

**CITY OF CEDARBURG  
MEETING OF COMMON COUNCIL  
JUNE 26, 2017 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on Monday, June 26, 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\* - June 12, 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. NEW BUSINESS
  - \* A. Consider recommendation of Police Chief to deny new operator’s license application of Elizabeth P. Miller; and action thereon
  - \* B. Consider request for Country Music Event at Cedar Creek Park (Country in the Burg) on August 25, 2017; and action thereon
  - \* C. Consider applications from GG & KR LLC, Gordon M. Goggin, Agent, known as the Stilthouse, W62 N630 Washington Avenue, and Skycable, Inc., Gus Wirth Jr., Agent, known as One Forty Six, W63 N146-148 Washington Avenue, for Class “B” beer and “Class B” liquor license formerly held by La Fajitas; and action thereon
  - \* D. Consider Ordinance No. 2017-18 amending Section 10-1-16(b) of the Code of Ordinances to authorize the placement of yield signs for Walnut Street at Madison Avenue; and action thereon (Public Works and Sewerage Comm. 6/08/17)

- \* E. Consideration of Relocation Order to acquire certain lands and property interests for the Highland Drive pump station; and possible action thereon
- \* F. Discuss and approve preliminary budget parameters, including operating expenditures and/or tax levy, growth targets for development of the proposed 2018 budget; and action thereon
- \* G. Consider budget calendar for 2018; and action thereon
- \* H. Present strategic work plan; and direction thereon
- \* I. Consider payment of bills for the period 06/09/17 through 06/20/17, transfers for the period 06/10/17 through 06/23/17, and payroll for the period 06/04/17 through 06/17/17; and action thereon
- \*\*\* J. Consider License Applications; and action thereon
  - 1. Consider approval of new Operators License applications for the period ending June 30, 2018 for Julie B. Gottfried, Carina R. Heckert, Alexander J. Hildebrand, Scott A. Kosidowski, Brenda L. Mueller, Jakob P. Pedersen, Jeannette M. Schupp; and action thereon
  - 2. Consider approval of renewal Operators License applications for the period ending June 30, 2018 for Joey M. Baumle, Denise M. Beno, David J. Burnside, Kelly L. Dockery, Chad A. Doedens, Micah J. Drengler, Emily E. Eineichner, James D. Hintz, Madissen M. Homayouni, Michael E. Hubbard, Sam C. Kornetzke, Aida A. Kozic, Zachariah R. Ladd, Cynthia M. Larson, Mark E. Larson, Todd R. Luft, Judith A. Murphy, Karen M. Nelson, William R. Poull, Lindsey A. Priaulx, Amy B. Radtke, Melissa M. Radtke, Michael N. Russo, Caryn M. Sager, Mark J. Schubert, Nicholas W. Schultz, Matthew R. Stein, Thane A. Storck; and action thereon

## 9. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- \* A. Administrator's Report

## 10. COMMUNICATIONS

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

## 11. ADJOURNMENT

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

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

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

06/22/17 ckm

**CITY OF CEDARBURG  
COMMON COUNCIL  
June 12, 2017**

**CC20170612-1  
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, June 12, 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

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, Wastewater Superintendent Eric Hackert, Parks, Recreation & Forestry Director Hilvo, 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 O’Keefe, to approve the minutes from the May 8, 2017 meeting. Motion carried without a negative vote. Council Member Dieffenbach stated that he did ask the auditors when they did their presentation whether or not the City was within the contract. This is not true because there was an additional billing and there needs to be a follow-up conversation with the auditors about the additional billing.

**COMMENTS & SUGGESTIONS FROM CITIZENS** - None

**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**

Mayor Kinzel opened the public hearing to 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 at 7:02 p.m. and verified with Deputy Clerk Kletzien that this public hearing was properly noticed.

City Planner Censky explained that Fiddleheads Coffee Shop is proposing to install a seasonal patio enclosed by a pergola structure in the rear yard of their business at W62 N605 Washington Avenue. Staff’s review of their site plan revealed that there is insufficient room in their rear yard for the proposed pergola enclosure to meet the

required 15 foot rear yard setback. As a result, Fiddleheads Coffee is requesting a Zoning Code text amendment to allow the Landmarks Commission and Plan Commission 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. City staff feels that this request is following the policy of encouraging outdoor activity in the downtown area of Cedarburg and recommend approval. The Landmarks and Plan Commissions also approved this amendment to Sec. 13-1-55 of the Zoning Code.

In answer to Council Member Arnett's question, Planner Censky stated that this plan will have to go back to the Plan Commission after Common Council approval, to complete the process.

In answer to Council Member Dieffenbach's question, Planner Censky stated that the Landmarks Commission reviews all structures in the downtown area.

Motion made by Council Member Thome, seconded by Council Member Czarnecki, to close the public hearing at 7:05 p.m. Motion carried without a negative vote.

Motion made by Council Member Thome, seconded by Council Member Arnett, to approve 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. Motion carried without a negative vote.

**CONSIDER RESOLUTION NO. 2017-12 HONORING SUMMER SOUNDS; AND ACTION THEREON**

Mayor Kinzel presented Resolution No. 2017-12 for Common Council approval.

Motion made by Council Member O'Keefe, seconded by Council Member Arnett, to approve Resolution No. 2017-12 honoring Summer Sounds. Motion carried without a negative vote.

**CONSIDER 2016 COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR) FOR THE WASTEWATER TREATMENT PLANT AND RESOLUTION NO. 2017-13 ACCEPTING THE REPORT; AND ACTION THEREON**

Wastewater Superintendent Hackert explained that the Compliance Maintenance Annual Report (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 2016, no points were deducted from any categories in the report. No action for improvement in the system is needed. With the plant producing quality effluent, they did not exceed the 90% design criteria; however, they are close (upper 80's) and it may show next year. They continue to receive less holding tank waste at the treatment plant, due to a trucking issue. As a result, they are approximately \$40,000 under the budgeted amount for 2016 and this trend appears to be continuing for 2017. A couple of sections were added this year by the DNR, including energy usage and energy audits. They were not graded on these sections this year; however, they will be in the future. Superintendent Hackert has scheduled an energy audit. He asked the Council to accept the report and adopt Resolution No. 2017-13.

In answer to Council Member Dieffenbach's question, Superintendent Hackert explained that the loss in holding tank waste revenue is due to the Town of Cedarburg's weight restriction on Hamilton Road. There is no easy way for haulers to reach the plant. The haulers have most likely been going to Jackson or Grafton.

Motion made by Council Member Arnett, seconded by Council Member Czarnecki, to accept the 2016 Compliance Maintenance Annual Report (CMAR) for the Wastewater Treatment Plant and approve Resolution No. 2017-13 accepting the report. Motion carried without a negative vote.

**PRESENTATION OF ADLAI HORN PARK RESTORATION PLAN; AND ACTION THEREON**

Director Hilvo explained that after Mercury Marine has completed the creek cleanup they are required to restore Adlai Horn Park to its original condition. Several public meetings were held to discuss the future of the park with input from residents, neighbors of the park, and Cedarburg Select Baseball. He presented a drawing of the final result for the park as approved by the Parks, Recreation & Forestry Board. The plan includes the following:

- One additional parking space
- Restored island
- Kayak and canoe launch
- Picnic areas
- Regulation tennis courts
- New and improved baseball field
- Existing bleachers reinstalled
- New one story concessions, restroom and storage building
- Refurbish subgrade throughout the park and plant grass
- Council ring/outdoor classroom
- Unobstructed view to gazebo shelter from parking area
- Bio-stabilization & habitat creation along entire creek bank and island
- 8' wide asphalt-paved walking/vehicular service path
- Variety of hardwood trees (minimum 3" caliper)
- 20' diameter gazebo or structure
- Wood fishing platforms
- Regulation size pitching practice & warmup alleys
- Baseball infield, outfield and fireworks launch area
- Landscape screening
- Park benches on concrete slabs at creek bank
- Removable outfield fence

In answer to Council Member Czarnecki's question, Director Hilvo stated that the baseball field will remain the same size.

Director Hilvo stated that pickleball has grown in popularity and one option to consider would be to eliminate the tennis courts at Adlai Horn Park and put in four pickleball courts at Zeunert Park with lighting.

In answer to Council Member Thome's questions, Director Hilvo stated that he will apply for grants once the park plan is approved. In regard to lighting at Zeunert Park bothering neighbors, he stated that it would be near the Public Works facility with more space and lighting has improved as far as effects on the neighbors.

In answer to Council Member Arnett's questions, Director Hilvo stated that the pickleball courts can only support the quick start tennis program for early youth. It would be advantageous for the tennis courts to be in one area so the instructors do not have to travel between them.

Council Member Verhaalen stated that this plan was not preferred by the Select Baseball Program; however, they will work with this plan. No changes can be made to the elevation of the park. Ideally the group wanted more open space to warm up and they felt that the tennis courts posed some safety issues.

In answer to Council Member O'Keefe's question, Director Hilvo stated that there are safety concerns with the tennis courts; however, netting could be put in place.

In answer to Council Member Thome's question, Council Member Verhaalen stated that if the tennis courts were removed the area would only be used as a warm-up area and no organized practice field would be added.

In answer to Council Member Arnett's question regarding a new plan that came forward, Director Hilvo stated that it was too late to consider the plan at this stage.

Director Hilvo stated that the park plan discussions started in June 2015 and restoration needs to begin in November.

Mayor Kinzel agreed that the Council needs to make a decision on this plan.

Council Member Czarnecki stated that Adlai Horn Park is a highly used park in the City and he likes to see families using it.

Discussion ensued in regard to retaining or eliminating the tennis courts in Adlai Horn Park.

Council Member O'Keefe asked if adding one parking space was adequate. Director Hilvo stated that some people say it is adequate.

Council Member Verhaalen stated that he likes the green space between the road and the parking lot. He would like to see the lot extended to the east to create a circular flow.

Mary Jo Wirth, N61 W5987 Columbia Road, stated she was privileged to speak on behalf of her grandparents who gifted the park property to the City in 1977. She explained the pronunciation of Adlai (Adlee) who was named after Adlai Stevenson who ran for President. She read Resolution No. 77-22 stating that Adlai S. Horn and Lenore Horn dedicated to the City of Cedarburg approximately three acres of land between Columbia Road and Cedar Creek for park purposes.

Paul Hayes, N63 W5795 Columbia Road, stated that he has been active in keeping the neighbors informed and telling them in an objective way what has been happening at Adlai Horn Park. He stated that the land for the park was donated for park purposes meant the park to be a multi-use park. Mr. Hayes reviewed the history of what has been proposed in planning the future of Adlai Horn Park this past year, beginning June 30, 2016. He stated that the people of Columbia Road may not agree on everything, however, they are overwhelming in agreement that Adlai Horn Park should be a multi-use open space park with one youth baseball diamond, tennis courts, fishing opportunities, trees, wildlife, picnic tables and the modest parking lot. That is the essence of the plan that is before the Common Council for consideration. It was approved by the Parks, Recreation & Forestry Board after intense negotiations among Board Member Paul Rushing, Mary Kay Bourboulas, Simon Fast, and himself with Director Hilvo and Council Member Thome attending as observers. It was preceded by three contentious public hearings where the Parks, Recreation & Forestry Board heard from Columbia Road neighbors, as well as Cedarburg Select Baseball. The plan essentially restores the park to its condition before Mercury Marine's PCB cleanup began last fall. It is the plan that has the strong support of most Columbia



Road neighbors and their supporters from other parts of the City. It is the plan that they would like the Common Council to approve tonight. He urged the Common Council to not delay this action any further. He is not in favor of lighting in the park which is so close to neighboring homes. He stated that the lawn can be used for practice. He stated that it has been very dispiriting to hear the debate going on in front of the Columbia Road neighbors without a word about the effects on them. He closed by reading a portion of the City of Cedarburg Ethics Code relating to Conflict of Interest Sec. 2-5-5(c)(3)(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.

Brad Bartkus, 741 Cresthill Court, stated that he lived on Hillcrest Avenue up until one year ago. His home is farther away but is connected by a common bond which is the river. He was happy to hear that it was going to be cleaned up and was perplexed that children were allowed to play next to a body of water filled with PCBs. He was also perplexed to only hear about America's pastime and not the rest of the use of the river. He would like to see more use of the actual river for fishing opportunities. He approves of the baseball diamond but he would like to hear about other uses beside baseball.

Mary Kay Bourbulas, N67 W5389 Cedar Ct., stated that she has not heard anything in the discussions regarding the fact that Mercury Marine built the City one baseball diamond in anticipation of the creek cleanup several years ago. This baseball diamond is located on the High School grounds. She stated that there has not been a concerted effort between the School Board and the City of Cedarburg to work together to fully utilize all of the facilities that we have. It is her understanding that the high school baseball diamond has been restricted in usage and/or fees have been charged. She said that the City is using Mercury Marine funds to rebuild a City park for the benefit of City of Cedarburg residents, not for a private organization. This has been a problem for her all along with the plans that the Parks, Recreation & Forestry Department has pushed through. In regard to moving the tennis courts, other than the two courts at Zeunert Park, courts located on School Board property have a limited time available for public use. She asked the Council to look at the total baseball facilities and tennis courts within the City that can be used by city residents. She supports baseball for the youth and appreciates that there is a little baseball diamond nearby. The baseball field has grown over the years and its usage has increased, causing traffic issues on Columbia Road. She also supports soccer, hockey, football, and lacrosse; however the City of Cedarburg is being asked to subsidize baseball. No City organized baseball league has a need for the ball field that they are being asked to build with City of Cedarburg funds. It is being built solely for the use of a private single sex select organization. In this era of tight and over stretched budgets, she finds it incredible that the City is even considering this option. What is not being discussed is, what this private organization is going to pay to rent this park in prime summer months. The City charges other organizations to use facilities. She questioned why the City does not charge this organization the market rate. If it were strictly City of Cedarburg children, it may be a different issue but it is not only Cedarburg taxpaying children using the ballfield. It is not the best use of the funds available to the City to rebuild Adlai Horn Park. The land belongs to the City of Cedarburg citizens. If the City is going to rent out the park to use the gazebo and other features, then they should talk about what the rent is going to be for baseball. It should be fair for all citizens. In regard to safety, the baseball organization has indicated that it is not safe to have the tennis courts in this park. This is a multi-use park and if they discover that safety is an issue then the safety and liability needs to be on the shoulders of the organization that is renting the facility from the City. It does not need to be on the shoulders of the City of Cedarburg if something goes wrong.

Brian Weidner, N61 W5935 Columbia Road, asked what happened with the lighting (including the sanders and transformers) in Adlai Horn Park before it was removed. He was told by Cedarburg Light & Water that the lights were junk. He questioned why the City was asking Mercury Marine to pay for junk. If lights are erected



in Adlai Horn Park they will attract insects. Mayor Kinzel told Mr. Weidner that lights were not being considered. He continued by saying that a practice field did not exist in Adlai Horn park prior to 1983. He stated that Cedarburg Select Baseball stripped all the grass and laid their own surface and a batting cage appeared without any approval or permits. The tennis courts are used in Adlai Horn park by senior citizens and students. He is encouraged that the creek will be utilized. He asked the Common Council to make a decision.

Simon Fast, N62 W5948 Columbia Road, stated that he sent an email to the Common Council Members on Friday that details research that he has done regarding the tennis courts in Adlai Horn Park. He stated that if the tennis courts are removed the vacant space will only be used for baseball and the residents will not be able to use it for any other purpose. He noted that Council Member Verhaalen is a coach for Cedarburg Select Baseball and he is proposing the removal of the tennis courts to open the space. He referenced the Ethics Code that was read by Paul Hayes.

Mayor Kinzel stated that he was not concerned about any of the Council Members not following the rules and Mr. Fast's innuendos were inappropriate.

Simon Fast stated that he was against removing the tennis courts from Adlai Horn Park and moving them to Zeunert Park because there have been false facts presented. It is not true that pickleball courts can be used for tennis camps through the Recreation Department. They can only be used when there is a temporary net placed sideways and can only be used by small tots. Once they hit three or four years of age, they are using the full court. He spoke with Athletic Director Dave Pentek at the School District about their actual use and when the residents can reasonably expect to use the courts. He presented a summary showing that it ends up to be 1 hour and 20 minutes per weekday and an unknown amount of time on the weekends that the School District tennis courts are available. The District always has first priority. Some of numbers get higher toward the end of June; however, it never exceeds 6 hours and 40 minutes of public use per day. He stated that it is not true that the City has 18 tennis courts available for public use. During school hours the district courts cannot be used, period. The City has four courts for 11,000 residents, which is in line with area communities. Mr. Fast stated that Adlai Horn Park is a multi-use park and should include tennis courts. All City parks should be multi-use and park diversity benefits the residents the most. The Council should consider what benefits will the residents have not just an individual group or what makes financial sense. Removing the tennis courts from Adlai Horn Park would leave two tennis courts for 11,000 residents. Mr. Fast agreed that pickleball is an up and coming sport; however, they should not be built at the expense of Adlai Horn Park just because someone is paying for them. It should be a standalone item with its own funding and plan. He does not believe that Mercury Marine will pay dollar for dollar for new lighting at Zeunert Park. He stated that tennis and pickle ball are not compatible on the same surface and he described the differences. In closing, it has been two years that this park has been discussed. The plan that is being presented tonight is an acceptable compromise made by many parties in this whole process. It should remain largely intact and it should not become a victim to other people trying to reinvent the wheel because they think that they have something better for the park. He urged the Common Council to keep Adali Horn Park as multi-use and to keep the tennis courts. This would be the fairest to everyone involved.

Corey Kaminsky, N62 W5972 Columbia Road, thanked Director Hilvo and the Parks, Recreation & Forestry Board for hearing the residents and considering the current plan. She has lived on Columbia Road since 2004 and has two boys. Her family is involved in baseball and Adlai Horn has enhanced their lives greatly. She appreciates a space to warm up before a game. Ninety percent of the time the park is used for all around enjoyment. She is looking forward to the restoration of the park and thanked the people involved for protecting this gem and keeping it a multi-use park. Baseball is good for four or five months but is also great to walk the paths, play tennis and use the open spaces.

In answer to Council Member Verhaalen's question, City Attorney Herbrand said the he was asked for an advisory opinion on whether Council Member Verhaalen's involvement was evidence of trying to act in an unethical manner. It was his opinion that this was not a conflict for Council Member Verhaalen because under the ethics code there are two main methods of conflicts (financial or personal interest). In his opinion the personal interest has to arise to a unique or special interest that is unique from other people in the community. Just because someone coaches or his children play in the baseball program that does not arise to a conflict. He compared it to holding a library card, if his family frequents the library, should they not be precluded from participating or supporting programs at the library as a Council Member.

Council Member Verhaalen confirmed with Director Hilvo that the current practice field in Adlai Horn Park did go before the Parks, Recreation & Forestry Board for approval at least five years ago. He stated that he appreciates the nature of the park; however, half of Adali Horn Park was deeded to the City by the Gruhl Realty Company as a memorial to Frederick D. Gruhl and their stipulation was similar for park and recreation activities in the park.

Council Member Dieffenbach stated that he was deeply disappointed in the plan, process, and the comments expressed this evening. The City is missing a tremendous opportunity to work towards intergovernmental cooperation. Kasten Field at the Town of Cedarburg is one of the finest fields in the area. The High School courts are unused during the summer months. He counted approximately ten different baseball fields. He is not against baseball; however, this is an opportunity to look at some other plans and come back to fruition talking about non-baseball options. He thought the Parks, Recreation & Forestry Board should look at this and cover all bases. Cedarburg is greater than just the City. The Town is talking about building eight or ten new baseball fields. Grafton is discussing a new baseball complex and the City needs to look at the big picture to see what can be done. Many people have put a lot of time and effort into the proposed plan but there are plans out there that present a different perspective. He stated that the Parks, Recreation & Forestry Board should review it again and cover all of the options. Inter-governmental cooperation is so important.

In answer to Council Member Verhaalen's question, Council Member Dieffenbach stated that there are non-baseball plans for Adlai Horn Park that should be looked at. He did not agree with using the same footprint as before.

Council Member Verhaalen stated that if the City loses the baseball field at Adlai Horn Park, the City will never get another field in the City.

Mayor Kinzel stated that alternate plans eliminate all uses except for a walking path.

Council Member Thome stated that she has no issues with a baseball field in Adlai Horn Park and she thought the bulk of the residents feel the same way. She recognizes that at some point in time there may be a greater opportunity for Cedarburg Select to become a part of a larger complex; however, in the meantime they need a place to go. She stated that there always will be and should be baseball in this park such as recreation programs. Council Member Thome said that she does not want baseball to be the only use for her neighborhood park. She is an advocate of the tennis courts because her family and friends will use the courts in that location. In the long run she thought it was better spending the money to provide programs and services to the people who live in a particular spot. Her concerns over the practice fields are the expanded use.

Council Member O'Keefe stated that it is important to keep the park's multi-use. When subdivisions are added, the City requires them to allow some acreage for a park and it is not for any single purpose. He stated that the proposed plan was excellent, even though it is similar to what was has always been there. It is a beautiful park

and will always be utilized, if not by Cedarburg Select then some other baseball entity. He is in favor of the tennis courts and has seen them being used. It is a majestic area with the creek and the island, along with fishing opportunities being added. The park has a unique location and he was in favor of the proposed plan.

In answer to Council Member Verhaalen's question, Mayor Kinzel explained that the proposed park is being approved in concept this evening and there may be some small changes or tweaking to the plan.

Director Hilvo stated that if the plan is approved tonight, he will have discussions with Mercury Marine in regards to their funding and the City costs. Architectural drawings will need to be done and the process may take another four or six months to have the plan completed.

Mayor Kinzel stated this is the first step to using the creek more and adding fishing opportunities.

Director Hilvo will work with the DNR to restore the area for fishing.

Motion made by Council Member Verhaalen, seconded by Council Member Czarnecki, to approve the Adlai Horn Park restoration plan in concept as presented with the exception of moving the tennis courts to Zeunert Park. Motion failed on a roll call vote with Council Members Czarnecki and Verhaalen voting in favor and Council Members Arnett, Dieffenbach, Regenfuss, Thome and O'Keefe opposed.

Motion made by Council Member Thome, seconded by Council Member O'Keefe, to approve the Adlai Horn Park restoration plan in concept as presented with some minor changes as needed. Motion carried on a roll call vote with Council Members Czarnecki, Arnett, Verhaalen, Regenfuss, Thome and O'Keefe in favor and Council Member Dieffenbach opposed.

**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**

City Attorney Herbrand stated that this action is similar to the St. Francis Borgia site, where the Council accepts the petition and refers it to the Plan Commission for their review and recommendation and then it will return to the Council for final rezoning.

In answer to Council Member Czarnecki's question, City Administrator/Treasurer Mertes explained that the Council is not approving the density of the plan tonight.

Motion made by Council Member Arnett, seconded by Council Member Thome, to accept and refer to the 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. Motion carried without a negative vote.

**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**

Cindy Petted, Chief Soigneur for the Wisconsin Women Cycling organization, stated that they are having their Wisconsin Bike Festival on July 29 and 30. They are requesting this closure time period to allow for the beginning of the race at 6:00 a.m. and for ongoing children's activities and bike rodeo, sponsored by the Wisconsin Bicycle Federation.

In answer to Mayor Kinzel's question, Ms. Petted stated that this is the second year for this event in Cedarburg and this same area was approved for closure last year.

Ms. Petted explained the procedure that was used last year, they blocked off three quarters of the road with cones and tape, allowing access for the residents to come and go if needed. They also distributed letters with a dispatch phone number if the residents needed to speak with her.

In answer to Mayor Kinzel's question, Director Hilvo confirmed that there were no issues with the event last year.

Motion made by Council Member Regenfuss, seconded by Council Member Thome, to approve 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. Motion carried without a negative vote.

**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 200<sup>TH</sup> ANNIVERSARY OF THE INVENTION OF THE BICYCLE; AND ACTION THEREON**

Ms. Petted stated the purpose of the foot race is to celebrate the 200<sup>th</sup> anniversary of the invention of the bicycle. The first bicycle did not have pedals and people used their feet to shuffle along. She is not requesting a closure for this event; it would only require a marshalling. One lap around this route would take less than 5 minutes. A men's and women's race would be finished in 20 minutes. She envisioned that the men's race could go first and then the traffic would be allowed through and then the women's race would go second to complete the event.

Council Member Verhaalen stated that the Fire Department expressed concern for closing Columbia Road between Washington Avenue and Portland Road restricting their access out of the Fire Department building in an emergency. They would need to go north for all emergencies, adding more time to get to an incident.

Ms. Petted stated that they would not need the entire road, she is only requesting the lane that snugs the inside of the route.

Council Members Czarnecki and Verhaalen expressed concern for closing the road entirely and asked for a revised plan.

Ms. Petted stated that an alternate route could be used, using the footpath in Cedar Creek Park; however, that would not be as enjoyable because there is no hill to challenge the riders.

The Council requested that Ms. Petted work with the Police and Fire Departments on a revised plan for this event.

Motion made by Council Member Arnett, seconded by Council Member O'Keefe, to deny 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. Motion carried without a negative vote.

**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**

Motion made by Council Member Czarnecki, seconded by Council Member O'Keefe, to approve 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. Motion carried without a negative vote.

**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**

Troy Reissman, owner of The Shinery, stated that their business is located on the second floor of the building with Buddy Squirrel. They want to lower the congestion in the building by utilizing the deck included in their lease. They will focus on selling their bottles of wine only and offering limited wine sampling on the patio. They will sell their liquor in the store only and will be putting a seal on those products informing patrons that they cannot consume that product on the street.

Executive Director Hamayouni of Festivals agreed with Mr. Reissman's proposal.

Mayor Kinzel asked Mr. Reissman to reiterate to consumers that they cannot drink the moonshine liquor on the streets.

Motion made by Council Member Thome, seconded by Council Member Czarnecki, to approve the request of the Shinery LLC, Elizabeth Reissman, Agent, to amend the premise 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. Motion carried without a negative vote.

**CONSIDER AWARD OF ENGINEERING SERVICES CONTRACT FOR THE 2017 NR216 STORM WATER COMPLIANCE REPORTING; AND ACTION THEREON**

Director Wiza stated that this is an annual contract that has been awarded to AECOM in the past for NR 216 storm water compliance reporting. 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 reading comes back positive, a follow-up investigation to determine the source is required. At the request of the Common Council, he obtained a second proposal this year from Ruekert & Mielke for \$7,255. AECOM's proposal is \$8,425; however, when he inquired about the required storm sewer mapping and exhibits, Ruekert & Mielke advised this would add another \$3,000 to their proposal.



Therefore, based on the total cost to complete the reports required by the DNR, he is recommending the City award the contract to AECOM for \$8,425.

In answer to Council Member Arnett's question, Director Wiza explained that dry weather sampling resulted in finding a broken sewerage pipe last year and it was fixed promptly.

Motion made by Council Member Arnett, seconded by Council Member Thome, to award the engineering services contract for the 2017 NR216 Storm Water Compliance reporting to AECOM for \$8,425. Motion carried without a negative vote.

**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; 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; 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**

Director Wiza explained that these are housekeeping items that were specific to St. Francis Borgia School operations and are not necessary any longer and should be eliminated from the ordinance.

Motion made by Council Member Regenfuss, seconded by Council Member O'Keefe, to adopt 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, 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 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. Motion carried without a negative vote.

**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**

Director Wiza explained that this refers to two different loading zones that are not actively used any longer and the signs were removed at some point; however, they remain in the Municipal Code of Ordinances and should be repealed. One loading zone was in front of the former library entrance for handicapped and easy accessibility to drop off patrons.

In answer to Council Member Dieffenbach's question, Director Wiza stated that the curbing is no longer painted yellow.

The other loading zone was located on the south side of Zeunert Street and was used by the Russ Darrow dealership when unloading the car carrier trucks. That business no longer exists at that location.



Motion made by Council Member Arnett, seconded by Council Member Czarnecki, to approve 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. Motion carried without a negative vote.

**CONSIDER REVISED POLICY FC-10 – FUNDING BALANCE POLICY; AND ACTION THEREON**

City Administrator/Treasurer Mertes explained that this revision to Policy FC-10 was initiated by the auditors to add a statement to indicate what fund balances were recognized as committed under Section 3, Committed Fund Balance; which reflects the current practice.

Motion made by Council Member Dieffenbach, seconded by Council Member Regenfuss, to adopt revised Policy FC-10 – Funding Balance Policy. Motion carried without a negative vote.

**CONSIDER POLICY CC-31 – CONTACTING THE CITY ATTORNEY; AND ACTION THEREON**

City Administrator/Treasurer Mertes stated that this issue arose at the April 25, 2017 Common Council meeting. In an effort to control costs and allocate costs correctly a policy was drafted by City Administrator/Treasurer Mertes, City Attorney Herbrand and City Clerk McHugh for the Council's consideration.

In answer to Council Member Czarnecki's question, City Administrator/Treasurer Mertes confirmed that this procedure was understood but it was not in writing.

Motion made by Council Member Dieffenbach, seconded by Council Member Arnett, to adopt Policy CC-31 – Contacting the City Attorney. Motion carried without a negative vote.

**CONSIDER CLAIM RECEIVED FROM ANITA R. CLARK FOR AN INCIDENT ON FEBRUARY 17, 2017; AND ACTION THEREON**

City Administrator/Treasurer Mertes stated that the accident occurred near the Gem Shop. 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 they recommended that it be denied.

Motion made by Council Member Arnett, seconded by Council Member O'Keefe, to deny the claim received from Anita R. Clark for an incident on February 17, 2017. Motion carried without a negative vote.

**CONSIDER MAYOR KINZEL'S REAPPOINTMENT OF JAMES SCHARA TO THE PARKS, RECREATION AND FORESTRY BOARD (04/30/19) AND APPOINTMENT OF CHARLES WHITEHOUSE TO THE PUBLIC ART COMMISSION (04/30/18); AND ACTION THEREON**

Council Member Czarnecki stated that he received an email from Charles Whitehouse stating that he wanted to meet with Mayor Kinzel to discuss his views on the future of the Public Art Committee prior to his reappointment.

Motion made by Council Member O'Keefe, seconded by Council Member Thome, to approve Mayor Kinzel's reappointment of James Schara to the Parks, Recreation & Forestry Board and to delay the appointment of Charles Whitehouse to the Public Art Commission. Motion carried without a negative vote.

**ANNUAL REVIEW AND CERTIFICATION OF CODE OF ETHICS**

The Common Council acknowledged their review and certified the Code of Ethics.

**CONSIDER PAYMENT OF BILLS DATED 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**

Motion made by Council Member Regenfuss, seconded by Council Member Thome, to approve payment of bills dated 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. Motion carried without a negative vote.

**CONSIDER LICENSE APPLICATIONS**

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 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, and James W. Zipter. Motion carried without a negative vote.

Motion made by Council Member O'Keefe, seconded by Council Member Thome, to approve renewal Operators License applications for the period ending June 30, 2017 for Candace A. Burger, Sarah J. Niewinski, and Kenneth W. Reid II. Motion carried without a negative vote.

Prior to the consideration of the alcohol, operator and cigarette licenses City Attorney Herbrand stated that the City grants annual liquor licenses; however, if an applicant applies for their renewal before April 15, by State law the Council is to act on that license for approval or denial by June 15. He stated that the Council Members received a petition from a group of people regarding the August Weber Haus. Also, in the packet is a memo from Police Chief Frank recommending the approval of the August Weber Haus license. The Department is currently conducting an investigation related to that license holder and the petition that has been filed. To summarize, the Council received a qualified recommendation from Police Chief Frank, given the time constraint and the need to act on this license by June 15, to approve the license but making everyone aware that there is an open investigation. It is possible the investigation will not change his recommendation; however, it may come back to the Common Council if he changes his recommendation.

In answer to Council Member Thome's question, City Attorney Herbrand stated that depending on the outcome of the investigation the August Weber Haus license could be revoked this year, if that is the Police Chief's recommendation. He stated that the hearing is similar to denying an operator license.

In answer to Council Member Czarnecki's question, Police Chief Frank stated this is a new investigation and that they received information one and half weeks ago. As a result, they have been meeting with witnesses, identify witnesses and gathering statements.

In answer to Council Member O'Keefe's question, Police Chief Frank stated that the investigation should be done within a month.

In answer to Council Member Arnett's question, City Attorney Herbrand stated if the Council denies the license now a hearing would be set. This would be hard to accomplish by June 15 and is the reason for the qualified recommendation. The Police Department needs more time to complete the investigation.

In answer to Mayor Kinzel's question, City Attorney Herbrand stated that the same procedural rights apply to a non-renewal or a mid-license revocation.

In answer to Council Member O'Keefe's question, City Attorney Herbrand stated that the Council would need to hold a hearing before the license terminates, if it is denied tonight.

Antonio Ranurez, 5343 W. Montrose, Chicago, IL, stated that he started the petition eight months ago. Even though he heard there are procedural considerations in renewing the August Weber Haus license, he urged the Council not to renew their "Class B" liquor license based on the following reasons:

- There are unanswered questions about the allegations against August Weber Haus employees.
  - Did their previous manager, Jacob Banas, drug and sexually assault multiple women over many years while an employee?
  - Did he commit multiple crimes, violent acts that victimized multiple women in Cedarburg and get away with it?
  - If these allegations are true, how many victims were there? Several women came forward with alleged drugging's and assaults in 2014.
  - Last year, four women who never met each other, told Fox 6 News almost identical stories about their experience with Jacob Banas.
  - If these allegations are true, likely there are other women who may have been assaulted but were too afraid to come forward.
  - No fewer than nine individuals in the petition indicated that they were, or knew someone who was a victim of Jacob Banas.
  - The scope of the situation is horrifying and demands action from citizens and elected officials.
- If the license is renewed, Cedarburg residents most likely will not patronize August Weber Haus because of the allegations.
  - Most residents have participated in a year-long informal boycott of the restaurant. He asked the Council to give the license to a business that represents the best of Cedarburg.
- Beyond the informal boycott of the August Weber Haus, almost 900 people have signed a petition asking the Council to revoke this license. With a population of 11,000 people, this is 1 in 10 residents that signed the petition.
- August Weber Hause is the only "Class B" license holder that advertises as an eatery but serves food inconsistently.
  - It is the only restaurant in Cedarburg that informs customers when it will open and close at the very moment that it does so, with sporadic and unpredictable hours.
  - They will likely only be open a few minutes past the four hours required to fulfill the most basic requirements for the license.

This is not a business that deserves one of Cedarburg's rare "Class B" liquor licenses. He urged the Council to consider a final question before making their decision: If a women comes forward to say that she was sexually assaulted in Cedarburg in the future, can she trust an elected official to believe her, to bravely stand up for her, to make sure justice is served? Or after seeing multiple women come forward to accuse Jacob Banas and see him walk free of punishment, can we blame her for deciding to keep silent about sexual assault? He asked the Council to vote against renewing the August Weber Haus license.

Attorney Tim Algiers, of the O'Meara Law Firm in Hartford, spoke on behalf of his clients, Steve and Diane Banas who have live at W58 N438 Hilbert Avenue for more than 35 years as taxpaying residents of Cedarburg. He looked at the petition that was filed along with the addresses (801 people signed, 298 from Cedarburg including the Town) and found that 63% of the petitioners were non-taxpayers of Cedarburg. The Council represents the City of Cedarburg. He provided a background stating that the Banas' are 35 year residents, good community people for many years, nine year owners of the August Weber Haus without a violation. In 2014, allegations were made against Jacob Banas who is no longer an employee. That investigation has been with authorities who have the qualifications to decide whether a crime has been committed. It has been reviewed by the Police and possibly the District Attorney and there is no criminal charges to-date; however the man who spoke previously is asking the Council to take on the role of these authorities and make a decision. They are also asking the Council to condone a mob mentality in his opinion, to punish this man and woman who have done nothing wrong. They are trying to run a business, doing the best they can when there has been a sort of social media mobster organization that has been encouraging the boycott of the restaurant and whose response almost shut them down. They took advantage of the then existing ordinances which allowed them to be open one day per month to keep their license and then they operated during the festivals. Then the Community for Safe Cedarburg encouraged the boycott and then the Common Council to change the ordinance. Since then his clients have been compliant with the letter of law by being open the requisite number of hours trying to get a clientele. However; they have been essentially put out of business, although they will remain in business. Basically, the City is condoning a group of people to harass and intimidate and try to put out an established business that is not associated with the person who has been charged. This person is still presumed innocent and has not been charged. A complaint was issued in February this year by the Community for Safe Cedarburg to take away or revoke their license. The City sent a letter to the group stating that they have not complied with the statutory requirements and the City could not take any action. The complaint needed to be issued by a citizen of Cedarburg and it needed to be a sworn complaint. The City did not let the Banas' know that no action would be taken, instead, the City sent a letter stating that the August Weber Haus had 14 days to show why they are not compliant and how they will get back into compliance. Attorney Tim Algiers and the Banas' replied with a rebuttal showing that they are in full compliance, resulting in no action taken. On May 25, virtually the same complaint was filed with a few minor changes but it was still flawed from a statutory standpoint. There was no sworn statement and it was not submitted by a citizen of Cedarburg. The next step was to file a petition with 801 signatures and only 298 people are from Cedarburg. There are 55 people outside the State of Wisconsin that signed the petition including one person from Hawaii. He asked the Common Council if they represent the taxpaying citizens of Cedarburg or if they are being asked to do more than they are capable of doing or qualified to do. Are they being asked to be judge and jury. He questioned the current investigation of a petition after the two failed attempts at a complaint because they were not in statutory compliance with the law. He asked if the investigation was based on the petition (with 63% non-residents) and asked who the Council represents. This mob mentality is the danger with social media because they jump right in without having all of the facts. The facts in this case are that they are two good citizens who have a business that they are trying to run. They are contributing members of this community for over 35 years and there are allegations out there that one of their employees may have done something criminal. There is an investigation with the proper authorities but there are no charges and it has been three years. Attorney Algiers understands that this individual is filing a defamation suit going on the offensive because he feels so strongly against the charges. If the City's policy is allowed to be set by people on the internet filing petitions, is that what the Council wants Cedarburg to be, by having policies driven by non-taxpayers. This seems to be a dangerous thing to get out of control. They can do their jobs responsibly and look at the law which says if there have been no violations, the license should be approved along with the rest of the applicants. The Council's responsibility is to the taxpayers. They were not elected to be a judge, prosecutor, or detective. They should not be forced to be those things. He asked the Council to renew this license and if something comes out of the investigation and action is taken to revoke, then the Council will see him again.

Charlotte Giuffre, N46 W7355 Moldenhauer Ct., stated that she did not plan on speaking. In regard to future scheduling, she is miffed that she sat through this meeting and this agenda line item was scheduled today and there is this time crunch. It is awkward and it seems that the item should have been on an agenda before tonight. It is unfair to everyone.

Mayor Kinzel stated that this is the first meeting the Council was able to address licenses.

Ms. Giuffre asked if the licenses could not be reviewed at an earlier meeting in case the City was considering not renewing a license. If someone wants to oppose a liquor license at this point it would require having a hearing in two days, which would be difficult.

A citizen heard that all licenses were applied for by April 15 so the City would have known that the August Weber Haus applied for a license and it could have been addressed at the May meeting.

Ms. Giuffre agreed that May would have been a more appropriate time to review the licenses and this is unacceptable to review the licenses two days before the deadline. She stated that she has no affiliation with the Stilt House; however, her husband never wants to go there because he cannot get a cocktail. There are more appropriate places the people could benefit from by going to everyday to utilize this license. She asked the Council to think about this but there is a time crunch.

Sharon Dane, 1657 Sherwood Drive, Cedarburg, stated that she has been a resident for over 15 years, she supports the local businesses and thinks that it is important. She stated that she has been a victim of Jacob Banas; therefore, she will not go to the August Weber Haus nor will her family and friends. Unfortunately, she believes there are many other Cedarburg residents who have either been victims, or know victims, such as family or friends and they also will not go to the August Weber Haus. She stated this license should be given to an establishment that all Cedarburg residents would feel comfortable and safe going to. Ms. Dane felt their license should be given to an establishment that would make a positive statement about Cedarburg and make a positive place for people to go to in Cedarburg.

David Caban, 3177 S. Howell Avenue, Milwaukee, questioned why the City of Cedarburg would rubber stamp the August Weber Haus along with the other licenses when none of them have the same issues of operation. Speaking for the taxpayers of Cedarburg, what good is it having a business that the lights are off 95% of the time. This does not help the taxpayers.

In answer to Mayor Kinzel's question regarding possible non-renewals, City Attorney Herbrand stated that the City owes the due process to the license holder and that is why the Chief of Police is doing a complete investigation. The City is making a record that they are approving the license but it is qualified by the fact that there is an investigation currently undertaken. That is his recommendation to go forward vs. acting before you know the results of the investigation.

In answer to Council Member Verhaalen's question as to what warrants a public hearing, City Attorney Herbrand stated when the item is on the agenda it offers people a chance to speak. His recommendation is to wait for the Police Chief's investigation to make an informed decision.

Mayor Kinzel stated that this has turned into a pseudo hearing and it was not meant to be. You cannot ask for a hearing until something is denied first. Frankly, he has an issue with something that has been under investigation and has been discussed this much to this point, he questioned why the City could not deny the license and see how the investigation turns out.



City Attorney Herbrand stated that if the City denies the license they have to state the reasons for the denial and that cannot accurately be done without the outcome of the investigation and determining the facts.

Council Member O'Keefe asked how the revocation process begins.

City Attorney Herbrand stated that it would often begin with a complaint. If the license is approved tonight and in a month the Police Chief elects to change his recommendation for revocation or suspension, he would often file a complaint that would come before the Common Council and served on the applicant to start the procedure for setting a date for a full-fledged hearing. Much like an operator license denial, witnesses are called, testimony is given, and then the Council will be asked to deliberate and make a decision. This is the due process that the applicant is entitled to under the law.

Council Member O'Keefe asked since the Chief of Police is conducting an investigation, the Council can safely assume that a complaint has been made and the City is working through the process. City Attorney Herbrand stated that the Council is aware that a petition has been filed and has been submitted and that the Police Chief is doing an investigation.

In answer to Council Member Dieffenbach's question, City Attorney Herbrand stated that an internet petition has been submitted to the City.

In answer to a citizen question whether a hearing could be held in two days, Council Member O'Keefe explained that it is not enough time for the Police Department to conduct their investigation. The citizen stated that they do not know if the Police Chief's investigation has anything to do with their petition. The hours are not a criminal issue, so the Police would only investigate something that is criminal, which would be a whole new complaint.

City Attorney Herbrand stated that the Police Chief can investigate civil matters as well as criminal matters, this includes any matters related to licensing.

Attorney Algiers stated that licensing is certainly a right to investigate statute, which would have other means of review besides this Board and due process could be obtained in a real hearing with actual evidence and that is the problem with a hearing in two days. The due process lies in the person that is having something taken away from them.

Council Member Thome stated that because she lives in the area she drives or walks by August Weber Haus multiple times per day. As a Council Member involved in modifying the ordinance, she tries to pay attention as to whether a person can walk in or not. Her perspective is that it is sporadic but she wants to make certain as to whether they are in compliance or not. The Police Chief and City Attorney are hired to give the very best advice to act in a law abiding manor. At this point in time, she wants Police Chief Frank to finish the investigation because she wants accurate and factual information on the time ordinance. She wants anyone who holds a license in the community to be using it to the very best advantage possible. Council Member Thome does not want to shirk a responsibility, but she wants to be certain the Council is doing the very best job they can to be sure that a decision is made with accurate information. To be sure the decision that is made lives.

Council Member Arnett addressed some comments that Attorney Algiers made:

- The Common Council is not taking over the role of the Police Chief or District Attorney. This is about a liquor license and not convicting an individual.
- He does not agree that the business owners are doing the best that they can to run a business.



City Attorney Herbrand reiterated that this is not a hearing, even though there has been a lot of public comment the Council would make a decision after the investigation, depending on what becomes of that investigation. Council Member Arnett said that he represents his neighbors and the citizens and he does not appreciate Attorney Algier's threat.

Mayor Kinzel stated that he is not allowed to vote and his role in this position is to oversee what is best for the entire City. In a City that has no liquor licenses available, if there was another new restaurant coming into Cedarburg and would want a license, one is not available. He apologized to the Banas' because he knows they have been part of the community for a long time; however, he didn't think the liquor license is being used in the way the City would like to see it used. Liquor licenses are available to make a city more vibrant and to provide a certain service. He asked City Attorney Herbrand why the City cannot hold off on renewing the license for the August Weber Haus until a proper investigation has been completed. On the other hand, he understands from an attorney and the Police Chief standpoint that they want to see the investigation through first.

Council Member Arnett cited Section 7-2-14 (Conditions of License) that states all retail Class A, B and C licenses granted hereunder shall be granted subject to the following conditions, and all other conditions of this Section, and subject to all other Ordinances and regulations of the City applicable thereto. Condition item C – Disorderly Conduct Prohibited. Each licensed premises shall, at all times, be conducted in an orderly manner, and no disorderly, riotous or indecent conduct shall be allowed at any time on any licensed premises. He believes the Chief of Police is investigating the times the business is open, are there other reasons the Council could deny a license independent of the Chief's investigation?

City Attorney Herbrand urged the Council to allow the investigation work its course to see where it might lead. It is hard for him to answer Council Member Arnett's question without allowing the Police Chief to interview witnesses and find out what is going on.

Council Member Thome stated that she does not want to undermine the opportunity to move forward with the recommendation by doing something that feels good. She needs to make a decision based on the fact that whatever is decided will hold to the legal test.

A citizen asked if the Council cannot deny a license for whatever reason they want to.

Council Member Regenfuss asked if the Council is supposed to not renew any license because they receive a petition. The business would lose a liquor license for a week and that is lost revenue. It is not just this business it is all businesses.

City Attorney Herbrand stated this is not a hearing and he appreciates the comments. These meetings are the greatest form of democracy there is. On this decision, however, he urged the Council to accept the qualified recommendation of the Police Chief and approve all of the licenses in front of them with the understanding that there is an investigation underway. As to the renewal of the August Weber Haus license, that matter may or may not come back before the Common Council.

Motion made by Council Member Regenfuss, seconded by Council Member O'Keefe, to approve the following list of 2017-2018 alcohol, operator, and cigarette licenses for the period ending June 30, 2018 as presented.

**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 Wisconsin LLC, N56 W6339 Center Street, Cedarburg, WI 53012, Chris Morton, Agent, premises to be licensed: N56 W6339 Center Street, known as **Mortons Wisconsin 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. 75<sup>th</sup> 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 19<sup>th</sup> 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	Super Sales USA, Inc. (Citgo) W62 N174 Washington Avenue
Fineco, LLC (Grapes & Tastes) W63 N140 Washington Avenue	Toto’s Inc. (Otto’s Wine & Spirits) W63 N157 Washington Avenue
Speedway, LLC (#4203) W63 N121 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	James J. Levine
Naina R. Dallas	Scott R. May
Scott R. Galaszewski	Joseph K. Meador
Paul G. Goetz	Patrice J. Renfrow
Elizabeth C. Jaffke	Tori L. Schone
Shaya L. Leamon	Robin L. Seidel
Cassandra M. Lee	

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

Walter H. Alverson	Gina A. Heidemann	Christine L. Pope
Eric J. Amenda	Catherine A. Hilgart	John W. Riege
Stephanie J. Baldwin	Sam D. Hoffmann	Elizabeth F. Riley
Diane M. Banas	BJ Homayouni	Zachary R. Ringel
Patricia M. Bartlein	Christopher M. Homayouni	John Robertson
Dena C. Baule	Katherine A. Jackson	Deborah A. Sajdak
Nicholas L. Behling	Brian M. Jackson	James M. Salp
Roger E. Behling	Christine M. Jackson	Erin E. Scammell
Karla M. Biermann	Dennis F. Jaeger	Eric L. Siudak
Martha K. Boehlke	Lori E. Josephson	Kyle J. Smith
Michael A. Bourbonais	MaryLee Katzka	Neil P. Soukup
Daniel A. Brisley	Mark A. Kennedy	Ann M. Speirs
Jody L. Brzezinski	Randall H. Kison	Kim K. Stroessner
Daniel M. Burback	Keri L. Klemann	Suzanne L. Stubblefield
Candace A. Burger	Kristen M. Klug	Michelle L. Taraboi

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

Daniel S. Kniess  
Stacy J. Kowalkowski  
Mark L. Kowalkowski  
Benjamin 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

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

Council Member O'Keefe stated that this is one of the toughest second motions that he has made and that time will provide a stronger case.

In answer to Council Member Thome's question, Chief Frank stated that the investigation will be completed within a month.

The Common Council agreed to meet on call at any time regarding this issue.

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

In answer to a citizens' question, City Attorney Herbrand stated that the result of the investigation on the August Weber Haus will be addressed at a noticed public meeting.

### **ADMINISTRATOR'S REPORT**

City Administrator/Treasurer Mertes explained that the City of Cedarburg in the spirit of intergovernmental cooperation hosted an employee meeting on Gratitude that was presented by an EAP speaker, and invited the Town of Cedarburg, City of Port Washington, Village of Grafton and the Village of Saukville and only the Village of Saukville attended. Diversity training will be held in August with the Village of Saukville.

The City will be severing their relationship with Agilex, due to a change in management and collection difficulties.

### **COMMENTS AND SUGGESTIONS FROM CITIZENS** - None



**COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS**

In answer to Council Member Dieffenbach's question, City Administrator/Treasurer Mertes stated that the Council will be updated at the next meeting on the HSI development.

Council Member Dieffenbach stated that Mercury Marine has invited the Council to view the cleanup site from afar, on a date to be determined during the first two weeks in July.

Council Member Arnett stated that the first branding meeting will be held tomorrow and he encouraged the Council Members to give him their thoughts about the goals and objectives that they have for the project.

**MAYOR'S REPORT** - None

**ADJOURNMENT**

Motion made by Council Member Arnett, seconded by Council Member Thome, to adjourn the meeting at 10:20 p.m. Motion carried without a negative vote.

Amy D. Kletzien, MMC/WCPC  
Deputy City Clerk

# Memo

**To:** Mayor Kinzel and Common Council Members

**From:** Thomas J Frank, Chief of Police

**Date:** June 16, 2017

**Re:** Recommendation to deny license to serve fermented malt beverages and intoxication liquors

---

I am recommending that you deny the application submitted by Elizabeth P Miller. Ms. Miller is a convicted felon which prohibits her from holding this license. Additionally her conviction is for Manufacture/Deliver Amphetamine and Manufacture/Deliver Non-Narcotics which has a disposition date of 04/03/07.



June 16, 2017

Elizabeth P. Miller  
602 Alta Loma Drive  
Thiensville, WI 53092

Dear Ms. Miller:

This letter is in regards to your recent application for an Operator's License in the City of Cedarburg. Please be advised that Police Chief Thomas Frank is recommending the Common Council deny your application based on a felony conviction for manufacture/deliver of Amphetamine and manufacture/deliver of Non-narcotics.

The Common Council will consider your application on **Monday, June 26, 2017 at 7:00 p.m.** You are being provided with an opportunity to be present at this meeting to provide any additional information to the Council. Chief Frank or his representative will also be present at the meeting. The meeting will take place in the Council Chambers of City Hall, W63 N645 Washington Avenue.

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

Sincerely,

A handwritten signature in black ink that reads "Constance K. McHugh". The signature is fluid and cursive, with a long horizontal line extending from the end.

Constance K. McHugh  
City Clerk

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

## CITY OF CEDARBURG

**MEETING DATE:** June 5, 2017

**ITEM NO:** 8. B.

**TITLE:** Consider request for Country Music Event at Cedar Creek Park (Country in the Burg) on August 25, 2017; and action thereon

**ISSUE SUMMARY:** Local Resident, Alex Uhan, has been working with the Parks and Recreation Department and Mels Charities to bring a country music artist to Cedarburg in 2018 for a one day concert. The event will potentially bring around 1000 – 2500 people to Cedarburg that day and also help raise funds for Mels Charities.

Country in the Burg is a Country Music Concert, that brings friends, families and Music goers from all over to Ozaukee County to sing along, cheer and enjoy the biggest country acts from around the nation. Along with great food, drinks and fun memories they will create in the City of Cedarburg, Wisconsin.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** none

**BUDGETARY IMPACT:** none

**ATTACHMENTS:** Informational Sheet

**INITIATED/REQUESTED BY:** Alex Uhan, Country in the Burg

**FOR MORE INFORMATION CONTACT:** Mikko Hilvo, Director of Parks, Recreation, & Forestry

## **"COUNTRY IN THE BURG"**

When: August 25<sup>th</sup> Saturday 2018

Where: Cedar Creek Park and Band-Shell (Cedarburg, WI)

Who: Country Music and Music Fans of all ages from all over

What: Country Music Concert, that brings in well-known country music talent from across the nation. (Local Band, Pre Opener, Opener and Main Act)

Why: To Raise Money to Charity, to bring people and more business to the City of Cedarburg and its local businesses. 1000-2500 People coming in on a Saturday to shop and spend money in Cedarburg then go to a concert that promotes a great cause then go out after to help support more local businesses.

Future: To grow the concert into a multi-day event, to possibly move it to both Cedar Creek and Firemans park. Bring in bigger country acts. Be able to bring in 5000 people each year and raise \$50,000 to charity by year 5.

Goal: Year 1 (1500-2000) people (High Goal 3000-4000) Low Goal (800-1000)

Cost: Tickets will be both hard and E-tix, with Sponsorships on them. A percentage of each ticket sold goes to Mel's Charities. The goal would be to bring in \$5,000-\$20,000 year 1 for charities.

Advertisement: 2 Major Country Radio stations want to be part of this event already. Banners, and Billboards. Newspaper, TV and Social Media Outlets. (Cedarburg's Name would be all over for this event ☺)

Country in the Burg is a Country Music Concert, that brings friends, families and Music goers from all over to Ozaukee County to sing along, cheer and enjoy the biggest country acts from around the nation. Along with great food, drinks and fun memories they will create in the City of Cedarburg, Wisconsin.

## CITY OF CEDARBURG

**MEETING DATE:** June 26, 2017

**ITEM NO:** 8. C.

**TITLE:** Consider applications from GG & KR LLC, Gordon M. Goggin, Agent, known as the Stilthouse, W62 N630 Washington Avenue, and Skycable, Inc., Gus Wirth Jr., Agent, known as One Forty Six, W63 N146-148 Washington Avenue, for Class “B” beer and “Class B” liquor license formerly held by La Fajitas; and action thereon

**ISSUE SUMMARY:** La Fajitas closed in May; therefore, a “Class B” liquor license will be available July 1. Two applicants have applied for the license.

**STAFF RECOMMENDATION:** N/A

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** N/A

**BUDGETARY IMPACT:** \$500 annual fee

**ATTACHMENTS:** None

**INITIATED/REQUESTED BY:** Gordon Goggin, Stilthouse  
Gus Wirth, One Forty Six

**FOR MORE INFORMATION CONTACT:** Connie McHugh, City Clerk



## CITY OF CEDARBURG

**MEETING DATE:** June 26, 2017

**ITEM NO:** 8. D.

**TITLE:** Consider Ordinance No. 2017-18 amending Section 10-1-16(b) of the Code of Ordinances to authorize the placement of yield signs for Walnut Street at Madison Avenue; and action thereon (Public Works and Sewerage Comm. 6/08/17)

**ISSUE SUMMARY:** Area residents have requested stop or yield signs at the uncontrolled intersection of Walnut Street and Madison Avenue. There have been two recent accidents at the intersection this year, and a total of three in the last five years. There is limited sight distance at one corner due to a retaining wall.

Placement of yield signs for east and westbound Walnut would be the most visible for motorists. The Police Department does not object to this signage request.

**STAFF RECOMMENDATION:** Adopt Ordinance No. 2017-18.

**BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION:** The Public Works and Sewerage Commission at its' meeting of June 8, 2017 recommended the installation of yield signs for east and westbound Walnut Street at Madison Avenue.

**BUDGETARY IMPACT:** \$200 for signs and poles

**ATTACHMENTS:**

- Unofficial Minutes of 6/08/17 Public Works and Sewerage Commission meeting
- Copy of proposed ordinance

**INITIATED/REQUESTED BY:** Concerned residents

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

**CONSIDER REQUEST FROM THE POLICE DEPARTMENT FOR TRAIL CROSSING WARNING SIGNS ON ALYCE STREET AT THE INTERURBAN TRAIL; AND ACTION THEREON**

Director Wiza explained that the Police Department was contacted by residents who requested some type of warning signs on Alyce Street to alert motorists of the interurban trail crossing. The police support the request. The trail crossing is not easily identified. Recommend that we stripe the crossing with bold diagonal crosswalk markings and install bicycle symbol warning signs for east and west bound traffic. Motion made by Council Member Mike O'Keefe, seconded by Commissioner Dries to stripe the crossing and to put bicycle symbol warning signs for east and west bound traffic on Alyce Street. Motion carried unanimously with Commissioner Guse, Commissioner Beck and Commissioner Oakes excused and Commissioner Slavin absent.

**CONSIDER REQUEST FOR TRAFFIC CONTROL SIGNAGE AT THE INTERSECTION OF MADISON AVENUE AND WALNUT STREET; AND ACTION THEREON**

Director Wiza received an e-mail from the New Graphic that a concerned resident would like to see some sort of traffic control signs at Madison Avenue and Walnut Street. The Cedarburg Police reports that there have been only two reportable accidents in the last five years at that intersection. Motion made by Commissioner Schumacher, seconded by Commissioner Graham to recommend the Council place yield signs on Walnut Street approaching Madison Avenue. Motion carried unanimously with Commissioner Guse, Commissioner Beck and Commissioner Oakes excused and Commissioner Slavin absent.

**DISCUSS PLANNED JUNE 10<sup>TH</sup> OPEN HOUSE AT THE NEW PUBLIC WORKS FACILITY; AND ACTION THEREON**

Staff has been preparing for the Saturday open house at the public works facility from 12-2. There will be hot dogs, water and soda. Flag pole dedication at noon.

**UPDATE ON PUBLIC WORKS OPERATIONS**

Director Wiza stated that the crack sealing is underway and brush pickup has been started this week. Crews are also getting the facility cleaned for the open house.

**UPDATE ON SEWERAGE PLANT OPERATIONS AND DISCUSSION OF MONTHLY REPORTS**

Wastewater Superintendent Hackert discussed the effluent data report from May 2017.

They received 14 applications and narrowed it down to 4. Hope to hire 1 by July.

Asphalt was done at the Kenzie Way lift station.

New Jet Vac truck due in July.

Half way done with sewer cleaning.

**ORDINANCE NO. 2017-18**

**An Ordinance Authorizing the Placement of Yield Signs  
For Walnut Street at Madison Avenue**

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

- (b) **Yield Signs Authorized**  
(34) Walnut Street at Madison Avenue

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

Passed and adopted by the Common Council of the City of Cedarburg this 26<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
Kip Kinzel, Mayor

Attest:

\_\_\_\_\_  
Constance K. McHugh, City Clerk

Approved as to form:

\_\_\_\_\_  
Michael P. Herbrand, City Attorney

## CITY OF CEDARBURG

**MEETING DATE:** June 26, 2017

**ITEM NO:** 8. E.

**TITLE:** Consideration of Relocation Order to acquire certain lands and property interests for the Highland Drive pump station and possible action thereon.

**ISSUE SUMMARY:** The Highland Drive sanitary sewer pump station has a very large service area which includes presently vacant lands along Sheboygan Road and the Highway 60 corridor. This pump station needs to be replaced and enlarged in the next few years to accommodate future development.

The most cost effective means to provide the additional capacity is to construct new pumping facilities on the lands immediate adjacent to the existing pump station. The property under consideration is owned by BMO Harris bank. The area proposed for pump station construction, while nicely landscaped, does not contain any buildings or facilities essential to current business operations.

**BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION:** The Public Works and Sewerage Commission has discussed the Highland Drive pump station construction on multiple occasions and supports this action.

**BUDGETARY IMPACT:** The Eminent Domain statute assures that the affected property owner is made whole, and the City Sewer Utility would bear those costs.

**ATTACHMENTS:** Copy of Relocation Order

**INITIATED/REQUESTED BY:** Tom Wiza/Eric Hackert

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

**RELOCATION ORDER  
OF THE CITY OF CEDARBURG**

The City of Cedarburg, Ozaukee County, Wisconsin, by its City Council, as and for its Relocation Order pursuant to Section 32.05(1) Wis. Stats., hereby resolves as follows:

1. That this Resolution is a Relocation Order in accordance with Section 32.05(1), Wis. Stats., for the purpose of the public improvement project described herein and it shall also serve as a determination of necessity for that project in accordance with Section 32.07(2), Wis. Stats.; and
2. That the City of Cedarburg hereby determines that it is necessary and a public purpose to construct a sanitary sewer pump station, including, but not limited to an above ground control building housing a standby generator, the connected buried sanitary sewer lines, paved access, and associated electrical and communication facilities, all to be located on the property described on **Exhibit A**, attached hereto and incorporated herein by reference ("Property"), for purposes of and for the benefit of providing sewer service to areas of the City located to the north and west of the Property; and
3. That said sanitary sewer pump station and appurtenances described herein will be constructed and maintained within the area of the Property identified as the "Sanitary Sewer Pump Station Site" and "Permanent Non-Exclusive Access and Utility Easement" as set forth on **Exhibit A**, attached hereto and incorporated herein by reference; and
4. That the legal descriptions of the Sanitary Sewer Pump Station and Permanent Non-Exclusive Access and Utility Easement are contained in said Exhibit A under the heading "Sanitary Sewer Pump Station and Permanent Non-Exclusive Access and Utility Easement Boundary Description", which is also incorporated herein by reference; and
5. That the City of Cedarburg will acquire a fee simple interest in the Sanitary Sewer Pump Station Site and the Permanent Non-Exclusive Access and Utility Easement from the present owners of the Property.

**PASSED AND APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Kip Kinzel, Mayor

**ATTEST:**

\_\_\_\_\_  
Constance McHugh, Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Michael P. Herbrand, City Attorney

**CERTIFICATION**

I hereby certify that on this \_\_\_\_\_ day of \_\_\_\_\_, 2017, that the above-described Relocation Order was adopted by a vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays by the City Council for the City of Cedarburg, Wisconsin.

**ATTEST:**

\_\_\_\_\_  
Constance McHugh, Clerk

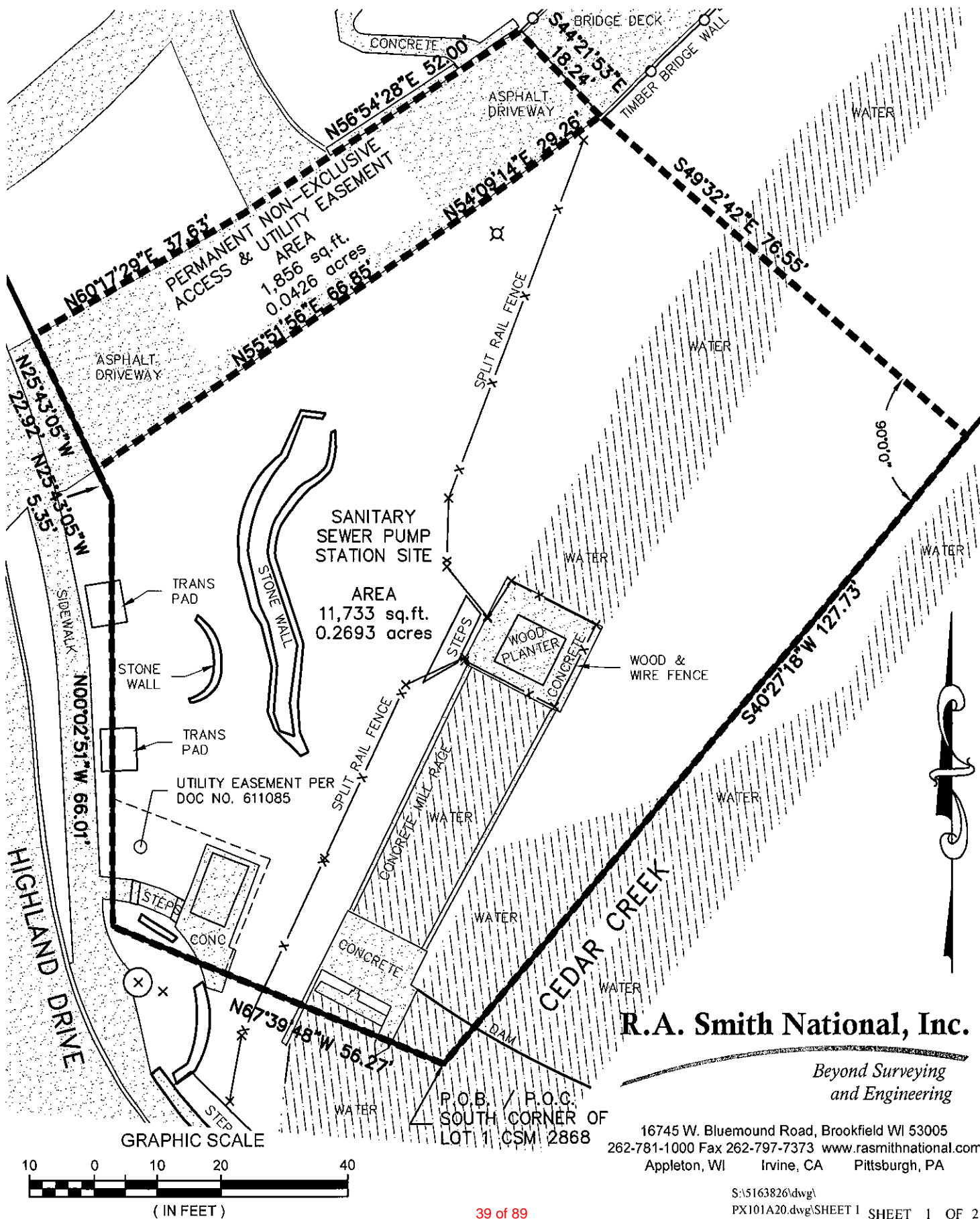
**APPROVED:**

\_\_\_\_\_  
Kip Kinzel, Mayor



# EXHIBIT A

## SANITARY SEWER PUMP STATION SITE PERMANENT NON-EXCLUSIVE ACCESS AND UTILITY EASEMENT



R.A. Smith National, Inc.

**R.A. Smith National, Inc.**

*Beyond Surveying  
and Engineering*

16745 W. Bluemound Road, Brookfield WI 53005  
 262-781-1000 Fax 262-797-7373 www.rasmithnational.com  
 Appleton, WI Irvine, CA Pittsburgh, PA

S:\5163826\dwg\ PX101A20.dwg\ SHEET 1 OF 2

# EXHIBIT A

## SANITARY SEWER PUMP STATION AND PERMANENT NON-EXCLUSIVE ACCESS AND UTILITY EASEMENT BOUNDARY DESCRIPTION

### **Sanitary Sewer Pump Station Site:**

Part of Lot 1 of Certified Survey Map No. 2868, being part of Section 26, Township 10 North, Range 21 East, Ozaukee County, Wisconsin, bounded and described as follows:

Beginning at the South corner of said Lot 1; thence North 67°39'48" West along the West line of said Lot 1 a distance of 56.27 feet to a point; thence North 00°02'51" West along said West line 66.01 feet to a point; thence North 25°43'05" West along said West line 5.35 feet to a point; thence North 55°51'56" East 66.85 feet to a point; thence North 54°09'14" East 29.26 feet to a point; thence South 49°32'42" East 76.55 feet to a point on the South line of said Lot 1; thence South 40°27'18" West along said South line 127.73 feet to the point of beginning.

Containing 11,733 square feet or 0.2693 acres.

### **Permanent Non-Exclusive Access and Utility Easement:**

Part of Lot 1 of Certified Survey Map No. 2868, being part of Section 26, Township 10 North, Range 21 East, Ozaukee County, Wisconsin, bounded and described as follows:

Commencing at the South corner of said Lot 1; thence North 67°39'48" West along the West line of said Lot 1 a distance of 56.27 feet to a point; thence North 00°02'51" West along said West line 66.01 feet to a point; thence North 25°43'05" West along said West line 5.35 feet to a point to the point of beginning of lands to be described; thence North 25°43'05" West along said West line 22.92 feet to a point; thence North 60°17'29" East 37.63 feet to a point; thence North 56°54'28" East 52.00 feet to a point; thence South 44°21'53" East 18.24 feet to a point; thence South 54°09'14" West 29.26 feet to a point; thence South 55°51'56" West 66.85 feet to the point of beginning.

Containing 1,856 square feet or 0.0426 acres.

June 21, 2017

City of Cedarburg

Survey No.163826-BMJ

**R.A. Smith National, Inc.**

*Beyond Surveying  
and Engineering*

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## CITY OF CEDARBURG

**MEETING DATE:** June 26, 2017

**ITEM NO:** 8. F.

**TITLE:** Discuss and approve preliminary budget parameters, including operating expenditures and/or tax levy, growth targets for development of the proposed 2018 budget; and action thereon

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

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

**STAFF RECOMMENDATION:** N/A

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** N/A

**BUDGETARY IMPACT:** Sets expectations for 2018 budget. The estimated assessed value, before commercial numbers are complete, is increasing \$29 million. This will allow the tax rate to remain the same or even decrease. The one known loss in revenue is the expenditure restraint revenue of \$167,000 for 2018.

**ATTACHMENTS:** Tax levy worksheet

**INITIATED/REQUESTED BY:** Christy Mertes

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

## City of Cedarburg—Tax Levy History

City Tax Levies	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Proposed	% Change 2017/2016
General Fund Levy—Operating	5,568,212	5,626,518	5,803,256	5,869,616	6,036,616	2.8%
Capital Improvement Levy	1,235,000	1,435,000	1,170,000	1,192,000	1,192,000	0.0%
Special Revenue Fund Levy—Library	490,000	657,842	707,306	707,306	707,306	0.0%
TIF District - City Portion				62	62	0.0%
Special Revenue Fund Levy—Pool			44,121	65,658	65,658	0.0%
Debt Service Levy	972,917	619,532	705,776	1,284,280	1,284,280	0.0%
<b>Total City Levy</b>	<b>8,266,129</b>	<b>8,338,892</b>	<b>8,430,459</b>	<b>9,118,922</b>	<b>9,285,922</b>	<b>1.8%</b>
<b>Other Taxing Bodies</b>						
Cedarburg Schools—Operating	11,689,535	11,768,557	11,817,277	11,937,297		-100.0%
Cedarburg Schools—TIF 3				81		-100.0%
Ozaukee County—Operating	2,243,675	2,227,614	2,211,000	2,262,791		-100.0%
Ozaukee County—TIF 3				15		-100.0%
State of Wisconsin	196,308	201,463	204,381	212,892		-100.0%
M.A.T.C.—Operating	2,460,817	1,507,980	1,514,199	1,580,353		-100.0%
M.A.T.C.—TIF 3				11		-100.0%
<b>Total Tax Levy (Gross)</b>	<b>24,856,464</b>	<b>24,044,506</b>	<b>24,177,316</b>	<b>25,112,362</b>	<b>9,285,922</b>	<b>-63.0%</b>
- State School Credit	(1,838,119)	(1,812,945)	(2,087,023)	(2,103,864)		-100.0%
<b>Total Tax Levy (Net)</b>	<b>23,018,345</b>	<b>22,231,561</b>	<b>22,090,293</b>	<b>23,008,498</b>	<b>9,285,922</b>	<b>-59.6%</b>
<b>Equalized Valuation</b>	<b>1,156,752,200</b>	<b>1,187,131,800</b>	<b>1,204,323,800</b>	<b>1,254,478,000</b>	<b>1,284,211,001</b>	<b>2.4%</b>
City Equalized Tax Rate	7.15	7.02	7.00	7.27	7.23	-0.5%
School District Equalized Tax Rate	10.13	9.94	9.84	9.54	0.00	-100.0%
Total Equalized Tax Rate	19.93	18.77	18.36	18.35	7.23	-60.6%
<b>Assessed Valuation</b>	<b>1,183,410,760</b>	<b>1,196,486,770</b>	<b>1,208,692,140</b>	<b>1,221,899,680</b>	<b>1,251,049,681</b>	<b>2.4%</b>
Assessment Ratio	102.30%	100.91%	100.36%	97.39%	97.39%	
<b>Tax Rates (Per \$1,000 A.V.)</b>						
City of Cedarburg	6.99	6.97	6.97	7.46	7.42	-0.5%
Cedarburg School District	9.90	9.86	9.80	9.79	0.00	-100.0%
Ozaukee County	1.90	1.86	1.83	1.85	0.00	-100.0%
State of Wisconsin	0.17	0.17	0.17	0.17	0.00	-100.0%
M.A.T.C.	2.08	1.26	1.25	1.29	0.00	-100.0%
<b>Total Tax Rate (Gross)</b>	<b>21.04</b>	<b>20.12</b>	<b>20.02</b>	<b>20.56</b>	<b>7.42</b>	<b>-63.9%</b>
- State School Credit	(1.55)	(1.52)	(1.73)	(1.72)	0.00	-100.0%
<b>Total Tax Rate (Net)</b>	<b>19.49</b>	<b>18.60</b>	<b>18.29</b>	<b>18.84</b>	<b>7.42</b>	<b>-60.6%</b>

## CITY OF CEDARBURG

**MEETING DATE:** June 26, 2017

**ITEM NO:** 8. G.

**TITLE:** Consider budget calendar for 2018; and action thereon.

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

On June 30, Department Heads and Supervisors will begin the budget process. The budget will be distributed to the Common Council on October 5 with the public hearing/budget presentation at the October 30 meeting. This is the same calendar we used last year. We will only have the departments with the larger budgets and capital improvement projects present. The others will be present for questions.

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

**STAFF RECOMMENDATION:** N/A

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** N/A

**BUDGETARY IMPACT:** N/A

**ATTACHMENTS:** Budget calendar

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

**FOR MORE INFORMATION CONTACT:** Christy 376-3907

# 2018 BUDGET

## Process Calendar

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

<b>June 19</b>	Staff Review of Strategic Work Plan
<b>Mid-June</b>	Capital planning meeting
<b>June 26</b>	Council set budget parameters Common Council to review and approve 2018 Budget Process Calendar
<b>June 28</b>	Department Heads/Supervisors issued departmental request forms for operational budget needs, review and updating of department descriptions and narratives including unfunded items
<b>August 7</b>	A copy of proposed narrative and line item budget is due to Administrator/Treasurer Preliminary proposed budget review process begins for board, committee and commission comments; public input solicited at City board, committee and commission meetings in order to identify constituent concerns and any other budget issues.
<b>September 8</b>	Department proposed budget requests with comments from boards, committees and commissions due to City Administrator/Treasurer
<b>September 13–20</b>	Department Heads meet with City Administrator/Treasurer
<b>October 2</b>	E-mail budget summary to News Graphic (by 10:00 a.m.)
<b>October 5</b>	Budget published in News Graphic Proposed budget distributed to Common Council and available for public review
<b>October 9</b>	Consider proposed budget. Department presentations
<b>October 16 or 23</b>	Possible budget meeting. Department presentations
<b>October 30</b>	Consider proposed budget, official public budget hearing for citizen comments (citizens are free to comment throughout budget deliberations)
<b>November 13</b>	Consider proposed budget
<b>November 30</b>	Budget adopted by Common Council Budget ordinance published

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



## CITY OF CEDARBURG

**MEETING DATE:** June 26, 2017

**ITEM NO:** 8. H.

**TITLE:** Present Strategic Work Plan; and direction thereon

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

The vision statement and goal statements have remained the same.

The long range plans should be reviewed and proposed changes presented at a future meeting. Mikko did a City wide survey. The results are included. Please review the survey and let me know if there are any items you would like to see added to the strategic work plan based on the results.

The survey shows which services the citizens use the most in the City and their rating of the quality of those services.

**STAFF RECOMMENDATION:** Review documents and recommend changes to staff.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** N/A

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

**ATTACHMENTS:** Strategic Work Plan and City survey results

**INITIATED/REQUESTED BY:** Christy Mertes

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

# STRATEGIC WORKPLAN

## 2017-2021

Common Council Review June 2017

Each goal and objective is noted in the corresponding Department under each program's "2017 Significant Accomplishments" and "2018 Objectives to be Accomplished"

### MISSION STATEMENT

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

Goal Objective	Projected Completion Date	Status as of September 2017	Responsible Party	Cost Projection	Classification
<b>Goal #1 Organizational Development</b>					
Responsiveness to citizen concerns and needs by involving citizens and providing sufficient staffing levels to meet service standards through effective recruitment, training and retention of qualified employees, supplemented by a network of volunteers and contract providers.					
Recodify portions of the City Code, possibly outsource	2018	Ongoing	City Attorney, Department Heads	\$20,000	Priority
Continue to recruit citizens to maintain Fire Department volunteer status and maintain low budget impact to the City of Cedarburg	Unknown/Ongoing	Ongoing	Fire Department	\$0	Future Goal
<b>Goal #2 Financial</b>					
Promote sound fiscal management that seeks to minimize debt, pre-fund significant expenditures, maximize non-tax revenues, shared revenues and expenses with other government entities when feasible.					
City-wide revaluation	2021	Ongoing analysis of annual statistical reports	City Assessor	\$50,000	Mandatory
Pre-funding Capital Improvements					
<b>Goal #3 Growth and Development</b>					
Provide opportunities for business growth, foster historic preservation in historical areas, preserve quality of life and continue the vitality of the local economy.					
Develop TID Plan for Hwy 60 Business Park	2018	Sheboygan Road Lift Station has been completed	City Administrator/ Treasurer, Director of Engineering & Public Works, City Planner, Economic Development Board, Cedarburg Light & Water	\$15,000	Future Goal
City Branding	2018	Committee representatives selected, funding committed	Common Council	\$15,000	Future Goal

# STRATEGIC WORKPLAN

2017-2021

Goal Objective	Projected Completion Date	Status as of September 2017	Responsible Party	Cost Projection	Classification
Amcast	2018	Working with DNR and EPA for funding of cleanup. Site on EPA's National Priorities List, Developer interest in acquiring.	City Attorney, Mayor, Common Council, City Administrator/ Treasurer, Community Development Authority (CDA)		Priority
Update of Zoning Code	2018	Ongoing	City Planner, Plan Commission, Common Council	\$20,000	Priority
Promote development/ redevelopment of Smart Growth area #19 along Pioneer Road	2017	Ongoing	City Planner, Economic Development Board, Common Council, CDA		Future Goal

## Goal #4 Infrastructure

Proactively maintain public facilities while planning and improving infrastructure compatible with growth.

Dams-Compliance with WI DNR NR333	2018	Grouting completed—other repairs yet to be completed. Engineering contract awarded. Study to be completed for NR 333 compliance.	Director of Engineering & Public Works	\$500,000	Mandated
Phosphorus Regulations	Unknown	To be determined by DNR Regulations; hired attorney	Wastewater Treatment Superintendent	Part of new Wastewater Treatment Plant cost	Mandated
Garfield Lift Station—Replacing valves and piping	2020	Received cost from J.F. Ahern Co.	Wastewater Treatment Superintendent	\$200,000	Priority
Replace and move Highland Lift Station	2020	Land acquisition is being initiated	Wastewater Treatment Superintendent, Director of Engineering & Public Works	\$1,300,000	Priority

## Goal #5 Leisure Services

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

Develop Parkland at Prairie View Subdivision—Shelter and Restroom	2017	Phase III—Restroom/ shelter	Parks, Recreation & Forestry Board, Director of Parks, Recreation & Forestry	\$200,000	Future Goal
Explore outdoor Sports Complex	2020	To be initiated	Director of Parks, Recreation & Forestry	TBD	Future Goal

# STRATEGIC WORKPLAN

## 2017-2021

Goal Objective	Projected Completion Date	Status as of September 2017	Responsible Party	Cost Projection	Classification
Indoor Multipurpose Gymnasium	2020	To be initiated, working with local sports organizations on needs analysis (2017)	Director of Parks, Recreation & Forestry	TBD	Future Goal
Plan and construction of Cedar Creek Park and Adlai Horn Park after creek cleanup	2018	To be initiated	Director of Parks, Recreation & Forestry	\$250,000–\$500,000	Future Goal
<b>Goal #6 Public Safety</b>					
Protect life and property by establishing an atmosphere of safety, trust and well-being.					
Upgrade of severe weather siren system	2018	Ongoing upgrade Third one was replaced in 2016, and fourth one in 2017 (fourth of five)	Police Chief	\$75,000	Priority
Develop a County-wide Search and Rescue Team	2017	Under development and the group is working on the policy and assigning duties to its members	Police Chief	\$2,000 for training and equipment	Priority
Continue replacement of Fire Department vehicles and safety equipment along with providing exceptional public education about fire safety	Unknown/ Ongoing	Ongoing	Fire Department		Priority
<b>Goal #7 Risk Management</b>					
Conduct the City operations in a manner that reduces risk exposure in the most cost effective manner possible through ongoing training concerning policies, procedures and safety practices.					
Improve CVMIC Risk Assessment score	2018	Reviewing policies with Safety Committee	Department Heads/ Supervisors, City Administrator/Treasurer	Staff time	Future Goal
<b>Goal #8 Technology</b>					
Improve efficiency and productivity between City departments, residents and businesses through technology					
Improve website to be ADA compliant	2018	Researching software options, updating links to documents	City Administrator/ Treasurer	\$5,000	Mandated
Improve paperless environment and record retention efforts	2018	Received quote for electronic records system	City Administrator/ Treasurer, City Clerk	\$20,000	Future Goal



# City of Cedarburg

## Citizen Survey

### Introduction

A survey of citizens in Cedarburg was done in April of 2017. This report will analyze the results of this survey and provide insight into the perspectives of the citizens on a variety of issues. The 2017 Cedarburg Citizen Survey included 10 questions along with a question requesting general demographic data as well as an opportunity for comments from the respondents. Two hundred and eighty-six (286) surveys were returned and the resulting data has been placed in a report format. Depending upon the nature of the question, individuals were asked to respond to each question based on three following possible rating options: 1) excellent, good, fair and poor 2) very important, somewhat important, no opinion, somewhat unimportant, and not important or 3) strongly agree, somewhat agree, neither agree/disagree, somewhat disagree, strongly disagree and no opinion. The survey was done through survey monkey and sent through constant contact and also advertised in the News Graphic on two different dates. It should be noted that based on the survey being online we are unable to state that the report has any statistical significance. If the survey was sent out to a pre-determined number of residents then we would be able to figure out the statistical significance of the survey.

## How Frequently do the Residents Utilize Various City Services – Question 1

The following is an analysis of how frequently residents use various City Services. The questions asked about various services the City provides and if the resident uses it daily, weekly, monthly, seasonally, rarely, or never. Based on the chart below the most used service by the respondents is Recycling and Refuse Collection with over 200 of them utilizing these services on a weekly basis. The next significant service utilized is the Public Library with 12 using it daily and 98 weekly. It is also important to note that the Interurban Trail, City Parking Facilities, and Brush/Yardwaste Drop Off Site are also widely used by respondents. The lowest used services by respondents are the Senior Center, EMS, Property Nuisance Enforcement, and Fire Protection.

Please indicate how frequently, if ever, you utilize the following City services.

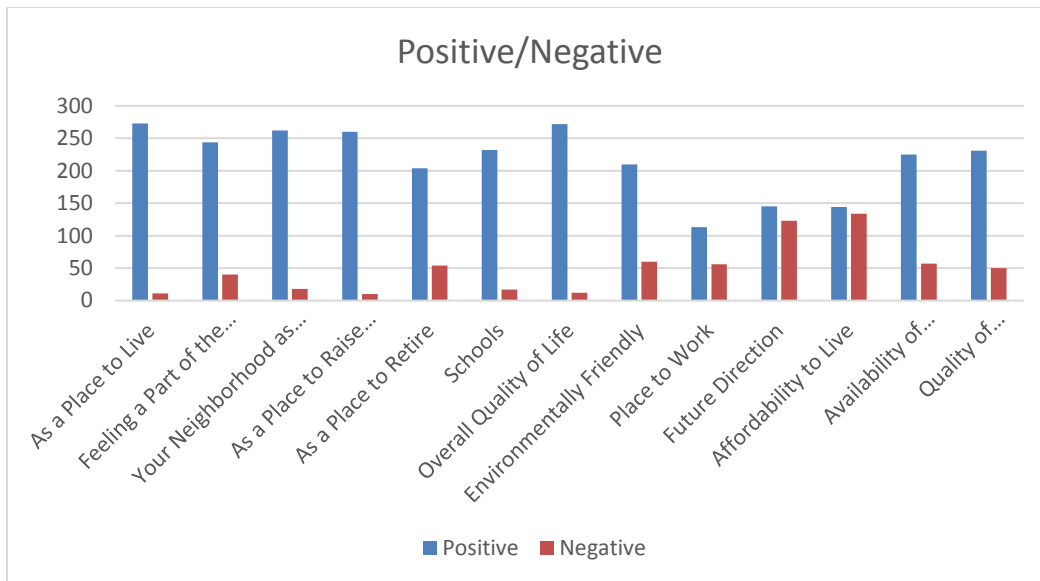
AnswerOptions	Daily	Weekly	Monthly	Seasonally	Annually	Rarely	Never	RatingAverage	ResponseCount
Bike and Pedestrian Trails (Interurban Trail)	42	79	28	69	9	36	21	3.41	284
Community Pool	6	18	2	75	3	88	90	5.39	282
Senior Center	0	9	10	11	9	50	193	6.34	282
Recreation Programs	3	20	14	46	19	71	107	5.50	280
Public Library Services	12	98	94	17	14	27	21	3.31	283
Police Services	7	3	4	9	19	172	66	5.89	280
Fire Protection and Prevention Services	5	4	3	3	11	122	131	6.23	279
Emergency Medical Services (ambulance)	4	3	1	1	4	99	169	6.46	281
Building Permits and Inspections	1	0	4	3	14	152	105	6.24	279
Enforcement of Property Maintenance/Nuisance	3	2	3	9	4	71	188	6.48	280
City Parking Facilities	13	76	63	27	8	49	45	3.95	281
Recycling Collection Services	6	207	35	14	4	6	11	2.52	283
Refuse Collection Services	4	221	17	14	3	4	18	2.56	281
Leaf and Brush Pickup (curbside)	1	19	99	115	5	15	29	3.94	283
Brush/Yardwaste Drop Off Site (New)	2	59	52	69	6	26	67	4.30	281
AnsweredQuestion									286
SkippedQuestion									0



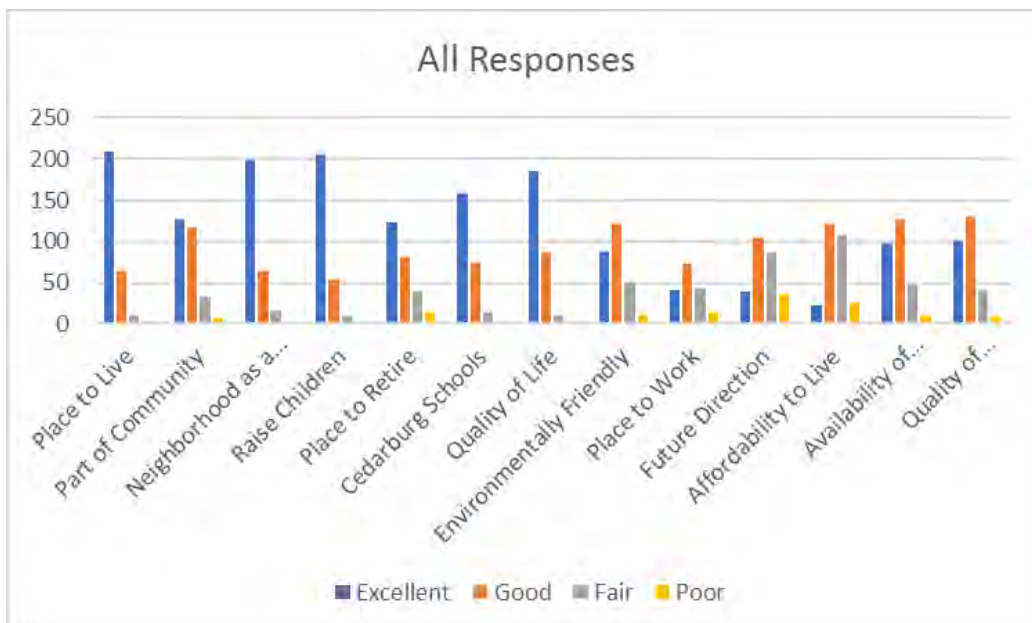
## How Citizens of Cedarburg Feel About Their City – Question 2

The following is an analysis of question 2 “How the citizens of Cedarburg feel about their city”. Graph 1 provides an overall view of how the citizens of Cedarburg feel about their city. The original responses of excellent and good were combined into a single category of “positive”, while fair and poor responses were combined to form a category of “negative”. By displaying the results in this manner, it seems apparent that respondents generally feel “positive” about their city, except when asked about the city’s future and the affordability to live in the city.

**GRAPH 1**



**GRAPH 2**



## How Cedarburg Citizens Feel About Their City Results

Please check the box that comes closest to your opinion for each of the following questions. How would you rate:

AnswerOptions	Excellent	Good	Fair	Poor	No Opinion	RatingAverage	ResponseCount
Cedarburg as a place to live?	209	64	10	1	0	1.31	284
Feeling a part of the community?	127	117	32	8	1	1.73	285
Your neighborhood as a place to live?	198	64	15	3	2	1.39	282
Cedarburg as a place to raise children?	206	54	9	1	14	1.46	284
Cedarburg as a place to retire?	123	81	40	14	26	2.08	284
Cedarburg Schools?	158	74	14	3	33	1.86	282
The overall quality of life in Cedarburg?	185	87	11	1	0	1.39	284
Cedarburg as an environmentally friendly City?	88	122	50	10	13	2.07	283
Cedarburg as a place to work?	41	72	42	14	113	3.30	282
The direction Cedarburg is moving for the future?	40	105	87	36	15	2.58	283
Affordability of living in Cedarburg?	22	122	108	26	6	2.55	284
The availability of entertainment/events?	98	127	47	10	3	1.92	285
The quality of entertainment/events?	102	129	41	9	3	1.88	284
<b>Answered Question</b>							<b>285</b>
<b>Skipped Question</b>							<b>1</b>

## How Cedarburg Citizens Feel About Their City Results Summary

	Positive	Negative	No opinion
As a Place to Live	273	11	0
Feeling a Part of the Community	244	40	1
Your Neighborhood as a Place to Live	262	18	2
As a Place to Raise Children	260	10	14
As a Place to Retire	204	54	16
Schools	232	17	33
Overall Quality of Life	272	12	0
Environmentally Friendly	210	60	13
Place to Work	113	56	113
Future Direction	145	123	15
Affordability to Live	144	134	6
Availability of Entertainment/Events	225	57	3
Quality of Entertainment Events	231	50	3

Positive = Excellent or Good

Negative = Fair or Poor

**The following is an analysis of the above tables:**

**How would you rate Cedarburg as a place to live?** There were 284 valid responses to the question. Of the four rating options available with 4 being excellent, 3 good, 2 fair, and 1 poor, on average the respondents rated the City of Cedarburg a 3.6. This could be interpreted as an opinion that is above average denoting Cedarburg as a place to live. Overall, the cumulative percentage results show that slightly over 96 percent of survey respondents thought Cedarburg was an excellent or good place to live.

**How would you rate the sense of community in Cedarburg?** There were 285 valid responses to the sense of community rating with 1 no-answer. The average response for sense of community was 3.3 placing it half way between good and excellent. Eighty-six percent of the citizens thought that Cedarburg had a “positive” sense of community.

**How would you rate your neighborhood as a place to live?** There were 282 responses with 2 no opinion. The average response for your neighborhood as a place to live was 3.6 which is higher than overall sense of community. Overall respondents are pleased with their neighborhoods.

**How would you rate Cedarburg as a place to raise children?** There were 284 responses with 14 no opinion. After looking at the surveys in depth the 14 no opinion was based on the respondents not having children. The average response for Cedarburg as a place to raise children was 3.7. Almost every respondent saw Cedarburg as a “positive” place to raise children.

Comparing the respondent’s place of residence demographics with their response to Cedarburg as a place to raise children shows no major impact on whether there is a preferred area of the city in which to raise children. It may be worth determining what is working well with this topic that could be utilized to improve other aspects of the City

**How would you rate Cedarburg as a place to retire?** There were 284 responses with 33 no opinion. The average response for Cedarburg as a place to retire was 3.2.

**How would you rate the Cedarburg Schools?** There were 282 responses with 33 no opinion. The average response for Cedarburg Schools was 3.6.

**How would you rate the overall quality of life in Cedarburg?** There were 284 valid responses and zero no opinion to this question. Ninety six percent of respondents rated the quality of life in Cedarburg as “positive”. The average response was 3.6. It is worth noting that 23 respondents stated had a “negative” opinion about the quality of life in Cedarburg.

**How would you rate Cedarburg as an environmentally friendly City?** There were 283 responses with 13 no opinion. The average response for Cedarburg as an environmentally friendly City was 3.0.

**How would you rate Cedarburg as a place to work?** There were 282 with 113 no opinion. The average response for Cedarburg as a place to work was 2.8.

**How would you rate the direction Cedarburg is moving for the future?**

There were 283 valid responses and 15 no opinion in rating the direction Cedarburg is moving for the future. Fifty-one percent feel “positive” about the direction of the city as opposed to forty-three percent who feel negative about it. The average response for the direction Cedarburg is moving in the future was 2.6.

**How would you rate the affordability of living in Cedarburg?** There were 284 valid responses and 6 no opinion. Fifty-one percent feel that the affordability of living in Cedarburg is positive. The average response for affordability of living in Cedarburg was 2.5.

**How would you rate the availability of entertainment/events in Cedarburg?** There were 285 valid responses with 3 no opinion. The average response for availability of entertainment/events was 3.1.

**How would you rate the quality of entertainment/events?** There were 284 valid responses with 3 no opinion. The average response for the quality of entertainment/events was 3.1.

### **Conclusion to Section One**

Overall, one can conclude that Cedarburg citizens are very happy with the quality of life in the city. The lowest ranking items were affordability of living in Cedarburg, the direction Cedarburg is moving in the future, and Cedarburg as a place to work.

## **City of Cedarburg Importance and Quality of Services**

### **Importance of Services**

It is apparent from the citizen response that almost all services have an importance associated with them. It is not surprising that there are services that citizens find important and are of excellent or good value. It may be that if a service is provided, people inherently assign importance to them. Although this is not surprising, the following services were rated very important by over eighty-five percent of the respondents: Police Services, Fire Protection and Prevention Services, and Emergency Medical and Rescue Services and Removal of Snow and Ice from City Streets. In addition, roughly 70 percent or more of the respondents found that the following services were very important: Street Paving Maintenance and Repair, Sidewalk Maintenance and Repair, Refuse and Recycling collection service, and Appearance of Parks and Greenways.

There are two services that stand out that citizens ascribe a lower importance to or have no opinion about. These services are Building Permits and Inspections and Enforcement of Property Nuisance Codes.

A chart showing the overall responses to the Importance of Services questions is shown below.

<b>Importance of services</b>	<b>Very Important</b>	<b>Somewhat Important</b>	<b>Somewhat Unimportant</b>	<b>Not Important</b>	<b>No Opinion/Not Aware of Service</b>
Support for a variety of development	107	126	13	12	19
Public Library Services	184	73	11	14	1
Senior Center Services	108	122	24	5	20
Appearance of City-Owned Buildings	161	101	15	4	2
Forestry: Tree Pruning	123	134	20	3	3
Forestry: Tree and Stump Removal	107	145	20	8	3
Forestry: Tree Planting	160	106	10	5	2
Parks: Bike and Pedestrian Trails	188	79	13	1	1
Parks: Playgrounds	188	75	10	2	5
Parks: Appearance of City Parks and Greenways	200	75	5	2	1
Parks: Cedarburg Community Pool	114	116	30	9	12
Economic Development Assistance to Businesses	98	117	33	14	19
Efforts to Improve the quantity/variety of housing	81	105	47	32	16
Building Permits and Inspections	91	110	41	8	31
Enforcement of Property Maintenance/Nuisance Codes	119	98	35	7	23
Land Use, Planning, and Zoning Services	145	102	15	2	15
Leaf and Brush Pickup Curbside	138	122	13	4	5
Brush/Yardwaste Drop-off site (new)	134	114	24	2	8
Recycling Collection Services	209	63	6	2	3
Refuse Collection Services	218	52	4	0	7
Police Services	238	34	7	0	3
Emergency Medical Services (ambulance)	244	33	3	0	3
Fire Protection and Prevention Services	243	33	4	0	3
Road Maintenance: City Parking Facilities	159	104	16	0	4
Road Maintenance: City's Sidewalk System	198	79	5	0	0
Road Maintenance: Removal of Snow and Ice from City	236	44	3	0	0
Road Maintenance: Traffic Signs and Signals	185	87	9	0	2
Road Maintenance: Street Lighting	172	94	11	3	2
Road Maintenance: Street Maintenance and Sweeping	139	120	18	3	1
Road Maintenance: Street Repair	213	66	1	1	0
Storm Drainage Systems	190	77	9	0	6
Storm Water Ponds	127	118	19	0	16



## **Quality of Services**

Not only is it important to know the citizens' opinions on the importance of the services offered by the city, but the administrative staff also need to know if the citizens feel the quality of service and the value of services is meeting expectations. This information is essential, as tax payers, citizens feel the services offered should be meeting high quality standards.

Overall the survey showed that most of the services rank within the Excellent, Good or Fair Ranges. This shows that the quality of services are meeting or exceeding the residents' expectations. The services ranked with the highest percentage in the excellent area are the Police Services, Public Library Services, Fire Protection and Prevention Services, Refuse and Recycling. It is promising to see that most of the percentages in the poor category were low. The city should take pride in this but should continue to strive to increase the excellent and good areas and decrease the number of poor responses.

Residents feel that the following services have a poor value based on the survey results: Land Use Planning and Zoning, Efforts to Improve Quality of Housing, Street Maintenance and Repair, and Support for Variety of Development. The survey may have been impacted as the City of Cedarburg has recently been in discussions with residents in regards to several developments within the City.

The results of this survey should show the administrative staff what areas the residents feel are meeting their expectations and what service areas need more attention or further review. It may be beneficial to use this survey information along with additional analysis of the survey during budgetary discussions and budget preparation.

**We would like your opinion on the quality of City services provided by the City of Cedarburg. For each service, please check the box that best represents your opinion.**

<b>Answer Options</b>	<b>Excellent Quality</b>	<b>Good Quality</b>	<b>Fair Quality</b>	<b>Poor Quality</b>	<b>Don't Know</b>	<b>Response Count</b>
Support for a variety of development	29	113	62	22	48	274
Public Library Services	165	78	22	2	9	276
Senior Center Services	41	84	12	2	138	277
Appearance of City-Owned Buildings	97	167	7	0	5	276
Forestry: Tree Pruning	74	148	31	4	20	277
Forestry: Tree and Stump Removal	60	128	29	4	55	276
Forestry: Tree Planting	67	132	26	5	47	277
Parks: Bike and Pedestrian Trails	103	135	22	2	15	277
Parks: Playgrounds	106	132	19	4	15	276
Parks: Appearance of City Parks and Greenways	113	144	14	2	4	277
Parks: Cedarburg Community Pool	70	128	15	3	57	273
Economic Development Assistance to Businesses	19	76	26	13	142	276
Efforts to Improve the quantity/variety of housing	27	92	59	34	63	275
Building Permits and Inspections	34	94	23	6	117	274
Enforcement of Property Maintenance/Nuisance	32	59	36	17	133	277
Land Use, Planning, and Zoning Services	28	67	46	41	91	273
Leaf and Brush Pickup Curbside	123	112	21	2	18	276
Brush/Yardwaste Drop-off site (new)	128	72	9	2	64	275
Recycling Collection Services	142	105	15	3	10	275
Refuse Collection Services	164	90	6	1	14	275
Police Services	172	73	9	2	19	275
Emergency Medical Services (ambulance)	126	57	6	0	85	274
Fire Protection and Prevention Services	154	68	2	1	50	275
Road Maintenance: City Parking Facilities	59	133	49	8	24	273
Road Maintenance: City's Sidewalk System	71	138	52	7	8	276
Road Maintenance: Removal of Snow and Ice from	87	126	43	12	8	276
Road Maintenance: Traffic Signs and Signals	98	141	22	3	11	275
Road Maintenance: Street Lighting	93	144	26	3	8	274
Road Maintenance: Street Maintenance and	95	137	30	2	12	276
Road Maintenance: Street Repair	52	112	70	31	10	275
Storm Drainage Systems	60	119	24	3	67	273
Storm Water Ponds	48	81	24	3	114	270
<i>answered question</i>						<b>277</b>
<i>skipped question</i>						<b>9</b>

## Analysis of Importance and Quality of Services

Upon analysis of the importance and quality of services, it was found through the use of cross tabs that the following services are viewed by the citizens as very important and excellent quality. Again, it should be of no surprise that the following core services were rated very important and excellent quality: Police Services, Fire Protection and Prevention Services, and Emergency Medical and Rescue Services. In addition to the anticipated results of the core services, it was also found that Refuse and Recycling Collection, and Library Services were also viewed as very important and that respondents found them to be of excellent value.

The only areas that had received a higher poor rating compared to the mean were Land Use Planning and Zoning along with Efforts to improve the quantity/variety of housing.

## Budgeting Priorities – Question 5 and 6

Section 5 listed twelve areas of services provided by the city and asked citizens to give dollar amounts to each service area as if the city had an additional \$100,000 dollars. Services listed included Community Services, Economic Development, Refuse and Recycling, Finance and Administration, Police Protection, Fire Suppression and Prevention, Parks Maintenance, Outdoor Pool, Forestry Tree Removal, Forestry Cycle Pruning, Storm Water Management, Road Maintenance. These rankings are indicative of citizen opinion of where additional money ought to go. The rankings could refer to service areas that may be deemed problematic, important or worthy of additional funds.

### Budgeting Priorities

	#	Minimum	Maximum	Mean
<b># 5 - Extra \$100,000</b>				
Library & Senior Center	206	.00	\$100,000	\$9407
Economic Development	206	.00	\$100,000	\$13,632
Refuse and Recycling	206	.00	\$100,000	\$4887
Finance and Administration	206	.00	\$75,000	\$1824
Police Protection	206	.00	\$100,000	\$8492
Fire Suppression	206	.00	\$90,000	\$6215
Parks Maintenance	206	.00	\$87,000	\$13,771
Outdoor Pool	206	.00	\$50,000	\$5533
Forestry Tree Removal	206	.00	\$50,000	\$6011
Forestry Cycle Pruning	206	.00	\$50,000	\$3246
Storm Water Management	206	.00	\$30,000	\$4551
Road Maintenance	206	.00	\$100,000	\$22413
<b># 6 - Reduce \$100,000</b>				
Library and Senior Services	164	.00	\$100,000	\$6291
Economic Development	164	.00	\$100,000	\$19,155
Refuse and Recycling	164	.00	\$30,000	\$4328
Finance and Administration	164	.00	\$100,000	\$22,537
Police Protection	164	.00	\$50,000	\$3041
Fire Suppression	164	.00	\$30,000	\$3547
Parks Maintenance	164	.00	\$25,000	\$3032
Outdoor Pool	164	.00	\$100,000	\$8538
Forestry Tree Removal	164	.00	\$50,000	\$5496
Forestry Cycle Pruning	164	.00	\$100,000	\$6685
Storm Water Management	164	.00	\$30,000	\$4703
Road Maintenance	164	.00	\$30,000	\$2942

Conversely, section 6 listed the same areas of service and asked the citizens to cut \$100,000 from the budget. Citizens ranked finance/administration, Economic Development as the top two areas to receive cuts. Road Maintenance, Parks Maintenance, Police and Fire Protection ranked in the bottom four with regard to cutting finances.

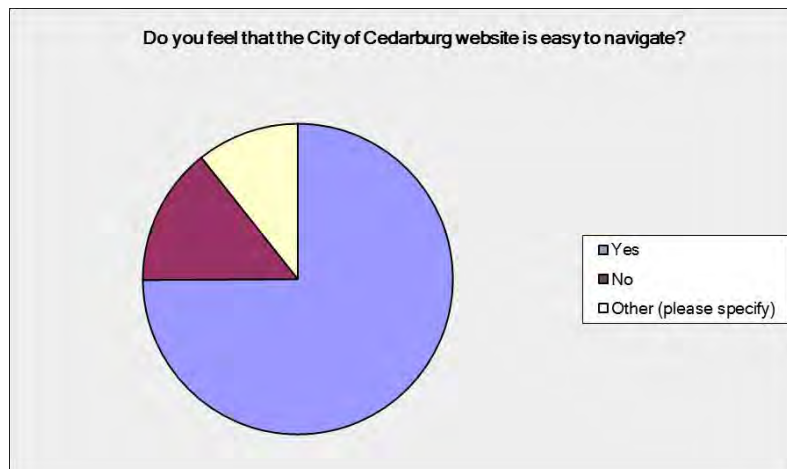
By performing a cross-match of the rankings, it is not surprising that finance/revenue ranked the lowest to receive any additional funding and the highest to receive cuts. It is important to note that a few respondents think the Mayor and the Common Council members are salaried positions with benefits. Road and Park Maintenance were above average to receive additional funds and ranked low to receive cuts. These two items seem to be of highest importance to residents after Police and Fire Protection. What stood out was the high ranking of economic development to receive additional funds but when it came to cuts, economic development also ranked the second highest. Perhaps this is indicative of the opinion that additional funds are needed in this area but that compared with vital services like Police and Fire Protection, Road Maintenance, and Park Maintenance Economic Development falls short.

## City Website– Question 7

This question asked if the City of Cedarburg website was easy to navigate. The reason for this question was to see if any improvements need to be made to the website or if in general the residents are pleased with the site. There were 243 valid responses with 43 skipped. 74.9% stated that the site was easy to navigate where only 14.4% stated that it was not. 10.7% of respondents answered other. Some of the other responses were:

- 1) I don't use often.
- 2) Yes, but some departments need to update their information regularly.
- 3) Yes, but the mobile version is not easy to navigate.
- 4) It needs more information on it. Needs answers to comments section.
- 5) It's outdated. Need video of meetings, more information about meetings – not just agenda and minutes.
- 6) Finding specific things on the site like overnight parking rules. List on City site in addition to PD site.

Do you feel that the City of Cedarburg website is easy to navigate?		
Answer Options	Response Percent	Response Count
Yes	74.9%	182
No	14.4%	35
Other (please specify)	10.7%	26
<b><i>answered question</i></b>		<b>243</b>
<b><i>skipped question</i></b>		<b>43</b>



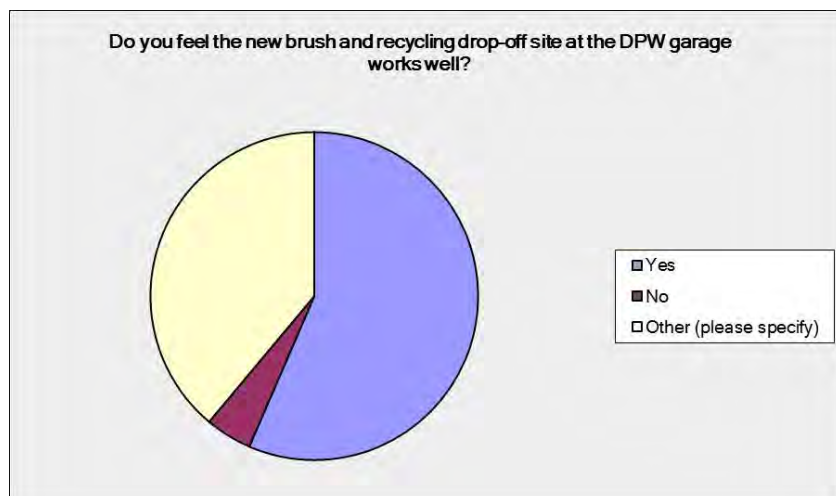
## DPW New Brush and Recycling Drop off Site – Question 8

This question asked how residents feel about the new brush and recycling drop-off site at the DPW garage. It is important to note that when this survey went out the site had only been operational for 2 weeks. Despite this there were a lot of good comments about it. There were 239 valid responses with 47 respondents skipping this question. 56.49% stated that it works well, 4.6% stated that it does not work well, and 38.91% stated other.

Some of the other responses were:

- 1) Haven't used it yet.
- 2) Works Well! Thanks for the Self-Serve! Beautiful!
- 3) Haven't used it yet but instructions seems easy to follow and hours are great.
- 4) Too bad we had to pay \$30 for the service.
- 5) I really like it. Thank you for having this.
- 6) Flexible timing is great.
- 7) Thank you for giving residents the option to use the facility on our own schedule.
- 8) Card should be free to residents.
- 9) Too early to tell.
- 10) Haven't bought my pass so can't use the city site my taxes built.

Do you feel the new brush and recycling drop-off site at the DPW garage works well?		
Answer Options	Response Percent	Response Count
Yes	56.5%	135
No	4.6%	11
Other (please specify)	38.9%	93
<b><i>answered question</i></b>		<b>239</b>
<b><i>skipped question</i></b>		<b>47</b>



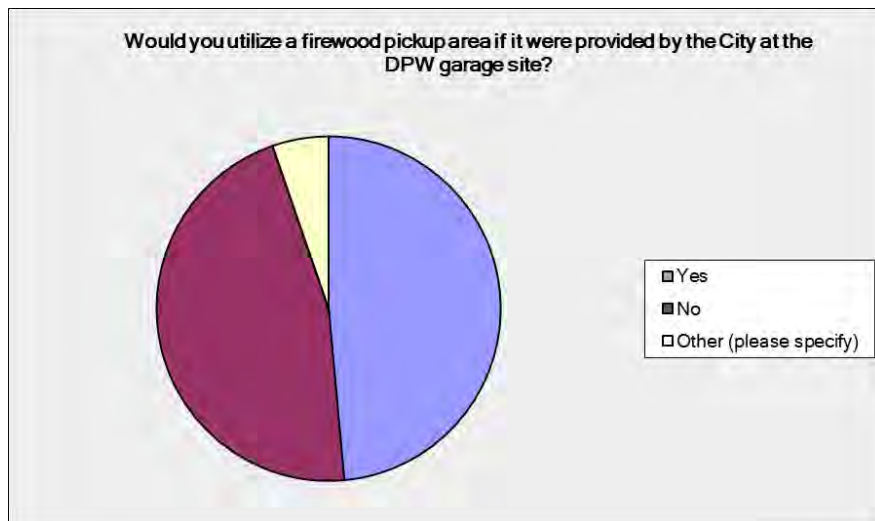
## Firewood pickup area at the DPW garage – Question 9

This question asked if residents would utilize a firewood pickup area if it were provided to them at the DPW garage. The parks & forestry department has received requests for this so we wanted to see if there were enough people interested to make it worth exploring further. There were 247 valid responses with 39 respondents skipping this question. 48.58% stated that they would utilize this service, 46.15% stated that they would not utilize it, and 5.26% stated other.

Some of the other responses were:

- 1) Would need more information
- 2) Would use occasionally
- 3) Not able to use firewood

Would you utilize a firewood pickup area if it were provided by the City at the DPW garage site?		
Answer Options	Response Percent	Response Count
Yes	48.6%	120
No	46.2%	114
Other (please specify)	5.3%	13
<i>answered question</i>		<b>247</b>
<i>skipped question</i>		<b>39</b>





## General areas that the City needs to look at – Question 10

This question asked what respondents feel the City needs the most attention in terms of investment, rehabilitation, or redevelopment. There were a total of 188 valid responses and 98 respondents skipped this question.

### Top 4 Responses

- 1) Repair and Maintain Roads – 40 responses
- 2) Cleanup run down factories & redevelop Weil Pump, Mercury, & Amcast sites – 15
- 3) No to downtown apartments – 8
- 4) Update Pool – 6, Improve Park Paths - 6

<u>Item</u>	<u>Number of comments</u>
Update All-Childrens Playground	1
More bike racks downtown	2
Downtown need help & investment	5
Better snow removal downtown	2
Preserve green space in the City	2
Save unique quality of Historic Cedarburg	5
Too many run down unmaintained homes	2
Lower Taxes	2
Variety of restaurants downtown	2
Cleanup rundown factories	15
Redevelop Weil Pump, Mercury Site, & Amcast	13
Finish Creekwalk	2
Council does not listen to citizens	5
Replace Council	3
Improve rental properties	1
Create opportunities & light industrial facilities	1
Add biking lanes	2
More public parking throughout the City	4
Invest in Schools	1
Build pickleball complex	5
Unify & beautify business are on south end	2
Better storm sewer maintenance	1
Repair and Maintain Streets	40

Pedestrian safety awareness	1
Repair grand stand at firemans park	3
Provide ADA accessible senior center	1
Follow smart growth comprehensive plan	1
Improve road markings	1
Provide better snow removal	2
Widen various roads in City (Hilbert & others)	2
Yes to downtown apartments (SFB site)	5
No to downtown apartments (SFB site)	8
Add playground mulch regularly to playgrounds	1
Keep library open on Sundays	1
Provide free movie nights	1
More garbage cans and collection downtown	2
Update Pool	6
Enhance walkability	1
Support the Library	2
Improve park path maintenance	6
Dam removal	1
Encourage Business Diversity	4
No Summer Sounds	1
Create Business area near Ice Arena	4
Attract more industry	2
Attract a hotel to build in Cedarburg	3
Maintain Sidewalks	3
New Bathroom facility at Cedar Creek	1
Develop entrance areas in to the City	1
More homes	1
More recycling in public spaces	1
Get rid of August Weber house	1
New public parks in new subdivisions	2
Reduce speed limit on Wauwatosa	3
Better Downtown traffic management	2
More affordable housing	1

## **Comments – Question 10**

In reviewing the written comments, the following major themes were noted:

- Many commented that the city's roads need to better maintained, both in terms of repair and snow removal.
- There were many comments in regards to fixing up rundown buildings and unmaintained homes.
- Several residents expressed concern about economic development and the decline of the downtown.
- SFB was mentioned along with the Council not listening to residents on several occasions.

## Additional Comments – Question 11

This section provided the respondents an opportunity to mention anything else they wanted to that had not already been covered by the questionnaire. There were 124 valid responses with 162 respondents skipping this question. The most comments were in regards to the proposed apartment complex in the City which probably lead to the high number of comments in regards to the council not listening to residents. It is important to note that there were 8 responses that stated they love Cedarburg and believe the City is a great place to live.

### Other Comments

<u>Item</u>	<u>Number of comments</u>
City should be open to high quality development	1
Work better with other communities	2
More shredding events	2
Invest in alternative and solar energy	1
Council does not listen to residents	15
Need cohesive planning	1
No to apartments on SFB property	10
Yes to apartments on SFB property	3
Need dedicated tennis courts	3
Need home refuse recycling	1
More diversity in buildings	1
Remove trees under utilities	1
Diversify tax base	1
Support the library	4
Incentives for property owners to fix rentals	1
Love Cedarburg	8
Street repairs	3
No new baseball diamonds	2
More green spaces	2
City is fiscally well managed	1
We appreciate City staff	1
No branding needed	1
Enforce encroachment laws	1
Privatize City services	1
Increase taxes to improve services	1
Reduce staff overhead	1
Increase police in the evenings and weekends	1
Curbside pickup in the fall	1

Yes to food trucks	2
Plow downtown sidewalks	2
More information about City services	1
Better response from staff & council	1
Keep funding pool	1
Town needs to contribute to services	2
Pickleball courts	1
Public hours for the Mayor	1
Enforce building codes	1
Fund Parks	1
No big businesses	1
Poor water quality	2
Police focus on drug deals and drinking	1
Recycling pickup every week	2
Lower taxes	2
Need a hotel	1
Get rid of August Weber house	2
Need a newsletter sent out again	1
Free yard waste drop off	1
More remove poop signs on trail	1
Financial transparency of festivals & summer sounds	1
Rental bikes	1
Recycle cardboard at recycling center	1

## Analysis of Survey Results to Demographics of City – Section Eight

The following survey demographics were requested from the participants and compared to the census data from 2010 for the City of Cedarburg.

		<b>Surveys</b>	<b>Surveys</b>	<b>Cedarburg</b>
		<b>Results</b>	<b>%</b>	<b>Census</b>
Gender	Male	89	36.33%	47.4%
	Female	153	62.45%	52.6%
	Missing	3	1.22%	
Age	18 to 29	8	3.25%	
	30 to 39	34	13.82%	
	40 to 49	48	19.51%	
	50 to 59	52	21.14%	
	60 or older	104	42.28%	
Marital Status	Married	201	82.04%	58.9%
	Not Married	35	14.29%	23.1%
	Widowed	9	3.67%	6.3%
Time Lived in Cedarburg	5 or less	44	18.03%	
	6 to 20	94	38.52%	
	>20	106	43.44%	
Rent or Own	Own	231	95.85%	
	Rent	10	4.15%	
Place of Residence	Northeast side of City	65	27.31%	
	Northwest side of City	60	25.21%	
	Southeast side of City	58	24.37%	
	Southwest side of City	55	23.11%	
Income	Less than \$24,999	6	2.71%	
	\$25,000 - \$49,999	17	7.69%	
	\$50,000 - \$74,999	41	18.55%	
	\$75,000 - \$99,999	38	17.19%	
	\$100,000 - \$149,999	65	29.41%	
	\$150,000 or more	54	24.43%	
Employment Status	Employed Full-time	111	46.44%	
	Employed Part-time	17	7.11%	
	Self-employed	19	7.95%	
	Unemployed	0	0	
	Student	1	0.42%	
	Retired	80	33.47%	
	Stay at home parent	11	4.6%	
Occupation	Homemaker	11	6.75%	

	Service Occupation	7	4.29%	
	Sales and Office	18	11.04%	
	Education	22	13.5%	
	Management, professional	68	41.72%	
	Farming, fishing, forestry	0	0	
	Construction, extraction, maintenance	0	0	
	Production, transportation, moving	5	3.07%	
	Other	32	19.63%	
Education	Less than HS	0	0	0
	HS/GED	7	2.92%	96.8%
	Associates or some college	46	19.17%	
	Bachelors	112	46.67%	54.3%
	MA or higher	75	31.25%	16.6%
Race	White	228	96.61%	96.3%
	Black or African American	0	0	0.8%
	American Indian or Alaska Native	0	0	0.1%
	Asian	1	.42%	1.5%
	Native Hawaiin and other Pacific Islander	0	0	0
	Hispanic or Latino	0	0	1.7%
	Two or more races	3	1.27%	1.0%
	Some other race	4	1.69%	unknown

- **Gender** – The sample replying to the survey is representative of the population in Cedarburg.
- **Age** – The response rate over 60 years of age was twice the amount of the other groups which could lead to higher value placed on senior services and lower value on services for the younger population.
- **Marital Status** – The percentage of married respondents to the census population data is high which may result in different views on child related services, public safety needs, and more vested interest in the community.
- **Years Lived in Cedarburg** – The percentage of individuals that have lived in Cedarburg for 5 years or less has the lowest percentage of survey responses with the reverse for those who have lived in Cedarburg over 20 years. Longer term residents may have more vested interest in the community overall.
- **Home Ownership or Rental** – The percentage of individuals who own homes has a higher response rate than those that rent. Individuals who rent have a low percentage of responses compared to the number of renters which may reflect a lower vested interest in the community.
- **Location in City** – The percentage of survey respondents on all four sides from the center of the City seem to be equal.



- **Household Income Level** – A high percentage of respondents make over \$100,000 per year.
- **Employment Status** – Majority of respondents are either employed full-time or retired.
- **Profession** – Close to half of the respondents are in some type of management position.
- **Level of Education** – The percentage of respondents with a master degree or higher is proportionately higher than the census data but otherwise the education levels match the census.
- **Race** – Race is reflective of the census data.



**CITY OF CEDARBURG**  
**TRANSFER LIST**  
6/10/17-6/23/17

<b>Date</b>	<b>Amount</b>	<b>Transfer to</b>
<b>PWSB CHECKING ACCOUNT</b>		
6/12/2017	\$2,641.69	Light & Water-May charges
6/14/2017	\$14,443.15	State of Wisconsin-May sales tax
6/19/2017	\$23,163.88	Light & Water-May charges
6/21/2017	\$209,000.00	PWSB Payroll
6/22/2017	\$467.50	Police Association Union-contributions for 6/4/17-6/17/17
6/22/2017	\$3,089.75	ICMA-contributions for 6/4/17-6/17/17
6/22/2017	\$4,452.30	North Shore Bank-contributions for 6/4/17-6/17/17
6/22/2017	\$5,575.15	Health Savings Accounts-contributions for 6/4/17-6/17/17
	<u>\$262,833.42</u>	

**PWSB PAYROLL ACCOUNT**

6/23/2017	\$146,736.89	Payroll for 6/4/17-6/17/17
6/23/2017	\$62,654.90	Payroll taxes for 6/4/17-6/17/17
	<u>\$209,391.79</u>	

**PWSB MONEY MARKET ACCOUNT**

6/15/2017	\$63,794.93	PWSB Internal Service Money Market
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**PWSB CAPITAL MONEY MARKET ACCOUNT**

6/15/2017	\$63,794.93	PWSB Money Market
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**STATE POOL**

6/10/2017	\$300,000.00	PWSB Checking
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**CITY OF CEDARBURG**  
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		Check Amt	Invoice	Comment
<b>111300 PWSB Checking</b>				
Unpaid <b>FASTENAL COMPANY</b>				
E 100-533311-363	SIGNS	\$49.04	WISAU93130	DPW-4CUTR SDS BIT
E 100-533311-363	SIGNS	\$24.78	WISAU93216	DPW-TRX FLOR
E 100-533311-363	SIGNS	\$435.93	WISAU93285	DPW-HIT PIN/LBL CARTRIDGE
<b>Total FASTENAL COMPANY</b>		<b>\$509.75</b>		
Unpaid <b>GRAEF</b>				
E 400-533750-874	DAM STUDIES	\$1,362.50	0092157	DAMS-HYDRAULIC ANALYSIS THRU 1/28/2017
<b>Total GRAEF</b>		<b>\$1,362.50</b>		
Unpaid <b>M SQUARED ENGINEERING LLC</b>				
E 400-533311-854	STREET IMPROVEMENTS	\$726.00	17082	STREETS-DESIGN/RECONSTR. STAKING
E 400-533440-877	STORM SEWER CAPITAL PRJ	\$171.60	17082	STORM-DESIGN/RECONSTR. STAKING
G 601-187023	STREET & UTILITY IMPROVEM	\$224.40	17082	SANITARY-DESIGN/RECONSTR./STAKING
G 400-156200	DUE FROM LIGHT & WATER	\$198.00	17082	L&W-WATER-DESIGN/RECONSTR./STAKING
<b>Total M SQUARED ENGINEERING LLC</b>		<b>\$1,320.00</b>		
Unpaid <b>QUALITY STATE OIL CO.,INC.</b>				
E 100-555145-351	GAS AND OIL EXPENSE	\$156.96	1797004	SR VAN-MAY 2017 FUEL
<b>Total QUALITY STATE OIL CO.,INC.</b>		<b>\$156.96</b>		
Unpaid <b>TIME WARNER CABLE</b>				
E 100-514700-220	Internet	\$1,039.60	702696601	CH-OFC
E 100-533210-350	OPERATING SUPPLIES	\$167.01	707258501	DPW-STOP1-INTERNET
E 100-555510-220	Internet	\$167.00	707258501	PARKS-STOP1-INTERNET
E 100-514700-220	Internet	\$83.09	707260101	EM-STOP1-INTERNET
E 240-555320-210	PROFESSIONAL SERVICES	\$159.99	709737801	POOL-BLDG CP APT LL
E 100-522110-225	TELEPHONE	\$489.93	709872301	PD-PRI2
E 100-522110-225	TELEPHONE	\$113.99	709872301	PD-STOP2
<b>Total TIME WARNER CABLE</b>		<b>\$2,220.61</b>		
Unpaid <b>WASTE MANAGEMENT OF WI-MN</b>				
E 100-533440-295	STREET SWEEPING	\$440.67	0051279-2286-	DPW-STREET SWEEPING 5/30/2017
<b>Total WASTE MANAGEMENT OF WI-MN</b>		<b>\$440.67</b>		
Unpaid <b>WE ENERGIES</b>				
E 100-522410-224	NATURAL GAS	\$28.92	0073603522	EM-WESTERN RD
E 100-522230-224	NATURAL GAS	\$183.70	0461777971	FD-MEQUON AVE
E 100-555510-224	NATURAL GAS	\$36.37	1010312045	BOY SCOUT HOUSE
E 100-555510-224	NATURAL GAS	\$30.65	1201902213	GIRL SCOUT HOUSE
E 601-573840-224	NATURAL GAS	\$11.71	1215012928	WW-GARFIELD ST #9
E 601-573840-224	NATURAL GAS	\$11.76	1231799804	WW-KENZIE WAY #11
E 260-555110-224	NATURAL GAS	\$455.20	2664690477	LIBRARY-HANOVER
E 100-533210-222	ELECTRIC	\$43.93	3090975495	DPW-STATER RD 60-ELECTRIC
E 601-573840-224	NATURAL GAS	\$14.18	3226404229	WW-EVERGREEN CT#7
E 601-573825-224	NATURAL GAS	\$17.11	3676352296	WW-PARK LN WWTP-UV
E 240-555320-224	NATURAL GAS	\$4,033.77	3800407384	POOL-EVERGREEN BLVD

## CITY OF CEDARBURG

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		Check Amt	Invoice	Comment
E 100-522230-224	NATURAL GAS	\$170.15	3867586082	FD-MEQUON AVE
E 100-518100-224	NATURAL GAS	\$191.72	4273838952	CH-WASHINGTON AVE
E 601-573840-224	NATURAL GAS	\$14.00	4840580943	WW-HIGHLAND DR #8
E 100-518100-224	NATURAL GAS	\$347.20	6030376666	LINCOLN BLDG
E 601-573825-224	NATURAL GAS	\$33.72	6058143423	WW-PARK LN-CONTROL BLDG
E 100-533210-224	NATURAL GAS	\$255.74	6625353957	PW FAC.-JOHNSON AVE
E 601-573840-224	NATURAL GAS	\$11.14	6625972176	WW-DORCHESTER #4
E 240-555320-224	NATURAL GAS	\$22.61	6829107991	POOL-EVERGREEN BLVD-STE 2
E 601-573840-224	NATURAL GAS	\$11.14	7009148866	WW-KEUP RD #10
E 100-522100-224	NATURAL GAS	\$10.55	7090613994	PD-WAUWATOSA RD UNIT G
E 100-522100-224	NATURAL GAS	\$317.61	7289351610	PD-WAUWATOSA RD
E 100-518100-224	NATURAL GAS	\$190.21	9472045425	GYM-WASHINGTON AVE
<b>Total WE ENERGIES</b>		<b>\$6,443.10</b>		
<b>111300 PWSB Checking</b>		<b>\$12,453.59</b>		

**Fund Summary**

<b>111300 PWSB Checking</b>	
100 GENERAL FUND	\$4,974.76
240 SWIMMING POOL FUND	\$4,216.37
260 LIBRARY FUND	\$455.20
400 CAPITAL IMPROVEMENTS FUND	\$2,458.10
601 SEWERAGE FUND	\$349.16
	<b>\$12,453.59</b>

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	Check Amt	Invoice	Comment
<b>111300 PWSB Checking</b>			
Unpaid			
			<b>RODEN BARNYARD ADVENTURES LLC</b>
E 220-555390-347 SUPPLIES AND EXPENSES	\$400.00	170622	REC-6/22/17 SUPERV. PLYGRND FIELD TRIP
Total RODEN BARNYARD ADVENTURES LLC	\$400.00		
<b>111300 PWSB Checking</b>	<b>\$400.00</b>		

**Fund Summary**

<b>111300 PWSB Checking</b>	
220 RECREATION PROGRAMS FUND	\$400.00
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	\$400.00

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		Check Amt	Invoice	Comment
111300 PWSB Checking				
Unpaid	ACE IRON & STEEL			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$27,310.65		PW FAC. CON PW FACILITY CONSTRUCTION-MAY 30, 2017
	Total ACE IRON & STEEL	\$27,310.65		
Unpaid	AECOM TECHNICAL SERVICES INC			
E 400-533440-472	NR216 COMPLIANCE	\$667.41	37920795	STORM WATER-SERVICES 4/22/17 THROUGH 5/26/17
	Total AECOM TECHNICAL SERVICES INC	\$667.41		
Unpaid	ALTEC INDUSTRIES, INC.			
E 400-555510-811	VEHICLE REPLACEMENTS	\$182,251.00	8176975A	PARKS-PO# 581-ALTEC LIFT TRUCK
E 400-555510-811	VEHICLE REPLACEMENTS	\$1,200.00	8176975B	PARKS-PO# 581-REVISIONS UNIT/BODY ITEM
	Total ALTEC INDUSTRIES, INC.	\$183,451.00		
Unpaid	ASSOCIATED BENEFIT & RISK CON.			
E 100-515600-210	PROFESSIONAL SERVICES	\$1,534.00	163	TREAS-JUNE CONSULTING SERVICES
G 100-156200	DUE FROM LIGHT & WATER	\$383.00	163	L&W-JUNE CONSULTING SERVICES
	Total ASSOCIATED BENEFIT & RISK CON.	\$1,917.00		
Unpaid	AT&T			
E 100-533210-225	TELEPHONE	\$26.74	262375760303	DPW-PHONE
E 260-555110-225	TELEPHONE	\$115.31	262375760303	LIBR-PHONE
E 601-573825-225	TELEPHONE	\$130.03	262375760303	WW-PHONE
E 100-518100-225	TELEPHONE	\$38.17	262375760303	CH-PHONE
E 100-522230-225	TELEPHONE	\$31.98	262375760303	FD-PHONE
E 100-522110-225	TELEPHONE	\$193.46	414245632005	PD-PHONE
	Total AT&T	\$535.69		
Unpaid	AURORA HEALTH CARE			
E 100-555510-210	PROFESSIONAL SERVICES	\$48.00	1104364	PARKS-DRUG SCREENS
	Total AURORA HEALTH CARE	\$48.00		
Unpaid	BAKER & TAYLOR AV PRE PROCESS			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$25.10	B51292360	LIBR-DVDS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$19.37	B51454110	LIBR-DVDS
	Total BAKER & TAYLOR AV PRE PROCESS	\$44.47		
Unpaid	BAKER & TAYLOR BOOKS			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$16.04	2032898985	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$11.55	2032898986	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$4.24	2032898987	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$14.92	2032898988	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$11.56	2032898989	LIBR-BOOKS
	Total BAKER & TAYLOR BOOKS	\$58.31		
Unpaid	BEN MEADOWS CO.			
E 100-555510-240	REPAIR AND MAINTENANCE	\$124.05	SI03413933	PARKS-COATED GLOVES
E 100-555510-240	REPAIR AND MAINTENANCE	\$57.56	SI03432816	PARKS-HI VIS VESTS



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		Check Amt	Invoice	Comment
E 100-555510-240	REPAIR AND MAINTENANCE	\$28.78	SIO3394471	PARKS-HI VIS VESTS
	Total BEN MEADOWS CO.	\$210.39		
Unpaid	BEYER S HARDWARE STORE			
E 100-533210-353	MAINTENANCE PARTS	\$56.64	129367	DPW-3/8" STAPLES/TAPE/SURGE OUTLET
E 100-533210-353	MAINTENANCE PARTS	\$5.15	130936	DPW-GALV PIPES
E 240-555320-340	MAINTENANCE SUPPLIES	\$21.66	130988	POOL-DUCT TAPE/CABLE TIES
E 100-533210-353	MAINTENANCE PARTS	\$17.08	131059	DPW-AERO CLEAN SYSTEMS
E 100-533210-353	MAINTENANCE PARTS	\$36.88	131075	DPW-RURAL MAILBOXES
E 240-555320-340	MAINTENANCE SUPPLIES	\$8.80	131086	POOL-VELCRO SQUARE/POLY ROPE
E 100-533210-353	MAINTENANCE PARTS	\$15.29	131103	DPW- TIE DOWN
E 100-533210-353	MAINTENANCE PARTS	\$7.81	131115	DPW-MARKETS MENDING PLATE
E 240-555320-340	MAINTENANCE SUPPLIES	\$17.07	131129	POOL-CLR CLEANER/LIME-A-WAY/SHOP TOWELS
E 260-555110-310	OFFICE SUPPLIES	\$13.03	131130	LIBR-ODOR ABSORBER/BLK VELCRO TAPE
E 100-533210-353	MAINTENANCE PARTS	\$39.10	131133	DPW-BRAKLEEN/BLK PAINT
E 100-533210-353	MAINTENANCE PARTS	\$11.42	131148	DPW-HARDWARE/BIT
E 240-555320-340	MAINTENANCE SUPPLIES	\$5.39	131196	POOL-CABLE TIE
E 601-573830-340	MAINTENANCE SUPPLIES	\$9.20	131220	WW-EMT CONDUIT/GALV MERCH COUPLING
E 601-573830-340	MAINTENANCE SUPPLIES	\$38.68	131239	WW-SPRINKLER/MANIFOLD
E 100-518100-350	OPERATING SUPPLIES	\$51.65	131245	COMPLEX-FLASHLIGHT BULB/HARDWARE
E 601-573830-340	MAINTENANCE SUPPLIES	\$2.15	131267	WW-U BOLT
E 240-555320-390	OTHER EXPENSES	\$24.29	131268	POOL-5 GAL WATER COOLER
E 601-573830-340	MAINTENANCE SUPPLIES	\$5.39	131293	WW-COUPLING
E 601-573830-340	MAINTENANCE SUPPLIES	\$99.13	131300	WW-EYE BOLT/POLY ROPE
	Total BEYER S HARDWARE STORE	\$485.81		
Unpaid	BREHMER LAWN CARE, LLC			
E 200-544210-210	PROFESSIONAL SERVICES	\$2,404.00	557	CEM-MAY 2017 CUT AND TRIM
	Total BREHMER LAWN CARE, LLC	\$2,404.00		
Unpaid	CAPITAL ONE COMMERCIAL			
E 100-533210-380	EQUIPMENT/CAPITAL OUTLA	\$99.95	071262	DPW-STEP STOOL & FOLDING CHAIRS
	Total CAPITAL ONE COMMERCIAL	\$99.95		
Unpaid	CARDINAL CONSTRUCTION COMPANY			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$47,258.15	PW FAC. CON	PW FACILITY CONSTRUCTION-MAY 30, 2017
	Total CARDINAL CONSTRUCTION COMPANY	\$47,258.15		
Unpaid	CARQUEST AUTO PARTS			
E 601-573830-340	MAINTENANCE SUPPLIES	\$4.59	1976-314138	WW-ON/OFF SWITCH
E 100-533210-351	GAS AND OIL EXPENSE	\$74.43	1976-314395	DPW-OIL ABSORBENT
E 100-533210-351	GAS AND OIL EXPENSE	\$15.08	1976-314459	DPW-AIR/LUBE
E 100-533210-353	MAINTENANCE PARTS	\$60.68	1976-314474	DPW-BRK PAD/BR CAL BOLT/PIN
E 100-533210-353	MAINTENANCE PARTS	\$7.97	1976-314997	DPW-SPEAKER WIRE
E 100-533210-353	MAINTENANCE PARTS	\$4.59	1976-315041	DPW-PREWIRED SW
E 100-533210-353	MAINTENANCE PARTS	\$252.96	1976-315104	DPW-VEH#70/REFLEX TRUCK SHOCKS
	Total CARQUEST AUTO PARTS	\$420.30		
Unpaid	CEDARBURG CHAMBER OF COMMERCE			

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E 100-555220-390	OTHER EXPENSES	\$4,000.00	JULY 4TH	CITY CONTRIB.- 4TH OF JULY CELEBRATION
II CEDARBURG CHAMBER OF COMMERCE		\$4,000.00		
Unpaid	CINTAS CORPORATION			
E 100-533210-350	OPERATING SUPPLIES	\$135.24	184821961	DPW-UNIFORMS
	Total CINTAS CORPORATION	\$135.24		
Unpaid	CITY CEDARBURG-PETTY CASH			
G 100-118000	PETTY CASH	\$200.00	PETTY CASH	PETTY CASH FOR YARD WASTE/BINS SALES AT DPW OPEN HOUSE ON 6/10/17
	Total CITY CEDARBURG-PETTY CASH	\$200.00		
Unpaid	COLUMBIA ST. MARYS CORPORATE W			
E 100-522130-210	PROFESSIONAL SERVICES	\$112.00	29254	PD-PREPLACEMENT SCREENINGS
Total COLUMBIA ST. MARYS CORPORATE W		\$112.00		
Unpaid	COMMUNITY PRINTING INC.			
E 100-533311-363	SIGNS	\$42.00	20051	DPW-EMPLOYEE TIME SHEETS
	Total COMMUNITY PRINTING INC.	\$42.00		
Unpaid	CONLEY MEDIA, LLC			
E 100-514100-325	LEGAL PUBLICATIONS	\$288.53	265190517	CLERKS-MAY 2017 LEGAL NOTICES
E 100-522110-313	PRINTING-NEWSLETTERS, ET	\$600.06	6400517	PD-MAY 2017 POLICE OFFICER ADS
	Total CONLEY MEDIA, LLC	\$888.59		
Unpaid	COUNTY MATERIALS CORPORATION			
E 100-533440-240	REPAIR AND MAINTENANCE	\$145.00	2894349-00	DPW-COVER
	Total COUNTY MATERIALS CORPORATION	\$145.00		
Unpaid	CULLIGAN OF WEST BEND			
E 100-522100-340	MAINTENANCE SUPPLIES	\$104.50	502X02589507	PD-APRIL SOLAR SALT/SANITIZATION PACK
E 200-544210-245	HOUSE MAINTENANCE	\$76.50	502X02628206	CEM-6/1-8/31 EQUIPMENT RENTAL
	Total CULLIGAN OF WEST BEND	\$181.00		
Unpaid	EGELHOFF LAWNMOWER SERVICE			
E 100-555510-240	REPAIR AND MAINTENANCE	\$85.90	227560	PARKS-CIRCULAR SAW BLADES
E 100-555510-240	REPAIR AND MAINTENANCE	\$21.95	227567	PARKS-LIMIT STOP KIT
	Total EGELHOFF LAWNMOWER SERVICE	\$107.85		
Unpaid	ENGINEERED SECURITY SOLUTIONS			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$1,269.95	42227	PW FAC.-PROXCARDII CARDS
	Total ENGINEERED SECURITY SOLUTIONS	\$1,269.95		
Unpaid	FASTENAL COMPANY			
E 100-533210-353	MAINTENANCE PARTS	\$252.50	WISAU92809	DPW-USS THRU-HARD 5/8 YZ
E 601-573830-340	MAINTENANCE SUPPLIES	\$159.00	WISAU92971	WW-S/S/ HCS 5/8-11X1 3/4
	Total FASTENAL COMPANY	\$411.50		
Unpaid	FEBCO, INC.			

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E 240-555321-380	EQUIPMENT/CAPITAL OUTLA	\$337.00	154889	POOL-SERVICE TO ICE MACHINE
	Total FEBCO, INC.	\$337.00		
Unpaid	FIRESIDE THEATRE			
E 100-555140-390	OTHER EXPENSES	\$2,093.35	568011	SR TOURS-6/28/17 BACK TO THE 50'S TOUR
	Total FIRESIDE THEATRE	\$2,093.35		
Unpaid	FIRST ADVANTAGE OCC HEALTH SVC			
E 100-519200-210	PROFESSIONAL SERVICES	\$107.76	2509971705	EMP REL-MAY DRUG TESTING
G 100-156200	DUE FROM LIGHT & WATER	\$35.92	2509971705	L&W-MAY DRUG TESTING
	otal FIRST ADVANTAGE OCC HEALTH SVC	\$143.68		
Unpaid	FIRST SUPPLY LLC			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$194.98	10590103-00	PW FAC-FLANGES/MAL CAP
	Total FIRST SUPPLY LLC	\$194.98		
Unpaid	FIVE CORNERS TRUCK & AUTO			
E 100-533210-353	MAINTENANCE PARTS	\$181.70	01154	DPW-VEH #78-REPLACE FAILED TPM/ALIGN STEERING WHEEL
	Total FIVE CORNERS TRUCK & AUTO	\$181.70		
Unpaid	GALL GEAR			
E 100-555510-240	REPAIR AND MAINTENANCE	\$204.00	1051	PARKS-GREEN T-SHIRTS/HOODIES
E 240-555321-380	EQUIPMENT/CAPITAL OUTLA	\$78.75	1052	POOL-ROYAL BLUE T-SHIRTS
	Total GALL GEAR	\$282.75		
Unpaid	GENERAL COMMUNICATIONS, INC.			
E 100-522120-240	REPAIR AND MAINTENANCE	\$100.00	240849	PD-SERVICE TO STOM SIGNALS
	Total GENERAL COMMUNICATIONS, INC.	\$100.00		
Unpaid	GODFREY & KAHN			
E 601-573850-210	PROFESSIONAL SERVICES	\$184.50	690511	WW- WPDES PERMIT-MARCH 2017 LEGAL SERVICES
	Total GODFREY & KAHN	\$184.50		
Unpaid	GRAEF			
E 400-533750-874	DAM STUDIES	\$3,537.50	0093161	COLUMBIA & WOOLEN MILL DAM REPAIRS-THROU APRIL 29, 2017
	Total GRAEF	\$3,537.50		
Unpaid	GUETZKE & ASSOCIATES, INC.			
E 100-518100-240	REPAIR AND MAINTENANCE	\$228.00	7836927-IN	COMPLEX-ANNUAL TEST & INSPECTION FIRE ALARM SYSTEM
E 240-555320-340	MAINTENANCE SUPPLIES	\$189.00	7837027-IN	POOL-ANNUAL TEST & INSPECTION FIRE ALARM SYSTEM
	Total GUETZKE & ASSOCIATES, INC.	\$417.00		
Unpaid	HEIN ELECTRIC SUPPLY CO			
E 700-519400-552	Insurance Claims 2016	\$915.32	323679-00	REPLACEMENT LIGHT AT LIBRARY DAMAGED 12/21/16

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E 700-519400-552	Insurance Claims 2016	\$1,111.74	323684-00	REPLACEMENT LIGHT POLE AT LIBRARY DAMAGED 12/21/16
E 400-533210-847	DPW CENTER IMPROVEMENT	\$28.67	352972-00	PW FAC.-GARD-N-POST BLK
E 400-533210-847	DPW CENTER IMPROVEMENT	\$9.80	353551-00	PW FAC.-FIX POS W/LOCKNUT
	<b>Total HEIN ELECTRIC SUPPLY CO</b>	<b>\$2,065.53</b>		
Unpaid	<b>HERBST OIL, INC.</b>			
G 100-161500	FUEL INVENTORY	\$3,837.20	64750	DPW-DIESEL FUEL
	<b>Total HERBST OIL, INC.</b>	<b>\$3,837.20</b>		
Unpaid	<b>HETZEL-SANFILIPPO INC</b>			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$1,825.00	PW FAC. CON	PW FACILITY CONSTRUCTION-MAY 30, 2017
	<b>Total HETZEL-SANFILIPPO INC</b>	<b>\$1,825.00</b>		
Unpaid	<b>HOME DEPOT CREDIT SERVICES</b>			
E 260-555110-350	OPERATING SUPPLIES	\$50.86	603532201041	LIBR-18 WATT LIGHT BULBS
E 100-555510-240	REPAIR AND MAINTENANCE	\$63.38	603532201041	PARKS-CERAMIC TILES
E 601-573830-340	MAINTENANCE SUPPLIES	\$93.33	603532201041	WW-6 VOLT BATTERY SPRING TOP
E 200-544210-350	OPERATING SUPPLIES	\$98.96	603532201041	CEM-HEAVY DUTY TARP
E 100-518100-350	OPERATING SUPPLIES	\$96.90	603532201041	COMPLEX-HANDLE/BI-LEVEL/SCRUB BRUSH
E 100-518100-240	REPAIR AND MAINTENANCE	\$69.97	603532201041	COMPLEX-WALL-MOUNT HOSE REEL
E 240-555320-340	MAINTENANCE SUPPLIES	\$30.11	603532201041	POOL-LATE FEE/FIN CHRG FROM APRIL BILL
E 100-533311-240	REPAIR AND MAINTENANCE	\$30.11	603532201041	DPW-LATE FEE/FIN CHRG FROM APRIL BILL
	<b>Total HOME DEPOT CREDIT SERVICES</b>	<b>\$533.62</b>		
Unpaid	<b>HOUSEMAN &amp; FEIND, LLP</b>			
E 100-516100-211	EXTRAORDINARY SERVICES	\$3,815.35	41738	MAY 2017-MONOPLE, PERSONNEL
E 400-533750-841	PROCHNOW	\$931.00	41738	MAY 2017-PROCHNOW
E 100-522110-212	ATTORNEY/CONSULTANT	\$190.00	41738	PD-MAY 2017-BANAS HEARING
E 601-573850-211	EXTRAORDINARY SERVICES	\$428.00	41738	WW-MAY 2017-VEOLIA
E 100-516100-211	EXTRAORDINARY SERVICES	\$703.00	41739	MAY 2017-AMCAST
	<b>Total HOUSEMAN &amp; FEIND, LLP</b>	<b>\$6,067.35</b>		
Unpaid	<b>HVA PRODUCTS INC</b>			
E 260-555110-240	REPAIR AND MAINTENANCE	\$292.31	47414	LIBR-6/2/17 SERVICE CALL
	<b>Total HVA PRODUCTS INC</b>	<b>\$292.31</b>		
Unpaid	<b>INTERNATIONAL AG LABS, INC.</b>			
E 100-555510-240	REPAIR AND MAINTENANCE	\$743.00	6869	PARKS-BUXOM GREEN TEE/MICRO TURF
	<b>Total INTERNATIONAL AG LABS, INC.</b>	<b>\$743.00</b>		
Unpaid	<b>JANI-KING OF MILWAUKEE/ROYAL F</b>			
E 100-533210-350	OPERATING SUPPLIES	\$368.00	MIL06170579	DPW-JUNE 2017 JANITORIAL
	<b>Total JANI-KING OF MILWAUKEE/ROYAL F</b>	<b>\$368.00</b>		
Unpaid	<b>JOHN P. LOCHEN CO., INC.</b>			
E 100-555510-240	REPAIR AND MAINTENANCE	\$188.40	T21579	PARKS-REPAIR PARTS
	<b>Total JOHN P. LOCHEN CO., INC.</b>	<b>\$188.40</b>		

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Unpaid	JOHNSONS GARDENS			
E 100-555510-240	REPAIR AND MAINTENANCE	\$6.39	95377260	PARKS-BONIDE INSECTICIDAL SOAP
	Total JOHNSONS GARDENS	\$6.39		
Unpaid	JOSEPH JACOBS			
E 100-522310-210	PROFESSIONAL SERVICES	\$120.00	17-006	B.I.-ELECTRICAL INSPECTIONS
	Total JOSEPH JACOBS	\$120.00		
Unpaid	KETTLE MORAINES HARDWOODS, INC			
E 100-533450-340	MAINTENANCE SUPPLIES	\$557.28	61675	DPW-POPLAR LUMBER/STAIN
	Total KETTLE MORAINES HARDWOODS, INC	\$557.28		
Unpaid	KLEEMAN MECHANICAL INC			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$14,849.34	PW FAC. CON PW FACILITY CONSTRUCTION-MAY 30, 2017	
	Total KLEEMAN MECHANICAL INC	\$14,849.34		
Unpaid	LANNON STONE PRODUCTS, INC.			
E 100-533440-240	REPAIR AND MAINTENANCE	\$96.88	1158236	DPW-3/4" BASE COURSE
E 400-533210-847	DPW CENTER IMPROVEMENT	\$224.08	1159606	PW FAC.-CRUSHED STONE
	Total LANNON STONE PRODUCTS, INC.	\$320.96		
Unpaid	LARK UNIFORM OUTFITTERS INC			
E 100-522120-346	UNIFORMS	\$47.95	245014	PD-STREET SHIRT/EMBROID.
E 100-522130-346	UNIFORMS	\$24.00	245213	PD-SGT STRIPES
	Total LARK UNIFORM OUTFITTERS INC	\$71.95		
Unpaid	LECC TRAINING FUND			
E 100-522120-330	TRAVEL & TRAINING	\$50.00	REGISTRATIO	PD-WI COUNTERTERRORISM CONF.-DEVELICE
	Total LECC TRAINING FUND	\$50.00		
Unpaid	LIESENER SOILS INC.			
E 100-533311-350	OPERATING SUPPLIES	\$140.00	0148144-IN	DPW-10 YDS LAWN & GARDEN
	Total LIESENER SOILS INC.	\$140.00		
Unpaid	LIGHT & WATER			
E 100-533421-240	REPAIR AND MAINTENANCE	\$608.50	6563	1ST QTR 2017 TRAFFIC SIGNAL REPAIRS
E 100-555510-240	REPAIR AND MAINTENANCE	\$360.00	6571	PARKS-RECONNECTION FEES FOR SEASONAL METERS IN PARKS
	Total LIGHT & WATER	\$968.50		
Unpaid	LIPPERT FLOORING AND TILE			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$2,510.85	PW FAC. CON PW FACILITY CONSTRUCTION-MAY 30, 2017	
	Total LIPPERT FLOORING AND TILE	\$2,510.85		
Unpaid	MIDLAND HEALTH TESTING, INC.			
E 100-519200-210	PROFESSIONAL SERVICES	\$177.00	7783	EMPL-DRUG SCREENING
G 100-156200	DUE FROM LIGHT & WATER	\$55.00	7783	EMPL-DRUG SCREENING
	Total MIDLAND HEALTH TESTING, INC.	\$232.00		

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<b>Unpaid MILWAUKEE RUBBER PRODUCTS</b>			
E 601-573830-340 MAINTENANCE SUPPLIES	\$976.40	0072524-IN	WW-KANAFLEX HOSE
<b>Total MILWAUKEE RUBBER PRODUCTS</b>	<b>\$976.40</b>		
<b>Unpaid MONARCH LIBRARY SYSTEM</b>			
E 260-555110-310 OFFICE SUPPLIES	\$33.00	413738	LIBR-MONARCH LIBRARY CARDS
<b>Total MONARCH LIBRARY SYSTEM</b>	<b>\$33.00</b>		
<b>Unpaid MULCAHY/SHAW WATER, INC.</b>			
G 601-185339 FLOW METER/MONITOR EQUIPM	\$7,986.45	320540	WW-TELEDYNE ISCO
<b>Total MULCAHY/SHAW WATER, INC.</b>	<b>\$7,986.45</b>		
<b>Unpaid NORTHERN METAL &amp; ROOFING CO.</b>			
E 400-533210-847 DPW CENTER IMPROVEMENT	\$19,628.10	PW FAC. CON	PW FACILITY CONSTRUCTION-MAY 30, 2017
<b>Total NORTHERN METAL &amp; ROOFING CO.</b>	<b>\$19,628.10</b>		
<b>Unpaid OFFICE DEPOT</b>			
E 260-555110-310 OFFICE SUPPLIES	\$210.98	929334554001	LIBR-ENVELOPES/BINDERS/OFF SPLYS
<b>Total OFFICE DEPOT</b>	<b>\$210.98</b>		
<b>Unpaid OLSEN S PIGGLY WIGGLY</b>			
E 100-519200-335 LEADERSHIP DEVELOPMENT	\$117.69	32977	5/24/17 EMPLOYEE MTG REFRESHMENTS
E 100-555140-210 PROFESSIONAL SERVICES	\$49.72	33021	SR CTR-VAN DRIVERS LUNCHEON
E 240-555321-350 OPERATING SUPPLIES	\$15.61	33040	POOL-CONCESSIONS
E 240-555321-350 OPERATING SUPPLIES	\$102.80	33050	POOL-CONCESSIONS
E 220-555390-347 SUPPLIES AND EXPENSES	\$19.77	33062	REC-CONCESSIONS FOR PLAYGROUNDS
<b>Total OLSEN S PIGGLY WIGGLY</b>	<b>\$305.59</b>		
<b>Unpaid ONTECH SYSTEMS, INC</b>			
E 100-514700-210 PROFESSIONAL SERVICES	\$24.63	27752	IT-NEW COMPUTER SETUP
E 100-514700-210 PROFESSIONAL SERVICES	\$483.50	27899	IT-PREFERRED SERVER CARE MONITORING
<b>Total ONTECH SYSTEMS, INC</b>	<b>\$508.13</b>		
<b>Unpaid OSI ENVIRONMENTAL, INC.</b>			
E 100-533710-290 MAINT/CONTRACTED SERVIC	\$85.00	1036215	DPW-USED OIL COLLECTION
<b>Total OSI ENVIRONMENTAL, INC.</b>	<b>\$85.00</b>		
<b>Unpaid OWEN S OFFICE SUPPLIES</b>			
E 100-522310-310 OFFICE SUPPLIES	\$147.00	25563	B.I.-BLDG PERMITS/ELEC. PERMITS
<b>Total OWEN S OFFICE SUPPLIES</b>	<b>\$147.00</b>		
<b>Unpaid PACE ANALYTICAL SERVICES, INC.</b>			
E 601-573825-217 OUTSIDE LAB TESTING	\$2,425.00	171280346	WW-TOXICITY TESTING
<b>Total PACE ANALYTICAL SERVICES, INC.</b>	<b>\$2,425.00</b>		
<b>Unpaid PIONEER REPAIR CENTER LLC</b>			
E 100-533210-353 MAINTENANCE PARTS	\$52.79	1082	DPW-REPLACEMENT BELT MURRAY
<b>Total PIONEER REPAIR CENTER LLC</b>	<b>\$52.79</b>		

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Unpaid	<b>PITNEY BOWES GLOBAL FINANCIAL</b>			
E 100-514100-240	REPAIR AND MAINTENANCE	\$112.51	3303485941	CLERKS-METER RENTAL 4/30/17-5/29/17
	<b>Total PITNEY BOWES GLOBAL FINANCIAL</b>	\$112.51		
Unpaid	<b>PORT-A-JOHN</b>			
E 400-522230-807	STATION IMPROVEMENTS	\$77.00	0424839-IN	FD-CONSTRUCT. RESTROOM N631 MEQUON AVE
E 100-555510-290	MAINT/CONTRACTED SERVIC	\$77.00	0424839-IN	PARKS-SEASONAL RESTROOM HAMILTON & PARK LANE
	<b>Total PORT-A-JOHN</b>	\$154.00		
Unpaid	<b>QUALITY STATE OIL CO., INC.</b>			
E 100-533210-351	GAS AND OIL EXPENSE	\$145.13	DIESEL	DPW-DIESEL EXHAUST FLUID/DRUM DEPOSIT
	<b>Total QUALITY STATE OIL CO., INC.</b>	\$145.13		
Unpaid	<b>REINDERS, INC.</b>			
E 100-555510-243	FIELD MAINTENANCE SUPPLI	\$3,560.00	1684926-00	PARKS-PO# 784 - TURFACE MVP
	<b>Total REINDERS, INC.</b>	\$3,560.00		
Unpaid	<b>RIVER RUN COMPUTERS</b>			
E 100-522110-240	REPAIR AND MAINTENANCE	\$244.62	73731	PD-VERITAS BACKUP EXEC SERVER
E 100-522110-240	REPAIR AND MAINTENANCE	\$259.91	73796	PD-VERITAS BACKUP EXEC SERVER
	<b>Total RIVER RUN COMPUTERS</b>	\$504.53		
Unpaid	<b>ROSS IMAGING INC.</b>			
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$79.39	217176	LIBR-B/W PRINT OVERAGES
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$310.01	217177	LIBR-COLOR PRINT OVERAGES
	<b>Total ROSS IMAGING INC.</b>	\$389.40		
Unpaid	<b>RUSSEL METALS WILLIAMS BAHCALL</b>			
E 100-533210-353	MAINTENANCE PARTS	\$221.18	02726142	DPW-HOT ROLLED ANGLES
	<b>Total RUSSEL METALS WILLIAMS BAHCALL</b>	\$221.18		
Unpaid	<b>RYCHTIK WELDING, INC.</b>			
E 100-533440-240	REPAIR AND MAINTENANCE	\$345.65	50345	DPW-3/4" STEEL PLATE
	<b>Total RYCHTIK WELDING, INC.</b>	\$345.65		
Unpaid	<b>SCHMITZ READY MIX, INC.</b>			
E 100-533440-240	REPAIR AND MAINTENANCE	\$40.60	9701032-IN	DPW-ST. MARY'S TYPE "M"
E 100-533440-240	REPAIR AND MAINTENANCE	\$54.00	9701062-IN	DPW-TIE WIRE 8" BUNDLE
	<b>Total SCHMITZ READY MIX, INC.</b>	\$94.60		
Unpaid	<b>SCHOESSOW, CARY</b>			
E 100-533210-353	MAINTENANCE PARTS	\$45.00	3086	DPW-ALUMINUM SIGN
E 400-555510-811	VEHICLE REPLACEMENTS	\$550.00	3146	PARKS-SIGN FOR ALTEC LIFT TRUCK
E 100-533311-363	SIGNS	\$216.00	3146	DPW-SIGN FOR OPEN HOUSE 6/10/17
	<b>Total SCHOESSOW, CARY</b>	\$811.00		
Unpaid	<b>SHERWIN INDUSTRIES, INC.</b>			
E 100-533311-350	OPERATING SUPPLIES	\$130.65	SC037994	DPW-SAND HOT MIX



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E 100-533440-240	REPAIR AND MAINTENANCE	\$149.64	SC038085	DPW-1/4 INCH ASPHALT HOT MIX
	<b>Total SHERWIN INDUSTRIES, INC.</b>	<b>\$280.29</b>		
Unpaid	<b>SMITH, SCOTT</b>			
E 100-522410-350	OPERATING SUPPLIES	\$22.04	REIMBURSEM	REIMBURSE FOR MEAL COSTS- 6/6/17 CALLOUT ON KEUP RD
	<b>Total SMITH, SCOTT</b>	<b>\$22.04</b>		
Unpaid	<b>SOLAR ELECTRIC TECHNOLOGIES LL</b>			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$38,529.86	PW FAC.	CON PW FACILITY CONSTRUCTION-MAY 30, 2017
	<b>total SOLAR ELECTRIC TECHNOLOGIES LL</b>	<b>\$38,529.86</b>		
Unpaid	<b>SOUTHPORT HEATING PLBG</b>			
E 400-533210-847	DPW CENTER IMPROVEMENT	\$22,286.21	PW FAC.	CON PW FACILITY CONSTRUCTION-MAY 30, 2017
	<b>Total SOUTHPORT HEATING PLBG</b>	<b>\$22,286.21</b>		
Unpaid	<b>SOUTHSIDE TIRE CO., INC.</b>			
E 100-533210-353	MAINTENANCE PARTS	\$2,508.77	839276	DPW-TIRES
E 100-533210-353	MAINTENANCE PARTS	\$176.00	839340	DPW-RIM/WHEEL/BRASS VALVE STEMS
	<b>Total SOUTHSIDE TIRE CO., INC.</b>	<b>\$2,684.77</b>		
Unpaid	<b>STARNET TECHNOLOGIES</b>			
G 601-185324	LIFT STATIONS	\$10,153.00	0090407-IN	WW-SERVICE CALLS-LS COMMUNICATION
	<b>Total STARNET TECHNOLOGIES</b>	<b>\$10,153.00</b>		
Unpaid	<b>STATE OF WISCONSIN DOJ-PO2688+</b>			
E 100-522120-240	REPAIR AND MAINTENANCE	\$903.00	L4603T	PD-MAY 2017 TIME PAYMENTS
	<b>Total STATE OF WISCONSIN DOJ-PO2688+</b>	<b>\$903.00</b>		
Unpaid	<b>STERN ENTERPRISES</b>			
E 400-533210-996	EQUIPMENT REPLACEMENT-	\$7,280.00	1403	DPW-BOSS PLOW
	<b>Total STERN ENTERPRISES</b>	<b>\$7,280.00</b>		
Unpaid	<b>SUPERIOR CHEMICAL CORP.</b>			
E 100-522100-240	REPAIR AND MAINTENANCE	\$179.29	160532	PD-LEMON LITE CLEANER/POLISH
	<b>Total SUPERIOR CHEMICAL CORP.</b>	<b>\$179.29</b>		
Unpaid	<b>TAPCO</b>			
E 100-533311-363	SIGNS	\$1,095.75	1564463	DPW-CHANNELIZER DRUM
E 100-533311-363	SIGNS	\$33.26	1564464	DPW-V-LOC WEDGE PULLER
	<b>Total TAPCO</b>	<b>\$1,129.01</b>		
Unpaid	<b>TIME WARNER CABLE</b>			
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	CLERKS-PRI
E 100-515600-225	TELEPHONE	\$22.34	708014601	TREAS-PRI
E 100-515400-225	TELEPHONE	\$14.89	708014601	ASSESSOR-PRI

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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
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 TRANSUNION RISK & ALTERNATIVE				
E 100-522110-225	TELEPHONE	\$25.00	428298	PD-MAY 2017 TLOXP
Total TRANSUNION RISK & ALTERNATIVE		\$25.00		
Unpaid TRUGREEN PROCESSING CENTER				
E 200-544210-230	GROUNDS MAINTENANCE	\$690.10	64873022	CEMETERY-5/23/17 LAWN SERVICE
E 200-544210-230	GROUNDS MAINTENANCE	\$611.82	64937701	CEMETERY-5/24/17 LAWN SERVICE
Total TRUGREEN PROCESSING CENTER		\$1,301.92		
Unpaid U. S. CELLULAR				
E 100-522410-225	TELEPHONE	\$39.48	0191491060	EM MNGT CARD
E 601-573825-225	TELEPHONE	\$0.70	0191491060	WW-HIGHLAND LS
E 601-573825-225	TELEPHONE	\$31.47	0191491060	WWTP-TABLET
E 100-522310-225	TELEPHONE	\$20.50	0191491060	B.I.-M. BAIER
E 100-533210-225	TELEPHONE	\$31.47	0191491060	DPW-J. BUBLITZ-TABLET
E 601-573825-225	TELEPHONE	\$2.90	0191491060	WW-M. KELLEY
E 601-573825-225	TELEPHONE	\$2.31	0191491060	WW-J. MALONE
E 601-573825-225	TELEPHONE	\$54.95	0191491060	WW-E. HACKERT
E 100-522410-225	TELEPHONE	\$29.45	0191491060	EM MNGT TABLET
E 100-522410-225	TELEPHONE	\$39.45	0191491060	EM MNGT CARD
E 100-555510-225	TELEPHONE	\$29.45	0191491060	K. WESTPHAL-TABLET
E 100-533210-225	TELEPHONE	\$31.47	0191491060	IPAD PRO 12.9
E 100-533110-225	TELEPHONE	\$3.85	0191491060	ENG-T. WIZA
E 100-533210-225	TELEPHONE	\$54.45	0191491060	DPW-B. HINTZ
E 100-518100-225	TELEPHONE	(\$2.37)	0191491060	COMPLEX-J OSWALD
E 100-518100-225	TELEPHONE	\$9.80	0191491060	COMPLEX-J. BUNTROCK
E 100-533110-225	TELEPHONE	\$11.00	0191491060	ENG-M. WIESER
E 100-522410-225	TELEPHONE	\$0.50	0191491060	EM MNGT
E 800-555145-225	TELEPHONE	\$2.85	0191491060	SR VAN
E 100-555510-225	TELEPHONE	\$486.71	0191491060	K. WESTPHAL
E 601-573825-225	TELEPHONE	\$54.95	0191491060	WWTP DUTY PHONE
Total U. S. CELLULAR		\$935.34		
Unpaid U.S. POSTAL SERVICE				
E 100-514100-315	POSTAGE	\$314.00	PO BOX FEE	CLERKS-PO BOX 49 ANNUAL RENEWAL
Total U.S. POSTAL SERVICE		\$314.00		

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Unpaid	UNEMPLOYMENT INSURANCE			
E 700-519400-393	UNEMPLOYMENT COMPENSA	\$57.12	000008411090	UNEMPLOYMENT INSURANCE
Total	UNEMPLOYMENT INSURANCE	\$57.12		
Unpaid	UNIFIRST CORPORATION			
E 100-533210-350	OPERATING SUPPLIES	\$55.58	096 0961461	DPW-UNIFORMS (ADJ. AMOUNT)
E 100-533210-350	OPERATING SUPPLIES	\$96.24	096 0962510	DPW-UNIFORMS (ADJ. AMOUNT)
E 601-573825-372	SAFETY EQUIPMENT	\$38.43	096 0963560	WW-UNIFORMS
E 100-533210-350	OPERATING SUPPLIES	\$45.42	096 0963565	DPW-UNIFORMS (ADJ. AMOUNT)
Total	UNIFIRST CORPORATION	\$235.67		
Unpaid	USA BLUEBOOK			
E 601-573840-340	MAINTENANCE SUPPLIES	\$426.56	265066	WW-STAINLESS STEEL FLOAT SWITCH
Total	USA BLUEBOOK	\$426.56		
Unpaid	VERIZON WIRELESS			
E 100-522110-225	TELEPHONE	\$571.22	9786619107	PD-PHONE
Total	VERIZON WIRELESS	\$571.22		
Unpaid	W.H. JACKLIN, INC.			
E 100-522100-240	REPAIR AND MAINTENANCE	\$14,000.00	R1704001	PD-PO# 759-AIR CONDITIONER REPAIR
E 100-522110-240	REPAIR AND MAINTENANCE	\$3,161.00	R1704001	PD-PO# 759-AIR CONDITIONER REPAIR
Total	W.H. JACKLIN, INC.	\$17,161.00		
Unpaid	WAYSIDE NURSERIES, INC.			
E 100-555510-240	REPAIR AND MAINTENANCE	\$125.00	115252	PARKS-HARDWOOD MULCH
Total	WAYSIDE NURSERIES, INC.	\$125.00		
Unpaid	WISCONSIN DNR			
E 601-573850-323	STATE OF WI FEES	\$8,929.42	246002680201	WW-YEARLY DISCHARGE FEES TO DNR
Total	WISCONSIN DNR	\$8,929.42		
Unpaid	WISCONSIN TESTING LABS-J SMITH			
E 400-533311-854	STREET IMPROVEMENTS	\$180.75	00005340	AGGREGATE SAMPLING
Total	WISCONSIN TESTING LABS-J SMITH	\$180.75		
Unpaid	ZUERN BUILDING PRODUCTS			
E 100-555510-240	REPAIR AND MAINTENANCE	\$71.06	10934	PARKS-MARINE GRADE FIR PLYWOOD
Total	ZUERN BUILDING PRODUCTS	\$71.06		
111300	PWSB Checking	\$468,519.37		

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**Fund Summary**

<b><u>111300 PWSB Checking</u></b>	
100 GENERAL FUND	\$55,529.61
200 CEMETERY FUND	\$3,881.38
220 RECREATION PROGRAMS FUND	\$49.56
240 SWIMMING POOL FUND	\$867.71
260 LIBRARY FUND	\$1,207.67
400 CAPITAL IMPROVEMENTS FUND	\$372,600.30
601 SEWERAGE FUND	\$32,296.11
700 RISK MANAGEMENT FUND	\$2,084.18
800 TRUST & AGENCY FUND	\$2.85
	<hr/>
	\$468,519.37



City of Cedarburg

# City Administrator's Report

June 22, 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**— The Open House held on Saturday, June 13 for the new Public Works facility was well attended and well received by the public.

The storm sewer portion of the 2017 Street & Utility project was completed this week.

The Public Works crew is replacing a 70 foot section of concrete road on Washington Avenue south of McKinley Blvd. and setting up for Strawberry Festival this week.

**Police**—The Department received 97 applications for the open Police Patrol Officer position. This is a very high number for this area and requires the applicants to be certified or certifiable. Testing will take place for most of the summer.

**Building Inspection** - The concrete work was completed early this week for the retaining wall by the Fire Department. The interurban trail will be open before Strawberry Festival.

**Library**— The Library received a \$6,000 grant from the Greater Cedarburg Foundation and \$7,000 from the Friends of the Library to aid in the Library's technology plan. The Library will be purchasing Adobe Creative Cloud software which allows higher end software work. An audio recorder was purchased for the Community Room and will also be used with the Library radio station. Director Pierschalla will be attending the American Library Association Conference on June 22-26.

**Clerk**—Strawberry Festival is this weekend. The next staff meeting will be held on Friday, June 30 instead of Monday, July 3.

**Assessor**— There has been approximately \$28.5 million in new construction in the City. Assessor Timm will be attending an Assessor quarterly meeting and training in Oshkosh on Friday.

**Senior Center**— The Senior Conference was well attended with a record number (300) of participants. The Senior Games concluded last week.

**Light & Water**—The drive-up window will be closed during the construction that began on the building last week. The electric meter change out is 25% completed. Only one bid was received from PTS for the water main work between Lasata and Western Road that will start in July and be completed before school resumes.

**Administrator**— The Safety & Wellness Committee met on Monday to review the summary health risk assessment report and plan meetings to focus on the top three health topics of interest.

I met with Associated Benefits Resource Group on Wednesday for a preliminary 2018 health insurance discussion.

Respectfully submitted,

Christy Mertes, City Administrator/Treasurer