enforceable requirement that

those resources be used only for the specific purposes stipulated in the legislation. Legal enforceability means that a government can be compelled by an external party- such as citizens, public interest groups, or the judiciary- to use resources created by enabling legislation only for the purposes specified by the legislation.

3. **Committed Fund Balance**: The committed fund balance classification are amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Common Council to be reported as committed fund balance. Those committed amounts cannot be used for any other purpose unless the City removes or changes the specified use by taking the same type of action it employed to previously commit those amounts. Committed fund balance also should incorporate contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

   In contrast to fund balance that is restricted by enabling legislation amounts in the committed fund balance, classification may be redeployed for other purposes with appropriate due process. Constraints imposed on the use of committed amounts are imposed by the government, separate from the authorization to raise the underlying revenue. Therefore, compliance with constraints imposed by the City that commit amounts to specific purposes is not considered to be legally enforceable.

   The formal action of the Common Council that commits fund balance to a specific purpose should occur prior to the end of the reporting period, but the amount, if any, which will be subject to the constraint, may be determined in the subsequent period.

   Committed fund balances include Capital Improvement Fund and Special Revenue Funds – Cemetery, Room Tax, Recreation Programs, Swimming Pool, Library and Rescue/EMS.

4. **Assigned Fund Balance**: The assigned fund balance classification are amounts that are constrained by the City's intent to be used for specific purposes, but are neither restricted nor committed, should be reported as assigned fund balance, except for stabilization arrangements. Intent should be expressed by (a) the Common Council or (b) The Administrator/Treasurer.

   Assigned fund balance includes (a) all remaining amounts (except for negative balances) that are reported in governmental funds, other than the general fund, that are not classified as nonspendable and are neither restricted nor committed and (b) amounts in the general fund that are intended to be used for a specific purpose. By reporting particular amounts that are not restricted or committed in a special revenue, capital projects, debt service, or permanent fund, the City has assigned those

amounts to the purposes of the respective funds. Assignment within the general fund conveys that the intended use of those amounts is for a specific purpose that is narrower than the general purposes of the City itself.

An appropriation of existing fund balance to eliminate a projected budgetary deficit in the subsequent year's budget in an amount no greater than the projected excess of expected expenditures over expected revenues satisfies the criteria to be classified as an assignment of fund balance. Assignments should not cause a deficit in unassigned fund balance to occur.

5. **Unassigned Fund Balance**: The unassigned fund balance classification is the residual classification for the general fund. The classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the general fund. The general fund should be the only fund that reports a positive unassigned fund balance amount. In other governmental funds, if expenditures incurred for specific purposes exceeded the amounts restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance.

Approved: 01/09/2012
Adopted: 01/09/2012

CITY OF CEDARBURG

MEETING DATE: June 12, 2017 **ITEM NO:** 9. L.

TITLE: Consider Policy CC-31 – Contacting the City Attorney; and action thereon

ISSUE SUMMARY: The issue came up at the April 25, 2017 Common Council meeting. In an effort to control costs and allocate costs correctly a policy was recommended.

This policy will help me in preparing the bill for payment and also help cut down on costs.

STAFF RECOMMENDATION: Approve

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: Lower legal costs due to limiting contact.

ATTACHMENTS: Policy CC-31 and excerpt of April 25, 2017 minutes

INITIATED/REQUESTED BY: Christy Mertes

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

CITY OF CEDARBURG
POLICY/PROCEDURE MANUAL

SUBJECT: CONTACTING THE CITY ATTORNEY CC-31

General: This policy details the procedures to be followed when it is necessary for the Mayor, Council, and Department Heads to contact the Municipal Attorney/Municipal Attorney's Office. It is in the best interest of the City to control the number of contacts and questions posed to the Municipal Attorney as his/her Office is paid on an hourly basis.

Procedures: The City Administrator shall supervise the use of and monitor the costs of the City Attorney in order to control costs and avoid duplication while receiving necessary services.

The following steps shall be taken to research questions raised before the Municipal Attorney or his/her Office is contacted:

1. Council Members and Department Heads seeking guidance, advice, or opinions from the Municipal Attorney shall first contact the City Administrator or Department Head for answers or background information and determine if the matter has already been addressed.

2. In the event the Department Head cannot answer a question, the Department Head shall consult with the City Administrator.

3. If the City Administrator cannot properly respond to the question and deems it requires additional interpretation or professional advice, the City Administrator or the Mayor may contact the City Attorney or authorize the Council Member or Department Head to do the same. The City Administrator or authorized Elected Official or Department Head may ask that the answer or advice be conveyed in writing. Staff, other than the City Administrator or Department Heads shall not contact the Municipal Attorney, without the prior approval of the Mayor or the City Administrator. Prior authorization is not required when employees of the Police Department contact the Municipal Attorney's office for court related or prosecution matters. Members of City Boards, Committees, and Commissions shall not contact the Municipal Attorney, without the prior approval of the Mayor or the City Administrator.

4. The Office of the City Attorney represents the City, not the individual.

5. Private Citizens shall not contact the Municipal Attorney's Office for information or legal advice on matters related to the City, and such information or legal advice shall not be

DRAFT

provided by the Municipal Attorney's Office.

Adopted: 06/12/2017

DRAFT

Council Member Rick Verhaalen (4th District)
Parks, Recreation and Forestry Board
Ad hoc Mayors Enhancement Award Committee

Council Member Mitch Regenfuss (5th District)
Community Development Authority
Ad hoc Debt/Investment Advisory Committee
Ad hoc Creekwalk Committee

Council Member Patricia Thome (6th District)
Light and Water Commission
Landmarks Commission
Ad hoc Cedar Creek Cleanup Committee

Council Member Mike O'Keefe (7th District)
(Council President)
Personnel Committee
Public Works & Sewerage Commission
Festival Committee Liaison
Mid-Moraine Legislative Committee (Alt.)

CONSIDER POSSIBLE POLICY REGARDING CONTACTING THE MUNICIPAL ATTORNEY(S)

City Administrator/Treasurer Mertes said Council Member Czarnecki expressed interest in the development of policy as to who can contact the Municipal Attorney. She said that the Mayor, Council Members, and Department Heads are able to contact the Municipal Attorney; however, it is best to contact her prior to determine if the matter has already been addressed or if the question can be answered by someone else. This will help to cut down on legal bills.

Council Member Czarnecki said a policy will ensure the Municipal Attorney is clear as to who can contact his/her office. He said there have been instances of residents contacting the Municipal Attorney for legal advice.

Assistant City Attorney Tim Schoonenberg said his office prefers a chain of command. He said it is more efficient if the City Administrator aggregates the questions and issues and forwards them to his office. When his office is contacted by a resident, Council Member, or Department Head it is made known that the office is representing the City, not the individual.

The Council directed City Administrator/Treasurer Mertes and the City Attorney's office to draft a policy regarding the contacting of the Municipal Attorney(s) for review and adoption at a future meeting.

CITY OF CEDARBURG

MEETING DATE: June 12, 2017 **ITEM NO:** 9. M.

TITLE: Consider claim received from Anita R. Clark for an incident on February 17, 2017; and action thereon

ISSUE SUMMARY: Ms. Clark was walking north on Washington Avenue near the Gem Shop and tripped on the sidewalk. The accident occurred at the driveway between W64 N719 and W64 N723 Washington Avenue. The City was not aware of any prior problems with this area prior to the incident and when notified the sidewalk issue was placed on the saw cutting program for this year.

The claim was reviewed by CVMIC and was recommended that it be denied. His email is attached.

STAFF RECOMMENDATION: Deny the claim

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: $0 to $7,500 depending on decision

ATTACHMENTS: Notice of claim, memo to staff and email from Tom Mann from CVMIC

INITIATED/REQUESTED BY: Christy Mertes

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

TO: Christy Mertes, Administrator/Treasurer
FROM: Kathy Huebl, City Treasurer's Office
DATE: ***4/20/2017***

The following claim is being submitted:

Claimant: ANITA R CLARK
7220 W LAFAYETTE PL
MEQUON WI 53092
Phone: 262-242-4929 OR CELL 414-881-4960

Date of Incident: 2/17/2017
Damages: Injury to left eye and knee and damage to her sunglasses and clothing.
Amount: $7500.00

Description: Claimant was walking north on Washington Avenue, and when she was near The Gem Shop, N64 W723, she tripped on a heaved sidewalk. Area of accident according to claimant was the driveway between W64N719 & W64N723. Claimant provided photo of area. See Claimant's Notice of Claim form for additional information..

Investigative Comments: City was not aware of any prior problems with this area prior to this incident. When city was notified of this claim, the Assistant Engineer inspected the area and placed it on the saw cutting program for 2017. See email from CVMIC's Tom Mann for his opinion.

RECOMMENDATION: The City has a sidewalk program in place and immediate action was taken by the City upon notification of this accident. Assistant Engineer noted that the sidewalk area was raised approximately 1"+.

Approve Claim: ☐

Deny Claim: ☒

****

Payment Authorized ☐ Prepare check request in the amount of $

Payable to: Claimant ☐

Other: _____

Claim Denied. Send disallowance notification ☐

Refer to Common Council ☒ Meeting Date: 6/12/17

_____
Authorized Signature Date _____

CC: Michael Herbrand, City Attorney

RECEIVED

APR 17 2017

CITY OF CEDARBURG

NOTICE OF CLAIM

Name: Anita R. Clark
Address: 7220 W. Lafayette Pl
MEQUON 53092
Phone: [redacted]

Incident/Accident Information
Date: 2-17-17
Time: 10:30 a.m.
Date of Birth: [redacted]

CIRCUMSTANCES OF CLAIM

In the space below briefly describe the circumstances of your claim. (Attach additional sheets, if necessary). For auto damages attach a copy of police report, if any, and attach a diagram of the accident scene including north, south, east or west corners if the accident occurred at an intersection. For personal injury indicate nature of injury and whether or not medical attention was given and give the name of the physician. Also identify any witnesses to the incident/accident. Include copies of expenses incurred.

Summary of accident with photographs, and receipts enclosed.
9 attachements

Signed: Anita R. Clark Date: 4-12-17

****

CLAIM

(Note: You are not required to make a claim at this time. As long as you have filed the above Notice of Claim with the City Clerk's Office you may submit a claim any time within 120 days of the occurrence date. For the City of Cedarburg to formally accept or reject your claim for damages, the following claim must be completed and signed.)

The undersigned hereby makes a claim against the City of Cedarburg arising out of the circumstances described above. The claim is for relief in the form of money damages in the amount of $ 1500.— and non-monetary relief as follows (state "None" if not applicable):

Signature of Claimant: Anita R. Clark Date of Claim: 4-12-17

NOTICE OF CLAIM continued:

FALL – Washington Avenue, Cedarburg
February 17, 2017

On Friday, February 17th, I had a doctor's appointment with Dr. Dean Ziegler at Creekside Center. This appointment was a follow-up examination for shoulder replacement surgery received in November 2016.

I met Mary Mueller from Mueller Funeral home at the Coffee Roastery. This was at approximately 10 a.m. We proceeded to walk north on the west side of Washington Avenue. I am an avid walker, runner and biker. When we reached the driveway between the Edward Jones office on W64 N717 Washington Avenue and just before the Gem Shop on W64 N717 Washington Avenue, the sidewalk is buckled and I tripped on a 2" raised concrete. I fell twisting my body with my knees hitting the pavement and my head/face hitting the concrete. When my head hit the concrete, my sunglasses pressed against my eye and eye socket causing the area surrounding the eye to become swollen, painful and black and blue. The corner of my eye was scratched and my left knee was scraped ripping a hole in my running pants.

Upon returning home, I place cold compresses on the eye and continued for several days. The eye became worst and more painful so I made an appointment with my internist, Dr. Kevin Goniu at Cedar Mills to examine. X-rays were taking. The shoulder that was replaced was injured and additional pain was experienced for several months slowing overall healing process.

A google map photograph of the exact area I fell was taken in October 2016 highlighting many areas of sideway that need to be repaired. In February 2017, yet nothing had been repaired. The uneven concrete is difficult to notice upon a casual walk yet significant enough to trip and seriously hurt someone.

My medical bills totaled $846 (I have a $5700 deductible and an HSA account which have been debited); my sunglasses are $184.80 and my running pants are $75. Additionally, I am seeking $7500 for pain and suffering for my head, eye, eye socket/orbit, knee and shoulder. I feel this is a fair and responsible request. In addition, I am asking the City to address the uneven concrete so no one else has to experiences a similar accident. I have spoken with city workers who confirmed that other complaints have been made and the city is slow and reluctant to spend the money to make necessary repairs. I further urge the City to address these issues before anyone else is also seriously injured.

I have enclosed a photograph of my eye and surrounding area, my knee, the unleveled concrete, and google map of location and city markings. I have further enclosed a copy of medical bills and an estimate of new sunglasses.

My home phone number is [redacted] and my cell [redacted]

I hope to resolved this claim as soon as possible.

Respectfully,

Anita R. Clark

From: Tom Mann [mailto:tem@cvmic.com]
Sent: Wednesday, April 19, 2017 3:10 PM
To: City of Cedarburg - Kathy Huebl <khuebl@ci.cedarburg.wi.us>
Subject: Clark v Cedarburg; @-17-17

Kathy

I am in receipt of the above claim that has been filed against the City of Cedarburg in the amount of 7,500 for damages as a result of the claimant tripping and falling on a city sidewalk.

I would recommend that you check with the Street Department to see if there were prior problems or complaints that were filed with the City regarding this area. I would also check to see when the last time this area was inspected. I would also try and confirm statements made by the claimant about city employees confirming other complaints and that the city is slow and reluctant to spend money to make necessary repairs.

If there were no prior problems or complaints and the city does sidewalk inspections, it would be my recommendation that this claim be formally denied. As you are aware, municipalities are held to a standard of reasonable care and the courts have determined that reasonable care is to take corrective action (If needed) within a reasonable amount of time once notice has been given of a problem. The courts have also indicated that municipalities should do some type of inspections. If there were no problems or complaints and the city does inspections, it is my opinion that the city is meeting the standard of care required.

The courts have ruled that how often a municipality inspects their sidewalks is a discretionary decision and municipalities have immunity under Wis. Stat. 893.80(4) for discretionary decisions and actions.

I would assume that since Washington Avenue is the main street in Cedarburg that the city does some type of inspections on the sidewalks on this street.

In addition, a person walking on city sidewalks has an obligation to keep a proper lookout and control of where they are walking. An argument could be made that this claimant should have kept a proper lookout to have noticed the devation in the sidewalk to have avoided tripping over it.

Should you have further questions regarding this matter, please feel free to contact me.

Cities and Villages
MUTUAL INSURANCE COMPANY

Tom Mann, ARM
Director of Liability Claims
tel: 414-831-5988
office: 262-784-5666 (ext 188)
email: tem@cvmic.com
web: cvmic.com

See what's news at CVMIC. Subscribe to our monthly newsletter.

This communication along with any attachments is intended only for the use of the individual or entity to which it was addressed. It may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you received this communication in error, please notify the original sender immediately by telephone or return e-mail and delete this message along with any attachments from your computer and destroy any printed copies. ***Thank you.***

CHAPTER 5

Ethics Code
(Ord. 2004-08)

2-5-1	Declaration of Policy
2-5-2	Responsibility of Public Office
2-5-3	Dedicated Service
2-5-4	Fair and Equal Treatment
2-5-5	Conflict of Interest
2-5-6	Advisory Opinion
2-5-7	Jurisdiction and Application
2-5-8	Sanctions
2-5-9	Distribution of Ethics Code

SEC. 2-5-1 DECLARATION OF POLICY.

The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office is not to be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is established in this Chapter a code of ethics for all City of Cedarburg officials and employees whether elected or appointed, paid or unpaid, including members of Council as well as boards, committees and commissions of the City (City agencies). The purpose of this Ethics Code is to establish guidelines for ethical standards of conduct for all such officials and employees by setting forth those acts or actions that are incompatible with the best interests of the City of Cedarburg and by directing disclosure by such officials and employees of private financial or other interests in matters affecting the City.

SEC. 2-5-2 RESPONSIBILITY OF PUBLIC OFFICE.

Public officials and employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the Constitution of this State and carry out impartially the laws of the nation, state and municipality, to observe in their official acts the highest standards of morality and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their prime concern.

SEC. 2-5-3 DEDICATED SERVICE.

(a) Officials and employees should adhere to the rules of work, professionalism and performance established as the standard for their positions by the appropriate authority.

(b) Officials and employees should not exceed their authority or breach the law or ask others to do so, and they should work in full cooperation with other public officials and employees unless prohibited from so doing by law or by officially recognized confidentiality of their

work.

SEC. 2-5-4 FAIR AND EQUAL TREATMENT.

(a) **Use of Public Property.** No official or employee shall request or permit the unauthorized use of City-owned vehicles, equipment, materials or property for personal convenience or profit.

(b) **Fundraising.** With the exception of fundraising for purposes of raising money for City departmental programming, equipment, or capital projects, which may occur subject to Council approval and all provisions of this Code and the State Statutes, the following shall be prohibited:

(1) No official or employee shall request or permit the use of city resources, city time or city equipment for the purpose of fundraising.

(2) No official or employee shall use his or her position, authority or influence, whether possessed or anticipated, to represent themselves as a city official or employee for private or public fundraising. (Ord. 2015-13)

(b) **Obligations to Citizens.** No official or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.

SEC. 2-5-5 CONFLICT OF INTEREST.

(a) **Financial and Personal Interest Prohibited.** No official or employee, whether paid or unpaid, shall engage in any business or transaction or shall act in regard to financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of official duties in the public interest contrary to the provisions of this Chapter or which would tend to impair independence of or action in the performance of official duties.

(b) **Definitions.**

(1) Financial Interest. Any interest which shall yield, directly or indirectly, a monetary or other material benefit to the officer or employee or to any person employing or retaining the services of the officer or employee.

(2) Personal Interest. Any interest arising from blood or marriage relationships or from close business or political associations, whether or not any financial interest is involved.

(3) Person. Any individual or legal entity.

(c) **Specific Conflicts Enumerated.**

(1) Incompatible Employment. No official or employee shall engage in or accept private employment or render service for private interest when such employment or service is incompatible with the proper discharge of official duties or would tend to impair independence of judgment or action in the performance of official duties, unless otherwise permitted by law.

(2) Disclosure of Confidential Information. No official or employee shall, without proper legal authorization, disclose confidential information concerning the property, government or affairs of the City, nor shall such information be used to advance the financial or other private interests of the official or employee or others.

(3) Gifts and Favors.

a. No public official or employee may use his or her public office to "obtain financial gain" or "anything of value" for the private benefit of himself or herself, for his or her immediate family, or for an organization with which he or she is associated.

b. No person may directly or indirectly offer or give "anything of value" to a local public official or employee if it could reasonably be expected to affect that official's vote, official action or judgment, or if it could be construed as a reward for any official action or inaction on the part of the local public official or employee. No local public official or employee may accept "anything of value" tendered under such circumstances. "Anything of value" is defined as "money or property, favor, service, payment, advance, forbearance, loan or promise of future employment". Legal campaign contributions are exempt from the definitions. An official or employee is not to accept hospitality if, after consideration of the surrounding circumstances, it could reasonably be concluded that such hospitality would not be extended were it not for the fact that the guest, or a member of the guest's immediate family, was a City official or employee. This includes any discount on the price of admission, parking, or use of a box at a stadium that is tax exempt from general property taxes. Participation in celebrations, grand openings, open houses, informational meetings and similar events are excluded from this prohibition. This paragraph further shall not be construed to prevent candidates for elective office from accepting hospitality from citizens for the purpose of supporting the candidate's campaign.

c. No local public official or employee may take any official action that affects a matter in which the public official or employee, a member of his or her immediate family, or an organization with which the official or employee is associated has a substantial financial interest.

d. No local public official or employee may use his or her office or position in any way that produces or assists in producing a substantial benefit, either directly or indirectly, for the official or employee, any members of his or her immediate family, or an organization with which the official or employee is associated.

(4) Representing Private Interests Before City Agencies or Courts. No officer or employee shall appear on behalf of any private person (other than him or herself, his or her spouse or minor children) before any City agency. However, members of the Common Council may appear before City agencies on behalf of constituents in the course of their duties as representatives of the electorate or in the performance of public or civic obligations.

(d) **Contracts with the City.** No City officer or employee who, in his capacity as such officer or employee, participates in the making of a contract in which he has a private pecuniary interest, direct or indirect, or performs in regard to that contract with some function requiring the exercise of discretion on his part shall enter into any contract with the City unless it is within the confines of Sec. 946.13

(e) **Disclosure of Interest in Legislation.**

(1) Any member of the Common Council who has a financial interest or personal interest in any proposed legislation before the Common Council shall disclose on the records of the Common Council or the Ethics Board created by this Chapter the nature and extent of such interest.

(2) Any other official or employee who has a financial interest or personal interest in any proposed legislative action of the Common Council or who serves on a board or committee, shall disclose the nature and extent of such interest.

(3) If there is a conflict of interest for any official or employee, he or she must refrain from participating in any way including discussion, deliberations or action on the item.

SEC. 2-5-6 ADVISORY OPINION.

Any questions as to the interpretation of any provisions of this Code of Ethics Chapter shall be referred to the Personnel Committee serving as the Ethics Board or the City Attorney. The fact that a person seeks an advisory opinion and abides by the material facts as stated, is evidence of intent to comply with the Ethics Code.

SEC. 2-5-7 JURISDICTION AND APPLICATION.

(a) The Personnel Committee shall have administrative jurisdiction over this Code of Ethics Chapter and shall be deemed the Ethics Board pursuant to Section 19.59 (3)(d) Wis. Stats. for that purpose. An individual may request an advisory opinion on the propriety of any matter to which he or she is or may become a party. However, the Personnel Committee has complete discretion as to whether to issue such an opinion. All requests and advisory opinions to the Ethics Board must be in writing.

(b) The Personnel Committee may make recommendations with respect to amendments to this Code of Ethics Chapter.

(c) Upon the sworn complaint of any person alleging facts which, if true, would constitute improper conduct under the provisions of this Chapter, the Personnel Committee shall conduct an investigation of the facts of the complaint; if the investigation indicates there may be a reasonable basis for the complaint justifying further investigation, the Committee shall conduct a public hearing in accordance with the common law requirements of due process, including notice, an opportunity to be heard, an opportunity to cross-examine witnesses and to present testimony and other evidence in support of the accused's position and an opportunity to be represented by counsel or other representatives at the expense of the accused. The Committee shall make written findings of fact and issue a written decision concerning the propriety of the conduct of the subject official or employee and shall refer the matter to the Common Council for final disposition.

(d) In the event a member of the Personnel Committee is allegedly involved in an Ethics Code violation, the Mayor, subject to the confirmation of the Common Council, shall appoint another Council Member to temporarily replace the member of the Committee who is under investigation.

SEC. 2-5-8 SANCTIONS.

A determination that an official's or employee's actions constitute improper conduct under the provisions of this Chapter may constitute a cause of suspension, removal from office or employment or other action permitted by law.

SEC. 2-5-9 DISTRIBUTION OF ETHICS CODE.

(a) The City Clerk shall cause a copy of this Code of Ethics to be distributed to every public official and employee of the City of Cedarburg within thirty (30) days after enactment of this Chapter. Each public official and employee elected, appointed or engaged thereafter shall be furnished a copy before entering upon his duties.

(b) Each public official, the Mayor, the Chairman of each Board, Commission or Committee and, through the City Administrator, the Head of each Department shall, between May 1 and May 31 each year, review the provisions of this Code with his fellow Council, Board, Commission, Committee members or subordinates as the case may be and certify to the City Clerk by June 15 that such annual review had been undertaken. A copy of this Ethics Code Chapter shall be continuously posted on each department bulletin board wherever situated.

CITY OF CEDARBURG
TRANSFER LIST
5/3/17-6/9/17

Date	Amount	Transfer to
PWSB CHECKING ACCOUNT		
5/4/2017	$2,576.48	Light & Water-April charges
5/10/2017	$262,000.00	PWSB Payroll
5/11/2017	$495.00	Police Association Union-contributions for 4/23/17-5/6/17
5/11/2017	$3,048.18	ICMA-contributions for 4/23/17-5/6/17
5/11/2017	$4,318.17	North Shore Bank-contributions for 4/23/17-5/6/17
5/11/2017	$12,360.15	Health Savings Accounts-contributions for 4/23/17-5/6/17
5/11/2017	$2,348.77	Light & Water-April charges
5/18/2017	$23,798.72	Light & Water-April charges
5/18/2017	$13,542.28	State of Wisconsin-April sales tax
5/22/2017	$15,889.00	CVMIC-additional WC premiums
5/22/2017	$27,417.82	Light & Water-April charges
5/22/2017	$1,850.40	Light & Water-April charges
5/24/2017	$180,000.00	PWSB Payroll
5/25/2017	$3,109.00	ICMA-contributions for 5/7/17-5/20/17
5/25/2017	$4,335.68	North Shore Bank-contributions for 5/7/17-5/20/17
5/25/2017	$5,500.15	Health Savings Accounts-contributions for 4/23/17-5/6/17
5/31/2017	$70,131.30	WRS-April remittance
6/2/2017	$100.00	State of Wisconsin-garnishment
6/2/2017	$72,356.18	WCA-June health insurance premiums
6/2/2017	$4,994.27	MetLife-June dental insurance premiums
6/2/2017	$452.55	Superior Vision-June vision insurance premiums
6/2/2017	$2,739.40	Minnesota Life-July life insurance premiums
6/5/2017	$479.76	Aflac-May premiums
6/5/2017	$2,337.26	Light & Water-May charges
6/7/2017	$189,000.00	PWSB Payroll
6/8/2017	$467.50	Police Association Union-contributions for 5/21/17-6/3/17
6/8/2017	$3,059.55	ICMA-contributions for 5/21/17-6/3/17
6/8/2017	$4,344.38	North Shore Bank-contributions for 5/21/17-6/3/17
6/8/2017	$5,460.15	Health Savings Accounts-contributions for 5/21/17-6/3/17
	$918,512.10	

PWSB PAYROLL ACCOUNT		
5/12/2017	$170,617.47	Payroll for 4/23/17-5/6/17
5/12/2017	$90,913.25	Payroll taxes for 4/23/17-5/6/17
5/26/2017	$123,285.69	Payroll for 5/7/17-5/20/17
5/26/2017	$56,189.00	Payroll taxes for 5/7/17-5/20/17
6/9/2017	$131,708.98	Payroll for 5/21/17-6/3/17
6/9/2017	$57,261.22	Payroll taxes for 5/21/17-6/3/17
	$629,975.61	

PWSB MONEY MARKET ACCOUNT		
5/10/2017	$500,000.00	PWSB Checking

PWSB CAPITAL MONEY MARKET ACCOUNT

5/11/2017	$300,000.00	PWSB Checking
5/19/2017	$100,000.00	PWSB Checking
5/26/2017	$500,000.00	PWSB Checking
	$900,000.00	

CITY OF CEDARBURG

*Check Detail Register©

JUNE 2017

		Check Amt	Invoice	Comment
111300 PWSB Checking				
Unpaid	**ADP, LLC.**			
E 100-515600-210	PROFESSIONAL SERVICES	$459.78	494061646	TREAS-5/20/17 PAYROLL
	Total ADP, LLC.	$459.78		
Unpaid	**AT&T**			
E 100-522110-225	TELEPHONE	$136.22	262375762405	PD-PHONE
	Total AT&T	$136.22		
Unpaid	**AXLEY BRYNELSON, LLP**			
E 100-516100-211	EXTRAORDINARY SERVICES	$2,488.00	696077	AMCAST LEGAL SERVICES
	Total AXLEY BRYNELSON, LLP	$2,488.00		
Unpaid	**BADGER POPCORN & CONCESSION**			
E 240-555321-350	OPERATING SUPPLIES	$4,221.94	403591	POOL-CONCESSIONS
E 240-555321-350	OPERATING SUPPLIES	$9.95	403592	POOL-CONCESSIONS
E 240-555321-350	OPERATING SUPPLIES	$134.35	403593	POOL-CONCESSIONS
E 240-555321-350	OPERATING SUPPLIES	$270.00	403595	POOL-CONCESSIONS
	Total BADGER POPCORN & CONCESSION	$4,636.24		
Unpaid	**BAKER & TAYLOR AUDIOBOOK PRE**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$25.27	2032841834	LIBR-CMDS
	Total BAKER & TAYLOR AUDIOBOOK PRE	$25.27		
Unpaid	**BAKER & TAYLOR AV PRE PROCESS**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$39.41	B50794670	LIBR-DVDS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$75.36	B50992990	LIBR-DVDS
	Total BAKER & TAYLOR AV PRE PROCESS	$114.77		
Unpaid	**BAKER & TAYLOR BOOKS**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$16.04	203052617	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$86.50	2032881881	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$14.92	2032881882	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$16.03	2032881883	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$36.83	2032881884	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$16.60	2032895816	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$30.96	2032895818	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$30.38	2032895819	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$16.59	2032895820	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$16.59	2032895821	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$28.12	2032895822	LIBR-BOOKS
	Total BAKER & TAYLOR BOOKS	$309.56		
Unpaid	**BAKER TILLY VICHROW KRAUSE, LL**			
E 100-515600-210	PROFESSIONAL SERVICES	$7,500.00	BT1116768	TREAS-2016 AUDIT
E 352-566710-210	PROFESSIONAL SERVICES	$250.00	BT1116768	TIF FUND #3-2016 AUDIT
	Total BAKER TILLY VICHROW KRAUSE, LL	$7,750.00		

CITY OF CEDARBURG

*Check Detail Register©

JUNE 2017

		Check Amt	Invoice	Comment
Unpaid	**BEYER S HARDWARE STORE**			
E 601-573830-340	MAINTENANCE SUPPLIES	$2.61	130840	WW-NYLON CORD
E 200-544210-350	OPERATING SUPPLIES	$23.20	130964	CEM-HARDWARE/TRIMMER HEAD
E 100-522410-340	MAINTENANCE SUPPLIES	$88.89	131004	EM-BEDDING PLANTS/POTS
E 100-522120-240	REPAIR AND MAINTENANCE	$2.96	131009	PD-CLR AUTO FUSE
E 100-522410-340	MAINTENANCE SUPPLIES	$12.23	131012	EM-ASSORTED FLOWERS/KNEE PAD CUSHION
E 200-544210-350	OPERATING SUPPLIES	$35.06	131032	CEM-GP FLUID/GREASE GUN/HOSE
E 200-544210-350	OPERATING SUPPLIES	$21.56	131073	CEM-PAPER TOWEL HOLDER/FILE HANDLE/MILL BAST FILE
Total	**BEYER S HARDWARE STORE**	$186.51		
Unpaid	**BUNTROCK, LINDA**			
E 100-555140-210	PROFESSIONAL SERVICES	$55.00	REFUND	REFUND FOR WATERCOLOR CLASS CANCELLATION
Total	**BUNTROCK, LINDA**	$55.00		
Unpaid	**BUSINESS CARD**			
E 100-555510-240	REPAIR AND MAINTENANCE	$39.94	0070	PARKS-AMAZON MKTPLACE
E 100-511100-111	SALARIES	$48.50	0070	PARKS-AMAZON MKTPLACE
E 100-555510-240	REPAIR AND MAINTENANCE	$15.83	0070	PARKS-MICROSOFT STORE
E 100-555510-240	REPAIR AND MAINTENANCE	$199.95	0070	PARKS-DOG WASTE DEPOT
E 100-555510-330	TRAVEL & TRAINING	$270.00	0070	PARKS-ACT RIVEREDGE NATURE CENTER
E 100-533311-240	REPAIR AND MAINTENANCE	$270.00	0070	DPW-ACT RIVEREDGE NATURE CENTER
E 100-555510-240	REPAIR AND MAINTENANCE	$17.85	0070	PARKS-AMAZON MKTPLACE
E 100-555510-240	REPAIR AND MAINTENANCE	$39.00	0070	PARKS-LATE PAYMENT FEE
E 100-555510-240	REPAIR AND MAINTENANCE	$21.47	0070	PARKS-FINANCE CHARGES
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	$15.94	0883	PD-SPN MODELLSPORT
E 100-522120-330	TRAVEL & TRAINING	$4.74	1066	PD-PDQ 344 ICE
E 100-522110-330	TRAVEL & TRAINING	$135.00	1851	PD-PAYPAL-WPLF
E 240-555320-340	MAINTENANCE SUPPLIES	($95.02)	1873	POOL-LOWES RETURN PRODUCT
E 240-555320-340	MAINTENANCE SUPPLIES	($22.67)	1873	POOL-LOWES SALES TAX REFUND
E 240-555320-340	MAINTENANCE SUPPLIES	($27.71)	1873	POOL-LOWES SALES TAX REFUND
E 220-555390-347	SUPPLIES AND EXPENSES	$15.00	1873	REC-PLUG N PAY
E 220-555390-347	SUPPLIES AND EXPENSES	$275.00	1873	REC-WATER STREET SELF STORAGE
E 240-555320-390	OTHER EXPENSES	$293.19	1873	POOL-OFFICEMAX/AMAZON MKTPLACE/BEST BUY
E 240-555320-340	MAINTENANCE SUPPLIES	$1,045.02	1873	REC-LOWES
E 100-515600-330	TRAVEL & TRAINING	($10.25)	3367	TREAS-OSTHOFF-REFUND
E 100-515600-330	TRAVEL & TRAINING	$92.25	3367	TREAS-THE OSTHOFF RESORT
E 100-514100-330	TRAVEL & TRAINING	$35.00	3367	CLERKS-UWEXT. LOCAL GOVMT CENTER-LIQ LIC
E 100-515600-330	TRAVEL & TRAINING	$1.85	3367	TREAS-THE OSTHOFF RESORT
E 100-533210-330	TRAVEL & TRAINING	$623.36	6193	DPW-HOLIDAY INN, IA
E 100-533210-330	TRAVEL & TRAINING	$42.50	6193	DPW-MILWAUKEE FASTPARK MILW
E 100-533210-350	OPERATING SUPPLIES	$11.08	6193	DPW-AMAZON PRIME MEMBERSHIP
E 100-533210-350	OPERATING SUPPLIES	$64.46	6193	DPW-OFFICEMAX/OFFICE DEPOT
E 240-555320-340	MAINTENANCE SUPPLIES	$659.94	6193	POOL-E-CONOLIGHT
E 100-533210-350	OPERATING SUPPLIES	$151.13	6193	DPW-DULUTH TRADING STORE
E 100-533210-353	MAINTENANCE PARTS	$159.00	6193	DPW-MENARDS
E 100-533210-350	OPERATING SUPPLIES	$39.00	6193	DPW-LATE PAYMENT FEE
E 100-533210-350	OPERATING SUPPLIES	$33.99	6193	DPW-FINANCE CHARGES

CITY OF CEDARBURG

*Check Detail Register©

JUNE 2017

		Check Amt	Invoice	Comment
E 100-522120-330	TRAVEL & TRAINING	$71.95	9068	PD-CHULA VISTA RESORT
E 100-522120-330	TRAVEL & TRAINING	$153.95	9068	PD-CHULA VISTA RESORT
E 100-522110-310	OFFICE SUPPLIES	$104.58	9068	PD-NORTHLAND BUSINESS SYS
E 601-573835-298	COLLECTION SYSTEM CLEAN	$87.74	9823	WW-AMAZON MKTPLACE
E 601-573830-340	MAINTENANCE SUPPLIES	$31.84	9823	WW-AMAZON.COM
E 601-573850-330	TRAVEL & TRAINING	$130.00	9823	WW-BW BRIDGEWOOD RESORT NEENAH
E 601-573825-372	SAFETY EQUIPMENT	$4.23	9823	WW-AMAZON MKTPLACE
E 601-573825-372	SAFETY EQUIPMENT	$64.18	9823	WW-AMAZON MKTPLACE
E 601-573825-372	SAFETY EQUIPMENT	$159.92	9823	WW-AMAZON MKTPLACE
E 601-573830-340	MAINTENANCE SUPPLIES	$578.60	9823	WW-POSTNET W1104
E 260-555110-308	PROGRAM SUPPLIES	$132.76	9939	LIBR-DEMCO/OLSENS PIGGLY WIGGLY/AMAZON
E 260-555110-310	OFFICE SUPPLIES	$81.25	9939	LIBR-AMAZON.COM
E 260-555110-312	COMPUTER/COPIER SUPPLIE	$46.88	9939	LIBR-MAKERBOT.COM
E 260-555110-315	POSTAGE	$85.07	9939	LIBR-USPS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$1,214.46	9939	LIBR-MAKERBOT.COM/AMAZON/OSBOURNE BOOKS/GAMESTOP
E 260-555110-330	TRAVEL & TRAINING	$218.00	9939	LIBR-HOLIDAY INN STEVENS PT.
E 260-555110-382	LIBRARY TECHNOLOGY	$104.00	9939	LIBR-3D SYSTEMS
	Total BUSINESS CARD	$7,733.75		
Unpaid	**CALLAHAN BLUM, ERIN**			
E 100-555140-210	PROFESSIONAL SERVICES	$400.00	WTRCOLOR	APRIL 26-MAY 24, 2017 WATERCOLOR INSTRUCTION
	Total CALLAHAN BLUM, ERIN	$400.00		
Unpaid	**CAPITAL ONE COMMERCIAL**			
E 240-555321-350	OPERATING SUPPLIES	$101.65	032006	POOL-CONC./HANGING HOOKS/TAPE/POSTITS
E 601-573830-350	OPERATING SUPPLIES	$78.95	034172	WW-FROST/HOSES/KLEENEX
	Total CAPITAL ONE COMMERCIAL	$180.60		
Unpaid	**CENSKY, JON**			
E 100-566310-210	PROFESSIONAL SERVICES	$5,282.50	17-0005	PLANNING-MAY 2017 SERVICES
	Total CENSKY, JON	$5,282.50		
Unpaid	**CITY CEDARBURG-PETTY CASH**			
E 100-533110-310	OFFICE SUPPLIES	$13.21	PETTY CASH	ENG-POSTNET OVERNIGHT UPS DELIVERY
E 100-514100-310	OFFICE SUPPLIES	$8.98	PETTY CASH	CLERKS-FRAMES FOR CERTIF. OF APPREC.
E 100-555140-310	OFFICE SUPPLIES	$2.97	PETTY CASH	SR CTR-NAPKINS
E 601-573830-340	MAINTENANCE SUPPLIES	$37.02	PETTY CASH	WW-TOUCHUP PAINT FOR LAWNMOWER
	Total CITY CEDARBURG-PETTY CASH	$62.18		
Unpaid	**COMMUNITY PRINTING INC.**			
E 100-522110-313	PRINTING-NEWSLETTERS, ET	$132.00	2016I	PD-DOOR HANGERS-TO NOTIFY YOU
	Total COMMUNITY PRINTING INC.	$132.00		
Unpaid	**DEMCO**			
E 260-555110-310	OFFICE SUPPLIES	$84.14	6139968	LIBR-CIRCEXTENDERS
	Total DEMCO	$84.14		
Unpaid	**HEIN ELECTRIC SUPPLY CO**			

CITY OF CEDARBURG

*Check Detail Register©

JUNE 2017

		Check Amt	Invoice	Comment
E 240-555320-340	MAINTENANCE SUPPLIES	$1,765.50	349995-00	POOL-25HP NEMAI W/BR CHOP ALFA PNL
Total	**HEIN ELECTRIC SUPPLY CO**	$1,765.50		
Unpaid	**LAFONTAINE, CAROL/CHAMBER**			
E 100-519200-343	AWARDS, SUPPLIES	$200.00	SERVICE AW	30 YEARS CONTINUOUS SERVICE AWARD
Total	**LAFONTAINE, CAROL/CHAMBER**	$200.00		
Unpaid	**LENNY S POOL SERVICE**			
E 240-555320-350	OPERATING SUPPLIES	$158.55	146744	POOL-CHEMICALS
Total	**LENNY S POOL SERVICE**	$158.55		
Unpaid	**MASTER PRINTWEAR**			
E 220-555390-347	SUPPLIES AND EXPENSES	$1,017.00	0043595-IN	REC-T SHIRTS/CAPS
Total	**MASTER PRINTWEAR**	$1,017.00		
Unpaid	**NASSCO, INC.**			
E 260-555110-310	OFFICE SUPPLIES	$121.68	S2189526.001	LIBR-HAND TOWELS/BATH TISSUE
E 240-555320-340	MAINTENANCE SUPPLIES	$473.92	S2190394.001	POOL-BATH TISSUE/CAN LINERS/PAPER TOWELS
E 100-518100-350	OPERATING SUPPLIES	$185.80	S2190648.001	COMPLEX-CAN LINERS
G 100-136100	ACCTS REC - FIRE DEPARTMENT	$122.38	S2190648.001	FD-CAN LINERS
Total	**NASSCO, INC.**	$903.78		
Unpaid	**NOWLEN, TIMOTHY**			
E 700-519400-552	Insurance Claims 2016	$100.00	CLAIM SETTL	CLAIM SETTLEMENT-12/17/16 MAILBOX CLAIM
Total	**NOWLEN, TIMOTHY**	$100.00		
Unpaid	**OFFICE DEPOT**			
E 100-522110-310	OFFICE SUPPLIES	$28.04	929623925001	PD-SOFTSOAP REFILLS
E 100-522110-310	OFFICE SUPPLIES	$24.48	929624140001	PD-DISH SOAP
E 100-522110-310	OFFICE SUPPLIES	$59.99	929624140001	PD-HP TONER CE 285A
Total	**OFFICE DEPOT**	$112.51		
Unpaid	**OZAUKEE ACE HARDWARE**			
E 100-518100-350	OPERATING SUPPLIES	$8.91	150642	COMPLEX-NUTS,BOLTS,SCREWS
Total	**OZAUKEE ACE HARDWARE**	$8.91		
Unpaid	**PORT-A-JOHN**			
E 100-555510-290	MAINT/CONTRACTED SERVIC	$77.00	1271306-IN	PARKS-SEASONAL RESTROOM PORTLAND S OF MILL
E 100-555510-290	MAINT/CONTRACTED SERVIC	$77.00	1271307-IN	PARKS-SEASONAL RESTROOM WAUWATOSA RD
Total	**PORT-A-JOHN**	$154.00		
Unpaid	**RUDY DREXLERS SCHOOL FOR DOGS**			
E 100-522120-352	K-9 UNIT EXPENSE	$350.00	24078	K-9 - CERTIFICATION TESTING
Total	**RUDY DREXLERS SCHOOL FOR DOGS**	$350.00		
Unpaid	**SAN-A-CARE, INC.**			
E 100-518100-350	OPERATING SUPPLIES	$127.04	439395	COMPLEX-GRNCERT FM HW
G 100-136100	ACCTS REC - FIRE DEPARTMENT	$122.04	439395	FD-CRNCERT FM HW

CITY OF CEDARBURG

*Check Detail Register©

JUNE 2017

		Check Amt	Invoice	Comment
	Total SAN-A-CARE, INC.	$249.08		
Unpaid	**SCHOLASTIC INC**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$359.00	15098791	LIBR-BOOKS
	Total SCHOLASTIC INC	$359.00		
Unpaid	**SIMPLEXGRINNELL LP**			
E 100-522230-240	REPAIR AND MAINTENANCE	$1,613.35	83705508	FD-SERVICE-REPLACE 4" OS&Y VALVE
	Total SIMPLEXGRINNELL LP	$1,613.35		
Unpaid	**STANTEC**			
E 100-533720-290	MAINT/CONTRACTED SERVIC	$4,450.00	1202138	GROUNDWATER MONITORING MARCH 2017-PLEASANT VALLEY LANDFILL
	Total STANTEC	$4,450.00		
Unpaid	**STREICHER S POLICE EQUIPMENT**			
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	$119.98	I1263775	PD-EAR MUFFS
E 100-522120-346	UNIFORMS	$916.99	I1264056	PD-VEST/SHIRT CARRIER/NAME TAG CLOTH/SEWING
	Total STREICHER S POLICE EQUIPMENT	$1,036.97		
Unpaid	**SYSCO**			
E 240-555321-350	OPERATING SUPPLIES	$253.68	135262062	POOL-POTATO FRY
	Total SYSCO	$253.68		
Unpaid	**UNIFIRST CORPORATION**			
E 601-573825-372	SAFETY EQUIPMENT	$38.43	096 0962505	WW-UNIFORMS-ADJUSTED AMOUNT
	Total UNIFIRST CORPORATION	$38.43		
Unpaid	**VEOLIA ES INDUSTRIAL SERVICES**			
E 601-573825-294	SLUDGE HAULING	$13,920.00	1003-25990	WW-APRIL 2017 BIOSOLIDS HAULING
	Total VEOLIA ES INDUSTRIAL SERVICES	$13,920.00		
Unpaid	**VOYA VOICE OF YOUTH ADV.**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$124.00	1030381-B1	LIBR-VOICE OF YOUTH ADVOCATES SUBSCR.
	Total VOYA VOICE OF YOUTH ADV.	$124.00		
Unpaid	**W.H. JACKLIN, INC.**			
E 100-522100-240	REPAIR AND MAINTENANCE	$3,461.00	4442	PD-5/1/17-4/30/18 ANNUAL CONTRACT
	Total W.H. JACKLIN, INC.	$3,461.00		
Unpaid	**WAAO**			
E 100-515400-330	TRAVEL & TRAINING	$40.00	MEETING	ASSESSOR-6/23/2017 QUARTERLY MEETING
	Total WAAO	$40.00		
Unpaid	**WILCOX ENVIRONMENTAL ENG**			
E 100-516100-211	EXTRAORDINARY SERVICES	$786.50	271.16-2	AMCAST - PROFESSIONAL SERVICES TO 5/30/2017
	Total WILCOX ENVIRONMENTAL ENG	$786.50		
Unpaid	**WIL-KIL PEST CONTROL**			

CITY OF CEDARBURG

*Check Detail Register©

JUNE 2017

		Check Amt	Invoice	Comment
E 100-518100-240	REPAIR AND MAINTENANCE	$42.50	3136849	CITY HALL-5/16/2017 MONTHLY TREATMENT
E 100-518100-240	REPAIR AND MAINTENANCE	$43.75	3136852	LINCOLN BLDG-5/16/17 MO TREATMENT
Total	**WIL-KIL PEST CONTROL**	$86.25		
111300	**PWSB Checking**	$61,225.03		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	$32,091.56
200 CEMETERY FUND	$79.82
220 RECREATION PROGRAMS FUND	$1,307.00
240 SWIMMING POOL FUND	$9,242.29
260 LIBRARY FUND	$3,020.84
352 TIF DISTRICT FUND #3	$250.00
601 SEWERAGE FUND	$15,133.52
700 RISK MANAGEMENT FUND	$100.00
	$61,225.03

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
111300 PWSB Checking				
Unpaid	**ADP, LLC.**			
E 100-515600-210	PROFESSIONAL SERVICES	$419.21	493375685	TREAS-5/6/2017 PROCESSING
E 100-515600-210	PROFESSIONAL SERVICES	$453.37	493377724	TREAS-5/8/2017 PROCESSING
E 100-515600-210	PROFESSIONAL SERVICES	$425.88	493378188	TREAS-TIME & ATTENDANCE
	Total ADP, LLC.	$1,298.46		
Unpaid	**AMERICAN SIGNAL CORP.**			
E 400-522410-823	SIRENS-EMERGENCY GOVT	$9,668.93	0007602-IN	EM-PO# PD764-WEATHERN SIREN
	Total AMERICAN SIGNAL CORP.	$9,668.93		
Unpaid	**AT&T LONG DISTANCE**			
E 260-555110-225	TELEPHONE	$63.63	836841746	LIBR-LONG DISTANCE
E 100-522110-225	TELEPHONE	$8.50	836841746	PD-LONG DISTANCE
G 100-156200	DUE FROM LIGHT & WATER	$166.52	836841746	L&W-LONG DISTANCE
	Total AT&T LONG DISTANCE	$238.65		
Unpaid	**AXON ENTERPRISE INC**			
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	$4,177.00	SI1482790	PD-PPM, BATTERY PACK/WARRANTY 4 YR
	Total AXON ENTERPRISE INC	$4,177.00		
Unpaid	**BAKER & TAYLOR AV PRE PROCESS**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$50.23	B48700920	LIBR-DVDS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$76.02	B50554590	LIBR-DVDS
	Total BAKER & TAYLOR AV PRE PROCESS	$126.25		
Unpaid	**BAKER & TAYLOR BOOKS**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$16.01	2032859026	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$4.62	2032859113	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$14.92	2032878271	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$36.97	2032878372	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$33.74	2032878373	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$25.52	2032878374	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$11.55	2032878375	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$36.42	2032878376	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$419.94	2032878377	LIBR-BOOKS
	Total BAKER & TAYLOR BOOKS	$599.69		
Unpaid	**BARTON SMALL ENGINE, LLC**			
E 100-555510-240	REPAIR AND MAINTENANCE	$31.90	205046	PARKS-ECONO GRASS BAGS
	Total BARTON SMALL ENGINE, LLC	$31.90		
Unpaid	**BEN MEADOWS CO.**			
E 100-533210-353	MAINTENANCE PARTS	$91.69	S103367011	DPW-VEH INSP LABELS/REPORTS
E 100-555510-240	REPAIR AND MAINTENANCE	$64.39	S103367011	PARKS-VEH INSP LABELS/REPORTS
	Total BEN MEADOWS CO.	$156.08		
Unpaid	**BEYER S HARDWARE STORE**			

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
E 100-555510-341	TREES AND SUPPLIES	$64.80	130304	PARKS-SOLID DRAIN TUBE
E 100-555510-240	REPAIR AND MAINTENANCE	$21.57	130305	PARKS-CORN BROOM/DUST PAN/BLEACH
E 100-555510-240	REPAIR AND MAINTENANCE	$10.79	130337	PARKS-HITCH PIN
E 100-555510-240	REPAIR AND MAINTENANCE	$19.78	130664	PARKS-L NOSE PLIERS
E 601-573830-340	MAINTENANCE SUPPLIES	$29.69	130701	WW-GRASS SEED
E 100-522120-347	SUPPLIES AND EXPENSES	$11.03	130703	PD-KEY/HARDWARE
E 601-573830-340	MAINTENANCE SUPPLIES	$33.55	130708	WW-GRASS SEED/SPRAY NOZZLE
E 601-573840-340	MAINTENANCE SUPPLIES	$15.28	130714	WW-MTL NOZZLE
E 100-522100-240	REPAIR AND MAINTENANCE	$7.89	130730	PD-HARDWARE/BIT
E 601-573835-296	COLLECTION SYSTEM TELEVI	$13.49	130731	WW-HDMI CABLE
E 200-544210-350	OPERATING SUPPLIES	$29.17	130733	CEM-HAND CLEANER
E 200-544210-350	OPERATING SUPPLIES	$18.89	130734	CEM-WHEELBARROW TIRE
E 200-544210-350	OPERATING SUPPLIES	$12.03	130745	CEM-HARDWARE/PARTS
E 601-573830-340	MAINTENANCE SUPPLIES	$17.99	130765	WW-PROPANE EXCHANGE ONLY
E 100-522120-347	SUPPLIES AND EXPENSES	$1.88	130767	PD-KEY
E 100-518100-350	OPERATING SUPPLIES	$28.28	130777	COMPLEX-CLR CLEANER/BUSHING/BRUSH/HARDWARE
E 100-518100-350	OPERATING SUPPLIES	$12.02	130816	COMPLEX-BUSHING/HOSE WASHER/CONNECTOR
E 100-522110-240	REPAIR AND MAINTENANCE	$11.95	130855	PD-PARTS/LABOR
E 601-573830-340	MAINTENANCE SUPPLIES	$20.12	130858	WW-HARDWARE/EYE BOLT
Total	**BEYER S HARDWARE STORE**	$380.20		
Unpaid	**BOLANDER, MARY**			
R 100-463101	PUBLIC WORKS FEES	$25.00	REFUND	REFUND OF APPLIANCE PICKUP FEE-ITEMS GONE
Total	**BOLANDER, MARY**	$25.00		
Unpaid	**CARQUEST AUTO PARTS**			
E 100-555145-240	REPAIR AND MAINTENANCE	$3.50	1976-313032	SR VAN-OIL FILTER
E 100-555145-240	REPAIR AND MAINTENANCE	$107.22	1976-313057	SR VAN-BRAKE PADS
E 100-555145-240	REPAIR AND MAINTENANCE	$33.14	1976-313059	SR VAN-BRAKE PADS
Total	**CARQUEST AUTO PARTS**	$143.86		
Unpaid	**CARRICO AQUATIC RESOURCES INC**			
E 240-555320-340	MAINTENANCE SUPPLIES	$60.00	20171449	POOL-SUMMER POOL INSTR WORKSHOP
Total	**CARRICO AQUATIC RESOURCES INC**	$60.00		
Unpaid	**CHEMINDUSTRIAL SYSTEMS INC**			
E 240-555320-340	MAINTENANCE SUPPLIES	$58.82	5369-0000	POOL-BARB MPT/CAM FCAM
Total	**CHEMINDUSTRIAL SYSTEMS INC**	$58.82		
Unpaid	**COMMUNITY PRINTING INC.**			
E 100-515600-310	OFFICE SUPPLIES	$201.00	2001I	TREAS-PAYROLL CHANGES/ACTION FORMS
Total	**COMMUNITY PRINTING INC.**	$201.00		
Unpaid	**COMPLETE OFFICE OF WISCONSIN**			
E 100-533110-310	OFFICE SUPPLIES	$82.92	824049	ENG-DYMO LABELS
E 100-514100-312	COMPUTER/COPIER SUPPLIE	$371.00	824049	CENTRL DUPL-WHITE & YELLOW COPY PAPER
Total	**COMPLETE OFFICE OF WISCONSIN**	$453.92		

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
Unpaid	**CREAM CITY AWNING**			
E 240-555320-340	MAINTENANCE SUPPLIES	$615.00	10208	POOL-PATCH/REPAIR & REBIND THREE UMBRELLAS
	Total CREAM CITY AWNING	$615.00		
Unpaid	**DORNER COMPANY**			
E 601-573840-340	MAINTENANCE SUPPLIES	$2,020.00	138048-IN	WW-ACC*GS-6-HD12 FUW 8" PEC
	Total DORNER COMPANY	$2,020.00		
Unpaid	**EGELHOFF LAWNMOWER SERVICE**			
E 100-555510-380	EQUIPMENT/CAPITAL OUTLA	$567.54	227252	PARKS-2 TRIMMERS
E 100-555510-240	REPAIR AND MAINTENANCE	$41.90	227252	PARKS-CF3 PRO TRIMMER LINE
	Total EGELHOFF LAWNMOWER SERVICE	$609.44		
Unpaid	**EQUIPMENT RENTALS INC.**			
E 100-555510-240	REPAIR AND MAINTENANCE	$135.93	137544-1	PARKS-TRENCHER SKIDMOUNT RENTAL
	Total EQUIPMENT RENTALS INC.	$135.93		
Unpaid	**EUROFINS S-F ANALYTICAL**			
E 601-573825-217	OUTSIDE LAB TESTING	$75.80	17051209	WW-05/02 INFLUENT TKN
E 601-573825-217	OUTSIDE LAB TESTING	$745.60	17051803	WW-4/18 BIOSOLIDS
	Total EUROFINS S-F ANALYTICAL	$821.40		
Unpaid	**FASTENAL COMPANY**			
E 601-573830-340	MAINTENANCE SUPPLIES	$107.55	WISAU92807	WW-ADLC VERT ADJ DRAWER
	Total FASTENAL COMPANY	$107.55		
Unpaid	**FIRST CHOICE TREE CARE, INC.**			
G 100-239837	DEVELOPERS DEPOSIT-TREE PL	$3,758.00	23347	PARKS-PO# PKS771-SUBDIVISION TREES
E 100-555510-341	TREES AND SUPPLIES	$7,268.00	23347	PARKS-PO# PKS771-STREET TREES
	Total FIRST CHOICE TREE CARE, INC.	$11,026.00		
Unpaid	**GRAINGER**			
E 240-555320-340	MAINTENANCE SUPPLIES	$137.85	9448441775	POOL-MOTOR, SH POLE
	Total GRAINGER	$137.85		
Unpaid	**HACH COMPANY**			
E 601-573825-370	LAB SUPPLIES	$947.42	10456018	WW-PHOSPHORUS TNT/AMMONIA TNT
	Total HACH COMPANY	$947.42		
Unpaid	**HARD ROCK CONCRETE CUTTERS**			
E 400-533311-899	SIDEWALK REPLACEMENTS-	$11,890.50	162711	SIDEWALK PROG-2017 SAW-CUTTING
	Total HARD ROCK CONCRETE CUTTERS	$11,890.50		
Unpaid	**HD SUPPLY WATERWORKS, LTD**			
E 100-555510-240	REPAIR AND MAINTENANCE	$225.42	H076392	PARKS-SWR PIPE/SOLVENT WELD
E 100-533440-240	REPAIR AND MAINTENANCE	$39.10	H076392	DPW-REG BODY GLUE/PRIMER/SOLVENT WELD
G 100-156200	DUE FROM LIGHT & WATER	$56.12	H076392	L&W-CPLG CI/PVCXCI/PVC
	Total HD SUPPLY WATERWORKS, LTD	$320.64		

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
Unpaid	**HEIN ELECTRIC SUPPLY CO**			
E 240-555320-340	MAINTENANCE SUPPLIES	$337.28	341682-00	POOL-LED FLOOD
Total	**HEIN ELECTRIC SUPPLY CO**	$337.28		
Unpaid	**HELENA CHEMICAL COMPANY**			
E 100-555510-240	REPAIR AND MAINTENANCE	$1,018.20	221676783	PARKS-CALCNIT TROPICOTE
Total	**HELENA CHEMICAL COMPANY**	$1,018.20		
Unpaid	**JANI-KING OF MILWAUKEE/ROYAL F**			
E 260-555110-290	MAINT/CONTRACTED SERVIC	$425.00	MIL06170580	LIBR-JUNE 2017 JANITORIAL
Total	**JANI-KING OF MILWAUKEE/ROYAL F**	$425.00		
Unpaid	**JOHN P. LOCHEN CO., INC.**			
E 100-555510-240	REPAIR AND MAINTENANCE	$147.68	T21668	PARKS-O-RING/BEARING BALL-VEH #44
E 100-555510-240	REPAIR AND MAINTENANCE	$18.06	T21759	PARKS-PLUG
E 100-555510-240	REPAIR AND MAINTENANCE	$86.04	T21930	PARKS-HEX NUT/RIM/GRIP LEVER-VEH #40
E 100-555510-240	REPAIR AND MAINTENANCE	$14.32	T21935	PARKS-PIN-RACK-VEH #44
Total	**JOHN P. LOCHEN CO., INC.**	$266.10		
Unpaid	**LAERDAL MEDICAL CORPORATION**			
E 220-555390-372	SAFETY EQUIPMENT	$70.75	2017/2000042	REC-BLS PROVIDER MANUALS 2015
Total	**LAERDAL MEDICAL CORPORATION**	$70.75		
Unpaid	**LARK UNIFORM OUTFITTERS INC**			
E 100-522120-346	UNIFORMS	$37.95	234225	PD-DIGITAL GLOVE
E 100-522120-346	UNIFORMS	$16.95	234228	PD-SGT COLLAR GRASS/SGT STRIPES
E 100-522110-346	UNIFORMS	$74.00	244875	PD-DISPATCHER BADGES
E 100-522120-346	UNIFORMS	$111.90	244917	PD-POLY STREET SHIRT/EMBROIDERY
E 100-522120-346	UNIFORMS	$179.80	244924	PD-POLY STREET SHIRTS
Total	**LARK UNIFORM OUTFITTERS INC**	$420.60		
Unpaid	**LARSON, GERALD**			
E 700-519400-553	2017 CLAIMS	$420.00	CLAIM-L&W	CLAIM SETTLEMENT-LAWN REPAIR ALONG MEDIAN
Total	**LARSON, GERALD**	$420.00		
Unpaid	**LEAGUE OF WI.MUNICIPALITIES**			
E 100-533110-210	PROFESSIONAL SERVICES	$400.00	RENEWAL	ENG-MEMBERSHIP RENEWAL-THE LEAGUE STORM WATER GROUP
Total	**LEAGUE OF WI.MUNICIPALITIES**	$400.00		
Unpaid	**LINCOLN CONTRACTORS SUPPLY**			
G 601-185325	MISC PUMPING EQUIPMENT	$1,425.00	L07039	WW-CENTRIFUGAL TRASH PUMP
Total	**LINCOLN CONTRACTORS SUPPLY**	$1,425.00		
Unpaid	**M SQUARED ENGINEERING LLC**			
E 400-533311-854	STREET IMPROVEMENTS	$1,694.00	17066	STREETS-DESIGN SERVICES
E 400-533440-877	STORM SEWER CAPITAL PRJ	$400.40	17066	STORM SWR-DESIGN SERVICES
G 601-187023	STREET & UTILITY IMPROVEM	$523.60	17066	SANITARY-DESIGN SERVICES
G 400-156200	DUE FROM LIGHT & WATER	$462.00	17066	L&W-WATER-2017 STREET/UTIL PROJ.

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
Total	M SQUARED ENGINEERING LLC	$3,080.00		
Unpaid	MASTER PRINTWEAR			
E 220-555390-347	SUPPLIES AND EXPENSES	$12.00	0043576-IN	REC PROG-SHIRTS
Total	MASTER PRINTWEAR	$12.00		
Unpaid	MCHUGH, CONSTANCE/CDR CRK WIN			
E 100-519200-343	AWARDS, SUPPLIES	$50.00	SERVICE AW	10 YEARS CONTINUOUS SERVICE AWARD
otal	MCHUGH, CONSTANCE/CDR CRK WIN	$50.00		
Unpaid	MONARCH LIBRARY SYSTEM			
E 260-555110-310	OFFICE SUPPLIES	$10.00	413696	LIBR-2017 CSLP THEME DIE CUT DONATION
Total	MONARCH LIBRARY SYSTEM	$10.00		
Unpaid	MOORE MEDICAL CORP			
E 220-555390-347	SUPPLIES AND EXPENSES	$104.59	83277250	REC PROG-INSTANT COLD PACKS
Total	MOORE MEDICAL CORP	$104.59		
Unpaid	MORNINGSTAR			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$1,164.00	RENEWAL	LIBR-SUBSCRIPTION RENEWAL 8/16/17-8/16/18
Total	MORNINGSTAR	$1,164.00		
Unpaid	NASSCO, INC.			
E 240-555320-340	MAINTENANCE SUPPLIES	$473.92	S2190394	POOL-BATH TISSUE/CAN LINERS/PAPER TOWELS
Total	NASSCO, INC.	$473.92		
Unpaid	NORTH SHORE MUNIC CRT-GLENDALE			
R 100-451101	COURT PENALTIES & COSTS	$463.00	BOND	BOND FOR JAYMIA PUTZEAR 5/22/1995 CUDAHY PD CASE 8081143K3VZ; CPD CASE 17-8567
tal	NORTH SHORE MUNIC CRT-GLENDALE	$463.00		
Unpaid	NORTHLAND BUSINESS SYSTEMS			
E 100-522110-310	OFFICE SUPPLIES	$90.00	IN73901	PD-OLYMPUS NETWORK ISSUES
Total	NORTHLAND BUSINESS SYSTEMS	$90.00		
Unpaid	OLSEN S PIGGLY WIGGLY			
E 240-555321-350	OPERATING SUPPLIES	$57.12	32949	POOL-CONCESSIONS
E 100-555140-210	PROFESSIONAL SERVICES	$20.65	32975	SR CTR-SR GAMES REFRESHMENTS
Total	OLSEN S PIGGLY WIGGLY	$77.77		
Unpaid	OTIS ELEVATOR COMPANY			
E 260-555110-290	MAINT/CONTRACTED SERVIC	$2,603.16	CM05395617	LIBR-6/1/17-5/31/18 SERVICE AGREEMENT RENEWAL
Total	OTIS ELEVATOR COMPANY	$2,603.16		
Unpaid	OZAUKEE ACE HARDWARE			
E 200-544210-350	OPERATING SUPPLIES	$34.77	150494	CEM-ROD HR STL PLAIN/HARDWARE
Total	OZAUKEE ACE HARDWARE	$34.77		
Unpaid	POSTNET WI104			

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
E 601-573825-217	OUTSIDE LAB TESTING	$38.24	299950	WW-MAILING TO NCL OF WISCONSIN 4/7/2017
E 601-573825-217	OUTSIDE LAB TESTING	$67.52	301144	WW-MAILING TO TELEDYNE ISCO 5/15/17
	Total POSTNET WI104	$105.76		
Unpaid	**PROQUEST LLC**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$1,580.00	70453327	LIBR-RENEWAL
	Total PROQUEST LLC	$1,580.00		
Unpaid	**PTS CONTRACTORS INC.**			
E 400-533311-854	STREET IMPROVEMENTS	$5,111.58	PAY REQ #2	STREETS-PAY REQ #2 2017 STREET PROJECT
E 400-533440-475	STORMWATER IMPROVEMEN	$32,119.02	PAY REQ #2	STORM-PAY REQ #2 2017 STREET PROJECT
G 400-156200	DUE FROM LIGHT & WATER	$93,808.22	PAY REQ #2	L&W-WATER-PAY REQ #2-2017 STREET PROJECT
G 601-187023	STREET & UTILITY IMPROVEM	$103,420.07	PAY REQ #2	SANITARY-PAY REQ #2-2017 STREET PROJECT
	Total PTS CONTRACTORS INC.	$234,458.89		
Unpaid	**PURCHASE POWER**			
E 100-522110-240	REPAIR AND MAINTENANCE	$250.00	800009090076	PD-4/24/17 METER REFILL
	Total PURCHASE POWER	$250.00		
Unpaid	**REINDERS,INC.**			
E 100-555510-240	REPAIR AND MAINTENANCE	$248.86	1679268-00	PARKS-ELEMENT-FILTER/HYDRAULIC FILTER
E 100-555510-240	REPAIR AND MAINTENANCE	$215.29	1679462-00	PARKS-TUBE-LINK/END ROD
E 100-555510-240	REPAIR AND MAINTENANCE	$181.85	1680930-00	PARKS-ROCKER SWITCH/DAMPER
E 100-555510-240	REPAIR AND MAINTENANCE	$241.28	1685513-00	PARKS-SPRING TINE RAHN
	Total REINDERS,INC.	$887.28		
Unpaid	**RIVISTAS SUBSCRIPTION SERVICES**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$779.47	27884	LIBR-RENEWALS CONSUMER REPORTS/NEW YORK TIMES NATL
	Total RIVISTAS SUBSCRIPTION SERVICES	$779.47		
Unpaid	**SAM S CLUB DIRECT**			
E 240-555321-350	OPERATING SUPPLIES	$1,220.53	003732	POOL-CONCESSIONS
E 240-555321-350	OPERATING SUPPLIES	$897.40	006995	POOL-CONCESSIONS
E 240-555321-350	OPERATING SUPPLIES	$126.72	999999	POOL-MEMBERSHIP FEE RENEWAL
	Total SAM S CLUB DIRECT	$2,244.65		
Unpaid	**SCHOESSOW, CARY**			
E 100-555510-363	SIGNS	$90.00	3111	PARKS-DIBOND SIGN
	Total SCHOESSOW, CARY	$90.00		
Unpaid	**SHEFFIELD, MARY**			
E 100-566310-210	PROFESSIONAL SERVICES	$2,208.33	CONTRACT	MAY 2017 ECONOMIC DEV.SERVICES
	Total SHEFFIELD, MARY	$2,208.33		
Unpaid	**STATE OF WISCONSIN DOJ-PO2688+**			
E 100-522110-225	TELEPHONE	$945.00	L4603T	PD-APRIL 2017 TIME
	Total STATE OF WISCONSIN DOJ-PO2688+	$945.00		

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
Unpaid	**STREICHER S POLICE EQUIPMENT**			
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	$76.98	I1263731	PD-EAR MUFFS
Total	**STREICHER S POLICE EQUIPMENT**	$76.98		
Unpaid	**TIME WARNER CABLE**			
E 100-522110-225	TELEPHONE	$370.00	709864401	PD FIBR-PHONE
Total	**TIME WARNER CABLE**	$370.00		
Unpaid	**UNIFIRST CORPORATION**			
E 601-573825-372	SAFETY EQUIPMENT	$38.43	096 0961456	WW-UNIFORMS (AMT ADJUSTED)
E 100-518100-240	REPAIR AND MAINTENANCE	$45.75	096 0961473	COMPLEX-MATS/MOPS (AMT ADJUSTED)
E 100-522100-240	REPAIR AND MAINTENANCE	$0.64	096 0961474	PD-MATS/MOPS
E 260-555110-290	MAINT/CONTRACTED SERVIC	$23.34	096 0961476	LIBR-MATS/MOPS (AMT ADJUSTED)
Total	**UNIFIRST CORPORATION**	$108.16		
Unpaid	**VEOLIA ENVIRONMENTAL SERVICES**			
E 601-573825-294	SLUDGE HAULING	$13,920.00	1003-25990	WW-APRIL 2017 BIOSOLIDS HAULING
Total	**VEOLIA ENVIRONMENTAL SERVICES**	$13,920.00		
Unpaid	**VERMONT SYSTEMS INC.**			
E 240-555320-340	MAINTENANCE SUPPLIES	$1,247.50	55163	POOL-KEY FOBS
Total	**VERMONT SYSTEMS INC.**	$1,247.50		
Unpaid	**W. & E. RADTKE**			
E 100-555510-240	REPAIR AND MAINTENANCE	$172.09	115045	PARKS-PAEONIA
Total	**W. & E. RADTKE**	$172.09		
Unpaid	**WALDSCHMIDTS TOWN & COUNTRY**			
E 400-555510-811	VEHICLE REPLACEMENTS	$29,902.20	571621	PARKS-KUBOTA DIESEL AWD TRACTOR
Total	**WALDSCHMIDTS TOWN & COUNTRY**	$29,902.20		
Unpaid	**WAYSIDE NURSERIES, INC.**			
E 100-555510-341	TREES AND SUPPLIES	$691.00	113579	PARKS-TREES FOR NEW SHOP PLANTINGS
E 100-555510-240	REPAIR AND MAINTENANCE	$125.00	113704	PARKS-HARDWOOD MULCH
Total	**WAYSIDE NURSERIES, INC.**	$816.00		
Unpaid	**ZUERN BUILDING PRODUCTS**			
E 100-555510-240	REPAIR AND MAINTENANCE	$71.22	4669	PARKS-LUMBER FOR BEHLING FIELD SHED
Total	**ZUERN BUILDING PRODUCTS**	$71.22		
111300	**PWSB Checking**	$349,431.16		

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

	Check Amt	Invoice	Comment

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	$27,606.08
200 CEMETERY FUND	$94.86
220 RECREATION PROGRAMS FUND	$187.34
240 SWIMMING POOL FUND	$5,232.14
260 LIBRARY FUND	$7,374.54
400 CAPITAL IMPROVEMENTS FUND	$185,056.85
601 SEWERAGE FUND	$123,459.35
700 RISK MANAGEMENT FUND	$420.00
	$349,431.16

CITY OF CEDARBURG

*Check Detail Register©

Agilex 5/23/2017

MAY 2017

		Check Amt	Invoice	Comment
111300 PWSB Checking				
Unpaid	**BEACON ATHLETICS**			
E 100-555510-240	REPAIR AND MAINTENANCE	$185.00	0476136-IN	PARKS-STRING WINDER/HEXAGON PLUG/GRND SLEEVE
	Total BEACON ATHLETICS	$185.00		
Unpaid	**BEN MEADOWS CO.**			
E 100-555510-240	REPAIR AND MAINTENANCE	$86.34	SI03392693	PARKS-HIGH VISIBILITY VESTS
	Total BEN MEADOWS CO.	$86.34		
Unpaid	**CULLIGAN OF WEST BEND**			
E 100-518100-240	REPAIR AND MAINTENANCE	$82.50	502-05621610-	GYM-SOFTENING EQUIPMENT RENTAL
	Total CULLIGAN OF WEST BEND	$82.50		
Unpaid	**EGELHOFF LAWNMOWER SERVICE**			
E 100-533210-353	MAINTENANCE PARTS	$224.10	225304	DPW-SEAL FRONT OIL/GASKET BEARING PLATE
	Total EGELHOFF LAWNMOWER SERVICE	$224.10		
Unpaid	**LA CROSSE SEED**			
E 100-555510-240	REPAIR AND MAINTENANCE	$23.10	SINP-17-10764	PARKS-DM ECO SHORT MIX
	Total LA CROSSE SEED	$23.10		
Unpaid	**LENNY S POOL SERVICE**			
E 240-555320-350	OPERATING SUPPLIES	$832.10	146415	POOL-CHEMICALS
	Total LENNY S POOL SERVICE	$832.10		
Unpaid	**LINCOLN CONTRACTORS SUPPLY**			
E 100-533210-353	MAINTENANCE PARTS	$23.16	L05158	DPW-PLUG PRIME & DRAN/GASKET PLUG
	Total LINCOLN CONTRACTORS SUPPLY	$23.16		
Unpaid	**MASTER PRINTWEAR**			
E 220-555390-347	SUPPLIES AND EXPENSES	$798.00	0043535-IN	REC-SHIRTS
	Total MASTER PRINTWEAR	$798.00		
Unpaid	**NEWMAN CHEVROLET**			
E 100-522120-240	REPAIR AND MAINTENANCE	$85.40	91982	PD-2013 IMPALA-OIL CHANGE/REPLACE CABIN AIR FILTER
	Total NEWMAN CHEVROLET	$85.40		
Unpaid	**PIONEER MANUFACTURING CO.**			
E 100-555510-380	EQUIPMENT/CAPITAL OUTLA	$2,370.00	INV635772	PARKS-GRACO FIELDLAZER S100 STRIPER
E 100-555510-240	REPAIR AND MAINTENANCE	$1,141.80	INV635795	PARKS-CRYSTALLINE MARBLE
	Total PIONEER MANUFACTURING CO.	$3,511.80		
Unpaid	**PROFESSIONAL SUPPLY**			
E 100-518100-350	OPERATING SUPPLIES	$593.90	911240	COMPLEX-RESTROOM SUPPLIES
	Total PROFESSIONAL SUPPLY	$593.90		
Unpaid	**QUALITY STATE OIL CO., INC.**			

CITY OF CEDARBURG

*Check Detail Register©

Agiles 5/23/2017

MAY 2017

		Check Amt	Invoice	Comment
G 100-161500	FUEL INVENTORY	$472.49	1741701	APRIL 2017 FUEL
Total	QUALITY STATE OIL CO., INC.	$472.49		
Unpaid	SHERWIN INDUSTRIES, INC.			
E 100-533311-240	REPAIR AND MAINTENANCE	$8,362.75	SC037896	DPW-ROADSAVER
E 100-533311-240	REPAIR AND MAINTENANCE	$193.15	SC037962	DPW-SOLVALL CLEANSER/SAND HOT MIX
Total	SHERWIN INDUSTRIES, INC.	$8,555.90		
Unpaid	ULINE			
E 100-533730-344	RECYCLING EXPENSES	$127.30	86809031	DPW-PRE-PUNCHED SLEEVES
Total	ULINE	$127.30		
Unpaid	UNIFIRST CORPORATION			
E 601-573825-372	SAFETY EQUIPMENT	$38.43	096 0960399	WW-UNIFORMS (ADJUSTED)
E 100-533210-350	OPERATING SUPPLIES	$40.58	096 0960404	DPW-UNIFORMS
E 601-573830-342	JANITORIAL SUPPLIES	$48.55	096 0960415	WW-MATS/WIPERS
Total	UNIFIRST CORPORATION	$127.56		
Unpaid	ZUERN BUILDING PRODUCTS			
E 240-555320-340	MAINTENANCE SUPPLIES	$11.04	8819	POOL-LF FJ PRIMED CROWN
Total	ZUERN BUILDING PRODUCTS	$11.04		
	111300 PWSB Checking	$15,739.69		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	$14,011.57
220 RECREATION PROGRAMS FUND	$798.00
240 SWIMMING POOL FUND	$843.14
601 SEWERAGE FUND	$86.98
	$15,739.69

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
111300 PWSB Checking				
Unpaid	**A LYNEIS ELECTRIC LLC**			
E 240-555320-210	PROFESSIONAL SERVICES	$1,480.00	5430	POOL-INSTALL 400 AMP SERVICE PANEL AT POOL
	Total A LYNEIS ELECTRIC LLC	$1,480.00		
Unpaid	**ADVANCED DISPOSAL**			
E 100-533730-290	MAINT/CONTRACTED SERVIC	$519.76	E10001182700	DPW-4/20/17 ROLL-OFF EXCHANGE
	Total ADVANCED DISPOSAL	$519.76		
Unpaid	**AIRGAS USA LLC**			
E 100-533210-353	MAINTENANCE PARTS	$26.14	9944386500	DPW-APRIL 2017 CYLINDER RENTAL
	Total AIRGAS USA LLC	$26.14		
Unpaid	**ASC PUMPING EQUIPMENT**			
E 240-555320-340	MAINTENANCE SUPPLIES	$1,225.00	IN00163611	POOL-REPAIR 344-BF
	Total ASC PUMPING EQUIPMENT	$1,225.00		
Unpaid	**ASSOCIATED BENEFIT & RISK CON.**			
E 100-515600-210	PROFESSIONAL SERVICES	$1,534.00	162	TREAS-CONSULTING SERVICES
G 100-156200	DUE FROM LIGHT & WATER	$383.00	162	L&W-CONSULTING SERVICES
	Total ASSOCIATED BENEFIT & RISK CON.	$1,917.00		
Unpaid	**BAKER & TAYLOR BOOKS**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$11.55	2032848393	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$10.43	2032848394	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$49.24	2032848395	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$17.72	2032848396	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$49.22	2032848397	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$16.04	2032848398	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$56.42	2032848399	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$23.32	2032848400	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$11.43	2032848401	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$14.33	2032848402	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$22.78	2032848403	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$33.53	2032848404	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$36.51	2032848405	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$28.78	2032848406	LIBR-BOOKS
	Total BAKER & TAYLOR BOOKS	$381.30		
Unpaid	**BASSETT MECHANICAL**			
E 240-555320-380	EQUIPMENT/CAPITAL OUTLA	$35,163.00	65974P	POOL-POOL BOILER
	Total BASSETT MECHANICAL	$35,163.00		
Unpaid	**BEAR GRAPHICS, INC.**			
E 100-515600-310	OFFICE SUPPLIES	$300.57	0770766	TREAS-LASER A/P CHECKS
	Total BEAR GRAPHICS, INC.	$300.57		
Unpaid	**BEYER S HARDWARE STORE**			

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
E 240-555320-340	MAINTENANCE SUPPLIES	$18.13	129737	POOL-SEAL TAPE/BATTERIES
E 240-555320-340	MAINTENANCE SUPPLIES	$221.83	129824	POOL-HAND TRUCK/LUBRICANT
E 240-555320-340	MAINTENANCE SUPPLIES	$1.16	129892	POOL-CMP CAP
E 240-555320-340	MAINTENANCE SUPPLIES	$7.18	129906	POOL GLS WHT ENAMEL/SEALANT
E 240-555320-340	MAINTENANCE SUPPLIES	$68.35	129928	POOL-DRAIN OPENER/BULB/BATTERY
E 240-555320-340	MAINTENANCE SUPPLIES	($6.30)	129930	POOL-CREDIT-COMP FLUO BULBS
E 240-555320-340	MAINTENANCE SUPPLIES	$12.55	129947	POOL-HARDWARE/ENAMEL/LAMP COVER
E 240-555320-340	MAINTENANCE SUPPLIES	$19.58	130100	POOL-MR. CLEAN ERASER/CATALYST/MILDEW REMOVER
E 240-555320-340	MAINTENANCE SUPPLIES	$19.15	130170	POOL-LED BULB/WHT VINEGAR
E 100-555510-240	REPAIR AND MAINTENANCE	$33.28	130225	PARKS-TARP COVER/SPRINKLING CAN
E 100-555510-240	REPAIR AND MAINTENANCE	$4.64	130233	PARKS-BUNGEE CORDS
E 240-555320-340	MAINTENANCE SUPPLIES	$30.80	130297	POOL-SEAL TAPE/GRY ENAMEL
E 240-555320-340	MAINTENANCE SUPPLIES	$11.83	130331	POOL-SINGLE CUT KEY/SILLCOCK HANDLE
E 240-555320-340	MAINTENANCE SUPPLIES	$11.23	130355	POOL-SPRAY PRIMER/SKID TEX ADDITIVE
E 240-555320-340	MAINTENANCE SUPPLIES	$64.76	130380	POOL-COATING/CLEANER/COVER
E 240-555320-340	MAINTENANCE SUPPLIES	$4.44	130418	POOL-CLAMP CONNECTOR/BOX COVER
E 240-555320-340	MAINTENANCE SUPPLIES	$1.79	130424	POOL-RISE COVER
E 240-555320-340	MAINTENANCE SUPPLIES	$15.10	130513	POOL-THREADLOCKER/ENAMEL
E 601-573830-340	MAINTENANCE SUPPLIES	$4.31	130529	WW-HYDRA JACK FLUID
E 240-555320-340	MAINTENANCE SUPPLIES	$12.13	130564	POOL-MALE HOSE MENDER/FEM HOSE MENDER
E 100-518100-350	OPERATING SUPPLIES	$49.63	130607	COMPLEX-HARDWARE
E 240-555320-340	MAINTENANCE SUPPLIES	$81.58	130614	POOL-WHITE CAULK/CONNECTOR/COUPLING
E 240-555320-340	MAINTENANCE SUPPLIES	$68.38	130624	POOL-GRN WHL TRASHCANS
E 240-555320-340	MAINTENANCE SUPPLIES	$5.35	130625	POOL-WHT MPT PLUG
E 100-533210-353	MAINTENANCE PARTS	$19.78	130656	DPW-JOINT PLIERS
E 240-555320-340	MAINTENANCE SUPPLIES	$54.60	130663	POOL-NYL CORD/MP OIL/COUPLING
E 100-518100-350	OPERATING SUPPLIES	$47.66	130706	COMPLEX-ALU LEVEL/TROWEL
E 200-544210-350	OPERATING SUPPLIES	$25.18	130707	CEM-TRIMMER LINE
E 100-518100-350	OPERATING SUPPLIES	$6.74	130709	COMPLEX-CONCRETE MIX
E 240-555320-340	MAINTENANCE SUPPLIES	$47.07	130713	POOL-SINGLE CUT KEY/HARDWARE
E 100-533210-353	MAINTENANCE PARTS	$2.24	130726	DPW-COMPOSITE SHIM
Total	**BEYER S HARDWARE STORE**	$964.15		
Unpaid	**BIRCHWOOD SNOW & LANDSCAPE**			
E 260-555110-290	MAINT/CONTRACTED SERVIC	$290.00	86376	LIBR-MAY 2017 MONTHLY LAWN INSTALLMENT
Total	**BIRCHWOOD SNOW & LANDSCAPE**	$290.00		
Unpaid	**BOEHLKE BOTTLED GAS CORP.**			
G 100-161500	FUEL INVENTORY	$634.20	007601	DPW- PROPANE DELIVERY
Total	**BOEHLKE BOTTLED GAS CORP.**	$634.20		
Unpaid	**BOEHLKE HARDWARE**			
E 100-555510-240	REPAIR AND MAINTENANCE	$10.98	37179	PARKS-2 AERATORS
Total	**BOEHLKE HARDWARE**	$10.98		
Unpaid	**BSN SPORTS LLC**			
E 220-555390-347	SUPPLIES AND EXPENSES	$346.90	99012212	REC-SOCCERBALLS/EQUIP BAGS

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
	Total BSN SPORTS LLC	$346.90		
Unpaid	**BUBLITZ CREATIVE**			
E 260-555110-382	LIBRARY TECHNOLOGY	$120.00	3328	LIBR-WEBSITE SECURITY/BACKUP PLAN
	Total BUBLITZ CREATIVE	$120.00		
Unpaid	**BUSCH, MARY**			
R 100-463101	PUBLIC WORKS FEES	$40.00	REFUND	REFUND OF APPLIANCE PICKUP FEE
	Total BUSCH, MARY	$40.00		
Unpaid	**BUSINESS CARD**			
E 100-555510-330	TRAVEL & TRAINING	$165.04	0070	PARKS-WORLD OF WONDERS GARAGE/HILTON GARDEN IN/IL TOLLWAY
E 100-555510-240	REPAIR AND MAINTENANCE	$920.12	0070	PARKS-TAUNTONPUBLISHER/AMAZON/FLEET FARM/CONNECT CELL/USPS
E 100-555510-240	REPAIR AND MAINTENANCE	$56.66	0070	PARKS-LATE FEES/FINANCE CHARGES
E 100-519200-335	LEADERSHIP DEVELOPMENT	$70.00	6193	EE REL.-STARBUCKS-MTG COFFEE
E 100-533210-350	OPERATING SUPPLIES	$54.49	6193	DPW-MEIJER STORE/BOOTS FOR JB
E 100-533210-350	OPERATING SUPPLIES	$40.68	6193	DPW-MENARDS
E 100-533210-350	OPERATING SUPPLIES	$599.94	6193	DPW-HOME DEPOT
E 100-533210-350	OPERATING SUPPLIES	$53.71	6193	DPW-HOME DEPOT
E 100-533210-353	MAINTENANCE PARTS	$500.45	6193	DPW-MENARDS
	Total BUSINESS CARD	$2,461.09		
Unpaid	**C.H.M. INCORPORATED**			
E 100-555510-290	MAINT/CONTRACTED SERVIC	$548.00	6652	PARKS-AERATION AT VARIOUS LOCATIONS
	Total C.H.M. INCORPORATED	$548.00		
Unpaid	**CAPITAL ONE COMMERCIAL**			
E 240-555320-390	OTHER EXPENSES	$37.23	069829	POOL-POOL CONCESSIONS
E 220-555390-390	OTHER EXPENSES	$15.98	069829	REC-CH BREAKROOM SPLYS
E 601-573830-350	OPERATING SUPPLIES	$250.59	075328	WW-NITRILE
	Total CAPITAL ONE COMMERCIAL	$303.80		
Unpaid	**CARQUEST AUTO PARTS**			
E 100-533210-353	MAINTENANCE PARTS	$50.37	1976-314071	DPW-WRENCH/TORX SDRVRS
E 100-533210-353	MAINTENANCE PARTS	$37.99	1976-314330	DPW-TRLJACK
E 100-533210-353	MAINTENANCE PARTS	$15.36	1976-314413	DPW-CTNG WHL/CUT WHEEL
	Total CARQUEST AUTO PARTS	$103.72		
Unpaid	**CARRICO AQUATIC RESOURCES INC**			
E 240-555320-350	OPERATING SUPPLIES	$8,769.35	20171384	POOL-PULSAR BRIQUETTES/PULSAR SHOCK
	Total CARRICO AQUATIC RESOURCES INC	$8,769.35		
Unpaid	**CCP INDUSTRIES INC**			
E 601-573830-350	OPERATING SUPPLIES	$442.56	IN01887690	WW-NITRILE POWDER
	Total CCP INDUSTRIES INC	$442.56		
Unpaid	**CEDARBURG CHAMBER OF COMMERCE**			

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
E 100-511100-390	OTHER EXPENSES	$25.00	PARADE	4TH OF JULY PARADE ENTRY FEES-MAYOR/COUNCIL
Total	**CEDARBURG CHAMBER OF COMMERCE**	$25.00		
Unpaid	**CEDARBURG POLICE OFFICERS**			
E 100-522130-159	LONGEVITY	$2,199.75	LONGEVITY	LONGEVITY FOR JEFF VAHSHOLTZ
Total	**CEDARBURG POLICE OFFICERS**	$2,199.75		
Unpaid	**CINTAS CORPORATION**			
E 100-533210-350	OPERATING SUPPLIES	$135.24	184820513	DPW-UNIFORMS
Total	**CINTAS CORPORATION**	$135.24		
Unpaid	**CINTAS FIRST AID & SAFETY**			
E 100-533210-350	OPERATING SUPPLIES	$204.64	5007812274	DPW-FIRST AID SUPPLIES
Total	**CINTAS FIRST AID & SAFETY**	$204.64		
Unpaid	**COMMUNITY PRINTING INC.**			
E 100-522110-313	PRINTING-NEWSLETTERS, ET	$448.00	1987I	PD-#10 ENVELOPES
Total	**COMMUNITY PRINTING INC.**	$448.00		
Unpaid	**DOME CORP OF NORTH AMERICA**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$8,369.00	PW FACILITY	PW FACILITY CON-5/16/2017 COSTS
Total	**DOME CORP OF NORTH AMERICA**	$8,369.00		
Unpaid	**ENVIRONMENTAL PRODUCTS & SYS**			
E 100-518100-240	REPAIR AND MAINTENANCE	$171.60	170689	COMPLEX-PLEATED PANEL FILTER
Total	**ENVIRONMENTAL PRODUCTS & SYS**	$171.60		
Unpaid	**FASTENAL COMPANY**			
E 601-573830-340	MAINTENANCE SUPPLIES	$573.79	WISAU92652	WW-T-RODS
Total	**FASTENAL COMPANY**	$573.79		
Unpaid	**GOLLNICK & SONS TREE SERVICE**			
E 100-555510-290	MAINT/CONTRACTED SERVIC	$400.00	15719	PARKS-REMOVAL OF ASH TREES 1123 WASHINGTON AVE
E 100-555510-290	MAINT/CONTRACTED SERVIC	$750.00	15828	PARKS-TREE REMOVAL AT W63 N391 HILLCREST
E 100-555510-290	MAINT/CONTRACTED SERVIC	$900.00	15831	PARKS-REMOVE SUGAR MAPLE FOUNDERS PARK
Total	**GOLLNICK & SONS TREE SERVICE**	$2,050.00		
Unpaid	**GRAINGER**			
E 100-555510-240	REPAIR AND MAINTENANCE	$140.82	942123373	PARKS-LEAF RAKES/SHRUB RAKES
Total	**GRAINGER**	$140.82		
Unpaid	**GREAT LAKES COCA-COLA DISTR**			
E 240-555321-350	OPERATING SUPPLIES	$1,609.41	2694203565	POOL CONCESS.-COKE PRODDUCTS
Total	**GREAT LAKES COCA-COLA DISTR**	$1,609.41		
Unpaid	**HD SUPPLY WATERWORKS, LTD**			
E 100-533311-240	REPAIR AND MAINTENANCE	$263.26	H065412	DPW-CPLG CONCXCI

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
	Total HD SUPPLY WATERWORKS, LTD	$263.26		
Unpaid	**HEIN ELECTRIC SUPPLY CO**			
E 240-555320-340	MAINTENANCE SUPPLIES	$4.45	342534-00	POOL=RHMS SLOT PHI
E 240-555320-340	MAINTENANCE SUPPLIES	$31.30	347589-00	POOL-REDUCI NG WASHER/LIQUIDTIGHT CO
E 240-555320-340	MAINTENANCE SUPPLIES	$160.37	347641-00	POOL-SAFETY SWITCH/LIQUIDTIGHT
	Total HEIN ELECTRIC SUPPLY CO	$196.12		
Unpaid	**HOME DEPOT CREDIT SERVICES**			
G 601-185325	MISC PUMPING EQUIPMENT	$107.53	3692	WW-FERRULE & STOP SET
E 601-573830-340	MAINTENANCE SUPPLIES	$140.58	3692	WW-GATE VALVES/TORCHBLDE
E 100-533311-240	REPAIR AND MAINTENANCE	$476.71	3692	DPW-BESSEY CLAMPS
E 240-555320-340	MAINTENANCE SUPPLIES	$416.40	3692	POOL-SCRUB BRUSHES/HARDWARE
	Total HOME DEPOT CREDIT SERVICES	$1,141.22		
Unpaid	**ICE-KOLD, LLC**			
E 100-533210-353	MAINTENANCE PARTS	$135.00	51939	DPW-REPAIR TO 2006 STERLING
	Total ICE-KOLD, LLC	$135.00		
Unpaid	**J H HASSINGER INC**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$29,543.75	PW FACILITY	PW FACILITY CON-5/16/2017 COSTS
	Total J H HASSINGER INC	$29,543.75		
Unpaid	**JAMES IMAGING SYSTEMS, INC.**			
E 100-514700-385	EQUIPMENT OUTLAY	$239.71	20624283	1ST FLOOR-COPIER RENTAL
E 100-514700-385	EQUIPMENT OUTLAY	$239.71	20624283	2ND FLOOR-COPIER RENTAL
E 100-555510-350	OPERATING SUPPLIES	$207.78	20624283	REC-COPIER RENTAL
	Total JAMES IMAGING SYSTEMS, INC.	$687.20		
Unpaid	**JANI-KING OF MILWAUKEE/ROYAL F**			
E 260-555110-290	MAINT/CONTRACTED SERVIC	$425.00	MIL05170583	LIBR-MAY JANITORIAL SERVICES
	Total JANI-KING OF MILWAUKEE/ROYAL F	$425.00		
Unpaid	**KASDORF, LEWIS & SWIETLIK, SC**			
E 700-519400-552	Insurance Claims 2016	$1,319.63	CLAIM# ALB1	SHABANI V CEDARBURG #502254
	Total KASDORF, LEWIS & SWIETLIK, SC	$1,319.63		
Unpaid	**LANGE ENTERPRISES**			
E 100-522310-310	OFFICE SUPPLIES	$368.19	61816	B.I.-PLASTIC REFLECTIVE TILES
	Total LANGE ENTERPRISES	$368.19		
Unpaid	**LANNON STONE PRODUCTS, INC.**			
E 100-533440-240	REPAIR AND MAINTENANCE	$196.85	1156544	DPW-BASE COURSE
	Total LANNON STONE PRODUCTS, INC.	$196.85		
Unpaid	**LARSON, TRACEY**			
E 220-555390-347	SUPPLIES AND EXPENSES	$317.57	REIMBURSE.	PURCHASE OF MIDDLE SCHOOL TENNIS SUPPLIES
	Total LARSON, TRACEY	$317.57		

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
Unpaid	**MASSART, JAY**			
E 220-555390-347	SUPPLIES AND EXPENSES	$225.00	TENNIS	REC-TENNIS LEAGUE REGISTRATION
	Total MASSART, JAY	$225.00		
Unpaid	**MENARD S**			
E 100-555510-240	REPAIR AND MAINTENANCE	$74.37	34220	PARKS-SNOW FENCE
	Total MENARD S	$74.37		
Unpaid	**MID-AMERICA STEEL DRUM CO.**			
E 100-555510-240	REPAIR AND MAINTENANCE	$710.50	0249325	PARKS-55 GAL TRASH CANS
	Total MID-AMERICA STEEL DRUM CO.	$710.50		
Unpaid	**MKS CUSTOM UPHOLSTERY LLC**			
E 100-533210-353	MAINTENANCE PARTS	$760.00	2238	DPW-REPAIRS TO CUSHIONS & BACKS
	Total MKS CUSTOM UPHOLSTERY LLC	$760.00		
Unpaid	**MOEGENBURG, CHUCK**			
E 100-518100-240	REPAIR AND MAINTENANCE	$110.00	20170515001	CITY HALL-CLEAN ENTRIES
	Total MOEGENBURG, CHUCK	$110.00		
Unpaid	**MOORE MEDICAL CORP**			
E 240-555320-340	MAINTENANCE SUPPLIES	$791.10	83273102 1	POOL-MEDICAL SPLYS
	Total MOORE MEDICAL CORP	$791.10		
Unpaid	**NATIONAL APPRAISAL GUIDES**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$75.00	RENEWAL	LIBR-OLDER USED CAR GUIDE SUBSCRIPTION
	Total NATIONAL APPRAISAL GUIDES	$75.00		
Unpaid	**NEENAH FOUNDRY CO.**			
E 100-533440-240	REPAIR AND MAINTENANCE	$1,686.00	214382	DPW-INLET FRAME/GRATE/CURB BOX
	Total NEENAH FOUNDRY CO.	$1,686.00		
Unpaid	**NEWSBANK**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$2,215.00	RN816250	LIBR-JOURNAL/NEWSGRAPHIC SUBSCRIPTION
	Total NEWSBANK	$2,215.00		
Unpaid	**OLSEN S PIGGLY WIGGLY**			
E 260-555110-308	PROGRAM SUPPLIES	$13.01	32885	LIBR-PROGRAM SUPPLIES
	Total OLSEN S PIGGLY WIGGLY	$13.01		
Unpaid	**OWEN S OFFICE SUPPLIES**			
E 100-533210-350	OPERATING SUPPLIES	$29.50	25508	DPW-HINTZ BUSINESS CARDS
	Total OWEN S OFFICE SUPPLIES	$29.50		
Unpaid	**OZAUKEE ACE HARDWARE**			
E 200-544210-350	OPERATING SUPPLIES	$24.29	150426	CEM-TARP
	Total OZAUKEE ACE HARDWARE	$24.29		
Unpaid	**PORTAL, INC**			

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
E 100-555140-390	OTHER EXPENSES	$151.69	TRANSPORTA	SR CTR-BUS 5/7/2017-SUNDAY SYMPHONY
	Total PORTAL, INC	$151.69		
Unpaid	**RNOW INC**			
E 601-573835-298	COLLECTION SYSTEM CLEAN	$205.00	2017-51701	WW-INTERCONNECT CABLE
E 601-573835-298	COLLECTION SYSTEM CLEAN	$353.88	2017-51733	WW-GEAR DROVE SJAFT
	Total RNOW INC	$558.88		
Unpaid	**SHORT ELLIOTT HENDRICKSON INC**			
E 400-518100-806	CITY HALL IMPROVEMENTS	$954.91	332207	ENG-MONOPOLE DESIGN
	Total SHORT ELLIOTT HENDRICKSON INC	$954.91		
Unpaid	**SITEONE LANDSCAPE SUPPLY**			
E 200-544210-230	GROUNDS MAINTENANCE	$263.08	80145935	CEM-SEED STARTER MULCH
E 100-555510-240	REPAIR AND MAINTENANCE	$64.04	80275290	PARKS-LESCO PROSECUTOR PRO
	Total SITEONE LANDSCAPE SUPPLY	$327.12		
Unpaid	**SPANCRETE INC**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$72,886.75	PW FACILITY	PW FACILITY CON-5/16/2017 COSTS
	Total SPANCRETE INC	$72,886.75		
Unpaid	**SPORT COURT WI**			
E 400-555510-861	PARK IMPROVEMENTS	$6,325.00	2017-116	PARKS-PO# PKS766- SOLID SLAM HOOPS
	Total SPORT COURT WI	$6,325.00		
Unpaid	**STARK PAVEMENT CORPORATION**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$20,464.75	PW FACILITY	PW FACILITY CON-5/16/2017 COSTS
	Total STARK PAVEMENT CORPORATION	$20,464.75		
Unpaid	**STATE CHEMICAL SOLUTIONS**			
E 240-555320-340	MAINTENANCE SUPPLIES	$342.00	900016679	POOL-MORNING FRESH/GLASS BRIGHT
E 240-555320-340	MAINTENANCE SUPPLIES	$1,142.37	900016682	POOL-GENTLE FRESH/FRAGR. PARADISE BREEZE
	Total STATE CHEMICAL SOLUTIONS	$1,484.37		
Unpaid	**STATE PAINTING COMPANY**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$7,066.05	PW FACILITY	PW FACILITY CON-5/16/2017 COSTS
	Total STATE PAINTING COMPANY	$7,066.05		
Unpaid	**SUMMIT SUPPLY**			
E 100-555510-240	REPAIR AND MAINTENANCE	$394.85	79645	PARKS-RED HOSE W/QUICK COUPLERS
	Total SUMMIT SUPPLY	$394.85		
Unpaid	**SUPERIOR MASONRY BUILDERS INC**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$8,540.01	PW FACILITY	PW FACILITY CON-5/16/2017 COSTS
	Total SUPERIOR MASONRY BUILDERS INC	$8,540.01		
Unpaid	**SYMBIONT**			
E 601-573850-210	PROFESSIONAL SERVICES	$480.00	45656	WW-WPDES PERMIT SUPPORT APRIL 2017
	Total SYMBIONT	$480.00		

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
Unpaid	**SYNCHRONY BANK**			
E 100-533311-350	OPERATING SUPPLIES	$295.54	3155	DPW-FLEET FARM PURCHASE
	Total SYNCHRONY BANK	$295.54		
Unpaid	**TACTICAL SOLUTIONS-PUBLIC SAFE**			
E 100-522120-240	REPAIR AND MAINTENANCE	$372.00	5972	PD-CERTIFICATIONS OF RADAR UNITS
	Total TACTICAL SOLUTIONS-PUBLIC SAFE	$372.00		
Unpaid	**TIME WARNER CABLE**			
E 100-514700-220	Internet	$1,039.60	702696601	CH OFC- INTERNET
E 100-533210-350	OPERATING SUPPLIES	$167.01	707258501	DPW-STOP1-INTERNET
E 100-555510-220	Internet	$167.00	707258501	PARKS-STOP1-INTERNET
E 100-522110-225	TELEPHONE	$113.99	707259901	PD-STOP 2
E 100-514700-220	Internet	$83.09	707260101	EM STOP1-INTERNET
E 240-555320-210	PROFESSIONAL SERVICES	$159.99	709737801	POOL-BLDG CP APT LL-INTERNET
	Total TIME WARNER CABLE	$1,730.68		
Unpaid	**TRUCK COUNTRY OF WISC**			
E 100-533210-353	MAINTENANCE PARTS	$2,022.12	R207005037:0	DPW-R207005037:01
E 100-533210-353	MAINTENANCE PARTS	$310.50	R207005445:0	DPW-R207005445:01
	Total TRUCK COUNTRY OF WISC	$2,332.62		
Unpaid	**USA BLUEBOOK**			
E 601-573830-340	MAINTENANCE SUPPLIES	$140.99	250927	WW-WOLOR BACKPACK SPRAYER
	Total USA BLUEBOOK	$140.99		
Unpaid	**VALU RITE CORPORATION**			
E 100-515400-210	PROFESSIONAL SERVICES	$1,125.00	CONTRACT	ASSESSOR-COMMERCIAL SERVICES
	Total VALU RITE CORPORATION	$1,125.00		
Unpaid	**VILLAGE OF GRAFTON**			
E 100-533311-240	REPAIR AND MAINTENANCE	$412.77	61566	DPW-REPAIRS TO TAR KETTLE
	Total VILLAGE OF GRAFTON	$412.77		
Unpaid	**WASTE MANAGEMENT OF WI-MN**			
E 100-533440-295	STREET SWEEPING	$1,454.17	0051077-2286-	DPW-STREET SWEEPING
	Total WASTE MANAGEMENT OF WI-MN	$1,454.17		
Unpaid	**WAYSIDE NURSERIES, INC.**			
G 100-239837	DEVELOPERS DEPOSIT-TREE PL	$5,537.00	113802	PARKS-PO# PKS 765-NEW SUBDV. TREES
E 100-555510-341	TREES AND SUPPLIES	$5,569.00	113961	PARKS- PO# PKS769-TREES
E 100-555510-341	TREES AND SUPPLIES	$2,006.00	113962	PARKS-PO# PKS773-TREES
	Total WAYSIDE NURSERIES, INC.	$13,112.00		
Unpaid	**WDATCP-LICENSE RENEWAL**			
E 240-555320-324	LICENSES & PERMITS	$400.00	RENEWAL	REC-IN# 138 HSAT-7QWFLT POOL WATER ATTRACTION
E 240-555321-324	LICENSES & PERMITS	$330.00	RENEWAL	REC-ID# 138 HSAT-7QWHJC RESTAURANT

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
Total	**WDATCP-LICENSE RENEWAL**	$730.00		
Unpaid	**WE ENERGIES**			
E 100-522410-224	NATURAL GAS	$59.57	0073-603-522	EM-WESTERN RD
E 100-522230-224	NATURAL GAS	$409.59	0461-777-971	FD-MEQUON AVE
E 100-555510-224	NATURAL GAS	$84.02	1010-312-045	BOY SCOUT HOUSE-RIVEREDGE
E 100-555510-224	NATURAL GAS	$71.42	1201-902-213	GIRL SCOUT HOUSE-HILBERT
E 601-573840-224	NATURAL GAS	$13.61	1215-012-928	WW-GARFIELD LS #9
E 601-573840-224	NATURAL GAS	$12.02	1231-799-804	WW-KENZIE WAY LS #11
E 260-555110-224	NATURAL GAS	$685.92	2664-690-477	LIBRARY-HANOVER
E 100-533210-222	ELECTRIC	$50.60	3090-975-495	HWY 60 ELECTRIC
E 601-573840-224	NATURAL GAS	$13.58	3226-404-229	WW-EVERGREEN CT LS #7
E 601-573825-224	NATURAL GAS	$27.19	3676-352-296	WW-PARK LN WWTP-UV
E 240-555320-224	NATURAL GAS	$25.50	3800-407-384	POOL-EVERGREEN BLVD
E 100-522230-224	NATURAL GAS	$352.72	3867-586-082	FIRE DEPT-MEQUON AVE
E 100-518100-224	NATURAL GAS	$415.61	4273-838-952	CH-WASHINGTON AVE
E 601-573840-224	NATURAL GAS	$14.34	4840-580-943	WW-HIGHLAND DR LS #8
E 100-518100-224	NATURAL GAS	$766.25	6030-376-666	LINCOLN BLDG-WASHINGTON AVE
E 601-573825-224	NATURAL GAS	$153.99	6058-143-423	WW-PARK LN CONTROL BLDG
E 100-533210-224	NATURAL GAS	$477.44	6625-353-957	PW FAC.-JOHNSON AVE
E 601-573840-224	NATURAL GAS	$11.38	6625-972-176	WW-DORCHESTER LS #4
E 240-555320-224	NATURAL GAS	$18.80	6829-107-991	POOL-EVERGREEN BLVD-STE 2
E 601-573840-224	NATURAL GAS	$11.38	7009-148-866	WW-KEUP RD LS #10
E 100-522100-224	NATURAL GAS	$9.90	7090-613-994	PD-WAUWATOSA RD UNIT G
E 100-522100-224	NATURAL GAS	$523.35	7289-351-610	PD-WAUWATOSA RD
E 100-518100-224	NATURAL GAS	$818.45	9472-045-425	GYM-WASHINGTON AVE
Total	**WE ENERGIES**	$5,026.63		
Unpaid	**WISCONSIN EMERGENCY MANAGEMENT**			
E 100-533210-353	MAINTENANCE PARTS	$486.00	202069	DPW-2016 TIER II
I	**WISCONSIN EMERGENCY MANAGEMENT**	$486.00		
Unpaid	**WISCONSIN HUMANE SOCIETY**			
E 100-522110-213	ANIMAL POUND	$147.50	878	PD-APRIL 2017 STRAYS
Total	**WISCONSIN HUMANE SOCIETY**	$147.50		
Unpaid	**WONDRA CONSTRUCTION INC**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$8,216.90	PW FACILITY	PW FACILITY CON-5/16/2017 COSTS
Total	**WONDRA CONSTRUCTION INC**	$8,216.90		
Unpaid	**WORCESTER, ELIZABETH/PIGGLY**			
E 100-519200-343	AWARDS, SUPPLIES	$75.00	SERVICE AW	15 YEARS CONTINUOUS SERVICE AWARD
Total	**WORCESTER, ELIZABETH/PIGGLY**	$75.00		
111300	**PWSB Checking**	$268,574.51		

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

	Check Amt	Invoice	Comment

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	$43,630.85
200 CEMETERY FUND	$312.55
220 RECREATION PROGRAMS FUND	$905.45
240 SWIMMING POOL FUND	$52,876.96
260 LIBRARY FUND	$4,205.23
400 CAPITAL IMPROVEMENTS FUND	$162,367.12
601 SEWERAGE FUND	$2,956.72
700 RISK MANAGEMENT FUND	$1,319.63
	$268,574.51

CITY OF CEDARBURG

*Check Detail Register©

Agilex 5/16/2017

MAY 2017

		Check Amt	Invoice	Comment
111300 PWSB Checking				
Unpaid	**BOLD TECHNOLOGIES LTD**			
E 100-522100-240	REPAIR AND MAINTENANCE	$604.86	11280	PD-MANITOU ALARM SUPPORT/UPGRADE SVCS
Total	**BOLD TECHNOLOGIES LTD**	$604.86		
Unpaid	**COMPLETE OFFICE OF WISCONSIN**			
E 100-522110-310	OFFICE SUPPLIES	$345.99	762847	PD-OFFICE CHAIR-MILLER
Total	**COMPLETE OFFICE OF WISCONSIN**	$345.99		
Unpaid	**CONLEY MEDIA, LLC**			
E 100-514100-325	LEGAL PUBLICATIONS	$246.96	265190417	CLERKS-APRIL 2017 LEGAL NOTICES
E 100-514100-325	LEGAL PUBLICATIONS	$231.96	7320417	CLERKS-APRIL 2017 LEGAL NOTICES
Total	**CONLEY MEDIA, LLC**	$478.92		
Unpaid	**CULLIGAN OF WEST BEND**			
E 100-518100-240	REPAIR AND MAINTENANCE	$77.25	502-05564679-	COMPLEX-SR CTR SOFTENER RENTAL
E 100-522100-340	MAINTENANCE SUPPLIES	$104.50	502-X0258950	PD-SOLAR SALT
Total	**CULLIGAN OF WEST BEND**	$181.75		
Unpaid	**FIVE CORNERS DODGE**			
E 100-522120-240	REPAIR AND MAINTENANCE	$66.44	26302	PD-2016 FORD VIN#61382-OIL CHANGE
Total	**FIVE CORNERS DODGE**	$66.44		
Unpaid	**LA ROSA LANDSCAPE**			
E 100-522100-240	REPAIR AND MAINTENANCE	$243.00	54058	PD-4/6/2017 LAWN CARE
Total	**LA ROSA LANDSCAPE**	$243.00		
Unpaid	**LARK UNIFORM OUTFITTERS INC**			
E 100-522120-346	UNIFORMS	$29.95	243517	PD-LARGE ACCUMOLD INNER BELT
E 100-522120-346	UNIFORMS	$29.95	243518	PD-LARGE ACCUMOLD INNER BELT
E 100-522120-346	UNIFORMS	$51.95	243519	PD-CHARGEABLE BATTERY
Total	**LARK UNIFORM OUTFITTERS INC**	$111.85		
Unpaid	**MILLER-BRADFORD AND RISBERG**			
E 100-533210-353	MAINTENANCE PARTS	$107.41	P03453	DPW-DAMPER
Total	**MILLER-BRADFORD AND RISBERG**	$107.41		
Unpaid	**NORTHERN SEWER EQUIP.CO.**			
E 601-573835-298	COLLECTION SYSTEM CLEAN	$75.77	10492	WW-O-RING/GASKET
E 601-573835-296	COLLECTION SYSTEM TELEVI	$98.27	10505	WW-ROD, PLUNGER C-5 REGULATOR
Total	**NORTHERN SEWER EQUIP.CO.**	$174.04		
Unpaid	**PORT-A-JOHN**			
E 200-544210-240	REPAIR AND MAINTENANCE	$77.00	1270330-IN	CEM-SEASONAL RESTROOM BRIDGE & HIGHWOOD
Total	**PORT-A-JOHN**	$77.00		
Unpaid	**STREICHER S POLICE EQUIPMENT**			
E 100-522130-346	UNIFORMS	$50.00	I1259937	PD-9MM CRITICAL DUTY
E 100-522110-346	UNIFORMS	$48.00	I1259938	PD-.40 S&W TRAINING

CITY OF CEDARBURG

*Check Detail Register©

agilex 5/16/2017

MAY 2017

		Check Amt	Invoice	Comment
E 100-522120-240	REPAIR AND MAINTENANCE	$73.98	I1260041	PD-EASY WEDGE
E 100-522120-346	UNIFORMS	$935.97	I1260438	PD-VEST/SHIRT CARRIER/NAME TAG CLOTH
Total	**STREICHER S POLICE EQUIPMENT**	$1,107.95		
Unpaid	**UNIFIRST CORPORATION**			
E 100-522100-340	MAINTENANCE SUPPLIES	$39.93	096 0957213	PD-MATS/MOPS & HANDLES
E 260-555110-290	MAINT/CONTRACTED SERVIC	$23.34	096 0957215	LIBR-MATS/MOP & HANDLES
E 601-573825-372	SAFETY EQUIPMENT	$39.64	096 0959335	WW-UNIFORMS
E 100-533210-350	OPERATING SUPPLIES	$40.58	096 0959340	DPW-UNIFORMS
Total	**UNIFIRST CORPORATION**	$143.49		
Unpaid	**VEOLIA ES INDUSTRIAL SERVICES**			
E 601-573825-294	SLUDGE HAULING	$16,008.00	1003-25893	WW-MARCH 2017 BIOSOLIDS HAULING
Total	**VEOLIA ES INDUSTRIAL SERVICES**	$16,008.00		
Unpaid	**WIL-KIL PEST CONTROL**			
E 100-518100-240	REPAIR AND MAINTENANCE	$43.75	3114048	LINCOLN BLDG. MONTHLY SERVICES
Total	**WIL-KIL PEST CONTROL**	$43.75		
	111300 PWSB Checking	$19,694.45		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	$3,372.43
200 CEMETERY FUND	$77.00
260 LIBRARY FUND	$23.34
601 SEWERAGE FUND	$16,221.68
	$19,694.45

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
111300 PWSB Checking				
Unpaid	**AT&T**			
E 100-522110-225	TELEPHONE	$135.54	262375762404	PD-PHONE
E 100-522110-225	TELEPHONE	$193.46	414Z45-63209	PD-PHONE
	Total AT&T	$329.00		
Unpaid	**BAKER & TAYLOR AV PRE PROCESS**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$21.53	B49185480	LIBR-DVDS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$124.58	B49230260	LIBR-DVDS
Total	**BAKER & TAYLOR AV PRE PROCESS**	$146.11		
Unpaid	**BAKER & TAYLOR BOOKS**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$33.19	2032819526	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$21.01	2032819527	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$17.15	2032819528	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$11.67	2032819529	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$73.25	2032819530	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$34.17	2032819531	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$10.99	2032819532	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$52.14	2032819533	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$18.59	2032819534	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$434.17	2032819535	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$93.63	2032819536	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$16.01	2032830644	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$31.30	2032830645	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$33.76	2032830646	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$266.98	2032830647	LIBR-BOOKS
Total	**BAKER & TAYLOR BOOKS**	$1,148.01		
Unpaid	**BAKER TILLY VICHROW KRAUSE, LL**			
E 100-515900-210	PROFESSIONAL SERVICES	$500.00	BT1092357	AUDIT-STATE REPORT
E 601-573850-218	SEWER AUDIT	$5,500.00	BT1092357	WW-12/31/2016 FIN. STATEMENT AUDIT
E 352-566710-210	PROFESSIONAL SERVICES	$250.00	BT1092357	TIF #3 COMP
Total	**BAKER TILLY VICHROW KRAUSE, LL**	$6,250.00		
Unpaid	**BEYER S HARDWARE STORE**			
E 601-573830-340	MAINTENANCE SUPPLIES	$35.60	130189	WW-UTIL. KNIVES
E 601-573830-340	MAINTENANCE SUPPLIES	$10.86	130224	WW-SUPER GLUE/WELD TUBE
E 601-573830-340	MAINTENANCE SUPPLIES	$6.26	130242	WW-SCREW EYES/HARDWARE
E 100-518100-350	OPERATING SUPPLIES	$5.02	130341	COMPLEX-TOGGLE SWITCH
E 100-533210-353	MAINTENANCE PARTS	$16.63	130384	DPW-VALVE/STD NIPPLE
E 200-544210-350	OPERATING SUPPLIES	$22.01	130493	CEM-COUPLINGS
E 100-533210-353	MAINTENANCE PARTS	$11.68	130544	DPW-KRAZY GLUE/SS CAB LOCK
Total	**BEYER S HARDWARE STORE**	$108.06		
Unpaid	**BOEHLKE BOTTLED GAS CORP.**			
G 100-161500	FUEL INVENTORY	$701.94	007731	DPW-PROPANE

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
Total	**BOEHLKE BOTTLED GAS CORP.**	$701.94		
Unpaid	**BREHMER LAWNCARE, LLC**			
E 200-544210-210	PROFESSIONAL SERVICES	$601.00	550	CEM-CUT & TRIM APRIL 24, 2017
Total	**BREHMER LAWNCARE, LLC**	$601.00		
Unpaid	**CAPITAL ONE COMMERCIAL**			
E 100-533210-350	OPERATING SUPPLIES	$121.69	005739	DPW-BREAKROOM SUPPLIES
Total	**CAPITAL ONE COMMERCIAL**	$121.69		
Unpaid	**CARQUEST AUTO PARTS**			
E 601-573845-240	REPAIR AND MAINTENANCE	$219.94	1976-313789	WW-COMPRESSOR
E 601-573845-240	REPAIR AND MAINTENANCE	$15.80	1976-313844	WW-LOW VOC BRK CLNR
E 100-533210-353	MAINTENANCE PARTS	$12.42	1976-313859	DPW-VEH #96-CABIN AIR FILTER
E 100-533210-353	MAINTENANCE PARTS	$24.35	1976-313980	DPW-VEH#77-TAILGATE HANDLE
Total	**CARQUEST AUTO PARTS**	$272.51		
Unpaid	**CEDARBURG FIRE DEPARTMENT**			
E 100-522120-240	REPAIR AND MAINTENANCE	$992.45	2017-111	PD-CURAPLEX GLOVES/NORCAN/HAND SANITIZER
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	$64.00	2017-121	PD-CURAPLEX NITRILE GLOVES
Total	**CEDARBURG FIRE DEPARTMENT**	$1,056.45		
Unpaid	**CEDARBURG LIGHT & WATER**			
E 601-573850-216	L&W BILLING	$10,066.46	6564	WW-MAY 2017 SEWERAGE BILLING BY WATER DEPT.
Total	**CEDARBURG LIGHT & WATER**	$10,066.46		
Unpaid	**CINTAS CORPORATION**			
E 100-533210-350	OPERATING SUPPLIES	$135.24	184819059	DPW-UNIFORMS
Total	**CINTAS CORPORATION**	$135.24		
Unpaid	**CITY CEDARBURG-PETTY CASH**			
E 100-555140-210	PROFESSIONAL SERVICES	$10.68	PETTY CASH	SR CTR-DESSERT FOR VOLUNTEERS LUNCHEON
E 100-555140-210	PROFESSIONAL SERVICES	$17.09	PETTY CASH	SR CTR-CAKE FOR APRIL BIRTHDAYS
E 100-555140-310	OFFICE SUPPLIES	$3.90	PETTY CASH	SR CTR-NAPKINS
E 100-555140-330	TRAVEL & TRAINING	$4.29	PETTY CASH	SR CTR-MEETING LUNCH
E 100-555140-310	OFFICE SUPPLIES	$4.00	PETTY CASH	SR CTR-WHITE OUT
E 100-555140-390	OTHER EXPENSES	$12.00	PETTY CASH	SR TOURS-DRIVER TIP-SUNDAY SYMPHONE TOUR
E 100-518100-390	OTHER EXPENSES	$28.00	PETTY CASH	COMPLEX-RECYCLED BALLASTS SOLD TO VEOLIA ES IND.
E 601-573825-370	LAB SUPPLIES	$15.92	PETTY CASH	WW-ICE FOR LAB SAMPLES
Total	**CITY CEDARBURG-PETTY CASH**	$95.88		
Unpaid	**COLUMBIA ST. MARYS CORPORATE W**			
E 100-522130-210	PROFESSIONAL SERVICES	$112.00	29056	PD-PRE-PLACEMENT SERVICES
tal	**COLUMBIA ST. MARYS CORPORATE W**	$112.00		
Unpaid	**COUNTY MATERIALS CORPORATION**			
E 100-533440-240	REPAIR AND MAINTENANCE	$2,639.08	2877806-00	DPW-CATCH BASINS

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
Total COUNTY MATERIALS CORPORATION		$2,639.08		
Unpaid	**DATCP**			
E 100-522360-214	WEIGHTS AND MEASURES IN	$2,000.00	115-00000491	WEIGHTS & MEASURES INSPECTION SERVICE
Total DATCP		$2,000.00		
Unpaid	**DORNER COMPANY**			
E 601-573840-340	MAINTENANCE SUPPLIES	$2,979.00	137826-IN	WW-8 PLG PEC
E 601-573840-340	MAINTENANCE SUPPLIES	$2,790.00	137920-IN	WW-DUCTILE IRON BODY
Total DORNER COMPANY		$5,769.00		
Unpaid	**FACILITY IT GROUP INC**			
E 100-522100-240	REPAIR AND MAINTENANCE	$695.00	270417-2	PD-REVISED TIME & MATERIALS
Total FACILITY IT GROUP INC		$695.00		
Unpaid	**GENERAL COMMUNICATIONS, INC.**			
E 100-533210-353	MAINTENANCE PARTS	$169.16	239819	DPW-PCTEL MAGNETIC MOUNT
Total GENERAL COMMUNICATIONS, INC.		$169.16		
Unpaid	**GRAINGER**			
E 100-555510-240	REPAIR AND MAINTENANCE	$21.24	9428016506	PARKS-1/8" OD TUBING
Total GRAINGER		$21.24		
Unpaid	**HEIN ELECTRIC SUPPLY CO**			
E 240-555320-340	MAINTENANCE SUPPLIES	$379.89	344643-00	POOL-SAFETY SWITCH
E 240-555320-340	MAINTENANCE SUPPLIES	$11.24	346249-00	POOL-1-1/4 PVC TERM ADPT/COUPLING
Total HEIN ELECTRIC SUPPLY CO		$391.13		
Unpaid	**HOUSEMAN & FEIND, LLP**			
E 100-522110-212	ATTORNEY/CONSULTANT	$1,641.25	41601	PD-MARCH/APRIL TRAFFIC
E 100-516100-211	EXTRAORDINARY SERVICES	$703.00	41634	LEGAL-APRIL AMCAST
E 100-516100-211	EXTRAORDINARY SERVICES	$4,331.93	41674	LEGAL-ETHICS COMPL/LIQUOR LIC/PLANN, CC
E 400-533750-841	PROCHNOW	$399.00	41674	LEGAL-PROCHNOW
E 100-522110-212	ATTORNEY/CONSULTANT	$216.00	41674	LEGAL-PD LITIGATION
G 100-156200	DUE FROM LIGHT & WATER	$64.50	41674	LEGAL-RECORD EASEMENT FOR L&W
E 601-573850-211	EXTRAORDINARY SERVICES	$38.00	41674	LEGAL-WW-HIGHLAND LS
Total HOUSEMAN & FEIND, LLP		$7,393.68		
Unpaid	**ICE-KOLD, LLC**			
E 601-573835-296	COLLECTION SYSTEM TELEVI	$135.00	1K-4272	WW-EVAL & RECHARGE
Total ICE-KOLD, LLC		$135.00		
Unpaid	**J & H HEATING INC**			
E 260-555110-240	REPAIR AND MAINTENANCE	$1,160.64	W29408	LIBR-TROUBLESHOOT GAS FIREPLACE
Total J & H HEATING INC		$1,160.64		
Unpaid	**JACKSON CONCRETE INC.**			
E 100-533730-380	EQUIPMENT/CAPITAL OUTLA	$7,600.00	0080153-IN	DPW-2X2 LONG LOCKING
E 100-533730-380	EQUIPMENT/CAPITAL OUTLA	$2,880.00	0080869-IN	DPW-2X2 LONG LOCKING

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
	Total JACKSON CONCRETE INC.	$10,480.00		
Unpaid	**JM BRENNAN, INC.**			
E 100-518100-240	REPAIR AND MAINTENANCE	$905.00	SALES000085	COMPLEX-CITY HALL PM ON HVAC EQUIP
	Total JM BRENNAN, INC.	$905.00		
Unpaid	**KIESLERS POLICE SUPPLY, INC**			
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	$429.00	0825968	PD-GLOC
	Total KIESLERS POLICE SUPPLY, INC	$429.00		
Unpaid	**NASSCO, INC.**			
E 100-522100-340	MAINTENANCE SUPPLIES	$180.35	S2171624.001	PD-REPAIR OF VACUUM
	Total NASSCO, INC.	$180.35		
Unpaid	**OFFICE DEPOT**			
E 260-555110-310	OFFICE SUPPLIES	$15.56	919924139002	LIBR-BINDERS
E 100-522110-310	OFFICE SUPPLIES	$96.18	921368056001	PD-INK CARTRIDGES
E 100-522110-310	OFFICE SUPPLIES	$15.98	923415715001	PD-LETTERHEAD
E 100-522110-310	OFFICE SUPPLIES	$25.16	923415817001	PD-PEN REFILLS
E 100-522110-310	OFFICE SUPPLIES	$239.92	923415818001	PD-9X11 PAPER
E 100-522110-310	OFFICE SUPPLIES	$56.61	923612999001	PD-KLEENEX TISSUE
E 100-522110-310	OFFICE SUPPLIES	$95.18	923613126001	PD-WIPES
	Total OFFICE DEPOT	$544.59		
Unpaid	**OLSEN S PIGGLY WIGGLY**			
E 100-522110-390	OTHER EXPENSES	$15.61	32773	PD-4/19 MEETING SUPPLIES
E 100-519200-335	LEADERSHIP DEVELOPMENT	$55.97	32852	PD-JEFF V. RETIREMENT SUPPLIES
E 100-555140-210	PROFESSIONAL SERVICES	$32.24	32865	SR CTR-ICE CREAM SOCIAL SUPPLIES
	Total OLSEN S PIGGLY WIGGLY	$103.82		
Unpaid	**ONTECH SYSTEMS, INC**			
E 601-573825-312	COMPUTER/COPIER SUPPLIE	$375.00	27266	WW-SONICWALL SECURITY BUNDLE
	Total ONTECH SYSTEMS, INC	$375.00		
Unpaid	**OWEN S OFFICE SUPPLIES**			
E 100-555140-313	PRINTING-NEWSLETTERS, ET	$43.50	25485	SR CTR-11X17 60# COPY PAPER
	Total OWEN S OFFICE SUPPLIES	$43.50		
Unpaid	**OZAUKEE COUNTY CLERK**			
E 100-514200-310	OFFICE SUPPLIES	$804.23	ELECTION	ELECTIONS-PROGRAM EQUIPMENT/ELECTION SUPPLIES
E 100-514200-310	OFFICE SUPPLIES	$2.63	ELECTION	ELECTIONS-NOTICES AND INSERTS SPRING PRIMARY
	Total OZAUKEE COUNTY CLERK	$806.86		
Unpaid	**OZAUKEE COUNTY REGISTER OF**			
E 100-514100-311	RECORDING FEES	$30.00	RECORDING	CUP FOR MONOPOLE AT N49W6411 WESTERN RD
	Total OZAUKEE COUNTY REGISTER OF	$30.00		

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
Unpaid	**OZAUKEE DISPOSAL CORPORATION**			
E 601-573825-294	SLUDGE HAULING	$1,525.00	IN40891	WW-2 YEARD DUMPSTER PICKUP - APRIL 2017
Total	**OZAUKEE DISPOSAL CORPORATION**	$1,525.00		
Unpaid	**REGISTRATION FEE TRUST**			
R 100-451301	PARKING VIOLATIONS	$165.00	UNPAID CITA	PD-NOTICE OF 33 UNPAID CITATIONS-ELECTRONICALLY SUBMITTED
Total	**REGISTRATION FEE TRUST**	$165.00		
Unpaid	**RICOH USA, INC**			
E 100-522110-240	REPAIR AND MAINTENANCE	$132.79	5048339169	PD-ADDITIONAL IMAGES
E 100-522110-240	REPAIR AND MAINTENANCE	$991.08	9020864444	PD-LEASE PAYMENT 5/1/17 TO 7/31/17
Total	**RICOH USA, INC**	$1,123.87		
Unpaid	**RIVER RUN COMPUTERS**			
E 100-522110-240	REPAIR AND MAINTENANCE	$69.00	73259	PD-4/13/17 PM/SERVICE
E 100-522110-240	REPAIR AND MAINTENANCE	$1,311.00	73481	PD-LABOR SUPPORT AGREEMENT-10 HOURS
Total	**RIVER RUN COMPUTERS**	$1,380.00		
Unpaid	**RUEKERT & MIELKE**			
G 601-187032	SHEBOYGAN RD LIFT STATION	$1,185.09	118819	WW-SHEBOYGAN RD INFRA. 3/18/17 THRU 4/14/2017
Total	**RUEKERT & MIELKE**	$1,185.09		
Unpaid	**SAM S CLUB DIRECT**			
E 220-555390-347	SUPPLIES AND EXPENSES	$293.14	009247	REC-PROGRAM SUPPLIES
Total	**SAM S CLUB DIRECT**	$293.14		
Unpaid	**SCHWAAB,INC**			
E 100-533110-350	OPERATING SUPPLIES	$67.25	B014003	ENG-RECEIVED DATER STAMP
Total	**SCHWAAB,INC**	$67.25		
Unpaid	**SIMPLEXGRINNELL LP**			
E 260-555110-290	MAINT/CONTRACTED SERVIC	$575.00	79395861	LIBR-SPRINKLER WET SYSTEM AND BACKFLOW INSPECTION
Total	**SIMPLEXGRINNELL LP**	$575.00		
Unpaid	**TIEDEMANN, JILL**			
R 220-467317	YOUTH FOOTBALL REGISTRATIO	$65.00	REFUND	REFUND FOR SOCCER PROGRAM
Total	**TIEDEMANN, JILL**	$65.00		
Unpaid	**TIME WARNER CABLE**			
E 100-522110-225	TELEPHONE	$489.93	709872301	PD-PRI2
Total	**TIME WARNER CABLE**	$489.93		
Unpaid	**TRANSUNION RISK & ALTERNATIVE**			
E 100-522110-240	REPAIR AND MAINTENANCE	$25.00	428298	PD-APRIL 2017 TLOXP
Total	**TRANSUNION RISK & ALTERNATIVE**	$25.00		
Unpaid	**USA BLUEBOOK**			

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
E 601-573840-340	MAINTENANCE SUPPLIES	$321.16	246186	WW-FLANGE GASKETS
	Total USA BLUEBOOK	$321.16		
Unpaid	**VERIZON WIRELESS**			
E 100-522110-225	TELEPHONE	$507.54	9784797830	PD-PHONE
	Total VERIZON WIRELESS	$507.54		
Unpaid	**WASTE MANAGEMENT OF WISCONSIN**			
E 100-533710-290	MAINT/CONTRACTED SERVIC	$34,151.91	6055152-2275-	RUBBISH-APRIL 2017
E 100-533730-290	MAINT/CONTRACTED SERVIC	$16,519.36	6055152-2275-	RECYCLING-APRIL 2017
	ıtal WASTE MANAGEMENT OF WISCONSIN	$50,671.27		
Unpaid	**WAUKESHA COUNTY TECHNICAL**			
E 100-522120-330	TRAVEL & TRAINING	$1,601.28	S0640034	PD-TUITION AND MATERIALS
	Total WAUKESHA COUNTY TECHNICAL	$1,601.28		
	111300 PWSB Checking	$115,411.93		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	$85,126.24
200 CEMETERY FUND	$623.01
220 RECREATION PROGRAMS FUND	$358.14
240 SWIMMING POOL FUND	$391.13
260 LIBRARY FUND	$3,045.32
352 TIF DISTRICT FUND #3	$250.00
400 CAPITAL IMPROVEMENTS FUND	$399.00
601 SEWERAGE FUND	$25,219.09
	$115,411.93

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
111300 PWSB Checking				
Unpaid	**AT&T LONG DISTANCE**			
E 260-555110-225	TELEPHONE	$69.72	836841746	LIBR-LONG DISTANCE
E 100-522110-225	TELEPHONE	$4.56	836841746	PD-LONG DISTANCE
G 100-156200	DUE FROM LIGHT & WATER	$91.40	836841746	L&W-LONG DISTANCE
	Total AT&T LONG DISTANCE	$165.68		
Unpaid	**BUSINESS CARD**			
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	$22.00	0883	PD-AMAZON MKTPLACE
E 100-522130-346	UNIFORMS	$126.24	0883	PD-HENNING GROUP
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	$397.32	0883	PD-WALMART.COM/AMAZON MKTPLACE
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	$24.45	0883	PD-MAXISHARE
E 100-522130-310	OFFICE SUPPLIES	$193.45	0883	PD-POSITIVE PROMO
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	$36.96	0883	PD-WALMART.COM
E 100-522130-310	OFFICE SUPPLIES	$43.70	0883	PD-MORTON SUGGESTION CO
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	$10.06	0883	PD-AMAZON MKTPLACE
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	$47.26	0883	PD-WALMART.COM
E 100-522130-330	TRAVEL & TRAINING	$28.57	0883	PD-SMOKY JONS #1 BBQ INC
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	$149.50	0883	PD-MIDWEST INDUSTRIES
E 100-522110-390	OTHER EXPENSES	$7.15	1066	PD-USPS
E 100-522110-347	SUPPLIES AND EXPENSES	$55.81	1851	PD-PIGGLY WIGGLY
E 100-522100-240	REPAIR AND MAINTENANCE	$88.17	6206	PD-AMAZON.COM
E 100-522110-310	OFFICE SUPPLIES	$4.82	6206	PD-AMAZON MKTPLACE
E 100-522120-330	TRAVEL & TRAINING	$35.00	9068	PD-ACT WI CRISIS NEG ASSN
E 100-522110-390	OTHER EXPENSES	$11.34	9068	PD-UPS
E 100-522120-330	TRAVEL & TRAINING	$1,266.60	9068	PD-UNION STATION HOTEL ST. LOUIS MO
E 260-555110-308	PROGRAM SUPPLIES	$599.01	9939	LIBR-DEMCO/TARGET/AMAZON/MEIJER STORE
E 260-555110-310	OFFICE SUPPLIES	$243.18	9939	LIBR-AMAZON.COM/FAMILY VIDEO/AMERIC. LIBR ASSN/POSPAPER
E 260-555110-312	COMPUTER/COPIER SUPPLIE	$580.00	9939	LIBR-TECHSOUP
E 260-555110-315	POSTAGE	$8.44	9939	LIBR-USPS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$486.79	9939	LIBR-AMAZON.COM/GAN/USATODAY
E 260-555110-330	TRAVEL & TRAINING	$145.00	9939	LIBR-WI LIBR ASSN/CEDARBURG CHAMBER
E 260-555110-382	LIBRARY TECHNOLOGY	$120.00	9939	LIBR-MOBILE BEACON
	Total BUSINESS CARD	$4,730.82		
Unpaid	**CHAMBER OF COMMERCE-CAP IMPR**			
E 210-566700-721	CHAMBER TOURISM & DEVEL	$3,407.83	ROOM TAX	2017 1ST QTR ROOM TAXES
	Total CHAMBER OF COMMERCE-CAP IMPR	$3,407.83		
Unpaid	**CHAMBER OF COMMERCE-GEN VISITO**			
E 210-566700-721	CHAMBER TOURISM & DEVEL	$10,223.49	ROOM TAX	2017 1ST QTR ROOM TAXES
	tal CHAMBER OF COMMERCE-GEN VISITO	$10,223.49		
Unpaid	**STATE FARM MUTUAL-ATLANTA GA**			
E 700-519400-552	Insurance Claims 2016	$702.83	AUTO CLAIM	SETTLEMENT-CLAIM NO. 13-0502-1C1 DORI KOMPARE 12/28/16
	Total STATE FARM MUTUAL-ATLANTA GA	$702.83		

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
Unpaid	**TIME WARNER CABLE**			
E 100-522110-225	TELEPHONE	$370.00	709864401	PD-FIBR
	Total TIME WARNER CABLE	$370.00		
	111300 PWSB Checking	$19,600.65		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	$3,014.36
210 ROOM TAX FUND	$13,631.32
260 LIBRARY FUND	$2,252.14
700 RISK MANAGEMENT FUND	$702.83
	$19,600.65

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
111300 PWSB Checking				
Unpaid	**ADP, LLC.**			
E 100-515600-210	PROFESSIONAL SERVICES	$421.79	491683777	TREAS-TIME AND ATTENDANCE
E 100-515600-210	PROFESSIONAL SERVICES	$532.37	491684311	TREAS-4/6/2017 PAYROLL
E 100-515600-210	PROFESSIONAL SERVICES	$531.96	491684830	TREAS-4/10/2017 PAYROLL
E 100-515600-210	PROFESSIONAL SERVICES	$242.01	492137435	TREAS-3/31/2017 PAYROLL
E 100-515600-210	PROFESSIONAL SERVICES	$417.08	492566711	TREAS-4/22/17 PAYROLL
	Total ADP, LLC.	$2,145.21		
Unpaid	**AECOM TECHNICAL SERVICES INC**			
E 400-533440-472	NR216 COMPLIANCE	$3,348.60	37905313	2016 STORMWATER MGMT PLAN UPDATE
E 400-533440-472	NR216 COMPLIANCE	$106.80	37905326	NR216 COMPL.-4/1-21/2017 SERVICES
	Total AECOM TECHNICAL SERVICES INC	$3,455.40		
Unpaid	**ASCAP**			
E 220-555390-290	MAINT/CONTRACTED SERVIC	$10.67	500610514	LICENSE FEE
	Total ASCAP	$10.67		
Unpaid	**AT&T**			
E 100-533210-225	TELEPHONE	$26.74	262375-76033	DPW-PHONE
E 260-555110-225	TELEPHONE	$115.32	262375-76033	LIBR-PHONE
E 601-573825-225	TELEPHONE	$129.08	262375-76033	WW-PHONE
E 100-518100-225	TELEPHONE	$38.07	262375-76033	CH-PHONE
E 100-522230-225	TELEPHONE	$33.01	262375-76033	FD-PHONE
	Total AT&T	$342.22		
Unpaid	**AW DIRECT, INC.**			
E 100-533210-353	MAINTENANCE PARTS	$12.99	SI03358660	DPW-GRAB HOOK
	Total AW DIRECT, INC.	$12.99		
Unpaid	**BAKER & TAYLOR BOOKS**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$16.04	2032809778	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$198.27	2032809779	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$225.11	2032809780	LIBR-BOOKS
	Total BAKER & TAYLOR BOOKS	$439.42		
Unpaid	**BEYER S HARDWARE STORE**			
E 100-522100-340	MAINTENANCE SUPPLIES	$33.96	129804	PD-HARDWARE/MIRROR HOLDERS
E 100-522120-240	REPAIR AND MAINTENANCE	$27.85	129866	PD-SINGLE CUT KEY/WINDSHIELD FLUID
E 601-573830-340	MAINTENANCE SUPPLIES	$7.00	129901	WW-GALV NIPPLE/GALV COUPLING
E 601-573830-340	MAINTENANCE SUPPLIES	$12.84	129943	WW-ELEC TAPE/COUPLING
E 601-573830-340	MAINTENANCE SUPPLIES	$303.24	129964	WW-DEHUMIDIFIER/PLUMB SOLDER/TUBE
E 100-533210-350	OPERATING SUPPLIES	$11.23	130001	DPW-BULKHEAD FITTINGS
E 100-533210-353	MAINTENANCE PARTS	$23.37	130005	DPW-HOSE VALVE/BULKHEAD FITTING
E 100-533210-353	MAINTENANCE PARTS	$6.98	130009	DPW-HARDWARE
E 601-573830-340	MAINTENANCE SUPPLIES	$6.74	130015	WW-WIRE WHEEL
E 100-533210-350	OPERATING SUPPLIES	$13.74	130019	DPW-CONNECTORS
E 100-518100-350	OPERATING SUPPLIES	$33.27	130046	COMPLEX-BATTERIES/BROOM/ROLLER MOP

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
E 601-573840-340	MAINTENANCE SUPPLIES	$14.55	130097	WW-PVC PIPE/ADAPTERS
E 100-555510-240	REPAIR AND MAINTENANCE	$18.81	130121	PARKS-SINGLE CUT KEYS
E 601-573830-340	MAINTENANCE SUPPLIES	$3.12	130144	WW-PVC PIPE/ADAPTERS
E 601-573830-340	MAINTENANCE SUPPLIES	$4.25	130149	WW-ADAPTERS
E 100-518100-350	OPERATING SUPPLIES	$15.73	130187	COMPLEX-CAULK/PS FLATS
E 601-573830-340	MAINTENANCE SUPPLIES	$35.53	130188	WW-DRAIN OPENER/PLUNGER
E 100-518100-350	OPERATING SUPPLIES	$4.94	130205	COMPLEX-CYL ROT FILE
E 100-533210-353	MAINTENANCE PARTS	$5.39	130206	DPW-BLK SPRAY PAINT
E 100-533210-350	OPERATING SUPPLIES	$4.04	130218	DPW-RED ENAMEL
Total	**BEYER S HARDWARE STORE**	$586.58		
Unpaid	**BIRCHWOOD SNOW & LANDSCAPE**			
E 260-555110-290	MAINT/CONTRACTED SERVIC	$1,275.00	86336	LIBR-SHREDDED MULCH TO BEDS 4/24/2017
Total	**BIRCHWOOD SNOW & LANDSCAPE**	$1,275.00		
Unpaid	**BLUETARP FINANCIAL, INC**			
E 100-533210-353	MAINTENANCE PARTS	$161.70	37755747	DPW-PNEUMATIC DOUBLE RINGS
Total	**BLUETARP FINANCIAL, INC**	$161.70		
Unpaid	**BUDD, DENNIS**			
E 100-518100-350	OPERATING SUPPLIES	$100.00	REIMBURSEM	COMPLEX-SAFETY SHOES
Total	**BUDD, DENNIS**	$100.00		
Unpaid	**BUSINESS CARD**			
E 220-555390-347	SUPPLIES AND EXPENSES	$139.79	0820	REC-RAINWORKS/PLUGNPAY/AMAZON/ARC/SURVEYMONKEY
E 240-555320-210	PROFESSIONAL SERVICES	$300.00	0820	POOL-AMERICAN RED CROSS
E 100-555510-240	REPAIR AND MAINTENANCE	$182.00	0820	PARKS-HARMONY PARK/WI DEPT OF FIN
G 100-215915	EMPLOYEE REIMBURSEMENTS	$264.00	3367	EE REIMB-LAKESHORE CHINOOKS
E 601-573830-350	OPERATING SUPPLIES	$99.83	9823	WW-AMAZONPRIME
E 601-573830-340	MAINTENANCE SUPPLIES	$268.86	9823	WW-CBC
E 601-573850-330	TRAVEL & TRAINING	$34.68	9823	WW-CLARK 8435
G 601-185373	TRANSPORTATION EQUIPMENT	$167.90	9823	WW-AMAZON MKTPLACE
G 601-185373	TRANSPORTATION EQUIPMENT	$2.98	9823	WW-AMAZON MKTPLACE
G 601-185373	TRANSPORTATION EQUIPMENT	$15.96	9823	WW-AMAZON MKTPLACE
G 601-185373	TRANSPORTATION EQUIPMENT	$86.34	9823	WW-AMAZON MKTPLACE
Total	**BUSINESS CARD**	$1,562.34		
Unpaid	**CARDINAL CONSTRUCTION COMPANY**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$5,933.48	PW FACILITY	PW FACILITY CONSTRUCTION THRU 5/3/2017
›tal	**CARDINAL CONSTRUCTION COMPANY**	$5,933.48		
Unpaid	**CARQUEST AUTO PARTS**			
E 100-533210-353	MAINTENANCE PARTS	$19.46	1976-312372	DPW-VEH#81-LUBE/AIR FILTER
E 100-555510-240	REPAIR AND MAINTENANCE	$39.40	1976-312383	PARKS- VEH#44 OIL FILTERS
E 100-533210-353	MAINTENANCE PARTS	$12.74	1976-313082	DPW-VEH#53 BRAKE LIGHT SWITCH
E 100-533210-353	MAINTENANCE PARTS	$58.38	1976-313353	DPW-VEH#98-FUEL/LUBE/AIR FILTER
E 100-533210-353	MAINTENANCE PARTS	($65.63)	1976-313354	DPW-CREDIT-RETURNED BRAKE PADS

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
E 100-533210-353	MAINTENANCE PARTS	$31.19	1976-313466	DPW-1-1/2 TT/VALVE
E 100-533210-353	MAINTENANCE PARTS	$13.32	1976-313528	DPW-MINIATURE LAMP
Total	CARQUEST AUTO PARTS	$108.86		
Unpaid	CDW GOVERNMENT, INC.			
E 100-522110-310	OFFICE SUPPLIES	$11.53	HKX1917	PD-IOGEAR USB HUB
E 100-522110-310	OFFICE SUPPLIES	$173.18	HLL7576	PD-TRANSCEND JETFLASH USBS
Total	CDW GOVERNMENT, INC.	$184.71		
Unpaid	CEDARBURG CHAMBER OF COMMERCE			
E 100-566310-380	EQUIPMENT/CAPITAL OUTLA	$250.00	8513	ECON DEV-CEDARBURG PROMOTER SPONSORSHIP
ıl	CEDARBURG CHAMBER OF COMMERCE	$250.00		
Unpaid	CEDARBURG SCHOOL DISTRICT			
E 220-555390-290	MAINT/CONTRACTED SERVIC	$220.00	RENTAL	REC-POOL RENTAL MAY & JUNE 2017
Total	CEDARBURG SCHOOL DISTRICT	$220.00		
Unpaid	CENSKY, JON			
E 100-566310-210	PROFESSIONAL SERVICES	$4,558.00	17-0004	PLANNING SERVICES-APRIL 2017
Total	CENSKY, JON	$4,558.00		
Unpaid	CINTAS CORPORATION			
E 100-533210-350	OPERATING SUPPLIES	$135.24	184816119	DPW-UNIFORMS
E 100-533210-350	OPERATING SUPPLIES	$135.24	184817603	DPW-UNIFORMS
Total	CINTAS CORPORATION	$270.48		
Unpaid	CITY CEDARBURG-PETTY CASH			
G 240-118000	PETTY CASH	$1,275.00	POOL START	STARTUP CASH FOR POOL REGISTR./DAILIES AND CONCESSIONS
Total	CITY CEDARBURG-PETTY CASH	$1,275.00		
Unpaid	COUNTY MATERIALS CORPORATION			
E 100-533440-240	REPAIR AND MAINTENANCE	$2,639.08	2877806-00	DPW-CATCH BASINS & RISERS
Total	COUNTY MATERIALS CORPORATION	$2,639.08		
Unpaid	DEMCO SOFTWARE			
E 260-555110-382	LIBRARY TECHNOLOGY	$526.30	6113340	LIBR-DEMCO SOFTWARE RENEWALS JUNE 2017 THROUGH MAY 2018
Total	DEMCO SOFTWARE	$526.30		
Unpaid	DORNER INC.			
E 400-533311-876	2016 STREET & UTILITY PROJ	$370.00	PR#10-FINAL	2016 STREET & UTIL. PROJECT FINAL PAYMENT
Total	DORNER INC.	$370.00		
Unpaid	FASTENAL COMPANY			
E 100-533210-353	MAINTENANCE PARTS	$21.89	WISAU92292	DPW-USS TRU-HARD
Total	FASTENAL COMPANY	$21.89		
Unpaid	FESTIVAL CITY SYMPHONY			
E 100-555140-390	OTHER EXPENSES	$84.00	TICKETS	SR TOURS-12 TICKETS SYMPHONY SUNDAYS

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
	Total FESTIVAL CITY SYMPHONY	$84.00		
Unpaid	**FOX VALLEY TECHNICAL COLLEGE**			
E 100-522110-330	TRAVEL & TRAINING	$225.00	CONFERENC	PD-LEAP CONVERENCE-A FISCHER
	Total FOX VALLEY TECHNICAL COLLEGE	$225.00		
Unpaid	**FRANK ARMSTRONG ENTERPRISES**			
E 400-555510-861	PARK IMPROVEMENTS	$2,554.00	CMFS2457	PARKS-ZUENERT PARK SEASONAL CRACK FILL
	Total FRANK ARMSTRONG ENTERPRISES	$2,554.00		
Unpaid	**GENERAL COMMUNICATIONS, INC.**			
E 100-533210-353	MAINTENANCE PARTS	$565.10	239288	DPW-LITHIUM BATTERIES/ANTENNAS
	Total GENERAL COMMUNICATIONS, INC.	$565.10		
Unpaid	**GRAFTON SENIOR CENTER**			
E 100-555140-390	OTHER EXPENSES	$1,364.58	(100)	SR TOURS-GREAT EXPECTATIONS TOUR
	Total GRAFTON SENIOR CENTER	$1,364.58		
Unpaid	**GRAINGER**			
E 240-555320-340	MAINTENANCE SUPPLIES	$15.38	9416765908	POOL-O-RINGS
E 601-573840-340	MAINTENANCE SUPPLIES	$246.25	9418228483	WW-PACKING SEAL
E 100-555510-240	REPAIR AND MAINTENANCE	$51.52	9419682431	PARKS-RING, SQUARE/FACE SEAL
E 100-555510-240	REPAIR AND MAINTENANCE	$75.15	9424675545	PARKS-PISTON ASSEMBLY
	Total GRAINGER	$388.30		
Unpaid	**HEIN ELECTRIC SUPPLY CO**			
E 240-555320-340	MAINTENANCE SUPPLIES	$10.00	313152-00	POOL-C-H EXB20604BS
E 240-555320-340	MAINTENANCE SUPPLIES	$93.76	340989-00	POOL-VAC 2 POLE 3
	Total HEIN ELECTRIC SUPPLY CO	$103.76		
Unpaid	**HERBST OIL, INC.**			
G 100-161500	FUEL INVENTORY	$3,899.20	64369	DPW- ULTRA LOW SULFUR #2 DIESEL
G 100-161500	FUEL INVENTORY	$3,903.60	64675	DPW-RBOB 87 UNLEADED/10% ETHANOL
	Total HERBST OIL, INC.	$7,802.80		
Unpaid	**HETZEL-SANFILIPPO INC**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$674.50	PW FACILITY	PW FACILITY CONSTRUCTION THRU 5/3/2017
	Total HETZEL-SANFILIPPO INC	$674.50		
Unpaid	**JANI-KING OF MILWAUKEE/ROYAL F**			
E 100-533210-350	OPERATING SUPPLIES	$368.00	MIL05170582	DPW-MAY JANITORIAL SERVICES
	Total JANI-KING OF MILWAUKEE/ROYAL F	$368.00		
Unpaid	**JOHNSONS GARDENS**			
E 100-555510-240	REPAIR AND MAINTENANCE	$39.17	95376971	PARKS-AMES HOUND DOG WEEDER/GLOVES
	Total JOHNSONS GARDENS	$39.17		
Unpaid	**LAKESIDE INTERNATIONAL LLC-MIL**			
E 100-533210-353	MAINTENANCE PARTS	$231.56	3051211P	DPW-PIPE TURBO/CLAMPS

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
E 100-533210-353	MAINTENANCE PARTS	$494.32	3051327P	DPW-MUFFLER
Total	**LAKESIDE INTERNATIONAL LLC-MIL**	$725.88		
Unpaid	**LIESENER SOILS INC.**			
E 100-533311-240	REPAIR AND MAINTENANCE	$28.00	0146807-IN	DPW-2 YDS LAWN & GARDEN
E 100-533311-240	REPAIR AND MAINTENANCE	$56.00	0147183-IN	DPW-4 YDS LAWN & GARDEN
Total	**LIESENER SOILS INC.**	$84.00		
Unpaid	**LIPPERT FLOORING AND TILE**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$1,690.05	PW FACILITY	PW FACILITY CONSTRUCTION THRU 5/3/2017
Total	**LIPPERT FLOORING AND TILE**	$1,690.05		
Unpaid	**MIDLAND HEALTH TESTING, INC.**			
E 100-533311-210	PROFESSIONAL SERVICES	$93.33	7751	DPW-DRUG TESTING
G 100-156200	DUE FROM LIGHT & WATER	$46.67	7751	L&W-DRUG TESTING
Total	**MIDLAND HEALTH TESTING, INC.**	$140.00		
Unpaid	**MTAW**			
E 100-515600-210	PROFESSIONAL SERVICES	$55.00	DUES	2017 DUES-LIVINGSTON
Total	**MTAW**	$55.00		
Unpaid	**MULCAHY/SHAW WATER, INC.**			
E 601-573830-340	MAINTENANCE SUPPLIES	$264.00	320483	WW-YSI SENSOR CONNECTION CABLE
Total	**MULCAHY/SHAW WATER, INC.**	$264.00		
Unpaid	**NAPA AUTO PARTS**			
E 100-533210-353	MAINTENANCE PARTS	$16.38	879390	DPW-AIR HOSE
Total	**NAPA AUTO PARTS**	$16.38		
Unpaid	**NASSCO, INC.**			
E 100-522100-340	MAINTENANCE SUPPLIES	$258.25	S2171615.001	PD-JANITORIAL SUPPLIES
E 100-555510-240	REPAIR AND MAINTENANCE	$466.55	S2173489.001	PARKS-TORK JUMBO BATH TISSUE
Total	**NASSCO, INC.**	$724.80		
Unpaid	**NORTHERN METAL & ROOFING CO.**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$24,130.00	PW FACILITY	PW FACILITY CONSTRUCTION THRU 5/3/2017
Total	**NORTHERN METAL & ROOFING CO.**	$24,130.00		
Unpaid	**OFFICE DEPOT**			
E 100-566310-310	OFFICE SUPPLIES	$159.99	918720809001	PLANNING-CHAIR
E 260-555110-310	OFFICE SUPPLIES	$188.55	919924139001	LIBR-PAPER
E 260-555110-310	OFFICE SUPPLIES	$8.97	919924624001	LIBR-CONSTRUCTION PAPER
Total	**OFFICE DEPOT**	$357.51		
Unpaid	**OLSEN S PIGGLY WIGGLY**			
E 100-522110-390	OTHER EXPENSES	$49.72	32735	PD-DISPATCHERS WEEK SUPPLIES
E 100-519200-343	AWARDS, SUPPLIES	$37.40	32841	EMPL REL-J OSWALD'S RETIREMENT SUPPLIES
Total	**OLSEN S PIGGLY WIGGLY**	$87.12		

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
Unpaid	**ONTECH SYSTEMS, INC**			
E 100-514700-210	PROFESSIONAL SERVICES	$40.96	27401	IT-RETAINER FOR IT SUPPORT
E 100-514700-210	PROFESSIONAL SERVICES	$483.50	27438	IT-APRIL 2017 PREF. SERVER CARE
	Total ONTECH SYSTEMS, INC	$524.46		
Unpaid	**OWEN S OFFICE SUPPLIES**			
E 100-555140-313	PRINTING-NEWSLETTERS, ET	$44.17	24550	SR CTR-11X17 PAPER
E 100-555510-240	REPAIR AND MAINTENANCE	$139.20	25400	PARKS-DOOR HANGERS
	Total OWEN S OFFICE SUPPLIES	$183.37		
Unpaid	**OZAUKEE ACE HARDWARE**			
E 100-518100-350	OPERATING SUPPLIES	$32.37	150039	COMPLEX-BUCKET CADDY/FILTER
	Total OZAUKEE ACE HARDWARE	$32.37		
Unpaid	**OZAUKEE COUNTY CLERK OFCOURTS**			
R 100-451101	COURT PENALTIES & COSTS	$500.00	BOND	BOND-JARED S KRUEGER 2/22/1991
	ıtal OZAUKEE COUNTY CLERK OFCOURTS	$500.00		
Unpaid	**OZAUKEE COUNTY ECONOMIC**			
E 230-566720-471	CDBG GRANT ADMIN	$1,720.00	CDBG	OED HOURS WORKED
	Total OZAUKEE COUNTY ECONOMIC	$1,720.00		
Unpaid	**PENFLEX, INC.**			
E 100-522230-152	RETIREMENT	$40.00	17-0202	LOSA-STD FEE TO CALC AND CERTIFY BENEFIT PAYMENT
	Total PENFLEX, INC.	$40.00		
Unpaid	**PITNEY BOWES GLOBAL FINANCIAL**			
E 100-522110-240	REPAIR AND MAINTENANCE	$192.00	3303340693	PD-EQUIPMENT
	Total PITNEY BOWES GLOBAL FINANCIAL	$192.00		
Unpaid	**PURPLE COW ORGANICS**			
E 100-555510-240	REPAIR AND MAINTENANCE	$672.00	8102	PARKS-PC CLASSIC BULK
	Total PURPLE COW ORGANICS	$672.00		
Unpaid	**ROSS IMAGING INC.**			
E 260-555110-290	MAINT/CONTRACTED SERVIC	$75.22	215368	LIBR-CONTRACT OVERAGE
E 260-555110-290	MAINT/CONTRACTED SERVIC	$220.63	215369	LIBR-CONTRACT OVERAGE
	Total ROSS IMAGING INC.	$295.85		
Unpaid	**RYCHTIK WELDING,INC.**			
E 100-533440-240	REPAIR AND MAINTENANCE	$79.40	49969	DPW-FORM (3) PLATES
E 100-533440-240	REPAIR AND MAINTENANCE	$153.50	50147	DPW-REWORK FORK-LIFT LIFT
	Total RYCHTIK WELDING,INC.	$232.90		
Unpaid	**SAUKVILLE FEEDS**			
E 100-555510-240	REPAIR AND MAINTENANCE	$80.00	165762	PARKS-STRAW
E 100-555510-240	REPAIR AND MAINTENANCE	$30.00	165836	PARKS-STRAW

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
	Total SAUKVILLE FEEDS	$110.00		
Unpaid	**SETTLERS INN**			
E 100-514200-310	OFFICE SUPPLIES	$601.78	635307	ELECTIONS-4/4/17 ELECTION FOOD
	Total SETTLERS INN	$601.78		
Unpaid	**SITEONE LANDSCAPE SUPPLY**			
E 200-544210-230	GROUNDS MAINTENANCE	$263.08	80145935	CEMETERY-SEED STARTER/SEED
	Total SITEONE LANDSCAPE SUPPLY	$263.08		
Unpaid	**SOLAR ELECTRIC TECHNOLOGIES LL**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$2,175.66	PW FACILITY	PW FACILITY CONSTRUCTION THRU 5/3/2017
	otal SOLAR ELECTRIC TECHNOLOGIES LL	$2,175.66		
Unpaid	**SOUTHPORT HEATING PLBG**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$932.90	PW FACILITY	PW FACILITY CONSTRUCTION THRU 5/3/2017
	Total SOUTHPORT HEATING PLBG	$932.90		
Unpaid	**SPANCRETE INC**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$4,707.25	PW FACILITY	PW FACILITY CONSTRUCTION THRU 5/3/2017
	Total SPANCRETE INC	$4,707.25		
Unpaid	**SPIELVOGEL & SONS EXC INC**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$60,980.50	PW FACILITY	PW FACILITY CONSTRUCTION THRU 5/3/2017
	Total SPIELVOGEL & SONS EXC INC	$60,980.50		
Unpaid	**STARK PAVEMENT CORPORATION**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$21,805.54	PW FACILITY	PW FACILITY CONSTRUCTION THRU 5/3/2017
	Total STARK PAVEMENT CORPORATION	$21,805.54		
Unpaid	**STATE OF WISCONSIN DOJ**			
E 100-522110-225	TELEPHONE	$413.00	L4603T	PD-MARCH 2017 TIME
	Total STATE OF WISCONSIN DOJ	$413.00		
Unpaid	**STEINHAGE, JOSEPH**			
R 100-463101	PUBLIC WORKS FEES	$25.00	REFUND	REFUND OF APPLIANCE PICKUP FEE
	Total STEINHAGE, JOSEPH	$25.00		
Unpaid	**TIME WARNER CABLE**			
E 100-518100-225	TELEPHONE	$67.02	708014601	CH-PRI
E 100-513100-225	TELEPHONE	$7.45	708014601	MAYOR-PRI
E 100-513200-225	TELEPHONE	$7.45	708014601	ADMIN-PRI
E 100-514100-225	TELEPHONE	$37.23	708014601	CLERK-PRI
E 100-515600-225	TELEPHONE	$22.34	708014601	TREAS-PRI
E 100-515400-225	TELEPHONE	$14.89	708014601	ASSESSOR-PRI
E 100-522310-225	TELEPHONE	$14.89	708014601	B.I.-PRI
E 100-533110-225	TELEPHONE	$22.34	708014601	ENG-PRI
E 100-566310-225	TELEPHONE	$14.89	708014601	PLANNING-PRI
E 100-533210-225	TELEPHONE	$29.79	708014601	DPW-PRI

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
E 220-555390-225	TELEPHONE	$29.79	708014601	REC-PRI
E 100-555140-225	TELEPHONE	$14.89	708014601	SR CTR-PRI
E 601-573825-225	TELEPHONE	$59.57	708014601	WW-PRI
E 100-522410-225	TELEPHONE	$22.34	708014601	EM-PRI
E 100-522230-225	TELEPHONE	$14.89	708014601	FD-PRI
E 240-555320-225	TELEPHONE	$37.23	708014601	POOL-PRI
	Total TIME WARNER CABLE	$417.00		
Unpaid	**U. S. CELLULAR**			
E 100-522410-225	TELEPHONE	$41.59	187098761	EM CARD
E 601-573825-225	TELEPHONE	$0.95	187098761	WW-HIGHLAND LIFT STN
E 601-573825-225	TELEPHONE	$33.61	187098761	WWTP TABLET
E 100-522310-225	TELEPHONE	$20.50	187098761	BI-M BAIER
E 100-533210-225	TELEPHONE	$33.61	187098761	J BUBLITZ-TABLET
E 601-573825-225	TELEPHONE	$2.35	187098761	WW-M KELLEY
E 601-573825-225	TELEPHONE	$2.05	187098761	WW-J MALONE
E 601-573825-225	TELEPHONE	$57.09	187098761	WW-E HACKERT
E 100-522410-225	TELEPHONE	$31.59	187098761	EM-TABLET
E 100-522410-225	TELEPHONE	$41.59	187098761	EM-CARD
E 100-555510-225	TELEPHONE	$31.59	187098761	PARKS-K WESTPHAL-TABLET
E 100-533210-225	TELEPHONE	$33.61	187098761	DPW-IPAD PRO 12.9
E 100-533110-225	TELEPHONE	$3.00	187098761	ENG-T WIZA
E 100-533210-225	TELEPHONE	$56.59	187098761	DPW-B HINTZ
E 100-518100-225	TELEPHONE	$57.09	187098761	COMPLEX-J OSWALD
E 100-518100-225	TELEPHONE	$7.05	187098761	COMPLEX-J BUNTROCK
E 100-533110-225	TELEPHONE	$5.30	187098761	ENG-M WIESER
E 100-522410-225	TELEPHONE	$0.50	187098761	EM-PHONE
E 100-555145-225	TELEPHONE	$2.10	187098761	SR VAN-PHONE
E 100-555510-225	TELEPHONE	$244.31	187098761	PARKS-K WESTPHAL
E 601-573825-225	TELEPHONE	$57.09	187098761	WWTP DUTY PHONE
	Total U. S. CELLULAR	$763.16		
Unpaid	**UNGER, JERRY**			
E 100-555140-210	PROFESSIONAL SERVICES	$100.00	PERFORMAN	SR CTR-MAY 5TH 2017 PERFORMANCE
	Total UNGER, JERRY	$100.00		
Unpaid	**VAHSHOLTZ , JEFFREY-RETIREMENT**			
E 100-519200-343	AWARDS, SUPPLIES	$200.00	RETIREMENT	RETIREMENT GIFT
	'otal VAHSHOLTZ , JEFFREY-RETIREMENT	$200.00		
Unpaid	**VOSS SIGNS**			
E 100-533311-363	SIGNS	$105.00	C-197215	DPW-NO PARKING SIGNS
E 100-533311-363	SIGNS	$217.50	C-197217	DPW-CUSTOM HANDICAPPED PARKING SIGNS
E 100-533311-363	SIGNS	$80.00	S-197214	DPW-HANDICAPPED PARKING SIGNS
	Total VOSS SIGNS	$402.50		
Unpaid	**WALDSCHMIDTS TOWN & COUNTRY**			
G 601-185373	TRANSPORTATION EQUIPMENT	$18,234.60	571617	WW- PO# WW776-KUBOTA DIESEL TRACTOR

CITY OF CEDARBURG

*Check Detail Register©

MAY 2017

		Check Amt	Invoice	Comment
E 601-573830-340	MAINTENANCE SUPPLIES	$1,100.00	571620	WW-SLIP SCOOP
Total	**WALDSCHMIDTS TOWN & COUNTRY**	$19,334.60		
Unpaid	**WALTS PETROLEUM SERVICE INC**			
E 400-533210-847	DPW CENTER IMPROVEMENT	$56,163.11	PW FACILITY	PW FACILITY CONSTRUCTION THRU 5/3/2017
Total	**WALTS PETROLEUM SERVICE INC**	$56,163.11		
Unpaid	**WISCONSIN DEPT OF JUSTICE-TIME**			
E 100-522110-225	TELEPHONE	$339.00	455TIMNE-000	PD-4/1/2017-6/30/2017 TIME
Total	**WISCONSIN DEPT OF JUSTICE-TIME**	$339.00		
Unpaid	**WPRA**			
E 240-555320-330	TRAVEL & TRAINING	$28.00	SEMINAR	REC-5/19/17 AQUATICS SEMINAR-M. BULTMANN
	Total WPRA	$28.00		
	111300 PWSB Checking	$243,048.31		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	$29,233.35
200 CEMETERY FUND	$263.08
220 RECREATION PROGRAMS FUND	$400.25
230 COMMUNITY DEV BLOCK GRANT FUND	$1,720.00
240 SWIMMING POOL FUND	$1,759.37
260 LIBRARY FUND	$2,849.41
400 CAPITAL IMPROVEMENTS FUND	$185,572.39
601 SEWERAGE FUND	$21,250.46
	$243,048.31

CITY OF CEDARBURG

*Check Detail Register©

Agiles 5/09/2017

MAY 2017

		Check Amt	Invoice	Comment
111300 PWSB Checking				
Unpaid	**AMERICAN SIGNAL CORP.**			
E 100-522410-239	SIREN MAINT	$1,500.00	0007505-IN	EM-2017 SPRING PM
Total	**AMERICAN SIGNAL CORP.**	$1,500.00		
Unpaid	**AXLEY BRYNELSON, LLP**			
E 100-516100-211	EXTRAORDINARY SERVICES	$1,285.00	694295	MARCH LEGAL SERVICES-AMCAST
Total	**AXLEY BRYNELSON, LLP**	$1,285.00		
Unpaid	**BEN MEADOWS CO.**			
E 100-555510-240	REPAIR AND MAINTENANCE	($25.98)	CM068599	PARKS-CREDIT PRUNING SHEAR SHEATH RETURNED
E 100-555510-240	REPAIR AND MAINTENANCE	$108.30	SI03337170	PARKS-RAKE BOW
Total	**BEN MEADOWS CO.**	$82.32		
Unpaid	**BRAUN THYSSENKRUPP ELEVATOR**			
E 100-518100-240	REPAIR AND MAINTENANCE	$209.88	127444	COMPLEX-BI MONTHLY EXAM & LUBE
Total	**BRAUN THYSSENKRUPP ELEVATOR**	$209.88		
Unpaid	**CULLIGAN OF WEST BEND**			
E 100-518100-240	REPAIR AND MAINTENANCE	$43.00	502X02594606	CEM HOUSE-SOLAR SALT
Total	**CULLIGAN OF WEST BEND**	$43.00		
Unpaid	**DEMCO**			
E 260-555110-310	OFFICE SUPPLIES	$313.35	6112099	LIBR-CRYSTAL CLEAR TAPE/REDDI CORNER
Total	**DEMCO**	$313.35		
Unpaid	**EGELHOFF LAWNMOWER SERVICE**			
E 100-533311-240	REPAIR AND MAINTENANCE	$615.60	224608	DPW-CHAIN SAW
Total	**EGELHOFF LAWNMOWER SERVICE**	$615.60		
Unpaid	**FINDAWAY WORLD LLC**			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	$19.99	212889	LIBR-GERONIMO STILTON
Total	**FINDAWAY WORLD LLC**	$19.99		
Unpaid	**HI-LINE**			
E 100-533210-353	MAINTENANCE PARTS	$243.89	10534852	DPW-FUSES/BATTERY TERMINALS
Total	**HI-LINE**	$243.89		
Unpaid	**KETTLE-LAKES COOPERATIVE**			
E 100-555510-240	REPAIR AND MAINTENANCE	$516.94	125500	PARKS-PELLETIZED LIME
E 100-555510-240	REPAIR AND MAINTENANCE	$646.18	125576	PARKS-PELLETIZED LIME
Total	**KETTLE-LAKES COOPERATIVE**	$1,163.12		
Unpaid	**LA CROSSE SEED**			
E 100-555510-240	REPAIR AND MAINTENANCE	$800.00	SINP-17-09155	PARkS-EC PROSPORTS 50#
Total	**LA CROSSE SEED**	$800.00		
Unpaid	**LENNY S POOL SERVICE**			

CITY OF CEDARBURG

*Check Detail Register©

Agiles 5/09/2017

MAY 2017

		Check Amt	Invoice	Comment
E 240-555320-350	OPERATING SUPPLIES	$2,152.72	146206	POOL-CHEMICALS
E 240-555320-350	OPERATING SUPPLIES	$1,950.72	146212	POOL-CHEMICALS
Total	LENNY S POOL SERVICE	$4,103.44		
Unpaid	LINCOLN CONTRACTORS SUPPLY			
E 100-533440-240	REPAIR AND MAINTENANCE	$161.87	L01465	DPW-O-RINGS/GASKETS
E 100-533440-240	REPAIR AND MAINTENANCE	$27.58	L01987	DPW-VALVE FLAPPER
Total	LINCOLN CONTRACTORS SUPPLY	$189.45		
Unpaid	MASTER PRINTWEAR			
E 220-555390-347	SUPPLIES AND EXPENSES	$280.00	0043479-IN	REC-SHIRTS
E 220-555390-347	SUPPLIES AND EXPENSES	$224.00	0043482-IN	REC-SHIRTS
Total	MASTER PRINTWEAR	$504.00		
Unpaid	MID-AMERICAN RESEARCH CHEMICAL			
E 601-573840-340	MAINTENANCE SUPPLIES	$306.00	0605906-IN	WW-ENZYME BLOCKS
E 601-573840-340	MAINTENANCE SUPPLIES	$306.00	0605908-IN	WW-ENZYME BLOCKS
›tal	MID-AMERICAN RESEARCH CHEMICAL	$612.00		
Unpaid	PORT-A-JOHN			
E 100-555510-290	MAINT/CONTRACTED SERVIC	$77.00	0424329-IN	SEASONAL RESTROOM-WAUWATOSA RD
E 100-555510-290	MAINT/CONTRACTED SERVIC	$77.00	0424331-IN	SEASONAL RESTROOM-PORTLAND S OF MILL
E 100-555510-290	MAINT/CONTRACTED SERVIC	$77.00	1270071-IN	SEASONAL RESTROOM-HAMILTON/PARK LANE
Total	PORT-A-JOHN	$231.00		
Unpaid	R A SMITH NATIONAL			
E 100-555510-290	MAINT/CONTRACTED SERVIC	$315.00	130185	PARKS-MARCH 2017 TREE CODING
Total	R A SMITH NATIONAL	$315.00		
Unpaid	RAMBOLL ENVIRON			
E 400-533750-841	PROCHNOW	$5,738.75	450962	PROCHNOW-CITY OF CEDARBURG PORTION
Total	RAMBOLL ENVIRON	$5,738.75		
Unpaid	REINDERS,INC.			
E 100-555510-240	REPAIR AND MAINTENANCE	$554.80	1677448-00	PARKS-TIRE/INNERTUBE
Total	REINDERS,INC.	$554.80		
Unpaid	STARNET TECHNOLOGIES			
E 601-573825-225	TELEPHONE	$460.00	0090367-IN	WW-NCC DATA CHARGES
Total	STARNET TECHNOLOGIES	$460.00		
Unpaid	UNIFIRST CORPORATION			
E 601-573825-372	SAFETY EQUIPMENT	$39.64	096 0957195	WW-UNIFORMS
E 100-533210-350	OPERATING SUPPLIES	$42.51	096 0957200	DPW-UNIFORMS
E 100-518100-240	REPAIR AND MAINTENANCE	$45.75	096 0957212	COMPLEX-MATS/MOPS
E 601-573825-372	SAFETY EQUIPMENT	$39.64	096 0958270	WW-UNIFORMS
E 100-533210-350	OPERATING SUPPLIES	$53.00	096 0958275	DPW-UNIFORMS
Total	UNIFIRST CORPORATION	$220.54		

CITY OF CEDARBURG

*Check Detail Register©

Agiles 5/09/2017

MAY 2017

		Check Amt	Invoice	Comment
Unpaid	**VORTEX OPTICS**			
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	$269.99	770242A	PD-STRIKE EAGLE
	Total VORTEX OPTICS	$269.99		
Unpaid	**WIL-KIL PEST CONTROL**			
E 100-518100-240	REPAIR AND MAINTENANCE	$42.50	3114045	COMPLEX-CITY HALL
	Total WIL-KIL PEST CONTROL	$42.50		
	111300 PWSB Checking	$19,517.62		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	$7,686.81
220 RECREATION PROGRAMS FUND	$504.00
240 SWIMMING POOL FUND	$4,103.44
260 LIBRARY FUND	$333.34
400 CAPITAL IMPROVEMENTS FUND	$5,738.75
601 SEWERAGE FUND	$1,151.28
	$19,517.62

Cedarburg Police

Memo

To: Mayor Kinzel and Cedarburg Common Council

From: Thomas J Frank, Chief of Police

Date: June 8, 2017

Re: August Weber Haus Alcohol Beverage License Application

The Cedarburg Police Department has received a complaint from a group of citizens regarding the August Weber Haus and a possible violation of City Ordinance 7-2-18. I am recommending approval of the application at this time but want you to be aware that the Cedarburg Police Department is investigating this complaint.

City of Cedarburg

City Administrator's Report

June 8, 2017

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— All the utility work is complete and the new crushed stone road base is in place on Hillcrest Avenue. Pine Street work will start, once school ends at Parkview for the summer. It is projected that the entire 2017 Street and Utility project should be completed by the end of July. An Open House for the new Public Works Facility is scheduled for Saturday, June 10, from noon—2:00 p.m.

The Public Works crew is working on crack sealing and street sweeping. A 60 foot section of concrete will be replaced near the former Mutual Bank building on the south end of the City this month.

Parks, Recreation & Forestry— The Cedarburg Community Pool opened on Saturday, June 3. The recreation programs will begin the week of June 12. The Youth Soccer program has 110 participants.

The Parks and Forestry crews worked on grass cutting and ball diamonds including the installation of a snow fence at Behling Field. The downtown flower baskets were planted last week. Work continues to have Cedarburg designated as a Bird City.

Wastewater— Paving was done at the Sheboygan Road lift station on Monday, June 5. The Department has received ten applications to-date for the maintenance position at the plant. The Department will receive the new JetVac vehicle in July. An emergency repair was done at the plant to relocate a broken pipe in the basement wall.

Police—Detective/Juvenile Officer Michael McNerney has been selected as the new Detective Sergeant upon confirmation by the Police & Fire Commission in July. The School District is involved in the interviewing process to fill the Detective/Juvenile officer position. The Department has received 40 applications to-date for the entry level police officer position that closes next week.

Senior Center— Three hundred tickets were sold for the Ozaukee Senior Conference event to be held on June 13 at Grafton High School. The Senior Center will be closed on Friday, June 23 for the Strawberry Festival setup in the parking lot.

Library—The Summer Reading program "Build a Better World," begins today. The Build A Better World lecture series will include four sponsored discussions: The Paradox of being a Black Police Officer in Today's Society, Human Trafficking in Wisconsin, Everything you Wanted to Know about Immigration but were Afraid to Ask, and Vertical Gardening. The Cedarburg Library has added a video game collection. Computer classes this month include: Online Health Information (Medline Plus) and Presenting with PowerPoint. Gems of Hope meet each month to make gifts of jewelry mounted on inspirational cards to give to cancer patients.

Light & Water—The Utility's second recycling event was well attended with 400 cars passing through within in a two hour period. A building project will begin next week that will involve closing the drive-thru window until it is completed. Bids were opened last week for a water main project (between Redeemer Lutheran Church and Western Road) that will add this area to the high level pressure zone. One month into the meter replacement project, 1,000 of the 6,000 meters are done with focus on the electric portion.

Administrator— The City received an additional invoice for $6,750 for six necessary restatements that were identified in the City's financial records to bring them into compliance with generally accepted accounting principles and governmental accounting standards followed by their firm. These took a lot of time and will not carry forward into future years. Watch for more information on a two hour Team building training that will be offered on July 26 (7:30 a.m.), August 16 (1:00 p.m.) and September 20 (8:00 a.m.) for all City employees.

Respectfully submitted,

Christy Mertes, City Administrator/Treasurer

City of Cedarburg

First Quarter Financial Report

March 31, 2017

Prepared By:
Christy Mertes, Administrator/Treasurer
Kelly Livingston, Deputy Treasurer/Payroll Officer
Kathy Huebl, Accounts Receivable/Accountant II
Jenny Valenta, Account Clerk/Receptionist

Memorandum

To: Kip Kinzel, Mayor
Common Council

From: Christy Mertes, City Administrator/Treasurer

Date: May 23, 2017

Re: 2017 First Quarter Financial Report

Attached is the first quarter financial report of 2017 for the City of Cedarburg for your review. This report now includes all activity for the Fire Department. The Trust & Agency Fund was closed at year end; therefore, is no longer a part of this report. Included with this report are the following financial statements:

- General Fund (Section A)
- Special Revenue Funds (Section B)
- Capital Improvements (Section C)
- Sewer Utility Fund (Section D)
- Department Salary Analysis (Section E)
- Cash and Investments (Section F)
- Accounts Receivable and Special Assessments (Section G)
- Environmental Account (Section H)
- Internal Service Fund (Section I)
- Debt Service Fund (Section J)
- TIF #3 (Section K)
- Light & Water (Section L)

Please contact the Treasurer's Office at 375-7607 with questions you may have regarding the report.

City of Cedarburg

General Fund

First Quarter Financial Report

March 31, 2017

Operations at the end of the quarter were in line with budget for revenues and expenditures. The comments below highlight some of the significant accounts and fluctuations from the budget.

Revenues

At the end of the quarter revenues totaled $6,531,864; 76% realized.

Property taxes were 100% realized in January. **Property tax equivalent** from Light & Water is accrued and paid monthly. The amount changes with infrastructure improvements and the assessment ratio. As the assessment ratio goes down so does the payment from the utility when calculating the taxes.

The **Intergovernmental Revenues** at the end of the quarter totaled $193,042; 20% realized. Included in this budget are State Computer Aids, Shared Revenues and Expenditure Restraint revenues. These revenues are received through installments or a one-time only payment. To date only the fire insurance dues and first quarter transportation aids have been received.

Regulation and Compliance Revenues at quarter end totaled $62,402; 13% realized. Licenses are only 5% realized at the end of March due to the liquor license renewals being due July 1. The majority of the fees collected were building, electrical, plumbing and HVAC permits; 19% realized. The permits are down slightly from March 2016. Court penalties and costs are 19% realized for the quarter. Parking violations are 47% realized and almost $3,000 over March 2016. This account is for all traffic violations and other ordinance violations. The amount is under expected budget for the quarter and approximately $4,000 less than 2016. Cable franchise fees are received quarterly; payments for the first quarter are due by April 30.

Public Charges for Services are 41% realized at the end of March; in the amount of $31,313. General Government Charges include the Treasurer's and Assessor's Office fees that are 17% realized. Police Department fees at the end of the quarter are $5,607; 41% realized. Also included in this category are the alarm permit and Public Works' fees; 41 % and 45% realized respectively. The alarm fees are due at the beginning of the year and the false alarm fees are collected periodically throughout the year. Included in Public Works fees account are the recycling cart upgrades, appliance pick up fees and the reimbursement of the crew's time for set up and take down of festivals. Park rental fees to date total $1,136; 17% realized.

Intergovernmental Charges are $7,938 or 4% realized at the end of the quarter. Included in this category are the quarterly billings to the Town for the Fire and EMS shared services and the Cedarburg School District payments for the crossing guards' payroll expenditures. The actual Fire and EMS expenditures are charged out to the Town for reimbursement based on a formula. The first quarter bill was not recorded until May.

Interdepartmental Charges are $489 at quarter end; 3% realized. Fees charged are for Sewer, room tax, TIF, and CDBG administrative services. Room tax administrative fees are collected the month after the quarter end when the funds are distributed to the Chamber of Commerce Tourism, Promotion and Development Committee.

Commercial Revenues includes interest, rent, donations and the sale of City property. These revenues total $115,064 as of March 31; 59% realized. The water tower rent is received in full for the year from the cell carriers and donations to date are over budget due to moving donations previously recorded in the Trust & Agency Fund to the General Fund for the K-9 unit, Police Department and Senior Center.

Expenditures

At the end of the quarter expenditures are expected to be 25% expended. As of March 31 expenditures are $2,336,720 and 26% expended. The budget amounts include the 2016 encumbrances for goods or services that were "carried over" to 2017. The Council approved these changes to the budget at the April 24th meeting. Expenditures were budgeted $155,743 over revenues for the purchase of tactical medical supplies, handguns and holsters for the Police Department, repair and painting of a fence at the Police Department, along with transfers to the swimming pool and Capital Improvements for a pool heater and street improvements respectively. The adjusted budgeted expenditures are $181,422 over revenues. The difference, $25,679, is due to the encumbrances. Encumbrances included purchases for Elections, Parks, City Hall, Assessor and Public Works that were not completed in 2016. The City Hall encumbrance is the largest in the amount of $11,134 for carpeting the first floor of City Hall. The next largest purchase is crack sealing supplies for street maintenance by Public Works.

General Government expenditures to date total $301,413; 27% expended. General Government includes the Council, Mayor, Clerk, Treasurer, audit, legal, Assessor, and City Hall Departments. The Council is 41% expended at the end of the first quarter because dues are paid in full at the beginning of the year. Property and Liability Insurance is 100% expended due to premiums for the year paid in full in January.

Public Safety expenditures are $1,166,324; 29% expended, at the end of the first quarter. The departments are all in line with their budget for the year except for the Fire Department. The Fire Department actual expenditures have been added to the City's financials as suggested by the auditors. The revenues for the Department are over budget to offset their expenditures.

Public Works expenditures are $632,984; 25% expended at quarter end. The Garage budget is 42% expended because of the time the crew put in to get the garage set up for operations. Other departments are under budget due to the change in priorities in the first quarter.

The **Parks, Forestry & Recreation Department** expenditures total $219,905; 24% expended, at quarter end. The Senior Center expenditures will exceed budget for 2017 due to the accounting change for the Senior Van and tours. The Senior Van expenditures were moved from the Trust & Agency Fund to the General Fund and all tour revenue and expenditures will be recorded in full rather than just the net profit. None of these expenditures were budgeted for 2017. The Celebrations account includes the DPW expenditures for set up, take down and clean up after the Strawberry Festival, Wine & Harvest Festival, Ozaukee County Fair and Maxwell St. Days. The flower basket watering salaries are also charged to this department. The Festivals reimburse the City for their events.

Conservation and Development expenditures totaled $16,094 at quarter end, 18% expended, for City planning and economic development services.

Transfers to Other Funds budgeted are $139,700. One transfer for $1,000 will be made to the Recreation Programs Fund for the Civic Band, one to Capital Improvements in the amount of $100,000 for street improvements and $38,700 to the Swimming Pool for a new heater.

City of Cedarburg
General Fund
Financial Report Summary
March 31, 2017

	2016 Actual	2017 Actual	2017 Budget	% Realized/ Expended
Revenues				
Taxes—General Government	$5,803,256	$5,869,616	$5,869,616	100.00%
Tax Equivalent—Utility	194,000	252,000	798,464	31.56%
Intergovernmental Revenues	127,490	193,042	983,469	19.63%
Regulation and Compliance	70,808	62,402	496,835	12.56%
Public Charges for Services	17,229	31,313	76,565	40.90%
Intergovernmental Charges	10,106	7,938	201,614	3.94%
Interdepartmental Charges	0	489	16,000	3.06%
Commercial Revenues	99,852	115,064	194,372	59.20%
Total Revenues	$6,322,741	$6,531,864	$8,636,935	75.63%
Expenditures				
General Government	$233,654	$301,413	$1,128,628	26.71%
Public Safety	909,543	1,166,324	4,007,743	29.10%
Public Works	498,116	632,984	2,527,704	25.04%
Parks, Forestry & Recreation	184,449	219,905	925,702	23.76%
Conservation & Development	15,951	16,094	88,880	18.11%
Transfers to Other Funds	0	0	139,700	0.00%
Total Expenditures	$1,841,713	$2,336,720	$8,818,357	26.50%
Revenues Over/(Under) Expenditures		$4,195,144	($181,422)	
Beginning Fund Balance		2,363,939	2,363,939	
Fund Balance, End of Quarter/Year		$6,559,083	$2,182,517	

General Fund
First Quarter Financial Report
As of March 31, 2017

	March 2016 Actual	March 2017 Actual	2017 Budget	% Realized/ Expended
Revenues				
Taxes:				
General property	$5,803,256	$5,869,616	$5,869,616	100.00%
Tax equivalent—Light & Water	194,000	252,000	798,464	31.56%
Total Taxes	5,997,256	6,121,616	6,668,080	91.80%
Intergovernmental Revenues:				
State Shared Revenues	0	0	204,686	0.00%
Fire insurance dues	0	61,191	0	0.00%
Expenditure Restraint	0	0	166,773	0.00%
State grants:				
Recycling	0	0	35,941	0.00%
Police training/other	0	0	6,700	0.00%
State computer aids	0	0	21,000	0.00%
Forestry Grant	0	0	19,822	0.00%
Transportation Aids:				
General highway aids	127,490	131,851	528,547	24.95%
Total Intergovernmental	127,490	193,042	983,469	19.63%
Regulation and Compliance:				
Licenses	2,644	2,680	55,950	4.79%
Permits	47,698	40,641	213,385	19.05%
Court penalties & costs	12,571	8,374	44,500	18.82%
Parking violations	7,895	10,707	23,000	46.55%
Cable television fees	0	0	160,000	0.00%
Total Regulation and Compliance	70,808	62,402	496,835	12.56%
Public Charges for Services:				
General government	2,770	2,194	13,115	16.73%
Police Department fees, alarm, false alarm	2,290	5,607	13,750	40.78%
Public Works fees	4,719	10,790	24,100	44.77%
Park fees	2,459	1,136	6,500	17.48%
Senior Center fees	4,991	11,586	18,500	62.63%
Public Charges for Services	0	0	600	0.00%
Total Public Charges for Services	17,229	31,313	76,565	40.90%

General Fund
First Quarter Financial Report
As of March 31, 2017

	March 2016 Actual	March 2017 Actual	2017 Budget	% Realized/ Expended
Intergovernmental Charges:				
Sanitation—Town	0	0	3,350	0.00%
Fire—Operating Expense—Town	0	0	141,364	0.00%
Fire/EMS Dispatching—Town	0	363	3,500	10.37%
Emergency Management—Town	0	0	600	0.00%
Crossing Guards—School	7,380	7,575	50,000	15.15%
City of Mequon—Reimbursement for Services	2,726	0	2,800	0.00%
Total Intergovernmental Charges for Services	10,106	7,938	201,614	3.94%
Interdepartmental Charges:				
Sewer—Admin	0	0	10,250	0.00%
Room Tax—Admin	0	0	3,250	0.00%
CDBG—Admin	0	395	1,500	26.33%
TIF—Admin	0	94	1,000	9.40%
Total Interdepartmental Charges	0	489	16,000	3.06%
Commercial Revenues:				
Interest on investments	5,834	14,153	31,000	45.65%
Change in Market Value	0	1,715	0	
Interest on Special Assessments	0	0	0	0.00%
Interest—Delinquent taxes	294	5	400	1.25%
Rental charges	8,219	4,095	14,100	29.04%
Rent—City Prop.—Water Tower	85,505	89,653	143,705	62.39%
Sale of City property	0	0	0	0.00%
Prior year/Miscellaneous	0	(1,278)	0	0.00%
Donations	0	6,721	5,167	130.08%
Total Commercial Revenues	99,852	115,064	194,372	59.20%
Total Revenues	6,322,741	6,531,864	8,636,935	75.63%

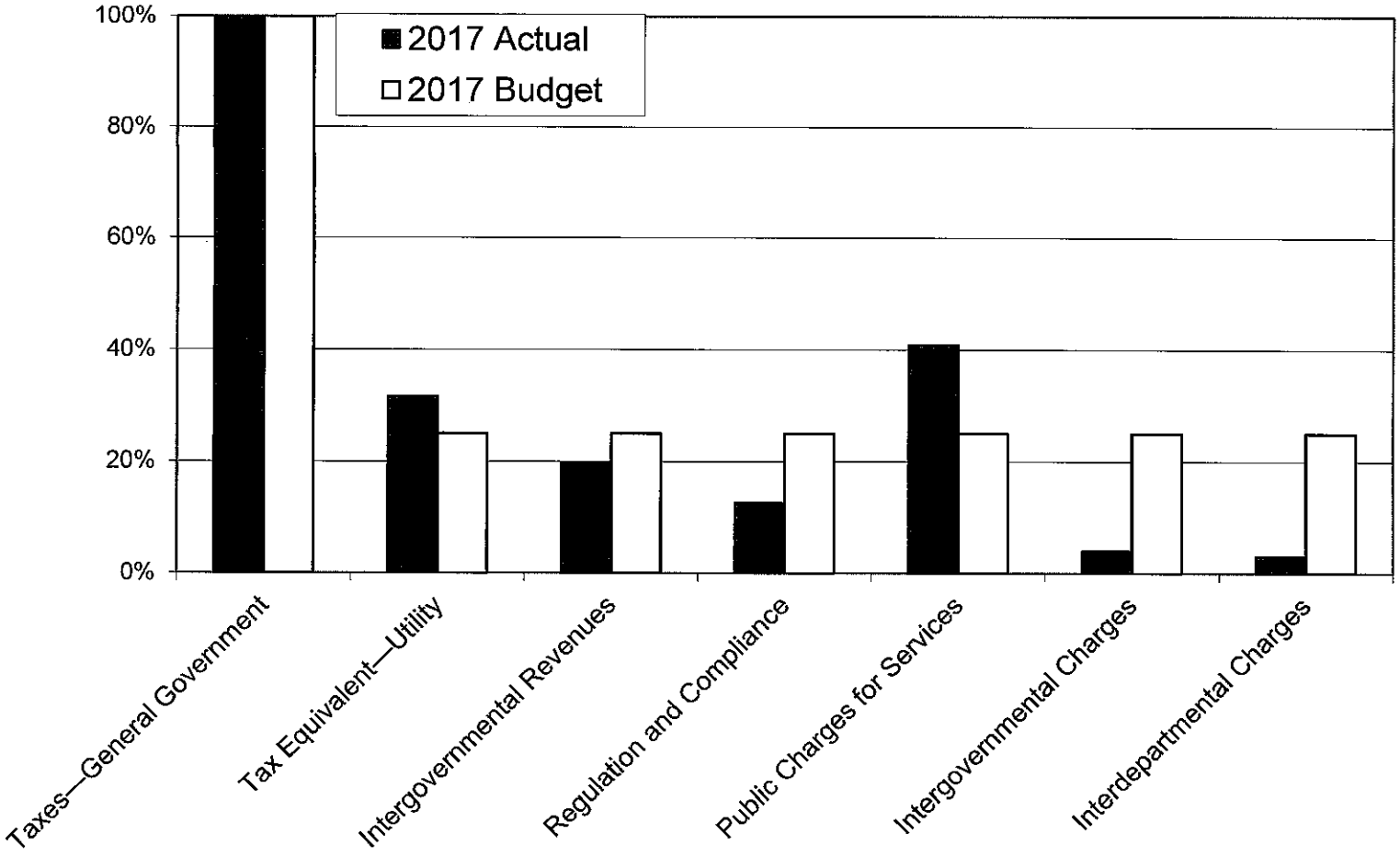
General Fund
First Quarter Financial Report
As of March 31, 2017

	March 2016 Actual	March 2017 Actual	2017 Budget	% Realized/ Expended
Expenditures				
General Government:				
Council	$9,745	$10,400	$25,172	41.32%
Mayor	2,056	1,632	8,007	20.38%
Administrator	20,102	23,703	102,765	23.07%
City Clerk	45,063	49,151	230,037	21.37%
Elections	6,471	6,518	22,337	29.18%
Information Technology	6,921	20,260	42,000	48.24%
Assessor	30,885	36,043	131,307	27.45%
Treasurer	38,195	42,949	178,055	24.12%
Independent Audit	0	7,500	28,000	26.79%
City Attorney	11,520	19,085	80,000	23.86%
City Hall	53,362	71,297	267,137	26.69%
Uncollectible Taxes	0	2,113	0	0.00%
Employee Relations	482	1,901	4,950	38.40%
Property & Liab. Insurance	8,832	8,861	8,861	100.00%
Total General Government	233,654	301,413	1,128,628	26.71%
Public Safety:				
Police Department:				
Station	16,336	17,455	98,146	17.78%
Administration	225,648	275,692	997,889	27.63%
Patrol	431,692	514,231	2,026,822	25.37%
Investigative	58,147	63,469	274,011	23.16%
Fire Department	138,764	251,886	427,368	58.94%
Building Inspection	34,436	39,758	160,748	24.73%
Weights & Measures	0	0	2,000	0.00%
Auxiliary Police	4,520	3,833	20,759	18.46%
Total Public Safety	909,543	1,166,324	4,007,743	29.10%
Public Works:				
Engineering/PW Admin	44,470	48,967	178,866	27.38%
Mach & Equip/Garage	100,081	162,592	386,947	42.02%
Street Maintenance	142,321	146,097	638,681	22.87%
Streets Ineligible	5,381	4,187	5,450	76.83%
Street Lighting	54,215	51,591	280,000	18.43%
Traffic Control/Signals	1,788	1,137	7,700	14.77%
Storm Sewers	15,698	18,270	168,320	10.85%
Snow & Ice Control	27,541	89,541	121,200	73.88%
Solid Waste Collection	66,971	68,304	418,080	16.34%
Groundwater Monitoring	0	0	10,050	0.00%
Recycling	39,650	42,298	311,410	13.58%
Nuisance Control	0	0	1,000	0.00%
Total Engineering/Public Works	498,116	632,984	2,527,704	25.04%

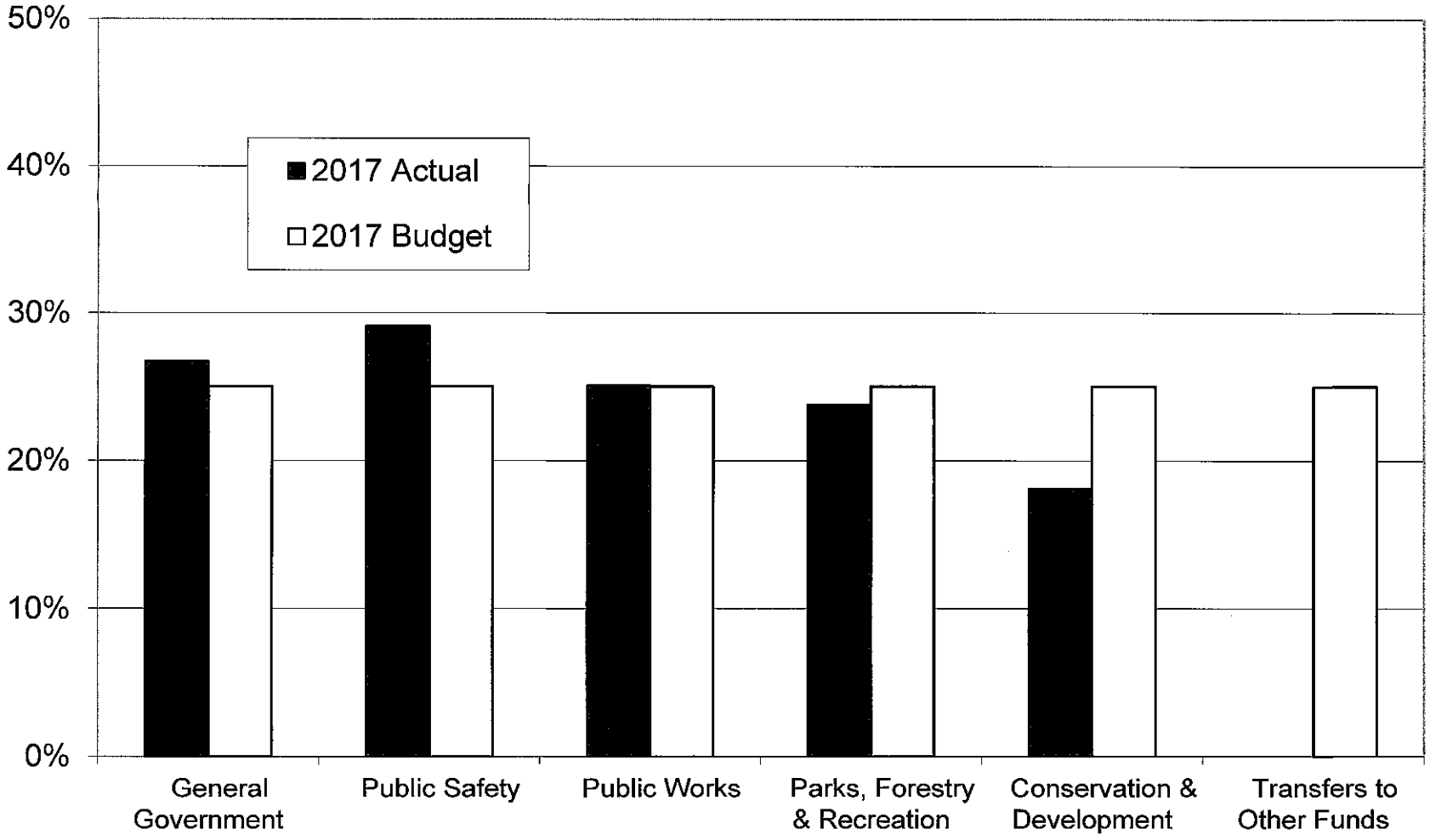
General Fund
First Quarter Financial Report
As of March 31, 2017

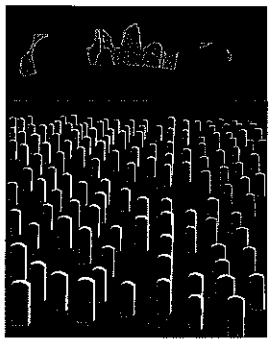
	March 2016 Actual	March 2017 Actual	2017 Budget	% Realized/ Expended
Parks, Recreation & Foresrty:				
Senior Center	14,927	21,686	76,264	28.44%
Senior Van		569	0	0.00%
Celebrations	4,416	3,015	43,328	6.96%
Parks & Forestry	165,106	194,635	806,110	24.14%
Total Culture & Recreation	184,449	219,905	925,702	23.76%
Conservation and Development:				
City Planning	15,951	16,094	88,880	18.11%
Total Conservation & Development	15,951	16,094	88,880	18.11%
Other Financing Uses:				
Transfer to other funds			139,700	0.00%
Total Other Financing Uses	0	0	139,700	0.00%
Total Expenditures	$1,841,713	$2,336,720	$8,818,357	26.50%

City of Cedarburg - Revenues
March 31, 2017



City of Cedarburg - Expenditures
March 31, 2017





City of Cedarburg
Cemetery Fund
Quarter Ended
March 31, 2017

Revenues

The Cemetery fund revenues at the end of the quarter total $6,274.02; which was from the rent of the house at Immanuel Cemetery, the sale of cemetery lots, monument and marker fees and interest income. Three lots were sold during the first quarter. Interest income is from investments at the State Local Government Investment Pool and money market accounts.

From every lot sale, $75 is set aside for perpetual care of the cemetery. At the end of the quarter, the fund had a balance of $104,700.00.

Expenditures

The Cemetery fund expenditures include salaries and benefits for the employees maintaining the grounds and the repair and maintenance to the grounds and equipment. Workers' compensation and property insurance are paid in full in January.

At the end of the quarter, total expenditures are expected to be 25% expended. Actual expenditures were 13% expended, under budget.

City of Cedarburg
CEMETERY FUND
Special Revenue Fund
Quarter Ended March 31, 2017

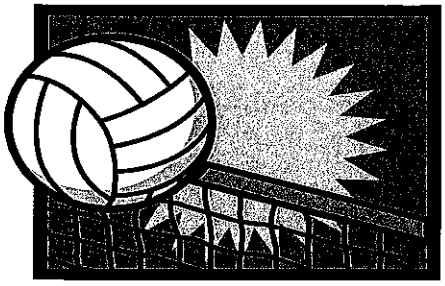
	Budget	Actual	% of Budget Earned/ Expended
Revenues			
Sale of property	$12,000	$1,350.00	11%
Monuments & Markers	800	450.00	56%
Interest Income	1,200	544.02	45%
Rental Income	11,940	2,985.00	25%
Miscellaneous Revenue	2,000	945.00	47%
Total Revenues	$27,940	$6,274.02	22%
Expenditures			
Salaries	$10,633	$2,743.38	26%
Overtime	250	0.00	0%
Part-time Salaries/Seasonal	9,000	0.00	0%
FICA	1,551	209.87	14%
Retirement	767	205.56	27%
Health Insurance	3,333	825.03	25%
Life Insurance	13	0.00	0%
Longevity	396	0.00	0%
Workers' Comp Insurance	891	891.37	100%
Professional Services	11,680	0.00	0%
Electric	349	123.40	35%
Water Service	500	80.85	16%
Grounds Maintenance	2,800	0.00	0%
Repair & Maintenance	2,000	582.88	29%
House Maintenance	1,000	129.15	13%
Operating Supplies	900	0.00	0%
Equipment/Capital Outlay	0	0.00	0%
Property Insurance	400	396.43	99%
Total Expenditures	$46,463	$6,187.92	13%
Net Change in Fund Balance	(18,523)	86.10	
Fund Balance, Beginning of Year	$276,573	$276,573.00	
Reserved to Date for Perpetual Care	105,675	104,700.00	
Unreserved Fund Balance	152,375	171,959.10	
Fund Balance, End of Quarter	$258,050	$276,659.10	

City of Cedarburg
Room Tax Fund
Quarter Ended
March 31, 2017

The City keeps 5% of the collected taxes and the other 95% is disbursed to the Chamber of Commerce for tourism promotion and development (70%) and downtown capital improvements (25%).

The taxes are due quarterly, thirty days after the end of the quarter.

	Budget	Actual	% of Budget Earned/ Expended
Revenues:			
Room taxes	$ 65,000	$ 0.00	0%
Expenditures:			
Chamber of Commerce – Tourism	$ 61,750	$ 0.00	0%
Excess of Revenues Over Expenditures	$ 3,250	$ 0.00	
Other Financing Uses:			
Transfer to General Fund	$ 3,250	$ 0.00	
Fund Balance, Beginning of Year	$ 462	$ 462.28	
Fund Balance, End of Quarter	$ 462	$ 462.28	



City of Cedarburg
Recreation Programs Fund
Quarter Ended March 31, 2017

All programs established in this fund are set up to be self-supporting. Safety training, softball, youth football, youth basketball, volleyball, aquatic fitness, fitness classes and summer/winter recreation fees are the main programs for this fund. Some of the programs administered through this fund are done on a contracted basis with local companies.

Revenues are below budget, with 19% earned. A total of $350.00 has been received for sponsorship of the recreation brochure and $2,251.40 for donations.

Expenditures are above budget with 34% expended. Maintenance/Contracted Services is showing 64% of budget due to the payment to instructors for added programs. Workers' compensation and property insurance are both paid in full in January.

The fund balance is used for future equipment purchases.

City of Cedarburg
RECREATION PROGRAMS FUND
Special Revenue Fund
Quarter Ended March 31, 2017

	Budget	Actual	% of Budget Earned/ Expended
Revenues			
Gym Rentals	$600	$1,906.67	318%
Athletic Field Rentals	300	-	0%
Summer/Winter Rec Fees	60,920	3,096.12	5%
WPRA Ticket Sales	5,000	-	0%
Youth Football Registration	4,050	-	0%
Safety Training	5,220	1,665.00	32%
Basketball Fees	14,725	670.00	5%
Softball Fees	13,000	-	0%
Gymnastic Fees	900	-	0%
Volleyball Fees	2,750	-	0%
Aquatic Fitness	4,000	2,005.00	50%
Concession Revenues	800	-	0%
Solar Recreation	7,700	210.00	3%
Summer Sand Volleyball	1,800	-	0%
Summer Soccer	8,000	2,155.00	27%
Banner Advertising	700	350.00	50%
Total Body Fitness	11,500	3,910.00	34%
Civic Band Revenue	3,000	-	0%
Recreation Brochure Sponsorships	5,500	350.00	6%
Special Rec Events	2,000	-	0%
Youth Center Receipts	600	-	0%
Donations	2,000	2,251.40	113%
Miscellaneous Revenue	25,000	16,080.01	64%
Transfer from General Fund	1,000	-	0%
Total Revenues	$181,065	$34,649.20	19%
Expenditures			
Salaries	$0	$0.00	0%
Part-time Salaries/Seasonal	82,474	21,225.16	26%
Exercise Fitness Salaries	6,800	2,208.75	32%
FICA	6,829	1,792.69	26%
Retirement	-	-	0%
Health Insurance	-	-	0%
Life Insurance	-	-	0%
School District Fees	25,410	-	0%
Workers' Comp Insurance	4,221	4,220.74	100%
Telephone	1,080	249.78	23%
Maintenance/Contracted Services	25,380	16,152.84	64%
Recreation Brochure	4,000	-	0%
Office Supplies	600	-	0%
Professional Publications	215	190.00	88%
Travel & Training	2,000	(48.09)	-2%
Transportation	1,090	-	0%
Supplies & Expenses	19,634	11,945.32	61%
Operating Supplies	1,360	-	0%
WPRA Tickets	4,500	-	0%
Solar Recreation	6,050	7,224.00	0%
Safety Equipment	2,650	823.05	31%
Equipment/Capital Outlay	500	-	0%
Civic Band Expenses	4,000	-	0%
Other Expenses		186.11	0%
Property Insurance	833	832.52	100%
Total Expenditures	$199,626	$67,002.87	34%
Net Change in Fund Balance	(18,561)	(32,353.67)	
Fund Balance, Beginning of Year	$93,484	$93,484.08	
Fund Balance, End of Quarter	$74,923	$61,130.41	

City of Cedarburg
Community Development Block Grant
Quarter Ended March 31, 2017

The Community Development Block Grant Fund is used for loans to help establish or expand local businesses. This fund does not have a budget.

Revenues

The revenues for this fund include loan repayments. Active loans are to Kettle Moraine Appliance and K. Smith Fitness. Interest from the State of Wisconsin Investment Pool, certificates of deposit, money market and interest on the loans is also included.

Expenditures

The expenditures include administrative fees for Ozaukee County Economic Development and the Treasurer's Office.

	Actual
Revenues	
Interest Income	$2,340.62
Loan Repayments/Reimbursements	3,514.34
Loan Interest	278.47
Change in Market Value	2,068.28
Total Revenues	$8,201.71
Expenditures	
Grant Disbursements	0.00
Grant Administration	394.56
Total Expenditures	$394.56
Net Change in Fund Balance	7,807.15
Fund Balance, Beginning of Year	$949,144.47
Fund Balance, End of Quarter	$950,369.99

City of Cedarburg
Swimming Pool Fund
Quarter Ended
March 31, 2017

The Swimming Pool is funded by user fees along with subsidizing from the City.

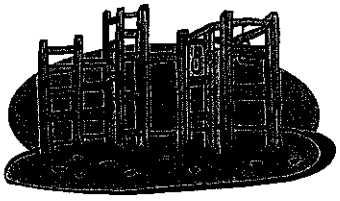
Revenues

The revenues for this fund include lessons, passes, daily fees, rental of the pool, concession sales and a banner program. The pool will be opened for the season on June 3rd. The banner program has generated $350.00. Total revenues are at 18% earned.

Expenditures

The expenditures include salaries and benefits of pool employees and public works employees maintaining the pool. Other expenditures include utilities, licenses, permits, supplies and insurance. Total expenditures are at 7% expended.

Workers' compensation and property insurance premiums are paid in full in January.



City of Cedarburg
SWIMMING POOL FUND
Special Revenue Fund
Quarter Ended March 31, 2017

	Budget	Actual	% of Budget Earned/ Expended
Revenues			
Real Estate Taxes	65,658	65,658.00	100%
Fees	90,000	-	0%
Passes	85,000	-	0%
Lessons	20,000	-	0%
Exercise	4,500	-	0%
Uniforms/Misc.	2,400	-	0%
Concessions	45,000	-	0%
Swim Team	5,000	-	0%
Banner Program	2,800	350.00	13%
Town - shared	-	-	0%
Rental Income	3,000	-	0%
Transfer from General Fund	38,700	-	0%
Total Revenues	$362,058	$66,008.00	18%
Expenditures			
Swimming Pool			
Salaries	$26,125	$5,712.96	22%
Part-time Salaries / Seasonal	122,972	0.00	0%
Maintenance/PW Salaries	19,000	0.00	0%
Maintenance/Part-time	3,000	0.00	0%
FICA	13,089	437.04	3%
Retirement	3,069	465.50	15%
Health Insurance	7,621	1,222.48	16%
Life Insurance	3	0.00	0%
Workers' Comp Insurance	7,575	7,575.44	100%
Total Salaries and Benefits	$202,454	$15,413.42	8%
Other Expenses			
Professional Services	2,970	494.97	17%
Electric	16,500	1,196.06	7%
Natural Gas	12,000	70.80	1%
Telephone	440	112.21	26%
Water Service	9,760	586.00	6%
Maint/Contracted Services	2,000	1,476.00	74%
License & Permits	400	0.00	0%
Travel & Training	600	0.00	0%
Maintenance Supplies	16,000	0.00	0%
Uniforms	2,500	0.00	0%
Operating Supplies	20,000	0.00	0%
Equipment/Capital Outlay	40,208	2,011.16	5%
Other Expenses	1,000	119.60	12%
Property Insurance	3,182	3,182.53	100%
Total Other Expenses	$127,560	$9,249.33	7%
Swimming Pool Concessions			
Part-time Salaries / Seasonal	11,000	0.00	0%
FICA	842	0.00	0%
License & Permits	330	0.00	0%
Operating Supplies	19,123	0.00	0%
Equipment/Capital Outlay	750	0.00	0%
Total Concessions	$32,045	$0.00	0%
Total Expenditures	$362,059	$24,662.75	7%
Change in Fund Balance	(1)	41,345.25	0%
Fund Balance, Beginning of Year	$0	$0.00	
Fund Balance, End of Quarter	($1)	$41,345.25	

City of Cedarburg
Parks & Playgrounds Fund
Quarter Ended March 31, 2017

Revenues

The revenues include interest on the investment in the State Pool. Other revenue sources available are the payments from developers in lieu of land dedication for parks, and the park equipment impact fee.

Expenditures

Budgeted expenditures include a transfer for capital projects budgeted in the Capital Improvement Fund.

	Budget	Actual
Revenues:		
Subdivider Park Fees	$0	$0.00
Park Equipment Impact Fees	0	1,127.44
Interest	200	68.66
	$200	$1,196.10
Other Financing Uses:		
Transfer to Capital Improvements	$0	$250.00
Net Change in Fund Balance	$200	$946.10
Subdivider Park Fees		$0.00
Equipment Replacement Reserve		0.00
Fund Balance, Beginning of Year	$33,477	$33,477.06
Fund Balance, End of Quarter	$33,677	$34,423.16

City of Cedarburg
Library Fund
Quarter Ended March 31, 2017

The Library operations are primarily funded by real estate taxes. Other revenues include fines and fees, County reimbursement, and donations. The County reimbursement is for providing service to other County residents who do not have a library within their municipality. The payment is based on the City's Library operating costs and its loans to those residents.

Expenditures include salaries and benefits, contractual services, utilities, and publications. At the end of the quarter, expenses are expected to be 25% expended. In total, expenditures are over budget, with 26% expended; however, workers' compensation and property insurance premiums are paid in full in January.

LIBRARY FUND
Special Revenue Fund
Year Ended March 31, 2017

	Budget	Actual	% of Budget Earned/ Expended
Revenues			
Real Estate Taxes	$707,306	$707,306.00	100%
Library Grants	730	0.00	0%
Fees & Fines	24,500	5,934.06	24%
County Reimbursement	184,534	191,668.97	104%
Photocopies—Taxable	2,500	749.04	30%
Library Donations	0	1,895.31	100%
Interest Income	0	0.32	100%
Rent-City Property	700	266.82	38%
Transfer from Capital Improvements	7,474	7,474.00	100%
Total Revenues	$927,744	$915,294.52	99%
Expenditures			
Salaries	$364,683	$84,158.45	23%
Part-time Salaries/Seasonal	118,905	26,808.51	23%
Maint/PW Salaries	15,990	3,998.75	25%
Sick Pay Out	350	0.00	0%
FICA	38,331	8,693.19	23%
Retirement	31,772	7,563.39	24%
Health Insurance	120,751	29,950.71	25%
Life Insurance	77	21.53	28%
Longevity	3,434	0.00	0%
EAP Admin	100	0.00	0%
Workers' Comp Insurance	1,178	1,177.71	100%
Total Salaries and Benefits	$695,571	$162,372.24	23%
Attorney/Consultant	275	0.00	0%
Electric	21,100	4,740.80	22%
Marketing	200	43.00	22%
Natural Gas	7,200	1,990.89	28%
Telephone	2,000	500.78	25%
Water Service	1,700	461.49	27%
Repair & Maintenance	2,400	1,843.61	77%
Maint/Contracted Services	41,000	6,401.59	16%
Program Supplies	500	7.55	2%
Office Supplies	7,500	1,982.23	26%
Computer Supplies	2,000	454.68	23%
Printing-Newletters,	0	0.00	0%
Postage	600	154.41	26%
Publications & Subscriptions	78,862	25,131.41	32%
Prof Publications	1,600	708.00	44%
Travel & Training	6,000	218.75	4%
Operating Supplies	1,500	557.40	37%
Shared System Services	18,000	15,272.29	85%
Library Technology	3,000	45.00	2%
Employment Expenses	200	0.00	0%
Property Insurance	8,056	7,973.31	99%
Total Non Personnel Services	$203,693	$68,487.19	34%
Total Expenditures	$899,264	$230,859.43	26%
Net Change in Fund Balance	28,480	684,435.09	
Fund Balance, Beginning of Year	($32,295)	($32,294.72)	
Fund Balance, End of Quarter	($3,815)	$652,140.37	

City of Cedarburg
Capital Improvement Fund
Quarterly Financial Report
March 31, 2017

The report that follows compares the annual adjusted budget to the actual revenues and expenditures for the quarter ending March 31, 2017. The last column shows the percent of revenues recognized and the percent of the budget expended. The comments below highlight some of the activity for the fund.

Revenues

Revenues totaled $1,198,114; 70% realized at the end of the quarter.

The property taxes are the largest revenue at $1,192,000; 70% of total revenues. Real estate taxes were recognized in full the first quarter.

Library impact fees of $1,651 were collected.

Interest income of $3,713 was earned to date and donations totaling $750 were received in January for youth baseball.

Transfers from General Fund is budgeted for street improvements and will be completed later in the year.

Expenditures

There were two budget adjustments in 2017 for encumbrances carried over from 2016. The purchase of the propane tanks for the DPW garage was not completed until 2017. The Parks & Forestry Department is also completing the purchase of their aerial truck in 2017 in the amount of $174,251.

Total expenditures for the year are negative $23,128 due to the reversal of the retainage booked in 2016 for the building project; therefore, the fund is at 101% unexpended.

The $50,000 budget for City Hall is for the replacement of the boiler at the Community Center Gym. The expenditures to date are for the monopole feasibility study.

The $3,255 in expenditures for the Police Department are due to the final purchases of officers' equipment from the 2016 budget.

To date $5,223 has been expended on the replacement of the emergency management siren.

DPW expenditures are negative due to the reversal of the retainage entry at the end of 2016.

The Parks & Forestry equipment purchased to date is for warning lights on a lift truck.

The Transfer to Debt Service will be made later in the year to offset the library debt payment. The transfer to the Library was completed in the first quarter of the residual funds from the sale of the old library building.

CITY OF CEDARBURG
CAPITAL IMPROVEMENT FUND
FIRST QUARTER
FINANCIAL REPORT

	2017 APPROVED BUDGET	2017 ACTUAL	PERCENT REALIZED/ EXPENDED
Revenues			
Property Taxes:			
Street Improvements	$710,000	$710,000	100.00%
Equipment Replacement Reserve	220,000	220,000	100.00%
Storm Water Reserve	242,000	242,000	100.00%
General Projects	20,000	20,000	100.00%
Proceeds from Borrowing	287,500	0	0.00%
Stormwater Grant	46,000	0	0.00%
Library Impact Fees	0	1,651	0.00%
Interest Income	7,000	3,713	53.04%
Transfer from General Fund	100,000	0	0.00%
Sale/Rent of Property	80,000	0	0.00%
Donations	0	750	0.00%
Total Revenues	$1,712,500	$1,198,114	69.96%
Expenditures			
City Hall Complex			
Complex Improvements	$50,000	$14,245	28.49%
Police Station			
Police Station Improvements	$46,000	$3,255	7.08%
Fire Department			
Station Improvements	$107,500	$0	0.00%
Auxiliary Police/Emergency Management			
Siren Upgrade	$23,000	$5,223	22.71%

CITY OF CEDARBURG
CAPITAL IMPROVEMENT FUND
FIRST QUARTER
FINANCIAL REPORT

	2017 APPROVED BUDGET	2017 ACTUAL	PERCENT REALIZED/ EXPENDED
Public Works			
DPW Center Improvements	$24,750	($72,602)	-293.34%
Equip. Replacement	305,000	5,007	1.64%
Street Improvements	861,000	7,466	0.87%
Sidewalk Replacements	15,000	0	0.00%
NR216 Compliance	40,000	4,710	11.78%
Stormwater Improvements	225,000	0	0.00%
Storm Sewer Capital Planning	19,750	1,235	6.25%
Total Public Works	$1,490,500	($54,184)	-3.64%
Environmental Expenses			
Prochnow	$10,000	$76	0.76%
Dam - engineering and repairs	500,000	0	0.00%
Total Environmental Expenses	$510,000	$76	0.01%
Parks and Recreation			
Vehicle Replacements	$251,251	$783	0.31%
Park Improvements	13,000	0	0.00%
Total Parks and Recreation	$264,251	$783	0.30%
Operating Transfers Out			
Transfer to Debt Service	$200,000	$0	0.00%
Transfer to Library Fund	7,474	7,474	100.00%
Total Transfers Out	207,474	7,474	3.60%
Total Expenditures	$2,698,725	($23,128)	-0.86%
Excess of Revenues Over/(Under) Expenditures	(986,225)	1,221,242	
Beginning Fund Balance	$1,842,226	$1,842,226	
Ending Fund Balance	$856,001	$3,063,468	

City of Cedarburg
Sewerage Fund
Quarter Ended
March 31, 2017

Attached is the quarter-end financial report for the City of Cedarburg Sewerage Fund. This report includes a summary income statement showing the actual vs. budget, a graph depicting the sewer replacement fund balances, and an analysis showing the total gallons billed by month for the current year and prior year. The report of capital projects is also included.

Revenues

Revenues at the end of the quarter are just below budget. In total, revenues are expected to be 25% earned. The actual percentage was 24.64% received.

Interest for the quarter reflects revenue for monies invested in the state pool, plus investment earnings from investments at US Bank.

Expenditures

Expenses are below budget at the end of the quarter with 21.44% expended.

Gallons Billed

The report shows gallons billed for 2016 and the current year. The graph shows the monthly variances for the current year and for the past three years.

Status of Capital Projects

This schedule lists the current capital projects budget amounts along with the cost for the year to date. The replacement funds used for the projects are also listed on the schedule.

Replacement Fund Investment Activity

This schedule shows the investments by fund. It also shows the monthly allocations for the collection system and wastewater treatment plant replacements. It also reflects interest earned and any transfers that were made.

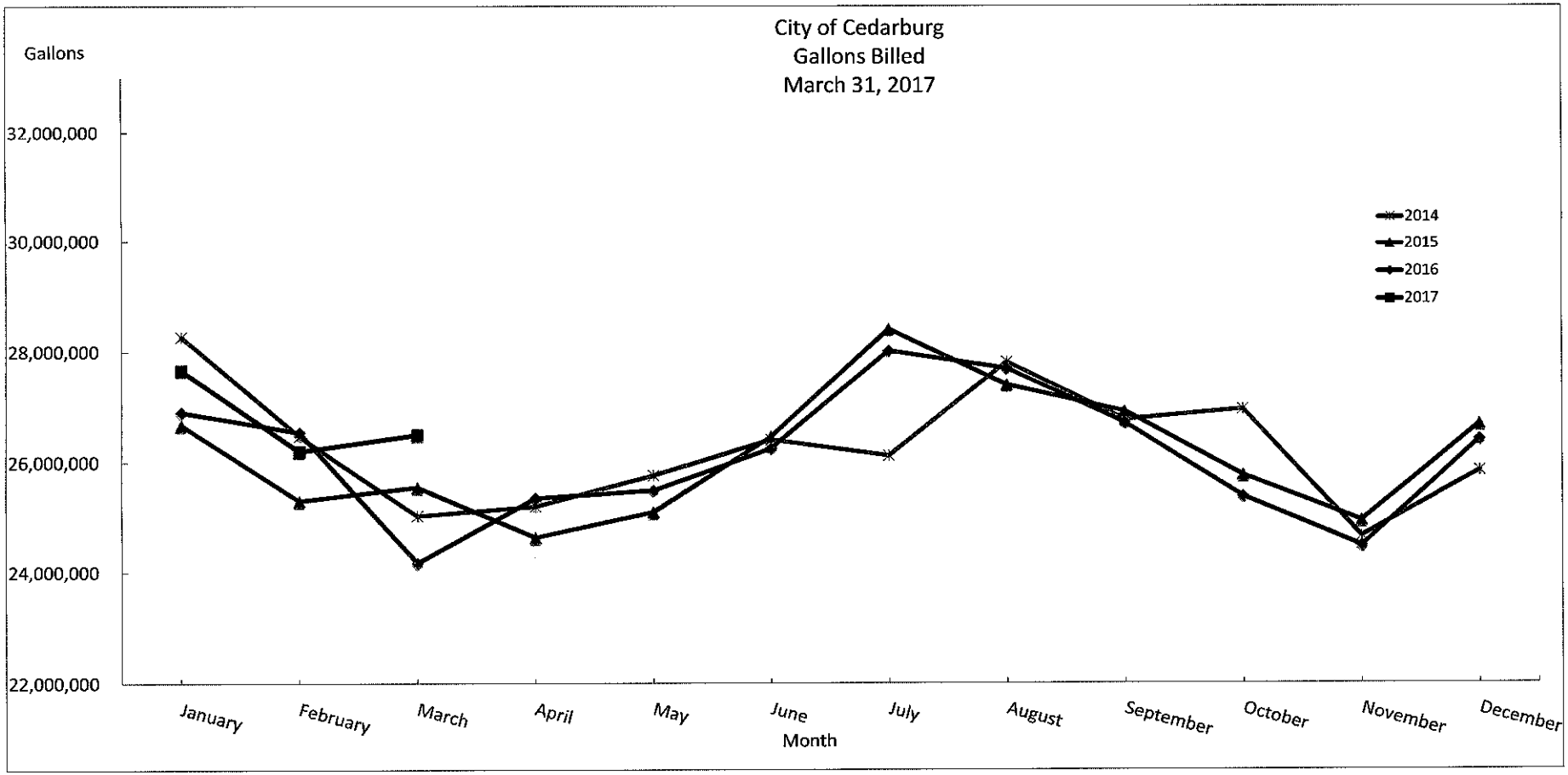
CITY OF CEDARBURG
SEWERAGE COMMISSION
QUARTER ENDED MARCH 2017

*March 2016 not accurate due to errors in billing

	ACTUAL MARCH 2016	ACTUAL MARCH 2017	ADOPTED BUDGET 2017	ACTUAL 2017	% OF BUDGET EARNED/ EXPENDED
Revenues					
Public Charge for Services					
Residential	$0.00	$119,978.61	$1,531,891	$369,094.92	24.09%
Commercial	0.00	37,106.56	463,521	108,454.94	23.40%
Industrial	0.00	31,601.12	306,632	87,470.92	28.53%
Public Authority	0.00	6,082.27	71,179	17,454.20	24.52%
Misc. Revenue	0.00	0.00	0	1,776.45	0.00%
Biosolids Impact Fee	0.00	0.00	0	0.00	0.00%
Sewer Connection Fee	2,637.38	1,366.16	0	2,732.32	0.00%
Reserve Capacity Fee	1,228.10	636.16	0	1,272.32	0.00%
Septage Hauler Fee	6,148.96	3,266.95	69,268	8,584.28	12.39%
Rent—City Property	0.00	0.00	1	1.00	0.00%
Interest	2,275.11	1,674.76	20,500	9,947.51	48.52%
Total Revenues	$12,289.55	$201,712.59	$2,462,992	$606,788.86	24.64%
Expenditures					
Administrative Labor & Benefits	$21,098.19	$34,910.01	$312,240	$72,247.23	23.14%
General Labor & Benefits	22,025.34	25,764.41	354,958	64,744.65	18.24%
Collection System Labor & Benefits	10,665.51	13,364.07	147,979	52,804.23	35.68%
WWTP Operations:					
Sludge Hauling	21,708.00	0.00	280,000	19,440.00	6.94%
Coagulants	2,277.21	0.00	12,000	0.00	0.00%
Other	12,421.35	11,358.88	175,090	36,579.09	20.89%
WWTP Maintenance	3,803.27	6,252.06	67,000	12,460.04	18.60%
Collection System	574.53	3,914.36	28,400	4,943.56	17.41%
Lift Stations	3,942.09	3,035.33	63,500	10,347.10	16.29%
Transportation	389.16	289.27	12,000	1,323.38	11.03%
Administrative Services	3,592.82	9,875.38	218,850	47,787.24	21.84%
Contingency Reserve	0.00	0.00	10,000	0.00	0.00%
Debt Service-Principal		0.00	55,000	0.00	0.00%
Debt Service-Interest		17,333.75	27,809	17,333.75	62.33%
Depreciation Expense	85,000.00	87,500.00	1,030,000	259,166.66	25.16%
Total Expenses	$187,497.47	$213,597.52	$2,794,826	$599,176.93	21.44%
NET CHANGE IN FUND BALANCE	($175,207.92)	($11,884.93)	($331,834)	$7,611.93	

CITY OF CEDARBURG
SEWERAGE COMMISSION
SUMMARY REPORT AS OF MARCH 31, 2017

	MARCH 2016	MARCH 2017	2017
Septage Haulers	517,650	384,000.00	1,168,400.00
Light & Water Billing			
Gallons			
Residential	16,246,300	16,218,100	51,652,700
Commercial	2,772,500	3,232,200	9,109,300
Industrial	4,227,000	5,980,100	16,540,500
Public Authority	927,800	1,074,000	3,076,600
Total	24,173,600	26,504,400	80,379,100


City of Cedarburg
Gallons Billed
March 31, 2017
Gallons
32,000,000
30,000,000
28,000,000
26,000,000
24,000,000
22,000,000
2014
2015
2016
2017
January
February
March
April
May
June
July
August
September
October
November
December
Month

City of Cedarburg
Sewer Utility
Capital Projects 2017

Project Description	Project Budget To Date	Total Project Costs to date	Funding
Collection System Reconstruction			
Engineering for 2018 Street Projects	30,000	3,615.00	Collection System Reconstruction Fund
2017 Street and Utility Projects	257,150		Collection System Reconstruction Fund
Sheboygan Road Lift Station	1,500,000	1,256,492.10	Borrowing Proceeds, Fund Balance
Total to date	1,787,150	1,260,107.10	
Treatment Plant			
Replace UV Bulbs	15,000		WWTP Replacement Fund
Replace Jetter-Vac #66	400,000		WWTP Replacement Fund
Replace Digester Blowers and Controls	100,000		WWTP Replacement Fund
Purchase Sewer Line TV Camera	100,000	30,904.65	WWTP Replacement Fund
Purchase John Deere Riding Mower/Snowblower	18,000		WWTP Replacement Fund
Misc Equipment	40,000		WWTP Replacement Fund
Total to date	673,000	30,904.65	
Grand Total—Capital Budget	$2,460,150	$1,291,012	

City of Cedarburg

Sewer Utility

Analysis 2017 Replacement Fund and Investment Activity

	WWTF Replacement	Collection Sys. Reconstruction	Impact Fees WWTP	Impact Fees Biosolids	Impact Fees Connection Fees	Unrestricted Investments	Total Sewer Fund
Beginning Balance, January 1, 2017	$2,592,958.46	$198,024.66	$39,281.62	$2,275.82	$76,765.52	$2,846,826.38	$5,756,132.46
Interest Earnings	4,054.79	773.43	51.62	3.03	99.60	4,965.04	9,947.51
Monthly allocations	35,766.66	66,666.66				(102,433.32)	
Impact fees			636.16		1,366.16	(2,002.32)	
Disbursements:							
Transfers for invoices	(30,904.65)	(4,006.05)				34,910.70	
Principal & Interest payments							
Net cash flows/due to due from settlements						(331,075.26)	(331,075.26)
Ending balance, March 31, 2017	$2,601,875.26	$261,458.70	$39,969.40	$2,278.85	$78,231.28	$2,451,191.22	$5,435,004.71

City of Cedarburg
Salaries and Benefits
Quarter Ended
March 31, 2017

This report exhibits total salary and benefit expenses by department for the quarter ended March 31, 2017. Included are General Fund, Special Revenue Funds and Wastewater Treatment Plant salaries. Benefit expenses include FICA, pension, sick payout, health insurance, life insurance, longevity and workers' compensation insurance amounts.

At the end of the quarter, departments are expected to be 25% expended. The total salary and benefit expense is $1,837,436.50, 21.98% expended. In total, salaries and benefits are below the budget level for the quarter due to the number of payrolls.

The amount expended for the Fire Department was for a part-time employee and their retirement and workers' compensation.

The Public Works accounts need to be looked at as a whole, with the exception of Engineering/Public Works Administration. Along with the Parks and Forestry maintenance salaries and benefits, these represent the entire Public Works/Parks & Forestry staff. While some accounts are showing over budget, others are under budget depending on where the man hours were spent, such as snow plowing.

There was one worker compensation claim filed during the first quarter. It did not result in any time lost.

CITY OF CEDARBURG

Salary Expense
March 31, 2017

Department	Budget	Actual	Percent Expended
General Government			
Council			
Salaries	$16,800	$3,877.02	23.08%
Benefits	1,322	333.43	25.22%
Total	18,122	4,210.45	23.23%
Mayor			
Salaries	6,000	1,384.62	23.08%
Benefits	472	119.06	25.22%
Total	6,472	1,503.68	23.23%
Administrator			
Salaries	72,641	16,764.42	23.08%
Benefits	28,869	6,583.54	22.80%
Total	101,510	23,347.96	23.00%
City Clerk			
Salaries	125,832	29,040.00	23.08%
Part time salaries	17,535	4,046.59	23.08%
Benefits	60,180	13,254.61	22.02%
Total	203,547	46,341.20	22.77%
Elections			
Salaries	13,985	4,250.68	30.39%
Overtime	200	0.00	0.00%
Benefits	46	53.21	115.67%
Total	14,231	4,303.89	30.24%
Assessor			
Salaries	72,622	16,761.60	23.08%
Benefits	36,325	11,539.54	31.77%
Total	108,947	28,301.14	25.98%
Treasurer/Financial			
Salaries	81,343	18,796.57	23.11%
Benefits	39,587	8,663.88	21.89%
Total	120,930	27,460.45	22.71%

CITY OF CEDARBURG

Salary Expense
March 31, 2017

Department	Budget	Actual	Percent Expended
General Government			
CITY HALL			
Salaries	81,152	21,912.74	27.00%
Overtime	2,000	697.13	34.86%
Part time Salaries	7,330	0.00	0.00%
Benefits	42,252	12,532.86	29.66%
Total	132,734	35,142.73	26.48%
Total General Government	$706,493	$170,611.50	24.15%
Public Safety			
Police Station			
Salaries	$19,493	$2,712.03	13.91%
Overtime	400	0.00	0.00%
Benefits	7,854	1,899.85	24.19%
Total	27,747	4,611.88	16.62%
Police Administration			
Salaries	196,304	46,115.05	23.49%
Office/Dispatch Salaries	391,551	105,892.26	27.04%
Overtime	3,950	1,878.69	47.56%
Benefits	272,454	62,946.64	23.10%
Total	864,259	216,832.64	25.09%
Police Patrol			
Salaries	1,214,992	280,449.04	23.08%
Crossing Guards	53,296	12,658.14	23.75%
Overtime	36,371	7,030.11	19.33%
Benefits	611,041	162,674.70	26.62%
Total	1,915,700	462,811.99	24.16%
Investigative			
Salaries	163,551	38,056.92	23.27%
Overtime	9,579	1,290.74	13.47%
Benefits	92,131	23,346.32	25.34%
Totals	265,261	62,693.98	23.63%

CITY OF CEDARBURG

Salary Expense
March 31, 2017

Department	Budget	Actual	Percent Expended
Fire Station			
Salaries	25,000		0.00%
Part time Salaries	25,000	2,124.52	8.50%
Benefits	48,557	39,520.87	81.39%
Total	98,557	41,645.39	42.26%
Building Inspection			
Salaries	105,396	23,400.01	22.20%
Benefits	46,643	13,323.79	28.57%
Total	152,039	36,723.80	24.15%
Total Public Safety	$3,323,563	$825,319.68	24.83%
Public Works			
Engineering/PW Admin			
Salaries	$115,219	$26,590.31	23.08%
Benefits	45,089	12,738.97	28.25%
Total	160,308	39,329.28	24.53%
M&E/Garage			
Salaries	115,097	57,555.98	50.01%
Overtime	1,050	209.10	19.91%
Benefits	42,526	20,402.07	47.98%
Total	158,673	78,167.15	49.26%
Streets Improvements			
Salaries	275,077	71,993.26	26.17%
Overtime	45,500	10,522.71	23.13%
Part Time Salaries	6,900	2,275.32	
Benefits	244,481	57,076.73	23.35%
Total	571,958	141,868.02	24.80%
Storm Sewers			
Salaries	100,974	6,803.01	6.74%
Overtime	1,000	0.00	0.00%
Benefits	19,346	6,244.03	32.28%
Total	121,320	13,047.04	10.75%
Recycling			
Salaries	89,358	3,839.87	4.30%
Overtime	700	42.77	6.11%
Part time Salaries	2,295	297.02	12.94%
Benefits	17,377	4,636.62	26.68%
Total	109,730	8,816.28	8.03%
Total Public Works	$1,121,989	$281,227.77	25.07%

CITY OF CEDARBURG

Salary Expense
March 31, 2017

Department	Budget	Actual	Percent Expended
Culture/Recreation			
Senior Center			
Salaries	$55,596	$12,722.49	22.88%
Benefits	8,323	1,966.33	23.63%
Total	63,919	14,688.82	22.98%
Celebrations			
Salaries	21,100	2,320.08	11.00%
Overtime	6,451	277.98	4.31%
Benefits	3,777	417.41	11.05%
Total	31,328	3,015.47	9.63%
Parks & Forestry			
Salaries	358,967	85,051.34	23.69%
Overtime	14,211	21.38	0.15%
Maintenance/PW Salaries	33,150	0.00	0.00%
Benefits	156,846	55,596.22	35.45%
Total	563,174	140,668.94	24.98%
Total Culture/Recreation	$658,421	$158,373.23	24.05%
Total General Fund	$5,810,466	$1,435,532.18	24.71%

CITY OF CEDARBURG

Salary Expense
March 31, 2017

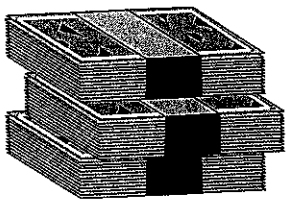
Department	Budget	Actual	Percent Expended
Other Funds			
Cemetery Fund			
Salaries	$10,633	$2,743.38	25.80%
Overtime	250	0.00	0.00%
Part time Salaries	9,000	0.00	0.00%
Benefits	6,951	2,131.83	30.67%
Total	26,834	4,875.21	18.17%
Recreation Programs—Fund			
Part time Salaries	82,474	21,225.16	25.74%
Exercise/Fitness	6,800	2,208.75	32.48%
Benefits	11,110	6,013.43	54.13%
Total	100,384.00	29,447.34	29.33%
Swimming Pool—Fund			
Salaries	26,125	5,712.96	21.87%
Part time Salaries/Seasonal	122,972	0.00	0.00%
Maintenance/PW Salaries	19,000	0.00	0.00%
Maintenance/Part time Salaries	3,000	0.00	0.00%
Benefits	31,357	9,700.46	30.94%
Total	202,454	15,413.42	7.61%
Swimming Pool Concessions			
Part time Salaries	11,000	0.00	0.00%
Benefits	842	0.00	0.00%
Total	11,842	0.00	0.00%
Library			
Salaries	364,683	84,158.45	23.08%
Part time Salaries	118,905	26,808.51	22.55%
Maintenance/PW Salaries	15,990	3,998.75	25.01%
Benefits	195,993	47,406.53	24.19%
Total	695,571	162,372.24	23.34%
Total Other Funds	$1,037,085	$212,108.21	20.45%
Total Salaries and Benefits	$6,847,551	$1,647,640.39	24.06%

CITY OF CEDARBURG

Salary Expense
March 31, 2017

Department	Budget	Actual	Percent Expended
Sewer Utility			
Administrative			
Salaries	$237,018	$55,083.79	23.24%
Benefits	75,222	17,163.44	22.82%
Totals	312,240	72,247.23	23.14%
General Labor			
Salaries	220,480	35,229.50	15.98%
Overtime	5,000	1,011.75	20.24%
Benefits	129,478	28,503.40	22.01%
Total	354,958	64,744.65	18.24%
Collection System			
Salaries	93,080	41,427.74	44.51%
Overtime	4,000	171.75	4.29%
Benefits	50,899	11,204.74	22.01%
Totals	147,979	52,804.23	35.68%
Total Sewer Utility	$815,177	$189,796.11	23.28%
Grand Total	$7,662,728	$1,837,436.50	23.98%

City of Cedarburg
Cash and Investments Summary
As of March 31, 2017



Attached is the report of cash and investments for the City of Cedarburg as of March 31, 2017. Included on the schedule of investments are the financial institutions where bank deposits have been placed or brokers from whom securities were purchased; the maturity date of the security, where applicable; the yield of the particular deposit account or investment; and the balance or cost of the account or investment.

City monies are placed in several types of investments, including the State of Wisconsin Local Government Investment Pool (LGIP), U.S. Treasury securities, U.S. Government Agency notes, commercial paper and bank deposits, including certificates of deposit. A variety of investment types are utilized to balance safety, liquidity and risk, as well as providing diversification.

Most of the City's idle monies, especially in the General Fund, are needed to finance the operating activities of the City, as well as debt service and therefore are placed in short-term investments which are highly liquid, such as the local bank money market accounts. These accounts are earning at a higher interest rate than the State Pool. Short term (less than one year) investments of General Fund reserves are made based on our cash flow forecast for operating funds and are timed to mature when monies will be needed to meet obligations of the City. Longer-term investments have been purchased in order to increase the average portfolio yield through US Bank. These investments are part of what is considered the "core" portfolio.

The weighted average yield for outstanding investments March 31, 2017 for all funds (exclusive of the Trust and Agency and Capital Improvement Economic Development Funds) was 1.10% which compares to the yield on outstanding investments at December 31, 2016 of 0.70%. The State Investment Pool yield for March 31, 2017 was 0.61%. Page F-6 includes a graph of our combined investment yields and the LGIP over the past twelve months. At year end due to tax collection the bank balances are higher than normal and the interest yield slightly lower due to the amount of funds collected at the banks in the lower yielding accounts.

Rates have started to increase at the State Pool which is also the local banks' benchmark for the City's interest bearing accounts. In December 2015 the State Pool interest rate was only 0.19% and has only increased since.

CITY OF CEDARBURG

Schedule of Cash and Investments

March 31, 2017

Institution & Type of Investment	Term	Interest Yield	Balance/Cost
General Fund (100)			
BMO Harris			
Money market		0.63%	$750,470.90
Tax collection			5,617.24
Tax collection—Online			179,013.83
Port Washington State Bank			
Money market account		0.56%	957,278.76
Checking		0.05%	501,797.28
Tax collection		0.56%	8,862.91
Payroll		0.05%	2,600.83
Partnership Bank			
Property tax account		0.10%	121,812.32
State Investment Pool		0.61%	1,180,940.05
US Bank Investments		1.48%	1,975,445.86
Commerce State Bank			
Checking account			3,432.24
Business checking		0.40%	115,320.47
Associated Bank tax collection		0.43%	127,900.64
Cornerstone Bank			
Combo business money market		0.02%	211,843.17
Business checking			17,085.17
Total General Fund			$6,159,421.67

CITY OF CEDARBURG

Schedule of Cash and Investments

March 31, 2017

Institution & Type of Investment	Term	Interest Yield	Balance/Cost
Cemetery Fund (200)			
State Investment Pool		0.61%	171,518.52
Port Washington State Bank			
Money market		0.56%	6,044.50
US Bank Investments		1.33%	98,367.26
Total Cemetery Fund			$275,930.28
Community Development Block Grant (230)			
State Investment Pool		0.61%	88,595.69
US Bank Investments		1.54%	863,080.91
Total Community Dev Block Grant			$951,676.60
Parks & Playground (250)			
State Investment Pool		0.61%	34,423.15
Library (260)			
Port Washington State Bank			5,287.00
Swimming Pool Impact Fee (300)			
State Investment Pool		0.61%	106,108.73
Capital Improvements (400)			
State Investment Pool		0.61%	325,932.81
Port Washington State Bank			
Money market account		0.56%	1,098,114.35
US Bank Investments		1.36%	496,779.23
Total Capital Improvements			$1,920,826.39

CITY OF CEDARBURG

Schedule of Cash and Investments

March 31, 2017

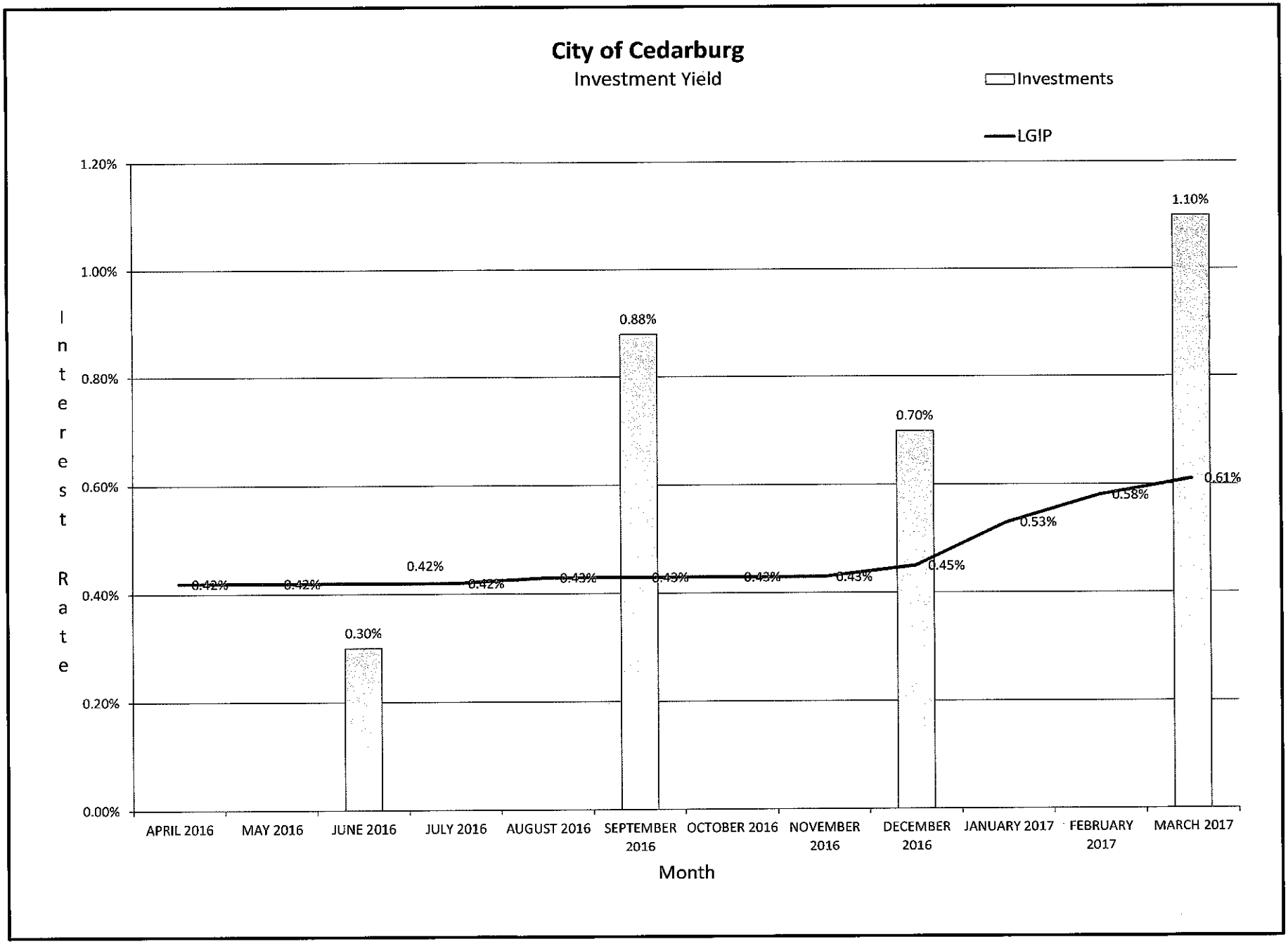
Institution & Type of Investment	Term	Interest Yield	Balance/Cost
CI-Economic Development (400)			
State Investment Pool		0.61%	13,259.83
Sewer Fund (601)			
State Investment Pool			
Sewer Unrestricted		0.61%	29,522.10
WWTF Repl. Fund		0.61%	314,467.25
Collection System Repl.		0.61%	6.43
WWTP Impact Fee Investment		0.61%	34,656.73
Biosolids Impact Fee Investment		0.61%	2,278.85
Sewer Connection Fees		0.61%	79,597.44
Port Washington State Bank			
Money Market		0.56%	1,352,869.59
US Bank Investments		1.29%	993,436.40
Wastewater Equipment Replacement Fund			
Port Washington State Bank			
Money Market		0.56%	1,709,197.50
US Bank Investments		1.29%	596,043.84
Collection System			
Port Washington State Bank			
Money Market		0.56%	90,155.37
US Bank Investments		1.29%	198,681.38
Total Sewer Fund			$5,400,912.88

CITY OF CEDARBURG

Schedule of Cash and Investments

March 31, 2017

Institution & Type of Investment	Term	Interest Yield	Balance/Cost
Risk Management Fund (700)			
State Investment Pool		0.61%	39.01
Port Washington State Bank			
Money market account		0.56%	138,430.89
US Bank Investments		1.48%	790,448.59
Total Risk Management Fund			$928,918.49
Donations - Various Funds			
Port Washington State Bank			
Money market		0.56%	69,539.43


City of Cedarburg
Investment Yield
Investments
LGIP
1.20%
1.00%
0.80%
0.60%
0.40%
0.20%
0.00%
Interest Rate
0.42%
0.42%
0.42%
0.42%
0.43%
0.43%
0.43%
0.43%
0.45%
0.53%
0.58%
0.61%
0.30%
0.88%
0.70%
1.10%
APRIL 2016
MAY 2016
JUNE 2016
JULY 2016
AUGUST 2016
SEPTEMBER 2016
OCTOBER 2016
NOVEMBER 2016
DECEMBER 2016
JANUARY 2017
FEBRUARY 2017
MARCH 2017
Month

CITY OF CEDARBURG

Accounts Receivable
First Quarter Financial Report
March 31, 2017

GENERAL FUND

At the end of the first quarter, there was $9,856.27 outstanding in General Fund accounts receivable. This report includes the weed mowing charges for AMCAST that were placed on the real estate tax roll.

SEWER FUND

The Sewer Fund had $5,961.10 outstanding in septage hauler invoices as of March 31, 2017. This account also includes the legal fees due on the Town of Grafton Pioneer Road land purchase from 1998 that was billed to the Grafton Water & Wastewater Utility.

CAPITAL IMPROVEMENTS

At the end of the quarter, there was $5,094.61 outstanding in Capital Fund accounts receivable. This includes the remaining outstanding invoices for 2015 and 2016 Sidewalk Replacements on payment plans.

CONTINGENT UPON ANNEXATION CHARGES/SPECIAL ASSESSMENTS

This report also includes listings of current charges on Town properties that were included in the various city street and utility projects throughout the years and are payable contingent upon annexation into the City. There was no activity to report for the quarter.

ACCOUNTS RECEIVABLE
General Fund
2017 First Quarter Financial Report

Account No. 100-[illegible]-000					
DATE	NAME	INVOICE	AMOUNT	STATUS	PURPOSE
5/21/2008	AMCAST Automotive	5915	601.19	On 2008 tax Roll OOB	Expenses for securing building for safety
6/30/2009	Barrier Advisors	6590	200.00	On 2009 Tax Roll OOB	Weed cutting 5/15/09 at Amcast
6/30/2009	Barrier Advisors	6628	400.00	On 2009 Tax Roll OOB	Weed cutting in June at Amcast
9/29/2010	Barrier Advisors	6935	200.00	On 2010 Tax Roll OOB	Weed mowing-Amcast 9/3/09
8/2/2010	Barrier Advisors/AMCAST	8021	400.00	On 2010 Tax Roll	Weed Cutting-Amcast May & June 2010
11/1/2010	Barrier Advisors/AMCAST	8199	200.00	On 2011 tax roll OOB	Weed Cutting 8/10/2012
12/31/2008	AMCAST Automotive	JE12324	624.00	On 2008 tax Roll OOB	Weed cutting at Old Amcast site
7/28/2011	Barrier Advisors, Inc./AMCAST	8667	182.00		Weed cutting-Amcast June 2011
2/10/2012	AMCAST Automotive	JE	950.17	On 2011 tax roll OOB	2011 Amcast weed cutting charges
10/31/2013	Barrier Advisors	JE	182.00	On 2013/2014 Tax Roll	Weed Cutting Fees - Invoice 27666 5/31/2013
10/31/2013	Barrier Advisors	JE	182.00	On 2013/2014 Tax Roll	Weed Cutting Fees - Invoice 28143 6/30/2013
10/31/2013	Barrier Advisors	JE	182.00	On 2013/2014 Tax Roll	Weed Cutting Fees - Invoice 279329 8/31/2013
10/31/2013	Barrier Advisors	JE	182.00	On 2013/2014 Tax Roll	Weed Cutting Fees - Invoice 29653 9/23/2013
11/1/2013	Barrier Advisors	JE	65.91	On 2013/2014 Tax Roll	Sheathing applied to Quanset Hut at Amcast
8/14/2015	PB Plum Jr. LLC	11285	25.00		Annual Fire Inspection Fee
3/23/2017	Armbruster	12301	240.00	Direct Alarm Fee	
3/23/2017	Carlson Tool	12302	240.00	Direct Alarm Fee	
3/23/2017	Cedar Creek Settlement	12303	240.00	Direct Alarm Fee	
3/23/2017	Cedar Creek Winery	12304	240.00	Direct Alarm Fee	
3/23/2017	Cedarburg Seniors Apartments	12305	240.00	Direct Alarm Fee	
3/23/2017	Dorada	12307	240.00	Direct Alarm Fee	
3/23/2017	Dorem	12308	240.00	Direct Alarm Fee	
3/23/2017	Future WI Racine II	12310	240.00	Direct Alarm Fee	
3/23/2017	Immanuel Lutheran Church	12311	240.00	Direct Alarm Fee	
3/23/2017	Karak Machine	12312	240.00	Direct Alarm Fee	
3/23/2017	La Rosa	12314	240.00	Direct Alarm Fee	
3/23/2017	Landmark Feed, Seed & Supply	12315	240.00	Direct Alarm Fee	
3/23/2017	Lasata	12316	240.00	Direct Alarm Fee	
3/23/2017	Lasata Heights	12317	240.00	Direct Alarm Fee	
3/23/2017	Michael Malicki	12318	240.00	Direct Alarm Fee	
3/23/2017	Noveau Antiques	12319	240.00	Direct Alarm Fee	
3/23/2017	Ozaukee County Exposition	12320	240.00	Direct Alarm Fee	
3/23/2017	Ozaukee County 4-H Barn	12321	240.00	Direct Alarm Fee	
3/23/2017	Ozaukee County Pavillion	12322	240.00	Direct Alarm Fee	
3/23/2017	Saukville Police	12324	240.00	Direct Alarm Fee	
3/23/2017	Herman Schuh	12325	240.00	Direct Alarm Fee	
3/23/2017	Washington Court Apts	12326	240.00	Direct Alarm Fee	
	Total		$ 9,856.27		

ACCOUNTS RECEIVABLE
Sewerage Commission
2017 First Quarter Financial Report

Account No. 601-131-000					
DATE	NAME	INVOICE	AMOUNT	STATUS	PURPOSE
04/16/1998	Grafton Water & Wastewater Util.	6244	$4,135.50	On Hold	Town Land Purchase
2/27/2017	Kemps	12272	$1,776.45		
3/16/2017	Kon's Septic Service	12287	$49.15		
	Total		$5,961.10		

ACCOUNTS RECEIVABLE
Capital Improvements Fund
2017 First Quarter Financial Report

Account No. 400-1-31000					
DATE	NAME	INVOICE	AMOUNT	STATUS	PURPOSE
9/10/2015	Kathy Wilson	11387	973.58	paid 121.70 12/15	2015 Sidewalk/Approach Replacement
9/10/2015	Woodmere Townhomes	11388	3,075.05	paid 590.58 10/14	2015 Sidewalk/Approach Replacement
9/30/2016	Heidtke, Will	12104	1,045.98	paid 116.22 10/31	2016 Sidewalk Replacement
	Total		$5,094.61		

Account 100-126100
CHARGES CONTINGENT UPON ANNEXATION
1ST QUARTER FINANCIAL REPORT
March 31, 2017

ACCOUNT 100-126100

NAME	PROPERTY ADDRESS AND TAX KEY NUMBER	ORIGINAL	BALANCE ON ACCOUNT	INTEREST RATE / CCI*	INTEREST AMOUNT	AMOUNT DUE AS OF 3/31/2017
TOWN OF CEDARBURG				CCI*		
Ammons, Michael - 3/25/1970 953 Keup Road Cedarburg WI 53012	03-023-12-007.00 953 Keup Road Cedarburg WI	1,386.00	1,386.00	2.35	1,871.10	3,257.10
FORMULA: 3/25/1970 CCI 1381 **March 1980 CCI 3237 (10 yr max)** 3237/1381 = 2.35						
TOTAL KEUP ROAD CHARGES		$1,386.00	$1,386.00		$1,871.10	$3,257.10
PARKVIEW MEADOWS NO. 3						
CITY OF CEDARBURG				**CCI***		
Bentz, Roger & Mabel & Franelen - 1/7/91 1051 Wauwatosa Road Cedarburg WI 53012	13-040-0140.000 Between Wauwatosa & Poplar-18.23 acres vacant land	$115,657.82	$115,657.82	1.32	$37,010.50	$152,668.32
FORMULA: 1/7/1991 CCI 4777 **January 2001 CCI 6281 (10 yr max)** 6281/4777 = 1.32						
TOTAL PARKVIEW MEADOWS NO. 3		$115,657.82	$115,657.82	$1.32	$37,010.50	$152,668.32

WESTERN & WAUWATOSA SEWER & WATER CONSTRUCTION - 2010
Water Laterals and Engineering/Admin Fees
CCI Effective Date: October 11, 2010

TOWN OF CEDARBURG			**WATER LATERALS**	**ENG/ADMIN FEES 15%**		**CCI***		
Jams Realty-Cedarburg Inc	506 Wauwatosa Roa	03-027-11-022.00	$1,972.00	$2,094.35	$4,066.35	1.15	$618.38	$4,684.73
Wollner, Richard & Lorraine	7508 Western Avenu	03-027-11-021.00	$1,972.00	$2,094.35	$4,066.35	1.15	$618.38	$4,684.73
Herkowski, Joseph & Andrea	7450 Western Avenu	03-027-11-008.00	$1,972.00	$2,094.35	$4,066.35	1.15	$618.38	$4,684.73
Kletzien, Carol	7404 Western Avenu	03-027-11-019.00	$1,972.00	$2,094.35	$4,066.35	1.15	$618.38	$4,684.73
Kuhn, Mechthild	7421 Western Avenu	03-034-06-027.00	$1,972.00	$2,094.35	$4,066.35	1.15	$618.38	$4,684.73

FORMULA:
October 11, 2010 CCI 8921
March 31, 2017 CCI 10277.64
10277.64/8921=1.15 1.15
Water lateral charges are to be reimbursed to Light and Water (100-256200) when properties annex into the City.
Engineering/Admin Fees should be recorded to 100-423204

TOTAL WESTERN & WAUWATOSA CHARGES	$9,860.00	$10,471.75	$20,331.75		$3,091.90	$23,423.65
TOTAL CHARGES - GENERAL FUND	$126,903.82	$10,471.75	$137,375.57		$41,973.50	$179,349.07

***CCI: Cost Construction Index Factor**

ACCOUNT 300-126100

CHARGES CONTINGENT UPON ANNEXATION
DEBT SERVICE
1ST QUARTER FINANCIAL REPORT
MARCH 31, 2017

NAME	TAX KEY NUMBER	ORIGINAL AMOUNT	ANNUAL INTEREST RATE	INTEREST AMOUNT	AMOUNT DUE AS OF 3/31/2017
Keup Road—9/30/1992 1992 Sanitary Sewer & Watermain Extension CCI Effective date: September 30, 1992					
Lynn Woltring 987 Keup Road 09/30/92	03-023-12-001.00 Invoice# 3435	$14,059.07	1.31 CCI*	$4,358.31	$18,417.38
Harold Woltring 5314 Thornapple Lane 09/30/92	03-023-12-033.00 Invoice# 3437	12,045.56	1.31 CCI*	3,734.12	15,779.68
FORMULA: 9/30/1992 CCI 5042 **September 2002 CCI 6589 (10 Yr Max.)** 6589/5042 = 1.31					
Total Keup Road Charges		$26,104.63		$8,092.44	$34,197.07
Portland Road—**9/30/1992** Portland Road Lift Station and Force Main CCI Effective date: September 30, 1992					
Portland Road Lift Station and Force Main	Future annexations	$31,244.71	1.31 CCI*	$9,685.86	$40,930.57
FORMULA: 9/30/1992 CCI 5042 **September 2002 CCI 6589 (10 Yr Max.)** 6589/5042 = 1.31					
Total Portland Road Charges		$31,244.71		$9,685.86	$40,930.57
Total Charges—Debt Service		$57,349.34		$17,778.30	$75,127.64

*Construction Cost Index (CCI)

ACCOUNT 400 126100

CHARGES CONTINGENT UPON ANNEXATION
CAPITAL FUND
1ST QUARTER FINANCIAL REPORT
MARCH 31, 2017

NAME		PROPERTY ADDRESS	TAX KEY NO.	ORIGINAL AMOUNT	BALANCE ON ACCOUNT	ANNUAL INTEREST RATE	INTEREST AMOUNT	AMOUNT DUE AS OF 3/31/2017
PROCHNOW LANDFILL								
Water line extension to Town Residents	JE#1470	Prochnow Landfill Property		$107,365.00	$107,365.00			$107,365.00
TOTAL PROCHNOW LANDFILL				$107,365.00	$107,365.00		$0.00	$107,365.00
TOWN OF CEDARBURG 2003 Keup Road Reconstruction - Project 2000-11 2003[1]								
CCI effective date: October 1, 2003								
						CCI*		
Ammons, Michael	2314	953 Keup Road	03-023-12-007.00	$4,021.81	$4,021.81	1.43	$1,729.38	$5,751.19
Woltring, Harold & Gladys	2315	5314 Thornapple Lane	03-023-12-033.00	3,687.82	3,687.82	1.43	1,585.76	5,273.58
Woltring, Lynn	2316	987 Keup Road	03-023-12-001.00	4,087.91	4,087.91	1.43	1,757.80	5,845.71
FORMULA: 10/1/2003 CCI 6771 **October 2013 CCI 9689 (10 yr Max.)** 9689/6771 = 1.43								
TOTAL 2003 KEUP ROAD RECONSTRUCTION				$11,797.54	$11,797.54		$5,072.94	$16,870.48
Pioneer Road - TID No. 1								
CCI effective date: April 21, 1993								
03-34-15-04 THRU 07[2]								
						CCI*		
Korneisel, Kirk		6610 Pioneer Road	03-034-15-011.00	$13,168.81	$13,168.81	1.29	$3,818.95	$16,987.76
Wiley, David & Aimee		6620 Pioneer Road	03-034-15-010.00	12,932.09	12,932.09	1.29	3,750.31	16,682.40
Harold H & Patricia A Steffen Family Trst		6634 Pioneer Road	03-034-15-009.00	13,175.12	13,175.12	1.29	3,820.78	16,995.90
FORMULA: 4/21/1993 CCI 5167 **April 2003 CCI 6635 (10 yr Max.)** 6635/5167 = 1.29								
TOTAL PIONEER ROAD - TID NO. 1				$39,276.02	$39,276.02		$11,390.04	$50,666.06
TOTAL CHARGES - CAPITAL				**$158,438.56**	**$158,438.56**		**$16,462.98**	**$174,901.54**

***Construction Cost Index (CCI)**

(1) Represents charges against parcels in the Town for curb & gutter, sidewalk, drive apron and lighting. Collection of these charges will be done at time of annexation.

(2) Represents charges against parcels in the Town. Collection of these charges will be done at time of annexation.

ACCOUNT 601 126100
CHARGES CONTINGENT UPON ANNEXATION
SEWER FUND
1ST QUARTER FINANCIAL REPORT
MARCH 31, 2017

NAME	PROPERTY ADDRESS	TAX KEY NUMBER	ORIGINAL AMOUNT		BALANCE AMOUNT	ANNUAL INTEREST RATE	INTEREST AMOUNT	AMOUNT DUE AS OF 3/31/2017
KEUP ROAD - PART A - SANITARY SEWER								
1999 Sanitary Sewer & Watermain								
CCI Effective date: January 1, 2000								
						CCI*		
Murphy, Brian	781 Keup Road	03-060-01-07.000	$9,836.48		$9,836.48	1.42	$4,131.32	$13,967.80
Juech, James & Mary	765 Keup Road	03-060-01-05.000	8,602.73		8,602.73	1.42	3,613.15	$12,215.88
Islo, Spencer & Patek, Ann	755 Keup Road	03-060-01-04.000	8,602.73		8,602.73	1.42	3,613.15	12,215.88
Schefchik Jr., Emil	789 Keup Road	03-060-01-07.001	10,330.60		10,330.60	1.42	4,338.85	14,669.45
7900 LLC	708 Keup Road	03-026-03-017.00	2,433.97		2,433.97	1.42	1,022.27	3,456.24
FORMULA:								
January 2000 CCI 6130								
January 2010 CCI 8660 (10 Yr. Max.)								
8660/6130 = 1.42								
$35,219.91, is being held by Light and Water. These charges are due in full within 30 days upon adoption of an annexation ordinance.								
TOTAL KEUP ROAD - PART A - SANITARY SEWER			**$39,806.51**		**$39,806.51**		**$16,718.74**	**$56,525.25**
WASHINGTON AVENUE - SEWER						CCI*		
CCI Effective date: April 2, 1992								
Bentz, Roger & Franelen 1051 Wauwatosa Road 4/2/1992		13-040-0140.000 Between Wauwatosa & Poplar-18.23 acres vacant land	$18,524.10		$18,524.10	1.31	$5,742.47	$24,266.57
FORMULA:								
April 1992 CCI 4946								
April 2002 CCI 6480 (10 Yr. Max)								
6480/4946 = 1.31								
TOTAL WASHINGTON AVENUE			**$18,524.10**		**$18,524.10**		**$5,742.47**	**$24,266.57**
HAMILTON ROAD-SEWER								
CCI Effective date: September 3, 1986								
Molinaro, Tony (New owner: Bishop Family Trust 243 E Hamilton Road 9/3/1986		Base,Pavement, Curb & Gutter, Sanitary Sewer, Storm Sewer & Eng. 03-050-0030.006	$33,371.00		$33,371.00	CCI* 1.33	$11,012.43	$44,383.43
FORMULA:								
September 1986 CCI 4295								
September 1996 CCI 5683 (10 Yr. Max)								
5683/4295 = 1.33								
TOTAL HAMILTON ROAD-SEWER					**$33,371.00**		**$11,012.43**	**$44,383.43**
WESTERN & WAUWATOSA SEWER & WATER CONSTRUCTION - 2010								
Sanitary Sewer Mains and Laterals								
CCI Effective Date: October 11, 2010								
TOWN OF CEDARBURG			**SANITARY SEWER MAIN**	**SANITARY SEWER LAT.**		CCI*		
Jams Realty-Cedarburg Inc	506 Wauwatosa R	03-027-11-022.00	$9,242.23	$2,748.09	$11,990.32	1.15	$1,798.55	$13,788.87
Wollner, Richard & Lorraine	7508 Western Ave	03-027-11-021.00	$9,242.23	$2,748.09	$11,990.32	1.15	$1,798.55	$13,788.87
Herkowski, Joseph & Andrea	7450 Western Ave	03-027-11-008.00	$9,242.23	$2,748.09	$11,990.32	1.15	$1,798.55	$13,788.87
Kletzien, Carol	7404 Western Ave	03-027-11-019.00	$9,242.23	$2,748.09	$11,990.32	1.15	$1,798.55	$13,788.87
Kuhn, Mechthild	7421 Western Ave	03-034-06-027.00	$9,242.23	$2,748.09	$11,990.32	1.15	$1,798.55	$13,788.87
FORMULA:								
October 2010 CCI 8921								
March 31, 2017 CCI 10277.64								
10277.64/8921 = 1.15								
TOTAL WESTERN & WAUWATOSA CHARGES			$46,211.15	$13,740.45	$59,951.60		$8,992.74	$68,944.34
TOTAL CHARGES - SEWER FUND			$104,541.76	$13,740.45	$151,653.21		$42,466.39	$194,119.60

CCI* Construction Cost Index

ACCOUNT 601 126100

CHARGES CONTINGENT UPON ANNEXATION
SEWER FUND
1ST QUARTER FINANCIAL REPORT
MARCH 31, 2017

This information is recorded by Light and Water and is for reporting purposes only

NAME	PROPERTY ADDRESS	TAX KEY NUMBER	ORIGINAL AMOUNT	ANNUAL INTEREST RATE	INTEREST AMOUNT	AMOUNT DUE AS OF 3/31/2017
KEUP ROAD - PART A - WATER MAINS AND LATERALS - These charges are being held by Light and Water.						
1999 Sanitary Sewer & Watermain						
CCI Effective date: January 1, 2000						
				CCI*		
Murphy, Brian	781 Keup Road	03-060-01-07.000	$6,793.13	1.42	$2,853.11	$9,646.24
Juech, James & Mary	765 Keup Road	03-060-01-05.000	5,828.68	1.42	2,448.05	8,276.73
Islo, Spencer & Patek, Ann	755 Keup Road	03-060-01-04.000	5,828.68	1.42	2,448.05	8,276.73
Schefchik Jr., Emil	789 Keup Road	03-060-01-07.001	7,179.39	1.42	3,015.34	10,194.73
7900 LLC	708 Keup Road	03-026-03-017.00	9,590.03	1.42	4,027.81	13,617.84
TOTAL CHARGES - SEWER (L&W)			**$35,219.91**		**$14,792.37**	**$50,012.26**

FORMULA:
January 2000 CCI 6130
January 2010 CCI 8660 (10 Yr. Max.)
8660/6130 = 1.42

CCI* Construction Cost Index

Environmental Expenses
Prochnow Responsible Parties Group
As of March 31, 2017

	1993-2012	2013	2014	2015	2016	2017	Total
Beginning Balance	$0.00	$2,096.97	$2,101.86	$13,337.99	$13,375.05	$13,423.71	
Deposits:							
City of Cedarburg	30,624.86						30,624.86
Town of Cedarburg	31,224.55						31,224.55
Mercury Marine	106,071.20		11,212.29				117,283.49
Emerson Electric	29,000.00						29,000.00
Amcast	11,500.00						11,500.00
Maletzke Estate	115,000.00						115,000.00
Interest	7,132.55	4.89	23.84	37.06	48.66	15.66	7,247.00
Total	$330,553.16	$4.89	$11,236.13	$37.06	$48.66	$15.66	$341,879.90
Expenditures	$328,456.19	$0.00	$0.00	$0.00	$0.00	$0.00	$328,456.19
Ending Balance	$2,096.97	$2,101.86	$13,337.99	$13,375.05	$13,423.71	$13,439.37	

Environmental Expenses

As of March 31, 2017

	1992-2012	2013	2014	2015	2016	2017	Total
Beginning Balance	0.00	299,245.20	213,611.34	178,148.33	157,010.61	149,766.86	
Revenues:							
Property tax	1,088,580.00	0.00	0.00	10,000.00	20,000.00	0.00	1,118,580.00
General Fund Transfer	40,000.00						40,000.00
PECFA reimbursements	147,600.12						147,600.12
EPA reimbursement (Light & Water)	107,365.00						107,365.00
Insurance settlement	15,000.00						15,000.00
HUD Grant (Mercury Marine Cleanup)	166,204.69	99,000.00					265,204.69
Total	$1,564,749.81	$99,000.00	$0.00	$10,000.00	$20,000.00	$0.00	$1,693,749.81
Expenditures:							
Prochnow/Blank	690,548.59	31,930.12	24,117.51	17,910.39	27,243.75	76.00	791,826.36
PECFA Eligible/DPW*	160,496.17						160,496.17
PRP Group - City share	30,624.86						30,624.86
Dams	82,506.60	48,706.14	11,345.50	13,227.33			155,785.57
Grafton Lime Kiln*	58,001.27						58,001.27
Cedar Creek Park*	15,520.13						15,520.13
Underground storage tank - Washington Ave.*	7,878.76						7,878.76
Hanover - LUST*	6,312.60						6,312.60
Hanover - Shooting Range	15,727.00						15,727.00
Mercury Marine - Cleanup Expenses (HUD)	166,204.69	100,246.00					266,450.69
Mercury Marine - PII Library Site	24,521.00						24,521.00
Environmental-Other	7,162.94	3,751.60					10,914.54
Total	$1,265,504.61	$184,633.86	$35,463.01	$31,137.72	$27,243.75	$76.00	$1,544,058.95
Ending Balance	$299,245.20	$213,611.34	$178,148.33	$157,010.61	$149,766.86	$149,690.86	

*Closed out

City of Cedarburg

Internal Service Fund
Financial Report
Quarter Ending March 31, 2017

The Internal Service Fund accounts for all risk management activities of the City. Included in the fund are premiums and claims for:

- General Liability Insurance
- Auto Physical Damage Insurance
- Property Insurance
- Excess Liability Insurance
- Employment Practices Insurance
- Workers' Compensation Insurance
- Boiler & Machinery Insurance

Revenues include interest income, charges to other funds for their premiums, dividends and insurance recoveries.

The interest income and change in market value revenues totaled $3,724.56 to date.

The CVMIC dividend was received in March.

Insurance recoveries to date totaled $701.80 for Jake's medical bills from his 2016 injury.

Transfers from other funds were for the annual premiums and were charged out in full in January. The transfer from Trust & Agency will be corrected in the second quarter and moved into the General Fund amount for the Senior Van insurance premium.

Insurance premiums were paid in full in January.

At the end of the first quarter there were no claim expenditures.

CITY OF CEDARBURG
INTERNAL SERVICE FUND - RISK MANAGEMENT
FINANCIAL REPORT
MARCH 31, 2017

	2016 ACTUAL	2017 ACTUAL	2017 BUDGET	PERCENT OF BUDGET
Revenues				
Interest Income	$ 715.04	$ 1,941.06	$ 10,000	19.41%
Change in Market Value		1,783.50		0.00%
Dividend Income (from CVMIC)	26,837.00	24,470.00	24,470	100.00%
Insurance Recoveries	30,283.45	701.80		0.00%
Workers Comp-Wage Recovery	3,374.82			0.00%
Charges to General Fund	252,332.25	260,336.57	264,028	98.60%
Charges to Cemetery Fund	1,319.40	1,287.80	1,288	99.98%
Charges to Recreation Programs Fund	3,448.31	5,053.26	5,053	100.01%
Charges to Swimming Pool Fund	10,850.47	10,757.97	10,758	100.00%
Charges to Library	9,183.41	9,151.02	9,151	100.00%
Transfer from Sewer Fund	38,519.31	32,054.49	32,054	100.00%
Transfer from Trust & Agency Fund	195.41	223.34	223	100.15%
Total Revenues	$377,058.87	$347,760.81	$357,025	97.41%
Expenses				
Insurance Premiums/Costs:				
Worker's Compensation	$ 175,782.00	$164,870.00	$ 167,068	98.68%
Unemployment Compensation	327.73	515.04		0.00%
Property/Auto Insurance	59,767.00	71,587.00	67,383	106.24%
General Liability Insurance	61,501.00	62,111.00	50,319	123.43%
Employment Practices Insurance	16,710.00	14,205.20	19,217	73.92%
Boiler Insurance	1,173.00	1,196.00	1,232	97.08%
2014 Liability Claims Paid			2,500	0.00%
2015 Liability Claims Paid	92.50		2,500	0.00%
2016 Liability Claims Paid	2,021		5,000	0.00%
Total Expenses	$317,374.23	$314,484.24	$315,219	99.77%
Net Gain/(Loss)	$59,684.64	$33,276.57	$41,806	
Fund Balance, January 1	$899,508.99	$928,154.57	$928,155	
Fund Balance, Quarter End/Budget	$959,193.63	$961,431.14	$969,961	

City of Cedarburg

Debt Service Fund

First Quarter Financial Report

March 31, 2017

The Debt Service Fund is used to account for the payment of principal and interest on debt obligations of the City.

Revenues include the tax levy, interest revenue and police impact fees. For the year $1,284,280 was received from property taxes and $199.27 from interest revenue. The Build America Bond reimbursement and police impact fees were also received; $4,931.64 and $1,888.84 respectively.

The transfer from Capital Improvements is from the Library building project residual funds to help pay down the debt and will be completed later in the year.

The expenditures for the year include the 2017 debt principal and interest payments. Payments are in March and September. Total expended in principal and interest payments at the end of the quarter were $1,535,905.72.

City of Cedarburg
Debt Service Fund
First Quarter Financial Report
March 31, 2017

	2016 Actual	2017 Actual	2017 Budget	Percent of Budget
Revenues				
Property Taxes	$ 705,776.00	$ 1,284,280.00	$ 1,284,280	100.00%
Interest Revenue	111.69	199.27	50	398.54%
Police Impact Fee	5,469.60	1,888.84		
Build America Bond Reimbursement	6,063.92	4,931.64	4,995	98.73%
Transfer from Capital Improvement	200,000.00	0.00	200,000	0.00%
Total Revenues	$ 917,421.21	$ 1,291,299.75	$ 1,489,325	86.70%
Expenditures				
2007 G.O. Capital Improvement Notes				
2007 TIF Note				
2010 G.O. Capital Improvement Notes	98,686.17	98,686.17	98,687	100.00%
2012 G.O. Note	525,832.50	534,362.50	566,725	94.29%
2015 G.O. Notes	234,700.00	282,700.00	312,900	90.35%
2016 G.O. Notes		620,157.05	710,963	87.23%
Total Expenditures	$ 859,218.67	$ 1,535,905.72	$ 1,689,275	90.92%
Beginning Fund Balance	$197,710.07	$197,710.07	$197,710	
Ending Fund Balance	$255,912.61	($46,895.90)	($2,240)	

City of Cedarburg
Tax Incremental District #3
First Quarter Financial Report
March 31, 2017

This report reflects the activity since creation and the year for TID #3. The mixed use TID was approved on November 18, 2014. The project is scheduled to be paid off in 20 years. The project costs include the City's administrative costs, legal and audit fees, financial consultant fees and the developer incentive. The following pages include the estimated project costs and revenues along with the current and prior years' costs and revenues.

Project Revenues

2017 is the first year value was added to the TIF and it was only because of the increase in the market values. The tax increment realized was $169.

Project Costs

The only costs to date are administrative; the State filing fee and creation and legal fees. The developer incentive will only be paid out after the City has recovered its costs from the tax increment.

At the end of the quarter, the District has a deficit of $23,617.

City of Cedarburg

Tax Incremental Financing District No. 3

Historical Summary of Sources, Uses and Status of Funds

	Year Ended December 31, 2016	Quarter Ended March 31, 2017	From Date of Creation
Project Revenues (sources):			
Tax increments	0	169	169
Total revenues	0	169	169
Project Costs (uses):			
Cash Grant (Development Incentive)	0	0	0
Repayment of City Advance	0	0	0
Interest on City Advance	0	0	0
Administrative Expense	1,105	170	23,786
Total costs	1,105	170	23,786
Net sources (uses)	(1,105)	(1)	(23,617)
Beginning fund balance	(19,974)	(21,079)	0
Ending fund balance	($21,079)	($21,080)	($23,617)

City of Cedarburg

Tax Incremental Financing District No. 3
Historical Summary of Project Costs, Project Revenues
and Net Cost to be recovered through Tax Increments

	Year Ended December 31, 2016	Quarter Ended March 31, 2017	From Date of Creation
Project Costs:			
Cash Grant (Development Incentive)	0	0	0
Repayment of City Advance	0	0	0
Interest on City Advance	0	0	0
Administrative Expense	1,105	170	23,786
Total costs	1,105	170	23,786
Project Revenues:			
Tax increments	0	169	169
Total revenues	0	169	169
Net costs recoverable through tax increments	$1,105	$1	$23,617

City of Cedarburg

Tax Incremental Financing District No. 3
Detailed Summary of Project Costs
Through March 31, 2017

	Actual	Project Plan Estimate
Cash Grant (Development Incentive)	0	310,234
Repayment of City Advance	0	23,000
Interest on City Advance	0	2,060
Administrative Expense	23,786	63,000
Total project costs	$23,786	$398,294

City of Cedarburg

Tax Incremental Financing District No. 3
Project Budget vs. Actual
Through March 31, 2017

	Project Budget	As of March 31, 2017	Project To Date
Project Revenues (sources):			
Tax increments	$585,574	$0	$169
Total revenues	$585,574	$0	$169
Project Costs (uses):			
Cash Grant (Development Incentive)	$310,234	$0	$0
Repayment of City Advance	25,060	0	0
Interest on City Advance	2,060	0	0
Administrative Expense	63,000	170	23,786
Total expenditures	$400,354	$170	$23,786

Cedarburg Light &Water
Consolidated Balance Sheet
For the Three Months Ending 3/31/2017

	Balance 3/31/2017 Current Month	Balance 2017 First of Year	Difference
ASSETS AND OTHER DEBITS			
UTILITY PLANT			
Utility Plant - Utility Financed (101-107)	$39,552,935.80	$39,351,224.71	$201,711.09
Utility Plant - Contributed (101-107)	10,431,548.44	10,431,548.44	0.00
Less: Accum. Provision for Depr. & Amort. - Utility Financed (111-116)	(13,452,280.97)	(13,139,786.49)	(312,494.48)
Less: Accum. Provision for Depr. & Amort. - Contributed (111-116)	(3,269,809.16)	(3,216,505.91)	(53,303.25)
Net Utility Plant	**33,262,394.11**	**33,426,480.75**	**(164,086.64)**
Total Net Utility Plant	**33,262,394.11**	**33,426,480.75**	**(164,086.64)**
OTHER PROPERTY AND INVESTMENTS			
Nonutility Property (121)	519,551.21	519,551.21	0.00
Less: Accum. Provision for Depr. and Amort. of Nonutility Property (122)	(457,650.73)	(457,650.73)	0.00
Net Nonutility Property	**61,900.48**	**61,900.48**	**0.00**
Special Funds (125-128)	5,442,085.10	5,432,514.45	9,570.65
Total Other Property and Investments	**5,503,985.58**	**5,494,414.93**	**9,570.65**
CURRENT AND ACCRUED ASSETS			
Cash and Working Funds (131)	145,761.41	293,336.72	(147,575.31)
Working Funds (135)	700.00	700.00	0.00
Temporary Cash Investments (136)	2,664,298.56	2,393,534.61	270,763.95
Customer Accounts Receivable (142)	1,115,605.34	1,305,063.31	(189,457.97)
Other Accounts Receivable (143)	9,578.84	75,372.13	(65,793.29)
Receivables from Municipality (145)	5,872.01	61,372.15	(55,500.14)
Materials and Supplies (151-163)	655,138.58	594,605.27	60,533.31
Prepayments (165)	58,786.91	4,596.50	54,190.41
Interest and Dividends Receivable (171)	4,357.91	5,482.14	(1,124.23)
Miscellaneous Current and Accrued Assets (174)	(163,327.00)	(163,327.00)	0.00
Total Current and Accrued Assets	**4,496,772.56**	**4,570,735.83**	**(73,963.27)**
DEFERRED DEBITS			
Other Deferred Debits (182-186)	2,714,702.81	2,717,124.99	(2,422.18)
Total Deferred Debits	**2,714,702.81**	**2,717,124.99**	**(2,422.18)**
Total Assets and Other Debits	**$45,977,855.06**	**$46,208,756.50**	**($230,901.44)**

Cedarburg Light &Water
Consolidated Balance Sheet
For the Three Months Ending 3/31/2017

	Balance 3/31/2017 Current Month	Balance 2017 First of Year	Difference
LIABILITIES AND OTHER CREDITS			
PROPRIETARY CAPITAL			
Capital Paid in by Municipality (200)	183,254.21	183,254.21	0.00
Unappropriated Earned Surplus - Non-Contributed (216.1)	33,086,491.81	33,086,491.81	0.00
Unappropriated Earned Surplus - Contributed (216.2)	7,825,804.74	7,825,804.74	0.00
Current Earnings - Non-Contributed (217.1)	447,763.40	0.00	447,763.40
Current Earnings - Contributed (217.2)	(72,537.90)	0.00	(72,537.90)
Total Proprietary Capital	**41,470,776.26**	**41,095,550.76**	**375,225.50**
CURRENT AND ACCRUED LIABILITIES			
Accounts Payable (232)	661,097.17	1,214,704.20	(553,607.03)
Payables to Municipality (233)	194,768.56	238,360.22	(43,591.66)
Customer Deposits (235)	57,134.41	55,309.41	1,825.00
Taxes Accrued (236)	414,622.85	414,622.85	0.00
Interest Accrued (237)	1,676.65	1,677.08	(0.43)
Tax Collections Payable (241)	12,783.09	27,742.73	(14,959.64)
Miscellaneous Current and Accrued Liabilities (242)	(17,825.57)	(221.37)	(17,604.20)
Total Current and Accrued Liabilities	**1,324,257.16**	**1,952,195.12**	**(627,937.96)**
DEFERRED CREDITS			
Customer Advances for Construction (252)	200,451.44	174,038.60	26,412.84
Other Deferred Credits (253)	2,982,370.20	2,986,972.02	(4,601.82)
Total Deferred Credits	**3,182,821.64**	**3,161,010.62**	**21,811.02**
Total Liabilities and Other Credits	**$45,977,855.06**	**$46,208,756.50**	**($230,901.44)**

CEDARBURG LIGHT & WATER UTILITY

Cedarburg Light &Water
Consolidated Income Statement
For the Three Months Ending 3/31/2017

	Current Year	Budget	Current Year to Budget $ Variance	Current Year to Budget % Variance	*Prior Year*	*Current Year to Prior Year Variance*
UTILITY OPERATING INCOME						
Operating Revenues (400)	**$3,366,056.30**	**$0.00**	**$3,366,056.30**	**0.00%**	**$3,440,933.72**	**($74,877.42)**
Operating Expenses						
Operation and Maintenance Expense (401-402)	2,430,328.26	0.00	2,430,328.26	0.00%	2,474,253.96	(43,925.70)
Depreciation Expense (403)	285,206.13	0.00	285,206.13	0.00%	266,858.82	18,347.31
Taxes (408)	211,897.68	0.00	211,897.68	0.00%	196,968.41	14,929.27
Total Operating Expenses	**2,927,432.07**	**0.00**	**2,927,432.07**	**0.00%**	**2,938,081.19**	**(10,649.12)**
Net Operating Income (Loss)	**438,624.23**	**0.00**	**438,624.23**	**0.00%**	**502,852.53**	**(64,228.30)**
Utility Operating Income (Loss)	**438,624.23**	**0.00**	**438,624.23**	**0.00%**	**502,852.53**	**(64,228.30)**
OTHER INCOME						
Income from Nonutility Operations (417)	0.00	0.00	0.00	0.00%	7.00	(7.00)
Interest and Dividend Income (419)	11,136.00	0.00	11,136.00	0.00%	6,238.61	4,897.39
Miscellaneous Nonoperating Income (421)	(19,509.00)	0.00	(19,509.00)	0.00%	(6,511.06)	(12,997.94)
Total Other Income	**(8,373.00)**	**0.00**	**(8,373.00)**	**0.00%**	**(265.45)**	**(8,107.55)**
Total Income	**430,251.23**	**0.00**	**430,251.23**	**0.00%**	**502,587.08**	**(72,335.85)**
MISCELLANEOUS INCOME DEDUCTIONS						
Other Income Deductions (426)	54,173.40	0.00	54,173.40	0.00%	52,004.27	2,169.13
Total Miscellaneous Income Deductions	**54,173.40**	**0.00**	**54,173.40**	**0.00%**	**52,004.27**	**2,169.13**
Income Before Interest Charges	**376,077.83**	**0.00**	**376,077.83**	**0.00%**	**450,582.81**	**(74,504.98)**
Net Income	**376,077.83**	**0.00**	**376,077.83**	**0.00%**	**450,582.81**	**(74,504.98)**
EARNED SURPLUS						
Unappropriated Earned Surplus (Beginning of Year) (216)	40,912,296.55	0.00	40,912,296.55	0.00%	38,241,229.03	2,671,067.52
Balance Transferred from Income (433)	376,077.83	0.00	376,077.83	0.00%	450,582.81	(74,504.98)
Appropriations of Income to Municipal Funds--Debit (439)	852.33	0.00	852.33	0.00%	1,010.96	(158.63)
Total Unappropriated Earned Surplus End of Year (216)	**$41,287,522.05**	**$0.00**	**$41,287,522.05**	**0.00%**	**$38,690,800.88**	**$2,596,721.17**

F:\DATA\ACCT\[quart investmnt for city.xls]Mar 17 Quart Invest

CEDARBURG LIGHT & WATER COMMISSION

Investments Outstanding as of March 31, 2017

INFORMATION SENT TO CITY OF CEDARBURG QUARTERLY

Type of Investment	Purchase Date	Maturity Date	Annual Yield Interest Rate	Institution	Amount	Purpose
Certificate of Deposit	9/19/2016	9/19/2017	0.76%	Port Washington State Bank	$935,132.62	Reserve for Future Capital Projects
Certificate of Deposit	1/23/2017	1/23/2018	1.00%	Port Washington State Bank	$311,006.88	Reserve for Future Capital Projects
Certificate of Deposit	3/27/2017	3/27/2018	1.00%	Port Washington State Bank	$311,581.39	Reserve for Future Capital Projects
State Investment Pool:						
Account # 1 - System Revenue			0.61%	LGIP	$3,669,130.12	For Operating Expense & Future Capital Projects
Account # 3 - Special Redemption Fund			0.61%	LGIP	$0.00	For Principal & Interest Payments Final Bond payment was made October 2005
Account # 4 - Depreciation Fund				LGIP	$0.00	Was required by 1994 Bond Issue; new Bond Issue not required. Dollars were tranferred to Account #1.
Account # 6 - Liability Insurance Reserve			0.61%	LGIP	$73,601.13	Reserve for Future Liability Claims
Account # 8 - Impact Fee Reserve			0.61%	LGIP	$145,990.87	Reserve for Impact Fee Revenues
				Total LGIP	$3,888,722.12	
				TOTAL LIGHT & WATER INVESTMENTS	**$5,446,443.01**	

Bank Balances as of March 31, 2017	Daily Interest Rate	Institution	Amount	
Checking		Port Washington State Bank	$217,651.26	with Checks Outstanding & Stubs "in transit"
Money Market Account	0.56%	Port Washington State Bank	$2,664,298.56	$101,546.32 is reserved for Impact Fee Revenues

2017 PERMIT SUMMARY BY MONTH

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Coops				1	1								2
Single Family	2	2	3	1	3								11
Assessory Building			2	2	2								6
Addition/Alteration	7	11	16	18	35								87
Commercial Additions/Alterati	1			3	1								5
Other/Miscellaneous					1								1
Heat/Vent	19	11	24	9	28								91
Signs	1	2	2		3								8
Plumbing	27	35	23	17	34								136
Electrical	34	17	31	13	43								138
Occupancy	3	3	4	6	8								24
TOTAL VALUE TO CITY	801,731	884,211	1,561,483	1,080,591	1,910,523								6,238,539
INSPECTIONS													
ANDREW LYNEIS	1												1
JOE JACOBS	4	2	5	2	1								14
MICHAEL BAIER	153	183	111	113	180							1	741
ROGER KISON			13										13