CITY OF CEDARBURG
MEETING OF COMMON COUNCIL
November 11, 2019 – 7:00 P.M.

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, November 11, 2019 at 7:00 p.m.** at City Hall, W63 N645 Washington Avenue, Cedarburg, WI, in the second floor Council Chambers.

AGENDA

1. CALL TO ORDER - Mayor Mike O'Keefe

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL: Present – Common Council – Mayor Mike O'Keefe, Council Members Jack Arnett, Kristin Burkart, Rick Verhaalen, Garan Chivinski, Patricia Thome and Rod Galbraith

   Excused – Council Member Sherry Bublitz

5. STATEMENT OF PUBLIC NOTICE

6. APPROVAL OF MINUTES – October 28, 2019 Common Council Meeting*

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

8. PUBLIC HEARINGS

   A. Consider Resolution 2019-15 amending the Comprehensive Land Use Plan – 2025 for the west 149 feet of the 0.5 acre parcel located along the north side of Mill Street between Washington Avenue and Hanover Avenue from the Commercial classification to the High-Medium Density Residential Classification; and action thereon (Plan Comm. 9/10/19)*

   B. Consider Ordinance 2019-15 rezoning the west 149 feet of the subject property in 8.A. from B-3/PUD to Rd-1/PUD; and action thereon (Plan Comm. 9/10/19)*

   C. Consider Resolution 2019-16 amending the Comprehensive Land Use Plan – 2025 for the westerly 60 feet of W63 N667 Washington Avenue from the Commercial classification to the High-Medium Density Residential Classification; and action thereon (Plan Comm. 9/10/19)*

   D. Consider Ordinance 2019-16 rezoning the subject property in 8.C. from B-3/HPD to B-3/Rm-1/PUD/HPD; and action thereon (Plan Comm. 9/10/19)*

E. Public Hearing – Presentation of the proposed 2019 City Budget; discussion and direction thereon*

9. NEW BUSINESS

A. Consider award of engineering design contract for the 2020 Street and Utility Project; and action thereon*

B. Consider extension of cash farm lease with Roden Echo Valley, LLC for 2020; and action thereon*

C. Consider revised Policy CC-2: Purchasing; and action thereon*

D. Consider License/Permit Applications; and action thereon***

1. Consider approval of Operator License applications for the period ending June 30, 2020 for Grant Freese (new) and Patrice Renfrow (renewal)

2. Consider application of JKLM Distilling Partners, LLC for Class "B" fermented malt beverage license for Handen Distillery at W62 N590 Washington Avenue

E. Consider payment of bills dated 10/25/19 through 11/01/19, transfers for the period 10/26/19 through 11/8/19 and payroll for the period 10/20/19 through 11/02/19; and action thereon*

10. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

A. Administrator's Report*

B. Building Inspector's Report*

11. COMMUNICATIONS

A. Comments and suggestions from citizens**

B. Comments and announcements by Council Members

C. Mayor's Report

12. ADJOURNMENT – CLOSED SESSION

It is anticipated the Common Council will adjourn to closed session pursuant to State Statute 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. More specifically to:

- Consider the sale of City-owned parcels in Business Park off Alyce Street - Parcel No. 13-034-14-000.02 (Outlot #1 CSM No. 2811) and a portion of Parcel No. 13-034-14-000.00 (Outlot #1 CSM 2784)

- Approval of October 14, 2019 closed session minutes

13. RECONVENE TO OPEN SESSION

14. NEW BUSINESS - CONTINUED

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

G. Consider approval of development agreement, certified survey map and condo document for Greg James's Cedarburg Trail Condominiums; and action thereon (Plan Comm. 11/4/19)*

15. ADJOURNMENT

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

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

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

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

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

11/5/19 cwv

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, October 28, 2019, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Mayor O'Keefe called the meeting to order at 7:00 p.m.

Roll Call: Present - Mayor Michael O'Keefe, Council Members Sherry Bublitz, Jack Arnett, Kristin Burkart, Rick Verhaalen, Garan Chivinski, Patricia Thome and Rod Galbraith

Also Present - City Administrator/Treasurer Christy Mertes, City Attorney Michael Herbrand, Assistant City Administrator/Parks, Recreation and Forestry Director Mikko Hilvo, City Clerk Claire Woodall-Vogg, Director of Engineering and Public Works Tom Wiza, Public Works Superintendent Joel Bublitz, Library Director Linda Pierschalla, Senior Center Director Aubrey Suppiger, Building Inspector Mike Baier, Police Lieutenant Michael McNerney, Fire Chief Jeff Vahsholtz, interested citizens and news media

STATEMENT OF PUBLIC NOTICE

At Mayor O'Keefe's request, City Clerk Woodall-Vogg 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.

APPROVAL OF MINUTES

Motion made by Council Member Thome, seconded by Council Member Bublitz, to approve the minutes of the October 14, 2019 Common Council Meeting and Joint Special Meeting with Light & Water Commission as presented. Motion carried without a negative vote.

COMMENTS AND SUGGESTIONS FROM CITIZENS

Citizens present were welcomed and encouraged to provide their input during the citizen comment portion of the meeting. No comments or suggestions were received.

NEW BUSINESS

CONSIDER RESOLUTION NO. 2019-14 DESIGNATING LIGHT & WATER CHECKING AND SAVINGS ACCOUNTS FOR ENSUING YEAR; AND ACTION THEREON

Motion made by Council Member Thome, seconded by Council Member Bublitz, to adopt Resolution No. 2019-14 designating Light & Water checking and savings accounts for the ensuing year. Motion carried without a negative vote.

CONSIDER TERMINATION OF JAMES IMAGING CONTRACT FOR CITY HALL COPIERS AND APPROVE NEW CONTRACT WITH OFFICE COPYING EQUIPMENT LTD.; AND ACTION THEREON

Clerk Woodall-Vogg explained that the City has experienced extremely poor communication and customer service at all levels from James Imaging over the past month. Delivery of the new machines was cancelled via email the night before delivery was scheduled without any plausible explanation. Subsequent communications from all staff at James Imaging with the City Clerk and City Administrator/Treasurer have been rude, unapologetic, non-transparent and deceitful.

Because the copiers were never delivered to the City of Cedarburg and City Administrator/Treasurer Mertes has received verbal confirmation that there is no pending order to deliver, the City would like permission to cancel the order and terminate the pending lease. Clerk Woodall-Vogg would like to "piggyback" on the State of Wisconsin's NASPO ValuePoint Contract for Sharp copiers with a service and maintenance agreement through Office Copying Equipment. She said that staff have been extremely professional, transparent, and attentive throughout the bidding process. The cost is comparable to James Imaging's bid.

Council Member Verhaalen inquired about the cost of toner and the difference between the two types of copiers being considered. Clerk Woodall-Vogg explained that the monthly lease price includes all supplies except for paper.

Motion made by Council Member Burkart, seconded by Council Member Verhaalen, to approve termination of the James Imaging contract for City Hall copiers and to approve a new contract with Office Copying Equipment Ltd. Motion carried without a negative vote.

CONSIDER APPOINTMENT OF MIKKO HILVO AS THE REPRESENTATIVE AND CHRISTY MERTES AS THE ALTERNATE REPRESENTATIVE FOR THE CITY OF CEDARBURG ON THE MID-MORAINE MUNICIPAL COURT ADMINISTRATIVE COMMITTEE, EFFECTIVE JANUARY 1, 2020; AND ACTION THEREON

Motion made by Council Member Burkart, seconded by Council Member Thome, to appoint Mikko Hilvo as the representative and Christy Mertes as the alternate representative for the City of Cedarburg on the Mid-Moraine Municipal Court Administrative Committee. Motion carried without a negative vote.

CONSIDER PROPOSED 2020 BUDGET; DISCUSSION AND DIRECTION THEREON

Administrator/Treasurer Mertes presented the following changes to the budget since the October 14, 2019 Council Meeting:

- Health insurance decrease of 7% (same as 2019 rates) and dental increase of 3%; net reduction of $58,421 in General Fund
- Added $5,000 for wellness; health risk assessments not included
- Reduced Capital levy by $400,000 for transfer from General Fund for dam repairs
- Debt Service levy reduced by impact fees
- Added $2,500 overtime budget for Fire Dept., plus FICA and WRS
- Dorm rooms for Fire Department removed from 2020 in Capital Fund ($50,000)

- Washington Avenue street maintenance removed from 2020 in Capital Fund ($210,000)

The current tax rate would be an increase of $0.15 to $7.91; 1.9% increase (adding Washington Ave. street repair back would be an additional $0.16). The levy increase is currently 5.8% or $566,931. The levy limit would allow for an additional $250,000.

City Administrator/Treasurer Mertes explained that the expenditure restraint program remains an issue. The current proposed budget would not qualify the City for the 2021 revenue. If the dam funding was appropriated in 2020, when the cost is known, only an additional $200,000 reduction in expenditures needs to be found.

Discussion regarding different line items and sources of potential savings ensued. The following direction was given to Administrator/Treasurer Mertes:

- **Removal of the Washington Avenue street maintenance was affirmed**. Council Member Verhaalen asked if the $60,000 asphalt repairs would be used for the Washington Avenue if the project is removed. Director Wiza explained that typically every year funds are used to mill and fill areas of road that can use spot repairs and patching. Director Wiza also explained that Washington Avenue was not part of his seven-year plan, but he recommended it because the Council discussed a high visibility project as a desire in July. Patching would likely be an eight-year fix. The Council was in agreement to stick to Director Wiza's original seven-year plan and not include the Washington Avenue street maintenance in the budget.

- **Pushing the purchase of a tandem dump truck used for salting and plowing back to 2021.** Council Member Burkart asked what the source of funding was for the equipment replacement fund. Administrator/Treasurer Mertes explained that it is funded through an annual allocation, as well as savings on purchases and sales of used vehicles. The goal of the fund is to have a balance, but the City has never gotten back up to that funding level. Council Member Burkart asked what the consequence of moving a tandem dump truck (with plow and salter) would be to Public Works. Superintendent Bublitz said that the current truck was purchased in 2003, has 100,000 miles, but has a rebuilt motor. It could likely last a little longer. Administrator/Treasurer Mertes cautioned that this would push back other purchases down the line and the full amount of the truck will not be realized as savings. She will likely cut the truck, but also try to set aside some money for the equipment reserve fund.

- **Removal of the dam repairs from the budget until an actual cost is known and a formal commitment of a matching grant from the Department of Natural Resources (DNR) is received**. The City originally received a matching grant from the DNR, but the project cost has risen significantly due to changes made at the DNR's request. Director Wiza is hopeful that the DNR will still match the City funds, but it is not set in stone.

- **Provide estimates of various levels of employee contributions to health insurance premiums at the next Council meeting.** At the request of Council Member Galbraith, City Administrator/Treasurer Mertes was asked to provide several different scenarios of

employee contributions to health insurance premiums at the next meeting. Examples included $25.00 or $50.00 per paycheck, as well as the suggestion of a certain percentage of the cost of the premium. Council Member Thome cautioned that the Personnel Committee had this discussion in July and it was decided that health insurance contributions need to be discussed when the Committee examines the overall compensation of employees. She is not saying that employee contributions will not be considered, but that it should not be decided within a vacuum with the budget.

- **Add $25,000 into the budget for the Fire Station bunk room.** Mayor O'Keefe explained that Fire Chief Vahsholtz has figured out a way to create a temporary bunk room at a fraction of the requested cost. In order to be compliant, there must be a partition. Chief Vahsholtz has found an office that he can convert and use until a comprehensive renovation can occur. The items purchased such as beds, nightstands, and lockers, will be able to be utilized if another renovation were to take place down the line. Council Members agreed that the Fire Department should have overnight accommodations and asked that the line item be added back into the budget at $25,000.

CONSIDER LICENSE/PERMIT APPLICATIONS; AND ACTION THEREON

Motion made by Council Member Galbraith, seconded by Council Member Verhaalen, to approve new Operator License application for the period ending June 30, 2020 for Ashley K. Stephens. Motion carried without a negative vote.

Motion made by Council Member Verhaalen, seconded by Council Member Galbraith, to approve the Horse and Carriage license for Jody Schulz of Kettle Moraine Carriages, Inc., N612 Forest View Road, Kewaskum, WI. Motion carried without a negative vote.

CONSIDER PAYMENT OF BILLS DATED 10/04/19 THROUGH 10/18/19, TRANSFERS FOR THE PERIOD 10/12/19 THROUGH 10/25/19; AND PAYROLL FOR THE PERIOD 10/06/19 THROUGH 10/19/19; AND ACTION THEREON

Motion made by Council Member Burkart, seconded by Council Member Verhaalen, to approve payment of bills dated 10/04/19 through 10/18/19, transfers for the period 10/12/19 through 10/25/19; and payroll for the period 10/06/19 through 10/19/19. Motion carried without a negative vote.

ADMINISTRATOR'S REPORT

Administrator/Treasurer Mertes stated that the Interurban Trail Advisory Committee will be reviewing trail signage at Pioneer Road. Council Members Burkart and Chivinski would both like to be informed of the meeting date so that they can attend.

Administrator/Treasurer Mertes said that the Library Board discussed a Joint Library but decided that the initiative, if desired, should come from the Common Council.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

COMMENTS & ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Thome thanked Wastewater Superintendent Eric Hackert and his staff. She emailed him a question and within two hours there was a truck on her street. The staff response to citizens is amazing.

Council Member Burkart thanked the Friends of Parks & Recreation for a successful Bloody Mary Walk on Sunday, October 27, 2019. They do an amazing job to support the City.

Council Member Bublitz has been approached where she works on the need to institute a vaping ordinance. She hopes to work with Chief Frank and City Staff to figure out what makes the most sense and will then bring it to Council.

MAYOR'S REPORT - None

ADJOURNMENT

Motion made by Council Member Arnett, seconded by Council Member Bublitz, to adjourn the meeting at 8:09 p.m. Motion carried without a negative vote.

Claire Woodall-Vogg
City Clerk

CITY OF CEDARBURG

MEETING DATE: November 11, 2019 **ITEM NO:**.8. A. & B.

TITLE:

A. Consider Resolution 2019-15 amending the Comprehensive Land Use Plan – 2025 for the west 149 feet of the 0.5 acre parcel located along the north side of Mill Street between Washington Avenue and Hanover Avenue from the Commercial classification to the High-Medium Density Residential Classification; and action thereon

B. Consider Ordinance 2019-15 rezoning the west 149 feet of the subject property in 8.A. from B-3/PUD to Rd-1/PUD; and action thereon

ISSUE SUMMARY: As Council Members are aware, the applicant's Mill Street TID #3 project consists of three buildings; one that will face Washington Avenue, one to face Mill Street and a third to face Hanover Avenue, for a total of 6,900 square feet and 25 onsite parking stalls. This project was originally approved back in 2014 as a "Blighted Area TID" with a cash grant Development Agreement requiring Mr. Zimmerschied to create a total real estate increment value of $950,000 to be realized no later than January 1, 2020. Council members are reminded that earlier this summer you approved a one-year extension to the TID plan extending it to January 1, 2021.

Staff notes that at their February 4, 2019 meeting, the Plan Commission granted final approval of Mr. Zimmershied detailed site and architectural plans for his Washington Avenue building which is intended to support a restaurant/bar while the other two buildings were to be devoted to retail or office uses. To date, no building permit has been issued for the construction of the Washington Avenue building.

Mr. Zimmerschied is now requesting a change to the TID plan to replace the two back commercial buildings with 2 two-unit residential townhomes. Access to these buildings will be over a single shared drive from Mill Street, and each unit will have two covered parking spaces. With this change the required parking count for the overall project is reduced from 59 stalls down to 42 stalls.

To accomplish this change, the underlying basic use zoning district for the westerly 149 feet of the parcel will need to be changed from the B-3 Central Business District to Rd-1 Two-Family Zoning District. The PUD Planned Unit development Overlay district will remain across the entire site. In addition, to support this zoning change, state law requires that the Land Use Plan be amended from the Commercial Classification to the High-Medium Density Residential Classification.

STAFF RECOMMENDATION*:*

From a land use standpoint, adding more residential uses within walking distance to the downtown business district is good planning and therefore staff recommends approval.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: At their September 10, 2019 meeting, the Plan Commission reviewed these changes and recommended approval by unanimous vote:

BUDGETARY IMPACT: Increment value of $950,000 by January 1, 2021

The TID Developer Agreement requires the petitioner to create improvements with the minimum assessed value of $950,000 no later than January 1, 2021.

ATTACHMENTS:

- Unapproved minutes from the September 10, 2019 Plan Commission meeting
- Site and Architectural Plans
- Map showing the proposed zoning.

INITIATED/REQUESTED BY: Cornerstone Builders, LLC. Greg Zimmershied, Owner

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

CITY OF CEDARBURG
RESOLUTION NO. 2019-15

A Resolution Amending the City of Cedarburg Comprehensive Land Use Plan – 2025 for the west 149 feet of the 0.5 acre parcel located along the north side of Mill Street between Washington Avenue and Hanover Avenue

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

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

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

WHEREAS, the adopted Land Use Plan recommends Commercial Classification as shown on the Land Use Map; and

WHEREAS, proposed residential buildings on this property would require amending the Commercial classification to the High-Medium Density Residential classification (5.2 and 10.8 units per acre); and

WHEREAS, the Plan Commission reviewed the requested amendment on September 10, 2019, and the Common Council held a public hearing on November 11, 2019 to consider amending the Plan and found such change to be appropriate and compatible with the existing and future nearby uses.

NOW, THEREFORE, BE IT RESOLVED that pursuant to Section 66.1001(4)(b) of the Wisconsin Statutes, the City of Cedarburg Common Council on the 12th day of August, 2019 hereby amends *The City of Cedarburg Smart Growth Comprehensive Land Use Plan - 2025*, as follows: the west 149 feet of the 0.5 acre parcel located along the north side of Mill Street between Washington Avenue and Hanover Avenue (TID #3) is hereby classified as High-Medium Density Residential Use in the Comprehensive Land Use Plan – 2025.

Passed and adopted this 11th day of November, 2019.

_____
Michael J. O'Keefe, Mayor

Attest:

_____
Claire Woodall-Vogg, City Clerk

Approved as to form:

_____
Michael P. Herbrand, City Attorney

ORDINANCE NO. 2019-15

An Ordinance Rezoning the West 149 feet of a 0.5 Acre Parcel Located Along the North Side of Mill Street Between Washington Avenue and Hanover Avenue

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

The west 149 feet of the following described real estate situated in the City of Cedarburg, Wisconsin, presently being zoned as B-3 (PUD) Central Business District is hereby rezoned to Rd-1 (PUD) Two-Family Zoning District:

Commencing at the Southeast corner of said Southeast 1/4 Section; thence South 89º 54' 00" West along the South line of said 1/4 Section, 576.39 feet to a point in the Southerly extension of the West right of way line of Washington Avenue; thence North 14º 56' 00" West along said West right of way line, 478.54 feet to the intersection of said West right of way line and the North right of way line of Mill Street; thence South 75º 04' 00" West along said North right of way line, 123.75 feet to a point in the West line of the Original Plat of the City of Cedarburg and the point of beginning of lands to be described; thence continuing South 75º 04' 00" West along said North right of way line, 242.69 feet to the intersection of said North right of way line and the East right of way line of Hanover Street; thence North 17º 14' 21" West along said East right of way line, 63.04 feet to the Southwesterly corner of the property described in Volume 905, Pages 378-379, recorded as Document No. 520140 at the Ozaukee County Register of Deeds; thence North 75º 34' 34" East along the South line of said property and the South line of property described in Volume 602, Page 238, recorded as Document No. 395988 at the Ozaukee County Register of Deeds, 245 .24 feet to a point in the West line of the aforementioned Original Plat; thence South 14º 56' 00" East along the West line of said Original Plat, 60.81 feet to the point of beginning.

Tax Key Number: 13-050-09-10-000
Said parcel contains .337 acre, more or less

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

Passed and adopted this 11th day of November, 2019.

_____
Michael O'Keefe, Mayor

Attest:

_____
Claire Woodall-Vogg, City Clerk

Approved as to form:

_____
Michael P. Herbrand, City Attorney

Section 13-1-82

On street parking within 250 feet

~~Use of On-Street Parking for Visitors~~ Available nearby on-street parking may be counted toward visitor parking needs. This may only be allo ved when on-street parking is permitted at a specific location, and then only when such on-street parking spaces are within two hundred fifty (250) feet of the entrance they are intended to serve

Parking Requirements Per Building

Condominium A (13-1-82(h)(1) Residential Uses)
4 spaces (2 spaces per dwelling Unit)

Condominium B (13-1-82(h)(1) Residential Uses)
4 spaces (2 spaces per dwelling Unit)

2 Story Building C (Restaurant or Retail sales)
28 spaces (1 space per 150sf gross 4,200sf/150)
6 spaces (1 space for each employee)

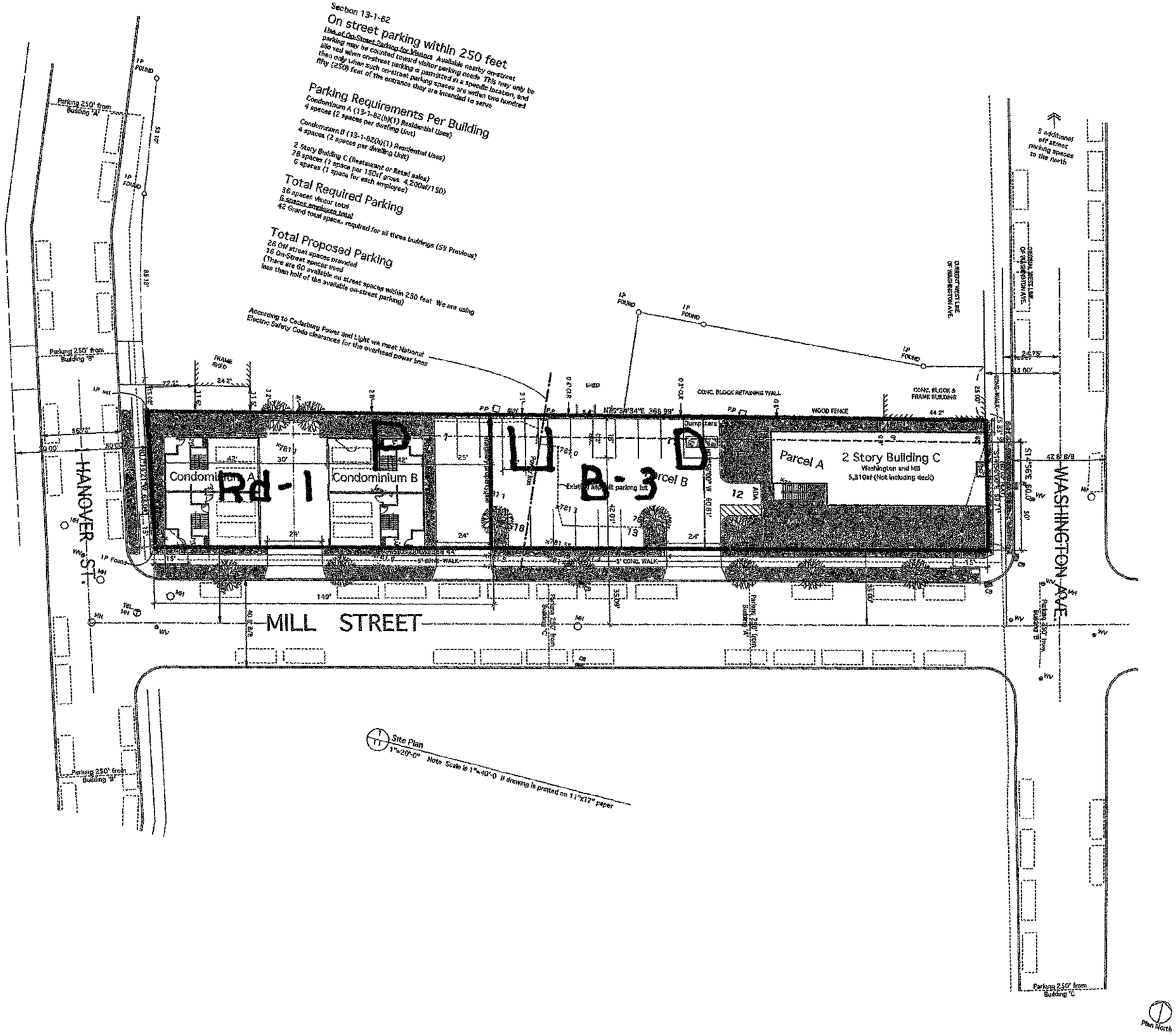
Total Required Parking

36 spaces visitor total
6 spaces employee total
42 Grand total spaces required for all three buildings (59 Previous)

Total Proposed Parking

26 Off street spaces provided
16 On-Street spaces used
(There are 60 available on street spaces within 250 feet We are using less than half of the available on-street parking)

According to Cedarburg Power and Light we meet National Electric Safety Code clearances for the overhead power lines



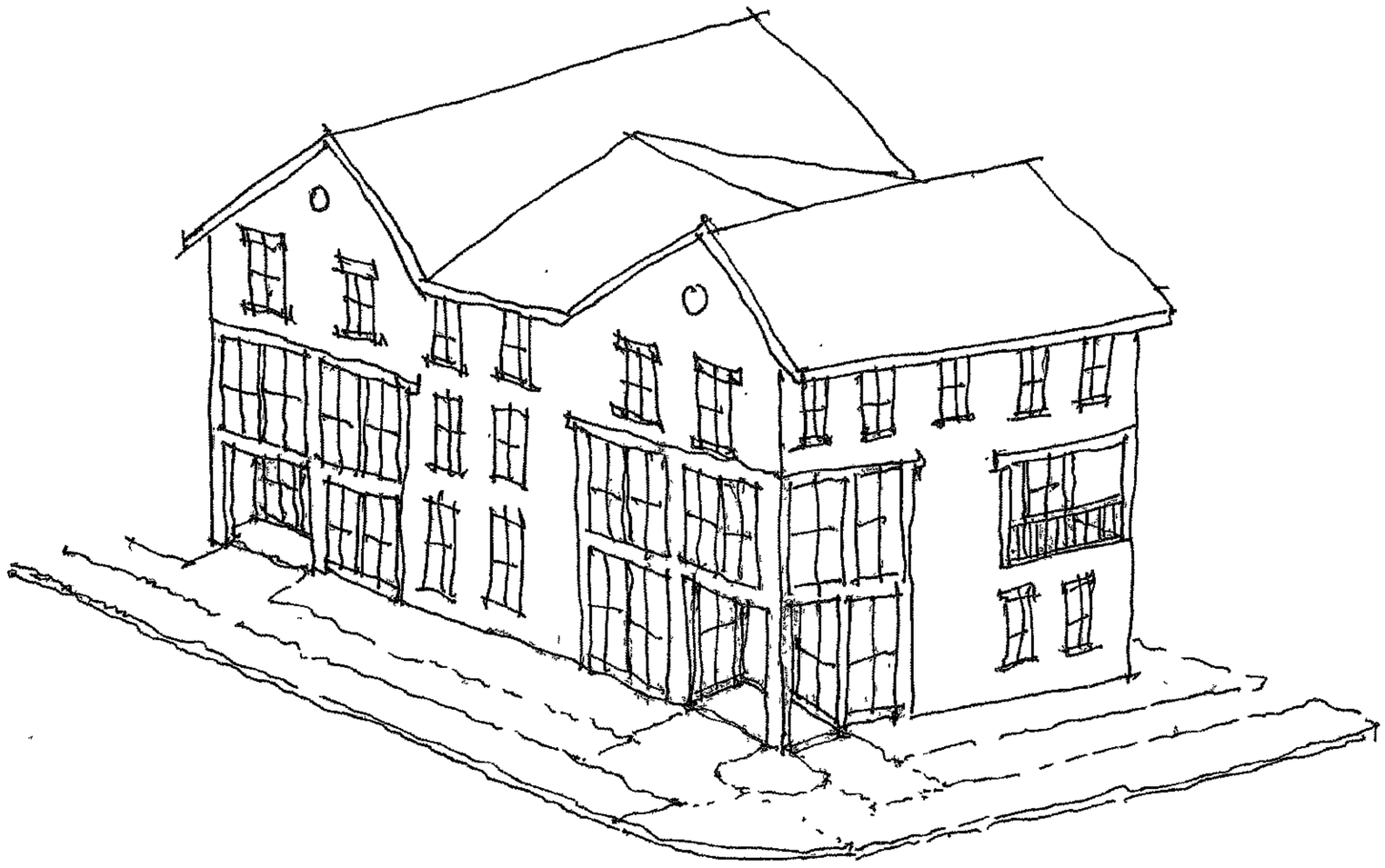
Design drawings not for construction

HANOVER & MILL CONDO
HANOVER STREET, CEDARBURG WI 53012
1.1
19 Aug 2019
ARCHITECT: DON STANDER 2216 W. BONNIE GLEN ROAD MEQUON WISCONSIN 53092 PH 262

Rd-1 PUD B-3

Rec
AUG 19
CITY OF CEDAR

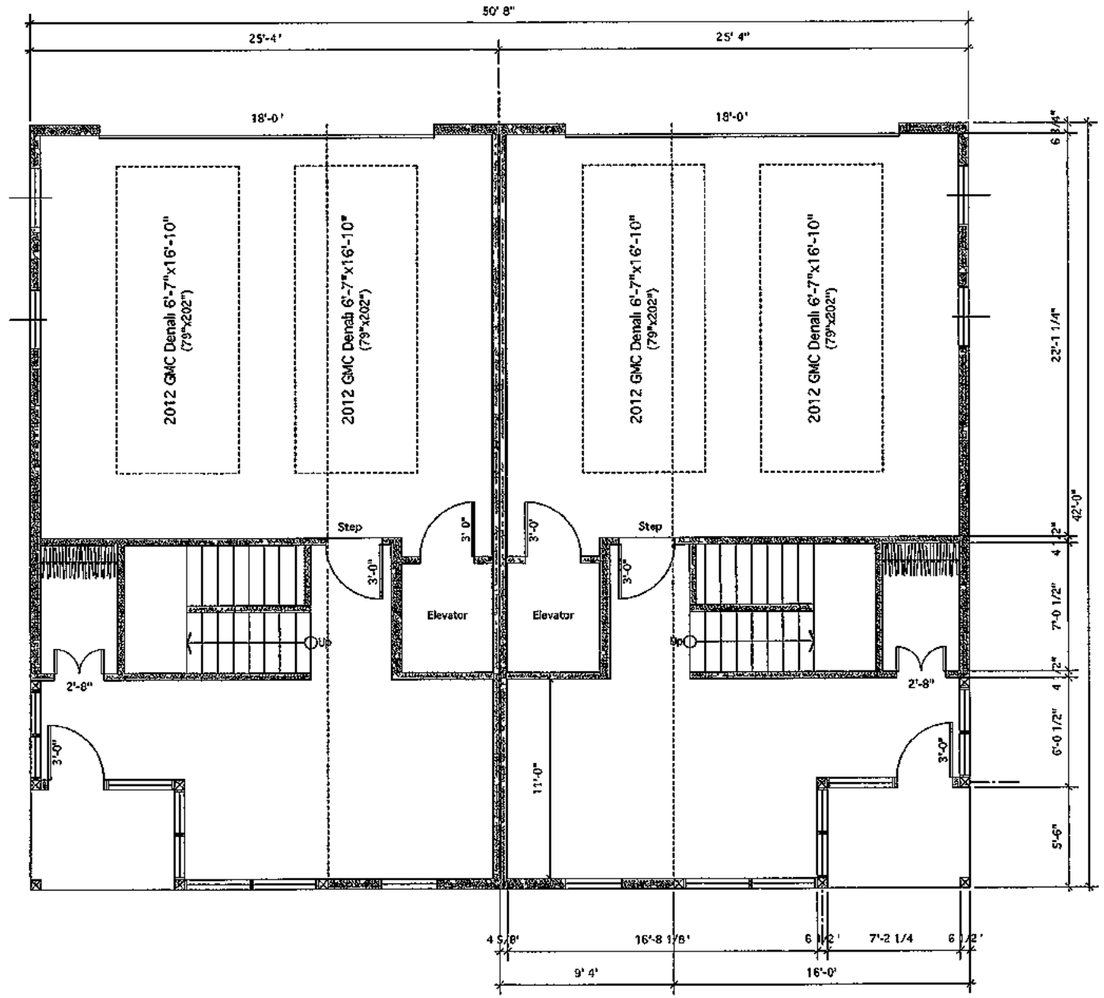
Design drawings
not for construction



HANOVER & MILL CONDO
HANOVER STREET, CEDAR RIDGE WI 53012
1.0
19 AUG 2019
ARCHITECT: DOM STRANGE ARTS W DOUGLAS BAY ROAD WAUKESHA WISCONSIN 53186 262.547.8585

Plan Commission Review Set 19 A

Design drawings
not for construction



1,064 sf Second Floor

1,064 sf Second Floor

1 / 2.1 First Floor Plan
1/4"=1'-0" Note Scale is 1/8"=1' 0" if drawing is printed on 11"x17" paper

Wall Legend

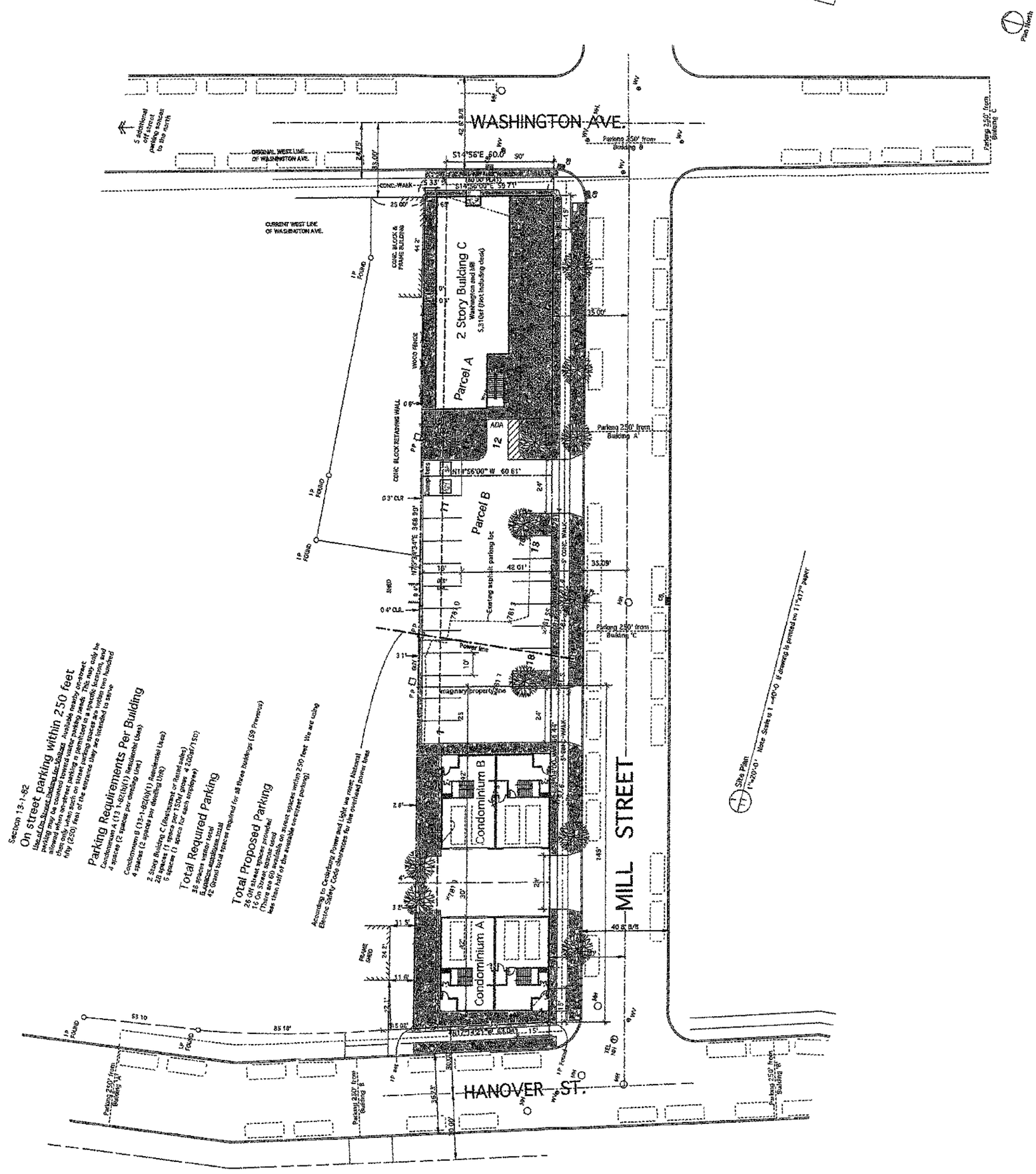
- Existing walls and cabinets to be removed
- Existing walls
- Proposed walls
- Existing masonry walls
- Proposed masonry walls

Plan North

HANOVER & MILL CONDO
HANOVER STREET, CEDARBURG WI 53012
2.1
19 AUG 2019
ARCHITECT DON STAUTS 8218 W DONGES BAY ROAD MEQUON WISCONSIN 53097 PH 262 238 8888

Design drawings not for construction

HANOVER & MILL CONDO
HANOVER STREET • CEDARBURG WI 53012
ARCHITECT: DON STAUBER BETH W. SONDES BAY ROAD MEQUON WISCONSIN 53097 PH 262 338 0585
1.1
19 AUG 2019



TIF PLAN AMENDMENT/REZONING RECOMMENDATION/LAND USE PLAN AMENDMENT FOR PROPERTY LOCATED NORTH OF MILL STREET BETWEEN WASHINGTON AVENUE AND HANOVER AVENUE – GREG ZIMMERSCHIED

T
his initial project, which was approved back in 2014 as a Blighted Area TID, originally consisted of three proposed commercial buildings. The Petitioner, Greg Zimmerschied, is requesting a change to the TID plan by changing the two buildings in the back of the lot from commercial to residential townhomes, with the third building, which faces Washington Avenue, remaining as a possible location for a restaurant or bar.

Greg met with City staff to discuss this topic, as well as with Council Member Kristen Burkart, who submitted her support of this revision. City Administrator Christy Mertes did some research on the TIF plan and sent out an email that the Plan does not indicate residential or commercial use. Petitioner Zimmershied mentioned that his focus was always to develop the property fronting Washington Avenue, hopefully attracting a nice restaurant to that location.

When the plan for three commercial buildings was initially proposed, the climate downtown was different, with few commercial vacancies in the area. The current demand is for housing, as there is a lack of condos in the area. The two buildings towards the back of the lot are being proposed as two 2-unit townhomes, with four townhomes total. There is more of a residential pocket in that area and, except for the funeral home, everything to the west is mostly residential. Petitioner Zimmerschied believes that his proposed residential buildings would better fit with the component of that neighborhood, as opposed to commercial buildings. Each townhome has two car garages, which will alleviate any pressure there may be for lack of parking in that area.

Commissioner Voltz has no issue with the slightly higher roofline, and overall is excited about the direction of the architecture. He did find Condo B appears to have a smaller front yard and is close to the parking lot. Petitioner Zimmerschied said he would be open to suggestions, such as taking away two parking spots and adding ten feet to the front yard or shifting the buildings to the east in order to gain more yard to the west.

Commissioner Strautmanis questioned the application of a PUD on this property. Planner Censky recommends amending the former PUD from commercial to commercial and residential, and at this point, no architectural approval is required for this to be done. He acknowledged that this is a different way of approving the project, which is due to the TIF. He would like to establish the underlying zoning for the townhouses and keep the B-3 zoning for the front building. When Petitioner Zimmerschied comes up with the plan for the residential portion of the property, he will bring it back to the Commission for approval. Commissioner Burgoyne stated that he does not see any difficulties in getting ahead of the game at this point. Planner Censky said the Petitioner would like to get assurance

that he can get the rezoning and TIF Plan Amendment in place prior to investing in the design process.

Petitioner Zimmerschied advised that the building facing Washington Avenue is his priority at this time, and due to the complexity of that construction, he would like to start on that as soon as he can. He already has a bid from a general contractor on that part of the project. He believes both ends of the property need to be developed as part of the TIF, and he would like to begin construction on all three buildings in 2020. Council Member Thome questioned the two covered parking spaces mentioned on the plans and in the Staff Report. She wanted to make sure this was not intended as carports. Petitioner Zimmerschied assured her that these are not carports, but part of the buildings.

Commissioner Strautmanis questioned what zoning would be used for the multi-family piece. Planner Censky will come up with a legal description when bringing that forward to the Council for approval.

Commissioner Cain questioned if there were issues in the district with three-story buildings. She recalled issues with a building that was proposed on Western that was brought before the Commission in the past. Planner Censky recalled that plan getting about halfway through the approval process before the developer pulled the plans, so it was never completed. Petitioner Zimmerschied stated that there is a 35' height restriction in the B-3 district, and his goal is to comply with that restriction. If the building ends up being planned for a height above that, he would come back to the Commission in order to amend the PUD.

Commissioner Burgoyne offered clarification that the only approval before the Commission this time is conceptual approval on the plans. Planner Censky added that architectural details will come later.

Action:

A motion was made by Commissioner Burgoyne, seconded by Commissioner Kinzel, to approve the Land Use Plan Amendment Rezoning and recommend to the Common Council TIF Plan Amendment. The motion carried without a negative vote

APPROVAL FOR AMISH CRAFTSMENT GUILD TO CREATE OUTDOOR FURNITURE DISPLAY ALONG THE WEST SIDE OF KETTLE MORAINE APPLICANCE BUILDING FOR THEIR NEW LOCATION AT THE NORTHWEST CORNER OF PIONEER ROAD AND CARDINAL AVENUE – AMANDA GOSS

The Amish Craftsmen Guild business has outgrown their downtown commercial space on Washington Avenue, and will soon be relocating to the east side of the Kettle Moraine Appliance building on Cardinal Avenue and Pioneer Road. In order to display their line

CITY OF CEDARBURG

MEETING DATE: November 11, 2019 **ITEM NO:** 8.C.& D.

TITLE:

C. Consider Resolution 2019-16 amending the Comprehensive Land Use Plan – 2025 for the westerly 60 feet of W63 N667 Washington Avenue from the Commercial classification to the High-Medium Density Residential Classification

D. Consider Ordinance 2019-16 rezoning the subject property in 8.C. from B-3/HPD to B-3/Rm-1/PUD/HPD.

ISSUE SUMMARY: Mr. Schoenknecht has already received approval for certain architectural changes to render his rear garage more visually fitting for the downtown area and to correct some apparent structural problems which led to a leaky roof. While these changes were designed to reflect future residential use, it was understood that no occupancy permit would be considered until proper zoning was in place to allow for the use, as the entire site is currently zoned for business uses only. Staff believes that since this property is under single ownership and governed by the size and length of the existing building which will now support a mix of uses, this should be process as a Plan Unit Development (PUD).

Accordingly, the applicant is requesting to rezone the basic use district of his property from B-3 Central Business District and HPD Historic Preservation District to B-3, Rm-1 Residential Multiple Family Residential, HPD and PUD Plan Unit Development. More specifically, the proposed rezoning will continue with the B-3 District for the front "home" and middle portion of the building allowing business and/or residential uses, and the rear garage conversion will be rezoned to the Rm-1 Multiple Family District to support the residential apartment use. The PUD Overlay Zoning will cover the entire site and will tie this project together as one mixed use development under single ownership with shared driveway and parking.

To support this zoning change, state law requires that the Land Use Plan first be amended from the Commercial Classification to the High-Medium Density Residential Classification for the rear residential portion of this project.

Staff Comments:

One of the goals of the Comprehensive Land Use Plan is to attract more customers to our downtown businesses and staff feels that projects of this nature accomplish that goal. Accordingly, staff recommends approval to:

- Amend the Land Use Plan from the Commercial Classification to the High-Medium Density Residential Classification for the back residential portion of this project, and;
- Rezone the entire property from B-3 Central Business District to B-3 Central Business District, HPD Historic Preservation District, Rm-1 Residential Multiple Family Residential and PUD Planned Unit Development.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: At their September 10, 2019 meeting, the Plan Commission recommended approval by unanimous vote.

BUDGETARY IMPACT: n/a

ATTACHMENTS:

- Resolution 2019-16
- Ordinance 2019-16
- Minutes from the September 10, 2019 Plan Commission meeting.
- Map showing proposed zoning.
- Site and architectural plans

INITIATED/REQUESTED BY: Martin Schoenknecht. Owner

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

CITY OF CEDARBURG
RESOLUTION NO. 2019-16

A Resolution Amending the City of Cedarburg Comprehensive Land Use Plan – 2025 for the Westerly 60 Feet of W63 N667 Washington Avenue

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

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

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

WHEREAS, the adopted Land Use Plan recommends Commercial Classification as shown on the Land Use Map; and

WHEREAS, proposed residential buildings on west 60 feet of this property would require amending the Commercial classification to the High Medium-Density Residential classification (5.2 and 10.8 units per acre); and

WHEREAS, the Plan Commission reviewed the requested amendment on September 10, 2019, and the Common Council held a public hearing on November 11, 2019 to consider amending the Plan and found such change to be appropriate and compatible with the existing and future nearby uses.

NOW, THEREFORE, BE IT RESOLVED that pursuant to Section 66.1001(4)(b) of the Wisconsin Statutes, the City of Cedarburg Common Council on the 12th day of August, 2019 hereby amends *The City of Cedarburg Smart Growth Comprehensive Land Use Plan - 2025*, as follows: the westerly 60 Feet of W63 N667 Washington Avenue is hereby classified as High-Medium Density Residential Use in the Comprehensive Land Use Plan – 2025.

Passed and adopted this 11th day of November, 2019.

_____
Michael J. O'Keefe, Mayor

Attest:

_____
Claire Woodall-Vogg, City Clerk

Approved as to form:

_____
Michael P. Herbrand, City Attorney

ORDINANCE NO. 2019-16

An Ordinance Rezoning the 0.286 Acre Parcel at W63 N667 Washington Avenue

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

The following described real estate situated in the City of Cedarburg, Wisconsin, presently being zoned as B-3 Central Business District is hereby rezoned to continue the B-3 Central Business District Zoning on the eastern two-thirds of the site, the Rm-1 Residential Multiple Family Residential on the west one-third, the HPD Historic Preservation District to continue as before and PUD Planned Unit Development Overlay district to cover the entire site:

That part of Lot 3 and 4, Block 1, Ludwig Groth's Subdivision, in the South East ¼ of Section 27, Township 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin bounded and described as follows: Commencing at a point in the east line of said Lot 3, which point is 240. 78 feet S. 14° 46' E. from the northeast corner of said lot 3; thence continuing S. 14° 46' E. along the east line of said Lot 3 and 4, 100.00 feet to a point; thence west on a line parallel to the north line of said Lot 3, 157.19 feet to a point in the west line of said lot 4; thence N. 0° 36' E. along the west line of said lot 3 and 4, 73.00 feet to a point; thence N. 79° 44' 11" E. on a line 133.07 feet to the point of beginning.

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

Passed and adopted this 11th day of November, 2019.

_____
Michael O'Keefe, Mayor

Attest:

_____
Claire Woodall-Vogg, City Clerk

Approved as to form:

_____
Michael P. Herbrand, City Attorney

PLAT OF SURVEY

BADGER SURVEYING CO., INC.

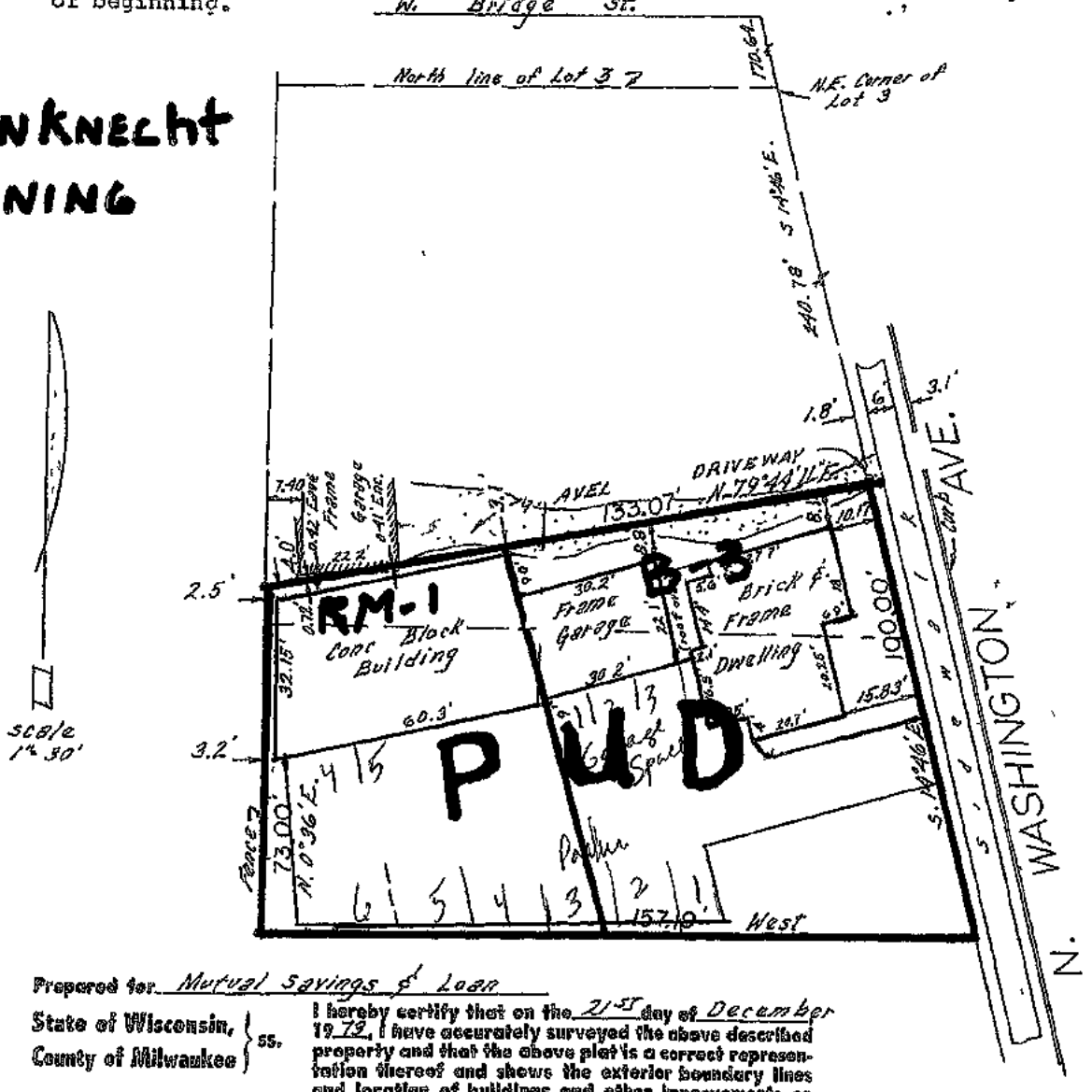
7970 NORTH 47TH ST. BROWN DEER, WISCONSIN 53223
PHONE 354-9080
CLARENCE H PIEPENBURG, PRESIDENT
REGISTERED LAND SURVEYOR

PROPERTY AT 615 N. Washington Avenue Arthur Schoenkencht OWNER.

LEGAL DESCRIPTION—(of record) Beginning at a point in the East line of Lot 3, Block 1, Ludwig & Groth Addition to the City of Cedarburg, which point is 240.78 feet South 15° E. from the North East corner of Lot 3, Block 1, running thence 15° E. 100.00 feet, thence West 157 feet to the West line of said Block 1, North 73 feet, thence North 78° E. 131 feet to the place of beginning, in Ozaukee County, Wisconsin.

LEGAL DESCRIPTION- (Occupational Lines) That part of Lot 3 and 4, Block 1, Ludwig Groth's Subdivision, in the South East 1/4 of Section 27, Township 10 North, Range 21 East, in the City of Cedarburg, Ozaukee County, Wisconsin bounded and described as follows: Commencing at a point in the east line of said Lot 3, which point is 240.78 feet S.14° 46'E. from the northeast corner of said Lot 3; thence continuing S.14° 46'E. along the east line of said Lot 3 and 4, 100.00 feet to a point; thence West on a line parallel to the North line of said Lot 3, 157.19 feet to a point in the west line of said Lot 4; thence N.0° 36'E. along the west line of said Lot 3 and 4, 73.00 feet to a point; thence N.79° 44' 11"E. on a line 133.07 feet to the place of beginning.

SCHOENKNECHT REZONING



Prepared for Mutual Savings & Loan

State of Wisconsin, County of Milwaukee } ss.

I hereby certify that on the 21st day of December 19 73, I have accurately surveyed the above described property and that the above plat is a correct representation thereof and shows the exterior boundary lines and location of buildings and other improvements on said property and the correct measurements thereof.

Plat No. 73-1079

Signed Clarence H. Piepenburg
Registered Land Surveyor

RECEIVED

DEC 20 2018

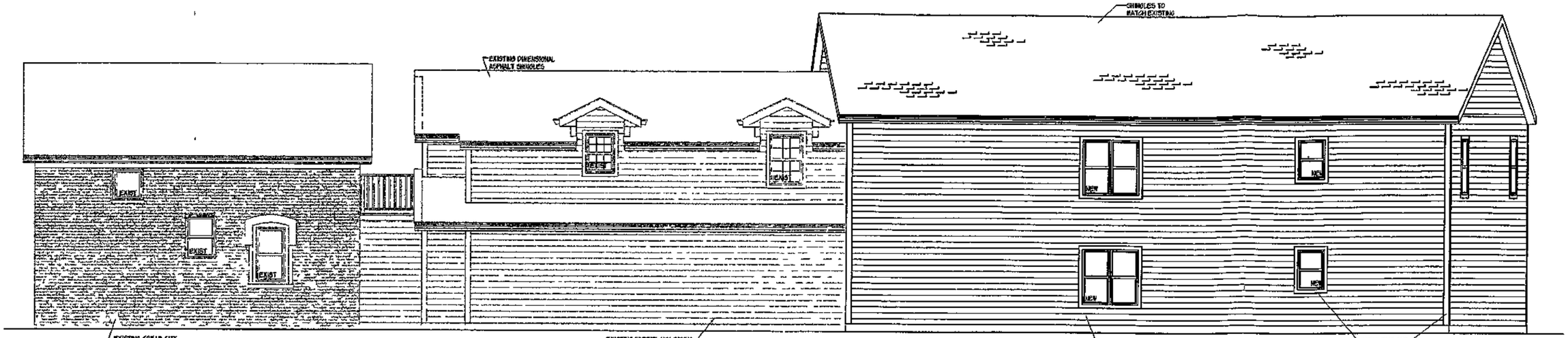
CITY OF CEDARBURG

12-19-18

We were in the process of replacing our flat roof to a pitched truss roof, when it was determined the south wall would not be structurally sound enough to bear the weight of the roof and trusses for what we planned to do in the future. We did have approval to replace the roof from both the landmarks and planning commissions. Rather than build a temporary wall to support the roof, we have decided to move forward with what the future building will look like. We would like to proceed with the exterior changes at this time, instead of having to go back to all the boards at a later date.

Thank You for your consideration,

Marty & Kathy Schoenknecht



NORTH ELEVATION

SCALE: 1/4" = 1'-0"

ALTERATION FOR:

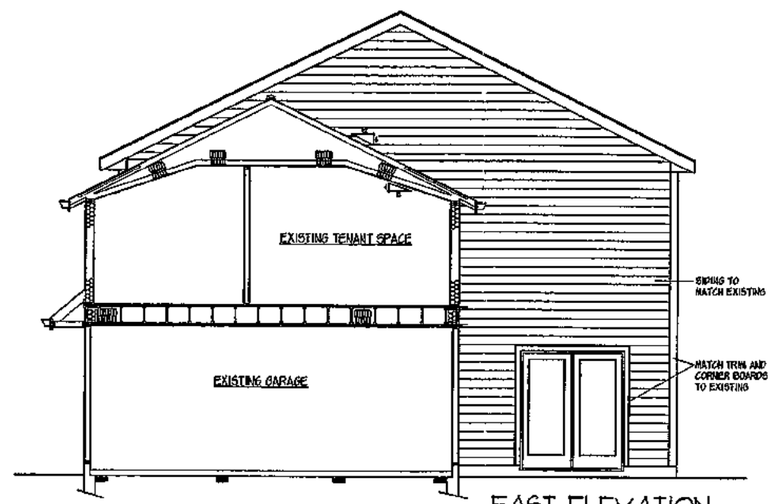
MARTIN SCHOENKNECHT

CONTACT:

MARTIN SCHOENKNECHT
(262) 488-9083
schoen4ofus@sbcglobal.net.com

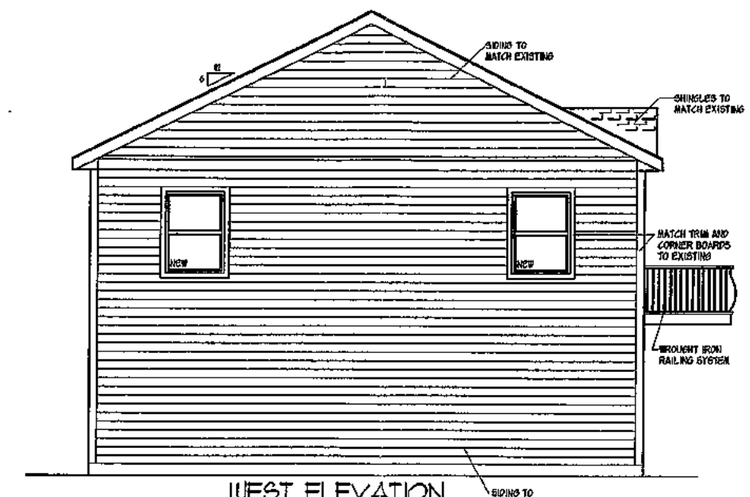
PROJECT LOCATION:

W63N667 WASHINGTON AVE.
CEDARBURG, WI 53012



EAST ELEVATION

SCALE: 1/4" = 1'-0"



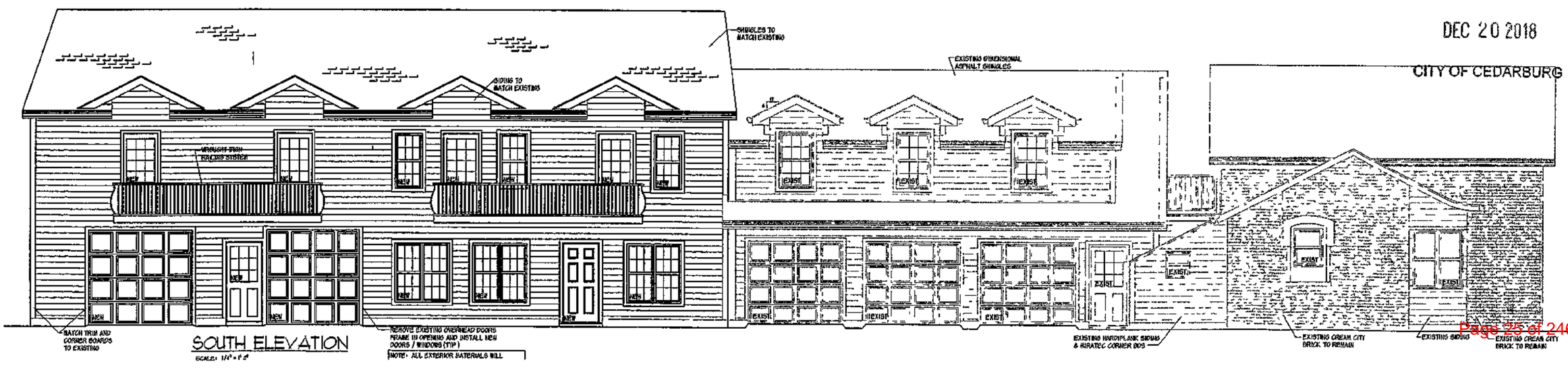
WEST ELEVATION

SCALE: 1/4" = 1'-0"

RECEIVED

DEC 20 2018

CITY OF CEDARBURG



SOUTH ELEVATION

SCALE: 1/4" = 1'-0"

NOTE: ALL EXTERIOR MATERIALS WILL

PROJECT
REMODEL FOR
MARTY SCHOENKNECHT

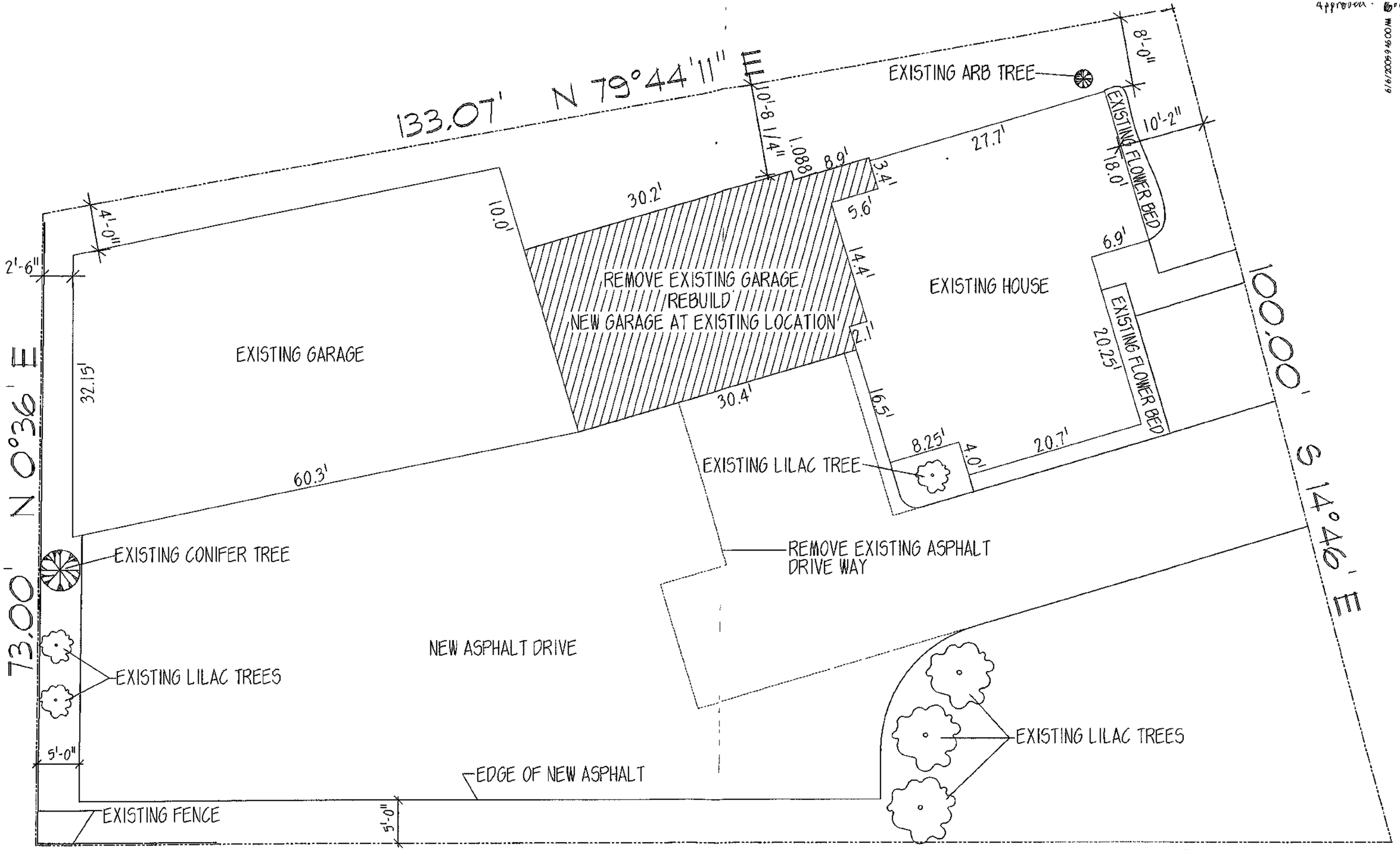
NEW HORIZON VENTURES, L.L.C.
ARCHITECTS/PLANNERS
P.O. BOX 292, GRAFTON, WI. 53024
http://www.nhvarch.com/
262-377-4730 or 262-375-2397

JOB NUMBER	DATE	REVISIONS
6CH-2853-616	12/19/2018	

SHEET A-1

CHECKED BY:

DRAWN BY: TLB



SITE PLAN

SCALE: 1" = 10'-0"

They decided to pursue something that would achieve that look but were initially hesitant to investigate possibilities of using an artificial green wall. They found there are many different systems available and they ended up with about fifteen different samples that ranged from terrible to indistinguishable from real plants. They were able to narrow their selection down to the samples they brought to this meeting for review. This wall is going to be about 30' from the sidewalk, so will mostly be viewed from a distance. The material is made from high-density polyethylene, is fully recyclable with a life span of fifteen years, and it allows them to control the appearance year-round. In answer to Council Member Thome's question regarding whether it is possible for chunks of material to fall off, Architect Wendorf reassured her the material is high quality, secured, and can be hosed down for cleaning. They come in 20" x 20" tiles which overlap, are replaceable, and UV stable, meaning no visible fading over time.

Commissioner Strautmanis stated he does not see a problem using something artificial in this application; however, in Wisconsin, he is concerned that the material being green year-round might look fake during winter, so using greens such as boxwood or hollies, would be a good option. Architect Wendorf is working with a gradient of different greens, as shown in the drawing provided in the meeting packet. He pointed out that while it is not a material usually used in building design, people do put vinyl siding on homes that look like wood and other materials. As inspiration, they took the idea of agricultural land familiar to the area and sort of played that up, using a vertical pattern of three different types of greenery, and having a subtle striation. Commissioner Burgoyne stated that using any more than three different types of plants would appear to be too many columns, and believes the design was well thought out. He stated the design is unique, tasteful and something that is different.

As an architect, Commissioner Voltz appreciates the design, making it a bit more of a graphic, artful installation. He considers it out of the box and is confident in the Architect when taking this approach. He appreciated the honesty of the Architect on whether the previous live material would work out. Mayor O'Keefe likes the design as it accentuates a modern building, and fits into surrounding nature.

Action:

A motion was made by Commissioner Voltz, seconded by Commissioner Burgoyne, to approve the alternate exterior material and changes to trash enclosure. The motion carried without a negative vote.

REQUEST LAND USE MAP AMENDMENT AND REZONING RECOMMENDATION FOR MIXED USE PROJECT LOCATED AT W63 N667 WASHINGTON AVENUE – MARTIN AND KATHLEEN SCHOENKNECHT

Since the August meeting, Planner Censky stated that staff had a change of thought on how to manage this unique property. Due to the size and length of the building, this site is unlike any other site in the area as it has one owner with multiple uses. It includes residential and/or commercial in the front first floor, residential apartments in the front second floor, and residential apartments in the rear of the building. The front two-thirds of the building will continue to be in the B-3 district, and Planner Censky is proposing the back be zoned Rm-1, and then apply a PUD over the entire site. Commissioners will also need to consider an amendment to the Land Use Plan, changing from commercial to high medium density.

Commissioner Strautmanis questioned PUD status. Planner Censky said he believes changes being made to the site has been an improvement, and that designating a PUD will tie the whole building together as one. Commissioner Strautmanis clarified with Planner Censky that Cedarburg maintains base zoning and the PUD is an overlay to that. Commissioner Cain likes the way this is being resolved rather than amending the zoning code language, with the understanding that this is specific to this situation.

Action:

A motion was made by Commissioner Cain, seconded by Commissioner Strautmanis, to approve the request for Land Use Map Amendment and the rezoning recommendation. The motion carried without a negative vote.

LAND DIVISION APPROVAL AND DEVELOPMENT AGREEMENT RECOMMENDATION FOR THREE-LOT DEVELOPMENT LOCATED AT N50 W7404 WESTERN ROAD – SARA DUNSTONE

Planner Censky stated the review of the Development Agreement indicates that the three lots are in full compliance with the Rs-3 district. The Agreement was drafted by Tom Wiza, Director of Engineering & Public Works, and will be subject to improvements required as listed on the Staff Report. Commissioner Cain questioned as to whether the paved road ends north of the property line on Webster Avenue. Planner Censky stated that because the road dead ends at the high school athletics field it will not be extended. Petitioner Sara Dunstone confirmed that the road will taper down from the asphalt. Commissioner Burgoyne clarified that everything is agreed on with the developer and owner.

Action:

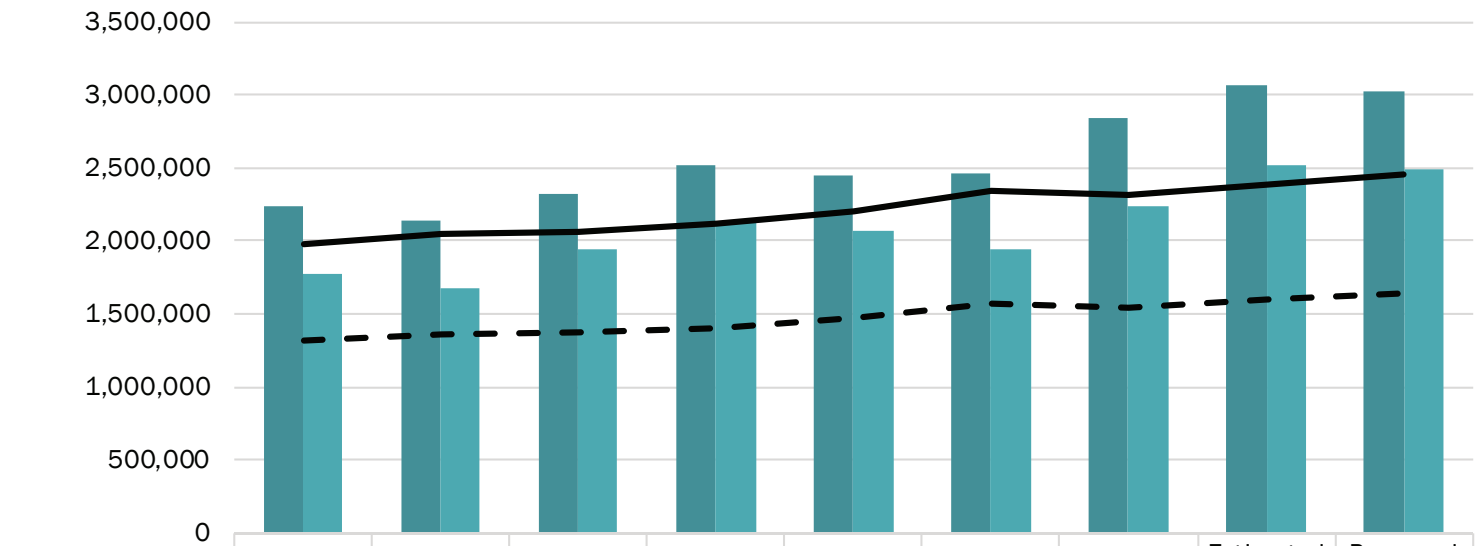
A motion was made by Commissioner Burgoyne, seconded by Council Member Thome, to approve the Certified Survey Map and Development agreement. The motion carried without a negative vote.

City of Cedarburg

City Tax Levies	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Proposed	% Change 2020/2019
General Fund Levy	5,803,256	5,869,616	6,133,050	5,954,081	6,067,595	1.9%
Capital Improvement Levy	1,170,000	1,192,000	915,000	1,235,000	1,680,000	36.0%
Special Revenue Fund Levy—Library	707,306	707,306	722,194	722,194	738,194	2.2%
TIF District - City Portion		62	106	148	36,903	24834.5%
Special Revenue Fund Levy—Pool	44,121	65,658	69,652	67,429	69,216	2.7%
Debt Service Levy	705,776	1,284,280	1,502,211	1,817,184	1,664,669	-8.4%
Total City Levy	8,430,459	9,118,922	9,342,213	9,796,036	10,256,577	4.7%
Other Taxing Bodies						
Cedarburg Schools	11,817,277	11,937,297	11,882,675	12,113,832	12,845,138	6.0%
Cedarburg Schools—TIFs		81	136	183	42,973	23382.5%
Ozaukee County—Operating	2,211,000	2,262,791	2,353,560	2,381,557		-100.0%
Ozaukee County—TIFs		15	27	36		-100.0%
State of Wisconsin	204,381	212,892				
M.A.T.C.—Operating	1,514,199	1,580,353	1,646,116	1,651,388	1,690,227	2.4%
M.A.T.C.—TIFs		11	19	25	5,639	22456.0%
Total Tax Levy (Gross)	24,177,316	25,112,362	25,224,746	25,943,057	24,840,554	-4.2%
- State School Credit	(2,087,023)	(2,103,864)	(2,307,992)	(2,285,536)		-100.0%
Total Tax Levy (Net)	22,090,293	23,008,498	22,916,754	23,657,521	24,840,554	5.0%
Equalized Valuation	1,204,323,800	1,254,478,000	1,309,147,300	1,347,444,900	1,433,294,900	6.4%
City Equalized Tax Rate	7.00	7.27	7.14	7.27	7.16	-1.6%
School District Equalized Tax Rate	9.84	9.54	9.08	9.01	8.98	-0.3%
Total Equalized Tax Rate	18.36	18.35	17.53	17.58	17.35	-1.3%
Assessed Valuation	1,208,692,140	1,221,899,680	1,248,857,140	1,262,000,218	1,310,325,200	3.8%
Assessment Ratio	100.36%	97.39%	95.40%	93.66%	91.42%	
Tax Rates (Per $1,000 A.V.)						
City of Cedarburg	6.97	7.46	7.48	7.76	7.83	0.9%
Cedarburg School District	9.80	9.79	9.54	9.62	9.86	2.5%
Ozaukee County	1.83	1.85	1.88	1.89	0.00	-100.0%
State of Wisconsin	0.17	0.17	0.00	0.00	0.00	0.0%
M.A.T.C.	1.25	1.29	1.32	1.31	1.29	-1.5%
Total Tax Rate (Gross)	20.02	20.56	20.22	20.58	18.98	-7.8%
- State School Credit	(1.73)	(1.72)	(1.85)	(1.81)		-100.0%
Total Tax Rate (Net)	18.29	18.84	18.37	18.77	18.98	1.1%

The graph below represents the trend in the General Fund Balance for the past nine years. City policy states that undesignated General Fund–Fund Balance should be between two and three months of general fund expenditures, or approximately $1.6 million to $2.46 million. The fund balance occasionally is used for planned reductions of one-time expenses while still keeping the City within the adopted policy. The 2020 budget does not include the use of fund balance.

The difference between the total fund balance and the assigned fund balance is encumbrances carried over from the previous fiscal year, prepaid expenses and fuel and supply inventory.



	2012	2013	2014	2015	2016	2017	2018	Estimated 2019	Proposed 2020
Total	2,242,319	2,133,774	2,322,259	2,518,758	2,445,981	2,458,071	2,836,152	3,063,056	3,031,036
Unassigned	1,779,941	1,677,464	1,935,755	2,121,850	2,065,568	1,948,112	2,237,438	2,525,456	2,493,436
Minimum	1,316,459	1,365,442	1,370,056	1,407,749	1,465,446	1,566,217	1,546,030	1,593,438	1,641,241
Maximum	1,974,689	2,048,163	2,055,085	2,111,623	2,198,169	2,349,325	2,319,045	2,390,157	2,461,861

General Fund
Fund 100

Revenues	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Special Assessment Revenues					2,094		
Intergovernmental Revenues	1,003,161	1,056,396	952,888	1,184,366	1,274,414	1,327,656	12%
Regulation & Compliance	428,454	387,151	666,514	402,130	577,730	378,775	-6%
Law & Ordinance Violations	57,688	52,233	56,852	67,500	69,500	70,000	4%
Public Charges for Services	115,541	201,976	159,301	119,780	124,894	123,060	3%
Intergovernmental Charges	215,020	215,829	228,453	252,979	253,079	257,944	2%
Commercial Revenues	184,102	226,811	307,887	262,066	388,917	351,140	34%
Property Taxes	6,557,403	6,634,954	6,938,714	6,787,361	6,787,361	6,924,991	2%
Total	8,561,369	8,775,350	9,310,609	9,076,182	9,477,989	9,433,566	4%

Expenditures	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	%Change 2020/2019
General Government	1,118,844	1,080,669	1,096,258	1,108,485	1,116,340	1,314,181	19%
Public Safety	3,919,317	3,886,636	4,109,946	4,202,115	4,171,802	4,362,593	4%
Engineering & Public Works	2,412,208	2,473,107	2,463,833	2,707,069	2,709,259	2,758,608	2%
Parks, Recreation & Forestry	874,382	981,329	1,039,614	988,293	978,243	925,703	-6%
Conservation & Development	92,920	86,702	121,987	102,493	102,463	104,501	2%
Transfers to Other Funds	14,503	138,175	0	252,000	277,910	0	-100%
Total	8,432,174	8,646,618	8,831,638	9,360,455	9,356,017	9,465,586	1%
Revenues - Expenditures	129,195	128,732	478,971	(284,273)	121,972	(32,020)	-89%
Audit Adjustment	(201,780)						
Fund Balance	2,445,981	2,574,713	3,053,684	2,769,411	3,175,656	3,143,636	

General Fund Revenues
Fund 100

Public Improvements	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Special Assessment Revenue					2,094		
Total Special Assessment Revenue					2,094		

Intergovernmental Revenues	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
State Shared Revenues	200,137	201,653	200,798	204,298	204,298	204,124	-0%
Fire Insurance Dues	46,134	83,047	82,175		88,000		0%
Expenditure Restraint Program	162,961	166,773	0	181,615	181,615	200,041	10%
State Grant, Police Training	3,200	2,880	3,200	2,700	3,040	3,360	24%
State Transportation Aids	509,960	527,404	606,514	697,492	697,492	802,115	15%
State Computer Aids	23,040	20,253	20,551	21,048	21,048	21,048	0%
State Recycling Grant	35,941	37,857	37,841	38,000	37,907	38,000	0%
State Personal Property Aid				39,213	39,214	39,213	0%
State Aid Cable Franchise Fees						14,955	
State Grant, Fire Safety		729	802		800	800	0%
State Grants—DOT/Police	20,958		1,000		1,000	4,000	
State Grant - Façade Study	830						
State Grant - Forestry		15,800	7				
Total Intergovernmental Revenues	1,003,161	1,056,396	952,888	1,184,366	1,274,414	1,327,656	12%

Regulation and Compliance	2016	2017	2018	2019 Proposed	2019 Estimated	2020 Proposed	% Change 2020/2019
Liquor & Beer Licenses	22,123	21,515	20,727	20,980	19,780	20,380	-3%
Direct Seller Licenses	1,705	1,750	490	1,800	610	500	-72%
Cigarette Licenses	400	600	600	600	500	500	-17%
Operator Licenses	14,350	14,810	13,365	14,350	12,500	12,500	-13%
Bicycle Licenses	136	40	245	100	120	100	0%
Dog and Cat Licenses	1,357	393	403	1,300	4,000	500	-62%
Cable TV Franchise Fee	155,956	145,549	149,552	148,000	149,000	134,600	-9%
Transient Permit Fee	250	250	250	250	250	250	0%
Weights & Measures Licenses	1,035	985	1,035	995	995	995	0%
Fire Inspection Fee	15,473	15,010	20,450	20,295	20,675	21,000	3%
Building Permits	111,871	87,877	248,940	94,000	200,000	88,000	-6%
Electrical Permits	21,303	23,988	50,254	22,000	38,000	22,000	0%
Plumbing Permits	25,440	23,080	48,820	24,750	35,000	24,750	0%
Heating/Air Conditioning Permits	20,279	21,067	51,794	20,000	53,000	20,000	0%
Drive Opening Permits	1,260	905	805	1,100	1,000	1,100	0%
Erosion Control Permits	5,750	5,280	6,240	5,200	5,200	5,200	0%
Occupancy Permits	6,170	4,590	14,520	5,200	8,000	5,200	0%
Sign Permits	1,590	1,405	2,000	1,800	2,500	1,800	0%
Street Opening Permits	4,300	3,800	4,558	3,800	11,000	4,400	16%
Miscellaneous Permits—Clerk	1,950	2,605	2,490	2,110	2,200	2,100	-0%
Building Inspection Plan Review	6,927	6,250	7,950	6,400	6,000	6,000	-6%

General Fund Revenues
Fund 100 (contd.)

Regulation and Compliance (contd.)	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Stormwater Management Permit	2,360	517	11,175	1,200	1,700	1,200	0%
Plan Review	6,469	4,885	9,851	5,500	5,500	5,500	0%
Zoning Permits	0	0	0	400	200	200	-50%
Total Regulation & Compliance	428,454	387,151	666,514	402,130	577,730	378,775	-6%

Law & Ordinance Violations	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Court Penalties & Costs	41,757	32,262	37,169	44,500	44,500	47,000	6%
State Forfeitures					2,000		0%
Parking Violations	15,931	19,971	19,683	23,000	23,000	23,000	0%
Total Law & Ordinance Violations	57,688	52,233	56,852	67,500	69,500	70,000	4%

Public Charges for Services	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Treasurer's Office Fees	1,338	3,602	1,645	1,200	1,000	1,200	0%
License Publication Fees	765	1,040	980	920	810	800	-13%
Assessor's Office Fees	6,230	5,505	6,675	5,500	5,700	5,500	0%
General Government Misc. Fees	4	25	322				0%
Engineering Fees	8,606	116	12,706	5,000	4,000	3,000	-40%
Building Inspection House Nos.	861	723	1,266	700	700	700	0%
State Tag Fee	1,850	1,705	2,145	1,760	1,760	1,760	0%
Tax Exemption Fees	175	0	200	0	0	200	0%
Central Duplicating Fees	120	433	155	250	100	150	-40%
Police Department Fees	18,285	10,805	15,387	11,500	11,500	11,500	0%
Alarm Permit Fees	325	6,755	400	250	275	250	0%
False Alarm Fees	1,090	1,155	370	2,000	2,000	2,000	0%
Public Works Department Fees	11,335	74,923	19,065	13,500	12,000	12,000	-11%
Celebrations	23,496	23,085	30,986	20,000	21,000	21,000	5%
Recycling—Aluminum/Tin		51					
Recycling Cart Upgrade	2,073	768	2,786	1,000	2,333	1,000	0%
Weed Mowing Fees	920	(920)	0	1,000	0	1,000	0%
Park Rental Fees	7,002	7,120	5,778	7,000	7,486	7,000	0%
Senior Center Fees	24,009	59,673	52,821	42,000	50,000	50,000	19%
Senior Van Receipts	6,739	5,412	5,614	6,200	4,000	4,000	-35%
Public Charges for Services	318				230		
Total Public Charges for Services	115,541	201,976	159,301	119,780	124,894	123,060	3%

Intergovernmental Charges	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Sanitation—Town	3,350	3,350	3,350	2,165	2,165	2,165	0%
Fire— Operating—Town	148,655	145,017	156,985	165,700	165,700	184,265	11%
Fire/EMS Dispatching—Town	2,365	3,483	4,140	3,500	3,500	3,500	0%

General Fund Revenues
Fund 100 (contd.)

Intergovernmental Charges (contd.)	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Emergency Management—Town	330		100	100			-100%
Crossing Guards—School District	42,005	42,249	43,915	50,000	50,000	50,000	0%
Sewer Administrative Services	10,250	10,250	10,250	10,250	10,250	10,250	0%
Transfer from Room Tax Fund	3,953	4,039	4,160	3,500	3,500	3,500	0%
Transfer from Rec Programs				13,500	13,500		-100%
Transfer from CDBG—Admin.	931	1,221	1,247		500		
Transfer from TIF—Admin.	455	343	1,358	1,300	1,000	1,300	0%
City of Mequon—Reimbursement	2,726	5,877	2,948	2,964	2,964	2,964	0%
Total Intergovernmental Charges	215,020	215,829	228,453	252,979	253,079	257,944	2%

Commercial Revenues	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Interest—Delinquent Property Taxes	605	478	507	300	400	400	33%
Interest— Investments	21,149	53,773	94,111	70,828	140,000	140,750	99%
Interest—Special Assessments	154	364	78	200	575	0	-100%
Change in Market Value	(36,989)	(10,181)	(7,256)	5,000	40,000	0	-100%
Rent—City Property	16,904	13,252	10,489	13,000	13,000	13,000	0%
Rent—City Property, Water Tower	137,251	143,853	151,179	158,738	165,953	173,490	9%
Sale of City Property	3,424	2,122	1,920		100		
Refund of Prior Years Expense	(2,712)	(559)	717		4,787		
Donations	30,835	18,517	40,289	14,000	14,100	13,500	-4%
Miscellaneous Revenue	13,481	5,192	15,853	0	10,002	10,000	0%
Total Commercial Revenues	184,102	226,811	307,887	262,066	388,917	351,140	34%
Total Non-Tax Revenues	2,003,966	2,140,396	2,371,895	2,288,821	2,688,534	2,508,575	10%

Tax Revenues	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Property Taxes	5,812,613	5,869,661	6,133,050	5,954,081	5,954,081	6,067,595	2%
Property Tax Equivalent	744,790	765,293	805,664	833,280	833,280	857,396	3%
Total Property Taxes	6,557,403	6,634,954	6,938,714	6,787,361	6,787,361	6,924,991	2%

Total General Fund Revenues	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
	8,561,369	8,775,350	9,310,609	9,076,182	9,477,989	9,433,566	4%

General Government Fund 100 Common Council 511100	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Salaries	17,707	16,757	16,154	16,800	15,877	16,800	0%
Social Security	1,335	1,278	1,236	1,285	1,215	1,285	0%
Workers' Comp. Insurance	38	37	35	30	30	27	-10%
Total	19,080	18,072	17,425	18,115	17,122	18,112	-0%

511100 Common Council Operating	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Subscriptions and Dues	6,101	6,032	6,367	6,500	6,613	6,700	3%
Travel & Meeting Expenses	154	72	51	225	100	225	0%
Operating Expenses	184	135	568	375	375	375	0%
Total	6,439	6,239	6,986	7,100	7,088	7,300	3%
Total Expenditures	25,519	24,311	24,411	25,215	24,210	25,412	1%

513100 Mayor Personnel	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Salary	6,231	6,000	6,000	6,000	6,000	6,000	0%
Social Security	477	459	459	459	459	459	0%
Workers' Comp. Insurance	14	13	12	11	11	10	-9%
Total	6,722	6,472	6,471	6,470	6,470	6,469	-0%

513100 Mayor Operating	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Telephone	88	90	89	100	104	104	4%
Printing	3,564						
Travel & Meeting Expenses	553	106	650	600	250	600	0%
Awards & Supplies			1,290			1,000	0%
Other Expenses	107		301	250	100	250	0%
Total	4,312	196	2,330	950	454	1,954	106%
Total Expenditures	11,034	6,668	8,801	7,420	6,924	8,423	14%

513200 City Administrator Personnel	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Salaries	71,490	72,693	74,377	78,860	75,320	100,000	27%
Sick Payout	987	1,006	940	1,364	1,035	0	-100%
Social Security	5,416	5,530	5,655	6,248	5,952	7,717	24%
Retirement	4,945	5,156	5,072	5,349	5,096	6,608	24%
Health Insurance	13,347	15,434	15,643	7,131	7,131	21,723	205%
Life Insurance	47	48	49	39	70	0	-100%
Longevity	1,294	1,344	1,394	1,443	1,443	882	-39%
Workers' Comp Insurance	176	177	169	144	144	137	-5%
Total	97,702	101,388	103,299	100,578	96,191	137,067	36%

513200 City Administrator Operating	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Telephone	88	90	88	410	410	410	0%
Operating Supplies	46	8	9	150	150	150	0%
Publications & Dues	357	333	366	375	360	400	7%
Conferences & Travel	880	166	339	600	655	700	17%
Total	1,371	597	802	1,535	1,575	1,660	8%
Total Expenditures	99,073	101,985	104,101	102,113	97,766	138,727	36%

519200 Employee Relations	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
EAP/125	1,811	1,318	1,711	2,100	2,200	2,300	10%
Professional Services	1,229	1,061	550	1,200	1,000	28,200	2250%
Leadership Development	230	574	610	600	600	600	0%
Awards and Supplies	1,479	3,027	1,833	900	1,500	1,875	108%
Total	4,749	5,980	4,704	4,800	5,300	32,975	587%

516100 Legal Services	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Extraordinary Services	102,153	51,727	37,738	55,000	45,000	55,000	0%
Total Legal Services	102,153	51,727	37,738	55,000	45,000	55,000	0%

514100 City Clerk Personnel	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Salaries	123,600	126,270	128,848	130,924	149,370	139,983	7%
Salaries—Part-Time	17,258	17,535	16,491	18,596	18,596		-100%
Sick Payout	1,526	1,629	1,680	1,735	1,735	559	-68%
Social Security	11,061	11,229	11,477	11,749	13,160	10,877	-7%
Retirement	9,685	10,143	9,537	8,842	10,050	9,597	9%
Health Insurance	31,967	31,660	31,542	26,040	35,000	47,169	81%
Life Insurance	84	86	88	89	70	58	-35%
Longevity	1,953	2,079	2,205	2,331	2,331	1,638	-30%
Workers' Comp. Insurance	342	348	331	283	283	243	-14%
Total	197,476	200,979	202,199	200,589	230,595	210,124	5%

514100 City Clerk Operating	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Professional Services	374	1,676	1,017	1,000	1,000	11,020	1002%
Telephone	441	448	443	600	450	500	-17%
Repair & Maintenance Services	1,350	1,463	1,125	1,415	1,415	1,415	0%
Office Supplies & Expenses	1,675	1,972	2,671	3,100	2,500	2,750	-11%
Recording Fees	170	210	330	400	300	350	-13%
Computer/Copier Supplies	1,863	1,284	1,727	2,500	1,800	2,000	-20%
Postage	8,163	6,506	7,878	9,000	6,100	9,000	0%
Publication & Dues	178	390	130	575	580	575	0%
Legal Notice Publications	3,303	3,961	4,478	4,500	4,000	4,500	0%
Employee Training, Travel	114	387	429	1,000	500	1,500	50%

Equipment	0	0	500	900	500	600	-33%
Total	17,631	18,297	20,728	24,990	19,145	34,210	37%
Total Expenditures	215,107	219,276	222,927	225,579	249,740	244,334	8%

514200 Elections				2019	2019	2020	% Change
Personnel	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Salaries	27,277	9,625	25,782	15,144	11,247	30,009	98%
Overtime	44		721				
Salaries—Part Time	113						
Social Security	107	54	127		44		
Workers' Comp. Insurance	71	31	71	61	61	49	-20%
Total	27,612	9,710	26,701	15,205	11,352	30,058	98%

514200 Elections				2019	2019	2020	% Change
Operating	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Supplies	5,784	4,900	8,073	7,130	5,000	10,000	40%
Legal Notice Publications	66	100		200		200	0%
Total	5,850	5,000	8,073	7,330	5,000	10,200	39%
Total Expenditures	33,462	14,710	34,774	22,535	16,352	40,258	79%

515400 City Assessor				2019	2019	2020	% Change
Personnel	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Salaries	71,472	72,634	74,354	75,550	75,550	77,057	2%
Sick Payout	760	875	801	750	750	750	0%
Social Security	5,179	5,135	5,262	5,977	5,977	6,097	2%
Retirement	4,966	5,180	5,095	5,117	5,117	5,380	5%
Health Insurance	18,161	21,892	22,013	21,240	21,240	21,236	-0%
Life Insurance	66	68	70	70	70	89	27%
Longevity	1,638	1,701	1,764	1,827	1,827	1,890	3%
Workers' Comp. Insurance	3,450	3,408	3,414	3,118	3,118	2,738	-12%
Total	105,692	110,893	112,773	113,649	113,649	115,237	1%

515400 City Assessor				2019	2019	2020	% Change
Operating	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Professional Services	13,500	13,500	13,500	13,500	13,500	13,500	0%
Revaluation	0	0	0	10,000	10,000	10,000	0%
Telephone	177	179	177	200	192	200	0%
Office Supplies	268	903	153	300	300	300	0%
Computer Supplies	3,969	3,884	4,207	4,435	4,435	4,515	2%
Publication & Dues	255	305	320	320	240	240	-25%
State Fees—Mfg. Assessment	1,505	1,592	1,506	1,600	1,502	1,600	0%
Employee Training, Travel	887	947	977	1,100	970	1,100	0%
Total	20,561	21,310	20,840	31,455	31,139	31,455	0%
Total Expenditures	126,253	132,203	133,613	145,104	144,788	146,692	1%

515600 City Treasurer Personnel	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Salaries	80,830	82,629	80,369	73,691	73,691	163,627	122%
Salaries—Part Time	0	0	7,820	19,519	19,519		-100%
Sick Payout	452	362	482	527	527	531	1%
Social Security	5,852	6,007	6,372	7,309	7,309	12,794	75%
Retirement	5,625	5,869	5,429	4,980	6,258	10,954	120%
Health Insurance	22,032	24,404	24,463	20,813	20,813	27,233	31%
Life Insurance	81	83	106	69	113	144	109%
Longevity	1,537	1,629	1,720	1,811	1,811	3,082	70%
Workers' Comp. Insurance	195	197	187	161	161	153	-5%
Total	116,604	121,180	126,948	128,880	130,202	218,518	70%

515600 City Treasurer Operating	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Professional Services	52,368	49,200	48,602	55,000	55,000	55,000	0%
Telephone	265	269	266	315	315	315	0%
Office Supplies	6,794	5,713	4,955	6,460	6,460	7,000	8%
Publication & Dues	465	370	380	500	380	520	4%
Employee Training, Travel	170	684	72	400	200	400	0%
Office Equipment	1,014			100	115	100	0%
Other Expenses	2,289	2,431	1,513	2,500	2,500	2,900	16%
Total	63,365	58,667	55,788	65,275	64,970	66,235	1%
Total Expenditures	179,969	179,847	182,736	194,155	195,172	284,753	47%

515900 Independent Auditing	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Professional Services	32,400	33,750	27,250	28,000	27,750	29,000	4%

514700 Technology	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Professional Services	9,505	16,870	16,586	31,500	33,000	31,500	0%
Internet Service	13,365	13,460	13,512	10,000	13,000	13,000	30%
Computer Supplies	74	28					
Equipment Outlay	18,820	9,973	14,914	17,280	17,650	22,175	28%
Multi Use Equipment	7,059	7,419	7,340	7,500	7,500	7,700	3%
Total	48,823	47,750	52,352	66,280	71,150	74,375	12%

519100 Illegal/Uncollectible Taxes	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Uncollectible Taxes		2,113					

519400 Insurance	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Property/Auto Insurance	3,648	3,702	2,720	2,646	2,646	2,974	12%
General Liability Insurance	4,664	4,555	5,588	4,583	4,378	4,642	1%
Surety Bonds	520	605	596	605	714	750	24%
Total	8,832	8,862	8,904	7,834	7,738	8,366	7%

518100 City Hall Complex				2019	2019	2020	% Change
Personnel	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Salaries	82,495	108,468	74,030	72,230	72,230	73,683	2%
Overtime	3,598	2,138	2,065	2,000	2,000	2,000	0%
Salaries—Part-Time	1,996						
Sick Payout	972	249	281	352	352	323	-8%
Social Security	6,881	8,276	5,808	5,762	5,762	5,872	2%
Retirement	6,118	6,204	5,317	4,934	4,934	5,181	5%
Health Insurance	19,345	13,845	11,740	13,144	13,144	13,213	1%
Life Insurance	143	94	96	71	71	77	8%
Longevity	2,487	643	680	743	743	756	2%
Workers' Comp. Insurance	4,151	4,247	3,373	3,080	3,080	2,627	-15%
Total	128,186	144,164	103,390	102,316	102,316	103,732	1%

518100 City Hall Complex				2019	2019	2020	% Change
Operating	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Electric	23,578	23,087	21,633	25,609	25,609	25,609	0%
Natural Gas	21,155	21,924	20,549	25,000	25,000	25,000	0%
Telephone	1,971	1,914	3,150	2,025	2,025	2,025	0%
Water Service	3,350	3,155	3,135	3,500	3,500	3,500	0%
Repair & Maintenance Services	32,181	24,260	52,332	30,000	30,000	30,000	0%
Operating Supplies	15,166	12,773	7,731	14,000	14,000	14,000	0%
Capital Equipment Outlay	5,883	20,210	42,027	22,000	22,000	22,000	0%
Total	103,284	107,323	150,557	122,134	122,134	122,134	0%
Total Expenditures	231,470	251,487	253,947	224,450	224,450	225,866	1%
Total General Government	1,118,844	1,080,669	1,096,258	1,108,485	1,116,340	1,314,181	19%

Public Safety							
522100 Police Station				2019	2019	2020	% Change
Personnel	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Salaries	17,811	14,951	18,363	20,283	20,283	20,689	2%
Overtime	389	0	0	400	400	400	0%
Sick Payout	202	166	188	235	235	235	0%
Social Security	1,535	1,218	1,454	1,637	1,637	1,670	2%
Retirement	1,356	1,107	1,259	1,386	1,386	1,458	5%
Health Insurance	3,348	3,592	5,601	3,611	3,611	3,645	1%
Life Insurance	0	0	6	24	24	24	0%
Longevity	403	428	454	479	479	504	5%
Workers' Comp. Insurance	964	932	932	852	852	703	-17%
Total	26,008	22,394	28,257	28,907	28,907	29,328	1%

522100 Police Station				2019	2019	2020	% Change
Operating	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Electric	26,000	25,280	24,966	28,591	28,591	29,305	2%
Natural Gas	6,769	7,951	7,383	12,000	12,000	12,120	1%

Water Service	1,068	1,050	1,006	1,270	1,270	1,346	6%
Repair & Maintenance Services	28,228	28,499	32,737	20,000	20,000	20,000	0%
Maintenance Supplies	2,068	3,863	1,712	4,500	4,500	4,500	0%
Property/Auto Insurance	2,038	2,038	1,310	1,310	1,310	1,533	17%
Total	66,171	68,681	69,114	67,671	67,671	68,804	2%
Total Expenditures	92,179	91,075	97,371	96,578	96,578	98,132	2%

522110 Police Administration				2019	2019	2020	% Change
Personnel	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Salaries	193,472	198,164	201,656	205,731	205,731	209,638	2%
Overtime	2,487	26,484	17,917	4,129	11,000	5,000	21%
Office/Dispatchers	382,637	386,941	351,931	393,175	373,175	412,970	5%
Holiday	8,637	8,202	9,112	13,294	12,000	13,559	2%
Sick Payout	4,576	5,418	5,512	5,990	5,990	5,768	-4%
Social Security	45,119	48,035	44,782	48,595	47,491	50,516	4%
Retirement	46,754	50,867	48,674	49,444	48,500	54,456	10%
Health Insurance	125,309	119,206	136,743	159,649	124,283	133,304	-17%
Life Insurance	226	212	227	247	247	247	0%
Longevity	13,282	11,896	12,400	12,904	12,904	13,408	4%
Workers' Comp. Insurance	8,316	7,983	7,880	6,065	6,850	6,233	3%
Total	830,815	863,408	836,834	899,223	848,171	905,099	1%

522110 Police Administration				2019	2019	2020	% Change
Operating	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Legal Services	18,449	13,837	21,400	15,000	15,000	15,000	0%
Animal Pound	1,089	1,075	655	1,500	1,500	1,500	0%
Telephone/Communications	29,998	33,029	28,772	29,000	37,790	29,000	0%
Repair & Maintenance Services	73,757	45,536	46,320	46,000	46,000	46,000	0%
Office Supplies	7,499	6,116	7,222	6,500	6,500	6,500	0%
Printing	3,270	3,658	2,805	3,500	3,500	3,500	0%
Publications & Dues	233	327	1,130	1,250	1,250	1,250	0%
Employee Training, Travel	4,997	6,492	5,687	4,500	4,500	4,500	0%
Clothing & Uniforms	3,204	3,611	2,915	3,700	3,700	3,700	0%
Supplies & Expenses—Hunter Safety	60	316	(29)	300	300	300	0%
Equipment Outlay	624	2,111	5,996	2,500	2,500	2,500	0%
Other Expenses (Photo)	2,035	1,172	1,267	2,000	2,000	2,000	0%
Liability Insurance	19,840	20,442	19,154	20,233	19,323	22,157	10%
Total	165,055	137,722	143,294	135,983	143,863	137,907	1%
Total Expenditures	995,870	1,001,130	980,128	1,035,206	992,034	1,043,006	1%

522120 Patrol				2019	2019	2020	% Change
Personnel	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Salaries	1,252,269	1,193,629	1,241,509	1,301,004	1,301,004	1,375,468	6%
Overtime	50,588	38,051	37,311	48,480	48,480	51,253	6%
Crossing Guards	39,600	39,382	41,081	36,553	50,000	46,700	28%
Wages/Billable	(10,606)	(13,526)	(7,798)	(10,000)	(54,000)	(75,000)	650%
Holiday	33,549	37,066	33,933	59,273	59,273	62,663	6%

Sick Payout	4,192	4,376	1,749	4,049	4,095	2,259	-44%
Social Security	105,518	101,149	104,333	111,116	112,913	118,513	7%
Retirement	129,841	144,786	146,193	150,010	150,010	174,777	17%
Health Insurance	224,231	210,480	232,931	260,047	260,047	293,840	13%
Life Insurance	171	201	206	204	204	187	-8%
Longevity	17,162	12,658	12,232	13,141	13,141	10,852	-17%
Workers' Comp. Insurance	51,066	49,543	47,792	41,621	41,621	41,837	1%
Total	1,897,581	1,817,795	1,891,472	2,015,498	1,986,788	2,103,349	4%

522120 Patrol Operating	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Repair & Maintenance Services	16,397	25,233	22,405	20,000	20,000	20,000	0%
Employee Training, Travel	19,162	17,371	23,360	16,000	28,000	16,000	0%
Clothing & Uniforms	18,990	18,001	20,596	12,200	22,000	12,000	-2%
Supplies & Expenses	7,564	6,078	1,050	5,500	12,000	5,500	0%
Gasoline, Motor Oil	26,522	30,843	30,375	25,000	25,000	25,000	0%
K-9 Unit Expense		1,006	968	7,000	14,000	3,000	-57%
Equipment Outlay	27,188	23,375	32,704	25,000	25,000	25,000	0%
Other Expenses	1,016	125	305	500	500	500	0%
Property/Automobile Insurance	3,440	3,922	3,915	3,401	3,401	3,997	18%
Total	120,279	125,954	135,678	114,601	149,901	110,997	-3%
Total Expenditures	2,017,860	1,943,749	2,027,150	2,130,099	2,136,689	2,214,346	4%

522130 Investigative Division Personnel	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Salaries	161,067	211,292	172,467	178,476	178,476	184,709	3%
Overtime	17,353	4,171	5,107	5,519	5,519	5,629	2%
Wages/Billable	(314)	2,858	(1,767)	(1,500)	(1,500)	(1,500)	0%
Holiday	6,154	6,290	5,047	3,568	3,568	3,639	2%
Sick Payout	758	0	1,348				
Social Security	13,859	16,199	13,622	14,401	14,401	14,901	3%
Retirement	18,795	19,283	21,017	20,018	20,018	22,867	14%
Health Insurance	37,013	33,906	43,078	43,364	43,364	43,446	0%
Life Insurance	96	43	33	36	36	35	-3%
Longevity	3,239	4,814	2,058	2,184	2,184	2,310	6%
Workers' Comp. Insurance	6,627	6,476	6,469	5,634	5,634	5,318	-6%
Total	264,647	305,332	268,479	271,700	271,700	281,354	4%

522130 Investigative Division Operating	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Professional Services	8,226	7,449	7,857	2,500	2,500	2,500	0%
Investigative Supplies	1,700	2,049	2,481	3,000	3,000	3,000	0%
Employee Training, Travel	1,878	889	5,836	2,000	3,000	2,000	0%
Clothing & Uniforms	1,907	968	3,090	1,250	1,500	1,250	0%
Total	13,711	11,355	19,264	8,750	10,000	8,750	0%
Total Expenditures	278,358	316,687	287,743	280,450	281,700	290,104	3%

522230 Fire Station				2019	2019	2020	% Change
Personnel	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Salaries	0	22,117	51,198	53,552	53,552	81,219	52%
Overtime						2,500	
Part Time Salaries	0	12,256	28,825	54,101	52,021	53,061	-2%
FICA	0	2,623	4,832	8,235	8,076	10,464	27%
Retirement	21,197	21,723	21,548	27,596	27,596	29,739	8%
Health Insurance	0	6,184	21,155	21,240	21,240	31,854	50%
Workers' Comp. Insurance	9,297	9,409	15,995	8,171	8,171	5,083	-38%
Total	30,494	74,312	143,553	172,895	170,656	213,920	24%

522230 Fire Station				2019	2019	2020	% Change
Operating	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Electric	17,193	15,172	15,595	17,000	17,000	17,000	0%
Natural Gas	9,732	10,023	10,472	12,000	12,000	12,000	0%
Telephone	578	652	655	800	800	800	0%
Water Service	2,806	2,520	2,420	3,000	3,000	3,000	0%
Operating Expense	262,435	212,404	262,108	213,500	213,500	217,500	2%
Building Maintenance	5,339	5,045	11,830	11,000	11,000	15,000	36%
Maintenance/Contracted Services	0	2,240	360	1,500	1,500	1,500	0%
Equipment Outlay			43,207				
Property/Auto Insurance	30,610	34,563	39,533	36,612	36,612	38,146	4%
Liability Insurance	2,708	2,834	2,865	2,359	2,333	1,353	-43%
Total	331,401	285,453	389,045	297,771	297,745	306,299	3%
Total Expenditures	361,895	359,765	532,598	470,666	468,401	520,219	11%

522310 Building Inspection				2019	2019	2020	% Change
Personnel	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Salaries	99,055	101,400	103,478	105,485	105,485	107,586	2%
Social Security	7,315	7,509	7,672	8,137	8,137	8,303	2%
Retirement	6,814	7,123	6,982	6,967	6,967	7,326	5%
Health Insurance	24,727	26,630	28,463	29,640	29,640	29,656	0%
Life Insurance	57	58	59	59	59	61	3%
Longevity	693	756	819	882	882	945	7%
Workers' Comp. Insurance	3,202	3,145	2,967	2,705	2,705	2,383	-12%
Total	141,863	146,621	150,440	153,875	153,875	156,260	2%

522310 Building Inspection				2019	2019	2020	% Change
Operating	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Professional Services	2,935	1,275	2,624	3,000	6,000	5,000	67%
Telephone	504	840	957	650	1,000	700	8%
Office Supplies & Expenses	3,377	2,471	3,545	2,400	2,400	2,400	0%
Employee Training, Travel	375	155	574	500	500	500	0%
Vehicle Maintenance—Gasoline	1,972	2,119	2,117	1,700	1,700	1,700	0%
Liability Insurance	949	944	874	924	882	979	6%
Total	10,112	7,804	10,691	9,174	12,482	11,279	23%
Total Expenditures	151,975	154,425	161,131	163,049	166,357	167,539	3%

522360 Weights & Measures	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Professional Services	2,000	2,000	2,000	2,000	2,000	2,000	0%

522410 Emergency Management Operating	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Workers' Comp. Insurance	250	75	56	250	56	100	-60%
Internet					1,620	1,620	
Electric	667	688	691	900	900	800	-11%
Natural Gas	784	773	487	1,250	1,250	1,200	-4%
Telephone	1,225	1,354	1,094	1,250	1,250	1,500	20%
Water Service	371	390	402	420	420	500	19%
Sirens Maintenance	1,440	2,940	2,940	2,500	2,500	2,000	-20%
Repair & Maintenance	1,038	1,027	4,866	2,500	2,500	2,000	-20%
Maintenance—Contracted	24	219	841	500	500	500	0%
Office Supplies					300	800	
Radio Equipment Maintenance	789	677	525	2,450	2,450	2,000	-18%
Training & Travel	1,720	464	916	1,500	1,500	2,000	33%
Repair & Maintenance—Supplies	54	459	283	500	500	700	40%
Awards	350	117	411	800	800	800	0%
Clothing & Uniforms	4,443	1,279	921	1,200	1,200	1,200	0%
Operating Supplies—Vehicles	654	1,494	2,170	2,000	3,000	3,000	50%
Fuel—Vehicles	479	695	576	750	2,000	2,000	167%
Equipment	3,537	3,819	3,229	4,000	4,000	3,000	-25%
Property Insurance	1,355	1,335	1,417	1,297	1,297	1,527	18%
Total	19,180	17,805	21,825	24,067	28,043	27,247	13%

Total Public Safety	3,919,317	3,886,636	4,109,946	4,202,115	4,171,802	4,362,593	4%

533110 Engineering Personnel	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Salaries	113,396	115,346	118,377	119,881	113,000	112,450	-6%
Sick Pay Out	1,082	736	1,015	7,616	9,515	580	-92%
Social Security	8,144	8,261	8,666	9,941	9,560	8,726	-12%
Retirement	7,851	8,185	8,081	8,013	7,562	7,661	-4%
Health Insurance	16,845	19,233	18,865	22,561	22,220	20,797	-8%
Life Insurance	168	180	189	147	147	108	-27%
Longevity	2,173	2,268	2,363	2,457	2,457	1,040	-58%
Workers' Comp. Insurance	3,837	3,710	3,791	3,458	3,458	2,991	-14%
Total	153,496	157,919	161,347	174,074	167,919	154,353	-11%

533110 Engineering Operating	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Professional Services	1,863	400	6,253	16,500	28,000	10,500	-36%
Telephone	424	371	413	500	500	1,000	100%
Office Supplies	558	195	322	400	500	400	0%
Maps & Plats	3,977	2,053	9,783	10,400	10,400	10,000	-4%

Publications & Dues	197	315	962	900	900	950	6%
Employee Training, Travel	685	1,332	1,295	1,300	1,300	1,350	4%
Operating Supplies	586	328	1,187	1,100	1,100	1,100	0%
Gas & Oil Expense	1,051	941	1,132	1,000	1,000	1,000	0%
Equipment Outlay	770	400	197	800	800	800	0%
Liability Insurance	6,914	6,734	6,831	7,216	6,891	7,663	6%
Total	17,025	13,069	28,375	40,116	51,391	34,763	-13%
Total Expenditures	170,521	170,988	189,722	214,190	219,310	189,116	-12%

533210 Public Works Crew				2019	2019	2020	% Change
Personnel	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Salaries	112,279	144,170	101,193	75,526	75,526	77,047	2%
Overtime	1,137	3,576	823	1,050	1,300	1,050	0%
Part Time Seasonal				13,500	4,500	4,500	-67%
Social Security	8,260	10,865	7,358	6,270	6,289	6,391	2%
Retirement	7,721	10,304	6,871	5,073	5,090	5,335	5%
Health Insurance	13,951	19,787	17,234	21,240	21,240	21,236	-0%
Life Insurance	6	9	18	0	5	0	0%
Longevity	693	756	819	882	882	945	7%
Workers' Comp. Insurance	5,391	5,268	3,218	2,939	2,939	2,861	-3%
Total	149,438	194,735	137,534	126,480	117,771	119,365	-6%

533210 Public Works Crew				2019	2019	2020	% Change
Operating	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Contracted Services	699	1,220	1,217	700	1,000	700	0%
Electric	8,521	22,442	20,680	24,400	24,400	24,400	0%
Natural Gas	9,284	8,507	8,825	11,500	11,500	11,500	0%
Telephone	1,990	6,318	5,645	7,100	7,100	7,100	0%
Water Service	2,095	4,827	4,674	10,000	10,000	10,000	0%
Fuel System Maintenance			1,070	8,000	5,000		-100%
Employee Training, Travel	250	2,024	1,182	3,200	3,000	2,200	-31%
Garage/Maintenance Supplies	34,777	31,050	37,385	31,350	31,350	32,350	3%
Gas/Diesel Fuel & Oil Expense	58,699	54,692	61,695	55,000	55,000	55,000	0%
M&E Maintenance/Parts	50,425	74,663	66,242	51,000	55,000	75,000	47%
Equipment Outlay	23,704	5,028	1,980	5,000	5,000	5,000	0%
Property/Auto Insurance	28,515	34,724	38,263	34,033	34,033	35,806	5%
Total	218,959	245,495	248,858	241,283	242,383	259,056	7%
Total Expenditures	368,397	440,230	386,392	367,763	360,154	378,421	3%

533311 Street Maintenance				2019	2019	2020	% Change
Personnel	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Salaries	319,438	259,879	301,962	349,842	349,842	356,806	2%
Overtime	22,557	20,207	28,984	45,500	45,500	45,500	0%
Part Time Salaries/Temporary	5,852	11,072	9,310	6,900	6,900	6,900	0%
Sick Pay Out	2,794	2,831	2,447	2,934	2,934	2,963	1%
Social Security	25,089	20,099	23,785	31,767	31,767	32,341	2%
Retirement	23,906	19,591	22,795	26,555	26,555	27,870	5%

Health Insurance	139,053	153,796	171,362	180,972	180,972	181,229	0%
Life Insurance	106	48	54	35	70	76	117%
Longevity	11,277	9,072	9,576	10,080	10,080	10,584	5%
Workers' Comp. Insurance	15,747	14,830	17,929	16,376	16,376	14,504	-11%
Total	565,819	511,425	588,204	670,961	670,996	678,773	1%
533311 Street Maintenance				**2019**	**2019**	**2020**	**% Change**
Operating	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Professional Services	584	509	353	750	750	750	0%
Repair & Maintenance Services	47,545	51,212	51,365	45,500	45,500	45,500	0%
Operating Supplies	4,000	3,117	561	5,400	3,000	3,000	-44%
Signs, Supplies & Parts	15,459	12,336	11,562	10,473	10,473	9,473	-10%
Total	67,588	67,174	63,841	62,123	59,723	58,723	-5%
Total Expenditures	633,407	578,599	652,045	733,084	730,719	737,496	1%
533410 Streets Ineligible				**2019**	**2019**	**2020**	**% Change**
Operating	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Repair & Maintenance - alleys						20,000	
Lease Expenses	5,381	4,187	4,091	5,450	4,170	4,200	-23%
Total Expenditures	5,381	4,187	4,091	5,450	4,170	24,200	344%
				2019	**2019**	**2020**	**% Change**
533420 Street Lighting	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Electric	288,811	265,093	272,777	270,000	258,500	270,000	0%
Total	288,811	265,093	272,777	270,000	258,500	270,000	0%
				2019	**2019**	**2020**	**% Change**
533421 Traffic Control Signals	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Electric	2,708	2,889	2,712	3,150	3,150	3,150	0%
Repair & Maintenance Services	6,715	3,972	7,464	5,000	5,000	5,000	0%
Total	9,423	6,861	10,176	8,150	8,150	8,150	0%
Total Lighting and Signals	298,234	271,954	282,953	278,150	266,650	278,150	0%
533440 Storm Sewers				**2019**	**2019**	**2020**	**% Change**
Personnel	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Salaries	59,141	61,340	43,598	131,880	131,880	134,507	2%
Overtime	461	0	925	1,000	1,000	1,000	0%
Social Security	4,544	4,644	3,390	10,165	10,165	10,366	2%
Retirement	4,085	4,342	2,982	8,704	8,704	9,147	5%
Health Insurance	1,471	0	0	5,310	5,310	5,309	-0%
Life Insurance	0	1	1	0	2	2	0%
Workers' Comp. Insurance	4,684	4,611	5,721	5,226	5,226	4,656	-11%
Total	74,386	74,938	56,617	162,285	162,287	164,987	2%

533440 Storm Sewers				2019	2019	2020	% Change
Operating	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Repair & Maintenance Services	31,142	32,025	27,704	32,000	30,000	30,000	-6%
Contracted Services (street sweepings)	10,101	10,608	10,264	15,790	15,000	15,000	-5%
State Fees—DNR Stormwater Permit	1,651	1,500	1,500	1,500	1,500	1,500	0%
Total	42,894	44,133	39,468	49,290	46,500	46,500	-6%
Total Expenditures	117,280	119,071	96,085	211,575	208,787	211,487	-0%

533450 Snow and Ice Control				2019	2019	2020	% Change
Operating	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Contracted Services—Seasonal	291	0	0	4,000	4,000	4,000	0%
Contracted Services	5,184	2,458	1,153	12,000	12,000	12,000	0%
Maintenance Supplies	5,748	8,288	12,617	18,323	18,000	7,200	-61%
Equipment	0	7,450	4,134	4,000	4,000	4,000	0%
Ice Control Materials	90,000	120,850	88,172	95,000	120,000	109,000	15%
Total Expenditures	101,223	139,046	106,076	133,323	158,000	136,200	2%

533730 Recycling				2019	2019	2020	% Change
Personnel	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Salaries	80,836	92,266	94,867	92,539	92,539	94,380	2%
Overtime	2,688	974	760	1,700	500	500	-71%
Part Time Salaries/Temporary	4,175	77					
Social Security	6,687	7,026	7,047	7,209	7,117	7,258	1%
Retirement	5,663	6,476	6,231	6,068	6,094	6,404	6%
Health Insurance	1,501	105	34				
Life Insurance	2	7	3		1		
Workers' Comp. Insurance	4,270	4,188	4,056	3,705	3,705	3,260	-12%
Total	105,822	111,119	112,998	111,221	109,956	111,802	1%

533730 Recycling				2019	2019	2020	% Change
Operating	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Contracted Services	198,096	203,315	203,869	207,747	207,747	220,416	6%
Recycling Expenses	901	2,118	1,315	2,000	2,000	2,000	0%
Equipment/Capital Outlay		11,463					
Total	198,997	216,896	205,184	209,747	209,747	222,416	6%
Total Expenditures	304,819	328,015	318,182	320,968	319,703	334,218	4%

				2019	2019	2020	% Change
533710 Solid Waste Collection	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Contracted Services	401,929	410,047	417,963	435,066	435,066	461,820	6%
Total	401,929	410,047	417,963	435,066	435,066	461,820	6%

				2019	2019	2020	% Change
533720 Landfill-Groundwater Monitoring	**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
Contracted Services	10,050	10,050	10,050	6,500	6,500	6,500	0%

533740 Weed Control	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Maintenance Services	967	920	274	1,000	200	1,000	0%
Total Health and Sanitation	412,946	421,017	428,287	442,566	441,766	469,320	6%
Total Engineering & Public Works	2,412,208	2,473,107	2,463,833	2,707,069	2,709,259	2,758,608	2%

555140 Senior Services Personnel	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Part Time Salaries	59,057	51,190	49,785	57,837	62,192	56,100	-3%
Sick Pay Out	400	426	416	408			-100%
Social Security	4,315	4,114	3,965	4,360	4,758	4,292	-2%
Retirement	3,186	2,494	2,366	2,513	2,814	2,329	-7%
Health Insurance	2,671	465	394	327	102		-100%
Longevity	945	976	1,008	1,039			-100%
Workers' Comp. Insurance	131	127	125	107	107	91	-15%
Total	70,705	59,792	58,059	66,591	69,973	62,812	-6%

555140 Senior Services Operating	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Professional Services	6,399	9,512	6,609	7,500	7,500	7,500	0%
Telephone	177	179	177	325	325	325	0%
Supplies & Expenses	1,224	1,703	553	2,000	2,000	2,000	0%
Printing	162	153	65	1,000	500	1,000	0%
Employee Training, Travel	1,250	629	411	1,200	500	1,200	0%
Other Expenses	0	38,036	37,695	28,000	28,000	28,000	0%
Property Insurance	479	479	1,511	1,511	1,511	1,768	17%
Liability Insurance	500	483	477	504	481	474	-6%
Total	10,191	51,174	47,498	42,040	40,817	42,267	1%
Total Expenditures	80,896	110,966	105,557	108,631	110,790	105,079	-3%

555145 Senior Van Operating	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Telephone	47	38	31	50	50	50	0%
Repair & Maintenance	1,084	300	112	500	500	500	0%
Gas & Oil Expense	2,071	2,508	2,081	2,100	2,100	2,100	0%
Property Insurance	195	223	235	279	279	252	-10%
Total Expenditures	3,397	3,069	2,459	2,929	2,929	2,902	0%

555220 Celebrations Personnel	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Salaries	20,718	22,073	22,989	20,000	20,000	20,000	0%
Overtime	6,864	2,924	3,691	4,000	4,000	4,000	0%
Part Time Salaries	3,800	707	0	2,500	0	0	-100%
Social Security	2,401	1,963	2,061	2,027	1,836	1,836	-9%
Retirement	1,894	1,655	1,710	1,608	1,572	1,620	1%

Total	35,677	29,322	30,451	30,135	27,408	27,456	-9%

555220 Celebrations Operating	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Professional Services	1,203	132	2,506	3,000	500	500	-83%
Supplies & Expenses	4,949	5,337	11,711	7,950	8,500	10,500	32%
Other Expenses	7,000	17,000	7,000	7,000	7,000	7,000	0%
Total	13,152	22,469	21,217	17,950	16,000	18,000	0%
Total Expenditures	48,829	51,791	51,668	48,085	43,408	45,456	-5%

555510 Parks, Recreation & Forestry Personnel	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Salaries	354,217	383,551	445,854	379,216	379,216	359,298	-5%
Overtime	8,095	9,983	7,903	14,211	14,211	14,211	0%
Part Time Salaries/Temporary	11	0	0	0	0	0	0%
DPW Seasonal	23,872	24,607	35,444	50,000	45,000	40,000	-20%
Social Security	29,848	32,675	41,178	34,057	33,675	31,778	-7%
Retirement	24,813	27,193	30,156	25,885	25,885	25,339	-2%
Health Insurance	94,281	81,597	73,194	72,321	72,321	72,421	0%
Life Insurance	112	62	68	41	55	71	73%
Longevity	3,465	1,512	1,638	1,764	1,764	1,890	7%
Workers' Comp. Insurance	16,617	15,894	19,908	18,184	18,184	16,273	-11%
Total	555,331	577,074	655,343	595,679	590,311	561,281	-6%

555510 Parks, Recreation & Forestry Operating	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
Professional Services	2,520	2,733	937	2,500	2,500	2,500	0%
Internet		2,072	1,961	2,072	2,072	3,900	88%
Electric	19,254	17,551	18,026	18,000	18,000	20,000	11%
Natural Gas	1,856	1,974	2,226	2,000	2,000	2,000	0%
Telephone	2,134	3,448	3,672	4,740	4,740	4,740	0%
Water Service	7,478	7,397	7,846	5,800	7,800	8,000	38%
Repair & Maintenance Services	43,603	52,266	56,656	62,075	62,075	54,900	-12%
Vandalism Repair	0	0	0	800	0	800	0%
Field Maintenance Supplies	0	6,011	5,398	6,000	6,000	4,500	-25%
Contracted Services	65,115	56,284	72,327	88,645	80,000	75,000	-15%
Office Supplies	1,933	1,552	1,356	2,000	2,000	2,000	0%
Publications & Dues	1,226	887	1,485	1,620	1,620	1,620	0%
Employee Training; Travel	3,052	3,030	4,900	5,500	5,500	4,900	-11%
Trees and Supplies—Contracted	23,422	59,845	15,780	0	4,459	0	0%
Operating Supplies	1,685	3,107	3,836	4,200	4,200	0	-100%
Sign Supplies	272	637	210	1,000	1,000	1,000	0%
Equipment	3,378	5,717	8,034	7,500	7,500	5,500	-27%
Legacy Tree & Bench Program		3,391	6,656	3,500	4,500	3,500	0%
Other Expenses	1,246	1,850	3,050	3,060	3,060	3,060	0%

Property/Auto Insurance	4,215	5,287	6,486	8,001	8,001	8,792	10%
Liability Insurance	3,540	3,390	3,745	3,956	3,778	4,273	8%
Total	185,929	238,429	224,587	232,969	230,805	210,985	-9%
Total Expenditures	741,260	815,503	879,930	828,648	821,116	772,266	-7%
Total Parks, Recreation & Forestry	874,382	981,329	1,039,614	988,293	978,243	925,703	-6%

566310 City Planning **Operating**	**2016**	**2017**	**2018**	**2019 Budget**	**2019 Estimated**	**2020 Proposed**	**% Change 2020/2019**
Professional Services	92,376	85,813	113,288	100,413	100,413	102,421	2%
Telephone	177	179	199	250	220	250	0%
Supplies & Expenses	16	177	80	200	200	200	0%
Publications & Dues	110	100	45	430	430	430	0%
Employee Training, Travel	241	183	0	200	200	200	0%
Equipment/Capital Outlay	0	250	8,375	1,000	1,000	1,000	0%
Total Expenditures	92,920	86,702	121,987	102,493	102,463	104,501	2%
Total Operating Expenditures	8,417,671	8,508,443	8,831,638	9,108,455	9,078,107	9,465,586	4%

592000 **Transfers to Other Funds**	**2016**	**2017**	**2018**	**2019 Budget**	**2019 Estimated**	**2020 Proposed**	**% Change 2020/2019**
Debt Service	0	0					
Capital Improvement Fund	0	100,000		252,000	252,000		-100%
Special Revenue Fund—Pool	13,503	37,175			25,910		
Special Revenue Fund—Rec Programs	1,000	1,000					
Total Transfers to Other Funds	14,503	138,175	0	252,000	277,910	0	0%
Total Expenditures and Transfers	8,432,174	8,646,618	8,831,638	9,360,455	9,356,017	9,465,586	1%

Capital Improvements
Fund 400

	2018	2019 Estimated	2020 Proposed	2021 Projected	2022 Projected	2023 Projected	2024 Projected
Beginning Fund Balance	695,794	807,660	239,179	137,213	390,566	621,340	223,438
Revenues							
Property Tax Levy:							
General Projects	40,000		220,000	500,000	630,000	710,000	500,000
Street Improvements	200,000	525,000	950,000	800,000	900,000	1,000,000	1,000,000
Equipment Replacements	450,000	550,000	350,000	650,000	675,000	650,000	600,000
Storm Water Improvements	225,000	150,000	150,000	525,000	525,000	550,000	550,000
Environmental Reserve		10,000	10,000	10,000	10,000	10,000	10,000
Special Assessment Revenue	11,030	3,739	972				
Parks & Playground Transfer	70,000	80,000		200,000	60,000	75,000	
General Fund Transfer	75,000	252,000		265,000		25,000	
Library Impact Fees	109,979	48,184					
Local Road Improvements Grant		48,000				48,000	
Proceeds from Borrowing	1,512,078						
DNR Urban Storm Water Mgt. Grant	24,263	19,500					
DNR Grant - dams		237,000					
Town Contribution			52,315				
Donations	3,000			200,000		25,000	
Interest Income	18,030	12,000	12,000	12,000	12,000	12,000	12,000
Change in Market Value	(24)						
Miscellaneous Revenue	13,469	35,000					
Sale/Rent of Property	3,310	30,000	60,000	30,000	30,000	30,000	30,000
Total Revenues	2,755,135	2,000,423	1,805,287	3,192,000	2,842,000	3,135,000	2,702,000

Expenditures		2019	2020	2021	2022	2023	2024
General Government	2018	Estimated	Proposed	Projected	Projected	Projected	Projected
Complex Improvements			55,000	85,000	150,000	25,000	
Monopole	327,057						
Total	327,057	0	55,000	85,000	150,000	25,000	0

Public Safety		2019	2020	2021	2022	2023	2024
Police Department	2018	Estimated	Proposed	Projected	Projected	Projected	Projected
Squad Cars	73,194	40,000	92,000	138,000	138,000	92,000	46,000

Computers			50,000				
Station Improvements			87,000	235,500	120,000		25,000
Total	73,194	40,000	229,000	373,500	258,000	92,000	71,000

Fire Department	2018	2019 Estimated	2020 Proposed	2021 Projected	2022 Projected	2023 Projected	2024 Projected
Station Improvements	118,714	61,045	80,000	153,000	145,000	900,000	70,000
Total	118,714	61,045	80,000	153,000	145,000	900,000	70,000

Auxiliary Police/ Emergency Management	2018	2019 Estimated	2020 Proposed	2021 Projected	2022 Projected	2023 Projected	2024 Projected
Vehicles	48,557			50,000	75,000		
Siren Upgrade	20,892	22,000					
Total	69,449	22,000	0	50,000	75,000	0	0

Total Public Safety	261,357	123,045	309,000	576,500	478,000	992,000	141,000

Public Works	2018	2019 Estimated	2020 Proposed	2021 Projected	2022 Projected	2023 Projected	2024 Projected
Equipment Replacement	227,039	510,000	130,000	370,000	495,000	500,000	450,000
Street Improvements	1,085,287	755,495	972,000	730,000	705,000	1,194,000	955,000
Stormwater Improvements	267,591	192,039	189,957	399,147	522,930	658,606	572,125
Total	1,579,917	1,457,534	1,291,957	1,499,147	1,722,930	2,352,606	1,977,125

Parks, Recreation & Forestry	2018	2019 Estimated	2020 Proposed	2021 Projected	2022 Projected	2023 Projected	2024 Projected
Equipment Replacement	66,004	42,325	148,296	66,000	113,296	53,296	2,000
Park Improvements	211,390	6,000					25,000
Park Equipment		80,000		400,000	60,000	75,000	
Swimming Pool liner				265,000			
Library				37,000	77,000		
Senior Van Replacement	26,751					25,000	
Total	304,145	128,325	148,296	768,000	250,296	153,296	27,000

Environmental	2018	2019 Estimated	2020 Proposed	2021 Projected	2022 Projected	2023 Projected	2024 Projected
Environmental Expenses	40,785	10,000	10,000	10,000	10,000	10,000	10,000
Dams—Engineering/Repairs	29,844	750,000					
Total	70,629	760,000	10,000	10,000	10,000	10,000	10,000

Debt Service	2018	2019 Estimated	2020 Proposed	2021 Projected	2022 Projected	2023 Projected	2024 Projected
Issuance Costs	41,420						
Total	41,420	0	0	0	0	0	0

Transfer to Other Funds	2018	2019 Estimated	2020 Proposed	2021 Projected	2022 Projected	2023 Projected	2024 Projected
Transfer to Debt Service	58,741	100,000	93,000				
Total	58,741	100,000	93,000	0	0	0	0

Total Expenditures	2,643,266	2,568,904	1,907,253	2,938,647	2,611,226	3,532,902	2,155,125
Revenues - Expenditures	111,869	(568,481)	(101,966)	253,353	230,774	(397,902)	546,875
Ending Fund Balance	807,663	239,179	137,213	390,566	621,340	223,438	770,313

Fund Balance	2018	2019 Estimated	2020 Proposed	2021 Projected	2022 Projected	2023 Projected	2024 Projected
Uncommitted	$505,178	$36,872	$15,159	$16,659	$166,659	$13,659	$405,659
Economic Development	12,086	12,086	12,086	12,086	12,086	12,086	12,086
Environmental	89,748	6,748	6,748	6,748	6,748	6,748	6,748
Equipment Replacement	38,453	26,128	65,832	121,832	5,536	15,240	147,240
Street Improvements	11,148	38,653	16,653	86,653	281,653	135,653	180,653
Storm Water Improvements	36,772	56,233	16,276	142,129	144,199	35,593	13,468
Library	114,275	62,459	4,459	4,459	4,459	4,459	4,459
Encumbrances							
Total Fund Balance	$807,660	$239,179	$137,213	$390,566	$621,340	$223,438	$770,313

ADMINISTRATIVE Capital Projects	Status	Funding Sources	Impact on Operating Budget
Environmental Legal and consulting services	No change	**$10,000** *Property Tax; Environmental Reserve*	Negligible

BUILDING INSPECTION Capital Projects	Status	Funding Sources	Impact on Operating Budget
Lincoln Building Replace boiler	Moved from 2021	**$55,000** *Property Tax*	Positive

EMERGENCY MANAGEMENT Capital Projects	Status	Funding Sources	Impact on Operating Budget

ENGINEERING & PUBLIC WORKS Capital Projects	Status	Funding Sources	Impact on Operating Budget
Environmental Woolen Mill Damn	New	**$400,000** *General Fund; Fund Balance*	Negligible
Equipment Replacement 4x4 3/4-ton pickup truck with plow and lift gate; replaces #78, 2008 service pickup	Moved from 2021	**$65,000** *Property Tax; Equipment Replacement Reserve*	Positive
Equipment Replacement 4x4 half ton pickup truck with plow; replaces #70, 2008 pickup truck	No Change	**$65,000** *Property Tax; Equipment Replacement Reserve*	Positive
Stormwater Improvements Engineering Services—2021 projects	Cost Modified	**$19,957** *Property Tax; Stormwater Improvement Reserve*	Positive
Stormwater Improvements Arbor Dr./Lynnwood Ln. Catch Basins	Moved from 2019, Cost Modified, Change in Scope	**$80,000** *Property Tax; Stormwater Improvement Reserve*	Positive
Stormwater Improvements Park Circle Catch Basins	New Project	**$20,000** *Property Tax; Stormwater Improvement Reserve*	Positive

Street Improvements Glenwood Dr.: Bristol Ln. to Arbor Dr.	Moved from 2019 Cost Modified	**$142,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements Crescent Dr.: Arbor Dr. to Sheboygan Rd.	Moved from 2019 Cost Modified	**$150,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements Arbor Dr.: Tamarack Dr. to Willowbrooke Dr.	Moved from 2019 Cost Modified	**$180,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements Lynnwood Ln.: Tamarack Dr. to Arbor Dr.	Moved from 2019 Cost Modified	**$120,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements Park Cir.	Moved from 2019	**$160,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements Sidewalk repairs (to include Station #3)	Cost Modified	**$60,000** *Property Tax; Street Improvement Reserve*	Positive
Stormwater Improvements Complete Susan Ln: Susan Ct to Holly Ln	New Project	**$30,000** *Property Tax; Stormwater Improvement Reserve*	
Street Improvements Extend Susan Ln: Susan Ct to Holly Ln	New Project	**$100,000** *Property Tax; Street Improvement Reserve*	
Street Improvements Asphalt repairs	No Change	**$60,000** *Property Tax; Street Improvement Reserve*	Negligible
Stormwater Improvements Consulting	New Project	**$40,000** *Property Tax; Stormwater Improvement Reserve*	Negligible

FIRE DEPARTMENT **Capital Projects**	**Status**	**Funding Sources**	**Impact on Operating Budget**
Station Improvements Station #3 exterior restoration	New Project	**$55,000** *Property Tax*	Positive

Station Improvements Dorm Rooms - Station #1	New Project	**$25,000** *Property Tax*	Positive

PARKS, REC. & FORESTRY Capital Projects	Status	Funding Sources	Impact on Operating Budget
Equipment Replacement Replace #47 John Deere mower/ snow-blower	No Change	**$40,000** *Property Tax; Equipment Replacement Reserve*	Positive
Equipment Replacement #13 Brush Bandit Chipper	New Project	**$65,000** *Property Tax; Equipment Replacement*	Positive
Equipment Replacement Grapple Saw Truck	New Project	**$43,296** *Property Tax; 5-year lease (Year 2)*	Positive

POLICE DEPARTMENT Capital Projects	Status	Funding Sources	Impact on Operating Budget
Squad Replacement #2 and #8 to be replaced	Change in Scope	**$92,000** *Property Tax; Equipment Replacement Reserve*	Positive
Station improvements Video System Replacement	New Project	**$50,000** *Property Tax*	Positive
Station improvements 911 System Upgrade	Moved from 2019	**$87,000** *Property Tax*	Positive

ADMINISTRATIVE Capital Projects	Status	Funding Sources	Impact on Operating Budget
Environmental Legal and consulting services	No Change	**$10,000** *Property Tax; Environmental Reserve*	Negligible

BUILDING INSPECTION Capital Projects	Status	Funding Sources	Impact on Operating Budget
City Hall Complex Boiler Replacement	New Project	**$85,000** *Property Tax*	Positive

EMERGENCY MANAGEMENT Capital Projects	Status	Funding Sources	Impact on Operating Budget
Equipment Replacement 2007 GMC Canyon pickup; replaces #5	Moved from 2019	**$50,000** *Property Tax; Equipment Replacement Reserve*	Positive

ENGINEERING Capital Projects	Status	Funding Sources	Impact on Operating Budget
Equipment Replacement 10-yard dump truck with plow, wing and salter; replaces #98, tandem dump truck	Moved from 2019	**$225,000** *Property Tax; Equipment Replacement Reserve*	Positive
Equipment Replacement 4x4 one-ton service pick-up truck with lift gate; replaces #75, 2008 service pick-up	Moved from 2020	**$80,000** *Property Tax; Equipment Replacement Reserve*	
Equipment Replacement 3/4 ton pick-up with plow and lift gate; replaces #79, 2008 GMC Sierra 1600	Moved from 2022	**$65,000** *Property Tax; Equipment Replacement Reserve*	Positive
Stormwater Consulting Hire engineers for State NR216 Compliance	No Change	**$40,000** *Property Tax; Stormwater Improvement Reserve*	Negligible
Stormwater Improvements Engineering Services—2022 projects	Cost Modified	**$26,147** *Property Tax; Stormwater Improvement Reserve*	Positive
Stormwater Improvements Evergreen Blvd: Bridge to Western	New Project	**$333,000** *Property Tax; Stormwater Improvement Reserve*	

Street Improvements		**$625,000**	
Evergreen Blvd: Bridge to Western		*Property Tax; Street Improvement Reserve*	
Street Improvements	No Change	**$60,000**	
Asphalt repairs		*Property Tax; Street Improvement Reserve*	Negligible
Street Improvements	No Change	**$45,000**	Positive
Sidewalk replacement		*Property Tax; Street Improvement Reserve*	

FIRE DEPARTMENT Capital Projects	Status	Funding Sources	Impact on Operating Budget
Station Improvements		**$13,000**	
LED lights engine floor Station #1 with motion sensors	New Project	*Property Tax*	Positive
Station Improvements		**$45,000**	
New tile floor training room and stair risers	New Project	*Property Tax*	Positive
Station Improvements		**$75,000**	
New windows west side of Station #1	New Project	*Property Tax*	Positive
Station Improvements	New Project	**$20,000**	Positive
New lighting training room		*Property Tax*	

LIBRARY Capital Projects	Status	Funding Sources	Impact on Operating Budget
Library Improvements		**$7,000**	
Update AV system & technology	New Project	*Property Tax*	Positive
Library Improvements		**$20,000**	
Self Check Machines	New Project	*Property Tax*	Positive
Library Improvements		**$10,000**	
Telephone System	New Project	*Property Tax*	Positive

PARKS, REC. & FORESTRY Capital Projects	Status	Funding Sources	Impact on Operating Budget
Equipment Replacement Replace 2009 Toyota Tacoma 4x4	Moved from 2019	**$26,000** *Property Tax; Equipment Replacement Reserve*	Positive
Swimming Pool Liner and inlet repair	New Project	**$265,000** *Property Tax*	Positive
Equipment Replacement Grapple Saw Truck	New Project	**$40,000** *Property Tax; 5-year lease (Year 3)*	Positive
Park Improvements All Children's Playground equipment replacement	Moved from 2020	**$400,000** *Impact Fees; Donations*	Positive

POLICE DEPARTMENT Capital Projects	Status	Funding Sources	Impact on Operating Budget
Squad Replacement #3, #7, and #9 to be replaced	No Change	**$138,000** *Property Tax; Equipment Replacement Reserve*	Positive
Station Improvements: Boiler replacement (1 of 2)	New Project	**$35,000** *Property Tax*	Positive
Station Improvements: Air Conditioning replacement (2 of 2)	New Project	**$16,000** *Property Tax*	Positive
Station Improvements: Paint exterior of building	Moved from 2020	**$10,000** *Property Tax*	Positive
Station Improvements Resurface parking lot	Moved from 2020	**$20,000** *Property Tax*	Positive
Station Improvements Replace Network Server	Moved from 2020	**$15,000** *Property Tax*	Negligible
Station Improvements LRAD mass notification system for major events	Moved from 2020	**$126,500** *Property Tax*	Negligible

Station Improvements	Moved from 2020	**$13,000**	Negligible
Electronic lock system for Police Station		*Property Tax*	

ADMINISTRATIVE Capital Projects	Status	Funding Sources	Impact on Operating Budget
Environmental Legal and consulting services	New Project	**$10,000** *Property Tax; Environmental Reserve*	Negligible

BUILDING INSPECTION Capital Projects	Status	Funding Sources	Impact on Operating Budget
City Hall Complex A/C Air Handler	New Project	**$150,000** *Property Tax*	Positive

EMERGENCY MANAGEMENT Capital Projects	Status	Funding Sources	Impact on Operating Budget
Equipment Replacement Replace Unit #1, 2006 Ford Road Rescue	Moved from 2020	**$75,000** *Property Tax; Equipment Replacement Reserve*	Positive

ENGINEERING & PUBLIC WORKS Capital Projects	Status	Funding Sources	Impact on Operating Budget
Equipment Replacement Replace pick up truck #72	Moved from 2025	**$55,000** *Property Tax; Equipment Replacement Reserve*	
Equipment Replacement #2, 2008 Caterpillar 430E Backhoe Loader	No Change	**$200,000** *Property Tax; Equipment Replacement Reserve*	Positive
Equipment Replacement 10-yard dump truck with plow, wing and salter; replaces #97, 2007 dump truck	Moved from 2020	**$240,000** *Property Tax; Equipment Replacement Reserve*	Positive
Stormwater Consulting Hire engineers for State NR216 Compliance	No Change	**$40,000** *Property Tax; Stormwater Improvement Reserve*	Negligible
Stormwater Improvements Engineering Services—2023 projects	Cost Modified	**$32,930** *Property Tax; Stormwater Improvement Reserve*	Positive
Street Improvements Asphalt Repairs	No Change	**$60,000** *Property Tax; Street Improvement Reserve*	Negligible

Street Improvements Sidewalk replacement	No Change	**$45,000** *Property Tax; Street Improvement Reserve*	Positive
Stormwater Improvements Regional Stormwater Quality BMP	Moved from 2021	**$250,000** *Property Tax; Stormwater Improvement Reserve*	Positive
Stormwater Improvements Install storm sewer in Highland Dr.: Cedar Creek to Portland Rd.	Moved from 2021	**$200,000** *Property Tax; Stormwater Improvement Reserve*	Positive
Street Improvements Highland Dr.: Columbia to Portland	Moved from 2021	**$510,000** *Property Tax; Stormwater Improvement Reserve*	Positive
Street Improvements Thornapple Ln.: Keup to East City	Moved from 2021	**$30,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements Layton St.: Washington Ave. to the Interurban Tr.	Moved from 2021	**$60,000** *Property Tax; Street Improvement Reserve*	Positive

FIRE DEPARTMENT **Capital Projects**	**Status**	**Funding Sources**	**Impact on Operating Budget**
Station Improvements Refinish Station #1 engine room floor	New Project	**$70,000** *Property Tax*	Positive
Station Improvements Refinish Station #3 engine room floor	New Project	**$50,000** *Property Tax*	Positive
Station Improvements New garage doors for Station #3	New Project	**$25,000** *Property Tax*	Positive

LIBRARY **Capital Projects**	**Status**	**Funding Sources**	**Impact on Operating Budget**
Library Improvements Update Door/Security System/Burglar Alarm	New Project	**$7,000** *Property Tax*	Positive
Library Improvements Updates to community room entrances	New Project	**$10,000** *Property Tax*	Positive

Library Improvements		**$60,000**	
Electronic Book Drop	New Project	*Property Tax*	Positive

PARKS, REC. & FORESTRY Capital Projects	Status	Funding Sources	Impact on Operating Budget
Park Improvements		**$60,000**	
Playground equipment expansion at Zeunert Park	Moved from 2021	*Impact Fees*	Positive
Equipment Replacement		**$20,000**	
Kubota Utility Vehicle #41	New Project	*Property Tax; Equipment Replacement Reserve*	Positive
Equipment Replacement	No Change	**$20,000**	Positive
#48 Kubota Zero Turn		*Property Tax; Equipment Replacement Reserve*	
Equipment Replacement		**$30,000**	
#42 John Deere 1570 Tractor	No Change	*Property Tax; Equipment Replacement Reserve*	Positive
Equipment Replacement	New Project	**$43,296**	
Grapple Saw Truck		Property Tax; 5-year lease (Year 4)	Positive

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

ADMINISTRATIVE Capital Projects	Status	Funding Sources	Impact on Operating Budget
Environmental Legal and consulting services	No Change	**$10,000** *Property Tax; Environmental Reserve*	Negligible

BUILDING INSPECTION Capital Projects	Status	Funding Sources	Impact on Operating Budget
Gymnasium New Storm Windows	New Project	**$25,000** *Property Tax*	

ENGINEERING & PUBLIC WORKS Capital Projects	Status	Funding Sources	Impact on Operating Budget
Equipment Replacement Salt Elevator	New Project	**$300,000** *Property Tax; Equipment Replacement Reserve*	Positive
Equipment Replacement #92, 2006 Sterling 7500 Dump Truck	No Change	**$200,000** *Property Tax; Equipment Replacement Reserve*	Positive
Stormwater Consulting Hire engineers for State NR216 Compliance	Cost Modified	**$40,000** *Property Tax; Stormwater Improvement Reserve*	Negligible
Stormwater Improvements Engineering Services—2024 projects	Cost Modified	**$28,606** *Property Tax; Stormwater Improvement Reserve*	Positive
Street Improvements Asphalt repairs	No Change	**$60,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements Sidewalk replacement	Cost Modified	**$45,000** *Property Tax; Street Improvement Reserve*	Positive
Stormwater Improvements Willowbrooke Pond Dredging	Moved from 2022	**$400,000** *Property Tax; Stormwater Improvement Reserve*	Positive
Stormwater Improvements Garfield/Fillmore Catch Basins	Moved from 2022 Cost Modified	**$40,000** *Property Tax; Stormwater Improvement Reserve*	Positive
Stormwater Improvements	Moved from 2022	**$120,000**	Positive

Sunnyside Ln./Edgewater Dr. Stormwater	Cost Modified	*Property Tax; Stormwater Improvement Reserve*	

Stormwater Improvements	Moved from 2022	**$30,000**	Positive
Somerset/Wirth Catch Basins	Cost Modified	*Property Tax; Stormwater Improvement Reserve*	

Street Improvements	Moved from 2022	**$150,000**	Positive
Sunnyside Ln.: Edgewater Dr. to Highland Dr.	Cost Modified	*Property Tax; Street Improvement Reserve*	

Street Improvements	Moved from 2022	**$62,000**	Positive
Birch St.: Edgewater Dr. to Sunnyside Ln.	Cost Modified	*Property Tax; Street Improvement Reserve*	

Street Improvements	Moved from 2022	**$232,000**	Positive
Edgewater Dr.: Sunnyside Ln. to Highland Dr.	Cost Modified	*Property Tax; Street Improvement Reserve*	

Street Improvements	Moved from 2022	**$120,000**	Positive
Jackson St./Hilgen Ave.: Washington Ave. to Hamilton Rd.	Cost Modified	*Property Tax; Street Improvement Reserve*	

Street Improvements	Moved from 2022	**$95,000**	Positive
Sommerset Ave.: Pioneer Rd. to Wirth St.	Cost Modified	*Property Tax; Street Improvement Reserve*	

Street Improvements	Moved from 2022	**$90,000**	Positive
Wirth St.:Sommerset Ave. to McKinley Ct.	Cost Modified	*Property Tax; Street Improvement Reserve*	

Street Improvements	Moved from 2022	**$160,000**	Positive
Garfield St.:Fillmore to McKinley	Cost Modified	*Property Tax; Street Improvement Reserve*	

Street Improvements	Moved from 2022	**$180,000**	Positive
Fillmore Ave.:Hamilton to Garfield	Cost Modified	*Property Tax; Street Improvement Reserve*	

FIRE DEPARTMENT **Capital Projects**	**Status**	**Funding Sources**	**Impact on Operating Budget**
Station Improvements	New Project	**$900,000**	Negative
Addition to Station #1		*Property Tax*	

PARKS, REC. & FORESTRY Capital Projects	Status	Funding Sources	Impact on Operating Budget
Park Improvements New Subdivision playground	Moved from 2024	**$75,000** *Park Impact Fees*	Negligible
Equipment Replacement #25 King Trailer	No Change	**$5,000** *Property Tax; Equipment Replacement Reserve*	Positive
Equipment Replacement #29 Falcon Utility Trailer	No Change	**$5,000** *Equipment Replacement*	Positive
Equipment Replacement Grapple Saw Truck	New Project	**$43,296** *Property Tax; 5-year lease (Year 5)*	Positive

POLICE DEPARTMENT Capital Projects	Status	Funding Sources	Impact on Operating Budget
Squad Replacement #2 and #10 to be replaced	New Project	**$92,000** *Property Tax; Equipment Replacement Reserve*	Positive

SENIOR CENTER Capital Projects	Status	Funding Sources	Impact on Operating Budget
Equipment Replacement Senior Van Replacement	No Change	**$25,000** *Donation; Rider Fees*	Positive

ADMINISTRATIVE Capital Projects	Status	Funding Sources	Impact on Operating Budget
Environmental Legal and consulting services	No Change	**$10,000** *Property Tax; Environmental Reserve*	Negligible

ENGINEERING & PUBLIC WORKS Capital Projects	Status	Funding Sources	Impact on Operating Budget
Equipment Replacement #95 5-yard Peterbilt	New Project	**$250,000** *Property Tax; Equipment Replacement Reserve*	Positive
Equipment Replacement #5 Garbage Truck	New Project	**$200,000** *Property Tax; Equipment Replacement Reserve*	Positive
Stormwater Consulting Hire engineers for State NR216 Compliance	No Change	**$40,000** *Property Tax; Stormwater Improvement Reserve*	Negligible
Stormwater Improvements Engineering Services—2025 projects	Cost Modified	**$12,125** *Property Tax; Stormwater Improvement Reserve*	Positive
Street Improvements Sidewalk Replacement	No Change	**$30,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements Asphalt Repairs	No Change	**$60,000** *Property Tax; Street Improvement Reserve*	Positive
Stormwater Improvements Monroe Ave.: Walnut St. to Bridge Rd	Moved from 2023	**$60,000** *Property Tax; Stormwater Improvement Reserve*	Positive
Stormwater Improvements Harrison Ave.: Bridge Rd. to Pine St. Catch Basins	Moved from 2023	**$60,000** *Property Tax; Stormwater Improvement Reserve*	Positive
Stormwater Improvements Pine St.: Hickory to Evergreen	Moved from 2023	**$50,000** *Property Tax; Stormwater Improvement Reserve*	Positive
Stormwater Improvements Wilshire Pond Dredging	Moved from 2023	**$350,000** *Property Tax; Stormwater Improvement Reserve*	Positive

Street Improvements Harrison Ave.: Bridge St. to Pine St. (SS,W)	Moved from 2023	**$240,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements Monroe Ave.: Linden St. to Bridge Rd.	Moved from 2023	**$105,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements Linden St.: Pine St. to Harrison Ave.	Moved from 2023	**$165,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements Oak St.: Harrison Ave. to Pine St.	Moved from 2023	**$135,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements Hickory St.: Harrison Ave. to Pine St.	Moved from 2023	**$100,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements Pine St.: Hickory St. to Evergreen (SS)	Moved from 2023	**$120,000** *Property Tax; Street Improvement Reserve*	Positive

FIRE DEPARTMENT **Capital Projects**	**Status**	**Funding Sources**	**Impact on Operating Budget**
Station Improvements Gear wash machine	New Project	**$12,000** *Property Tax*	
Station Improvements Gear dryer	New Project	**$8,000** *Property Tax*	
Station Improvements Station #1 Boiler	New Project	**$50,000** *Property Tax*	

PARKS, REC. & FORESTRY **Capital Projects**	**Status**	**Funding Sources**	**Impact on Operating Budget**
Park Improvements Asphalt resurfacing at Cedar Creek Park	New Project	**$10,000** *Property Tax*	Positive
Park Improvements Asphalt resurfacing at Cedar Pointe Park	New Project	**$5,000** *Property Tax*	Positive

Park Improvements Asphalt resurfacing at Centennial Park	New Project	**$10,000** *Property Tax*	Positive

Equipment Replacement #24 Chilton Utility Trailer	No Change	**$2,000** *Equipment Replacement*	Positive

POLICE DEPARTMENT **Capital Projects**	**Status**	**Funding Sources**	**Impact on Operating Budget**
Squad Replacement #8 to be replaced	New Project	**$46,000** *Property Tax; Equipment Replacement Reserve*	Positive
Equipment Replacement Replace phone system	New Project	**$25,000** *Property Tax*	Positive

ADMINISTRATIVE Capital Projects	Status	Funding Sources	Impact on Operating Budget
Environmental Legal and consulting services	No Change	**$10,000** *Property Tax; Environmental Reserve*	Negligible

ENGINEERING & PUBLIC WORKS Capital Projects	Status	Funding Sources	Impact on Operating Budget
Storm Water System Planning Consulting services for State NR216 Compliance	New Project	**$40,000** *Property Tax; Stormwater Improvement Reserve*	Positive
Stormwater Improvements Engineering Services - 2026 Projects	New Project	**$32,500** *Property Tax; Stormwater Improvement Reserve*	Positive
Street Improvements Sidewalk Replacement	New Project	**$45,000** *Property Tax; Street Improvement Reserve*	Positive
Stormwater Improvements Woodland Dr. Storm Sewer	Moved from 2024	**$70,000** *Property Tax; Stormwater Improvement Reserve*	Positive
Stormwater Improvements St. John Ave.: Storm Sewer and Catch Basins	Moved from 2024	**$50,000** *Property Tax; Stormwater Improvement Reserve*	Positive
Stormwater Improvements Alyce St. Catch Basins	Moved from 2024	**$50,000** *Property Tax; Stormwater Improvement Reserve*	Positive
Street Improvements Jefferson Ave.: Bridge to N. Terminus	Moved from 2024	**$150,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements Woodland Dr.: Highwood Dr. to Cedar Ridge (SS)	Moved from 2024	**$240,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements St. John Ave.: Bridge St. to Washington Ave.	Moved from 2024	**$130,000** *Property Tax; Street Improvement Reserve*	Positive
Street Improvements St. John Ave.: Cleveland St. to Western Rd.	Moved from 2024	**$270,000** *Property Tax; Street Improvement Reserve*	Positive

Street Improvements Elm St.: St. John Ave. to Washington Ave.	Moved from 2024	**$53,000** *Property Tax; Street Improvement Reserve*	Positive

Street Improvements Alyce St.: Washington Ave. to Evergreen Blvd.	Moved from 2024	**$275,000** *Property Tax; Street Improvement Reserve*	Positive

Street Improvements Asphalt Repairs	New Project	**$60,000** *Property Tax; Street Improvement Reserve*	Positive

Equipment Replacement 1.75 yd. concrete mixer	New Project	**$25,000** *Property Tax*	Positive

Equipment Replacement Sno Go snowblower	New Project	**$90,000** *Property Tax; Equipment Replacement*	Positive

Equipment Replacement Concrete saw	New Project	**$6,000** *Property Tax; Equipment Replacement*	Positive

Equipment Replacement Replacement pick-up truck #74	New Project	**$45,000** *Property Tax; Equipment Replacement*	Positive

FIRE DEPARTMENT **Capital Projects**	**Status**	**Funding Sources**	**Impact on Operating Budget**
Station Improvement Remodel men's restroom	New Project	**$75,000** *Property Tax*	Positive
Station Improvement Remodel women's restroom	New Project	**$50,000** *Property Tax*	Positive

LIBRARY **Capital Projects**	**Status**	**Funding Sources**	**Impact on Operating Budget**
Library Improvements Updates to community room entrances	New Project	**$10,000** *Property Tax*	Positive

PARKS, RECREATION & FORESTRY **Capital Projects**	**Status**	**Funding Sources**	**Impact on Operating Budget**
Equipment Replacement #45 John Deere 1570 Terrain Cut	No Change	**$54,000** *Property Tax; Equipment Replacement*	Positive

Equipment Replacement		**$47,500**	
#46 Ventrac Mower	No Change	*Property Tax; Equipment Replacement*	Positive

Equipment Replacement	No Change	**$7,000**	Positive
#49 Wright Stander Mower		*Property Tax; Equipment Replacement*	

POLICE DEPARTMENT			
Capital Projects	**Status**	**Funding Sources**	**Impact on Operating Budget**

Squad Replacement	New Project	**$46,000**	Positive
#8 to be replaced		*Property Tax; Equipment Replacement*	

ADMINISTRATIVE Capital Projects	Status	Funding Sources	Impact on Operating Budget
Environmental Legal and consulting services	No Change	**$10,000** Property Tax; Environmental Fund	Negligible

ENGINEERING & PUBLIC WORKS Capital Projects	Status	Funding Sources	Impact on Operating Budget
Equipment Replacement #20 Forklift	Replacement	**$50,000** Property Tax; Equipment Replacement Reserve	Positive
Equipment Replacement Brine Tanks	Replacement	**$75,000** Property Tax; Equipment Replacement Reserve	Positive
Equipment Replacement Anti-Icing Tank	Replacement	**$10,000** Property Tax; Equipment Replacement Reserve	Positive
Equipment Replacement Automotive Code Reader	Replacement	**$12,000** Property Tax; Equipment Replacement Reserve	Positive
Equipment Replacement AC Recovery Station	Replacement	**$10,000** Property Tax; Equipment Replacement Reserve	Positive
Stormwater Improvements Madison/Franklin CatchBasins	Moved from 2025	**$50,000** *Property Tax; Stormwater Improvement Reserve*	
Stormwater Improvements Georgetown Dr. and Cts. Catch Basins	Moved from 2025	**$50,000** *Property Tax; Stormwater Improvement Reserve*	
Stormwater Improvements Cedar Ridge Dr. Catch Basins	Moved from 2025	**$40,000** *Property Tax; Stormwater Improvement Reserve*	
Stormwater Improvements Evergreen Blvd.: Western Rd. to Lincoln Blvd.	Moved from 2025	**$100,000** *Property Tax; Stormwater Improvement Reserve*	
Stormwater Improvements Tail Race/Behling Field Box Culvert	Moved from 2025	**$350,000** *Property Tax; Stormwater Improvement Reserve*	
Street Improvements Georgetown Dr.: Cedar Ridge Dr. to Windsor Dr. and Cts.	Moved from 2025	**$240,000** *Property Tax; Stormwater Improvement Reserve Street Improvement Reserve*	

Street Improvements Windsor Dr.: Georgetown Dr. to Bywater Ln. to Windsor Ct.	Moved from 2025	**$120,000** *Property Tax; Street Improvement Reserve*	
Street Improvements Cedar Ridge Dr.: Bridge Rd. to Orchard St.	Moved from 2025	**$270,000** *Property Tax; Street Improvement Reserve*	
Street Improvements Evergreen Blvd.: Western to Lincoln Blvd.	Moved from 2025 Cost Modified	**$620,000** *Property Tax; Street Improvement Reserve*	
Street Improvements Park Ln.: Spring to CWRC driveway	Moved from 2025 Cost Modified	**$70,000** *Property Tax; Street Improvement Reserve*	
Street Improvements Madison Ave.: Walnut St. to Fair St.	Moved from 2025 Cost Modified	**$135,000** *Property Tax; Street Improvement Reserve*	
Street Improvements Franklin Ave.: Bridge St. to Walnut St.	Moved from 2025 Cost Modified	**$88,000** *Property Tax; Street Improvement Reserve*	
Street Improvements Franklin Ave.:Pine St. to Fair Street	Moved from 2025 Cost Modified	**$82,000** *Property Tax; Street Improvement Reserve*	
Street Improvements Fair St.: Evergreen Blvd. to Washington Ave.	Moved from 2025 Cost Modified	**$85,000** *Property Tax; Street Improvement Reserve*	

FIRE DEPARTMENT **Capital Projects**	**Status**	**Funding Sources**	**Impact on Operating Budget**
Station Improvements Elevator Station #1	New Project	**$750,000** *Property Tax*	

PARKS, RECREATION & FORESTRY **Capital Projects**	**Status**	**Funding Sources**	**Impact on Operating Budget**
Equipment Replacement #85 Chevy Silverado	Replacement	**$50,000** *Vehicle Replacement*	Positive
Equipment Replacement #40 Kubota Tractor w/Loader	Replacement	$30,000 *Vehicle Replacement*	Positive

Annual Road Improvement Program

Revenues	2019	2020	2021	2022	2023	2024	2025
Beginning Balance	11,148	38,653	16,653	86,653	281,653	135,653	180,653
Property Tax	525,000	950,000	800,000	900,000	1,000,000	1,000,000	1,100,000
General Fund Transfer	210,000						
State/Federal Grant							
Debt Proceeds							
Local Road Improvement Program (LRIP)	48,000				48,000		
Total	794,148	988,653	816,653	986,653	1,329,653	1,135,653	1,280,653

Expenditures	2019	2020	2021	2022	2023	2024	2025
Asphalt Repairs—Miscellaneous	50,000	60,000	60,000	60,000	60,000	60,000	60,000
Sidewalk Program—Replacements	45,000	60,000	45,000	45,000	45,000	30,000	45,000
St. John Ave.—Cleveland to Western (S,SS,W)							270,000
Highland—Columbia Road to Portland (S, SS, W)				510,000			
Sunnyside Ln.—Edgewater to Highland(S,SS,W)					150,000		
Birch St.—Edgewater to Sunnyside(S,W)					62,000		
Edgewater Dr.—Sunnyside to Highland(S,W)					232,000		
Jackson/Hilgen—Washington to Hamilton(S,W)					120,000		
Glenwood—Bristol to Arbor (W)		142,000					
Crescent Dr.—Arbor to Sheboygan(W)		150,000					
Arbor Dr.—Tamarack to Willowbrooke(SS)		180,000					
Lynnwood Ln.—Tamarack to Arbor		120,000					
Willowbrooke Dr.—Lynnwood to Arbor	128,750						
Aspen St.—Cambridge to Aspen Ct.	128,750						
Lexington St.—Cambridge to Fieldcrest(SS)	232,995						
Cambridge Ave.—Fieldcrest to Susan	170,000						
Balfour Street(SS)							
Hampton Ave. and Ct.(SS)							
Drury Lane(SS)							
Kingston Ct.							
Coventry Ct.							
Harrison Ave.—Coventry to Washington(SS)							
Sommerset Ave.—Pioneer to Wirth(S)					95,000		
Wirth St.—Sommerset to McKinley(W)					90,000		
St. John Ave.—Bridge to Washington(S,W,SS)							130,000
Franklin Ave.—Bridge to Walnut(S,W)							

Evergreen Blvd. - Bridge to Western			625,000				
Washington Ave.—Hamilton to Lincoln (mill & resurface)							
Extend Susan Lane-Susan Ct. to Holly Ln.		100,000					
Annual Road Improvement Program (contd.)							
Expenditures (contd.)	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**
Franklin Ave.—Pine to Fair							
Madison Ave - Walnut to Fair(SS)							
Fair St.—Evergreen to Washington(S,W)							
Poplar Ave.—Drury to Washington(SS)							
Montgomery Ave.—Balfour to south terminus(SS)							
Monroe Ave.—Linden to Bridge(SS)						105,000	
Linden St.—Pine to Harrison(W)						165,000	
Harrison Ave.—Bridge to Pine(SS,W)						240,000	
Oak St.—Harrison to Pine(W)						135,000	
Hickory St.—Harrison to Pine(W)						100,000	
Pine St.—Hickory to Evergreen(SS)						120,000	
Chatham St.—Wauwatosa to Poplar							
St. James Ct.							
Georgetown Dr.—Cedar Ridge to Windsor and Courts(SS)							
Windsor Dr.—Georgetown to Bywater and Court							
Cedar Ridge Dr.—Bridge to Orchard(SS)							
Jefferson Ave.—Bridge to N. terminus							150,000
Woodland Dr.—Highwood to Cedar Ridge(SS)							240,000
Meadow Ln.—Appletree to Meadow Ct.(SS)							
Park Cir. (W)		160,000					
Tower Avenue(SS)							
Garfield St. - Fillmore to McKinley					160,000		
Fillmore Ave. - Hamilton to Garfield					180,000		
Elm St. - St. John to Washington							53,000
Alyce St. - Washington to Evergreen							275,000
Evergreen Blvd. - Western to Lincoln(SS)							
Cottonwood and Windwood Courts							
Thornapple Ln. - Keup Rd. to East City limit				30,000			
Layton St. - Washington to Interurban Trail				60,000			
Total	755,495	972,000	730,000	705,000	1,194,000	955,000	1,223,000
Balance	38,653	16,653	86,653	281,653	135,653	180,653	57,653

(S) = Sanitary sewer work, (SS) = Storm sewer work

Stormwater Capital Projects

Revenues	2019	2020	2021	2022	2023	2024	2025
Beginning Balance	36,772	56,233	16,276	142,129	144,199	35,593	13,468
Property Tax Support	150,000	150,000	525,000	525,000	550,000	550,000	525,000
Transfer from General Fund	42,000						
Capital Fund Balance							
DNR Stormwater Grant	19,500						
Debt Proceeds							
Total	248,272	206,233	541,276	667,129	694,199	585,593	538,468

Capital Expenditures	2019	2020	2021	2022	2023	2024	2025
Stormwater Consulting	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Regional Stormwater Quality BMP				250,000			
Aspen St./Lexington St. Catch Basins	25,000						
Cambridge Ave. stormsewer	38,000						
Arbor Dr./Lynwood Ln. Catch Basins		80,000					
Willowbrooke Pond Dredging					400,000		
Woodland Dr. Storm Sewer							70,000
Meadow Ln. Storm Sewer							
Cedar Ridge Drive Catch Basins							
Georgetown Drive and Courts Catch Basins							
Tower Ave. Stormsewer and Catch Basins							
Montgomery/Poplar Catch Basins							
Meadow Ln. Catch Basins							
St. John Stormsewer and Catch Basins							50,000
Madison/Franklin Catch Basins							
Johnson Ave.							
Wilshire Pond Dredging						350,000	
Relay Highland Storm Sewer at Columbia	83,269						
Highland—Cedar Creek to Portland				200,000			
Park Circle Catch Basins		20,000					
Sunnyside Ln./Edgewater Dr. Storm Sewer					120,000		
Garfield/Fillmore Catch Basins					40,000		
Sommerset/Wirth Catch Basins					30,000		
Evergreen Blvd. - Bridge to Western			333,000				

Stormwater Capital Projects (contd.)							
Capital Expenditures (contd.)	2019	2020	2021	2022	2023	2024	2025
Balfour, Hampton, Drury, Kingston Ct.							
Harrison Ave.—Coventry to Washington							
Monroe Ave.—Walnut to Bridge						60,000	
Pine Street - Hickory to Evergreen						50,000	
Harrison Ave.—Bridge to Pine Catch Basins						60,000	
Alyce Street Catch Basins							50,000
Evergreen Blvd-Western to Lincoln							
Complete Susan Lane-Susan Ct. to Holly Ln.		30,000					
Tail Race/Behling Field box culvert							
Engineering (5% of Following Year Construction Total)	5,770	19,957	26,147	32,930	28,606	12,125	32,500
Total	192,039	189,957	399,147	522,930	658,606	572,125	242,500
Balance	56,233	16,276	142,129	144,199	35,593	13,468	295,968

Equipment Replacement Charges

Emergency Government

Vehicle No.	Year	Make	Purchase Price	Life Expec.	Remaining Life	Replacement Cost	Annual Cost
1	2004	Ford F-450 Road Rescue	48,221	20	3	60,000(U)	3,000
3	2012	Ford Escape	27,788	10	2	29,000	2,900
4	2018	Dodge Ram 2500 SLT Pickup	48,561	10	8	48,561	4,856
5	2007	GMC -T15653 Pickup	24,480	10	0	27,955	2,795
		Total Emergency Government	$149,050			$165,516	$13,552

Administration

51	2011	Ford Expedition (Eng)	40,000	6	5	40,000(U)	6,667
52	2011	Ford Ranger pickup (Eng-Mike W)	20,794	5	1	13,000(U)	2,600
53	1999	Jeep Cherokee (Mike B)	22,845	5	1	15,000(U)	3,000
54	2012	Dodge Caravan (white)	23,429	6	4	28,000(U)	4,667
50	2005	Grand Caravan (blue)	5,000	8	0	5,000(U)	0
		Total Administration	$112,068			$101,000	$16,933

Police Department

1	2019	Ford Explorer (Captain)	42,017	5	4	43,000	8,600
2	2016	Ford Explorer	53,826	4	0	54,000	13,500
3	2013	Chevrolet Impala (Chief)	25,205	9	2	30,000	3,333
4	2018	Ford Explorer Utility Interceptor	29,952	4	2	40,000	10,000
5	2018	Ford Explorer Utility Interceptor	37,200	4	2	40,000	10,000
6	2018	Ford Explorer Utility Interceptor	35,995	4	2	40,000	10,000
7	2008	Dodge Charger Sedan (Detective/ Juvenile)	30,238	7	0	30,000	4,286
8	2016	Ford Explorer	49,922	4	0	50,000	12,500
9	2012	Chevy Tahoe K150 (Detective/Sergeant)	37,236	8	0	40,000	5,000
10	2015	Ford Explorer (Canine)	40,151	8	3	60,000	7,500
		Total Police Department	$381,741			$427,000	$84,719

Senior Center

59	2018	Dodge Grand Caravan	$26,752	8	6	$28,000	3,500
		Equipment Replacement Subtotal	$669,611			$721,516	$118,704

Public Works

Vehicle No.	Year	Make	Purchase Price	Life Expec.	Remaining Life	Replacement Cost	Annual Cost
1	2017	John Deere 624 K II Loader	240,000	15	12	240,000	16,000
2	2008	Caterpillar 430E Backhoe Loader	83,663	15	3	90,000	6,000
3	2011	International Garbage Packer	114,335	20	11	120,000	6,000

4	1973	Galion Grader (S)	30,000	10	0	0 *	0
5	2009	Freightliner M2 106 Garbage Truck	119,693	20	9	180,000	9,000
6	2017	Freightliner Street sweeper	235,054	20	17	230,000	11,500
7	2009	Elgin Pelican Dual Street Sweeper	149,520	20	9	170,000	8,500
9	2000	Case 75 XT Skidsteer	25,000	10	0	35,000	0
10	2017	John Deere 624K Wheel Loader	235,000	15	12	240,000	16,000
14	2015	Crafco Crack sealing machine	30,000	10	5	30,000	3,000
16	2015	2000 Crafco Infrared trailer	30,000	15	10	30,000	2,000
17	1987	Target Concrete Saw	2,849	25	0	3,800	152
18	1999	Ingersoll-Rand Compressor	10,500	15	0	12,000	800
19	2005	Caterpillar Roller	25,772	10	0	28,000	2,800
20	2012	Hyundai Forklift	25,500	15	7	40,000	2,667
21	1998	Concrete Mixer	350	20	0	2,500	125
26	1981	Snow-Bird Trailer	1,700	15	0	0	0
27	1984	Dynaweld Trailer	1,900	15	0	0	0
28	2004	Towmaster T10P Trailer	5,426	15	0	5,000	333
30	2015	Spaulding 2 Ton patch trailer	3,000	15	10	30,000	2,000
31	2006	Sno-Go Snowblower	73,238	15	1	80,000	5,333
35	1984	John Deere Snow Blower	1,200	25	0	2,000	80
36	1990	John Deere Snow Blower	1,200	20	0	2,000	100
70	2008	GMC Canyon 4 x 4	16,110	7	0	20,000	2,857
71	2016	Chevrolet Silverado Pickup	40,757	10	6	45,000	4,500
72	2004	Chevy Tahoe	30,036	10	0	40,000	4,000
74	2012	GMC Sierra 1600	34,925	10	2	35,000	3,500
75	2008	GMC Pickup Truck, 1 Ton	51,947	10	0	55,000	5,500
76	2015	GMC Sierra 2500 Pickup	41,891	10	5	52,000	5,200
78	2009	GMC Sierra 1/2-Ton 4x4,	38,500	10	0	30,000	3,000
79	2008	GMC Sierra 1/2-Ton 4x4,	23,335	10	0	25,000	2,500
80	2016	GMC Chevrolet Silverado	54,135	10	6	55,000	5,500
81	2015	GMC Sierra 3500 Truck	62,437	10	5	65,000	6,500
82	2019	Chevrolet Silverado Pickup	59,295	10	9	60,000	6,000
83	2017	2017 Chevrolet Silverado Pickup	47,932	10	7	60,000	6,000
84	2007	GMC Sierra	39,983	10	0	50,000	5,000
90	2002	Sterling 7500 Dump Truck	98,000	10	0	120,000	12,000
91	2016	Western Star 4700SF Truck	283,138	10	6	175,000	17,500
92	2006	Sterling Acctera Dump Truck	105,000	10	0	125,000	12,500
93	2014	Western State Dump Truck	180,082	10	4	170,000	17,000
94	2015	Western Star Chassis	185,000	15	10	100,000	6,667
95	2009	Peterbilt 5 Yd Dump Truck, P (S)	199,197	15	4	160,000	10,667
96	2005	7400 International Dump Truck	127,000	15	0	145,000	9,667

97	2007	7400 International Dump Truck	116,000	15	2	145,000	9,667
98	2003	7400 International Dump Truck	103,000	15	0	220,000	14,667
99	2017	Western Star 4700SB Tandem Dump Truck	430,137	15	12	440,000	29,333
120	2016	Chilton Aluminum Trailer	2,500	15	11	4,000	267
121	2016	Chilton Aluminum Trailer	2,500	15	11	4,000	267
124	2018	Felling Trailer	23,950	20	8	24,000	1,200
100	2018	Kobelco SK85CS Excavator	135,000	15	13	135,000	9,000
		Total Public Works	$3,812,737			$3,962,300	$292,114

Parks and Forestry

Vehicle No.	Year	Make	Purchase Price	Life Expec.	Remaining Life	Replacement Cost	Annual Cost
8	2017	Freightliner/Altec Bucket Trust	184,001	20	17	200,000	10,000
11	2015	Dodge 5500 Lift Truck	125,000	20	15	150,000	7,500
13	2005	Bandit Chipper	27,895	15	0	28,000	1,867
15	2014	Vermeer Stumper	26,886	15	9	40,000	2,667
23	2010	Chilton Utility Trailer	1,329	20	10	2,000	100
24	2006	Chilton Utility Trailer	1,161	20	6	2,000	100
25	1997	King Trailer	3,000	20	0	5,000	250
29	2005	Falcon Utility Trailer	2,420	20	5	5,000	250
40	2005	Kubota L3430 Tractor with Loader & Backhoe	27,200	20	5	27,200	1,360
41	2012	Kubota RTV 1100 Utility Vehicle	19,550	7	0	23,500	3,357
42	2016	John Deere 1570 Tractor, Deck & Snow Blower	29,268	7	3	30,000	4,286
43	2011	John Deere 4520	58,500	20	11	58,500	2,925
44	2018	Toro Groundmaster 4000 Rotary Mower	53,964	10	9	54,000	5,400
45	2017	John Deere 1570 Terrain Cut	35,075	10	7	42,500	4,250
46	2017	Ventrac Mower	29,902	10	7	33,000	3,300
47	2013	John Deere 1445 31HP Diesel Mower/Snow blower & spreader	31,750	7	0	31,750	4,536
48	2015	Kubota Zero Turn Mower	12,395	7	2	16,000	2,286
49	2018	Wright Stander Mower	6,535	7	6	6,535	934
73	2009	Toyota Tacoma 4x4	24,454	10	0	26,000	2,600
77	2009	GMC Sierra 2500HD (from WRC-water truck)	34,024	10	0	33,620	3,362
85	2016	Chevrolet Silverado	50,392	10	6	51,000	5,100
101	2017	Freightliner Grapple Truck with limb cutter&body	190,000	10	7	190,000	19,000
123	2018	Load Trail Equipment Trailer	6,859	20	18	7,000	350
		Total Parks and Forestry	$391,284			$430,985	$40,466
		Equipment Replacement Total	$4,204,021			$4,393,285	$332,580

Sewer Utility

Vehicle No.	Year	Make	Purchase Price	Life Expec.	Remaining Life	Replacement Cost	Annual Cost
60	2018	Chevrolet Silverado 1500LT	33,676	10	8	33,676	3,368
61	2015	GMC Sierra 2500	34,571	8	3	33,620	4,203
62	2019	Chevrolet Silverado Pickup 2500HD	36,638	10	9	36,638	3,664
63	2018	Chevrolet Silverado 3500HD LT	33,654	10	8	33,654	3,365
66	2017	Freightliner 114SD (Camel 1200)	351,694	8	5	365,000	36,500
	2017	Kubota Diesel Tractor with cab & snowblower	29,235	8	5	30,000	3,000
	1986	Komatsu Fork Lift (from DPW)	2,000	5	0	30,000	3,000
	1994	Onan Portable Generator	13,795	15	0	21,620	2,162
	2009	Onan Portable Generator	43,089	15	4	67,540	6,754
	2008	Godwin Portable 6” Pump	28,769	12	0	41,220	4,122
	2009	Simplicity Riding Mower	9,189	15	4	14,400	1,440
	2000	Caravan Trailer	1,200	20	0	2,180	218
	2001	Pace Trailer	2,100	20	1	3,820	382
		Total Sewer Utility	$619,609			$713,368	$72,177

Fire Department

Vehicle No.	Year	Make	Purchase Price	Life Expec.	Remaining Life	Replacement Cost	Annual Cost
14	1924	Dodge Pumper Truck	25,000				
15	1928	Pirsch Pumper Truck	15,000				
16	1957	FWD-Aerial Ladder Truck	5,000				
150	2017	Club Car Transportation	27,000	15	13	40,000	2,667
151	2012	Kenworth T270 Rescue Squad	250,000	15	8	300,000	20,000
152	2012	Kenworth T270 Rescue Squad	250,000	15	8	300,000	20,000
153	2007	Quantum Heavy Rescue	501,644	20	8	750,000	37,500
154	2015	Chevrolet Tahoe	55,000	15	11	75,000	5,000
155	2019	Chevrolet Silverado	52,000	15	15	80,000	5,333
156	2013	Chevrolet Suburban	48,367	15	9	75,000	5,000
157	1989	GMC Pickup Truck	15,500	20	10	75,000	3,750
158	2006	GMAC C5500 Truck	107,000	20	7	150,000	7,500
159	1988	Pierce Aerial Ladder Truck	444,000	30	1	1,400,000	46,667
160	2017	Kubota ATV Cart	30,000	15	13	50,000	3,333
161	2005	Pierce Pump Truck	460,000	25	11	850,000	34,000
162	2009	Pierce Custom Pumper	559,322	25	15	850,000	34,000
163	2016	Pierce Quantum PUC Pumper	680,000	25	22	850,000	34,000
164	1994	Pierce Tanker	289,000	25	0	550,000	22,000
	1998	Interstate Dive Trailer	10,000				
		Total	$3,823,833				
		Grand Total	$7,607,665				

Parks Capital Improvement Budget							
Capital Expenditures	2020	2021	2022	2023	2024	2025	2026
Parks Mowing Trailer	$7,000						
#13 Chipper (larger unit)	$65,000	equipment					
Grapple Saw truck - lease year 2	$40,000	equipment					
#47 John Deere 1445 Mower/Snow-blower	$40,000	equipment					
Grapple Saw Truck - lease year 3		$40,000	tax				
2009 Toyota Tacoma 4x4		$26,000	equipment				
Pool Liner and inlet repair		$265,000	tax				
All Children's Playground		$400,000	impact fees/ donations				
Zeunert Playground Replacement			$60,000	Impact Fees			
Grapple Saw Truck - lease year 4			$40,000	tax			
#41 Kubota Utility Vehicle			$20,000	equipment			
#48 Kubota Zero Turn			$16,000	Equipment			
#42 John Deere 1570 Tractor			$30,000	Equipment			
Grapple Saw Truck - lease year 5				$40,000	tax		
Park Improvement (New Subdivision Playground)				$75,000	impact fees		
#29 Falcon Utility Trailer				$5,000	Equipment		
#25 King Trailer				$5,000	equipment		
#24 Chilton Utility Trailer					$2,000	Equipment	
Asphalt resealing at Cedar Creek Park					$10,000	Tax	
Asphalt resealing at Cedar Pointe Park					$5,000	Tax	
Asphalt resealing at Centennial Park					$10,000	Tax	
#45 John Deere 1570 Terrain Cut						$54,000	Equip
#46 Ventrac Mower						$47,500	Equip
#49 Wright Stander Mower						$7,000	Equip
Total	$152,000	$731,000	$166,000	$125,000	$27,000	$108,500	$0

Tax Incremental District No. 3
Fund 352

Revenues		2018	2019 Estimated	2020 Proposed
411111	Real Estate Taxes		390	552
411112	State Personal Property Aid		1	
469000	Public Charges for Services	289		
	Total Revenues	289	391	552
566710 Expenditures				
115	Admin - Salaries and Benefits	310	500	500
212	Attorney/Consultant	400	1,000	1,000
227	Developer's Incentive			
290	Maintenance/Contracted Services	4,551	(4,551)	
	Total Expenditures	5,261	(3,051)	1,500
Revenue - Expenditures		(4,972)	3,442	(948)
Beginning Fund Balance		($24,516)	($29,488)	($26,046)
Total Fund Balance		($29,488)	($26,046)	($26,994)

Tax Incremental District No. 4
Fund 350

Revenues		2018	2019 Budget	2019 Estimated	2020 Proposed	% CHANGE 2020/2019
411111	Real Estate Taxes		148		2	-99%
411112	Property Tax Increment					
481100	Investment Income			11,000		
491000	Proceeds from Borrowing	3,415,000				
492000	Transfer from General Fund		244,965			-100%
	Total Revenues	3,415,000	245,113	11,000	2	-100%
566710 Expenditures						
115	Admin - Salaries and Benefits	676		500	500	
212	Attorney/Consultant	18,215		10,000	1,000	
227	Developer's Incentive	451,164	1,000,000	700,000	1,000,000	0%
610	Principal		145,000	172,412	125,000	-14%
620	Interest		99,965	99,965	121,895	22%
690	Paying Agent Fee	86,756				
	Total	556,811	1,244,965	982,877	1,248,395	0%
	Total Expenditures	556,811	1,244,965	982,877	1,248,395	0%
Revenue - Expenditures		2,858,189	(999,852)	(971,877)	(1,248,393)	
Beginning Fund Balance		($56,762)	$2,801,427	$2,801,427	$1,829,550	
Total Fund Balance		$2,801,427	$1,801,575	$1,829,550	$581,157	

Tax Incremental District No. 5
Fund 351

Revenues		2018	2019 Estimated	2020 Proposed
411111	Real Estate Taxes			33,899
469000	Public Charges for Services			
	Total Revenues		0	33,899
566710 Expenditures				
115	Admin - Salaries and Benefits		300	500
212	Attorney/Consultant		150	150
227	Developer's Incentive			32,799
	Total		450	33,449
592000 Operating				
701	Transfer to General Fund			
	Total		0	0
	Total Expenditures		450	33,449
Revenue - Expenditures		0	(450)	450
Beginning Fund Balance			$0	($450)
Total Fund Balance		$0	($450)	$0

WATER RECYCLING CENTER

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

HISTORY

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

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

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

In 2019 the Highland Lift Station was completely rebuilt and sized for future sewer expansion on the north side of Cedarburg.

SEWER USER CHARGES

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

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

Sewer Meter Count:	**2017/2018**	**2018/2019**
Residential	4,244	4626
Commercial	448	483
Industrial	31	31
Public	40	45
Total	**4,763**	**5185**

The 2018/2019 influent wastewater characteristics for the Cedarburg WRC are as follows:

	MGD	**mg/1**	**lbs/day**	**lbs/yr.**
Ave. Daily Flow	2.328			
Ave. Daily BOD		153	2,965	1,082,225
Ave. Daily TSS		146	2,829	1,032,585
Ave. Daily TKN		11.3	219	79935
Ave. Daily P		2.4	47	17,155

The flow used in computing 2019 rates (309,343,000 gallons) was 100% of billable flow.

RECOVERY OF COSTS

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

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

SUMMARY OF RETAINED EARNING FUNDS

Collection System Reconstruction Fund

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

Equipment Replacement Fund

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

Impact Fees

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

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

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

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

SUMMARY OF RATES

Based upon the sewer use rate model, the following rates are for 2019, which are effective January 1, 2019. The flow rate increased, and the monthly connection fee remained the same, resulting in a $80/year increase per household. These increases will help to cover the cost of rebuilding the Highland Lift Station and upcoming new plant construction costs.

	Flow Rate ($/1,000 gal.)	**Monthly Connection Fee** ($/month)
2019 Rate	$5.40	$15/month
2020 Rate	**$7.55**	**$15/month**

SURCHARGE

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

Volume	$7.55/1,000 gallons
BOD > 200 mg/l	$0.272/lb.
TSS > 225 mg/l	$0.392/lb.
Phosphorus > 10 mg/l	$7.888/lb.
TKN > 30 mg/l	$1.710/lb.
Fixed Charge	$15.00/month/connection

SEPTAGE HAULERS

These rates are increasing for both holding waste and septic waste.

COSTS FOR SEPTAGE HAULERS PER 1,000 GALLONS

	2019 RATE	2020 RATE
Holding Tank	$8.70/1,000 gallons	$9.14/1,000 gallons
Septic Tank	$44.91/1,000 gallons	$49.50/1,000 gallons

In addition to the above charges, a $10 administrative fee is charged for each septage truckload received.

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

Water Recycling Center Fund—601

573805—Administrative					2019	2019	2020	% CHANGE
Personnel		2016	2017	2018	Budget	Estimated	Proposed	2020/2019
111	Salaries (3.41 FTE)	229,745	231,422	248,524	248,996	248,000	256,233	3%
135	Sick Pay Out	1,921	1,663	1,855	1,895	1,895	1,481	-22%
151	Social Security	18,775	18,741	20,166	19,498	19,422	19,988	3%
152	Retirement	29,388	30,006	19,887	16,571	16,505	17,536	6%
154	Health Insurance	40,381	38,093	37,224	34,800	34,500	32,277	-7%
155	Life Insurance	45	49	53	142	60	174	23%
159	Longevity	3,500	3,643	3,785	3,990	3,990	3,566	-11%
161	EAP/125 Admin.	36	247	339	500	500	500	0%
165	Workers' Comp. Insurance	153	154	147	126	126	123	-2%
	Total	323,944	324,018	331,980	326,518	324,998	331,878	2%

573810—General Labor					2019	2019	2020	% CHANGE
Personnel		2016	2017	2018	Budget	Estimated	Proposed	2020/2019
111	Salaries (4.0 FTE)	192,992	172,841	231,930	229,218	238,600	227,932	-1%
112	Overtime	6,178	5,619	7,755	5,000	3,000	5,000	0%
120	Pager Pay				18,250	18,250	18,250	0%
151	Social Security	14,722	13,586	18,091	17,918	18,482	17,819	-1%
152	Retirement	25,215	20,521	19,231	15,341	15,825	15,723	2%
154	Health Insurance	36,689	23,378	33,946	33,598	33,520	59,799	78%
155	Life Insurance	10	14	43	10	30	10	0%
165	Workers' Comp. Insurance	22,953	17,180	23,216	21,205	21,205	19,249	-9%
	Total	298,759	253,139	334,212	340,540	348,912	363,782	7%

573815—Collection System					2019	2019	2020	% CHANGE
Personnel		2016	2017	2018	Budget	Estimated	Proposed	2020/2019
111	Salaries (1.75 FTE)	104,656	118,513	103,759	100,086	105,440	104,180	4%
112	Overtime	1,719	3,010	2,270	4,000	2,000	4,000	0%
151	Social Security	8,154	9,152	7,818	7,963	8,219	8,120	2%
152	Retirement	13,735	12,817	8,474	6,818	7,037	7,111	4%
154	Health Insurance	15,355	20,322	22,468	24,330	20,254	5,767	-76%
155	Life Insurance	93	35	58	35	35	35	0%
159	Longevity	1,764	0	0	0	0	0	0%
	Total	145,476	163,849	144,847	143,232	142,985	129,213	-10%

573835					2019	2019	2020	% CHANGE
Operating		2016	2017	2018	Budget	Estimated	Proposed	2020/2019
360	Collections	40,846	22,946	28,400	28,400	28,400	28,400	0%
	Total	40,846	22,946	28,400	28,400	28,400	28,400	0%
	Total Expenditures	186,322	186,795	173,247	171,632	171,385	157,613	-8%

573825—WRC Operations					2019	2019	2020	% CHANGE
Operating		2016	2017	2018	Budget	Estimated	Proposed	2020/2019
222	Electric	99,707	101,405	93,281	110,000	95,000	100,000	-9%
224	Natural Gas	4,131	3,329	3,723	8,000	5,000	6,500	-19%
225	Telephone	5,267	5,759	6,379	5,500	6,000	9,000	64%
226	Water Service	4,835	4,242	4,182	5,000	5,000	5,000	0%
294	Sludge Hauling	234,252	201,410	236,823	280,000	280,000	300,000	7%
312	Computer Supplies	11,276	10,292	11,972	12,500	12,500	14,000	12%
370	Lab Supplies	22,696	24,113	22,000	22,000	20,000	22,000	0%
371	Coagulants	7,962	10,034	12,754	12,000	12,000	14,000	17%
372	Safety Equipment	5,685	7,759	6,826	8,000	7,000	9,000	13%
	Total	395,811	368,343	397,940	463,000	442,500	479,500	4%

573830—WRC Maintenance					2019	2019	2020	% CHANGE
Operating		2016	2017	2018	Budget	Estimated	Proposed	2020/2019
297	Refuse Collection	18,300	15,250	18,300	20,000	20,000	20,000	0%
340	Maintenance Supplies	40,298	44,253	44,500	44,500	44,500	50,500	13%
342	Janitorial Supplies	2,062	2,144	1,983	2,500	2,000	2,500	0%
	Total	60,660	61,647	64,783	67,000	66,500	73,000	9%

573840—Lift Station					2019	2019	2020	% CHANGE
Operating		2016	2017	2018	Budget	Estimated	Proposed	2020/2019
340	Lift Station Maintenance Supplies	63,508	60,523	63,500	63,500	63,500	63,500	0%
	Total	63,508	60,523	63,500	63,500	63,500	63,500	0%

573845—Transportation					2019	2019	2020	% CHANGE
Operating		2016	2017	2018	Budget	Estimated	Proposed	2020/2019
240	Repair and Maintenance	11,196	8,891	10,500	12,000	12,000	12,000	0%
	Total	11,196	8,891	10,500	12,000	12,000	12,000	0%

573850—Administrative Services					2019	2019	2020	% CHANGE
Operating		2016	2017	2018	Budget	Estimated	Proposed	2020/2019
210	Administrative Services	17,729	10,250	10,250	10,000	10,250	15,250	53%
211	Legal	432	24,117	29,318	20,000	20,000	12,000	-40%
215	Engineering	1,260	1,311	6,866	40,000	35,000	40,000	0%
216	Light & Water Billing	110,493	117,743	130,334	125,000	160,000	160,000	28%
218	Audit	5,500	5,500	5,500	5,500	5,500	5,500	0%
310	Office Supplies	198	307	35	1,500	1,000	1,000	-33%
320	Publications/Dues	355	387	131	600	300	500	-17%
323	DNR Fees	9,026	9,140	10,208	11,000	10,000	11,000	0%
330	Travel/Training	4,173	3,517	4,932	5,000	3,000	6,000	20%
390	Other Expenses	317	391	188	500	500	500	0%
510	Property—Liability Insurance	15,414	14,720	15,512	15,502	15,502	17,222	11%
	Total	164,897	187,383	213,274	234,602	261,052	268,972	15%

573855-990 WRC Contingency Account		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% CHANGE 2020/2019
990	Sewer Contingency Account	0	5,410		40,000	0	0	0%
	Total	0	5,410	0	40,000	0	0	0%

573860 Debt Service - Principal & Interest Operating		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% CHANGE 2020/2019
610	Principal	0			55,000	55,000	45,000	-18%
620	Interest	13,685	19,631	18,961	27,809	27,809	19,138	-31%
	Total	13,685	19,631	18,961	82,809	82,809	64,138	0%

573870-540 Depreciation Expense Operating		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% CHANGE 2020/2019
540	Depreciation Expense	1,048,949	1,124,400	1,191,268	1,030,000	1,030,000	1,030,000	0%
	Total	1,048,949	1,124,400	1,191,268	1,030,000	1,030,000	1,030,000	0%
	Total Sewer Expenses	2,567,731	2,600,180	2,799,665	2,831,601	2,803,656	2,844,383	0%

Revenues—Operating Public Charges for Services		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% CHANGE 2020/2019
423200	Special Assessments					11,990		
464111	Residential	1,414,409	1,485,803	1,509,162	1,658,224	1,560,000	2,127,320	28%
464112	Commercial	441,373	433,849	438,414	453,076	442,036	622,715	37%
464113	Industrial	289,477	375,017	315,464	372,878	281,248	409,685	10%
464114	Public Authority	67,218	68,749	68,488	71,809	70,000	95,722	33%
464200	Miscellaneous	3,897	2,076	1,897	0	2,528	1,000	0%
464215	Sewer Connection Fee	19,780	112,683	166,471	0	81,147	10,000	0%
464220	Reserve Capacity Fee	8,597	52,473	78,179	0	37,131	5,000	0%
464310	Septage Hauler Revenues	65,437	45,951	62,560	45,000	50,000	60,000	33%
	Total Operating Revenues	2,310,188	2,576,601	2,640,635	2,600,987	2,536,080	3,331,442	28%

	Sewer Fund Operating Income	(257,543)	(23,579)	(159,030)	(230,614)	(267,576)	487,059	
Revenues—Non-Operating Revenues/Expenses					**2019**	**2019**	**2020**	**% CHANGE**
Miscellaneous Revenues—Interest		**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
473900	Capital Contributions from Developer			535,500				
481100	Unrestricted Funds	17,126	19,926	34,149	10,000	31,000	10,000	0%
481121	WWTF Replacement Fund	7,311	18,744	36,135	10,000	38,000	10,000	0%
481122	Collection System Reconstruction	4,414	4,452	25,418	4,000	28,000	4,000	0%
481127/9	Impact Fees	128	366	1,860	100	3,500	100	0%
482215	Rent—City Property	1	4,401	1	1	1	1	0%
483315	Sale of City Property		64,750	5,701		15,000		
487000	Change in Market Value	(23,324)	(9,472)	(724)		37,044		
	Total Miscellaneous Revenues	5,656	103,167	638,040	24,101	152,545	24,101	0%
					2019	**2019**	**2020**	**% CHANGE**
Net Cost of Program		**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
		(251,887)	79,588	479,010	(206,513)	(115,031)	511,160	-348%

WRC Capital Projects

Collection System Fund	2020	2021	2022	2023	2024	2025	2026
Sommerset Ave., Wirth, Garfield St., Filmore				165,000			
Highland —Cedar Creek to Portland Rd			375,000				
Engineering	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Madison—Walnut to Fair							95,000
Evergreen Blvd., Franklin, Madison, Fair, Georgetown Dr., Windsor, Cedar Ridge							400,000
Replace 3 check valves at Garfield Lift Station	60,000						
Harrison Ave., Hickory St., Oak St., Linden St., Monroe Ave.					250,000		
Jackson, Hilgen, Sunnyside, Edgewater, Birch				500,000			
Evergreen Blvd.		50,000					
Thornapple, Layton			30,000				
St. John -Elm-Jefferson						350,000	
Arbor, Crescent, Glenwood, Lynwood	120,000						
Park Circle	155,000						
Farmstead Parking Lot to Cardinal	40,000						
Sewer Lining Lateral Repairs	50,000	35,000	35,000	35,000	35,000	35,000	35,000
Portland Rd 2 manholes and connect laterals from bathrooms		20,000					
Meadow-Woodland-Georgetown-Highwood						250,000	
Subtotal Collection System	455,000	135,000	470,000	730,000	315,000	665,000	560,000

Waste Water Treatment Plant Equipment Replacement Fund	2020	2021	2022	2023	2024	2025	2026
Vehicle Replacement #61					35,000		
Vehicle Replacement #63							
Vehicle Replacement #62							
Vehicle Replacement #60							40,000
Vehicle Replacement #66						400,000	
UV Bulbs (Bank A)	10,000				10,000		
UV Bulbs (Bank B)		10,000				10,000	
New Air Conditioners on Control Building	50,000						
New Ferrous Chloride Delivery System	250,000						
Effluent filtration			3,000,000				
Miscellaneous Equipment	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Subtotal Treatment Plant	350,000	50,000	3,040,000	40,000	85,000	450,000	80,000
Total WRC Capital	$805,000	$185,000	$3,510,000	$770,000	$400,000	$1,115,000	$640,000

Water Recycling Center Fund
2019 Budget—Retained Earnings Analysis

	Equipment Replacement	Collection Reconstruction	Impact Fees	Unrestricted	Total
Balance	$2,173,236	$1,629,119	$536,260	$12,945,006	$17,283,621
2019					
Interest Earnings	38,000	28,000	3,500	(69,500)	
Yearly Allocations	226,000	572,000		(798,000)	
Impact Fees			37,131	(37,131)	
Disbursements:					
Miscellaneous Equipment	(40,000)				
Vehicle Replacement #62	(50,000)				
Bar Screen (Headworks Bldg.)	(100,000)				
New Ferrous Sulfate Delivery System	(200,000)				
Engineering		(30,000)			
Highland Lift Station		(1,500,000)			
Willowbrooke-Lexington-Aspen-Cambridge		(120,000)			
Projected Net Income/(Loss)				(267,576)	
Projected Balance, December 31, 2018	$2,047,236	$579,119	$576,891	$11,772,799	$14,976,045
2020					
Interest Earnings	10,000	4,000	100	(14,100)	
Yearly Allocations	668,500	800,000		(1,468,500)	
Impact Fees			5,000	(5,000)	
Disbursements:					
Miscellaneous Equipment	(40,000)				
New Air Conditioners on Control Building	(50,000)				
New Ferrous Chloride Delivery System	(250,000)				
Engineering		(30,000)			
Replace 3 Check Valves at Garfield Lift Station		(60,000)			
Arbor, Crescent, Glenwood, Lynwood		(120,000)			
Park Circle		(155,000)			
Farmstead Parking Lot to Cardinal		(40,000)			
Sewer Lining Lateral Repairs		(50,000)			
UV Bank A	(10,000)				
Projected Net Income/(Loss)				511,160	
Projected Balance, December 31, 2019	$2,375,736	$928,119	$581,991	$10,796,359	$14,682,205

Water Recycling Center 2020-2026

Capital Project	Status	Funding Source
2020		
Engineering for 2021 Projects	No Change	**$30,000** Collection System Reconstruction Fund
Miscellaneous Equipment	No Change	**$40,000** Equipment Replacement Fund
Park Circle	Moved from 2019	**$155,000** Equipment Replacement Fund
Replace 3 check valves at Garfield Lift Station	New Project	**$60,000** Collection System Replacement Fund
Arbor, Crescent, Glenwood, Lynwood	Moved from 2019	**$120,000** Collection System Reconstruction Fund
Sewer Lining Lateral Repairs	New Project	**$50,000** Collection System Replacement Fund
New Air Conditioners on Control Building	New Project	**$50,000** Equipment Replacement Fund
New Ferrous Chloride Delivery System	New Project	**$250,000** Equipment Replacement Fund
Farmstead parking lot to Cardinal	New Project	**$40,000** Collection Sys. Reconstruction Fund
UV Bulbs (Bank A)	No Change	**$10,000** Equipment Replacement Fund
2021		
Engineering for 2022 Projects	No Change	**$30,000** Collection System Reconstruction Fund
Miscellaneous Equipment	No Change	**$40,000** Equipment Replacement Fund
Evergreen Boulevard	New Project	**$50,000** Collection System Reconstruction Fund
Portland Rd. 2 Manholes and Connect Laterals from Bathrooms	New Project	**$20,000** Collection System Reconstruction Fund
Sewer Lining Lateral Repairs	New Project	**$35,000** Collection System Replacement Fund
UV Bulbs (Bank B)	No Change	**$10,000** Equipment Replacement Fund
2022		
Engineering for 2023 Projects	No Change	**$30,000** Collection System Reconstruction Fund
Miscellaneous Equipment	No Change	**$40,000** Equipment Replacement Fund
Highland – Cedar Creek to Portland	Moved from 2021	**$375,000** Collection System Reconstruction Fund
Thornapple, Layton	Moved from 2018	**$30,000** Collection System Reconstruction Fund
Effluent Filtration	New Project	**$3,000,000** Equipment Replacement Fund
Sewer Lining Lateral Repairs	New Project	**$35,000** Collection System Replacement Fund

Water Recycling Center 2020-2026

Capital Project	Status	Funding Source
2023		
Engineering for 2024 Projects	No Change	**$30,000** Collection System Reconstruction Fund
Miscellaneous Equipment	No Change	**$40,000** Equipment Replacement Fund
Sewer Lining Lateral Repairs	New Project	**$35,000** Collection System Reconstruction Fund
Sommerset, Pioneer to Wirth, Garfield, Filmore	Moved from 2022	**$165,000** Collection System Reconstruction Fund
Jackson, Hilgen, Sunnyside, Edgewater, Birch	Moved from 2022	**$500,000** Collection System Reconstruction Fund
2024		
Engineering for 2025 Projects	No Change	**$30,000** Collection System Reconstruction Fund
Miscellaneous Equipment	New Project	**$40,000** Equipment Replacement Fund
Sewer Lining Lateral Repairs	New project	**$35,000** Collection System Reconstruction Fund
Vehicle Replacement #61	New Project	**$35,000** Equipment Replacement Fund
Harrison Ave., Hilgen, Sunnyside, Edgewater, Birch	New Project	**$250,000** Collection System Reconstruction Fund
UV Bulbs (Bank A)	New Project	**$10,000** Collection Sys. Reconstruction Fund
2025		
Engineering for 2026 Projects	No Change	**$30,000** Collection System Reconstruction Fund
Miscellaneous Equipment	New Project	**$40,000** Equipment Replacement Fund
St. John, Elm, Jefferson	New project	**$350,000** Collection System Reconstruction Fund
Sewer Lining Lateral Repairs	New Project	**$35,000** Collection System Replacement Fund
Meadow, Woodland, Georgetown, Highwood	New Project	**$250,000** Equipment Replacement Fund
Vehicle Replacement #66	New Project	**$400,000** Equipment Replacement Fund
UV Bulbs (Bank B)	New Project	**$10,000** Collection Sys. Reconstruction Fund
2026		
Engineering for 2027 Projects	No Change	**$30,000** Collection System Reconstruction Fund
Miscellaneous Equipment	New Project	**$40,000** Equipment Replacement Fund
Sewer Lining Lateral Repairs	New project	**$35,000** Collection System Reconstruction Fund
Madison-Walnut to Fair	New Project	**$95,000** Collection System Replacement Fund
Vehicle Replacement #60	New Project -	**$40,000** Equipment Replacement Fund
Evergreen Blvd., Franklin, Madison, Fair, Georgetown Dr., Windsor, Cedar Ridge	New Project	**$400,000** Collection System Reconstruction Fund

Debt Service Fund—Fund 300

Revenues		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
411111	Property Taxes	705,776	1,284,280	1,502,211	1,817,184	1,817,184	1,664,669	-8%
467530	Police Impact Fee	18,126	37,222	125,815		57,822		
456305	Build America Bond Reimbursement	6,064	4,932	3,787	2,601	2,587	1,331	-49%
481100	Interest Revenue	594	1,011	2,769		12,000	3,000	
491000	Proceeds from Borrowing	231,387		47,377				
491400	Transfer from Capital Improvements	200,000	200,000	58,741	100,000	100,000	93,000	-7%
	Total Revenues	1,161,947	1,527,445	1,740,700	1,919,785	1,989,593	1,762,000	-8%

Expenditures		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
581582	2010 Capital improvement Notes	98,686	98,686	98,686	98,686	98,686	98,686	0%
581565	2012 G.O. Capital Improvement Notes	339,535	566,725	562,225	556,850	556,850	550,725	-1%
581521	2015 G.O. Capital Improvement Notes	267,400	312,900	392,050	454,650	454,650	451,500	-1%
581530	2016 G.O. Capital Improvement Notes		710,963	542,962	541,538	541,538	540,950	-0%
581570	2012 G.O. TIF #2 Refunding	220,660						
581575	2018 G.O. Capital Improvement Notes				151,707	151,707	141,950	-6%
581560	2018 State Trust Fund Loan				36,074	36,074	36,074	0%
581580	2018 TIF #4 Taxable Bonds				244,965		246,895	1%
582000	Issuance Costs	70,550		11,533				
	Total Expenditures	996,831	1,689,274	1,607,456	2,084,470	1,839,505	2,066,780	-1%
	Revenues over/(under) Expenditures	165,116	(161,829)	133,244	(164,685)	150,088	(304,780)	

Fund Balance	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed
Beginning	32,594	197,710	43,212	176,456	176,456	326,544
Prior Year Adjustment		7,331				
Ending	197,710	43,212	176,456	11,771	326,544	21,764

Debt Obligations Payment Schedule

Capital Improvements—Streets

Date	Purpose of Borrowing, Amount, Interest Rate	Balance 12/31/2019		Payment Dates	2020
6/1/2010	State Trust Fund Loan	$94,651	P	3/15	94,652
	$800,000 4.25%		I	3/15	4,034
	Term: 10 years				
Total					98,686

Library—Municipal Building

Date	Purpose of Borrowing, Amount, Interest Rate	Balance 12/31/2019		Payment Dates	2020	2021	2022	2023
9/3/2012	G.O. Promissory Notes	$3,125,000	P	3/1	500,000	600,000	600,000	300,000
	$5,175,000 1.667%		I	3/1, 9/1	50,725	42,975	33,525	25,875
	Term: 15 years							
Total					550,725	642,975	633,525	325,875

2015 and 2016 Capital Projects; 2007 Refinancing

Date	Purpose of Borrowing, Amount, Interest Rate	Balance 12/31/2019		Payment Dates	2020	2021	2022	2023
6/25/2015	G.O. Promissory Notes	$2,280,000	P	3/1	410,000	410,000	420,000	340,000
	$3,470,000 .35%-2.0%		I	3/1, 9/1	41,500	33,300	25,000	17,400
	Term: 10 years							
Total					451,500	443,300	445,000	357,400

Public Works - Municipal Building

Date	Purpose of Borrowing, Amount, Interest Rate	Balance 12/31/2019		Payment Dates	2020	2021	2022	2023
5/18/2016	G.O. Corporate Purpose Bonds	$7,495,000	P	3/1	375,000	380,000	385,000	395,000
	$8,700,000 2.179%		I	3/1, 9/1	165,950	160,288	153,588	145,788
	Term: 20 years							
Total					540,950	540,288	538,588	540,788

Capital Projects - Streets

Date	Purpose of Borrowing, Amount, Interest Rate	Balance 12/31/2019		Payment Dates	2020	2021	2022	2023
6/28/2018	G.O. Corporate Purpose Bonds	$1,120,000	P	3/1	110,000	115,000	115,000	120,000
	$1,230,000 2.7%		I	3/1, 9/1	31,950	28,575	25,125	21,600
	Term: 10 years							
Total					141,950	143,575	140,125	141,600

Capital Projects - Monopole								
Date	Purpose of Borrowing, Amount, Interest Rate	Balance 12/31/2019		Payment Dates	2020	2021	2022	2023
3/1/2018	State Trust Fund Loan	$274,397	P	3/1	26,444	27,395	28,354	29,347
	$300,000 3.5%		I	3/1, 9/1	9,630	8,678	7,720	6,727
	Term: 10 years							
Total					36,074	36,073	36,074	36,074

Total Debt Principal and Interest Payments for the Year (incl. TIF)	2,066,780	2,049,325	2,037,472	1,646,656
Debt Service Fund Balance	(307,780)			
Transfer from Capital Improv.	(93,000)			
Build America Bonds Refund	(1,331)			
Annual Tax Levy Support Needed	1,664,669	2,049,325	2,037,472	1,646,656
Change from Prior Year	(152,515)	384,656	(11,853)	(390,816)
Tax Rate (Equalized)	1	1	1	1

Sewer Utility								
Date	Purpose of Borrowing, Amount, Interest Rate	Balance 12/31/2019		Payment Dates	2020	2021	2022	2023
5/18/2016	G.O. Corporate Purpose Bonds	$865,000	P	3/1	45,000	45,000	45,000	45,000
	$1,005,000 2.179%		I	3/1, 9/1	19,138	18,463	17,675	16,775
	Term: 20 years							
Total					64,138	63,463	62,675	61,775

TID #4 - Amcast Clean Up								
Date	Purpose of Borrowing, Amount, Interest Rate	Balance 12/31/2019		Payment Dates	2020	2021	2022	2023
9/1/2018	GO Community Dev. Bonds	$3,270,000	P	3/1	125,000	125,000	130,000	135,000
	$3,415,000 3.4%		I	3/1, 9/1	121,895	118,114	114,160	109,919
	Term: 20 years							
Total					246,895	243,114	244,160	244,919

Cemetery

SPECIAL REVENUE FUND – CEMETERY – 200-544210

Responsibilities Include:

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

DEPARTMENT SERVICES INDICATORS:	2017	2018	2019 Estimated	2020 Projected
Cemetery lots sold	10	16	12	15
Number of burials (casket & cremains)	70	60	60	60
Number of cemetery monument permits	25	25	25	25

2019 Significant Accomplishments:

- Developed area for approximately 75 additional plots at Zur Ruhe Cemetery
- Createed soil containment area (E6)

2020 Objectives to be Accomplished:

- Fix 3-5 headstones
- Update/repair waterlines at both cemeteries

Long Term Objectives:

- Columbarium at Zur Ruhe

Budget Variances:

-

Special Revenue—Cemetery
Fund 200

		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
	Beginning Fund Balance	$302,915	$276,573	$267,574	$255,687	$255,687	$236,025	

Revenues		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% CHANGE 2020/2019
465500	Property Sales	7,650	16,200	10,825	7,200	7,200	7,200	0.00%
465550	Monuments & Markers	850	4,250	2,450	1,000	1,600	1,200	20.00%
481100	Interest Income	1,260	37	4,564	1,500	3,000	1,500	0.00%
482170	Rental Income	11,940	11,940	11,740	11,940	11,940	11,940	0.00%
486000	Cemetery—Misc. Revenue	2,664	3,910	2,180	1,200	3,380	1,200	0.00%
487000	Change in Market Value		(230)	(524)		1,694		0.00%
	Total Revenues	24,364	36,107	31,235	22,840	28,814	23,040	0.88%

544210 Personnel		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
111	Salaries (.08 FTE)	12,065	10,386	8,143	6,635	6,635	6,635	0.00%
112	Overtime	95	0	0	250	250	250	0.00%
125	Part time/Seasonal (.53 FTE)	11,170	7,646	5,352	7,400	7,400	7,400	0.00%
151	Social Security	1,798	1,379	1,013	1,093	1,093	1,093	0.00%
152	Retirement	836	725	545	451	451	465	3.10%
154	Health Insurance	3,358	4,276	2,022	672	672	674	0.30%
155	Life Insurance	0	0	0	3	3	3	0.00%
159	Longevity	386	0	0	0			0.00%
165	Workers' Comp. Insurance	920	891	546	499	499	475	-4.81%
	Total	30,628	25,303	17,621	17,003	17,003	16,995	-0.05%

544210 Operating		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
210	Professional Services	10,818	12,627	10,681	23,500	23,500	23,500	0.00%
222	Electric	403	485	479	550	550	550	0.00%
226	Water Service	543	625	581	500	500	500	0.00%
230	Grounds Maintenance	2,771	2,621	3,965	2,800	2,800	2,800	0.00%
240	Repair & Maintenance	295	814	1,908	2,000	2,000	2,000	0.00%
245	House Maintenance	611	1,335	444	1,000	1,000	1,000	0.00%
350	Operating Supplies	606	900	226	900	900	900	0.00%
380	Equipment	3,631						
510	Property/Liability Insurance	400	396	217	223	223	258	15.70%
940	Transfer to Capital Improvement Fund			7,000				
	Total	20,078	19,803	25,501	31,473	31,473	31,508	0.11%

Total Expenditures	50,706	45,106	43,122	48,476	48,476	48,503	0.06%
Revenue - Expenditures	(26,342)	(8,999)	(11,887)	(25,636)	(19,662)	(25,463)	
Ending Fund Balance	276,573	267,574	255,687	230,051	236,025	210,562	

Fund Balance	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed
Designated Cemetery Fund Balance	$171,873	$160,174	$146,487	$121,451	$127,425	$101,062
Designated for Perpetual Care	104,700	107,400	109,200	108,600	108,600	109,500
Total Fund Balance	276,573	267,574	255,687	230,051	236,025	210,562

Special Revenue Fund—Room Tax

210-566700, 592000

SPECIAL REVENUE FUND – ROOM TAX – 210-566700, 592000

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

The taxes are due quarterly, thirty days after the end of the quarter.

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

Special Revenue Fund—Room Tax Fund 210							
Revenues	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% CHANGE 2020/2019
411500 Room Taxes	79,061	80,783	83,226	70,000	70,000	70,000	0.00%
Total Revenues	79,061	80,783	83,226	70,000	70,000	70,000	0.00%
566700 Operating							
721 Chamber Tourism & Development	75,108	76,744	79,044	66,500	66,500	66,500	0.00%
Total	75,108	76,744	79,044	66,500	66,500	66,500	0.00%
592000 Operating							
701 Transfer to General Fund	3,953	4,039	4,160	3,500	3,500	3,500	0.00%
Total	3,953	4,039	4,160	3,500	3,500	3,500	0.00%
Total Expenditures	79,061	80,783	83,204	70,000	70,000	70,000	0.00%
Revenue - Expenditures	0	0	22	0	0	0	
Beginning Fund Balance	$462	$462	$462	$484	$484	$484	
Total Fund Balance	$462	$462	$484	$484	$484	$484	

SPECIAL REVENUE FUND – RECREATION – 220-555390

Responsibilities Include:

- Implementation of youth and adult recreation instruction programs
- Implementation of youth and adult sport leagues
- Coordinate with outside provider to offer youth basketball instruction, arts and crafts, and youth drama programs
- Implementation of Summer Supervised Playground program
- Coordinate and cooperate with other community recreation providers including the Ozaukee County YMCA and the North Shore Academy of Gymnastics
- Offer discount tickets to various Wisconsin and Illinois tourist attractions
- Oversight of Youth Center program
- Work with various community groups and organizations to promote and enhance recreational opportunities within the community including Cedarburg Soccer Club, Cedarburg Select Baseball and Softball, and Land O'Lakes Adult Baseball teams
- Implementation of special events to include triathlon, Easter egg hunt, youth dances, Halloween show, and other special events
- Cooperate with the North Shore Academy of Gymnastics to provide gymnastics instruction
- Cooperate with Chay's Tae Kwon Do to provide Tae Kwon Do
- Implementation of indoor aquatic programs
- Staff support provided to Parks, Recreation and Forestry Board, Community Pool Commission and Common Council

DEPARTMENT SERVICES INDICATORS:	2017	2018	2019 Estimated	2020 Projected
Youth Basketball League Participants	150	150	160	180
Youth Basketball Instruction Participants	120	120	120	130
Fall/Spring Tennis	62	60	60	60
Adult Volleyball Participants	78	80	80	80
Adult Volleyball Teams	8	8	6	6
Adult Softball Participants	480	480	480	480
Adult Softball Teams	28	30	30	30
Exercise and Fitness Participants	268	270	270	300
Youth Football	62	100	100	120
Summer Volleyball Camp	25	30	25	25
Archery	42	40	0	0
T-Ball/U8 Ball Participants	48	50	60	60
Adult Basketball Participants	80	80	80	80
Supervised Playground Participants	128	145	150	150
Yoga	62	60	60	60

Service Area	Objective	Efficiency Measure	Target 2017/2018	Target 2018/2019	Target 2019/2020
Recreation Programs	Recreation Programs Serve Needs of Residents	Total Classes Offered Per Person	.010	.010	.010
Recreation Programs	Operation of Recreation Program	Operating Costs for Recreation Programs Per Person	$0 Self-Supporting	$0 Self-Supporting	$0 Self-Supporting

2019 Significant Accomplishments:

- Assisted in the development of the new City website
- Offered two new programs: Stay Home Alone class and Field Hockey

2020 Objectives to be Accomplished:

- Complete Rec Trac software update

Long Term Objectives:

- Research additional facilities for recreation and community programs

Budget Variances:

- None

Special Revenue Fund—Recreation Programs (Self Supporting)
Fund 220

Revenues		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
467201	Gym Rentals	1,447	2,525	4,943	2,000	3,000	3,000	50.00%
467202	Athletic Field Rentals	300	480	300	300	300	300	0.00%
467310	Summer/Winter Recreation Fees	42,973	64,510	69,936	60,000	60,000	60,000	0.00%
467316	WPRA Ticket Sales Revenue	8,227	7,943	9,070	5,000	5,000	5,000	0.00%
467317	Youth Football Registration	3,745	3,055	3,885	4,000	4,000	3,500	-12.50%
467318	Safety Training	4,495	7,699	6,446	6,120	6,120	6,500	6.21%
467319	Basketball Fees	17,050	28,790	25,530	24,000	24,000	26,000	8.33%
467320	Softball Fees	12,405	12,926	10,518	12,000	12,000	12,000	0.00%
467322	Gymnastics Fees	900						
467323	Volleyball Fees	1,799	1,089	1,420	1,200	1,200	1,200	0.00%
467324	Aquatics Fees	5,815	5,095	4,871	5,000	5,000	5,000	0.00%
467325	Concession Revenue	800	795	636	800	800	800	0.00%
467326	Special Rec Programs	1,073	1,407	933	1,000	1,000	1,000	0.00%
467327	Solar Recreation	9,020	9,740	9,906	8,000	8,000	8,000	0.00%
467328	Summer Sand Volleyball	845	1,390	1,405	1,800	1,800	1,800	0.00%
467329	Soccer	4,345	18,645	18,150	20,000	20,000	20,000	0.00%
467331	Banner Advertising	600	700	350	700	700	700	0.00%
467332	Poms Revenue		58,991	81,228	58,991	58,991	58,991	0.00%
467335	Low Impact Fitness-Swing and Easy Fitness	13,463	12,205	11,008	12,000	12,000	12,000	0.00%
467336	Civic Band Revenue	3,845	3,195	2,375	3,000	3,000	3,000	0.00%
467352	Recreation Brochure Sponsorships	48,059	8,050	3,846	5,500	5,500	5,500	0.00%
467431	Gym Vending Machine Receipts	5,600		1,322				
467432	Tennis	15,611	13,801					
484410	Youth Center Receipts	437			500	500		-100.00%
485550	Donations	6,309	5,615	4,039	4,000	4,000	4,000	0.00%
486000	Miscellaneous Revenue	1,000	11,108	9,893	15,000	15,000	15,000	0.00%
481100	Interest		24					
491100	General Fund Transfer—CIVIC Band	7,765	1,000	1,000	1,000	1,000	1,000	0.00%
	Total Revenues	217,928	280,778	283,010	251,911	252,911	254,291	0.94%

555390 Personnel		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
111	Salaries/Rec. Supervisor	9,869						
125	Part time/Seasonal	77,100	104,198	113,198	105,000	105,000	105,000	0.00%
127	Exercise/Fitness Salaries	7,019	6,973	6,606	7,000	7,000	7,000	0.00%
151	Social Security	7,182	8,489	9,164	8,568	8,568	8,568	0.00%
152	Retirement	673						
154	Health Insurance	1,194						
161	EAP/125 Administration				60	60	60	0.00%
165	Workers' Comp. Insurance	2,887	4,221	4,298	3,926	3,926	3,605	-8.18%
	Total	105,924	123,881	133,266	124,554	124,554	124,233	-0.26%

555390/592000 Operating		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
225	Telephone	743	798	474	900	900	900	0.00%
228	School District Fees		22,982	16,600	25,000	25,000	25,000	0.00%
290	Contracted Services	29,896	23,658	24,964	28,000	28,000	28,000	0.00%
309	Recreation Brochure Expenses	5,236	4,360	4,125	4,000	4,000	4,500	12.50%
310	Office Supplies	500	555	26				
320	Publications & Dues	190	190	30	200	200	200	0.00%
330	Travel & Training	2,697	1,186	(250)	700	700	700	0.00%
336	Transportation	2,103	5,232	4,049	4,000	4,000	4,000	0.00%
347	Supplies and Expenses	36,760	38,190	34,741	25,825	25,825	27,825	7.74%
350	Operating supplies	1,836	1,359					
355	WPRA Ticket Expense	7,947	7,688	8,841	4,500	4,500	4,500	0.00%
356	Solar Recreation		7,224	12,228	6,050	6,050	6,050	0.00%
357	Tennis		11,000					
372	Safety equipment	1,603	2,389	2,307	3,000	3,000	3,000	0.00%
380	Equipment Outlay/Lease	1,967					4,500	0.00%
386	Civic Band Expenses	4,829	4,092	3,205	4,000	4,000	4,000	0.00%
390	Other Expenses		202					
394	Poms Program		13,590	35,318	20,000	20,000	20,000	0.00%
510	Insurance Charges	561	832	809	854	854	947	10.89%
701	Transfer to Other Funds		13,900		13,500	13,500		-100.00%
	Total	96,868	159,427	147,467	140,529	140,529	134,122	-4.56%
	Total Expenditures	202,792	283,308	280,733	265,083	265,083	258,355	-2.54%
Revenue - Expenditures		15,136	(2,530)	2,277	(13,172)	(12,172)	(4,064)	
Beginning Fund Balance		$78,703	$93,839	$90,952	$93,229	$93,229	$81,057	
Prior Year Adjustment			(357)					
	Total Fund Balance	$93,839	$90,952	$93,229	$80,057	$81,057	$76,993	

This fund was created in 2018 to account for all transactions assoicated with the Public Works Garage fuel system and car wash. The users are charged a fee to be sufficient to cover the direct operating cost of the two systems.

Special Revenue Fund—Fuel System Fund 221						
Revenues		2018	2019 Budget	2019 Estimated	2020 Proposed	% CHANGE 2020/2019
463101	Public Works Fees	1,748		2,000	2,000	0.00%
	Total Revenues	1,748	0	2,000	2,000	0.00%
533210 Operating						
240	Repair & Maintenance				5,000	
308	Program Supplies					
380	Equipment Outlay					
	Total Expenditures	0	0	0	5,000	0.00%
Revenue - Expenditures		1,748	0	2,000	(3,000)	
Beginning Fund Balance		$0	$1,748	$1,748	$3,748	
Total Fund Balance		$1,748	$1,748	$3,748	$748	

SPECIAL REVENUE FUND – SWIMMING POOL – 240-555320

Responsibilities Include:

- Recreational swimming
- Daily admission or seasonal passes available
- Youth and adult swim instruction
- Concessions
- Water play equipment
- Sand play equipment
- Outdoor aquatic facility rental reservations
- Recreational swim team
- Sand volleyball
- Water exercise
- Lap lanes
- Youth sand volleyball leagues

Department Services Indicators:	2017	2018	2019	2020 Projected
Number of days open Full Days	57	60	55	55
Partial Days	29	25	26	26
Attendance	39,837	45,000	39,892	40,000
Average daily attendance	463	500	493	500
Total paid admissions (including group admissions)	11,028	12,500	12,414	12,500
Seasonal swim passes	664	675	580	600
Youth group swim instruction	471	500	477	460
Number of pool rentals	16	18	20	18
Number of facility jumps/saves	7	10	4	6
Superpasses sold	76	80	60	60
Superpass Grafton Visits	2,233	2,000	2,806	2,800
Superpass Port Washington Visits	506	500	393	400
Superpass Mequon Visits	2,141	200	2,676	2,700

Service Area	Objective	Efficiency Measure	2017/2018	Target 2018/2019	Target 2019/2020
Community Pool	Operation of the Pool	Operating Cost Per Person	$29	$30	$30

2019 Significant Accomplishments:

- Fundraised for pool play structure (D3)
- Purchased 3 new concessions area picnic tables

2020 Objectives to be Accomplished:

- Fundraise and purchase pool sand play equipment
- Increase Pass sales
- Add one (1) new program
- Accept credit cards at concessions stand and possibly registration room

Long Term Objectives:

- Repair pool bottom (liner) or paint
- Fundraise for big shade umbrellas

Budget Variances:

- None

Special Revenue Fund—Swimming Pool
Fund 240

Revenues		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
411111	Real Estate Taxes	44,121	65,658	69,652	68,844	67,429	69,216	0.54%
467340	Daily Pool Admissions	94,625	67,806	75,448	82,763	75,666	82,763	0.00%
467341	Passes	82,731	95,382	89,326	92,000	75,656	92,000	0.00%
467342	Lessons	22,550	21,519	20,820	21,000	21,460	21,000	0.00%
467343	Water Aerobics	5,233	5,873	6,002	5,000	4,538	5,500	10.00%
467344	Uniforms/Miscellaneous	1,058	1,681	856	2,400	2,465	2,400	0.00%
467345	Concessions	48,475	40,823	39,824	46,000	37,412	47,000	2.17%
467346	Swim Team	4,952	4,180	4,562	4,500	3,597	4,500	0.00%
467351	Swimming Pool Banner Program	4,003	2,800	1,400	2,800	1,200	1,400	-50.00%
473118	Town Pool Contribution*	18,922						
482215	Facility Rentals	4,590	5,072	4,785	3,000	4,945	4,000	33.33%
485500	Donations		459			3,200		
491100	Transfer from General Fund	13,503	37,175	11,500	11,500	25,910	7,944	-30.92%
491220	Transfer from Rec Programs		13,900					
	Total Revenues	344,763	362,328	324,175	339,807	323,478	337,723	-0.61%

555320 Personnel		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
111	Salaries/Rec. Supervisor (.55 FTE)	22,661	25,266	25,966	28,841	28,841	29,418	2.00%
125	Part-Time Salaries/Seasonal	120,503	114,070	108,105	119,195	120,131	115,000	-3.52%
128	Salaries/City DPW (.35 FTE)	19,139	17,765	13,536	16,000	14,000	16,000	0.00%
132	Part-Time/Maintenance Salaries	2,530	2,465	2,468	2,800	560	2,800	0.00%
151	Social Security	12,470	12,191	11,472	12,763	12,510	12,486	-2.17%
152	Retirement	3,414	3,624	3,176	2,937	2,806	3,066	4.39%
154	Health Insurance	4,359	11,116	15,586	11,925	11,925	11,948	0.19%
155	Life Insurance	1	0	0	3	0	3	0.00%
165	Workers' Comp. Insurance	7,670	7,575	7,539	6,886	6,886	5,754	-16.44%
	Total	192,747	194,072	187,848	201,350	197,659	196,475	-2.42%

555320 Operating		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
210	Professional Services	3,852	5,076	5,263	2,970	2,996	2,970	0.00%
220	Internet					540	540	
222	Electric	18,502	18,562	18,251	16,500	16,500	16,500	0.00%
224	Natural Gas	11,634	14,794	11,358	12,000	12,000	12,000	0.00%
225	Telephone	641	448	443	440	440	440	0.00%
226	Water Service	10,186	9,556	8,589	9,760	9,760	9,760	0.00%
290	Contracted Services	1,304	1,476	1,745	2,000	1,854	2,000	0.00%
324	Permits & Licenses	400	400	400	400	400	400	0.00%
330	Travel & Training	501	378	380	600	0	600	0.00%

340	Repair & Maintenance Supplies	20,717	14,447	10,338	16,000	12,000	16,000	0.00%
346	Uniforms	2,156	2,572	1,954	2,500	4,875	2,500	0.00%
350	Operating Supplies/Chemicals	22,578	21,257	18,065	20,000	19,520	20,000	0.00%
380	Equipment	16,635	39,072	15,887	19,607	15,509	19,607	0.00%
390	Other Expenses	1,038	1,356	411	1,200	419	1,200	0.00%
510	Property/Liability Insurance	3,181	3,182	2,479	2,559	2,492	2,752	7.54%
	Total	113,325	132,576	95,563	106,536	99,305	107,269	0.69%
555321—Concessions					**2019**	**2019**	**2020**	**% Change**
Personnel		**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
125	Part Time Salaries/Seasonal	13,519	13,124	13,815	11,000	12,388	12,500	13.64%
151	Social Security	1,034	1,004	1,057	842	947	1,050	24.78%
	Total	14,553	14,128	14,872	11,842	13,335	13,550	14.43%
555321—Concessions					**2019**	**2019**	**2020**	**% Change**
Operating		**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
324	Permits & Licenses	330	330	330	330	330	330	0.00%
350	Operating Supplies	23,197	20,791	18,296	19,000	18,071	19,000	0.00%
380	Equipment	611	416	0	750	2,059	750	0.00%
	Total	24,138	21,537	18,626	20,080	20,460	20,080	0.00%
Total Swimming Pool Expenses		344,763	362,313	316,909	339,807	330,759	337,374	-0.72%
Revenue - Expenditures		0	15	7,266	(0)	(7,281)	349	
Beginning Fund Balance		0	0	15	7,281	7,281	(0)	

Special Revenue Fund—Park Subdivider Deposits
Fund 250

					2019	**2019**	**2020**	**% Change**
Revenues		**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
467500	Subdivider Park Fees	4,846	35,977	50,861	0	9,573		0%
467510	Park Equipment Impact Fee	14,147	76,060	156,344	0	65,804		0%
481100	Interest Income	297	579	3,821	500	6,000	4,000	700%
	Total Revenues	19,290	112,616	211,026	500	81,377	4,000	700%
592000					**2019**	**2019**	**2020**	**% Change**
Operating		**2016**	**2017**	**2018**	**Budget**	**Estimated**	**Proposed**	**2020/2019**
706	Transfer to Capital Improvements	47,934	0	70,000	80,000	93,000		0%
	Total Expenditures	47,934	0	70,000	80,000	93,000	0	0%
Revenue - Expenditures		(28,644)	112,616	141,026	(79,500)	(11,623)	4,000	
Beginning Fund Balance		$62,121	$33,477	$146,093	$287,119	$287,119	$275,496	
Total Fund Balance		$33,477	$146,093	$287,119	$207,619	$275,496	$279,496	

LIBRARY - 260-555110

Responsibilities Include:

- Adult Services include:
  - Reference and research assistance. Provide lifelong learning opportunities. Computer classes. Interlibrary loan throughout the state and country. One-on-one consultations with librarians for technology assistance on devices or research topics. Test proctoring for college students.
  - Adult programs/events ranging on topics from Great Decisions to Cedarburg Reads to Book Clubs.
  - 11 public internet computer stations with MS Office, one Mac station, Adobe Cloud.
  - Microfilm reader/scanner and access to the News Graphic back to the 1880's.
  - Private study rooms and MediaScape room with technology for collaborative group work.
  - Community Room available for public use; includes technology and hearing loop for hard of hearing. Also available for rental for private events or for-profit groups
- Children's and Youth Services include:
  - Traditional library services along with providing school visits, tours, displays, special programs, story hours, and the Summer Reading Program; after school programs and literacy development.
  - Assistance to parents/caregivers for finding age appropriate reading material for children and youth and encouragement of lifelong reading and learning.
  - Homework assistance and collaboration with schools for assignment materials.
  - Six computer stations loaded with literacy and phonic development programs and links to educational websites.
  - Teen Zone with a young adult book collection and programs/events for teens.

Department Service Indicators	2017	2018	2019	2020 Projected
Citizen Library Use				
Number of Visits Made to the Library	128,970	123,108	123,000	123,000
Average Number of Visits Per Day	362	349	348	348
Customers With Active Library Cards Residents	8,618	8,825	8,900	8,900
Non-Residents	3,647	4,160	4,100	4,100
New Library Cards Issued	844	826	800	800
Staff Services				
Reference/Research Questions Answered	3,730	4,569	4,500	4,500
Number of Youth Programs Offered	220	239	240	240
Attendance at Youth Programs	8,401	8,593	8,600	8,600
Number of Adult Programs Offered	157	210	200	200
Attendance at Adult Programs	2,525	2,250	2,300	2,300
Checkout of Library Materials				
Total Number of Items Checked Out by Library Patrons	197,689	185,769	190,000	190,000
Digital books/audio books/magazines checked out	21,447	25,658	29,000	29,000

Department Service Indicators	2017	2018	2019	2020 Projected
Research database usage - number of log-ins	1,780	6,977	8,000	8,000
Cedarburg Resident Check Out	114,322	105,665	115,000	115,000
Non-Resident Check Out	83,367	80,104	75,000	75,000
Technology				
Public Computer Users	7,846	7,165	7,000	7,000
WiFi Usage - log ins	50,937	75,255	80,000	80,000
Community Room/Study Rooms Reservations	5,823	5,588	6,200	6,200
3D Printing	592	658	700	700
Virtual Reality Equipment Usage (2017 - 3 months of usage)	114	426	500	500
Computer Classes for the public	20	13	16	20
FTE Staff Per 1,000 Population	1	1	1	1
Local Appropriation Per Capita	$61.50	$62.63	$62.63	62.63

2019 Significant Accomplishments:

- Completed and executed the start of a 5-year strategic plan, 2020-2025.
    - Strategic Planning committee consists of:
        - 2 library board members – Deb Goeks, Sherry Bublitz (former board member)
        - 1 Council representative – Garan Chivinski
        - School representative – Karen Egelhoff
        - Mary Sheffield – City Economic development coordinator
        - Friends of the Library member – Kristin Nelson
        - 2 library staff members – Linda & David Nimmer
    - Working with consultant Bruce Smith from WI Library Services in Madison, he has completed numerous strategic plans for libraries in the state. His service is being paid for by the Cedarburg Friends of the Library.
    - Online/print community survey was responded to by over 600 people.
    - 2 in-person Community Conversations were held.
    - New mission statement has been formed.
    - Goals and objectives currently being created.
- Took part in the WI Public Library System Redesign project. Changes are coming to the State's library system structure. Implementation plan has been created.
- Took part in meetings to help craft the five-year Joint County Library Service plan with Sheboygan County. Goal is to try and get more compensation for usage of electronic services provided to and used by non-libraried residents.
- Mentored and brought up to speed 3 people in professional full-time positions and one half-time person. Hired 3 part-time Library Assistants to replace open positions.
- Collaborated with high school on tech classes and composition classes. Collaboration continues.

- Budget. Operated the library with a zero percent increase from 2018, no deficit, and modest fund balance. Received $11,000 from the Friends and other donations to enhance library services.

2020 Objectives to be Accomplished:

- Address wage inequities in full-time professional positions as compared to comparable libraries.
- Execute 2020-2025 Strategic Plan and select areas to begin work on.
- Increase Wi-Fi access points in the public parts of the building.
- Address and schedule replacement for computers and mechanical equipment in the building.
- Create makerspace or incubator work space where DVDs are currently housed. Shift DVDs upstairs. Create more seating space in adult area for studying.

Long Term Objectives:

- Have full-time positions with competitive wage/benefit packages compared to comparables.
- Select areas from the strategic plan to incorporate into long term objectives.

Budget Variances:

- 223 – Marketing. This area is going to be one of the objectives coming from the strategic plan to improve. Printing of bulletin publications and one mailing of summer newsletter.
- 240 – Repair and maintenance. Would like this account to be better funded for unexpected repairs. For example, we had to replace the intake vent on the roof along with a hood in 2019 at a cost of $8,600 that was not budgeted.
- 290 – Maintenance and Contracted services due to yearly increase
- 312 – Computer Supplies. Increasing by $1,000 for staggered replacements.
- 315 – Postage. Increasing for one mailing of summer newsletter.
- 380 – Equipment/Capital Outlay – need to create an equipment replacement fund for computers and other equipment.
- 381 – Shared System Services – membership increase in 4 county system. Increase due to network replacement fund.
- 382 – Technology. Increasing Wi-Fi access points to meet demand.

Special Revenue Fund—Library
Fund 260

Revenues		2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
411111	City Property Taxes	707,306	707,306	722,194	722,194	722,194	738,194	2%
435432	Grants	735						
467100	Library Fines and Fees	23,643	21,072	19,569	22,000	21,000	21,000	-5%
467110	Library Other Revenues—County	153,904	191,669	205,720	212,192	212,192	213,849	1%
467150	Library Other Revenues—Copies	2,388	2,392	2,224	2,400	2,300	2,300	-4%
473200	Library Donations	8,727						
481100	Interest Income	8						
482215	Rent of City Property	650	788	752	700	1,400	1,000	43%
491400	Transfer from Cap. Improvements		7,474					
Total Revenues		897,361	930,701	950,459	959,486	959,086	976,343	2%

555110 Personnel		2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
111	Salaries (8.0 FTE)	353,342	359,961	364,005	385,470	379,470	389,514	1%
124	Bonus				325	325	325	0%
125	Part Time Salaries (4.39 PTE)	117,409	118,514	129,086	120,222	123,810	125,000	4%
128	Maintenance Salaries (.50 PTE)	16,238	17,376	13,448	17,972	10,000	18,312	2%
135	Sick Leave Payout	7,082	652	481	718	718	472	-34%
151	Social Security	37,687	37,631	38,707	40,415	39,620	40,923	1%
152	Retirement	28,163	29,747	28,981	34,604	28,159	29,550	-15%
154	Health Insurance	105,156	114,451	118,877	112,032	112,032	112,124	0%
155	Life Insurance	106	86	122	126	126	149	18%
159	Longevity	5,155	3,433	2,740	3,591	3,591	1,323	-63%
161	EAP/125 Admin.			100	100	100	100	0%
165	Workers' Comp. Insurance	1,179	1,178	1,143	949	949	922	-3%
Total		671,517	683,029	697,690	716,524	698,900	718,714	0%

555110 Operating		2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
212	Professional Services				275	0	275	0%
222	Electric	23,709	22,615	22,139	23,225	23,000	23,689	2%
223	Marketing	184	61	134	200	200	1,000	400%
224	Natural Gas	7,123	6,874	6,107	7,200	7,000	7,000	-3%
225	Telephone	2,005	2,254	2,273	2,500	2,600	2,500	0%
226	Water Service	1,766	1,839	1,798	1,860	1,900	2,135	15%
240	Repair and Maintenance	3,947	3,935	5,924	7,000	15,500	10,000	43%
290	Maint./Contracted Services	40,643	45,760	46,378	50,000	50,000	51,000	2%
308	Program Supplies	551	161	622	1,000	1,000	1,000	0%
310	Office supplies	6,257	7,923	9,023	8,000	8,000	8,000	0%
312	Computer Supplies	1,912	2,167	1,792	2,000	2,000	3,000	50%
313	Printing-Newsletters	1,203						

315	Postage	585	580	335	600	400	1,000	67%
319	Publications and Subscriptions	87,548	64,694	82,110	88,000	88,000	90,000	2%
320	Prof. Publications and Dues	1,224	1,270	1,444	1,600	1,500	1,600	0%
330	Travel & Training	5,164	5,790	4,556	6,000	5,000	6,000	0%
350	Operating Supplies	2,218	1,755	3,908	3,000	3,000	4,000	33%
380	Equipment/Capital Outlay			2,362	5,000	4,000	8,000	60%
381	Shared System Services	13,809	17,917	21,302	20,600	20,600	23,000	12%
382	Library Technology	1,234	932	4,419	3,000	3,000	5,000	67%
395	Employment Expenses	137		354	200	180	200	0%
510	Liability/Property Insurance	8,005	7,973	6,575	6,820	6,613	7,164	5%
Total		209,224	194,500	223,555	238,080	243,493	255,563	7%
Total Expenditures*		880,741	877,529	921,245	954,604	942,393	974,277	2%
Revenues - Expenditures		16,620	53,172	29,214	4,882	16,693	2,066	
Beginning Fund Balance		(50,353)	(33,733)	19,439	48,653	48,653	65,346	
Ending Unassigned Fund Balance		(33,733)	19,439	48,653	53,535	65,346	67,412	
Assigned Funds - Donations								
435432	Grants		13,615	11,300	11,300			-100%
473200	Library Donations		13,597	11,356	5,000	8,000	5,000	0%
Total		0	27,212	22,656	16,300	8,000	5,000	-69%
322	Donation Expenditures		15,269	9,617	3,000	7,000	5,000	67%
331	Grant Expenditures		45	14,616	6,329			-100%
Revenues - Expenditures		0	11,898	(1,577)	6,971	1,000	0	
Beginning Assigned Fund Balance		1,439	1,439	13,337	11,760	11,760	12,760	
Ending Assigned Fund Balance		1,439	13,337	11,760	18,731	12,760	12,760	
Total Library Fund Balance		(32,294)	32,776	60,413	72,266	78,106	80,172	

*Debt Service due to new library building in 2020 is $550,725

Internal Service—Risk Management
Fund 700

519400 Operating Expenditures		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
165	Workers' Compensation Insurance	185,442	180,759	177,678	179,422	148,821	156,010	-13.05%
393	Unemployment Compensation	1,262	1,601	1,546		520		
510	Property—Auto Insurance	59,586	71,587	65,248	68,367	69,312	74,848	9.48%
512	General Liability Insurance	61,501	62,111	63,588	64,810	65,841	66,192	2.13%
513	Employment Practices Insurance	14,203	11,699	12,350	14,965	14,025	14,726	-1.60%
515	Boiler Insurance	1,173	1,196	1,366	1,421	1,196	1,417	-0.28%
551	2015 Liability Claims Paid	1,367						
552	2016 Liability Claims Paid	129,534	13,600	7,310				
553	2017 Liability Claims Paid		61,624	22,065	5,000			-100.00%
523	2018 Liability Claims Paid			32,471	5,000	6,502	5,000	0.00%
546	2019 Liability Claims Paid				15,000	15,000	5,000	-66.67%
	2020 Liability Claims Paid						15,000	
	Total Expenditures	454,068	404,177	383,622	353,985	321,217	338,193	-4.46%

Revenues		2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
481100	Interest Income	3,525	12,590	17,147	10,000	15,000	10,000	0.00%
487000	Change in Market Value	(15,587)	(3,920)	(2,642)		10,000		
481195	Dividend Income/WC Dividend	59,209	44,117	95,464	25,173	25,173	13,404	-46.75%
484000	Insurance Recoveries	115,876	27,845	17,757		9,231		
482000	Workers' Compensation-Wage Recovery	3,843	3,844					
491100	Charges to General Fund	252,332	260,560	278,049	280,654	249,871	251,245	-10.48%
491200	Charges to Cemetery Fund	1,319	1,288	763	763	716	733	-3.96%
491220	Charges to Recreation Programs Fund	3,448	5,053	5,107	5,107	4,742	4,552	-10.88%
491240	Charges to Swimming Pool Fund	10,850	10,758	10,019	10,019	9,378	8,507	-15.09%
491260	Charges to Library	9,183	9,151	7,718	7,718	7,593	8,337	8.01%
491601	Transfer from Water Recycling Center	38,519	32,054	38,875	38,875	27,598	36,595	-5.87%
491800	Transfer from Trust & Agency Fund	195						
Total Revenues		482,712	403,340	468,257	378,309	359,302	333,372	-11.88%

Net Cost of Program	2016	2017	2018	2019 Budget	2019 Estimated	2020 Proposed	% Change 2020/2019
	28,644	(837)	84,635	24,324	38,085	(4,821)	-119.82%
Fund Balance—January 1	899,510	928,154	890,185	974,820	974,820	1,012,905	
Prior Year Audit Adjustment		(37,132)					
Fund Balance—December 31	928,154	890,185	974,820	999,144	1,012,905	1,008,084	

Employee Health Insurance Premium Contribution Calculation
Based on 2020 Premiums

	Month		Annual EE Contribution		
	Premium	No. Covered	5%	10%	15%
Single	658.73	21	8,300.00	16,600.00	24,899.99
EE/Sp	1,424.47	14	11,965.55	23,931.10	35,896.64
EE/Ch	1,240.88	2	1,489.06	2,978.11	4,467.17
Family	1,899.30	26	29,629.08	59,258.16	88,887.24
	5,223.38	63	51,383.68	102,767.36	154,151.05

Per Pay Check Contribution		$25	$50	$25 single/ $50 family
Single	21	13,650.00	27,300.00	13,650.00
EE/Sp	14	9,100.00	18,200.00	18,200.00
EE/Ch	2	1,300.00	2,600.00	2,600.00
Family	26	16,900.00	33,800.00	33,800.00
		40,950.00	81,900.00	68,250.00

Employee Dental Insurance Premium Contributions
Current Contribution Rate 28% for Family Coverage
Based on 2020 Premiums

	Month		Annual EE Contribution
	Premium	No. Covered	28%
Single	42.93	24	
EE +1	83.32	28	7,838.75
Family	139.67	38	17,833.07
	265.92	90	25,671.81

BENEFITS COMPARISON

MUNICIPAL

Health Insurance

Peer Group Study	Ozaukee Co.	Village of Grafton	Village of Shorewood	Village of Brown Deer	Village of Germantown	Village of Saukville	City of Plymouth	City of West Bend	City of Stoughton	Village of Thiensville
Health Insurance	**2019**	**2019**	**2019**	**2019**	**2019**	**2019**	**2019**	**2019**	**2019**	**2019**
Monthly Family Plan Premium	$1,957.62	$1,905.66	$1,914.95	$1,688.01	$1,874.33	$1,830.16	$2,745.00	$1,556.93	$1,601.78	$2,092.52
Employer Contribution	80%	85%	90%	88%	88%	88%	96%	84%	87%	82%
Employer Total Cost per month	$1,566.10	$1,619.80	$1,823.46	$1,485.45	$1,634.81	$1,610.40	$2,636.00	$1,306.93	$1,394.46	$1,721.52
Employee Contribution	20%	15%	10%	12%	12%	12%	4%	16%	13%	18%
Employee Premium	$391.52	$285.86	$91.49	$202.56	$239.52	$219.60	$109.00	$250.00	$207.32	$371.00
Deductable	$0.00	$1,000.00	$4,000.00	$2,000.00	$2,500.00	$1,000.00	$2,700.00	$5,000.00	$1,000.00	$1,000.00
Employee HSA Contribution	$0.00	$0.00	$2,800.00	$0.00	$0.00	$0.00	$900.00	$0.00	$0.00	$0.00
Employer HSA Contribution	$0.00	$0.00	$1,200.00	$0.00	$2,500.00	$0.00	$1,800.00	$1,700.00	$0.00	$0.00
Annual Employee Cost	$4,698.24	$3,430.32	$3,897.88	$2,430.72	$2,874.24	$2,635.20	$2,208.00	$4,700.00	$2,487.84	$4,452.00
Annual Employer Cost	$18,793.15	$19,437.60	$23,081.46	$17,825.39	$22,117.72	$19,324.80	$33,432.00	$17,383.16	$16,733.52	$20,658.24
Co-Pays	n/a	No	No	$25/$50	No	No	Co-Insurance	$25/$50/$75/$100	$30.00	$60.00
Max in-network out of pocket	n/a	$1,000.00	n/a	$8,000.00	n/a	n/a	$5,000.00	$6,000.00	varies on plan	$13,700*

*Deductable based on Family Health Insurance Plan

*In-Network only

*Only applies to DME, Hearing Aids, & Cochlear Implants (Thiensville)

Peer Group Study	Village of Pewaukee	City of Port Washington	Village of Slinger	City of Hartford	Village of Glendale	Town of Cedarburg	Village of Whitefish Bay	City of Oconomowoc	City of Cedarburg
Health Insurance	**2019**	**2019**	**2019**	**2019**	**2019**	**2019**	**2019**	**2019**	**2019**
Monthly Family Plan Premium	$1,557.20	$2,537.30	$1,830.16	$2,318.66	$1,971.66	$1,200.00	$1,707.45	$1,731.18	$1,806.83
Employer Contribution	88%	90%	88%	100%	88%	85.50%	88.00%	100%	100%
Employer Total Cost per month	$1,370.34	$2,283.75	$1,610.54	$2,318.66	$1,735.06	$1,026.00	$1,502.56	$1,731.18	$1,806.83
Employee Contribution	12%	10%	12%	0%	12%	14.50%	12.00%	0%	0%
Employee Premium	$186.86	$259.48	$219.62	$0.00	$236.60	$174.00	$204.89	$0.00	$0.00
Deductable	$500.00	$6,000.00	$0.00	$750.00	$0.00	$4,000.00	$0.00	$0.00	$4,000.00
Employee HSA Contribution	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$4,000.00
Employer HSA Contribution	$0.00	$0.00	$0.00	$0.00	$0.00	$4,000.00	$0.00	$0.00	$0.00
Annual Employee Cost	$2,242.32	$3,113.76	$2,635.44	$0.00	$2,839.20	$2,088.00	$2,458.68	$0.00	$4,000.00
Annual Employer Cost	$16,444.08	$27,405.00	$19,326.48	$27,823.92	$20,820.72	$16,312.00	$20,489.40	$20,774.16	$21,681.96
Co-Pays	$15/$25/$75	$30.00	No	Based on issue	No	n/a	*co-pay reimb.	No	No
Max in-network out of pocket	$2,500.00	$6,000.00	n/a	$2,750.00	n/a	n/a	n/a	varies	$4,000.00

	Low	High	Average	Cedarburg
Monthly Employee Premium	$0	$392	$191	$0
Annual Employee Cost	$0	$4,700	$2,955	$4,000
Annual Employer Cost	$16,312	$33,432	$21,213	$21,682

Based on the data provided the City of Cedarburg pays a slightly higher premium than the average paid by the communities surveyed and the annual cost to the Cedarburg employee is considerably higher than the average even though they do not pay towards the premium.

TODAY'S CHALLENGE:

APPLICANT SHORTAGE

As we saw in the first report of this series, NEOGOV's 2019 Job Seeker Report, the public sector is becoming less appealing to job seekers. Public sector jobs are being vacated at a much higher rate than they are being filled. The result? A concerning 37% gap between jobs and applications.

Why is this happening? The public sector is going through two significant shifts that are creating real challenges to staffing government with highly qualified employees.

The first shift is increased turnover primarily driven by an aging population of employees. A recent Pew Charitable Trusts study indicated that between 30 to 40% of the public workforce are eligible to retire. As this portion of the workforce retires, agencies are scrambling to fill these newly open positions. NEOGOV data indicates a concerning 29% increase in job openings since 2013.

The second shift is that the public sector is less attractive to job seekers. As a result, NEOGOV data reflects an 8% decrease in the number of applicants looking for public sector jobs since 2013. When combined with the increase of job openings, there is a 37% differential between open positions and job applicants.

DATA FROM THE 2019 JOB SEEKER REPORT

Download at neogov.com

Public Sector Applicants vs Jobs
Figure 1

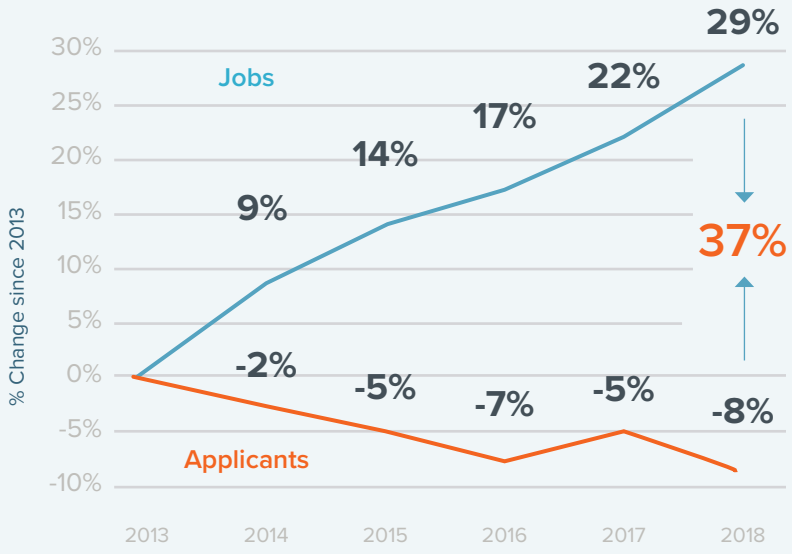


Figure 1 depicts the gap that has emerged since 2013 between the percentage increase in job openings and the percentage decrease in number of applicants.

The public sector is going through a seismic shift.

If government agencies cannot staff open positions with qualified candidates or leave positions vacant, the quality of service to citizens will be impacted.

WHERE DO WE GO FROM HERE?

All of this data points to a concerning predicament -- despite a wide variety of job openings, the public sector is failing to attract job seekers. As the gap increases, it could threaten the quality of service that government agencies provide to citizens. In order to combat this gap, it is vital for public sector organizations to reconsider how they're recruiting candidates and take action.

Here are **five recommendations** for overcoming the public sector's current hiring crisis:

1. BECOME MORE ATTRACTIVE TO CANDIDATES
2. USE DATA IN YOUR RECRUITING STRATEGY
3. EXPAND CANDIDATE REACH
4. INSTILL CONFIDENCE IN PUBLIC SECTOR CAREER GROWTH
5. IMPLEMENT RETENTION STRATEGIES

#1

BECOME MORE ATTRACTIVE

Showcase Public Sector Appeal

As depicted in Figure 7, the top three attractions of employment in the public sector are job security, an attractive benefits package, and the opportunity to do meaningful work.

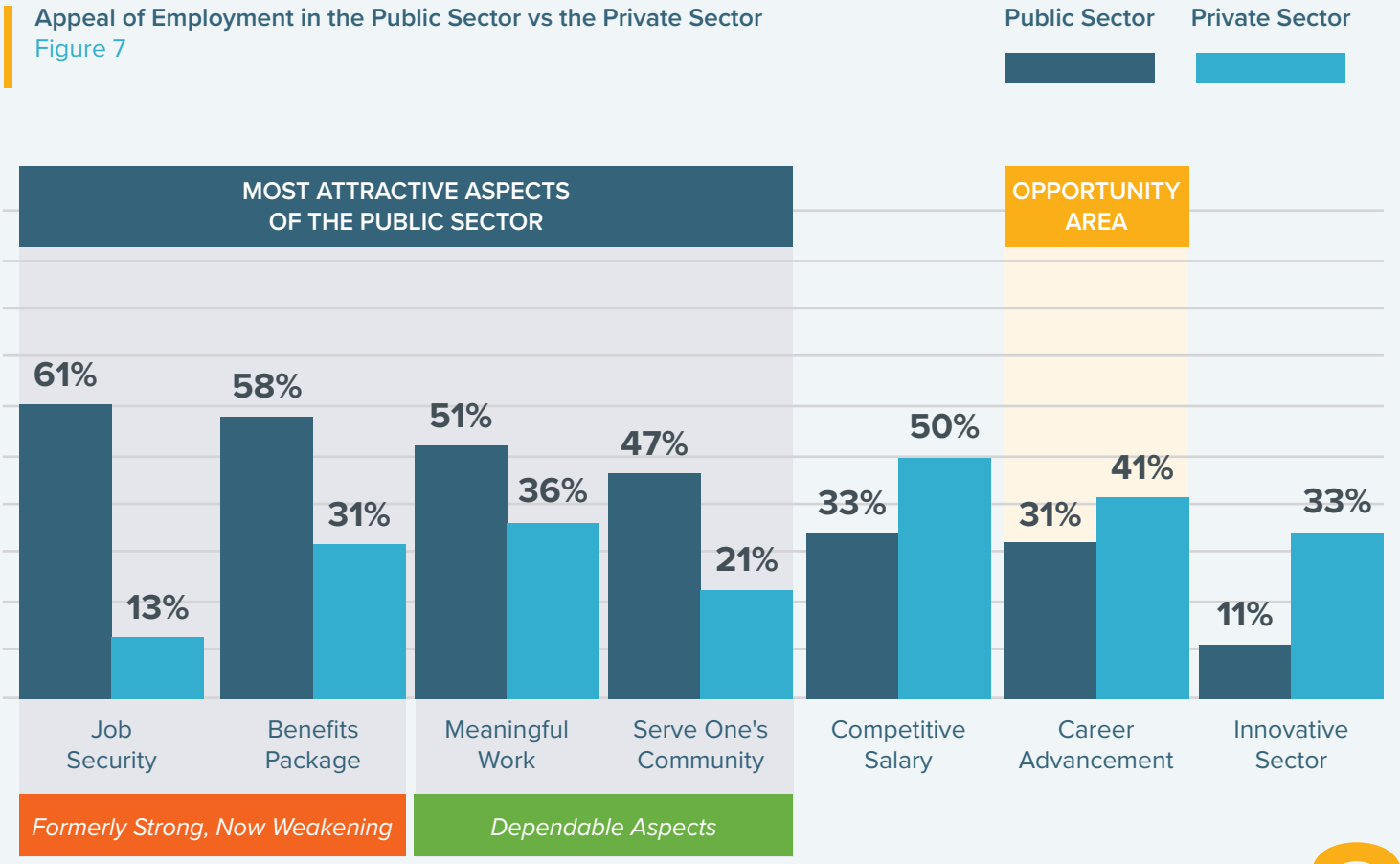
To amplify recruitment and retention, public sector employers need to understand what job seekers want and build job promotions that highlight those attributes.

Figure 7 indicates that 61% of workers pinpointed job security as one of the most appealing attributes of working in the public sector, while 58% cited benefits packages. However, both of these traditional attractions of public jobs are gradually weakening as the workforce decreases and benefits erode.

Other desirable features of public sector employment that remain strong are doing meaningful work and serving the community, each winning out over the private sector by at least 15%. **With so many job openings in the public sector, career advancement is a popular attraction for both the public and private sector, leaving an area of opportunity for public agencies.**

In contrast, private sector jobs hold the appeal of competitive salary and innovation, both areas where the public sector has difficulty competing.

Appeal of Employment in the Public Sector vs the Private Sector
Figure 7



Esslinger said that five years ago that was certainly the case, but that in the past two to three years he has seen the trend reverse, especially in the private sector, because of employee retention issues. Assistant Administrator/Director Hilvo said that Hartford and Oconomowoc stood out in his study because both communities paid 100% of the premiums in the early 2000s. In the late 2000s, both communities switched to having employees contribute towards their premiums and having high deductible plans. Today, both communities have gone back to paying 100% of the premium and have lower deductible plans.

Council Member Bublitz asked what the incentive would be for an employee to switch to one of the alternative plans if the City offered a choice. Council Member Thome explained that this health insurance inquiry originated from a need to take a comprehensive look at employee compensation, including benefits. She said that more work would need to be done on this by the Committee in order to create any incentive.

Motion made by Council Member Thome, seconded by Council Member Bublitz, to recommend staying with the current plan next year with the caveat that different plan options and potential incentives will be revisited as the Committee reviews total compensation packages. Motion carried with Council Member Galbraith excused.

CONSIDER ADDITIONAL DEFERRED COMPENSATION PLAN

Administrator/Treasurer Mertes explained that the City currently offers two different deferred compensation plans to employees: Northshore Bank and International City/County Management Association (ICMA). The Wisconsin Deferred Compensation (WDC) Plan is offered through the Employee Trust Fund (ETF), which also administers the City's pension plan. The Light & Water staff requested the City add this plan as an option for employees. It does not cost the City any money; all contributions are made by the employees.

General Manager Lythjohan explained that his request to add the third plan had to do with fee structures and that ETF's plan has the lowest administrative cost. The WDC representative is also a licensed financial planner who can assist employees in their investment decisions.

Motion made by Council Member Thome, seconded by Council Member Bublitz, to recommend offering the Wisconsin Deferred Compensation (WDC) Plan to City employees. Motion carried with Council Member Galbraith excused.

CONSIDER SALARY AND BENEFITS STUDY & EMPLOYEE EVALUATION PROCEDURE

Assistant Administrator/Director Hilvo presented an overview of the salary and benefits study that he completed for his Master's program. The City of Cedarburg has been fortunate to have low employee turnover in the last decade despite the changes in the overall compensation provided to their employees. The exception to this has been the Water Recycling Center and Library who have both replaced a majority of their staff in the last five years. The reason for the high turnover in the Recycling Center, based on interviews with previous staff, was that the private sector is paying them more, providing them with better benefits, and providing sign-on bonuses. Since the first couple of employees left, an internal decision was made to increase the salaries of the employees working for the Water Recycling Center.

This has helped recruit new staff and hopefully will help to retain them. The reason for turnover in the Library staff has been based on employees finding higher paying jobs in other municipalities or the private sector.

Assistant Administrator/Director Hilvo provided an overview of the City's benefits compared to other communities and the Cedarburg School District. He provided an analysis of wages, health and dental insurance, as well as other benefits such as sick leave, vacation, and longevity pay. Since 2010 an average city employee has seen a 7% increase in compensation while the cost of living has increased by 13.6%. In 2019 all city employees received a 2% pay increase (pay for pulse) while the COLA (cost of living adjustment) set by the Social Security Administration was 2.8%. The process of implementing a fair and equitable pay and benefits structure will not be easy and will take time but a clear plan should be put in place that will move the City into a position in the next five years that makes it a desirable place to work, while also being fiscally responsible.

Assistant Administrator/Director Hilvo said that the ideal plan would be to increase the wages of the staff that are below the minimum proposed in the new salary ordinance to the average wage rate of the comparable communities, leave the longevity pay (available after 10 years of service) as it currently stands for staff, and negotiate a reasonable health insurance plan. The cost of this would be $88,163 additional to the 2020 budget or it could be done over two years, incurring $44,081 each year. Assistant Administrator/Director Hilvo pointed out that this figure does not include the cost of the Water Recycling Center's adopted increases or the annual 1% to 4% merit increases proposed in the new salary ordinance. This also does not include any cost of living adjustment (COLA). He stated that in order to ensure that wage increases are distributed equitably, a new performance evaluation system would need to be developed and implemented city-wide to ensure that managers were evaluating consistently. He stressed that having a pay for performance system will help the City retain high performing employees.

In response to Council Member Thome's question, Assistant Administrator/Director Hilvo answered that yes, some communities do allow a portion of paid time off (PTO) to carryover.

Assistant Administrator/Director Hilvo explained that longevity pay begins after an employee has served ten years with the City in response to Council Member Bublitz's inquiry. It used to start from the first day of employment, but the policy was changed a number of years ago and he has not seen trends of other communities having it start on the first day of employment.

Council Member Thome stressed that salary and benefits are very important and need ample time for consideration, as does an employee evaluation system. She said the Committee will revisit both at the next meeting, as well as keep them in mind as the Council works through the 2020 budget. Council Member Bublitz was in agreement.

ADJOURNMENT

Motion made by Council Member Thome, seconded by Council Member Bublitz, to adjourn the meeting at 6:52 p.m. Motion carried with Council Member Galbraith excused.

Claire Woodall-Vogg
City Clerk

Administrator/Treasurer Mertes highlighted the potential opportunity to raise the City's room tax rate. It has never increased from 5%, but neighboring municipalities such as Grafton collect 7%.

Council Members and staff had a discussion about the City's debt history and the potential need to raise taxes if the City ever hopes to create reserves again. Administrator/Treasurer Mertes agreed to send the Council 2019's budget levy limit and expenditure restraint numbers so that members have a more general estimate of the financial opportunities and constraints that will be present when creating the 2020 budget.

PERSONNEL COMMITTEE REPORT

Administrator/Treasurer Mertes, Assistant Administrator/Director Hilvo, and Council Members Thome and Bublitz provided a summary of the last Personnel Committee meeting, which took place on Monday, July 8, 2019. The Committee reviewed health insurance plan options and recommended that the City stay with its current plan for 2020 while a more comprehensive salary and benefits plan is developed and implemented over the next year.

Assistant Administrator/Director Hilvo conducted a comprehensive analysis of Cedarburg's compensation and benefits, and drafted a proposed salary ordinance that would accompany a more formalized performance review system with merit-based raises if implemented by the Council. Assistant Administrator/Director Hilvo's study found that some positions within the City are underpaid when compared to the same positions in municipalities of similar size and in close proximity to Cedarburg. The cost to increase the wages of the staff that are below the minimum to the average wage rate of the comparable communities would be $88,163, additional to the 2020 budget.

BREAK

A short break was called at 7:46 p.m by Mayor O'Keefe. Mayor O'Keefe called the meeting back to order at 7:57 p.m.

DEPARTMENT GOALS AND CHANGES

Department Heads presented an overview of their departmental needs, goals, and anticipated costs to the Council.

Administration

Administrator/Treasurer Mertes reported that there was $35 million in new development, which will allow approximately a $270,000 increase to the tax levy. She anticipated a $95,000 increase in debt service, $85,000 in cost of living adjustments to wages, and a $64,000 increase to the City's health insurance plan in 2020.

Administrator/Treasurer Mertes reported that the State is decreasing cable franchise fees by 0.5% in 2020 (a $13,400 loss to the City) and reducing them by 1% the following year.

Senior Center

Director Suppiger did not anticipate any significant cost increases in 2020 for the Senior Center. The kitchen will need a deep clean and possibly countertop replacement. She stated that she is working to see if a light-up panel can be added to the elevator so that citizens know the elevator is working, as it is very slow. Citizens have become impatient with the elevator and taken the stairs, even when they may not necessarily be physically able to climb the stairs.

Director Suppiger noted that the window air conditioning units will likely need to be replaced in coming years.

Treasurer

Administrator/Treasurer Mertes expects a $1,000 increase in audit fees, which she already made the Council aware of when renewing the Baker Tilly contract.

Administrator/Treasurer Mertes suggested that the City purchase new accounting software. The current software is twenty (20) to twenty-five (25) years old and does not meet staff or auditor's needs. The cost for new software is $67,000 up front and then $6,800 annually.

Administrator/Treasurer Mertes stated that she would like to hire a full-time IT person who could manage IT needs, the website, printer and phones, and social media. In 2020, the phone systems will require a $6,000 upgrade. Administrator/Treasurer Mertes noted that she anticipates the file server being replaced in 2021, which will cost $15,000.

PRIORITIES FOR 2020

Discussions took place among Council Members to identify their priorities for the 2020 Budget.

Streets were identified as the first priority. Discussion resumed between Council Members and Director Wiza regarding the projected timeline for Evergreen Boulevard, as well as the need to repair the south end of Washington Avenue. Director Wiza recommended finishing the Willowbrooke subdivision and completing work on Park Circle in 2020. He explained that Park Circle has had water main breaks and the work has already been coordinated with Light & Water and Wastewater. Director Wiza suggested that he move the Evergreen Boulevard project up to 2021 (from 2022) and hold Highland Drive until 2022. He estimated that the Evergreen Boulevard project will cost close to $1 million.

Council Members Bublitz and Thome stated that employee compensation packages needed to be a priority. Council Member Thome stated that creating changes to employee compensation and benefits would take time and likely not be implemented until the 2021 budget. Assistant Administrator/Director Hilvo pointed out that the pay inequities identified in his study would ideally be addressed either in full or in part in 2020.

Council Member Chivinski identified the Fire Department as a major budget priority. He referenced the Citizen Survey and stated how important the Fire Department is to the community.

Council Members discussed the pool liner and whether it should be a priority. Council Member Chivinski questioned whether it should be a priority when not everyone in the community uses it. Council Member Burkart cautioned that if the pool were to close for a season, Council Members would quickly realize how important it was to citizens. Council Member Thome stressed how much fundraising is already done by outside organizations for Parks & Recreation, and emphasized that the pool is part of the City's infrastructure that should be maintained and funded. Director Hilvo suggested that he do more research to see if there are any cheaper options rather than liner replacement.

COMMENTS & ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Thome thanked City staff for preparing for the meeting.

Council Member Verhaalen announced that Dorothy Marks, a previous City Clerk, had passed away at the age of 96.

MAYOR'S REPORT

Mayor O'Keefe thanked City staff for preparing for the meeting.

ADJOURNMENT

Motion made by Council Member Arnett, seconded by Council Member Bublitz, to adjourn the meeting at 10:44 p.m. Motion carried without a negative vote, with Council Member Galbraith excused.

Claire Woodall-Vogg
City Clerk

CITY OF CEDARBURG

MEETING DATE: November 11, 2019 **ITEM NO:** 9.A.

TITLE: Consider award of engineering design contract for the 2020 Street and Utility Project; and action thereon.

ISSUE SUMMARY: Staff requested proposals from a total of five engineering consulting firms for design of the 2020 Street and Utility Project. A detailed Request for Proposal (RFP) was sent to each firm, and the scope of work has been well defined. All five firms submitted responsive proposals, and the lowest overall fee for service was submitted by Cedar Corporation. A summary of the proposal fees is included with your agenda.

The 2020 project includes the reconstruction of Arbor Drive from Willowbrooke to Tamarack, Lynnwood Lane from Arbor to Tamarack, Glenwood Drive from Arbor to just north of Bristol, Crescent Drive from Arbor to Sheboygan, Park Circle, and a short segment of sanitary sewer relay adjacent to the Farmstead restaurant.

All streets will receive new asphalt pavement and base from curb to curb, with spot replacement of defective concrete sidewalk and curb. Most of the existing catch basins will be replaced, as well as some of the catch basin leads.

STAFF RECOMMENDATION: Staff recommends award of the engineering design for the 2020 project to Cedar Corporation based on their low fee of $23,000.00.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: Due to the timing of the Public Works and Sewerage Commission meeting, the engineering proposals were brought directly to the Common Council.

BUDGETARY IMPACT: $23,000.00 split proportionately between the streets capital, storm water capital, sanitary sewer reconstruction fund, and Light and Water budgets. Most of the work in this project, however, is street related.

ATTACHMENTS: Summary spreadsheet of engineering proposal fees.

INITIATED/REQUESTED BY: Tom Wiza

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

2020 Street and Utility Project - Engineering Consultants

Proposals Submitted October 23, 2019

	Cedar Corporation	M Squared Engineering	R.A. Smith	Ayres Associates	Kapur
Design Services	$ 19,500.00	$ 27,411.00	$ 24,750.00	$ 28,000.00	$ 32,050.00
Construction Staking	$ 2,000.00	$ 2,600.00	$ 4,200.00	$ 5,000.00	$ 14,000.00
Asbuilt Preparation	$ 1,500.00	$ 2,200.00	$ 3,500.00	$ 4,500.00	$ 2,200.00
TOTAL =	**$ 23,000.00**	**$ 32,211.00**	**$ 32,450.00**	**$ 37,500.00**	**$ 48,250.00**

Construction Inspection (Per Hour)	$85	$85-$95	$92	$92	$80.00

CITY OF CEDARBURG

MEETING DATE: November 11, 2019 **ITEM NO: 9**.B.

TITLE: Consider extension of cash farm lease with Roden Echo Valley, LLC for 2020; and action thereon.

ISSUE SUMMARY: The City of Cedarburg has had an annual Cash Farm Lease with Robert Roden for 47 acres at 6603 Highway 60 (former Kohlwey Farm) which dates back to 1999. While the land is intended to be used for business park development, even if we proceed in 2020, the timeframe for creation of a TIF, completing engineering design, and permitting, would likely take us until fall 2020, when crops could be harvested.

The rent in 2019 was $75 per acre, but Mr. Roden has agreed to increase this to $100/acre with rent payment due October 31, 2020. In the event the City should choose to proceed with Business Park utility work before the crop is off, the 2020 lease agreement fixes damages at $250/acre of crop lost.

Therefore, in the worse case scenario, if construction had to commence sooner than expected, the City could disturb 18 of the 47 acres farmed and still break even.

STAFF RECOMMENDATION: Extend the Cash Farm Lease with Roden Echo Valley, LLC with the rental fee increased to $100 per acre, rent due October 31, 2020, and a crop damage clause establishing the value of the crop at $250 per acre.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: 2020 rent would be $4,700 to Capital Fund.

ATTACHMENTS: 2020 Lease Agreement

INITIATED/REQUESTED BY: Tom Wiza, Director of Engineering and Public Works

FOR MORE INFORMATION CONTACT:

Tom Wiza, Director of Engineering and Public Works
262-375-7610

CASH FARM LEASE

This lease ("Lease") is entered into this _____ day of _____, 2019, between:

LANDLORD: City of Cedarburg, W63 N645 Washington Avenue, P.O. Box 49, Cedarburg, Wisconsin, 53012, (262) 375-7610, hereafter known as "Landlord"; and

TENANT: Roden Echo Valley, LLC
5545 County Highway Y
West Bend, Wisconsin 53095
(262) 675-6709, hereafter known as "Tenant"

PROPERTY DESCRIPTION. The Landlord hereby leases to the Tenant, to occupy and use for agricultural and related purposes, the following described property: cropland located at 6603 Highway 60, Cedarburg, Wisconsin, Ozaukee County, consisting of 47 acres (hereinafter "Property").

LAND USE. The tenant agrees to plant during the term of this lease a row crop on the Property. At the end of each growing season, the cropland shall be properly tilled by the Tenant unless otherwise directed by the Landlord. The Tenant shall not sell any crops or materials, such as a roadside stand, from the Property.

TIME PERIOD COVERED BY THIS LEASE: This lease shall commence on April 1, 2020 and shall terminate on October 31, 2020 unless extended by mutual agreement of Landlord and Tenant in writing.

AMOUNT AND PAYMENT OF RENT. Rent will be $100.00 per acre for the 47 acres of cropland for a total of $4,700.00 per year. The rent will be due in full at the end of the lease. Rent payment will be received at the City of Cedarburg Treasurer's Office, W63 N645 Washington Avenue, P.O. Box 49, Cedarburg, Wisconsin, 53012-0049. If rent is not paid by November 30, 2020 the Tenant agrees to pay interest on the amount of unpaid rent at the rate of 1.5% per month from the due date until paid.

AMENDMENTS AND ALTERATIONS: Amendments and alterations to this lease shall be in writing and shall be signed by both the Landlord and Tenant.

RIGHT OF ENTRY : The Tenant shall permit the Landlord or agents of the City of Cedarburg to enter any portion of the Property at any reasonable time. Tenant shall be compensated for damage to crops as a result of Landlords entry.

VALUATION OF CROP DAMAGES :
Should entry by the Landlord or an agent of the City of Cedarburg cause damage to the tenant's crops, Landlord and Tenant agree that the crop shall be valued at $250 per acre. Damages payable to Tenant shall be equal to the acreage of crop destroyed, multiplied by $250 per acre, less the $4,700 rent due on the property. The final determination of crop damage will be made no later than October 31, 2020. Final payment shall be made no later than November 30, 2020.

NO RIGHT TO SUBLEASE. The Landlord does not convey to the tenant the right to lease or sublease any part of the Property to any person or persons or entity of any kind.

TRACKING. Tracking will not be allowed onto Highway 60. Tenant shall be responsible for any dirt, ground or debris that it tracked onto the highway.

WEED CONTROL. Tenant shall use diligence to prevent noxious weeds from going to seed and shall be responsible for the treatment of any noxious weed infestation on the 47 acres of cropland. The Landlord will be responsible for weed control on the remaining acreage on this property.

CONSERVATION. Tenant shall keep in good repair all terraces, open ditches, inlets and outlets of tile drains, and ponds; preserve all established watercourses or ditches including grassed waterways and field borders; and refrain from any operation or practice that will injure such structures.

ENVIRONMENTAL ISSUES. Tenant shall conduct all operations on the property in a manner consistent with all applicable local, state, and federal environmental codes, regulations, and statutes and shall bear sole responsibility for any violations thereof. Tenant shall be solely responsible for securing any permits or approvals necessary for his activities on the property. In the event of any legally-prohibited release of materials to the environment, Tenant will indemnify the Landlord for any costs of environmental cleanup and restoration as well as any penalties, fines, judgments or other amounts incurred by Landlord as a result of such release.

INSURANCE. Tenant will agree to hold the Landlord harmless from and indemnify the Landlord for any and all liability of any kind, including reasonable attorney's fees, associated with tenant's farming activities, use of the Property pursuant to this Lease, or breach of any of the terms and conditions set forth in this Lease. Additionally, Tenant shall name the City of Cedarburg as an additional insured in his general liability policy and provide the City of Cedarburg a Certificate of Insurance of same each year of the Lease term.

FINANCIAL INTEREST. The Landlord will have no financial interest in the crops grown on this property and the Landlord is not a member of the operator's farming operation. Furthermore, the Landlord is not entitled to any government subsidized payments made to the Tenant.

Whereas this lease agreement has been read and agreed upon by both the Landlord and Tenant, signatures are required to execute this lease.

_____

Michael J. O'Keefe, Mayor, City of Cedarburg
Date

_____

Claire Woodall-Vogg, City Clerk, City of Cedarburg Date

_____

Tenant, Roden Echo Valley, LLC By: Robert Roden, Member Date

_____

Tenant, Roden Echo Valley, LLC By: Richard Roden, Member Date

CITY OF CEDARBURG
POLICY/PROCEDURE MANUAL

SUBJECT: PURCHASING CC-2

General: The purchasing function involves procurement of supplies, materials, equipment and services at the lowest price consistent with quality and performance necessary to meet standards established by the City of Cedarburg. The lease of equipment or vehicles as measured by its fair market value shall conform to the same procurement parameters as required for purchase. The use of multiple purchase orders to circumvent the dollar limits specified in this policy is prohibited. The City Administrator~~/Treasurer~~ shall act as purchasing agent for the City of Cedarburg.

Procedure: 1. Whenever it is necessary or desirable that supplies, materials, equipment or contractual services be purchased which will cost $5,000 or more, a purchase order (Attachment A) shall be submitted by the department supervisor or director, to the City Administrator~~/Treasurer~~ for issuance of a purchase order. All purchase orders require the approval of the Department Head and City Administrator~~/Treasurer~~. All purchase orders for the City Administrator~~/ Treasurer~~ require the approval of the Mayor.

2. No requisition shall be submitted and no purchase shall be made for items or services not included in the current budget, or at an amount exceeding that which has been budgeted.

3. All required procedures shall be complied with before any purchases are made except in urgent situations where operational or safety requirements pose an immediate need. In such instances, the Department Head or Supervisor is authorized to make any necessary purchases, with "confirming" purchase orders to be issued at the earliest opportunity.

4. If the estimated cost of supplies, materials, equipment or services will exceed the sum of $5,000, competitive quotations or proposals will be obtained in writing from three or more vendors who are able to supply the requested item(s). If a specific vendor or brand name commodity is deemed to be in the best interests of the City, the requesting department may present information in support of the requisition and, if concurred with by the City Administrator~~/Treasurer~~, the requirement for competitive proposals may be waived. In this event, the rationale for selecting the particular vendor or commodity shall be noted on the requisition.

5. Upon receipt of competitive proposals the City Administrator~~/Treasurer~~, in consultation with the requesting department, is authorized to award the purchase of the supplies, materials, equipment or service to the vendor offering the lowest and/or best bid, taking into account price, availability, reliability, warranty, uniformity or other bonafide factors. In the event that all factors are relatively

equal, Cedarburg vendors shall be given preference.

6. For public construction specifications shall be prepared and formal bids shall be obtained from qualified contractors in accordance with §62.15, Wis. Stats. The results of such bidding shall be reported by the Department Head to the appropriate board or commission for recommendation to the Common Council which may approve or disapprove the recommended contract as it deems appropriate.

7. For individual purchases costing less than $5,000, department heads are authorized to obtain the necessary supplies, materials or equipment from a local or other vendor, provided that the current approved budget provides for such purchase, and further that the department head exercises sound judgment in selecting the vendor which can provide the item or service at the best price or availability.

8. For small purchases amounting to $35.00 or less obtained from local suppliers at which the City does not have an account, the use of petty cash is recommended and authorized in order to minimize the need to utilize normal accounts payable procedures. If petty cash is used for such purchases, a memo slip (Attachment B) detailing the item(s) purchased, purpose and budget account shall be completed for each such transaction and submitted along with the purchase receipt to the City Treasurer. This procedure shall not be used to make numerous purchases of the same commodity to avoid the issuance of a purchase requisition.

Attachments:
A. Purchase Order Form
B. Petty Cash Request Form

Approved: 6/9/86
Adopted: 6/30/86
Revised: 8/26/91
Revised: 2/24/92
Revised: 8/27/07
Revised/Approved: 2/13/17
Revised:

CITY OF CEDARBURG

MEETING DATE: November 11, 2019 **ITEM NO:** 9.D.(2)

TITLE: Consider application of JKLM Distilling Partners, LLC for Class "B" fermented malt beverage license for Handen Distillery at W62 N590 Washington Avenue

ISSUE SUMMARY: Handen Distillery has requested a Class "B" beer license. The Department of Revenue has said that a legal opinion has not been given specific to distilleries and Class "B" beer licenses. However, it is the Department of Revenue's opinion that a distillery is analogous to a winery when examining the issue. The Attorney General issued a formal opinion in 2017 allowing a Class "B" beer license for a winery, so long as there is a secondary doorway to the other part of the business (winery). Handen complies with this, as you enter their bar and event venue space through the primary door and there is a secondary door leading to the actual distillery and safety exit

Furthermore, the Department of Revenue said that it is aware of other communities issuing the Class "B" to distilleries based on this Attorney General opinion. Milwaukee has been issuing them, which is how Handen came to request that the City Clerk take a look at the matter.

STAFF RECOMMENDATION: City Clerk Woodall-Vogg recommends approving the license since the Department of Revenue supports the issuing of such license and Handen meets the secondary door requirement.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: $100 in revenue annually

ATTACHMENTS: Attorney General Opinion Regarding Class "B" Licenses & Wineries

INITIATED/REQUESTED BY: Claire Woodall-Vogg, City Clerk

FOR MORE INFORMATION CONTACT: Claire Woodall-Vogg, City Clerk, 262-375-7606

STATE OF WISCONSIN
DEPARTMENT OF JUSTICE

BRAD D. SCHIMEL
ATTORNEY GENERAL

Paul W. Connell
Deputy Attorney General

Delanie M. Breuer
Chief of Staff

17 W. Main Street
P.O. Box 7857
Madison, WI 53707-7857
www.doj.state.wi.us

David V. Meany
Administrator
Division of Legal Services
meanydv@doj.state.wi.us
608/266-0332
TTY 1-800-947-3529
FAX 608/266-1656

February 22, 2017

PRIVILEGED ATTORNEY-CLIENT COMMUNICATION

Ms. Dana Erlandsen
Chief Legal Counsel
Wisconsin Department of Revenue
2135 Rimrock Road, 6-173
Post Office Box 8907
Madison, WI 53708

Dear Dana:

¶ 1. In a letter dated November 25, 2015, and designated by you as a privileged attorney-client communication, you have requested an informal opinion from the Department of Justice regarding two questions: (1) Whether Wisconsin statutes permit municipalities to issue a Class "B" beer license to a winery, pursuant to Wis. Stat. § 125.26(2)(a), or whether such licenses are barred by Wis. Stat. §§ 125.32(3m) and 125.69; and (2) Whether municipalities can issue "Class C" intoxicating liquor licenses to breweries, pursuant to Wis. Stat. § 125.51(1)(a) and (3m), or whether issuance is barred by Wis. Stat. § 125.29(3)(h). Our informal opinion is that municipalities may issue Class "B" beer licenses to wineries as long as the winery complies with the separate doorway requirement in Wis. Stat. § 125.32(3m), and may issue "Class C" intoxicating liquor licenses to eligible breweries.

QUESTION ONE

¶ 2. Municipalities are responsible for issuing licenses for the sale of fermented malt beverages (hereinafter, "beer") or intoxicating liquors including wine. *See* Wis. Stat. §§ 125.02(9), 125.26(1), 125.51(1). Beer licenses are governed by Subchapter II of Wis. Stat. Chapter 125 (Sections 125.25-125.34); intoxicating liquor licenses are governed by Subchapter III (Sections 125.51-125.70). The Department of Revenue is responsible for issuing brewery and winery permits. *See* Wis. Stat. §§ 125.02(13), 125.29(1), 125.53(1). Chapter 125 differentiates between beer and

liquor licenses by the placement of quotation marks. Thus, a beer license is either Class "A" or Class "B"; a liquor license is either "Class A," "Class B," or "Class C." *See* Wis. Stat. §§ 125.04(3)(g), 125.05(1)(a), 125.07(3)(a)6.

¶ 3. Analysis of your question begins with the type of entities to whom a Class "B" license may be issued. A Class "B" license "authorizes retail sales of fermented malt beverages to be consumed either on the premises where sold or off the premises." Wis. Stat. § 125.26(1). The statute specifies the persons to whom a Class "B" license may be issued.

> (a) Class "B" licenses may be issued to any person qualified under s. 125.04 (5). Such licenses may not be issued to any person acting as agent for or in the employ of another except that this restriction does not apply to a hotel or restaurant which is not a part of or located on the premises of any mercantile establishment, or to a bona fide club, society or lodge that has been in existence for at least 6 months before the date of application. A Class "B" license for a hotel, restaurant, club, society or lodge may be issued in the name of an officer who shall be personally responsible for compliance with this chapter.
>
> (b) 1. Except as provided in s. 125.295, Class "B" licenses may not be issued to brewers or brewpubs.
>
> 2. A Class "B" license may not be issued to a person holding a wholesaler's permit issued under s. 125.28 or to a person who has a direct or indirect ownership interest in a premises operating under a wholesaler's permit issued under s. 125.28.

Wis. Stat. § 125.26(2).

¶ 4. You ask whether a winery is included among those who can obtain a Class "B" license. A winery is an establishment that manufactures and bottles wine on its premises. Wis. Stat. § 125.53(1). Wisconsin Stat. § 125.26 does not expressly state whether or not a winery may obtain a Class "B" license. On its face, the provision thus does not bar a winery from Class "B" licensure as long as it is qualified under Wis. Stat. § 125.04(5). You ask whether wineries might nevertheless be barred from acquiring a Class "B" license by Wis. Stat. §§ 125.32(3m) or 125.69. Addressing these two provisions in turn, we conclude that Wis. Stat. § 125.32(3m) bars wineries from obtaining a Class "B" license unless they comply with the secondary doorway

requirement in the statute, but Wis. Stat. § 125.69 does not preclude a winery from obtaining a Class "B" license.

¶ 5. Wisconsin Stat. § 125.32(3m) limits the types of business that may be conducted on premises where beer is consumed:

> No Class "B" license or permit may be granted for any premises *where any other business is conducted* in connection with the premises, except that this restriction does not apply if the premises for which the Class "B" license or permit is issued is connected to premises where other business is conducted by a secondary doorway that serves as a safety exit and is not the primary entrance to the Class "B" premises. No other business may be conducted on premises operating under a Class "B" license or permit.

The statute also lists a number of exceptions to that limitation:

> These restrictions do not apply to any of the following:
>
> (a) A hotel.
> (b) A restaurant, whether or not it is a part of or located in any mercantile establishment.
> (c) A combination grocery store and tavern.
> (d) A combination sporting goods store and tavern in towns, villages and 4th class cities.
> (e) A combination novelty store and tavern.
> (f) A bowling center or recreation premises.
> (g) A club, society or lodge that has been in existence for 6 months or more prior to the date of filing application for the Class "B" license or permit.
> (h) A movie theater.
> (i) A painting studio.
> (j) Premises for which a temporary Class "B" license is issued under s. 125.26 (6) if the license is one of multiple licenses issued by the municipality to the same licensee for the same date and times, the licensee is the sponsor of an event held at multiple locations within the municipality on this date and at these times, and an admission fee is charged for participation in the event and no additional fee is charged for service of alcohol at the event.

Wis. Stat. § 125.32(3m). Whether a winery is a type of "other business" within the meaning of this provision is a question of statutory construction.

¶ 6. The goal in statutory interpretation is to discern the intent of the legislature, which we derive primarily by looking at the plain meaning of the statute. *Wis. Citizens Concerned for Cranes & Doves v. Wis. Dep't of Nat. Res.*, 2004 WI 40, ¶ 6, 270 Wis. 2d 318, 677 N.W.2d 612. The language of a statutory provision is read in relation to the entire statute so as to avoid an absurd result. A basic principle of statutory construction is that "the meaning of a particular section of the statute must be derived from consideration of the act or statute as a whole." *State v. Wachsmuth*, 73 Wis. 2d 318, 323, 243 N.W.2d 410 (1976).

¶ 7. Applying these principles, we conclude from the wording of this provision, and related provisions in Chapter 125, that the legislature intended for "other business" to include manufacturing wine.

¶ 8. Wisconsin Stat. § 125.32(3m) generally states that no "other business" can be conducted on premises with Class "B" licenses. There are enumerated exceptions to that general rule, but wineries are not among the exceptions. One might argue that the types of establishments listed in the exceptions suggest that the intent of the statute is to prohibit Class "B" businesses from mixing with businesses that do not otherwise serve alcoholic beverages. Hotels, restaurants, and a "combination grocery store and tavern" are all venues where the customer might expect alcoholic beverages to be served; these businesses may obtain Class "B" licenses. But the legislature expressly enumerated exceptions to the restrictions in Wis. Stat. § 125.32(3m), and chose not to include wineries.

¶ 9. For other businesses not excepted in Wis. Stat. § 125.32(3m), an entity may still obtain a Class "B" license if it has a separate doorway for that other business. A winery may thus obtain a Class "B" license if it complies with the secondary doorway requirement in the statute.

¶ 10. You also ask whether, apart from Wis. Stat. § 125.32(3m), Wis. Stat. § 125.69 bars wineries from obtaining a Class "B" beer license. Wisconsin Stat. § 125.69 is entitled "Restrictions on dealings between manufacturers, rectifiers, wholesalers and retailers." This interest-restriction provision prohibits one from holding both a license and a permit. It states, in pertinent part, that:

> No manufacturer, rectifier, winery, or out–of–state shipper permittee, whether located within or without this state, may hold any direct or indirect interest in any wholesale permit or establishment. Except as provided in pars. (a) and (b) 4. and s. 125.53, no retail licensee may hold any direct or indirect interest in any manufacturer, rectifier, winery, or out–of–state shipper permittee.

Wis. Stat. § 125.69(1)(c).

¶ 11. The immediate question is whether the provision applies to beer licenses at all. Although subsection (1)(c) of Wis. Stat. § 125.69 does not reference specific licenses, several features of the provision suggest that it does not apply to beer. The provision is located in Subchapter III of Chapter 125, which addresses intoxicating liquor licenses and permits. *See* Wis. Stat. § 125.51 *et seq*. Beer licenses, in contrast, are located in Subchapter II of Chapter 125. *See* Wis. Stat. §§ 125.25-125.34. Subchapter II has its own "Restrictions" sections, Wis. Stat. §§ 125.33 and 125.34, that limit what a licensee under that Subchapter can sell. The location of the interest-restriction provision in Wis. Stat. § 125.69 suggests that it is meant to apply only to licensees under Subchapter III, intoxicating liquor licensees.

¶ 12. The surrounding language of the statute also supports this interpretation. The subsections surrounding Wis. Stat. § 125.69 make repeated references to Subchapter III "Class A," "Class B," and "Class C" licenses, but no mention to Subchapter II Class "B" licenses. *See* Wis. Stat. § 125.69(1)(a), (b), and (d). As such, the surrounding language of the statute suggests that Wis. Stat. § 125.69 is meant to apply only to intoxicating liquor licensees.

¶ 14. Given the location of the interest-restriction provision in Wis. Stat. § 125.69 and the language of the statute, we conclude that Wis. Stat. § 125.69(1)(c) does not bar wineries from obtaining a Class "B" beer license. We do, however, also conclude that Wis. Stat. § 125.32(3m) requires wineries to comply with the secondary doorway requirement to obtain a Class "B" license.

QUESTION TWO

¶ 15. Your second question asks whether municipalities can issue "Class C" intoxicating liquor licenses to breweries, pursuant to Wis. Stat. §§ 125.51(1)(a) and (3m), or whether issuance is barred by Wis. Stat. § 125.29(3)(h). We conclude that the latter statute does not bar issuance of "Class C" licenses to breweries.

¶ 16. Wisconsin Stat. § 125.29 governs brewery permitting. Subsection (1) provides that DOR is responsible for issuing permits to brewers. Subsection (3) enumerates the activities authorized by a brewery permit:

> AUTHORIZED ACTIVITIES. The department shall issue brewer's permits to eligible applicants authorizing all of the following:
>
> (a) The manufacture of fermented malt beverages on the brewery premises.
> (b) The bottling, packaging, possession, and storage of fermented malt beverages on the brewery premises.
> (c) The transportation of fermented malt beverages between the brewery premises and any depot or warehouse maintained by the brewer.
> (d) The sale, shipment, transportation, and delivery, in original unopened packages or containers, to wholesalers, from the brewery premises, of fermented malt beverages that have been manufactured by the brewer on those premises or on other premises of the brewer.
>
> . . . . .
>
> (h) Notwithstanding ss. 125.04 (9) and 125.09 (1), the retail sale of intoxicating liquor, for on–premise consumption by individuals at the brewery premises or an off–site retail outlet established by the brewer, if the brewer held, on June 1, 2011, a license or permit authorizing the retail sale of intoxicating liquor and if the intoxicating liquor has been purchased by the brewer from a wholesaler holding a permit under s. 125.54.

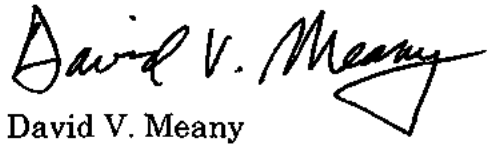
Wis. Stat. § 125.29(3)(a)–(d), (h). Wisconsin Stat. § 125.29(3)(h) authorizes certain brewers to sell "intoxicating liquor, for on–premise consumption . . . at the brewery premises or an off–site retail outlet"—those who held a specific license or permit on June 1, 2011. But, importantly, this provision does not restrict what brewers licensed after that date may sell. Rather, it describes only what certain brewers are authorized to sell by virtue of their brewery permits. It does not prohibit other brewers from obtaining additional licenses or permits that might allow the sale of wine.

¶ 17. A "Class C" license "authorizes the retail sale of wine by the glass or in an opened original container for consumption on the premises where sold." Wis. Stat. § 125.51(3m)(b). While the resulting license is narrower than the authorization granted in the brewery permit for pre-June 1, 2011, breweries (the "Class C" allows only the sale of wine, whereas the brewery permit allows the sale of "intoxicating liquor"), nothing in the statute suggests that a brewer is statutorily ineligible for a "Class C" license. As long as an individual is otherwise qualified, we conclude that Wis. Stat. § 125.29(3)(h) does not bar a municipality from issuing a "Class C" license to a brewery under Wis. Stat. § 125.51(1)(a) and (3m).

CONCLUSION

¶ 19. In sum, our informal opinion is that municipalities may legally issue Class "B" beer licenses to wineries and "Class C" intoxicating liquor licenses to breweries, respectively, but Wis. Stat. § 125.32(3m) requires wineries to comply with the secondary doorway requirement in the statute in order to obtain a Class "B" license.

Sincerely,



David V. Meany
Administrator
Division of Legal Services

DVM:ACP:jrs:ts

CITY OF CEDARBURG
TRANSFER LIST
10/26/19-11/8/19

Date	Amount	Transfer to
PWSB CHECKING ACCOUNT		
11/1/2019	$72,205.48	State of Wisconsin-September WRS
11/4/2019	$80.07	Light & Water-October charges
11/4/2019	$85,935.36	WCA-November health insurance premiums
11/4/2019	$6,402.86	MetLife-November dental insurance premiums
11/4/2019	$592.34	Superior Vision-November vision insurance premiums
11/4/2019	$859.08	Aflac-October premiums
11/4/2019	$3,129.40	Minnesota Life-December life insurance premiums
11/6/2019	$194,000.00	PWSB Payroll
11/6/2019	$7,803.31	Health Savings Accounts-contributions for 10/20/19-11/2/19
11/6/2019	$2,298.89	ICMA-contributions for 10/20/19-11/2/19
11/6/2019	$4,005.36	North Shore Bank-contributions for 10/20/19-11/2/19
11/6/2019	$495.00	Police Association-union dues for 10/20/19-11/2/19
	$377,807.15	
PWSB PAYROLL CHECKING ACCOUNT		
11/8/2019	$137,432.22	Payroll for 10/20/19-11/2/19
11/8/2019	$56,424.45	Payroll taxes for 10/20/19-11/2/19
	$193,856.67	
PWSB MONEY MARKET ACCOUNT		
11/5/2019	$300,000.00	PWSB Checking

CITY OF CEDARBURG

*Check Detail Register©

OCTOBER 2019

		Check Amt	Invoice	Comment
111300 PWSB Checking				
Paid Chk# 033186	10/25/2019 **A LYNEIS ELECTRIC LLC**			
G 100-212000	ACCOUNTS PAYABLE	$208.85	5785	COMPLEX-REPAIR LIGHTNING ROD GROUNDING WIRES
	Total A LYNEIS ELECTRIC LLC	$208.85		
Paid Chk# 033187	10/25/2019 **ACL LABORATORIES**			
G 100-212000	ACCOUNTS PAYABLE	$26.80	321L1068556	PD-OP/OR VENOUS DRAW
	Total ACL LABORATORIES	$26.80		
Paid Chk# 033188	10/25/2019 **ADP, LLC.**			
G 100-212000	ACCOUNTS PAYABLE	$1,757.44	544499549	PAYROLL PROCESSING
G 100-212000	ACCOUNTS PAYABLE	$492.48	544499846	PAYROLL PROCESSING
G 100-212000	ACCOUNTS PAYABLE	$501.12	544500001	PAYROLL PROCESSING
	Total ADP, LLC.	$2,751.04		
Paid Chk# 033189	10/25/2019 **AT&T MOBILITY**			
G 100-212000	ACCOUNTS PAYABLE	$1,764.88	287289051101	PD-WIRELESS
	Total AT&T MOBILITY	$1,764.88		
Paid Chk# 033190	10/25/2019 **BAKER & TAYLOR AV VIDMASS**			
G 260-212000	ACCOUNTS PAYABLE	$24.51	H38910860	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$267.56	H39385510	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$17.21	H39513220	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$50.27	H39701050	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$50.23	H39769280	LIBR-PUBLICATIONS
	Total BAKER & TAYLOR AV VIDMASS	$409.78		
Paid Chk# 033191	10/25/2019 **BAKER & TAYLOR BOOKS**			
G 260-212000	ACCOUNTS PAYABLE	$194.08	2034797698	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$17.00	2034797698	LIBR-FRIENDS DONATION
G 260-212000	ACCOUNTS PAYABLE	$66.00	2034797698	LIBR-DONATIONS
G 260-212000	ACCOUNTS PAYABLE	$32.00	2034811703	LIBR-FRIENDS DONATION
G 260-212000	ACCOUNTS PAYABLE	$19.00	2034811703	LIBR-DONATIONS
G 260-212000	ACCOUNTS PAYABLE	$417.79	2034811703	LIBRARY-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$335.10	2034811704	LIBRARY-PUBLICATIONS
	Total BAKER & TAYLOR BOOKS	$1,080.97		
Paid Chk# 033192	10/25/2019 **BEYER S HARDWARE STORE**			
G 100-212000	ACCOUNTS PAYABLE	$2.70	149468	PARKS-SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	$12.93	149510	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$5.25	149547	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$11.68	149718	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$6.55	149723	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$18.13	149726	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$13.48	149730	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$8.32	149812	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$16.90	149910	PARKS-MAINTENANCE

CITY OF CEDARBURG

*Check Detail Register©

OCTOBER 2019

		Check Amt	Invoice	Comment
G 100-212000	ACCOUNTS PAYABLE	$20.92	150017	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$57.20	150042	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$9.89	150071	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$2.78	150097	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$7.64	150098	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$1.71	150102	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	($0.63)	150103	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$52.61	150164	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$5.02	150236	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$24.29	150253	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$21.59	150255	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$7.08	150337	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$4.94	150410	PARKS
G 100-212000	ACCOUNTS PAYABLE	$29.68	150974	PARKS
G 100-212000	ACCOUNTS PAYABLE	$105.13	151187	PARKS
G 100-212000	ACCOUNTS PAYABLE	$33.29	151367	PARKS-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$33.29	151387	PARKS
G 100-212000	ACCOUNTS PAYABLE	$80.84	151391	PARKS-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$80.84	151391	PARKS
G 100-212000	ACCOUNTS PAYABLE	$15.29	151422	PARKS-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$15.29	151422	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$71.98	151425	PARKS
G 100-212000	ACCOUNTS PAYABLE	$71.98	151425	PARKS-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$5.39	151489	PARKS
G 100-212000	ACCOUNTS PAYABLE	$37.79	151503	PARKS
G 100-212000	ACCOUNTS PAYABLE	$37.79	151503	PARKS-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$47.69	151571	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$47.69	151571	PARKS
G 100-212000	ACCOUNTS PAYABLE	$5.84	151602	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$5.84	151602	PARKS
G 100-212000	ACCOUNTS PAYABLE	$28.78	151604	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$24.29	151760	PARKS
G 100-212000	ACCOUNTS PAYABLE	$24.29	151760	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$19.78	151876	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$22.53	151928	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$1.26	151943	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$25.99	151944	PARKS-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$4.31	152249	PD-BATTERIES
G 100-212000	ACCOUNTS PAYABLE	$7.64	152286	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$11.69	152316	EM-OUTWALL EYE CONTROL
G 100-212000	ACCOUNTS PAYABLE	$5.31	152320	DPW-MAINTENANCE PARTS
G 601-212000	ACCOUNTS PAYABLE	$11.12	152347	CWRC-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE	$13.77	152348	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$109.78	152366	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$13.04	152379	EM-HARDWARE
G 100-212000	ACCOUNTS PAYABLE	$13.79	152381	EM-SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	$12.77	152382	EM-ADAPTERS
G 100-212000	ACCOUNTS PAYABLE	$3.87	153321	COMPLEX-HARDWARE

CITY OF CEDARBURG

*Check Detail Register©

OCTOBER 2019

		Check Amt	Invoice	Comment
Total	**BEYER S HARDWARE STORE**	$1,390.63		
Paid Chk# 033193	10/25/2019 **BURKE TRUCK & EQUIPMENT CO.**			
G 100-212000	ACCOUNTS PAYABLE	$678.14	25551	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE	$31.80	25576	DPW-MAINTENANCE PARTS
Total	**BURKE TRUCK & EQUIPMENT CO.**	$709.94		
Paid Chk# 033194	10/25/2019 **CCP INDUSTRIES INC**			
G 601-212000	ACCOUNTS PAYABLE	$280.63	IN2407986	CWRC-NITRILE GLOVES
Total	**CCP INDUSTRIES INC**	$280.63		
Paid Chk# 033195	10/25/2019 **CEDARBURG CHAMBER OF COMMERCE**			
G 100-212000	ACCOUNTS PAYABLE	$50.00	11286	TREAS-INTERN GIFT CERTIFICATE
al	**CEDARBURG CHAMBER OF COMMERCE**	$50.00		
Paid Chk# 033196	10/25/2019 **CINTAS CORPORATION**			
G 260-212000	ACCOUNTS PAYABLE	$36.56	4032199275	LIBR-OPERATING SUPPLIES
G 100-212000	ACCOUNTS PAYABLE	$144.65	4032950312	DPW-OPERATING SUPPLIES
Total	**CINTAS CORPORATION**	$181.21		
Paid Chk# 033197	10/25/2019 **DIGITAL EDGE OF GRAFTON**			
G 100-212000	ACCOUNTS PAYABLE	$33.00	16144	PARKS-LEGACY PROGRAM
G 100-212000	ACCOUNTS PAYABLE	$1,133.00	16180	BRANDING-CH &SRCTR SIGNS
Total	**DIGITAL EDGE OF GRAFTON**	$1,166.00		
Paid Chk# 033198	10/25/2019 **EGELHOFF LAWNMOWER SERVICE**			
G 100-212000	ACCOUNTS PAYABLE	$34.95	262111	PARKS-GRINDING WHEEL
Total	**EGELHOFF LAWNMOWER SERVICE**	$34.95		
Paid Chk# 033199	10/25/2019 **EXTREME SKI & BIKE**			
G 100-212000	ACCOUNTS PAYABLE	$139.99	1000000134	PD-EQUIPMENT
Total	**EXTREME SKI & BIKE**	$139.99		
Paid Chk# 033200	10/25/2019 **FIVE CORNERS DODGE**			
G 100-212000	ACCOUNTS PAYABLE	$113.40	59204	PD-MAINTENACE - BRAKES
G 100-212000	ACCOUNTS PAYABLE	$210.00	59253	PD-MAINTENANCE OIL CHANGE
Total	**FIVE CORNERS DODGE**	$323.40		
Paid Chk# 033201	10/25/2019 **GUETZKE & ASSOCIATES, INC.**			
G 260-212000	ACCOUNTS PAYABLE	$288.00	9821300-IN	LIBR-MAINTENANCE CONTRACT
Total	**GUETZKE & ASSOCIATES, INC.**	$288.00		
Paid Chk# 033202	10/25/2019 **HERMANS SHOP LLC**			
G 100-212000	ACCOUNTS PAYABLE	$35.00	1715	PD-TIRE REPAIR
Total	**HERMANS SHOP LLC**	$35.00		
Paid Chk# 033203	10/25/2019 **HOUSEMAN & FEIND, LLP**			
G 100-212000	ACCOUNTS PAYABLE	$3,464.45	45784	TRAFFIC SEPTEMBER
Total	**HOUSEMAN & FEIND, LLP**	$3,464.45		

CITY OF CEDARBURG

*Check Detail Register©

OCTOBER 2019

			Check Amt	Invoice	Comment
Paid Chk# 033204	10/25/2019	**JM BRENNAN, INC.**			
G 100-212000	ACCOUNTS PAYABLE		$1,099.44	SALES000112	COMPLEX-BOILER REPAIR
	Total	**JM BRENNAN, INC.**	$1,099.44		
Paid Chk# 033205	10/25/2019	**JOHNSON CONTROLS371967**			
G 100-212000	ACCOUNTS PAYABLE		$291.58	332852753	COMPLEX-QUARTERLY BILLING 11/1/19-1/31/20
	Total	**JOHNSON CONTROLS371967**	$291.58		
Paid Chk# 033206	10/25/2019	**JUNIOR LIBRARY GUILD**			
G 260-212000	ACCOUNTS PAYABLE		$2,188.72	472416	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE		$170.80	475789	LIBR-PUBLICATIONS
	Total	**JUNIOR LIBRARY GUILD**	$2,359.52		
Paid Chk# 033207	10/25/2019	**KAYLOR, DEBORAH**			
G 100-212000	ACCOUNTS PAYABLE		$25.00	CK REQ	CANCEL RECYCLING CART UPGRADE
	Total	**KAYLOR, DEBORAH**	$25.00		
Paid Chk# 033208	10/25/2019	**LANDMARK FEED,SEED & SUPPLY CO**			
G 100-212000	ACCOUNTS PAYABLE		$31.88	55790	PARKS-MAINTENANCE
	otal	**LANDMARK FEED,SEED & SUPPLY CO**	$31.88		
Paid Chk# 033209	10/25/2019	**LAROSA LANDSCAPE COMPANY**			
G 100-212000	ACCOUNTS PAYABLE		$378.00	0004178-IN	PARKS-MAINTENANCE CONTRACT-WEED MOWING
	Total	**LAROSA LANDSCAPE COMPANY**	$378.00		
Paid Chk# 033210	10/25/2019	**LEAVES INSPIRED TREE NURSERY**			
G 100-212000	ACCOUNTS PAYABLE		$231.00	420	PARKS-ROSS TREE
	Total	**LEAVES INSPIRED TREE NURSERY**	$231.00		
Paid Chk# 033211	10/25/2019	**MARSHALL & SWIFT/BOECKH, LLC**			
G 100-212000	ACCOUNTS PAYABLE		$649.20	CK REQ	ASSESSOR-COMMERCIAL ESTIMATOR BOOK UPDATES
	Total	**MARSHALL & SWIFT/BOECKH, LLC**	$649.20		
Paid Chk# 033212	10/25/2019	**MEDALCRAFT MINT INC.**			
G 100-212000	ACCOUNTS PAYABLE		$4,347.46	188375SO	PD-CROSSING FLAGS WITH AR
	Total	**MEDALCRAFT MINT INC.**	$4,347.46		
Paid Chk# 033213	10/25/2019	**MILWAUKEE SPRING & ALIGNMENT**			
G 100-212000	ACCOUNTS PAYABLE		$171.49	40652	DPW-MAINTENANCE PARTS
	Total	**MILWAUKEE SPRING & ALIGNMENT**	$171.49		
Paid Chk# 033214	10/25/2019	**MORAINE PARK TECH COLLEGE-BUS**			
G 220-212000	ACCOUNTS PAYABLE		$102.00	S0066958	REC-CPR TRAINING
	otal	**MORAINE PARK TECH COLLEGE-BUS**	$102.00		
Paid Chk# 033215	10/25/2019	**NAPA AUTO PARTS**			
G 100-212000	ACCOUNTS PAYABLE		$58.96	5269-036726	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE		$2.59	5269-037152	DPW-MAINTENANCE PARTS

CITY OF CEDARBURG

*Check Detail Register©

OCTOBER 2019

			Check Amt	Invoice	Comment
		Total NAPA AUTO PARTS	$61.55		
Paid Chk# 033216	10/25/2019	**NEWMAN CHEVROLET**			
G 100-212000	ACCOUNTS PAYABLE		$468.14	16250	PD-MAINTENANCE 2013 IMPALA
		Total NEWMAN CHEVROLET	$468.14		
Paid Chk# 033217	10/25/2019	**NLD BRAND SOLUTIONS LLC**			
G 220-212000	ACCOUNTS PAYABLE		$1,083.65	390	REC-POMS EXPENSES-JACKETS
		Total NLD BRAND SOLUTIONS LLC	$1,083.65		
Paid Chk# 033218	10/25/2019	**OFFICE DEPOT**			
G 260-212000	ACCOUNTS PAYABLE		$210.31	383690666001	LIBRARY-OPERATING SUPPLIES
G 100-212000	ACCOUNTS PAYABLE		$373.29	387790326800	PD-OFFICE SUPPLIES
G 100-212000	ACCOUNTS PAYABLE		$34.92	388147170001	ENG-OFFICE SUPPLIES
		Total OFFICE DEPOT	$618.52		
Paid Chk# 033219	10/25/2019	**OLSEN S PIGGLY WIGGLY**			
G 240-212000	ACCOUNTS PAYABLE		$51.61	37534	POOL-CONCESSIONS
G 240-212000	ACCOUNTS PAYABLE		$16.12	37556	POOL-CONCESSIONS
G 240-212000	ACCOUNTS PAYABLE		$58.57	37559	POOL-CONCESSIONS
G 260-212000	ACCOUNTS PAYABLE		$21.38	37663	LIBR-TEEN READ MONTH
G 100-212000	ACCOUNTS PAYABLE		$56.45	38012	EMPLOYEE MEETING - OPEN ENROLLMENT
		Total OLSEN S PIGGLY WIGGLY	$204.13		
Paid Chk# 033220	10/25/2019	**PORT WASHINGTON SENIOR CENTER**			
G 100-212000	ACCOUNTS PAYABLE		$2,675.50	100	SRCTR-TOURS-PROSIT IN FRANKENMUTH
		otal PORT WASHINGTON SENIOR CENTER	$2,675.50		
Paid Chk# 033221	10/25/2019	**POSTNET WI104**			
G 100-212000	ACCOUNTS PAYABLE		$34.23	329856	DPW-MAINTENANCE PARTS
		Total POSTNET WI104	$34.23		
Paid Chk# 033222	10/25/2019	**QUILL CORP.**			
G 100-212000	ACCOUNTS PAYABLE		$32.57	2001382	COMPLEX-REPAIR & MAINTENANCE-CONVEX MIRROR
		Total QUILL CORP.	$32.57		
Paid Chk# 033223	10/25/2019	**R.A. SMITH NATIONAL**			
G 100-212000	ACCOUNTS PAYABLE		$367.00	147211	SAND HILL TRAILS RECORD DRAWINGS
		Total R.A. SMITH NATIONAL	$367.00		
Paid Chk# 033224	10/25/2019	**RICOH USA, INC**			
G 100-212000	ACCOUNTS PAYABLE		$991.08	9027723349	PD-LEASE COPIERS
		Total RICOH USA, INC	$991.08		
Paid Chk# 033225	10/25/2019	**RNOW INC**			
G 601-212000	ACCOUNTS PAYABLE		$401.64	2019-56773	CWRC-SKIDS
		Total RNOW INC	$401.64		

CITY OF CEDARBURG

*Check Detail Register©

OCTOBER 2019

			Check Amt	Invoice	Comment
Paid Chk# 033226	10/25/2019	**SCHOESSOW, KURT**			
G 100-212000	ACCOUNTS PAYABLE		$29.10	213	DPW-GAS & OIL
	Total	**SCHOESSOW, KURT**	$29.10		
Paid Chk# 033227	10/25/2019	**SCHULZ, LITZI**			
G 100-212000	ACCOUNTS PAYABLE		$40.00	CK REQ	DPW-REFUND APPLIANCE PICK UP
	Total	**SCHULZ, LITZI**	$40.00		
Paid Chk# 033228	10/25/2019	**SHORT, LINDA**			
G 240-212000	ACCOUNTS PAYABLE		$57.50	CK REQ	REC-HALF REIMBURSEMENT AQUATICS TRAINING
	Total	**SHORT, LINDA**	$57.50		
Paid Chk# 033229	10/25/2019	**SITEONE LANDSCAPE SUPPLY**			
G 100-212000	ACCOUNTS PAYABLE		$32.00	95424213-001	DPW-STORM REPAIR & MAINTENANCE - STRAW POLY NET
	Total	**SITEONE LANDSCAPE SUPPLY**	$32.00		
Paid Chk# 033230	10/25/2019	**STREICHER S POLICE EQUIPMENT**			
G 100-212000	ACCOUNTS PAYABLE		$1,204.98	I1392134	PD-UNIFORMS
	Total	**STREICHER S POLICE EQUIPMENT**	$1,204.98		
Paid Chk# 033231	10/25/2019	**SYMBIONT**			
G 601-212000	ACCOUNTS PAYABLE		$2,688.18	49538	CWRC-WRC PRELIMINARY PHOSPHORUS PLAN
G 601-212000	ACCOUNTS PAYABLE		$4,025.00	49635	CWRC-HIGHLAND L.S. CONST. ENGR.
	Total	**SYMBIONT**	$6,713.18		
Paid Chk# 033232	10/25/2019	**THOMPSON, LES HARRISON CT**			
G 100-212000	ACCOUNTS PAYABLE		$319.00	CK REQ	SRCTR-WATERCOLOR WORKSHOP
	Total	**THOMPSON, LES HARRISON CT**	$319.00		
Paid Chk# 033233	10/25/2019	**TIME WARNER CABLE-PO BOX 4639**			
G 100-212000	ACCOUNTS PAYABLE		$134.98	0101	EM-INTERNET
G 100-212000	ACCOUNTS PAYABLE		$420.29	2301	PD-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE		$1,026.50	2301	CH-INTERNET
G 240-212000	ACCOUNTS PAYABLE		$134.98	7801	POOL-INTERNET
G 100-212000	ACCOUNTS PAYABLE		$117.48	8501	PARKS-INTERNET
G 100-212000	ACCOUNTS PAYABLE		$117.48	8501	DPW-FIRELINES
	Total	**TIME WARNER CABLE-PO BOX 4639**	$1,951.71		
Paid Chk# 033234	10/25/2019	**TOP PACK DEFENSE LLC**			
G 100-212000	ACCOUNTS PAYABLE		$76.46	2899	PD-UNIFORMS
	Total	**TOP PACK DEFENSE LLC**	$76.46		
Paid Chk# 033235	10/25/2019	**TRUCK COUNTRY OF WISC**			
G 100-212000	ACCOUNTS PAYABLE		$12.21	X207024225:0	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE		$130.26	X207024273:0	DPW-MAINTENANCE PARTS
	Total	**TRUCK COUNTRY OF WISC**	$142.47		
Paid Chk# 033236	10/25/2019	**ULINE**			

CITY OF CEDARBURG

*Check Detail Register©

OCTOBER 2019

		Check Amt	Invoice	Comment
G 100-212000	ACCOUNTS PAYABLE	$31.29	113102511	PD-MAILERS
	Total ULINE	$31.29		
Paid Chk# 033237	10/25/2019 **UNIFIRST CORPORATION**			
G 601-212000	ACCOUNTS PAYABLE	$65.08	096 1096391	CWRC-SAFETY
G 100-212000	ACCOUNTS PAYABLE	$57.61	096 1096395	DPW-OPERATING
	Total UNIFIRST CORPORATION	$122.69		
Paid Chk# 033238	10/25/2019 **VALU RITE CORPORATION**			
G 100-212000	ACCOUNTS PAYABLE	$1,083.33	CK REQ	ASSESSOR-REVALUATION
G 100-212000	ACCOUNTS PAYABLE	$1,125.00	CK REQ	ASSESSOR-COMM. MAINTENANCE
	Total VALU RITE CORPORATION	$2,208.33		
Paid Chk# 033239	10/25/2019 **VICTOR, DENISE**			
G 100-212000	ACCOUNTS PAYABLE	$30.00	CK REQ	WELLNESS PROGRAM REIMBURSEMENT
	Total VICTOR, DENISE	$30.00		
Paid Chk# 033240	10/25/2019 **VIEVU**			
G 100-212000	ACCOUNTS PAYABLE	$3,880.00	VVSI-1000503	PD-BODY CAMERAS
G 100-212000	ACCOUNTS PAYABLE	$40.00	VVSI-1000739	PD-BODY CAMERAS
	Total VIEVU	$3,920.00		
Paid Chk# 033241	10/25/2019 **VISUAL IMAGE PHOTOGRAPHY, INC.**			
G 260-212000	ACCOUNTS PAYABLE	$61.20	7748	LIBR-MARKETING
	Total VISUAL IMAGE PHOTOGRAPHY, INC.	$61.20		
Paid Chk# 033242	10/25/2019 **WEISSMAN**			
G 220-212000	ACCOUNTS PAYABLE	$1,027.13	204049023	REC-POMS EXPENSES
	Total WEISSMAN	$1,027.13		
Paid Chk# 033243	10/25/2019 **WHITE RICE ADVERTISING & PR,**			
G 100-212000	ACCOUNTS PAYABLE	$486.12	8249	BRANDING-MAGNETS & ANIMATIONS
	Total WHITE RICE ADVERTISING & PR,	$486.12		
Paid Chk# 033244	10/25/2019 **WI DEPT OF JUSTICE-TIME 93136**			
G 100-212000	ACCOUNTS PAYABLE	$378.00	455TIME-0000	PD-TIME ACCESS
	Total WI DEPT OF JUSTICE-TIME 93136	$378.00		
Paid Chk# 033245	10/25/2019 **WISCONSIN HISTORICAL FOUNDATIO**			
G 100-212000	ACCOUNTS PAYABLE	$65.00	CK REQ	PLAN-MEMBERSHIP/SUBSCRIPTION 1 YEAR CENSKY
	'otal WISCONSIN HISTORICAL FOUNDATIO	$65.00		
Paid Chk# 033246	10/25/2019 **WISCONSIN HUMANE SOCIETY**			
G 100-212000	ACCOUNTS PAYABLE	$207.50	1554	PD-STRAY FEES SEPTEMBER 2019
	Total WISCONSIN HUMANE SOCIETY	$207.50		
Paid Chk# 033247	10/25/2019 **ZUERN BUILDING PRODUCTS**			
G 100-212000	ACCOUNTS PAYABLE	$47.10	180275	PARKS-REPAIR - BENCH & TABLE CONCRETE FORMS

CITY OF CEDARBURG

*Check Detail Register©

OCTOBER 2019

		Check Amt	Invoice	Comment
Total	**ZUERN BUILDING PRODUCTS**	$47.10		
Paid Chk# 033248	10/28/2019 **WE ENERGIES-PO BOX 90001**			
G 100-212000	ACCOUNTS PAYABLE	$12.49	045	BOY SCOUT HOUSE
G 100-212000	ACCOUNTS PAYABLE	$31.58	082	FD
G 601-212000	ACCOUNTS PAYABLE	$10.06	176	SEWER - DORCHESTER #4
G 100-212000	ACCOUNTS PAYABLE	$11.52	213	GIRL SCOUT HOUSE
G 601-212000	ACCOUNTS PAYABLE	$11.30	229	SEWER - EVERGREEN #7
G 601-212000	ACCOUNTS PAYABLE	$9.90	296	SEWER - PARK LANE CWRC
G 240-212000	ACCOUNTS PAYABLE	$55.54	384	POOL
G 100-212000	ACCOUNTS PAYABLE	$31.61	425	GYM
G 260-212000	ACCOUNTS PAYABLE	$109.38	477	LIBRARY
G 100-212000	ACCOUNTS PAYABLE	$40.78	495	DPW - ELECTRIC
G 100-212000	ACCOUNTS PAYABLE	$9.57	522	EM
G 100-212000	ACCOUNTS PAYABLE	$214.02	610	PD
G 100-212000	ACCOUNTS PAYABLE	$24.65	666	LINCOLN BLDG
G 601-212000	ACCOUNTS PAYABLE	$10.62	804	SEWER - KENZIE #11
G 601-212000	ACCOUNTS PAYABLE	$10.54	866	SEWER - KEUP #10
G 601-212000	ACCOUNTS PAYABLE	$11.03	928	SEWER - GARFIELD #9
G 601-212000	ACCOUNTS PAYABLE	$5.90	943	SEWER - HIGHLAND #8
G 100-212000	ACCOUNTS PAYABLE	$34.62	952	CH
G 100-212000	ACCOUNTS PAYABLE	$35.48	957	DPW FACILITY
G 100-212000	ACCOUNTS PAYABLE	$83.14	971	FD
G 240-212000	ACCOUNTS PAYABLE	$10.06	991	POOL
G 100-212000	ACCOUNTS PAYABLE	$9.57	994	PD
Total	**WE ENERGIES-PO BOX 90001**	$783.36		
Paid Chk# 033249	11/1/2019 **ABT MAILCOM**			
G 100-212000	ACCOUNTS PAYABLE	$2,200.00	2019TBP	TREAS-TAX BILL POSTAGE
Total	**ABT MAILCOM**	$2,200.00		
Paid Chk# 033250	11/1/2019 **AT&T LONG DISTANCE**			
G 260-212000	ACCOUNTS PAYABLE	$45.83	836841746	LIBR-LONG DISTANCE
G 100-212000	ACCOUNTS PAYABLE	$2.35	836841746	PD-LONG DISTANCE
G 100-212000	ACCOUNTS PAYABLE	$269.45	836841746	LW-LONG DISTANCE
Total	**AT&T LONG DISTANCE**	$317.63		
Paid Chk# 033251	11/1/2019 **AT&TPO BOX 5080**			
G 260-212000	ACCOUNTS PAYABLE	$194.24	262375760310	LIBR-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	$66.78	262375760310	CH-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	$50.97	262375760310	FD-TELEPHONE
G 100-212000	ACCOUNTS PAYABLE	$50.89	262375760310	DPW-TELEPHONE
G 601-212000	ACCOUNTS PAYABLE	$65.66	262375760310	CWRC-TELEPHONE
Total	**AT&TPO BOX 5080**	$428.54		
Paid Chk# 033252	11/1/2019 **AURORA HEALTH CARE**			
G 260-212000	ACCOUNTS PAYABLE	$48.00	1904040	LIBR-DRUG SCREEN
Total	**AURORA HEALTH CARE**	$48.00		

CITY OF CEDARBURG

*Check Detail Register©

OCTOBER 2019

			Check Amt	Invoice	Comment
Paid Chk# 033253	11/1/2019	**BAKER & TAYLOR AV VIDMASS**			
G 260-212000	ACCOUNTS PAYABLE		$32.99	H39877060	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE		$254.62	H39917700	LIBR-PUBLICATIONS
	Total	**BAKER & TAYLOR AV VIDMASS**	$287.61		
Paid Chk# 033254	11/1/2019	**BAKER & TAYLOR BOOKS**			
G 260-212000	ACCOUNTS PAYABLE		$342.88	2034832366	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE		$16.00	2034832366	LIBR-DONATIONS
G 260-212000	ACCOUNTS PAYABLE		$31.00	2034832366	LIBR-FRIENDS DONATION
G 260-212000	ACCOUNTS PAYABLE		$473.21	2034844077	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE		$45.00	2034854886	LIBR-FRIENDS DONATION
G 260-212000	ACCOUNTS PAYABLE		$367.43	2034854886	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE		$239.85	2034864892	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE		$17.00	2034864892	LIBR-FRIENDS DONATION
G 260-212000	ACCOUNTS PAYABLE		$226.55	2034870751	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE		$460.61	2034886393	LIBR-PUBLICATIONS
	Total	**BAKER & TAYLOR BOOKS**	$2,219.53		
Paid Chk# 033255	11/1/2019	**BH TUBES**			
G 100-212000	ACCOUNTS PAYABLE		$268.21	000002023	DPW-MAINTENANCE PARTS
	Total	**BH TUBES**	$268.21		
Paid Chk# 033256	11/1/2019	**BLOCH, RANDY**			
G 100-212000	ACCOUNTS PAYABLE		$50.72	CK REQ	EG-TRICK OR TREAT LUNCH
	Total	**BLOCH, RANDY**	$50.72		
Paid Chk# 033257	11/1/2019	**BURKE, KATE**			
G 220-212000	ACCOUNTS PAYABLE		$150.00	CK REQ	REC-REFUND CANCELED BASKETBALL
	Total	**BURKE, KATE**	$150.00		
Paid Chk# 033258	11/1/2019	**BUSINESS CARD**			
G 601-212000	ACCOUNTS PAYABLE		$0.93	1764	CWRC-COLLECTIONS
G 601-212000	ACCOUNTS PAYABLE		$1,704.87	1764	CWRC-TRAVEL & TRAINING
G 100-212000	ACCOUNTS PAYABLE		$336.02	3367	BI-BUILDING PERMIT SEALS
G 100-212000	ACCOUNTS PAYABLE		$500.00	3367	ENG-WIESER & WIZA REGISTRATION APWA
G 100-212000	ACCOUNTS PAYABLE		$7.99	3367	MAYOR-OZ CO ADMINISTRATORS MEETING
G 100-212000	ACCOUNTS PAYABLE		$150.94	3367	PD-LIGHT BULBS
G 100-212000	ACCOUNTS PAYABLE		$71.52	3413	REC-FASTENERS
G 220-212000	ACCOUNTS PAYABLE		$1,258.52	3413	POMS-SEASON END PARTY SUPPLIES
G 100-212000	ACCOUNTS PAYABLE		$194.14	5957	EM-MAINTENANCE HOME DEPOT
G 100-212000	ACCOUNTS PAYABLE		$433.84	6193	DPW-MAINTENANCE-CARWELL
G 100-212000	ACCOUNTS PAYABLE		$35.98	6193	DPW-MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE		$173.72	6193	DPW-MAINTENANCE-SIGNS
G 100-212000	ACCOUNTS PAYABLE		$8.36	6193	DPW-SUPPLIES-PENCILS
G 100-212000	ACCOUNTS PAYABLE		$314.88	6193	DPW-SUPPLIES-AMAZON
G 100-212000	ACCOUNTS PAYABLE		$2.91	6193	DPW-SUPPLIES-AMAZON
G 100-212000	ACCOUNTS PAYABLE		$9.80	6193	DPW-SUPPLIES
G 100-212000	ACCOUNTS PAYABLE		$41.38	6193	DPW-LEADERSHIP

CITY OF CEDARBURG

*Check Detail Register©

OCTOBER 2019

		Check Amt	Invoice	Comment
G 100-212000	ACCOUNTS PAYABLE	$327.30	6193	DPW-OPERATING-DULUTH
G 100-212000	ACCOUNTS PAYABLE	$72.84	6193	DPW-SUPPLIES- MSC
G 260-212000	ACCOUNTS PAYABLE	$261.60	7141	LIBR-TRAVEL & TRAINING
G 260-212000	ACCOUNTS PAYABLE	$39.80	7141	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$32.97	7141	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$7.74	7141	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$74.14	7141	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$32.93	7141	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$6.35	7141	LIBR-TRAINING-MEAL
G 260-212000	ACCOUNTS PAYABLE	$29.74	7141	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$34.99	7141	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$50.56	7141	LIBR-TECH
G 260-212000	ACCOUNTS PAYABLE	$0.99	7141	LIBR-CPL RADIO
G 260-212000	ACCOUNTS PAYABLE	($12.54)	7141	LIBR-TAX REFUND
G 260-212000	ACCOUNTS PAYABLE	$289.97	7141	LIBR-FRIENDS DONATION
G 260-212000	ACCOUNTS PAYABLE	$149.00	7141	LIBR-TRAVEL & TRAINING
G 260-212000	ACCOUNTS PAYABLE	$140.00	7141	LIBR-FRIENDS DONATION
G 260-212000	ACCOUNTS PAYABLE	$49.00	7141	LIBR-TRAINING
G 260-212000	ACCOUNTS PAYABLE	$94.97	7141	LIBR-FRIENDS DONATION
G 260-212000	ACCOUNTS PAYABLE	$104.63	7141	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$59.00	7141	LIBR-DONATION
G 260-212000	ACCOUNTS PAYABLE	$236.38	7141	LIBR-REPAIR-TIGER DIRECT
G 260-212000	ACCOUNTS PAYABLE	($2.68)	7141	LIBR-CREDIT AVAST
G 260-212000	ACCOUNTS PAYABLE	$0.99	7141	LIBR-ICLOUD STORAGE
G 260-212000	ACCOUNTS PAYABLE	$49.44	7141	LIBR-PROGRAM SUPPLIES
G 260-212000	ACCOUNTS PAYABLE	$126.80	7141	LIBR-OPERATING
G 260-212000	ACCOUNTS PAYABLE	$53.97	7141	LIBR-PUBLICATIONS
G 260-212000	ACCOUNTS PAYABLE	$197.51	7141	LIBR-FRIENDS DONATION
G 100-212000	ACCOUNTS PAYABLE	$90.00	9729	PARKS-TRAINING-KW ARBORIST
	Total BUSINESS CARD	$7,844.19		
Paid Chk# 033259	11/1/2019 **CEDARBURG LIGHT & WATER**			
G 601-212000	ACCOUNTS PAYABLE	$12,362.16	007517	CWRC-SEWER BILLING OCTOBER 2019
	Total CEDARBURG LIGHT & WATER	$12,362.16		
Paid Chk# 033260	11/1/2019 **CINTAS CORPORATION**			
G 100-212000	ACCOUNTS PAYABLE	$144.65	4033484180	DPW-OPERATING
	Total CINTAS CORPORATION	$144.65		
Paid Chk# 033261	11/1/2019 **CONCRETE SHORT POUR, INC.**			
G 100-212000	ACCOUNTS PAYABLE	$206.00	10-25-02	DPW-STORM REPAIR & MAINT-CEDAR BASIN
G 100-212000	ACCOUNTS PAYABLE	$415.00	10-25-02	DPW-STORM REPAIR & MAINT-BOY SCOUT HOUSE
	Total CONCRETE SHORT POUR, INC.	$621.00		
Paid Chk# 033262	11/1/2019 **DSI RECYCLING SYSTEMS INC.**			
G 100-212000	ACCOUNTS PAYABLE	$1,386.65	54296	DPW-MAINTENANCE PARTS
	Total DSI RECYCLING SYSTEMS INC.	$1,386.65		

CITY OF CEDARBURG

*Check Detail Register©

OCTOBER 2019

			Check Amt	Invoice	Comment
Paid Chk# 033263	11/1/2019	**FASTENAL COMPANY**			
G 100-212000	ACCOUNTS PAYABLE		$4.70	WISAU113677	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE		$253.53	WISAU113759	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE		$17.28	WISAU113871	DPW-MAINTENANCE PARTS
	Total	**FASTENAL COMPANY**	$275.51		
Paid Chk# 033264	11/1/2019	**FRIENDS OF THE LIBRARY**			
G 100-212000	ACCOUNTS PAYABLE		$50.00	CK REQ	SRCTR-CO-SPONSOR OF SPEAKER-PICTURES ON PHONE
	Total	**FRIENDS OF THE LIBRARY**	$50.00		
Paid Chk# 033265	11/1/2019	**GODFREY & KAHN**			
G 601-212000	ACCOUNTS PAYABLE		$1,273.00	748602	EXTRAORDERINARY SERVICES
	Total	**GODFREY & KAHN**	$1,273.00		
Paid Chk# 033266	11/1/2019	**GRAEF**			
G 400-212000	ACCOUNTS PAYABLE		$1,712.50	0105999	ENVIRONMENTAL FUND
	Total	**GRAEF**	$1,712.50		
Paid Chk# 033267	11/1/2019	**GRAFTON SENIOR CENTER**			
G 100-212000	ACCOUNTS PAYABLE		$416.72	62375	SRCTR-TOURS-CHINA LIGHTS
	Total	**GRAFTON SENIOR CENTER**	$416.72		
Paid Chk# 033268	11/1/2019	**HOME DEPOT CREDIT SERVICES**			
G 601-212000	ACCOUNTS PAYABLE		$212.42	3692	CWRC-SUPPLIES
G 100-212000	ACCOUNTS PAYABLE		$55.11	3692	COMPLEX-SUPPLIES
G 601-212000	ACCOUNTS PAYABLE		$269.69	3692	CWRC-SUPPLIES
	Total	**HOME DEPOT CREDIT SERVICES**	$537.22		
Paid Chk# 033269	11/1/2019	**HOUSEMAN & FEIND, LLP**			
G 400-212000	ACCOUNTS PAYABLE		$280.00	45803	LEGAL SERVICES - SEPTEMBER 2019
G 700-212000	ACCOUNTS PAYABLE		$80.00	45803	LEGAL SERVICES - SEPTEMBER 2019
G 100-212000	ACCOUNTS PAYABLE		$2,951.80	45803	LEGAL SERVICES - SEPTEMBER 2019
	Total	**HOUSEMAN & FEIND, LLP**	$3,311.80		
Paid Chk# 033270	11/1/2019	**INTOUCH THERAPEUTIC MASSAGE LL**			
G 100-212000	ACCOUNTS PAYABLE		$210.00	CK REQ	CHAIR MASSAGES-11/14/19
	otal	**INTOUCH THERAPEUTIC MASSAGE LL**	$210.00		
Paid Chk# 033271	11/1/2019	**JOE JACOBS**			
G 100-212000	ACCOUNTS PAYABLE		$390.00	19-014	BI-OCTOBER 2019
	Total	**JOE JACOBS**	$390.00		
Paid Chk# 033272	11/1/2019	**JX ENTERPRISES INC.**			
G 100-212000	ACCOUNTS PAYABLE		$70.37	1288160P	DPW-MAINTENANCE PARTS
	Total	**JX ENTERPRISES INC.**	$70.37		
Paid Chk# 033273	11/1/2019	**KALAHARI RESORT**			
G 220-212000	ACCOUNTS PAYABLE		$581.58	CK REQ	REC-WPRA CONFERENCE HOTEL

*Check Detail Register©

OCTOBER 2019

			Check Amt	Invoice	Comment
		Total KALAHARI RESORT	$581.58		
Paid Chk# 033274	11/1/2019	**LINCOLN CONTRACTORS SUPPLY**			
G 100-212000	ACCOUNTS PAYABLE		$329.00	M40530	DPW-STORM REPAIR & MAINT-DIAMOND BLADE
G 100-212000	ACCOUNTS PAYABLE		$55.98	M40534	DPW-STORM REPAIR & MAINT
		Total LINCOLN CONTRACTORS SUPPLY	$384.98		
Paid Chk# 033275	11/1/2019	**MILLER, DR. FRANKLIN**			
G 100-212000	ACCOUNTS PAYABLE		$440.00	CK REQ	SRCTR-MUSIC INSTRUCTOR FEE
		Total MILLER, DR. FRANKLIN	$440.00		
Paid Chk# 033276	11/1/2019	**MONARCH LIBRARY SYSTEM**			
G 260-212000	ACCOUNTS PAYABLE		$25.84	414810	LIBR-SHARED SERVICES
		Total MONARCH LIBRARY SYSTEM	$25.84		
Paid Chk# 033277	11/1/2019	**NAPA AUTO PARTS**			
G 100-212000	ACCOUNTS PAYABLE		$7.59	5269-038418	DPW-MAINTENANCE PARTS
G 100-212000	ACCOUNTS PAYABLE		$8.96	5269-038418	DPW-MAINTENANCE PARTS
		Total NAPA AUTO PARTS	$16.55		
Paid Chk# 033278	11/1/2019	**NICERINK**			
G 100-212000	ACCOUNTS PAYABLE		$1,244.69	104760	REC-LINER
		Total NICERINK	$1,244.69		
Paid Chk# 033279	11/1/2019	**ODDERS, GRETA**			
G 220-212000	ACCOUNTS PAYABLE		$150.00	CK REQ	REC-CANCELLED OUT OF YOUTH BASKETBALL
		Total ODDERS, GRETA	$150.00		
Paid Chk# 033280	11/1/2019	**OLIVER FIONTAR LLC**			
G 350-212000	ACCOUNTS PAYABLE		$40,090.00	540	TIF #4-DRAW #21
G 350-212000	ACCOUNTS PAYABLE		$15,927.11	541	TIF #4-DRAW #21
G 350-212000	ACCOUNTS PAYABLE		$13,740.00	548	TIF #4-DRAW #21
G 350-212000	ACCOUNTS PAYABLE		$9,021.50	549	TIF #4-DRAW #21
		Total OLIVER FIONTAR LLC	$78,778.61		
Paid Chk# 033281	11/1/2019	**OLSEN S PIGGLY WIGGLY**			
G 260-212000	ACCOUNTS PAYABLE		$22.80	37970	LIBR-ADULT PROGRAM SUPPLIES
G 260-212000	ACCOUNTS PAYABLE		$11.23	38049	LIBR-PROGRAM SUPPLIES
G 260-212000	ACCOUNTS PAYABLE		$37.75	38052	LIBR-DONATIONS
		Total OLSEN S PIGGLY WIGGLY	$71.78		
Paid Chk# 033282	11/1/2019	**ONTECH SYSTEMS, INC**			
G 100-212000	ACCOUNTS PAYABLE		$204.66	43936	REC-RECTRAC
G 220-212000	ACCOUNTS PAYABLE		$270.00	43936	REC-RECTRAC
		Total ONTECH SYSTEMS, INC	$474.66		
Paid Chk# 033283	11/1/2019	**OWEN S OFFICE SUPPLIES**			
G 100-212000	ACCOUNTS PAYABLE		$76.50	28980	PARKS-OFFICE SUPPLIES

CITY OF CEDARBURG

*Check Detail Register©

OCTOBER 2019

			Check Amt	Invoice	Comment
		Total OWEN S OFFICE SUPPLIES	$76.50		
Paid Chk# 033284	11/1/2019	**OZAUKEE COUNTY HIGHWAY DEPT**			
G 100-212000	ACCOUNTS PAYABLE		$460.52	BILL0026942	DPW-STORM REPAIR & MAINT
		Total OZAUKEE COUNTY HIGHWAY DEPT	$460.52		
Paid Chk# 033285	11/1/2019	**QUALITY STATE OIL CO.,INC.**			
G 221-212000	ACCOUNTS PAYABLE		$2,335.10	1252118	DPW-FUEL INVENTORY
		Total QUALITY STATE OIL CO.,INC.	$2,335.10		
Paid Chk# 033286	11/1/2019	**RECOGNITION SPECIALISTS, INC.**			
G 260-212000	ACCOUNTS PAYABLE		$16.00	33993	LIBR-FRIENDS DONATION
		Total RECOGNITION SPECIALISTS, INC.	$16.00		
Paid Chk# 033287	11/1/2019	**RUEKERT & MIELKE**			
G 100-212000	ACCOUNTS PAYABLE		$4,389.50	129341	ENG-HWY 60 BUSINESS PARK
G 100-212000	ACCOUNTS PAYABLE		$3,091.00	129341	ENG-HWY 60 BUSINESS PARK
		Total RUEKERT & MIELKE	$7,480.50		
Paid Chk# 033288	11/1/2019	**SCHMITZ, JEFFREY**			
G 100-212000	ACCOUNTS PAYABLE		$100.00	CK REQ	DPW-TWENTY YEARS CONTINUOUS SERVICE
		Total SCHMITZ, JEFFREY	$100.00		
Paid Chk# 033289	11/1/2019	**SHEFFIELD, MARY**			
G 100-212000	ACCOUNTS PAYABLE		$2,297.50	CK REQ	ED-OCTOBER 2019
		Total SHEFFIELD, MARY	$2,297.50		
Paid Chk# 033290	11/1/2019	**SHERWIN INDUSTRIES, INC.**			
G 100-212000	ACCOUNTS PAYABLE		$72.22	SC043844	DPW-STREET REPAIR & MAINTENANCE
G 100-212000	ACCOUNTS PAYABLE		$148.00	SC043873	DPW-STREET REPAIR & MAINTENANCE
		Total SHERWIN INDUSTRIES, INC.	$220.22		
Paid Chk# 033291	11/1/2019	**SHERWIN WILLIAMS CO.-GRAFTON**			
G 100-212000	ACCOUNTS PAYABLE		$200.72	0046-0	PARKS-MAINTENANCE
		Total SHERWIN WILLIAMS CO.-GRAFTON	$200.72		
Paid Chk# 033292	11/1/2019	**STAAB CONSTRUCTION CORPORATION**			
G 601-212000	ACCOUNTS PAYABLE		$197,362.50	2017-04 OCTO	HIGHLAND LIFT STATION
		al STAAB CONSTRUCTION CORPORATION	$197,362.50		
Paid Chk# 033293	11/1/2019	**TAPCO**			
G 100-212000	ACCOUNTS PAYABLE		$1,382.95	I644212	DPW-SIGNS
		Total TAPCO	$1,382.95		
Paid Chk# 033294	11/1/2019	**U. S. CELLULAR-DEPT 0205**			
G 100-212000	ACCOUNTS PAYABLE		$42.20	0335469175	EM-TELECOM
G 100-212000	ACCOUNTS PAYABLE		$17.18	0335469175	CH-TELECOM
G 100-212000	ACCOUNTS PAYABLE		$46.60	0335469175	BI-TELECOM
G 100-212000	ACCOUNTS PAYABLE		$16.10	0335469175	PARKS-TELECOM

CITY OF CEDARBURG

*Check Detail Register©

OCTOBER 2019

		Check Amt	Invoice	Comment
G 100-212000	ACCOUNTS PAYABLE	$16.10	0335469175	DPW-TELECOM
G 100-212000	ACCOUNTS PAYABLE	$1.62	0335469175	ENG-TELECOM
G 100-212000	ACCOUNTS PAYABLE	$41.60	0335469175	DPW-TELECOM
G 100-212000	ACCOUNTS PAYABLE	$5.74	0335469175	ENG-TELECOM
G 100-212000	ACCOUNTS PAYABLE	$3.46	0335469175	SRCTR-TELECOM
G 100-212000	ACCOUNTS PAYABLE	$41.65	0335469175	PARKS-TELECOM
G 601-212000	ACCOUNTS PAYABLE	$41.60	0335469175	CWRC-TELECOM
G 100-212000	ACCOUNTS PAYABLE	$26.10	0335469175	EM-TELECOM
G 100-212000	ACCOUNTS PAYABLE	$0.50	0335469175	EM-TELECOM
G 601-212000	ACCOUNTS PAYABLE	$16.10	0335469175	CWRC-TELECOM
G 100-212000	ACCOUNTS PAYABLE	$16.10	0335469175	PARKS-TELECOM
G 100-212000	ACCOUNTS PAYABLE	$16.10	0335469175	DPW-TELECOM
G 601-212000	ACCOUNTS PAYABLE	$42.82	0335469175	CWRC-TELCOM
G 100-212000	ACCOUNTS PAYABLE	$32.20	0335469175	PARKS-TELECOM
G 601-212000	ACCOUNTS PAYABLE	$16.10	0335469175	CWRC-TELECOM
G 601-212000	ACCOUNTS PAYABLE	$20.50	0335469175	CWRC-TELECOM
	Total U. S. CELLULAR-DEPT 0205	$460.37		
Paid Chk# 033295	11/1/2019 **WAYSIDE NURSERIES, INC.**			
G 100-212000	ACCOUNTS PAYABLE	$235.00	145778	LEGACY TREE-MCGAVEN
	Total WAYSIDE NURSERIES, INC.	$235.00		
Paid Chk# 033296	11/1/2019 **WE ENERGIES-ESSENTIAL SERVICES**			
G 601-212000	ACCOUNTS PAYABLE	$93.00	CK REQ	HIGHLAND DRIVE LIFT STATION GAS SERVICE #4406823
	'otal WE ENERGIES-ESSENTIAL SERVICES	$93.00		
Paid Chk# 033297	11/1/2019 **WIL-KIL PEST CONTROL**			
G 100-212000	ACCOUNTS PAYABLE	$45.00	3765561	COMPLEX-CH
G 100-212000	ACCOUNTS PAYABLE	$46.00	3765564	COMPLEX-MAINTENANCE LINCOLN BLDG
	Total WIL-KIL PEST CONTROL	$91.00		
Paid Chk# 033298	11/1/2019 **WPRA - CONFERENCES**			
G 100-212000	ACCOUNTS PAYABLE	$115.00	533	PARKS-TRAVEL & TRAINING
	Total WPRA - CONFERENCES	$115.00		
Paid Chk# 033299	11/1/2019 **ZUERN BUILDING PRODUCTS**			
G 100-212000	ACCOUNTS PAYABLE	$25.86	187286	DPW-SIGNS
	Total ZUERN BUILDING PRODUCTS	$25.86		
	111300 PWSB Checking	$382,562.66		

CITY OF CEDARBURG

*Check Detail Register©

OCTOBER 2019

	Check Amt	Invoice	Comment

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	$63,752.66
220 RECREATION PROGRAMS FUND	$4,622.88
221 FUEL SYSTEM - WASH BAY	$2,335.10
240 SWIMMING POOL FUND	$384.38
260 LIBRARY FUND	$9,594.18
350 TIF DISTRICT FUND #4	$78,778.61
400 CAPITAL IMPROVEMENTS FUND	$1,992.50
601 WATER RECYCLING CENTER	$221,022.35
700 RISK MANAGEMENT FUND	$80.00
	$382,562.66

CEDARBURG
WISCONSIN
City of Cedarburg

City Administrator's Report
November 7, 2019

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 — Work will continue on the Highland Drive Lift Station through winter; however, both lanes of Highland Drive should be open by mid-December.

Assistant Engineer Wieser is evaluating a storm structure for the 2020 Street & Utility Project.

The Public Works crew is finishing a manhole/catch basin project on Cedar Court and working on leaf pickup.

Clerk — City Clerk Woodall-Vogg is working on election inspector recruitment.

Library— A draft of the Strategic Plan for the Library is completed and should arrive this week.

Parks, Recreation & Forestry— The Forestry crew is working on mulching along with tree planting and removals.

Training—Assistant City Administrator/Director Hilvo, Recreation Supervisor Friess, and Crewperson Jason Peterson attended the Wisconsin Park & Recreation Association (WPRA) Conference in the Wisconsin Dells this week.

Director of Engineering & Public Works Wiza and Assistant Engineer Wieser attended the American Public Works Association (APWA) Conference in Warrens, WI this week.

City Administrator — Assistant City Administrator/Director Hilvo and I attended a Mid-Moraine Municipal Court meeting yesterday to review their budget.

Respectfully submitted,

Christy Mertes
City Administrator/Treasurer

2019 PERMIT SUMMARY BY MONTH

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Coops	1				1	1							3
Single Family	3	3	1	4	2	4	3	3	5	5			33
Multi-family						1			1	1			3
Assessory Building			1	1	6	4	4	5	3	6			30
Addition/Alteration	8	6	19	17	16	15	18	15	15	17			146
Commerical New Constructio						2	1	1					4
Commercial Additions/Alterati	2	1	2	2	3	7	6	6	2				31
Pools	1								1				2
Razing				2	1	1							4
Heat/Vent	13	22	21	21	28	27	40	38	20	36			266
Signs	1	3	5	4	6	2	2	3	2	2			30
Plumbing	33	41	30	30	36	42	31	31	39	24			337
Electrical	32	33	31	25	39	32	50	56	35	41			374
Occupancy	6	16	6	10	6	8	4	6	9	5			76
TOTAL VALUE TO CITY	1,540 926	1,248,680	1,460 138	1,905 046	1 291,375	55,976,374	6 614 806	39,950,596	5,455,924	4,296,087			119,741,952
INSPECTIONS													
JOE JACOBS	12	7	5	13	6	12	4	5	7	3			74
MICHAEL BAIER	175	229	189	207	195	165	186	164	232	217			1962
ROGER KISON			16					25					41

SEH

Building a Better World
for All of Us®

MEMORANDUM

TO Mr Tom Wiza, PE

FROM Mark Mickelson (Lic WI)

DATE September 26, 2019

RE Cedarburg Trail
SEH No 144784 14 00

Dear Tom,
This Memorandum serves to summarize the drainage conditions and proposed basin modification related to the proposed Cedarburg Trail condominium, in the City of Cedarburg.

We have completed an analysis of the existing drainage conditions, surveyed the existing storm water basin outlets, and are recommending expansion of the pond to allow the addition of the runoff from the development The analysis was modeled with HydroCAD 10 00 software and per our discussions, utilizes the older TP-40 and NRCS Type-II rainfall distribution, as the basin was designed and constructed in 1996 with those parameters We received and verified the watershed data from AECOMM for the watershed sizing, and utilized the County GIS data and aerial photo's for current land use within the watershed The City's storm water ordinance requires post-development peak flow rates are maintained or reduced for 1-year and 2 year 24-hour storm events, and not exceeded for the 10-year and 100-year events

Existing Conditions:
The existing watershed draining to the "Commerce Pond" is shown to be 35 2 acres in size The NRCS soils show predominantly Hochheim loam (HmB2) which are now classified as Type D hydrologic group soils The aerial photos and GIS information were used to estimate the roof and asphalt coverage for the watershed

Drainage Area 35 2 acres
CN = 87 (8.03 acres asphalt/concrete, 3 94 acres roof, 0.82 acres pond, 22 41 acres grass)
Tc = 29 1 minutes

1 yr	37 2 cfs
2 yr	44 7 cfs
10 yr	81 3 cfs
100 yr	121.1 cfs

Basin Modeling
The existing basin appears not to have been built to the specifications of the original plan set provided by the city The top of berm is shown less the 773 and the intended overflow route to the south has an overflow elevation higher than the east side top of berm (773 48 vs 772 8)

Routing these flows through the existing the existing basin shows the following discharges and peak water surface elevations. Please note that the basin overtops the berm during the 10 and 100 year storm events

Event	Inflow	Outflow	Elevation
1 yr:	40.1 cfs	3.2 cfs	771.7 ft.
2 yr:	48.8 cfs	3.6 cfs	772.1 ft.
10 yr:	83.3 cfs	34.6 cfs	772.9 ft.
100 yr:	162.8 cfs	153.8 cfs	773.4 ft.

The complete modeling analysis, including Curve Number calculations, basin structures and hydrographs are located in the HydroCAD printouts in the Appendix.

Proposed Conditions:
From the proposed site plan Cedarburg Trail shows 13 duplex condominium buildings on a 5.72 acre future parcel. It should be noted that a good portion of the parcel includes undeveloped open space along the trail, to the south. Based on the proposed grading plan, approximately 2.77 acres of the site would be able to drain to the Commerce pond, which is a majority of the developed portion of the parcel. The southerly 7 units would have the rear building roof flows and grass swales drain directly into the 30-inch diameter storm sewer running in an easement along the south property line. The proposed runoff summary is noted below:

Drainage Area: 37.97 acres
CN = 87 (8.78 acres asphalt/concrete, 4.88 acres roof, 0.82 acres pond, 23.49 acres grass)
Tc = 29.1 minutes

1 yr:	40.1 cfs
2 yr:	48.2 cfs
10 yr:	87.7 cfs
100 yr:	130.6 cfs

Basin Modeling:
The basin is proposed to be expanded and modified to handle the additional flows and re-direct the basin overflow to the south, as originally intended, within the existing drainage easement, on the west side of the trail. The pond berm will be raised 774.0 on the east side and the overflow modified to 773.5 over the tip of the cul-de-sac.

As can be seen comparing the basin discharges, all proposed flows are at or below existing conditions with the proposed structure revisions and while the 100-yr storm overtops into the overflow swale, it is contained within the basin.

Event	Inflow	Outflow	Elevation
1 yr:	40.1 cfs	3.2 cfs	771.7 ft.
2 yr:	48.2 cfs	3.6 cfs	772.1 ft.
10 yr:	87.7 cfs	22.5 cfs	773.0 ft.
100 yr:	130.6 cfs	40.0 cfs	773.97 ft.

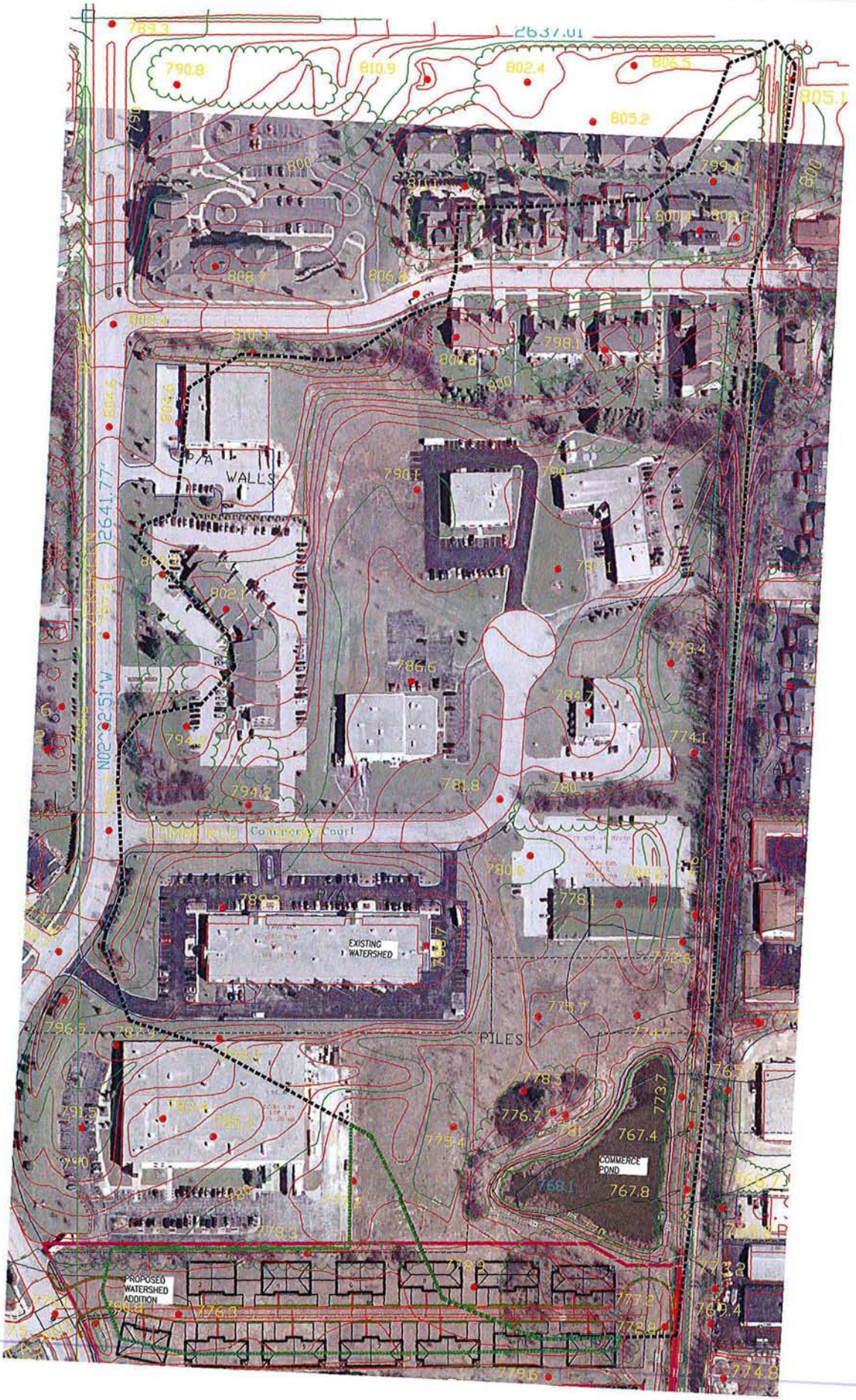
Stormwater Quality:
The proposed basin revisions were used to model the stormwater quality with WinSLAMM ver. 10.4. The proposed plans were used to estimate the contours below the water surface and it was assumed that several feet of sediment was currently in the basin to adjust the water volumes. The basin is shown to provide a 71.3% reduction in TSS from the facility.

Summary:
The proposed Cedarburg Trail development will slightly expand the existing Commerce Pond and provide for a safer overflow from current conditions and meet or exceed the required discharge rates for all applicable storm events.

Sincerely,

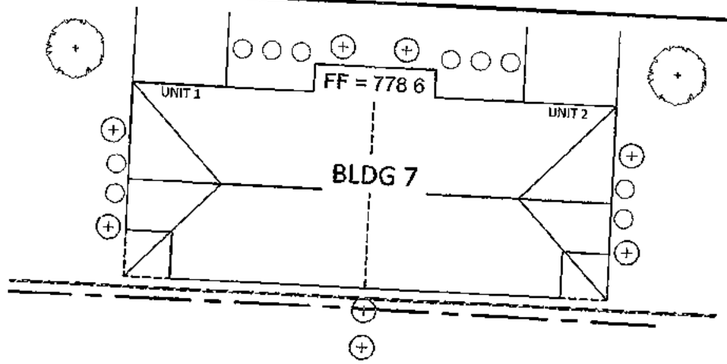
M. Mickelson

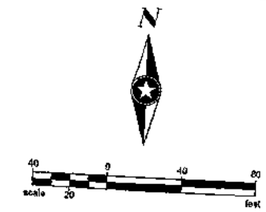
Mark Mickelson
MM
Drainage
c: Greg James
q:\ae\c\condd\144784\5-final-dsgn\53-dsgn-info\swmp\seh memo swmr 09-26-19.docx


2637.01
WALLS
2641.77'
N02°22'51"W
COMMERCE Commerce Court
EXISTING WATERSHED
PILES
COMMERCE POND
PROPOSED WATERSHED ADDITION

LEGEND:

- ARBORVITAE
- YEWS
- SHADE TREES





LANDSCAPING

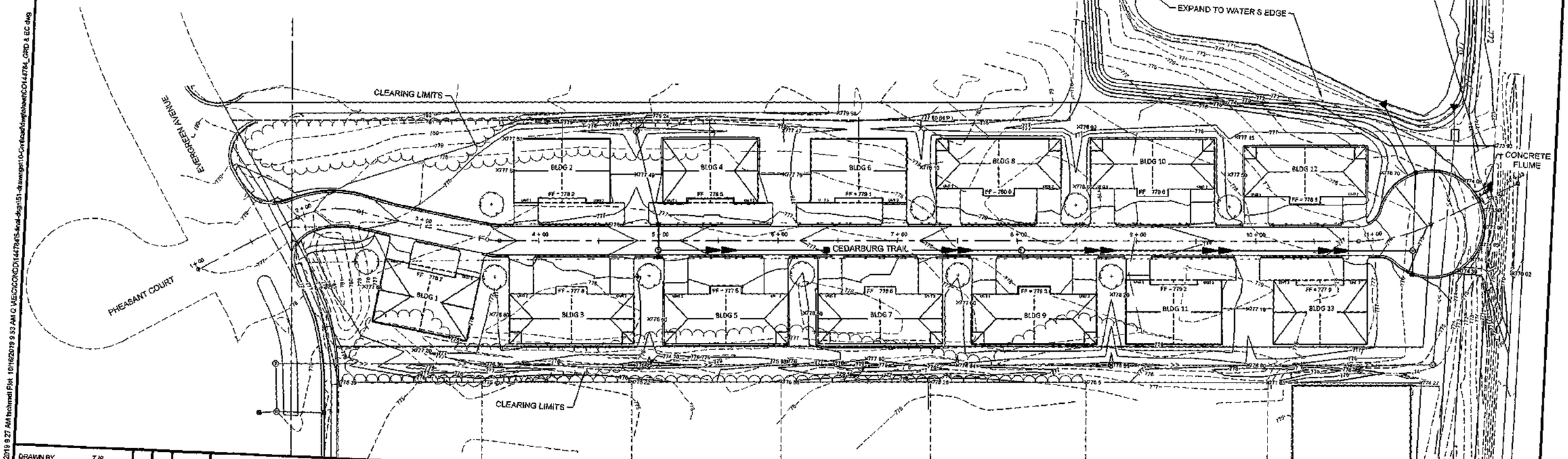
- PLAN TO PRESERVE AS MUCH OF THE EXISTING BORDER GROWTH AS POSSIBLE ANY GAPS ALONG NORTH LOT LINE THAT ADJOINS DRIVEWAY WILL BE FILLED WITH 6 ARBORVITAE
- DUE TO THE SEWER AND WATER LATERALS INSTALLED AT THE FRONT CENTER OF THE BUILDINGS NO STREET TREES WILL BE PERMITTED 2 2" FAST GROWING PYRUS AND CHANTICLEAR PEAR STREET TREES BETWEEN BUILDINGS
- BUILDINGS TO BE BORDERED WITH LANDSCAPE STONE PLANTING BED WITH 2 YEWS FLOWERS WILL BE PLANED AT SIGN AND CONDO OWNERS WILL ADD FLOWERS IN THEIR UNIT PLANTING BEDS
- FRONT AND SIDE YARDS WILL BE SODDED AND BACK YARDS SEEDED

LIGHTING

- FRONT GARAGE WALL MOUNTED COACH LIGHT WITH BUILT IN DUSK TO DAWN PHOTOCELL TO LIGHT ALL DRIVEWAYS AND FRONT DOOR AREAS

GRADING NOTES

1. GRADE BUILDING PAD AREAS 1 LOWER THAN FIRST FLOOR ELEVATION
2. YARD GRADES TO BE SET APPROX 0 5 BELOW FIRST FLOOR ELEVATION
3. ALL PRIVATE ASPHALT AREAS SHALL HAVE SURFACE COURSE INSTALLED ONCE ALL BUILDINGS ON SITE HAVE BEEN CONSTRUCTED
4. CONTRACTOR TO INSTALL ALL STORM SEWER STRUCTURES TO FINAL GROUND ELEVATIONS IN ALL NON PAVED AREAS
5. ALL UTILITY APPURTENANCES WITHIN PRIVATE DRIVE SHALL BE INSTALLED TO BINDER ELEVATIONS ADJUSTING RINGS SHALL BE USED TO RAISE SEWER RIMS DURING INSTALLATION OF FINAL LIFT OF ASPHALT WATER APPURTENANCES SHALL ALSO REQUIRE MINOR ADJUSTING TO MEET FINAL ASPHALT ELEVATIONS
6. TEMPORARY RESTORATION OF NON PAVED AREAS WILL BE REQUIRED IN THE INTERIM FINAL RESTORATION SHALL BE DONE AT THE TIME OF BUILDING CONSTRUCTION



DRAWN BY	TJS			
DESIGNER	MAM			
CHECKED BY	ZJH			
DESIGN TEAM	NO	BY	DATE	REVISIONS
	1	TJS	9/30/2019	REVISED PER CITY REVIEW COMMENTS

SEH
PHONE 262 646 6555
501 MAPLE AVENUE
DELAFIELD WI 53018
www.sehinc.com

CEDARBURG TRAIL,
CITY OF CEDARBURG, WISCONSIN

MASTER GRADING PLAN

FILE NO. 141784

C2.01

7

Save 10/16/2019 9 27 AM tschmeid Plot 10/16/2019 9 53 AM G:\EIC\CONDO\141784\15-final-dsgn\51-drawings\10-Civil\cad\dwg\sheet\C0144784_GRD & EC.dwg

CITY OF CEDARBURG

MEETING DATE: November 11, 2019 **ITEM NO:** 14.G.

TITLE: Consider approval of development agreement, Certified Survey Map, and Condo document for Greg James Cedarburg Trail Condominiums; and action thereon. (Plan Commission 11/4/19)

ISSUE SUMMARY: Greg James is proposing to develop 13 side-by-side duplex condominiums with a total of 26 units on the last remaining vacant lot in the Evergreen Boulevard Business Park. The rezoning was previously approved, and the developer has submitted final construction plans and a Certified Survey Map for approval. This development was reviewed and recommended for approval by the Plan Commission November 11, 2019.

To facilitate the development, the City has tentatively agreed to transfer 0.2 acres of land associated with the business park pond, and the developer has agreed to expand and improve the capacity of the existing pond.

STAFF RECOMMENDATION: Staff recommends approval of the development agreement and CSM.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: The Plan Commission recommended approval of the development agreement, Certified Survey Map, and condominium document for Cedarburg Trail Condominiums at their meeting of November 4, 2019.

BUDGETARY IMPACT: Improves tax base

ATTACHMENTS: Copy of development agreement
Copy of Certified Survey Map
Copy of Condo document

INITIATED/REQUESTED BY: Greg James for Condo Development, Inc.

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

DEVELOPMENT AGREEMENT
Cedarburg Trail Condominiums
Cedarburg, Wisconsin

THIS DEVELOPMENT AGREEMENT (this "Agreement") is made as of the ___ day of November, 2019, by and between the CITY OF CEDARBURG, a Wisconsin municipal corporation (the "City") and Condo Development, Inc. (the "Developer").

RECITATIONS

0.1 The Developer owns the Property (as hereinafter defined). The tax key number of the Property is provided in Exhibit A;

0.2 The Developer desires to develop 13 side-by-side duplex condominium buildings with a total of 26 units on the Property and record a Certified Survey Map (as hereinafter defined) as provided in Exhibit B to create easements for public utilities;

0.3 The Property is conditionally zoned as a Planned Unit Development Overlay District ("PUD") and City Ordinance § 13-1-69(n)(2) requires that the Plan Commission recommend and the City Council approve a Development Agreement which shall include, without limitation:

(a) Timetables for performance/completion of the Improvements (as hereinafter defined);

(b) Performance requirements and standards and assurances for all Improvements and/or modifications pertaining to the PUD;

(c) Inspection requirements;

(d) Prohibition on any division/combination of real estate lots included within the PUD District except as otherwise provided;

(e) Provisions for lapsing of specific plan approval and automatic reversion of the zoning status of the Property to non-PUD District status upon specific changes of circumstances or failure of the Development (as hereinafter defined) to materialize as agreed to in the Development Agreement;

(f) Agreements, provisions and/or covenants or additional deed restrictions to be recorded against the lot(s) within the PUD District that will perpetually govern the use, maintenance and continued preservation and protection of the Development and any of its common services, common open areas and/or other facilities;

(g) Exhibits, drawings or other attachments that depict Improvements, including but not limited to structures, fixtures and landscaping and their relative locations in the Development area as well as design and engineering details as necessary to document to a reasonable degree of specificity the type, character and nature of Improvements to be made within the Development area.

0.4 The Developer has caused engineering, planning and design services to be performed in preparation for construction of certain Improvements for the Development and will cause additional such services to be performed as the site is developed; and

0.5 The Developer intends to contract for installation of certain other site Improvements; and

0.6 The City shall cause inspections and approvals of the Improvements being dedicated to the City during installation by Developer based on the City approved civil engineering plans.

AGREEMENT

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

Article 1

Definitions

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

1.01 "Contract Documents" means all documents now or hereafter evidencing contracts with the Developer or its contractors, sub-contractors or affiliates for construction and installment of the required Improvements set forth in the Improvement Plans and all addenda and amendments thereto.

1.02 "Improvements" means the improvements as described in § 4.02 below, to be installed for the benefit of the Development by the Developer (or by contract with the Developer, whether under the Contract Documents as described in § 1.01, or otherwise).

1.03 "Certified Survey Map" means the Certified Survey Map presented to the Cedarburg Common Council on November 11, 2019 and other pertinent authorities for final approval and recording with the Ozaukee County Register of Deeds Office. For purposes of this Agreement, the Certified Survey Map is comprised of the Development site, certain utility easements to be dedicated to the City and those public roadway areas adjacent to the Development. A true and complete copy of the Certified Survey Map is attached hereto as Exhibit "B" and is incorporated herein by reference.

1.04 "Improvement Plans" means the improvement, grading and landscape plans prepared by SEH with last revision dated September 30, 2019 submitted by the Developer as approved by the City, along with any approved amendments or supplements. A true and complete copy of the Improvement Plans is attached hereto as Exhibit "C" and is incorporated herein by reference.

1.05 "Financial Guarantee" means one or more letters of credit or development bonds issued in conformity with the terms and conditions of this Agreement in the amount determined by the "Schedule of Values for Financial Guarantees" with respect to the Property.

1.06 "Property" means all the real property as described on Exhibit "A".

1.07 "Development" means the 13 side-by-side condominium buildings with a total of 26 units to be constructed on the Property.

Article 2

Term

The term of this Agreement shall commence upon due execution hereof by or on behalf of all parties.

Article 3

Developer's Representations and Warranties

The Developer represents and warrants that:

3.01 Good Title. The Developer owns all of the Property free and clear of all liens and encumbrances other than encumbrances shown on the title policy for the Property and mortgages for the purpose of developing the Property, and that it has retained sufficient rights in and to the balance of the Property so as to make all provisions of this Agreement valid and enforceable against the Developer and all successors in interest.

3.02 Contract Documents. The Developer has examined the Contract Documents, is familiar with the specifications set forth therein, and has determined that they are adequate and sufficient for the Developer's purposes.

3.04 Authority. The Developer has received all required approvals to enter into this Agreement and the signatures below shall bind the Developer.

Article 4

Duties of the Developer

4.01 Storm Water Pond Maintenance. This development will utilize the Cedarburg Business Park pond to treat and store site storm water runoff. Developer agrees to enlarge and alter the pond to accommodate site drainage per the approved Improvement Plans. Upon completion of the enlargement and final restoration by Developer, the City will accept perpetual maintenance responsibilities for the enlarged pond.

4.02 Construction Duties of the Developer. The Developer shall construct and install the Improvements in a single phase and pay all costs therefor, pursuant to the applicable Contract Documents and Improvement Plans, as follows:

(a) Site Grading. Grade the site pursuant to the Improvement Plans and § 14-1-73(c) of the City of Cedarburg Zoning Code approved by the City Engineer. The City acknowledges that a portion of the site (up to 1 acre in size) may be used for storing topsoil and/or fill during construction and may remain ungraded until completion of construction of all of the units in the Development. Prior to the installation of all underground utilities, Developer shall certify to the City that the grading has been completed in compliance with the aforementioned Improvement Plans. In the event that the actual grade is not in compliance, Developer shall pay all costs associated with relaying the underground electrical services.

(b) Sanitary Sewerage Systems. Developer agrees to pay for and install all onsite sanitary sewerage facilities including all sewer mains and service laterals necessary to serve the Development as depicted in the Improvement Plans. All sanitary sewer mains shall be dedicated to the City.

(c) Water Supply Facilities. Developer agrees to pay for and install all onsite water supply facilities including all water mains, service laterals and appurtenances necessary to serve the Development as depicted in the Improvement Plans as approved by the City. All water mains shall be dedicated to the City.

(d) Storm Water Drainage Facilities. Developer agrees to pay for and install all onsite storm water drainage facilities pursuant to § 14-2 necessary to serve the Development as depicted in the Improvement Plans as approved by the City. All on-site storm sewer and grass swales shall be private and shall be maintained by the Developer and subsequent property owners in perpetuity.

(e) Private Utilities. Developer shall file preliminary plans and Developer agrees to pay for and install private underground gas mains, electric distribution lines, cable television and telephone cables, pursuant to § 14-1-59.

(f) Record Drawings. Prepare record drawings for those portions of the above work that are being dedicated to the City, pursuant to § 14-1-52(e). Developer shall prepare such drawings for work completed during each phase of the Development. Provide full sized prints on 4 mil mylar as well as an electronic version in Auto Cad.

(g) Curb and Gutter. Developer agrees to pay for and install concrete curb and gutter along the private road as shown on the Improvement Plans and pursuant to § 14-1-54.

(h) Sidewalks and Walking Paths. Developer agrees to pay for and install 5-foot wide concrete sidewalk along the Evergreen Boulevard frontage, and as shown on the Improvement Plans and as approved by the City Engineer, pursuant to § 14-1-67. Developer shall also construct a paved private sidewalk connection from the private road cul-de-sac to the Interurban Trail. All sidewalks installed for public use shall

be located in the public road right-of-way and be dedicated to the City. The Developer and subsequent property owners shall be responsible for the clearing of snow, ice or other materials that might limit the public use of the sidewalks.

(i) Intersection Improvements. Developer agrees to pay for and install a fully improved "T" intersection with Evergreen Boulevard to include concrete curb and gutter and sidewalk as required by the City. Such improvements shall be dedicated to the City.

(j) Street Lighting. Street lighting within the site shall be private lighting maintained by the Developer as approved by the Plan Commission.

(k) Street Signs. The Developer agrees to pay for and the City agrees to install street identification signs for the intersection with Evergreen Boulevard pursuant to § 14-1-61 and any traffic control signage as required by the City Engineer. Intersection traffic control signage shall be dedicated to the City.

(l) Landscaping Other Than Street Trees. Developer shall pay for and install landscape features as shown in the Improvement Plans.

(m) Street Trees. Developer shall pay for street trees along the frontage on the east side of Evergreen Boulevard, as shown on the Improvements Plans and pursuant to § 14-1-62. The City Forester will select the tree species and contract out the tree planting as part of the annual street tree program. The City Forester will plant the trees after the sidewalk and curb and gutter are installed, and the parkway turf is established. All such trees shall be dedicated to the City.

(n) Erosion Control. Developer shall pay for, install and maintain erosion control using best management practices and pursuant to § 14-1-63, Chapter 14-2, and Chapter 15-2. Developer must comply with all applicable DNR permits, the City's Erosion Control Permit, and the Storm Water Management Permit.

4.03 Time for Completion. Each of the items in § 4.02 above shall be completed on the dates specified in this Agreement. Pursuant to § 13-1-69(o)(2)(4), if a building permit is not issued for the first condominium unit in the Development within one (1) year of receiving the PUD zoning, the PUD district zoning for the Property shall be automatically discontinued and replaced with the zoning designation that existed prior to the PUD rezoning.

4.04 Impact and Connection Fees. Subject to the provisions of any State of Wisconsin law, prior to issuance of any building permit for a condominium building and payable at the time of building permit application, the following impact and connection fees will be due for condominium unit:

WWTF Reserve Capacity Fee	$ 676.21 per unit
Library Building Fee	$ 877.52 per unit
Police Station Fee	$ 1,003.88 per unit
Park Facilities Fee	$ 1,198.42 per unit
Water Supply Facilities Fee	$ 1,973.29 per unit
Sanitary Sewer Connection Fee	$ 1,452.17 per unit

The fees set forth above are based on the City's rates for 2019.

All of the above impact and connection fees are subject to an annual adjustment pursuant to § 3-6-9 of the Code of Ordinances.

4.05 Developer Payments.

(a) Parkland Dedication and Fee in Lieu of Parkland Dedication. Developer shall pay a fee-in-lieu of Parkland Dedication for the Development in the amount of $889.35 per condominium unit. The fee for each unit is due at the time of Building permit issuance for such unit.

(b) City Street Trees. The Developer shall pay the City of Cedarburg for furnishing and planting 4 street trees at $300.00 each for a total of $1,200.00. The City Forestry Department will hold these funds in a segregated street tree account and will purchase and plant street trees when the roadway improvements are completed. This charge is due in full upon issuance of the first Building permit.

(c) Other Improvement Costs. Developer is responsible to pay for all reasonable engineering, administrative and legal fees associated with the Development, during the installation of public utilities, including the cost of construction inspection, materials testing, preparation of as-built drawings, and other fees associated therewith.

(d) Account Statements. Developer shall review and approve all engineering, inspection, and attorney draw requests received by the City and pertaining to the Improvements. The City shall provide copies of each such request with supporting documentation to the Developer.

(e) Recording Fees. Developer shall pay to the Register of Deeds for Ozaukee County all recording fees due for the recording of the Certified Survey Map, and any separate dedication instruments and grants of easements as are directly attributable to the Development.

4.06 Property Manager. The Developer shall act as or shall retain a property manager who will be responsible for the maintenance of the private roadway and all common elements.

4.07 Financial Guarantee. Developer shall provide an irrevocable letter of credit or an approved development bond to the City, which shall not expire prior to fourteen (14) months following the completion of all Improvements being dedicated to the City shown on the Improvement Plans, for the estimated costs of the installation of all such Improvements including: erosion control, enlargement of the storm water pond, surface lift of asphalt pavement, public utilities, sidewalks, inspection and engineering fees. The Developer may apply for a reduction of the Financial Guarantee pursuant to § 14-1-51 of the Cedarburg Zoning Code Regulations. The City shall be authorized from time to time to draw against the Financial Guarantee for costs incurred and due the City pursuant to this Agreement if the Developer has not made payments or not completed required work in a timely manner as determined by the City Engineer.

The amount of the Financial Guarantee shall be based on the Bids/Estimates for the Improvements as set forth in the Schedule of Values in § 4.08 of this Agreement.

4.08 Schedule of Values for Financial Guarantee. Developer shall provide the Financial Guarantee which shall be dated no later than seven (7) days prior to the commencement of construction of the Improvements, in the amounts set for in § 4.06 and the Schedule of Values attached hereto. The Financial Guarantee shall be sufficient to cover the estimated costs to complete the Improvements for the Development that are being dedicated to the City based on § 4.02 and the Schedule of Values for the Development which include, but are not limited to, the required sewer and water main extensions and street signs.

[SCHEDULE OF VALUES FOR FINANCIAL GUARANTEE ON NEXT PAGE]

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY BLANK]

SCHEDULE OF VALUES FOR FINANCIAL GUARANTEE

Item	ESTIMATED COST
Enlargement of storm water pond	$ 30,000
Erosion control	$ 5,000
Sanitary Sewer	$105,000
Water Main	$ 96,000
Asphalt Pavement surface layer	$ 20,000
Evergreen Boulevard Concrete Sidewalk	$ 10,000
Street Signs	$ 1,500
Legal Fees (City)	$ 2,000
Inspection Fees (including but not limited to City Administration fees)	$ 10,000
Sub Total of Construction and Related Costs (Rounded)	$279,500
Add 20% additional Contingency	$55,900

THE SCHEDULE OF VALUES FOR EACH LINE ITEM IS BASED ON ESTIMATES. ACTUAL LINE ITEM COSTS MAY VARY. THE TOTAL FINANCIAL GUARANTEE IS AVAILABLE TO THE CITY FOR COMPLETION OF EACH LINE ITEM. THE CITY IS NOT ACTING IN A FIDUCIARY CAPACITY AS TO THE FINANCIAL GUARANTEE.

TOTAL OF FINANCIAL GUARANTEE: **$335,400**

4.09 Completion Schedule. Developer shall complete the Improvements being dedicated to the City no later than August 31, 2020.

4.10 Quality of Work.

(a) All work performed under the provisions of this Agreement shall be done in a workmanlike manner in accordance with prevailing standards in the construction industry and all Improvements being dedicated to the City shall be done in accordance with established standards and specifications of the City as directed by the City Engineer.

(b) The City shall have the right during the course of construction of Improvements being dedicated to the City under this Agreement to direct the Developer to issue contract change orders to be paid by Developer, and to amend the plans and specifications, but only to the extent required to assure that construction will conform to City standards and specifications. All contract change orders proposed by Developer involving public rights of way or easements shall be approved by the City.

Article 5

Indemnification

5.01 Indemnification Agreement.

(a) In addition to, and not to the exclusion or prejudice of, any other provision of this Agreement, the Developer shall indemnify and hold harmless the City, its officers, agents and employees, and shall defend the same, from and against any and all liability, claims, loss, damages, interest, action, suits, judgments, costs, expenses, reasonable attorneys' fees and the like, to whomsoever owed and by whomsoever and whenever brought or obtained, which may in any manner result from the work performed or the responsibilities of the Developer under this Agreement, expressly including, though not limited to, negligence and the breach of any duty whether imposed by statutes, ordinances, regulations, order, decree or law of any other sort or by contract, on the part of the Developer or its officers, employees, agents or independent contractors, in carrying out the work and in supervising and safeguarding the same in any respect whatever, and including claims arising under any federal, state or local law, including Worker's Compensation laws and including negligence and the breach of any duty whether imposed by statutes, ordinances, regulations, order, decree or law of any other sort or by contract, on the part of the Developer or its officers, employees, agents or independent contractors, in carrying out the work and in supervising and safeguarding the same in any respect.

(b) If a claim is made against the City related to work performed by the Developer or the responsibilities of the Developer under this Agreement, the City agrees that it shall, within ten (10) days of its notice thereof, notify the Developer and any liability insurance carrier, which has been designated by the Developer. The

Developer shall thereafter provide full cooperation in defense of the claim. The Developer shall, at the option of the City, defend any claim on behalf of the City in which case the Developer or its insurer is authorized to act on behalf of the City in responding to any claim to the extent of this indemnity. Such authorization includes the right to investigate, negotiate, settle and litigate any such claim and control of the defense thereof subject to the approval of the City.

5.02 Extent of Damages. In every case, but not as a limitation on the liability of the Developer to the City, where judgment is recovered against the City on any such claim as provided in this Article 5, if notice has been given to Developer under § 5.01 above, any judgment thereon shall be conclusive upon the Developer as to the amount of damages and as to its liability therein; provided, however, notwithstanding anything to the contrary contained herein, the City shall reserve and maintain all of its rights and remedies to pursue recovery of all legal and equitable remedies.

5.03 Limitations as to Financial Guarantee. It is expressly understood and agreed by the City, unless specifically directed and authorized by the Developer, that the Financial Guarantee as required of the Developer pursuant to § 4.07 above, is not subject to any draw by the City, or any other party or person, to pay for any, or all, claims for personal injury and property damage arising from the construction or installation of such Improvements, but that the Financial Guarantee is exclusively limited to the payment for the Improvements not provided for by the Developer pursuant to the terms hereof, and for no other purposes.

Article 6

Compliance

6.01 Compliance With Law and Regulations. The Developer shall, in the performance of this Agreement, comply with, and give all stipulations and representations required by all applicable federal, state and local laws, ordinances and regulations. The Developer shall also require such compliance, stipulations and representations with respect to any contract entered into by Developer with others pertaining to the work covered by this Agreement.

6.02 Public Records Law The Developer understands that the City is bound by the Wisconsin Public Records Law, Wis. Stat. Sec.19.21, *et. Seq* , Pursuant to Wis. Stat. Sec. 19.36(3), City may be obligated to produce, to a third party, the records of Developer that are "produced or collected" by Developer under this Agreement ("Records"). Developer is further directed to Wis. Stat. Sec. 19.21, *et. Seq.,* for the statutory definition of Records subject to disclosure under this paragraph, and Developer acknowledges that it has read and understands that definition. Irrespective of any other term of this Agreement, Developer is (1) obligated to retain Records for seven years from the date of the Record's creation, and (2) produce such Records to City if, in City's determination, City is required to produce the Records to a third party in response to a public records request. Developer's failure to retain and produce Records as required by this paragraph shall constitute a material breach of this Agreement, and Developer must defend and hold the City harmless from liability due to such breach.

Article 7

Conditions and Waivers

Except as otherwise provided in this Agreement, the City shall have no duty to issue building permits for construction of buildings within the Development unless and until all the following have occurred:

7.01 Improvements. Construction of the Improvements for the Development are completed pursuant to § 4.02, and the sanitary sewer and water main Improvements are dedicated and accepted by the City, in accordance with the schedule specified in Section 4.09.

7.02 Impact Fees. The Developer has paid the fees referenced in 4.05 (a) and (b) for the condominium units for which the building permit is requested and all impact and connection fees for the issuance of a building permit for such condominium unit.

7.03 Grading Complete. The Developer has completed the work required on the Improvement Plans to rough grade, which shall accommodate proper and positive surface water drainage substantially in accordance with the Improvement Plans.

Article 8

Additional Terms

8.01 Time is of Essence. The times of performance of the terms and requirements of this Agreement and of the satisfaction and waiver of the conditions hereof are essential to the whole of this Agreement.

8.02 Dedication. Subject to the applicable provisions of the City Ordinances, as amended, upon the final approvals of the Common Council and recording of the Certified Survey Map, the public utility easements dedicated therein by the Developer may be accepted by the City. Additionally, the Developer shall, without charge to the City, upon completion of all of the Improvements being dedicated to the City pursuant to § 4.02, unconditionally give, grant, convey, and fully dedicate the same to the City, and its successors and assigns forever, free and clear of all encumbrances whatsoever, including, without limitation, any and all structures, mains, conduits, pipes, lines, equipment, and appurtenances pertaining to such Improvements. After such Dedication, the City shall be solely responsible for the maintenance, repair and replacement of such Improvements and have the right to connect or integrate other Improvements or public facilities to the Improvements hereunder as the City decides, without payment or award to, or consent required of, the Developer.

8.03 No Waiver: Remedies. No failure on the part of either party to exercise, and no delay in exercising any right, power, or remedy under this Agreement or the Contract Documents shall operate as a waiver thereof; nor shall any single or partial exercise of any right under this Agreement or the Contract Documents preclude any other or further exercise thereof or the exercise of any other right. The remedies provided herein are cumulative and not exclusive of any remedies provided by law.

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

If to the City, as follows:

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

With a copy to:

Attorney Michael Herbrand
Houseman and Feind, LLP
Attorneys at Law
1650 9th Avenue
Grafton, WI 53024
Fax: (262) 377-6080

If to Developer, as follows:

Greg James, President
Condo Development, Inc.
318 North Lake Road #101
Oconomowoc, WI 53066

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

8.05 Force Majeure. The obligations of either of the parties hereunder shall be suspended to the extent that it is hindered or prevented from complying therewith because of labor disturbances, including strikes and lockouts, acts of God, fires, storms, accidents, or any cause whatsoever beyond the control of the parties.

8.06 Amendments. No amendment, modification, termination, or waiver of any provision of this Agreement, nor consent to any departure from this Agreement shall in any event be effective unless the same shall be in writing and signed by both parties, and it shall be effective only in the specific instance and for the specific purpose for which given.

8.07 Assignment. This Agreement, and the interests hereunder, shall not be assigned except with the prior, written consent of the City.

8.08 Survival. All of the terms, conditions, and provisions of this Agreement, including but not limited to, all indemnification provisions, shall survive the completion of this Agreement.

8.09 Severability of Provisions. Any provision of this Agreement which is prohibited or unenforceable shall be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this Agreement.

8.10 Headings. Article and Section headings in this Agreement are included for convenience of reference only and shall not constitute a part of this Agreement for any other purpose.

8.11 Integration of Terms. This Agreement represents the entire agreement of the parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their respective authorized officers or agents as of the date first above written.

CITY OF CEDARBURG

by:_____
Michael O'Keefe, Mayor

Countersigned:

_____
Claire Woodall-Vogg, City Clerk

STATE OF WISCONSIN)
) ss
COUNTY OF OZAUKEE)

Personally came before me this _____ day of November ____, 2019, the above-named Michael O'Keefe, Mayor, and Claire Woodall-Vogg, City Clerk, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

_____
Notary Public, State of Wisconsin
My Commission: _____

CEDARBURG TRAIL CONDOMINIUMS
CONDO DEVELOPMENT, INC.

by:_____
Gregory James, President

STATE OF WISCONSIN)
) ss
COUNTY OF MILWAUKEE)

Personally came before me this ____ day of November, 2019, the above-named Gregory James, to me known to be the person who executed the foregoing instrument and acknowledged the same on behalf of Condo Development, Inc. by its authority.

_____
Notary Public, State of Wisconsin
My commission: _____

Drafted by:
City of Cedarburg

After recording, please return to:
Claire Woodall-Vogg, City Clerk
City of Cedarburg
P.O. Box 49
Cedarburg, WI 53012-0049

EXHIBIT A

Legal Description of Property

The Tax Key Number for the Property is 13-034-14-022.00

EXHIBIT B

Certified Survey Map

[To be inserted]

PRELIMINARY

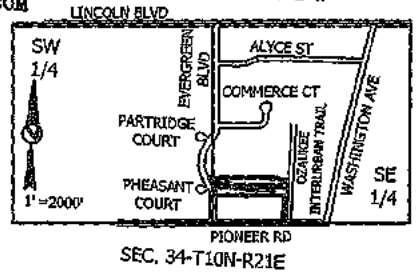
CERTIFIED SURVEY MAP NO.

BEING ALL OF LOT 2 AND PART OF OUTLOT 1 OF CERTIFIED SURVEY MAP 2784,
LOCATED IN THE SE 1/4 OF THE SW 1/4 AND THE SW 1/4 OF THE SE 1/4 OF SEC. 34 T.10N., R.21E.,
IN THE CITY OF CEDARBURG, OZAUKEE COUNTY, WISCONSIN

SURVEYOR:
KEITH A. KINDRED, PLS S-2088
SEH
501 MAPLE AVE
DELAFIELD, WI 53018
(414) 949-6919
KKINDRED@SEHINC.COM

SURVEY FOR:
CONDO DEVELOPMENT, INC
318 NORTH LAKE ROAD #101
OCONOMOWOC, WI. 53066

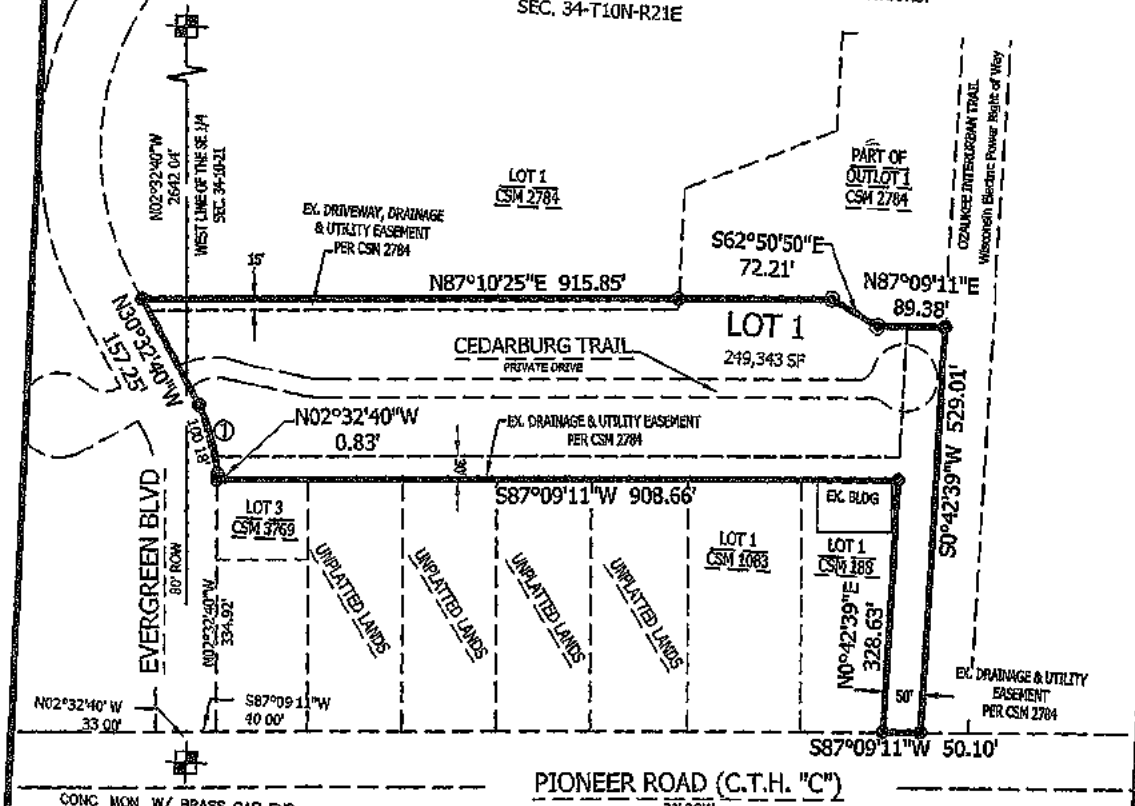
LOCATION MAP



SEC. 34-T10N-R21E

LEGEND
- 1" IRON PIPE FOUND (UNLESS OTHERWISE STATED)
- 11/16" REBAR SET, WT.=1.5 LBS./LIN. FT.

GENERAL NOTES:
- SEE SHEET 2 OF 5 FOR WATERMAIN / SANITARY SEWER EASEMENTS DETAIL.
- SEE SHEET 2 OF 5 FOR SOIL BORING LOCATIONS.



① Chord: 99.19'
Course: N16°32'40"W
Arc Length: 100.18'
Radius: 205.00'
Delta: 028°00'00"
Tangent: N02°32'40"W
Tangent: N30°32'40"W

BEARINGS ARE REFERENCED TO THE CERTIFIED SURVEY MAP 2784 ON THE WEST LINE OF THE SE 1/4 OF SECTION 34-10-21 AS N02°32'40"W

SCALE: 1" = 200'

0 100' 200' 400'

SEH

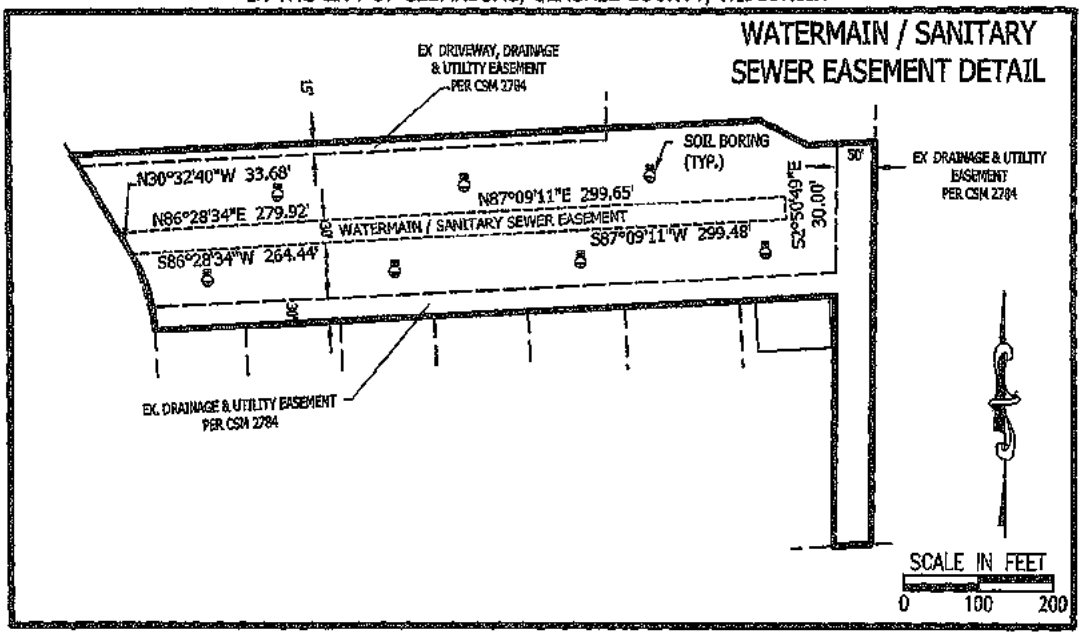
PROJECT NO. CONDO-144784

THIS INSTRUMENT DRAFTED BY PETER A. TUFTEE

SHEET 1 OF 5

CERTIFIED SURVEY MAP NO. _____

BEING ALL OF LOT 2 AND PART OF OUTLOT 1 OF CERTIFIED SURVEY MAP 2784,
LOCATED IN THE SE 1/4 OF THE SW 1/4 AND THE SW 1/4 OF THE SE 1/4 OF SEC. 34 T.10N., R.21E.,
IN THE CITY OF CEDARBURG, OZAUKEE COUNTY, WISCONSIN



SURVEYOR'S CERTIFICATE:

I, Keith A Kindred, Professional Land Surveyor hereby certify,

That I have surveyed, divided and mapped all of Lot 2 and part of Outlot 1 of Certified Survey Map 2784, Located in the SE 1/4 of the SW 1/4 and the SW 1/4 of the SE 1/4 of Section 34, T.10N R 21E City of Cedarburg, Ozaukee County, Wisconsin, more fully described as follows,

Commencing at the South 1/4 corner of Section 34; thence N02°32'40"W., along the West line of the SE 1/4, a distance of 33 00 feet, Thence N87°09'11"E , 40 00 feet, to the intersection of the northerly right-ofway line of Pioneer Road and the easterly right-of-wayline of Evergreen Boulevard, thence N02°32'40"W , 334 92 feet to the South west corner of Lot 2 of Certified Survey Map 2784, and the point of beginning of hereinafter described lands

Thence continuing along the easterly right-of-way of Evergreen Boulevard, N02°32'40"W , 0 83 feet; thence 100 18 feet along the arc of curve to the left with a radius of 205 00 feet, whose chord bears N16°32'40"W , 99.19 feet, thence N30°32'40"W , 157.25 feet, thence N87°10'25"E , along the South line of Lot 1 Certified Survey Map 2784, a distance of 915.85 feet, thence S62°50'50"E , 72 21 feet, thence N87°09'11"E , 89 38 feet, to the Southeast corner of Outlot 1 of Certified Survey Map 2784, thence S00°42'39"W., 529.01 feet, to the northerly right-of-way of Pioneer Road, thence S87°09'11"W , along said right-of-way, 50 10 feet, thence N00°42'39"E , 328 63 feet, thence S87°09'11"W., 908 66 feet, to the point of beginning

Said lands contain 249,343 square feet or 5.72 acres.

That I have made such survey, land division and plat by the direction of Condo Development, Inc, owner of said lands.

That such survey is a correct representation of all the exterior boundaries of the lands surveyed and the division thereof made.

That I have fully complied with the provisions of Chapter 236, in the Wisconsin State Statutes and the subdivision regulations of the City of Cedarburg and Ozaukee County in surveying, dividing and mapping the same.

Dated this 29th day of September, 2019

_____

Keith A Kindred, PLS 2082

SEH

PROJECT NO. CONDD-144784 THIS INSTRUMENT DRAFTED BY PETER A TUFTEE SHEET 2 OF 4

CERTIFIED SURVEY MAP NO. _____

BEING ALL OF LOT 2 AND PART OF OUTLOT 1 OF CERTIFIED SURVEY MAP 2784,
LOCATED IN THE SE 1/4 OF THE SW 1/4 AND THE SW 1/4 OF THE SE 1/4 OF SEC. 34 T.10N., R.21E.,
IN THE CITY OF CEDARBURG, OZAUKEE COUNTY, WISCONSIN

CORPORATE OWNER'S CERTIFICATE:

Condo Development, Inc., a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said company caused the land described on this Certified Survey Map to be surveyed, and mapped as represented on this Certified Survey Map.

Condo Development Inc., does further certify that this Certified Survey Map is required by S236.10 or S236.12 to be submitted to the following for approval or objection:

1) The City of Cedarburg

IN WITNESS WHEREOF, said Condo Development Inc., has caused these presents to be signed by Greg James, its President, At_____, Wisconsin, and its corporate seal to be hereunto affixed on this _____day of _____.

In Presence of:

_____

Greg James, President

STATE OF WISCONSIN)

_____ COUNTY) SS

Personally came before me this _____ day of _____, 20_____, the above named Greg James to me known to be the persons who executed the foregoing instrument and acknowledged the same.

_____

Notary Public
Waukesha County, Wisconsin
My Commission Expires _____

SEH

CERTIFIED SURVEY MAP NO. _____

BEING ALL OF LOT 2 AND PART OF OUTLOT 1 OF CERTIFIED SURVEY MAP 2784,
LOCATED IN THE SE 1/4 OF THE SW 1/4 AND THE SW 1/4 OF THE SE 1/4 OF SEC. 34 T.10N., R.21E.,
IN THE CITY OF CEDARBURG, OZAUKEE COUNTY, WISCONSIN

CITY OF CEDARBURG COMMON COUNCIL APPROVAL:

Approved by the Common Council of the City of Cedarburg on this _____ day of _____, 20____.

_____ _____

Michael J. O'Keefe, Mayor — Claire Woodall–Voggl, Clerk

CITY OF CEDARBURG PLAN COMMISSION APPROVAL:

Approved by the City of Cedarburg Plan Commission on this _____ day of _____, 20____.

_____ _____

Michael J. O'Keefe, Chairman — Victoria Guthrie, Secretary

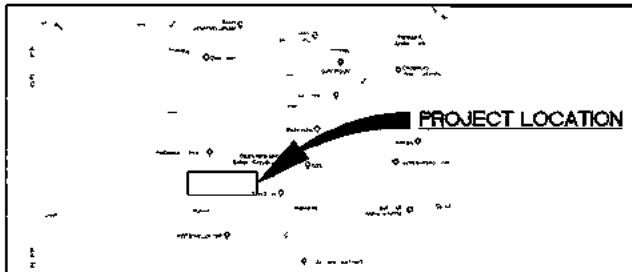
SEH

PROJECT NO CONDD-144784 THIS INSTRUMENT DRAFTED BY PETER A TUFTEE SHEET 4 OF 4

EXHIBIT C

Improvements Plans, including Landscape Plans, Completed by

[To be inserted]



CONSTRUCTION PLANS FOR

CEDARBURG TRAIL

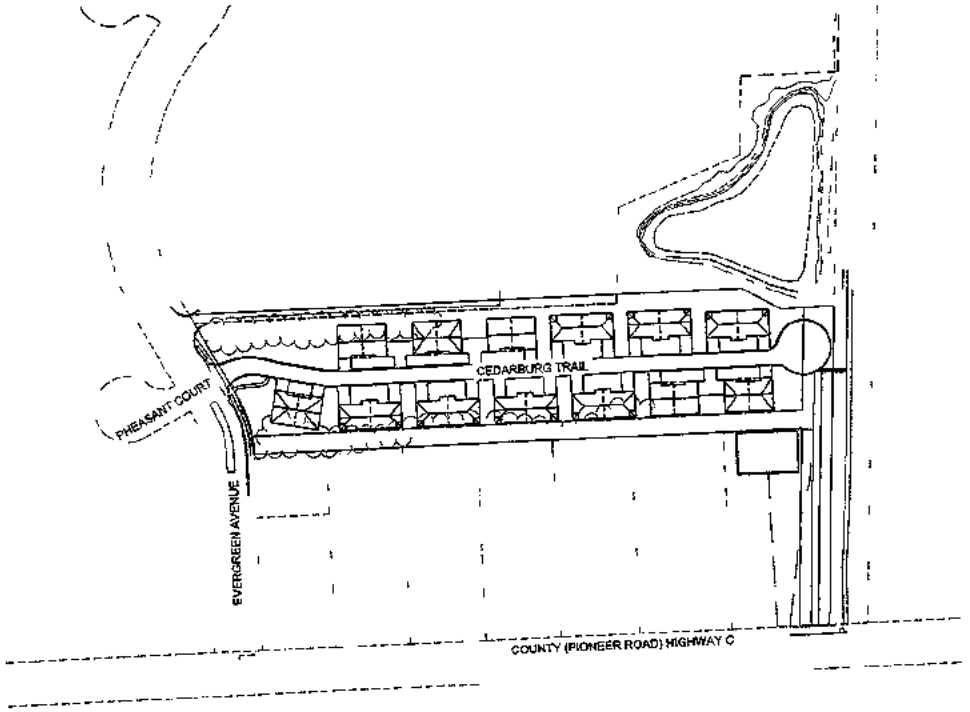
CITY OF CEDARBURG, WI

EXISTING

- RIGHT OF WAY
- PERMANENT EASEMENT
- PROPERTY LINE
- HORIZONTAL CONTROL POINT
- BENCHMARK
- SURVEY MARKER
- SOIL BORING
- SANITARY SEWER AND MANHOLE
- FORCE MAIN AND LIFT STATION
- SANITARY SEWER SERVICE & CLEANOUT
- WATER MAIN HYDRANT VALVE AND MANHOLE
- WATER SERVICE AND CURB STOP BOX
- STORM SEWER MANHOLE AND CATCH BASIN
- CULVERT AND APRON ENDWALL
- GAS MAIN VALVE VENT AND METER
- HANDHOLE
- BURIED FIBER OPTIC CABLE AND MANHOLE
- BURIED PHONE CABLE PEDESTAL AND MANHOLE
- BURIED TV CABLE PEDESTAL AND MANHOLE
- BURIED ELECTRIC CABLE PEDESTAL, MANHOLE TRANSFORMER AND METER
- OVERHEAD WIRE POLE AND GUY WIRE
- LIGHT POLE
- TRAFFIC SIGNAL
- STREET NAME SIGN
- SIGN (NON STREET NAME)
- RAILROAD TRACKS
- DECIDUOUS AND CONIFEROUS TREE
- BUSH / SHRUB AND STUMP
- EDGE OF WOODED AREA
- WETLAND
- BUILDING
- FENCE (UNIDENTIFIED)
- BARBED WIRE FENCE
- CHAIN LINK FENCE
- ELECTRIC WIRE FENCE
- WOOD FENCE
- WOVEN WIRE FENCE
- PLATE BEAM GUARDRAIL
- CABLE GUARDRAIL
- POST / BOLLARD
- RETAINING WALL

PROPOSED

- STREET CENTERLINE
- RIGHT-OF-WAY
- PERMANENT EASEMENT
- TEMPORARY EASEMENT
- CONSTRUCTION LIMITS
- SANITARY SEWER BULKHEAD AND MANHOLE
- FORCE MAIN
- SANITARY SERVICE AND CLEANOUT
- WATER MAIN TEE HYDRANT BULKHEAD AND VALVE
- WATER VALVE MANHOLE REDUCER BEND AND CROSS
- WATER SERVICE AND CURB STOP BOX
- STORM SEWER MANHOLE AND CATCH BASIN
- CULVERT AND APRON ENDWALL
- DRAIN TILE
- DITCH / SWALE
- RIPRAP
- STREET NAME SIGN
- SIGN (NON STREET NAME)
- RETAINING WALL



DESIGN ENGINEER
MARK MICELSON PE
SEH
501 MAPLE AVE
DELAFIELD WI 53018
PHONE (262) 969-8940
mmicelson@sehinc.com

DEVELOPER
CHRIS JOHNS
CONDOMINIUM DEVELOPMENT INC
318 NORTHLAKE RD #101
OCONOMOWOC W 53066
PHONE (262) 569-1516
FAX (262) 569-8066

WISCONSIN DNR
MILWAUKEE SERVICE CENTER
2300 NORTHCOR MILLER DRIVE
PO BOX 12436
MILWAUKEE, WI 53212
PHONE (414) 263-8483

SEWRPC
879 NORTHEAST AVENUE
WAUKESHA, W 53177
PHONE (262) 547-6721

WISCONSIN DOT
141 NW BARSTOW STREET
WAUKESHA WI 53187-0798
PHONE (262) 548-5902

OZAUKEE COUNTY
121 W WASHINGTON STREET
P.O. BOX 994
PORT WASHINGTON W 53074
PHONE (262) 284 8411

WE ENERGIES
WE ENERGIES RAILROAD COORDINATOR
WE Utility-Relocation@we-energies.com

AT&T
JEFF OLDENBURG
(TELEPHONE)
2005 PEWAUKEE ROAD
WAUKESHA, WI 53186
PHONE (262) 896-7523

CHARTER COMMUNICATIONS
RON KRUSE
N3760 CTH DE
AHNEAU W 53039
PHONE (920) 349-3302 EXT 72523

NOTE
THE SUBSURFACE UTILITY QUALITY INFORMATION IN THIS PLAN IS LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI ASCE 38-02 ENTITLED STANDARD GUIDELINES FOR THE COLLECTION AND DEPICT ON OF EXISTING SUBSURFACE UTILITY DATA.

THE CONTRACTOR SHALL CALL THE STATE ONE CALL SYSTEM AT 811 BEFORE COMMENCING EXCAVATION.

Know what's below. Call before you dig.

SHEET INDEX

Sheet Number	Sheet Title
T0.01	TITLE
C1.00	ROAD & UTILITY CONSTRUCTION DETAILS
C1.01	EROSION CONTROL DETAILS
C2.00	EROSION CONTROL PLAN
C2.01	GRADING PLAN
C3.00	STORM AND ROAD PROFILE
C4.00	SANITARY AND WATERMAIN PLAN & PROFILE

PROJECT LOCATION

REVISIONS

NO	DATE	COMMENTS
1	9/30/2019	REVISIONS PER CITY REVIEW

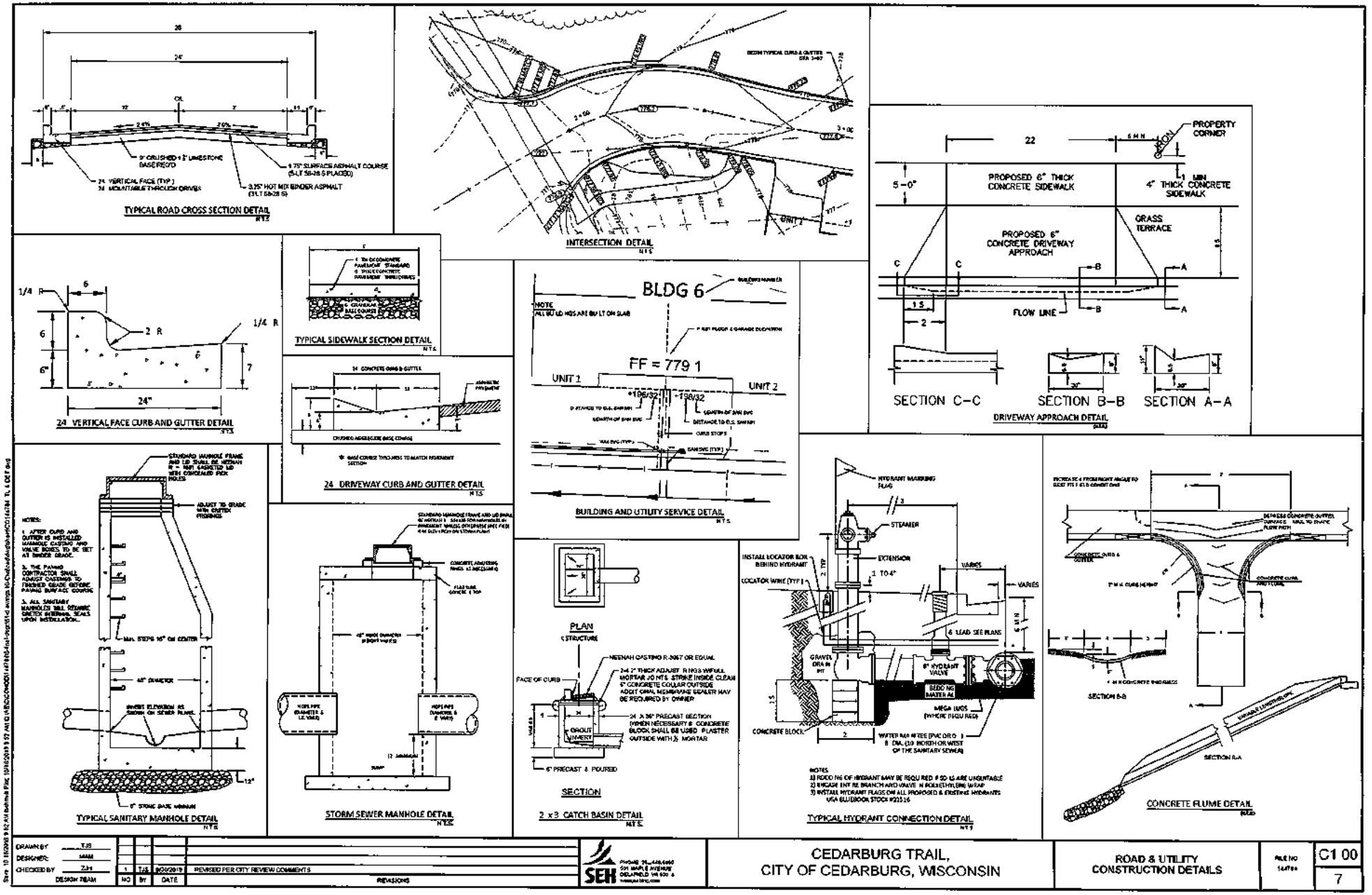
PRELIMINARY - NOT FOR CONSTRUCTION

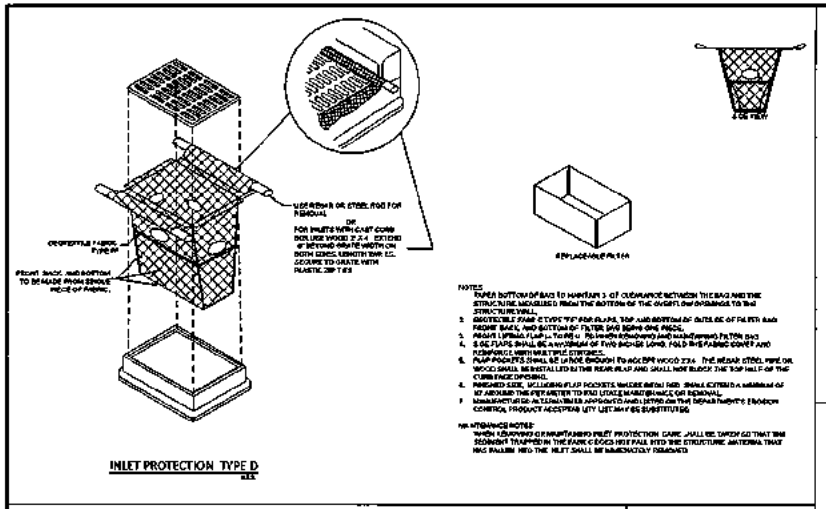
SEH

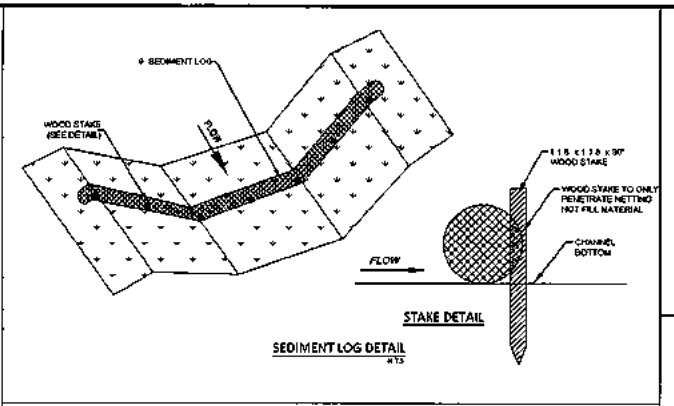
FILE NO
DATE

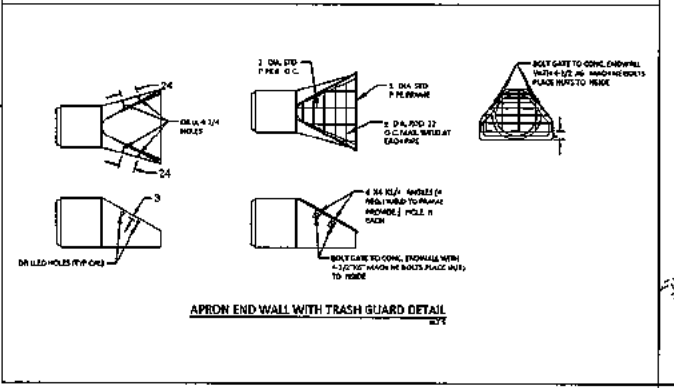
T0.01

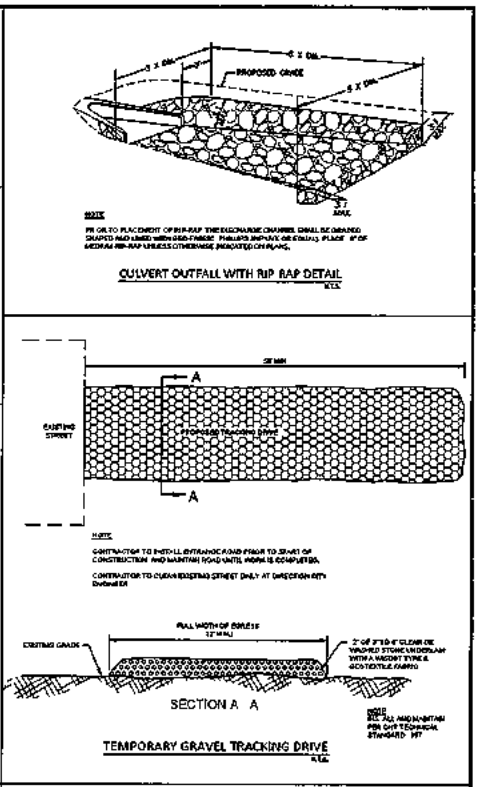
7

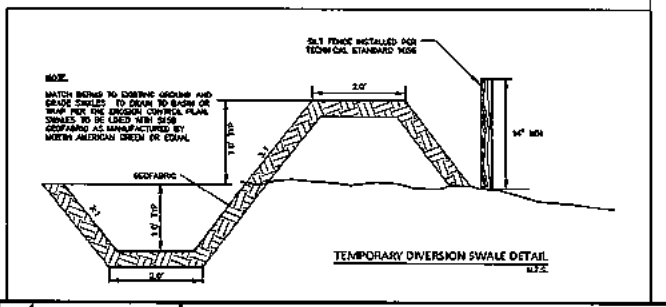

TYPICAL ROAD CROSS SECTION DETAIL
INTERSECTION DETAIL
24" VERTICAL FACE CURB AND GUTTER DETAIL
TYPICAL SIDEWALK SECTION DETAIL
24" DRIVEWAY CURB AND GUTTER DETAIL
BLDG 6
FF = 779.1
UNIT 1
UNIT 2
BUILDING AND UTILITY SERVICE DETAIL
PROPERTY CORNER
PROPOSED 6" THICK CONCRETE SIDEWALK
4" THICK CONCRETE SIDEWALK
GRASS TERRACE
PROPOSED 6" CONCRETE DRIVEWAY APPROACH
FLOW LINE
SECTION C-C
SECTION B-B
SECTION A-A
DRIVEWAY APPROACH DETAIL
TYPICAL SANITARY MANHOLE DETAIL
STORM SEWER MANHOLE DETAIL
PLAN
SECTION
2 x 3 CATCH BASIN DETAIL
TYPICAL HYDRANT CONNECTION DETAIL
CONCRETE FLUME DETAIL
DRAWN BY TJS
DESIGNER MMM
CHECKED BY ZJH
DESIGN TEAM
REVISED PER CITY REVIEW COMMENTS
REVISIONS
CEDARBURG TRAIL,
CITY OF CEDARBURG, WISCONSIN
ROAD & UTILITY CONSTRUCTION DETAILS
C1.00
7

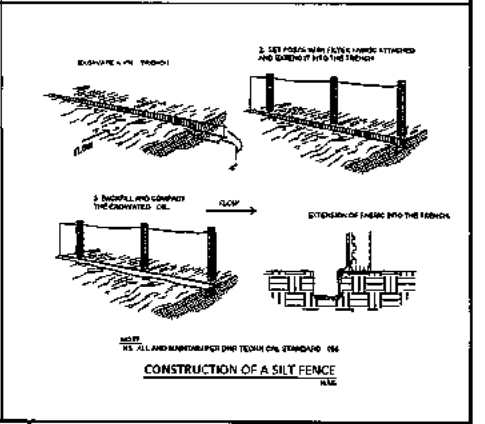












DRAWN BY	TJS				
DES. CHIEF	MAM				
CHECKED BY	ZJH	1	TJS	8/20/2019	REVISED PER CITY REVIEW COMMENTS
DESIGN TEAM		NO	BY	DATE	REVISIONS

SEH

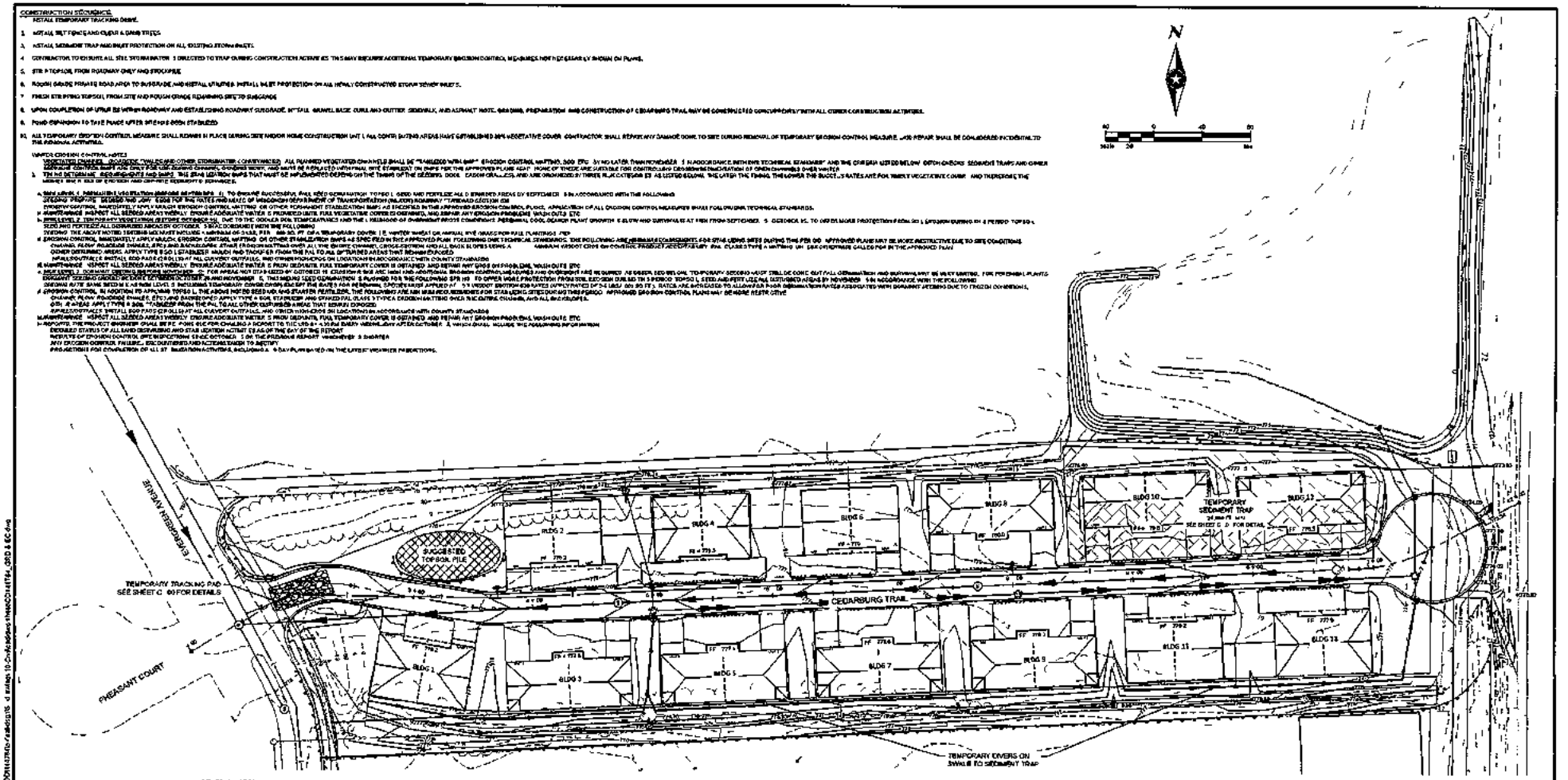
CEDARBURG TRAIL,
CITY OF CEDARBURG, WISCONSIN

EROSION CONTROL DETAILS

FILE NO. 144784

C1 01

7



CONSTRUCTION SEQUENCE

1. INSTALL TEMPORARY TRACKING DRIVE.
2. INSTALL SILT FENCE AND CLEAR & GRUB TREES.
3. INSTALL SEDIMENT TRAP AND INLET PROTECTION ON ALL EXISTING STORM INLETS.
4. CONTINUE TO REMOVE ALL SITE STORM WATER IS DIRECTED TO TRAP DURING CONSTRUCTION. ACTIVITIES THIS MAY REQUIRE ADDITIONAL TEMPORARY EROSION CONTROL MEASURES NOT IS CLEARLY SHOWN ON PLANS.
5. STRIP TOPSOIL FROM ROADWAY ONLY AND STOCKPILE.
6. ROUGH GRADE PRIMARY ROAD AREA TO SUBGRADE AND INSTALL STUMPS. INSTALL INLET PROTECTION ON ALL NEWLY CONSTRUCTED STORM SEWER INLETS.
7. FINISH STRIPPING TOPSOIL FROM SITE AND ROUGH GRADE REMAINING SITE TO SUBGRADE.
8. UPON COMPLETION OF UTILITIES WITHIN ROADWAY AND ESTABLISHING ROADWAY SUBGRADE, INSTALL GRAVEL BASE, CURB AND GUTTER, SIDEWALK, AND ASPHALT NOTE: GRADING, PREPARATION AND CONSTRUCTION OF CEDARBURG TRAIL MAY BE CONSTRUCTED CONCURRENTLY WITH ALL OTHER CONSTRUCTION ACTIVITIES.
9. POND CONVERSION TO TRAP PHASE AFTER SITE IS 80% STABILIZED.
10. ALL TEMPORARY EROSION CONTROL MEASURE SHALL REMAIN IN PLACE DURING SITE AND/OR HOME CONSTRUCTION UNTIL ALL CONTRIBUTING AREAS HAVE ESTABLISHED 80% VEGETATIVE COVER. CONTRACTOR SHALL REPAIR ANY DAMAGE DONE TO SITE DURING REMOVAL OF TEMPORARY EROSION CONTROL MEASURE. AND REPAIR SHALL BE CONSIDERED INCIDENTAL TO THE REMOVAL ACTIVITIES.

VARIOUS EROSION CONTROL NOTES

VEGETATED CHANNELS, BIOSWALES, SWALES AND OTHER STORMWATER CONVEYANCES. ALL PLANNED VEGETATED CHANNELS SHALL BE "STABILIZED WITH EMP" EROSION CONTROL MATTING, SOD ETC. BY NO LATER THAN NOVEMBER 1 IN ACCORDANCE WITH DNR TECHNICAL STANDARDS AND THE CHANGES LISTED BELOW. DITCH CHECKS, SEDIMENT TRAPS AND OTHER SEDIMENT CONTROL MUST ALSO ONLY BE USED DURING CHANNEL, DRAINAGE WORK, AND MUST BE REMOVED (WITHIN ALL SITE STABILIZED ON PAPER FOR THE APPROVED PLANS) NOT. NONE OF THESE ARE SUITABLE FOR CONTROLLING EROSION BY INCIDENTALLY OF OPEN CHANNELS OVER WATER.

3. THE NO DETERMINE REQUIREMENTS AND SHAPE THE STAKE LOCATION SHAPE THAT MUST BE IMPLEMENTED DEPENDING ON THE TIMING OF THE SEEDING. DOCK. EROSION CONTROL, AND ARE ORGANIZED BY THREE PLACEMENTS AS LISTED BELOW. THE LATER THE TIMING, THE LOWER THE BUDGETS RATES ARE FOR TIMELY VEGETATIVE COVER. AND THEREFORE THE MEANING AND RISK OF EROSION AND OFF-SITE SEDIMENTS INCREASES.

a. [illegible] 1. PREPARATION AND SEEDING AT OPTIMAL RATES 1. TO ENSURE SUCCESSFUL FINAL SEED GERMINATION TO FOLLOW. AREAS AND PERFORM ALL SEDIMENT AREAS BY SEPTEMBER 15 IN ACCORDANCE WITH THE FOLLOWING
SEEDING PROPOSE DESIGNED AND JOBS. CODE FOR THE RATES AND MIXES OF WISCONSIN DEPARTMENT OF TRANSPORTATION (WISDOT) ROADWAY / TERRACED SECTION CM
PROPER CONTROL, IMMEDIATELY APPLY MULCH, EROSION CONTROL MATTING OR OTHER PERMANENT STABILIZATION BMPS AS SPECIFIED IN THE APPROVED EROSION CONTROL PLANS. APPLICATION OF ALL EROSION CONTROL MEASURES SHALL FOLLOW DNR TECHNICAL STANDARDS.
b. MAINTENANCE INSPECT ALL SEEDED AREAS WEEKLY. ENSURE ADEQUATE WATER IS PROVIDED UNTIL FULL VEGETATIVE COVER IS OBTAINED, AND REPAIR ANY EROSION PROBLEMS WASH OUTS ETC
b. [illegible] 2. TEMPORARY VEGETATION (BEFORE OCTOBER 15). DUE TO THE COOLER FALL TEMPERATURES AND THE LIKELIHOOD OF OVERNIGHT FROST CONDITIONS. PERENNIAL COOL SEASON PLANT GROWTH IS SLOW AND SURVIVAL IS AT RISK FROM SEPTEMBER. 5 - DECEMBER 15. TO OFFER MORE PROTECTION FROM SOIL EROSION DURING THE 4 PERIOD TOP SOIL
SEED AND FERTILIZE ALL DISTURBED AREAS BY OCTOBER. 5 ROAD DORSHIRE (NOW THE FOLLOWING)
DURING THE ABOVE NOTED TIMEFRAME MUST INCLUDE A MINIMUM OF 3-4 LBS. PER 1000 SQ. FT. OF A TEMPORARY COVER. (I.E. WINTER WHEAT OR ANNUAL RYE GRASS FOR FALL PLANTINGS) AND
c. EROSION CONTROL IMMEDIATELY APPLY MULCH, EROSION CONTROL MATTING OR OTHER STABILIZATION BMPS AS SPEC FROM THE APPROVED PLAN. FOLLOWING DNR TECHNICAL STANDARDS. THE FOLLOWING ARE REMINDER COMMENTS FOR STAKE USING SITES DURING THE PERIOD. APPROVED PLANS MAY BE MORE RESTRICTIVE DUE TO SITE CONDITIONS.
CHANNEL FLOW (BIOSWALE CHANNEL, ETC) AND BASIN SIDES USING A MINIMUM WOOD CHIP OR COVERING PRODUCT ACCEPTABLE FOR CLASS 2 TYPE A MATTING OR SEE CONTRACTOR CALLED FOR IN THE APPROVED PLAN
OTHER DISTURBED AREAS APPLY TYPE B SOD ESTABLISHED MULCH AND TACKIFIER FROM THE PAL TO ALL DISTURBED AREAS THAT REMAIN EXPOSED
INSTALL DOWNSPOUT & INSTALL SOD PAD FOR DISCHARGE AT ALL CULVERT OUTFALLS, AND OTHER LOCATIONS ON LOCATION IN ACCORDANCE WITH COUNTY STANDARDS
d. MAINTENANCE INSPECT ALL SEEDED AREAS WEEKLY. ENSURE ADEQUATE WATER IS PROVIDED UNTIL FULL TEMPORARY COVER IS OBTAINED AND REPAIR ANY GRADE OR PROBLEMS, WASH OUTS ETC
e. [illegible] 3. DORMANT SEEDING (AFTER OCTOBER 15). FOR AREAS NOT STABILIZED BY OCTOBER 15 (EXCEPT FOR THE MIC WORK AND ADDITIONAL EROSION CONTROL MEASURES AND OVERNIGHT ARE REQUIRED. AS DESIGN, SEED WILL ONL TEMPORARY SEEDING MUST STILL BE DONE OUT FALL GERMINATION AND SURVIVAL MAY BE VERY LIMITED. FOR PERENNIAL PLANTS DORMANT SEEDING CAUSED BY LOW TEMPERATURES OCTOBER 15 AND NOVEMBER 5. THE MEANS USED GERMINATION 5 ALLOWED FOR THE FOLLOWING SPR HS TO OFFER MORE PROTECTION FROM SOIL EROSION DURING THE 3 PERIOD TOPSOIL, SEED AND FERTILIZE ALL DISTURBED AREAS BY NOVEMBER 5 IN ACCORDANCE WITH THE FOLLOWING
DURING THE SAME PERIOD IN 1.4 ABOVE LEVEL 2 INCLUDING TEMPORARY COVER (WHICH ISN'T THE RATES FOR PERENNIAL SPECIES MUST APPLIED AT 5-9 LBS/ 000 SQ FT). RATES ARE INCREASED TO ALLOW FOR POOR GERMINATION RATES ASSOCIATED WITH DORMANT SEEDING DUE TO FROZEN CONDITIONS.
f. EROSION CONTROL IN ADDITION TO APPLYING TOPSOIL THE ABOVE NOTED SEED AND STARTER FERTILIZER. THE FOLLOWING ARE NON MANDATORY REQUIREMENTS FOR STAKE USING SITES DURING THIS PERIOD. APPROVED EROSION CONTROL PLANS MAY BE MORE RESTRICTIVE
CHANNEL FLOW (BIOSWALE CHANNEL, ETC) AND BASIN SIDES APPLY TYPE A SOD, STARTER FERTILIZER AND STAKED PAL CLASS 2 TYPE A EROSION MATTING OVER THE ENTIRE CHANNEL AND ALL SIDE SLOPES.
OTHER AREAS APPLY TYPE B SOD. TACKIFIER FROM THE PAL TO ALL OTHER DISTURBED AREAS THAT REMAIN EXPOSED
INSTALL DOWNSPOUTS & INSTALL SOD PAD FOR DISCHARGE AT ALL CULVERT OUTFALLS, AND OTHER LOCATIONS ON LOCATIONS IN ACCORDANCE WITH COUNTY STANDARDS
g. MAINTENANCE INSPECT ALL SEEDED AREAS WEEKLY. ENSURE ADEQUATE WATER IS PROVIDED UNTIL FULL TEMPORARY COVER IS OBTAINED AND REPAIR ANY EROSION PROBLEMS, WASH OUTS, ETC
h. REPORTS. THE PROJECT ENGINEER SHALL BE RESPONSIBLE FOR CHECKING A REPORT TO THE CITY BY 4:00 PM EVERY WEEK, AND AFTER OCTOBER 15 WHICH SHALL INCLUDE THE FOLLOWING INFORMATION
DECIDED STATUS OF ALL LAND DISTURBING AND STABILIZATION ACTIVITIES AS OF THE DAY OF THE REPORT
INDICATE OF EROSION CONTROL SITE INSPECTIONS. SEE SECTION 5 ON THE PREVIOUS REPORT WEEKLY BY 3 DAYS
ANY EROSION CONTROL FAILURES, DISCONTINUED AND ACTIONS TAKEN TO RECTIFY
PROJECTIONS FOR COMPLETION OF ALL SITE STABILIZATION ACTIVITIES, INCLUDING A 90 DAY PLAN BASED ON THE LATEST WEATHER PREDICTIONS.

FROS ON CONTROL LEGEND

- CLASS 1 TYPE A EROS ON MAT
- CLASS 2 TYPE B CHANNEL EROSION MAT
- SILT FENCE
- INLET PROTECT ON

GENERAL NOTES:

1. EROSION CONTROL PRACTICES MUST BE CHECKED FOR STABILITY AND OPERATION FOLLOWING EVERY RUNOFF PRECIPITATION, RAINFALL, UNDERSTANDING AND AT LEAST ONCE PER WEEK.
2. ALL TEMPORARY TRACKING STOCKPILES SHALL NOT BE LOCATED WITHIN 50 FEET OF A DRAINAGE WAY AND SHALL BE PROTECTED WITH SILT FENCING AROUND THE DOWN SLOPE AND SIDE SLOPES OF THE PILE, AND STABILIZED WITH TEMPORARY SEEDING WITHIN 7 DAYS OF INACTIVITY.
3. CUT AND FILL SLOPES WILL BE A MAXIMUM OF 3:1 OR FLATTER, UNLESS OTHERWISE NOTED.
4. TEMPORARY SEEDING TO CONFORM WITH SECTION 630.2, 3, 2.09 THE STATE OF WISCONSIN D.O.T. STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION. ANNUAL OATS
5. ALL CONSTRUCTION TRAFFIC SHALL ACCESS THE SITE USING THE TEMPORARY TRACKING DRIVE LOCATED OFF OF EVERGREEN BLVD
6. ANY DISTURBED AREA THAT REMAIN INACTIVE FOR GREATER THAN 7 DAYS SHALL BE STABILIZED WITH TEMPORARY MEASURES SUCH AS SOIL TREATMENT, TEMPORARY SEEDING OR MULCHING. "INACTIVE" MEANS NO SITE GRADING, LANDSCAPING OR UTILITY WORK IS OCCURRING ON THE SITE AND THAT AREA. NOT LIMITING THE ACTIVITIES, FROZEN SOIL DO NOT EXCLUDE THE SITE FROM THE EROSION CONTROL
7. TOPSOIL SHALL NOT BE USED AS FILL MATERIAL IN THE NON-STRUCTURAL AREAS UNTIL ALL SOURCES OF STRUCTURAL CUT AND TRENCH AND LANDFILL ARE EXHAUSTED
8. RESTORATION SHALL INCLUDE TRAPPING A REQUIRED REASONABLY FREE OF STONES, STEMS, ROOTS AND OTHER OBJECTIONABLE MATERIAL AS DEFINED BY SEED PER PLANS AND MULCH
SEED:
PERMANENT SEED MIXTURE NO. 30 IN SECTION 630 OF THE STATE SPECIFICATIONS
TEMPORARY SEED MIXTURE CONFORMING TO WORK TECH STANDARD 1059
NOTE: AREAS UNDERGOING SEED AREAS ONLY.
THE CONTRACTOR SHALL APPLY A FERTILIZER 20-10-10 OVER ALL SEEDED AREAS AT A RATE OF 8 POUNDS PER 1000 SQUARE FEET. THIS AREA SHALL BE MAINTAINED BY THE CONTRACTOR
MULCH:
ALL MATTED AREAS SHALL BE MULCHED AS SHOWN TO REMAIN MINIMUM. ALL OTHER AREAS SHALL BE MULCHED WITH STRAW MULCH IN ACCORDANCE WITH METHODS 1 OR 10 AS DESCRIBED IN SECTION 627 OF THE STATE SPECIFICATIONS. EXCEPT THAT THE MULCH SHALL BE PLACED WITHIN TWO DAYS AFTER THE SEEDING HAS BEEN COMPLETED.

EROSION AND SEDIMENT CONTROL

1. AN EROSION CONTROL INSPECTOR SHALL BE ON SITE OR READILY AVAILABLE.
2. DOCUMENT AND MAINTAIN ALL EROSION AND SEDIMENT CONTROL MEASURES IN ACCORDANCE WITH THE WISCONSIN STORM WATER CONSTRUCTION AND POST-CONSTRUCTION WORK TECHNICAL STANDARDS.
3. SEDIMENT CONTROL MEASURES MAY NEED TO BE ADJUSTED TO MEET FIELD CONDITIONS AT THE TIME OF CONSTRUCTION.
4. PROVIDE WEEKLY INSPECTION AND MAINTENANCE OF ALL EROSION & SEDIMENT CONTROL STRUCTURES TO ENSURE INTENDED PURPOSE IS ACCOMPLISHED. CONTROL MEASURES ARE TO BE IN WORKING CONDITION AT THE END OF EACH DAY.
5. DISCHARGE EXISTING STORM WATER MANAGEMENT FACILITY AFTER ANY SIGNIFICANT RAINFALL OF 0.5 INCHES OR WEEKLY TO ENSURE THAT MEASURES ARE EFFECTIVELY MANAGING SEDIMENT DEPOSITION. IF SEDIMENT IS DISCHARGED IN THE SEWERS TO THE BASIN, THE INLET PROTECTION PLACED IMMEDIATELY CONTACT DESIGN ENGINEER FOR QUESTIONS AND ADDITIONAL MEASURES MAY BE NEEDED.
6. ALL TRACKED SOIL ON ADJACENT STREETS FROM THE SITE MUST BE CLEANED ON A DAILY BASIS. MINIMUM CONSTRUCTIONS ARE REQUIRED TO USE THE TRACKING DRIVES FOR ACCESS TO AND FROM THE SITE.
7. ALL SLOPES 3:1 OR STEEPER SHALL BE STABILIZED USING CLASS 2 TYPE A EROSION MATTING OR OTHERWISE NOTED PER WORK TECHNICAL STANDARD 1059.
8. ALL AREAS OF CHANNELIZED FLOW SHALL BE STABILIZED USING CLASS 2 TYPE B EROSION MATTING OR OTHERWISE NOTED PER WORK TECHNICAL STANDARD 1059.

DEWATERING NOTES:

1. NOT FOR WORK IF DEWATERING IS SCHEDULED TO OCCUR IN AREAS OF SHALLOW GROUNDWATER CONTAMINATION OR IF DEWATERING WILL OCCUR FROM A HIGH CAPACITY WELL TO DRAIN OR PUMPED DEWATER ONLY AFTER THE APPROPRIATE WORK SEQUENCE HAS BEEN DETERMINED.
2. PROVIDE ANTI-SCOUR PROTECTION AND MAINTAIN NON-EROSIVE FLOW DURING DEWATERING. LIMIT PUMPING RATES TO 5 GPM (X) THE SEDIMENT TO PREVENT EROSION DISCHARGE RATE OR IN THE BASIN DESIGN RELEASE RATE WITH THE CORRECTLY-FITTED HOSE AND DESTROYING FILTER BAG PRIOR TO DEWATERING OF ACCUMULATED SEDIMENT IN ACCORDANCE WITH WORK TECHNICAL STANDARD DEWATERING.
3. ALL DEWATERING DISCHARGE TO BE DIRECTED TO A 12X10 GRIN TYPE DEWATERING FILTRATION BAG THEN DISCHARGE SHALL PASS THROUGH AN EXISTING VEGETATIVE BUFFER FILTER STRIP OR A PROTECTIVE LINER SHALL BE PLACED OVER DISTURBED GROUND.

DRAWN BY	TJS				
DESIGNED	MMM				
CHECKED BY	ZJH	1	TJS	9/30/2019	REVISED PER CITY REVIEW COMMENTS
DES CK TEAM		NO	BY	DATE	REVISIONS

SEH
PHONE 262.646.6600
50 MAPLE AVENUE
DELAFIELD WI 53018
www.sehinc.com

CEDARBURG TRAIL, CITY OF CEDARBURG, WISCONSIN

EROSION CONTROL PLAN

FILE NO 140764

C2 00

7

LEGEND

- ARBORVITAE
- YEWS
- SHADE TREES

LANDSCAPING

PLAN TO PRESERVE AS MUCH OF THE EXISTING BORDER GROWTH AS POSSIBLE. ANY GAPS ALONG NORTH LOT LINE THAT ADJOINS DRIVEWAY WILL BE FILLED WITH 6' ARBORVITAE.

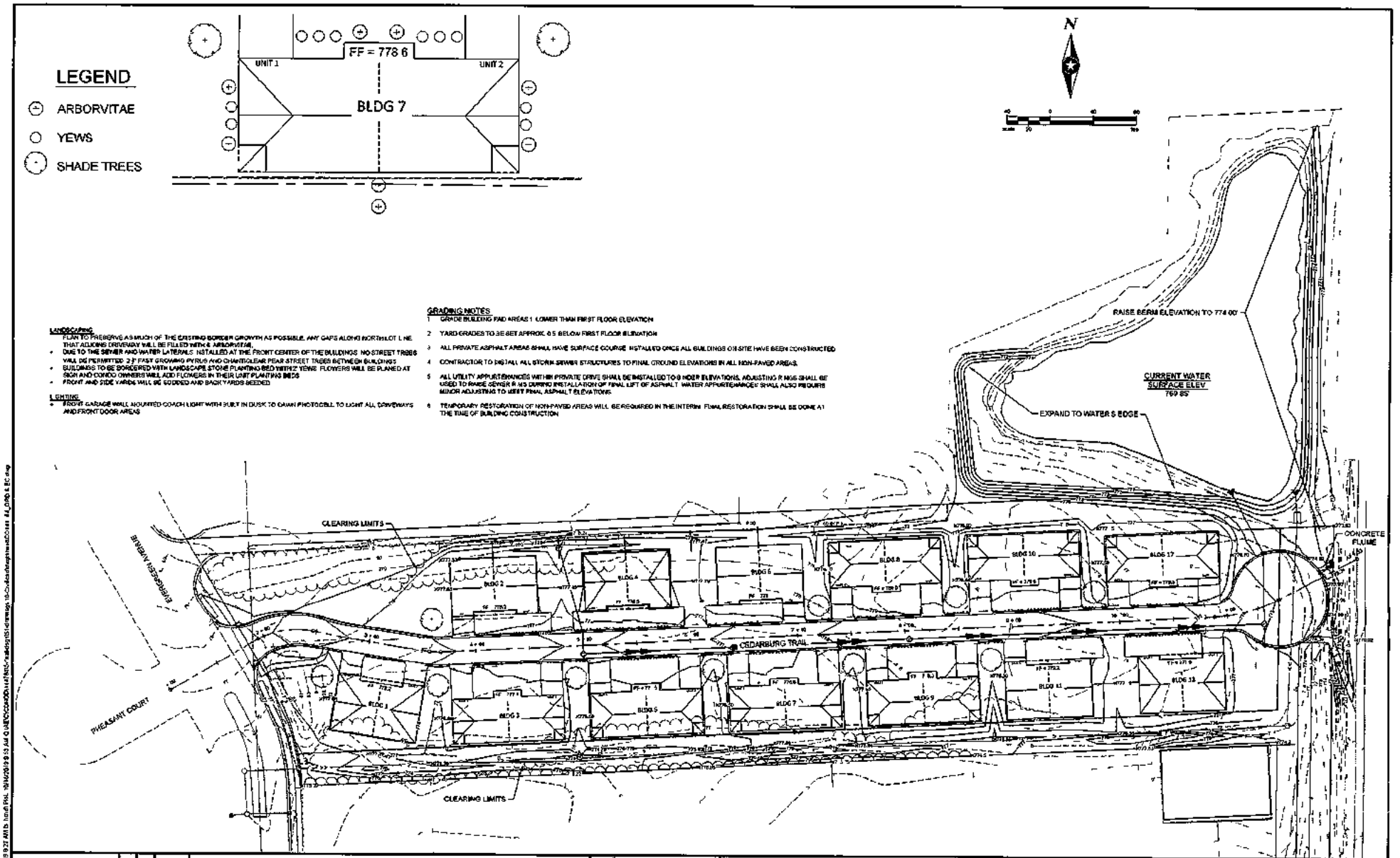
- DUE TO THE SEWER AND WATER LATERALS INSTALLED AT THE FRONT CENTER OF THE BUILDINGS NO STREET TREES WILL BE PERMITTED. 2-3' FAST GROWING PYRUS AND CHANTICLEER PEAR STREET TREES BETWEEN BUILDINGS
- BUILDINGS TO BE BORDERED WITH LANDSCAPE STONE PLANTING BED WITH 12' YEWS. FLOWERS WILL BE PLANED AT SIGN AND CONDO OWNERS WILL ADD FLOWERS IN THEIR UNIT PLANTING BEDS
- FRONT AND SIDE YARDS WILL BE SODDED AND BACK YARDS SEEDED

LIGHTING

- FRONT GARAGE WALL MOUNTED COACH LIGHT WITH BUILT IN DUSK TO DAWN PHOTOCELL TO LIGHT ALL DRIVEWAYS AND FRONT DOOR AREAS

GRADING NOTES

1. GRADE BUILDING PAD AREAS 1' LOWER THAN FIRST FLOOR ELEVATION
2. YARD GRADES TO BE SET APPROX. 0.5' BELOW FIRST FLOOR ELEVATION
3. ALL PRIVATE ASPHALT AREAS SHALL HAVE SURFACE COURSE INSTALLED ONCE ALL BUILDINGS ON SITE HAVE BEEN CONSTRUCTED
4. CONTRACTOR TO INSTALL ALL STORM SEWER STRUCTURES TO FINAL GROUND ELEVATIONS IN ALL NON-PAVED AREAS.
5. ALL UTILITY APPURTENANCES WITHIN PRIVATE DRIVE SHALL BE INSTALLED TO GRADE ELEVATIONS. ADJUSTING RINGS SHALL BE USED TO RAISE SEWER RINGS DURING INSTALLATION OF FINAL LIFT OF ASPHALT. WATER APPURTENANCES SHALL ALSO REQUIRE MINOR ADJUSTING TO MEET FINAL ASPHALT ELEVATIONS
6. TEMPORARY RESTORATION OF NON-PAVED AREAS WILL BE REQUIRED IN THE INTERIM. FINAL RESTORATION SHALL BE DONE AT THE TIME OF BUILDING CONSTRUCTION



DRAWN BY	TJS				
DESIGNER	MKN				
CHECKED BY	ZJH	1	TJS	9/30/2019	REVISED PER CITY REVIEW COMMENTS
DESIGN TEAM		NO	BY	DATE	REV SIGNS

SEH

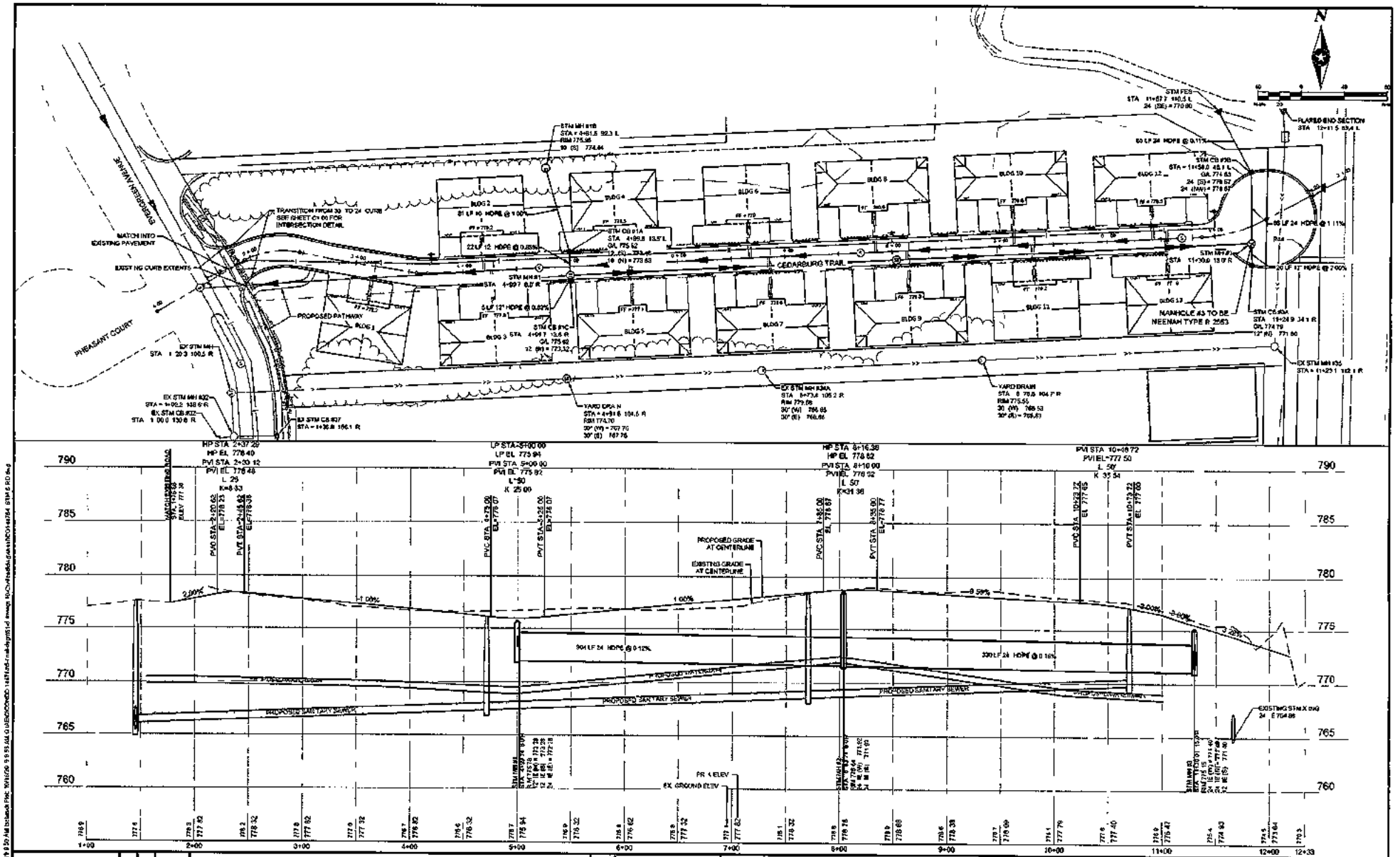
CEDARBURG TRAIL,
CITY OF CEDARBURG, WISCONSIN

MASTER GRADING PLAN

FILE NO 44784

C2.01

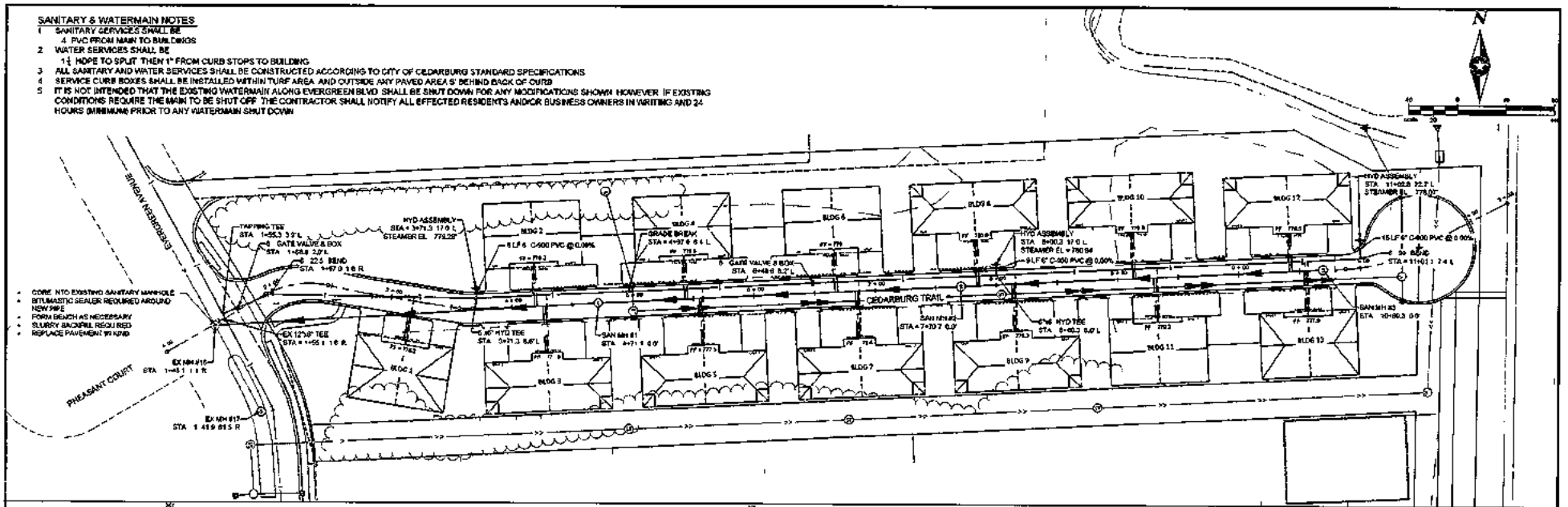
7

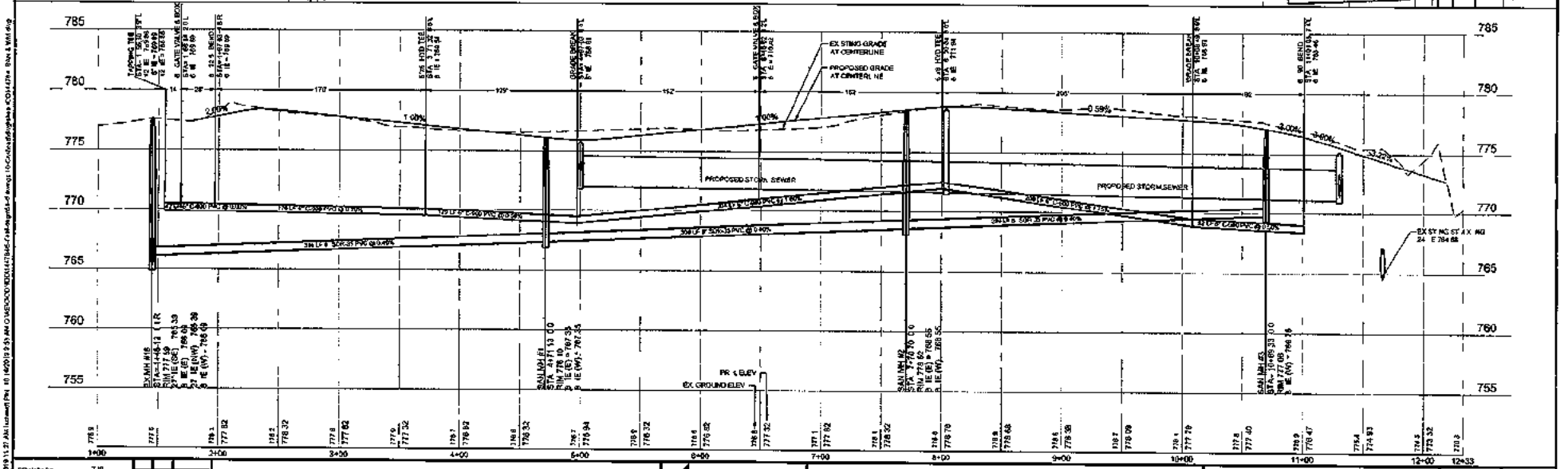

CEDARBURG TRAIL
PHEASANT COURT
STORM FES
PLATED END SECTION
MANHOLE #3 TO BE NEENAH TYPE R 2563
PROPOSED PATHWAY
MATCH INTO EXISTING PAVEMENT
EXISTING CURB EXTENTS
YARD DRAIN
PROPOSED GRADE AT CENTERLINE
EXISTING GRADE AT CENTERLINE
PROPOSED SANITARY SEWER
EXISTING STM X DWG
PR & ELEV
EX GROUND ELEV
DRAWN BY TJS
DESIGNER MAM
CHECKED BY ZJH
DESIGN TEAM
REVISED PER CITY REVIEW COMMENTS
REVISIONS
SEH
CEDARBURG TRAIL,
CITY OF CEDARBURG, WISCONSIN
STORM AND ROAD PLAN & PROFILE
FILE NO 144784
C3.00
7

SANITARY & WATERMAIN NOTES

1. SANITARY SERVICES SHALL BE 4" PVC FROM MAIN TO BUILDINGS
2. WATER SERVICES SHALL BE 1½" HDPE TO SPLIT THEN 1" FROM CURB STOPS TO BUILDING
3. ALL SANITARY AND WATER SERVICES SHALL BE CONSTRUCTED ACCORDING TO CITY OF CEDARBURG STANDARD SPECIFICATIONS
4. SERVICE CURB BOXES SHALL BE INSTALLED WITHIN TURF AREA AND OUTSIDE ANY PAVED AREA 5' BEHIND BACK OF CURB
5. IT IS NOT INTENDED THAT THE EXISTING WATERMAIN ALONG EVERGREEN BLVD SHALL BE SHUT DOWN FOR ANY MODIFICATIONS SHOWN HOWEVER IF EXISTING CONDITIONS REQUIRE THE MAIN TO BE SHUT OFF THE CONTRACTOR SHALL NOTIFY ALL EFFECTED RESIDENTS AND/OR BUSINESS OWNERS IN WRITING AND 24 HOURS (MINIMUM) PRIOR TO ANY WATERMAIN SHUT DOWN

- CORE INTO EXISTING SANITARY MANHOLE
- BITUMASTIC SEALER REQUIRED AROUND NEW PIPE
- FORM BENCH AS NECESSARY
- SLURRY BACKFILL REQUIRED
- REPLACE PAVEMENT IN KIND





DRAWN BY	TJB		
DESIGNED BY	MSM		
CHECKED BY	ZJH		
DESIGN TEAM			

NO	BY	DATE	REVISIONS
1	TJB	8/30/2019	REVISED PER CITY REVIEW COMMENTS

SEH

CEDARBURG TRAIL,
CITY OF CEDARBURG, WISCONSIN

SANITARY AND WATERMAIN PLAN & PROFILE

FILE NO 104759A

C4.00

7

RECEIVED
OCT 4 ... 19
CITY OF CEDARBURG

DISCLOSURE MATERIALS

DECLARANT: CONDO DEVELOPMENT, INC.
318 North Lake Road - No. 101
Oconomowoc, WI 53066

CONDOMINIUM: CEDARBURG TRAIL, a condominium
Cedarburg, Wisconsin

1. THESE ARE THE LEGAL DOCUMENTS COVERING YOUR RIGHTS AND RESPONSIBILITIES AS A CONDOMINIUM OWNER. IF YOU DO NOT UNDERSTAND ANY PROVISIONS CONTAINED IN THEM, YOU SHOULD OBTAIN PROFESSIONAL ADVICE.

2. THESE DISCLOSURE MATERIALS GIVEN TO YOU AS REQUIRED BY LAW MAY, WITH THE EXCEPTION OF THE EXECUTIVE SUMMARY, BE RELIED UPON AS CORRECT AND BINDING. FOR A COMPLETE UNDERSTANDING OF THE EXECUTIVE SUMMARY, CONSULT THE DISCLOSURE DOCUMENTS TO WHICH A PARTICULAR EXECUTIVE SUMMARY STATEMENT PERTAINS. ORAL STATEMENTS MAY NOT BE LEGALLY BINDING.

3. YOU MAY AT ANY TIME WITHIN 5 BUSINESS DAYS FOLLOWING RECEIPT OF THESE DOCUMENTS, OR FOLLOWING NOTICE OF ANY MATERIAL CHANGES IN THESE DOCUMENTS, CANCEL IN WRITING THE CONTRACT OF SALE AND RECEIVE A FULL REFUND OF ANY DEPOSITS MADE. IF THE SELLER DELIVERS LESS THAN ALL OF THE DOCUMENTS REQUIRED, YOU MAY, WITHIN 5 BUSINESS DAYS FOLLOWING RECEIPT OF THE DOCUMENTS, DELIVER A REQUEST FOR ANY MISSING DOCUMENTS. IF YOU TIMELY DELIVER A REQUEST FOR MISSING DOCUMENTS, YOU MAY, AT ANY TIME WITHIN 5 BUSINESS DAYS FOLLOWING THE EARLIER OF EITHER THE RECEIPT OF THE REQUESTED DOCUMENTS OR THE SELLER'S DEADLINE TO DELIVER THE REQUESTED DOCUMENTS, CANCEL IN WRITING THE CONTRACT OF SALE AND RECEIVE A FULL REFUND OF ANY DEPOSITS MADE.

The undersigned hereby acknowledges this day, they have received the Disclosure Materials for Cedarburg Trail Condominium as itemized by Index on reverse side hereof.

_____	_____
Buyer	Buyer
Date _____	Date _____

INDEX

The disclosure materials which the Declarant is required by law to provide to each prospective condominium purchaser contain the following documents and exhibits:

1. **Executive Summary.** The Executive Summary highlights for a buyer of the condominium unit essential information regarding the condominium. The Executive Summary begins at page 1-1 of these disclosure materials and is supplemented by the Declaration.

2. **Declaration.** The Declaration establishes and describes the condominium, the units and the common elements. The Declaration begins at page 2-1 of these disclosure materials.

3. **Articles of Incorporation.** The operation of a condominium is governed by the Association, of which each unit owner is a member. Powers, duties, and operation of the Association are specified in its Articles of Incorporation. The Articles of Incorporation begin at page 3-1 of these disclosure materials.

4. **By-Laws.** The By-Laws contain rules which govern the Association and affect the rights and responsibilities of unit owners or Association members. The By-Laws begin at page 4-1 of these disclosure materials.

5. **Management or Employment Contracts.** Certain services may be provided to the condominium through contracts with individuals or private firms. Discussion of these items begins at page 5-1 of these disclosure materials.

6. **Projected Annual Budget.** The Association incurs expenses for the operation of the condominium which are assessed to and paid monthly by the unit owners. The projected operating budget is an estimate of those charges which are in addition to individual unit owner mortgage, insurance, utility and real estate tax payments. The budget begins at page 6-1 of these disclosure materials.

7. **Rules and Regulations.** The Declarant has established certain rules and regulations to govern the use of the condominium and the conduct of its occupants. Other rules and regulations may be adopted by the Association in the future. The initial rules and regulations are set forth beginning at page 7-1 of these disclosure materials.

8. **Floor Plans and Plat.** The Declarant has provided floor plans of the units being offered for sale and a plat of the condominium which shows the location of the unit you are considering and all common areas, facilities and elements which are part of the condominium. The floor plan and plat are shown beginning at end of the disclosure materials.

TABLE OF CONTENTS
DECLARATION OF
CEDARBURG TRAIL, A CONDOMINIUM
HARTFORD, WISCONSIN

ARTICLE 1 2-1
GENERAL PROVISIONS 2-1
Section 1.1 - Intent. 2-1
Section 1.2 - Name and Address 2-1
Section 1.3 - Description of Land 2-1
Section 1.4 - Condominium Plat. 2-1
Section 1.5 - Condominium Plat Amendments 2-1

ARTICLE 2 2-1
CONDOMINIUM BUILDING 2-1
Section 2.1 - Location of Buildings 2-1
Section 2.2 - Unit Identification System 2-2
Section 2.3 - Description of Buildings 2-2

ARTICLE 3 2-2
CONDOMINIUM UNITS 2-2
Section 3.1 - Number of Units 2-2
Section 3.2 - Unit Defined 2-2
Section 3.3 - Description of Units 2-2
Section 3.4 - Unit Fixtures 2-2
Section 3.5 - Unit Identification System 2-3
Section 3.6 - Unit Modification 2-3
Section 3.7 - Boundary Wall Basements 2-3

ARTICLE 4 2-3
COMMON ELEMENTS AND FACILITIES 2-3
Section 4.1 - Description 2-3
Section 4.2 - Percentage Interest 2-4
Section 4.3 - Transfer of Common Elements 2-4
Section 4.4 - Partition of Common Elements 2-4

ARTICLE 5 2-4
LIMITED COMMON ELEMENTS 2-4
Section 5.1 - Limited Common Elements 2-4
Section 5.2 - Transfer of Limited Common Elements 2-4

ARTICLE 6 2-4
REPAIRS AND MAINTENANCE 2-4
Section 6.1 - Common Elements 2-4
Section 6.2 - Limited Common Elements 2-5
Section 6.3 - Individual Units 2-5
Section 6.4 - Limitations on Changes 2-5
Section 6.5 - Entry for Repairs 2-5

ARTICLE 7 2-5
ASSESSMENTS FOR COMMON EXPENSES 2-5
Section 7.1 - Purpose of Assessments 2-5
Section 7.2 - Common Expenses 2-6

Section 7.3 - Share of Common Expenses 2-6
Section 7.4 - Special Charges 2-6
Section 7.5 - Annual Budget 2-6
Section 7.6 - Common Surpluses 2-7
Section 7.7 - Special Assessment 2-7
Section 7.9 - Uniform Rate of Assessment 2-7
Section 7.10 - Covenant to Pay 2-7
Section 7.11 - Liability for Assessments upon Conveyance. 2-7
Section 7.12 - Lien for Assessments 2-8
Section 7.13 - Priority of Lien 2-8
Section 7.14 - Enforcement of Lien 2-8
Section 7.15 - Additional Remedies 2-8
Section 7.16 - Assessments Against Declarant 2-9

ARTICLE 8 2-9
COVENANTS ON USE AND OCCUPANCY 2-9
Section 8.1 - Use of Premises 2-9
Section 8.2 - Construction Activities 2-9
Section 8.3 - Prohibited Activities and Signs 2-9
Section 8.4 - Use of Common Elements 2-9
Section 8.5 - Occupancy Restrictions 2-9
Section 8.6 - Pets and Animals 2-10
Section 8.7 - Motor Vehicles 2-10
Section 8.8 - Commercial and Recreation Vehicles 2-10
Section 8.9 - Nuisances 2-10
Section 8.10 - Insurance and Safety Hazards 2-10
Section 8.11 - Roof and Attic Structures. 2-10
Section 8.12 - Leasing of Units 2-10
Section 8.13 - Unoccupied Units 2-10

ARTICLE 9 2-10
REMEDIES FOR BREACH OF COVENANTS,
RESTRICTIONS AND REGULATIONS 2-10
Section 9.1 - Compliance Required 2-10
Section 9.2 - Emergency Entry for Abatement 2-11
Section 9.3 - Legal Remedies 2-11

ARTICLE 10 2-11
INSURANCE 2-11
Section 10.1 - Insurance by Association. 2-11
Section 10.2 - Assessment of Premiums 2-11
Section 10.3 - Coverage 2-11
Section 10.4 - Use of Proceeds 2-12
Section 10.5 - Insurance by Unit Owners 2-12
Section 10.6 - Limitation on Liability 2-12

ARTICLE 11 2-13
RECONSTRUCTION 2-13
Section 11.1 - Determination 2-13
Section 11.2 - Variances 2-13
Section 11.3 - Financing 2-13

ARTICLE 12 ..... 2 - 13
ASSOCIATION OF UNIT OWNERS ..... 2 - 13
Section 12.1 - Legal Entity. ..... 2 - 13
Section 12.2 - Membership and Voting Rights ..... 2 - 13
Section 12.3 - Powers of the Association ..... 2 - 13
Section 12.4 - Meetings of the Association. ..... 2 - 14
Section 12.5 - Declarant Control ..... 2 - 15
Section 12.6 - Indemnity of Association ..... 2 - 15

ARTICLE 13 ..... 2 - 16
EASEMENTS AND ENCROACHMENTS ..... 2 - 16
Section 13.1 - Utility Repair Easements ..... 2 - 16
Section 13.2 - Easements to Run With the Land ..... 2 - 16
Section 13.3 - Encroachments ..... 2 - 16

ARTICLE 14 ..... 2 - 16
SPECIAL ADMINISTRATIVE PROVISIONS ..... 2 - 16
Section 14.1 - Transfer Fee to Association. ..... 2 - 16
Section 14.2 - Declarant's Right of First Refusal ..... 2 - 16

ARTICLE 15 ..... 2 - 17
MISCELLANEOUS PROVISIONS ..... 2 - 17
Section 15.1 - Notice to Mortgage Lenders ..... 2 - 17
Section 15.2 - Service of Notices on Devisees and Personal Representatives ..... 2 - 17
Section 15.3 - Covenants to Run With Land ..... 2 - 17
Section 15.4 - Non-Waiver of Provisions ..... 2 - 17
Section 15.5 - Waiver of Damages ..... 2 - 17
Section 15.6 - Mortgaging Units and Real Estate Taxes ..... 2 - 17
Section 15.7 - Amendment of Declaration ..... 2 - 17
Section 15.8 - Gender and Number ..... 2 - 17
Section 15.9 - Severability ..... 2 - 18
Section 15.10 - Service of Process ..... 2 - 18

CONDOMINIUM EXECUTIVE SUMMARY

1. **Condominium Identification:**
This condominium is known as Cedarburg Trail

2. **Expansion Plans:**
Optional: This condominium is expandable up to 26 units. See Article 14 of the Declaration for complete details.

3. **Governance:**
This condominium is managed by Cedarburg Trail Owners' Association, Inc. which is an incorporated association located at 318 North Lake Road, Oconomowoc, WI 53066. For general information regarding this condominium, please contact: Greg James at 262-569-1516.

4. **Amenities:**
See Section 4.1

5. **Maintenance and Repair of Units:**
See Sections 6.2 and 6.3 of the Declaration regarding owner's responsibility for maintenance and repair matters.

6. **Maintenance, Repair and Replacement of Common Elements:**
See Section 6.1 of the Declaration regarding the Association's responsibility for maintenance and repair of common elements.

7. **Rental of Units:**
See Section 8.1 of the Declaration regarding rental provisions.

8. **Unit Alterations:**
See Section 6.4 of the Declaration regarding alteration of a unit.

9. **Parking:**
Parking is included at no extra charge. See Sections 8.7 and 8.8 of the Declaration regarding parking regulations. Additional restrictions may be found in the Rules and Regulations.

10. **Pets:**
See Section 8.6 of the Declaration regarding pets and animals. Additional restrictions may be found in the Rules and Regulations.

11. **Reserves:**
See Section 7.8 of the Declaration regarding reserve funds for the condominium. Reserve funds are also addressed in the annual budget for the condominium.

12. **Fees on New Units:**
None.

13. **Amendments:**
See Section 15.7 of the Declaration regarding amendments procedures.

14. **Other Restrictions or Features:**
See the Rules and Regulations for additional regulations.

DECLARATION

CEDARBURG TRAIL, A CONDOMINIUM
Cedarburg, Wisconsin

DECLARATION made pursuant to the Condominium Ownership Act of the State of Wisconsin, being Chapter 703 of the Wisconsin Statutes, by Condo Development, Inc., 318 North Lake Road - No. 101, Oconomowoc, Wisconsin 53066 hereinafter referred to as "Declarant".

ARTICLE 1
GENERAL PROVISIONS

Section 1.1 - Intent. The Declarant, by the execution and recording of this Declaration, intends that the land herein described, the buildings and improvements constructed or to be constructed thereon, and all easements, rights and appurtenances belonging thereto shall be subject to the condominium form of ownership and use in the manner provided by the Condominium Ownership Act of the State of Wisconsin (hereinafter the "Act"), the provisions of this Declaration, the Articles of Incorporation and the By-Laws of the Cedarburg Trail Owners' Association, Inc. (the Association").

Section 1.2 - Name and Address. The name by which this condominium shall be known is Cedarburg Trail and its street addresses are as shown on Exhibit B attached hereto.

Section 1.3 - Description of Land. The land which is the subject of this Declaration is described on Exhibit A attached hereto.

Section 1.4 - Condominium Plat. The Declarant, contemporaneously with the recording of this Declaration, has filed for record in the office of the Register of Deeds for Ozaukee County a plat of survey entitled Cedarburg Trail.

Section 1.5 - Condominium Plat Amendments. The Declarant reserves the right, without Association or unit owner approval, to amend the condominium plat for the purpose of recording the actual location of any unit or building or other common element improvement which may deviate from the planned location as shown on the plat and for the purpose of reflecting the "as built" size and configuration of the units and buildings, and this may reduce the amount of common area. The Declarant further reserves the right to file amended condominium plat(s) reflecting changes in the types or configuration of buildings as long as all buildings contain no more than four units each.

Section 1.6 - Development Agreement. The development and use of the condominium property is subject to the terms and conditions of that certain Development Agreement entered into by and between the Declarant and the City of Cedarburg.

ARTICLE 2
CONDOMINIUM BUILDING

Section 2.1 - Location of Buildings. The buildings are or will be located on the premises as depicted on the condominium plat.

Section 2.2 - Unit Identification System. Units shall each be assigned a unit number, a post office street address. The initial condominium units are identified on Exhibit B attached hereto.

Section 2.3 - Description of Buildings. There are a total of 13 residential buildings totaling 26 units.

The buildings are, or shall be, single-story structures of wood frame construction with composite roof material.

Each building will be substantially the same in style and configuration, but the number of units may vary. Complete construction details are contained in the working plans and drawings available for inspection at the office of the Declarant or the Association.

ARTICLE 3
CONDOMINIUM UNITS

Section 3.1 - Number of Units. The condominium when completed will have a total of 26 units.

Section 3.2 - Unit Defined. A condominium unit is that portion of a building intended for private use and occupancy as a residential dwelling, consisting of one or more rooms or enclosed spaces on one or more levels and having outer boundaries formed:

A as to finished areas, by and including the interior surface materials (i.e., drywall, paneling tiling and floor covering) of the perimeter and internal structural walls, floors and ceilings; and

B as to any unfinished areas (such as a basement or an attic), by the following:

(1) upper boundaries shall be the horizontal plane created by the undersurface of the ceiling joists or the undersurface of the chords of the roof trusses, as the case may be;

(2) lower boundaries shall be the upper surface of the unfinished floor; and

(3) vertical boundaries shall be the interior surfaces of the unfinished perimeter and structural walls.

Each unit includes its attached garage, covered porches and the unit fixtures. The boundaries of each unit have the dimensions and are located as shown on the condominium plat and amendments filed pursuant to Section 1.5 of this Declaration.

Section 3.3 - Description of Units. The size and configuration of each unit varies with the floor plan of the unit selected by the initial purchaser. Units are 1600 - 1800 square feet in size. These square footages are based upon exterior first floor dimensions and include the covered porches. Generally, each unit includes a living room, dining area or room, a kitchen, two bedrooms, two bathrooms, a covered porch and a garage. Some units include a den/third bedroom.

Section 3.4 - Unit Fixtures. Improvements to a unit which are permanent in nature are unit fixtures. Typical unit fixtures include the following: interior non-load bearing walls, entry and interior doors, window and door glass, cabinetry, electric wiring and lighting fixtures, wall to wall floor covering, plumbing fixtures and pipes, heating and air-conditioning systems, water heater, exhaust

fans, porch screen/glass enclosure and door and such other built-in or permanent improvements or appliances which may be within the unit.

Section 3.5 - Unit Identification System. Each unit has a unit identification number and a street address. The unit identification numbers shall be used and shall be legally sufficient for all conveyance purposes. When a conveyance affecting a unit occurs prior to the construction of a unit, the unit identification number shall be used and shall be legally sufficient to convey to the grantee the right to construct that unit in accordance with this Declaration.

Section 3.6 - Unit Modification. The floor plan of a unit may be altered and the fixtures therein may be modified by a unit owner provided that such work is done in compliance with Section 6.4 of this Declaration.

Section 3.7 - Boundary Frost Wall. Each unit owner shall have an easement in the boundary or exterior walls surrounding his unit for the purposes of additional utility outlets, wall hangings, and the like; except that the unit owner shall do nothing to impair or destroy the structural integrity of the wall or building or the sound-proofing of any partition walls. No openings whatsoever shall be made into any boundary wall, floor or ceiling without the prior written approval of the Association.

ARTICLE 4
COMMON ELEMENTS AND FACILITIES

Section 4.1 - Description. The common elements and facilities of the condominium are all of its land, improvements and appurtenances, excluding the units as defined in Article III of this Declaration, and including, without limitation, the following:

A The land described in Section 1.3 of this Declaration.

B The building structures, including perimeter and load-bearing walls, perimeter floors and ceilings, roof systems, structural support systems, and exterior finish materials, including, but not limited to, exterior siding and trim, gutters and downspouts, roof shingles, air vents, windows, doors. Siding, trim, drywall, windows, screens, doors, and any other items located on porches shall be considered part of the condominium unit. Exterior air conditioning compressors and all related equipment and connections are part of the condominium unit. Painting and staining of interior and exterior and cleaning of interior and exterior of windows, and doors are the responsibility of the unit owners.

C The electric, telephone, communication, gas, water, sewer and other utility wiring, laterals, conduits or pipes, whether located in-ground, above-ground or within building walls and which are not owned and maintained by a public or private utility company.

D The lawn and landscape areas and improvements.

E The common areas, if any, identified as such on the condominium plat together with all improvements, furnishings and fixtures provided therewith.

F All other parts of the condominium necessary or convenient for the existence, maintenance and safety of the condominium or normally in common use by all unit owners.

G The private roadway.

H The private walking paths.

Some common elements may, depending upon their location and use, be classified as limited common elements under Article V of this Declaration.

Section 4.2 - Percentage Interest. Each unit owner shall have an undivided1 /26 equal interest in the common elements of the condominium as a tenant in common with the other unit owners of the condominium.

Section 4.3 - Transfer of Common Elements. The percentage interest of each unit owner in the common elements of the condominium shall not be separated from the unit to which it appertains and shall be deemed to be leased, conveyed or encumbered with the unit even though such interest is not expressly mentioned or described in the conveyance or other instrument.

Section 4.4 - Partition of Common Elements. There shall be no partition of the common elements through judicial proceedings or otherwise unless this Declaration is terminated and the property is withdrawn from the terms of this Declaration and any statute of Wisconsin applicable to condominium ownership.

ARTICLE 5
LIMITED COMMON ELEMENTS

Section 5.1 - Limited Common Elements. Certain of the common elements which are contiguous to a unit, or which are reserved for the exclusive use and benefit of the occupants of that unit, are classified as limited common elements and shall include, without limitation, the following:

A Those common elements, if any, identified as limited common elements on the condominium plat.

B The electric, telephone, communication, gas, water, sewer and other utility wiring, laterals, conduits or pipes within or serving a unit.

C The front entry stoop, sidewalk and garage driveway, and outside porches, air conditioner slab, outside planting areas designated for each owner(s) use, and any other owner plantings which must be approved in writing by the Association.

D Such other parts of the common elements necessary, convenient or appurtenant to or normally exclusively used by the occupants of a unit.

Section 5.2 - Transfer of Limited Common Elements. Limited common elements shall not be separated from the units to which they appertain and shall be deemed to be leased, conveyed or encumbered with the unit even though such interest is not expressly mentioned or described in the conveyance or other instrument.

ARTICLE 6
REPAIRS AND MAINTENANCE

Section 6.1 - Common Elements. The Association shall be responsible for the management, control, maintenance, repair and replacement of the common elements and shall cause the same to be

kept in good, safe, clean, attractive and sanitary condition, provided, however, that the cost to repair or replace any portion of the common elements damaged through the fault or negligence of a unit owner or occupant may be charged in accordance with Section 7.4 of this Declaration.

Section 6.2 - Limited Common Elements. Each unit owner shall be responsible for keeping the limited common elements appurtenant to his or her unit in a clean, attractive and sanitary condition. If, after notice from the Association, a unit owner fails to timely comply with this provision, the Association may take corrective measures and the cost thereof may be charged in accordance with Section 7.4 of this Declaration. The Association shall maintain, repair and replace if needed the front entry stoop, sidewalk, drive, outside porch slab and air conditioner slab. The Association will shovel the entry stoop and sidewalk and will plow the garage driveway and parking areas. Any maintenance, repair and replacement of front entry stoop, sidewalk, garage driveway, outside porch slab or air conditioner slab shall be subject to a charge-back in accordance with Section 7.4 of this Declaration.

Section 6.3 - Individual Units. Each unit owner shall be responsible for keeping his or her unit and all of its equipment, fixtures and appurtenances in good order, condition and repair and in a clean, safe and sanitary condition. Further, each unit owner shall be responsible for the maintenance, repair and replacement of unit fixtures.

Section 6.4 - Limitations on Changes. No unit owner shall alter the floor plan or modify the fixtures of his/her unit without first obtaining, during the period of Declarant control as defined in Section 12.05 of this Declaration, the written consent of the Declarant or thereafter, the written consent of the Association. Likewise, no unit owner shall make any alteration, change or improvement to common or limited common elements without such consent. A unit owner may make any improvements or alterations within his or her unit that do not impair the structural integrity or lessen the support of any portion of the condominium and that do not create a nuisance substantially affecting the use and enjoyment of other units or the common elements. A unit owner may not change the exterior appearance of a unit or of any other portion of the condominium without permission of the board of directors or the Association. No unit owner may make any alteration that would jeopardize the soundness or safety of the property, reduce the value thereof, impair any easement or hereditament, or change the exterior appearance of a unit or any other portion of the condominium not part of the unit. .

Section 6.5 - Entry for Repairs. The Association shall have the right, at reasonable times and under reasonable conditions, to enter upon or across any unit in connection with the maintenance, repair or replacement of any common element or limited common element. Except in cases of emergency, the Association shall give prior notice to affected unit owners and/or occupants of its need to make entry. Such entry shall be with as little inconvenience to the unit occupants as practical and any damage caused thereby shall be repaired and restored by the Association and treated as a common expense.

ARTICLE 7
ASSESSMENTS FOR COMMON EXPENSES

Section 7.1 - Purpose of Assessments. The assessments levied by the Association shall be used to promote the recreation, health, safety and welfare of the residents in the condominium; to provide for the repair, maintenance, insurance and improvement of the common elements; to provide for such emergency repairs as the Association may deem necessary; and to create reserve funds for the purposes authorized by this Declaration and the By-Laws.

Section 7.2 - Common Expenses. Common expenses are defined as follows:

A all sums lawfully assessed against the unit owners by the Association;

B expenses declared common expenses by the Act, by this Declaration or the By-Laws;

C amounts determined by the Board of Directors to be collected and held from time to time as a reserve fund for the future acquisition, replacement or repair of common elements. The reserve fund shall accumulate from year to year in a non-lapsing account of the Association.

Section 7.3 - Share of Common Expenses. Each unit owner shall be responsible for the payment of that proportionate share of the common expenses reflected by the percentage interest in the common elements assigned to each unit by section 4.2 of this Declaration; provided, however, that expenses incurred by the Association to repair any portion of the common elements damaged through the fault or negligence of a unit owner or occupant, may be accounted for separately and be charged to the unit owner responsible therefor as a special charge.

Section 7.4 - Special Charges. Expenses incurred by the Association to repair or replace any portion of the common elements damaged through the fault or negligence of a unit owner or occupant and expenses incurred by the Association for corrective measures taken in accordance with Section 6.2 of this Declaration may be accounted for separately and be charged to the unit owners responsible therefor as a special charge. Penalties assessed by the Board of Directors for infractions of rules shall also be special charges.

Section 7.5 - Annual Budget. The Association shall, as provided in the By-Laws, determine an annual budget for common expenses and fix an annual assessment which shall be paid by each unit owner on a monthly basis. Monthly payments not made when due shall render the unpaid annual assessment for such year delinquent and such amount shall be due and payable in full. The failure or delay of the Association to prepare the annual budget or to notify any unit owner of his/her assessment shall not constitute a waiver or release of such unit owner's obligation to pay his/her proportionate share of the common expenses whenever the same shall be determined; and in the event of such failure or delay of the Association to prepare the annual budget, each unit owner shall continue to pay the annual assessment at the then existing rate until the new assessment is determined. The Association annually shall adopt and distribute to all unit owners an annual budget setting forth the following:

A Anticipated common expenses and any amounts to be allocated to a statutory reserve account under the Act and to any other funds for future expenditure.

B The amount and purpose of any other anticipated Association expenditure.

C The amount in any statutory reserve account under the Act or any other funds held for future expenditures.

D Any common surpluses.

E The amount and source of any income, other than unit owner assessments.

F The aggregate amount of any assessment to be levied against unit owners and the purpose of the assessment.

Section 7.6 - Common Surpluses. In the event of a common surplus at the end of any fiscal year, such surplus (excluding amounts held in the reserve fund) shall be credited to the unit owners' next annual assessments for common expenses in proportion to the percentage of interest for each unit established by Section 4.2 of this Declaration.

Section 7.7 - Special Assessment. In addition to the annual assessments the Association may, in the absence of sufficient reserve funds, levy special assessments for the purpose of defraying in whole or in part the cost of any construction, reconstruction, acquisition, replacement or repair of common elements, or to finance any underestimated, unusual or un-predicted cost. Such special assessment shall be levied and collected in the manner set forth in the By-Laws. The proceeds of a special assessment shall be collected, held and disbursed by the Association for the sole purpose for which the same was levied.

Section 7.8 - Statutory Reserve Account. The Declarant hereby elects not to establish a statutory reserve account. The future repair and replacement of common elements will be funded with assessments or with funds held for operational contingencies

Section 7.9 - Uniform Rate of Assessment. The annual assessments and any special assessments shall be levied at a uniform rate for all units in accordance with the percentage interest established by Section 4.2 of this Declaration.

Section 7.10 - Covenant to Pay. In accordance with the statutory liability created by the Act, the owner of each unit, by the acceptance of a deed therefor, whether or not it be so expressed in the deed, shall be conclusively deemed to have covenanted and agreed with every other unit owner and with the Association to pay to the Association all assessments and charges, regular or special, in accordance with the provisions of the Act, this Declaration and the By-Laws. Liability for assessments and charges may not be avoided by waiver of the use or enjoyment of any common element or by abandonment of the unit for which the assessments or charges are made.

Section 7.11 - Liability for Assessments upon Conveyance.

A A unit owner shall be liable for all assessments, or installments thereof, coming due while owning a unit, including any assessments coming due during the pendency of any claim by the unit owner against the Association or during any period in which the unit is not occupied by the unit owner or is leased or rented to any other person. In a voluntary grant, the grantee shall be jointly and severally liable with the grantor for all unpaid assessments against the grantor for his or her share of the common expenses up to the time of the voluntary grant for which a statement of condominium lien is recorded, without prejudice to the rights of the grantee to recover from the grantor the amounts paid by the grantee for such assessments. Liability for assessments may not be avoided by waiver of the use or enjoyment of any common element or by abandonment of the unit for which assessments are made.

B Any grantee of a unit is entitled to a statement from the Association or the executive board setting forth the amount of unpaid assessments against the grantor. The grantee is not liable for, nor shall the unit conveyed be subject to a lien that is not filed pursuant to Section 7.12 hereof for, any unpaid assessment against the grantor in excess of the amount set forth in the statement. If the Association or a board of directors does not provide such statement within 10 business days after grantee's

request, they are barred from claiming under any lien that is not filed under Section 7.12 hereof prior to the request for the statement against the grantee

Section 7.12 - Lien for Assessments. All assessments, regular or special, and special assessments for common expenses and charges, fines or assessments against specific units or unit owners for damages to the condominium or for penalties for violations of the declaration, bylaws or Association rules, together with interest thereon and actual costs of collection, constitute a lien upon such unit and upon the allocated interest in the common elements appurtenant thereto, in favor of the Association, provided that a statement of lien is filed within 2 years after the date on which the assessment becomes due. The lien is effective against the unit at the time the assessment becomes due regardless of when within the 2-year period it is filed. A statement of condominium lien signed and verified by a director of the Association is filed in the land records in the office of the Clerk of Circuit Court of Ozaukee County and shall contain the legal description of the unit, the name of the record owner thereof, the amount of assessment due and the period for which the assessment was due. When applicable, the Association make take foreclosure action. Upon full payment of an assessment for which the lien is claimed, the unit owner shall be entitled to a fileable satisfaction of the lien..

Section 7.13 - Priority of Lien. A lien under this section is prior to all liens except:

A liens of general and special taxes;

B liens of a first mortgage recorded prior to the making of the assessment;

C construction liens filed prior to the making of the assessment; and

D all sums unpaid on any veteran secondary mortgage loan made under Section 45.80, Stats.

All other liens created after the date of the recording of this Declaration shall be inferior in priority to liens of the Association for any assessment, whether or not so specifically set forth in the instruments creating such liens.

Section 7.14 - Enforcement of Lien. A lien may be enforced and foreclosed by the Association in the same manner and subject to the same requirements as a foreclosure of mortgages on real property. An action to foreclose the lien must be initiated within three (3) years following the recording of the statement of condominium lien; provided, however, that no action may be brought except after ten (10) days prior written notice to the unit owner given by registered mail, return receipt requested, to the address of the unit owner shown on the books of the Association. The Association may recover costs and actual attorney fees and may bring suit for any deficiency following foreclosure in the same proceeding.

Section 7.15 - Additional Remedies. Any assessment or installment thereof not paid within 10 days after the due date shall accrue interest from the due date at a rate which is two percent (2%) higher than the rate prescribed by the Wisconsin Statutes to be collected upon the execution of a judgment. In lieu of charging such interest, the Association Board of Directors may, from time to time, fix a reasonable late payment fee for each month, or fraction thereof, that such assessment is not paid. All payments on account shall be first applied to the interest or late charge, if any, and then to the assessment payment first due. The Association may bring an action at law against the unit owner obligated to pay the assessment or may foreclose the lien against the unit. The filing of a suit to recover a money judgment for unpaid assessments hereunder shall not be deemed to be a waiver of the Association's lien foreclosure rights.

Section 7.16 - Assessments Against Declarant. Notwithstanding any other provision of this Article, the Declarant, as a unit owner, shall not be liable for any annual or special assessment under this Article as to any unit which is not occupied, leased or sold by the Declarant except for the payment of a standby charge sufficient to cover the costs of Association insurance attributable to such unit plus $10.00 per month, until such unit has been sold or leased. Such standby charge shall accrue as to each such unit from the date of the issuance of the occupancy permit for the unit.

ARTICLE 8
COVENANTS ON USE AND OCCUPANCY

Section 8.1 - Use of Premises. This condominium is designed and intended to meet the special housing needs of older persons in accordance with the Wisconsin Fair Housing Act as amended, Section 101.22, et seq. of the Wisconsin Statutes. At least 80% of all units within the condominium shall be occupied and used exclusively for single-family residential purposes by at least one person 55 years of age or older per dwelling unit. During the period in which initial sales of units by the Declarant are in progress and for a period of one year after all units are sold, the Declarant may maintain model units within the condominium and may occupy or grant permission to any person with or without rental, as determined by the Declarant, to occupy the same for business or promotional purposes, including clerical activities, sales offices and model units for display, provided such activities do not unreasonably interfere with the quiet enjoyment of any other unit owners or unit occupants.

Section 8.2 - Construction Activities. During the initial period of construction of the building and facilities of the condominium, the Declarant, his contractors and subcontractors and their respective agents and employees, shall be entitled to access to said building and all common elements of the condominium as may be required in connection with such construction.

Section 8.3 - Prohibited Activities and Signs. No industry, business, trade, occupation or profession of any kind, whether commercial, religious, educational or otherwise, whether designed for profit, altruism, exploration or otherwise, shall be conducted, maintained or permitted on any part of the condominium; nor, except with the consent of the Association, shall any "For Sale" or "For Rent" signs or other window displays or advertising be maintained or permitted by any owner on any part of the condominium. The right is reserved by the Declarant to place "For Sale" or "For Rent" signs on any unsold or unoccupied unit, and to place such other signs on the property as may be required to facilitate the initial sale of unsold units. The Association may grant written permission to place a "For Sale" sign in a window or on a front lawn of a unit. If there are too many requests during the same time period, the Association may arrange alternating sign usage so each owner gets to display a sign for one or two weeks each month, in order to help maintain property values.

Section 8.4 - Use of Common Elements. Each unit owner shall have the right to use the common elements and facilities in common with all other unit owners for the purposes of access to, use, occupancy and enjoyment of his or her unit and the common elements, which right shall extend to the unit owner and the unit owner's family, invitees and tenants. Such use shall, however, be subject to and be governed by the Act, this Declaration, the By-Laws and the Association rules and regulations, to the end that the condominium may be kept in an attractive condition consistent with an attractive residential complex. Specifically, there shall be no obstruction of, nor shall anything be kept or stored on any part of the common elements and facilities without the prior written agreement of the Association. Nothing shall be altered on, constructed in or removed from the common elements and facilities except upon the prior written agreement of the Association.

Section 8.5 - Occupancy Restrictions. No more than four (4) persons may reside in or occupy any unit within the condominium.

Section 8.6 - Pets and Animals. No pets, animals, livestock or poultry of any kind shall be raised, bred or kept in any unit or in or on the common areas except such household pets as may be kept in units in strict compliance with Association rules and regulations.

Section 8.7 - Motor Vehicles. The owners, lessees or occupants of any unit, jointly or severally, shall not keep more than one motor vehicle for each vehicle space in their unit's garage (excluding motorcycles) on the condominium, and vehicles shall be parked only in garage. Therefore only one vehicle permitted if one-vehicle garage and two vehicles permitted if two-vehicle garage. Except for the vehicles of guests of unit owners or lessees, and except as provided in Section 8.8 hereof, the parking of all other vehicles of any kind on the condominium is prohibited. All motor vehicles must be licensed and operable.

Section 8.8 - Commercial and Recreation Vehicles. No person shall use any of the common elements of the condominium for the parking, storage or operation of motor homes, campers, trucks over one-ton capacity, Snowmobiles, motorized bikes or other commercial or recreation-type vehicles, except as permitted by the Association rules and regulations.

Section 8.9 - Nuisances. Unlawful, immoral, noxious or offensive activity shall not be carried on in any unit or in the common elements, nor shall anything be done therein or thereon, either willfully or negligently, which may be or become, in the judgment of the Association, an annoyance or nuisance to the other unit owners or unit occupants.

Section 8.10 - Insurance and Safety Hazards. No owner or occupant shall, within his or her unit or anywhere on the condominium property store, collect, permit or use any material or product which will increase the rate of insurance or result in cancellation of insurance or create a safety hazard.

Section 8.11 - Roof and Attic Structures. No owner or occupant shall place upon the roof or in the attic of a building any antenna, tower, solar collector or other similar device except as permitted in the rules and regulations governing the condominium.

Section 8.12 - Leasing of Units. The Declarant may lease units which it owns upon such terms and conditions as it determines. After a unit has been sold by the Declarant, the unit owner may not thereafter lease the unit for a term of less than one month. The owner of a leased unit shall notify the Association of the tenant's name and telephone number and within five days of the owner entering into or renewing a lease agreement, the unit owner shall provide a copy of the agreement to the association. Additionally, before the tenant takes occupancy, the unit owners shall provide a copy of the Declaration, By-Laws and Rules to the tenant. The owner shall provide the Association a receipt signed by the tenant acknowledging receipt of the Declaration, By-Laws and Rules.

Section 8.13 - Unoccupied Units. If the occupant of a unit, whether the owner or a tenant, intends to leave such unit unoccupied for a period of more than one month, the occupant shall notify the Association prior thereto of the occupant's forwarding address and of a telephone number where the occupant can be reached.

ARTICLE 9
REMEDIES FOR BREACH OF COVENANTS, RESTRICTIONS AND REGULATIONS

Section 9.1 - Compliance Required. Every unit owner, tenant and occupant shall comply strictly with every rule, restriction, condition or regulation adopted by the Association under the By-

Laws, and with the covenants, conditions and restrictions set forth in the Act, this Declaration, the By-Laws or in the deed to the unit.

Section 9.2 - Emergency Entry for Abatement. The Association shall have the right, in cases of emergency affecting the health or safety of other occupants or affecting the safety of the buildings or any other unit, to enter any unit for the purpose of abating the breach of rule, regulation, restriction, covenant or condition which causes such emergency. Damages arising from such entry shall be the responsibility of the owner of the unit entered.

Section 9.3 - Legal Remedies. Failure to comply with any of the By-Laws, rules, covenants, conditions or restrictions is grounds for action to recover sums due, for damages or injunctive relief, or both, maintainable by the Association or, in a proper case, by an aggrieved unit owner.

ARTICLE 10
INSURANCE

Section 10.1 - Insurance by Association. The Association shall obtain and continue in effect policies of insurance providing coverage for the condominium property [as defined in §703.02(14) of the Act] against loss or damage by fire or other hazard and against liability claims. The amount of protection and the types of hazards to be covered shall be reviewed and determined at least annually by the Board of Directors. In making its determination of coverage, the Board of Directors need not be restricted by the classifications established in Articles III and IV of this Declaration with regard to Association policy coverage. The insurance provided by the Association shall be without prejudice to the right of each unit owner to insure his or her own unit for personal benefit provided, however, that no owner shall be entitled to exercise his or her right to maintain individual unit insurance in such a way as to decrease the amount which may be realized under any Association insurance policy.

Section 10.2 - Assessment of Premiums. Premiums for policies of insurance obtained by the Association shall be common expenses assessable to the unit owners in accordance with the percentage of interest established by Section 4.2 of this Declaration. The cost of insurance is included in the annual Association budget and is, therefore, part of the annual assessment established pursuant to Section 7.5 of this Declaration which is payable on a monthly basis.

Section 10.3 - Coverage. The Association shall provide the following types of insurance coverage:

A **Property Insurance.** The Association shall be the named insured individually and as trustee for each of the unit owners and their mortgagees as their interests may appear in the percentages established by Section 4.2 of this Declaration. All condominium property shall be insured for not less than full replacement value. Such insurance shall provide protection against loss or damage by fire and other hazards covered by a standard special coverage (all risk) endorsement. To the extent possible, such insurance shall provide that the insurer waives its rights of subrogation as to any claim against unit owners, the Association and their respective servants, agents and guests, and that the insurance cannot be canceled, invalidated nor suspended on account of conduct of any one or more unit owners or the Association or their servants, agents and guests without thirty (30) days prior written notice to the Association giving it an opportunity to cure the defect within that time.

B **Liability Insurance.** Public liability and officers and directors liability insurance shall be provided covering all claims customarily insured against with respect to the common elements and facilities and the Association's management thereof.

C **Workers Compensation**. Workers compensation insurance shall be provided by the Association to the extent necessary to comply with applicable state law.

D **Other Insurance.** The Board of Directors may provide such other insurance as it determines is necessary or desirable.

Section 10.4 - Use of Proceeds. Insurance proceeds shall first be disbursed by the Association as trustee for the repair or restoration of the damaged common elements. The unit owners and their mortgagee shall not be entitled to receive payment of any portion of the insurance proceeds unless the Association has determined not to rebuild or a court has ordered partition of the condominium property or there is a surplus of insurance proceeds after the common elements have been completely repaired or restored.

Section 10.5 - Insurance by Unit Owners.

A Unit Owners shall be responsible for providing policies of insurance covering their respective units and the following items:

(1) The personal contents of the resident which are not attached to the unit and/or are stored elsewhere in the condominium. This includes, but is not limited to, wall hangings, furnishings, clothing, collectibles, vehicles and unattached flooring, appliances and other personal items.

(2) The public liability coverage to the extent not insured by the liability insurance carried by the Association for all of unit owners pursuant to Section 10.3 hereof.

(3) Additions and improvements to owner unit that have increased value beyond the amount of the Association policy coverage on each individual unit structure, which is an optional "Loss Assessment" endorsement.

(4) The deductible portion of the Association Insurance Policy that applies to "unit fixtures" as described in Section 3.4, will be paid by the owner(s) of the unit(s) having damage. Therefore, condominium owners should consider having their unit policy include payment of the Association Insurance deductible on "unit fixtures". It may be standard coverage or covered under "Loss Assessment" endorsement which is extra coverage. If the loss is less than the deductible, no claim will be filed on the Association Policy and as a result, owner(s) of unit(s) having damage will either pay the contractor(s) or the Association for repairs made.

B The Association shall be responsible for all other insurance covering the condominium property including "unit fixtures" as described in Section 3.4 hereof.

Section 10.6 - Limitation on Liability. No unit owner or his mortgagee shall have any claim against any other unit owner, the Association, its officers or directors, the Declarant, the manager or managing agent of the condominium or their respective employees and agents for damage to the common elements, the units or to any personal property located in the units or common elements caused by fire or other casualty to the extent that such damage is covered by fire and other forms of casualty insurance.

ARTICLE 11
RECONSTRUCTION

Section 11.1 - Determination. Partial damage or total destruction of any part of the common elements shall be repaired and rebuilt as soon as practicable and substantially to the same design, plan and specifications as originally built, except that if the cost of repair or reconstruction would exceed the amount of available insurance proceeds, the Association may, by written consent of at least seventy-five percent (75%) of the unit owners and their mortgagees and within ninety (90) days of the date of the damage or destruction, determine not to rebuild or repair. In such event, the property shall be subject to an action for partition pursuant to the Act.

Section 11.2 - Variances. On reconstruction, the design, plan and specifications of any building or unit may vary from that of the original upon approval of the Association, provided, however, that the number of square feet of any unit may not vary by more than five percent (5%) from the number of square feet for such unit as originally constructed, and the location of the buildings shall be substantially the same as prior to damage or destruction.

Section 11.3 - Financing. The proceeds of any insurance provided by the Association and collected for such damage or destruction shall, as provided in Article X of this Declaration, be available to the Association for the purpose of repair or reconstruction. The Association shall have the right to levy assessments as a common expense against all unit owners in the event that the proceeds of any insurance collected are insufficient to pay the estimated or actual costs of repair or reconstruction.

ARTICLE 12
ASSOCIATION OF UNIT OWNERS

Section 12.1 - Legal Entity. The affairs of this condominium shall be governed by an incorporated association of unit owners that even if unincorporated, is constituted a legal entity for all purposes. Except for matters reserved to the Association members or units owners under the Act, the declaration or the by-laws, all policy and operational decisions of the Association, including interpretation of the condominium instruments, by-laws, rules and other documents relating to the condominium or the Association, shall be made by its board of directors. This subsection does not affect deference to, or the standard review of, an action of the board of directors by a court. The Association shall be known as: Cedarburg Trail Owners Association, Inc. (herein the "Association").

Section 12.2 - Membership and Voting Rights. The record owner(s) of each unit, which may be the Declarant, shall automatically be members of the Association. Membership in the Association is appurtenant to and shall not be separated from ownership of the condominium unit. At meetings of the Association every unit owner is entitled to cast the number of votes appurtenant to his or her unit as established in the declaration under the Act. There can be no split vote. Unit owners may vote by proxy, but the proxy is effective only for a maximum period of 180 days following its issuance, unless granted to a mortgagee or lessee. If only one of multiple owners of a unit is present at a meeting of the Association, the owner is entitled to cast the votes allocated to that unit, but in no event shall more than one vote be case with respect to any unit.

Section 12.3 - Powers of the Association. The Association may take any action authorized by the Act, this Declaration, the Association's By-Laws or any rules and regulations of the Association and shall have the authority and power to:

A adopt budgets for revenues, expenditures and reserves and to levy and collect assessments for common expenses from the unit owners;

A The Association shall maintain a current roster of names and addresses of every unit owner to which notice of the meetings of the Association shall be sent.

B Every unit owner shall furnish the Association with his or her name and current mailing address and no unit owner may vote at a meeting of the Association until this information is furnished.

C No regular or special meeting of the Association may be held except on at least ten (10) days written notice delivered or mailed to every unit owner at the address shown on the roster or unless waivers are duly executed by all unit owners.

Section 12.5 - Declarant Control. The Declarant, or persons designated by the Declarant, may appoint and remove the officers of the Association and exercise the powers and responsibilities otherwise assigned by the Act, this Declaration, the Articles of Incorporation or the By-Laws to the Association or to its officers for a period ending ten (10) years after the date that the first condominium unit is conveyed by the Declarant to any person other than the Declarant, or thirty (30) days after the conveyance of 75% of the common element interests to purchasers, whichever shall first occur, such percentage being subject to redetermination in the event the condominium is expanded pursuant to Article 14 of this Declaration. During the period of Declarant control, the Declarant may lease units to non-owner occupants. These leased units may be to persons above or below the age of 55 and the 20% threshold will not apply during the period of Declarant control. This provision is subject to limitations respecting the election of Association directors as contained in the Act and set forth in the By-Laws. During the period of Declarant control of the Association under the Act, if any unit owned by the Declarant is exempt from assessments for common expenses until the unit is sold, the total amount assessed against units that are not exempt from assessments may not exceed the amount that equals nonexempt units' budgeted share of common expenses, based on the anticipated common expenses set forth in the annual budget under the Act. The Declarant is liable for the balance of the actual common expenses. During the period of Declarant control under the Act, the Declarant is responsible for creating and maintaining the financial and operational records of the Association and shall turn the records over to the directors elected under the Act. During the period of Declarant control under the Act and for one year thereafter, upon written request to the Association by the lesser of three unit owners or the owners of 10% of the units, not including units owned by the Declaration, the Association shall arrange for an independent audit of its financial records at the Association's expense. The cost of any audit requested within 36 months after the completion of a previous audit shall be paid for by the requesting unit owners.

Section 12.6 - Indemnity of Association. The Association and its officers and directors shall not be liable to the unit owners for any mistakes of judgment or any acts or omissions made in good faith as such directors or officers. The unit owners shall indemnify and hold harmless each of such directors and officers against all contractual liability to others arising out of contracts made by such directors and officers on behalf of the unit owners or the Association, unless any such contract shall have been made in bad faith or contrary to the provisions of this Declaration. Such directors and officers shall have no personal liability with respect to any contract made by them on behalf of the unit owners or the Association. The liability of any unit owner arising out of any contract made by such directors or officers or out of the aforesaid indemnity shall be limited to the percentage interest established by Section 4.2 of this Declaration, such percentage being subject to redetermination in the event the condominium is expanded pursuant to Article 14 of this Declaration. This provision is subject to limitations respecting the election of Association directors as contained in the Act and set forth in the By-Laws. Each agreement made by such directors or officers or by the managing agent on behalf of the unit owners or the Association shall be executed by such directors or officers or the managing agent, as the case may be, as agents for the unit owners or for the Association.

ARTICLE 13
EASEMENTS AND ENCROACHMENTS

Section 13.1 - Utility Repair Easements. Easements are hereby declared and granted for utility repair purposes, including the right to install, lay, maintain, repair and replace water mains, laterals and pipes, sanitary sewer mains, laterals and pipes, gas mains, storm sewers, telephone wires and equipment, cable television lines, electrical conduits and wires and equipment over, under, along, through and on any part of the common elements. These easements shall run only to the Declarant and Association and not to any utility company unless specifically conveyed or granted by the Declarant or the Association.

Section 13.2 - Easements to Run With the Land. All interests and rights described and set forth in this Declaration are easements appurtenant to, and running with the land, perpetually in full force and effect and shall at all times inure to the benefit of and be binding upon the Declarant, his successors and assigns, and upon any unit owner, purchaser, mortgagee or other person or entity having an interest in said land or any part or parcel thereof.

Section 13.3 - Encroachments. In the event that, by reason of the construction, settling or shifting of any building, any part of the common elements encroaches or shall hereafter encroach upon any part of any unit, or any part of any unit encroaches or shall hereafter encroach upon any part of the common elements or upon another unit, valid easements for the maintenance of such encroachments and for the use of such adjoining space are hereby established and shall exist for the benefit of such unit owners and the common elements as the case may be, so long as all or any part of the building containing such unit shall remain standing; provided, however, that in no event shall a valid easement for any encroachment be created in favor of the owner of any unit, or in favor of the owners of the common elements if such encroachment occurred due to the willful conduct of such owner or owners. The provisions contained in this paragraph relating to such easements shall apply only insofar as it may be necessary to carry out the terms and intent of the Declaration.

ARTICLE 1 4
SPECIAL ADMINISTRATIVE PROVISIONS

Section 14.1 - Transfer Fee to Association. Every grantee of a unit, other than a grantee of the Declarant, shall, within 10 days of the purchase of a unit, pay to the Association a transfer administration fee (in the amount determined from time to time by the Association Board of Directors) to defray the record keeping costs incurred by the Association in connection with such transfer. Initially the fee shall be $50 per transfer.

Section 14.2 - Declarant's Right of First Refusal. During the period of Declarant control, as set forth in Section 12.5 of this Declaration, the Declarant shall have a right of first refusal with respect to the purchase of any unit being sold by the owner thereof to any person other than a spouse, parent or child of the owner. Such right of first refusal shall, if not exercised by Declarant, automatically expire at 5:00 P.M. on the tenth calendar day following receipt by the Declarant of a copy of the unit owners executed contract for sale. Declarant's exercise of the right of first refusal requires Declarant to purchase the unit for the same price and upon the same terms and conditions set forth in the selling unit owners contract for sale.

ARTICLE 1 5
MISCELLANEOUS PROVISIONS

Section 15.1 - Notice to Mortgage Lendors. Upon written request to the Association, the holder of any duly recorded mortgage or other interest in any unit shall be given a copy of any and all notices permitted or required by this Declaration to be given to the unit owner whose unit is subject to such mortgage or interest.

Section 15.2 - Service of Notices on Devisees and Personal Representatives. Notices required or desired to be given to any devisee or personal representatives of a deceased unit owner may be delivered either personally or by mail to such party at his or its address appearing in the records of the Court wherein the estate of such deceased unit owner is being administered.

Section 15.3 - Covenants to Run With Land. Each grantee (purchaser of a unit) of the Declarant, and each subsequent purchaser, by the acceptance of a deed or contract of conveyance, accepts the same subject to all restrictions, conditions, covenants, reservations, liens and charges, and to the jurisdiction, rights, benefits and privileges of every character hereby granted, created, reserved or declared; and all impositions and obligations hereby imposed shall be deemed and taken to be covenants running with the land and shall bind any person interest or estate in said land or any unit thereon, benefit of such unit owner in like manner as though Declaration were recited and stipulated at length in conveyance or instrument of title.

Section 15.4 - Non-Waiver of Provisions. No covenant, restriction, condition, obligation or provision contained in this Declaration shall be deemed to have been abrogated or waived by reason of any failure to enforce the same, irrespective of the number of violations or breaches which may occur or any time lapse.

Section 15.5 - Waiver of Damages. Neither the Declarant nor his agents, representatives or employees shall be liable for any claim whatsoever arising out of or by reason of any actions performed pursuant to any authority reserved, granted or delegated to the Declarant pursuant to this Declaration, or in the Declarant's capacity as developer, owner, manager or seller of the condominium, whether such claim (i) shall be asserted by any unit owner, unit occupant, unit mortgagee, the Association or by any person or entity claiming through any of them; or (ii) shall be on account of injury to person or damage to or loss of property wherever located and however caused.

Section 15.6 - Mortgaging Units and Real Estate Taxes. In accordance with the Act each unit owner has the right to mortgage or encumber his or her unit and the percentage interest in common elements appurtenant to that unit. Further, in accordance with the Act, each unit, together with its percentage interest in the common elements, is subject to property tax assessments and taxes in the same manner as any other parcel of real estate.

Section 15.7 - Amendment of Declaration. This Declaration may be amended with the written consent of at least ⅔ of the aggregate of the votes established in Section 4.2 of the Declaration, except with respect to power and rights to amend reserved to the Declarant under Section 14 of this Declaration, provided, however, that no provision of this Declaration may be changed, modified or rescinded so as to conflict with the provisions of the Act. A unit owner's written consent is not effective unless it is approved by the mortgagee of the unit, if any. Amendments become effective when recorded in the office of the Register of Deeds of Washington County, Wisconsin.

Section 15.8 - Gender and Number. The use of the masculine gender in this Declaration shall be deemed to refer to the feminine or neuter gender and the use of the singular shall be deemed to refer to the plural and vice versa, whenever the context so requires.

Section 15.9 - Severability. The invalidity of any covenant, restriction, condition, limitation or any other provision of this Declaration or any part of the same, shall not impair or affect in any manner the validity, enforceability or effect of the remainder of this Declaration.

Section 15.10 - Service of Process. At the time of the adoption of this Declaration, the registered agent for service of process under the Act shall be Greg James, 318 North Lake Road - No. 101, Oconomowoc, Wisconsin 53066.

IN WITNESS WHEREOF, the said Declarant, has executed this Declaration on the ____ of _____, 20 .

CONDO DEVELOPMENT, INC.

_____
Greg A. James, President

_____
Karen E. James, Secretary

STATE OF WISCONSIN

COUNTY OF _____

Personally came before me this ____ day of _____, 20 , the above named Greg A. James and Karen E. James, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

_____
_____ print or type name
Notary Public, _____Co,Wis
Commission Expires _____

ARTICLES OF INCORPORATION
OF
CEDARBURG TRAIL CONDOMINIUM OWNERS ASSOCIATION, INC.

The undersigned natural person more than eighteen (18) years of age, for the purpose of organizing a corporation under the provisions and subject to the requirements of Chapter 181 of Wisconsin Statutes, known as "Wisconsin Non-Stock Corporation Law", does sign and acknowledge Articles of Incorporation as follows:

ARTICLE 1. NAME. The name of the corporation is Cedarburg Trail Condominium Owners Association, Inc.

ARTICLE 2. EXISTENCE. The period of existence shall be perpetual.

ARTICLE 3. PURPOSES: The corporation is organized to run, operate, administer, control and manage the affairs of the condominium unit owners including but not limited to adopting budgets for revenues, expenditures and reserves and to levy and collect assessments for common expenses from the unit owners; employ and dismiss employees and agents; sue on behalf of the unit owners; enter into contracts and incur liabilities; cause improvements to be made as a part of the common elements; grant easements through or over the common elements; grant or withhold approval of any action by a unit owner to change the exterior appearance of any condominium building; obtain and pay for the services of any person or entity to manage its affairs; obtain and pay for legal, accounting and such other services necessary or desirable in connection with the operation and administration of the condominium; acquire and hold for the use and benefit of all the unit owners tangible and intangible personal property and real property and dispose of the same; establish reasonable rules and regulations governing the use of the units and the common elements; contract for garbage and trash collection, snow and ice removal, lawn and landscaping care, common area maintenance and other common services; and exercise all other powers set forth in Declaration of Condominium, Condominium Ownership Act of the State of Wisconsin, and By-Laws for the purposes of managing, operating and running the Condominium.

ARTICLE 4. MEMBERS. The corporation shall have members.

ARTICLE 5. MEMBERSHIP CLASSIFICATION. The corporation shall have one class of members. Each owner of a unit in Cedarburg Trail , A Condominium, including the Declarant, shall be a member of the corporation. Only owners of units in Cedarburg Trail , A Condominium shall be members of the corporation.

ARTICLE 6. DIRECTORS. The directors of the corporation shall be elected by majority vote of the members of the corporation at the annual meeting unless a different method of election is set forth in the Bylaws.

ARTICLE 7. REGISTERED AGENT. The name of the initial registered agent of the corporation is Greg A. James.

ARTICLE 8. ADDRESS. The initial registered address of the corporation is 318 North Lake Road - No 101, Oconomowoc, WI 53066.

ARTICLE 9. LOCATION OF PRINCIPAL OFFICE. The mailing address and county of the principal office of the corporation is 318 North Lake Road-No. 101, Oconomowoc, Waukesha County, WI 53066.

ARTICLE 10. NUMBER OF DIRECTORS. The initial number of directors shall be three. The manner of election of the directors will be fixed by the by-laws of the corporation. The number of directors may be amended by an amendment to these Articles or as further provided for in the by-laws provided the number of directors shall not be less than the minimum required number of directors as set forth in Chapter 181, Wisconsin Statutes.

ARTICLE 11. NAMES AND ADDRESSES OF INITIAL DIRECTORS. The names and addresses of the initial board of directors of the corporation are:

Greg A. James 318 N. Lake Rd. #101, Oconomowoc, WI 53066
Brian H. James 318 N. Lake Rd. #101, Oconomowoc, WI 53066
Bradley H. James 318 N. Lake Rd. #101, Oconomowoc, WI 53066

ARTICLE 12. RECORDS. The corporation shall keep records that show and reflect each member's rights and interests in any funds which the corporation retains.

ARTICLE 13. LIQUIDATION. Upon the liquidation and/or dissolution of the corporation, the remaining property and assets shall be distributed to all who are members of the corporation at the time of the liquidation and/or dissolution, based upon their membership interest.

ARTICLE 14. AMENDMENT. These Articles may be amended in the manner authorized by law at the time of amendment.

ARTICLE 15. INCORPORATOR. The name and address of the incorporator is Greg A. James and his address is 318 North Lake Road-No. 101, Oconomowoc, WI 53066.

EXECUTED in duplicate this _____ day of _____, 20 .

_____
Greg A. James

STATE OF WISCONSIN
WASHINGTON COUNTY ss.

Personally came before me this ____ day of _____, 20 , the above named Greg A. James to me known to be the person who executed the foregoing instrument and acknowledged the same.

_____

_____ print or type name

Notary Public, _____Co, WI

My Commission expires _____

3-2

BY-LAWS

CEDARBURG TRAIL CONDOMINIUM OWNERS' ASSOCIATION

ARTICLE 1. 4-1
GENERAL PROVISIONS 4-1
Section 1.1 - Incorporated Association 4-1
Section 1.2 - Mailing Address 4-1
Section 1.3 - Declarant Control 4-1
Section 1.4 - Fiscal Year 4-1
Section 1.5 - Conflicts 4-1
Section 1.6 - General Corporate Law 4-1
Section 1.7 - Acquiring and Conveying Property 4-1
Section 1.8 - Borrowing Money 4-1
Section 1.9 - Corporate Seal 4-1

ARTICLE 2. 4-1
ASSOCIATION MEMBERSHIP 4-1
Section 2.1 - Roster of Unit Owners 4-1
Section 2.2 - Representation of Multiple Owners and of Entities 4-2
Section 2.3- Certificate of Membership 4-2

ARTICLE 3. 4-2
ASSOCIATION MEETINGS 4-2
Section 3.1 - Initial Meetings 4-2
Section 3.2 - Annual Meetings 4-2
Section 3.3 - Special Meetings 4-2
Section 3.4 - Place of Meeting 4-2
Section 3.5 - Notice of Meetings 4-3
Section 3.6 - Quorum 4-3
Section 3.7 - Suspension of Voting Rights 4-3
Section 3.8 - Proxies 4-3
Section 3.9 - Controlling Vote 4-3

ARTICLE 4. 4-3
BOARD OF DIRECTORS 4-3
Section 4.1 - Number 4-3
Section 4.2 - Term of Office 4-3
Section 4.3 - Removal 4-4
Section 4.4 - Compensation 4-4
Section 4.5 - Nomination 4-4
Section 4.6 - Election 4-4
Section 4.7 - Limitations 4-4

ARTICLE 5. 4-4
MEETINGS OF DIRECTORS 4-4
Section 5.1 - Regular Meetings 4-4
Section 5.2 - Special Meetings 4-4
Section 5.3 - Quorum 4-4
Section 5.4 - Action Taken Without A Meeting 4-4
Section 5.5 - Waiver of Notice of Meeting 4-4

ARTICLE 6. 4-5
POWERS AND DUTIES OF THE BOARD OF DIRECTORS 4-5
Section 6.1 - General 4-5
Section 6.2 - Specified 4-5

ARTICLE 7. 4-6
OFFICERS AND THEIR DUTIES 4-6
Section 7.1 - Enumeration of Officers 4-6
Section 7.2 - Election of Officers 4-7
Section 7.3 - Term 4-7
Section 7.4 - Special Appointments 4-7
Section 7.5 - Resignation and Removal 4-7
Section 7.6 - Vacancies 4-7
Section 7.7 - Multiple Offices 4-7
Section 7.8 - Duties 4-7

ARTICLE 8. 4-8
COMMITTEES 4-8
Section 8.1 - General Committee 4-8
Section 8.2 - Nominating 4-8

ARTICLE 9. 4-8
COMMON EXPENSES 4-8
Section 9.1 - Illustrative List 4-8
Section 9.2 - Typical Expenses 4-8

ARTICLE 10. 4-9
AMENDMENTS 4-9
Section 10.1 - Presentment 4-9
Section 10.2 - Vote Required 4-9

CEDARBURG TRAIL CONDOMINIUM OWNERS' ASSOCIATION

ARTICLE 1.
GENERAL PROVISIONS

Section 1.1 - Incorporated Association. The affairs of this condominium shall be governed by an incorporated association of its units owners known as "Cedarburg Trail Owners Association.

Section 1.2 - Mailing Address. The Association's initial mailing address shall be 318 North Lake Road - No. 101, Oconomowoc, Wisconsin 53066.

Section 1.3 - Declarant Control. The affairs of the condominium and The Association shall be subject to control by the Declarant as set forth in Section 12.5 of the Declaration.

Section 1.4 - Fiscal Year. The fiscal year of the Association shall begin on the first day of August and end on the 31st day of July of every year, except that the first fiscal year shall begin on the date of recording of the Declaration.

Section 1.5 - Conflicts. In case of any conflict between the Condominium Ownership Act (the Act) or the Declaration and these By-Laws, the Act or the Declaration, as the case may be, shall control.

Section 1.6 - General Corporate Law. The requirements of general Wisconsin corporate law shall pertain to the organization and administration of the Association unless a clear contrary intent is evident from the Declaration of these By-Laws.

Section 1.7 - Acquiring and Conveying Property.

(1) The Association may acquire and retain property in the name of the Association for and on behalf of all unit owners and may grant a mortgage on such property. In such event, assessments shall be made against all unit owners as part of the common expenses in order to provide the required mortgage payments.

(2) Decisions respecting the acquisition or conveyance of Association property shall require the approval of sixty-seven percent (67%) of the unit owners.

Section 1.8 - Borrowing Money. The Board of Directors or officers of the Association shall not borrow money on behalf of the Association unless authorized to do so by at least sixty-seven percent (67%) of the unit owners. Funds required for the repayment of borrowed money shall be part of the common expenses of the Association.

Section 1.9 - Corporate Seal. The Association shall have a corporate seal which shall be kept by the Secretary and affixed to all papers requiring the seal.

ARTICLE 2.
ASSOCIATION MEMBERSHIP

Section 2.1 - Roster of Unit Owners. The Association shall maintain a current roster of the names and addresses of every unit owner to whom notice of meetings of the Association shall be sent.

The roster shall also include the name and address of each mortgagee of a unit and the name and address of each person designated pursuant to Section 2.2 hereof.

Section 2.2 - Representation of Multiple Owners and of Entities. When a unit has multiple owners, or such unit is owned by a partnership, corporation, trust, estate or other entity, then such owner(s) shall have the right to file a written designation with the Secretary specifying the person who shall represent the unit as the voting member in all meetings. Such written designation shall remain in effect and be binding upon such unit owner(s) until a written revocation by the unit owner(s) is filed with the Secretary. If such written designation or a properly signed proxy has not been filed before any meeting, then the presiding officer at such meeting shall have the right to designate any person present representing the unit owner(s) as the voting member to cast the vote for such unit at such meeting and such designation shall be conclusive for that meeting.

Section 2.3- Certificate of Membership. The Board of Directors may adopt a membership certificate which the Secretary can issue to the person, persons or entity owning any unit, but such certificate shall not be transferable in any manner whatsoever and the existence or production of any such certificate for any unit shall not supersede or affect the validity of the membership roster of the Association.

ARTICLE 3.
ASSOCIATION MEETINGS

Section 3.1 - Initial Meetings.

(1) Prior to the conveyance of twenty-five percent (25%) of the common element interest by the Declarant to purchasers, the Association shall hold a meeting and unit owners, other than the Declarant, shall elect at least twenty-five percent (25%) of the Directors. Prior to the conveyance of fifty percent (50%) of the common element interest by the Declarant to purchasers, the Association shall hold a meeting and the unit owners, other than the Declarant, shall elect at least thirty-three and one-third percent (33-1/3%) of the Directors.

(2) The calculation of the percentage of common element interest conveyed by the Declarant to purchasers under (1) shall be determined by dividing the total number of units which have been conveyed by the total number of units declared in the Declaration.

(3) Not later than forty-five (45) days after the expiration of the period of Declarant control, the Association shall hold a meeting and the unit owners shall elect all of the Directors of the Association.

Section 3.2 - Annual Meetings. The first annual meeting of the Association shall be held on the third Wednesday of July, 2020 at 7:00 P.M. and each subsequent regular annual meeting shall be held on the same day of the same month of each year thereafter.

Section 3.3 - Special Meetings. Special meetings of the Association may be called at any time by the President or by the Board of Directors, or upon written request of the unit owners who are entitled to vote one-fourth (¼) of all of the votes.

Section 3.4 - Place of Meeting. All meetings shall be held at the condominium or at such other place in Washington County, Wisconsin, as the Board of Directors may designate.

Section 3.5 - Notice of Meetings. No regular or special meeting of the Association may be held except on at least ten (10) days' written notice delivered or mailed to every unit owner at the address shown on the roster or unless waivers are duly executed by all unit owners. Such notice shall specify the place, day and hour of the meeting, and, in the case of a special meeting, the purpose of the meeting.

Section 3.6 - Quorum. The presence at an Association meeting of owners and proxies entitled to cast a majority of the Association votes shall constitute a quorum for any action except as otherwise provided in the Act, the Declaration, the Articles of Incorporation or these By-Laws. If, however, such quorum shall not be present or represented at any meeting, the members entitled to vote thereat shall have power to adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum shall be present or be represented.

Section 3.7 - Suspension of Voting Rights. No unit owner may vote at a meeting of the Association until such owner shall furnish the Association with his or her name and current mailing address for the roster of unit owners. Further, a unit owner may not vote at a meeting of the Association if the Association has recorded a Statement of Condominium Lien on the owner's unit and the amount necessary to release the lien has not been paid at the time of the meeting.

Section 3.8 - Proxies. At all Association meetings owners may vote in person or by proxy. All proxies shall be in writing and filed with the Secretary not later than the day before the scheduled meeting. Every proxy shall be revocable and shall automatically cease upon conveyance of a unit or upon the termination of an owner's interest therein. In any event, a proxy is effective only for a maximum period of 180 days following its issuance unless it is granted to a mortgagee or lessee.

Section 3.9 - Controlling Vote. Unless otherwise provided in the Act, the Declaration, or these By-Laws, decisions of the Association shall be made on a majority of votes of the unit owners present and voting.

ARTICLE 4.
BOARD OF DIRECTORS

Section 4.1 - Number. The affairs of this Association shall be managed by a Board of three (3) or more Directors as determined by the annual meeting of the Association

Section 4.2 - Term of Office.

(1) Prior to the conveyance of twenty-five percent (25%) of the common element interest by the Declarant to purchasers, the Association shall hold a meeting and unit owners, other than the Declarant, shall elect at least twenty-five percent (25%) of the Directors. Prior to the conveyance of fifty percent (50%) of the common element interest by the Declarant to purchasers, the Association shall hold a meeting and the unit owners, other than the Declarant, shall elect at least thirty-three and one-third percent (33-1/3%) of the Directors.

(2) The calculation of the percentage of common element interest conveyed by the Declarant to purchasers under (I) shall be determined by dividing the total number of units which have been conveyed by the total number of units declared in the Declaration.

(3) Not later than forty-five (45) days after the expiration of any period of Declarant's control, the Association shall hold a meeting and the unit owners shall elect all of the

Directors of the Association. The Directors shall take office upon election and shall serve terms on the following basis: one (1) Director shall serve for a term of one (1) year, one (1) Directors shall serve for a term of two (2) years and one (1) Directors shall serve for a term of three (3) years. Thereafter, Directors shall be elected for three (3) year terms.

Section 4.3 - Removal. Any Director may be removed from the Board with or without cause, by a vote of two-thirds (⅔) of the Directors or by a majority vote at an Association meeting. In the event of the death, resignation or removal of a Director, a successor shall be selected by the remaining members of the Board and shall serve for the unexpired term.

Section 4.4 - Compensation. No Director shall receive compensation for any service rendered to the Association. Any Director may, however, be reimbursed for actual expenses incurred in the performance of duties.

Section 4.5 - Nomination. Nominations for Directors shall be made by a Nominating Committee of three (3) voting members. The Nominating Committee shall be appointed by the Board of Directors prior to each annual meeting of the Association, to serve from the close of such annual meeting until the close of the next annual meeting. The Nominating Committee shall make as many nominations for election to the Board of Directors as it shall in its discretion determine, but not less than the number of vacancies that are to be filled. Nominations for Directors may also be made from the floor at the annual meeting.

Section 4.6 - Election. Election to the Board of Directors shall be by secret written ballot. The person(s) receiving the largest number of votes shall be elected.

Section 4.7 - Limitations. Not more than one (1) Director may be a non-unit owner, and to the extent feasible, Directors should be representative of the various building locations.

ARTICLE 5.
MEETINGS OF DIRECTORS

Section 5.1 - Regular Meetings. Regular meetings of the Board of Directors shall be held at least annually without notice, at such place and hour as may be fixed from time to time by resolution of the Board. Should said meeting fall upon a legal holiday, then that meeting shall be held at the same time on the next day which is not a legal holiday.

Section 5.2 - Special Meetings. Special meetings of the Board of Directors shall be held when called by the President of the Association or by any two (2) Directors after not less than three (3) days notice to each Director.

Section 5.3 - Quorum. A majority of the number of Directors shall constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the Directors present at a duly held meeting at which a quorum is present shall be regarded as the act of the Board.

Section 5.4 - Action Taken Without A Meeting. The Directors shall have the right to take any action in the absence of a meeting which they could take at a meeting by obtaining the written approval of all the Directors. Any action so approved shall have the same effect as though taken at a meeting of the Directors.

Section 5.5 - Waiver of Notice of Meeting. Any Director shall have the right to file a written waiver of notice of the meeting of the Board of Directors and consent to the transaction of any

business that may come before the meeting. Such waiver can be given before or after any meeting and shall be effective when filed with the Secretary with the minutes of the meeting.

ARTICLE 6.
POWERS AND DUTIES OF THE BOARD OF DIRECTORS

Section 6.1 - General. The Board of Directors shall have the authority to exercise, for and on behalf of the Association, all powers, duties and authority vested in or delegated to the Association by the Act, the Declaration and the Articles of Incorporation except where the Act or Declaration specifically require a vote of the Association membership.

Section 6.2 - Specified. The Board of Directors shall have the specific power and duty to:

(1) Adopt administrative rules and regulations (herein referred to as the "Rules and Regulations") governing the use and occupancy of the units; the use of the common elements; the conduct of the unit owners, unit occupants and their guests; and to establish penalties for the infraction thereof; provided, however, that any portion of such Rules and Regulations may be amended or rescinded by the unit owners representing sixty-seven percent (67%) of the units at any annual or special meeting if written notice thereof is given to all members at least ten (10) days before the date of such meeting.

(2) Employ a manager, managing agent, independent contractor or such other employees and personnel as the Board of Directors deems necessary, and to prescribe their compensation and duties.

(3) Cause to be kept, using standard bookkeeping procedures, detailed and accurate records of the receipts and expenditures affecting the common elements, specifying and itemizing the maintenance and repair expenses of the common elements and any other expenses incurred, together with a complete record of all proceedings and activities of the Board of Directors and the Association. A summary of such records shall be presented to the Association membership at each annual meeting.

(4) Cause all vouchers authorizing the payment of common expenses, and the books and papers of the Association to be available for examination by the unit owners at convenient times at the principal office of the Association, where copies may be purchased at reasonable cost.

(5) Prepare on or before July 1 of each year an annual budget for consideration and adoption by the annual meeting of the Association which budget shall show the estimated income and receipts of the Association, together with the common expenses which will be required to properly maintain the common elements as provided in the Declaration.

(6) Fix the amount of the regular monthly assessments required to be paid by each unit based on such annual budget and a reasonable amount considered by the Board of Directors to be necessary for a reserve for contingencies, replacements and improvements.

(7) Furnish to each unit owner at or before the annual meeting each year a summary of the proposed Association budget and a statement of the monthly assessment to be made to each unit during the following year, together with a statement of the rate of

interest which has been fixed by the Board of Directors to be fixed by the Board of Directors to be charged on unpaid assessments.

(8) Sue to recover a money judgment for unpaid assessments and charges or foreclose the lien against any unit for which assessments are not paid, in which event the Board of Directors on behalf of the Association may bid on such unit at foreclosure sale and acquire, hold, lease, mortgage and convey the unit.

(9) Secure and maintain adequate policies of insurance as required by the Declaration.

(10) Cause such officers, directors or employees of the Association having a financial responsibility to be bonded at the expense of the Association as it may deem appropriate.

(11) Contract for or otherwise provide for such services as may be necessary to manage, control and maintain the common elements in good, safe, clean, attractive and sanitary condition, order and repair, and to meet the special social and physical needs of older persons.

(12) Levy special assessments as authorized by the Declaration, provided that:

(a) a written report setting forth the reasons for and the estimated amount of the funds required, the proposed assessment against each unit, and the date or dates of payment is provided to the unit owners with the notice of the special Association meeting at which such special assessment will be considered; and

(b) such special assessment is approved by the affirmative vote of unit owners representing a majority of the votes.

(13) Designate by resolution, from time to time, one or more banks to act as depository for the funds of the Association.

(14) Establish procedures for the approval of all disbursements from the Association's funds and for the regular audit of the books and records of the Association.

(15) Prohibit any unit owner from voting at a meeting of the Association if the Association has recorded a statement of condominium lien on the person's unit and the amount necessary to release the lien has not been paid at the time of the meeting; and/or suspend any other right or privilege of use or enjoyment of the common areas or of Association services for non-payment of assessments or the infraction of rules and regulations.

(16) Establish reasonable fees and procedures for the use of any recreational facilities of the condominium.

ARTICLE 7.
OFFICERS AND THEIR DUTIES

Section 7.1 - Enumeration of Officers. The Officers of this Association shall be a President and Vice President, who shall at all times be members of the Board of Directors, a Secretary, a Treasurer, and such other officers as the Board may from time to time by resolution create.

Section 7.2 - Election of Officers. The election of officers shall take place at the first meeting of the Board of Directors following each annual meeting of the Association.

Section 7.3 - Term. The officers of this Association shall be elected annually by the Board of Directors and each shall hold office for one (1) year unless he/she shall sooner resign, be removed or otherwise be disqualified to serve.

Section 7.4 - Special Appointments. The Board of Directors may appoint such other officers as the affairs of the Association may require, each of whom shall hold office for such period, have such authority, and perform such duties as the Board may from time to time determine.

Section 7.5 - Resignation and Removal. Any officer may be removed from office with or without cause by the Board of Directors. Any officer may resign at any time by giving written notice to the Secretary. Such resignation shall take effect on the date of receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 7.6 - Vacancies. A vacancy in any office shall be filled by appointment by the Board of Directors. The officer appointed to such vacancy shall serve for the remainder of the term of the officer replaced.

Section 7.7 - Multiple Offices. The offices of Secretary and Treasurer may be held by the same person. No person shall simultaneously hold more than one (1) of the other offices except in the case of special offices created pursuant to Section 7.4 hereof.

Section 7.8 - Duties. The duties of the officers are as follows:

(1) **President.** The President shall preside at all meetings of the Board of Directors and Association; shall see that the orders, resolutions, Rules and Regulations of the Board are carried out; Shall sign all leases, mortgages, deeds and other instruments of conveyance and shall co-sign all checks and promissory notes.

(2) **Vice-President.** The Vice-President shall act in the place and stead of the President in the event of the President's absence, inability or refusal to act, and shall exercise and discharge such other duties as may be required by the Board of Directors.

(3) **Secretary.** The Secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board of Directors and of the Association; serve notice of meetings of the Board and of the Association; keep the Association roster of unit owners and addresses; sign, verify and file all statements of condominium lien; certify statements of unpaid condominium assessments for delivery to unit grantees; co-sign all leases, mortgages, deeds and other instruments of conveyance; and perform such other duties as required by the Board.

(4) **Treasurer.** The Treasurer shall receive and deposit in appropriate bank accounts all monies of the Association and shall disburse such funds as directed by resolution of the Board of Directors; shall sign all checks and promissory notes of the Association; keep proper books of account; cause an annual audit of the Association books to be made by a public accountant at the completion of each fiscal year; and shall prepare an annual budget and a statement of income and expenditures to be presented to the Association at its annual meeting and deliver a copy of each to the unit owners.

ARTICLE 8.
COMMITTEES

Section 8.1 - General Committee. The Board of Directors shall appoint such committees for such purposes and terms as it deems appropriate to discharge the duties and responsibilities of the Association and the Board of Directors and to provide for the proper operation of the Association.

Section 8.2 - Nominating. The Board of Directors shall appoint a Nominating Committee having the number of members and the responsibilities as specified in Section 4.5 of these By-Laws.

ARTICLE 9.
COMMON EXPENSES

Section 9.1 - Illustrative List. The common expenses set forth in Section 9.2 are intended only to guide unit owners, directors and officers in understanding the nature and purpose of common expenses. The common expenses actually incurred by the Association may include items not listed in Section 9.2 or conversely, may not include items which are listed. The Board of Directors shall have full authority to determine and authorize appropriate common expenses.

Section 9.2 - Typical Expenses. Common expenses may include, but are not limited to the cost of:

(1) maintaining the grounds which are part of the common elements, including cutting and fertilizing of lawns and maintenance of shrubs and trees.

(2) snow removal from all of the sidewalks and driveways and parking areas of the condominium.

(3) providing garbage, rubbish and trash collection.

(4) property and liability insurance on the condominium and the cost of such other insurance as the Association may obtain, to the extent that the same is not required to be separately billed to individuals.

(5) the services of the management and maintenance personnel or independent contractors as the Association shall consider necessary for the operation of the condominium.

(6) providing such legal and accounting services as may be considered necessary to the operation of the condominium.

(7) acquiring, painting, maintaining, replacing, repairing, operating and landscaping the common elements and such equipment for the common elements as the Board of Directors shall determine are necessary and proper.

(8) any and all other materials, supplies, labor, services, utilities, maintenance, repairs, taxes, assessments or the like which the Association is required to secure or pay for by law, or otherwise, or which in the discretion of the Board of Directors shall be necessary or proper for the operation and use of the common elements.

(9) any amount necessary to discharge any lien or encumbrance levied against the condominium, or any portion thereof, which may, in the opinion of the Board of

Directors, constitute a lien against any of the common elements rather than the interest of the owner of any individual unit.

ARTICLE 10.
AMENDMENTS

Section 10.1 - Presentment. Amendments to these By-Laws may be initiated and presented by the Board of Directors or any unit owner. Amendments must be submitted in writing to all unit owners at least ten (10) days prior to the annual or special Association meeting at which they will be considered.

Section 10.2 - Vote Required. These By-Laws may be amended by the affirmative vote of unit owners having sixty-seven percent (67%) or more of the votes.

MANAGEMENT OR EMPLOYMENT CONTRACTS

The Declarant has not yet entered into any management contract, employment contract or other contract affecting the use, maintenance or access of all or part of the condominium to which it is anticipated the unit owners or the Association will be a party following the initial sale of a unit by the Declarant. It is, however, anticipated that the Declarant will enter into contracts or other arrangements to provide for: lawn care, snow plowing and other services. The cost of such services is included in the projected annual operating budget and will be charged to the unit owners as part of their monthly assessment.

Cedarburg Trail Condominium

Operating Budget 7-1-20 thru 7-1-21

Budgeted Income and Expenses are based on first year with 10 of 28 units occupied part of the year so no net income is shown.

Income:	$125/mo/unit x 10 units x 6 of 12mo		$7,500.00
	Transfer Fees/Resales $50@		0
	Interest on checking/savings		0
	Total Income		$7,500.00
Expenses:	Bank Fees/WI annual report	$ 0	
	Bldg repairs/improvements	0	
	Waste Pickup	1,000.00	
	Snow Plowing/Shoveling	2,000.00	
	Lawn Cutting/Trim/Fertilize	2,000.00	
	Landscape replacements	0	
	Insurance	2,500.00	
	Total Expenses	$7,500.00	$7,500.00
Net Income First Year			0

Sign _____ Sign _____ Date _____

ASSOCIATION
RULES, REGULATIONS, OCCUPANCY RESTRICTIONS, AVAILABLE SERVICES AND FACILITIES

The following rules and regulations govern the use of the condominium and the conduct of its occupants.

1. **APPLIANCE USE:** Dishwashers, garbage disposals, whirlpool tubs, clothes washers and dryers shall not be used between 10:00 P.M. and 7:00 A.M.

2. **LAUNDRY:** No clothing or other items may be hung in any common area unless areas are designated for such purpose in writing by the Association.

3. **LAWN AREAS:** Grilling is permitted on common areas. Grills, picnic tables and lawn furniture are permitted on common areas but when not in use shall be stored within the owners' unit. No grilling or use of other flammables is permitted on front or rear covered porches,. Any violators will be responsible for damage.

4. **LEASING OF UNITS:** Unit owners who lease their units shall use the lease form provided by the Association. A copy of the lease executed by the tenants, along with written acknowledgment of the tenants' receipt of the Association Rules and Regulations, shall be provided to the Association within 10 days of tenant occupancy.

5. **LEASING OF GARAGES:** A unit owner may lease to another unit owner or occupant a garage stall which is appurtenant to his or her unit, but may not lease such stall to anyone who is not a unit owner or occupant. Written notice of the lease shall be provided to the Association. Unused garage stalls may not be conveyed between unit owners.

6. **PORCH ENCLOSURES.** Unit owners are permitted to enclose rear and/or side porches with screening and/or glass if written approval is granted by the Association prior to installation and such enclosure conforms to others approved by the Association. All such enclosures must comply with applicable municipal ordinances.

7. **OUTSIDE PARKING.** Street parking is not permitted on private road subject to Assoc change. Parking on a resident's driveway is reserved for that resident or that resident's guests. Short-term parking by guests of other residents may be permitted if agreed to by the residents of both units. No trucks, recreational vehicles, trailers, boats, motorbikes or other commercial or recreational-type vehicle or vehicle bearing any commercial message shall be permitted to park overnight on a driveway or street. Residents are encouraged to park their vehicles in their garage rather than on their driveway and to keep their garage door closed when not driving in or out. No vehicle maintenance of any type other than washing-waxing and emergency service shall be permitted on a driveway or street. Residents herein understand that vehicles parked on driveway or street during a snow will result in no plowing in those areas.

8. **GUESTS.** Guests may stay with resident(s) in a unit not more than 10 nights in a row per month.

9. **FLAMMABLES:** Storage of flammables (gas, propane, etc.) in separate containers (other than vehicle gas tanks) is not recommended inside a unit or its garage.

10. **PET REGULATIONS**: The following are rules and regulations relating to pet ownership:

A. Two caged birds and common tank fish are permitted per condominium unit. One dog or one cat per condominium unit is permitted unless written permission is granted by Association for more pets. The pet must be housed in pet owner's unit within a building designated for one cat or dog. A colored photo of the dog or cat must be registered with the Association. No visiting pets are permitted.

B. Pet must be kept on leash and attended by an adult at all times when pet is outside of the unit. Any mess by pet anywhere on premises to be cleaned by pet owner immediately, including deodorization, if needed. Immediate disposal of waste shall be in sealed plastic bags placed in pet owners' garbage. Any smell or odor related to pet is to be corrected by pet owner immediately.

C. Pet owners are to use the yard immediately behind their own condominium unit as the primary walking place so that front yards do not become unsightly and to keep pets out of view most of the time in the interest of the non-pet owners and their guests. It is suggested that pet owners make use of the rear garden area of their units for pets to relieve themselves. This will avoid discoloring and/or destruction of lawn plantings for which unit owners would be responsible for cleanup, repair and or replacement. This will also help to minimize or eliminate pet odors and allow for more pleasant viewing by other unit residents and facilitate lawn cutting.

D. If other condominium residents complain to Association about pet noise, within 10 days of receipt of written notice from Association, the pet owner will purchase and use on pet an electric collar and train pet to be quiet. (This includes a cat, dog, and where possible, a bird). If collar is not used or doesn't work and residents still complain about noise from a pet, Association will give that pet owner written notice to permanently remove the pet from the premises within 10 days of receipt of such notice.

E. Pet owners are responsible for any damage or injury caused by their pet. If pet causes any injury on or off the premises, the pet owner must permanently remove the pet from the premises.

F. No pet may be kept or bred or maintained for commercial purposes. Any pet owner refusing to comply with these rules and regulations to the satisfaction of the Association will be warned in writing once by the Association and if the same violation occurs again, a second written notice from the Association will require the owner to permanently remove the pet from the premises within 10 days of receipt of notice or be found in violation and subject to any and all remedies provided.

11. **SECURITY SYSTEMS.** Unit owners are permitted to install security systems in their condominium units. If the Association has to enter a unit and the system activates, that unit owner shall be responsible for any damage or cost related thereto.

12. **ASSOCIATION FEES.** Any Association fee received after the 10th day of the month due and any Associate fee payment returned by bank for non-payment shall result in a $10 extra fee plus the Association bank fee charged, payable by that owner to the Association to compensate for the extra administrative costs and that fee shall be considered part of the fee due that month and subject to all provisions of the Declaration.

13. **REPAIRS.** Owners and residents are not authorized to order, perform or contract for maintenance (excluding cleaning), repairs or replacement of common or limited common elements unless the owner receives written permission from the Association and agrees in writing with the Association contractor to pay for that work. Otherwise, only Association officers shall order and contract for such work.

14. **PLANTING.** Residents are permitted to plant flowers and vegetables along a 12-foot length of the exterior rear wall of their condominium unit not to exceed more than four feet from the wall. Residents may also plant flowers along the front sidewalk at their unit if a planting area is provided. Any other plantings require written Association approval. The resident is responsible for maintenance of their plantings and for removal of same at the end of the growing season.

15. **WATERING.** Residents are to water their own established lawn and plantings as needed, including plantings that the residents plant. If a resident does not water, and the lawn or plantings are not therefore consistent with adjoining lawns, the Association may water and assess the costs of same to that resident.

16. **FERTILIZING.** Residents are not permitted to fertilize lawns or plantings except for plantings the residents planted. Fertilizing will be done by the Association to keep lawns and plantings consistent with each other.

17. **OCCUPANCY AND SERVICES.**

A. This is a senior condominium community designed and intended as housing for persons age 55 years of age and over. Age of residents will be verified by a copy of driver's license or birth certificate or other appropriate documentation maintained in the Association files.

B. At least 80% of the condominium units will be occupied by at least one person 55 years of age or older and children under the age of 14 are not permitted to reside in a unit unless the adult resident is subject to a hardship condition as defined by §101.221(1m)(km) of the Wisconsin Statutes.

C. At least 30 days prior to any change in residency, whether by deed or by lease, the vacating resident and the new resident shall notify the Association in writing and shall indicate the dates of birth of all new residents. In the event that 20% of the units are not occupied by one person age 55 or older, the Association reserves the right to refuse occupancy to an applicant under that age.

D. Facilities and services designed to meet the physical and social needs of older persons shall be provided as needed by the Association, including, but not limited to, social programs (parties, card clubs, sports viewing, etc.); recreational programs (organized exercise, walking); continuing education (seminars, speakers, videos, vacation travelogues, etc.); referral services for plumbing, electrical and other repairs; accessible areas with no stairs and wide doorways; transportation on-site to facilities by volunteers and off-site by volunteers and shared-ride taxi service; maintenance of common grounds and exterior condominiums for residents; other services as needed to be posted at facilities. Fees may be charged for some services, either by the Association or by other service providers.

E. Conveniences include a mall with food, department and drug store and restaurants, near to the condominium site, hospital, nursing home and clinics across the street from that mall, and other shopping and restaurants within six blocks. The condominium units and area [illegible] permit easy access including single-level and [illegible], no steps from front porch or garage into condominium, and wide doorways. In the interest of maintaining at least 80% occupancy by persons age 55 or older, unit owners desiring to transfer the use or occupancy of their units shall make every effort to market that unit to persons age 55 or older. Unit owners must keep in mind that an additional percentage of condominiums above 80% must be reserved for future survivors under 55 years of age who are co-residents with someone 55 and over, so that the survivor will not be forced to move at the time of death of the resident who was 55 or over.

F. The Developer will operate the Association, on behalf of the owners, until 75% of the units are conveyed at closings, at which time the unit owners will operate the Association and shall continue to offer facilities and services for residents 55 years of age and over.

G. See By-Laws recorded as a restriction on each deed for more details.

18. **APPROVAL OF SALES.** When a unit owner decides to sell or otherwise transfer the unit, the Association must first be consulted to determine the percentage occupied by persons age 55 or over. Any accepted offer to purchase must be contingent upon Association approval as to age.

19. **OWNER RESPONSIBILITY.** Unit owners are responsible for making certain that all unit occupants, guests and employees are aware of these rules and regulations and that they comply with them.

20. **PEACE AND ORDER.** All unit occupants and their guests shall conduct themselves, particularly when in common areas, in a manner which is respectful of the peaceful and quite enjoyment of the condominium by the other occupants. All occupants and their guests shall also comply with all applicable laws and ordinances.

21. **ENFORCEMENT.** When Association has reason to believe there is noncompliance with rules and regulations within a unit, Association is permitted to enter that unit at reasonable hours of day when that unit owner or resident's tenant is present to verify compliance.

22. **EXTERIOR.** Each unit is permitted two of the four items listed below to be attached to the exterior of that unit:

(A) A wreath/floral arrangement on garage side wall maximum 24" x 24" which must be removed if dead or faded.

(B) An owner name board under address, maximum 6" x 12".

(C) An American flag on pole, maximum 3' x 5'.

(D) A hanging basket at front door.

23. **SATELLITE DISH.** A satellite dish is permitted if placed on that unit's rear porch, garden area or rear lower roof. Maximum 20" in size, and Association assumes no responsibility for damage and that unit owner still must pay cable TV fee if in monthly Association dues.

FURNACE: Replace filter each month or two year round-easy to do.
Be sure hose from furnace goes into floor drain.
Hose to floor drain can get plugged-besure its draining or replace.
Keep temperature at minimum 70 degrees to prevent outside vent freezeup.
Keep inside heat vents clear so air blows on window/door glass.

WATER HEATER: Besure overflow pipe water can get to floor drain.
If no basement, pipe from overflow pipe to be connected to floor drain.
Do not set water temperature too high that you have to combine cold water.

WATER SOFTNER: Either you or a salt service add when needed.
City water is hard well water that can block up pipes if not softened.
That is why we provided a water softener in each unit.

PLUMBING: In Fall, close interior valve and open exterior hose bib freeze proof valve and then open interior air valve so air forces any water in pipe out to reduce chance of freeze damage.

HUMIDITY: Control to no more than 30% to prevent moisture and damage.
Use the dehumifier
Provide a dehumidifier elsewhere in condo if needed.
Reduce levels by running bath and kitchen exhaust fans.
Keep window/door drapes/blinds pulled up in Winter so heat blows on glass.

SAFETY: Do not try any electrical, heating, plumbing or other repairs.
Do not walk on slippery areas-wait until its dry/shoveled/sanded.
Do not climb latters/other to reach high areas, let others do it.
Do not go in attic-disturbs insulation & buried vents & could fall thru.

DRINKING WATER: We suggest using bottled water for drinking.
City water is usually safe, but why take chances at our age.

VACATION: If gone more than two weeks, shut off water heater, turn off toilet valves, leave your vacation phone number with Assoc, have your mail/papers stopped or picked up, have a good time.

INSURANCE: If you make major improvements like upgrades and/or options, it may exceed Association Insurance limits, so add coverage to your Condo Owners Policy. Negilance by you or guests that causes injury/damage to you/guests and/or other residents/units, should be covered by your Condo Owners Policy.

OTHER: There are other maintenance requirements and Owner is responsible.

FURNACE: Replace filter each month or two year round-easy to do.
Be sure hose from furnace goes into floor drain.
Hose to floor drain can get plugged-besure its draining or replace.
Keep temperature at minimum 70 degrees to prevent outside vent freezeup.
Keep inside heat vents clear so air blows on window/door glass.

WATER HEATER: Besure overflow pipe water can get to floor drain.
If no basement, pipe from overflow pipe to be connected to floor drain.
Do not set water temperature too high that you have to combine cold water.

WATER SOFTNER: Either you or a salt service add when needed.
Private so . hard well water that can block up pipes if not softened.
That is why we provided a water softener in each unit.

PLUMBING: In Fall, close interior valve and open exterior hose bib freeze proof valve and then open interior air valve so air forces any water in pipe out to reduce chance of freeze damage.

HUMIDITY: Control to no more than 30% to prevent moisture and damage.
Use an dehumifier
Provide a dehumidifier elsewhere in condo if needed.
Reduce levels by running bath and kitchen exhaust fans.
Keep window/door drapes/blinds pulled up in Winter so heat blows on glass.

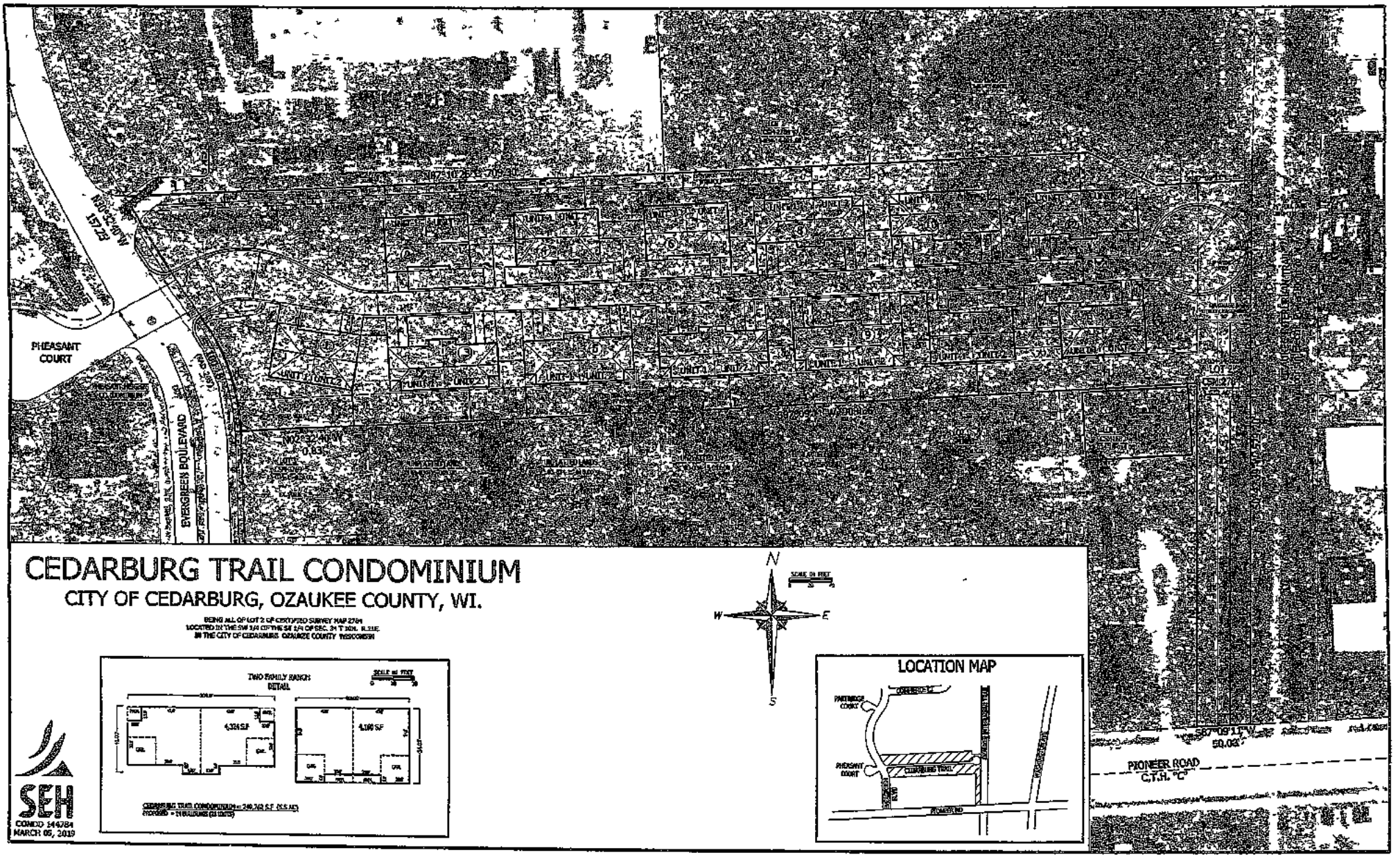
SAFETY: Do not try any electrical, heating, plumbing or other repairs.
Do not walk on slippery areas-wait until its dry/shoveled/sanded.
Do not climb latters/other to reach high areas, let others do it.
Do not go in attic-disturbs insulation & buried vents & could fall thru.

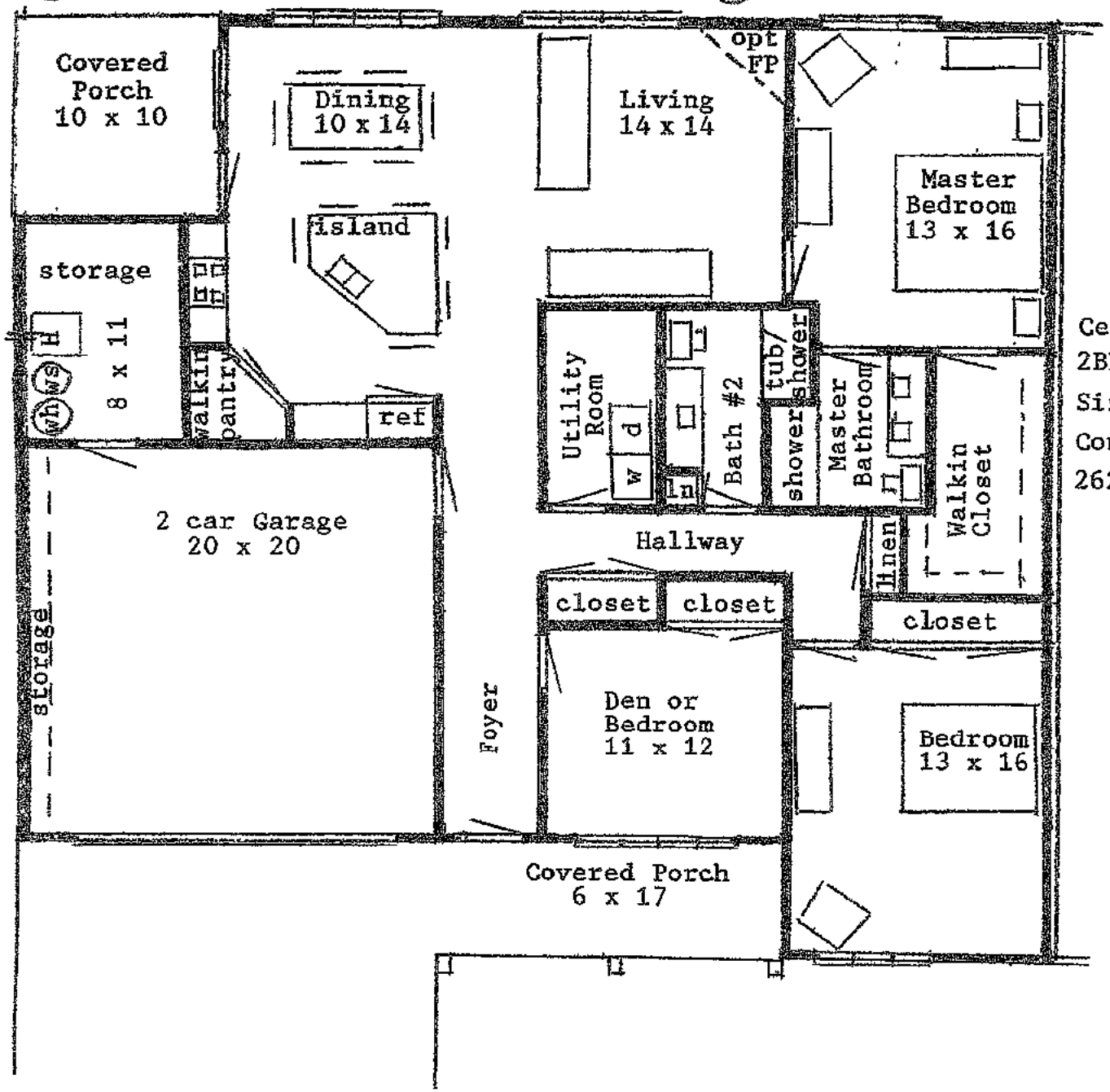
DRINKING WATER: We suggest using bottled water for drinking.
Well water is usually safe, but why take chances .

VACATION: If gone more than two weeks, shut off water heater, turn off toilet valves, leave your vacation phone number with Assoc, have your mail/papers stopped or picked up, have a good time.

INSURANCE: If you make major improvements like upgrades and/or options, it may exceed Association Insurance limits, so add coverage to your Condo Owners Policy. Negilance by you or guests that causes injury/damage to you/guests and/or other residents/units, should be covered by your Condo Owners Policy.

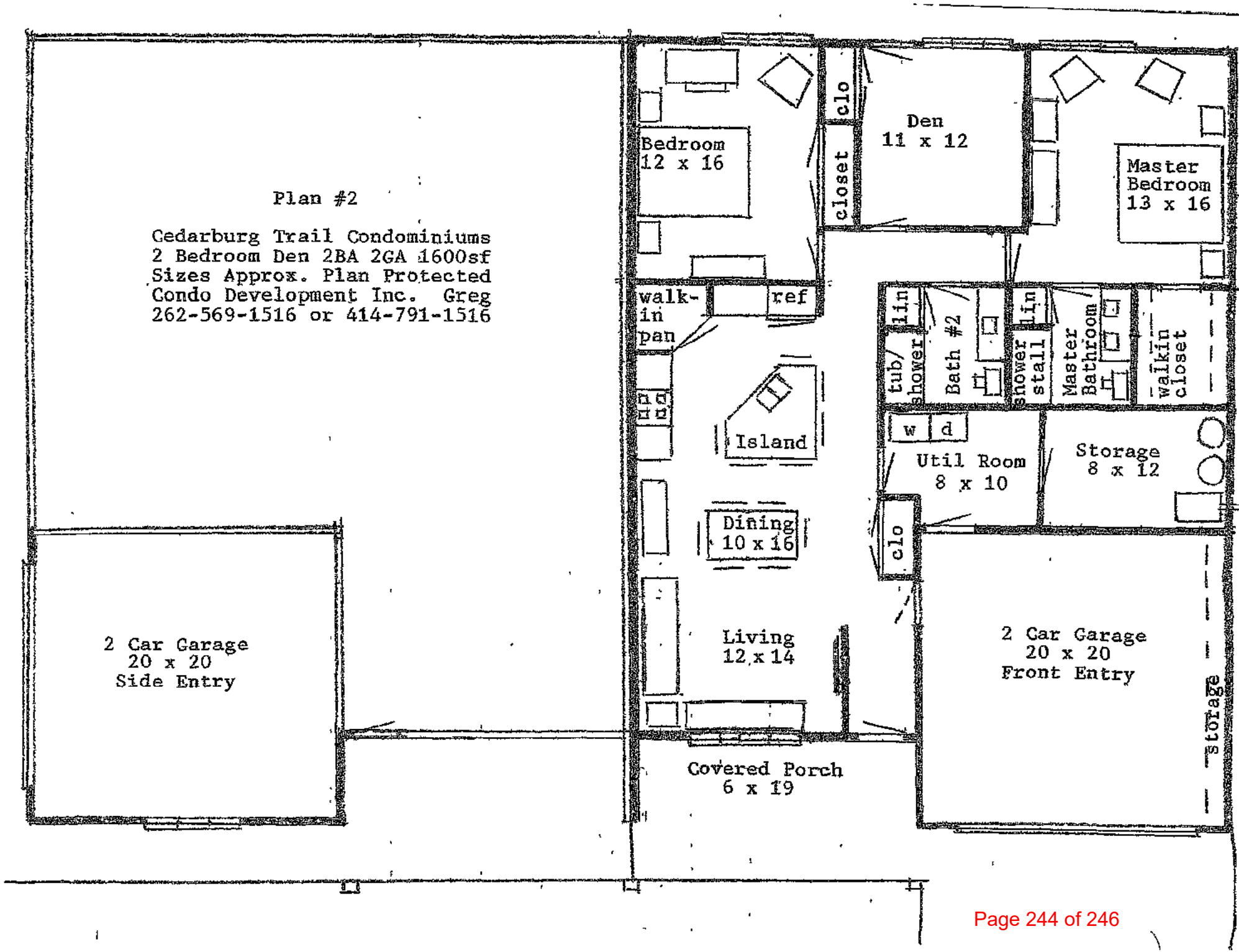
OTHER: There are other maintenance requirements and Owner is responsible.

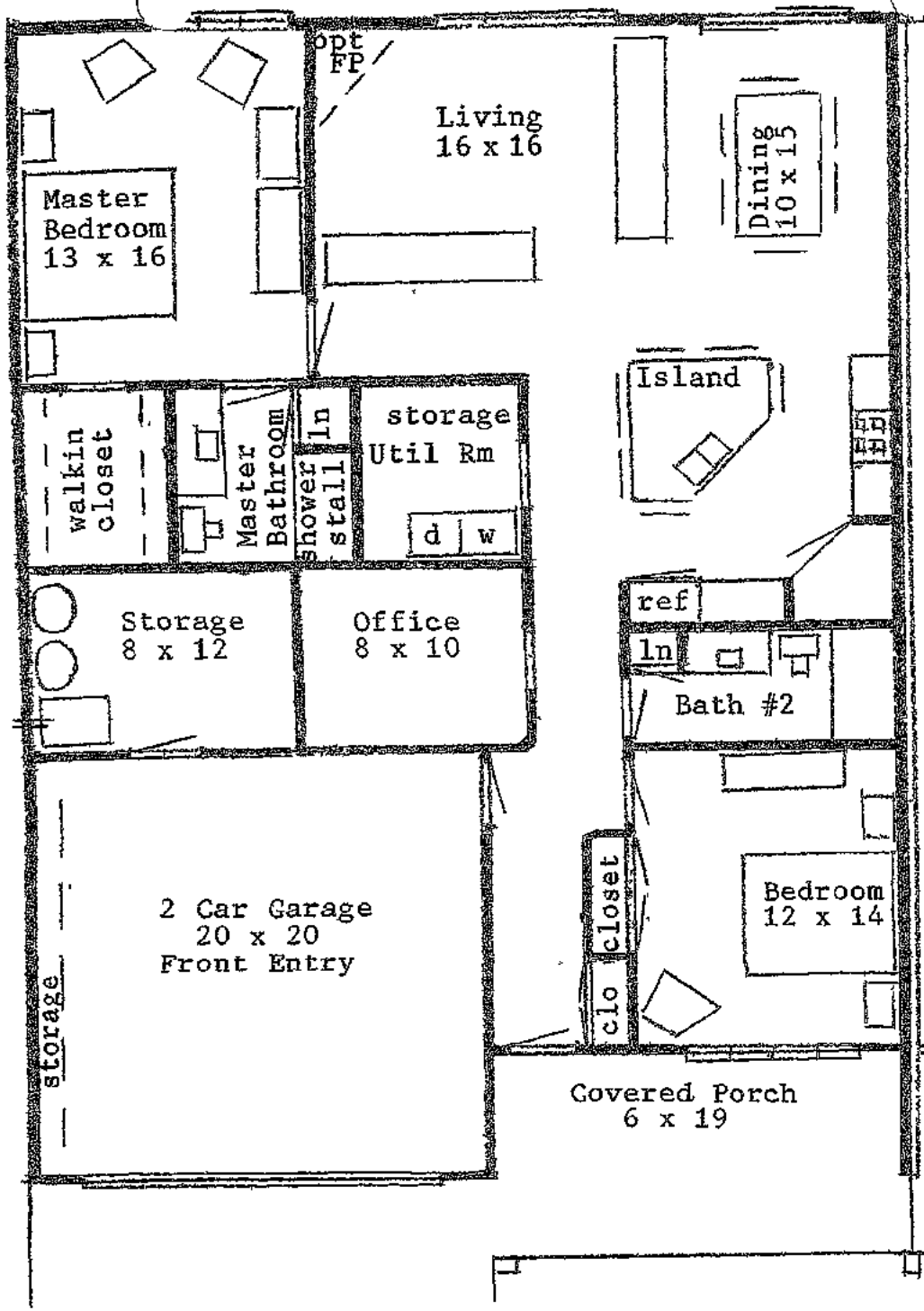

CEDARBURG TRAIL CONDOMINIUM
CITY OF CEDARBURG, OZAUKEE COUNTY, WI.
BEING ALL OF LOT 2 OF CERTIFIED SURVEY MAP 2784
LOCATED IN THE SW 1/4 OF THE SE 1/4 OF SEC. 34 T 10N. R 21E.
IN THE CITY OF CEDARBURG, OZAUKEE COUNTY, WISCONSIN
TWO FAMILY RANCH
DETAIL
SCALE IN FEET
4,334 S.F.
4,100 S.F.
CEDARBURG TRAIL CONDOMINIUM = 240,263 S.F. (5.5 AC)
PROPOSED = 21 BUILDINGS (21 UNITS)
SEH
CONDO 144284
MARCH 05, 2019
N
W
E
S
LOCATION MAP
PARTRIDGE COURT
PHEASANT COURT
CEDARBURG TRAIL
PIONEER RD
PHEASANT COURT
EVERGREEN BOULEVARD
N02°32'40"W
157.23
N02°32'40"W
0.83
S87°09'11"W
50.02
PIONEER ROAD
C.T.H. "C"



Floor Plan #1

Cedarburg Trail Condominium
2BR+Den or 3BR 2BA 2GA 1800s
Sizes Approx. Plan Protecte
Condo Development Inc. Gre
262-569-1516 or 414-791-151


Plan #2
Cedarburg Trail Condominiums
2 Bedroom Den 2BA 2GA 1600sf
Sizes Approx. Plan Protected
Condo Development Inc. Greg
262-569-1516 or 414-791-1516
Bedroom
12 x 16
clo
closet
Den
11 x 12
Master
Bedroom
13 x 16
walk-
in
pan
ref
lin
tub/
shower
Bath #2
lin
shower
stall
Master
Bathroom
walkin
closet
Island
w
d
Util Room
8 x 10
Storage
8 x 12
Dining
10 x 16
clo
2 Car Garage
20 x 20
Side Entry
Living
12 x 14
2 Car Garage
20 x 20
Front Entry
storage
Covered Porch
6 x 19



Plan #3

Cedarburg Trail Condominiums
2 Bedroom Den 2BA 2GA 1600sf
Sizes Approx. Plan Protected
Condo Development Inc. Greg
262-569-1516 or 414 791-1516

2 Car Garage
20 x 20
Side Entry

EXHIBIT B

CEDARBURG TRAIL CONDOMINIUMS

Unit No	Lot No	House No	Street	Parcel No
1-1	1			
1-2	1			
2-1	2			
2-2	2			
3-1	3			
3-2	3			
4-1	4			
4-2	4			
5-1	5			
5-2	5			
6-1	6			
6-2	6			
7-1	7			
7-2	7			
8-1	8			
8-2	8			
9-1	9			
9-2	9			
10-1	10			
10-2	10			
11-1	11			
11-2	11			
12-1	12			
12-2	12			
13-1	13			
13-2	13			