

**CITY OF CEDARBURG  
MEETING OF COMMON COUNCIL  
MONDAY MAY 9, 2022 – 7:00 P.M.**

A meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, May 9, 2022 at 7:00 p.m.** The meeting will be held online utilizing the zoom app and in-person at City Hall, W63 N645 Washington Avenue, Cedarburg, WI., in the second floor Council Chambers. Information on how to access the meeting is attached to the meeting packet or can be accessed by clicking the following link: [Common Council Meeting | City of Cedarburg](#)

**AGENDA**

1. CALL TO ORDER - Mayor Mike O'Keefe
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL: Present – Common Council – Mayor Mike O'Keefe, Council Members Sherry Bublitz, Jack Arnett, Rick Verhaalen, Robert Simpson, Kristen Burkart, Patricia Thome, and Angus Forbes
5. STATEMENT OF PUBLIC NOTICE
6. 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.
7. APPROVAL OF MINUTES – April 11, 2022 Regular Common Council Meeting and April 19, 2022 Special Council Meeting minutes
8. PRESENTATION
  - A. Cedarburg Art Museum Board of Directors presentation of *A Creative Place: The History of Wisconsin Art* and copy to be presented to Mayor O'Keefe
9. PUBLIC HEARING
  - A. A Public Hearing on a possible amendment to the City Zoning Code Section 13-1-54(a) to allow for tattoo businesses as a Conditional Use in the B-2 Community Business District.
10. NEW BUSINESS

- A. Discussion and possible action on Ordinance 2022-12 amending Section 13-1-54(a) of the City Zoning Code to permit Tattoo businesses as a Conditional Use in the B-2 Community Business District\*
- B. Annual Review and possible action on Certification of Code of Ethics\*
- C. Discussion and possible action on Façade Grant Approvals\*
- D. Discussion and possible action on City costs for parades and events\*
- E. Discussion and possible action of lawn maintenance at Zur Ruhe Cemetery\*
- F. Discussion and possible action on “No Mow May”\*
- G. Discussion and possible action on Ordinance No. 2022-13 correcting scrivener’s error with annexation map and corresponding legal description\*
- H. Discussion and possible action on Resolution No. 2022-14 approving a Memorandum of Understanding regarding the Western Ave site Developers Agreement related to the WEDC Idle Sites Grant\*
- I. Discussion and possible action on amendment to the Sandhill Trails Final Plat and Covenants to transfer the Landscape Easement to the owners of Lots 1 and 43\*
- J. Discussion and possible action on Outdoor Alcohol Beverage License application for Art of Joy, W63 N664 Washington Avenue (Landmarks Commission 4/28/22; Plan Commission 5/2/22)
- K. Discussion and possible action on Ordinance No. 2022-11 amending Section 5-4-5 of City Code; Permits for Private Alarm Systems\*
- L. Discussion and possible action on request from the American Legion Auxiliary to close Hilbert Avenue between Portland Road and Spring Street for a Car Show/Vendor Event on June 18, 2022 from 7:00 a.m. – 6:00 p.m.
- M. Discussion and possible action on Mayor O’Keefe appointments to various Boards, Committees, and Commissions\*
- N. Discussion and possible action on License/Permit applications\*\*\*
  - 1. Consider approval of new Operator License applications for the period ending June 30, 2022 for Rosanne Mitchell and Courtney J. Youngwirth
  - 2. Authorize issuance of a 6-month Class “B” Beer license to Cedars III LLC, Michael Kowalkowski, Agent, for Cedars III – Concession Stand, N52 W5925 Portland Road from May 10, 2022 to October 31, 2022
  - 3. Authorize issuance of a Festival Celebration Permit to Festivals of Cedarburg Inc., for Strawberry Festival to be held on Saturday, June 25, 2022 from 10:00 a.m. – 8:30 p.m. and on Sunday, June 26, 2022 from 10:00 a.m. – 5:00 p.m.

4. Consider approval of Amplified Music/Sound in an Outdoor Alcohol Beverage Seating Area Permit for period ending September 5, 2022 for:
  - Cedarburg Cultural Center, W62N546 Washington Avenue.
  - Lime Cantina, W62N550 Washington Avenue
  - Art of Joy, W63N664 Washington Avenue
5. Consider approval of 2022-2023 alcohol, operator, and cigarette licenses (see attached list)\*

O. Discussion and possible action on payment of bills dated 4/08/2022 through 4/29/2022, transfers for the period 4/09/2022 through 5/06/2022 and payroll for period 4/03/2022 through 4/30/2022\*

11. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

A. City Administrator's Report

12. COMMUNICATIONS

A. Comments and suggestions from citizens\*\*

B. Comments and announcements by Council Members

C. Mayor's Report

1. Poppy Princess Proclamation

13. ADJOURN TO CLOSED SESSION

It is anticipated the Common Council will adjourn to Closed Session pursuant to State Statute § 19.85(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically, to be discussed:

A. Administrator Contract – Deferred Compensation Agreement

14. RECONVENE TO OPEN SESSION

A. Discussion and possible action on Administrator Contract: Deferred Compensation Agreement

15. ADJOURNMENT

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

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

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

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

City of Cedarburg is an affirmative action and equal opportunity employer.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity, national origin, veteran status, or genetic information.

City of Cedarburg is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities.

To request reasonable accommodation, contact the Clerk's Office,  
(262) 375-7606, email: [cityhall@ci.cedarburg.wi.us](mailto:cityhall@ci.cedarburg.wi.us).

05/04/22 tas



## **CITY OF CEDARBURG PUBLIC MEETING POLICY DURING COVID-19**

The City of Cedarburg will begin utilizing [zoom](#), an online meeting tool, to conduct City meetings. This includes all public meetings. We are cancelling all non-essential meetings and limiting agenda items but there are items that do require decisions to be made so that projects throughout the City can continue or get completed in a timely manner. We will continue to adhere to open meeting laws as set forth by the State of Wisconsin.



Most recently the Wisconsin Department of Justice issued an advisory on March 16, 2020, addressing this issue and stating that: "Governmental bodies typically can meet their open meetings obligations, while practicing social distancing to help protect public health, by conducting meetings via telephone conference calls if the public is provided with an effective way to monitor such calls (such as public distribution, at least 24 hours in advance, of dial-in information for a conference call)." The advisory emphasizes that "When an open meeting is held by teleconference or video conference, the public must have a means of monitoring the meeting. DOJ concludes that, under the present circumstances, a governmental body will typically be able to meet this obligation by providing the public with information (in accordance with notice requirements) for joining the meeting remotely, even if there is no central location at which the public can convene for the meeting.

## **CITY OF CEDARBURG MEETING PROCEDURES DURING COVID-19 FOR PUBLIC**

To download [zoom](#) on your mobile device, click on one of the following:



Here are the procedures for public to be able to view a meeting live through [zoom](#).

1. Contact the City Administrator, Mikko Hilvo, 2 hours in advance of the meeting you wish to attend via [zoom](#) by emailing him at [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us).
2. In your email Subject line please put down the meeting that you wish to attend (example: Common Council Meeting on 3-30-20 at 7:00pm).
3. Provide your Name, Address, Email, Phone Number to him via email with a request to join the meeting.
4. You will receive an invite to the meeting via email. Click on the invite prior to the meeting being held. The meeting will be open 10 minutes prior to the scheduled meeting start time so you can check your microphone and camera setup.
5. All public participants will have their microphone muted.
6. If, during public comment, anyone wishes to talk they should request to do so through the chat feature or by using the "hand" to wave at the meeting organizer. The administrator of the meeting will unmute you at the appropriate time and ask you to make your comments.

If you are unable to utilize a computer, iPad, or tablet to view the meeting you can call or email ahead of time and a phone number will be given to you to call in on. If you do call in, we ask that you put your phone on mute when you are not talking. If you need an agenda, we can email one to you.

Contact Info: Mikko Hilvo, City Administrator, [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us), (262) 375-7917.



## **CITY OF CEDARBURG MEETING PROCEDURES DURING COVID-19 – FOR STAFF & BOARD MEMBERS**

The City of Cedarburg will be utilizing the [zoom](#) app to hold public meetings starting March 23, 2020 until April 30, 2020. All meetings will adhere to Wisconsin Open Meetings Law. The [zoom](#) app provides an option for the public to join the meeting via computer, iPad, tablet, or phone. Meetings will also be recorded and made available through our Clerks office for viewing at a later time.

Here are the procedures for staff and board members to utilize [zoom](#).

1. The City Administrator, Mikko Hilvo, will email a meeting invite to each staff and board member 24 hours prior to the meeting.
2. If another staff member, council member, or presenter needs access to the meeting and the ability to discuss an item they should request to get a meeting invite by emailing [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us) at minimum 6 hours prior to the meeting.
3. In your email Subject line please put down the meeting that you wish to attend. (Example: Common Council Meeting on 3-30-20 at 7:00pm)
4. Provide your Name, Address, Email, Phone Number and reason for attending the meeting to the administrator.
5. All agendas and documents that need to be shared during the meeting will be sent to members ahead of time and also provided electronically to the meeting organizer (City Administrator).
6. All meetings will be open 10 minutes prior to the scheduled meeting start time so you can check your microphone and camera setup.
7. All staff and/or board members will have their microphones on unless they mute it themselves. All public participants will have their microphone muted except during public comments or if they use the chat feature asking the administrator for permission to speak.
8. All Votes will be done through roll call.

If you are unable to utilize a computer, iPad, or tablet to participate in the meeting you can call or email ahead of time and a phone number will be given to you to call in on. If you do call in, we ask that you put your phone on mute when you are not talking. If you need an agenda, it can be emailed to you.

Contact Info: Mikko Hilvo, City Administrator, [mhilvo@ci.cedarburg.wi.us](mailto:mhilvo@ci.cedarburg.wi.us), (262) 375-7917.

**CITY OF CEDARBURG  
COMMON COUNCIL  
April 11, 2022**

**CC20220411-1  
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, April 11, 2022 at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers and online utilizing the Zoom app.

Mayor O’Keefe called the meeting to order at 7:00 p.m.

Roll Call:           Present - Mayor Michael O’Keefe, Council Members Sherry Bublitz, Jack Arnett, Kristin Burkart, Rick Verhaalen, Patricia Thome, Barbara Lythjohan

Excused - Council Member Robert Simpson

Also Present - City Administrator Mikko Hilvo, City Attorney Michael Herbrand, Deputy City Clerk Amy Kletzien, Director of Engineering and Public Works Mike Wieser, City Planner Jon Censky, interested citizens and news media

**STATEMENT OF PUBLIC NOTICE**

At Mayor O’Keefe’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. Citizen’s present were welcomed and encouraged to provide their input during the citizen comment portion of the meeting.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** - None

**APPROVAL OF MINUTES**

Motion made by Council Member Thome, seconded by Council Member Burkart, to approve the February 14, 2022 Joint Community Development Authority & Common Council minutes and the March 28, 2022 Common Council minutes. Motion carried without a negative vote.

**NEW BUSINESS**

**DISCUSSION AND POSSIBLE ACTION ON PROCLAMATION RECOGNIZING EDUCATION AND SHARING DAY**

This Proclamation was presented to recognize that a quality education is one of the significant foundations for the continuing success of our Community, State and Country and to advocate for an equitable and value-based education for all.

Motion made by Council Member Thome, seconded by Council Member Burkart, to adopt a Proclamation recognizing Education and Sharing Day. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON ARBOR DAY PROCLAMATION**

This Proclamation was presented to recognize the first observation of Arbor Day in 1872 with the planting of more than a million trees in Nebraska, to recognize their benefits, and to plant trees to gladden the heart and promote the well-being of this and future generations.

Motion made by Council Member Burkart, seconded by Council Member Thome, to adopt a Proclamation for Arbor Day. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON ORDINANCE NO. 2022-10 ANNEXING 41.03 ACRES AT 6660 SUSAN LANE IN THE TOWN OF CEDARBURG TO THE CITY OF CEDARBURG**

Planner Censky reminded the Council that they provided positive feedback to the applicant last September and November for this side-by-side residential project and that feedback was echoed by the Plan Commission, as well. The applicant then used the feedback as the basis for pursuing annexation. To gain further support for the project, the applicant removed two buildings at the north end of the wooded area and shifted the road away from the northwest corner to better protect those woods. The project now consists of 35 side-by-side ranch style building (70 units), down from their original proposal of 37 buildings (74 units). It is now proposed at a density of 1.75 units per gross acre, 2.0 units per net acre, exclusive of the quarry.

Planner Censky continued that tonight's request is to approve annexing the property into the City. Section 13-1-40(f), City Zoning Code, requires that newly annexed areas be placed in the RS-1 Single-Family Zoning District until an ordinance is created for permanent zoning. Ultimately, the applicant will return to pursue rezoning the property to the Rd-1 Two-Family District with the Planned Unit Development PUD overlay District. The applicant was before the Plan Commission and Common Council several times, and the Plan Commission recommended approval by unanimous vote on March 7, 2022.

Motion made by Council Member Arnett, seconded by Council Member Thome, to adopt Ordinance No. 2022-10 annexing 41.03 acres at 6660 Susan Lane in the town of Cedarburg to the City of Cedarburg. Motion carried on a roll call vote with Council Members Burkart, Verhaalen, Thome, Lythjohan, Bublitz, and Arnett voting aye and Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 2022-11 AUTHORIZING STAFF TO APPLY FOR A DEPARTMENT OF NATURAL RESOURCES RUNOFF MANAGEMENT GRANT**

Director of Engineering and Public Works Wieser explained that part of the application process to receive an Urban Non-Point Source and Stormwater Management Construction Grant; the DNR requires passage of a resolution to appoint the authorized representative for filing applications. AECOM is assisting staff with the grant application. The grant would be used to modify the Willowbrooke Pond to provide more efficient water quality treatment.



Motion made by Council Member Burkart, seconded by Council Member Thome, to adopt Resolution No. 2022-11 authorizing staff to apply for a Department of Natural Resources Runoff Management grant. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON APPROVAL FOR A CERTIFIED SURVEY MAP FOR A MINOR ADJUSTMENT TO OUTLOT 9 OF THE GLEN AT CEDAR CREEK SUBDIVISION**

Planner Censky explained that the applicant is requesting approval of his Certified Survey Map, which will serve to adjust the limits of outlot 9 in the Glen at Cedar Creek subdivision by removing the narrow strip of the outlot located between Lots 51 and 52. The purpose of the narrow portion of the outlot was for the private use by homeowners within this subdivision for pedestrian access; however, a pathway was never installed to field verify its location and discourage trespassing onto adjacent properties. Since there is another access point to outlot 9, this narrow access is unnecessary. Accordingly, with the recording of the CSM, the ownership of that narrow strip of land will be transferred to the adjacent Lots 51 and 52 on an equal basis. This was unanimously recommended by the Plan Commission on April 4, 2022.

Motion made by Council Member Thome, seconded by Council Member Arnett, to approve a Certified Survey Map for a minor adjustment to Outlot 9 of the Glen at Cedar Creek Subdivision. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON AWARD OF CONTRACT FOR THE CEDARBURG LEAD SERVICE REPLACEMENT PROGRAM**

Director of Engineering and Public Works Director Wieser explained that the City was awarded \$600,000 in Safe Drinking Water Loan Program funds through the DNR. Cedarburg Light & Water along with RA Smith advertised and received bids for the Cedarburg Lead Service Replacement Program. This contract entails the replacement of 118 lead water services from the right-of-way to the house and focuses on the northeast quadrant of the City (Bridge Road, Highwood Drive, Riveredge Drive, Jefferson Avenue and Mequon Avenue). Six bids were received with the low bid being submitted by MRJ, Inc. Cedarburg Light & Water verified that MRJ has done this work in the past and can successfully complete a project of this size. MRJ's bid of \$505,862.50 was below the Engineer's estimate and is within budget. Cedarburg Light & Water would like authorization to add an additional 20 lead service replacements (location to be determined) to fully utilize the \$600,000 awarded by the DNR.

Motion made by Council Member Burkart, seconded by Council Member Thome, to award the contract for the Cedarburg Lead Service Replacement program to MRJ, Inc. along with the authorization to add 20 additional lead service replacements in an amount not to exceed \$600,000. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON APPOINTMENT OF ANNA MARIE ARMBRUSTER TO ECONOMIC DEVELOPMENT BOARD**

Motion made by Council Member Thome, seconded by Council Member Burkart, to approve appointment of Anna Marie Armbruster to the Economic Development Board. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON APPOINTMENT OF KAYLA STOFFLETT TO DIVERSITY COMMITTEE**

Motion made by Council Member Bublitz, seconded by Council Member Burkart, to appoint Kayla Stofflett to the Diversity Committee. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON APPOINTMENT OF CONNIE KINCAIDE AS DIVERSITY COMMITTEE ALTERNATE**

Motion made by Council Member Bublitz, seconded by Council Member Thome, to appoint Connie Kincaide as an alternate on the Diversity Committee. Motion carried without a negative vote with Council Member Simpson excused.

**DISCUSSION AND POSSIBLE ACTION ON LICENSE/PERMIT APPLICATIONS**

Motion made by Council Member Verhaalen, seconded by Council Member Burkart, to approve new Operator License application for the period ending June 30, 2022 for Mark A. May. Motion carried without a negative vote with Council Member Simpson excused.

Motion made by Council Member Burkart, seconded by Council Member Bublitz, to approve granting of Temporary Class “B” licenses to Cedarburg Fireman’s Park, Inc. for Maxwell Street Days, Firemen’s Park, W65 N796 Washington Avenue for May 29, July 10, September 4, and October 2, 2022 from 6:00 a.m. to 10:00 p.m. Motion carried without a negative vote with Council Member Simpson excused.

**CONSIDER PAYMENT OF BILLS DATED 03/25/2022 THROUGH 04/01/2022, TRANSFERS FOR THE PERIOD 03/26/2022 THROUGH 04/08/2022 AND PAYROLL FOR PERIOD 03/20/2022 THROUGH 04/02/2022; AND ACTION THEREON**

Motion made by Council Member Verhaalen, seconded by Council Member Arnett, to approve payment of bills dated 03/25/2022 through 04/01/2022, transfers for the period 03/26/2022 through 04/08/2022 and payroll for period 03/20/2022 through 04/02/2022. Motion carried without a negative vote with Council Member Simpson excused.

**CITY ADMINISTRATOR’S REPORT** – No additional information was provided.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** - None

**COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS**

Council Member Burkart announced that she is holding a listening session on TID #7 at the Library on Wednesday, April 13 at 6:30 p.m.

**MAYOR REPORT** - None

**ADJOURNMENT**

Motion made by Council Member Arnett, seconded by Council Member Burkart, to adjourn the meeting at 7:22 p.m. Motion carried without a negative vote with Council Member Simpson excused.

Amy D. Kletzien, MMC/WCPC  
Deputy City Clerk

**CITY OF CEDARBURG  
COMMON COUNCIL  
APRIL 19, 2022**

**CC20220419-1  
UNAPPROVED**

An Organizational and Special meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Tuesday, April 19, 2022, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers, and online utilizing the Zoom app.

Mayor Michael O’Keefe called the meeting to order at 7:00 p.m.

Roll Call:            Present -    Council Members Jack Arnett, Sherry Bublitz, Kristin Burkart, Rick Verhaalen, Patricia Thome, Robert Simpson, and Angus Forbes

Also Present -    City Administrator Mikko Hilvo, Attorney Michael Herbrand, City Clerk Tracie Sette, Water Recycling Superintendent Dennis Grulkowski, news media and interested citizens.

**STATEMENT OF PUBLIC NOTICE**

At Mayor O’Keefe’s request, City Clerk Sette 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.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** - None

**OATHS OF OFFICE**

City Clerk Sette administered the oaths of office to Council Members Sherry Bublitz (1<sup>st</sup> Aldermanic District), Kristin Burkart (3<sup>rd</sup> Aldermanic District), Robert Simpson (5<sup>th</sup> Aldermanic District) and Angus Forbes (7<sup>th</sup> Aldermanic District).

**ELECTION OF COMMON COUNCIL PRESIDENT**

A motion was made by Council Member Bublitz, seconded by Council Member Arnett, to nominate Council Member Thome as Council President.

Mayor O’Keefe asked for any additional nominations.

A motion was made by Council Member Bublitz, seconded by Council Member Arnett, to cast a unanimous ballot for Patricia Thome for Council President. Motion carried on a roll call vote with Council Members Arnett, Bublitz, Burkart, Verhaalen, Simpson, Forbes, and Thome voting aye.

**ELECTION OF COMMON COUNCIL MEMBER TO PLAN COMMISSION**

A motion was made by Council Member Arnett, seconded by Council Member Bublitz, to nominate Council Member Thome as Common Council Representative to the Plan Commission.

A motion was made by Council Member Verhaalen, seconded by Council Member Bublitz to nominate Council Member Burkart as Common Council Representative to the Plan Commission.

Mayor O’Keefe asked for any additional nominations.

The Common Council voted by ballot which resulted in four votes for Council Member Thome and three votes for Council Member Burkart. Council Member Thome was elected Common Council Representative to the Plan Commission.

**DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO 2022-12 CREATING TAX INCREMENTAL DISTRICT NO 7, APPROVING ITS PROJECT PLAN AND ESTABLISHING ITS BOUNDARIES**

Todd Taves of Ehlers Inc. provided a summary of how financing works with a Tax Incremental District. The purpose of creating the district is to redevelop the property. The maximum life is 27 years; however, the estimated close time is twenty (20) years. In order to create the Tax Incremental District, the parcel must be found to be no less than 50% blighted. The expected value to be added to the City by January 1, 2028, is approximately \$49M. The Developer Agreement would be set up as a ‘Pay as you go’ system thereby providing protection to the City taxpayers. A rate of return analysis was conducted from the Developer’s standpoint. Metrics were calculated without Tax Incremental Finance (TIF) assistance and resulted in a rate of return of 3.83%. The calculations with TIF assistance resulted in a rate of return of 8.62%.

A discussion ensued regarding a Developers Agreement. There will be a list of protections for City taxpayers that could potentially be added to the agreement.

Elizabeth Brennen – W62 N355 Hanover Avenue – addressed the Council with concerns about the number of TID’s currently in the City. She also believes that City residents would rather have more affordable housing which sparked a discussion among the Council Members. Council Members Arnett and Burkart opined that the price of housing is driven by supply and demand.

Council Member Arnett further offered that this project has a large variety of housing options and fits well in the Smart Growth site. He also explained the Developer stands to make below-market returns while the City will see an increase in Impact Fees of over \$1M. It was his opinion that any legal battles concerning Mercury Marine would be lengthy and expensive. Council Member Burkart expressed concerns with current taxpayers having to fund the environmental cleanup.

A motion was made by Council Member Arnett, seconded by Council Member Bublitz, to approve Resolution No. 2022-12 creating Tax Incremental District No. 7, approving its Project Plan and establishing its boundaries. Motion carried on a roll call vote with Council Members Verhaalen, Forbes, Arnett, Thome, Bublitz, and Simpson voting in favor and Council Member Burkart voting against.

**DISCUSSION AND POSSIBLE ACTION ON 2022 REQUEST FROM THE ROTARY FOR MOBILE FOOD VENDORS FOR THE 2022 ROTARY RIDE EVENT**

A motion was made by Council Member Verhaalen, seconded by Council Member Burkart, to approve the mobile food vendor request from the Rotary for the 2022 Rotary Ride event. Motion carried without a negative vote with Council Member Thome abstaining.

**DISCUSSION AND POSSIBLE ACTION ON REQUEST TO LEASE ZARLING PROPERTY TO WILLIAM AND TREVOR JANESHEK TO AID IN COMPLIANCE WITH THE CITY'S ADAPTIVE MANAGEMENT PLAN**

Water Recycling Superintendent Grulkowski explained the request from William and Trevor Janeshek to lease the City-owned property which was the prior Zarling property. The Janeshek's plan is to correct the eroded areas and plant a soybean crop and winter wheat. These plantings would aid in the City's Adaptive Management Plan regarding phosphorus levels.

A motion was made by Council Member Bublitz, seconded by Council Member Simpson, to approve the lease between the City of Cedarburg and William & Trevor Janeshek for the Zarling property to aid in compliance with the City's Adaptive Management Plan. Motion carried without a negative vote.

**DISCUSSION AND POSSIBLE ACTION ON DESIGNATION OF CITY'S OFFICIAL NEWSPAPER FOR ENSUING YEAR**

A motion was made by Council Member Verhaalen, seconded by Council Member Burkart designating the *News Graphic* as the City's official newspaper for the year 2022. Motion carried without a negative vote.

**DISCUSSION AND POSSIBLE ACTION ON MAYOR O'KEEFE'S APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES, AND COMMISSIONS**

Mayor O'Keefe requested that Council Members confirm their choices for committee assignments and return them to him at their earliest convenience.

A motion was made by Council Member Burkart, seconded by Council Member Simpson, to approve the appointment of Christopher Hackbarth to the Police and Fire Commission. Motion carried without a negative vote.

**DISCUSSION AND POSSIBLE ACTION ON LICENSE/PERMIT APPLICATIONS**

A motion was made by Council Member Verhaalen, seconded by Council Member Bublitz, to approve the New Operator License applications for the period ending June 30, 2022 for Dawn M. DeGeorge, Sarah A. Enwald, Anthony M. Havel, Joshua C. Hazelwood, Emily James, and Aaron C. Zinda. Motion carried without a negative vote.

**ADMINISTRATOR'S REPORT**

Administrator Hilvo commented on the quality of employee evaluations that have been completed so far. They are all excellent and he wished to thank the entire staff for their hard work and dedication.

**COMMENTS AND SUGGESTIONS FROM CITIZENS** - None

**COMMENTS AND ANNOUNCEMENTS BY COUNCIL MEMBERS**

Council Member Thome announced the Greater Cedarburg Foundation Event which will be held April 27, 2022 at 7:00 p.m. at the Cedarburg Cultural Center. Anyone wishing to attend may RSVP to her.

Council Member Bublitz noticed that very few people apply their brakes for the speed bumps on Susan Lane.

**MAYOR'S REPORT**

Mayor O'Keefe affirmed the Proclamations designating April 17-23 Municipal Treasurer's Week and May 1-7 Municipal Clerk's Week.

**ADJOURNMENT**

A motion was made by Council Member Arnett, seconded by Council Member Bublitz, to adjourn the meeting at 8:30 p.m. Motion carried without a negative vote.

Tracie Sette  
City Clerk



**CITY OF CEDARBURG – COMMON COUNCIL  
OFFICIAL NOTICE OF PUBLIC HEARING  
ON THE PROPOSED AMENDMENT TO CITY OF CEDARBURG  
ZONING CODE SECTION 13-1-54(a) B-2 COMMUNITY BUSINESS DISTRICT**

NOTICE IS HEREBY GIVEN THAT the Common Council of the City of Cedarburg, WI will hold a PUBLIC HEARING on **Monday, May 9, 2022 at 7:00 p.m.** in the Council Chambers at City Hall, W63 N645 Washington Avenue and via the Zoom app, to gain feedback on a possible amendment to the City's Zoning Code Section 13-1-54(a) to allow for tattoo businesses as a Conditional Use in the B-2 Community Business District.

More detailed information on the proposed rezoning is available for review in the City Planner's Office during regular business hours.

All interested persons wishing to be heard are invited to attend and offer comments. If you are unable to attend and would like to submit written comments, please direct them to the City Clerk's Office prior to the hearing.

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.

Dated this 12<sup>th</sup> day of April, 2022.

Tracie Sette  
City Clerk

Publish: April 19, 2022  
April 26, 2022



## CITY OF CEDARBURG

**MEETING DATE** May 9, 2022

**ITEM NO:** 9.A & 10.A.

**TITLE:** Discussion and possible action on Ordinance 2022-12 amending Section 13-1-54(a) of the Zoning Code to permit Tattoo businesses as a conditional use in the B-2 Community Business District

### **ISSUE SUMMARY:**

At their March 7<sup>th</sup> meeting, the Plan Commission considered a request to add a *Tattoo and Body Piercing* use to the list of uses permitted in the B-1, Neighborhood Business District, B-2 Community Business District, and the B-3 Central Business District. Staff notes that this use is currently not listed as either a principal use or conditional use in any of our business districts and therefore, unless it is listed, the use will not be allowed in the city. While the applicant requests this use be added to all three business districts, she targeted the former pizza restaurant at W63N540 Hanover Avenue in the B-3 District as the site she was pursuing.

The B-3 Central Business District covers the entire downtown area, and, according to the City Zoning Code **Section 13-1-55(a)**, *is intended to provide for the preservation of Cedarburg's historic downtown and the orderly appropriate regulations to ensure the compatibility of the diverse uses typical of the downtown area without inhibiting the potential for maximum development of commercial, cultural, entertainment, and other urban activities which contribute to its role as the heart of the City. This area contains a mix of retail shops, offices, restaurants, cultural, entertainment, and residential uses.*

The B-2 Community Business District is located along Washington Avenue from Evergreen Boulevard south to Pioneer Road, a small area along the east side of north Washington Avenue and north of Cambridge Avenue, and at the intersection of Bridge Street and Columbia Road. This District, per City Zoning Code **Section 13-1-54(a)**, *is intended to provide for the orderly and attractive grouping at appropriate locations of retail stores, shops, offices, and service establishments serving the daily needs of the surrounding local community area. The size and location of such districts shall be based upon evidence of justifiable community need, of adequate customer potential, of satisfactory relationship to the traffic circulation system, and other related facilities and of potential contribution to the economic welfare of the community.*

The B-1 Neighborhood Business District is detailed in the City Zoning Code, and per **Section 13-1-53(a)**, *is established to provide for individual or small groups of retail and service establishments serving the day-to-day needs of the general public located in areas near residential neighborhoods.*

After a lengthy discussion, the Plan Commission determined that this use was not appropriate in the B-3 and B-1 Districts but would be compatible with the uses in the B-2 Community Business District.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** At their March 7, 2022 meeting, the Plan Commission reviewed this request and recommended adding Tattoo Businesses to the list of conditional uses in the B-2 Community Business District.

**BUDGETARY IMPACT:** N/A

### **ATTACHMENTS:**

- Ord. No. 2022-12
- Plan Commission Minutes from the March 7, 2022 meeting

**INITIATED/REQUESTED BY:** Tessa Lang, Inc Worx Emporium

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

**RECOMMENDATION OF ZONING TEXT AMENDMENT FOR B-1, B-2 AND B-3 BUSINESS DISTRICTS TO INCLUDE TATTOO AND BODY PIERCING AS A PERMITTED OR CONDITIONAL USE – INK WORX EMPORIUM/TESSA LANG**

Planner Censky advised Commissioners that Petitioner Tessa Lang submitted an application to add *Tattoo and Body Piercing* to the list of uses in the B-1 Neighborhood Business District, B-2 Community Business District, and the B-3 Central Business District. Planner Censky noted that this use is currently not listed in any of the districts in the City, and wanted to clarify the intent of each of these districts, as follows:

The B-1 Neighborhood Business District is detailed in the City Zoning Code, and per **Section 13-1-53(a)**, *is established to provide for individual or small groups of retail and service establishments serving the day-to-day needs of the general public located in areas near residential neighborhoods.*

The B-2 Community Business District is located along Washington Avenue from Evergreen Boulevard south to Pioneer Road, a small area along the east side of north Washington Avenue and north of Cambridge Avenue, and at the intersection of Bridge Street and Columbia Road. This District, per City Zoning Code **Section 13-1-54(a)**, *is intended to provide for the orderly and attractive grouping at appropriate locations of retail stores, shops, offices, and service establishments serving the daily needs of the surrounding local community area. The size and location of such districts shall be based upon evidence of justifiable community need, of adequate customer potential, of satisfactory relationship to the traffic circulation system, and other related facilities and of potential contribution to the economic welfare of the community.*

The B-3 Central Business District covers the entire downtown area, and, according to the City Zoning Code **Section 13-1-55(a)**, *is intended to provide for the preservation of Cedarburg's historic downtown and the orderly appropriate regulations to ensure the compatibility of the diverse uses typical of the downtown area without inhibiting the potential for maximum development of commercial, cultural, entertainment, and other urban activities which contribute to its role as the heart of the City. This area contains a mix of retail shops, offices, restaurants, cultural, entertainment, and residential uses.*

After review of the proposal by City Staff, Planner Censky ascertained that this type of use serves the needs of the general community, rather than the historic or nearby neighborhoods, and is therefore more compatible with uses in the B-2 District. He reminded Commissioners that by listing it as a conditional use, conditions can be put in place to reduce the impact of the use on this District. Recommendations from the Plan Commission at this meeting will be forwarded to the Common Council for public hearing and final decision.

Petitioner Lang was in attendance and advised Commissioners that, although her amendment request was for all three of the aforementioned business districts, she is specifically looking to set up her business in the former dining area of the building at

W63N540 Hanover Avenue, located in the B-3 District. She explained that even though this site is off the main drag, she found it appealing because it is centrally located in an area that features high walkability with festivals and visitors. She feels that since this site is not highly visible from Washington Avenue, it would be considered less “in your face” to those that might not want to see it. In response to questions from Commissioners, Petitioner Lang assured them that minor children are not allowed inside without a parent or guardian, and a counter will be placed in the reception area of the business to restrict entry. She described her business as being strait-laced and completely anti-drug, assuring Commissioners that the artists are family-oriented Cedarburg people, and their goal is to put out good work.

The majority of Commissioners agreed that the use was better suited to the B-2 District, as opposed to downtown, and felt that, although the more sequestered location off of Hanover Avenue seemed ideal, these types of spaces in the downtown area are limited, reasoning that if other requests for tattoo shops come in for that District, they might not be able to deny them if they are in a more visible location. They also agreed with Planner Censky that adding tattoos as a conditional use allows the most amount of guidance for these establishments.

As part of her request, Petitioner Lang would like the opportunity to purchase the only license to operate a tattoo shop in the City. Commissioners were unsure of the legality of that request, and concluded they would need to consult with the City Attorney.

Since Petitioner Lang confirmed that she has no immediate plans of adding body piercing to her offerings, Commissioners agreed that only tattoo businesses are being recommended at this time.

**Action:**

A motion was made by Council Member Thome, seconded by Commissioner Voltz, to add tattoo businesses as a Conditional Use in the B-2 Community Business District. Motion carried without a negative vote with Vice Chairperson Kinzel excused.

**REQUEST SITE/ARCHITECTURAL CHANGES TO THE APPROVED PLAN FOR  
COMMERCIAL PROPERTY LOCATED AT W62N535 WASHINGTON AVENUE –  
CEDARBURG LAND & CATTLE LLC**

During their June 7, 2021 meeting, Plan Commissioners approved Petitioner Greg Zimmerschied’s request to downsize his original plans for the commercial building proposed for the northwest corner of Washington Avenue and Mill Street. This request was approved on the condition that only footing and foundation permits would be issued until the Petitioner submits and receives approval of his detailed exterior lighting, landscaping and site grading plans.

Petitioner Zimmerschied has once again made changes to the plan; specifically, moving the open stairwell to the roof-top deck from the south elevation to the west elevation, and adding a second set of stairs to the inside of the restaurant via a small penthouse addition.

**ORDINANCE NO. 2022-12**

**AN ORDINANCE TO AMEND SECTION 13-1-54(d)  
OF CITY OF CEDARBURG CODE OF ZONING ORDINANCES  
RELATING TO CONDITIONAL USES IN THE B-2 COMMUNITY  
BUSINESS DISTRICT**

The Common Council of the City of Cedarburg do ordain as follows:

**SECTION 1.** Section 13-1-54(d) of the City Code of the City of Cedarburg is hereby amended to include as follows:

**SEC. 13-1-54(d) Conditional Uses**

(31) Tattoo Businesses

**SECTION 2. SEVERABILITY.** The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

**SECTION 3. EFFECTIVE DATE.** This ordinance shall take effect and be in force from and after its passage and publication as provided by law.

Passed and adopted this 9<sup>th</sup> day of May 2022.

\_\_\_\_\_  
Michael O’Keefe, Mayor

Attest:

\_\_\_\_\_  
Tracie Sette, City Clerk

Approved as to form:

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

## CITY OF CEDARBURG

**MEETING DATE:** May 9, 2022

**ITEM NO:** 10.B.

**TITLE:** Annual Review and Certification of Code of Ethics

**ISSUE SUMMARY:** The proper operation of democratic government requires that public officials and employees be independent, impartial, and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office is not to be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is established a code of ethics for all City of Cedarburg officials and employees. This code of ethics establishes guidelines for ethical standards of conduct for all such officials and employees. Each public official and employee shall review provisions of this code between May 1 and May 31 of each year and certify to the City Clerk by June 15 that such annual review has been undertaken.

**STAFF RECOMMENDATION:** Review Code of Ethics

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

**BUDGETARY IMPACT:** None

**ATTACHMENTS:** Title 2-Chapter 5-Ethics Code

**INITIATED/REQUESTED BY:** Clerk's office

**FOR MORE INFORMATION CONTACT:** Clerk Tracie Sette (262) 375-7606

## CHAPTER 5 ETHICS CODE

### Sec. 2-5-1 Declaration of policy.

The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office is not to be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is established in this chapter a code of ethics for all City of Cedarburg officials and employees whether elected or appointed, paid or unpaid, including members of council as well as boards, committees and commissions of the city (city agencies). The purpose of this ethics code is to establish guidelines for ethical standards of conduct for all such officials and employees by setting forth those acts or actions that are incompatible with the best interests of the City of Cedarburg and by directing disclosure by such officials and employees of private financial or other interests in matters affecting the city.

(Ord. No. 2004-08)

### Sec. 2-5-2 Responsibility of public office.

Public officials and employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the Constitution of this State and carry out impartially the laws of the nation, state and municipality, to observe in their official acts the highest standards of morality and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their prime concern.

(Ord. No. 2004-08)

### Sec. 2-5-3 Dedicated service.

- (a) Officials and employees should adhere to the rules of work, professionalism and performance established as the standard for their positions by the appropriate authority.
- (b) Officials and employees should not exceed their authority or breach the law or ask others to do so, and they should work in full cooperation with other public officials and employees unless prohibited from so doing by law or by officially recognized confidentiality of their work.

(Ord. No. 2004-08)

### Sec. 2-5-4 Fair and equal treatment.

- (a) *Use of public property.* No official or employee shall request or permit the unauthorized use of city-owned vehicles, equipment, materials or property for personal convenience or profit.
- (b) *Fundraising.* With the exception of fundraising for purposes of raising money for city departmental programming, equipment, or capital projects, which may occur subject to council approval and all provisions of this Code and the State Statutes, the following shall be prohibited:

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- (1) No official or employee shall request or permit the use of city resources, city time or city equipment for the purpose of fundraising.
  - (2) No official or employee shall use his or her position, authority or influence, whether possessed or anticipated, to represent themselves as a city official or employee for private or public fundraising.
  - (b) *Obligations to citizens.* No official or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.
- (Ord. No. 2004-08; Ord. No. 2015-13)

## **Sec. 2-5-5 Conflict of interest.**

- (a) *Financial and personal interest prohibited.* No official or employee, whether paid or unpaid, shall engage in any business or transaction or shall act in regard to financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of official duties in the public interest contrary to the provisions of this chapter or which would tend to impair independence of or action in the performance of official duties.
- (b) *Definitions.*
  - (1) *Financial interest.* Any interest which shall yield, directly or indirectly, a monetary or other material benefit to the officer or employee or to any person employing or retaining the services of the officer or employee.
  - (2) *Personal interest.* Any interest arising from blood or marriage relationships or from close business or political associations, whether or not any financial interest is involved.
  - (3) *Person.* Any individual or legal entity.
- (c) *Specific conflicts enumerated.*
  - (1) *Incompatible employment.* No official or employee shall engage in or accept private employment or render service for private interest when such employment or service is incompatible with the proper discharge of official duties or would tend to impair independence of judgment or action in the performance of official duties, unless otherwise permitted by law.
  - (2) *Disclosure of confidential information.* No official or employee shall, without proper legal authorization, disclose confidential information concerning the property, government or affairs of the City, nor shall such information be used to advance the financial or other private interests of the official or employee or others.
  - (3) *Gifts and favors.*
    - a. No public official or employee may use his or her public office to "obtain financial gain" or "anything of value" for the private benefit of himself or herself, for his or her immediate family, or for an organization with which he or she is associated.
    - b. No person may directly or indirectly offer or give "anything of value" to a local public official or employee if it could reasonably be expected to affect that official's vote, official action or judgment, or if it could be construed as a reward for any official action or inaction on the part of the local public official or employee. No local public official or employee may accept "anything of value" tendered under such circumstances. "Anything of value" is defined as "money or property, favor, service, payment, advance, forbearance, loan or promise of future employment". Legal campaign contributions are exempt from the definitions. An official or employee is not to accept hospitality if, after consideration of the surrounding circumstances, it could reasonably be concluded that such hospitality would not be extended were it not for the fact that the guest, or

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a member of the guest's immediate family, was a City official or employee. This includes any discount on the price of admission, parking, or use of a box at a stadium that is tax exempt from general property taxes. Participation in celebrations, grand openings, open houses, informational meetings and similar events are excluded from this prohibition. This paragraph further shall not be construed to prevent candidates for elective office from accepting hospitality from citizens for the purpose of supporting the candidate's campaign.

- c. No local public official or employee may take any official action that affects a matter in which the public official or employee, a member of his or her immediate family, or an organization with which the official or employee is associated has a substantial financial interest.
  - d. No local public official or employee may use his or her office or position in any way that produces or assists in producing a substantial benefit, either directly or indirectly, for the official or employee, any members of his or her immediate family, or an organization with which the official or employee is associated.
- (4) *Representing private interests before city agencies or courts.* No officer or employee shall appear on behalf of any private person (other than him or herself, his or her spouse or minor children) before any city agency. However, members of the common council may appear before city agencies on behalf of constituents in the course of their duties as representatives of the electorate or in the performance of public or civic obligations.
- (d) *Contracts with the city.* No city officer or employee who, in his capacity as such officer or employee, participates in the making of a contract in which he has a private pecuniary interest, direct or indirect, or performs in regard to that contract with some function requiring the exercise of discretion on his part shall enter into any contract with the city unless it is within the confines of section 946.13.
- (e) *Disclosure of interest in legislation.*
- (1) Any member of the common council who has a financial interest or personal interest in any proposed legislation before the common council shall disclose on the records of the common council or the ethics board created by this chapter the nature and extent of such interest.
  - (2) Any other official or employee who has a financial interest or personal interest in any proposed legislative action of the common council or who serves on a board or committee, shall disclose the nature and extent of such interest.
  - (3) If there is a conflict of interest for any official or employee, he or she must refrain from participating in any way including discussion, deliberations or action on the item.

(Ord. No. 2004-08)

### **Sec. 2-5-6 Advisory opinion.**

Any questions as to the interpretation of any provisions of this code of ethics chapter shall be referred to the personnel committee serving as the ethics board or the city attorney. The fact that a person seeks an advisory opinion and abides by the material facts as stated, is evidence of intent to comply with the ethics code.

(Ord. No. 2004-08)

### **Sec. 2-5-7 Jurisdiction and application.**

- (a) The personnel committee shall have administrative jurisdiction over this code of ethics chapter and shall be deemed the ethics board pursuant to Wis. Stats. § 19.59(3)(d) for that purpose. An individual may request an



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advisory opinion on the propriety of any matter to which he or she is or may become a party. However, the personnel committee has complete discretion as to whether to issue such an opinion. All requests and advisory opinions to the ethics board must be in writing.

- (b) The personnel committee may make recommendations with respect to amendments to this code of ethics chapter.
- (c) Upon the sworn complaint of any person alleging facts which, if true, would constitute improper conduct under the provisions of this chapter, the personnel committee shall conduct an investigation of the facts of the complaint; if the investigation indicates there may be a reasonable basis for the complaint justifying further investigation, the committee shall conduct a public hearing in accordance with the common law requirements of due process, including notice, an opportunity to be heard, an opportunity to cross-examine witnesses and to present testimony and other evidence in support of the accused's position and an opportunity to be represented by counsel or other representatives at the expense of the accused. The committee shall make written findings of fact and issue a written decision concerning the propriety of the conduct of the subject official or employee and shall refer the matter to the common council for final disposition.
- (d) In the event a member of the personnel committee is allegedly involved in an ethics code violation, the mayor, subject to the confirmation of the common council, shall appoint another council member to temporarily replace the member of the committee who is under investigation.

(Ord. No. 2004-08)

#### **Sec. 2-5-8 Sanctions.**

A determination that an official's or employee's actions constitute improper conduct under the provisions of this chapter may constitute a cause of suspension, removal from office or employment or other action permitted by law.

(Ord. No. 2004-08)

#### **Sec. 2-5-9 Distribution of ethics code.**

- (a) The city clerk shall cause a copy of this code of ethics to be distributed to every public official and employee of the City of Cedarburg within 30 days after enactment of this chapter. Each public official and employee elected, appointed or engaged thereafter shall be furnished a copy before entering upon his duties.
- (b) Each public official, the mayor, the chairman of each board, commission or committee and, through the city administrator, the head of each department shall, between May 1 and May 31 each year, review the provisions of this Code with his fellow council, board, commission, committee members or subordinates as the case may be and certify to the city clerk by June 15 that such annual review had been undertaken. A copy of this ethics code chapter shall be continuously posted on each department bulletin board wherever situated.

(Ord. No. 2004-08)

## CITY OF CEDARBURG

**MEETING DATE:** May 9, 2022

**ITEM NO:** 10.C.

**TITLE:** Discussion and possible action on Façade Grant Approvals

**ISSUE SUMMARY:** The first round of façade grant applications was received by the City prior to April 1, 2022. The grant committee met to review the applications and evaluated whether they met the criteria as established by the grant program. A total of nine (9) applications were received out of which three (3) directly met the criteria and three (3) met the criteria with specific guidelines provided by the grant committee. The three (3) that the committee recommends for receiving the grant are Leap of Faith for awning repair (\$700), The Burg for front facing window replacement (\$5000), and Brandywine for painting the exterior of the building (\$5000). The three (3) approved with additional requirements are Wyndrose Jewelry for siding repair (\$5000), Gustav Building for façade color restoration (\$5000), and Remax for masonry cleaning (\$3250). Wyndrose Jewelry would be required to follow the landmarks and plan commission directive of only replacing the siding that is in need of repair. They would be required to utilize the same material as used on the building currently. Gustav Building would be required to restore the building to the original color or masonry. This would be determined by the City Planner with final approval by the landmarks and plan commission. Remax would receive funds for restoring/cleaning the masonry on their building and replacement of cedar shakes.

**STAFF RECOMMENDATION:** Staff recommends the approval of the six (6) grant applications that meet the façade grant guidelines and as approved by the committee.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** Façade Improvement Grant Committee recommends the approval of six (6) grants as described in the issue summary.

**BUDGETARY IMPACT:** None. Utilization of \$23,950 of ARPA Funds. The total allocation for the façade improvement grant program is \$60,000.

**ATTACHMENTS:** None

**INITIATED/REQUESTED BY:** City Administrator Mikko Hilvo

**FOR MORE INFORMATION CONTACT:** City Administrator Mikko Hilvo

## CITY OF CEDARBURG

**MEETING DATE:** May 9, 2022

**ITEM NO:** 10.D.

**TITLE:** Discussion and possible action on City costs for parades and events

**ISSUE SUMMARY:** With ongoing safety concerns for various parades and events around Wisconsin we are working on plans to minimize risks within the City of Cedarburg. Additional officers, staff, and equipment are necessary to do so. The increased costs will be assessed to the various groups requesting assistance but there are several events/parades that would increase costs to the City. The additional costs have not been budgeted for in the 2022 budget.

**STAFF RECOMMENDATION:** Staff is seeking approval to utilize ARPA funds to cover the staff costs in 2022 and then budget for the increases for 2023.

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

**BUDGETARY IMPACT:** \$11,271.68 for Police Department Staffing, \$2194 for Memorial Day Parade DPW staffing. Use of ARPA funds in 2022.

**ATTACHMENTS:** DPW and Police estimated costs

**INITIATED/REQUESTED BY:** Administrator Mikko Hilvo

**FOR MORE INFORMATION CONTACT:** Administrator Mikko Hilvo

CITY OF CEDARBURG - Public Works Dept  
Project Cost Form

**Project: Memorial Day Parade**

**Completion Date: 5-30-2022**

**Reported By: J. Bublitz Public Works Superintendent**

<b>LABOR:</b>	<b><u>Man Hrs.</u></b>	<b><u>Rate/Hr.</u></b>	<b><u>Labor Cost</u></b>
1. a. PT/Seasonal	0.0	\$10.00	\$0.00
b. Crew Person (salary+benefits)	18.0	\$71.85	\$862.20
2. <b>Total Labor Cost</b> (add lines 1.a. through 1.b.)			<b>\$862.20</b>

<b>*EQUIPMENT:</b>	<b><u>Hrs.</u></b>	<b><u>*Rate/Hr.</u></b>	<b><u>Equip. Cost</u></b>
3. a. 36 Ft. Aerial Lift Truck	0.00	\$41.14	\$0.00
b. 55 Ft. Aerial Lift Truck	0.00	\$69.82	\$0.00
c. Brush Chipper & Truck	0.00	\$44.34	\$0.00
d. Pickup Truck	0.00	\$14.30	\$0.00
e. 1-Ton Dump Truck GVW13K	0.00	\$14.30	\$0.00
f. Single Axle Dump Truck GVW30K	12.00	\$57.36	\$688.32
g. Tandem Axle Dump Truck GVW50K	6.00	\$74.08	\$444.48
h. 40HP Tractor	0.00	\$28.44	\$0.00
i. 100HP End Loader	0.00	\$54.04	\$0.00
j. Stump Grinder & Pickup Truck	0.00	\$55.48	\$0.00
k. Garbage Truck	0.00	\$44.94	\$0.00
4. <b>Total Equipment Cost</b> (add lines 3.a. through 3.j.)			<b>\$1,132.80</b>

\*2019 Wis. DOT Rates

<b>MATERIALS:</b>	<b><u>Qty.</u></b>	<b><u>Cost/Unit</u></b>	<b><u>Material Cost</u></b>
5. Yield sign 24x24	0	\$35.30	\$0.00
Yield sign 30x30	0	\$33.95	\$0.00
Do Not Enter sign 24x24	0	\$39.95	\$0.00
One Way sign 36x12	0	\$29.75	\$0.00
Street sign	0	\$31.15	\$0.00
Stop sign 30x30	0	\$33.95	\$0.00
Sign Pole	0	\$39.55	\$0.00
concrete mix	0	\$5.00	\$0.00

6. <b>Total Material Cost</b> (add lines 5.a., 5.b. and 5.c.)	<b>\$0.00</b>
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**TOTALS:**

8. Total Project Cost (lines 2 + 4 + 6)	\$1,995.00
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9. Administrative Fees (Total x 10%)	\$199.50
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10. <b>Grand Total</b>	<b>\$2,194.50</b>
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**Police Department Expenses for Parades and Events**

Memorial Day parade: \$1,802.78 (Tax Payers)

Strawberry Fest: \$9,463.52 (Festivals)

4<sup>th</sup> of July parade: Officers - \$2,468.32, Snipers - \$1591.52 (Tax Payers)

County Fair: \$10,818.12 (50/50 split between the county and the City Tax Payers)

Country in the Burg: \$10,346.48 (Country in the Burg)

Wine and Harvest: \$9,794.80 (Festivals)

CHS senior parade: \$460.28 (CHS)

## CITY OF CEDARBURG

**MEETING DATE:** May 9, 2022

**ITEM NO:** 10.E.

**TITLE:** Discussion and possible action of lawn maintenance Zur Ruhe Cemetery Lawn

**ISSUE SUMMARY:** In late April our current lawn service for Zur Ruhe Cemetery informed us that they will no longer be able to provide the service for us. We have since reached out to several lawn service companies and looked at the possibility of hiring part-time seasonal staff. Based on how our applications have come in for summer seasonal help for other areas of the City the best option for us is to continue to contract for the service. Our current budget is \$23,500 and the new lowest proposal is \$1800 per cut. It typically requires up to 24 cuts per season. This totals \$43,200. We could choose to do less cuts but this could result in an increase in complaints and a poorly maintained cemetery. We could contract for this amount and utilize cemetery fund balance in 2022 and then budget for the increase for 2023. Immanuel Cemetery is still maintained by a seasonal staff member but increases in wages are required to maintain this position. The additional cost for 2023 for this position is minimal. Staff will be working on a long-term solution for future maintenance of cemeteries. This will include evaluating adding another full-time staff to public works with the primary function of the position being the maintenance of cemetery properties.

**STAFF RECOMMENDATION:** Staff is seeking approval to contract for Zur Ruhe Cemetery lawn service by utilizing cemetery fund balance in 2022.

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

**BUDGETARY IMPACT:** \$19,700 use of cemetery fund balance. Current Fund Balance: \$336,478.02

**ATTACHMENTS:** None

**INITIATED/REQUESTED BY:** Administrator Mikko Hilvo

**FOR MORE INFORMATION CONTACT:** Administrator Mikko Hilvo

## CITY OF CEDARBURG

**MEETING DATE:** May 9, 2022

**ITEM NO:** 10.F.

**TITLE:** Discussion and possible action on “No Mow May”

**ISSUE SUMMARY:** A request has been made by several residents and a council member to participate in “No Mow May”. Cities and Villages across Wisconsin are adopting “No Mow May” to protect the endangered honeybee and bumblebee population. May is when pollinators emerge from hibernation. By not mowing, bees find clover, dandelions, and other flowering plant to feed from. Our current ordinance Sec. 8-1-7 does not allow lawns, grasses, and noxious weeds to grow in excess of 8 inches. By approving “No Mow May” we would temporarily allow only residential areas to grow their lawns in excess of 8”. Our public facilities, including parks, will continue to be maintained to normal standards.

**STAFF RECOMMENDATION:** None

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

**BUDGETARY IMPACT:** None

**ATTACHMENTS:** Ordinance Sec. 8-1-7, “No Mow May” Article

**INITIATED/REQUESTED BY:** Council Member Kristin Burkhart

**FOR MORE INFORMATION CONTACT:** Administrator Mikko Hilvo



# What you need to know about No-Mow May, the bee-boosting trend sweeping Wisconsin

More communities are encouraging residents to put away their lawnmowers for next month to help pollinator populations grow

By Rob Mentzer

Published:

- Monday, April 18, 2022, 6:15am

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Two years ago, Appleton became the first city in the U.S. to adopt "No-Mow May," an initiative designed to boost the population of bees and other pollinators.

The idea is to give homeowners the option of letting their lawns get a bit overgrown for a few weeks to ensure that bees that are coming out of hibernation have plenty of options for the nectar and pollen they need.

The initiative, which is optional everywhere it's been implemented, requires cities to temporarily waive enforcement of ordinances that require homeowners to maintain their lawns.

In Appleton in 2020, No-Mow May was met with success, and other cities including Wausau, Oshkosh, Fort Atkinson and Stevens Point adopted the idea the following year.

And like dandelions on an unmown lawn, this year the idea has spread even farther. No-Mow May will be observed in De Pere, Wisconsin Rapids, La Crosse and other Wisconsin communities, as well as more distant places such as Ann Arbor, Michigan; Bangor, Maine; and New York's Hudson Valley.

## **What's the point of No-Mow May?**

"Bees, and insects in general, are in a bit of a slump right now," said Israel Del Toro, a biology professor at Appleton's Lawrence University.

Studies have shown steep declines in wild bee populations in the 21st century. It's a serious enough problem that the United Nations characterizes it as a threat to the global food supply.

Del Toro, who encountered the concept of a No-Mow May from an environmentalist group in the United Kingdom, was the driving force behind

Appleton's pioneering initiative. There are many factors that are hurting bee populations, he said, including climate change and irresponsible uses of pesticides and herbicides.

But in his view, the biggest stressor is habitat loss.

No-Mow May ensures that bees and other pollinators have plentiful food sources as they come out of hibernation. Del Toro has also worked with the city of Appleton and Lawrence University to establish places in parks and public spaces that could be havens for native plants to support pollinators all summer long.



*Danny Perez Photography (cc/by/nc/nd)*

It's also worth noting that the pollinators most affected are not the bees most people know. There are more than 500 species of bees, and unlike honey bees or bumblebees, most of them don't live in colonies.

"They're solitary little organisms," Del Toro said, and they do "the vast majority of pollinating in our urban ecosystems and in our agricultural ecosystems."

### **Does No-Mow May actually make a difference?**

The evidence that No-Mow May works to boost local pollinator populations is striking.

Del Toro's research in Appleton's first year of the program with fellow Lawrence University professor Relena Ribbons found a fivefold increase in the number of pollinators and a threefold increase in pollinator species diversity in the spaces. Del Toro said they expected to see populations increase, but that was a "staggering difference."

### **What if I love mowing my lawn, or just can't stand the grass looking messy?**

Not everyone likes a shaggy lawn. In Appleton, the first year of No-Mow May did coincide with an increase in complaints to the city.

This year, Ruth Ludwig, a member of the Superior City Council, brought forward a No-Mow May resolution there; the council will vote on it on Tuesday. Ludwig is a master gardener and loves watching the bees find flowers in her yard. But even in her own household, not everyone is completely sold on No-Mow May.

"My husband is one of those," she said. "He likes getting all the weeds out of the lawn. For him, it is therapeutic; he'll spend an afternoon pulling the weeds. In the spring, I do have to fight with him: 'Keep those dandelions. Let them grow, so it feeds the bees.'"





People pass by vast numbers of blossoming dandelions in a public park in Frankfurt, Germany, Thursday, May 3, 2018. *Michael Probst/AP Photo*

Del Toro said there is plenty of room for compromise. People can plant native flowers or allow growth only in parts of their yards. They can set up bee hotels, designed as habitats for solitary species like the leafcutter bee. And they can simply reduce their own use of pesticides, herbicides and fertilizers that can play a role in harming bee populations.

"By all means, if it's really driving you crazy, and it's really hurting you to watch those flowers grow in your yard, go ahead and mow," Del Toro said. "There are plenty of other ways for you to get involved and participate."

## **My community doesn't have No-Mow May. How can I help the bees?**

Bee City USA, an initiative of the Xerces Society for Invertebrate Conservation, offers advice for people who want to support bees without running afoul of local ordinances. One is to "maintain a mowed buffer" that separates your lawn from your garden.

"Maintaining a tidy mowed edge also makes a busy natural planting look less overwhelming, and makes these spaces look intentional rather than neglectful," the nonprofit writes.

Bee City USA also recommends engaging your local city council to see whether an optional No-Mow May program might work in your community.

For Del Toro, the broader goal is to make people aware that each of us can find ways to help bees.

"It's much more than just not mowing," Del Toro said. "It's also thinking actively about pollinator conservation, and all the little habits we can get rid of that maybe are hurting pollinators."

## Sec. 8-1-7 - Regulation of length of lawn and grasses.

[SHARE LINK TO SECTION](#)[PRINT SECTION](#)[DOWNLOAD \(DOCX\) OF SECTION](#)[EMAIL SECTION](#)[COMPARE VERSIONS](#)

(a)

*Purpose.* This section is adopted due to the unique nature of the problems associated with lawns, grasses and noxious **weeds** being allowed to grow to excessive length in the City of Cedarburg.

(b)

*Public nuisance declared.* The common council finds that lawns, grasses and noxious **weeds** on lots or parcels of land which exceed eight inches in length adversely affect the public health and safety of the public in that they tend to emit pollen and other discomforting bits of plants, constitute a fire hazard and a safety hazard in that debris can be hidden in the grass, interferes with the public convenience and adversely affects property values of other land within the city. For that reason, any lawn, grass or **weed** on a lot or other parcel of land which exceeds eight inches in length is hereby declared to be a public nuisance. An exception to the height requirement will be allowed for property located in designated floodplain areas, drainageways and/or wetland areas or where the lawn, grass or **weed** is part of a natural lawn approved pursuant to [Section 8-1-6](#) above.

(c)

*Nuisances prohibited.* No person, firm or corporation shall permit any public nuisance as defined in subsection (b) above to remain on any premises owned or controlled by him within the city.

(d)

*Inspection.* The **Weed** Commissioner or his designee shall inspect or cause to be inspected all premises and places within the City to determine whether any public nuisance as defined in Subsection (b) above exists.

(e)

*Abatement of nuisance.*

(1)

If the **weed** commissioner shall determine with reasonable certainty that any public nuisance as defined in subsection (b) above exists, he shall immediately cause written notice to be served that the city proposes to have the lot grass or lawn cut so as to conform with this section and [section 8-1-5](#).

(2)

The notice shall be served at least seven days prior to the date of the city's date of action to have the grass or lawn cut and shall be mailed or served on the owner of the lot or parcel of land or, if he is not known and there is a tenant occupying the property, then to the tenant, of the time and place at which the hearing will be held.

(f)

*Due process hearing.* If the owner believes that his grasses or weeds are not a nuisance, he may request a hearing before the common council. The request for said hearing must be made in writing to the city clerk's office within the seven days set forth in the weed commissioner's notice. Upon application for the hearing, the property owner must deposit a \$25.00 bond. If a decision is rendered in the property owner's favor, the \$25.00 will be returned to the property owner. If the property owner fails to appear for the hearing or if the decision is rendered against the property owner, the deposit shall be forfeited and applied to the cost of city personnel abating the nuisance, if necessary. When the owner of the property requests a hearing, a hearing by the common council shall be held within 14 days from the date of the owner's request. The city will not mow the property in question until such time as the council holds the hearing. At the hearing, the owner may appear in person or by his attorney, may present witnesses in his own behalf and may cross-examine witnesses presented by the city as well as subpoena witnesses for his own case. At the close of the hearing, the common council shall make its determination in writing specifying its findings, facts, and conclusions. If the common council determines that a public nuisance did exist, the council shall order the weed commissioner to mow the property in question unless the property has been mowed by the owner within 48 hours of the common council's decision. If the owner does not abate the nuisance within the described 48 hours, the weed commissioner shall cause the same nuisance to be abated and cost in excess of the forfeited fee assessed accordingly.

(g)

*City's option to abate nuisance.* In any case where the owner, occupant or person in charge of the property shall fail to cut his lawn, grass or weeds as set forth above, then, and in that event, the city may elect to cut said lawn, grass or weeds as follows:

(1)

The written notice required in subsection (e) shall inform said person that in the event of his failure to abate the nuisance within the prescribed time, the city shall abate the same and the cost thereof shall be assessed to the property owner as a special charge.

(2)

the city shall cut or cause to be cut all grass and weeds from the subject's property and shall charge the expenses of so doing at a rate as established by resolution by the common council. The charges shall be set forth in a statement to the city clerk who, in turn, shall mail the same to the owner, occupant or person in charge of the subject premises. If said statement is not paid in full within 30 days thereafter, the city clerk shall enter the charges in the tax roll as a special tax against said lot or parcel of land, and the same shall be collected in all respects like other taxes upon real estate, or as provided under Wis. Stats. § 66.615(3)(f).



## CITY OF CEDARBURG

**MEETING DATE:** May 9, 2022

**ITEM NO:** 10.D.

**TITLE:**

Consider correcting a scrivener's error on the annexation map and corresponding legal description for the 41.03-acre Stone Lake Development (former Tillman Quarry site), and action thereon.

**ISSUE SUMMARY:** After receiving approval last April of the annexation petition for the 41.03-acre Stone Lake Development, staff discovered an error on the accompanying map and corresponding legal description that would have resulted in the creation of an illegal town island. A town island is an unincorporated area entirely surrounded by the annexing body. In this instance, the property located at 6590 Susan Lane located in the Town of Cedarburg would have been completely surrounded by the City of Cedarburg with the annexation of Stone Lake Development site as shown on the map they submitted. Accordingly, to correct that problem, the revised map attached herewith shows a 10 wide strip of land extending from the northeast corner of the parcel at 6590 Susan Lane north 162.54' to a point where it joins lands in the Town of Cedarburg located to the north and east of the site.

**Staff Comments:** Staff recommends approval.

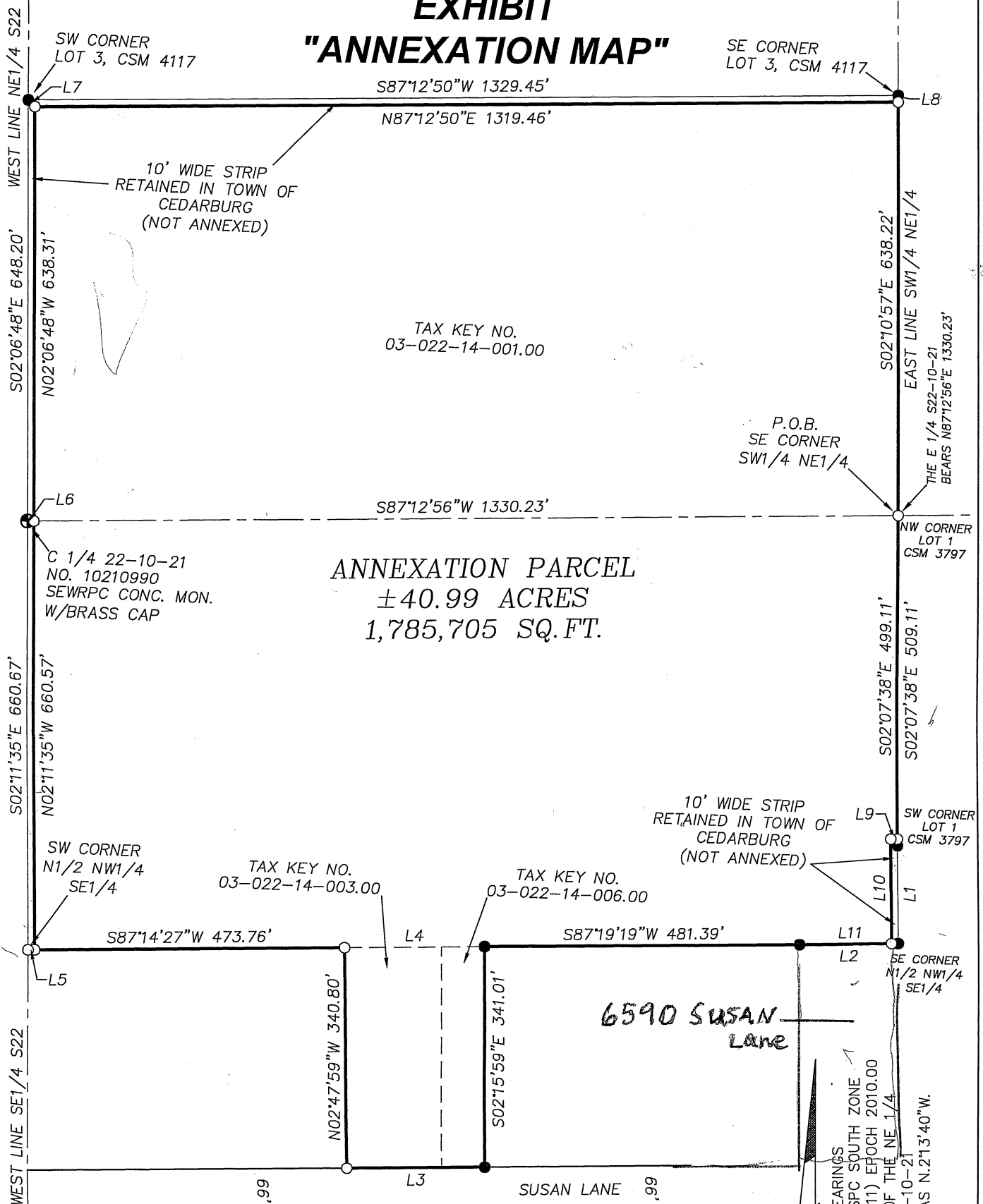
**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

**ATTACHMENTS:** Revised Annexation Map and Ordinance No. 2022-13

**INITIATED/REQUESTED BY:** Craig Caliendo, President Kingsway Homes

**FOR MORE INFORMATION CONTACT:** Jonathan Censky, City Planner, 262-375-7614

# EXHIBIT "ANNEXATION MAP"



NO.	BEARING	DISTANCE
L1	S02°11'37"E	152.42
L2	S87°04'54"W	150.33
L3	S87°17'44"W	210.98
L4	S87°14'27"W	214.16
L5	S87°14'27"W	10.00
L6	S87°50'49"W	10.00
L7	N47°26'59"W	14.06
L8	N02°10'57"W	10.00
L9	S87°48'23"W	10.01
L10	S02°11'37"E	162.54
L11	S87°04'54"W	140.33

## LEGEND:

- = FOUND MONUMENT OF RECORD
- = MONUMENT TO BE SET BY SURVEY
- = ANNEXATION BOUNDARY
- - - = PLSS SECTION SUBDIVISION LINES
- - - - - = APPROXIMATE PARCEL LINES

**ORDINANCE NO. 2022-13**

**An Ordinance Correcting a Scrivener's Error  
With Annexation of 6660 Susan Lane  
Stone Lake Development, Inc.**

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

**SECTION 1.** Territory Annexed. In accordance with Section 66.0217(2) of the Wisconsin Statutes and the Petition for Direct Annexation filed with the City Clerk of the City of Cedarburg, Wisconsin, signed by all owners of all the real property in the territory and all electors residing in the territory, the following described territory in the Town of Cedarburg, Ozaukee County, Wisconsin, is annexed to the City of Cedarburg, Wisconsin.

COMMENCING at the East 1/4 Corner of Section 22, said Township and Range; thence S.87°12'56"W., 1330.23 feet along the South line of the Northeast 1/4 of said Section 22 to the POINT OF BEGINNING, being the Southeast Corner of the Southwest 1/4 of the Northeast 1/4 of Section 22 and the Northwest Corner of Lot 1, Certified Survey Map No. 3797; thence S.02°07'38"E., 499.11 feet; thence S.87°48'23"W., 10.01 feet; thence S.02°11'37"E., 162.54 feet to a point on the North line of Lot 2, Certified Survey Map No. 341; thence S.87°04'54"W., 140.33 feet to the Northeast Corner of Lot 5, Hidden Grove Subdivision; thence S.87°19'19"W., 481.39 feet to the Northwest Corner of Lot 3, Hidden Grove Subdivision; thence S.02°15'59"E., 341.01 feet to the Southwest Corner of Lot 1, Hidden Grove Subdivision; thence S.87°17'44"W. along the North Right of Way line of Susan Lane, 210.98 feet; thence N.02°47'59"W., 340.80 feet; thence S.87°14'27"W., 473.76 feet to a point, from which the Southwest corner of the North 1/2 of the Northwest 1/4 of the Southeast 1/4 said Section 22 bears S.87°14'27"W., 10.00 feet; thence N.02°11'35"W. parallel to the West line of the said Southeast 1/4, 660.57 feet to a point, from which the Center 1/4 Corner of Section 22 bears S.87°50'49"W., 10.00 feet; thence N.02°06'48"W. parallel to the West line of the said Northeast 1/4, 638.31 feet to a point, from which the Southwest corner of Lot 3, Certified Survey Map No. 4117, bears N.47°26'59"W., 14.06 feet; thence N.87°12'50"E., parallel to the south line of said Lot 3, 1319.46 feet to a point, from which the Southeast Corner of said Lot 3 bears N.02°10'57"W., 10.00 feet; thence S.02°10'57"E., 638.22 feet to the POINT OF BEGINNING, and containing 40.99 acres (1,785,705 square feet), more or less.

OWNERS: Stone Lake Development, Inc.

TAX KEY NUMBER: 03-022-03-001.00, 03-022-14-003.00, 03-022-14-006.00

ADDRESS: 6660 SUSAN LANE

CEDARBURG, WI 53012

The current population of the territory is zero.

**SECTION 2.** Effect of Annexation. From and after the date of this ordinance, the territory described in Section 1 shall be a part of the City of Cedarburg for any and all purposes provided by law, and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of Cedarburg.

**SECTION 3.** Temporary Zoning Classification. (a) The territory annexed to the City of

## ORDINANCE NO. 2022-13

Cedarburg by this ordinance is temporarily zoned as follows, pursuant to Sec. 66.0217(8) of the Wisconsin Statutes: RS- I Single Family Residential District; (b) The Plan Commission is directed to prepare an amendment to the zoning ordinance setting forth permanent classifications and regulations for the zoning of the annexed area.

**SECTION 4.** Aldermanic District Designation. Section 2-1-3 of the Code of Ordinances of the City of Cedarburg is hereby amended to incorporate this annexation. The territory described in Section 1 of this ordinance is hereby made a part of Ward 7, Aldermanic District 7 of the City of Cedarburg, as described in Section 2-1-3 of the City of Cedarburg Code of Ordinances, subject to the ordinances, rules and regulations of the City governing aldermanic districts, and subject to the County Board amending the supervisory district map to move this parcel from County Supervisory District 11 representing the Town of Cedarburg to County Supervisory District 16 representing the City of Cedarburg.

**SECTION 5.** Town Taxes. The City agrees to pay annually to the Town of Cedarburg, for five years, an amount equal to the amount of property taxes that the Town levied on the annexed territory, as shown by the tax roll, in the year in which the annexation is final.

**SECTION 6.** Severability. If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this ordinance, which can be given effect without the invalid or unconstitutional provision or application.

**SECTION 6.** Effective Date. This ordinance shall take effect upon its passage and publication as provided by law.

Passed and adopted by the Common Council of the City of Cedarburg, this 9<sup>th</sup> day of May 2022.

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Michael J. O’Keefe, Mayor

Countersigned:

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Tracie Sette, City Clerk

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Michael P Herbrand, City Attorney

## CITY OF CEDARBURG

**MEETING DATE:** May 9, 2022

**ITEM NO:** 10.H.

**TITLE:** Discussion and possible action on approval of a Memorandum of Understanding regarding the Western Ave site Developers Agreement related to the WEDC Idle Sites Grant

**ISSUE SUMMARY:** Grants up to \$250,000 are available for Wisconsin municipalities for redevelopment of idle industrial and commercial sites. Smart Growth Area #2 on Western Ave has been identified as a future redevelopment area and as such qualifies for this grant. We have applied for the grant as of April 1, 2022. As the WEDC evaluates the grant request we have been asked to provide a Memorandum of Understanding between the City and the Developer relating to the Developers Agreement to specifically outline the terms of the grant funding.

**STAFF RECOMMENDATION:** Staff recommends that we approve the MOU.

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

**BUDGETARY IMPACT:** Potential decreased costs to the City for future redevelopment of an idle site near our historic district.

**ATTACHMENTS:** Memorandum of Understanding, Resolution 2022-14

**INITIATED/REQUESTED BY:** Mikko Hilvo, City Administrator

**FOR MORE INFORMATION CONTACT:** Mikko Hilvo, City Administrator

**MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF CEDARBURG  
AND P2 Development Company LLC/Robert Bach CONCERNING THE FOX RUN  
PROJECT**

This Memorandum of Understanding (“MOU”) is made and entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by and between the City of Cedarburg, a Wisconsin municipal corporation (“City”) and P2 Development Company LLC/Robert Bach (“Recipient”).

**RECITALS**

WHEREAS, Recipient is developing a project with 160 rental apartment units, 44 two- and three- bedroom rental townhomes, and 26 for sale “pocket homes” averaging 2500 sq. ft.; and

WHEREAS, Recipient is partnering with City to develop the Fox Run project in accordance with Recipient’s development plans; and

WHEREAS, the parties hereto have agreed that Recipient shall serve as contract administrator and fiscal agent for the completion of the Fox Run project; and

WHEREAS, City has applied for and received confirmation that it will receive up to \$250,000 in grant funds to assist with the Recipient project from the Wisconsin Economic Development Corporation (“WEDC”); and

WHEREAS, City’s receipt of such funding from WEDC requires a local match of 75%, which shall be more than satisfied through potential TIF funding of the project; and

WHEREAS, the WEDC grant funds and local match must be expended prior to \_\_\_\_\_ of 20\_\_\_\_, such that time is of the essence; and

WHEREAS, the parties desire to enter into this MOU to clarify their respective roles and responsibilities for grant reporting compliance and completion of the Fox Run project;

NOW, THEREFORE, in consideration of the terms and provisions contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties hereto, it is agreed as follows:

## **PROVISIONS**

1. In furtherance of this MOU, Recipient shall:
  - a. Provide to City paid itemized invoices for eligible expenses with proof of payment for reimbursement purposes for its \$250,000 portion of work, as required by WEDC.
  - b. Provide to City semi-annual performance reports during the construction phase of the project, with a final report due upon completion of construction, as required by WEDC.
  - c. Indemnify City in the event of any default of the Fox Run project which may entitle WEDC to a return of any grant funds expended.
  - d. Guarantee that City shall not be responsible for any other financial obligations of Recipient relating to the Fox Run project, which shall be funded other than by City's \$250,000 contribution.
  - e. Upon commercially reasonable notice by City, provide City's Finance Department, or any party each so names, access to project records during the life of the project and for a period of at least three (3) years thereafter, for audit purposes.
2. In furtherance of this MOU, City shall:
  - a. Provide in-kind support to Recipient as needed with respect to the Fox Run project, including, but not limited to, serving as part of a contract management team.
  - b. Submit semi-annual reports to WEDC, as prepared by Recipient, to ensure compliance with the requirements of the WEDC grant program.
  - c. Provide payment in the amount of \$250,000 to Recipient, upon receipt of invoice, after at least \$750,000 of matching funds have been incurred and paid.
  - d. Provide documentation, as reasonably requested by Recipient, to assist in complying with the terms and conditions of other grant awards relating to the Fox Run project for which City's \$250,000 contribution constitutes matching funds.
  - e. Ensure WEDC-acknowledgement is included in the final Fox Run project documents.
  - f. Upon commercially reasonable notice by Recipient, provide Recipient, or any party each so names, access to project financial records during the life of the project and for a period of at least three (3) years thereafter, for audit purposes.
3. City has the authority to enter into this MOU pursuant to the authorizing Resolution passed by the City Council on May 9, 2022.
4. Recipient has the authority to enter into this MOU pursuant to ownership of P2 Development.

5. This MOU may be amended at any time by mutual consent of the parties. Amendments shall be in writing and shall become effective only after execution by duly authorized representatives of the parties.

IN WITNESS WHEREOF, the Parties have caused this MOU to be duly executed and delivered as of the date first above written.

**CITY**

By: \_\_\_\_\_  
Michael O'Keefe, Mayor

ATTEST:

\_\_\_\_\_  
Tracie Sette, City Clerk

**RECIPIENT**

By: \_\_\_\_\_  
Robert Bach  
Principle Owner/P2 Development



CITY OF CEDARBURG

RESOLUTION NO. 2022-14

A RESOLUTION APPROVING  
MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CITY OF CEDARBURG AND  
P2 DEVELOPMENT COMPANY LLC/ROBERT BACH  
CONCERNING THE FOX RUN PROJECT

WHEREAS, Recipient is developing a project with 160 rental apartment units, 44 two- and three- bedroom rental townhomes, and 26 for sale “pocket homes” averaging 2500 sq. ft.; and

WHEREAS, Recipient is partnering with City to develop the Fox Run project in accordance with Recipient’s development plans; and

WHEREAS, the parties hereto have agreed that Recipient shall serve as contract administrator and fiscal agent for the completion of the Fox Run project; and

WHEREAS, City has applied for and received confirmation that it will receive up to \$250,000 in grant funds to assist with the Recipient project from the Wisconsin Economic Development Corporation (“WEDC”); and

WHEREAS, City’s receipt of such funding from WEDC requires a local match of 75%, which shall be more than satisfied through potential TIF funding of the project; and

WHEREAS, the parties desire to enter into this MOU to clarify their respective roles and responsibilities for grant reporting compliance and completion of the Fox Run project;

NOW, THEREFORE, BE IT RESOLVED by the City of Cedarburg, that the Memorandum of Understanding between the City of Cedarburg and P2 Development Company LLC/Robert Bach in the form attached is approved.

PASSED AND ADOPTED by the Common Council of the City of Cedarburg, County of Ozaukee, State of Wisconsin on this 9<sup>th</sup> day of May, 2022.

---

Michael O’Keefe, Mayor

Countersigned:

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Tracie Sette, City Clerk

## CITY OF CEDARBURG

**MEETING DATE:** May 9, 2022

**ITEM NO:** 10.I.

**TITLE:** Discussion and possible action on an amendment to the Sandhill Trails final plat and covenants to transfer the landscape easement to Lots 1 and 43.

**ISSUE SUMMARY** The Sandhill Trails Homeowners Association is requesting to relinquish the 25' landscape easement located across the Keup Road frontage of lots 1 and 43 of this subdivision and assign it to the affected property owners. This easement was added to the subdivision plat and the protective covenants by the developer to protect the city's street trees located within the 25' easement on these private lots. Before submitting this request for your consideration, the HOA did obtain consent from the two property owners for this transfer. Accordingly, attached herewith is the Amendment to the Final Plat and Protective Covenants which upon signature and recording will accomplish this request.

**Staff Comments:**

City Forester Kevin Westphal has reviewed this request and recommends approval

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

The applicant received Plan Commission recommendation on May 2, 2022, by unanimous vote.

**ATTACHMENTS:**

- Minutes from the May 2, 2022, Plan Commission meeting.
- Subdivision Plat Map with easement.

**INITIATED/REQUESTED BY:** Sandhill Trails HOA

**FOR MORE INFORMATION CONTACT:** Jonathan Censky, City Planner, 262-375-7614

1049332

## SANDHILL TRAILS

Part of the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4, of Section 25,  
Township 10 North Range 21 East, City of Cedarburg, Ozaukee County, Wisconsin.

NE 1/4 OF  
SEC 28-10-2  
TOWN BRASS  
CAP NUMBER

**SEURVEYOR & ENGINEER**  
R.L. SMITH & ASSOCIATES, INC.  
15745 West Bluffs Road  
Birmingham, AL 35208  
PH 205-781-1000  
FAX 205-797-7373

**DEVELOPER**  
HBT of Sardinia Trails LLC  
750 North Plankinton Avenue  
Milwaukee, WI 53203  
Tel: Jim Dwyer  
PH: 414-274-2455

Notes:  
All measurements measured and shown to the nearest hundredths of a foot. Swathings are reference to the North line of the Northeast 1/4 of Section 28, Town 18 North, Range 21 East, Wisconsin State Plane coordinate system, South zone which bears North 87°06'45" East.

Lois 7 and 43 are restricted to no direct voluntary access to Kump Ross.

Order 1 is to be called, managed and delivered by the homeowner's organization for Satisfactory Trials.

**STORM WATER MANAGEMENT NOTE:**  
The storm water management pond ("The Pond" (Outlet 1, CSM 5803)) is designed for and sized to fulfill the storm water management need only for the 47 acres of the 60-acre BTR site.

and not participate in the maintenance of the bridge, but only for the rights of the bridge itself. Subdivision, but also for the adjacent Pine Ridge and Kaup Trails subdivisions. In total, 68 lots will be served by the storm water practices located within The Pond. Beyond this subdivision future homeowner's association will be responsible for the management of the maintenance of the Pond for its intended design and purpose, pursuant to the terms of the certain Storm Water Maintenance Agreement dated November 25, 2016 and recorded at the Gradsburg County Register of Deeds Office as Document No. 2016459.

See sheet 2 for grading, curve table & additional notes

See sheet 3 for page numbers

RONALD A VOIGT  
OZAUKEE COUNTY  
REGISTER OF CLERKS  
PORT WASHINGTON, WI

RECORDED ON  
05/11/2017 9:12 AM



JANUARY 20, 2017  
RECEIVED MARCH 3, 2017

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

### Beyond Surveying and Engineering

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690.7 1 OF 4 SHEETS

51 of 96

ZONING, SETBACKS &amp; TYP. EASEMENT DETAILS

Part of the northwest 1/4 and Southwest 1/4 of the Northeast 1/4, of Section 28,  
Township 10 North, Range 21 East, City of Cedarburg, Ozaukee County, Wisconsin

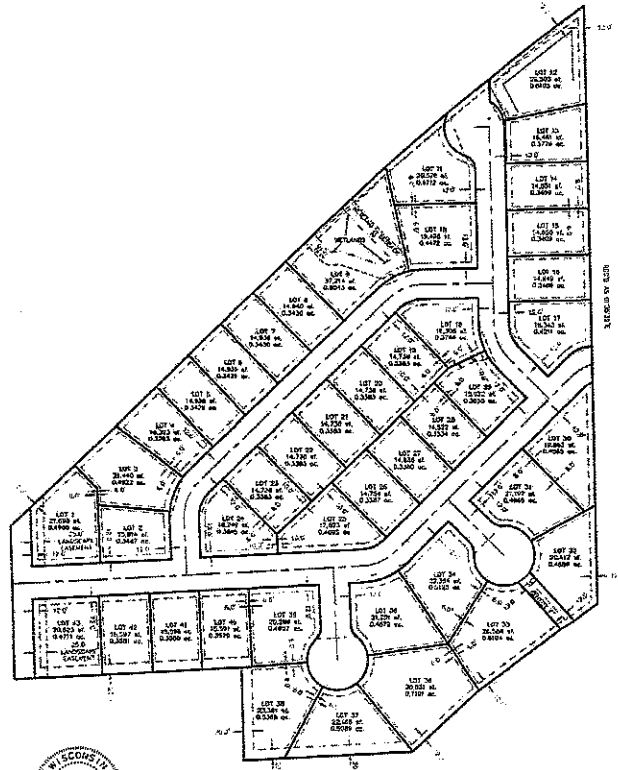


1049332

BASEMENT LOT 14

# SANDHILL TRAILS

Part of the Northwest 1/4 and Southwest 1/4 of the Northwest 1/4, of Section 20,  
Township 10 North, Range 21 East, City of Olathe, Cass County, Missouri



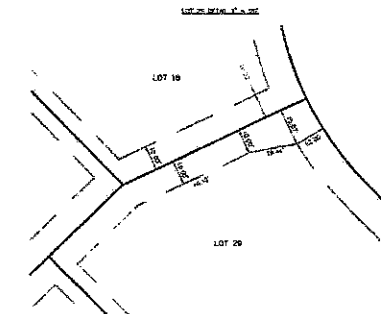
## NOTES:

1. Drainage easements are hereby established as shown on this Plat.

2. The Utility and Public Drainage easements are for minor surface drainage, storm sewers, electric, telephone and cable television lines.

3. The easements are 12 feet off of the public right of way and 10 feet from the lot lines and 8 feet off each interior lot line, except for the following:

- Lot 16, 10 feet from southerly exterior lot line.
- Lots 19 thru 23, 10 feet from rear lot line.
- Lot 24, 10 feet from southerly lot line.
- Lot 25, 10 feet from westerly lot line for lot line.
- Lot 26 thru 28, 10 feet from rear lot line.
- Lot 29, variable width from interior lot line, as shown (see detail).
- Lots 18 and all lots 15, 10 feet from rear lot line.
- Lots 32 and 33, no easements shown in order for lines adjoining Olathe.



0 100 200 Feet  
GRAPHIC SCALE

There are no objections to this plat with respect to  
Sections 236.15, 236.16, 236.20 and 236.21(1) and (2),  
Wet State as provided by s. 236.12, Wet State.

Certified *[Signature]*  
Department of Administration



R.A. Smith National, Inc.

Beyond Surveying  
and Engineering

1049332 Plat of Sandhill Trails  
10/10/16 for the City of Olathe, Missouri  
Surveyed by: [Signature] Plotted by: [Signature]  
10/10/16 10/10/16 10/10/16

SHEET 1 OF 1 (10/10/16)

1049332

**SANDHILL TRAILS**Part of the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4, of Section 28,  
Township 10 North, Range 21 East, City of Cedarburg, Ozaukee County, Wisconsin.**SURVEYOR'S CERTIFICATE**STATE OF WISCONSIN )  
                                  )SS  
WAUKESHA COUNTY )

I, JOHN P. CASUCCI, PROFESSIONAL LAND SURVEYOR, CERTIFY:

That I have surveyed, divided and mapped all that 3 part of the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4, Section 28,  
Township 10 North, Range 21 East, City of Cedarburg, Ozaukee County, Wisconsin, being more particularly described as:

Commencing at the Northwest corner of said 1/4 Section 28; thence South 01° 51' 56" East along the West line of the Northeast 1/4 of said Section 28 a distance of 146.71 feet to a point on the South right-of-way line of the Wisconsin Electric Power Company right of way, said point being the point of beginning of this description; thence North 66° 47' 10" East along said South line 785.54 feet to a point; thence Northwesterly 753.02 feet along said South line and an arc of a curve whose center line is the Southeast, whose radius is 5583.21 feet and whose chord bears North 40° 36' 36" East 752.46 feet to a point on the West line of Pine Ridge Subdivision; thence South 01° 52' 22" East along said West line and its extension 1151.03 feet to a point on the North line of Certified Survey No. 2882, thence South 89° 33' 58" West along said North line 56.78 feet to a point, thence South 88° 08' 42" West along said North line 56.85 feet to a point; thence South 50° 45' 33" West along said North line 302.72 feet to a point; thence South 67° 54' 52" West along said North line 180.23 feet to a point; thence South 67° 59' 25" West 235.71 feet to a point; thence North 01° 51' 56" West 188.43 feet to a point; thence South 87° 01' 45" West 432.40 feet to a point on the westward West line of said 1/4 Section 28; thence North 01° 51' 59" West along said West line 324.54 feet to the point of beginning.

Said land contains 1,025,896 square feet or 23,5512 acres.

That I have made such survey, land division and plat by the direction of HBT OF SANDHILL TRAILS LLC, owner of said land.

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

That I have fully complied with the provisions of Chapter 238 of the Wisconsin Statutes and the Subdivision regulations of the City of Cedarburg in survey, dividing and mapping the same.

DATE: NOVEMBER 20, 2017  
Revised March 3, 2017

*John P. Casucci*  
JOHN P. CASUCCI  
PROFESSIONAL LAND SURVEYOR  
REGISTRATION NO. 2055

**CORPORATE OWNER'S CERTIFICATE**

HBT OF SANDHILL TRAILS LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, certifies that it has caused the land described on this Plat to be surveyed, divided, dedicated and mapped as represented on this Plat.

HBT OF SANDHILL TRAILS LLC does further certify that this map is required by S 238.10 or S 238.12 to be submitted to the following for approval or objection:  
City of Cedarburg  
Wisconsin Department of Administration

It is Witness Whereof, HBT OF Sandhill Trails LLC, has caused these presents to be signed by William A. Wojcik, Vice President of Towne Realty, Inc., its Manager;

on this 10<sup>th</sup> day of April, 2017.HBT OF SANDHILL TRAILS LLC  
by Towne Realty, Inc., ManagerBY *William A. Wojcik*  
William A. Wojcik, Vice PresidentSTATE OF WISCONSIN )  
                                  )SS  
MILWAUKEE COUNTY )Personally came before me this 10<sup>th</sup> day of April, 2017, William A. Wojcik, Vice President of Towne Realty, Inc., sole Member of HBT OF SANDHILL TRAILS LLC, to me known to be the person who executed the foregoing instrument and acknowledged before me that they executed the same.*Tara A. Burt*

*William A. Wojcik*  
Notary Public, State of Wisconsin  
My commission expires 6-17-17

**COUNTY TREASURER'S CERTIFICATE**STATE OF WISCONSIN )  
                                  )SS  
OZAUKEE COUNTY )

I, JOSHUA MORRISON, being the duly elected, qualified and acting treasurer of the County of OZAUKEE, do hereby certify that the records in my office

show no unrecorded tax sales or unpaid special assessments as of April 11<sup>th</sup>, 2017, affecting the lands included in the Plat of SANDHILL TRAILS.DATE: April 11<sup>th</sup>, 2017

*Joshua Morrison*  
JOSHUA MORRISON, COUNTY TREASURER

**CITY TREASURER'S CERTIFICATE**STATE OF WISCONSIN )  
                                  )SS  
OZAUKEE COUNTY )

I, CHRISTY MERTER, being the duly elected, qualified and acting administrator / treasurer of the City of Cedarburg, do hereby

certify that the records in my office show no unrecorded tax sales or unpaid special assessments as of April 11<sup>th</sup>, 2017, affecting the lands included in the Plat of SANDHILL TRAILS.DATE: 4/11/17

*Christy Mertes*  
CHRISTY MERTER, CITY ADMINISTRATOR/TREASURER

**COMMON COUNCIL CERTIFICATE**STATE OF WISCONSIN )  
                                  )SS  
OZAUKEE COUNTY )

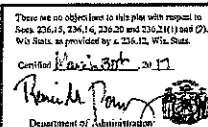
Resolved that the Plat known as SANDHILL TRAILS, in the City of Cedarburg, Ozaukee County, Wisconsin, which has been filed for approval, be and hereby is approved as required by Chapter 238 of the Wisconsin State Statutes.

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the common council of the City of Cedarburg on the 11th day of April, 2017.DATE: 4/11/17

*Kristin*  
KIP KRUEGER

DATE: 4/11/17

*Constance K. Mertes*  
CONSTANCE MERTER, CITY CLERK

**R.A. Smith National, Inc.**Beyond Surveying  
and Engineering

14111th Wisconsin Street, Brookfield, WI 53005  
414-441-1400 Fax 414-441-1401  
Register 26 State CA Professional PE  
S:\01045850.dwg 14" x 22" plot, 1:10000 4/11/17

SHEET 4 OF 4 SHEETS

## CITY OF CEDARBURG

**MEETING DATE:** May 9, 2022

**ITEM NO:** 10.J.

**TITLE:** Discussion and possible action on Outdoor Alcohol Beverage License application for The Art of Joy business at W63 N664 Washington Avenue

**ISSUE SUMMARY:** The applicant is requesting an Outdoor Alcohol Beverage License to serve alcohol beverages outside on their downtown business site at W63N664 Washington Avenue. While most of this site is already fenced in by a decorative wood fence, they propose to install a series of new wood planters, with rope barriers between, to enclose the open patio at the northwest corner of the site. These planters measure 24" tall X 60" long X 24" deep.

Coupled with the Outdoor Alcohol Beverage license, the applicant is requesting various ancillary changes to this outdoor use. These changes are being proposed because their occupancy permit for use of the building is being delayed due to a backlog in plan review at the State level. Accordingly, the applicant is hoping to commence with her outdoor operation while waiting for the necessary state approval to occupy the building. Specifically, the applicant is proposing the use of a temporary portable food/beverage trailer to be located on the gravel area directly north of their wood fence and to install temporary portable toilets in the rear yard adjacent to the outbuilding. The intent is to use these facilities until she receives state approval to occupy the building which she expects will be sometime mid to late summer and then move them off site.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:** At its April 28<sup>th</sup> meeting, the Landmarks Commission reviewed this request and voted approval subject to the service trailer and portable toilets being removed at time of occupancy permit. It was agreed the applicant will have time to work with staff on this. The Plan Commission reviewed this request last Monday and voted to approve the Outdoor Alcohol Beverage License subject to them operating under the terms of city code for such activity (i.e. outdoor activity ends no later than 10:00pm).

**BUDGETARY IMPACT:** n/a

**ATTACHMENTS:**

- Unapproved Plan Commission minutes from the May 2, 2022 meeting.
- Unapproved minutes from the April 28, 2022 Landmarks Commission meeting.
- Site plan with pictures of the service trailer.

**INITIATED/REQUESTED BY:** Stefanie Hayes

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



## Art of Joy: Temporary Camper Request







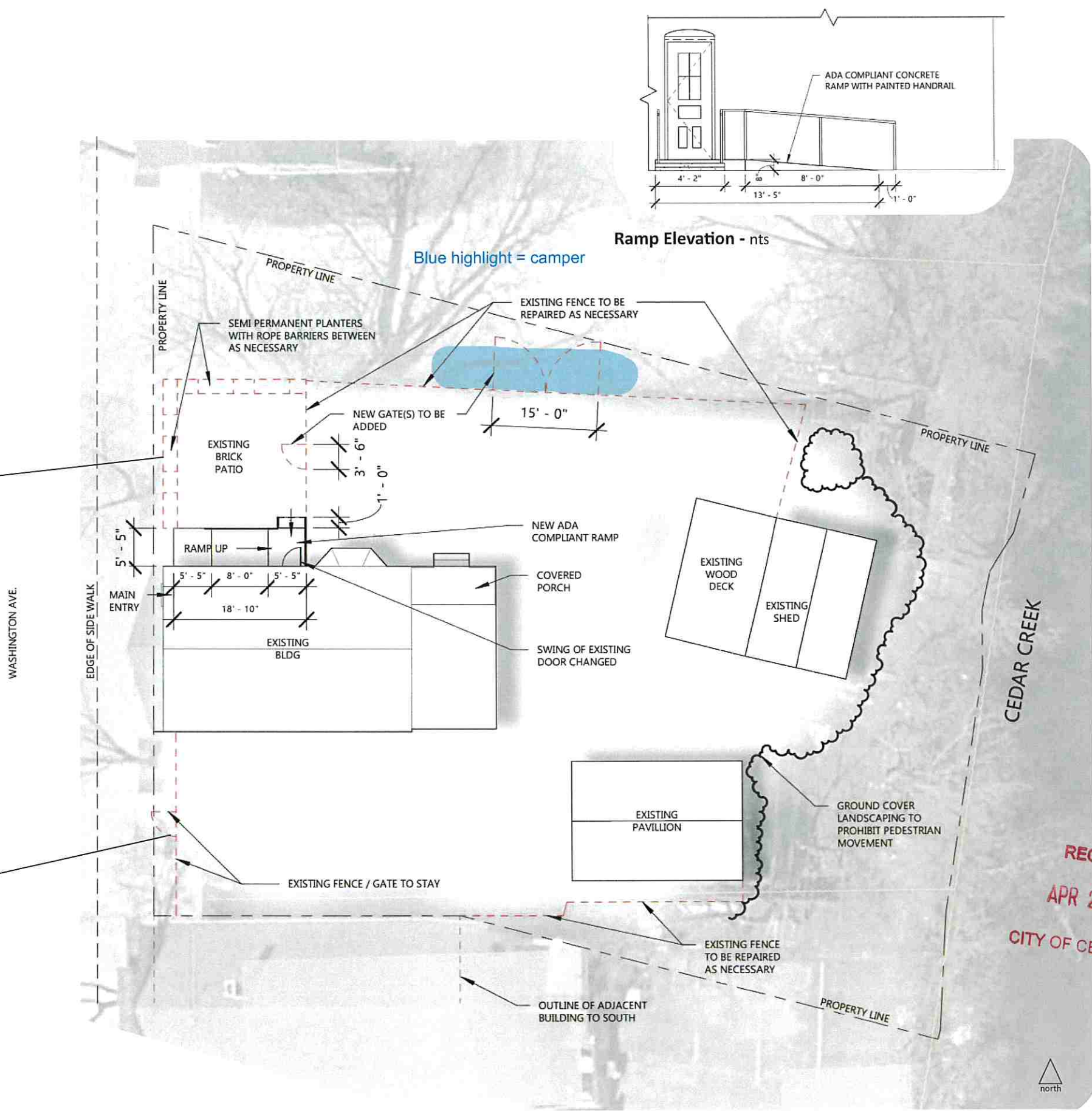
Existing Fence Line - North of main building



New Wood Planter - Image for basis of design. Planters to be approximately 24" tall x 60" long x 24" deep. Placed around patio with no more than 6" between planters to create continuous separation.



Existing Fence Line - South of main building



Site Plan - 1/16" = 1'-0"



PARKING SCHEDULE		
PHASE	TYPE	QUANTITY

- SITE PLAN GENERAL NOTES:**
- A. ARCHITECTURAL SITE PLAN IS FOR REFERENCE ONLY. SEE CIVIL AND LANDSCAPE PLANS FOR ADDITIONAL INFORMATION.
  - B. NOTIFY DIGGER'S HOTLINE, WISCONSIN'S ONE-CALL CENTER (B) WORKING DAYS PRIOR TO THE START OF ANY WORK. CALL 811 OR (800) 242-8511 OR WWW.DIGGERSHOTLINE.COM
  - C. EXISTING TOPOGRAPHIC INFORMATION OBTAINED FROM (SURVEY COMPANY) DATED MONTH, DAY YEAR.
  - D. EXISTING UTILITIES ARE SHOWN ACCORDING TO THE BEST AVAILABLE INFORMATION. HOWEVER, LOCATIONS MAY NOT BE ACCURATE OR COMPLETE. CONTRACTOR SHALL HAVE ALL FACILITIES LOCATED PRIOR TO INITIATING EXCAVATION. CONTRACTOR SHALL COORDINATE WITH ALL UTILITY COMPANIES AS NECESSARY TO PROVIDE SERVICE TO THE SITE AND TO PERFORM WORK.
  - E. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS, DIMENSIONS, AND COORDINATES. THE CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES BETWEEN EXISTING CONDITIONS AND THE CONTRACT DOCUMENTS.
  - F. CONTRACTOR SHALL OBTAIN ALL PERMITS REQUIRED TO PERFORM WORK IN ACCORDANCE WITH REQUIREMENTS AND PROCEDURES OF ANY AND ALL AUTHORITIES HAVING JURISDICTION.

KEYED SITE PLAN NOTES	
TAG #	DESCRIPTION



**GROTH**  
Design  
Group

NSB W6181 COLUMBIA RD.  
P.O. BOX 332  
CEDARBURG, WISCONSIN 53012  
PH: (262) 377-8001  
FX: (262) 377-8003

PROJECT

ART OF JOY  
CEDARBURG, WI

W63N664  
WASHINGTON  
AVE.  
CEDARBURG, WI  
53012

NO. REV. DATE DESCRIPTION

**PROGRESS DOCUMENTS**

These documents reflect progress and intent and may be subject to change, including additional detail. These are not final construction documents and should not be used for final bidding or construction-related purposes.

**PROJECT INFO**

Date: 04-06-2022  
Project No: 21-183

**SHEET TITLE**

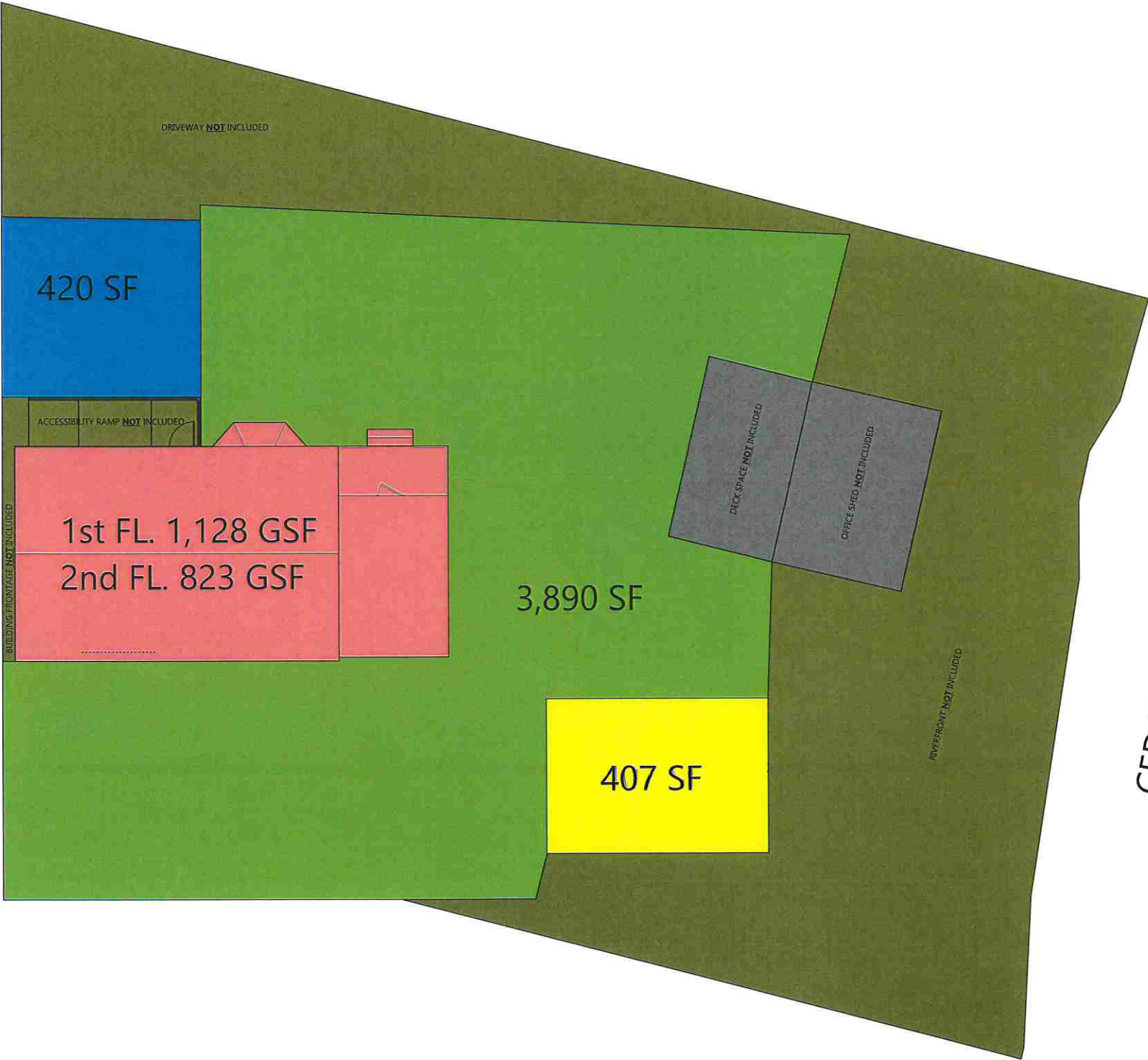
SITE PLAN

**AS101**

© Groth Design Group, Inc.

SCHEMATIC DESIGN SET

WASHINGTON AVE.



CEDAR CREEK

- BACK / SIDE YARD GROUNDS
- FRONT BRICK PATIO SPACE
- ART OF JOY MAIN BUILDING
- COVERED PAVILION
- OFFICE SHED / DECK **NOT** INCLUDED
- GROUND SPACES **NOT** INCLUDED

RECEIVED

APR 13 2022

CITY OF CEDARBURG



4/6/2022 5:47:42 PM

1 SITE PLAN  
AS101 3/16" = 1'-0"

A regular meeting of the Landmarks Commission, City of Cedarburg, Wisconsin, was held Thursday, April 28, 2022 at Cedarburg City Hall, W63N645 Washington Avenue, lower level, Room 1.

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

Roll Call: Present – Chairperson Judy Jepson, Tomi Fay Forbes, Chris Smith, Elizabeth Krimmel

Excused – Tom Kubala, James Pape

Also Present – City Planner Jon Censky

### **STATEMENT OF PUBLIC NOTICE**

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

### **APPROVAL OF MINUTES**

Motion made by Commissioner Smith, seconded by Chairperson Jepson, to approve the minutes of the March 24, 2022 meeting. Motion carried without a negative vote with Commissioners Kubala and Pape excused.

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

### **REGULAR BUSINESS**

#### **Consider Approval of New Color Scheme and Replacement of the Mansard Roof on their Non-Contributing Building Located at W61N508-10 Washington Avenue; and Action Thereon**

Petitioners Mike and Cindi Purnell represented Cedarburg Mercantile. The Petitioners wish to resurface the roof section that extends across the façade of the building between the first and second floors. Here called a mansard, Commissioner Forbes maintains this is more properly called a pent roof. Commissioner Kubala, in a previous conversation, suggested a shake stained like copper, or a copper roof, and mentioned the option of standing seam copper. After considering cedar shakes, the Petitioners have elected to pursue a copper standing seam roof and have located a business in Delafield who will install it.

#### **Action:**

Commissioner Krimmel made a motion to approve the installation of a standing seam copper roof. Commissioner Smith seconded the motion. Motion carried without a negative vote with Commissioners Kubala and Pape excused.

#### **Consider Approval for Installation of a Temporary Fence Associated with the Request for an Outdoor Alcohol Beverage License for the Stagecoach Inn Building Located at W61N520 Washington Avenue; and Action Thereon**

Item withdrawn by Petitioner.

**Consider Approval for ADA Access Ramp, New Color Scheme, Fencing, Temporary Portable Bar/Food Service and Portable Toilets Associated with their Request for an Outdoor Alcohol Beverage License for the Building Located at W63N664 Washington Avenue, Including New Sign Plan Approval; and Action Thereon**

Petitioners Stephanie Hayes, Mary Creten and Architect Peter Damsgaard represented the Art of Joy.

**Sign Plan**

The proposed sign has a deep teal background and light writing. The existing brackets and lighting will be used. The previous sign was swinging, which is not Code compliant, per Building Inspector Mike Baier. The new sign must be fixed.

**Fencing/Barricade**

The existing fencing will be repaired. The proposed planters have been approved at other sites in the Historic District and will serve as a barrier between the sidewalk and the seating area for the outdoor alcohol service. The planters will be left in place or stored during the winter.

**Color Scheme**

In June 2003, the trim was painted a dark green. The Petitioners are asking to repaint the trim in a color comparable to Sherwin Williams' historic paint color SW 829.

**ADA Access Ramp**

The proposed ramp will be made of concrete with a rise of 6 to 8-inches, and will have a metal handrail painted in a dark color. Commissioner Smith praised the petitioners for making the building ADA accessible.

**Action:**

Commissioner Smith made a motion to approve the sign with hangers that are immobilized so it does not swing, the fencing repair and planters as proposed, the proposed paint color, and the proposed ADA access ramp. Commissioner Krimmel seconded the motion. Motion carried without a negative vote with Commissioners Kubala and Pape excused.

The occupancy permit for Art of Joy is bogged down at the State due to a permit backlog. The Petitioners are hoping they can obtain occupancy for outdoor activities by June 1, 2022, and occupancy for the interior of their building in mid-August. Meanwhile, they would like to open their business for the summer.

**Temporary Portable Bar/Food Service**

The Petitioners have purchased an old camping trailer they will have converted into an outdoor stand to sell merchandise, but can be securely locked at night. There will be no cooking inside the trailer. It will be located on the driveway which is a joint easement with the next property to the north. It is compliant with Code to park a trailer in the City from approximately May through October. Initially, the Petitioners are asking for approval for the trailer until they have an occupancy permit and can open their building. However, they did inquire about the possibility of keeping it in that location long-term, which would be a separate issue to be reviewed by both the Landmarks and Plan Commissions.

The Petitioners would also like to install "wedding venue style" portable toilets on site until they have their occupancy permit.

**Action:**

Commissioner Krimmel made a motion to approve the temporary use of the service trailer and portable toilets in support of the Outdoor Alcohol Beverage License, subject to removal of both within a reasonable time frame upon receipt of the occupancy permit. Commissioner Smith seconded the motion. Motion carried without a negative vote with Commissioners Kubala and Pape excused.

**Consider Approval of the Replacement of Wood Overhead Doors with Metal Overhead Doors for Fire Department Station No. 3 Building Located at W61N619-21 Mequon Avenue; and Action Thereon**

Fire Chief Jeffrey Vahsholtz stated that the present doors are starting to rot and have no insulation. The Fire Department is working on a plan to upgrade the garage to more of a museum with display cabinets. The present doors permit viewers to look inside to see the old equipment. The intention is that the new doors will also have glass for exterior viewing and natural light. Chief Vahsholtz stated that Cedarburg Overhead Door gave him a quote of \$60,000 to \$80,000 to have wood doors built to replace the present doors. The north end of the fire station is considered a pivotal building. Planner Censky stated that if the doors are replaced with metal doors, it is possible that those who evaluate the Historic District from time to time could downgrade the building from pivotal to contributing if the doors were replaced. Commissioner Smith stated that the replacement of the doors with a metal door is logical, but it is not something the Landmarks Commission is permitted to agree to. He stated the City would be responsible for the cost of replacing the doors with wood doors. Planner Censky stated that Chief Vahsholtz can appeal to the Plan Commission, but that the charge incumbent on the Landmarks Commission is to preserve the downtown. The Fire Department made the same request in 1988, but was denied.

**Action:**

Commissioner Smith made a motion to deny the replacement of the wood overhead doors with metal doors on Fire Department Station No. 3, based on the pivotal status of the building. Commissioner Forbes seconded the motion. Motion carried without a negative vote with Commissioners Kubala and Pape excused.

**ADJOURNMENT**

A motion was made by Commissioner Smith, seconded by Commissioner Krimmel, to adjourn the meeting at 8:10 p.m. Motion carried without a negative vote with Commissioners Kubala and Pape excused.

Tomi Fay Forbes  
Secretary

vrg

## CITY OF CEDARBURG

**MEETING DATE:** May 9, 2022

**ITEM NO:** 10.K.

**TITLE:** Discussion and possible action on Ordinance No. 2022-11 amending Section 5-4-5 of City Code – Permits for Private Alarm Systems

**ISSUE SUMMARY:** The Cedarburg Police Department requests to remove the section of City Code that covers the direct connect alarm panel monitoring system because the Police Department no longer monitors alarms for city buildings and private businesses. With Council approval, CPD already shut down the third shift dispatch and is no longer able to monitor this panel anymore.

**STAFF RECOMMENDATION:** We would recommend removing this section of the ordinance so that it is in line with the current practice for alarm monitoring.

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

**BUDGETARY IMPACT:** None

**ATTACHMENTS:**

**INITIATED/REQUESTED BY:** Chief McNerney

**FOR MORE INFORMATION CONTACT:** Chief McNerney

**ORDINANCE NO. 2022-11**

**AN ORDINANCE TO AMEND SECTION 5-4-5(c)  
OF CITY OF CEDARBURG CODE OF ORDINANCES  
RELATING TO PERMITS FOR PRIVATE ALARM SYSTEMS**

The Common Council of the City of Cedarburg do ordain as follows:

**SECTION 1.** Section 5-4-5(c) of the City Code of the City of Cedarburg is hereby repealed as follows:

**SEC. 5-4-5 Permit for Private Alarm Systems.**

- (c) ~~Direct police connection permit fee. A \$240.00 permit fee shall be paid to the chief of police at the time of filing said application for all business and residential alarm permits who want direct connection to the police department. The permit fee shall be based on a calendar year and pro-rated on a monthly basis. Said fee shall be billed annually by the city treasurer's office by January 30 of each year. Failure to make payment of the permit fee by March 1 of each year will result in the discontinuance of the alarm system permit.~~

**SECTION 2. SEVERABILITY.** The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

**SECTION 3. EFFECTIVE DATE.** This ordinance shall take effect and be in force from and after its passage and publication as provided by law.

Passed and adopted this 9<sup>th</sup> day of May 2022.

\_\_\_\_\_  
Michael O'Keefe, Mayor

Attest:

\_\_\_\_\_  
Tracie Sette, City Clerk

Approved as to form:

---

Michael P. Herbrand, City Attorney



## Council Appointments to Committees

**Bublitz:** Diversity Committee, Personnel Committee

**Arnett:** Finance Committee, Community Development Authority

**Burkart:** Economic Development Board, Festivals Liaison

**Verhaalen:** Parks, Recreation and Forestry Board, Public Works and Sewerage Commission, Mid Moraine Legislative Committee.

**Simpson:** Public Art Commission, Personnel Committee, Library Board, alternate to Mid Moraine Legislative Committee.

**Thome:** Council President, Personnel Committee, Plan Commission, Light and Water Commission.

**Forbes:** Landmarks Commission, Ad Hoc Enhancement Award Committee

**CONSIDER APPROVAL OF 2022-2023 ALCOHOL, OPERATOR AND CIGARETTE LICENSES FOR:**

**“Class A” Intoxicating Liquor (Off-Premise Consumption Only):**

Sunshine Winery LLC, W63N631 Washington Avenue, Cedarburg, WI 53012, Megan Schelwat, Agent, premises to be licensed: W63N631 Washington Avenue, known as **Sunshine Winery**.

Irish Boutique LLC Owned by Paul Barry, W59N894 Sheboygan Road, Cedarburg, WI 53012, Paul Barry, Agent, premises to be licensed: W63N680 Washington Avenue, known as **The Irish Boutique of Cedarburg**.

**Class “A” Fermented Malt Beverage and “Class A” Intoxicating Liquor (Off-Premise Consumption Only):**

Bonus Inc., dba Olsen’s Piggly Wiggly, W61N286 Washington Avenue, Cedarburg, WI 53012, Ryan L. Olson, Agent, premises to be licensed: W61N286 Washington Avenue, known as **Olsen’s Piggly Wiggly #201**.

Toto’s Inc., 4600 W. Brown Deer Road, Brown Deer, WI 53223, Jonathan P. Dunne, Agent, premises to be licensed: W63N157 Washington Avenue, known as **Otto’s Wine and Spirits - Cedarburg**.

Super Sales USA Inc., PO Box 493, Cedarburg, WI 53012, Douglas Gall, Agent, premises to be licensed: W62N174 Washington Avenue, known as **Citgo Super Sales**.

Wisconsin CVS Pharmacy, LLC, One CVS Drive, M/C 1160, Woonsocket, RI 02895, Dione Jeffrey, Agent, premises to be licensed: W63N152 Washington Avenue, known as **CVS Pharmacy #8775**.

Frannie’s Market LLC, W61N486 Washington Avenue, Cedarburg, WI 53012, Sarah Prasser, Agent, premises to be licensed: W61N486 Washington Avenue, known as **Frannie’s Market**.

Walgreen Co., P.O. Box 901, Deerfield, IL 60015, Allison Kramer, Agent, premises to be licensed: W62N190 Washington Avenue, known as **Walgreens #13620**.

**Class “B” Fermented Malt Beverage and “Class B” Intoxicating Liquor (On or Off-Premise Consumption):**

Ernie’s Wine Bar LLC, N49W5471 Portland Road, Cedarburg, WI 53012, Benjamin M. Grade, Agent, premises to be licensed: N49W5471 Portland Road, known as **Ernie’s Wine Bar**.

RCB Group Inc., W63N699 Washington Avenue, Cedarburg, WI 53012, Richard C. Buser, Agent, premises to be licensed: W63N699 Washington Avenue, known as **Maxwell’s**.

C. Wieslers Inc., W61N493 Washington Avenue, Cedarburg, WI 53012, Mike G. Jackson, Agent, premises to be licensed: W61N493 Washington Avenue, known as **C. Wieslers**.

North 48 Inc., W62N599 Washington Avenue, Cedarburg, WI 53012, Jordan Z. Cole, Agent, premises to be licensed: W62N599 Washington Avenue, known as **North 48**.

Thomas Restaurant, LLC, W63N688 Washington Avenue, Cedarburg, WI 53012, Nicole Thomas, Agent, premises to be licensed: W63N688 Washington Avenue, known as **Tomaso's**.

Cedars III LLC, W53N404 Park Lane, Cedarburg, WI 53012, Michael F. Kowalkowski, Agent, premises to be licensed: W53N404 Park Lane, known as **Cedars III**.

MacBeebs LLC, Owned by Catherine Heebner, 2512 W. Sunnyside Lane, Mequon, WI 53092, Catherine Heebner, Agent, premises to be licensed: W62N238 Washington Avenue, known as **The Farmstead**.

Anvil Pub & Grille LLC, N70W6340 Bridge Road, Cedarburg, WI 53012, Donna M. Taylor, Agent, premises to be licensed: N70W6340 Bridge Road, known as **Anvil Pub & Grille**.

Settlers Inn LLC, W63N657 Washington Avenue, Cedarburg, WI 53012, Joan D. Dorsey, Agent, premises to be licensed: W63N657 Washington Avenue, known as **Settlers Inn**.

Cedarburg Art Museum & Society, Inc., W63N675 Washington Avenue, Cedarburg, WI 53012, Samantha Landre, Agent, premises to be licensed: W63N675 Washington Avenue, known as **Cedarburg Art Museum**.

Phoa Brothers, Inc., W62N547 Washington Avenue, Cedarburg, WI 53012, Jimmy Phoa, Agent, premises to be licensed: W62N547 Washington Avenue, known as **New Fortune Asian Cuisine**.

GG & KR LLC, W62N630 Washington Avenue, Cedarburg, WI 53012, Gordon M. Goggin, Agent, premises to be licensed: W62N630 Washington Avenue, known as **The Stilt House**.

Le's Pho LLC, W63N146 Washington Avenue, Cedarburg, WI 53012, Ly Q. Le, Agent, premises to be licensed: W63N146 Washington Avenue, known as **Le's Pho**.

Stagecoach 520 LLC, 177 Green Bay Road, Thiensville, WI 53092, Anne M. Conley, Agent, premises to be licensed: W61N520 Washington Avenue, known as **Stagecoach Inn/Five 20 Social Stop**.

Union House Cedarburg LLC, W62N559 Washington Avenue, Christopher M. Homayouni, Agent, premises to be licensed: W62N559 Washington Avenue, known as **Union House Cedarburg**.

The Cheese Wedge, LLC, P.O. Box 698, Slinger, WI 53086, Jessica Youso, Agent, premises to be licensed: N56W6339 Center Street, known as **The Wedge 53012 "Uncorked."**

Bozeman's Bar LLC, N50W5586 Portland Road, Cedarburg, WI 53012, Erik Knuth, Agent, premises to be licensed: N50W5586 Portland Road, known as **Bozeman's Bar**.

Cedarburg Cultural Center Inc., W62N546 Washington Avenue, Cedarburg, WI 53012, Jean Snow-Lambo, Agent, premises to be licensed: W62 N546 Washington Avenue and W63N627 Washington Avenue, known as **Cedarburg Cultural Center and Kuhfuss House Museum**.

Brandywine LLC, W61N480 Washington Avenue, Cedarburg, WI 53012, Andrew Wilson, Agent, premises to be licensed: W61N480 Washington Avenue, known as **Brandywine**.

Peter Wollner Post #288 of the American Legion, W57N481 Hilbert Avenue, Cedarburg, WI 53012, James A. Lee, Agent, premises to be licensed: W57N481 Hilbert Avenue, known as **Peter Wollner Post #288 of the American Legion**.

The Shinery Neenah LLC, P.O. Box 128, Larsen, WI 54947, Troy Reissmann, Agent, premises to be licensed: W63N678 Washington Avenue, known as **The Shinery Moonshine Co**.

**Class "B" Fermented Malt Beverage (On or Off-Premise Consumption) and "Class C" Wine (On-Premise Consumption):**

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

J.L. Joyce Enterprises Inc., W63N144 Washington Avenue, Cedarburg, WI 53012, James P. Joyce, Agent, premises to be licensed: W63N144 Washington Avenue, known as **Jim's Grille**.

P.J. Piper LLC, W61N514 Washington Avenue, Cedarburg, WI 53012, Judith Fergadakis, Agent, premises to be licensed: W61N514 Washington Avenue, known as **P.J. Piper Pancake House**.

**Class "B" Fermented Malt Beverage (On or Off-Premise Consumption):**

Famous Sals of Cedarburg Wisconsin Inc., W63N635 Washington Avenue, Cedarburg, WI 53012, Bekim Elmazi, Agent, premises to be licensed: W63N635 Washington Avenue, known as **Sals Pizza**.

JKLM Distilling Partners LLC, W62N590 Washington Avenue, Suite B, Cedarburg, WI 53012, Mary-Kay H. Bourboulas, Agent, premises to be licensed: W62N590 Washington Avenue, known as **Handen Distillery**.

**“Class B” Winery License (On or Off-Premise Consumption):**

Wollersheim Winery Inc., 7876 Hwy 188, PO Box 87, Prairie Du Sac, WI 53578, Steven F. Danner, Agent, premises to be licensed: N70W6340 Bridge Road, known as **Cedar Creek Winery**.

Chiselled Grape Winery Inc., W64N713 Washington Avenue, Cedarburg, WI 53012, Allen Naparalla, Agent, premises to be licensed: W64N713 Washington Avenue, known as **Chiselled Grape Winery**.

**Cigarette Licenses**

Bonus Inc. (Olsen’s Piggly Wiggly #201), W51N286 Washington Avenue, Cedarburg, WI 53012.

Speedway LLC (Speedway #4203), W63N121 Washington Avenue, Cedarburg, WI 53012.

Super Sales USA Inc. (Citgo), W62N174 Washington Avenue, Cedarburg, WI 53012.

Toto’s Inc. (Otto’s Wine and Spirits – Cedarburg), W63N157 Washington Avenue, Cedarburg, WI 53012.

Walgreen Co. (Walgreens #13620), W62N190 Washington Avenue, Cedarburg, WI 53012.

**New Operator License**

Alice J. Boerner

**Renewal Operator Licenses**

Hannah C. Aronson  
Stephanie J.L. Baldwin  
Charles S. Baumle  
Roger E. Behling  
Lindsey J. Berndt  
Tim J. Biloff  
Rebecca R. Blau  
Brian E. Boettcher  
Zachary M. Bonno  
Mark A. Borden  
Michael A. Bourbonais  
Mary-Kay H. Bourboulas  
Lois M. Bray  
Dave Bretsch  
Kristin S. Burkart

Megan E. Gerner  
Blaine E. Gibson  
Paul G. Goetz  
Jack P. Goggin  
Eric E. Grassel  
Veronica M. Hammes  
Michael G. Harrington  
Andrew W. Heidtke  
Pamela J. Helf  
Sarah L. Hepburn  
Leslie E. Heppe  
BJ. Homayouni  
Madissen Homayouni  
Payman Homayouni  
Madeline J. Hosni

Brandon J. McCarthy  
Samantha J. Michalski  
Chris J. Morton  
Brenda L. Mueller  
Jason D. Mutza  
George M. Myers  
Shelby L. Neelis  
Norine C. Nelson  
Constance J. Niebauer  
Richard H. Nielsen  
Hannah T. Noegel  
Polly H. Partain  
Bryan J. Price  
Terry D. Quillen  
Michael J. Reimer

Daniel M. Christ  
Joel M. Christophersen  
William W. Conley  
Christine M. Curran  
Eva M. Danner  
Denisa E. Demczak  
Edward J. Dettloff  
Richard A. Dieffenbach  
Parker J. Dolphin  
Emily J. Domaille  
Tricia A. Dooley  
Thomas M. Dorsey  
Gerald C. Driscoll  
Cassandra R.A. Duesing  
Jonathan P. Dunne  
Cynthia M. Dzikowski  
Kimberly R. Eggleston  
Eric W. Engstrom  
Suzanne V. Ernst  
Kim M. Esselmann  
Judi K. Even  
Abigail M. Figueroa  
Arthur E. Filter  
Scott R. Galaszewski

Ethan T. Huber  
Brian M. Jackson  
Christine M. Jackson  
Teri L. Jackson  
Anne E. Johnson  
Lane M. Kassner  
Katherine A. Kempf  
Mark A. Kennedy  
Charles A. Kison  
Kristen M. Klug  
Rebecca U. Knuth  
Bruce A. Krenzke  
Shirley K. Krenzke  
Angela M. Kroner  
Geoffrey S. Krueger  
Diane M. Lane  
James A. Lee  
Mark J. Leonardelli  
Heather K. Loving  
Todd R. Luft  
Karissa J. Mathias  
Roy G. Maumee  
Bradley J. Mayer  
Julia E. McAndrew

Elizabeth A. Reissmann  
Zach R. Ringel  
Mark D. Roberts  
Terrance E. Ronsman  
Timothy W. Schelwat  
Tyler T. Schemenauer  
Kristine M. Schneider  
Tori L. Schone  
Ryan A. Schoonover  
Susan E. Schrader  
Richard S. Siefert  
Scott W. Steffen  
Jenaiya Stolper  
Jeff Theisen  
Scott R. Thomas  
Michele I. Tietz  
David L. Vahsholtz  
Benjamin D. Voith  
Michelle L. Welch  
John A. Welk  
Ann L. Whitney  
Patrick J. Wise  
Captola R. Wolfe-Bacher  
Jeffrey A. Wrobbel  
John E. Zarling

**CITY OF CEDARBURG**  
**TRANSFER LIST**  
4/9/22-5/6/22

<b>Date</b>	<b>Amount</b>	<b>Transfer to</b>
<b>PWSB CHECKING ACCOUNT</b>		
4/13/2022	\$42,565.14	ADP-Invoices for March/April
4/15/2022	\$58,569.86	Ozaukee County-lottery credit settlements
4/15/2022	\$289,534.39	Cedarburg School District-lottery credit settlements
4/15/2022	\$664.64	MTSD-lottery credit settlements
4/22/2022	\$218,000.00	PWSB Payroll
4/22/2022	\$6,650.00	Health Savings Accounts-contributions for 4/3/22-4/16/22
4/22/2022	\$1,316.37	ICMA-contributions for 4/3/22-4/16/22
4/22/2022	\$4,432.70	North Shore Bank-contributions for 4/3/22-4/16/22
4/22/2022	\$495.00	Police Union-contributions for 4/3/22-4/16/22
4/22/2022	\$346.15	State of Wisconsin-child support for 4/3/22-4/16/22
4/22/2022	\$505.19	Wis Deferred Comp-contributions for 4/3/22-4/16/22
4/29/2022	\$81,067.54	WRS-March remittance
5/5/2022	\$216,000.00	PWSB Payroll
5/5/2022	\$5,900.00	Health Savings Accounts-contributions for 4/3/22-4/16/22
5/5/2022	\$1,320.12	ICMA-contributions for 4/3/22-4/16/22
5/5/2022	\$4,404.70	North Shore Bank-contributions for 4/3/22-4/16/22
5/5/2022	\$502.84	Police Union-contributions for 4/3/22-4/16/22
5/5/2022	\$346.15	State of Wisconsin-child support for 4/3/22-4/16/22
5/5/2022	\$495.00	Wis Deferred Comp-contributions for 4/3/22-4/16/22
	<u>\$933,115.79</u>	

**PWSB PAYROLL CHECKING ACCOUNT**

4/22/2022	\$156,086.84	Payroll for 4/3/22-4/16/22
4/22/2022	\$62,871.68	Payroll taxes for 4/3/22-4/16/22
5/6/2022	\$155,358.51	Payroll for 4/17/22-4/30/22
5/6/2022	\$60,331.17	Payroll taxes for 4/17/22-4/30/22
	<u>\$434,648.20</u>	

**PWSB MONEY MARKET ACCOUNT**

4/14/2022	\$500,000.00	PWSB Checking
4/22/2022	\$300,000.00	PWSB Checking
	<u>\$800,000.00</u>	

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
04/08/2022	PWBDD	40416*#	BEYER'S HARDWARE	REPAIR AND MAINTENANCE			** VOIDED **
				MAINTENANCE PARTS			** VOIDED **
				MAINTENANCE PARTS			** VOIDED **
				MAINTENANCE PARTS			** VOIDED **
				REPAIR AND MAINTENANCE			** VOIDED **
04/08/2022	PWBDD	40419	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS			** VOIDED **
04/08/2022	PWBDD	40421	CITY CEDARBURG-PETTY CASH	PROFESSIONAL SERVICES			** VOIDED **
04/08/2022	PWBDD	40422	CNA SURETY	PROF PUBLICATIONS AND DUES			** VOIDED **
04/08/2022	PWBDD	40423	COMPLETE OFFICE OF WISCONSIN	REPAIR AND MAINTENANCE			** VOIDED **
04/08/2022	PWBDD	40424#	CONLEY MEDIA, LLC	LEGAL PUBLICATIONS			** VOIDED **
				ELECTIONS LEGAL NOTICES			** VOIDED **
04/08/2022	PWBDD	40425	CROWN ASSET MANAGEMENT LLC	COURT ORDERED DEDUCTIONS			** VOIDED **
04/08/2022	PWBDD	40428*#	DIGITAL EDGE OF GRAFTON	PRINTING-NEWSLETTERS, ETC			** VOIDED **
04/08/2022	PWBDD	40430	EXTREME SKI & BIKE	REPAIR AND MAINTENANCE			** VOIDED **
04/08/2022	PWBDD	40431	FASTENAL COMPANY	MAINTENANCE PARTS			** VOIDED **
04/08/2022	PWBDD	40432	FIVE CORNERS DODGE	REPAIR AND MAINTENANCE			** VOIDED **
04/08/2022	PWBDD	40433	GRAINGER	OPERATING SUPPLIES			** VOIDED **
04/08/2022	PWBDD	40434*#	HOME DEPOT CREDIT SERVICES	EQUIPMENT/CAPITAL OUTLAY			** VOIDED **
04/08/2022	PWBDD	40435	IBS OF SOUTHEASTERN WISCONSIN	MAINTENANCE PARTS			** VOIDED **



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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
				MAINTENANCE PARTS			** VOIDED **
04/08/2022	PWBDD	40436	J R BOEHLKE INC	MAINT/CONTRACTED SERVICES			** VOIDED **
04/08/2022	PWBDD	40438	JFTCO, INC	MAINTENANCE PARTS			** VOIDED **
				MAINTENANCE PARTS			** VOIDED **
04/08/2022	PWBDD	40439	JONATHAN CENSKY	PROFESSIONAL SERVICES			** VOIDED **
04/08/2022	PWBDD	40440	KEVIN WESTPHAL	OPERATING SUPPLIES	500350	533210	175.00
04/08/2022	PWBDD	40443	MACQUEEN EQUIPMENT	MAINTENANCE PARTS	500353	533210	96.80
04/08/2022	PWBDD	40444	MILLER-BRADFORD AND RISBERG	MAINTENANCE PARTS	500353	533210	63.03
04/08/2022	PWBDD	40446	MORTON SALT INC	ROAD SALT	500450	533450	35,088.84
04/08/2022	PWBDD	40447	MOTION & CONTROL ENTERPRISES LLC	MAINTENANCE PARTS	500353	533210	338.11
				MAINTENANCE PARTS	500353	533210	428.47
				CHECK PWBDD 40447 TOTAL FOR FUND 100:			766.58
04/08/2022	PWBDD	40448*#	NAPA AUTO PARTS	MAINTENANCE PARTS	500353	533210	15.07
				MAINTENANCE PARTS	500353	533210	38.62
				MAINTENANCE PARTS	500353	533210	4.75
				MAINTENANCE PARTS	500353	533210	(165.62)
				CHECK PWBDD 40448 TOTAL FOR FUND 100:			(107.18)
04/08/2022	PWBDD	40449	NEWS GRAPHIC	OPERATING SUPPLIES	500350	533210	117.00
04/08/2022	PWBDD	40450#	OFFICE DEPOT	OFFICE SUPPLIES	500310	522110	322.47
				OFFICE SUPPLIES	500310	555510	56.05
				CHECK PWBDD 40450 TOTAL FOR FUND 100:			378.52
04/08/2022	PWBDD	40451	ONTECH SYSTEMS, INC	EQUIPMENT/CAPITAL OUTLAY	500380	514700	820.00
				EQUIPMENT/CAPITAL OUTLAY	500380	514700	185.00
				EQUIPMENT/CAPITAL OUTLAY	500380	514700	30.00

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Fund: 100 GENERAL FUND				EQUIPMENT/CAPITAL OUTLAY	500380	514700	75.00
				CHECK PWBDD 40451 TOTAL FOR FUND 100:			<u>1,110.00</u>
04/08/2022	PWBDD	40454	RIVER RUN COMPUTERS, INC.	REPAIR AND MAINTENANCE	500240	522110	75.00
04/08/2022	PWBDD	40456	ROAD EQUIPMENT PARTS CENTER	MAINTENANCE PARTS	500353	533210	47.69
04/08/2022	PWBDD	40457	SHERWIN INDUSTRIES, INC.	REPAIR AND MAINTENANCE	500240	533311	1,155.00
04/08/2022	PWBDD	40458	SITEONE LANDSCAPE SUPPLY	REPAIR AND MAINTENANCE	500240	555510	34.47
04/08/2022	PWBDD	40459	SOUTHSIDE TIRECO., FRANKLIN	MAINTENANCE PARTS	500353	533210	1,834.52
04/08/2022	PWBDD	40460	THE UNIFORM SHOPPE	UNIFORMS	500346	522110	197.90
04/08/2022	PWBDD	40461	TREESTUFF	TREES AND SUPPLIES	500341	555510	85.98
04/08/2022	PWBDD	40462#	UNIFIRST CORPORATION	REPAIR AND MAINTENANCE	500240	518100	128.89
				MAINTENANCE SUPPLIES	500340	522100	22.05
				OPERATING SUPPLIES	500350	533210	52.47
				CHECK PWBDD 40462 TOTAL FOR FUND 100:			<u>203.41</u>
04/08/2022	PWBDD	40463	WE ENERGIES	MAINTENANCE	500530	533410	450.00
04/08/2022	PWBDD	40464*#	BEYER'S HARDWARE	REPAIR AND MAINTENANCE			** VOIDED **
				MAINTENANCE PARTS			** VOIDED **
				MAINTENANCE PARTS			** VOIDED **
				MAINTENANCE PARTS			** VOIDED **
				REPAIR AND MAINTENANCE			** VOIDED **
04/08/2022	PWBDD	40467	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	500225	522110	434.00
04/08/2022	PWBDD	40469	CITY CEDARBURG-PETTY CASH	PROFESSIONAL SERVICES	500210	533210	150.00
04/08/2022	PWBDD	40470	CNA SURETY	PROF PUBLICATIONS AND DUES	500320	522110	30.00
04/08/2022	PWBDD	40471	COMPLETE OFFICE OF WISCONSIN	REPAIR AND MAINTENANCE	500240	518100	159.95
04/08/2022	PWBDD	40472#	CONLEY MEDIA, LLC	LEGAL PUBLICATIONS	500325	514100	650.41

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
				ELECTIONS LEGAL NOTICES	500321	514200	71.70
				CHECK PWBDD 40472 TOTAL FOR FUND 100:			<u>722.11</u>
04/08/2022	PWBDD	40473	CROWN ASSET MANAGEMENT LLC	COURT ORDERED DEDUCTIONS	215914	000000	10.37
04/08/2022	PWBDD	40476*#	DIGITAL EDGE OF GRAFTON	PRINTING-NEWSLETTERS, ETC	500313	522110	51.00
04/08/2022	PWBDD	40478	EXTREME SKI & BIKE	REPAIR AND MAINTENANCE	500240	522120	140.97
04/08/2022	PWBDD	40479	FASTENAL COMPANY	MAINTENANCE PARTS	500353	533210	105.84
04/08/2022	PWBDD	40480	FIVE CORNERS DODGE	REPAIR AND MAINTENANCE	500240	522120	160.00
04/08/2022	PWBDD	40481	GRAINGER	OPERATING SUPPLIES	500350	518100	50.76
04/08/2022	PWBDD	40482*#	HOME DEPOT CREDIT SERVICES	EQUIPMENT/CAPITAL OUTLAY	500380	533210	380.97
04/08/2022	PWBDD	40483	IBS OF SOUTHEASTERN WISCONSIN	MAINTENANCE PARTS	500353	533210	789.80
				MAINTENANCE PARTS	500353	533210	(86.95)
				CHECK PWBDD 40483 TOTAL FOR FUND 100:			<u>702.85</u>
04/08/2022	PWBDD	40484	J R BOEHLKE INC	MAINT/CONTRACTED SERVICES	500290	555510	99.00
04/08/2022	PWBDD	40486	JFTCO, INC	MAINTENANCE PARTS	500353	533210	32.33
				MAINTENANCE PARTS	500353	533210	160.87
				CHECK PWBDD 40486 TOTAL FOR FUND 100:			<u>193.20</u>
04/08/2022	PWBDD	40487	JONATHAN CENSKY	PROFESSIONAL SERVICES	500210	566310	7,554.56
04/15/2022	PWBDD	40491#	BEYER'S HARDWARE	OTHER EXPENSES	500390	522120	4.75
				OPERATING SUPPLIES	500350	533210	237.42
				EQUIPMENT/CAPITAL OUTLAY	500380	533210	803.88
				REPAIR AND MAINTENANCE	500240	555510	13.56
				REPAIR AND MAINTENANCE	500240	555510	133.16
				CHECK PWBDD 40491 TOTAL FOR FUND 100:			<u>1,192.77</u>

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Fund: 100 GENERAL FUND							
04/15/2022	PWBDD	40492*#	CARDMEMBER SERVICE	RED LION HOTEL	500330	513200	109.00
				ZOOM MONTHLY	500320	514100	63.26
				SURVEY FEES	500380	514700	384.00
				MEMBERSHIP	500320	515600	190.00
				AMAZON	500225	522110	98.35
				TRAVEL & TRAINING	500330	522110	334.08
				REFUND	500330	522110	(337.50)
				KEYBOARD PHONE CASES	500347	522110	495.92
				TITAN FITNESS	500380	522110	1,793.49
				LAP TOP	500380	522110	1,926.39
				AMAZON	500347	522120	139.98
				GET RXD	500380	522120	1,209.35
				AMAZON	500310	522130	276.22
				PERMIT	500310	522310	500.05
				CONFERENCE KALAHARI	500330	522410	976.60
				VEHICAL CAMERAS	500210	533210	1,684.48
				APWA CONFERENCE	500330	533210	751.83
				DULUTH SAFETY CLOTHING	500350	533210	522.74
				HYDR CYLINDER	500353	533210	329.16
				PRINTER	500363	533311	671.78
				PRINTING-NEWSLETTERS, ETC	500313	555140	89.25
				FACEBOOK	500390	555140	6.00
				AMAZON	500240	555510	246.82
				FUEL	500240	555510	26.53
				HAMPTON INN	500330	555510	137.45
				CHECK PWBDD 40492 TOTAL FOR FUND 100:			12,625.23
04/15/2022	PWBDD	40493	CHUCK MOEGENBURG	REPAIR AND MAINTENANCE	500240	518100	110.00
04/15/2022	PWBDD	40494*#	CINTAS CORPORATION	OPERATING SUPPLIES	500350	533210	187.36
04/15/2022	PWBDD	40495	COMPLETE OFFICE OF WISCONSIN	OFF SPLYS-ENG-BINDER & LEGAL PADS	500310	533110	37.77
04/15/2022	PWBDD	40496	CONLEY MEDIA, LLC	LEGAL PUBLICATIONS	500325	514100	234.47
04/15/2022	PWBDD	40497	CULLIGAN OF WEST BEND	MAINTENANCE SUPPLIES	500340	522100	99.50
04/15/2022	PWBDD	40499	ENGINE AND TRANSMISSION EXCHAN	REPAIR AND MAINTENANCE	500240	522120	3,695.00

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
04/15/2022	PWBDD	40500	FASTENAL COMPANY	MAINTENANCE PARTS	500353	533210	249.87
				MAINTENANCE PARTS	500353	533210	156.79
				CHECK PWBDD 40500 TOTAL FOR FUND 100:			406.66
04/15/2022	PWBDD	40502	FORESTRY SUPPLIERS	REPAIR AND MAINTENANCE	500240	555510	121.45
04/15/2022	PWBDD	40503	INTERSTATE BATTERIES	MAINTENANCE PARTS	500353	533210	241.91
04/15/2022	PWBDD	40504	JFTCO, INC	MAINTENANCE PARTS	500353	533210	156.04
				MAINTENANCE PARTS	500353	533210	96.90
				MAINTENANCE PARTS	500353	533210	2,410.06
				CHECK PWBDD 40504 TOTAL FOR FUND 100:			2,663.00
04/15/2022	PWBDD	40505	KAESTNER AUTO ELECTRIC CO	MAINTENANCE PARTS	500353	533210	53.98
04/15/2022	PWBDD	40506	LETTERS & SIGNS	REPAIR AND MAINTENANCE	500240	555510	350.00
04/15/2022	PWBDD	40508	NAPA AUTO PARTS	MAINTENANCE PARTS	500353	533210	33.03
				MAINTENANCE PARTS	500353	533210	50.91
				MAINTENANCE PARTS	500353	533210	64.83
				MAINTENANCE PARTS	500353	533210	84.33
				MAINTENANCE PARTS	500353	533210	38.62
				MAINTENANCE PARTS	500353	533210	34.99
				MAINTENANCE PARTS	500353	533210	54.94
				CHECK PWBDD 40508 TOTAL FOR FUND 100:			361.65
04/15/2022	PWBDD	40509	OFFICE COPYING EQUIPMENT LTD	EQUIPMENT OUTLAY	500385	514700	9.23
04/15/2022	PWBDD	40510	OFFICE DEPOT	TREAS-WIRELESS KEYBOARD/MOUSE	500310	515600	39.09
04/15/2022	PWBDD	40512	OLSEN'S PIGGLY WIGGLY	OPERATING SUPPLIES	500350	533210	98.37
04/15/2022	PWBDD	40513	QUALITY STATE OIL CO., INC.	FUEL INVENTORY	161500	000000	7,906.39
				FUEL INVENTORY	161500	000000	7,380.00
				CHECK PWBDD 40513 TOTAL FOR FUND 100:			15,286.39
04/15/2022	PWBDD	40514	RAINBOW TREE CARE	PROFESSIONAL SERVICES	500210	555510	39.44

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 100 GENERAL FUND							
04/15/2022	PWBDD	40515	REINDERS, INC.	MAINTENANCE PARTS	500353	533210	133.27
04/15/2022	PWBDD	40519	SETTLERS INN	OFFICE SUPPLIES	500310	514200	1,146.82
04/15/2022	PWBDD	40520#	SPECTRUM	TELEPHONE/COMMUNICATIONS	500225	522110	26.27
				OPERATING SUPPLIES	500350	533210	8.76
				CHECK PWBDD 40520 TOTAL FOR FUND 100:			35.03
04/15/2022	PWBDD	40521	STATE CHEMICAL MANUFACTURING	MAINTENANCE PARTS	500353	533210	716.63
04/15/2022	PWBDD	40522	STREICHER'S POLICE EQUIPMENT	UNIFORMS	500346	522120	527.90
04/15/2022	PWBDD	40523	SYNCHRONY BANK	OPERATING SUPPLIES	500350	533210	541.97
04/15/2022	PWBDD	40524	THE UNIFORM SHOPPE	UNIFORMS	500346	522120	102.95
				UNIFORMS	500346	522120	1,275.00
				CHECK PWBDD 40524 TOTAL FOR FUND 100:			1,377.95
04/15/2022	PWBDD	40525	TRANS UNION LLC	TELEPHONE/COMMUNICATIONS	500225	522110	60.00
04/15/2022	PWBDD	40526	TREESTUFF	TREES AND SUPPLIES	500341	555510	31.84
04/15/2022	PWBDD	40527	UNIFIRST CORPORATION	OPERATING SUPPLIES	500350	533210	52.47
04/15/2022	PWBDD	40528	VILLAGE OF GRAFTON	OTHER FIRESIDE SNDOFMUSIC	500390	555140	921.51
04/15/2022	PWBDD	40529*#	VISUAL IMAGE PHOTOGRAPHY, INC.	OTHER EXPENSES	500390	522110	709.00
04/15/2022	PWBDD	40530	WAUKESHA COUNTY TECHNICAL COLLEGE	TRAVEL & TRAINING	500330	522120	294.30
04/15/2022	PWBDD	40531	WISCONSIN DEPT OF JUSTICE	TELEPHONE/COMMUNICATIONS	500225	522110	98.00
04/15/2022	PWBDD	40532#	ZUERN BUILDING PRODUCTS	SIGNS	500363	533311	30.00
				REPAIR AND MAINTENANCE	500240	555510	108.10
				CHECK PWBDD 40532 TOTAL FOR FUND 100:			138.10
04/22/2022	PWBDD	40533	AIDAN WAGNER	LIQUOR & BEER LICENSES	441110	000000	10.00
04/22/2022	PWBDD	40535	ASSESSMENT TECHNOLOGIES, LLC	PROFESSIONAL SERVICES	500210	515400	11,700.00

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Fund: 100 GENERAL FUND							
04/22/2022	PWBDD	40536	AURORA HEALTH CARE	PROFESSIONAL SERVICES	500210	522130	25.00
04/22/2022	PWBDD	40538#	BEYER'S HARDWARE	REPAIR AND MAINTENANCE	500240	518100	13.45
				MAINTENANCE PARTS	500353	533210	21.40
				MAINTENANCE PARTS	500353	533210	5.39
				MAINTENANCE PARTS	500353	533210	6.74
				MAINTENANCE PARTS	500353	533210	29.69
				MAINTENANCE PARTS	500353	533210	6.74
				REPAIR AND MAINTENANCE	500240	555510	51.25
				REPAIR AND MAINTENANCE	500240	555510	9.70
				REPAIR AND MAINTENANCE	500240	555510	53.93
				REPAIR AND MAINTENANCE	500240	555510	39.59
				REPAIR AND MAINTENANCE	500240	555510	26.34
				FIELD MAINTENANCE SUPPLIES	500243	555510	389.09
				CHECK PWBDD 40538 TOTAL FOR FUND 100:			653.31
04/22/2022	PWBDD	40539	BURKE TRUCK & EQUIPMENT INC.	MAINTENANCE PARTS	500353	533210	260.46
04/22/2022	PWBDD	40540	CEDARBURG LIGHT & WATER	L&W-HARBOR HOMES W70N1149 PINEHURST	256201	000000	2,049.98
				L&W-HARBOR HOMES N114W7243 OAKMONT L#38	256201	000000	1,945.00
				HALEN HOMES-W72N1145 AUGUSTA LN LOT	256201	000000	1,945.00
				HALEN HOMES-W72N1143 AUGUSTA LN LOT	256201	000000	1,945.00
				CHECK PWBDD 40540 TOTAL FOR FUND 100:			7,884.98
04/22/2022	PWBDD	40541*#	CHARTER COMMUNICATIONS	ACCTS REC - FIRE DEPARTMENT	136100	000000	211.89
				TELEPHONE/COMMUNICATIONS	500225	513100	7.57
				TELEPHONE/COMMUNICATIONS	500225	513200	7.57
				TELEPHONE/COMMUNICATIONS	500225	514100	37.83
				INTERNET	500220	514700	1,075.80
				TELEPHONE/COMMUNICATIONS	500225	515400	15.13
				TELEPHONE/COMMUNICATIONS	500225	515600	22.70
				TELEPHONE/COMMUNICATIONS	500225	518100	65.79
				TELEPHONE/COMMUNICATIONS	500225	522110	423.73
				TELEPHONE/COMMUNICATIONS	500225	522230	15.13
				TELEPHONE/COMMUNICATIONS	500225	522310	15.13

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Fund: 100 GENERAL FUND							
				INTERNET	500220	522410	139.98
				TELEPHONE/COMMUNICATIONS	500225	522410	22.70
				TELEPHONE/COMMUNICATIONS	500225	533110	22.90
				TELEPHONE/COMMUNICATIONS	500225	533210	30.50
				OPERATING SUPPLIES	500350	533210	119.98
				TELEPHONE/COMMUNICATIONS	500225	555140	15.13
				INTERNET	500220	555510	119.98
				INTERNET	500220	555510	107.98
				INTERNET	500220	555510	127.97
				TELEPHONE/COMMUNICATIONS	500225	566310	15.13
				CHECK PWBDD 40541 TOTAL FOR FUND 100:			2,620.52
04/22/2022	PWBDD	40542	DIGITAL EDGE OF GRAFTON	OFFICE SUPPLIES	500310	515600	404.00
04/22/2022	PWBDD	40544	EXCEL DISPOSAL OF WISCONSIN LLC	PUBLIC WORKS FEES	463101	000000	358.03
04/22/2022	PWBDD	40545	FASTENAL COMPANY	MAINTENANCE PARTS	500353	533210	65.86
				MAINTENANCE PARTS	500353	533210	49.03
				MAINTENANCE PARTS	500353	533210	161.60
				CHECK PWBDD 40545 TOTAL FOR FUND 100:			276.49
04/22/2022	PWBDD	40546	FIRESIDE THEATRE	FIRESIDE 5.12.22 MIGHTY FORTRESS	500390	555140	3,461.45
04/22/2022	PWBDD	40548	GENERAL COMMUNICATIONS INC	RADIO EQUIPMENT	500316	522410	2,048.00
04/22/2022	PWBDD	40550	GRAFTON ACE HARDWARE	REPAIR AND MAINTENANCE	500240	555510	39.48
04/22/2022	PWBDD	40551	GUTHRIE & FREY	REPAIR AND MAINTENANCE	500240	518100	75.00
04/22/2022	PWBDD	40553	HOPPE TREE SERVICE	MAINT/CONTRACTED SERVICES	500290	555510	3,500.00
04/22/2022	PWBDD	40554	INTERNATIONAL AG LABS, INC.	REPAIR AND MAINTENANCE	500240	555510	78.50
04/22/2022	PWBDD	40555	INTERSTATE POWER SYSTEMS INC	MAINTENANCE PARTS	500353	533210	33.76
04/22/2022	PWBDD	40556*#	JANI-KING OF MILWAUKEE	PROFESSIONAL SERVICES	500210	518100	2,808.00
				PROFESSIONAL SERVICES	500210	522100	1,872.00
				OPERATING SUPPLIES	500350	533210	398.34
				CHECK PWBDD 40556 TOTAL FOR FUND 100:			5,078.34



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Fund: 100 GENERAL FUND											
04/22/2022	PWBDD	40559	JESSIFFANY CANINE SERVICES LLC	K-9 UNIT EXPENSE	500352	522120	150.00				
04/22/2022	PWBDD	40560	JFTCO, INC	MAINTENANCE PARTS	500353	533210	87.29				
04/22/2022	PWBDD	40562	JOHNSON CONTROLS SECURITY SOLU	REPAIR AND MAINTENANCE	500240	518100	376.71				
04/22/2022	PWBDD	40565	LAROSA LANDSCAPE COMPANY	MAINTENANCE SUPPLIES	500340	522100	4,813.00				
04/22/2022	PWBDD	40567	MATHESON TRI-GAS INC	MAINTENANCE PARTS	500353	533210	37.14				
04/22/2022	PWBDD	40570	MORTON SALT INC	ROAD SALT	500450	533450	20,181.31				
04/22/2022	PWBDD	40571	MORTON SALT INC	ROAD SALT	500450	533450	1,612.99				
04/22/2022	PWBDD	40572	MOTION & CONTROL ENTERPRISES LLC	MAINTENANCE PARTS	500353	533210	118.65				
04/22/2022	PWBDD	40573	NAPA AUTO PARTS	MAINTENANCE PARTS	500353	533210	47.60				
				MAINTENANCE PARTS	500353	533210	42.92				
				MAINTENANCE PARTS	500353	533210	67.62				
				MAINTENANCE PARTS	500353	533210	11.34				
				MAINTENANCE PARTS	500353	533210	54.94				
				MAINTENANCE PARTS	500353	533210	4.75				
				MAINTENANCE PARTS	500353	533210	11.34				
				MAINTENANCE PARTS	500353	533210	4.49				
				MAINTENANCE PARTS	500353	533210	30.26				
				MAINTENANCE PARTS	500353	533210	4.29				
				CHECK PWBDD 40573 TOTAL FOR FUND 100:						279.55	
				04/22/2022	PWBDD	40574#	OFFICE DEPOT	ELECTIONS-SUREGRIP FINGER PADS	500310	514200	3.46
								TREAS-JUMBO PAPER CLIPS/TOMBOW CORR	500310	515600	11.70
FORESTRY-HP910 INK CARTRIDGE	500310	555510	34.89								
CHECK PWBDD 40574 TOTAL FOR FUND 100:								50.05			
04/22/2022	PWBDD	40576	OZAUKEE COUNTY ECONOMIC	PROF PUBLICATIONS AND DUES	500320	511100	1,500.00				
04/22/2022	PWBDD	40578	REGISTRATION FEE TRUST	PARKING VIOLATIONS	451301	000000	260.00				
04/22/2022	PWBDD	40579	REINDERS, INC.	MAINTENANCE PARTS	500353	533210	185.36				
				MAINTENANCE PARTS	500353	533210	189.02				

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Fund: 100 GENERAL FUND							
				CHECK PWBDD 40579 TOTAL FOR FUND 100:			374.38
04/22/2022	PWBDD	40583	SHARP ELECTRONICS CORPORATION	EQUIPMENT OUTLAY	500385	514700	858.79
04/22/2022	PWBDD	40584	SHERRILL, INC	EQUIPMENT/CAPITAL OUTLAY	500380	555510	535.95
04/22/2022	PWBDD	40585	SHERWIN INDUSTRIES, INC.	STREET PAINTER	500240	533440	7,933.19
04/22/2022	PWBDD	40586*#	STREICHER'S POLICE EQUIPMENT	UNIFORMS	500346	522120	429.99
				UNIFORMS	500346	522120	50.00
				CHECK PWBDD 40586 TOTAL FOR FUND 100:			479.99
04/22/2022	PWBDD	40587	TEREX SERVICES	MAINTENANCE PARTS	500353	533210	438.57
04/22/2022	PWBDD	40589	UNIFIRST CORPORATION	OPERATING SUPPLIES	500350	533210	52.47
04/22/2022	PWBDD	40591*#	WE ENERGIES	NATURAL GAS-0713912926-00011	500224	518100	704.62
				NATURAL GAS-0713912926-00006	500224	518100	784.53
				NATURAL GAS-0713912926-00001	500224	518100	692.75
				NATURAL GAS-0711276804-00002	500224	522100	1,009.81
				NATURAL GAS-0711276804-00001	500224	522100	9.90
				NATURAL GAS-0713912926-00008	500224	522230	701.04
				NATURAL GAS-0713912926-00003	500224	522230	844.20
				NATURAL GAS-0713912926-00004	500224	522410	128.48
				NATURAL GAS-0713912926-00009	500224	533210	879.74
				NATURAL GAS-0719886467-00001	500224	555510	180.09
				NATURAL GAS-0707973696-00001	500224	555510	113.12
				CHECK PWBDD 40591 TOTAL FOR FUND 100:			6,048.28
04/22/2022	PWBDD	40593#	WM CORPORATE SERVICES, INC	MAINT/CONTRACTED SERVICES	500290	533710	40,468.40
				MAINT/CONTRACTED SERVICES	500290	533730	18,398.52
				CHECK PWBDD 40593 TOTAL FOR FUND 100:			58,866.92
04/22/2022	PWBDD	40594	ZUERN BUILDING PRODUCTS	REPAIR AND MAINTENANCE	500240	555510	62.10
				REPAIR AND MAINTENANCE	500240	555510	21.17
				CHECK PWBDD 40594 TOTAL FOR FUND 100:			83.27

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Fund: 100 GENERAL FUND							
04/29/2022	PWBDD	40595	ADRIAN BUNTROCK	AWARDS, SUPPLIES	500343	519200	150.00
04/29/2022	PWBDD	40597*#	AT&T	TELEPHONE/COMMUNICATIONS	500225	518100	95.29
				TELEPHONE/COMMUNICATIONS	500225	522110	101.22
				TELEPHONE/COMMUNICATIONS	500225	522230	91.16
				TELEPHONE/COMMUNICATIONS	500225	533210	87.82
				CHECK PWBDD 40597 TOTAL FOR FUND 100:			375.49
04/29/2022	PWBDD	40598	AT&T MOBILITY	TELEPHONE/COMMUNICATIONS	500225	522110	1,256.93
04/29/2022	PWBDD	40601	BARTLETT MAUFACTURING CO LLC	EQUIPMENT/CAPITAL OUTLAY	500380	555510	350.00
04/29/2022	PWBDD	40602	BARTON SMALL ENGINE, LLC	GAS AND OIL EXPENSE	500351	533210	345.99
04/29/2022	PWBDD	40603*#	BEYER'S HARDWARE	REPAIR AND MAINTENANCE	500240	522410	11.69
				OPERATING SUPPLIES	500350	533210	3.22
				REPAIR AND MAINTENANCE	500240	555510	21.13
				REPAIR AND MAINTENANCE	500240	555510	16.09
				REPAIR AND MAINTENANCE	500240	555510	13.47
				REPAIR AND MAINTENANCE	500240	555510	27.13
				REPAIR AND MAINTENANCE	500240	555510	17.98
				REPAIR AND MAINTENANCE	500240	555510	11.69
				REPAIR AND MAINTENANCE	500240	555510	5.84
				REPAIR AND MAINTENANCE	500240	555510	35.05
				CHECK PWBDD 40603 TOTAL FOR FUND 100:			163.29
04/29/2022	PWBDD	40608	D & D FENCE	REPAIR AND MAINTENANCE	500240	518100	1,400.00
04/29/2022	PWBDD	40609	DENNIS BUDD	AWARDS, SUPPLIES	500343	519200	25.00
04/29/2022	PWBDD	40611	DSI RECYCLING SYSTEMS INC.	REPAIR AND MAINTENANCE	500240	533210	283.00
04/29/2022	PWBDD	40612	E-Z WINDOW CLEANING	REPAIR AND MAINTENANCE	500240	518100	1,562.00
04/29/2022	PWBDD	40614	EXCEL DISPOSAL OF WISCONSIN LLC	PUBLIC WORKS FEES	463101	000000	323.06
04/29/2022	PWBDD	40615	FASTENAL COMPANY	OPERATING SUPPLIES	500350	533210	179.59
				MAINTENANCE PARTS	500353	533210	80.80

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Fund: 100 GENERAL FUND				CHECK PWBDD 40615 TOTAL FOR FUND 100:			260.39
04/29/2022	PWBDD	40617	HEYDEN'S GARDEN CENTER	REPAIR AND MAINTENANCE	500240	555510	9.99
04/29/2022	PWBDD	40618	HORST DISTRIBUTING INC	MAINTENANCE PARTS	500353	533210	695.00
04/29/2022	PWBDD	40619*#	HOUSEMAN & FEIND, LLP	EXTRAORDINARY SERVICES	500211	516100	3,235.50
				ATTORNEY/CONSULTANT	500212	522110	199.00
				ATTORNEY/CONSULTANT	500212	522110	2,012.00
				CHECK PWBDD 40619 TOTAL FOR FUND 100:			5,446.50
04/29/2022	PWBDD	40620	IBS OF SOUTHEASTERN WISCONSIN	MAINTENANCE PARTS	500353	533210	54.95
04/29/2022	PWBDD	40621	J R BOEHLKE INC	MAINT/CONTRACTED SERVICES	500290	555510	618.00
04/29/2022	PWBDD	40622	KEVIN WESTPHAL	AWARDS, SUPPLIES	500343	519200	75.00
04/29/2022	PWBDD	40623	MID-AMERICAN RESEARCH CHEMICAL	OPERATING SUPPLIES	500350	518100	951.00
04/29/2022	PWBDD	40624	MILLER-BRADFORD AND RISBERG	MAINTENANCE PARTS	500353	533210	48.82
04/29/2022	PWBDD	40625	MILWAUKEE AREA TECHNICAL	TRAVEL & TRAINING	500330	522120	177.53
04/29/2022	PWBDD	40628	NAPA AUTO PARTS	MAINTENANCE PARTS	500353	533210	4.26
				MAINTENANCE PARTS	500353	533210	289.00
				MAINTENANCE PARTS	500353	533210	4.49
				MAINTENANCE PARTS	500353	533210	26.14
				MAINTENANCE PARTS	500353	533210	47.04
				MAINTENANCE PARTS	500353	533210	9.49
				MAINTENANCE PARTS	500353	533210	(256.89)
				CHECK PWBDD 40628 TOTAL FOR FUND 100:			123.53
04/29/2022	PWBDD	40629	OFFICE COPYING EQUIPMENT LTD	EQUIPMENT OUTLAY	500385	514700	9.47
				EQUIPMENT OUTLAY	500385	514700	9.23
				CHECK PWBDD 40629 TOTAL FOR FUND 100:			18.70
04/29/2022	PWBDD	40630	OFFICE DEPOT	OFFICE SUPPLIES-TREAS-BINDER CLIPS	500310	515600	3.17

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04/29/2022	PWBDD	40631#	OLSEN'S PIGGLY WIGGLY	OTHER EXPENSES	500390	522110	26.34
				OPERATING SUPPLIES	500350	522410	74.16
				CHECK PWBDD 40631 TOTAL FOR FUND 100:			100.50
04/29/2022	PWBDD	40632	ONTECH SYSTEMS, INC	PROFESSIONAL SERVICES	500210	514700	690.00
				PROFESSIONAL SERVICES	500210	514700	156.44
				EQUIPMENT OUTLAY	500385	514700	259.00
				CHECK PWBDD 40632 TOTAL FOR FUND 100:			1,105.44
04/29/2022	PWBDD	40633	PACE SYSTEMS, INC	REPAIR AND MAINTENANCE	500240	522110	1,600.00
04/29/2022	PWBDD	40635	QUALITY STATE OIL CO.,INC.	GAS AND OIL EXPENSE	500351	533210	500.00
04/29/2022	PWBDD	40636	RECOGNITION SPECIALISTS, INC.	AWARDS, SUPPLIES	500343	522410	123.75
04/29/2022	PWBDD	40639	SCHICHEL'S NURSERY, INC.	TREES AND SUPPLIES	500341	555510	4,572.00
				VARIOUS STREET TREES FOR PLANTING	500341	555510	8,999.00
				VARIOUS STREET TREES FOR PLANTING	500341	555510	(95.00)
				CHECK PWBDD 40639 TOTAL FOR FUND 100:			13,476.00
04/29/2022	PWBDD	40640	SNAP-ON INDUSTRIAL	REPAIR AND MAINTENANCE	500240	533440	3,101.05
04/29/2022	PWBDD	40643	STREICHER'S POLICE EQUIPMENT	UNIFORMS	500346	522120	10.98
04/29/2022	PWBDD	40644	TERRY MASSEE	AWARDS, SUPPLIES	500343	519200	25.00
04/29/2022	PWBDD	40646	TRANSUNION RISK AND ALTERNATIVE	TELEPHONE/COMMUNICATIONS	500225	522110	75.00
04/29/2022	PWBDD	40647	UNIFIRST CORPORATION	OPERATING SUPPLIES	500350	533210	52.47
04/29/2022	PWBDD	40648	VILLAGE OF GRAFTON	MAINTENANCE PARTS	500353	533210	77.45
04/29/2022	PWBDD	40649	WISCONSIN DEPT OF JUSTICE-TIME	TELEPHONE/COMMUNICATIONS	500225	522110	447.75
				Total for fund 100 GENERAL FUND			276,414.75
Fund: 200 CEMETERY FUND							
04/15/2022	PWBDD	40498	CUTTING EDGE LANDSCAPING	PROFESSIONAL SERVICES	500210	544210	4,650.00
				Total for fund 200 CEMETERY FUND			4,650.00
Fund: 220 RECREATION PROGRAMS FUND							
04/08/2022	PWBDD	40418	CEDARBURG PERFORMING ARTS CENTER	POSTAGE EXPENSES			

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Fund: 220 RECREATION PROGRAMS FUND							
04/08/2022	PWBDD	40428*#	DIGITAL EDGE OF GRAFTON	RECREATION BROCHURE EXPENSES			** VOIDED **
04/08/2022	PWBDD	40466	CEDARBURG PERFORMING ARTS CENTER	POMS EXPENSES	500394	555390	490.00
04/08/2022	PWBDD	40476*#	DIGITAL EDGE OF GRAFTON	RECREATION BROCHURE EXPENSES	500309	555390	2,172.00
04/15/2022	PWBDD	40492*#	CARDMEMBER SERVICE	POMS COSTCO	500347	555390	44.97
				GO DADDY	500347	555390	175.03
				AM. RED CROSS	500372	555390	165.00
				POMS EXPENSES	500394	555390	1,766.87
				CHECK PWBDD 40492 TOTAL FOR FUND 220:			2,151.87
04/22/2022	PWBDD	40534	ANNIE SILVIA	SUMMER SOCCER	467329	000000	55.00
04/22/2022	PWBDD	40541*#	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	500225	555390	30.50
04/22/2022	PWBDD	40557	JAY LAURILA	SUMMER/WINTER REC FEES	467310	000000	80.00
04/22/2022	PWBDD	40561	JOHN SIMON	YOUTH FOOTBALL REGISTRATION	467317	000000	50.00
04/22/2022	PWBDD	40566	MASTER PRINTWEAR	POMS EXPENSES	500394	555390	454.11
				POMS EXPENSES	500394	555390	475.00
				CHECK PWBDD 40566 TOTAL FOR FUND 220:			929.11
04/22/2022	PWBDD	40588	TRISTA KOWALCZYK	SUMMER/WINTER REC FEES	467310	000000	40.00
				YOUTH FOOTBALL REGISTRATION	467317	000000	100.00
				CHECK PWBDD 40588 TOTAL FOR FUND 220:			140.00
04/29/2022	PWBDD	40596	ASCAP	SUPPLIES AND EXPENSES	500347	555390	397.67
04/29/2022	PWBDD	40603*#	BEYER'S HARDWARE	SUPPLIES AND EXPENSES	500347	555390	47.66
04/29/2022	PWBDD	40610	DIGITAL EDGE OF GRAFTON	POMS EXPENSES	500394	555390	156.00
04/29/2022	PWBDD	40626	MILWAUKEE PRETZEL COMPANY, LLC	POMS EXPENSES	500394	555390	3,027.50

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Fund: 220 RECREATION PROGRAMS FUND							
04/29/2022	PWBDD	40638	SAM'S CLUB DIRECT	SUPPLIES AND EXPENSES	500347	555390	116.30
Total for fund 220 RECREATION PROGRAMS FUND							9,843.61
Fund: 221 FUEL SYSTEM - WASH BAY							
04/08/2022	PWBDD	40429	ENGINEERED SECURITY SOLUTIONS	REPAIR AND MAINTENANCE		** VOIDED **	
04/08/2022	PWBDD	40477	ENGINEERED SECURITY SOLUTIONS	REPAIR AND MAINTENANCE	500240	533210	3,746.40
Total for fund 221 FUEL SYSTEM - WASH BAY							3,746.40
Fund: 231 AMERICAN RESCUE PLAN ACT							
04/15/2022	PWBDD	40517	SAN-A-CARE, INC.	1 MOPPLUS XL 18" DISK SCRUBBER	500331	566721	5,261.80
04/22/2022	PWBDD	40586*#	STREICHER'S POLICE EQUIPMENT	GRANT EXPENDITURES	500331	566721	9,850.00
Total for fund 231 AMERICAN RESCUE PLAN ACT							15,111.80
Fund: 232 DONATIONS							
04/15/2022	PWBDD	40488	ADVANCED TECHNOLOGY SYSTEMS	CAMERA SERVER SOFTWARE	500380	522100	695.00
				INTERNAL CAMERA SYSTEM	500380	522100	21,364.72
CHECK PWBDD 40488 TOTAL FOR FUND 232:							22,059.72
Total for fund 232 DONATIONS							22,059.72
Fund: 240 SWIMMING POOL FUND							
04/22/2022	PWBDD	40541*#	CHARTER COMMUNICATIONS	INTERNET	500220	555320	139.98
				TELEPHONE/COMMUNICATIONS	500225	555320	38.00
CHECK PWBDD 40541 TOTAL FOR FUND 240:							177.98
04/22/2022	PWBDD	40591*#	WE ENERGIES	NATURAL GAS-0716746085-00001	500224	555320	9.90
				NATURAL GAS-0719900042-00001	500224	555320	25.50
CHECK PWBDD 40591 TOTAL FOR FUND 240:							35.40
04/29/2022	PWBDD	40603*#	BEYER'S HARDWARE	MAINTENANCE SUPPLIES	500340	555320	107.50
04/29/2022	PWBDD	40607	CITY CEDARBURG-PETTY CASH	PETTY CASH	118000	000000	1,275.00
Total for fund 240 SWIMMING POOL FUND							1,595.88
Fund: 260 LIBRARY FUND							

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Fund: 260 LIBRARY FUND							
04/08/2022	PWBDD	40420*#	CINTAS CORPORATION	OPERATING SUPPLIES			** VOIDED **
04/08/2022	PWBDD	40426	CULLIGAN OF WEST BEND	MAINT/CONTRACTED SERVICES			** VOIDED **
04/08/2022	PWBDD	40427	DEMCO SOFTWARE	OFFICE SUPPLIES			** VOIDED **
				OFFICE SUPPLIES			** VOIDED **
				OFFICE SUPPLIES			** VOIDED **
04/08/2022	PWBDD	40437	JAMES IMAGING SYSTEMS, INC.	MAINT/CONTRACTED SERVICES			** VOIDED **
04/08/2022	PWBDD	40445	MILWAUKEE JOURNAL SENTINEL	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	887.92
04/08/2022	PWBDD	40452	OWEN'S OFFICE SUPPLIES	OFFICE SUPPLIES	500310	555110	298.50
04/08/2022	PWBDD	40455	RMC IMAGING INC	MAINT/CONTRACTED SERVICES	500290	555110	845.00
04/08/2022	PWBDD	40468*#	CINTAS CORPORATION	OPERATING SUPPLIES	500350	555110	66.87
04/08/2022	PWBDD	40474	CULLIGAN OF WEST BEND	MAINT/CONTRACTED SERVICES	500290	555110	43.75
04/08/2022	PWBDD	40475	DEMCO SOFTWARE	OFFICE SUPPLIES	500310	555110	186.53
				OFFICE SUPPLIES	500310	555110	448.87
				OFFICE SUPPLIES	500310	555110	189.98
				CHECK PWBDD 40475 TOTAL FOR FUND 260:			825.38
04/08/2022	PWBDD	40485	JAMES IMAGING SYSTEMS, INC.	MAINT/CONTRACTED SERVICES	500290	555110	476.19
04/15/2022	PWBDD	40490	BAKER & TAYLOR BOOKS	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	35.87
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	84.96
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	76.03
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	271.16
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	357.44
				DONATION EXPENDITURES	500322	555110	105.00
				CHECK PWBDD 40490 TOTAL FOR FUND 260:			930.46



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Fund: 260 LIBRARY FUND							
04/15/2022	PWBDD	40492*#	CARDMEMBER SERVICE	FACEBOOK	500223	555110	36.00
				TELEPHONE/COMMUNICATIONS	500225	555110	803.80
				PROGRAM SUPPLIES	500308	555110	84.00
				AMAZON	500312	555110	451.74
				AMAZON	500319	555110	250.00
				DONATION EXPENDITURES	500322	555110	3,087.44
				LIBRARY TECHNOLOGY	500382	555110	1,520.15
				CHECK PWBDD 40492 TOTAL FOR FUND 260:			6,233.13
04/15/2022	PWBDD	40501	FINDAWAY	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	74.99
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	719.90
				CHECK PWBDD 40501 TOTAL FOR FUND 260:			794.89
04/15/2022	PWBDD	40518	SCHOLASTIC LIBRARY PUBLISHING	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	14.95
04/15/2022	PWBDD	40529*#	VISUAL IMAGE PHOTOGRAPHY, INC.	MARKETING	500223	555110	159.50
04/22/2022	PWBDD	40537	BAKER & TAYLOR BOOKS	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	169.18
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	20.09
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	451.39
				PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	376.46
				DONATION EXPENDITURES	500322	555110	25.19
				DONATION EXPENDITURES	500322	555110	85.00
				CHECK PWBDD 40537 TOTAL FOR FUND 260:			1,127.31
04/22/2022	PWBDD	40541*#	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	500225	555110	182.96
04/22/2022	PWBDD	40552	HOOPLA	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	227.06
04/22/2022	PWBDD	40556*#	JANI-KING OF MILWAUKEE	MAINT/CONTRACTED SERVICES	500290	555110	488.58
04/22/2022	PWBDD	40558	JEFF MCMULLEN	DONATION EXPENDITURES	500322	555110	375.00
04/22/2022	PWBDD	40563	KANOPY, INC.	PUBLICATIONS AND SUBSCRIPTIONS	500319	555110	353.40
04/22/2022	PWBDD	40569	MILWAUKEE PUBLIC MUSEUM	DONATION EXPENDITURES	500322	555110	125.00



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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 350 TIF DISTRICT FUND #4							
04/15/2022	PWBDD	40511	OLIVER FIONTAR LLC	DEVELOPERS INCENTIVE	500227	566710	21,947.44
04/29/2022	PWBDD	40637	RNR WATER LLC	PROFESSIONAL SERVICES	500210	566710	125.00
Total for fund 350 TIF DISTRICT FUND #4							22,072.44
Fund: 351 TIF DISTRICT FUND #5							
04/22/2022	PWBDD	40575	OLIVER FIONTAR LLC	DEVELOPERS INCENTIVE	500227	566710	46,047.50
Total for fund 351 TIF DISTRICT FUND #5							46,047.50
Fund: 353 TIF DISTRICT #6							
04/08/2022	PWBDD	40453	R.A. SMITH NATIONAL	PROFESSIONAL SERVICES	500210	566710	647.87
				PROFESSIONAL SERVICES	500210	566710	511.00
CHECK PWBDD 40453 TOTAL FOR FUND 353:							1,158.87
04/22/2022	PWBDD	40577	R.A. SMITH NATIONAL	PROFESSIONAL SERVICES	500210	566710	279.80
Total for fund 353 TIF DISTRICT #6							1,438.67
Fund: 400 CAPITAL IMPROVEMENTS FUND							
04/08/2022	PWBDD	40441	LEAGUE OF WI MUNICIPALITIES	NR216 COMPLIANCE	500472	533440	400.00
04/08/2022	PWBDD	40442	LEAGUE OF WI MUNICIPALITIES	NR216 COMPLIANCE	500472	533440	1,000.00
04/15/2022	PWBDD	40492*#	CARDMEMBER SERVICE	DNR WATER PERMITTING	500475	533440	143.50
04/22/2022	PWBDD	40549	GRAEF	DAM STUDIES	500874	533750	382.50
04/22/2022	PWBDD	40564*#	KAPUR & ASSOCIATES	DUE FROM LIGHT & WATER	156200	000000	971.88
				STREET IMPROVEMENTS	500854	533311	2,309.58
				STORMWATER IMPROVEMENTS	500475	533440	464.10
CHECK PWBDD 40564 TOTAL FOR FUND 400:							3,745.56
04/22/2022	PWBDD	40590	VANTAGE FINANCIAL	DEBT SERVICE - PRINCIPAL	500610	555510	3,305.93
				DEBT SERVICE - INTEREST	500620	555510	302.07
CHECK PWBDD 40590 TOTAL FOR FUND 400:							3,608.00
04/29/2022	PWBDD	40616	GENERAL COMMUNICATIONS, INC.	VEHICLE REPLACEMENTS	500811	522120	15,077.36
04/29/2022	PWBDD	40619*#	HOUSEMAN & FEIND, LLP	PROFESSIONAL	500841	533750	184.50

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Fund: 400 CAPITAL IMPROVEMENTS FUND							
				Total for fund 400 CAPITAL IMPROVEMENTS FUND			24,541.42
Fund: 601 WATER RECYCLING CENTER							
04/08/2022	PWBDD	40416*#	BEYER'S HARDWARE	MAINTENANCE SUPPLIES			** VOIDED **
				MAINTENANCE SUPPLIES			** VOIDED **
04/08/2022	PWBDD	40417	BOGIE ENTERPRISES, INC.	COLLECTION SYSTEM MAINT			** VOIDED **
04/08/2022	PWBDD	40420*#	CINTAS CORPORATION	SAFETY EQUIPMENT			** VOIDED **
04/08/2022	PWBDD	40434*#	HOME DEPOT CREDIT SERVICES	MAINTENANCE SUPPLIES			** VOIDED **
04/08/2022	PWBDD	40448*#	NAPA AUTO PARTS	COLLECTION SYSTEM MAINT	500360	573835	192.26
04/08/2022	PWBDD	40464*#	BEYER'S HARDWARE	MAINTENANCE SUPPLIES			** VOIDED **
				MAINTENANCE SUPPLIES			** VOIDED **
04/08/2022	PWBDD	40465	BOGIE ENTERPRISES, INC.	COLLECTION SYSTEM MAINT	500360	573835	538.53
04/08/2022	PWBDD	40468*#	CINTAS CORPORATION	SAFETY EQUIPMENT	500372	573825	99.15
04/08/2022	PWBDD	40482*#	HOME DEPOT CREDIT SERVICES	MAINTENANCE SUPPLIES	500340	573830	396.29
04/15/2022	PWBDD	40489	AERZEN USA CORPORATION	MAINTENANCE SUPPLIES	500340	573830	229.68
04/15/2022	PWBDD	40492*#	CARDMEMBER SERVICE	LAB SUPPLIES	500370	573825	6.99
				AMAZON	500372	573825	290.48
				AMAZON	500340	573830	250.01
				AMAZON	500360	573835	1.62
				OFFICE SUPPLIES	500310	573850	119.00
				CHECK PWBDD 40492 TOTAL FOR FUND 601:			668.10
04/15/2022	PWBDD	40494*#	CINTAS CORPORATION	SAFETY EQUIPMENT	500372	573825	99.15

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 601 WATER RECYCLING CENTER							
04/15/2022	PWBDD	40507	MUNICIPAL ENVIRONMENTAL GROUP	PROFESSIONAL SERVICES	500210	573850	1,268.30
04/15/2022	PWBDD	40516	RUEKERT-MIELKE, INC.	ADVANCED TREATMENT EQUIPMENT	185335	000000	4,860.06
04/22/2022	PWBDD	40541*#	CHARTER COMMUNICATIONS	TELEPHONE/COMMUNICATIONS	500225	573825	139.98
				TELEPHONE/COMMUNICATIONS	500225	573825	62.00
				CHECK PWBDD 40541 TOTAL FOR FUND 601:			201.98
04/22/2022	PWBDD	40543	ENERGENECS, INC	MAINTENANCE SUPPLIES	500340	573840	1,365.43
04/22/2022	PWBDD	40547	FIRST ADVANTAGE OCC HEALTH SVC	PROFESSIONAL SERVICES	500210	573850	39.95
04/22/2022	PWBDD	40564*#	KAPUR & ASSOCIATES	COLLECTION MAINS AND ACCESS.	184313	000000	1,714.44
04/22/2022	PWBDD	40568	MID-AMERICAN RESEARCH CHEMICAL	JANITORIAL SUPPLIES	500342	573830	193.73
04/22/2022	PWBDD	40580	RNOW INC	COLLECTION SYSTEM MAINT	500360	573835	66.26
04/22/2022	PWBDD	40581	RUEKERT-MIELKE, INC.	MAINTENANCE SUPPLIES	500340	573840	895.00
04/22/2022	PWBDD	40591*#	WE ENERGIES	ELECTRIC 1838 PIONEER 0711836389-00004	500222	573825	21.53
				NATURAL GAS-0712590709-00001	500224	573825	328.82
				NATURAL GAS-0713182701-00001	500224	573825	124.05
				MAINTENANCE SUPPLIES-0713912926-00005	500340	573840	36.21
				MAINTENANCE SUPPLIES	500340	573840	18.36
				MAINTENANCE SUPPLIES-0713912926-00007	500340	573840	10.86
				MAINTENANCE SUPPLIES-0713912926-00010	500340	573840	11.57
				MAINTENANCE SUPPLIES-0711836389-00001	500340	573840	14.93
				MAINTENANCE SUPPLIES-0713912926-00002	500340	573840	10.86
				CHECK PWBDD 40591 TOTAL FOR FUND 601:			577.19
04/29/2022	PWBDD	40597*#	AT&T	TELEPHONE/COMMUNICATIONS	500225	573825	122.21
04/29/2022	PWBDD	40599	BADGER STATE WASTE, LLC	SLUDGE HAULING	500294	573825	31,127.65
04/29/2022	PWBDD	40603*#	BEYER'S HARDWARE	MAINTENANCE SUPPLIES	500340	573830	56.19
				MAINTENANCE SUPPLIES	500340	573830	6.82

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Fund: 601 WATER RECYCLING CENTER							
				MAINTENANCE SUPPLIES	500340	573830	(24.73)
				MAINTENANCE SUPPLIES	500340	573830	(4.57)
				CHECK PWBDD 40603 TOTAL FOR FUND 601:			<u>33.71</u>
04/29/2022	PWBDD	40605#	CEDARBURG LIGHT & WATER	ELECTRIC	500222	573825	11,960.12
				COLLECTION SYSTEM MAINT	500360	573835	166.01
				CHECK PWBDD 40605 TOTAL FOR FUND 601:			<u>12,126.13</u>
04/29/2022	PWBDD	40606*#	CINTAS CORPORATION	SAFETY EQUIPMENT	500372	573825	99.15
04/29/2022	PWBDD	40627	MILWAUKEE RUBBER PRODUCTS	MAINTENANCE SUPPLIES	500340	573840	253.00
04/29/2022	PWBDD	40634	PIEPER ELECTRIC, INC.	MAINTENANCE SUPPLIES	500340	573830	3,656.48
				MAINTENANCE SUPPLIES	500340	573830	3,634.00
				CHECK PWBDD 40634 TOTAL FOR FUND 601:			<u>7,290.48</u>
04/29/2022	PWBDD	40642	STARNET TECHNOLOGIES	TELEPHONE/COMMUNICATIONS	500225	573825	660.00
				Total for fund 601 WATER RECYCLING CENTER			65,117.83
Fund: 700 RISK MANAGEMENT FUND							
04/29/2022	PWBDD	40641	STAFFORD ROSENBAUM LLP	SHELLY BUCK 12/21/19 CLM #GLB1071220-	500546	519400	1,291.12
				Total for fund 700 RISK MANAGEMENT FUND			1,291.12
			TOTAL - ALL FUNDS				515,537.10

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT



City of Cedarburg

## City Administrator's Report

May 5, 2022

### 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 2022 Street & Utility project is underway and they are working on relaying the sanitary sewer. The Sidewalk program started last week and will continue for a couple more weeks.

The Public Works crew is working on crack-filling, brush pick-up, and getting the pool ready for the season. The Forestry crew is working hard on spring planting. A volunteer project took place in Cedar Pointe last weekend and 50 trees were planted.

**Parks, Recreation & Forestry**— The Adult Softball and Youth Soccer programs began last week. Early Registration for swimming lessons were held in the Community Gym last week and resulted in 219 registrations. The pool will be open for pre-season registrations on Monday and Wednesday evenings 4—6 p.m., May 2 to May 25, 2022, for pass sales, pass renewals, and swim lesson registrations.

**Treasurer**— The Department is preparing for the annual audit that is scheduled for July. This is payroll week.

**Water Recycling Center**— The UV system installation was completed last week. The Coagulant program is 95% complete. Work is being done at the farm on Pioneer Road, as part of the Adaptive Management program.

**Police Department**—Third shift dispatch has been switched over to the County and is working well.

**Light & Water**—A preconstruction meeting was held last week for the private lead service replacement project. Work on the 120 lead replacements will be done by two crews, completing six replacements per day.

**Administrator**—The Health Insurance Committee met last week and plans to move ahead to present the State Insurance Plan to the Personnel Committee and Common Council for approval, prior to submitting the application.

Respectfully submitted,



Mikko Hilvo

**CITY of CEDARBURG**  
**OFFICE of the MAYOR**

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*Proclamation*

WHEREAS; America is the land of Freedom, preserved and protected, willingly and freely, by the men and women of the Armed Forces; and

WHEREAS; millions who have answered the call to arms have died on the field of battle; and a nation must be reminded of the price of war and the debt owed to those who have died in war; and

WHEREAS; the red crepe paper poppy, made by disabled veterans, has been designated as a symbol of the sacrifice of lives in all wars; and

WHEREAS; the annual distribution of these poppies by the American Legion Auxiliary has been officially recognized and endorsed by governmental leaders since 1922; and

WHEREAS; the proceeds of this worthy fund-raising campaign are used exclusively for the benefit of the disabled, needy veterans, and the widows and orphans of the deceased veterans; and

WHEREAS; the American Legion and Legion Auxiliary have pledged to remind citizens annually of this debt through the distribution of this memorial flower;

NOW, THEREFORE, I, Michael O’Keefe, Mayor of Cedarburg, do hereby proclaim May, 2022 as

**POPPY MONTH**

and urge all citizens of this community to recognize the merits of this cause by contributing generously to its support through donations on **National Poppy Day Friday, May 27 & Saturday, May 28, 2022.**

We also urge all patriotic citizens to wear a poppy as evidence of our gratitude.

Signed by

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Mayor Michael O’Keefe

Attested:

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Tracie Sette, City Clerk