

**CITY OF CEDARBURG
MEETING OF COMMON COUNCIL
MARCH 26, 2018 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, March 26, 2018 at 7:00 p.m.** at City Hall, W63 N645 Washington Avenue, Cedarburg, WI, in the second floor Council Chambers.

**REVISED AGENDA
(Addition of Item 8. H)**

1. CALL TO ORDER
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL: Present – Common Council – Mayor Kip Kinzel, Council Members John Czarnecki, Jack Arnett, Dick Dieffenbach, Rick Verhaalen, Patricia Thome, and Mike O’Keefe
5. STATEMENT OF PUBLIC NOTICE
6. APPROVAL OF MINUTES* - March 12, 2018
7. COMMENTS AND SUGGESTIONS FROM CITIZENS** Comments from citizens on a listed agenda item will be taken when the item is addressed by the Council. At this time individuals can speak on any topic not on the agenda for up to 5 minutes, time extensions at the discretion of the Mayor. No action can be taken on items not listed except as a possible referral to committees, individuals or a future Council agenda item.
8. NEW BUSINESS
 - * A. Accept and refer to Plan Commission the rezoning petition from S. Duane Stroebel, Jr./Allison Mantel, D.D.S., MS to rezone the two parcels at the northeast corner of Evergreen Boulevard and Pioneer Road from RD-1 Two Family Residential District to B-4 Office and Service District; and action thereon
 - * B. Presentation of 2017 Annual Financial Report
 - * C. Consider allocating funds toward the preliminary design of a business park on Highway 60, including acceptance of proposal to complete traffic impact analysis; and action thereon
 - * D. Consider bids received for the 2018 Street and Utility Contract; and action thereon
 - * E. Consider writing off uncollectible receivables in the Risk Management Fund; and action thereon

- * F. Consider Ordinance No. 2018-04 amending Sec. 11-2-7 of the Municipal Code pertaining to the placement of chairs in advance of the annual 4th of July parade; and action thereon
- * G. Consider payment of bills for the period 03/09/18 through 03/16/18, transfers for the period 03/09/18 through 03/17/18, and payroll for the period 02/25/18 through 03/10/18; and action thereon
- * H. Review of 2017 Annual Stormwater Compliance Report; and action thereon
- *** ~~H.~~ I. Consider License Applications; and action thereon
 - 1. Consider approval of new Operators License application for the period ending June 30, 2018 for Chad M. Bowen

9. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- * A. Administrator's Report

10. COMMUNICATIONS

- ** A. Comments and suggestions from citizens
- B. Comments and announcements by Council Members
- C. Mayor's Report
 - 1. Proclamation – Municipal Treasurers Week – April 15-21, 2018
 - 2. Proclamation – Arbor Day, April 27, 2018

11. ADJOURNMENT

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

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

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

**CITY OF CEDARBURG
COMMON COUNCIL
March 12, 2018**

**CC20180312-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, March 12, 2018, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Mayor Kinzel called the meeting to order at 7:00 p.m.

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

Vacant - Aldermanic District 5

Also Present - City Administrator/Treasurer Christy Mertes, City Attorney Michael Herbrand, Deputy City Clerk Amy Kletzien, Parks, Recreation & Forestry Director Mikko Hilvo, Water Recycling Center Superintendent Eric Hackert, 1st Aldermanic District candidate Sara Dunstone, 3rd Aldermanic District candidates Kristin Burkart and Ryan Hammetter, 7th Aldermanic District candidate Rod Galbraith, interested citizens and news media

STATEMENT OF PUBLIC NOTICE

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

APPROVAL OF MINUTES

Motion made by Council Member Thome, seconded by Council Member Dieffenbach, to approve the minutes of the February 26, 2018 meeting as presented. Motion carried without a negative vote with Aldermanic District 5 vacant.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

NEW BUSINESS

CONSIDER AWARD OF CONTRACT FOR THE 2018 ANNUAL CONCRETE SIDEWALK PROGRAM; AND ACTION THEREON

City Administrator/Treasurer Mertes explained that staff received seven bids for the 2018 concrete sidewalk replacement project with the low bid coming from Forward Contractors in the amount of \$41,450. The Public Works and Sewerage Commission was scheduled to meet March 8th, but the meeting was canceled due to lack of a quorum. Therefore, this item is brought to the Common Council without a recommendation from the Commission. Staff recommends awarding the 2018 sidewalk contract to Forward Contractors on the basis of their low bid.

Motion made by Council Member Arnett, seconded by Council Member Czarnecki, to award the 2018 annual concrete sidewalk program to Forward Contractors in the amount of \$41,450. Motion carried without a negative vote with Aldermanic District 5 vacant.

CONSIDER RESOLUTION NO. 2018-07 AUTHORIZING STAFF TO APPLY FOR A DNR MUNICIPAL DAM GRANT FOR PENDING REPAIRS TO THE COLUMBIA MILLS AND WOOLEN MILLS DAMS; AND ACTION THEREON

City Administrator/Treasurer Mertes explained that the Common Council awarded the contract for engineering services related to the Woolen Mills dam inspection and preparation of the grant application to Graef at the last Common Council meeting. This resolution will complete the authorization to apply for a DNR Municipal Dam Grant for pending repairs to the Columbia Mills and Woolen Mills Dams. If we are successful, the grant would cover 50% of the first \$400,000 of eligible repairs, and 25% of costs exceeding \$400,000. The work is to be completed by October 31, 2018.

Motion made by Council Member Czarnecki, seconded by Council Member O'Keefe, to adopt Resolution No. 2018-07 authorizing staff to apply for a DNR Municipal Dam Grant for pending repairs to the Columbia Mills and Woolen Mills Dams. Motion carried without a negative vote with Aldermanic District 5 vacant.

CONSIDER A REQUEST TO CONTRACT FOR REPLACING THREE FLAT ROOFS AT THE CEDARBURG WATER RECYCLING CENTER; AND ACTION THEREON

Superintendent Hackert explained that the Water Recycling Center is in need of replacing the roofing on three main buildings. Two of the buildings are currently leaking through the ceilings. The roofs are all over 15 years old. He recommends hiring ARC Commercial Contracting Services based on their low price of \$81,700. Superintendent Hackert did review the project with ARC to make sure they understood the scope of the project based on their bid. He also checked references and he feels comfortable with the contract.

Motion made by Council Member Czarnecki, seconded by Council Member Thome, to accept the contract from ARC Commercial Contracting Services for replacing three flat roofs at the Water Recycling Center for \$81,700. Motion carried without a negative vote with Aldermanic District 5 vacant.

CONSIDER APPLICATION OF L&G EXPRESS BAR, LLC, LARRY D. WEIDMANN, AGENT, FOR A CLASS "B" BEER AND "CLASS B" LIQUOR LICENSE FOR L&G EXPRESS AT N50 W5586 PORTLAND ROAD DUE TO CHANGE IN OWNERSHIP FROM A PARTNERSHIP TO AN LLC; AND ACTION THEREON

City Administrator/Treasurer Mertes explained that due to a change in ownership, L&G Express Bar is changing from a partnership to an LLC.

In answer to Council Member Dieffenbach's question, Deputy Clerk Kletzien explained that L&G Express will need to pay a pro-rated amount for the remainder of the licensing period under the new ownership.

Motion made by Council Member Verhaalen, seconded by Council Member Thome, to approve the application of L&G Express Bar, LLC, Larry D. Weidmann, Agent, for a Class “B” Beer and “Class B” Liquor License for L&G Express at N50 W5586 Portland Road. Motion carried without a negative vote with Aldermanic District 5 vacant.

CONSIDER REQUEST OF AMBUR VANCE OF AT JJ’S LLC TO AMEND THE PREMISE DESCRIPTION OF THE CLASS “B” BEER AND “CLASS B” LIQUOR LICENSE OF AT JJ’S AT W62 N559 WASHINGTON AVENUE TO SELL AND SERVE ALCOHOL OUTSIDE DURING STRAWBERRY FEST AND WINE AND HARVEST FEST; AND ACTION THEREON

City Administrator/Treasurer Mertes explained that the owners of AT JJ’s are seeking permission to alter their liquor license premise description to be able to sell and serve alcohol under a tent on the street in front of the business during Strawberry Festival and Wine and Harvest Festival.

Motion made by Council Member Czarnecki, seconded by Council Member Arnett, to approve the request of Ambur Vance of AT JJ’s LLC to amend the premise description of the Class “B” Beer and “Class B” Liquor license of AT JJ’s at W62 N559 Washington Avenue to sell and serve alcohol outside during Strawberry Festival and Wine & Harvest Festival. Motion carried without a negative vote with Aldermanic District 5 vacant.

CONSIDER REQUEST TO USE RECREATION FUND BALANCE FOR YOUTH FOOTBALL EQUIPMENT; AND ACTION THEREON

Council Member Verhaalen recused himself from this item because he is involved with the Cedarburg Dawgs Football program.

Director Hilvo explained that the City of Cedarburg Recreation Department has recently partnered with the Cedarburg Dawgs Football program to help develop youth football in Cedarburg. The Dawgs will offer tackle football from 5th – 8th grades. The Recreation Department will continue offering flag football from grades K4- 4th but under the name Cedarburg Dawgs Flag Football. The purpose of this is to unify all levels of youth football and offer positive play for each player in Cedarburg from K4 all the way to the high school level. He also explained that in 2006, the Recreation Department was approached by a group of parents to take over the flag football program in Cedarburg. They had been offering it for a couple of years but many of the parents involved had children who grew out of the program and no one else was interested in offering it. The group at that time gave all of their equipment (value \$3,000) and \$2,000 startup funds that they had from the previous season. This allowed the City to offer the program at a reasonable cost to participants. In order for this new tackle football league to be able to provide the best program possible for our youth they need equipment that will provide the children the safety they need to participate in the program. The Recreation staff and the Park Board feel that a sponsorship of \$5,000 would help them accomplish this. The funds will come out of the Special Recreation Special Revenue account which was created for the purpose of funding recreation programs in the community without tax support.

In answer to Council Member Dieffenbach's question, Director Hilvo explained that the Dawgs and Colts are similar programs; however, the Dawgs program will provide positive play. Only one of the programs will be playing next year and the two programs will merge.

In answer to Council Member Dieffenbach's question, Director Hilvo stated that the Town of Cedarburg does not want to participate in this program. Council Member Dieffenbach asked that Director Hilvo not give up on trying to include the Town of Cedarburg in joint programs.

In answer to Council Member Dieffenbach's question, Director Hilvo explained that the Dawgs program will follow the same concussion protocol as Cedarburg High School.

Council Member Verhaalen explained that each player will participate in baseline testing that will be good for two years. All coaches will be trained to follow the concussion guidelines.

Motion made by Council Member O'Keefe, seconded by Council Member Czarnecki, to approve the request to use \$5,000 from the Recreation Fund balance for Youth Football equipment. Motion carried without a negative vote with Aldermanic District 5 vacant.

CONSIDER PAYMENT OF BILLS FOR THE PERIOD 01/23/18 THROUGH 03/01/18, TRANSFERS FOR THE PERIOD 02/22/18 THROUGH 03/06/18, AND PAYROLL FOR THE PERIOD 02/11/18 THROUGH 02/24/18 AND ACTION THEREON

Motion made by Council Member Dieffenbach, seconded by Council Member Arnett, to approve payment of bills for the period 01/23/18 through 03/01/18, transfers for the period 02/22/18 through 03/06/18, and payroll for the period 02/11/18 through 02/24/18. Motion carried without a negative vote with Aldermanic District 5 vacant.

CONSIDER LICENSE APPLICATIONS; AND ACTION THEREON

Motion made by Council Member O'Keefe, seconded by Council Member Thome, to approve a new Operators License application for the period ending June 30, 2018 for Nicholas S. Heebisch. Motion carried without a negative vote with Aldermanic District 5 vacant.

ADMINISTRATOR'S REPORT

City Administrator/Treasurer Mertes is in discussions with the Town of Cedarburg regarding a shared phone system with the City of Cedarburg.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

COMMENTS & ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Dieffenbach explained that many trees were lost in the wooded lot on Lincoln Drive due to Emerald Ash Borer. On April 21, Cedarburg Green is hosting a community project to plant 100 new trees. Council Member Thome stated that the Rotary made a significant donation to this project.

MAYOR'S REPORT - None

ADJOURNMENT

Motion made by Council Member Thome, seconded by Council Member Czarnecki, to adjourn the meeting at 7:20 p.m. Motion carried without a negative vote with Aldermanic District 5 vacant.

Amy D. Kletzien, MMC/WCPC
Deputy City Clerk

CITY OF CEDARBURG

MEETING DATE: March 26, 2018

ITEM NO: 8. A.

TITLE: Accept and refer to Plan Commission the rezoning petition from S. Duane Stroebel, Jr/Allison Mantel, D.D.S., MS to rezone the two parcels at the northeast corner of Evergreen Boulevard and Pioneer Road from RD-1 Two Family Residential District to B-4 Office and Service District; and action thereon.

ISSUE SUMMARY: According to **Sec. 13-1-183. Review and Recommendation**, the Plan Commission shall review all proposed changes to the district boundaries or amendments within the corporate limits and shall recommend that the petition be granted as requested, modified, or denied. The recommendation shall be made at a Plan Commission meeting subsequent to the Common Council meeting at which the petition is first submitted and shall be made in writing to the Common Council.

In this instance, property owner Duey Stroebel is under contract to sell the southern two of the three sites he owns at the northeast corner of Pioneer Road and Evergreen Boulevard to Dr. Alison Mantel for an Orthodontics Clinic. Her plan is to secure the proper zoning now and then follow-up with detailed development plans later this year. Dr. Mantel proposes combine these two lots together into one and then to construct a 4,000 square foot clinic with supporting onsite parking similar to the Today's Dentistry across the street at W68 N101 Evergreen Boulevard. The Plan Commission will review the proposed Rezoning and Land Use Plan amendment at the April meeting and then submit its recommendation for your consideration at a future Council meeting.

STAFF RECOMMENDATION:

Accept the petition and refer it to the Plan Commission for their review and recommendation.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

N/A

BUDGETARY IMPACT:

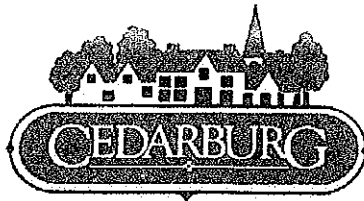
N/A

ATTACHMENTS:

- Rezoning Petition

INITIATED/REQUESTED BY: S. Duey Stroebel/Allison Mantel, D.D.S., MS

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



LAND DEVELOPMENT APPLICATION
City of Cedarburg

Northeast corner of Evergreen Boulevard and Pioneer Road
Parcel Nos. 13-034-15-017.00 and 13-034-15-018.00

PROPERTY LOCATION/ADDRESS:

APPLICANT: Duane Stroebel, Jr. / Alison Mantel, D.D.S., MS

TELEPHONE: 262-424-4420

ADDRESS: W61 N4888 Washington Ave.

FAX: _____

Cedarburg, WI 53012

e-mail: dstroebel@terrace-realty.com

PROPERTY OWNER: Duane Stroebel, Jr.

TELEPHONE: 262-424-4420

ADDRESS: W61 N4888 Washington Avenue

FAX: _____

Cedarburg, WI 53012

e-mail: dstroebel@terrace-realty.com

REQUEST FOR:

☐ Concept Review
☐ Site/Architectural Plan Approval
☐ Subdivision Plat or C.S.M. Review
☒ Zoning District Change

☐ Conditional Use Zoning
☐ Annexation Request
☐ Variance/Board of Appeals
☒ Other Land Use Plan amendment

STATUS OF APPLICANT:

☒ OWNER

☐ AGENT

☐ BUYER

☐ OTHER

PROJECT NAME: Mantel Orthodontics facility

USES PROPOSED AND DESCRIBE REQUEST: Applicant hereby requests that the above referenced property be rezoned to B-4 Office and Service District. Applicant is currently under contract to sell the property for the development of an orthodontist office. As recommended by City Planner, Applicant further requests a Land Use Plan Amendment from the Industrial and Manufacturing classification to the High-Medium Density Residential classification.

NOTE: Please attach five (5) copies of a written description of your proposal or request.
Also provide five (5) full-size sets of supporting drawings, sketches, or survey maps.

The undersigned certifies that he/she has familiarized himself/herself with the State and local codes and procedures pertaining to this application. The undersigned further hereby certifies that the information contained in this application is true and correct. This application shall be signed by the property owner(s).

SIGNED BY: _____

Property Owner(s)

DATE: 3/12/18

\$ 100 Concept Review
* Fee Sch. Site/Architectural Plans
* Fee Sch. C.S.M. Review
* Fee Sch. Subdivision Plat
\$ 250 Zoning District Change
\$ 200 Zoning Text Change
\$ 300 Conditional Use Zoning
\$ 150 Annexation Request
\$ 150 Variance/Board of Appeals
* Fee Sch. Other

Submission of Five (5) Full-Size Plan Sets: _____

Thirteen (13) Plan Sets Due (11"x17" max): _____

Confirm Thirteen (13) Plan Sets Submitted: _____

1st Plan Commission Appearance: _____

\$ 450.00 TOTAL FEE

APPLICATION AND FEE RECEIVED BY: _____

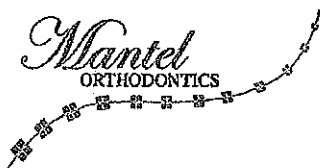
DATE: 3/12/2018

*See Fee Schedule

Plan Commission File No.: 13-034-15-017.00

13-034-15-018.00 11/1/2016

City of Cedarburg
Engineering and Planning Department
W63 N645 Washington Avenue/P.O. Box 49 Cedarburg, Wisconsin 53012-0049 (262) 376-7610/FAX: (262) 387-2051
Email: cityhall@ci.cedarburg.wi.us Web Page: www.ci.cedarburg.wi.us



Mantel Orthodontics
Alison Mantel, DDS, MS
W61 N529 Washington Ave.
Cedarburg WI, 53012
P: 262-421-8111
F: 262-421-8001
drmantel@mantelortho.com

Proposed Clinic for Mantel Orthodontics

To Whom It May Concern,

Below is a proposed outline for the new Mantel Orthodontics clinic space.

Goal: To create a facility that improves the quality of care our patients can receive. To expand the scope of patients we are able to care for, by adding spaces to make them more comfortable. To ensure that the staff at Mantel Orthodontics has a comfortable work environment.

Proposed outline: Approximately 4,000 square feet dedicated to Mantel Orthodontics. With added space, I will be adding private treatment rooms for patients with special needs and our growing adult population. Additional consultation rooms for more private discussions will be added. More seating for our waiting room (currently standing room only during the after-school hours) will be paramount. I will be added several pieces of technology (scanners, 3D printers and a 3D xray machine) that currently take too much space to fit into my rental building. Pending costs, a basement would be desirable.

Exterior esthetics: My goal for the building is to make it harmonious with the esthetics of adjacent buildings (Today's Dentistry) as well as to use materials that will not look dated in time. I envision some combination of stone and siding. Entrance to the building will be from the parking lot that will be located on the northern of the two lots. The patient "bay" area will be facing East. Private offices will be facing Pioneer. It is my hope to maintain all of the beautiful, large trees on the lot and add landscaping where patients may be looking out. Large windows are important to me, as sun light is a premium in our state.

Proposed timing of the project: Planning to commence planning in the fall of 2018 with building starting no sooner than 2019.

Sincerely,

Alison Mantel

SHEET INDEX

G1.0 SITE PLAN
A1.0 FLOOR PLAN
A2.0 ELEVATIONS
T2.0 SPECIFICATIONS

PROJECT INFORMATION

APPLICABLE BUILDING CODE

2008 INTERNATIONAL BUILDING CODE (WITH WISCONSIN AMENDMENTS)
ASHRE STANDARD R0, 1-2007

BUILDING CONTENT

BUILDING & FIRE AREA SQUARE FOOTAGES

FLOOR AREAS	EXISTING	NEW	SUB-TOTAL
SECOND FLOOR	— S.F.	— S.F.	— S.F.
FIRST FLOOR	— S.F.	— S.F.	— S.F.
CANOPIES (COLUMN SUPPORTED)	— S.F.	— S.F.	— S.F.
BASEMENT	— S.F.	— S.F.	— S.F.
BUILDING AREA SUB-TOTALS	— S.F.	— S.F.	— S.F.
MEZZANINES	— S.F.	— S.F.	— S.F.
FIRE AREA TOTALS	— S.F.	— S.F.	— S.F.

HIGH PILE STORAGE YES/NO
FIRE ALARM SYSTEM YES/NO

OCCUPANCY

17
NON SEPARATED

CONSTRUCTION CLASSIFICATION

TYPE 1B CONSTRUCTION
SPRINKLED YES/NO
FIREWALL YES/NO

ALLOWABLE AREA

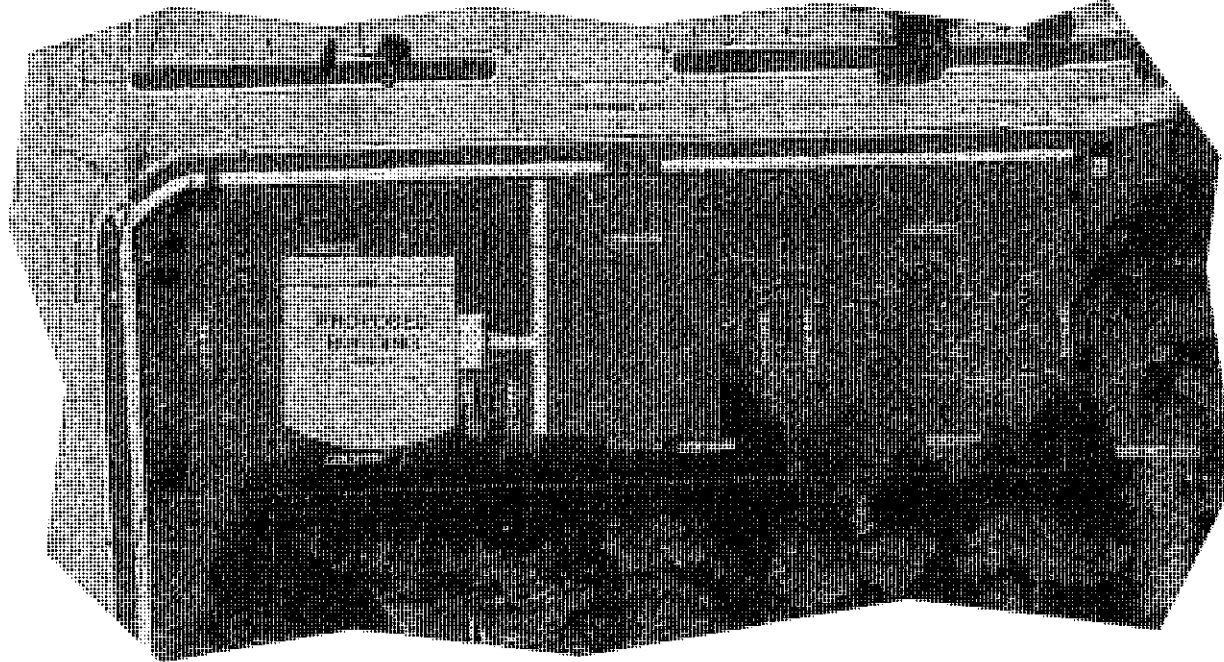
TABULAR FLOOR AREA: — S.F.
FRONTAGE INCREASE: — S.F.
SPRINKLER INCREASE: — S.F.
TOTAL ALLOWABLE AREA: — S.F.
ALLOWABLE FIRE AREA: — S.F.

BUILDING/SITE CONTENT

BUILDING SIZE: — S.F. — %
HARD SURFACE: — S.F. — %
GREEN SPACE: — S.F. — %
PARCEL SIZE (APPROX.): — S.F. — ACRES
PARKING PROVIDED: — STALLS (1 STALL — S.F.)

ZONING INFORMATION

ZONING: —
FRONT YARD SETBACK: —'
SIDE YARD SETBACK: —'
REAR YARD SETBACK: —'



CONCEPTUAL SITE PLAN



THE LOT DIMENSIONS AND BEARINGS SHOWN ON THIS PLAN ARE INTERPRETED VALUES. FOLLOW UP INVESTIGATION WITH STATE AND LOCAL AUTHORITIES AND/OR WITH CERTIFIED SURVEY MAP DATA WHEN AVAILABLE IS REQUIRED.

PROPOSED FOR:

MANTEL ORTHODONTICS

CEDARBURG,

WISCONSIN



Keller
PLANNERS / ARCHITECTS / ENGINEERS

HEADQUARTERS
10740 North 13th St.
P.O. Box 500
Shawano, WI 54981
PHONE (920) 756-4700 /
FAX (920) 756-4700
AG 1000 756-4000

BRANSON
770 Oak St.
Sun Prairie, WI 53588
PHONE (608) 836-8100
FAX (608) 836-8100

WISCONSIN
1400 W. 12th St.
Oshkosh, WI 54901
PHONE (920) 234-0000
FAX (920) 234-0000
AG 1000 234-0000

TRAPASO
5000 Lincoln Ave.
Madison, WI 53707
PHONE (608) 261-1111
FAX (608) 261-1111
AG 1000 261-1111

www.kelleradvisors.com

PROPOSED FOR:

MANTEL ORTHODONTICS

CEDARBURG,

WISCONSIN

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REVISIONS

PROJECT MANAGER:

M. QUEOFF

DESIGNER:

S. KLESSIG

DRAWN BY:

EXPERTOR:

SUPERVISOR:

PRELIMINARY NO:

CONTRACT NO:

DATE:

SHEET:

C1.0

PRELIMINARY - NOT FOR CONSTRUCTION



City of Cedarburg
Year End Financial Report
December 31, 2017

Prepared By:
Christy Mertes, Administrator/Treasurer
Kelly Livingston, Deputy Treasurer/Payroll Officer
Kathy Huebl, Accounts Receivable/Accountant II
Jenny Valenta, Account Clerk/Receptionist

Memorandum

To: Kip Kinzel, Mayor
Common Council

From: Christy Mertes, City Administrator/Treasurer

Date: March 5, 2018

Re: 2017 Financial Report

Attached is the 2017 financial report for the City of Cedarburg for your review. This report now includes all activity for the Fire Department. Included with this report are the following financial statements:

- General Fund (Section A)
- Special Revenue Funds (Section B)
- Capital Improvements (Section C)
- Water Recycling Center (Section D)
- Department Salary Analysis (Section E)
- Cash and Investments (Section F)
- Accounts Receivable and Special Assessments (Section G)
- Environmental Account (Section H)
- Internal Service Fund (Section I)
- Debt Service Fund (Section J)
- TIF #3 (Section K)
- Light & Water (Section L)

Please contact the Treasurer's Office at 375-7607 with questions you may have regarding the report.

City of Cedarburg

General Fund

2017 Financial Report

Operations at the end of the year were in line with budget for revenues and expenditures. The comments below highlight some of the significant accounts and fluctuations from the budget.

Revenues

At the end of the year revenues totaled \$8,772,675; 101% realized.

Property taxes were 100% realized in January. **Property tax equivalent** from Light & Water is accrued and paid monthly. The amount changes with infrastructure improvements and the assessment ratio. As the assessment ratio goes down so does the payment from the utility when calculating the taxes. For 2017, the amount is \$33,171 under budget.

The **Intergovernmental Revenues** at the end of the year totaled \$1,056,396; 107% realized. Included in this budget are State Computer Aids, State Recycling Grant, Shared Revenues and Expenditure Restraint revenues. These revenues are received through installments or a one-time only payment. The fire insurance dues were also recorded for the Fire Department; they are not part of the General Fund budget. The Forestry Grant was under budget due to not completing the urban forestry student job training component.

Regulation and Compliance Revenues at year end totaled \$439,384; 88% realized. Licenses were 99% realized at year end. The permits were down from last year. Building permits were under budget \$23,923 budget. The number of new home starts fell short of 2017 estimates. Court penalties and costs are 72% realized for the year. Parking violations are 87% realized and are \$4,040 over 2016. Cable franchise fees are received quarterly; payments are due 30 days after the end of the quarter; \$145,549 was received for the year.

Public Charges for Services are 230% realized at the end of the year; in the amount of \$199,301. General Government Charges include the Treasurer's and Assessor's Office fees. Police Department fees at year end are \$10,200; 89% realized. The Police alarm fees are over budget due to the accounting change from 2016, \$6,505 over budget and \$6,430 over 2016. Previously funds were set aside for maintenance of the system. The auditors requested all funds received be recognized as a revenue beginning in 2017. Public Works' fees are 398% realized due to the sale of yard waste access cards. The fuel system maintenance fee was previously retained for future maintenance but is now being recorded as a revenue. Also included in Public Works fees account are the recycling cart upgrades, appliance pick up fees and the reimbursement of the crew's time for set up and take down of festivals. Park rental fees for the year totaled \$7,120; 110% realized. Senior Center fees include the revenue from trips and the Senior Van riders' fee. Their trip expenditures and revenues previously were combined and only recorded in the revenue account. In 2017 all expenditures were recorded separately from the revenues. The Senior Van revenues were not budgeted in 2017.

Intergovernmental Charges are \$199,976 or 99% realized at the end of the year. Included in this category are the quarterly billings to the Town for the Fire and EMS shared services and the Cedarburg School District payments for the crossing guards' payroll expenditures. The actual Fire and EMS expenditures are charged out to the Town for reimbursement based on a formula. This also reflects the activity of the Fire Department and the contributions from the Town and City for their operations. The charge to the City of Mequon reflects 2016 and 2017 taxes.

Interdepartmental Charges are \$15,853 at year end; 99% realized. Fees charged are for Sewer, room tax, TIF, and CDBG administrative services. Room tax administrative fees are collected the month after the quarter end when the funds are distributed to the Chamber of Commerce Tourism, Promotion and Development Committee.

Commercial Revenues includes interest, rent, donations and the sale of City property. These revenues totaled \$226,811; 106% realized. Donations were over budget due to moving donations previously recorded in the Trust & Agency Fund to the General Fund for the K-9 unit, Police Department and Senior Center. Interest earnings are also over budget for the

General Fund

2017 Financial Report

year and higher than 2016. The interest rates have increased greatly since the end of 2016, from 0.45% to 1.21% in December 2017 at the State Pool. Also the US Bank investments were new mid-year 2016.

Expenditures

At the end of the year expenditures are expected to be 100% expended. For 2017 expenditures were \$8,763,678 and 99% expended. The budget amounts include the 2016 encumbrances for goods or services that were “carried over” to 2017. The Council approved these changes to the budget at the April 24th meeting. Expenditures were budgeted \$155,743 over revenues for the purchase of tactical medical supplies, handguns and holsters for the Police Department, repair and painting of a fence at the Police Department, along with transfers to the swimming pool and Capital Improvements for a pool heater and street improvements. The adjusted budgeted expenditures are \$181,422 over revenues. The difference, \$25,679, is due to the encumbrances. Encumbrances included purchases for Elections, Parks, City Hall, Assessor and Public Works that were not completed in 2016. The City Hall encumbrance is the largest in the amount of \$11,134 for carpeting the first floor of City Hall. The next largest purchase is crack sealing supplies for street maintenance by Public Works.

General Government expenditures totaled \$1,080,665; 100% expended. General Government includes the Council, Mayor, Clerk, Treasurer, audit, legal, Assessor, and City Hall Departments. The audit fees were paid in full in June. Property and Liability Insurance is 100% expended due to premiums for the year paid in full in January. Legal fees were over budget by \$28,490 before a \$12,000 budget allocation from Public Safety and an entry at year end to move \$56,762 into the TID No. 4 fund. The excess fees were due to the Amcast site developer’s agreement, August Weber Haus liquor license, monopole leases and the creation of TID No. 4. The costs for the Amcast site and TID No. 4 are recoverable from future TID increment.

Public Safety expenditures were \$4,003,696; 100% expended, at year end. At year end there was a budget allocation of \$15,000 from the Police Department to General Government and Parks, Recreation and Forestry. The departments are all in line with their budget for the year except for the Police Investigative Department due to a retirement of a detective. The savings in the Patrol Division were due to the vacancies after retirements. The Fire Department was under budget for the year due to limited spending to help offset their budget request for 2018.

Public Works expenditures were \$2,473,110; 99% expended at year end. There was a \$25,000 budget transfer at year end from Public Works to the Parks, Recreation and Forestry Department to cover salaries. The Public Works Crew helped out the Parks and Forestry Department during the year. The crew’s hours are allocated annually based on expected workload but was changed during the year due to priorities. The Garage budget was 114% expended because of the time the crew put in to get the new garage set up for operations. Other departments are under budget due to the change in priorities for the year.

The **Parks, Recreation and Forestry Department** expenditures total \$981,331; 100% expended for the year. The Senior Center expenditures exceeded the budget for 2017 due to the accounting change for the Senior Van and tours. The Senior Van expenditures were moved from the Trust & Agency Fund to the General Fund and all tour revenue and expenditures will be recorded in full rather than just the net profit. None of these expenditures were budgeted for 2017. There was a budget allocation at year end to cover the overage. The Celebrations account includes the DPW expenditures for set up, take down and clean up after Strawberry Festival, Wine & Harvest Festival, Ozaukee County Fair and Maxwell St. Days. The flower basket watering salaries are also charged to this department. The Festivals reimburse the City for their events. Celebrations was over budget due to the contribution from Mercury Marine for the 4th of July fireworks transacted through the City.

Conservation and Development expenditures totaled \$86,701 for the year, 98% expended, for City planning and economic development services. The expenditures are \$6,563 lower than prior year due to the hotel study completed in 2016.

Transfers to Other Funds were \$138,175; 99% expended. A \$1,000 transfer was made to the Recreation Programs Fund for the Civic Band. The other transfers were to Capital Improvements in the amount of \$100,000 for street improvements and \$38,175 to the Swimming Pool for a new heater.

**City of Cedarburg
General Fund
Financial Report Summary
December 31, 2017**

	2016 Actual	2017 Actual	2017 Budget	% Realized/ Expended
Revenues				
Taxes—General Government	\$5,812,764	\$5,869,661	\$5,869,616	100.00%
Tax Equivalent—Utility	758,790	765,293	798,464	95.85%
Intergovernmental Revenues	956,197	1,056,396	983,469	107.42%
Regulation and Compliance	486,142	439,384	496,835	88.44%
Public Charges for Services	86,040	199,301	86,565	230.23%
Intergovernmental Charges	179,431	199,976	201,614	99.19%
Interdepartmental Charges	15,589	15,853	16,000	99.08%
Commercial Revenues	140,298	226,811	214,372	105.80%
Total Revenues	\$8,434,251	\$8,772,675	\$8,666,935	101.22%
Expenditures				
General Government	\$1,118,843	\$1,080,665	\$1,140,628	94.74%
Public Safety	3,879,487	4,003,696	3,992,743	100.27%
Public Works	2,412,210	2,473,110	2,502,704	98.82%
Parks, Forestry & Recreation	870,985	981,331	983,702	99.76%
Conservation & Development	92,919	86,701	88,880	97.55%
Transfers to Other Funds	14,503	138,175	139,700	98.91%
Total Expenditures	\$8,388,947	\$8,763,678	\$8,848,357	99.04%
Revenues Over/(Under) Expenditures		\$8,997	(\$181,422)	
Beginning Fund Balance		2,445,981	2,445,981	
Fund Balance, End of Year		\$2,454,978	\$2,264,559	

**General Fund
Financial Report
As of December 31, 2017**

	December			
	2016 Actual	2017 Actual	2017 Budget	% Realized/ Expended
Revenues				
Taxes:				
General property	\$5,812,764	\$5,869,661	\$5,869,616	100.00%
Tax equivalent—Light & Water	758,790	765,293	798,464	95.85%
Total Taxes	6,571,554	6,634,954	6,668,080	99.50%
Intergovernmental Revenues:				
State Shared Revenues	200,137	201,653	204,686	98.52%
Fire insurance dues	0	83,047	0	0.00%
Expenditure Restraint	162,961	166,773	166,773	100.00%
State grants:				
Recycling	35,941	37,857	35,941	105.33%
Police training/other	24,158	3,609	6,700	53.87%
State computer aids	23,040	20,253	21,000	96.44%
Forestry Grant	0	15,800	18,822	79.71%
Transportation Aids:				
General highway aids	509,960	527,404	528,547	99.78%
Total Intergovernmental	956,197	1,056,396	983,469	107.42%
Regulation and Compliance:				
Licenses	56,829	55,353	55,950	98.93%
Permits	215,669	186,249	213,385	87.28%
Court penalties & costs	41,757	32,262	44,500	72.50%
Parking violations	15,931	19,971	23,000	86.83%
Cable television fees	155,956	145,549	160,000	90.97%
Total Regulation and Compliance	486,142	439,384	496,835	88.44%
Public Charges for Services:				
General government	19,950	13,149	13,115	100.26%
Police Department fees, alarm, false alarm	12,880	18,110	13,750	131.71%
Public Works fees	30,809	95,837	24,100	397.66%
Park fees	7,002	7,120	6,500	109.54%
Senior Center fees	14,081	65,085	28,500	228.37%
Public Charges for Services	318	0	600	0.00%
Total Public Charges for Services	85,040	199,301	86,565	230.23%

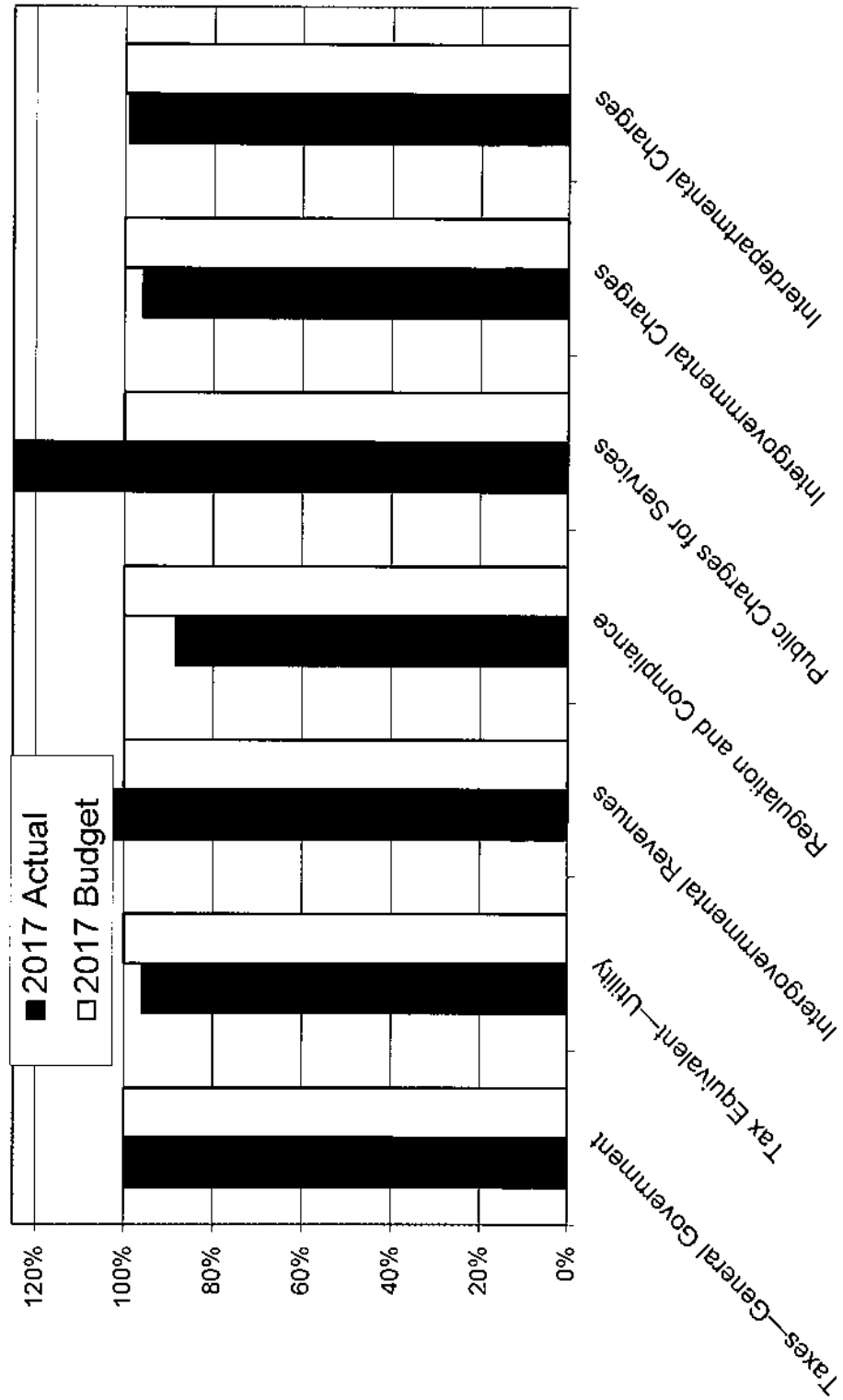
**General Fund
Financial Report
As of December 31, 2017**

	December			
	2016	2017	2017	% Realized/
	Actual	Actual	Budget	Expended
Intergovernmental Charges:				
Sanitation—Town	3,350	3,350	3,350	100.00%
Fire—Operating Expense—Town	128,655	145,017	141,384	102.58%
Fire/EMS Dispatching—Town	2,365	3,483	3,500	99.51%
Emergency Management—Town	330	0	600	0.00%
Crossing Guards—School	42,005	42,249	50,000	84.50%
City of Mequon—Reimbursement for Services	2,726	5,877	2,800	209.89%
Total Intergovernmental Charges for Services	179,431	199,976	201,614	99.19%
Interdepartmental Charges:				
Sewer—Admin	10,250	10,250	10,250	100.00%
Room Tax—Admin	3,953	4,039	3,250	124.28%
CDBG—Admin	931	1,221	1,500	81.40%
TIF—Admin	455	343	1,000	34.30%
Total Interdepartmental Charges	15,589	15,853	18,000	99.08%
Commercial Revenues:				
Interest on investments	20,537	53,773	31,000	173.46%
Change in Market Value	(36,989)	(10,181)	0	
Interest on Special Assessments	2	364	0	0.00%
Interest—Delinquent taxes	605	478	400	119.50%
Rental charges	16,904	13,252	14,100	93.99%
Rent—City Prop.—Water Tower	137,251	143,853	143,705	100.10%
Sale of City property	100	2,122	0	0.00%
Prior year/Miscellaneous	(2,687)	4,633	0	0.00%
Donations	4,575	18,517	25,167	73.58%
Total Commercial Revenues	140,298	226,811	214,372	105.80%
Total Revenues	8,434,251	8,772,675	8,666,935	101.22%

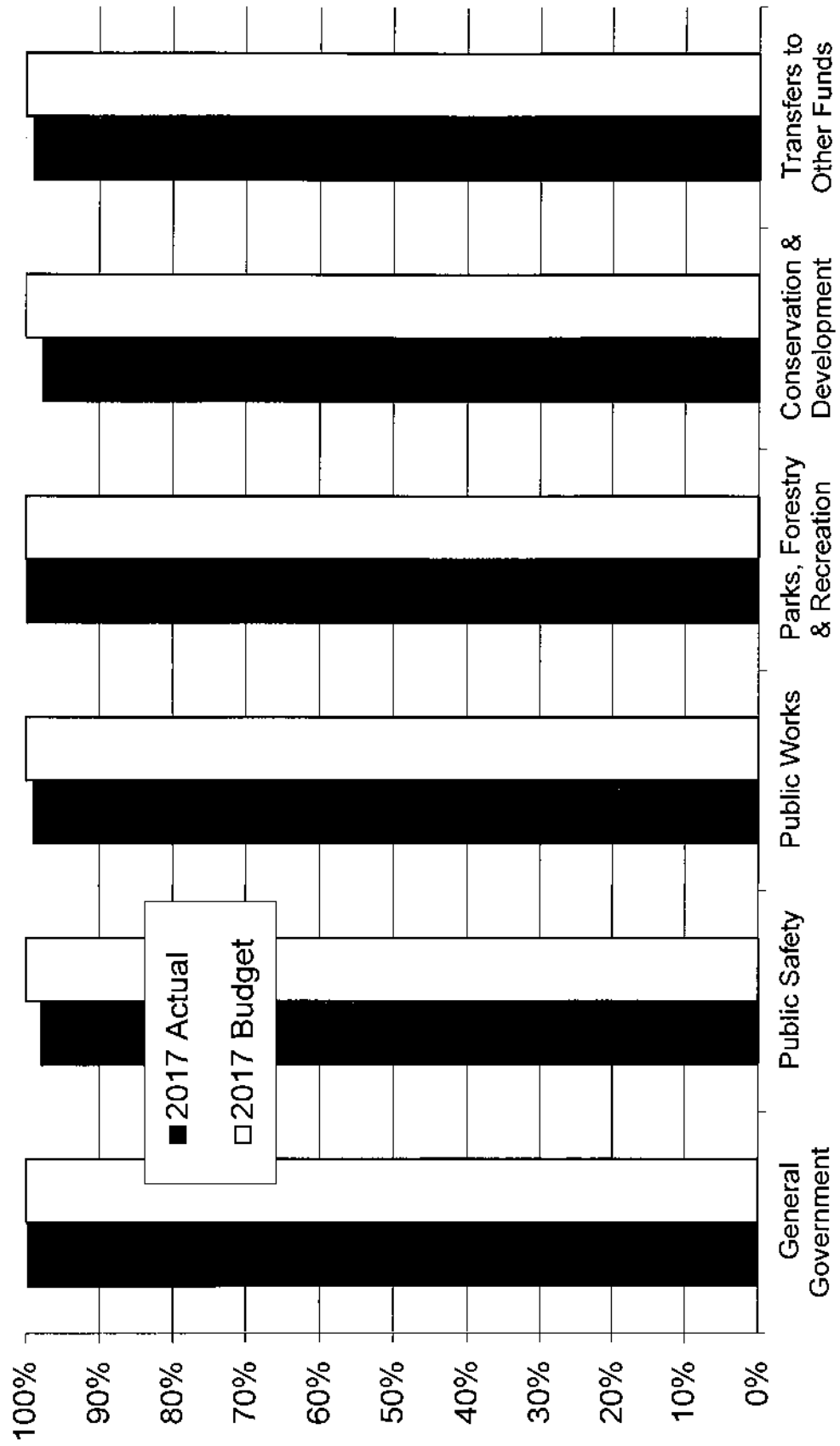
**General Fund
Financial Report
As of December 31, 2017**

	December			
	2016	2017	2017	% Realized/
	Actual	Actual	Budget	Expended
Expenditures				
General Government:				
Council	\$25,519	\$24,311	\$25,172	96.58%
Mayor	11,034	6,667	8,007	83.26%
Administrator	99,073	101,986	102,765	99.24%
City Clerk	215,107	219,275	230,037	95.32%
Elections	33,481	14,711	22,337	65.86%
Information Technology	48,823	47,750	42,000	113.69%
Assessor	126,252	132,202	131,307	100.68%
Treasurer	179,968	179,847	178,055	101.01%
Independent Audit	32,400	33,750	28,000	120.54%
City Attorney	102,153	51,727	92,000	56.23%
City Hall	231,472	251,486	267,137	94.14%
Uncollectible Taxes	0	2,113	0	0.00%
Employee Relations	4,749	5,979	4,950	120.79%
Property & Liab. Insurance	8,832	8,861	8,861	100.00%
Total General Government	1,118,843	1,080,665	1,140,628	94.74%
Public Safety:				
Police Department:				
Station	92,178	91,074	98,146	92.79%
Administration	974,286	1,001,129	997,889	100.32%
Patrol	2,013,952	1,943,748	2,011,822	96.62%
Investigative	278,357	316,886	274,011	115.57%
Fire Department	347,560	476,829	427,368	111.57%
Building Inspection	151,974	154,425	160,748	96.07%
Weights & Measures	2,000	2,000	2,000	100.00%
Auxiliary Police	19,180	17,805	20,759	85.77%
Total Public Safety	3,879,487	4,003,696	3,992,743	100.27%
Public Works:				
Engineering/PW Admin	170,521	170,990	178,866	95.60%
Mach & Equip/Garage	368,399	440,228	386,947	113.77%
Street Maintenance	633,408	578,599	613,681	94.28%
Streets Ineligible	5,381	4,187	5,450	76.83%
Street Lighting	288,811	265,093	280,000	94.68%
Traffic Control/Signals	9,423	8,881	7,700	89.10%
Storm Sewers	117,280	119,072	168,320	70.74%
Snow & Ice Control	101,222	139,046	121,200	114.72%
Solid Waste Collection	401,929	410,047	418,080	98.08%
Groundwater Monitoring	10,050	10,050	10,050	100.00%
Recycling	304,819	328,017	311,410	105.33%
Nuisance Control	967	920	1,000	92.00%
Total Engineering/Public Works	2,412,210	2,473,110	2,502,704	98.82%

City of Cedarburg - Revenues December 31, 2017



City of Cedarburg - Expenditures December 31, 2017





City of Cedarburg
Cemetery Fund
Year Ended
December 31, 2017



Revenues

The Cemetery fund revenues at the end of the year total \$36,115.81; which was from the rent of the house at Immanuel Cemetery, the sale of cemetery lots, monument and marker fees and interest income. Nineteen lots were sold during the fourth quarter, for a year-to-date total of thirty-six. Interest income is from investments at the State Local Government Investment Pool and money market accounts.

From every lot sale, \$75 is set aside for perpetual care of the cemetery. At the end of the year, the fund had a balance of \$107,400.00.

Expenditures

The Cemetery fund expenditures include salaries and benefits for the employees maintaining the grounds and the repair and maintenance to the grounds and equipment. Workers' compensation and property insurance are paid in full in January.

At the end of the year, total expenditures are expected to be 100% expended. Actual expenditures were 97% expended, just under budget.

City of Cedarburg
CEMETERY FUND
Special Revenue Fund
Year Ended December 31, 2017

	Budget	Actual	% of Budget Earned/ Expended
Revenues			
Sale of property	\$12,000	\$16,200.00	135%
Monuments & Markers	800	4,250.00	531%
Interest Income	1,200	-192.97	-16%
Rental Income	11,940	11,940.00	100%
Miscellaneous Revenue	2,000	3,918.78	196%
Total Revenues	\$27,940	\$36,115.81	129%
Expenditures			
Salaries	\$10,633	\$10,385.76	98%
Overtime	250	0.00	0%
Part-time Salaries/Seasonal	9,000	7,646.50	85%
FICA	1,551	1,379.47	89%
Retirement	767	724.97	95%
Health Insurance	3,333	4,275.52	128%
Life Insurance	13	0.00	0%
Longevity	396	0.00	0%
Workers' Comp Insurance	891	891.37	100%
Professional Services	11,680	12,627.00	108%
Electric	349	484.88	139%
Water Service	500	625.16	125%
Grounds Maintenance	2,800	2,620.72	94%
Repair & Maintenance	2,000	813.88	41%
House Maintenance	1,000	1,334.95	133%
Operating Supplies	900	900.02	100%
Equipment/Capital Outlay	0	0.00	0%
Property Insurance	400	396.43	99%
Total Expenditures	\$46,463	\$45,106.63	97%
Net Change in Fund Balance	(18,523)	(8,990.82)	
Fund Balance, Beginning of Year	\$276,573	\$276,573.00	
Reserved to Date for Perpetual Care	105,675	107,400.00	
Unreserved Fund Balance	152,375	160,182.18	
Fund Balance, End of Year	\$258,050	\$267,582.18	

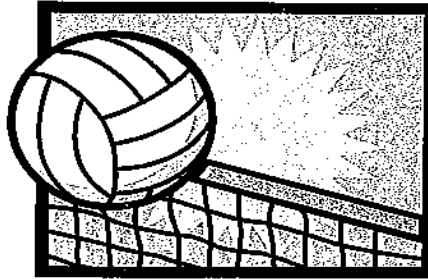


City of Cedarburg
Room Tax Fund
 Year Ended
 December 31, 2017

The City keeps 5% of the collected taxes and the other 95% is disbursed to the Chamber of Commerce for tourism promotion and development (70%) and downtown capital improvements (25%).

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

	Budget	Actual	% of Budget Earned/ Expended
<u>Revenues:</u>			
Room taxes	\$ 65,000	\$ 80,783.24	124%
<u>Expenditures:</u>			
Chamber of Commerce – Tourism	\$ 61,750	\$ 76,744.06	124%
Excess of Revenues Over Expenditures	\$ 3,250	\$ 4,039.18	
<u>Other Financing Uses:</u>			
Transfer to General Fund	\$ 3,250	\$ 4,039.18	
<u>Fund Balance, Beginning of Year</u>	\$ 462	\$ 462.13	
<u>Fund Balance, End of Year</u>	\$ 462	\$ 462.15	



***City of Cedarburg
Recreation Programs Fund
Year Ended December 31, 2017***

All programs established in this fund are set up to be self-supporting. Safety training, softball, youth football, youth basketball, volleyball, aquatic fitness, fitness classes and summer/winter recreation fees are the main programs for this fund. Some of the programs administered through this fund are done on a contracted basis with local companies.

Revenues are above budget, with 161% earned. A total of \$8,050.00 has been received for sponsorship of the recreation brochure and \$16,452.32 for donations.

Expenditures are above budget with 133% expended. Transportation is over budget due to extra buses needed for field trips for Supervised Playground. Workers' compensation and property insurance are both paid in full in January.

The fund balance is used for future equipment purchases.

City of Cedarburg
RECREATION PROGRAMS FUND
Special Revenue Fund
Year Ended December 31, 2017

	Budget	Actual	% of Budget Earned/ Expended
Revenues			
Gym Rentals	\$600	\$2,524.88	421%
Athletic Field Rentals	300	480.00	160%
Summer/Winter Rec Fees	60,920	64,509.75	106%
WPRA Ticket Sales	5,000	7,943.50	159%
Youth Football Registration	4,050	3,055.00	75%
Safety Training	5,220	7,698.64	147%
Basketball Fees	14,725	28,790.00	196%
Softball Fees	13,000	12,926.14	99%
Gymnastic Fees	900	-	0%
Volleyball Fees	2,750	1,089.01	40%
Aquatic Fitness	4,000	5,095.00	127%
Concession Revenues	800	795.46	99%
Solar Recreation	7,700	9,740.00	126%
Summer Sand Volleyball	1,800	1,390.00	77%
Summer Soccer	8,000	18,645.00	233%
Banner Advertising	700	700.00	100%
Total Body Fitness	11,500	12,205.00	106%
Civic Band Revenue	3,000	3,195.00	107%
Recreation Brochure Sponsorships	5,500	8,050.00	146%
Tennis	-	13,801.00	100%
Special Rec Events	2,000	1,406.88	0%
Youth Center Receipts	600	-	0%
Donations	2,000	16,452.32	823%
Miscellaneous Revenue	25,000	70,123.35	280%
Transfer from General Fund	1,000	1,000.00	100%
Total Revenues	\$181,065	\$291,615.93	161%
Expenditures			
Salaries	\$0	\$0.00	0%
Part-time Salaries/Seasonal	82,474	104,197.58	126%
Exercise Fitness Salaries	6,800	6,972.68	103%
FICA	6,829	8,489.36	124%
School District Fees	25,410	22,982.50	90%
Workers' Comp Insurance	4,221	4,220.74	100%
Telephone	1,080	798.33	74%
Maintenance/Contracted Services	25,380	23,657.81	93%
Recreation Brochure	4,000	4,360.00	109%
Office Supplies	600	554.62	92%
Professional Publications	215	190.00	88%
Travel & Training	2,000	1,185.53	59%
Transportation	1,090	5,231.59	480%
Supplies & Expenses	19,634	38,190.11	195%
Operating Supplies	1,380	1,359.67	100%
WPRA Tickets	4,500	7,688.50	0%
Solar Recreation	6,050	7,224.00	0%
Safety Equipment	2,650	2,389.77	90%
Equipment/Capital Outlay	500	-	0%
Civic Band Expenses	4,000	4,092.00	102%
Other Expenses	-	24,792.14	0%
Property Insurance	833	832.52	100%
Transfer for Swimming Pool	13,900	13,900.00	100%
Total Expenditures	\$213,526	\$283,309.45	133%
Net Change In Fund Balance	(32,461)	8,306.48	
Fund Balance, Beginning of Year	\$93,484	\$93,484.08	
Fund Balance, End of Year	\$61,023	\$101,790.56	



City of Cedarburg
Community Development Block Grant
Year Ended December 31, 2017



The Community Development Block Grant Fund is used for loans to help establish or expand local businesses. This fund does not have a budget.

Revenues

The revenues for this fund include loan repayments. K. Smith Fitness and Leo Otten/Kettle Moraine Appliance are the two active loan repayments. A new loan to Ken Theiler, dba Temperature Pros was made in September in the amount of \$68,060.56. Interest from the State of Wisconsin Investment Pool, certificates of deposit, money market and interest on the loans is also included.

Expenditures

The expenditures include administrative fees for Ozaukee County Economic Development and the Treasurer's Office.

Actual	
Revenues	
Interest Income	\$15,257.42
Loan Repayments/Reimbursements	19,970.84
Loan Interest	1,944.17
Change in Market Value	(3,933.99)
Total Revenues	\$33,238.44
Expenditures	
Grant Disbursements	\$68,060.56
Grant Administration	6,380.71
Total Expenditures	\$74,441.27
Net Change in Fund Balance	(41,202.83)
Fund Balance, Beginning of Year	\$942,562.84
Fund Balance, End of Year	\$901,360.01



City of Cedarburg
Swimming Pool Fund
Year Ended
December 31, 2017



The Swimming Pool is funded by user fees along with subsidizing from the City.

Revenues

The revenues for this fund include lessons, passes, daily fees, rental of the pool, concession sales and a banner program. The pool closed for the season on August 27th. The banner program has generated \$2,800.00 and donations received are \$459.00. Total revenues are at 96% earned.

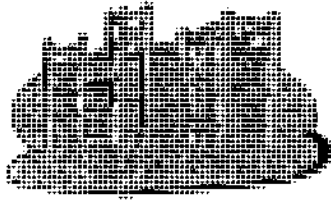
Expenditures

The expenditures include salaries and benefits of pool employees and public works employees maintaining the pool. Other expenditures include utilities, licenses, permits, supplies and insurance. Total expenditures are at 100% expended.

Workers' compensation and property insurance premiums are paid in full in January.

City of Cedarburg
SWIMMING POOL FUND
Special Revenue Fund
Year Ended December 31, 2017

	Budget	Actual	% of Budget Earned/ Expended
Revenues			
Real Estate Taxes	65,658	65,658.00	100%
Fees	90,000	67,806.02	75%
Passes	85,000	95,382.25	112%
Lessons	20,000	21,519.00	108%
Exercise	4,500	5,873.62	131%
Uniforms/Misc.	2,400	1,681.00	70%
Concessions	45,000	40,822.81	91%
Swim Team	5,000	4,180.00	84%
Banner Program	2,800	2,800.00	100%
Donations	-	459.00	100%
Rental Income	3,000	5,071.77	169%
Transfer from Rec Programs Fund	13,900	13,900.00	100%
Transfer from General Fund	38,700	37,175.00	0%
Total Revenues	\$375,958	\$362,328.47	96%
Expenditures			
Swimming Pool			
Salaries	\$26,125	\$25,265.62	97%
Part-time Salaries / Seasonal	122,972	114,070.02	93%
Maintenance/PW Salaries	19,000	17,765.52	94%
Maintenance/Part-time	3,000	2,465.00	82%
FICA	13,089	12,190.59	93%
Retirement	3,069	3,623.70	118%
Health Insurance	7,621	11,116.29	146%
Life Insurance	3	0.00	0%
Workers' Comp Insurance	7,575	7,575.44	100%
Total Salaries and Benefits	\$202,454	\$194,072.18	96%
Other Expenses			
Professional Services	2,970	5,076.38	171%
Electric	16,500	18,561.73	112%
Natural Gas	12,000	14,794.08	123%
Telephone	440	447.87	102%
Water Service	9,760	9,556.33	98%
Maint/Contracted Services	2,000	1,476.00	74%
License & Permits	400	400.00	100%
Travel & Training	600	378.00	63%
Maintenance Supplies	16,000	14,447.38	90%
Uniforms	2,500	2,572.08	103%
Operating Supplies	20,000	21,257.25	106%
Equipment/Capital Outlay	40,208	39,071.76	97%
Other Expenses	1,000	1,355.73	136%
Property Insurance	3,182	3,182.53	100%
Total Other Expenses	\$127,560	\$132,577.12	104%
Swimming Pool Concessions			
Part-time Salaries / Seasonal	11,000	13,123.69	119%
FICA	842	1,003.98	119%
License & Permits	330	330.00	100%
Operating Supplies	19,123	20,790.85	109%
Equipment/Capital Outlay	750	415.75	55%
Total Concessions	\$32,045	\$35,664.27	111%
Total Expenditures	\$362,059	\$362,313.57	100%
Change in Fund Balance	13,899	14.90	0%
Fund Balance, Beginning of Year	\$0	\$0.00	
Fund Balance, End of Year	\$13,899	\$14.90	



City of Cedarburg
Parks & Playgrounds Fund
Year Ended December 31, 2017



Revenues

The revenues include interest on the investment in the State Pool. Other revenue sources available are the payments from developers in lieu of land dedication for parks, and the park equipment impact fee.

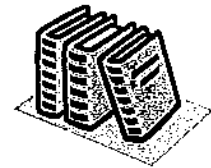
Expenditures

Budgeted expenditures include a transfer for capital projects budgeted in the Capital Improvement Fund.

	Budget	Actual
<u>Revenues:</u>		
Subdivider Park Fees	\$0	\$35,977.24
Park Equipment Impact Fees	0	76,059.96
Interest	200	579.17
	<u>\$200</u>	<u>\$112,616.37</u>
 <u>Other Financing Uses:</u>		
Transfer to Capital Improvements	<u>\$0</u>	<u>\$0</u>
 Net Change in Fund Balance	<u>\$200</u>	<u>\$112,616.37</u>
 Subdivider Park Fees		\$0.00
Equipment Replacement Reserve		<u>28,427.04</u>
<u>Fund Balance, Beginning of Year</u>	<u>\$33,477</u>	<u>\$33,477.06</u>
 <u>Fund Balance, End of Year</u>	<u>\$33,677</u>	<u>\$117,666.38</u>



City of Cedarburg
Library Fund
Year Ended December 31, 2017



The Library operations are primarily funded by real estate taxes. Other revenues include fines and fees, County reimbursement, and donations. The County reimbursement is for providing service to other County residents who do not have a library within their municipality. The payment is based on the City's Library operating costs and its loans to those residents.

The Library received grants in the amount of \$13,615.00, which was \$12,885.00 over the budgeted amount.

Expenditures include salaries and benefits, contractual services, utilities, and publications. At the end of the year, expenses are expected to be 100% expended. In total, expenditures are just under budget, with 99% expended. Workers' compensation and property insurance premiums are paid in full in January.

LIBRARY FUND
Special Revenue Fund
Year Ended December 31, 2017

	Budget	Actual	% of Budget Earned/ Expended
Revenues			
Real Estate Taxes	\$707,306	\$707,306.00	100%
Library Grants	730	13,615.00	1865%
Fees & Fines	24,500	21,071.90	86%
County Reimbursement	184,534	191,668.97	104%
Photocopies—Taxable	2,500	2,391.75	96%
Library Donations	0	13,597.01	100%
Interest Income	0	0.32	100%
Rent-City Property	700	787.73	113%
Transfer from Capital Improvements	7,474	7,474.00	100%
Total Revenues	\$927,744	\$957,912.68	103%
Expenditures			
Salaries	\$364,683	\$359,960.76	99%
Part-time Salaries/Seasonal	118,905	118,514.12	100%
Maint/PW Salaries	15,990	17,375.60	109%
Sick Pay Out	350	652.35	186%
FICA	38,331	37,630.74	98%
Retirement	31,772	29,747.02	94%
Health Insurance	120,751	114,450.66	95%
Life Insurance	77	86.26	112%
Longevity	3,434	3,433.50	100%
EAP Admin	100	0.00	0%
Workers' Comp Insurance	1,178	1,177.71	100%
Total Salaries and Benefits	\$695,571	\$683,028.72	98%
Attorney/Consultant	275	0.00	0%
Electric	21,100	22,614.57	107%
Marketing	200	60.50	30%
Natural Gas	7,200	6,873.58	95%
Telephone	2,000	2,254.49	113%
Water Service	1,700	1,839.30	108%
Repair & Maintenance	2,400	3,934.89	164%
Maint/Contracted Services	41,000	45,760.25	112%
Program Supplies	500	160.95	32%
Office Supplies	7,500	7,991.77	107%
Computer Supplies	2,000	2,167.27	108%
Printing-Newletters,	0	0.00	0%
Postage	600	579.81	97%
Publications & Subscriptions	78,862	64,693.57	82%
Prof Publications	1,600	1,270.50	79%
Donation Expenditures	0	15,313.24	0%
Travel & Training	6,000	5,790.03	97%
Operating Supplies	1,500	1,755.38	117%
Shared System Services	18,000	17,916.69	100%
Library Technology	3,000	931.53	31%
Employment Expenses	200	0.00	0%
Property Insurance	8,056	7,973.31	99%
Total Non Personnel Services	\$203,693	\$209,881.63	103%
Total Expenditures	\$899,264	\$892,910.35	99%
Net Change In Fund Balance	28,480	65,002.33	
Fund Balance, Beginning of Year	(\$32,295)	(\$32,294.72)	
Fund Balance, End of Year	(\$3,815)	\$32,707.61	

**City of Cedarburg
Capital Improvement Fund
Quarterly Financial Report
December 31, 2017**

The report that follows compares the annual adjusted budget to the actual revenues and expenditures for 2017. The last column shows the percent of revenues recognized and the percent of the budget expended. The comments below highlight some of the activity for the fund.

Revenues

Revenues totaled \$1,457,576; 85% realized for the year.

The property taxes were the largest revenue at \$1,192,000; 70% of total budgeted revenues. Real estate taxes were recognized in full the first quarter.

Library impact fees of \$56,520 were collected in 2017.

Interest income of \$11,125 was earned and donations totaling \$750 were received in January for youth baseball.

Miscellaneous revenue of \$61,462 was received for WPPI and Focus on Energy funding for the efficiencies built into the new Public Works Garage.

The transfer from General Fund for street improvements was completed in the second quarter.

Expenditures

There were two budget adjustments in 2017 for encumbrances carried over from 2016. The purchase of the propane tanks for the DPW garage was not completed until 2017. The Parks & Forestry Department also completed the purchase of their aerial truck in 2017 in the amount of \$174,251.

Total expenditures for the year are \$2,646,772; 98% expended.

City Hall expenditures are over budget due to the monopole construction which is budgeted in 2018. The \$50,000 budget was for the replacement of the boiler at the Community Center Gym which came in under budget at \$48,900.

The \$3,255 in expenditures for the Police Department are due to the final purchases of officers' equipment from the 2016 budget.

The Fire Department retaining wall was completed in the second quarter. The pavement project is postponed until 2018.

The final billing for the replacement of the emergency management siren was received in the third quarter and came in under budget.

In total all DPW projects are 132% expended due to the building project. The DPW Center Improvements expenditures totaled \$622,992 for 2017. With the 2016 DPW Center Improvements of \$7,922,833, the total project cost \$8,545,825.

The equipment purchases were over budget due to the purchase of two loaders for slightly more than the cost of one and streets and storm water improvements came in under budget for the year. The additional \$10,000 cost was approved by the Common Council at its May 8, 2017 meeting.

Prochnow Landfill expenditures are over budget for the year due to legal fees and monitoring expenditures.

The Parks & Forestry equipment purchase was a lift truck. Park Improvements were for Zeunert Park asphalt repairs.

The Transfer to Debt Service was made in the second quarter to offset the library debt payment. The transfer to the Library was completed in the first quarter of the residual funds from the sale of the old library building.

**CITY OF CEDARBURG
CAPITAL IMPROVEMENT FUND
2017 FINANCIAL REPORT**

	2017 ADJUSTED BUDGET	2017 ACTUAL	PERCENT REALIZED/ EXPENDED
Revenues			
Property Taxes:			
Street Improvements	\$710,000	\$710,000	100.00%
Equipment Replacement Reserve	220,000	220,000	100.00%
Storm Water Reserve	242,000	242,000	100.00%
General Projects	20,000	20,000	100.00%
Proceeds from Borrowing	287,500	0	0.00%
Stormwater Grant	46,000	8,692	18.90%
Library Impact Fees	0	56,520	0.00%
Interest Income	7,000	11,128	158.97%
Change in Market Value	0	(3,164)	0.00%
Transfer from General Fund	100,000	100,000	100.00%
Sale/Rent of Property	80,000	30,188	37.74%
Miscellaneous Revenue	0	61,462	0.00%
Donations	0	750	0.00%
Total Revenues	\$1,712,500	\$1,457,576	85.11%
Expenditures			
City Hall Complex			
Complex Improvements	\$50,000	\$93,736	187.47%
Police Station			
Police Station Improvements	\$46,000	\$3,255	7.08%
Fire Department			
Station Improvements	\$107,500	\$54,579	50.77%
Auxiliary Police/Emergency Management			
Siren Upgrade	\$23,000	\$22,892	99.53%

**CITY OF CEDARBURG
CAPITAL IMPROVEMENT FUND
2017 FINANCIAL REPORT**

	2017 ADJUSTED BUDGET	2017 ACTUAL	PERCENT REALIZED/ EXPENDED
Public Works			
DPW Center Improvements	\$24,750	\$622,992	2517.14%
Equip. Replacement	315,000	319,163	101.32%
Street Improvements	861,000	765,286	88.88%
Sidewalk Replacements	15,000	10,831	72.21%
NR216 Compliance	40,000	42,837	107.09%
Stormwater Improvements	225,000	210,577	93.59%
Storm Sewer Capital Planning	19,750	1,807	9.15%
Total Public Works	\$1,500,500	\$1,973,493	131.52%
Environmental Expenses			
Prochnow	\$10,000	\$19,345	193.45%
Dam - engineering and repairs	500,000	13,358	2.67%
Total Environmental Expenses	\$510,000	\$32,703	6.41%
Parks and Recreation			
Vehicle Replacements	\$251,251	\$249,761	99.41%
Park Improvements	13,000	8,879	68.30%
Total Parks and Recreation	\$264,251	\$258,640	97.88%
Operating Transfers Out			
Transfer to Debt Service	\$200,000	\$200,000	100.00%
Transfer to Library Fund	7,474	7,474	100.00%
Total Transfers Out	207,474	207,474	100.00%
Total Expenditures	\$2,708,725	\$2,646,772	97.71%
Excess of Revenues Over/(Under) Expenditures	(996,225)	(1,189,195)	
Beginning Fund Balance	\$1,842,226	\$1,842,226	
Prior Year Adjustment	\$42,763	\$42,763	
Ending Fund Balance	\$888,764	\$695,794	

**City of Cedarburg
Water Recycling Center**

Year Ended
December 31, 2017

Attached is the year-end financial report for the City of Cedarburg Water Recycling Center. This report includes a summary income statement showing the actual vs. budget, a graph depicting the Water Recycling Center replacement fund balances, and an analysis showing the total gallons billed by month for the current year and prior year. The report of capital projects is also included.

Revenues

Revenues at the end of the year are above budget. In total, revenues are expected to be 100% earned. The actual percentage was 108.80% received.

Interest for the year reflects revenue for monies invested in the state pool, plus investment earnings from investments at US Bank.

Expenditures

Expenses are below budget at the end of the year with 90.23% expended.

Gallons Billed

The report shows gallons billed for 2016 and the current year. The graph shows the monthly variances for the current year and for the past three years.

Status of Capital Projects

This schedule lists the current capital projects budget amounts along with the cost for the year to date. The replacement funds used for the projects are also listed on the schedule.

Replacement Fund Investment Activity

This schedule shows the investments by fund. It also shows the monthly allocations for the collection system and wastewater treatment plant replacements. It also reflects interest earned and any transfers that were made.

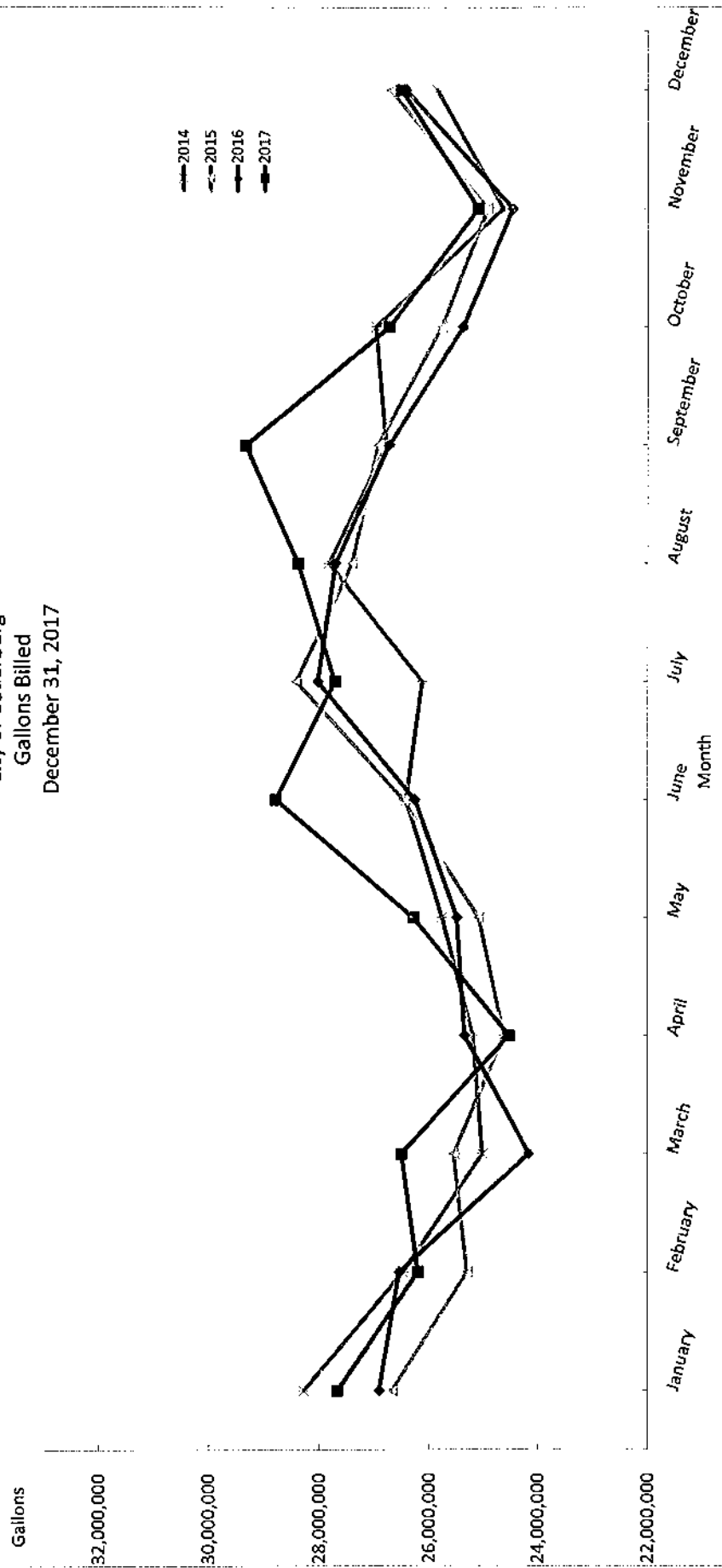
CITY OF CEDARBURG
Water Recycling Center
YEAR ENDED DECEMBER 31, 2017

	ACTUAL DECEMBER 2016	ACTUAL DECEMBER 2017	ADOPTED BUDGET 2017	ACTUAL 2017	% OF BUDGET EARNED/ EXPENDED
Revenues					
Public Charge for Services					
Residential	\$116,486.65	\$124,017.73	\$1,531,891	\$1,485,803.20	96.99%
Commercial	35,423.38	34,883.83	463,521	433,849.24	93.60%
Industrial	28,539.68	30,732.66	306,632	375,016.54	122.30%
Public Authority	5,743.87	5,540.52	71,179	68,748.53	96.59%
Misc. Revenue	2,619.35	0.00	0	2,076.45	0.00%
Biosolids Impact Fee	0.00	0.00	0	0.00	0.00%
Sewer Connection Fee	5,274.76	100,387.88	0	112,683.32	0.00%
Reserve Capacity Fee	2,456.20	46,748.04	0	52,473.48	0.00%
Septage Hauler Fee	8,760.45	3,826.75	69,268	45,950.98	66.34%
Rent—City Property	0.00	1,600.00	1	4,401.00	0.00%
Sale of City Property	0.00	2,500.00	0	64,750.00	0.00%
Interest	2,381.87	2,172.86	20,500	34,016.92	165.94%
Total Revenues	\$207,686.21	\$352,410.27	\$2,462,992	\$2,679,769.66	108.80%
Expenditures					
Administrative Labor & Benefits	\$60,502.17	\$55,679.97	\$331,853	\$330,281.21	99.53%
General Labor & Benefits	31,926.71	40,571.26	354,958	255,117.51	71.87%
Collection System Labor & Benefits	26,050.44	20,246.51	147,979	164,650.51	111.27%
WWTP Operations:					
Sludge Hauling	35,964.00	45,588.00	280,000	201,410.00	71.93%
Coagulants	1,941.16	2,602.65	12,000	10,033.84	83.62%
Other	18,118.19	11,896.61	175,090	152,672.92	87.20%
WWTP Maintenance	16,858.74	4,226.79	67,000	61,646.98	92.01%
Collection System	12,588.68	4,166.74	28,400	22,946.53	80.80%
Lift Stations	8,671.71	2,416.02	63,500	60,523.06	95.31%
Transportation	4,995.74	1,742.24	12,000	8,891.16	74.09%
Administrative Services	28,194.28	11,653.42	218,850	188,131.50	85.96%
Contingency Reserve	(8,751.00)	0.00	10,000	5,410.00	0.00%
Debt Service-Principal	0.00	0.00	55,000	0.00	0.00%
Debt Service-Interest	0.00	0.00	27,809	27,808.75	100.00%
Depreciation Expense	85,000.00	87,500.00	1,030,000	1,050,000.00	101.94%
Total Expenses	\$322,060.82	\$288,290.21	\$2,814,439	\$2,539,523.97	90.23%
NET CHANGE IN FUND BALANCE	(\$114,374.61)	\$64,120.06	(\$351,447)	\$140,245.69	

CITY OF CEDARBURG
Water Recycling Center
SUMMARY REPORT AS OF DECEMBER 2017

	DECEMBER 2016	DECEMBER 2017	2017
Septage Haulers	505,700	412,450.00	4,611,900.00
Light & Water Billing			
Gallons			
Residential	16,930,400	17,126,615	205,284,225
Commercial	3,061,200	2,585,787	35,390,218
Industrial	5,405,300	5,815,070	70,973,881
Public Authority	1,022,200	970,212	12,082,412
Total	26,419,100	26,497,684	323,730,736

City of Cedarburg
Gallons Billed
December 31, 2017



City of Cedarburg
Water Recycling Center
Capital Projects 2017

Project Description	Project Budget To Date	Total Project Costs to date	Funding
Collection System Reconstruction			
Engineering for 2018 Street Projects	30,000	4,886.60	Collection System Reconstruction Fund
2017 Street and Utility Projects	257,150	271,465.03	Collection System Reconstruction Fund
Sheboygan Road Lift Station	1,500,000	1,429,483.56	Borrowing Proceeds, Fund Balance
Total to date	1,787,150	1,705,835.19	
Treatment Plant			
Replace UV Bulbs	15,000	11,276.63	WWTP Replacement Fund
Replace Jetter-Vac #66	400,000	351,694.00	WWTP Replacement Fund
Replace Digester Blowers and Controls	100,000	0.00	WWTP Replacement Fund
Purchase Sewer Line TV Camera	100,000	30,904.65	WWTP Replacement Fund
Purchase John Deere Riding Mower/Snowblower	18,000	18,507.78	WWTP Replacement Fund
Misc Equipment	40,000	35,026.19	WWTP Replacement Fund
Total to date	673,000	447,409.25	
Grand Total—Capital Budget	\$2,460,150	\$2,153,244	

City of Cedarburg

Water Recycling Center

Analysis 2017 Replacement Fund and Investment Activity

	WWTF Replacement	Collection Sys. Reconstruction	WWTP	Impact Fees Biosolids	Connection Fees	Unrestricted Investments	Total Sewer Fund
Beginning Balance, January 1, 2017	\$2,592,958.46	\$198,024.66	\$39,281.62	\$2,275.82	\$76,765.52	\$2,846,826.38	\$5,756,132.46
Interest Earnings	16,914.95	4,010.65	347.60	19.31	689.20	13,312.62	35,294.33
Monthly allocations	214,599.96	399,999.96				(614,599.92)	
Impact fees			51,837.32		112,683.32	(164,520.64)	
Disbursements:							
Transfers for invoices	(458,859.46)	(466,957.99)				925,817.45	
Transfer for 2016 correction for debt						(14,993.00)	(14,993.00)
Net cash flows/due to due from settlements						1,515,379.69	1,515,379.69
Borrowing proceeds for Sheboygan Rd.		1,007,306.00				(1,007,306.00)	
Transfers to checking & money market						(1,651,793.94)	(1,651,793.94)
Ending balance, December 2017	\$2,365,613.91	\$1,142,383.28	\$91,466.54	\$2,295.13	\$190,138.04	\$1,848,122.64	\$5,640,019.54

**City of Cedarburg
Salaries and Benefits
Year Ended
December 31, 2017**

This report exhibits total salary and benefit expenses by department for the year ended December 31, 2017. Included are General Fund, Special Revenue Funds and Water Recycling Center salaries. Benefit expenses include FICA, pension, sick payout, health insurance, life insurance, longevity and workers' compensation insurance amounts.

At the end of the year, departments are expected to be 100% expended. The total salary and benefit expense is \$7,451,077.40, 97.24% expended. In total, salaries and benefits are below the budget level for the year.

City Hall salaries are showing over budget, but Police Station salaries are under budget. This reflects the actual hours worked by the custodian between the two buildings. Also included in the salaries was a retirement payout.

Police Administration overtime is considerably over budget due to overtime worked by dispatchers to cover for positions that had not yet been hired.

The Public Works accounts need to be looked at as a whole, with the exception of Engineering/Public Works Administration. Along with the Parks and Forestry maintenance salaries and benefits, these represent the entire Public Works/Parks & Forestry staff. While some accounts are showing over budget, others are under budget depending on where the man hours were spent, such as snow plowing and tree pruning. The Maintenance & Equipment/Garage overtime is over budget due to the move into the new building.

The Library Maintenance/Public Works Salaries is over budget due to hours worked by public works employees when the library's regular custodian was on vacation.

There was one workers' compensation claim filed during the fourth quarter, for a total of nine for the year. Only one resulted in any time lost.

CITY OF CEDARBURG

Salary Expense December 31, 2017

Department	Budget	Actual	Percent Expended
General Government			
Council			
Salaries	\$16,800	\$16,758.61	99.74%
Benefits	1,322	1,314.97	99.47%
Total	18,122	18,071.58	99.72%
Mayor			
Salaries	6,000	6,000.02	100.00%
Benefits	472	472.06	100.01%
Total	6,472	6,472.08	100.00%
Administrator			
Salaries	72,641	72,693.23	100.07%
Benefits	28,869	28,696.04	99.40%
Total	101,510	101,389.27	99.88%
City Clerk			
Salaries	125,832	126,270.01	100.35%
Part time salaries	17,535	17,534.98	100.00%
Benefits	60,180	57,174.08	95.01%
Total	203,547	200,979.07	98.74%
Elections			
Salaries	13,985	9,625.26	68.83%
Overtime	200	0.00	0.00%
Benefits	46	85.22	185.26%
Total	14,231	9,710.48	68.23%
Assessor			
Salaries	72,622	72,633.60	100.02%
Benefits	36,325	38,258.40	105.32%
Total	108,947	110,892.00	101.79%
Treasurer/Financial			
Salaries	81,343	82,629.12	101.58%
Benefits	39,587	38,551.32	97.38%
Total	120,930	121,180.44	100.21%

CITY OF CEDARBURG

Salary Expense December 31, 2017

Department	Budget	Actual	Percent Expended
General Government			
CITY HALL			
Salaries	81,152	108,468.04	133.66%
Overtime	2,000	2,138.35	106.92%
Part time Salaries	7,330	0.00	0.00%
Benefits	42,252	33,557.13	79.42%
Total	132,734	144,163.52	108.61%
Total General Government	\$706,493	\$712,858.44	100.90%

Public Safety			
Police Station			
Salaries	\$19,493	\$14,950.52	76.70%
Overtime	400	0.00	0.00%
	7,854	7,442.96	94.77%
Total	27,747	22,393.48	80.71%
Police Administration			
Salaries	196,304	198,164.09	100.95%
Office/Dispatch Salaries	391,551	386,940.77	98.82%
Overtime	3,950	26,484.09	670.48%
Benefits	272,454	251,818.93	92.43%
Total	864,259	863,407.88	99.90%
Police Patrol			
Salaries	1,214,992	1,180,102.74	97.13%
Crossing Guards	53,296	39,381.65	73.89%
Overtime	36,371	38,051.22	104.62%
Benefits	611,041	560,257.59	91.69%
Total	1,915,700	1,817,793.20	94.89%
Investigative			
Salaries	163,551	214,149.48	130.94%
Overtime	9,579	4,171.47	43.55%
Benefits	92,131	87,010.46	94.44%
Totals	265,261	305,331.41	115.11%

CITY OF CEDARBURG

Salary Expense December 31, 2017

Department	Budget	Actual	Percent Expended
Fire Station			
Salaries	25,000	22,116.80	88.47%
Part time Salaries	25,000	12,255.55	49.02%
Benefits	48,557	39,938.53	82.25%
Total	98,557	74,310.88	75.40%
Building Inspection			
Salaries	105,396	101,400.02	96.21%
Benefits	46,643	45,220.70	96.95%
Total	152,039	146,620.72	96.44%
Total Public Safety	\$3,323,563	\$3,229,857.57	97.18%
Public Works			
Engineering/PW Admin			
Salaries	\$115,219	\$115,346.49	100.11%
Benefits	45,089	42,573.82	94.42%
Total	160,308	157,920.31	98.51%
M&E/Garage			
Salaries	115,097	144,169.92	125.26%
Overtime	1,050	3,576.06	340.58%
Benefits	42,526	46,988.74	110.49%
Total	158,673	194,734.72	122.73%
Streets Improvements			
Salaries	275,077	259,879.00	94.48%
Overtime	45,500	20,207.43	44.41%
Part Time Salaries	6,900	11,072.32	160.47%
Benefits	244,481	220,265.96	90.10%
Total	571,958	511,424.71	89.42%
Storm Sewers			
Salaries	100,974	61,339.55	60.75%
Overtime	1,000	0.00	0.00%
Benefits	19,346	13,598.91	70.29%
Total	121,320	74,938.46	61.77%
Recycling			
Salaries	89,358	92,266.28	103.25%
Overtime	700	974.20	139.17%
Part time Salaries	2,295	77.00	3.36%
Benefits	17,377	17,803.02	102.45%
Total	109,730	111,120.50	101.27%
Total Public Works	\$1,121,989	\$1,050,138.70	93.60%

CITY OF CEDARBURG

Salary Expense December 31, 2017

Department	Budget	Actual	Percent Expended
Culture/Recreation			
Senior Center			
Salaries	\$55,596	\$51,189.64	92.07%
Benefits	8,323	8,602.53	103.36%
Total	63,919	59,792.17	93.54%
Celebrations			
Salaries	21,100	22,780.33	107.96%
Overtime	6,451	2,924.19	45.33%
Benefits	3,777	3,617.48	95.78%
Total	31,328	29,322.00	93.60%
Parks & Forestry			
Salaries	358,967	383,550.97	106.85%
Overtime	14,211	9,983.42	70.25%
Maintenance/PW Salaries	33,150	24,607.01	74.23%
Benefits	156,846	158,933.70	101.33%
Total	563,174	577,075.10	102.47%
Total Culture/Recreation	\$658,421	\$666,189.27	101.18%
Total General Fund	\$5,810,466	\$5,659,043.98	97.39%

CITY OF CEDARBURG

Salary Expense December 31, 2017

Department	Budget	Actual	Percent Expended
Other Funds			
Cemetery Fund			
Salaries	\$10,633	\$10,385.76	97.67%
Overtime	250	0.00	0.00%
Part time Salaries	9,000	7,646.50	84.96%
Benefits	6,951	7,271.33	104.61%
Total	26,834	25,303.59	94.30%
Recreation Programs—Fund			
Part time Salaries	82,474	104,197.58	126.34%
Exercise/Fitness	6,800	6,972.68	102.54%
Benefits	11,110	12,710.10	114.40%
Total	100,384.00	123,880.36	123.41%
Swimming Pool—Fund			
Salaries	26,125	25,265.62	96.71%
Part time Salaries/Seasonal	122,972	114,070.02	92.76%
Maintenance/PW Salaries	19,000	17,765.52	93.50%
Maintenance/Part time Salaries	3,000	2,465.00	82.17%
Benefits	31,357	34,506.02	110.04%
Total	202,454	194,072.18	95.86%
Swimming Pool Concessions			
Part time Salaries	11,000	13,123.69	119.31%
Benefits	842	1,003.98	119.24%
Total	11,842	14,127.67	119.30%
Library			
Salaries	364,683	359,960.76	98.71%
Part time Salaries	118,905	118,514.12	99.67%
Maintenance/PW Salaries	15,990	17,375.60	108.67%
Benefits	195,993	187,178.24	95.50%
Total	695,571	683,028.72	98.20%
Total Other Funds	\$1,037,085	\$1,040,412.52	100.32%
Total Salaries and Benefits	\$6,847,551	\$6,699,456.50	97.84%

CITY OF CEDARBURG

Salary Expense December 31, 2017

Department	Budget	Actual	Percent Expended
Water Recycling Center			
Administrative			
Salaries	\$237,018	\$238,701.05	100.71%
Benefits	75,222	93,151.83	123.84%
Totals	312,240	331,852.88	106.28%
General Labor			
Salaries	220,480	173,089.00	78.51%
Overtime	5,000	5,619.13	112.38%
Benefits	129,478	76,409.38	59.01%
Total	354,958	255,117.51	71.87%
Collection System			
Salaries	93,080	119,257.47	128.12%
Overtime	4,000	3,010.26	75.26%
Benefits	50,899	42,382.78	83.27%
Totals	147,979	164,650.51	111.27%
Total Water Recycling Center	\$815,177	\$751,620.90	92.20%
Grand Total	\$7,662,728	\$7,451,077.40	97.24%

City of Cedarburg
Cash and Investments Summary
As of December 31, 2017



Attached is the report of cash and investments for the City of Cedarburg as of December 31, 2017. Included on the schedule of investments are the financial institutions where bank deposits have been placed or brokers from whom securities were purchased; the maturity date of the security, where applicable; the yield of the particular deposit account or investment; and the balance or cost of the account or investment.

City monies are placed in several types of investments, including the State of Wisconsin Local Government Investment Pool (LGIP), U.S. Treasury securities, U.S. Government Agency notes, commercial paper and bank deposits, including certificates of deposit. A variety of investment types are utilized to balance safety, liquidity and risk, as well as providing diversification.

Most of the City's idle monies, especially in the General Fund, are needed to finance the operating activities of the City, as well as debt service and therefore are placed in short-term investments which are highly liquid, such as the local bank money market accounts. These accounts are earning at a higher interest rate than the State Pool. Short term (less than one year) investments of General Fund reserves are made based on our cash flow forecast for operating funds and are timed to mature when monies will be needed to meet obligations of the City. Longer-term investments have been purchased in order to increase the average portfolio yield through US Bank. These investments are part of what is considered the "core" portfolio.

The weighted average yield for outstanding investments December 30, 2017 for all funds (exclusive of the Capital Improvement Economic Development Funds) was 1.15% which compares to the yield on outstanding investments at September 30, 2017 of 1.34%. The State Investment Pool yield for December 31, 2017 was 1.21%. Page F-6 includes a graph of our combined investment yields and the LGIP over the past twelve months. At year end due to tax collection the bank balances are higher than normal and the interest yield slightly lower due to the amount of funds collected at the banks in the lower yielding accounts.

Rates have started to increase at the State Pool which is also the local banks' benchmark for the City's interest bearing accounts. In December 2015 the State Pool interest rate was only 0.19%.

CITY OF CEDARBURG
Schedule of Cash and Investments
December 31, 2017

Institution & Type of Investment	Term	Interest Yield	Balance/Cost
General Fund (100)			
BMO Harris			
Money market		1.14%	\$2,486,338.70
Tax collection			1,192,459.31
Tax collection—Online			11,373.22
Port Washington State Bank			
Money market account		1.09%	17,112,947.10
Checking		0.05%	2,334,462.44
Tax collection		1.09%	1,594,927.63
Payroll		0.05%	781.93
Partnership Bank			
Property tax account		0.10%	157,540.34
State Investment Pool		1.21%	1,454,368.54
US Bank Investments		1.56%	2,187,821.48
Commerce State Bank			
Checking account			54,413.79
Business checking		0.40%	265,673.41
Associated Bank			
Tax collection		0.50%	78,568.73
CD		1.23%	115,000.00
Cornerstone Bank			
Combo business money market		0.02%	202,107.28
Business checking			138,441.27
Total General Fund			\$29,387,225.17

CITY OF CEDARBURG
Schedule of Cash and Investments
December 31, 2017

Institution & Type of Investment	Term	Interest Yield	Balance/Cost
Cemetery Fund (200)			
State Investment Pool		1.21%	167,745.74
Port Washington State Bank			
Money market		1.09%	2,289.73
US Bank Investments		1.47%	98,992.99
Total Cemetery Fund			\$269,028.46
Community Development Block Grant (230)			
State Investment Pool		1.21%	234,086.44
US Bank Investments		1.70%	667,536.12
Total Community Dev Block Grant			\$901,622.56
Parks & Playground (250)			
State Investment Pool		1.21%	81,307.86
Library (260)			
Port Washington State Bank			6,500.40
Debt Service (300)			
State Investment Pool		1.21%	9,046.70
Port Washington State Bank			
Money market		1.09%	7,332.00
Total Parks & Playground Fund			\$16,378.70
Capital Improvements (400)			
State Investment Pool		1.21%	43,755.90
Port Washington State Bank			
Money market account		1.09%	164,254.93
US Bank Investments		1.54%	498,165.51
Total Capital Improvements			\$706,176.34

CITY OF CEDARBURG
Schedule of Cash and Investments
December 31, 2017

Institution & Type of Investment	Term	Interest Yield	Balance/Cost
CI-Economic Development (400)			
State Investment Pool		1.21%	13,353.24
Water Recycling Center Fund (601)			
State Investment Pool			
Sewer Unrestricted		1.21%	(185,183.99)
WWTF Repl. Fund		1.21%	316,678.05
Collection System Repl.		1.21%	14,999.48
WWTP Impact Fee Investment		1.21%	91,466.54
Biosolids Impact Fee Investment		1.21%	2,295.13
Sewer Connection Fees		1.21%	190,138.04
Port Washington State Bank			
Money Market		1.09%	903,982.51
US Bank Investments			
		1.47%	1,096,264.95
Wastewater Equipment Replacement Fund			
Port Washington State Bank			
Money Market		1.09%	1,450,996.82
US Bank Investments			
		1.47%	597,939.04
Collection System			
Port Washington State Bank			
Money Market		1.09%	1,027,789.53
US Bank Investments			
		1.47%	99,594.27
Total Sewer Fund			\$5,606,960.37

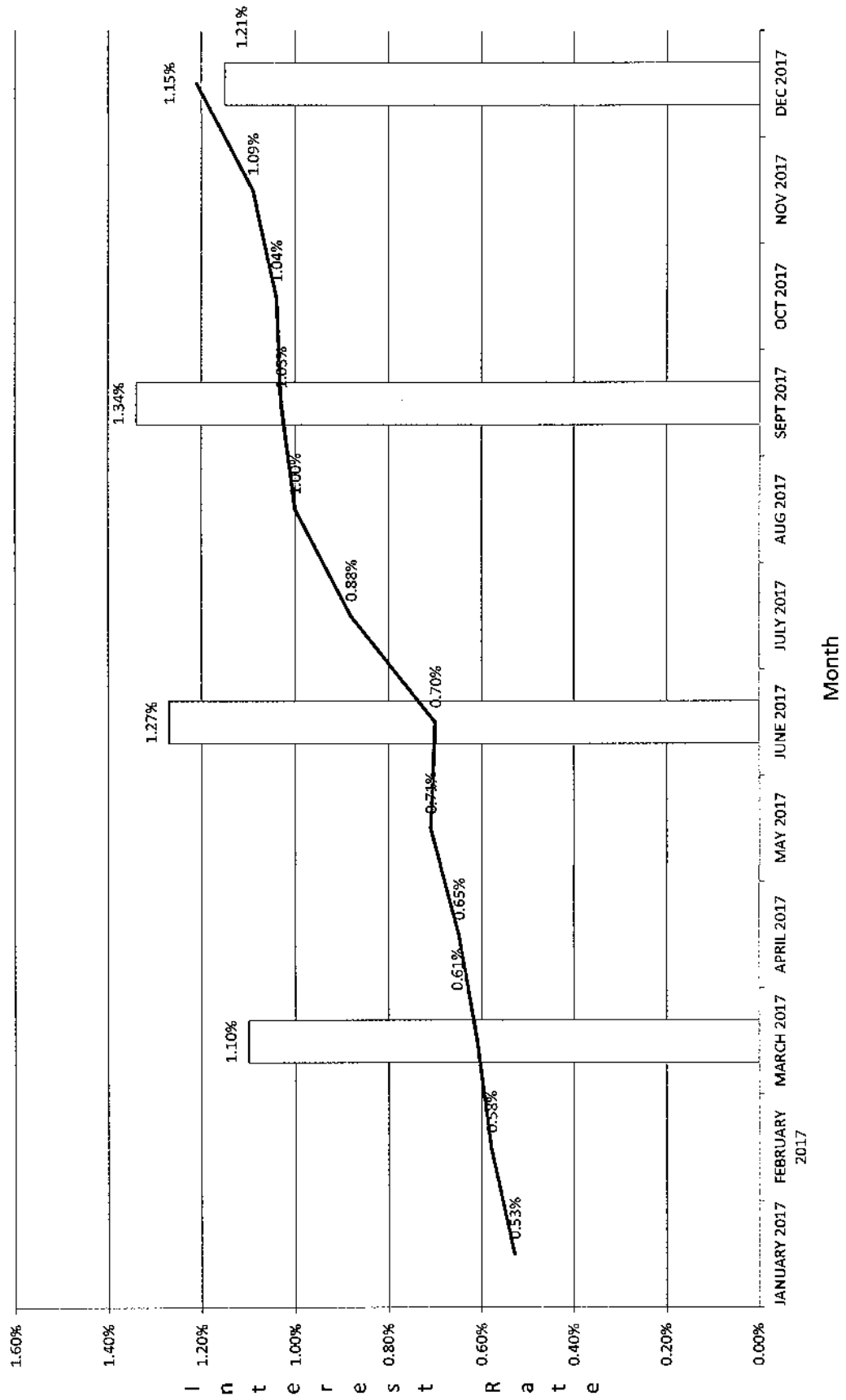
CITY OF CEDARBURG
Schedule of Cash and Investments
December 31, 2017

Institution & Type of Investment	Term	Interest Yield	Balance/Cost
Risk Management Fund (700)			
State Investment Pool		1.21%	39.27
Port Washington State Bank			
Money market account		1.09%	206,207.44
US Bank Investments		1.67%	794,141.63
Total Risk Management Fund			\$1,000,388.34

City of Cedarburg Investment Yield

Investments

LGIP



CITY OF CEDARBURG

Accounts Receivable 2017 Financial Report

GENERAL FUND

At the end of the year, there was \$93,250.75 outstanding in General Fund accounts receivable. Of this amount \$66,143.43 was due from the Town of Cedarburg for shared services; fire department, landfill monitoring and EMS dispatching.

SEWER FUND

The Sewer Fund had \$1,588.03 outstanding for a septage hauler invoice.

CAPITAL IMPROVEMENTS

At the end of the year, there was \$7,127.01 outstanding in Capital Fund accounts receivable. This includes the remaining outstanding invoices for 2015 and 2016 and new 2017 sidewalk replacements on payment plans.

RISK MANAGEMENT FUND

At the end of the year there are two invoices totaling \$6,260.42 outstanding that should have been written off in 2017 after our research determined they are uncollectible. We will bring this to a future Council meeting for approval. There are two traffic accidents that occurred and neither responsible party had insurance.

CONTINGENT UPON ANNEXATION CHARGES/SPECIAL ASSESSMENTS

This report also includes listings of current charges on Town properties that were included in the various City street and utility projects throughout the years and are payable contingent upon annexation into the City. There was no activity to report for the year on the principal amounts. The interest charged was updated with the December 31, 2017 construction cost index factor.



ACCOUNTS RECEIVABLE
General Fund
2017 Financial Report

DATE	NAME	INVOICE	AMOUNT	STATUS	PURPOSE
5/21/2008	AMCAST Automotive	5915	601.19	On 2008 tax Roll OOB	Expenses for securing building for safety
6/30/2009	Barrier Advisors	6590	200.00	On 2009 Tax Roll OOB	Weed cutting 5/15/09 at Amcast
6/30/2009	Barrier Advisors	6628	400.00	On 2009 Tax Roll OOB	Weed cutting in June at Amcast
9/29/2010	Barrier Advisors	6935	200.00	On 2010 Tax Roll OOB	Weed mowing-Amcast 9/3/09
8/2/2010	Barrier Advisors/AMCAST	8021	400.00	On 2010 Tax Roll	Weed Cutting-Amcast May & June 2010
11/1/2010	Barrier Advisors/AMCAST	8199	200.00	On 2011 tax roll OOB	Weed Cutting 8/10/2012
12/31/2008	AMCAST Automotive	JE12324	624.00	On 2008 tax Roll OOB	Weed cutting at Old Amcast site
7/28/2011	Barrier Advisors, Inc./AMCAST	8667	182.00		Weed cutting-Amcast June 2011
2/10/2012	AMCAST Automotive	JE	950.17	On 2011 tax roll OOB	2011 Amcast weed cutting charges
10/31/2013	Barrier Advisors	JE	182.00	On 2013/2014 Tax Roll	Weed Cutting Fees - Invoice 27666 5/31/2013
10/31/2013	Barrier Advisors	JE	182.00	On 2013/2014 Tax Roll	Weed Cutting Fees - Invoice 28143 6/30/2013
10/31/2013	Barrier Advisors	JE	182.00	On 2013/2014 Tax Roll	Weed Cutting Fees - Invoice 279329 8/31/2013
10/31/2013	Barrier Advisors	JE	182.00	On 2013/2014 Tax Roll	Weed Cutting Fees - Invoice 29653 9/23/2013
11/1/2013	Barrier Advisors	JE	65.91	On 2013/2014 Tax Roll	Sheathing applied to Quanset Hut at Amcast
10/11/2017	Town of Cedarburg	12495	33,844.52		3rd Qtr Fire/EMS
11/21/2017	Various Owners		2,280.00		Fire Inspection Fees
11/27/2017	Douglas Butt	12778	50.88		Additional Recycling Cart
11/27/2017	Randy Tews	12789	50.88		Additional Recycling Cart
11/27/2017	Dorothy Gailun	12790	0.88		Additional Recycling Cart
11/27/2017	Andrew Helgeson	12791	50.88		Additional Recycling Cart
11/27/2017	Michael Wielebski	12794	50.88		Additional Recycling Cart
11/27/2017	Seth Dehne	12789	50.88		Additional Recycling Cart
11/27/2017	Lynne Dettro	12801	50.88		Additional Recycling Cart
11/27/2017	Grace Kassander	12803	50.88		Additional Recycling Cart
12/6/2017	BMO Harris Bank-Washington	12810	130.00		False Alarm
12/6/2017	Cedarburg Fire Department	12812	2,564.49		November Salaries
12/6/2017	Cedarburg School District	12814	4,556.77		November Crossing Guard Salaries
12/7/2017	Cedarburg Fire Department	12819	733.99		August Fuel
12/7/2017	Cedarburg Fire Department	12820	612.95		Reimburse Supplies
12/12/2017	Cedarburg Fire Department	12827	418.00		Reimburse Legal Fees
12/27/2017	Hefner's	12828	65.00		False Alarm
12/28/2017	Cedarburg School District	12829	4,124.16		Crossing Guard Salaries December
12/28/2017	Town of Cedarburg	12830	32,298.91		4th Qtr Shared Expenses
12/28/2017	City of Mequon	12831	2,913.09		Public Safety Services for Carlson
1/22/2018	GHL	12855	130.00		2017 False Alarms 6th and 7th
1/22/2018	Cedarburg Fire Department	12860	2,011.98		December Salaries
2/15/2018	Cedarburg Fire Department	12868	830.28		December Fuel
2/15/2018	Light & Water	12869	1,029.30		December Fuel
	Total		\$ 93,250.75		

ACCOUNTS RECEIVABLE
Water Recycling Center
2017 Financial Report

Account No. 601-131000					
DATE	NAME	INVOICE	AMOUNT	STATUS	PURPOSE
12/7/2017	Arnold's Environmental	12818	1,588.03		Septage Hauling November 2017
Total			\$1,588.03		

ACCOUNTS RECEIVABLE
Risk Management Fund
2017 Financial Report

Accounts Receivable					
DATE	NAME	INVOICE	AMOUNT	STATUS	PURPOSE
2/3/2012	Brad Lambrecht	8937	3,726.17	to be written off as uncollectable	Replace traffic light
2/18/2014	Tyson Jacobs	10288	2,534.25	to be written off as uncollectable	Replace traffic signal
Total			\$6,260.42		

Account 100-126100
CHARGES CONTINGENT UPON ANNEXATION
YEAR END FINANCIAL REPORT
DECEMBER 31, 2017

ACCOUNT: 100-126100

PROPERTY ADDRESS AND TAX KEY NUMBER			BALANCE ON ACCOUNT	INTEREST RATE / CCI*	INTEREST AMOUNT	AMOUNT DUE AS OF 12/31/2017
TOWN OF CEDARBURG			CCI*			
Ammons, Michael - 3/25/1970 953 Keup Road Cedarburg WI 53012	03-023-12-007.00 953 Keup Road Cedarburg WI	1,386.00	1,386.00	2.35	1,871.10	3,257.10
FORMULA: 3/25/1970 CCI 1381 March 1980 CCI 3237 (10 yr max) 3237/1381 = 2.35						
TOTAL KEUP ROAD CHARGES		\$1,386.00	\$1,386.00		\$1,871.10	\$3,257.10
PARKVIEW MEADOWS NO. 3						
CITY OF CEDARBURG Bentz, Roger & Mabel & Franelen - 1/7/91 1051 Wauwatosa Road Cedarburg WI 53012	13-040-0140.000 Between Wauwatosa & Poplar-18.23 acres vacant land	\$115,657.82	\$115,657.82	CCI* 1.32	\$37,010.50	\$152,668.32
FORMULA: 1/7/1991 CCI 4777 January 2001 CCI 6281 (10 yr max) 6281/4777 = 1.32						
TOTAL PARKVIEW MEADOWS NO. 3		\$115,657.82	\$115,657.82	\$1.32	\$37,010.50	\$152,668.32
WESTERN & WAUWATOSA SEWER & WATER CONSTRUCTION - 2010 Water Laterals and Engineering/Admin Fees CCI Effective Date: October 11, 2010						
TOWN OF CEDARBURG			WATER LATERALS	ENG/ADMIN FEES 15%		CCI*
Jams Realty-Cedarburg Inc	506 Wauwatosa Road	03-027-11-022.00	\$1,972.00	\$2,094.35	\$4,066.35	1.22
Wollner, Richard & Lorraine	7508 Western Avenue	03-027-11-021.00	\$1,972.00	\$2,094.35	\$4,066.35	1.22
Herkowski, Joseph & Andrea	7450 Western Avenue	03-027-11-008.00	\$1,972.00	\$2,094.35	\$4,066.35	1.22
Kletzien, Carol	7404 Western Avenue	03-027-11-019.00	\$1,972.00	\$2,094.35	\$4,066.35	1.22
Kuhn, Mechthild	7421 Western Avenue	03-034-06-027.00	\$1,972.00	\$2,094.35	\$4,066.35	1.22
FORMULA: October 11, 2010 CCI 8921 DECEMBER 31, 2017 CCI 10873 10873/8921=1.22 1.22 Water lateral charges are to be reimbursed to Light and Water (100-256200) when properties annex into the City. Engineering/Admin Fees should be recorded to 100-423204						
TOTAL WESTERN & WAUWATOSA CHARGES		\$9,860.00	\$10,471.75	\$20,331.75		\$4,448.78
TOTAL CHARGES - GENERAL FUND		\$126,903.82	\$10,471.75	\$137,375.57		\$43,330.37
*CCI: Cost Construction Index Factor						

ACCOUNT 300-126100

**CHARGES CONTINGENT UPON ANNEXATION
DEBT SERVICE
YEAR END FINANCIAL REPORT
DECEMBER 31, 2017**

NAME	TAX KEY NUMBER	ORIGINAL AMOUNT	ANNUAL INTEREST RATE	INTEREST AMOUNT	AMOUNT DUE AS OF 12/31/2017
Keup Road—9/30/1992 1992 Sanitary Sewer & Watermain Extension CCI Effective date: September 30, 1992					
Lynn Woltring 987 Keup Road 09/30/92	03-023-12-001.00 Invoice# 3435	\$14,059.07	1.31 CCI	\$4,358.31	\$18,417.38
Harold Woltring 5314 Thornapple Lane 09/30/92	03-023-12-033.00 Invoice# 3437	12,045.56	1.31 CCI	3,734.12	15,779.68
FORMULA: 9/30/1992 CCI 5042 September 2002 CCI 6589 (10 Yr Max.) $6589/5042 = 1.31$					
Total Keup Road Charges		\$26,104.63		\$8,092.44	\$34,197.07
Portland Road—8/30/1992 Portland Road Lift Station and Force Main CCI Effective date: September 30, 1992					
Portland Road Lift Station and Force Main	Future annexations	\$31,244.71	1.31 CCI	\$9,685.86	\$40,930.57
FORMULA: 9/30/1992 CCI 5042 September 2002 CCI 6589 (10 Yr Max.) $6589/5042 = 1.31$					
Total Portland Road Charges		\$31,244.71		\$9,685.86	\$40,930.57
Total Charges—Debt Service		\$57,349.34		\$17,778.30	\$75,127.64
*Construction Cost Index (CCI)					

**CHARGES CONTINGENT UPON ANNEXATION
CAPITAL FUND
YEAR END FINANCIAL REPORT
DECEMBER 31, 2017**

NAME	PROPERTY ADDRESS	TAX KEY NO.	ORIGINAL AMOUNT	BALANCE ON ACCOUNT	ANNUAL INTEREST RATE	INTEREST AMOUNT	AMOUNT DUE AS OF 12/31/2017	
PROCHNOW LANDFILL								
Water line extension to Town Residents	JE#1470	Prochnow Landfill Property	\$107,365.00	\$107,365.00			\$107,365.00	
TOTAL PROCHNOW LANDFILL			\$107,365.00	\$107,365.00		\$0.00	\$107,365.00	
TOWN OF CEDARBURG 2003 Keup Road Reconstruction - Project 2000-11 2003 ¹ CCI effective date: October 1, 2003								
Ammons, Michael	2314	953 Keup Road	03-023-12-007.00	\$4,021.81	\$4,021.81	CCI* 1.43	\$1,729.38	\$5,751.19
Woltring, Harold & Gladys	2315	5314 Thornapple Lane	03-023-12-033.00	3,687.82	3,687.82	1.43	1,585.76	5,273.58
Woltring, Lynn	2316	987 Keup Road	03-023-12-001.00	4,087.91	4,087.91	1.43	1,757.80	5,845.71
FORMULA: 10/1/2003 CCI 6771 October 2013 CCI 9689 (10 yr Max.) 9689/6771 = 1.43								
TOTAL 2003 KEUP ROAD RECONSTRUCTION			\$11,797.54	\$11,797.54		\$5,072.94	\$16,870.48	
Pioneer Road - TID No. 1 CCI effective date: April 21, 1993 03-34-15-04 THRU 07 ²								
Korneisel, Kirk	6610	Pioneer Road	03-034-15-011.00	\$13,168.81	\$13,168.81	CCI* 1.29	\$3,818.95	\$16,987.76
Wiley, David & Aimee	6620	Pioneer Road	03-034-15-010.00	12,932.09	12,932.09	1.29	3,750.31	16,682.40
Harold H & Patricia A Steffen Family Trst	6634	Pioneer Road	03-034-15-009.00	13,175.12	13,175.12	1.29	3,820.78	16,995.90
FORMULA: 4/21/1993 CCI 5167 April 2003 CCI 6635 (10 yr Max.) 6635/5167 = 1.29								
TOTAL PIONEER ROAD - TID NO. 1			\$39,276.02	\$39,276.02		\$11,390.04	\$50,666.06	
TOTAL CHARGES - CAPITAL			\$158,438.56	\$158,438.56		\$16,462.98	\$174,901.54	
*Construction Cost Index (CCI)								
(1) Represents charges against parcels in the Town for curb & gutter, sidewalk, drive apron and lighting. Collection of these charges will be done at time of annexation.								
(2) Represents charges against parcels in the Town. Collection of these charges will be done at time of annexation.								

ACCOUNT 601 126100
CHARGES CONTINGENT UPON ANNEXATION
SEWER FUND
YEAR END FINANCIAL REPORT
DECEMBER 31, 2017

NAME	PROPERTY ADDRESS	TAX KEY NUMBER	ORIGINAL AMOUNT	BALANCE AMOUNT	ANNUAL INTEREST RATE	INTEREST AMOUNT	AMOUNT DUE AS OF 12/31/2017	
KEUP ROAD - PART A - SANITARY SEWER								
1999 Sanitary Sewer & Watermain								
CCI Effective date: January 1, 2000								
Murphy, Brian	781 Keup Road	03-060-01-07.000	\$9,836.48	\$9,836.48	CCI*	\$4,131.32	\$13,967.80	
Juech, James & Mary	765 Keup Road	03-060-01-05.000	8,602.73	8,602.73	1.42	3,613.15	\$12,215.88	
Isio, Spencer & Patek, Ann	755 Keup Road	03-060-01-04.000	8,602.73	8,602.73	1.42	3,613.15	12,215.88	
Schefchik Jr., Emil	789 Keup Road	03-060-01-07.001	10,330.60	10,330.60	1.42	4,338.85	14,669.45	
7900 LLC	708 Keup Road	03-026-03-017.00	2,433.97	2,433.97	1.42	1,022.27	3,456.24	
FORMULA: January 2000 CCI 6130 January 2010 CCI 8660 (10 Yr. Max.) 8660/6130 = 1.42								
\$35,219.91, is being held by Light and Water. These charges are due in full within 30 days upon adoption of an annexation ordinance.								
TOTAL KEUP ROAD - PART A - SANITARY SEWER			\$39,806.51	\$39,806.51		\$16,718.74	\$56,525.25	
WASHINGTON AVENUE - SEWER								
CCI Effective date: April 2, 1992								
Bentz, Roger & Franelen 1051 Wauwatosa Road 4/2/1992	13-040-0140.000 Between Wauwatosa & Poplar-18.23 acres vacant land	\$18,524.10	\$18,524.10	1.31	\$5,742.47	\$24,266.57		
FORMULA: April 1992 CCI 4946 April 2002 CCI 6480 (10 Yr. Max) 6480/4946 = 1.31								
TOTAL WASHINGTON AVENUE			\$18,524.10	\$18,524.10		\$5,742.47	\$24,266.57	
HAMILTON ROAD-SEWER								
CCI Effective date: September 3, 1986								
Molinaro, Tony (New owner: Bishop Family Trust 243 E Hamilton Road 9/3/1986	Base,Pavement, Curb & Gutter, Sanitary Sewer, Storm Sewer & Eng. 03-050-0030.006	\$33,371.00	\$33,371.00	CCI* 1.33	\$11,012.43	\$44,383.43		
FORMULA: September 1986 CCI 4295 September 1996 CCI 5683 (10 Yr. Max) 5683/4295 = 1.33								
TOTAL HAMILTON ROAD-SEWER				\$33,371.00		\$11,012.43	\$44,383.43	
WESTERN & WAUWATOSA SEWER & WATER CONSTRUCTION - 2010								
Sanitary Sewer Mains and Laterals								
CCI Effective Date: October 11, 2010								
TOWN OF CEDARBURG			SANITARY SEWER MAIN	SANITARY SEWER LAT.		CCI*		
Jams Realty-Cedarburg Inc	506 Wauwatosa Rd	03-027-11-022.00	\$9,242.23	\$2,748.09	\$11,990.32	1.22	\$2,623.60	\$14,613.92
Wollner, Richard & Lorraine	7508 Western Ave	03-027-11-021.00	\$9,242.23	\$2,748.09	\$11,990.32	1.22	\$2,623.60	\$14,613.92
Herkowski, Joseph & Andrea	7450 Western Ave	03-027-11-008.00	\$9,242.23	\$2,748.09	\$11,990.32	1.22	\$2,623.60	\$14,613.92
Kletzien, Carol	7404 Western Ave	03-027-11-019.00	\$9,242.23	\$2,748.09	\$11,990.32	1.22	\$2,623.60	\$14,613.92
Kuhn, Mechthild	7421 Western Ave	03-034-06-027.00	\$9,242.23	\$2,748.09	\$11,990.32	1.22	\$2,623.60	\$14,613.92
FORMULA: October 2010 CCI 8921 DECEMBER 31, 2017 CCI 10873 10873/8921 = 1.22								
TOTAL WESTERN & WAUWATOSA CHARGES			\$46,211.15	\$13,740.45	\$59,951.60		\$13,117.98	\$73,069.58
TOTAL CHARGES - SEWER FUND			\$104,541.76	\$13,740.45	\$151,653.21		\$46,591.63	\$198,244.84
CCI* Construction Cost Index								

ACCOUNT 601 126100

**CHARGES CONTINGENT UPON ANNEXATION
SEWER FUND
FINANCIAL REPORT
DECEMBER 31, 2017**

This information is recorded by Light and Water and is for reporting purposes only

NAME	PROPERTY ADDRESS	TAX KEY NUMBER	ORIGINAL AMOUNT	ANNUAL INTEREST RATE	INTEREST AMOUNT	AMOUNT DUE AS OF 12/31/2017
KEUP ROAD - PART A - WATER MAINS AND LATERALS - These charges are being held by Light and Water.						
1999 Sanitary Sewer & Watermain CCI Effective date: January 1, 2000						
				<u>CCI*</u>		
Murphy, Brian	781 Keup Road	03-060-01-07.000	\$6,793.13	1.42	\$2,853.11	\$9,646.24
Juech, James & Mary	765 Keup Road	03-060-01-05.000	5,828.68	1.42	2,448.05	8,276.73
Islo, Spencer & Patek, Ann	755 Keup Road	03-060-01-04.000	5,828.68	1.42	2,448.05	8,276.73
Schefchik Jr., Emil	789 Keup Road	03-060-01-07.001	7,179.39	1.42	3,015.34	10,194.73
7900 LLC	708 Keup Road	03-026-03-017.00	9,590.03	1.42	4,027.81	13,617.84
FORMULA: January 2000 CCI 6130 January 2010 CCI 8660 (10 Yr. Max.) 8660/6130 = 1.42						
TOTAL CHARGES - SEWER (L&W)			\$35,219.91		\$14,792.37	\$50,012.28
CCI* Construction Cost Index						

Environmental Expenses
Prochnow Responsible Parties Group
As of December 31, 2017

	1993-2012	2013	2014	2015	2016	2017	Total
Beginning Balance	\$0.00	\$2,096.97	\$2,101.86	\$13,337.99	\$13,375.05	\$13,423.71	
Deposits:							
City of Cedarburg	30,624.86						30,624.86
Town of Cedarburg	31,224.55						31,224.55
Mercury Marine	106,071.20		11,212.29				117,283.49
Emerson Electric	29,000.00						29,000.00
Amcast	11,500.00						11,500.00
Maletzke Estate	115,000.00						115,000.00
Interest	7,132.55	4.89	23.84	37.06	48.66	44.97	7,247.00
Total	\$330,553.16	\$4.89	\$11,236.13	\$37.06	\$48.66	\$44.97	\$341,879.90
Expenditures	\$328,456.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$328,456.19
Ending Balance	\$2,096.97	\$2,101.86	\$13,337.99	\$13,375.05	\$13,423.71	\$13,468.68	

Environmental Expenses

As of December 31, 2017

	1992-2012	2013	2014	2015	2016	2017	Total
Beginning Balance	0.00	299,245.20	213,611.34	178,148.33	157,010.61	149,766.86	
Revenues:							
Property tax	1,088,580.00	0.00	0.00	10,000.00	20,000.00	0.00	1,118,580.00
General Fund Transfer	40,000.00						40,000.00
PECEFA reimbursements	147,600.12						147,600.12
EPA reimbursement (Light & Water)	107,365.00						107,365.00
Insurance settlement	15,000.00						15,000.00
HUD Grant (Mercury Marine Cleanup)	166,204.69	99,000.00					265,204.69
Total	\$1,564,749.81	\$99,000.00	\$0.00	\$10,000.00	\$20,000.00	\$0.00	\$1,693,749.81
Expenditures:							
Prochnow/Blank	690,548.59	31,930.12	24,117.51	17,910.39	27,243.75	19,649.17	811,399.53
PECEFA Eligible/DPV*	160,496.17						160,496.17
PRP Group - City share	30,624.86						30,624.86
Dams	82,506.60	48,706.14	11,345.50	13,227.33		13,357.50	169,143.07
Grafton Lime Kiln*	58,001.27						58,001.27
Cedar Creek Park*	15,520.13						15,520.13
Underground storage tank - Washington Ave.*	7,878.76						7,878.76
Hanover - LUST*	6,312.60						6,312.60
Hanover - Shooting Range	15,727.00						15,727.00
Mercury Marine - Cleanup Expenses (HUD)	166,204.69	100,246.00					266,450.69
Mercury Marine - PII Library Site	24,521.00						24,521.00
Environmental-Other	7,162.94	3,751.60					10,914.54
Total	\$1,265,504.61	\$184,633.86	\$35,463.01	\$31,137.72	\$27,243.75	\$33,006.67	\$1,576,989.62
Ending Balance	\$299,245.20	\$213,611.34	\$178,148.33	\$157,010.61	\$149,766.86	\$116,760.19	

*Closed out

City of Cedarburg

Internal Service Fund

Financial Report

December 31, 2017

The Internal Service Fund accounts for all risk management activities of the City. Included in the fund are premiums and claims for:

- General Liability Insurance
- Auto Physical Damage Insurance
- Property Insurance
- Excess Liability Insurance
- Employment Practices Insurance
- Workers' Compensation Insurance
- Boiler & Machinery Insurance

Revenues include interest income, charges to other funds for their premiums, dividends and insurance recoveries.

The interest income and change in market value revenues totaled \$8,669.54 for the year.

The CVMIC dividend was received in March.

Insurance recoveries totaled \$12,360.53 for Jake's medical bills from his 2016 injury, damage to the Senior Van, damage to the DPW salt storage shed door, and other smaller accidents. A squad car reimbursement of \$15,484.50 was received in March 2018 for a 2017 accident.

Transfers from other funds were for the annual premiums and were charged out in full in January.

Insurance premiums were paid in full in January.

At the end of the year there were claim expenditures of \$75,224.86. There were three auto accidents, one involving a police squad from 2016 and a public works and senior van auto accident in 2017. Other claims included storm damage in the cemetery, mailbox claims, damaged windows on the Gym and a light pole was struck by a vehicle in the Library parking lot.

The prior year adjustment was for a 2016 audit entry that was not received until December 2017 for the reclassification of the insurance proceeds out of the vehicle replacement accounts.

CITY OF CEDARBURG
INTERNAL SERVICE FUND - RISK MANAGEMENT
FINANCIAL REPORT
December 31, 2017

	2016 ACTUAL	2017 ACTUAL	2017 BUDGET	PERCENT OF BUDGET
Revenues				
Interest Income	\$ 3,525.06	\$ 12,590.02	\$ 10,000	125.90%
Change in Market Value	(15,587.35)	(3,920.48)		0.00%
Dividend Income (from CVMIC)	59,209.00	44,117.00	24,470	180.29%
Insurance Recoveries	52,080.90	12,360.53		0.00%
Workers Comp-Wage Recovery	3,842.82	3,844.00		0.00%
Charges to General Fund	252,332.25	260,559.91	264,028	98.69%
Charges to Cemetery Fund	1,319.40	1,287.80	1,288	99.98%
Charges to Recreation Programs Fund	3,448.31	5,053.26	5,053	100.01%
Charges to Swimming Pool Fund	10,850.47	10,757.97	10,758	100.00%
Charges to Library	9,183.41	9,151.02	9,151	100.00%
Transfer from Sewer Fund	38,519.31	32,054.49	32,054	100.00%
Transfer from Trust & Agency Fund	195.41	-	223	0.00%
Total Revenues	\$418,918.99	\$387,855.52	\$357,025	108.64%
Expenses				
Insurance Premiums/Costs:				
Worker's Compensation	\$ 185,442.00	\$180,759.00	\$ 167,068	108.19%
Unemployment Compensation	1,261.79	1,600.75		0.00%
Property/Auto Insurance	59,586.00	71,587.00	67,383	106.24%
General Liability Insurance	61,501.00	62,111.00	50,319	123.43%
Employment Practices Insurance	14,203.50	11,698.70	19,217	60.88%
Boiler Insurance	1,173.00	1,196.00	1,232	97.08%
2014 Liability Claims Paid			-	0.00%
2015 Liability Claims Paid	1,366.88		2,500	0.00%
2016 Liability Claims Paid	129,534.17	13,600.38	2,500	0.00%
2017 Liability Claims Paid		61,624.48	5,000	
Total Expenses	\$454,068.34	\$404,177.31	\$ 315,219	128.22%
Net Gain/(Loss)	(\$35,149.35)	(\$16,321.79)	\$41,806	
Fund Balance, January 1	\$963,303.92	\$928,154.57	\$928,155	
Prior year audit adjustment		(\$37,132.50)	(\$37,132.50)	
Fund Balance, Year End/Budget	\$928,154.57	\$874,700.28	\$932,829	

City of Cedarburg

Debt Service Fund

Financial Report

December 31, 2017

The Debt Service Fund is used to account for the payment of principal and interest on debt obligations of the City.

Revenues include the tax levy, interest revenue and police impact fees. For the year \$1,284,280 was received from property taxes and \$1,010.84 from interest revenue. The Build America Bond reimbursement and police impact fees were also received; \$4,931.64 and \$37,221.88 respectively.

The transfer from Capital Improvements is from the Library building project residual funds to help pay down the debt.

The expenditures for the year include the 2017 debt principal and interest payments. Payments are in March and September. A total of \$1,689,274.47 was expended in principal and interest payments for the year.

The prior year adjustment to fund balance was from an audit entry that was not received until December 2017 for the reallocation of the debt issuance costs to the Water Recycling Center.

**City of Cedarburg
Debt Service Fund
Financial Report
December 31, 2017**

	2016 Actual	2017 Actual	2017 Budget	Percent of Budget
Revenues				
Property Taxes	\$ 705,776.00	\$ 1,284,280.00	\$ 1,284,280	100.00%
Interest Revenue	592.95	1,010.84	50	2021.68%
Police Impact Fee	18,125.60	37,221.88		
Build America Bond Reimbursement	6,063.92	4,931.64	4,995	98.73%
Proceeds from Borrowing	258,244.45			
Transfer from Capital Improvement	200,000.00	200,000.00	200,000	100.00%
Total Revenues	\$ 1,188,802.92	\$ 1,527,444.36	\$ 1,489,325	102.56%
Expenditures				
2007 G.O. Capital Improvement Notes				
2007 TIF Note				
2010 G.O. Capital Improvement Notes	98,686.17	98,686.17	98,687	100.00%
2012 G.O. Note	560,195.00	566,725.00	566,725	100.00%
2015 G.O. Notes	267,400.00	312,900.00	312,900	100.00%
2016 G.O. Notes		710,963.30	710,963	100.00%
Paying Agent Fee	70,550.07			
Total Expenditures	\$ 996,831.24	\$ 1,689,274.47	\$ 1,689,275	100.00%
Beginning Fund Balance	\$32,595.39	\$197,710.07	\$197,710	
Prior Year Adjustment		7,332.00		
Ending Fund Balance	\$224,567.07	\$43,211.96	(\$2,240)	

City of Cedarburg
Tax Incremental District #3
2017 Financial Report

This report reflects the activity since creation and the year for TID #3. The mixed use TID was approved on November 18, 2014. The project is scheduled to be paid off in 20 years. The project costs include the City's administrative costs, legal and audit fees, financial consultant fees and the developer incentive. The following pages include the estimated project costs and revenues along with the current and prior years' costs and revenues.

Project Revenues

2017 is the first year value was added to the TIF and it was only because of the increase in the market values. The tax increment realized was \$169.

Project Costs

The only costs to date are administrative; the State filing fee and creation and legal fees. The developer incentive will only be paid out after the City has recovered its costs from the tax increment.

At the end of the year, the District has a deficit of \$24,516.

City of Cedarburg**Tax Incremental Financing District No. 3****Historical Summary of Sources, Uses and Status of Funds**

	Year Ended <u>December 31, 2016</u>	Year Ended <u>December 31, 2017</u>	From Date of Creation
Project Revenues (sources):			
Tax increments	0	169	169
Total revenues	<u>0</u>	<u>169</u>	<u>169</u>
Project Costs (uses):			
Cash Grant (Development Incentive)	0	0	0
Repayment of City Advance	0	0	0
Interest on City Advance	0	0	0
Administrative Expense	1,105	1,069	24,685
Total costs	<u>1,105</u>	<u>1,069</u>	<u>24,685</u>
Net sources (uses)	(1,105)	(900)	(24,516)
Beginning fund balance	<u>(22,511)</u>	<u>(23,616)</u>	<u>0</u>
Ending fund balance	<u>(\$23,616)</u>	<u>(\$24,516)</u>	<u>(\$24,516)</u>

City of Cedarburg			
Tax Incremental Financing District No. 3			
Historical Summary of Project Costs, Project Revenues and Net Cost to be recovered through Tax Increments			
	Year Ended <u>December 31, 2016</u>	Year Ended <u>December 31, 2017</u>	From Date <u>of Creation</u>
Project Costs:			
Cash Grant (Development Incentive)	0	0	0
Repayment of City Advance	0	0	0
Interest on City Advance	0	0	0
Administrative Expense	1,105	1,069	24,685
Total costs	<u>1,105</u>	<u>1,069</u>	<u>24,685</u>
Project Revenues:			
Tax increments	0	169	169
Total revenues	<u>0</u>	<u>169</u>	<u>169</u>
Net costs recoverable through tax increments	\$1,105	\$900	\$24,516

City of Cedarburg		
Tax Incremental Financing District No. 3		
Detailed Summary of Project Costs		
Through December 31, 2017		
	<u>Actual</u>	<u>Project Plan Estimate</u>
Cash Grant (Development Incentive)	0	310,234
Repayment of City Advance	0	23,000
Interest on City Advance	0	2,060
Administrative Expense	<u>24,685</u>	<u>63,000</u>
Total project costs	<u>\$24,685</u>	<u>\$398,294</u>

City of Cedarburg			
Tax Incremental Financing District No. 3			
Project Budget vs. Actual			
Through December 31, 2017			
	<u>Project Budget</u>	<u>As of December 31, 2017</u>	<u>Project To Date</u>
Project Revenues (sources):			
Tax increments	<u>\$585,574</u>	<u>\$169</u>	<u>\$169</u>
Total revenues	<u>\$585,574</u>	<u>\$169</u>	<u>\$169</u>
Project Costs (uses):			
Cash Grant (Development Incentive)	\$310,234	\$0	\$0
Repayment of City Advance	25,060	0	0
Interest on City Advance	2,060	0	0
Administrative Expense	<u>63,000</u>	<u>1,069</u>	<u>24,685</u>
Total expenditures	<u>\$400,354</u>	<u>\$1,069</u>	<u>\$24,685</u>



Cedarburg Light & Water
Consolidated Balance Sheet
For the Twelve Months Ending 12/31/2017

	Balance 12/31/2017 Current Month	Balance 2017 First of Year	Difference
ASSETS AND OTHER DEBITS			
UTILITY PLANT			
Utility Plant - Utility Financed (101-107)	\$41,354,012.66	\$39,351,224.71	\$2,002,787.95
Utility Plant - Contributed (101-107)	10,776,592.81	10,431,548.44	345,044.37
Less: Accum. Provision for Depr. & Amort. - Utility Financed (111-116)	(13,652,237.68)	(13,139,786.49)	(512,451.19)
Less: Accum. Provision for Depr. & Amort. - Contributed (111-116)	(3,428,706.85)	(3,216,505.91)	(212,200.94)
Net Utility Plant	35,049,660.94	33,426,480.75	1,623,180.19
Total Net Utility Plant	35,049,660.94	33,426,480.75	1,623,180.19
OTHER PROPERTY AND INVESTMENTS			
Nonutility Property (121)	353,528.69	519,551.21	(166,022.52)
Less: Accum. Provision for Depr. and Amort. of Nonutility Property (122)	(304,151.23)	(457,850.73)	153,499.50
Net Nonutility Property	49,377.46	61,900.48	(12,523.02)
Special Funds (125-128)	2,323,719.08	5,432,514.45	(3,108,795.39)
Total Other Property and Investments	2,373,096.52	5,494,414.93	(3,121,318.41)
CURRENT AND ACCRUED ASSETS			
Cash and Working Funds (131)	382,392.42	293,336.72	89,055.70
Working Funds (135)	700.00	700.00	0.00
Temporary Cash Investments (136)	4,448,291.28	2,393,534.61	2,054,756.67
Customer Accounts Receivable (142)	1,248,894.78	1,305,063.31	(56,168.53)
Other Accounts Receivable (143)	57,720.71	75,372.13	(17,651.42)
Receivables from Municipality (145)	160,715.00	61,372.15	99,342.85
Materials and Supplies (151-163)	620,954.28	594,605.27	26,349.01
Prepayments (165)	4,728.55	4,596.50	132.05
Interest and Dividends Receivable (171)	8,505.92	5,482.14	3,023.78
Miscellaneous Current and Accrued Assets (174)	(79,953.00)	(163,327.00)	83,374.00
Total Current and Accrued Assets	6,852,949.94	4,570,735.83	2,282,214.11
DEFERRED DEBITS			
Other Deferred Debits (182-186)	671,250.22	2,717,124.99	(2,045,874.77)
Total Deferred Debits	671,250.22	2,717,124.99	(2,045,874.77)
Total Assets and Other Debits	\$44,946,957.62	\$46,208,766.50	(\$1,261,798.88)



Cedarburg Light & Water
Consolidated Balance Sheet
For the Twelve Months Ending 12/31/2017

	<u>Balance</u> <u>12/31/2017 Current Month</u>	<u>Balance</u> <u>2017 First of Year</u>	<u>Difference</u>
LIABILITIES AND OTHER CREDITS			
PROPRIETARY CAPITAL			
Capital Paid In by Municipality (200)	183,254.21	183,254.21	0.00
Unappropriated Earned Surplus - Non-Contributed (216.1)	33,086,491.81	33,086,491.81	0.00
Unappropriated Earned Surplus - Contributed (216.2)	7,825,804.74	7,825,804.74	0.00
Current Earnings - Non-Contributed (217.1)	1,504,375.86	0.00	1,504,375.86
Current Earnings - Contributed (217.2)	(171,661.53)	0.00	(171,661.53)
Total Proprietary Capital	42,428,265.09	41,096,550.76	1,332,714.33
CURRENT AND ACCRUED LIABILITIES			
Accounts Payable (232)	793,937.15	1,214,704.20	(420,767.05)
Payables to Municipality (233)	203,130.49	238,360.22	(35,229.73)
Customer Deposits (235)	56,824.41	55,309.41	1,515.00
Taxes Accrued (236)	414,915.85	414,622.85	293.00
Interest Accrued (237)	2,057.06	1,677.08	379.98
Tax Collections Payable (241)	25,505.21	27,742.73	(2,237.52)
Miscellaneous Current and Accrued Liabilities (242)	249.99	(221.37)	471.36
Total Current and Accrued Liabilities	1,498,620.16	1,952,195.12	(455,574.96)
DEFERRED CREDITS			
Customer Advances for Construction (252)	15,224.57	174,038.60	(158,814.03)
Other Deferred Credits (253)	1,008,847.80	2,986,972.02	(1,980,124.22)
Total Deferred Credits	1,022,072.37	3,161,010.62	(2,138,938.25)
Total Liabilities and Other Credits	\$44,948,957.62	\$46,208,756.50	(\$1,261,798.88)



Cedarburg Light & Water
Consolidated Income Statement
For the Twelve Months Ending 12/31/2017

	Current Year	Budget	Current Year to Budget \$ Variance	Current Year to Budget % Variance	Prior Year	Current Year to Prior Year Variance
UTILITY OPERATING INCOME						
Operating Revenues (400)	\$13,901,981.23	\$14,336,144.44	(\$434,163.21)	(3.03%)	\$14,068,905.37	(\$166,924.14)
Operating Expenses						
Operation and Maintenance Expense (401-402)	10,613,748.50	10,922,862.52	(309,114.02)	(2.83%)	10,726,057.66	(112,309.16)
Depreciation Expense (403)	1,210,744.05	1,207,382.00	3,362.05	0.28%	1,120,358.22	90,385.83
Taxes (408)	871,893.22	934,640.00	(62,746.78)	(6.71%)	843,649.68	28,243.54
Total Operating Expenses	12,696,385.77	13,064,884.52	(368,498.75)	(2.82%)	12,690,065.56	6,320.21
Net Operating Income (Loss)	1,205,595.46	1,271,259.92	(65,664.46)	(5.17%)	1,378,839.81	(173,244.35)
Utility Operating Income (Loss)	1,205,595.46	1,271,259.92	(65,664.46)	(5.17%)	1,378,839.81	(173,244.35)
OTHER INCOME						
Income from Merchandising, Jobbing and Contract Work (415-416)	(3,083.46)	0.00	(3,083.46)	0.00%	12,228.65	(15,312.11)
Income from Nonutility Operations (417)	(5,902.70)	0.00	(5,902.70)	0.00%	(1,845.05)	(4,057.65)
Interest and Dividend Income (419)	83,695.72	45,800.00	37,895.72	82.74%	31,371.48	52,324.24
Miscellaneous Nonoperating Income (421)	358,526.98	675,000.00	(316,473.02)	(46.88%)	1,368,588.75	(1,009,061.77)
Total Other Income	413,236.52	720,800.00	(307,563.48)	(42.67%)	1,408,344.81	(995,108.29)
Total Income	1,618,831.98	1,992,059.92	(373,227.94)	(18.74%)	2,787,184.62	(1,168,352.64)
MISCELLANEOUS INCOME DEDUCTIONS						
Miscellaneous Amortization (425)	(81,407.13)	81,407.13	(162,814.26)	(200.00%)	(81,407.13)	0.00
Other Income Deductions (426)	229,110.65	214,900.00	14,210.65	6.61%	217,871.42	11,239.23
Total Miscellaneous Income Deductions	147,703.52	296,307.13	(148,603.61)	(50.15%)	136,464.29	11,239.23
Income Before Interest Charges	1,471,128.46	1,695,752.79	(224,624.33)	(13.25%)	2,650,717.33	(1,179,588.87)
INTEREST CHARGES						
Other Interest Expense (431)	444.48	40.00	404.48	1,011.20%	289.97	154.51
Total Interest Charges	444.48	40.00	404.48	1,011.20%	289.97	154.51
Net Income	1,470,683.98	1,695,712.79	(225,028.81)	(13.27%)	2,650,427.36	(1,179,743.38)
EARNED SURPLUS						
Unappropriated Earned Surplus (Beginning of Year) (216)	40,912,296.55	0.00	40,912,296.55	0.00%	38,241,229.03	2,671,067.52



Cedarburg Light & Water
Consolidated Income Statement
For the Twelve Months Ending 12/31/2017

	Current Year	Budget	Current Year to Budget \$ Variance	Current Year to Budget % Variance	Prior Year	Current Year to Prior Year Variance
Balance Transferred from Income (433)	1,470,683.98	1,280,268.00	190,414.98	14.87%	2,850,427.36	(1,179,743.38)
Miscellaneous Credits to Surplus (434)	365.42	0.00	365.42	0.00%	30,000.00	(29,634.58)
Miscellaneous Debits to Surplus--Debit (435)	130,814.12	0.00	130,814.12	0.00%	0.00	130,814.12
Appropriations of Income to Municipal Funds--Debit (439)	7,520.85	9,000.00	(1,479.05)	(16.43%)	9,359.84	(1,838.89)
Total Unappropriated Earned Surplus End of Year (216)	\$42,245,010.88	\$1,271,269.00	\$40,973,741.88	3,223.06%	\$40,912,296.65	\$1,332,714.33

CEDARBURG LIGHT & WATER COMMISSION

INFORMATION SENT TO CITY OF CEDARBURG QUARTERLY

Investments Outstanding as of December 31, 2017

Type of Investment	Purchase Date	Maturity Date	Annual Yield Interest Rate	Institution	Amount	Purpose
Certificate of Deposit	9/19/2017	9/19/2018	1.20%	Port Washington State Bank	\$941,688.53	Reserve for Future Capital Projects
Certificate of Deposit	1/23/2017	1/23/2018	1.00%	Port Washington State Bank	\$313,356.06	Reserve for Future Capital Projects
Certificate of Deposit	3/27/2017	3/27/2018	1.00%	Port Washington State Bank	\$313,927.59	Reserve for Future Capital Projects
State Investment Pool:						
Account # 1 - System Revenue			1.21%	LGIP	\$689,658.41	For Operating Expense & Future Capital Projects
Account # 3 - Special Redemption Fund			1.21%	LGIP	\$0.00	For Principal & Interest Payments Final Bond payment was made October 2005
Account # 4 - Depreciation Fund				LGIP	\$0.00	Was required by 1994 Bond Issue; new Bond Issue not required. Dollars were transferred to Account #1.
Account # 6 - Liability Insurance Reserve			1.21%	LGIP	\$73,497.05	Reserve for Future Liability Claims
Account # 8 - Impact Fee Reserve			1.21%	LGIP	\$97.34	Reserve for Impact Fee Revenues
				Total LGIP	\$763,252.80	
TOTAL LIGHT & WATER INVESTMENTS:					<u>\$2,332,224.98</u>	
Bank Balances as of December 31, 2017						
			Daily Interest Rate	Institution	Amount	
Checking				Port Washington State Bank	\$382,392.42	with Checks Outstanding & Stubs "in transit"
Money Market Account			1.18%	Port Washington State Bank	\$4,448,291.28	\$73.63 is reserved for Impact Fee Revenues

**Capital Improvements
Fund 400**

	2017 Actual	2018 Estimated	2019 Projected	2020 Projected	2021 Projected	2022 Projected
Beginning Fund Balance	1,884,513	695,794	138,785	174,265	508,858	660,728

Revenues

Property Tax Levy:						
General Projects	20,000	40,000	290,000	335,000	500,000	300,000
Street Improvements	710,000	200,000	987,000	950,000	950,000	950,000
Equipment Replacements	220,000	450,000	630,000	600,000	600,000	550,000
Storm Water Improvements	242,000	225,000	250,000	450,000	485,000	475,000
Environmental Reserve			10,000	10,000	10,000	10,000
Trust & Agency Transfer						
Cemetery Transfer		7,000				
Parks & Playground Transfer		70,000	40,000	275,000	100,000	50,000
General Fund Transfer	100,000	75,000	50,000			
Library Impact Fees	56,520					
Local Road Improvements Grant			42,000			
Proceeds from Borrowing		1,387,500				
DNR Urban Storm Water Mgt. Grant	8,692	24,308	19,500			
Donations	750			200,000		
Interest Income	11,128	10,000	10,000	12,000	12,000	12,000
Change in Market Value	(3,164)	200				
Miscellaneous Revenue	61,462					
Sale/Rent of Property	30,188	30,000	30,000	30,000	30,000	30,000
Total Revenues	1,457,576	2,519,008	2,358,500	2,862,000	2,687,000	2,377,000

	2017 Actual	2018 Estimated	2019 Projected	2020 Projected	2021 Projected	2022 Projected
Expenditures						
General Government						
Complex Improvements	48,900				45,000	
Cemetery - Rental House		7,000		10,000		
City Hall Vehicles						
Lincoln Center Improvements						
Monopole	44,836	300,000				
Total	93,736	307,000	0	10,000	45,000	0

	2017 Actual	2018 Estimated	2019 Projected	2020 Projected	2021 Projected	2022 Projected
Public Safety						
Police Department						
Squad Cars		80,000	120,000	120,000	120,000	120,000
Computers/Use of Force Simulator			15,000			
Station Improvements			100,000	90,000		
Officer Equipment	3,255					
Total	3,255	80,000	235,000	210,000	120,000	120,000

	2017 Actual	2018 Estimated	2019 Projected	2020 Projected	2021 Projected	2022 Projected
Fire Department						
Station Improvements	54,579	142,000	170,000			
Vehicle Improvements						
Total	54,579	142,000	170,000	0	0	0

Auxiliary Police/ Emergency Management	2017 Actual	2018 Estimated	2019 Projected	2020 Projected	2021 Projected	2022 Projected
Vehicles		30,000		50,000	75,000	
Siren Upgrade	22,892	22,000	22,000	22,000		
Total	22,892	52,000	22,000	72,000	75,000	0
Total Public Safety	80,726	274,000	427,000	282,000	195,000	120,000
Public Works	2017 Actual	2018 Estimated	2019 Projected	2020 Projected	2021 Projected	2022 Projected
Equipment Replacement	319,163	230,000	500,000	385,000	345,000	450,000
Street Improvements	776,118	1,123,000	1,045,000	553,000	907,000	760,000
Stormwater Improvements	255,222	267,276	205,520	510,407	508,130	362,588
Public Works Garage Building Project	622,992					
Total	1,973,495	1,620,276	1,750,520	1,448,407	1,760,130	1,572,588
Parks, Recreation & Forestry	2017 Actual	2018 Estimated	2019 Projected	2020 Projected	2021 Projected	2022 Projected
Equipment Replacement	248,978	62,000	59,000	82,000	25,000	
Park Improvements	8,879	219,000	76,500	30,000	500,000	50,000
Park Equipment				400,000		60,000
Swimming Pool liner				265,000		
Senior Van Replacement		25,000				
Total	257,857	306,000	135,500	777,000	525,000	110,000
Health and Sanitation	2017 Actual	2018 Estimated	2019 Projected	2020 Projected	2021 Projected	2022 Projected
Environmental Expenses	19,649	10,000	10,000	10,000	10,000	10,000
Dams—Engineering/Repairs	13,358	500,000				
Total	33,007	510,000	10,000	10,000	10,000	10,000
Debt Service	2017 Estimated	2018 Estimated	2019 Projected	2020 Projected	2021 Projected	2022 Projected
Issuance Costs						
Total	0	0	0	0	0	0
Transfer to Other Funds	2017 Actual	2018 Estimated	2019 Projected	2020 Projected	2021 Projected	2022 Projected
Transfer to Debt Service	200,000	58,741				
Transfer to Library	7,474					
Total	207,474	58,741	0	0	0	0
Total Expenditures	2,646,295	3,076,017	2,323,020	2,527,407	2,535,130	1,812,588
Revenues - Expenditures	(1,188,719)	(557,009)	35,480	334,593	151,870	564,412
Ending Fund Balance	695,794	138,785	174,265	508,858	660,728	1,225,140
Fund Balance	2017 Actual	2018 Estimated	2019 Projected	2020 Projected	2021 Projected	2022 Projected
Uncommitted	\$458,525	\$25,184	\$31,684	\$36,684	\$103,684	\$355,684
Economic Development	12,086	12,086	12,086	12,086	12,086	12,086
Environmental	117,064	107,064	107,064	107,064	107,064	107,064
Equipment Replacement	0	53,000	34,000	27,000	92,000	102,000
Street Improvements	19,508	(103,492)	(119,492)	277,508	320,508	510,508
Storm Water Improvements	0	(17,968)	46,012	(14,395)	(37,525)	74,887
Library	62,911	62,911	62,911	62,911	62,911	62,911
Encumbrances	\$25,700					
Total Fund Balance	\$695,794	\$138,785	\$174,265	\$508,858	\$660,728	1,225,140

CITY OF CEDARBURG

MEETING DATE: March 26, 2018

ITEM NO: 8. C.

TITLE: Consider allocating funds toward the preliminary design of a business park on Highway 60, including acceptance of proposal to complete traffic impact analysis; and action thereon

ISSUE SUMMARY: The Highway 60 business park is closer to a reality due to the construction on the east side of Sheboygan Road. Discussions have started on its future and marketing materials have been mailed out. Is the Council ready to take the next step and allocate funds to keep the project moving?

What are the next steps?

STAFF RECOMMENDATION: In 2006 the City hired Traffic Analysis and Design to complete the State required traffic impact analysis for the highway 60 business park. The study is now 12 years old and needs to be updated before the State will consider it.

If we now plan to move ahead with the business park, staff recommends we retain Traffic Analysis and Design to complete the traffic study update, as the highway 60 improvements are a major cost component of the business park development. Once the State has reviewed the updated traffic information, they will define the requirements of the phase two traffic study, which will determine the level of improvements for highway 60.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: Dependent upon extent of work to be done

ATTACHMENTS: Traffic impact study proposal, Map – potential Business Park Layout

INITIATED/REQUESTED BY: Council Member John Czarnecki

FOR MORE INFORMATION CONTACT: Council Member Czarnecki, Christy or Tom Wiza

ATTACHMENT A

SCOPE OF SERVICES

Engineer will update the 2006 Business Park TIA, previously conducted by the Engineer, with updated traffic counts, updated traffic generation, updated land uses and updated traffic projections and buildout scenarios. WisDOT considers TIA's to be valid for up to three years. Since the past TIA was conducted twelve years ago, several WisDOT standards and guidelines have changed, which all require the TIA to be updated with current standards. Therefore, this agreement is for updating the 2006 Business Park TIA (previously conducted by the Engineer) to current standards for WisDOT access approval to STH 60.

WisDOT TIA Process

The final WisDOT scope for this TIA is based on a typical WisDOT TIA Initial Review, as they are requiring the TIA for an access permit onto STH 60. The full TIA study will consist of analysis of the existing conditions, Year 2019 conditions with the initial phase of the development and Year 2029 conditions with the full buildout of the development/business park. Since the proposed development is of significant acreage, it will generate enough traffic to require a WisDOT "Full TIA", which also includes a horizon year, or in this case, a year 2029 future year analysis. The scope of work for this agreement is for only the TIA Initial Review, which is Phase 1 of the TIA. Once WisDOT reviews the TIA Initial Review, then WisDOT will provide a required scope of work for the balance of the TIA (Phase 2 of the TIA).

The study area intersections are anticipated to consist of:

1. STH 60 with STH 181/CTH NN/Covered Bridge Road (traffic signal control)
2. STH 60 with Hilltop Drive
3. STH 60 with the proposed business park driveway
4. STH 60 with CTH I
5. Washington Avenue with STH 181/Sycamore Drive

The WisDOT TIA Initial Review submittal will consist of a report to obtain concurrence on the trip generation, distribution, assignment, and scope for the full TIA with exhibits illustrating the existing/updated traffic counts, updated trip generation, trip distribution, site plan(s), text, analysis procedures, recommendations, and conclusions with appendix of all traffic count data.

Task 1 - Data Collection

The Engineer will obtain and review available traffic count information from the Wisconsin Department of Transportation (WisDOT) consisting of average daily traffic volumes (ADT) on STH 60, STH 181, CTH I and CTH NN. Engineer will also utilize the most current WisDOT turning movement counts (previously conducted by TADI/Engineer) at the following intersections:

- STH 60 with STH 181/CTH NN/Covered Bridge Road (traffic signal control) – 13-hour count from 6 AM to 7 PM
- STH 60 with CTH I – 13-hour count from 6 AM to 7 PM
- Washington Avenue with STH 181/Sycamore Drive – 13-hour count from 6 AM to 7 PM

To supplement this data, the Engineer will collect traffic turning movement counts at the following locations for the following time periods:

- STH 60 with Hilltop Drive – weekday 6 AM to 9 AM and 3 PM to 6 PM

The traffic turning movement counts will be conducted to WisDOT standards with cars, trucks, busses, bikes and pedestrians counted separately per movement in 15-minute intervals. Engineer will collect a photo log, intersection geometric data, traffic signal timing plans, distances between intersections and turn bay lengths. The Engineer will compile the traffic count data and geometric data for a base map for the traffic analysis.

Engineer will submit the updated/current count data along with the current WisDOT count data to WisDOT for development of the year 2029 traffic projections.

Task 2 – Traffic Analysis and Report

Trip Generation and Distribution

Engineer will estimate the volume of traffic expected to be generated by the proposed business park based on the expected land uses and building sizes based on trip generation rate data published in the *ITE Trip Generation Manual, 9th Edition*. Traffic will be generated for the weekday daily, weekday AM and PM peak hours. The traffic generated for both Scenarios A and B will be distributed to the study area intersections based on existing traffic patterns.

Based on the existing traffic turning movement patterns, Engineer will determine the directional distribution of the new traffic for the study area. Based on the traffic distribution, Engineer will assign business park traffic to only the STH 60 intersection access for the initial build conditions and then business park traffic will also be assigned for the full build conditions with the business park street connections to Hilltop Drive and Washington Avenue.

Engineer will compile the balanced traffic count data, trip generation, distribution and assignment in a WisDOT TIA Initial Review report and will submit the report to the Client first and then after receiving comments from the Client, Engineer will submit the report to WisDOT for review and approval.

Task 3 - Meetings

One meeting with the Client and WisDOT at the WisDOT Waukesha office as a “Development Team Review Meeting” (required by WisDOT) is included in this agreement. If an additional meeting or meetings are required with attendance by the Engineer, it will be considered as additional services requiring a contract amendment.

SCHEDULE

Engineer will submit a draft TIA Initial Review to the Client for review within two weeks after receiving authorization and updated land uses/site plans. Engineer will schedule a Development Team Review Meeting with WisDOT after receiving authorization to proceed. Engineer will submit the final TIA Initial Review Report to the Client and WisDOT within two days of receiving comments from the Client.

COMPENSATION

For the services described in Tasks 1,2 and 3: Client shall pay Engineer the lump sum fee of Five Thousand Four Hundred Seventy Dollars (\$5,470.00).

All services not cited in the Scope of Services, will be conducted as additional services under an Amendment to this Agreement.

AGREEMENT FOR ENGINEERING SERVICES

THIS AGREEMENT is entered into between the **City of Cedarburg** (Client) and **Traffic Analysis & Design, Inc.** (Engineer), based upon Client's intention to conduct a WisDOT Traffic Impact Analysis (TIA) Initial Review (Phase 1 of the TIA) for the proposed Cedarburg Business Park on the southwest quadrant of STH 60 with CTH I in Cedarburg, Wisconsin (the Project) and Client's requirement for certain engineering services in connection with the Project (the Services) which Engineer is prepared to provide.

1. Engineer shall provide the Services described in Attachment A, "Scope of Services", according to Attachment A, "Schedule".
2. Client shall pay Engineer in accordance with Attachment A, "Compensation". Invoices shall be due and payable upon receipt. Invoice amounts not paid within 30 days after receipt shall accrue interest at the rate of 1.5% per month (or the maximum rate permitted by law, if less), with payments applied first to accrued interest and then to unpaid principal.
3. The same degree of care, skill, and diligence shall be exercised in the performance of the Services as is ordinarily possessed and exercised by a member of the same profession, currently practicing, under similar circumstances. No other warranty, express or implied, is included in this Agreement or in any drawing, specification, report, opinion, or other instrument of service, in any form or media, produced in connection with the Services.
4. Engineer shall not be liable to Client for any consequential damages resulting in any way from the performance of the Services. To the fullest extent permitted by law, Engineer's liability under this Agreement shall not exceed Engineer's total compensation actually received under this Agreement.
5. Notwithstanding anything to the contrary in any Attachments hereto, Engineer has no responsibility for (a) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the Project; or (b) the failure of any contractor, subcontractor, vendor, or other Project participant, not under contract to Engineer, to fulfill contractual responsibilities to Client or to comply with federal, state, or local laws, regulations, and codes.
6. Engineer does not guarantee that proposals, bids, or actual Project costs will not vary from Engineer's cost estimates or that actual schedules will not vary from Engineer's projected schedules.
7. This Agreement may be terminated upon written notice at Client's convenience or by either party in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement. Engineer shall terminate performance of Services on a schedule acceptable to Client, and Client shall pay Engineer for all Services performed and reasonable termination expenses. Paragraphs 4 and 5 shall survive any termination or completion of this Agreement.
8. All documents prepared by Engineer pursuant to this Agreement are instruments of service in respect to the Project. Any use except for the specific purpose intended by this Agreement will be at the user's sole risk and without liability or legal exposure to Engineer. Engineer shall retain its ownership in its data bases, computer software, and other proprietary property. Intellectual property developed, utilized, or modified in the performance of the Services shall remain the property of Engineer.
9. The Services provided for in this Agreement are for the sole use and benefit of Client and Engineer. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than Client and Engineer.
10. Any notice required by this Agreement shall be made in writing to the address specified below:

Client: City of Cedarburg
W63 N645 Washington Avenue
Cedarburg, WI 53012
Attn: Mr. Tom Wiza, PE; City Engineer

Engineer: Traffic Analysis & Design, Inc.
N36 W7505 Buchanan Street
Cedarburg, WI 53012
Attn: Mr. John A. Bieberitz, P.E., PTOE

IN WITNESS WHEREOF, Client and Engineer have executed this Agreement, effective as of March 8, 2018.

City of Cedarburg (Client)

By: _____

Title: _____

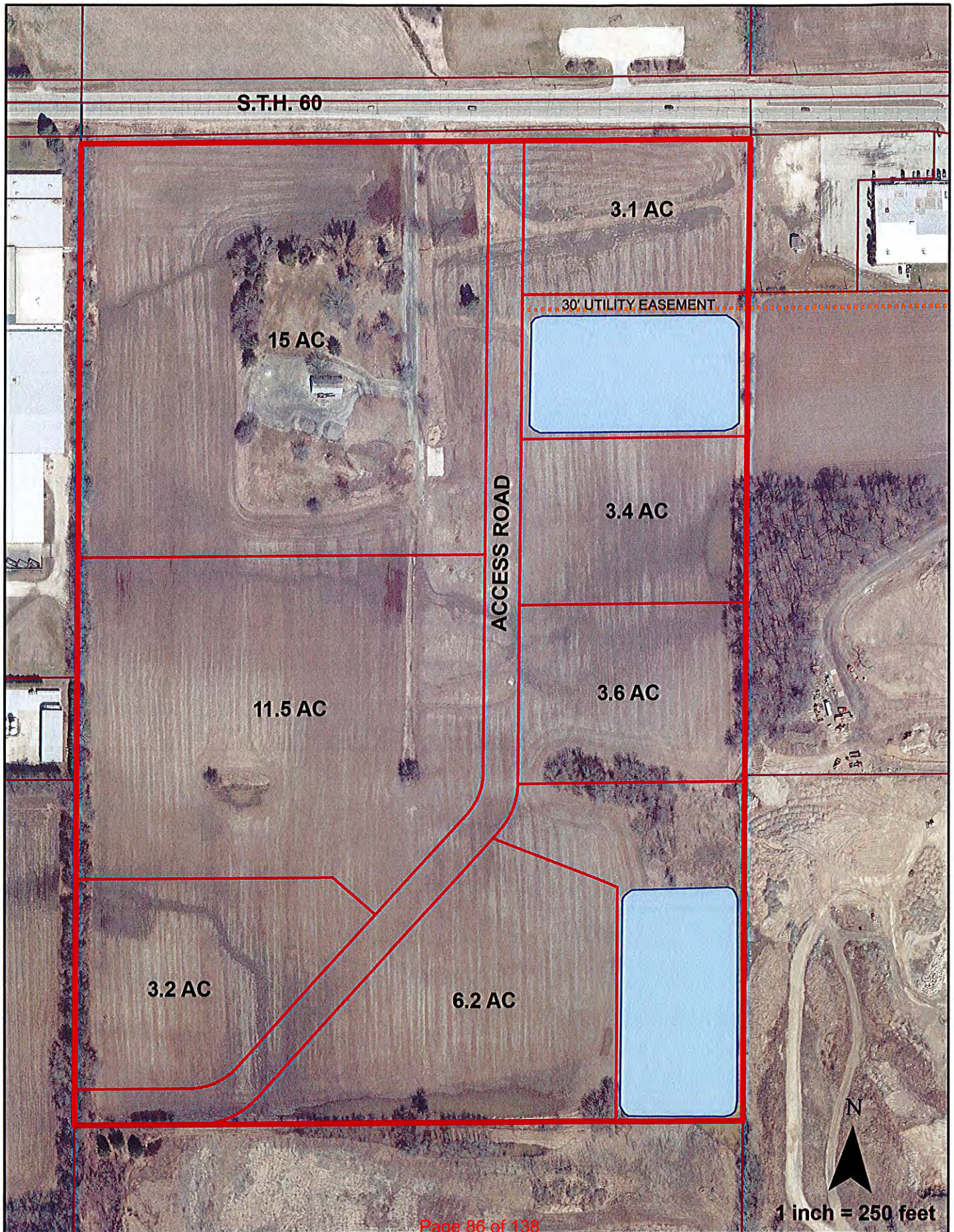
Date: _____

Traffic Analysis & Design, Inc. (Engineer)

By: 
John A. Bieberitz, P.E., PTOE

Date: 3/8/18

POTENTIAL BUSINESS PARK LAYOUT



CITY OF CEDARBURG

MEETING DATE: March 26, 2018

ITEM NO: 8. D.

TITLE: Consider bids received for the 2018 Street and Utility Contract; and action thereon

ISSUE SUMMARY: Staff advertised for and received bids for the 2018 Street and Utility Construction Contract. A total of three bids were received, with the low bid coming from Vinton Construction Company, Inc. in the amount of \$1,337,502.25. The bidding was very competitive, although construction prices in general are on the rise.

Vinton Construction has successfully completed similar projects for Cedarburg in the past.

STAFF RECOMMENDATION: Staff recommends award of the 2018 Street and Utility Construction Contract to Vinton Construction Inc. on the basis of their low unit price bid of \$1,337,502.25.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: The March meeting of the Public Works and Sewerage Commission was cancelled due to lack of a quorum, and thus there is no Commission recommendation.

BUDGETARY IMPACT: This years' project is heavily weighted toward street reconstruction, with some storm sewer work. There is very minimal sanitary sewer and water utility work involved. Given that the street budget had to pick up the full cost of engineering services, preconstruction tree pruning, and soil borings, staff recommends adding to the planned capital borrowing in the amount of \$45,000 for streets and \$55,000 for storm sewer.

ATTACHMENTS: Bid tabulation spreadsheet
Breakdown by budget
Map of streets to be reconstructed

INITIATED/REQUESTED BY: Tom Wiza

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

City of Cedarburg 2018 Street & Utility Project - Bid Tab

				Vinton Construction Company		Stark Pavement Corporation		Denny Rahn Excavating Inc.	
Item #	Description	Units	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Paving Mobilizations	EA	2	\$ 900.00	\$ 1,800.00	\$ 900.00	\$ 1,800.00	\$ 400.00	\$ 800.00
2	Traffic Control	LS	1	\$ 32,000.00	\$ 32,000.00	\$ 12,000.00	\$ 12,000.00	\$ 26,625.00	\$ 26,625.00
3	Common Excavation	CY	10,200	\$ 16.50	\$ 168,300.00	\$ 14.23	\$ 145,146.00	\$ 13.41	\$ 136,782.00
4	Geogrid	SY	2,500	\$ 2.00	\$ 5,000.00	\$ 2.00	\$ 5,000.00	\$ 2.25	\$ 5,625.00
5	1-1/4" Dense Graded Base Course	TON	4,800	\$ 9.95	\$ 47,760.00	\$ 8.75	\$ 42,000.00	\$ 12.97	\$ 62,256.00
6	3" Dense Graded Base Course	TON	6,100	\$ 14.00	\$ 85,400.00	\$ 12.44	\$ 75,884.00	\$ 14.29	\$ 87,169.00
7	Finish Grading	SY	34,500	\$ 0.60	\$ 20,700.00	\$ 0.60	\$ 20,700.00	\$ 0.89	\$ 30,705.00
8	Hot Mix Asphalt Pavement	TON	10,950	\$ 50.75	\$ 555,712.50	\$ 50.75	\$ 555,712.50	\$ 50.30	\$ 550,785.00
9	Tack Coat	GAL	2,300	\$ 1.75	\$ 4,025.00	\$ 1.75	\$ 4,025.00	\$ 1.90	\$ 4,370.00
10	18"-30" Concrete Curb & Gutter Remove & Replace	LF	1,600	\$ 32.00	\$ 51,200.00	\$ 30.80	\$ 49,280.00	\$ 36.00	\$ 57,600.00
11	30" Type J Concrete Curb & Gutter	LF	160	\$ 32.00	\$ 5,120.00	\$ 35.00	\$ 5,600.00	\$ 26.00	\$ 4,160.00
12	5" Concrete Sidewalk Remove & Replace	SF	3,600	\$ 7.00	\$ 25,200.00	\$ 6.15	\$ 22,140.00	\$ 5.60	\$ 20,160.00
13	7" Concrete Sidewalk/Driveway Remove & Replace	SY	100	\$ 7.50	\$ 750.00	\$ 60.50	\$ 6,050.00	\$ 52.80	\$ 5,280.00
14	Curb Ramp Detectable Warning Field (24"x48")	EA	14	\$ 225.00	\$ 3,150.00	\$ 290.00	\$ 4,060.00	\$ 230.00	\$ 3,220.00
15	Sawing Pavement	LF	500	\$ 2.00	\$ 1,000.00	\$ 2.00	\$ 1,000.00	\$ 2.25	\$ 1,125.00
16	Water for Dust Control	MGAL	100	\$ 20.00	\$ 2,000.00	\$ 40.00	\$ 4,000.00	\$ 45.00	\$ 4,500.00
17	Restoration	SY	1,000	\$ 6.75	\$ 6,750.00	\$ 4.25	\$ 4,250.00	\$ 7.00	\$ 7,000.00
18	4" Underdrain	LF	350	\$ 13.20	\$ 4,620.00	\$ 28.00	\$ 9,800.00	\$ 30.00	\$ 10,500.00
19	6" PVC SDR 35 Storm Lateral w/ Granular Backfill	LF	100	\$ 33.60	\$ 3,360.00	\$ 60.00	\$ 6,000.00	\$ 45.00	\$ 4,500.00
20	10"x6" Yard Drain	EA	1	\$ 865.00	\$ 865.00	\$ 1,850.00	\$ 1,850.00	\$ 576.00	\$ 576.00
21	12" RCP Storm Sewer Pipe CL V w/ Granular Backfill	LF	555	\$ 57.80	\$ 32,079.00	\$ 78.00	\$ 43,290.00	\$ 98.00	\$ 54,390.00
22	15" RCP Storm Sewer Pipe CL IV w/ Granular Backfill	LF	265	\$ 59.55	\$ 15,780.75	\$ 89.00	\$ 23,585.00	\$ 99.00	\$ 26,235.00
23	2'x3' Catch Basin with Casting	EA	50	\$ 2,314.00	\$ 115,700.00	\$ 2,950.00	\$ 147,500.00	\$ 2,650.00	\$ 132,500.00
24	48" Storm Manhole with Casting	EA	11	\$ 3,024.00	\$ 33,264.00	\$ 3,450.00	\$ 37,950.00	\$ 3,150.00	\$ 34,650.00
25	72" Storm Manhole with Casting	EA	3	\$ 4,377.00	\$ 13,131.00	\$ 5,800.00	\$ 17,400.00	\$ 3,850.00	\$ 11,550.00
26	12" Apron Endwall	EA	1	\$ 415.00	\$ 415.00	\$ 550.00	\$ 550.00	\$ 350.00	\$ 350.00
27	Type C Inlet Protection	EA	57	\$ 50.00	\$ 2,850.00	\$ 35.00	\$ 1,995.00	\$ 50.00	\$ 2,850.00
28	Erosion Matting (Class 1, Type B)	SY	10	\$ 20.00	\$ 200.00	\$ 20.00	\$ 200.00	\$ 20.00	\$ 200.00
29	Valve Box Top Section Replacement	EA	27	\$ 250.00	\$ 6,750.00	\$ 320.00	\$ 8,640.00	\$ 125.00	\$ 3,375.00
30	Abandon Water Manhole and Install Valve Box	EA	3	\$ 700.00	\$ 2,100.00	\$ 1,520.00	\$ 4,560.00	\$ 650.00	\$ 1,950.00
31	Extend San. Sewer, Replace MH, & Reconnect Lats	EA	3	\$ 7,532.00	\$ 22,596.00	\$ 14,080.00	\$ 42,240.00	\$ 15,400.00	\$ 46,200.00
32	Repair Sanitary Manhole Bench & Form Flowlines	EA	1	\$ 1,200.00	\$ 1,200.00	\$ 1,850.00	\$ 1,850.00	\$ 650.00	\$ 650.00
33	Existing Sanitary Manhole Chimney Repair	EA	50	\$ 896.00	\$ 44,800.00	\$ 750.00	\$ 37,500.00	\$ 550.00	\$ 27,500.00
34	Existing Storm Manhole Chimney Repair	EA	26	\$ 474.00	\$ 12,324.00	\$ 720.00	\$ 18,720.00	\$ 400.00	\$ 10,400.00
35	Existing Manhole Adjustment	EA	24	\$ 400.00	\$ 9,600.00	\$ 480.00	\$ 11,520.00	\$ 350.00	\$ 8,400.00

Vinton Construction Company		Stark Pavement Corporation		Denny Rahn Excavating Inc.	
Total =		Total =		Total =	
\$ 1,337,502.25		\$ 1,373,797.50		\$ 1,384,938.00	

Supplemental Unit Prices

Item #	Description	Units	Quantity	Unit Price		Unit Price		Unit Price	
36	Rock Excavation	CY		\$ 300.00		\$ 250.00		\$ 510.00	
37	8" Water Main Offset w/ Granular Backfill	EA		\$ 5,370.00		\$ 10,000.00		\$ 4,750.00	
38	10' x 10' Dirt Bag	EA		\$ 500.00		\$ 250.00		\$ 300.00	
39	Slurry Backfill	CY		\$ 150.00		\$ 150.00		\$ 130.00	

Streets					
Item #	Description	Units	Quantity	Unit Price	Total
1	Paving Mobilizations	EA	2	\$ 900.00	\$ 1,800.00
2	Traffic Control	LS	1	\$ 32,000.00	\$ 32,000.00
3	Common Excavation	CY	10,200	\$ 16.50	\$ 168,300.00
4	Geogrid	SY	2,500	\$ 2.00	\$ 5,000.00
5	1-1/4" Dense Graded Base Course	TON	4,800	\$ 9.95	\$ 47,760.00
6	3" Dense Graded Base Course	TON	6,100	\$ 14.00	\$ 85,400.00
7	Finish Grading	SY	34,500	\$ 0.60	\$ 20,700.00
8	Hot Mix Asphalt Pavement	TON	10,950	\$ 50.75	\$ 555,712.50
9	Tack Coat	GAL	2,300	\$ 1.75	\$ 4,025.00
10	18"-30" Concrete Curb & Gutter Remove & Replace	LF	1,600	\$ 32.00	\$ 51,200.00
11	30" Type J Concrete Curb & Gutter	LF	160	\$ 32.00	\$ 5,120.00
12	5" Concrete Sidewalk Remove & Replace	SF	3,600	\$ 7.00	\$ 25,200.00
13	7" Concrete Sidewalk/Driveway Remove & Replace	SY	100	\$ 7.50	\$ 750.00
14	Curb Ramp Detectable Warning Field (24"x48")	EA	14	\$ 225.00	\$ 3,150.00
15	Sawing Pavement	LF	500	\$ 2.00	\$ 1,000.00
16	Water for Dust Control	MGAL	100	\$ 20.00	\$ 2,000.00
17	Restoration	SY	1,000	\$ 6.75	\$ 6,750.00
27	Type C Inlet Protection	EA	57	\$ 50.00	\$ 2,850.00
				Total =	\$ 1,018,717.50

Storm Sewer					
Item #	Description	Units	Quantity	Unit Price	Total
18	4" Underdrain	LF	350	\$ 13.20	\$ 4,620.00
19	6" PVC SDR 35 Storm Lateral w/ Granular Backfill	LF	100	\$ 33.60	\$ 3,360.00
20	10"x6" Yard Drain	EA	1	\$ 865.00	\$ 865.00
21	12" RCP Storm Sewer Pipe CL V w/ Granular Backfill	LF	555	\$ 57.80	\$ 32,079.00
22	15" RCP Storm Sewer Pipe CL IV w/ Granular Backfill	LF	265	\$ 59.55	\$ 15,780.75
23	2'x3' Catch Basin with Casting	EA	50	\$ 2,314.00	\$ 115,700.00
24	48" Storm Manhole with Casting	EA	11	\$ 3,024.00	\$ 33,264.00
25	72" Storm Manhole with Casting	EA	3	\$ 4,377.00	\$ 13,131.00
26	12" Apron Endwall	EA	1	\$ 415.00	\$ 415.00
28	Erosion Matting (Class 1, Type B)	SY	10	\$ 20.00	\$ 200.00
34	Existing Storm Manhole Chimney Repair	EA	26	\$ 474.00	\$ 12,324.00
35	Existing Manhole Adjustment	EA	24	\$ 400.00	\$ 9,600.00
				Total =	\$ 241,338.75

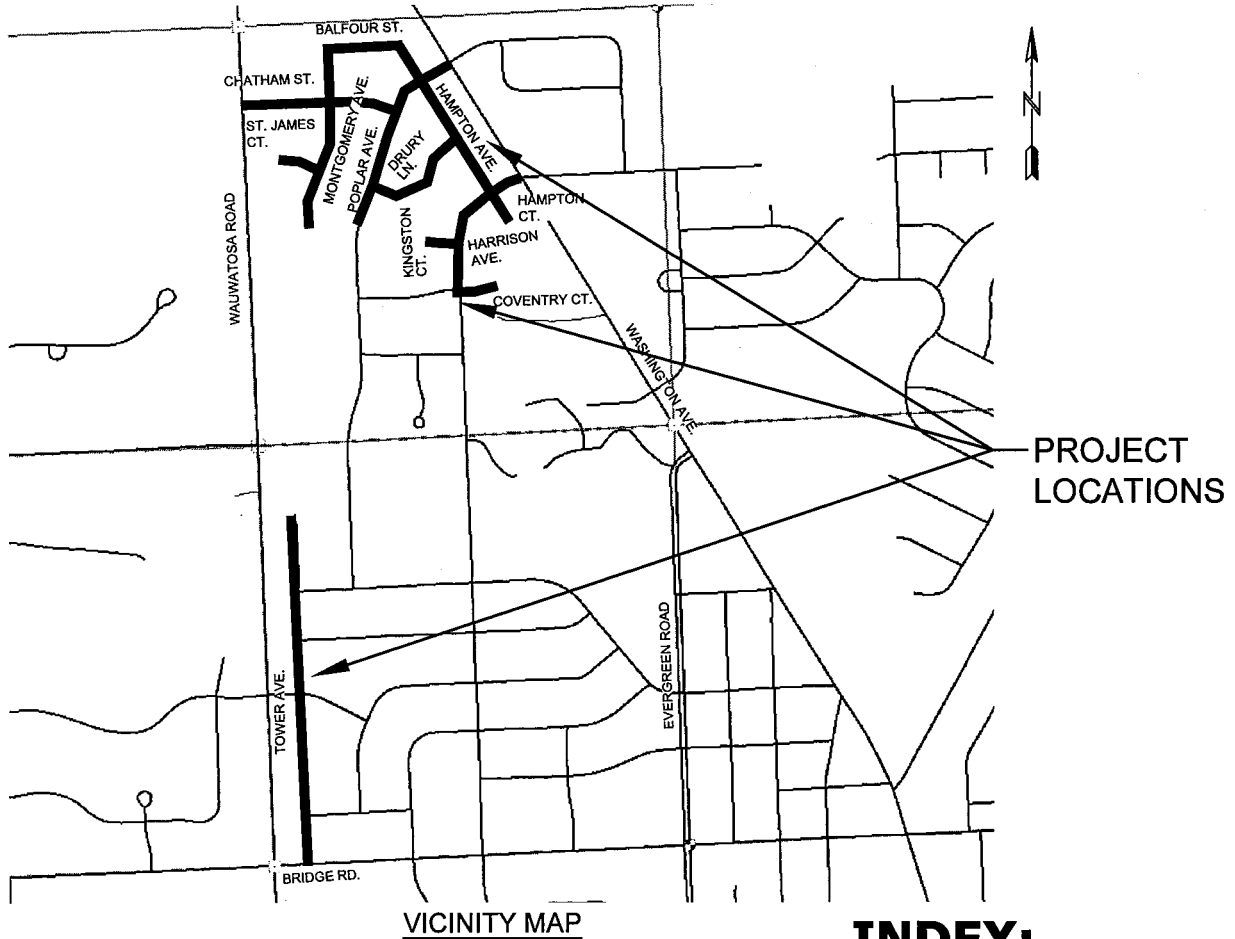
Water					
Item #	Description	Units	Quantity	Unit Price	Total
29	Valve Box Top Section Replacement	EA	27	\$ 250.00	\$ 6,750.00
30	Abandon Water Manhole and Install Valve Box	EA	3	\$ 700.00	\$ 2,100.00
				Total =	\$ 8,850.00

Wastewater					
Item #	Description	Units	Quantity	Unit Price	Total
31	Extend San. Sewer, Replace MH, & Reconnect Lats	EA	3	\$ 7,532.00	\$ 22,596.00
32	Repair Sanitary Manhole Bench & Form Flowlines	EA	1	\$ 1,200.00	\$ 1,200.00
33	Existing Sanitary Manhole Chimney Repair	EA	50	\$ 896.00	\$ 44,800.00
				Total =	\$ 68,596.00

TOTAL = \$ 1,337,502.25

2018 STREET AND CITY OF CEDARBU CONTRACT

PROJECT NO. 17-127-218



INDEX:

SHEET 1: COVER SHEET
SHEET 2: GENERAL NOTES
SHEETS 3-5: DETAILS
SHEETS 6-10: PLANS AND PROFILES- T
SHEET 11-12: PLANS AND PROFILES- M
SHEETS 13: PLAN AND PROFILE- BALFO
SHEETS 14-15: PLANS AND PROFILES- I
SHEET 16: PLAN AND PROFILE- HAMPTO
SHEET 17-18: PLANS AND PROFILES- CI
SHEETS 19-20: PLANS AND PROFILES- I
SHEETS 21: PLAN AND PROFILE- DRURY
SHEETS 22: PLAN AND PROFILE- HARR
SHEETS 23: PLAN AND PROFILE- ST. JAI

CITY OF CEDARBURG

MEETING DATE: March 26, 2018

ITEM NO: 8. E.

TITLE: Consider writing off uncollectible receivables in the Risk Management Fund; and action thereon

ISSUE SUMMARY: There were two traffic accidents that caused damage to traffic signals, one in 2012 and the other in 2014, \$3,726.17 and \$2,534.25 respectively. The responsible parties did not have insurance to cover the damage and never made arrangements to pay the bills. Last year, in working with the Police Department we determined these invoices were uncollectible. They both were processed through the court system but were not ordered to pay for the damage they caused. The signal replacements were funded by the Risk Management Fund.

According to our City policy, any invoice over \$2,000 may only be written off with the approval of the Common Council.

STAFF RECOMMENDATION: Write off outstanding invoices, Policy FC-9: Writing Off Uncollectible Receivables

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: None, already accounted for in prior year expenditures through insurance fund.

ATTACHMENTS: copies of invoices 8937 and 10288

INITIATED/REQUESTED BY: Christy Mertes

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



CITY OF CEDARBURG

W63 N645 Washington Ave, P O Box 49
Cedarburg, WI 53012-0049
262/375-7607 fax 262/375-7906

Invoice No. 8937

INVOICE

Bill to: BRAD LAMBRECHT
11834 W FLAGG AVE
MILWAUKEE WI 53225

Date 08/01/2016

Original issue date: 02/03/2012

Description	TOTAL	
Invoice for replacement of City-owned Traffic Signal damaged in motor vehicle accident on December 29, 2011 at the intersection of Pioneer Rd & Washington Avenue Cedarburg WI 53012		
Driver: Brad Lambrecht Vehicle: 2000 Chev Venture Truck License No.: 974GRD (WI) Vehi ID: 1GNDX03E5YD175859		
<u>Cedarburg Light and Water Department</u> Work performed on 12/29/2011 Labor: 2 linemen, 2 hrs each @ \$64.50/hr Vehicles: #12 pickup 2 hrs @ \$20/hr		258.00 40.00
<u>Outdoor Lighting Construction Company</u> Work performed on 1-4, 1-5 & 1-6-2012 Labor: Foreman 4.75 hrs @ \$116/hr Operator w/equipment 4.5 hrs @ \$139/hr Materials: Wire and other hardware including pedestal base		551.00 625.50 1,943.12
<u>Traffic & Parking Control Company Inc</u> Work performed on 12/29/2011 Labor: 2.75 hrs @ \$85/hr Materials: One (1) Flasher Discrete One (1) Loadswitch Discrete		233.75 37.90 36.90
Please make check payable to: City of Cedarburg City Treasurer's Office PO Box 49 Cedarburg WI 53012-0049		
18% per annum interest charged from date of invoice if not paid within 30 days.		
700 484000	TOTAL	\$3,726.17

Please show invoice number on check. Thank you.

ACCOUNTS RECEIVABLE
Risk Management Fund
2017 Financial Report

Account No. 700-131000					
DATE	NAME	INVOICE	AMOUNT	STATUS	PURPOSE
2/3/2012	Brad Lambrecht	8937	3,726.17	to be written off as uncollectable	Replace traffic light
2/18/2014	Tyson Jacobs	10288	2,534.25	to be written off as uncollectable	Replace traffic signal
Total			\$6,260.42		

**CITY OF CEDARBURG
POLICY/PROCEDURE MANUAL**

SUBJECT: WRITING OFF UNCOLLECTIBLE RECEIVABLES

FC-9

General: The City bills various groups for use of City facilities, labor provided or other services. Occasionally, these bills are not paid. This policy is to address circumstances when account receivables are not collectible.

Procedures:

1. The City Treasurer's Office issues invoices to individuals/groups for the services provided. The invoice is payable thirty (30) days from the date of invoice. After the thirty (30) days, the invoice will accrue interest at 18% per annum.
2. Invoices one month past due will be sent a reminder to submit payment with the additional amount of interest due.
3. Four attempts will be made to collect the payment. Every thirty (30) days the accounts will be reviewed by the Accountant II/Accounts Receivable employee. The employee will make a recommendation to the City Administrator/Treasurer. The City Administrator/Treasurer will review and approve.
4. Upon written request, payment plans can be arranged to ensure full payment of the invoice. The approval of the City Administrator/Treasurer is required.
5. Invoices to individuals/groups located in the City of Cedarburg with any past due amounts as of November 15 will be placed on the tax roll as a lien against the property.
6. When the amount of the invoice is \$2,000 or less, and has been determined to be uncollectible, the City Administrator/Treasurer will have the authority to approve writing off an invoice as uncollectible.
7. When the amount is larger than \$2,000 and determined to be uncollectible, Common Council approval will be required to write-off an invoice.

Adopted: 9/30/2002
Revised: 7/28/2008

CITY OF CEDARBURG

MEETING DATE: March 26, 2018

ITEM NO: 8. F.

TITLE: Consider Ordinance No. 2018-04 amending Sec. 11-2-7 of the Municipal Code pertaining to the placement of chairs in advance of the annual 4th of July parade; and action thereon

ISSUE SUMMARY: It has been the policy to allow placement of chairs and other items on Washington Avenue sidewalks no earlier than 7 p.m. the night before the 4th of July parade. This has not been codified, which has created confusion for City Hall and Police Department employees. This ordinance serves to codify the past practice.

The ordinance was reviewed by Chief Frank.

STAFF RECOMMENDATION: N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: None

ATTACHMENTS: Ord. 2018-04, Council Minutes 02-25-02

INITIATED/REQUESTED BY: Connie McHugh, City Clerk

FOR MORE INFORMATION CONTACT: Connie McHugh

ORDINANCE NO. 2018-04

An Ordinance Relating Blocking of Sidewalks

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

SECTION 1. Section 11-2-7 of the Municipal Code of the City of Cedarburg is hereby amended as follows:

SEC. 11-2-7 OBSTRUCTING STREETS AND SIDEWALKS PROHIBITED.

- (a) **Obstructing Streets.** No person shall stand, sit, loaf or loiter or engage in any sport or exercise on any public street, bridge or public ground within the City in such manner as to prevent or obstruct the free passage of pedestrian or vehicular traffic thereon or to prevent or hinder free ingress or egress to or from any place of business or amusement, church, public hall or meeting place.
- (b) **Blocking Sidewalk Prohibited.** No person shall block any sidewalk by obstructing the same so that it is impossible for a pedestrian to travel along the sidewalk without leaving the sidewalk and walking on adjacent property or on the street. Chairs and other like obstacles for viewing of the 4th of July parade shall not be placed on any sidewalk prior to 7:00 p.m. the night before the parade. No items shall be affixed or attached to any trees, plantings, or fixtures in the right-of-way.

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

Passed and adopted this 26th day of March, 2018.

Kip Kinzel, Mayor

Countersigned:

Constance K. McHugh, City Clerk

Approved as to form:

Michael P. Herbrand, City Attorney

February 25, 2002 Council minutes

REGULATIONS CONCERNING PLACEMENT OF CHAIRS PRIOR TO FOURTH OF JULY PARADE

Because chairs were placed at curbside as early as 7:00 a.m. on July 3 and several complaints were received from citizens and business owners who found it difficult and hazardous to walk in the downtown area, staff is recommending prohibiting the placement of chairs or other like obstacles on the curb prior to 7:00 p.m. on July 3. This is in accordance with Sec. 11-2-7 of the Municipal Code. Public Works crewmembers and police officers will monitor the placement of chairs and remove any that are placed prior to 7:00 p.m. The chairs and other like obstacles and be held at the Public Works yard and be available to claim on July 5. All unclaimed items will be sold with other abandoned property not sooner than 30 days after the parade.

Council Member Filter suggested that this policy be well publicized. Council Member Gridley stated it would be in the spring newsletter, Chamber of Commerce brochure, cable TV and newspapers.

A motion was made by Council Member Filter, seconded by Council Member Fazio, to regulate the placement of chairs and other like obstacles prior to 7:00 p.m. on July 3. Motion carried without a negative vote.

CITY OF CEDARBURG
TRANSFER LIST
3/9/18-3/17/18

<u>Date</u>	<u>Amount</u>	<u>Transfer to</u>
PWSB CHECKING ACCOUNT		
3/12/2018	\$2,083.33	Light & Water-February charges
3/15/2018	\$191,000.00	PWSB Payroll
3/15/2018	\$3,315.49	ICMA-contributions for 2/25/18-3/10/18
3/15/2018	\$467.50	Police Union-contributiions for 2/25/18-3/10/18
3/15/2018	\$4,507.19	North Shore Bank-contributions for 2/25/18-3/10/18
3/15/2018	\$5,685.18	Health Savings Accounts-contributions for 2/25/18-3/10/18
3/19/2018	\$23,315.06	Light & Water-February charges
3/19/2018	\$15,250.76	State of Wisconsin-February sales tax
	<u>\$245,624.51</u>	
PWSB PAYROLL ACCOUNT		
3/16/2018	\$135,073.78	Payroll for 2/25/18-3/10/18
3/16/2018	\$55,931.41	Payroll taxes for 2/25/18-3/10/18
	<u>\$191,005.19</u>	
PWSB MONEY MARKET ACCOUNT		
3/19/2018	\$600,000.00	PWSB Checking



CITY OF CEDARBURG

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		Check Amt	Invoice	Comment
111300 PWSB Checking				
Unpaid	ADP, LLC.			
E 100-515600-210	PROFESSIONAL SERVICES	\$574.90	510288831	TREAS-2/24/18 PAYROLL
	Total ADP, LLC.	\$574.90		
Unpaid	ADVANCED DISPOSAL			
R 100-463101	PUBLIC WORKS FEES	\$327.00	E10001246401	DPW-2/20/18 ROLL OFF EXCHANGE
	Total ADVANCED DISPOSAL	\$327.00		
Unpaid	AIRGAS USA LLC			
E 100-533210-353	MAINTENANCE PARTS	\$44.80	9951534239	DPW-CYLINDER RENTALS
	Total AIRGAS USA LLC	\$44.80		
Unpaid	ARC COMML CONTRACTING OF WI			
G 601-182331	STRUCTURES AND IMPROVEMEN	\$27,234.00	18125	CWRC-PO# CWRC837-DOWN PAYMENT OF 1/3 CONTRACT
	Total ARC COMML CONTRACTING OF WI	\$27,234.00		
Unpaid	AT&T			
E 100-522110-225	TELEPHONE/COMMUNICATIO	\$193.46	414Z45632002	PD-PHONE
	Total AT&T	\$193.46		
Unpaid	BAKER & TAYLOR AV PRE PROCESS			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$79.65	B83540530	LIBR-DVDS
	Total BAKER & TAYLOR AV PRE PROCESS	\$79.65		
Unpaid	BEAR GRAPHICS, INC.			
E 100-514200-310	OFFICE SUPPLIES	\$174.50	0791710	ELECTIONS-EL-120 OUTER ENVELOPES
	Total BEAR GRAPHICS, INC.	\$174.50		
Unpaid	BEST BUY BUSINESS ADVANTAGE			
E 100-533210-350	OPERATING SUPPLIES	\$298.45	3170646	DPW-6 PORT HUB/BOSE SOUNDSPORT FREE
	Total BEST BUY BUSINESS ADVANTAGE	\$298.45		
Unpaid	BEYER S HARDWARE STORE			
E 100-522410-380	EQUIPMENT/CAPITAL OUTLA	\$34.18	137784	EM-HARDWARE
E 100-533210-353	MAINTENANCE PARTS	\$6.74	137785	DPW-EXTREME MNT TAPE
E 100-518100-240	REPAIR AND MAINTENANCE	\$6.74	137795	COMPLEX-RUBBER Mallet
E 100-518100-240	REPAIR AND MAINTENANCE	\$14.98	137820	COMPLEX-SP SWITCH/SPADE TERMINALS
E 601-573830-340	MAINTENANCE SUPPLIES	\$30.59	137855	CWRC-GRY GLS ENAMEL
E 100-533210-353	MAINTENANCE PARTS	\$6.10	137887	DPW-DISINFECTANT/CLR PLAST TUBE
E 100-533210-353	MAINTENANCE PARTS	\$26.96	137891	DPW-RUBBER WHL CASTERS
E 100-518100-240	REPAIR AND MAINTENANCE	\$1.80	137893	COMPLEX-HARDWARE
E 100-518100-240	REPAIR AND MAINTENANCE	\$82.18	137917	COMPLEX-DRANO/DRAIN AUGER
	Total BEYER S HARDWARE STORE	\$210.27		
Unpaid	BLUETARP CREDIT SERVICES			
E 100-533210-353	MAINTENANCE PARTS	(\$30.49)	115862-CREDI	DPW-CREDIT-COUPON APPLIED
E 100-533210-353	MAINTENANCE PARTS	\$163.76	39901777	DPW-PNEUMATIC DOUBLE RING



CITY OF CEDARBURG

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		Check Amt	Invoice	Comment
E 100-533210-353	MAINTENANCE PARTS	\$160.73	39908343	DPW-PROF MECHANICS ROLLER
E 100-533210-353	MAINTENANCE PARTS	\$1,468.07	39924781	DPW-RATCHET KIT/SHOP VISE
	Total BLUETARP CREDIT SERVICES	\$1,762.07		
Unpaid BRUCK LAW OFFICES, S.C.				
G 100-215914	COURT ORDERED DEDUCTIONS	\$225.87		GARNISHMEN PAYROLL #6 GARNISHMENT
	Total BRUCK LAW OFFICES, S.C.	\$225.87		
Unpaid CEDARBURG SCHOOL DISTRICT-FAC.				
E 220-555390-228	SCHOOL DISTRICT FEES	\$1,750.00	FAC. RENTAL	REC-WESTLAWN-SATURDAY INCL CUSTODIAL
E 220-555390-228	SCHOOL DISTRICT FEES	\$500.00	FAC. RENTAL	REC-HS POOL
E 220-555390-228	SCHOOL DISTRICT FEES	\$900.00	FAC. RENTAL	REC-THORSON
E 220-555390-228	SCHOOL DISTRICT FEES	\$1,230.00	FAC. RENTAL	REC-PARKVIEW
E 220-555390-228	SCHOOL DISTRICT FEES	\$660.00	FAC. RENTAL	REC-CDRBURG SCHOOL DISTRICT
E 220-555390-228	SCHOOL DISTRICT FEES	\$6,000.00	FAC. RENTAL	REC-CDRBURG SCHOOL DISTRICT
E 220-555390-228	SCHOOL DISTRICT FEES	\$1,560.00	FAC. RENTAL	REC-V. GYM
	otal CEDARBURG SCHOOL DISTRICT-FAC.	\$12,600.00		
Unpaid CINTAS CORPORATION				
E 100-533210-350	OPERATING SUPPLIES	\$127.31	184132952	DPW-UNIFORMS
E 100-533210-350	OPERATING SUPPLIES	\$127.31	184134472	DPW-UNIFORMS
	Total CINTAS CORPORATION	\$254.62		
Unpaid CIVIC LLC				
E 100-555510-290	MAINT/CONTRACTED SERVIC	\$1,420.00	1568	PARKS-PO# PKS835-3/13/18-3/13/19 SUPPORT-MY CIVIC APP
E 100-514700-380	EQUIPMENT/CAPITAL OUTLA	\$2,000.00	1568	IT-PO# PKS835-3/13/18-3/13/19 SUPPORT-MY CIVIC APP
E 100-555510-390	OTHER EXPENSES	\$1,500.00	1568	PARKS-PO# PKS835-3/13/18-3/13/19 SUPPORT-MY CIVIC APP
	Total CIVIC LLC	\$4,920.00		
Unpaid COMMAND CENTRAL				
E 100-514200-310	OFFICE SUPPLIES	\$62.55	23183	ELECTION-#7001 FAST SEALS
	Total COMMAND CENTRAL	\$62.55		
Unpaid EGELHOFF LAWNMOWER SERVICE				
E 100-555510-380	EQUIPMENT/CAPITAL OUTLA	\$2,149.00	237379	PARKS-PKS810-BLADE BALANCER/CUST COLLECTOR/BLADE GRINDER
	Total EGELHOFF LAWNMOWER SERVICE	\$2,149.00		
Unpaid FAIRFIELD INN & SUITES DWNTWN				
E 601-573850-330	TRAVEL & TRAINING	\$918.00	RESERVATIO	CWRC-WI RURAL H2O CONFERENCE HOTEL STAY
	Total FAIRFIELD INN & SUITES DWNTWN	\$918.00		
Unpaid FASTENAL COMPANY				
E 100-533210-353	MAINTENANCE PARTS	\$193.47	WISAU98879	DPW-12" DEEP 56 HOLE BIN
	Total FASTENAL COMPANY	\$193.47		
Unpaid GENERAL COMMUNICATIONS, INC.				



CITY OF CEDARBURG

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		Check Amt	Invoice	Comment
E 100-522110-240	REPAIR AND MAINTENANCE	\$15,300.00	249461	PD-RADIOS ANNUAL MTNCE FOR 2018
Total	GENERAL COMMUNICATIONS, INC.	\$15,300.00		
Unpaid	GODFREY & KAHN			
E 601-573850-211	EXTRAORDINARY SERVICES	\$1,230.00	709969	CWRC-WPDES DECEMBER 2017 SERVICES
Total	GODFREY & KAHN	\$1,230.00		
Unpaid	GREENDALE POLICE DEPARTMENT			
R 100-451101	COURT PENALTIES & COSTS	\$30.00	BOND	BOND-LALLERY ROGERS 2/18/87-GREENDALE CASE P870372-6; CPD CASE 18-3879
Total	GREENDALE POLICE DEPARTMENT	\$30.00		
Unpaid	HAMMEN, PENNY			
R 220-486000	MISCELLANEOUS REVENUE	\$30.00	REFUND	REFUND FOR DOG TRAINING CANCELLATION
Total	HAMMEN, PENNY	\$30.00		
Unpaid	HI-LINE			
E 100-533210-353	MAINTENANCE PARTS	\$254.48	10605505	DPW-SOCKETS/PINS
Total	HI-LINE	\$254.48		
Unpaid	HVA PRODUCTS INC			
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$975.00	48576	LIBR-4/1/18-3/31/19 SERVICE CONTRACT
Total	HVA PRODUCTS INC	\$975.00		
Unpaid	JANI-KING OF MILWAUKEE/ROYAL F			
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$897.00	MIL03180400	LIBR-MARCH 2018 JANITORIAL
Total	JANI-KING OF MILWAUKEE/ROYAL F	\$897.00		
Unpaid	KAPCO			
E 260-555110-310	OFFICE SUPPLIES	\$92.45	1346518	LIBR-VINYL LABEL PROTECTORS
Total	KAPCO	\$92.45		
Unpaid	LA ROSA LANDSCAPE			
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$140.51	60938	LIBR-2/25 & 3/6-7 SHOVEL/DE-ICE
Total	LA ROSA LANDSCAPE	\$140.51		
Unpaid	LAKESHORE VETERINARY SPECIALIS			
E 100-522120-352	K-9 UNIT EXPENSE	\$523.40	OPEN:0	PD-JAKE-2/8/2018 ULTRASOUND
otal	LAKESHORE VETERINARY SPECIALIS	\$523.40		
Unpaid	LANGE ENTERPRISES			
E 100-522310-310	OFFICE SUPPLIES	\$215.16	64907	BI-REFLECTIVE TILES
Total	LANGE ENTERPRISES	\$215.16		
Unpaid	LINCOLN CONTRACTORS SUPPLY			
E 100-533440-240	REPAIR AND MAINTENANCE	\$348.00	L53030	DPW-HOSE JET/NOZZLE
Total	LINCOLN CONTRACTORS SUPPLY	\$348.00		
Unpaid	MID-AMERICAN RESEARCH CHEMICAL			



CITY OF CEDARBURG

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MARCH 2018

		Check Amt	Invoice	Comment
E 601-573830-342	JANITORIAL SUPPLIES	\$459.00	0629294-IN	CWRC-DOME URINAL SCRNS/CLOTHS
Total	MID-AMERICAN RESEARCH CHEMICAL	\$459.00		
Unpaid	MID-STATE EQUIPMENT			
E 100-533210-353	MAINTENANCE PARTS	\$145.37	H11867	DPW-WATER VALVE
Total	MID-STATE EQUIPMENT	\$145.37		
Unpaid	MILWAUKEE JOURNAL SENTINEL			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$446.56	SUBSCRIPTIO	LIBR-3/1/18-3/31/19 SUBSCRIPTION
Total	MILWAUKEE JOURNAL SENTINEL	\$446.56		
Unpaid	MORaine PARK TECH COLLEGE-BUS			
E 220-555390-372	SAFETY EQUIPMENT	\$138.00	S0065055	REC-CERT/SAFETY CARD FEES
Total	MORaine PARK TECH COLLEGE-BUS	\$138.00		
Unpaid	NAPA AUTO PARTS			
E 601-573845-240	REPAIR AND MAINTENANCE	\$8.08	5269-931486	CWRC-ALTERNATOR BELT
E 100-533210-351	GAS AND OIL EXPENSE	\$97.14	5269-932429	DPW-OIL/FUEL FILTERS
Total	NAPA AUTO PARTS	\$105.22		
Unpaid	NORTH SHORE PW ASSOCIATION			
E 100-533210-330	TRAVEL & TRAINING	\$80.00	MEMBERSHIP	DPW-2018 MEMBERSHIP DUES
Total	NORTH SHORE PW ASSOCIATION	\$80.00		
Unpaid	OWEN S OFFICE SUPPLIES			
G 100-161010	INVENTORY - OFFICE SUPPLIES	\$425.00	26710	CNTRL SPL-LETTERHEAD
E 100-522310-310	OFFICE SUPPLIES	\$138.50	26714	BI-HVAC/BLDG PERMIT SIGNS
Total	OWEN S OFFICE SUPPLIES	\$563.50		
Unpaid	OZAUKEE DISPOSAL CORPORATION			
E 601-573830-297	REFUSE COLLECTION	\$1,525.00	IN45796	CWRC-FEBRUARY 2018 DUMPSTER PICKUP
Total	OZAUKEE DISPOSAL CORPORATION	\$1,525.00		
Unpaid	PITNEY BOWES GLOBAL FINANCIAL			
E 100-514100-240	REPAIR AND MAINTENANCE	\$112.51	3305559988	CLERKS-EQUIPMENT LEASE
Total	PITNEY BOWES GLOBAL FINANCIAL	\$112.51		
Unpaid	QUALITY STATE OIL CO., INC.			
G 100-161500	FUEL INVENTORY	\$2,241.79	1237421	DPW-REG UNLO GAS
G 100-161500	FUEL INVENTORY	\$5,426.80	1237422	DPW-ULSD CLEAR
E 100-533210-351	GAS AND OIL EXPENSE	\$51.83	2317378	DPW-NL RFG
Total	QUALITY STATE OIL CO., INC.	\$7,720.42		
Unpaid	R&B SUPPLY CO.INC.			
E 100-533210-353	MAINTENANCE PARTS	\$372.60	68563	DWP-60 PC MASTER STARS SOCKET SET
Total	R&B SUPPLY CO.INC.	\$372.60		
Unpaid	REGISTRATION FEE TRUST			
E 700-519400-523	INSURANCE CLAIMS - 2018	\$70.50	TITLE/LIC	PD-SQUAD #4-2018 FORD EXPLORER VIN#84481



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Total REGISTRATION FEE TRUST		\$70.50		
Unpaid	RIVISTAS SUBSCRIPTION SERVICES			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$5,315.08	6434	LIBR-VARIOUS SUBSCRIPTIONS
Total RIVISTAS SUBSCRIPTION SERVICES		\$5,315.08		
Unpaid	SAN-A-CARE, INC.			
E 260-555110-310	OFFICE SUPPLIES	\$873.89	459604	LIBR-GLASS CLNR/SANITIZER/BR CLNR
Total SAN-A-CARE, INC.		\$873.89		
Unpaid	SCHOLASTIC LIBRARY PUBLISHING			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$261.95	16429690	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$25.35	16429943	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$18.20	16430107	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$126.75	16434053	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$54.60	16434200	LIBR-BOOKS
Total SCHOLASTIC LIBRARY PUBLISHING		\$486.85		
Unpaid	SETTLERS INN			
E 100-514200-310	OFFICE SUPPLIES	\$471.26	3959-32	ELECTIONS-2/20/18 PM MEAL
E 100-514200-310	OFFICE SUPPLIES	\$128.43	3959-33	ELECTIONS-2/20/18 AM MEAL
Total SETTLERS INN		\$599.69		
Unpaid	SIMPLEXGRINNELL LP			
E 100-518100-240	REPAIR AND MAINTENANCE	\$663.62	20086437	CH-4/1/18-3/31/19 ANNUAL BILL FOR WET & DRY SPRINKLER INSPECTIONS
E 100-522230-240	REPAIR AND MAINTENANCE	\$230.08	20086648	FD#1-4/1/18-3/31/19 ANNUAL WET SPRINKLER INSPECTIONS
E 260-555110-240	REPAIR AND MAINTENANCE	\$604.03	84559290	LIBR-SERVICE CALL-REPLACED BATTERY
Total SIMPLEXGRINNELL LP		\$1,497.73		
Unpaid	SMITTKAMP, BETH			
R 220-486000	MISCELLANEOUS REVENUE	\$110.00	REFUND	REFUND-DOG TRAINING CLASS CANCELLATION
Total SMITTKAMP, BETH		\$110.00		
Unpaid	STAPLES ADVANTAGE			
E 100-514100-310	OFFICE SUPPLIES	\$148.11	8048978065	CLERKS-BOND PPR/SHIP LABELS
E 100-514200-310	OFFICE SUPPLIES	\$85.05	8048978065	ELECTONS-SCISSORS/PPR CLIPS/COFFEE/PENS
Total STAPLES ADVANTAGE		\$233.16		
Unpaid	STATE OF WISCONSIN DOJ-PO2688+			
E 100-522110-225	TELEPHONE/COMMUNICATIO	\$21.00	L4603T	PD-FEBRUARY 2018 TIME
Total STATE OF WISCONSIN DOJ-PO2688+		\$21.00		
Unpaid	TIME WARNER CABLE-PO BOX 4639			
E 100-514700-220	Internet	\$1,026.50	702696601031	CH-OFC-INTERNET
E 100-514700-220	Internet	\$83.09	707260101030	EM-STOP 1-INTERNET
E 240-555320-210	PROFESSIONAL SERVICES	\$159.99	709737801030	POOL-BLDG CP APT LL-INTERNET
E 100-522110-225	TELEPHONE/COMMUNICATIO	\$410.40	709872301030	PD-PRI 2 PHONES



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Total TIME WARNER CABLE-PO BOX 4639		\$1,679.98		
Unpaid	TRESTER HOIST & EQUIPMENT			
E 601-573830-340	MAINTENANCE SUPPLIES	\$600.00	7237406	CWRC-OSHA PERIODIC INSPECTION
Total TRESTER HOIST & EQUIPMENT		\$600.00		
Unpaid	UNIFIRST CORPORATION			
E 100-518100-240	REPAIR AND MAINTENANCE	\$37.43	096 0982087	COMPLEX-MATS/MOPS
E 100-518100-240	REPAIR AND MAINTENANCE	\$37.58	096 1002836	COMPLEX-MATS/MOPS
E 100-533210-350	OPERATING SUPPLIES	\$48.20	096 1003872	DPW-UNIFORMS
E 601-573825-372	SAFETY EQUIPMENT	\$48.35	096 1004911	CWRC-UNIFORMS
E 100-533210-350	OPERATING SUPPLIES	\$48.20	096 1004916	DPW-UNIFORMS
Total UNIFIRST CORPORATION		\$219.76		
Unpaid	VERIZON WIRELESS			
E 100-522110-225	TELEPHONE/COMMUNICATIO	\$654.32	9802566086	PD-PHONE
Total VERIZON WIRELESS		\$654.32		
Unpaid	WASTE MANAGEMENT OF WI-MN			
E 100-533730-290	MAINT/CONTRACTED SERVIC	\$110.08	6178481-2275-	FESTIVALS-2/22/18 DUMPSTER OVERAGE CHARGE
E 100-533730-290	MAINT/CONTRACTED SERVIC	\$110.08	6178481-2275-	L&W-2/22/18 DUMPSTER OVERAGE CHARGE
E 100-533730-290	MAINT/CONTRACTED SERVIC	(\$106.60)	6178481-2275-	DPW-CREDIT-ADJUSTMENT TO 9/15/17 PAYMENT CK 26467
Total WASTE MANAGEMENT OF WI-MN		\$113.56		
Unpaid	WE ENERGIES-PO BOX 90001			
E 100-522410-224	NATURAL GAS	\$122.66	0073-603-522	EM-WESTERN
E 100-522230-224	NATURAL GAS	\$1,075.74	0461-777-971	FO-MEQUON
E 100-555510-224	NATURAL GAS	\$163.98	1010-312-045	BOY SCOUT HOUSE-RIVEREDGE
E 100-555510-224	NATURAL GAS	\$150.21	1201-902-213	GIRL SCOUT HOUSE-HILBERT
E 601-573840-224	NATURAL GAS	\$158.90	1215-012-928	CWRC-GARFIELD LS #9
E 601-573840-224	NATURAL GAS	\$10.88	1231-799-804	CWRC-KENZIE WAY LS #11
E 260-555110-224	NATURAL GAS	\$875.88	2664-690-477	LIBR-HANOVER
E 100-533210-222	ELECTRIC	\$42.77	3090-975-495	DPW-HWY 60 ELECTRIC
E 601-573840-224	NATURAL GAS	\$13.94	3226-404-229	CWRC-EVERGREEN CT LS #7
E 601-573825-224	NATURAL GAS	\$174.87	3676-352-296	CWRC-PARK LANE-UV
E 240-555320-224	NATURAL GAS	\$24.65	3800-407-384	POOL-EVERGREEN BLVD
E 100-522230-224	NATURAL GAS	\$688.60	3867-586-082	FD-MEQUON
E 100-518100-224	NATURAL GAS	\$1,000.01	4273-838-952	CITY HALL
E 601-573840-224	NATURAL GAS	\$13.91	4840-580-943	CWRC-HIGHLAND DR LS #8
E 100-518100-224	NATURAL GAS	\$1,204.99	6030-376-666	COMPLEX-LINCOLN BLDG
E 601-573825-224	NATURAL GAS	\$469.92	6058-143-423	CWRC-PARK LN-CONTROL BLDG
E 100-533210-224	NATURAL GAS	\$1,829.77	6625-353-957	DPW-JOHNSON AVE
E 601-573840-224	NATURAL GAS	\$11.02	6625-972-176	CWRC-DORCHESTER LS #4
E 240-555320-224	NATURAL GAS	\$9.57	6829-107-991	POOL-EVERGREEN STE 2
E 601-573840-224	NATURAL GAS	\$10.30	7009-148-866	CWRC-KEUP RD LS #10
E 100-522100-224	NATURAL GAS	\$9.57	7090-613-994	PD-WAUWATOSA RD UNIT G
E 100-522100-224	NATURAL GAS	\$1,071.16	7289-351-610	PD-WAUWATOSA RD
E 100-518100-224	NATURAL GAS	\$1,338.19	9472-045-425	COMPLEX-GYM



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Total	WE ENERGIES-PO BOX 90001	\$10,471.49		
Unpaid	WRWA			
E 601-573850-330	TRAVEL & TRAINING	\$500.00	REGISTRATIO	CWRC-3/26-28/18 WRWA CONFERENCE REGISTRATION
	Total WRWA	\$500.00		
Unpaid	ZARNOTH BRUSH WORKS INC			
E 100-533311-240	REPAIR AND MAINTENANCE	\$276.90	0168801-IN	DPW-WAFER BR/POLY WAFER
	Total ZARNOTH BRUSH WORKS INC	\$276.90		
	111300 PWSB Checking	\$107,650.70		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	\$50,304.33
220 RECREATION PROGRAMS FUND	\$12,878.00
240 SWIMMING POOL FUND	\$194.21
260 LIBRARY FUND	\$10,786.90
601 WATER RECYCLING CENTER	\$33,416.76
700 RISK MANAGEMENT FUND	\$70.50
	\$107,650.70



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111300 PWSB Checking

Unpaid

EWALD AUTOMOTIVE GROUP

E 700-519400-523	INSURANCE CLAIMS - 2018	\$29,952.00	SQUAD #4	PD-PO# PD836-2018 FORD UTILITY INTERCEPTOR- SQUAD #4 REPLACEMENT
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Total	EWALD AUTOMOTIVE GROUP	\$29,952.00
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111300	PWSB Checking	\$29,952.00
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Fund Summary

111300 PWSB Checking

700 RISK MANAGEMENT FUND	\$29,952.00
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	\$29,952.00



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		Check Amt	Invoice	Comment
111300	PWSB Checking			
Unpaid	ARMBRUSTER JEWELERS			
E 100-522120-346	UNIFORMS	\$42.00	182863	PD-REPAIR BADGE
	Total ARMBRUSTER JEWELERS	\$42.00		
Unpaid	ASSOCIATED BENEFIT & RISK CON.			
E 100-515600-210	PROFESSIONAL SERVICES	\$1,533.00	7481	TREAS-MARCH 2018 CONSULTING SERVICES
G 100-156200	DUE FROM LIGHT & WATER	\$383.00	7481	L&W-MARCH 2018 CONSULTING SERVICES
	Total ASSOCIATED BENEFIT & RISK CON.	\$1,916.00		
Unpaid	AT&T			
E 100-522110-225	TELEPHONE/COMMUNICATIO	\$171.47	262375762402	PD-PHONE
	Total AT&T	\$171.47		
Unpaid	BAKER & TAYLOR AV PRE PROCESS			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$163.44	B81975370	LIBR-DVDS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$93.27	B82262240	LIBR-DVDS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$104.00	B82882720	LIBR-DVDS
	Total BAKER & TAYLOR AV PRE PROCESS	\$360.71		
Unpaid	BAKER & TAYLOR BOOKS			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$444.90	2033526708	LIBR-BOOKS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$103.87	2033526709	LIBR-BOOKS
	Total BAKER & TAYLOR BOOKS	\$548.77		
Unpaid	BAKER TILLY VIRCHOW KRAUSE LLP			
E 100-515900-210	PROFESSIONAL SERVICES	\$1,000.00	BT1212368	2017 AUDIT-PROGRESS BILLING #3
	Total BAKER TILLY VIRCHOW KRAUSE LLP	\$1,000.00		
Unpaid	BARCO PRODUCTS COMPANY			
E 260-555110-240	REPAIR AND MAINTENANCE	\$1,837.44	BP00069629	LIBR-AREA RUGS
	Total BARCO PRODUCTS COMPANY	\$1,837.44		
Unpaid	BEN MEADOWS CO.			
E 100-555510-240	REPAIR AND MAINTENANCE	\$153.98	SI04054354	PARKS-ARTISON D TAPE
	Total BEN MEADOWS CO.	\$153.98		
Unpaid	BENDLIN FIRE EQUIPMENT CO.,INC			
E 100-533210-353	MAINTENANCE PARTS	\$162.00	97991	DPW-SHIELD SOLUTIONS HOSE END FOAM SPRAYER
	Total BENDLIN FIRE EQUIPMENT CO.,INC	\$162.00		
Unpaid	BEYER S HARDWARE STORE			
E 100-555510-240	REPAIR AND MAINTENANCE	\$6.18	137264	PARKS-RUBBER STRAPS
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	\$5.15	137525	PD-SS CLAMPS/CLR TUBING
E 100-533210-353	MAINTENANCE PARTS	\$1.55	137550	DPW-CPVC WTR PIPE
E 100-533210-353	MAINTENANCE PARTS	\$12.13	137559	DPW-AP GLUE/WEICKWELD TUBE
E 100-518100-240	REPAIR AND MAINTENANCE	\$68.46	137573	COMPLEX-MAP-PRO CYLINDER/TORCH/STL PIPE
E 601-573830-340	MAINTENANCE SUPPLIES	\$11.68	137603	CWRC-2 CYC OIL



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E 100-518100-350	OPERATING SUPPLIES	\$39.64	137626	COMPLEX-PAINTERS TAPE/CLR CLEANER/CLAMP
E 100-533210-353	MAINTENANCE PARTS	\$4.94	137631	DPW-SWIV CONNECTOR
E 601-573830-340	MAINTENANCE SUPPLIES	\$43.50	137648	CWRC-CONCRETE MIX/BX COVER/OUTLET
E 100-533210-353	MAINTENANCE PARTS	\$5.92	137663	DPW-COAR SLEEVE/MED SLEEVE
E 100-533210-353	MAINTENANCE PARTS	\$21.58	137702	DPW-WHT TOUCH CAN
E 100-533210-350	OPERATING SUPPLIES	\$4.94	137705	DPW-TWIST TIES
E 601-573830-340	MAINTENANCE SUPPLIES	\$31.49	137724	CWRC-PASTEL BASE
Total BEYER S HARDWARE STORE		\$257.16		
Unpaid BIBLIOTHECA, LLC				
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$5,796.69	SI0037085-US	LIBR-5/29/18-5/28/19 ANNUAL SUPPORT
Total BIBLIOTHECA, LLC		\$5,796.69		
Unpaid BLUETARP CREDIT SERVICES				
E 100-533210-353	MAINTENANCE PARTS	\$89.99	39735799	DPW-SHURFLO 3 GPM PUMP
Total BLUETARP CREDIT SERVICES		\$89.99		
Unpaid BRAUN THYSSENKRUPP ELEVATOR				
E 100-518100-240	REPAIR AND MAINTENANCE	\$217.23	135610	COMPLEX-3/1/18-4/30/18 CONTRACT
Total BRAUN THYSSENKRUPP ELEVATOR		\$217.23		
Unpaid BUSINESS CARD				
E 100-522110-380	EQUIPMENT/CAPITAL OUTLA	\$30.58	0883	PD-POSTNET WI104
E 100-522120-346	UNIFORMS	\$186.33	0883	PD-MERRELL.COM/TACTICALGEAR.COM
E 100-522130-330	TRAVEL & TRAINING	\$135.82	0883	PD-COUSINS/PAYPALL ILEETA/MONKS BAR & GRILL
E 100-522130-346	UNIFORMS	\$345.07	0883	PD-MENS WAREHOUSE/TACTICALGEAR.COM/DSW
E 100-522110-240	REPAIR AND MAINTENANCE	\$215.98	6206	PD-STAMPS.COM/USPS
E 100-522110-330	TRAVEL & TRAINING	\$244.16	6206	PD-HOLIDAY INN, IL
E 100-522110-380	EQUIPMENT/CAPITAL OUTLA	\$375.00	6206	PD-VARIDESH
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	\$94.00	6206	PD-AMAZON MKTPLACE
E 100-522120-346	UNIFORMS	\$298.33	6206	PD-DANNER-LACROSSE/AMAZON.COM/SHOES.COM
E 100-522110-330	TRAVEL & TRAINING	\$122.36	9962	PD-KALAHARI RESORTS
E 100-522130-330	TRAVEL & TRAINING	(\$102.15)	9962	PD-CREDIT-KALAHARI RESORT
E 100-522130-330	TRAVEL & TRAINING	\$185.00	9962	PD-PAYPAL WPLF
E 100-522130-330	TRAVEL & TRAINING	\$553.87	9962	PD-KALAHARI RESORT/MONKS BAR/DELL BAR/JIMMY JOHNS
Total BUSINESS CARD		\$2,684.35		
Unpaid CARDMEMBER SERVICE-COSTCO				
E 220-555390-347	SUPPLIES AND EXPENSES	\$69.93	5626	REC-WTR/SNYDERS/POPCORN/POCKY ST
E 100-533210-350	OPERATING SUPPLIES	\$54.86	9186	DPW-KS TOWELS/KLEENEX/GLAD TRASH BAGS
Total CARDMEMBER SERVICE-COSTCO		\$124.79		
Unpaid CCP INDUSTRIES INC				
E 601-573830-350	OPERATING SUPPLIES	\$527.76	IN02050243	CWRC-NITRILE GLOVES
Total CCP INDUSTRIES INC		\$527.76		
Unpaid CDW GOVERNMENT, INC.				
E 100-522110-380	EQUIPMENT/CAPITAL OUTLA	\$1,022.43	LPN4294	PD-HP SB470



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E 100-522110-380	EQUIPMENT/CAPITAL OUTLA	\$588.21	LSJ7983	PD-EPSON POWERLITE
	Total CDW GOVERNMENT, INC.	\$1,610.64		
Unpaid	CEDARBURG CHAMBER OF COMMERCE			
E 100-519200-343	AWARDS, SUPPLIES	\$75.00	GIFT CERT.	GIFT CERTIFICATE-N. SCHEFFLER SERVICE AWARD
	II CEDARBURG CHAMBER OF COMMERCE	\$75.00		
Unpaid	CEDARBURG CHAMBER OF COMMERCE			
E 260-555110-330	TRAVEL & TRAINING	\$30.00	9392	LIBR-LADIES WHO LEAD-LP
	II CEOARBURG CHAMBER OF COMMERCE	\$30.00		
Unpaid	CENSKY, JON			
E 100-566310-210	PROFESSIONAL SERVICES	\$5,508.00	CONTRACT	PLAN-FEBRUARY 2018 SERVICES
	Total CENSKY, JON	\$5,508.00		
Unpaid	CINTAS CORPORATION			
E 100-533210-350	OPERATING SUPPLIES	\$127.31	184131424	DPW-UNIFORMS
	Total CINTAS CORPORATION	\$127.31		
Unpaid	COMPLETE OFFICE OF WISCONSIN			
E 100-522110-310	OFFICE SUPPLIES	\$277.67	264133	PD-TISSUE/MONEY RECPT BOOKS
	Total COMPLETE OFFICE OF WISCONSIN	\$277.67		
Unpaid	CONLEY MEDIA, LLC			
E 100-522110-313	PRINTING-NEWSLETTERS, ET	\$210.44	1851050218	PD-CROSSING GUARDS NEEDED
E 100-514100-325	LEGAL PUBLICATIONS	\$408.10	265190218	CLERKS-FEBRUARY 2018 LEGAL NOTICES
E 100-555140-210	PROFESSIONAL SERVICES	\$316.90	74260218	SR CTR-FEBRUARY ADS
	Total CONLEY MEDIA, LLC	\$935.44		
Unpaid	CULLIGAN OF WEST BEND			
E 200-544210-245	HOUSE MAINTENANCE	\$76.50	502X02923904	CEM-3/1-5/31/18 SOFTENER RENTAL
	Total CULLIGAN OF WEST BEND	\$76.50		
Unpaid	EGELHOFF LAWMOWER SERVICE			
E 100-533311-240	REPAIR AND MAINTENANCE	\$81.40	237663	DPW-PROTR MUFFLER/DEFLECTOR/SWITCH
E 100-555510-380	EQUIPMENT/CAPITAL OUTLA	\$648.60	237787	PARKS-CHAIN SAW/BATTERY PACKS
	Total EGELHOFF LAWMOWER SERVICE	\$730.00		
Unpaid	ENVIRONMENTAL SYSTEMS			
E 100-533110-318	GIS MAPPING	\$4,950.00	93426970	ENG-PO# ENG829 ARCGIS DESKTOP STD
	Total ENVIRONMENTAL SYSTEMS	\$4,950.00		
Unpaid	FASTENAL COMPANY			
E 100-533210-353	MAINTENANCE PARTS	\$156.25	WISAU98726	DPW-CLEVIS PINS
E 100-533210-353	MAINTENANCE PARTS	\$145.16	WISAU98758	DPW-DRILL SET
E 100-533210-353	MAINTENANCE PARTS	\$15.17	WISAU98761	DPW-TRX FLOR
E 100-533210-353	MAINTENANCE PARTS	\$20.79	WISAU98772	DPW-AG JOBBER
	Total FASTENAL COMPANY	\$337.37		



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Unpaid	FIVE CORNERS DODGE			
E 100-522120-240	REPAIR AND MAINTENANCE	\$35.94	36784	PD-VEH#5 LF HEADLAMP REPAIR
	Total FIVE CORNERS DODGE	\$35.94		
Unpaid	FIVE CORNERS TRUCK & AUTO			
E 700-519400-523	INSURANCE CLAIMS - 2018	\$116.00	03681	ISF-PD-VEH#4-FRONT END REPAIR/TOTALLED
E 700-519400-523	INSURANCE CLAIMS - 2018	\$127.50	03733	ISF-PD-VEH#5-REPLACE R BROKEN MIRROR
E 100-522120-240	REPAIR AND MAINTENANCE	\$67.63	36962	PD-VEH#8-OIL/FILTER CHANGE
	Total FIVE CORNERS TRUCK & AUTO	\$311.13		
Unpaid	FORESTRY SUPPLIERS			
E 100-555510-240	REPAIR AND MAINTENANCE	\$50.45	304532-00	PARKS-FLEXTech THERMAL GLOVES
	Total FORESTRY SUPPLIERS	\$50.45		
Unpaid	GALL GEAR			
E 220-555390-347	SUPPLIES AND EXPENSES	\$50.00	1172	REC-YOUTH BASKETBALL JERSEYS
	Total GALL GEAR	\$50.00		
Unpaid	GARDEN ARTISENS			
E 100-555220-347	SUPPLIES AND EXPENSES	\$1,615.97	SO-33694	CELEB.-COCO LINERS FOR HANGING BASKETS
	Total GARDEN ARTISENS	\$1,615.97		
Unpaid	GENERAL COMMUNICATIONS, INC.			
E 100-533311-363	SIGNS	\$596.40	251652	DPW-HARRIS MOBILE MICROPHONE
E 700-519400-523	INSURANCE CLAIMS - 2018	\$700.00	251877	ISF-SQUAD#4-EQUIP REMOVAL
	Total GENERAL COMMUNICATIONS, INC.	\$1,296.40		
Unpaid	GIERACHS SERVICE			
E 700-519400-523	INSURANCE CLAIMS - 2018	\$55.00	64383	ISF-PD VEH#4-TOWED TO FREISTADT AUTO
	Total GIERACHS SERVICE	\$55.00		
Unpaid	GORDIE BOUCHER FORD OF THIENS			
E 100-533210-353	MAINTENANCE PARTS	\$217.01	32236	DPW-BUCKLE
	Total GORDIE BOUCHER FORD OF THIENS	\$217.01		
Unpaid	GRAINGER			
E 100-518100-350	OPERATING SUPPLIES	\$191.46	9663221902	COMPLEX-SCRUBS METAL POLISH WIPES
	Total GRAINGER	\$191.46		
Unpaid	HEAVY EQUIPMENT SPECIALISTS			
E 100-533450-340	MAINTENANCE SUPPLIES	\$1,223.50	26103	DPW-9-4/STOCK-BETEK TRENCHING/CTR HARD FACE
	Total HEAVY EQUIPMENT SPECIALISTS	\$1,223.50		
Unpaid	HERMAN S SERVICE			
E 700-519400-523	INSURANCE CLAIMS - 2018	\$210.00	RPR ORDER	ISF-PD VEH#4-JUMP BATTERY/WINCH SERVICE
	Total HERMAN S SERVICE	\$210.00		
Unpaid	HOEPPNERS PAINT SHOP LLC			



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		Check Amt	Invoice	Comment
E 100-533311-242	SIDEWALK REPLACEMENT	\$1,700.00	615631	STREETS-SANDBLAST TRAILER
E 100-533311-240	REPAIR AND MAINTENANCE	\$450.00	615634	STREETS-GARBAGE CANS BLASTED/REPAIRED
E 100-566310-380	EQUIPMENT/CAPITAL OUTLA	\$8,000.00	615634	PLAN-GARBAGE CANS BLASTED/REPAIRED
Total	HOEPPNERS PAINT SHOP LLC	\$10,150.00		
Unpaid	HOUSEMAN & FEIND, LLP			
E 100-516100-211	EXTRAORDINARY SERVICES	\$193.00	42876	FEBRUARY 2018 AMCAST LEGAL SERVICES
E 601-573850-211	EXTRAORDINARY SERVICES	\$171.00	42898	CWRC-BMO/LIFT STN
E 400-533750-841	PROCHNOW	\$219.50	42898	PROCHNOW
E 100-516100-211	EXTRAORDINARY SERVICES	\$2,641.00	42898	H S I DEVELOP.
E 100-516100-211	EXTRAORDINARY SERVICES	\$1,759.00	42898	PLAN/CC/CONDOS
G 100-239253	DEVELOPERS AGREE-CEDAR PL	\$95.00	42898	CEDAR PLACE SUBDV.
E 100-516100-211	EXTRAORDINARY SERVICES	\$38.00	42898	AWH
Total	HOUSEMAN & FEIND, LLP	\$5,116.50		
Unpaid	IBS OF SOUTHEASTERN WISCONSIN			
E 100-533210-353	MAINTENANCE PARTS	\$225.90	100672922	DPW-31-MHD
Total	IBS OF SOUTHEASTERN WISCONSIN	\$225.90		
Unpaid	JANI-KING OF MILWAUKEE/ROYAL F			
E 100-533210-350	OPERATING SUPPLIES	\$368.00	MIL03180560	DPW-MARCH 2018 JANITORIAL
Total	JANI-KING OF MILWAUKEE/ROYAL F	\$368.00		
Unpaid	JMB VIDEO ENTERPRISES			
E 700-519400-553	2017 CLAIMS	\$438.75	JMB7164	ISF-CLAIM #GLB1059774 ANITA CLARK 2/17/2017
Total	JMB VIDEO ENTERPRISES	\$438.75		
Unpaid	LA ROSA LANDSCAPE			
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$102.40	60967	LIBR-2/18 & 17 DE-ICE
Total	LA ROSA LANDSCAPE	\$102.40		
Unpaid	LARK UNIFORM OUTFITTERS INC			
E 100-522120-346	UNIFORMS	\$29.90	260478	PD-BLACK LETTERS
E 100-522120-346	UNIFORMS	\$103.90	260479	PD-POLY STREET SHIRTS
E 100-522120-346	UNIFORMS	\$130.75	260480	PD-POLY STREET SHIRT
E 100-522120-346	UNIFORMS	\$66.95	260492	PD-NAVY CARGO
E 100-522120-346	UNIFORMS	\$57.35	260496	PD-NAVY ICE POLO
E 100-522120-346	UNIFORMS	\$378.00	260817	PD-REG DPT. EMBLEM
E 100-522120-346	UNIFORMS	\$141.85	260875	PD-PROGOLD LETTERS/SGT STRIPES
Total	LARK UNIFORM OUTFITTERS INC	\$908.70		
Unpaid	LEE RECREATION, LLC			
E 100-555510-384	LEGACY TREE & BENCH PRO	\$1,548.00	11492-18	PARKS-PICNIC TABLE/BENCH
Total	LEE RECREATION, LLC	\$1,548.00		
Unpaid	LIESENER SOILS INC.			
E 100-533450-210	PROFESSIONAL SERVICES	\$800.00	0157067-IN	DPW-TRUCKING SNOW
Total	LIESENER SOILS INC.	\$800.00		



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		Check Amt	Invoice	Comment
Unpaid	LIGHT AND WATER			
E 601-573850-216	L&W BILLING	\$10,086.47	6854	SEWERAGE BILLING FOR MONTH OF MARCH 2018
G 100-256200	DUE TO LIGHT AND WATER	\$130.11	DELINO. UTIL	2017 DELINQ UTIL.-PINE & WHITNALL
G 100-256201	DUE TO L&W IMPACT FEES	\$1,917.68	WTR IMPACT	N114W5731 JAMES CIR-CORNERSTONE DEV.
G 100-256201	DUE TO L&W IMPACT FEES	\$1,917.68	WTR IMPACT	N114W5746 JAMES CIR
	Total LIGHT AND WATER	\$14,031.94		
Unpaid	MCNAMARA, IRENE			
E 100-555140-390	OTHER EXPENSES	\$35.00	REFUND	SR TOUR-CANCELLED ONEIDA TRIP
	Total MCNAMARA, IRENE	\$35.00		
Unpaid	MILLER-BRADFORD AND RISBERG			
E 100-533210-353	MAINTENANCE PARTS	\$135.57	PO8514	DPW-WORK LAMP/SPRING
E 100-533311-240	REPAIR AND MAINTENANCE	\$102.54	PO8580	DPW-DUST PLUGS/SOCKETS
	Total MILLER-BRADFORD AND RISBERG	\$238.11		
Unpaid	NAPA AUTO PARTS			
E 100-533210-353	MAINTENANCE PARTS	\$5.32	5269-929145	DPW-VEH#59-WHEEL NUT
E 100-533210-351	GAS AND OIL EXPENSE	\$5.65	5269-929184	DPW-VEH#81-OIL FILTER
E 100-533210-353	MAINTENANCE PARTS	\$17.49	5269-929568	DPW-VEH#53-FLASHER TURN SIGNAL
E 100-533210-353	MAINTENANCE PARTS	\$31.43	5269-930176	DPW-BULK TRAILER WIRE
E 100-533210-351	GAS AND OIL EXPENSE	\$20.95	5269-930850	DPW-VEH#41-OIL/AIR FILTERS
E 100-533210-351	GAS AND OIL EXPENSE	\$6.78	5269-931035	DPW-VEH#85-OIL FILTER
	Total NAPA AUTO PARTS	\$87.62		
Unpaid	NASSCO, INC.			
E 260-555110-350	OPERATING SUPPLIES	\$53.86	S2298160.001	LIBR-DAMP MOP FLOOR CLEANER
	Total NASSCO, INC.	\$53.86		
Unpaid	NELSON TACTICAL			
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA	\$2,128.80	HOLSTERS	PD-RETENTION DUTY HOLSTERS
	Total NELSON TACTICAL	\$2,128.80		
Unpaid	NEWMAN CHEVROLET			
E 100-533210-353	MAINTENANCE PARTS	\$135.00	157595	DPW-VEH#81-LAMP
	Total NEWMAN CHEVROLET	\$135.00		
Unpaid	OFFICE DEPOT			
E 100-522110-310	OFFICE SUPPLIES	\$55.92	103900028001	PD-CALAIS CHROME/RUBBERBANDS
E 100-522110-310	OFFICE SUPPLIES	\$70.96	107544756001	PD-INK CARTRIDGES/USB HUB
	Total OFFICE DEPOT	\$126.88		
Unpaid	OLSEN S PIGGLY WIGGLY			
E 100-519200-335	LEADERSHIP DEVELOPMENT	\$56.67	34535	2/28/18 EE MTG REFRESHMENTS
	Total OLSEN S PIGGLY WIGGLY	\$56.67		
Unpaid	ONTECH SYSTEMS, INC			
E 100-533210-350	OPERATING SUPPLIES	\$399.00	33649	DPW-SONICWALL COMP GATEWAY SECURITY BUNDLE



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E 100-514700-210	PROFESSIONAL SERVICES	\$483.50	33843	IT-PREFERRED SERVER CARE
	Total ONTECH SYSTEMS, INC	\$882.50		
Unpaid	ORKIN COMMERCIAL SERVICES			
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$73.00	169551167	LIBR-MARCH 2018 PEST CONTROL
	Total ORKIN COMMERCIAL SERVICES	\$73.00		
Unpaid	OSI ENVIRONMENTAL, INC.			
R 100-463101	PUBLIC WORKS FEES	\$70.00	1041005	DPW-FILTERS
	Total OSI ENVIRONMENTAL, INC.	\$70.00		
Unpaid	OZAUKEE COUNTY REGISTER OF			
E 100-514100-311	RECORDING FEES	\$30.00	RECORDING	W62N596 WASHINGTON AVE-E FIX TOURIST ROOMING HOUSE CUP 13-107-03-12-000
	Total OZAUKEE COUNTY REGISTER OF	\$30.00		
Unpaid	PIPER, SCHMIDT & WIRTH			
E 700-519400-553	2017 CLAIMS	\$5,003.00	CLAIM	CASE # 17-CV-334 ANITA CLARK V. CITY OF CEDARBURG
	Total PIPER, SCHMIDT & WIRTH	\$5,003.00		
Unpaid	PORT WASHINGTON SENIOR CENTER			
E 100-555140-390	OTHER EXPENSES	\$1,177.35	(100)	SR TOURS-1/18/18 FIRESIDE-PHANTOM
	otal PORT WASHINGTON SENIOR CENTER	\$1,177.35		
Unpaid	PRIORITY DISPATCH CORP			
E 100-522110-330	TRAVEL & TRAINING	\$340.00	SIN090447	PD-COMMUNICATIONS COURSE #17744
E 100-522110-330	TRAVEL & TRAINING	\$500.00	SIN090450	PD-CONTINGENCY FEE FOR C17744
	Total PRIORITY DISPATCH CORP	\$840.00		
Unpaid	QUALITY STATE OIL CO., INC.			
E 601-573830-340	MAINTENANCE SUPPLIES	\$699.47	2793675	CWRC-VALVOLINE PREM BLUE
	Total QUALITY STATE OIL CO., INC.	\$699.47		
Unpaid	REINDERS, INC.			
E 400-555510-811	VEHICLE REPLACEMENTS	\$53,964.00	1720388-00	PARKS-PO#PKS806-TORO GROUNDSMASTER
	Total REINDERS, INC.	\$53,964.00		
Unpaid	RJ THOMAS MFG. CO.			
E 100-555510-380	EQUIPMENT/CAPITAL OUTLA	\$1,451.00	200231	PARKS-PO#PKS811-8' TABLES
	Total RJ THOMAS MFG. CO.	\$1,451.00		
Unpaid	ROAD EQUIPMENT PARTS CENTER			
E 100-533311-240	REPAIR AND MAINTENANCE	\$375.10	870071	DPW-VEH#25/STOCK-LIGHTS
	Total ROAD EQUIPMENT PARTS CENTER	\$375.10		
Unpaid	RUEKERT & MIELKE			
E 100-533110-210	PROFESSIONAL SERVICES	\$156.00	122340	ENG-1/20/18-2/16/18 GIS DATA MAINTENANCE
	Total RUEKERT & MIELKE	\$156.00		



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		Check Amt	Invoice	Comment
Unpaid	RUSSEL METALS WILLIAMS BAHCALL			
E 100-533311-240	REPAIR AND MAINTENANCE	\$550.00	04858385	DPW-HOT ROLLED ANGLES/EXPANDED FLAT HR SHEETS
	Total RUSSEL METALS WILLIAMS BAHCALL	<u>\$550.00</u>		
Unpaid	SCHILTER, MARIE			
E 100-555140-390	OTHER EXPENSES	\$70.00	REFUND	SR TOUR-ONEIDA TRIP CANCELLATIONS (2)
	Total SCHILTER, MARIE	<u>\$70.00</u>		
Unpaid	SCHOESSOW, CARY			
E 100-522410-380	EQUIPMENT/CAPITAL OUTLA	\$200.00	3403	EM-SIGNS FOR BARRICADES
	Total SCHOESSOW, CARY	<u>\$200.00</u>		
Unpaid	SHERRILL, INC.			
E 100-555510-240	REPAIR AND MAINTENANCE	\$403.88	INV-404134	PARKS-BULL PRUNER HEAD & ADAPTER/PRUNER CORD
E 100-555510-240	REPAIR AND MAINTENANCE	\$335.88	INV-404463	PARKS-ACCESSORY CARABINERS/BLADES/CHAINSAW LANYARD
	Total SHERRILL, INC.	<u>\$739.76</u>		
Unpaid	SHERWIN INDUSTRIES, INC.			
E 100-533311-240	REPAIR AND MAINTENANCE	\$133.10	SC039804	DPW-FIBER MIX BULK
E 100-533311-240	REPAIR AND MAINTENANCE	\$1,203.40	SC039869	DPW-FIBER MIX BULK
	Total SHERWIN INDUSTRIES, INC.	<u>\$1,336.50</u>		
Unpaid	SIMPLEXGRINNELL LP			
E 100-522100-240	REPAIR AND MAINTENANCE	\$260.00	84575477	PD-2 WALL CLOCKS
	Total SIMPLEXGRINNELL LP	<u>\$260.00</u>		
Unpaid	SNI SOLUTIONS			
E 100-533450-340	MAINTENANCE SUPPLIES	\$310.00	137936	DPW-5 GALLON PAIL ODOR MASK
	Total SNI SOLUTIONS	<u>\$310.00</u>		
Unpaid	STATE CHEMICAL SOLUTIONS			
E 100-533210-353	MAINTENANCE PARTS	\$257.25	900370028	DPW-INVISILUBE
	Total STATE CHEMICAL SOLUTIONS	<u>\$257.25</u>		
Unpaid	STERN ENTERPRISES			
E 100-533450-210	PROFESSIONAL SERVICES	\$353.00	1581	DPW-7' CUTTING EDGE/HYD 9328 MOTOR
	Total STERN ENTERPRISES	<u>\$353.00</u>		
Unpaid	STREICHER S POLICE EQUIPMENT			
E 100-522120-346	UNIFORMS	\$17.99	11301695	PD-EMBLEM/RADIO POUCH
	Total STREICHER S POLICE EQUIPMENT	<u>\$17.99</u>		
Unpaid	TIME WARNER CABLE-PO BOX 4639			
E 100-522110-225	TELEPHONE/COMMUNICATIO	\$16.58	10404-303552	PD-TV SERVICES
E 100-533210-350	OPERATING SUPPLIES	\$5.52	10404-304433	DPW-TV SERVICES
E 100-518100-225	TELEPHONE/COMMUNICATIO	\$66.45	708014601022	CH-PRI



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E 100-513100-225	TELEPHONE/COMMUNICATIO	\$7.38	708014601022	MAYOR-PRI
E 100-513200-225	TELEPHONE/COMMUNICATIO	\$7.38	708014601022	ADMIN-PRI
E 100-514100-225	TELEPHONE/COMMUNICATIO	\$36.91	708014601022	CLERK-PRI
E 100-515600-225	TELEPHONE/COMMUNICATIO	\$22.15	708014601022	TREAS-PRI
E 100-515400-225	TELEPHONE/COMMUNICATIO	\$14.76	708014601022	ASSESSOR-PRI
E 100-522310-225	TELEPHONE/COMMUNICATIO	\$14.76	708014601022	BI-PRI
E 100-533110-225	TELEPHONE/COMMUNICATIO	\$22.15	708014601022	ENG-PRI
E 100-566310-225	TELEPHONE/COMMUNICATIO	\$14.76	708014601022	PLAN-PRI
E 100-533210-225	TELEPHONE/COMMUNICATIO	\$29.53	708014601022	DPW-PRI
E 220-555390-225	TELEPHONE/COMMUNICATIO	\$29.53	708014601022	REC-PRI
E 100-555140-225	TELEPHONE/COMMUNICATIO	\$14.76	708014601022	SR CTR-PRI
E 601-573825-225	TELEPHONE/COMMUNICATIO	\$59.06	708014601022	CWRC-PRI
E 100-522410-225	TELEPHONE/COMMUNICATIO	\$22.15	708014601022	EM-PRI
E 100-522230-225	TELEPHONE/COMMUNICATIO	\$14.76	708014601022	FD-PRI
E 240-555320-225	TELEPHONE/COMMUNICATIO	\$36.91	708014601022	POOL-PRI
E 100-522110-225	TELEPHONE/COMMUNICATIO	\$434.00	709864401021	PD-FIBR
Total TIME WARNER CABLE-PO BOX 4639		\$869.48		
Unpaid TRANSUNION RISK & ALTERNATIVE				
E 100-522110-225	TELEPHONE/COMMUNICATIO	\$25.00	428298	PD-FEB 2018 TLOXP
Total TRANSUNION RISK & ALTERNATIVE		\$25.00		
Unpaid UNIFIRST CORPORATION				
E 100-522100-340	MAINTENANCE SUPPLIES	\$42.05	096 0990281	PD-MATS/MOP/HANDLES
E 100-533210-350	OPERATING SUPPLIES	\$48.20	096 1002825	DPW-UNIFORMS
E 100-522100-340	MAINTENANCE SUPPLIES	\$30.97	096 1002837	PD-ADJ AMT-MATS/MOP/HANDLES
E 601-573825-372	SAFETY EQUIPMENT	\$48.35	096 1003867	CWRC-UNIFORMS
Total UNIFIRST CORPORATION		\$169.57		
Unpaid US BANK-SAFEBOX DEPT				
E 100-514100-310	OFFICE SUPPLIES	\$112.40	RENTAL	CLKS-2018 SAFE DEP BOX #206000039138 RENTAL
Total US BANK-SAFEBOX DEPT		\$112.40		
Unpaid VISUAL IMAGE PHOTOGRAPHY, INC.				
E 220-555390-347	SUPPLIES AND EXPENSES	\$245.00	5733	REC-4.25 X5.5 CARDS BTX
Total VISUAL IMAGE PHOTOGRAPHY, INC.		\$245.00		
Unpaid W.H. JACKLIN, INC.				
E 100-522100-240	REPAIR AND MAINTENANCE	\$339.00	31536	PD-VALVE FAILURE REPAIR
Total W.H. JACKLIN, INC.		\$339.00		
Unpaid WASTE MANAGEMENT OF WISCONSIN				
E 100-533710-290	MAINT/CONTRACTED SERVIC	\$34,818.48	6184172-2275-	RUBBISH-FEBRUARY 2018
E 100-533730-290	MAINT/CONTRACTED SERVIC	\$16,837.04	6184172-2275-	RECYCLING-FEBRUARY 2018
Total WASTE MANAGEMENT OF WISCONSIN		\$51,655.52		
Unpaid WIL-KIL PEST CONTROL				
E 100-518100-240	REPAIR AND MAINTENANCE	\$43.75	3323091	COMPLEX-LINCOLN BLDG- MONTHLY SERVICE



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	Total WIL-KIL PEST CONTROL	\$43.75		
Unpaid	WINTER EQUIPMENT COMPANY			
E 100-533450-340	MAINTENANCE SUPPLIES	\$1,249.91	IV36749	DPW-PLOWGUARD CURBRUNNERS
	Total WINTER EQUIPMENT COMPANY	\$1,249.91		
Unpaid	WISCONSIN STEAM CLEANER			
E 601-573830-350	OPERATING SUPPLIES	\$158.00	48216	CWRC-WISCO PW 5 GAL
	Total WISCONSIN STEAM CLEANER	\$158.00		
Unpaid	ZARNOTH BRUSH WORKS INC			
E 100-533450-340	MAINTENANCE SUPPLIES	\$276.90	0168706-IN	DPW-WAFER BR
	Total ZARNOTH BRUSH WORKS INC	\$276.90		
Unpaid	ZUERN BUILDING PRODUCTS			
E 100-533311-240	REPAIR AND MAINTENANCE	\$191.30	66671	DPW-16' TREATED #1 GC SYP
	Total ZUERN BUILDING PRODUCTS	\$191.30		
	111300 PWSB Checking	\$196,509.01		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	\$114,547.74
200 CEMETERY FUND	\$76.50
220 RECREATION PROGRAMS FUND	\$394.46
240 SWIMMING POOL FUND	\$36.91
260 LIBRARY FUND	\$8,802.87
400 CAPITAL IMPROVEMENTS FUND	\$54,183.50
601 WATER RECYCLING CENTER	\$11,816.78
700 RISK MANAGEMENT FUND	\$6,650.25
	\$196,509.01

Submittal of Annual Reports and other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

Reporting Information

Submittal Type: Annual Report

Project Name: City of Cedarburg MS4 Compliance Annual Report

County: Ozaukee

Municipality: Cedarburg City

Facility Number: 25526

Reporting Year: 2017

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Attach the following items as appropriate using the attachments tab above
 - Construction Site Pollution Control Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Cooperation Attachment
 - Municipal Facility Inspections
 - Pollution Prevention Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Storm Water Consortium/Group Report
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment
 - TMDL Attachment
 - Winter Road Maintenance
 - Other Annual Report Attachment
- Complete all required forms and upload required attachments
- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality Cedarburg City

Facility ID # or (FIN): 25526

Updated Information: ☒ Check to update mailing address information

Mailing Address: P O Box 49

Mailing Address 2: W63 N645 Washington Avenue

City: Cedarburg

State: Wisconsin

Zip Code: 53012-0049 xxxxx or xxxxx-xxxx

Does the municipality rely on another government entity to satisfy some of the permit requirements?

☐ Yes ☒ No ☐ Unsure

Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

☒ Yes ☐ No ☐ Unsure

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

☒ Select to **create new** primary contact

First Name: Thomas

Last Name: Wiza

☒ Select to **update** current contact information

Title: Dir. of Public Works

Mailing Address: PO Box 49

Mailing Address 2: W63 N645 Washington Avenue

City: Cedarburg

State: WI

Zip Code: 53012-0049 xxxxx or xxxxx-xxxx

Phone Number: 262-375-7610 Ext: xxx-xxx-xxxx

Email: twiza@ci.cedarburg.wi.us

Additional Contacts Information (Optional)

**Individual with responsibility for:
(Check all that apply)**

- ☐ I&E Program
- ☐ IDDE Program
- ☐ IDDE Response Procedure Manual
- ☐ Municipal-wide Water Quality Plan
- ☐ Ordinances
- ☐ Pollution Prevention Program
- ☐ Post-Construction Program
- ☐ Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:

xxxxx or xxxxx-xxxx

Phone Number:

Ext:

xxx-xxx-xxxx

Email:

Missing Information

Minimum Control Measures- Section 1 : Complete**1. Public Education and Outreach**

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Mechanism that best describes how the topic message was conveyed to your population. Use the **Add Activity** to add multiple Mechanisms. For Quantity, choose the range for the number of Mechanisms chosen (i.e., number of workshops, events). Quantity and Estimated People reached are both optional.

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
-----------	------------------------	-----------------------------------	--------------------------------

Topic: Detection and elimination of illicit discharges

<u>Passive print media (brochures at front desk, posters, etc.)</u>	<u>10 - 19</u>	<input type="text" value="100"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Government event (public hearing, council meeting, etc.)</u>	<u>1 - 9</u>	<input type="text" value="20"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Signage</u>	<u>100 +</u>	<input type="text" value="100"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Topic: Management of materials that may cause storm water pollution from automobiles, pet waste, household hazardous waste and household practices

<u>Passive print media (brochures at front desk, posters, etc.)</u>	<u>10 - 19</u>	<input type="text" value="100"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Government event (public hearing, council meeting, etc.)</u>	<u>1 - 9</u>	<input type="text" value="20"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Website</u>	<u>1 - 9</u>	<input type="text" value="500"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Other</u>	<u>1 - 9</u>	<input type="text" value="1000"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Topic: Beneficial onsite reuse of leaves and grass clippings/proper use of lawn and garden fertilizers and pesticides

<u>Passive print media (brochures at front desk, posters, etc.)</u>	<u>10 - 19</u>	<input type="text" value="100"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Government event (public hearing, council meeting, etc.)</u>	<u>1 - 9</u>	<input type="text" value="20"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Other</u>	<u>1 - 9</u>	<input type="text" value="1000"/>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Website</u>	<u>1 - 9</u>	<input type="text" value="1000"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Topic: Management of stream banks and shorelines by riparian landowners to minimize erosion and restore and enhance the ecological value of waterways

<u>Direct one-on-one communication</u>	<u>1 - 9</u>	<input type="text" value="5"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
--	--------------	--------------------------------	---

Topic: Infiltration of residential storm water runoff from rooftop downspouts, driveways and

sidewalks

<u>Passive print media (brochures at front desk, posters, etc.)</u>	<u>10 - 19</u>	<input type="text" value="100"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Government event (public hearing, council meeting, etc.)</u>	<u>1 - 9</u>	<input type="text" value="20"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Website</u>	<u>1 - 9</u>	<input type="text" value="1000"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
-----------	------------------------	-----------------------------------	--------------------------------

Topic: Inform and where appropriate educate those responsible for the design, installation, and maintenance of construction site erosion control practices and storm water management facilities on how to design, install and maintain the practices

<u>Direct one-on-one communication</u>	<u>1 - 9</u>	<input type="text" value="10"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Website</u>	<u>1 - 9</u>	<input type="text" value="100"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Topic: Identify businesses and activities that may pose a storm water contamination concern, and where appropriate, educate specific audiences on methods of storm water pollution prevention

<u>Targeted group training (contractors, consultants, etc.)</u>	<u>1 - 9</u>	<input type="text" value="10"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Direct one-on-one communication</u>	<u>1 - 9</u>	<input type="text" value="10"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Topic: Promote environmentally sensitive land development designs by developers and designers, including green infrastructure and low impact development

<u>Website</u>	<u>1 - 9</u>	<input type="text" value="100"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Direct one-on-one communication</u>	<u>1 - 9</u>	<input type="text" value="10"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Topic: Other (describe):

b. Any other Public Education and Outreach program information for inclusion in the Annual Report may be added here or attached on the attachments page.

Sweetwater, Mid-Moraine Water Quality Collective

Missing Information

Do not close your work until you **SAVE**.

Form 3400-224 (09/17)

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

a. Describe how the municipality has kept the following local officials and municipal staff apprised of

the municipal storm water discharge permit programs and its requirements.

Elected Officials

Review of annual storm water report and illicit discharge detection and elimination report.

Municipal Officials

Mayor and Common Council Members

Appropriate Staff

Public Works and Wastewater Superintendents

b. Complete the following information on Public Involvement Activities related to storm water. Select the mechanism that best describes how the topic message was conveyed to your population. Use the Add Activity to add multiple mechanisms. For Quantity, choose the range for number Mechanisms chosen (i.e., number of workshops, events). Quantity and Estimated People reached are both optional .

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
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Topic: Storm Water Management Plan and/or updates

Government Event (Public Hearing, Council Meeting, etc) 1 - 9 20 ☐ Yes ☒ No

Topic: Storm water related ordinance and/or updates

Government Event (Public Hearing, Council Meeting, etc) 1 - 9 20 ☐ Yes ☒ No

Topic: MS4 Annual Report

Government Event (Public Hearing, Council Meeting, etc) 1 - 9 20 ☐ Yes ☒ No

Topic: Volunteer Opportunities

Website 1 - 9 100 ☐ Yes ☒ No

Topic: Other (describe) : Sweet Water Respect Our Waters supporting member

Presentation of Storm Water Information 1 - 9 100000 ☒ Yes ☐ No

c. Any other Public Involvement and Participation program information for inclusion in the Annual Report may be added here or attached on the attachments page

City stocks 16 different informational storm water brochures in a rotating display rack at City Hall. Brochures are free for the taking and restocked as necessary.

Missing Information

Do not close your work until you **SAVE**.

Form 3400-224 (09/17)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

- a. How many total outfalls does the municipality have? ☐ Unsure
- b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program? ☐ Unsure
- c. How many were confirmed illicit discharges? ☐ Unsure
- d. How many illicit discharge complaints did the municipality receive? ☐ Unsure
- e. How many were confirmed illicit discharges? ☐ Unsure
- f. How many of the identified Illicit discharges did the municipality eliminate in the reporting year? ☐ Unsure
- g. How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance? ☐ Unsure
- ☒ Verbal Warning
- ☒ Written Warning (including email)
- ☐ Notice of Violation
- ☐ Civil Penalty/ Citation
- h. Any other Illicit Discharge Detection and Elimination program information for inclusion in the Annual Report may be added here or attached on the attachments page.

2017 Illicit Discharge Detection & Elimination Program Annual Report prepared by AECOM.

Missing Information

Do not close your work until you **SAVE**.

Form 3400-224 (09/17)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a. How many total construction sites were active at any point in the reporting year? ☐ Unsure
- b. How many construction sites did the municipality issue permits for in the reporting year? ☐ Unsure
- c. Do the above numbers include sites <1 acre? ☒ Yes ☐ No ☐ Unsure

d. How many erosion control inspections did the municipality ☐ Unsure complete in the reporting year?

e. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. ☐ Unsure

<input checked="" type="checkbox"/> Verbal Warning	<input type="text" value="18"/>
<input checked="" type="checkbox"/> Written Warning (including email)	<input type="text" value="2"/>
<input type="checkbox"/> Notice of Violation	<input type="text"/>
<input type="checkbox"/> Civil Penalty/ Citation	<input type="text"/>
<input type="checkbox"/> Stop Work Order	<input type="text"/>
<input type="checkbox"/> Forfeiture of Deposit	<input type="text"/>
<input type="checkbox"/> No Authority	<input type="text"/>
<input type="checkbox"/> Other - Describe below	<input type="text"/>

f. Any other Construction Site Pollutant Control program information for inclusion in the Annual Report may be added here or attached on the attachments page.

Private developers often assign the construction inspector to complete weekly erosion control inspections. These inspections are not reflected in our numbers.

Missing Information

Do not close your work until you **SAVE**.

Form 3400-224 (09/17)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

a. How many new construction sites with new structural storm water management practices have received local approvals ? ☐ Unsure

b. How many privately owned storm water facility inspections were completed in the reporting year ? ☒ Unsure

c. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. ☐ Unsure

<input checked="" type="checkbox"/> Verbal Warning	<input type="text" value="2"/>
<input checked="" type="checkbox"/> Written Warning (including email)	<input type="text" value="1"/>
<input checked="" type="checkbox"/> Notice of Violation	<input type="text" value="0"/>
<input type="checkbox"/> Civil Penalty/ Citation	<input type="text"/>
<input checked="" type="checkbox"/> Forfeiture of Deposit	<input type="text" value="0"/>

<input checked="" type="checkbox"/> Complete maintenance	<input type="text" value="0"/>
<input checked="" type="checkbox"/> Bill responsible part	<input type="text" value="0"/>
<input type="checkbox"/> No Authority	<input type="text"/>
<input type="checkbox"/> Other - Describe below	<input type="text"/>

d. Any other Post-Construction Storm Water Management program information for inclusion in the Annual Report may be added here or attached on the attachments page.

The City Construction Site Erosion Control and Storm Water Management Ordinances were updated in 2017 and are attached.

Missing Information

Do not close your work until you **SAVE**.

Form 3400-224 (09/17)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Facility Inspections (ponds, biofilters, etc.) ☐ Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water facilities ? ☐ Unsure
- b. How many new municipally owned storm water facilities were installed in the reporting year ? ☐ Unsure
- c. How many municipally owned storm water devices were inspected in the reporting year? ☐ Unsure
- d. How many of these facilities required maintenance? ☐ Unsure
If so, attach report on attachments page.

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review) ☐ Not Applicable

- e. How many inspections of municipal properties been conducted in the reporting year? ☐ Unsure
- f. Have amendments to the SWPPPs been made? ☐ Yes ☒ No ☐ Unsure

Collection Services - *Street Sweeping / Cleaning Program* ☐ Not Applicable

- g. Did the municipality conduct street sweeping/cleaning during the reporting year? ☒ Yes ☐ No ☐ Unsure
- h. If known, how many tons of material was removed? ☐ Unsure
- i. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency? ☒ Yes

- ☐ No - Explain _____
- ☐ Not Applicable
- ☐ Unsure

Collection Services - *Catch Basin Sump Cleaning Program* ☐ Not Applicable

- j. Did the municipality conduct catch basin sump cleaning during the reporting year?
☒ Yes ☐ No ☐ Unsure
- k. How many catch basin sumps were cleaned in the reporting year? ☐ Unsure
- l. If known, how many tons of material was removed? ☐ Unsure
- m. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
☐ Yes
☒ No - Explain
 Crews cleaned about 30% of the total catch basins. City purchased a new \$300,000 vacuum/jetter in 2017 and there were equipment warranty issues that created downtime. The City will strive to clean the majority of catch basins annually going forward.
☐ Not Applicable
☐ Unsure

Collection Services - *Leaf Collection Program* ☐ Not Applicable

- n. Does the municipality conduct curbside leaf collection? ☒ Yes ☐ No ☐ Unsure
- o. Does the municipality notify homeowners about pickup? ☒ Yes ☐ No ☐ Unsure
- Where are the residents directed to store the leaves for collection?
☐ Pile on terrace ☒ Pile in street ☒ Bags on terrace ☐ Unsure
☒ Other - Describe
 Cedarburg provides a leaf, brush, and yard waste drop off site that is open to residents 6 days per week, 12 hours per day.
- p. What is the frequency of collection?
 weekly on average
- q. Is collection followed by street sweeping/cleaning? ☒ Yes ☐ No ☐ Unsure

Winter Road Management ☐ Not Applicable

- *Note: We are requesting information that goes beyond the reporting year, answer the best you can.
- r. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? ☐ Unsure
- s. Provide amount of de-icing products used by month last winter season?
 Solids (tons) (ex. sand, or salt-sand)

Oct 0 Nov 0 Dec 193 Jan 153 Feb 221 March* 280

Liquids (gallons) (ex. brine)

Oct 0 Nov 0 Dec 4000 Jan 1500 Feb 0 March* 0

t. Was salt applying machinery calibrated in the reporting year? ☒ Yes ☐ No ☐ Unsure

u. Have municipal personnel attended salt reduction strategy training in the reporting year? ☒ Yes ☐ No ☐ Unsure

If yes, describe what training was provided:

Speaker addressed spreader calibration and covered proper use of anti-icing, deicing, and pre-wetting liquids to reduce salt usage.

When: 11/15/2017

How many attended: 18

Internal (Staff) Education & Communication

v. Have training or education on SWPPPs for municipal facilities been held for municipal or other personnel? ☐ Yes ☐ No ☒ Unsure

If yes, describe what training was provided

When:

How many attended:

Additional Pollution Prevention Information

w. Any other Pollution Prevention program information for inclusion in the Annual Report may be added here or attached on the attachments page.

Missing Information

Do not close your work until you **SAVE**.

Form 3400-224 (09/17)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

a. Did the municipality update their storm sewer map this year? ☒ Yes ☐ No ☐ Unsure

If yes, check the areas the map items that got updated or changed:

☒ Storm water treatment facilities

☒ Storm pipes

☒ Vegetated swales

☒ Outfalls

☐ Other - Describe below

b. Any other Storm Sewer System Map information for inclusion in the Annual Report may be added here or attached on the attachments page.

--

Do not close your work until you SAVE.

Form 3400-224 (09/17)

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
--------------------------------------	--------------------------	-------------------------	-----------------

Element: Public Education and Outreach

3,000	3,000	3,000	<u>General revenue fund</u>
-------	-------	-------	-----------------------------

Element: Public Involvement and Participation

1,000	1,000	1,000	<u>General revenue fund</u>
-------	-------	-------	-----------------------------

Element: Illicit Discharge Detection and Elimination

5,000	5,000	5,000	<u>General revenue fund</u>
-------	-------	-------	-----------------------------

Element: Construction Site Pollutant Control

5,000	5,000	5000	<u>Permit fee and/or deposit/escrow</u>
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Element: Post-Construction Storm Water Management

2,000	2,000	2,000	<u>General revenue fund</u>
-------	-------	-------	-----------------------------

Element: Pollution Prevention

5,000	5,000	5,000	<u>General revenue fund</u>
-------	-------	-------	-----------------------------

Element: Storm Water Quality Management

10,000	10,000	10,000	<u>General revenue fund</u>
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Element: Storm Sewer System Map

5,000	5,000	5,000	<u>General revenue fund</u>
-------	-------	-------	-----------------------------

Other (describe)

Sweet Water, Mid-Moraine Water Quality Collective, League of Mun.

578	578	573	<u>General revenue fund</u>
5,000	5,000	5,000	<u>General revenue fund</u>
400	400	400	<u>General revenue fund</u>

Water Quality

a: Were there any known water quality improvements or degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

☒ Yes ☐ No ☐ Unsure If Yes, explain below:

Mercury Marine completed a \$25,000,000 dredging of Cedar Creek to remove PCB's

b: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

☐ Yes ☒ No ☐ Unsure

c: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

☒ Yes ☐ No ☐ Unsure

Additional Information

Based on the municipality's storm water program evaluation in Part II, describe any proposed changes to the municipality's storm water program.

Cedarburg drafted and passed new Storm Water Management and Erosion Control Ordinances. (see attached)

Do not close your work until you SAVE.

Form 3400-224 (09/17)

Requests for Assistance on Improving Permit Programs

Would municipality like the Department to contact them about providing more information on developing or improving any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- ☐ Public Education and Outreach
- ☐ Public Involvement
- ☐ Illicit Discharge Detection and Elimination
- ☐ Post-Construction Storm Water Management
- ☐ Storm Water Quality Management
- ☐ Storm Sewer System Map
- ☐ Construction Site Pollutant Control
- ☐ Pollution Prevention
- ☐ Water Quality Concerns
- ☒ Compliance Schedule Items Due
- ☐ MS4 Program Evaluation

Do not close your work until you **SAVE**.

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

***Required Item**

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Attach Documents

AR_IPFIN

 File Attachment

[2017SweetWaterparticipationletter.pdf](#)

AR_IDDEFIN

 File Attachment

[2017CedarburgIDDE_Final_Report-r.pdf](#)

AR_IPFIN

 File Attachment

[ROW_MS4ReportForm.docx](#)

AR_MuniFacInspFIN

 File Attachment

[PublicWorksfacilityquarterlyinspectionreports-2017.pdf](#)

AR_SWGroupReportFIN

 File Attachment

[Mid-MoraineWaterQualityCollective.pdf](#)

AR_SWMapFIN

 File Attachment

[StormMapwSwales2018.pdf](#)

AR_CSPCFIN

 File Attachment

[ConstructionSiteErosionControlOrd2017-36.pdf](#)

AR_PCSSWFIN

 File Attachment

[StormwaterMgmtOrd2017-35.pdf](#)

item)

Draft and Share PDF Report with Municipality's Governing Body.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been approved by the governing body, you will have to come back to the MS4 eReporting system to submit the report to the DNR.

[Draft and Share PDF Report with Municipality's Governing Body](#)

Sign and Submit Your Application

Steps to Complete the signature process

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

NOTE: For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

Terms and Conditions

Certification: I hereby certify that I am an authorized representative of the municipality covered under Cedarburg City MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- ☐ Authorized municipal contact using WAMS ID.
- ☐ Delegation of Signature Authority (Form 3500-123) for agent signing on the behalf of the authorized municipal contact.
- ☐ Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Authorized Signature.

☐ I accept the above
terms and conditions.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.



City of Cedarburg

City Administrator's Report

March 22, 2018

Department News

The following information is provided to keep the Common Council and staff informed on some of the activities and events of the City. Points of clarification may be addressed during the City Administrator's Report portion of the agenda; however, if discussion of any of these items is necessary, placement on a future Council agenda should be directed.

Engineering & Public Works— The Department is working on the Highland lift station, dams, sidewalk program and the 2018 Street & Utility project.

Assistant Engineer Weiser is updating the GIS system.

The Public Works crew milled portions of Evergreen Blvd., will be patching holes in streets throughout the City, and is helping with forestry work.

Parks, Recreation & Forestry— The Forestry crew is making good progress on tree work with help from the Public Works crew on clearing the brush.

Superintendent Westphal completed the tree planting contract and is working on the contract for the Emerald Ash Borer treatment. He is also working on a tree planting project with Cedarburg Green in the Westlawn Woods and an Arbor Day event.

The Annual Easter Egg Hunt is planned for March 24 in Cedar Creek Park. A 5K Run is scheduled to begin and end at Cedar Creek Park on Sunday, March 25.

The Willowbrook Park play structure will need to be removed and replaced because it is a safety hazard.

Employees are familiarizing themselves with the MyCivicApp that will be used to log resident concerns and will go live in April.

Clerk— The Clerk's Office is preparing for the Spring Election on April 3, 2018.

Assessor— Assessor Timm is working on 2018 assessments. They will be mailed mid-April.

Administrator— I, along with representatives from Thiensville, Mequon and Grafton met with the North Shore Fire Chief last week regarding their joint Fire/EMS. There will be another meeting on April 13 and the Fire Chiefs from each community will be invited to attend.

Respectfully submitted,

Christy Mertes
City Administrator

Proclamation

*Municipal Treasurers Appreciation Week
April 15 - 21, 2018*

Whereas, the office of the municipal treasurer is a time honored and vital part of local government that impacts the day to day life of citizens throughout the state; and

Whereas, the municipal treasurers provide the necessary financial information to governing bodies and agencies at the local, county, and state levels; and

Whereas, the municipal treasurers administer the procedures and keep the financial records that allow governing bodies to carry out its public function efficiently and confidently; and

Whereas, all municipal treasurers are the official custodians responsible for proper management and investment of public funds; and

WHEREAS, the 1853 municipal treasurers and the 72 county treasurers work together to collect all property taxes for their own municipalities and counties as well as their local schools, technical colleges, and the State; and

Whereas, municipal treasurers continually strive to improve the administration of the responsibilities of the office of the municipal treasurer through participation in education programs, seminars, workshops, and conferences across Wisconsin; and

Whereas, Governor Scott Walker signed a proclamation on February 7, 2018 declaring April 15 - 21, 2018 as Municipal Treasurers Appreciation Week in Wisconsin.

Now, Therefore, I, Kip Kinzel, Mayor of Cedarburg, do hereby recognize the week of April 15 through April 21, 2018, as Municipal Treasurers Week, and further extend appreciation to our Municipal Treasurer Christy Mertes, Deputy Treasurer Kelly Livingston, and Treasurer's Office employees Kathy Huebl and Jenny Valenta, and to all Municipal Treasurers for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 26th day of March, 2018

Signed: _____ Attest: _____



Whereas, In 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and
Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and
Whereas, Arbor Day is now observed throughout the nation and the world; and
Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and
Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and
Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and
Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

Now, Therefore, I, Kip Kinzel, Mayor of the City of Cedarburg do hereby proclaim April 27, 2018 as

Arbor Day

in the City of Cedarburg, and urge all citizens to celebrate Arbor Day and support efforts to protect our trees and woodlands; and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 27th day of April 2018.

Kip Kinzel, Mayor

Attest:

Constance K. McHugh, City Clerk