

**CITY OF CEDARBURG
MEETING OF COMMON COUNCIL
March 30, 2020 – 7:00 P.M.**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, will be held on **Monday, March 30, 2020 at 7:00 p.m.** This meeting will be held online utilizing the zoom app. Information on how to access the meeting is attached to the meeting packet or can be requested by emailing <mailto:mhilvo@ci.cedarburg.wi.us>.

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 Bubnitz, Jack Arnett, Kristin Burkart, Rick Verhaalen, Garan Chivinski, Patricia Thome and Rod Galbraith
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 – March 9, 2020 Common Council Minutes*
8. NEW BUSINESS
 - A. Consider bids received for the 2020 Street and Utility construction contract; and action thereon (Public Works and Sewerage Comm. 3/12/20)*
 - B. Consider bids received for the annual sidewalk sawing program; and action thereon (Public Works and Sewerage Comm. 3/12/20)*
 - C. Review the 2019 Annual Storm Water Compliance Report; and action thereon*
 - D. Consider application of The Shinery Neenah LLC, P.O. Box 128, Larsen, WI 54947, Troy D. Reissman, Agent, premises to be licensed: W63 N767 Washington Avenue, known as The Shinery Moonshine Company for a Class "B" fermented malt beverage and "Class B" intoxicating liquor (on or off-premise consumption) license; and action thereon*
 - E. Consider License/Permit Applications; and action thereon

1. Consider approval of new Operator License applications for the period ending June 30, 2020 for Wilson Phoa and Mark S. Adgate; and action thereon***

- F. Consider payment of bills dated 03/06/20 through 03/20/20, transfers for the period 03/05/20 through 03/27/20 and payroll for 02/23/20 through 03/07/30 and 03/08/20 through 03/21/20; and action thereon*

9. REPORTS OF CITY OFFICERS AND DEPARTMENT HEADS

- A. Administrator's Report

10. COMMUNICATIONS

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

11. ADJOURN TO CLOSED SESSION

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

- A. Discussion of Highway 60 Business Park
- B. Consider Concord Group proposal

12. RECONVENE TO OPEN SESSION

13. NEW BUSINESS – CONTINUED

- E. Consider Concord Group proposal for Business Park professional services; and action thereon*

14. 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.

03/25/20 adk

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



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.
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, (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 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, (262) 375-7917.

**CITY OF CEDARBURG
COMMON COUNCIL
March 9, 2020**

**CC20200309-1
UNAPPROVED**

A regular meeting of the Common Council of the City of Cedarburg, Wisconsin, was held on Monday, March 9, 2020, at City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. Mayor O'Keefe called the meeting to order at 7:00 p.m.

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

Also Present - City Administrator Mikko Hilvo, City Attorney Michael Herbrand, Deputy City Clerk Amy Kletzien, City Planner Jon Censky, Director of Engineering and Public Works Tom Wiza, City Clerk Tracie Sette, 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. Citizens present were welcomed and encouraged to provide their input during the citizen comment portion of the meeting.

APPROVAL OF MINUTES

Motion made by Council Member Thome, seconded by Council Member Bublitz, to approve the minutes of the February 24, 2020 meeting as corrected by Council Member Thome on page 4, third paragraph, last sentence; Motion carried without a negative vote with Council Members Verhaalen and ~~Bublitz~~ Burkart excused. Motion carried without a negative vote.

COMMENTS AND SUGGESTIONS FROM CITIZENS

James Schmit, 1941 Ulao Pkwy, Grafton, asked the Common Council to consider installing fish cribs in Cedar Creek and adding a kayak gravel launch. Mayor O'Keefe stated that the kayak launch would be a nice Eagle Scout project. City Administrator Hilvo asked James Schmit to leave the information that he provided, and he would have the Parks, Recreation & Forestry Board discuss fish cribs at a future meeting.

Gordon Goggin of Jackson, introduced his son who was attending tonight's meeting for a Government class and thanked the Common Council for their work and commitment to the City.

PRESENTATION

CONSIDER APPOINTMENT OF TRACIE SETTE AS CITY CLERK; AND ACTION THEREON

The oath of office was administered to City Clerk Sette by Deputy Clerk Kletzien.

UNFINISHED BUSINESS

CONSIDER ORDINANCE NO. 2020-02 REGARDING COMPOSITION AND APPOINTMENT TO CITY PLAN COMMISSION SEC. 2-4-5(a)(b); AND ACTION THEREON

Planner Censky explained that Council Members are being asked to approve Ordinance No. 2020-02 which will change the composition of the Plan Commission to provide some flexibility in where Commissioners reside. Currently, all members of this Commission must be citizens of the City of Cedarburg; however, since one of the existing members recently relocated from the City into the Town of Cedarburg, the composition of this Commission is no longer Code compliant. Accordingly, the intent of this change is to allow for one member to reside outside the City if he/she is affiliated with a business in the City. Staff notes that the non-citizen member continues to be committed to Cedarburg through his profession as an architect with the local Kubala Washatko Architectural firm. At their February 3, 2020 meeting, the Plan Commission reviewed this request and recommended approval by unanimous vote.

City Attorney Herbrand verified that there is no legal issue with a non-resident serving on the Plan Commission and clarified that a citizen does not mean a resident, it means a non-official or lay person. He also stated that the Council does not have to limit the appointee to being affiliated with a business located in the City; that may be removed if the Council desires.

Council Member Verhaalen did not agree to changing the composition of the Plan Commission for a specific person; however, appointing an individual as an architect has value. He suggested changing the composition to an architect not living in the City.

Council Member Arnett was in favor of affording more discretion to the Mayor.

Mayor O'Keefe explained that having an architect on the Plan Commission is very beneficial and often lends to a better design. He was in favor of appointing one certified architect.

Council Member Bublitz was in favor of not limiting the member to be an architect and allowing the Mayor to choose what is best at the time.

Council Member Galbraith suggested omitting that the member must be affiliated with a business located within the City or must be an architect.

Council Member Thome was in favor of not making the non-resident member so specific.

Motion made by Council Member Arnett, seconded by Council Member Chivinski, to approve Ordinance No. 2020-02 regarding composition and appointment to City Plan Commission Sec. 2-4-5(a)(b) as changed to remove: but must be affiliated with a business located within the City. Motion carried without a negative vote.

CONSIDER APPROVAL OF AGREEMENT WITH JOHN E. ZARLING AMENDING LICENSE TERMS FOR PROPERTY DESIGNATED FOR FUTURE WASTEWATER TREATMENT FACILITY; AND ACTION THEREON

City Attorney Herbrand explained that this agreement is for the future Wastewater Treatment facility property. The amended license covers the following terms:

- Recitals Adopted – The Recitals set forth in the document are deemed true and accurate and incorporated herein by reference.
- Holding Tank Installation – The City shall, at its sole expense, install a new holding tank as soon as possible, but no later than June 30, 2020.
- Amended License Period – The License shall terminate automatically, without further notice to anyone, on August 31, 2021. Zarling's shall have limited access to the property after termination until November 30, 2021 to access the crops and the City shall have unrestricted access to property.
- Zarling Responsible for All Future Repairs, Maintenance, Replacements, or Improvements – Zarling repair and improvement responsibility to the property shall be all inclusive and the City shall have no responsibility between now and August 31, 2021.
- Zarling Indemnification – The City is held harmless.

Director Wiza stated that the City is pleased with the terms and recommended approval.

Motion made by Council Member Verhaalen, seconded by Council Member Chivinski, to approve the agreement with John E. Zarling amending license terms for property designated for future Wastewater Treatment Facility. Motion carried without a negative vote.

NEW BUSINESS

CONSIDER OUTDOOR ALCOHOL BEVERAGE LICENSE FOR CEDARBURG CULTURAL CENTER/KUHEFUSS HOUSE MUSEUM W63 N627 WASHINGTON AVENUE; AND ACTION THEREON

Planner Censky explained that the Cedarburg Cultural Center is requesting an Outdoor Alcohol Beverage License to use at the Kuhefuss House site for outdoor entertainment that may include the serving of alcohol drinks. Since the entire site is fenced in, except for a small area adjacent to the driveway, the Cultural Center proposes to use both the front and rear yard to entertain. To control ingress and egress to events, the non-fenced area adjacent to the driveway will be monitored by staff during events.

This request was reviewed and approved by the Landmarks Commission on February 27, 2020. The Plan Commission recommended approval at their March 2 meeting subject to the following stipulations:

- All outdoor activity end no later than 10:00 p.m.
- The serving area (bar) shall be restricted to the rear yard only or inside the building.
- The open area adjacent to the driveway to be staffed at all times during events.

Council Member Arnett expressed support for the Cultural Center and said this would add to the energy in downtown Cedarburg.

Cultural Center Director Stephanie Hayes explained that they will monitor the Kuhefuss House similarly to the Cultural Center outdoor area with staff and volunteers along with strategically placed barriers to discourage leaving the fenced-in area.

Motion made by Council Member Arnett, seconded by Council Member Bublitz, to approve the Outdoor Alcohol Beverage License for Cedarburg Cultural Center/Kuhefuss House Museum, W63 N627 Washington Avenue with the three conditions added by the Plan Commission. Motion carried without a negative vote.

CONSIDER REQUEST FROM FESTIVALS OF CEDARBURG TO CLOSE PARKING LOT SOUTH OF COMMUNITY GYM FOR CEDARBREW EVENT ON MAY 9, 2020 BETWEEN 7:00 A.M. – 10:00 P.M.; AND ACTION THEREON

City Administrator Hilvo explained that CedarBrew has been located in the Community Gym for the past six years and they have outgrown the space. They hope to host more breweries this year which will also grow attendance. As a 501c3 non-profit organization, they rely on fundraisers to fulfill their mission. Hosting the CedarBrew event in the Community Center parking lot would be a cost effective and exciting change to this fundraiser.

Festivals Executive Director Homayouni explained that the hours for closing the parking lot would be 1:00 p.m. – 9:00 p.m. Signs will be placed in the area 72 hours in advance for no parking during that time period. Neighbors will also be notified well in advance.

City Administrator Hilvo added that the signs work well for Oktoberfest and the bike path can be rerouted for the event.

In answer to Council Member Bublitz's question, City Administrator Hilvo explained that the Parks & Recreation Department works well with Festivals and normal recreation activities will be allowed to continue.

Motion made by Council Member Thome, seconded by Council Member Galbraith, to approve the request from Festivals of Cedarburg to close the parking lot south of the Community Gym for the CedarBrew event on May 9, 2020 between 1:00 p.m. – 9:00 p.m. Motion carried without a negative vote.

CONSIDER LICENSE APPLICATIONS; AND ACTION THEREON

Motion made by Council Member Verhaalen, seconded by Council Member Thome, to approve new Operator License applications for the period ending June 30, 2020 for Heather K. Hovland and Craig A. Rebello. Motion carried without a negative vote.

CONSIDER PAYMENT OF BILLS DATED 2/17/20 THROUGH 02/28/20, TRANSFERS FOR THE PERIOD 02/21/20 THROUGH 03/04/20; AND PAYROLL FOR THE PERIOD 02/09/20 THROUGH 02/22/20; AND ACTION THEREON

Council Member Verhaalen asked for clarification on a few transactions. City Administrator Hilvo stated that he will be reviewing all association memberships and dues for value before the 2020-2021 budget process.

Motion made by Council Member Burkart, seconded by Council Member Bublitz, to approve payment of bills dated 2/17/20 through 2/28/20, transfers for the period 2/21/20 through 3/04/20; and payroll for the period 2/09/20 through 02/22/20. Motion carried without a negative vote.

ADMINISTRATOR'S REPORT

COMMENTS AND SUGGESTIONS FROM CITIZENS - None

COMMENTS & ANNOUNCEMENTS BY COUNCIL MEMBERS

Council Member Thome thanked the Emergency Management volunteers for a wonderful recognition dinner and expressed appreciation for their contribution to the City. She said that Council Member Verhaalen also attended the event and she encouraged Council Members to attend next year.

Council Member Arnett expressed appreciation for the Emergency Management volunteers and added that they save the City approximately \$25,000 per year by providing their volunteer service.

MAYOR'S REPORT

Mayor O'Keefe reported on the Rally of Love & Tolerance, showing support for a victimized family, that took place in front of City Hall on March 3.

ADJOURNMENT – CLOSED SESSION

Motion made by Council Member Thome, seconded by Council Member Arnett, to adjourn to closed session at 7:48 p.m. pursuant to State Statute 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session, more specifically, Item 12 B & C). Approval of February 24, 2020 closed session minutes. Motion carried on a roll call vote with Council Members Bublitz, Arnett, Burkart, Verhaalen, Chivinski, Thome and Galbraith voting aye.

RECONVENE TO OPEN SESSION

Motion made by Council Member Galbraith, seconded by Council Member Thome, to reconvene to open session at 8:55 p.m. Motion carried unanimously on a roll call vote with Council Members Bublitz, Arnett, Burkart, Verhaalen, Chivinski, Thome, and Galbraith voting aye.

NEW BUSINESS – CONTINUED

CONSIDER POSSIBLE SECOND AMENDMENT TO TID NO. 3 CASH GRANT DEVELOPER'S AGREEMENT BY AND BETWEEN THE CITY OF CEDARBURG AND CEDARBURG LAND & CATTLE, LLC; AND ACTION THEREON

Motion made by Council Member Thome, seconded by Council Member Bublitz, to approve the Second Amendment to TID No. 3 Cash Grant Developer's Agreement by and between the City of Cedarburg and Cedarburg Land & Cattle, LLC. Motion carried with Council Members Bublitz, Arnett, Burkart, Chivinski, Thome and Galbraith voting aye and Council Member Verhaalen opposed.

CONSIDER AWARD OF ENGINEERING PROPOSALS FOR HIGHWAY 60 BUSINESS PARK; AND ACTION THEREON

Director Wiza explained that the Concord Group worked with City staff to develop a request for proposals (RFP) for engineering design services to develop the Highway 60 Business Park. The engineering services are extensive and include the extension of sanitary sewer, watermain, and storm sewer to and through the business park, design of a water pressure booster pump station, modifications to the Sheboygan Road lift station, State Highway 60 improvements, site grading, storm water ponds, land survey, easement acquisition, design of internal roads, sidewalks, street lighting, gas service, fiber optic cabling, State agency permitting, and wetland mitigation. Proposals were received from Ruckert & Mielke, Graef, and R.A. Smith. Upon review, staff is recommending R.A. Smith for the engineering design work for the Hwy. 60 Business Park.

Jim Joehnk of the Concord Group was available for a further explanation and to answer questions.

Motion made by Council Member Verhaalen, seconded by Council Member Arnett, to award the engineering proposals for the Highway 60 Business Park to R.A. Smith in an amount not to exceed the base design fee of \$282,040 to include a termination clause for paying only for work completed up to written notification of termination and to be funded through the General Fund fund balance.

ADJOURNMENT

Motion made by Council Member Arnett, seconded by Council Member Bublitz, to adjourn the meeting at 9:10 p.m. Motion carried without a negative vote.

Amy D. Kletzien, MMC/WCPC
Deputy City Clerk

CITY OF CEDARBURG

MEETING DATE: March 30, 2020

ITEM NO: 8.A.

TITLE: Consider bids received for the 2020 street and utility construction contract; and action thereon. (Public Works and Sewerage Comm. 3/12/20)

ISSUE SUMMARY: Staff advertised and received bids for the 2020 street and utility construction contract. A total of seven bids were received, with the low bid submitted by Soper Grading & Excavating.

Soper is a relatively new firm headquartered out of Oshkosh, but we have checked with a few other municipalities where they have worked, and they appear to have a good record. In addition, their Vice President has worked on several Cedarburg projects in the past, while employed with other contractors, and we had a good working relationship.

Soper's bid was for \$1,433,740.00, which is within our budget. The second bid was some \$300,000 higher.

STAFF RECOMMENDATION: Staff recommends award of the 2020 street and utility construction contract to Soper Grading and Excavating, on the basis of their low unit price bid of \$1,433,740.00.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: The Public Works and Sewerage Commission recommended award of the 2020 street and utility contract to Soper Grading and Excavating on the basis of their low bid.

BUDGETARY IMPACT: \$1,433,700.00 is within budget, and will be split up between streets, storm sewer, sanitary sewer, and water main budgets.

ATTACHMENTS: Bid tabulation
Map of streets to be reconstructed

INITIATED/REQUESTED BY: Tom Wiza

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

City of Cedarburg 2020 Street & Utility Project - Bid Tab

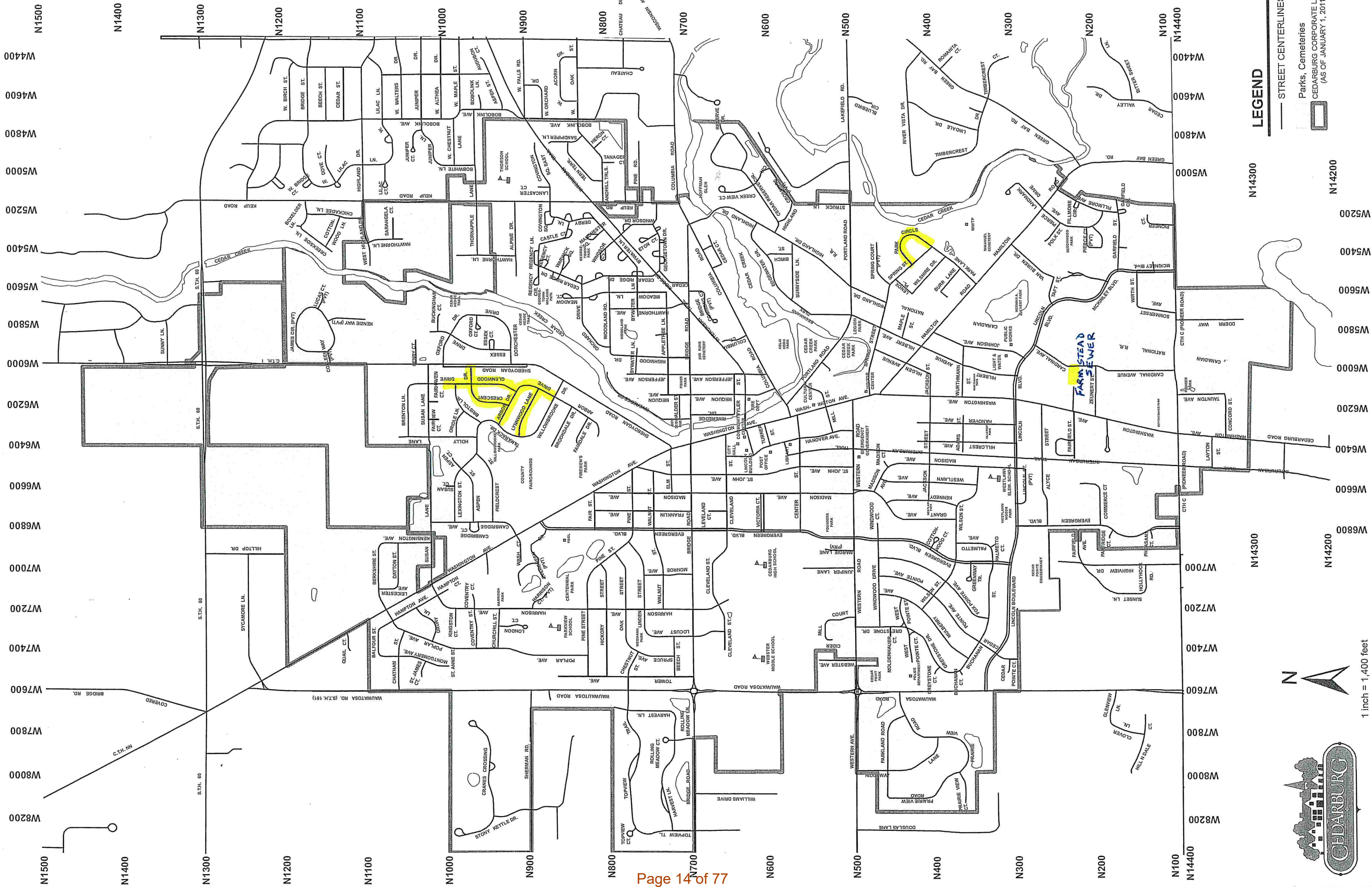
				Soper Grading & Excavating		Buteyn-Peterson Construction		Dorner Inc.		Wood Sewer & Excavating Inc.		LaLonde Contractors Inc		Heartland Construction		PTS Contractors, Inc.	
Item #	Description	Units	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Paving Mobilization	EA	2	\$ 2,000.00	\$ 4,000.00	\$ 7,690.00	\$ 15,380.00	\$ 2,112.00	\$ 4,224.00	\$ 2,000.00	\$ 4,000.00	\$ 8,988.70	\$ 17,977.40	\$ 2,000.00	\$ 4,000.00	\$ 2,075.00	\$ 4,150.00
2	Traffic Control	LS	1	\$ 20,000.00	\$ 20,000.00	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 17,000.00	\$ 17,000.00	\$ 14,990.00	\$ 14,990.00	\$ 10,000.00	\$ 10,000.00	\$ 86,050.00	\$ 86,050.00
3	Common Excavation	CY	7,100	\$ 13.00	\$ 92,300.00	\$ 15.15	\$ 107,565.00	\$ 32.14	\$ 228,194.00	\$ 30.84	\$ 218,964.00	\$ 24.69	\$ 175,299.00	\$ 25.00	\$ 177,500.00	\$ 31.65	\$ 224,715.00
4	Geogrid	SY	1,500	\$ 2.50	\$ 3,750.00	\$ 1.50	\$ 2,250.00	\$ 1.85	\$ 2,775.00	\$ 2.00	\$ 3,000.00	\$ 3.46	\$ 5,190.00	\$ 2.50	\$ 3,750.00	\$ 1.85	\$ 2,775.00
5	1-1/4" Dense Graded Base Course	TON	4,250	\$ 14.50	\$ 61,625.00	\$ 11.70	\$ 49,725.00	\$ 14.94	\$ 63,495.00	\$ 14.36	\$ 61,030.00	\$ 17.06	\$ 72,505.00	\$ 17.00	\$ 72,250.00	\$ 14.70	\$ 62,475.00
6	3" Dense Graded Base Course	TON	5,100	\$ 14.50	\$ 73,950.00	\$ 14.87	\$ 75,837.00	\$ 16.77	\$ 85,527.00	\$ 15.98	\$ 81,498.00	\$ 20.00	\$ 102,000.00	\$ 17.00	\$ 86,700.00	\$ 16.50	\$ 84,150.00
7	Finish Grading	SY	17,750	\$ 0.80	\$ 14,200.00	\$ 0.80	\$ 14,200.00	\$ 0.84	\$ 14,910.00	\$ 0.90	\$ 15,975.00	\$ 0.80	\$ 14,200.00	\$ 0.80	\$ 14,200.00	\$ 0.85	\$ 15,087.50
8	Hot Mix Asphalt Pavement	TON	5,600	\$ 62.00	\$ 347,200.00	\$ 61.15	\$ 342,440.00	\$ 64.56	\$ 361,536.00	\$ 61.65	\$ 345,240.00	\$ 61.15	\$ 342,440.00	\$ 61.15	\$ 342,440.00	\$ 63.50	\$ 355,600.00
9	Tack Coat	GAL	1,250	\$ 1.00	\$ 1,250.00	\$ 1.00	\$ 1,250.00	\$ 1.06	\$ 1,325.00	\$ 1.00	\$ 1,250.00	\$ 1.00	\$ 1,250.00	\$ 1.00	\$ 1,250.00	\$ 1.00	\$ 1,250.00
10	18"-30" Concrete Curb & Gutter Remove & Replace	LF	3,000	\$ 37.50	\$ 112,500.00	\$ 46.00	\$ 138,000.00	\$ 38.50	\$ 115,500.00	\$ 37.50	\$ 112,500.00	\$ 45.95	\$ 137,850.00	\$ 39.00	\$ 117,000.00	\$ 40.50	\$ 121,500.00
11	5" Concrete Sidewalk Remove & Replace	SF	4,250	\$ 6.80	\$ 28,900.00	\$ 6.80	\$ 28,900.00	\$ 6.66	\$ 28,305.00	\$ 6.44	\$ 27,370.00	\$ 11.08	\$ 47,090.00	\$ 7.50	\$ 31,875.00	\$ 6.50	\$ 27,625.00
12	7" Concrete Sidewalk/Driveway Approach Remove & Replace	SY	300	\$ 64.50	\$ 19,350.00	\$ 75.00	\$ 22,500.00	\$ 10.48	\$ 3,144.00	\$ 68.23	\$ 20,469.00	\$ 67.49	\$ 20,247.00	\$ 75.00	\$ 22,500.00	\$ 69.00	\$ 20,700.00
13	Curb Ramp Detectable Warning Field (24"x48")	EA	4	\$ 265.00	\$ 1,060.00	\$ 270.00	\$ 1,080.00	\$ 280.00	\$ 1,120.00	\$ 265.00	\$ 1,060.00	\$ 400.25	\$ 1,601.00	\$ 265.00	\$ 1,060.00	\$ 275.00	\$ 1,100.00
14	Sawing Pavement	LF	1,100	\$ 2.00	\$ 2,200.00	\$ 1.00	\$ 1,100.00	\$ 4.00	\$ 4,400.00	\$ 1.50	\$ 1,650.00	\$ 0.95	\$ 1,045.00	\$ 3.00	\$ 3,300.00	\$ 3.00	\$ 3,300.00
15	Water for Dust Control	MGAL	100	\$ 30.00	\$ 3,000.00	\$ 25.00	\$ 2,500.00	\$ 25.00	\$ 2,500.00	\$ 36.00	\$ 3,600.00	\$ 49.00	\$ 4,900.00	\$ 45.00	\$ 4,500.00	\$ 50.00	\$ 5,000.00
16	Restoration	SY	1,500	\$ 6.00	\$ 9,000.00	\$ 7.50	\$ 11,250.00	\$ 6.33	\$ 9,495.00	\$ 6.50	\$ 9,750.00	\$ 6.50	\$ 9,750.00	\$ 8.00	\$ 12,000.00	\$ 6.25	\$ 9,375.00
17	4" Underdrain	LF	300	\$ 22.00	\$ 6,600.00	\$ 15.00	\$ 4,500.00	\$ 48.00	\$ 14,400.00	\$ 41.00	\$ 12,300.00	\$ 41.00	\$ 12,300.00	\$ 60.00	\$ 18,000.00	\$ 33.00	\$ 9,900.00
18	6" PVC SDR 35 Storm Lateral w/ Granular Backfill	LF	300	\$ 30.00	\$ 9,000.00	\$ 78.00	\$ 23,400.00	\$ 64.00	\$ 19,200.00	\$ 58.00	\$ 17,400.00	\$ 58.00	\$ 17,400.00	\$ 60.00	\$ 18,000.00	\$ 77.00	\$ 23,100.00
19	12" RCP Storm Sewer Pipe CL V w/ Granular Backfill	LF	200	\$ 60.00	\$ 12,000.00	\$ 78.00	\$ 15,600.00	\$ 188.00	\$ 37,600.00	\$ 89.00	\$ 17,800.00	\$ 89.00	\$ 17,800.00	\$ 85.00	\$ 17,000.00	\$ 110.00	\$ 22,000.00
20	24"x36" Catch Basin with Casting	EA	5	\$ 2,400.00	\$ 12,000.00	\$ 2,185.00	\$ 10,925.00	\$ 2,551.00	\$ 12,755.00	\$ 2,100.00	\$ 10,500.00	\$ 2,100.00	\$ 10,500.00	\$ 2,200.00	\$ 11,000.00	\$ 1,685.00	\$ 8,425.00
21	48" Storm Manhole with Casting	EA	9	\$ 3,800.00	\$ 34,200.00	\$ 2,925.00	\$ 26,325.00	\$ 3,363.00	\$ 30,267.00	\$ 3,200.00	\$ 28,800.00	\$ 3,200.00	\$ 28,800.00	\$ 3,200.00	\$ 28,800.00	\$ 3,935.00	\$ 35,415.00
22	60" Storm Manhole with Casting	EA	2	\$ 3,800.00	\$ 7,600.00	\$ 3,375.00	\$ 6,750.00	\$ 4,335.00	\$ 8,670.00	\$ 4,600.00	\$ 9,200.00	\$ 4,600.00	\$ 9,200.00	\$ 4,800.00	\$ 9,600.00	\$ 4,965.00	\$ 9,930.00
23	72" Storm Manhole with Casting	EA	3	\$ 4,000.00	\$ 12,000.00	\$ 4,140.00	\$ 12,420.00	\$ 6,260.00	\$ 18,780.00	\$ 5,200.00	\$ 15,600.00	\$ 5,200.00	\$ 15,600.00	\$ 6,200.00	\$ 18,600.00	\$ 6,055.00	\$ 18,165.00
24	Type C Inlet Protection	EA	41	\$ 50.00	\$ 2,050.00	\$ 25.00	\$ 1,025.00	\$ 100.00	\$ 4,100.00	\$ 65.00	\$ 2,665.00	\$ 65.00	\$ 2,665.00	\$ 50.00	\$ 2,050.00	\$ 42.00	\$ 1,722.00
25	8" PVC C900 Water Main w/ Granular Backfill	LF	2,300	\$ 90.00	\$ 207,000.00	\$ 138.00	\$ 317,400.00	\$ 122.00	\$ 280,600.00	\$ 120.00	\$ 276,000.00	\$ 122.00	\$ 280,600.00	\$ 140.00	\$ 322,000.00	\$ 118.00	\$ 271,400.00
26	8" Gate Valve and Valve Box	EA	6	\$ 1,480.00	\$ 8,880.00	\$ 1,900.00	\$ 11,400.00	\$ 1,752.00	\$ 10,512.00	\$ 1,600.00	\$ 9,600.00	\$ 1,600.00	\$ 9,600.00	\$ 1,650.00	\$ 9,900.00	\$ 1,560.00	\$ 9,360.00
27	Hydrant Assembly	EA	5	\$ 4,800.00	\$ 24,000.00	\$ 6,350.00	\$ 31,750.00	\$ 5,773.00	\$ 28,865.00	\$ 5,400.00	\$ 27,000.00	\$ 5,400.00	\$ 27,000.00	\$ 4,500.00	\$ 22,500.00	\$ 5,175.00	\$ 25,875.00
28	1" HDPE Water Service w/ Granular Backfill	LF	225	\$ 85.00	\$ 19,125.00	\$ 105.00	\$ 23,625.00	\$ 84.00	\$ 18,900.00	\$ 61.00	\$ 13,725.00	\$ 61.00	\$ 13,725.00	\$ 100.00	\$ 22,500.00	\$ 103.00	\$ 23,175.00
29	Water Service Reconnection	EA	32	\$ 350.00	\$ 11,200.00	\$ 280.00	\$ 8,960.00	\$ 780.00	\$ 24,960.00	\$ 780.00	\$ 24,960.00	\$ 780.00	\$ 24,960.00	\$ 1,250.00	\$ 40,000.00	\$ 1,035.00	\$ 33,120.00
30	8" PVC SDR 35 Sanitary Sewer Relay w/ Granular Backfill	LF	1,650	\$ 90.00	\$ 148,500.00	\$ 150.00	\$ 247,500.00	\$ 126.00	\$ 207,900.00	\$ 169.00	\$ 278,850.00	\$ 172.00	\$ 283,800.00	\$ 185.00	\$ 305,250.00	\$ 171.00	\$ 282,150.00
31	10" PVC SDR 35 Sanitary Sewer Relay w/ Granular Backfill	LF	275	\$ 100.00	\$ 27,500.00	\$ 150.00	\$ 41,250.00	\$ 126.00	\$ 34,650.00	\$ 179.00	\$ 49,225.00	\$ 182.00	\$ 50,050.00	\$ 250.00	\$ 68,750.00	\$ 151.00	\$ 41,525.00
32	6" PVC SDR 35 Sanitary Lateral w/ Granular Backfill	LF	150	\$ 90.00	\$ 13,500.00	\$ 105.00	\$ 15,750.00	\$ 100.00	\$ 15,000.00	\$ 120.00	\$ 18,000.00	\$ 120.00	\$ 18,000.00	\$ 150.00	\$ 22,500.00	\$ 195.00	\$ 29,250.00
33	6" Sanitary Lateral Reconnect	EA	24	\$ 200.00	\$ 4,800.00	\$ 125.00	\$ 3,000.00	\$ 658.00	\$ 15,792.00	\$ 960.00	\$ 23,040.00	\$ 960.00	\$ 23,040.00	\$ 750.00	\$ 18,000.00	\$ 635.00	\$ 15,240.00
34	48" Sanitary Manhole w/ Casting & Internal Seal	VF	163	\$ 300.00	\$ 48,900.00	\$ 395.00	\$ 64,385.00	\$ 307.00	\$ 50,041.00	\$ 427.00	\$ 69,601.00	\$ 427.00	\$ 69,601.00	\$ 300.00	\$ 48,900.00	\$ 370.00	\$ 60,310.00
35	48" Outside Drop Sanitary Manhole w/ Casting & Internal Seal	VF	30	\$ 480.00	\$ 14,400.00	\$ 560.00	\$ 16,800.00	\$ 581.00	\$ 17,430.00	\$ 498.00	\$ 14,940.00	\$ 498.00	\$ 14,940.00	\$ 400.00	\$ 12,000.00	\$ 415.00	\$ 12,450.00
36	Existing Sanitary Manhole Chimney Repair	EA	12	\$ 800.00	\$ 9,600.00	\$ 1,750.00	\$ 21,000.00	\$ 1,417.00	\$ 17,004.00	\$ 1,800.00	\$ 21,600.00	\$ 1,800.00	\$ 21,600.00	\$ 1,500.00	\$ 18,000.00	\$ 1,535.00	\$ 18,420.00
37	Existing Storm Structure Chimney Repair	EA	6	\$ 800.00	\$ 4,800.00	\$ 850.00	\$ 5,100.00	\$ 1,417.00	\$ 8,502.00	\$ 1,500.00	\$ 9,000.00	\$ 1,500.00	\$ 9,000.00	\$ 1,500.00	\$ 9,000.00	\$ 855.00	\$ 5,130.00
38	Existing Storm Manhole Adjustment	EA	2	\$ 400.00	\$ 800.00	\$ 250.00	\$ 500.00	\$ 817.00	\$ 1,634.00	\$ 1,200.00	\$ 2,400.00	\$ 1,200.00	\$ 2,400.00	\$ 950.00	\$ 1,900.00	\$ 855.00	\$ 1,710.00
39	Slurry Backfill (1 Bag Mix)	CY	5	\$ 200.00	\$ 1,000.00	\$ 500.00	\$ 2,500.00	\$ 250.00	\$ 1,250.00	\$ 160.00	\$ 800.00	\$ 160.00	\$ 800.00	\$ 85.00	\$ 425.00	\$ 180.00	\$ 900.00

Soper Grading & Excavating		Buteyn-Peterson Construction		Dorner Inc.		Wood Sewer & Excavating Inc.		LaLonde Contractors Inc		Heartland Construction		PTS Contractors, Inc.	
Total = \$ 1,433,740.00		Total = \$ 1,730,842.00		Total = \$ 1,807,762.00		Total = \$ 1,877,362.00		Total = \$ 1,931,715.40		Total = \$ 1,949,000.00		Total = \$ 1,983,524.50	

Supplemental Unit Prices

Item #	Description	Units	Quantity	Unit Price		Unit Price		Unit Price		Unit Price		Unit Price		Unit Price		Unit Price	
S-1	Rock Excavation	CY		\$ 250.00		\$ 150.00		\$ 250.00		\$ 350.00		\$ 200.00		\$ 350.00		\$ 605.00	
S-2	8" Water Main Offset w/ Granular Backfill	EA		\$ 5,200.00		\$ 15,000.00		\$ 5,000.00		\$ 4,500.00		\$ 20,000.00		\$ 10,000.00		\$ 5,050.00	
S-3	10' x 10' Dirt Bag	EA		\$ 250.00		\$ 500.00		\$ 100.00		\$ 1,000.00		\$ 500.00		\$ 1,500.00		\$ 505.00	

CITY OF CEDARBURG OFFICIAL STREET MAP



CITY OF CEDARBURG

MEETING DATE: March 30, 2020

ITEM NO: 8B.

TITLE: Consider award of contract for the annual sidewalk sawing program; and action thereon. (Public Works and Sewerage Comm. 3/12/20)

ISSUE SUMMARY: Staff received bids for the 2020 concrete sidewalk sawing program. Three bids were received, with the low bid coming from Hardrock Concrete Cutters, Inc. of Wheeling, Illinois in the amount of \$8,568.00. The second bidder was Safe Step LLC. at \$12,349.94.

Hard Rock Concrete Cutters have worked in Cedarburg previously, and they did a good job.

For the 2020 sidewalk program, we budgeted \$30,000 for sidewalk sawing and mud-jacking. Since the intent was to expend half the budget on sawing and half on mud-jacking, staff is requesting authorization to extend the quantity of sidewalk sawing up to \$15,000 at the unit prices bid.

STAFF RECOMMENDATION: Staff is recommending award of the 2020 sidewalk sawing contract to Hard Rock Concrete Cutters, Inc. for not-to-exceed \$15,000 at the unit prices bid.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: The Public Works and Sewerage Commission recommended award of the sidewalk sawing bid to Hard Rock Concrete Cutters, and further recommended extending the quantity of sawcuts to not-to-exceed \$15,000.

BUDGETARY IMPACT: \$15,000 was budgeted for sidewalk sawing in 2020.

ATTACHMENTS: Bid tab for sidewalk sawing.

INITIATED/REQUESTED BY: Tom Wiza/Mike Wieser

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

City of Cedarburg

2020 Sidewalk Saw-Cutting Program

BID TAB

	Contractor	Total Base Bid
1	Hard Rock Concrete Cutters, Inc.	\$ 8,568.00
2	Safe Step LLC	\$ 12,349.94
3	ASTI Sawing, Inc	\$ 12,482.97

CITY OF CEDARBURG

MEETING DATE: March 30, 2020

ITEM NO: 8C

TITLE: Review of the 2019 Annual Storm Water Compliance Report; and action thereon.

ISSUE SUMMARY: As part of our municipal storm water permit, the DNR requires we prepare and submit a lengthy annual compliance report. They also require certification that the report has been presented to the governing body.

The report is submitted electronically, and a copy is included in your Council packet. There are also numerous sub-reports and files which are attached to the annual report, but you will not be able to access these due to file size limitations. If anyone is interested in viewing these attachments please contact me.

STAFF RECOMMENDATION: A motion to accept the report would be appreciated.

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

BUDGETARY IMPACT: Compliance with DNR storm water requirements will be costly and time consuming.

ATTACHMENTS: Copy of Annual Storm Water Compliance Report
Summary of 2019 storm water accomplishments

INITIATED/REQUESTED BY: Tom Wiza

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

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

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

Reporting Information

Will you be completing the Annual Report or other submittal type? ☒ Annual Report ☐ Other

Project Name: City of Cedarburg MS4 Compliance Annual Report

County: Ozaukee

Municipality: Cedarburg City

Permit Number: S049972

Facility Number: 25526

Reporting Year: 2019

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? ☐ Yes ☒ No

Required Attachments and Supplemental Information

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

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment
 - TMDL Attachment
 - Storm Water Consortium/Group Report

- Municipal Cooperation Attachment
- Other Annual Report Attachment
- Attach the following permit compliance documents as appropriate using the attachments tab above
 - Storm Water Management Program (*S050075-03 general permittees shall have a written storm water management program that describes in detail how the permittee intends to comply with the permit requirements for each minimum control measure. Updated programs are due to the department by March 31, 2021.*)
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory (*S050075-03 general permittees 2.6.1 - inventory due to the department by March 31, 2021.*)
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan (*S050075-03 general permittees 2.6.2 – document due to the department by March 31, 2021.*)
- Sign and Submit form

Municipal Contact Information- Complete

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

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

Municipality Information

Name of Municipality Cedarburg City

Facility ID # or (FIN): 25526

Updated Information: ☐ Check to update mailing address information

Mailing Address: P O Box 49

Mailing Address 2:

City: Cedarburg

State: Wisconsin

Zip Code: 53012-0049 xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

☐ Select to **create new** primary contact

First Name: Thomas

Last Name: Wiza

☐ Select to **update** current contact information

Title: Director of Engineering

Mailing Address: W63 N645 Washington Avenue

Mailing Address 2:

City: Cedarburg

State: WI

Zip Code: 53012 xxxxx or xxxxx-xxxx

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

Email: twiza@ci.cedarburg.wi.us

Additional Contacts Information (Optional)

☒ I&E Program

☐ IDDE **Page 20 of 77**

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

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

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code: xxxxx or xxxxx-xxxx

Phone Number: Ext: xxx-xxx-xxxx

Email:

1. Does the municipality rely on another entity to satisfy some of the permit requirements? If yes, enter entity name (government, consultant, group/organization).

☒ Yes ☐ No

☒ Public Education and Outreach:

☒ Public Involvement and Participation:

☒ Illicit Discharge Detection and Elimination:

☐ Construction Site Pollutant Control:

☐ Post-Construction Storm Water Management:

☐ Pollution Prevention

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

☐ Yes ☒ No

Missing Information

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (08/19)

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

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

Topic: Detection and elimination of illicit discharges			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Social media posts</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Other</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Active distribution of print media</u> (mailings, newsletters, etc)	<u>10 - 19</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Informational booth at event</u>	<u>10 - 19</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Website</u>	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Workshops</u>	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Direct one-on-one communication</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Other</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

☐ Contractors
 ☒ General Public
 ☐ Public Employees
 ☒ Residential
 ☒ School Groups
 ☒ Business
 ☐ Developers
 ☒ Industries
 ☐ Other:

Topic: Management of materials that may cause storm water pollution from automobiles, pet waste, household hazardous waste and household practices			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Social media posts</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Active distribution of print media</u> (mailings, newsletters, etc)	<u>10 - 19</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Informational booth at event</u>	<u>10 - 19</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Website</u>	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Other</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

<u>Workshops</u>	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Direct one-on-one communication</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

☒ Contractors ☒ General Public ☐ Public Employees ☒ Residential ☒ School Groups
☒ Business ☐ Developers ☒ Industries ☐ Other:

Topic: Beneficial onsite reuse of leaves and grass clippings/proper use of lawn and garden fertilizers and pesticides			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Social media posts</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Other</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Active distribution of print media</u> (mailings, newsletters, etc)	<u>10 - 19</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Informational booth at event</u>	<u>10 - 19</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Website</u>	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Workshops</u>	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Direct one-on-one communication</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Other</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

☒ Contractors ☒ General Public ☐ Public Employees ☒ Residential ☒ School Groups
☒ Business ☐ Developers ☒ Industries ☐ Other:

Topic: Management of stream banks and shorelines by riparian landowners to minimize erosion and restore and enhance the ecological value of waterways			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Did not focus on this topic this reporting year</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

☐ Contractors ☐ General Public ☐ Public Employees ☐ Residential ☐ School Groups
☐ Business ☐ Developers ☐ Industries ☐ Other:

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

driveways and sidewalks			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Social media posts</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Other</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Informational booth at event</u>	<u>10 - 19</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Website</u>	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Workshops</u>	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Direct one-on-one communication</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Other</u>	<u>50 - 99</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- ☒ Contractors
 ☒ General Public
 ☐ Public Employees
 ☒ Residential
 ☒ School Groups
☒ Business
 ☐ Developers
 ☒ Industries
 ☐ Other:

Topic: Inform and where appropriate educate those responsible for the design, installation, and maintenance of construction site erosion control practices and storm water management facilities on how to design, install and maintain the practices			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Website</u>	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- ☒ Contractors
 ☐ General Public
 ☐ Public Employees
 ☒ Residential
 ☒ School Groups
☒ Business
 ☐ Developers
 ☒ Industries
 ☐ Other:

Topic: Identify businesses and activities that may pose a storm water contamination concern, and where appropriate, educate specific audiences on methods of storm water pollution prevention			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Did not focus on this topic this reporting year</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- ☐ Contractors
 ☐ General Public
 ☐ Public Employees
 ☐ Residential
 ☐ School Groups
☐ Business
 ☐ Developers
 ☐ Industries
 ☐ Other:

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

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

Did not focus on this topic this reporting year Select... Select... ☐ Yes ☐ No

Select all applicable audiences targeted for this topic.

- ☐ Contractors ☐ General Public ☐ Public Employees ☐ Residential ☐ School Groups
☐ Business ☐ Developers ☐ Industries ☐ Other:

Topic: Other (describe):

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

Select... Select... Select... ☐ Yes ☐ No

Select all applicable audiences targeted for this topic.

- ☐ Contractors ☐ General Public ☐ Public Employees ☐ Residential ☐ School Groups
☐ Business ☐ Developers ☐ Industries ☐ Other:

b. Brief Public Education and Outreach program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

The City of Cedarburg is a contributing member of Sweet Water, the Wisconsin League of Municipalities Storm Water Group, and the Mid-Moraine Water Quality Collective.

Missing Information

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

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (08/19)

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

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

Topic: Storm Water Management Plan and/or updates

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Government Event (Public Hearing, Council Meeting, etc)	<u>1 - 9</u>	<u>10 - 19</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable participants targeted for this topic.

- ☐ Contractors
 ☒ General Public
 ☒ Public Employees
 ☐ Residential
 ☐ School Groups
☐ Business
 ☐ Developers
 ☐ Industries
 ☐ Other:

Topic: Storm water related ordinance and/or updates			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Website	<u>1 - 9</u>	<u>100 +</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
Government Event (Public Hearing, Council Meeting, etc)	<u>1 - 9</u>	<u>10 - 19</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable participants targeted for this topic.

- ☒ Contractors
 ☒ General Public
 ☐ Public Employees
 ☐ Residential
 ☐ School Groups
☐ Business
 ☒ Developers
 ☐ Industries
 ☐ Other:

Topic: MS4 Annual Report			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Presentation of Storm Water Information	<u>1 - 9</u>	<u>10 - 19</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable participants targeted for this topic.

- ☐ Contractors
 ☒ General Public
 ☒ Public Employees
 ☐ Residential
 ☐ School Groups
☐ Business
 ☐ Developers
 ☐ Industries
 ☒ Other:

Elected Officials

Topic: Volunteer Opportunities			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Storm drain stenciling	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic.

- ☐ Contractors
 ☒ General Public
 ☐ Public Employees
 ☒ Residential
 ☒ School Groups
☐ Business
 ☐ Developers
 ☐ Industries
 ☐ Other:

Topic: Other (describe) :			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)

	(optional)	(optional)	(optional)
Select...	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic .

- ☐ Contractors
 ☐ General Public
 ☐ Public Employees
 ☐ Residential
 ☐ School Groups
☐ Business
 ☐ Developers
 ☐ Industries
 ☐ Other:

b. Brief Public Involvement and Participation program information for inclusion in the Annual Report.
 If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Both the Storm Water Management and Erosion Control Ordinances were updated in 2019 to be consistent with DNR model ordinance language.

Missing Information

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

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/19)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

- | | | |
|--|---------------------------------|---------------------------------|
| a. How many total outfalls does the municipality have? | <input type="text" value="40"/> | <input type="checkbox"/> Unsure |
| b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program? | <input type="text" value="4"/> | <input type="checkbox"/> Unsure |
| c. From the municipality's routine screening, how many were confirmed illicit discharges? | <input type="text" value="0"/> | <input type="checkbox"/> Unsure |
| d. How many illicit discharge complaints did the municipality receive? | <input type="text" value="2"/> | <input type="checkbox"/> Unsure |
| e. From the complaint received, how many were confirmed illicit discharges? | <input type="text" value="0"/> | <input type="checkbox"/> Unsure |
| f. How many of the identified illicit discharges did the municipality eliminate in the reporting year? | <input type="text" value="0"/> | <input type="checkbox"/> Unsure |

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- g. How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance? Check all that apply and enter the number of each used in the reporting year. ☐ Unsure

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

Additional Information:

- h. Brief Illicit Discharge Detection and Elimination program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

AECOM performed Cedarburg's 2019 dry weather screening and prepared the Illicit Discharge report. (see attached)

Missing Information

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

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (08/19)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

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

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

☐ No Authority

☒ Verbal Warning

☒ Written Warning (including email)

☒ Notice of Violation

☐ Civil Penalty/ Citation

☒ Stop Work Order

☐ Forfeiture of Deposit

☐ Other - Describe below

- f. Brief Construction Site Pollutant Control program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Erosion control inspections associated with building construction are handled by the Building Inspector. Larger sites, such as new subdivision development, are handled by the Engineering Department.

Missing Information

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

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (08/19)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

- a. How many sites with new structural storm water management facilities* have received local approval ? ☐ Unsure

*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement, catch basin sumps, etc.

- b. How many privately owned storm water management facilities were inspected in the reporting year ? ☒ Unsure
Inspections completed by private land owners should be included in the reported number.

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

☐ No Authority

☒ Verbal Warning

☒ Written Warning (including email)

☒ Notice of Violation

☐ Civil Penalty/ Citation

☐ Forfeiture of Deposit

☒ Complete Maintenance

☒ Bill Responsible Party

☐ Other - Describe below

- d. Brief Post-Construction Storm Water Management program information for inclusion in the Annual Report . If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Some private storm water ponds are inspected after heavy rainfall events.

Missing Information

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

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Minimum Control Measures - Section 6 : Complete**6. Pollution Prevention**Storm Water Management Facility Inspections (ponds, biofilters, etc.) ☐ Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water management facilities? ☐ Unsure
- b. How many new municipally owned storm water management facilities were installed in the reporting year? ☐ Unsure
- c. How many municipally owned storm water management facilities were inspected in the reporting year? ☐ Unsure
- d. What elements are looked at during inspections (250 character limit)?

City owned hydrodynamic separators are vacuumed out annually. Storm water pond outlet structures are checked and cleaned after heavy rainfall events. Catch basins with sumps are cleaned annually.

- e. How many of these facilities required maintenance? ☐ Unsure

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

- f. How many inspections of municipal properties have been conducted in the reporting year? ☐ Unsure
- g. Have amendments to the SWPPPs been made? ☐ Yes ☒ No ☐ Unsure
- h. If yes, describe what changes have been made (200 character limit):

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

- i. Did the municipality conduct street sweeping/cleaning during the reporting year?
☒ Yes ☐ No ☐ Unsure
- j. If known, how many tons of material was removed? ☐ Unsure
- k. Does the municipality have a low hazard exemption for this material? ☐ Yes ☒ No
- l. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
☒ Yes
☐ No - Explain _____
☐ Not Applicable

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

- m. Did the municipality conduct catch basin sump cleaning during the reporting year?
☒ Yes ☐ No ☐ Unsure
- n. How many catch basin sumps were cleaned in the reporting year? ☐ Unsure

- o. If known, how many tons of material was collected? 84 ☐ Unsure
- p. Does the municipality have a low hazard exemption for this material? ☐ Yes ☒ No
- q. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
- ☒ Yes
- ☐ No - Explain _____
- ☐ Not Applicable

Collection Services - *Leaf Collection Program* ☐ Not Applicable

- r. Does the municipality conduct curbside leaf collection? ☒ Yes ☐ No ☐ Unsure
- s. Does the municipality notify homeowners about pickup? ☒ Yes ☐ No ☐ Unsure
- t. Where are the residents directed to store the leaves for collection?
- ☐ Pile on terrace ☒ Pile in street ☐ Bags on terrace ☐ Unsure
- ☐ Other - Describe _____
- u. What is the frequency of collection?
weekly after mid-September
- v. Is collection followed by street sweeping/cleaning? ☒ Yes ☐ No ☐ Unsure

Winter Road Management ☐ Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- w. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? 113 ☐ Unsure
- x. Provide amount of de-icing products used by month last winter season?
Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
<u>Salt</u>	0	42	115	384	452	107

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
<u>Brine</u>	0	0	0	3000	1500	1000
<u>Chem-melt</u>	0	0	0	1500	500	0

- y. Was salt applying machinery calibrated in the reporting year? ☒ Yes ☐ No ☐ Unsure
- z. Have municipal personnel attended salt reduction strategy training in the reporting year? ☒ Yes ☐ No ☐ Unsure

If yes, describe what training was provided (250 character limit):

Public Works crew attended a presentation on the proper application of liquid geoblend.

When: December 19, 2018

How many attended: 16

Internal (Staff) Education & Communication

- aa. Has training or education been held for municipal or other personnel involved in implementing each of the pollution prevention program elements? ☒ Yes ☐ No ☐ Unsure

If yes, describe what training was provided (250 character limit):

street sweeping, brine application, and salt calibration.

When: April 2019

How many attended: 8

- ab. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs and its requirements.

Elected Officials

Staff presents the Annual Storm Water Report to the Mayor and Common Council.

Municipal Officials

City staff are occasionally briefed on storm water issues at employee meetings.

Appropriate Staff (such as operators, Department heads, and those that interact with public)

Public Works managers are informed of latest storm water regulations and best practices.

- ac. Brief Pollution Prevention program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Preconstruction meetings are held for all projects with significant land disturbing activities and contractors are informed of all required erosion control measures and inspection frequencies.

Missing Information

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

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (08/19)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

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

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

- ☒ Storm water treatment facilities
- ☒ Storm pipes
- ☒ Vegetated swales

☒ Outfalls

☐ Other - Describe below

- b. Brief Storm Sewer System Map information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Do not close your work until you SAVE.

Form 3400-224 (08/19)

Final Evaluation - Complete**Fiscal Analysis**

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

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

Element: Public Education and Outreach

930	1000	1000	<u>General revenue fund</u>
-----	------	------	-----------------------------

Element: Public Involvement and Participation

1000	1000	1000	<u>General revenue fund</u>
------	------	------	-----------------------------

Element: Illicit Discharge Detection and Elimination

5893	6000	6000	<u>General revenue fund</u>
------	------	------	-----------------------------

Element: Construction Site Pollutant Control

8277	7200	7200	<u>Permit fee and/or deposit/escrow</u>
------	------	------	---

Element: Post-Construction Storm Water Management

1000	1000	1000	<u>General revenue fund</u>
------	------	------	-----------------------------

Element: Pollution Prevention

30800	25000	100000	<u>General revenue fund</u>
-------	-------	--------	-----------------------------

Element: Storm Water Quality Management

18915	19500	0	<u>Grants</u>
14067	10500	31000	<u>General revenue fund</u>

Element: Storm Sewer System Map

1000	1000	1000	<u>General revenue fund</u>
------	------	------	-----------------------------

Other (describe)

Select...

Please provide a justification for a "0" entered in the Fiscal Analysis

Did not apply for any storm water grant in 2020.

Water Quality

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

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

Mercury Marine completed dredging PCB sediment from Cedar Creek.

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

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

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

☐ Yes ☒ No ☐ Unsure

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

☒ Yes ☐ No ☐ Unsure

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Minor revisions were made to the storm water management and erosion control ordinances.

Do not close your work until you SAVE.

Form 3400-224 (08/19)

Requests for Assistance on Understanding Permit Programs

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

Please select all that apply:

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

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

Required Attachments and Supplemental Information

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

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

***Required Item**

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

Storm Sewer System Map

 File Attachment

[StormSystemMap36x48_NAD83.pdf](#)

Attach - Other Supporting Documents

AR EO

 File Attachment

[AttachmentIPublicEducationandOutreachSummary2019.docx](#)

AR IP

 File Attachment

[AttachmentII_PublicEducationandOutreachReachData2019.pdf](#)

AR IDDE

 File Attachment

[2019_Cedarburg_IDDE_Final_Report.pdf](#)

AR PP

 File Attachment

[2019STORMWATERPOLLUTIONPREVENTION.docx](#)

AR TMDL

 File Attachment

[Cedarburg_SWMP_Final_Report_compressed3.pdf](#)

AR LeafYardMgmt

 File Attachment

[LeafCollection.pdf](#)

AR LeafYardMgmt

 File Attachment

[Yardwastedrop-offsite.pdf](#)

AR_MuniFacInsp

 File Attachment

[2019QuarterlyPublicWorksfacilityinspections.pdf](#)

AR_WintRdMain

 File Attachment

[Winterde-icingpolicy.pdf](#)

AR_CSPC

 File Attachment

[Ord2019-03-StormwaterManagement.pdf](#)

AR_CSPC

 File Attachment

[Ord2019-04-ErosionControl.pdf](#)

AR_SWGroupReport

 File Attachment

[Thankyou-MS4Partners2019.docx](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

- Public Education and Outreach Annual Report Summary
- Public Involvement and Participation Annual Report Summary
- Illicit Discharge Detection and Elimination Annual Report Summary
- Construction Site Pollution Control Annual Report Summary
- Post-Construction Storm Water Management Annual Report Summary
- Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
- Storm Sewer Map Annual Report Attachment
- Storm Water Quality Management Annual Report Attachment
- TMDL Attachment
- Storm Water Consortium/Group Report
- Municipal Cooperation Attachment
- Other Annual Report Attachment

Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Missing Information

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

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

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

Sign and Submit Your Application

Steps to Complete the signature process

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

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

Terms and Conditions

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

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

- ☐ Authorized municipal contact using WAMS ID.
- ☐ Delegation of Signature Authority (Form 3400-220) for agent signing on the behalf of the authorized municipal contact.
- ☐ Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Name:

Title:

Authorized Signature.

- ☐ I accept the above terms and conditions.

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

2019 ANNUAL STORM WATER REPORT SUMMARY

PERMIT CONDITIONS IMPOSED ON CITY:

Implement a storm water public education and outreach program.
Inform the public of activities required under the permit.
Maintain a program to detect and remove illicit discharges.
Enforce erosion and sediment control for construction sites.
Monitor post construction water quality controls.
Sustain a water pollution prevention program.
Achieve compliance with suspended solids and phosphorus reduction goals.
Maintain and update City storm sewer mapping.

ANNUAL ACCOMPLISHMENTS:

Cleaned over 1600 catch basin sumps as well as 6 hydrodynamic separators. (84 tons sediment)
Issued 48 erosion control permits and 2 storm water management permits.
Provided a full display rack of storm water related information brochures at City Hall.
Published storm water articles in the Spring and Fall Cedar Post issues.
Maintained and updated a storm water webpage.
Assisted AECOM with illicit discharge investigations.
Swept downtown streets weekly and residential streets monthly. (54 tons sediment)
Collected and composted an estimated 1,000 tons of leaves, brush, and yard waste.
Collected and recycled (or burned) used motor oil.
Installed 14 new catch basins with 2-foot sumps which incorporate the “Dump No Waste Drains To Stream” logo on the cast iron curb head.
Updated storm sewer mapping on GIS.
Participated in the Sweetwater “Respect Our Waters” program for metropolitan Milwaukee.
Participated in the Mid-Moraine Water Quality Collective.

CITY OF CEDARBURG

MEETING DATE: March 30, 2020

ITEM NO: 8D

TITLE: Consider application of The Shinery Neenah LLC, P.O. Box 128 Larsen, WI 54947, Troy D. Reissman, Agent, premises to be licensed: W63 N767 Washington Avenue, known as The Shinery Moonshine Company for a Class “B” fermented malt beverage and “Class B” intoxicating liquor (on or off-premise consumption) license; and action thereon

ISSUE SUMMARY: The City of Cedarburg is limited in the number of “Class B” intoxicating liquor licenses that it can issue. Based upon the City’s population in 1997, the City has 22 liquor licenses which have a \$500 fee. The City also has two (2) reserve “Class B” intoxicating liquor licenses, which are available for a one-time fee of \$10,000, plus the annual \$500. Twenty-one of the 22 “Class B” licenses have been issued. The Shinery is seeking the 22nd license. The Council has broad discretion when deciding to issue licenses and is not required to issue the maximum.

There are a few exceptions to the quota: 300 seat full-service restaurants; hotels of a certain size with attached restaurants or banquet rooms; and opera house or theaters for the performing arts operated by a nonprofit organization. These exceptions only occur if we have no regular or reserve “Class B” licenses available.

The Shinery currently has a “Class A” retail license, which allows them to sell unopened bottles of alcohol. They can provide two free samples (1/2 oz liquor or 3 oz wine) to each customer between the hours of 11 am – 7 pm.

Sunshine Winery declined the opportunity to reapply at this time. Please see attached email.

STAFF RECOMMENDATION: N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION: N/A

BUDGETARY IMPACT: \$500 revenue if license is issued.

ATTACHMENTS: Minutes from January 13 and January 27, 2020 Common Council meeting
Email from Sunshine Winery

INITIATED/REQUESTED BY: Troy Reissman of The Shinery

FOR MORE INFORMATION CONTACT: Amy Kletzien, Deputy City Clerk

From: [Timothy Schelwat](#)
To: [City of Cedarburg - Mikko Hilvo; "michael.herbrand@housemanlaw.com"](#)
Cc: [City of Cedarburg - Amy Kletzien; "msmlanieb@gmail.com"](#)
Subject: Sunshine Winery
Date: Friday, March 13, 2020 10:46:01 AM
Attachments: [Sunshine Winery - Grand Opening Invite.pdf](#)
Importance: High

CAUTION: This email originated from outside of the organization. Do not click links, open attachments, or reply unless you recognize the sender and know the content is safe.

It was brought to our attention this week that Troy Reisman of The Shinery may be planning to immediately re-apply for the one available Class B Intoxicating Liquor License that was the subject of the January 13th and 27th meetings before the Common Council. Although we greatly appreciate being notified of this, we have decided that now is not the right time for Sunshine Winery to make this request again given that there has been no apparent change of circumstances that should justify a reconsideration by the Common Council of its prior decision.

Sunshine Winery will be officially opening this Saturday, March 14th, and it is our hope that the nature of our business and intended year-round worthwhile utilization of the Class B license will become more self-evident as time goes on and the community has had a chance to see what we're all about! We do absolutely remain intent on seeking the Class B license at a later appropriate juncture.

In the meantime, we highly encourage you to stop on in and check out our unique and exciting new store starting tomorrow!! The ribbon cutting ceremony will take place with the Chamber of Commerce on Wednesday, April 15th, and we will also be holding a Grand Opening Celebration on Saturday, April 18th. I have attached an invitation to that event for you, and would also ask that you help spread the word to other City employees and members of the Common Council.

Please feel free to contact Megan or I at your convenience should you have questions or wish to discuss any of these matters further.

As always, thanks to each of you for your truly kind assistance.

Timothy Schelwat
Sunshine Winery

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the document to any other person in any way. The Electronic Communications Privacy Act of 1986 (18 USC 2510 et seq.) provides federal criminal and civil penalties for the unauthorized reading of this e-mail if you are not the intended recipient named above.

CONSIDER APPLICATIONS OF SUNSHINE WINERY, W63 N631 WASHINGTON AVENUE, AND THE SHINERY NEENAH LLC, W63 N706 WASHINGTON AVENUE, FOR A CLASS “B” FERMENTED MALT BEVERAGE AND “CLASS B” INTOXICATING LIQUOR (ON OR OFF-PREMISE CONSUMPTION) LICENSE; AND ACTION THEREON

City Clerk Woodall-Vogg explained that the City has one available “Class B” Liquor License and the City has great discretion in issuing this license. Attorney Herbrand added that a reserve “Class B” license is also available but requires a \$10,000 one-time fee. Two businesses have applied for this license and are present at this meeting for consideration.

Tim Schelwat of Sunshine Winery explained that they will be opening a new business at W63 N631 Washington Avenue and will be taking occupancy of the building on February 1. They will be selling fruit wines, champagnes and smoothie mixes along with retail items associated with their product. The City has an unlimited number of “Class A” licenses for off-premise consumption only, which would be adequate for selling their product. The problem is that they would only be able to offer two 3-oz samples between 11 a.m. – 7 p.m., which would limit a person to the number of products they could sample prior to purchasing the bottles for off-premise consumption. The “Class B” liquor license would enable the business to sell glasses of wine for a broader experience and to help increase sales. If the “Class B” liquor license is not approved tonight, the applicant has also applied for a “Class A” license to get the business up and running in March.

Troy Reisman of The Shinery explained that they have had a business in the City for four years. They also feel that the restrictive sampling is limiting their sales. They were able to obtain “Class B” Liquor licenses for their two other stores in Appleton and Green Bay and sales have increased dramatically. He also explained that they are leasing the former August Weber Haus building and will be moving their business to that location in three to four months. They will also have an Airbnb on the second floor. The deciding factor for this location was that it is more centrally located, and they would be able to sell their product during Festivals.

Mayor O’Keefe stated that it would benefit the City to have an available license for a new restaurant that may want to open in Cedarburg. Not having an available license without a \$10,000 cost, would limit negotiations for a full-service restaurant.

Mr. Schelwat explained that their business will be in a prime location with a very unique product.

In answer to Council Member Verhaalen’s question, Mr. Schelwat explained that Sunshine Winery will be open for business Tuesday – Sunday; Mr. Reisman explained that The Shinery is open Wednesday – Sunday. Council Member Verhaalen opined that the Council should not hold a license for a potential business.

Council Member Arnett expressed concern for not receiving any information in advance; he does not know enough.

Common Council Minutes

January 13, 2020

Unapproved

Council Member Chivinski stated that the Common Council's decisions are the long-term strategic voice for the City.

After discussion by the Common Council, it was the consensus that more information would be helpful in making this decision. The Council requested that each business submits a business plan with more details for the utilization of the license.

Motion made by Council Member Thome, seconded by Council Member Chivinski, to postpone the consideration of applications of Sunshine Winery, W63 N631 Washington Avenue, and the Shinery Neenah LLC, W63 N706 Washington Avenue, for a Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor (on or off-premise consumption) license to the January 27 Council meeting to review plans of operation with an explanation of the utilization for the license before a decision is made. Motion carried without a negative vote with Council Member Burkart excused.

CONSIDER APPLICATIONS OF SUNSHINE WINERY, W63 N631 WASHINGTON AVENUE, AND THE SHINERY NEENAH, LLC, W63 N706 WASHINGTON AVENUE, FOR A “CLASS B” FERMENTED MALT BEVERAGE AND “CLASS B” INTOXICATING LIQUOR (ON OR OFF-PREMISE CONSUMPTION) LICENSE; AND ACTION THEREON

City Administrator Hilvo explained that the Common Council postponed this decision at the last Common Council meeting, requesting business plan information from the applicants to consider at this meeting.

Tim Schelwat of Sunshine Winery explained that he discussed their business concept at the last meeting and provided their business plan for this meeting for consideration. He asked if the Common Council had any questions.

In answer to Council Member Arnett’s question, Tim Schelwat explained that they will have a tasting bar and additional bar and want to add tables and chairs for year-round enjoyment of their product along with serving at Festivals.

City Clerk Woodall-Vogg explained that they currently have a “Class A” license for their primary business to take-away the product.

In answer to Council Member Thome’s question, Tim Schelwat explained that obtaining a “Class B” Liquor license has not been far behind in their plan. After receiving feedback, they have determined that there is a high demand to purchase a glass of wine on premise. The exact hours of their business have not been determined; however, they would extend their hours into the evening.

Troy Reissmann of The Shinery explained that they started their business five years ago. They often go to Gatlinburg, TN where the amount of moonshine stores has increased from four to twenty, due to its popularity. Their stores in Neenah and Grand Chute have grown greatly with the addition of a “Class B” Liquor License in both locations. The Shinery offers 65 different types of moonshine and only being able to offer two “church size” samples hampers their sales. As the store will be moving into the former August Weber Haus location, Mr. Reissmann said the “Class B” license will help them maintain that location.

In answer to Council Member Arnett’s question, Troy Reissmann confirmed that his current license allows him to offer a ¾ ounce sample per adult per day. He would like to offer a flight of samples consisting of 5 shots totaling 1.5 shots of liquor. He also stated that they do not want to be bar.

In answer to Council Member Thome’s question, Troy Reissmann explained that The Shinery will not be using the existing bar at the August Weber Haus. They will have a tasting bar with chairs as a sampling area. Troy Reissmann added that they will be offering in Airbnb on the second floor.

City Attorney Herbrand explained that the Common Council has broad discretion in granting the available “Class B” license. A qualified applicant does not have a right to the license; however, the Common Council should have a rational basis for not doing so.

Council Member Arnett explained that a liquor license is essential to the success of a restaurant. The City has only one regular “Class B” license available and two Reserve “Class B” licenses, which require a one-time fee of \$10,000. The Common Council amended the current ordinance to ensure that this license is fully utilized by requiring licensees to be open minimum hours and days each month. The two businesses requesting the available license are not traditional bar/restaurants. Council Member Arnett reviewed the facts from the recent branding survey that indicated that restaurants are the top asset in the City and 65% of the activities in the City are eating at restaurants. Both uses in this instance are restricted because of a technicality in State Law and could possibly be underutilized.

Council Member Chivinski explained that this is a hard decision because both businesses have great enthusiasm for the City. Council Member Chivinski said that he will fall back on logic in his decision that an anchor restaurant would benefit more from this available license.

Council Member Bublitz explained that she did some investigation and learned that a building owner who leased to a restaurant that closed last year is having a difficult time finding a new tenant. It will be even more difficult to market the property without an available liquor license in the City.

In answer to Council Member Verhaalen’s question, City Clerk Woodall-Vogg said that there is only an initial cost of \$10,000 for a Reserve “Class B” license and the regular cost of \$500/annually is charged after this. Council Member Verhaalen explained that he is leaning towards issuing the available license to one of the applicants. He opined that the Common Council should not stand in the way of business.

Council Member Burkart agreed that to hold the license for a restaurant would hold back other businesses.

Council Member Verhaalen is hopeful there will be changes in State law, as there is a high potential.

In answer to Council Member Arnett’s question, City Clerk Woodall-Vogg explained that a business can partner with a civic or non-profit group to apply for a Temporary “Class B” license to serve wine on their behalf at festivals (allowed twice per year per applicant).

In answer to Council Member Verhaalen’s question, City Clerk Woodall-Vogg explained that the liquor license holder is the business owner, not the owner of the property, if they are different. The business owner may keep the license for the remainder of the licensing year to use at another location.

Council Member Thome expressed concern for the license not being fully utilized as intended. She asked if the current ordinance for “Class B” liquor licenses could be clarified on its uses.

City Attorney Herbrand said the ordinance could be adjusted again, possibly near renewal time.

Council Member Thome said she is inclined not to grant the available license to either business because it would not be fully utilized. Her focus is on utilization when making her decision.

Motion made by Council Member Verhaalen, seconded by Council Member Chivinski, to issue a “Class B” fermented malt beverage and “Class B” intoxicating liquor (on or off-premise consumption) license to one of the applicants. Motion failed with Council Members Verhaalen and Burkart voting aye, Council Members Publitz, Arnett, Chivinski, and Thome voting nay and Council Member Galbraith excused.

Troy Reissmann questioned if shops were the number one attraction in the City according to the branding survey, why the Council would not choose a shop over a restaurant for the license. His sales are down 50% in Cedarburg and he is taking a gamble by moving to the former August Weber Haus location. He would like whatever benefit he can have to succeed.

Tim Schelwat agreed with Troy Reissmann. He said that he did not understand the Council’s reluctance in issuing the available license. Restaurants come and go, and Sunshine Winery is a new business opening in the heart of downtown. Mr. Schelwat appreciates having a “Class A” license; however, he would make great use of a “Class B” liquor license.

Megan Schelwat explained that they have received a lot of commentary on social media regarding their new business. People would like to be able to order a glass of wine at their store. She expressed disappointment for not issuing the license where it would make the most sense.

Council Member Thome said that she appreciated their business commitment to Cedarburg, but wants the license to be fully utilized.

Council Member Verhaalen expressed disappointment in holding back on the issuance of an available license and helping a business succeed.

CITY OF CEDARBURG
TRANSFER LIST
'3/5/2020-3/27/2020

Date	Amount	Transfer to
PWSB CHECKING ACCOUNT		
3/6/2020	\$573.77	Superior Vision-March premiums
3/9/2020	\$934.74	Aflac-February premiums
3/9/2020	\$2,690.42	Minnesota Life-April premiums
3/11/2020	\$2,115.82	Light & Water-February charges
3/11/2020	\$192,000.00	PWSB Payroll
3/12/2020	\$6,681.54	Health Savings Accounts-contributions for 2/23/2020-3/7/2020
3/12/2020	\$1,742.49	ICMA-contributions for 2/23/2020-3/7/2020
3/12/2020	\$4,334.84	North Shore Bank-contributions for 2/23/2020-3/7/2020
3/12/2020	\$385.00	Police Union-contributions for 2/23/2020-3/7/2020
3/12/2020	\$1,115.97	State of Wisconsin-child support
3/13/2020	\$134,760.01	Board of Commissioners STFL
3/13/2020	\$1,500.00	Pitney Bowes-postage
3/13/2020	\$13,461.51	State of Wisconsin-February sales tax
3/13/2020	\$450.00	State of Wisconsin-TID fees
3/18/2020	\$495.44	Light & Water-February charges
3/23/2020	\$26,402.46	Light & Water-February charges
3/23/2020	\$7,442.59	Light & Water-February charges
3/23/2020	\$1,497.74	Light & Water-February charges
3/25/2020	\$196,000.00	PWSB Payroll
	<u>\$594,584.34</u>	

PWSB PAYROLL CHECKING ACCOUNT

3/13/2020	\$135,357.56	Payroll for 2/23/2020-3/7/2020
3/13/2020	\$56,049.44	Payroll taxes for 2/23/2020-3/7/2020
3/27/2020	\$135,740.69	Payroll for 3/8/2020-3/21/200
3/27/2020	\$58,613.71	Payroll taxes for 3/8/2020-3/21/2020
	<u>\$191,407.00</u>	

PWSB MONEY MARKET

3/19/2020	\$300,000.00	PWSB Checking
3/25/2020	\$300,000.00	PWSB Checking
	<u>\$600,000.00</u>	

CITY OF CEDARBURG

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		Check Amt	Invoice	Comment
111300 PWSB Checking				
Paid Chk#	034334	3/6/2020	ADP, LLC.	
E	100-515600-210	PROFESSIONAL SERVICES	\$2,449.70	551990875 PAYROLL PROCESSING
		Total ADP, LLC.	\$2,449.70	
Paid Chk#	034335	3/6/2020	AT&T LONG DISTANCE	
E	260-555110-225	TELEPHONE/COMMUNICATIO	\$27.79	836841746 LIBR-LONG DISTANCE
E	100-522110-225	TELEPHONE/COMMUNICATIO	\$2.42	836841746 PD-LONG DISTANCE
G	100-156200	DUE FROM LIGHT & WATER	\$34.46	836841746 L&W-LONG DISTANCE
		Total AT&T LONG DISTANCE	\$64.67	
Paid Chk#	034336	3/6/2020	AT&T MOBILITY	
E	100-522410-225	TELEPHONE/COMMUNICATIO	\$130.02	X02192020 PD-WIRELESS
		Total AT&T MOBILITY	\$130.02	
Paid Chk#	034337	3/6/2020	AT&TPO BOX 5080	
E	100-522110-225	TELEPHONE/COMMUNICATIO	\$1,007.46	262375762402 PD-TELEPHONE
		Total AT&TPO BOX 5080	\$1,007.46	
Paid Chk#	034338	3/6/2020	AURORA HEALTH CARE	
E	100-514100-210	PROFESSIONAL SERVICES	\$48.00	1190665 CLERK-DRUG TESTING
		Total AURORA HEALTH CARE	\$48.00	
Paid Chk#	034339	3/6/2020	AXON ENTERPRISE INC	
E	400-522110-807	STATION IMPROVEMENTS	\$7,553.00	SI-1643408 PD-STATION IMPROVEMENTS
		Total AXON ENTERPRISE INC	\$7,553.00	
Paid Chk#	034340	3/6/2020	BADGER THERMAL UNLIMITED, LLC	
E	100-518100-350	OPERATING SUPPLIES	\$1,061.71	143153 COMPLEX-MAINTENANCE
E	100-518100-350	OPERATING SUPPLIES	\$260.71	143166 COMPLEX-MAINTENANCE
E	100-518100-350	OPERATING SUPPLIES	\$202.89	143208 COMPLEX-MAINTENANCE
		Total BADGER THERMAL UNLIMITED, LLC	\$1,525.31	
Paid Chk#	034341	3/6/2020	BAKER & TAYLOR AV VIDMASS	
E	260-555110-319	PUBLICATIONS AND SUBSCRI	\$111.17	H44163350 LIBR-PUBLICATIONS
		Total BAKER & TAYLOR AV VIDMASS	\$111.17	
Paid Chk#	034342	3/6/2020	BAKER & TAYLOR BOOKS	
E	260-555110-322	DONATION EXPENDITURES	\$16.00	2035100238 LIBR-FRIENDS DONATION
E	260-555110-319	PUBLICATIONS AND SUBSCRI	\$452.26	2035100238 LIBR-PUBLICATIONS
E	260-555110-319	PUBLICATIONS AND SUBSCRI	\$135.56	2035100239 LIBR-PUBLICATIONS
E	260-555110-319	PUBLICATIONS AND SUBSCRI	\$144.08	2035110439 LIBR-PUBLICATIONS
E	260-555110-319	PUBLICATIONS AND SUBSCRI	\$463.20	2035118662 LIBR-PUBLICATIONS
E	260-555110-319	PUBLICATIONS AND SUBSCRI	\$203.68	2035118663 LIBR-PUBLICATIONS
		Total BAKER & TAYLOR BOOKS	\$1,414.78	
Paid Chk#	034343	3/6/2020	BEYER S HARDWARE STORE	
E	100-533210-353	MAINTENANCE PARTS	\$10.57	154015 DPW-MAINTENANCE PARTS
E	100-533210-353	MAINTENANCE PARTS	\$20.98	154086 DPW-MAINTENANCE PARTS

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E 100-533210-353	MAINTENANCE PARTS	\$32.39	154350	DPW-MAINTENANCE PARTS
E 100-555510-240	REPAIR AND MAINTENANCE	\$35.07	154612	PARKS- REPAIR & MAINTENANCE
E 100-533210-353	MAINTENANCE PARTS	\$33.54	154689	DPW-MAINTENANCE PARTS
E 100-533210-353	MAINTENANCE PARTS	\$10.79	154793	DPW-MAINTENANCE PARTS
E 100-555510-240	REPAIR AND MAINTENANCE	\$20.69	154827	PARKS-REPAIR & MAINTENANCE
E 100-522120-240	REPAIR AND MAINTENANCE	\$17.77	154978	PD-REPAIR & MAINTENANCE
E 100-522120-346	UNIFORMS	\$7.53	155010	PD-UNIFORMS
E 601-573830-340	MAINTENANCE SUPPLIES	\$2.96	155049	CWRC-MAINTENANCE SUPPLIES
E 100-533210-353	MAINTENANCE PARTS	\$7.19	155053	DPW-MAINTENANCE PARTS
E 100-555510-240	REPAIR AND MAINTENANCE	\$43.31	155067	PARKS-REPAIR & MAINTENANCE
E 100-518100-240	REPAIR AND MAINTENANCE	\$18.58	155070	COMPLEX-REPAIR & MAINTENANCE
E 100-522410-350	OPERATING SUPPLIES	\$23.38	155078	EM-OPERATING SUPPLIES
E 100-555510-240	REPAIR AND MAINTENANCE	\$28.75	155103	PARKS-REPAIR & MAINTENANCE
E 100-522120-347	SUPPLIES AND EXPENSES	\$4.84	155131	PD-SUPPLIES
E 601-573830-340	MAINTENANCE SUPPLIES	\$38.66	155161	CWRC-MAINTENANCE SUPPLIES
E 100-518100-240	REPAIR AND MAINTENANCE	\$32.89	155162	COMPLEX-REPAIR & MAINTENANC
E 601-573830-340	MAINTENANCE SUPPLIES	\$121.37	155203	CWRC-MAINTENANCE SUPPLIES
E 100-533210-350	OPERATING SUPPLIES	\$4.49	155207	DPW-OPERATING
E 100-518100-240	REPAIR AND MAINTENANCE	\$58.25	155225	COMPLEX-REPAIR & MAINTENANCE
E 200-544210-350	OPERATING SUPPLIES	\$11.68	155226	CEMETERY-OPERATING
E 601-573830-340	MAINTENANCE SUPPLIES	\$18.42	155227	CWRC-MAINTENANCE SUPPLIES
E 100-533440-240	REPAIR AND MAINTENANCE	\$16.63	155238	DPW-STORM REPAIR & MAINTENANCE
E 100-533210-350	OPERATING SUPPLIES	\$13.09	155278	DPW-MAINTENANCE PARTS
E 601-573830-340	MAINTENANCE SUPPLIES	\$12.59	155300	CWRC-MAINTENANCE SUPPLIES
Total BEYER S HARDWARE STORE		\$646.41		
<hr/>				
Paid Chk#	034344	3/6/2020	BOEHLKE BOTTLED GAS CORP.	
G 221-161500	FUEL INVENTORY	\$530.72	U0017764	DPW-FUEL INVENTORY
G 221-161500	FUEL INVENTORY	\$669.70	U0191427	DPW-FUEL INVENTORY
Total BOEHLKE BOTTLED GAS CORP.		\$1,200.42		
<hr/>				
Paid Chk#	034345	3/6/2020	BOLD TECHNOLOGIES	
E 100-522110-240	REPAIR AND MAINTENANCE	\$700.21	22085	PD-MANITOU ALARM SUPPORT
Total BOLD TECHNOLOGIES		\$700.21		
<hr/>				
Paid Chk#	034346	3/6/2020	BURKE TRUCK & EQUIPMENT CO.	
E 100-533210-353	MAINTENANCE PARTS	\$1,838.13	26676	DPW-MAINTENANCE PARTS
Total BURKE TRUCK & EQUIPMENT CO.		\$1,838.13		
<hr/>				
Paid Chk#	034347	3/6/2020	BUSINESS CARD	
E 100-522120-330	TRAVEL & TRAINING	\$82.00	5751	PD-TRAVEL & TRAINING
E 100-522110-313	PRINTING-NEWSLETTERS, ET	\$34.16	5751	PD-PRINTING
E 100-522120-240	REPAIR AND MAINTENANCE	\$19.82	5751	PD-REPAIR & MAINTENANCE
E 100-522120-330	TRAVEL & TRAINING	\$1,055.55	5751	PD-TRAVEL & TRAINING
E 100-522120-330	TRAVEL & TRAINING	(\$9.91)	5751	PD-TRAVEL & TRAINING
E 100-533210-353	MAINTENANCE PARTS	\$151.96	6193	DPW-MAINTENANCE PARTS
E 100-522120-346	UNIFORMS	\$103.49	8215	PD-UNIFORMS
E 100-555510-240	REPAIR AND MAINTENANCE	\$1,091.25	9729	PARKS-REPAIR & MAINTENANCE

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E 100-555510-330	TRAVEL & TRAINING		\$490.00	9729	PARKS-TRAVEL& TRAINING
E 100-522110-330	TRAVEL & TRAINING		\$396.73	9962	PD-TRAVEL & TRAINING
Total BUSINESS CARD			\$3,415.05		
Paid Chk# 034348	3/6/2020	CEDAR CORPORATION			
E 400-533311-854	STREET IMPROVEMENTS		\$4,980.74	102780	2020 STREET & UTILITY PROJECT
E 400-533440-475	STORMWATER IMPROVEMEN		\$657.83	102780	2020 STREET & UTILITY PROJECT
G 601-184313	COLLECTION MAINS AND ACCES		\$1,973.50	102780	2020 STREET & UTILITY PROJECT
G 400-156200	DUE FROM LIGHT & WATER		\$1,785.55	102780	2020 STREET & UTILITY PROJECT
Total CEDAR CORPORATION			\$9,397.62		
Paid Chk# 034349	3/6/2020	CEDARBURG SCHOOL DISTRICT			
E 220-555390-228	SCHOOL DISTRICT FEES		\$12,225.00	CK REQ	REC-SCHOOL USAGE FEES THRU MARCH 2020
Total CEDARBURG SCHOOL DISTRICT			\$12,225.00		
Paid Chk# 034350	3/6/2020	CINTAS CORP			
E 100-533210-350	OPERATING SUPPLIES		\$157.47	5016112459	DPW-OPERATING
Total CINTAS CORP			\$157.47		
Paid Chk# 034351	3/6/2020	CINTAS CORPORATION			
E 100-533210-350	OPERATING SUPPLIES		\$119.60	4043446245	DPW-OPERATING
E 260-555110-290	MAINT/CONTRACTED SERVIC		\$66.57	4043922378	LIBR-MAINTENANCE
E 100-533210-350	OPERATING SUPPLIES		\$119.60	4044083119	DPW-OPERATING
Total CINTAS CORPORATION			\$305.77		
Paid Chk# 034352	3/6/2020	CONLEY MEDIA, LLC			
E 100-522110-313	PRINTING-NEWSLETTERS, ET		\$187.45	1851050220	PD-ADVERTISING CROSSING GUARD
E 100-514200-321	ELECTIONS LEGAL NOTICES		\$50.71	265190220	CLERKS-ELECTION NOTICES
E 100-514100-325	LEGAL PUBLICATIONS		\$66.49	265190220	CLERKS-LEGAL NOTICES
Total CONLEY MEDIA, LLC			\$304.65		
Paid Chk# 034353	3/6/2020	CONVERGENT SOLUTIONS, INC.			
E 100-522110-240	REPAIR AND MAINTENANCE		\$350.00	49023	PD-ECS SOFTWARE RENEWAL 4/18/20-4/17/21
Total CONVERGENT SOLUTIONS, INC.			\$350.00		
Paid Chk# 034354	3/6/2020	DIGITAL EDGE OF GRAFTON			
E 100-522110-313	PRINTING-NEWSLETTERS, ET		\$316.00	16810	PD-BUSINESS CARDS
E 100-514100-310	OFFICE SUPPLIES		\$53.00	16837	CLERKS-BUSINESS CARDS
Total DIGITAL EDGE OF GRAFTON			\$369.00		
Paid Chk# 034355	3/6/2020	DSI RECYCLING SYSTEMS INC.			
E 100-533210-353	MAINTENANCE PARTS		\$156.00	55680	DPW-MAINTENANCE PARTS
Total DSI RECYCLING SYSTEMS INC.			\$156.00		
Paid Chk# 034356	3/6/2020	EGELHOFF LAWNMOWER SERVICE			
E 100-555510-240	REPAIR AND MAINTENANCE		\$161.80	265498	PARKS-FORESTRY SUPPLIES
Total EGELHOFF LAWNMOWER SERVICE			\$161.80		
Paid Chk# 034357	3/6/2020	EICHORN, LINDA			

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			Check Amt	Invoice	Comment
R 100-463101	PUBLIC WORKS FEES		\$25.00	CK REQ	REFUND APPLIANCE PICKUP
	Total EICHORN, LINDA		\$25.00		
Paid Chk# 034358	3/6/2020	EMR, LLC			
E 100-533210-353	MAINTENANCE PARTS		\$194.91	10125	DPW-MAINTENANCE PARTS
	Total EMR, LLC		\$194.91		
Paid Chk# 034359	3/6/2020	FACTORY MOTOR PARTS CO.			
E 100-533210-353	MAINTENANCE PARTS		\$30.03	50-2732380	DPW-MAINTENANCE
	Total FACTORY MOTOR PARTS CO.		\$30.03		
Paid Chk# 034360	3/6/2020	FASTENAL COMPANY			
E 100-533210-353	MAINTENANCE PARTS		\$332.53	WISAU11577	DPW-MAINTENANCE PARTS
	Total FASTENAL COMPANY		\$332.53		
Paid Chk# 034361	3/6/2020	FIVE CORNERS DODGE			
E 100-533210-353	MAINTENANCE PARTS		\$36.00	124494	DPW-MAINTENANCE
E 100-522120-240	REPAIR AND MAINTENANCE		\$894.15	63529	PD-MAINTENANCE 2018 EXPLORER
	Total FIVE CORNERS DODGE		\$930.15		
Paid Chk# 034362	3/6/2020	FREISTADT AUTOMOTIVE INC			
E 100-522120-240	REPAIR AND MAINTENANCE		\$218.00	10348	PD-REPAIR
	Total FREISTADT AUTOMOTIVE INC		\$218.00		
Paid Chk# 034363	3/6/2020	GALLS, LLC-DBA LARK UNIFORMS			
E 100-522110-346	UNIFORMS		\$28.90	015015178	PD-UNIFORMS
	Total GALLS, LLC-DBA LARK UNIFORMS		\$28.90		
Paid Chk# 034364	3/6/2020	GENERAL COMMUNICATIONS, INC.			
E 100-522120-240	REPAIR AND MAINTENANCE		\$350.00	278755	PD-REPAIR
E 100-522120-240	REPAIR AND MAINTENANCE		\$100.00	278968	PD-REPAIR
E 100-522120-240	REPAIR AND MAINTENANCE		\$679.50	280125	PD-REPAIR
	Total GENERAL COMMUNICATIONS, INC.		\$1,129.50		
Paid Chk# 034365	3/6/2020	GRAEF			
E 400-533750-874	DAM STUDIES		\$11,250.00	0108418	ENVIRONMENTAL FUND
	Total GRAEF		\$11,250.00		
Paid Chk# 034366	3/6/2020	GRAINGER			
E 100-555510-240	REPAIR AND MAINTENANCE		\$24.20	9451136221	PARKS-FORESTRY CABLING & BRACING
E 100-555510-240	REPAIR AND MAINTENANCE		\$51.00	9451734314	PARKS-FORESTRY CABLING & BRACING
	Total GRAINGER		\$75.20		
Paid Chk# 034367	3/6/2020	HEIM S SHOE STORE			
E 100-522120-346	UNIFORMS		\$32.00	30310	PD-UNIFORMS
	Total HEIM S SHOE STORE		\$32.00		
Paid Chk# 034368	3/6/2020	HOME DEPOT CREDIT SERVICES			
E 601-573830-340	MAINTENANCE SUPPLIES		\$273.36	3692	CWRC-MAINTENANCE

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E 100-533311-350	OPERATING SUPPLIES		\$464.62	3692	DPW-OPERATING
Total	HOME DEPOT CREDIT SERVICES		\$737.98		
Paid Chk#	034369	3/6/2020	JANI-KING OF MILWAUKEE/ROYAL F		
E 260-555110-290	MAINT/CONTRACTED SERVIC		\$1,626.00	MIL02200658	LIBR-MAINTENANCE
E 260-555110-290	MAINT/CONTRACTED SERVIC		\$2,113.80	MIL02200659	LIBR-MAINTENANCE
E 100-533210-350	OPERATING SUPPLIES		\$382.87	MIL03200475	DPW-OPERATING
Total	JANI-KING OF MILWAUKEE/ROYAL F		\$4,122.67		
Paid Chk#	034370	3/6/2020	KASDORF, LEWIS & SWIETLIK, S.C		
E 700-519400-552	Insurance Claims 2016		\$2,529.13	159.233308	INSURANCE CLAIM 2016-SULLIVAN
Total	KASDORF, LEWIS & SWIETLIK, S.C		\$2,529.13		
Paid Chk#	034371	3/6/2020	KETTLE MORaine APPLIANCE		
E 100-555140-380	EQUIPMENT/CAPITAL OUTLA		\$437.00	142400	SRCTR-NSTOVE
Total	KETTLE MORaine APPLIANCE		\$437.00		
Paid Chk#	034372	3/6/2020	LAKESIDE INTERNATIONAL LLC-MIL		
E 100-533210-353	MAINTENANCE PARTS		\$342.63	3077567P	DPW-MAINTENANCE PARTS
E 100-533210-353	MAINTENANCE PARTS		(\$99.75)	CM3074796P	DPW-MAINTENANCE PARTS-CORE RETURN
Total	LAKESIDE INTERNATIONAL LLC-MIL		\$242.88		
Paid Chk#	034373	3/6/2020	LAROSA LANDSCAPE COMPANY		
E 260-555110-290	MAINT/CONTRACTED SERVIC		\$119.90	0006046-IN	LIBR-MAINTENANCE
Total	LAROSA LANDSCAPE COMPANY		\$119.90		
Paid Chk#	034374	3/6/2020	MACQUEEN EQUIPMENT		
E 100-533450-340	MAINTENANCE SUPPLIES		\$4,347.97	P14006	DPW-MAINTENANCE PARTS
E 100-533450-340	MAINTENANCE SUPPLIES		\$109.65	P14053	DPW-MAINTENANCE PARTS
E 100-533210-353	MAINTENANCE PARTS		\$4,430.45	P14054	DPW-MAINTENANCE PARTS
Total	MACQUEEN EQUIPMENT		\$8,888.07		
Paid Chk#	034375	3/6/2020	MENARD S		
E 100-533210-353	MAINTENANCE PARTS		\$84.92	00335	DPW-MAINTENANCE PARTS
E 100-533210-353	MAINTENANCE PARTS		\$83.83	00390	DPW-MAINTENANCE PARTS
E 100-533210-353	MAINTENANCE PARTS		\$71.85	99505	DPW-MAINTENANCE PARTS
Total	MENARD S		\$240.60		
Paid Chk#	034376	3/6/2020	MIDLAND HEALTH TESTING SERVICE		
G 100-156200	DUE FROM LIGHT & WATER		\$292.30	M919	L&W-DRUG TESTING
E 601-573805-161	EAP/125 ADMIN		\$72.46	M919	CWRC-DRUG TESTING
Total	MIDLAND HEALTH TESTING SERVICE		\$364.76		
Paid Chk#	034377	3/6/2020	MID-STATE EQUIPMENT		
E 100-533210-353	MAINTENANCE PARTS		\$263.34	H48326	DPW-MAINTENANCE PARTS
Total	MID-STATE EQUIPMENT		\$263.34		
Paid Chk#	034378	3/6/2020	NAPA AUTO PARTS		
E 100-533210-353	MAINTENANCE PARTS		\$182.83	5269-056511	DPW-MAINTENANCE PARTS

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E 100-533210-353	MAINTENANCE PARTS		\$257.31	5269-056582	DPW-MAINTENANCE PARTS
E 601-573830-340	MAINTENANCE SUPPLIES		\$11.98	5269-056633	CWRC-MAINTENANCE SUPPLIES
E 100-533210-353	MAINTENANCE PARTS		\$99.65	5269-056927	DPW-MAINTENANCE PARTS
E 100-533210-353	MAINTENANCE PARTS		\$7.98	5269-056946	DPW-MAINTENANCE PARTS
E 100-533210-353	MAINTENANCE PARTS		\$25.31	5269-057200	DPW-MAINTENANCE PARTS
E 100-533210-353	MAINTENANCE PARTS		(\$74.06)	5269-057214	DPW-MAINTENANCE PARTS
E 100-533210-353	MAINTENANCE PARTS		\$50.39	5269-057697	DPW-MAINTENANCE PARTS
E 100-533210-353	MAINTENANCE PARTS		\$26.19	5269-058118	DPW-MAINTENANCE PARTS
E 100-533210-353	MAINTENANCE PARTS		\$47.11	5269-058119	DPW-MAINTENANCE PARTS
E 100-533210-353	MAINTENANCE PARTS		\$101.94	5269-058427	DPW-MAINTENANCE PARTS
Total NAPA AUTO PARTS			\$736.63		
<hr/>					
Paid Chk# 034379	3/6/2020	NASSCO, INC.			
E 100-555510-240	REPAIR AND MAINTENANCE		\$178.27	S2582757.001	REC-REPAIR/MAINTENANCE
Total NASSCO, INC.			\$178.27		
<hr/>					
Paid Chk# 034380	3/6/2020	OFFICE DEPOT			
E 100-522110-310	OFFICE SUPPLIES		\$34.77	442982699001	PD-OFFICE SUPPLIES
E 100-522110-310	OFFICE SUPPLIES		\$23.51	442985300001	PD-OFFICE SUPPLIES
E 260-555110-310	OFFICE SUPPLIES		\$218.32	443672533001	LIBR-OFFICE SUPPLIES
E 260-555110-310	OFFICE SUPPLIES		\$38.22	443672785001	LIBR-OFFICE SUPPLIES
E 260-555110-350	OPERATING SUPPLIES		\$6.38	443672786001	LIBR-OPERATING
E 100-522110-310	OFFICE SUPPLIES		\$99.99	445178266001	PD-OFFICE SUPPLIES
E 100-522110-310	OFFICE SUPPLIES		\$72.07	445178384001	PD-OFFICE SUPPLIES
E 100-522110-310	OFFICE SUPPLIES		\$79.98	445178385001	PD-OFFICE SUPPLIES
E 100-522110-310	OFFICE SUPPLIES		\$59.01	446825420001	PD-OFFICE SUPPLIES
E 100-522110-310	OFFICE SUPPLIES		\$70.38	446828230001	PD-OFFICE SUPPLIES
Total OFFICE DEPOT			\$702.63		
<hr/>					
Paid Chk# 034381	3/6/2020	OLSENS PIGGLY WIGGLY			
E 100-533210-330	TRAVEL & TRAINING		\$28.75	38748	DPW-TRAINING
E 260-555110-322	DONATION EXPENDITURES		\$18.84	38753	LIBR-FRIENDS DONATION
E 100-519200-335	LEADERSHIP DEVELOPMENT		\$41.89	38756	LEADERSHIP
Total OLSSENS PIGGLY WIGGLY			\$89.48		
<hr/>					
Paid Chk# 034382	3/6/2020	ONTECH SYSTEMS, INC			
E 100-533210-350	OPERATING SUPPLIES		\$297.00	46410	DPW-COMPUTER-SONICWALL 3 YEARS
Total ONTECH SYSTEMS, INC			\$297.00		
<hr/>					
Paid Chk# 034383	3/6/2020	ORKIN COMMERCIAL SERVICES			
E 260-555110-290	MAINT/CONTRACTED SERVIC		\$74.25	194998028	LIBR-MAINTENANCE
Total ORKIN COMMERCIAL SERVICES			\$74.25		
<hr/>					
Paid Chk# 034384	3/6/2020	OZAUKEE ACE HARDWARE			
E 100-533210-353	MAINTENANCE PARTS		\$7.19	162359	DPW-MAINTENANCE PARTS
Total OZAUKEE ACE HARDWARE			\$7.19		
<hr/>					
Paid Chk# 034385	3/6/2020	RESPONDER SERVICES LLC			
E 260-555110-310	OFFICE SUPPLIES		\$97.68	20130	LIBR-OFFICE SUPPLIES

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Total RESPONDER SERVICES LLC			\$97.68		
Paid Chk#	034386	3/6/2020	RIVER RUN COMPUTERS		
E	100-522110-240	REPAIR AND MAINTENANCE	\$1,311.00	97501	PD-RMIT BLOCK RENEWAL 10 HRS
Total RIVER RUN COMPUTERS			\$1,311.00		
Paid Chk#	034387	3/6/2020	ROAD EQUIPMENT PARTS CENTER		
E	100-533210-353	MAINTENANCE PARTS	\$257.96	916822	DPW-MAINTENANCE PARTS
Total ROAD EQUIPMENT PARTS CENTER			\$257.96		
Paid Chk#	034388	3/6/2020	SETTLERS INN		
E	100-514200-310	OFFICE SUPPLIES	\$541.03	106155	ELECTIONS OFFICE SUPPLIES
Total SETTLERS INN			\$541.03		
Paid Chk#	034389	3/6/2020	TAPCO		
E	100-533311-363	SIGNS	\$4,743.00	1662636	DPW-SIGNS
Total TAPCO			\$4,743.00		
Paid Chk#	034390	3/6/2020	TIME WARNER CABLE-PO BOX 4639		
E	100-522110-225	TELEPHONE/COMMUNICATIO	\$434.00	4401	PD-INTERNET
E	100-533210-350	OPERATING SUPPLIES	\$117.48	8501	DPW-FIRE LINES/INTERNET SHOP
E	100-555510-220	Internet	\$117.48	8501	DPW-FIRE LINES/INTERNET SHOP
Total TIME WARNER CABLE-PO BOX 4639			\$668.96		
Paid Chk#	034391	3/6/2020	TIRES UNLIMITED AUTOMOTIVE		
E	100-522120-240	REPAIR AND MAINTENANCE	\$584.00	21960	PD-TIRES 2014 ENFORCER
Total TIRES UNLIMITED AUTOMOTIVE			\$584.00		
Paid Chk#	034392	3/6/2020	TRANSUNION RISK & ALTERNATIVE		
E	100-522110-225	TELEPHONE/COMMUNICATIO	\$50.00	428298-20200	PD-FEBRUARY 2020 FEE
Total TRANSUNION RISK & ALTERNATIVE			\$50.00		
Paid Chk#	034393	3/6/2020	TRUCK COUNTRY OF WISC		
E	100-533210-353	MAINTENANCE PARTS	\$196.65	X203709233:0	DPW-MAINTENANCE PARTS
Total TRUCK COUNTRY OF WISC			\$196.65		
Paid Chk#	034394	3/6/2020	TYLER TECHNOLOGIES		
E	100-514700-380	EQUIPMENT/CAPITAL OUTLA	\$2,460.00	025-287021	MYCIVIC SUBSCRIPTION 4/1/20-3/31/21
E	100-555510-390	OTHER EXPENSES	\$1,500.00	025-287021	MYCIVIC SUBSCRIPTION 4/1/20-3/31/21
E	100-522110-225	TELEPHONE/COMMUNICATIO	\$960.00	025-287021	MYCIVIC SUBSCRIPTION 4/1/20-3/31/21
Total TYLER TECHNOLOGIES			\$4,920.00		
Paid Chk#	034395	3/6/2020	U. S. CELLULAR-DEPT 0205		
E	601-573825-225	TELEPHONE/COMMUNICATIO	(\$2.18)	0356874030	CWRC-PHONE
E	601-573825-225	TELEPHONE/COMMUNICATIO	\$15.10	0356874030	CWRC-TABLET
E	100-522310-225	TELEPHONE/COMMUNICATIO	\$45.64	0356874030	BI-PHONE
E	100-533210-225	TELEPHONE/COMMUNICATIO	\$15.14	0356874030	DPW-TABLET
E	601-573825-225	TELEPHONE/COMMUNICATIO	\$12.20	0356874030	CWRC-PHONE
E	601-573825-225	TELEPHONE/COMMUNICATIO	\$40.64	0356874030	CWRC-PHONE

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E 100-555510-225	TELEPHONE/COMMUNICATIO	\$15.14	0356874030	PARKS-TABLET	
E 100-555510-225	TELEPHONE/COMMUNICATIO	\$15.14	0356874030	PARKS-TABLET	
E 601-573825-225	TELEPHONE/COMMUNICATIO	\$15.14	0356874030	CWRC-TABLET	
E 100-555510-225	TELEPHONE/COMMUNICATIO	\$15.14	0356874030	PARKS-TABLET	
E 100-555510-225	TELEPHONE/COMMUNICATIO	\$15.14	0356874030	PARKS-TABLET	
E 100-533210-225	TELEPHONE/COMMUNICATIO	\$15.14	0356874030	DPW-IPAD	
E 100-533110-225	TELEPHONE/COMMUNICATIO	\$7.20	0356874030	ENGPHPHONE	
E 100-533210-225	TELEPHONE/COMMUNICATIO	\$40.64	0356874030	DPW-PHONE	
E 100-518100-225	TELEPHONE/COMMUNICATIO	\$18.52	0356874030	CH-PHONE	
E 100-533110-225	TELEPHONE/COMMUNICATIO	\$45.64	0356874030	ENG-PHONE	
E 100-555145-225	TELEPHONE/COMMUNICATIO	\$8.48	0356874030	SRCTR-PHONE	
E 100-555510-225	TELEPHONE/COMMUNICATIO	\$40.64	0356874030	PARKS-PHONE	
E 601-573825-225	TELEPHONE/COMMUNICATIO	\$40.56	0356874030	CWRC-DUTY PHONE	
Total U. S. CELLULAR-DEPT 0205		\$419.06			
<hr/>					
Paid Chk# 034396	3/6/2020	UNIFIRST CORPORATION			
E 100-533210-350	OPERATING SUPPLIES	\$44.58	096 1116326	DPW-OPERATING	
E 601-573825-372	SAFETY EQUIPMENT	\$78.35	096 1117427	CWRC-SAFETY	
E 100-533210-350	OPERATING SUPPLIES	\$47.50	096 1117429	DPW-OPERATING	
Total UNIFIRST CORPORATION		\$170.43			
<hr/>					
Paid Chk# 034397	3/6/2020	VINYL GRAPHICS			
E 700-519400-546	INSURANCE CLAIMS - 2019	\$542.48	12898	PD-K9 VEHICLE REPAIRS	
Total VINYL GRAPHICS		\$542.48			
<hr/>					
Paid Chk# 034398	3/6/2020	WALTS PETROLEUM SERVICE INC			
E 100-533210-326	FUEL SYSTEM MAINTENANCE	\$850.15	109889	DPW-FUEL SYSTEM MAINTENANCE	
Total WALTS PETROLEUM SERVICE INC		\$850.15			
<hr/>					
Paid Chk# 034399	3/6/2020	WAUKESHA COUNTY TECHNICAL			
E 100-522120-330	TRAVEL & TRAINING	\$31.80	S0711155	PD-TRAINING	
Total WAUKESHA COUNTY TECHNICAL		\$31.80			
<hr/>					
Paid Chk# 034400	3/6/2020	WIL-KIL PEST CONTROL			
E 100-518100-240	REPAIR AND MAINTENANCE	\$46.00	3832865	COMPLEX-MAINTENANCE SRCTR	
Total WIL-KIL PEST CONTROL		\$46.00			
<hr/>					
Paid Chk# 034401	3/13/2020	A TO Z REFRIGERATION & HVAC, I			
E 260-555110-290	MAINT/CONTRACTED SERVIC	\$785.00	2021	LIBR-MAINTENANCE	
Total A TO Z REFRIGERATION & HVAC, I		\$785.00			
<hr/>					
Paid Chk# 034402	3/13/2020	ASSOCIATED BENEFIT & RISK CON.			
G 100-156200	DUE FROM LIGHT & WATER	\$383.00	27475	ANNUAL AGREEMENT JANUARY 2020	
E 100-515600-210	PROFESSIONAL SERVICES	\$1,533.67	27475	ANNUAL AGREEMENT JANUARY 2020	
Total ASSOCIATED BENEFIT & RISK CON.		\$1,916.67			
<hr/>					
Paid Chk# 034403	3/13/2020	ATOZDATABASES			
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$1,663.00	502951	LIBR-PUBLICATIONS	

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Total ATOZDATABASES		\$1,663.00		
Paid Chk#	034404	3/13/2020	BADGER STATE WASTE, LLC	
E 601-573825-294	SLUDGE HAULING	\$17,374.00	2612	CWRC-SLUDGE HAULING-FEBRUARY 2020
Total BADGER STATE WASTE, LLC		\$17,374.00		
Paid Chk#	034405	3/13/2020	BAKER & TAYLOR AUDIOBOOK PRE	
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$19.76	2035110482	LIBR-PUBLICATIONS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	(\$4.50)	H631021CM	LIBR-PUBLICATIONS
Total BAKER & TAYLOR AUDIOBOOK PRE		\$15.26		
Paid Chk#	034406	3/13/2020	BAKER & TAYLOR AV VIDMASS	
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$107.78	H44214580	LIBR-PUBLICATIONS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$243.94	H44214960	LIBR-PUBLICATIONS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$25.13	H44318050	LIBR-PUBLICATIONS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$133.45	h44478050	LIBR-PUBLICATIONS
Total BAKER & TAYLOR AV VIDMASS		\$510.30		
Paid Chk#	034407	3/13/2020	BAKER & TAYLOR BOOKS	
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$29.41	2035112744	LIBR-PUBLICATIONS
E 260-555110-322	DONATION EXPENDITURES	\$35.00	2035127690	LIBR-FRIENDS DONATIONS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$406.16	2035127690	LIBR-PUBLICATIONS
E 260-555110-322	DONATION EXPENDITURES	\$16.00	2035137367	LIBR-FRIENDS DONATIONS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$436.92	2035137367	LIBR-PUBLICATIONS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$472.93	2035137368	LIBR-PUBLICATIONS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$84.21	2035137369	LIBR-PUBLICATIONS
E 260-555110-322	DONATION EXPENDITURES	\$17.00	2035142663	LIBR-FRIENDS DONATIONS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$455.98	2035142663	LIBR-PUBLICATIONS
E 260-555110-319	PUBLICATIONS AND SUBSCRI	\$133.49	2035142664	LIBR-PUBLICATIONS
Total BAKER & TAYLOR BOOKS		\$2,087.10		
Paid Chk#	034408	3/13/2020	BEYER S HARDWARE STORE	
E 100-522120-240	REPAIR AND MAINTENANCE	\$3.86	155295	PD-REPAIR & MAINTENANCE
E 100-518100-240	REPAIR AND MAINTENANCE	\$132.15	155307	COMPLEX-REPAIR & MAINTENANCE
E 100-518100-240	REPAIR AND MAINTENANCE	(\$108.00)	155308	COMPLEX-REPAIR & MAINTENANCE
E 100-518100-240	REPAIR AND MAINTENANCE	\$4.27	155325	COMPLEX-REPAIR & MAINTENANCE
E 100-522100-340	MAINTENANCE SUPPLIES	\$18.89	155327	PD-MAINTENANCE
E 100-518100-240	REPAIR AND MAINTENANCE	\$22.97	155342	COMPLEX-REPAIR & MAINTENANCE
E 601-573830-340	MAINTENANCE SUPPLIES	\$45.87	155344	CWRC-MAINTENANCE SUPPLIES
E 601-573830-342	JANITORIAL SUPPLIES	\$19.79	155370	CWRC-SWEEPING COMPOUND
E 601-573830-340	MAINTENANCE SUPPLIES	\$97.26	155423	CWRC-MAINTENANCE SUPPLIES
E 601-573830-340	MAINTENANCE SUPPLIES	\$61.18	155455	CWRC-MAINTENANCE SUPPLIES
E 100-518100-350	OPERATING SUPPLIES	\$27.86	155457	COMPLEX-OPERATING
Total BEYER S HARDWARE STORE		\$326.10		
Paid Chk#	034409	3/13/2020	CAMERA CORNER CONNECTING POINT	
E 100-514700-210	PROFESSIONAL SERVICES	\$1,252.80	29619-IN	CH-TELEPHONE UPGRADE
Total CAMERA CORNER CONNECTING POINT		\$1,252.80		

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Paid Chk# 034410	3/13/2020	CARDMEMBER SERVICE			
E 100-515600-330	TRAVEL & TRAINING		\$85.00	6174	TREAS-TRAINING
E 100-533110-330	TRAVEL & TRAINING		\$135.00	6174	TREAS-TRAINING
R 100-486000	MISCELLANEOUS REVENUE		(\$400.00)	6174	USED CC POINTS FOR CREDIT
E 220-555390-347	SUPPLIES AND EXPENSES		\$408.88	6182	REC-SUPPLIES
E 240-555320-330	TRAVEL & TRAINING		\$325.00	6182	POOL-TRAVEL & TRAINING
E 601-573825-312	COMPUTER/COPIER SUPPLIE		\$25.99	6208	CWRC-COMPUTER
E 601-573830-340	MAINTENANCE SUPPLIES		\$730.53	6208	CWRC-MAINTENANCE
E 100-533210-350	OPERATING SUPPLIES		\$1,523.49	6216	DPW-OPERATING
E 260-555110-312	COMPUTER/COPIER SUPPLIE		\$840.58	6639	LIBR-COMPUTER
E 260-555110-319	PUBLICATIONS AND SUBSCRI		\$953.94	6639	LIBR-PUBLICATIONS
E 100-555510-240	REPAIR AND MAINTENANCE		\$474.13	6761	PARKS-REPAIR & MAINTENANCE
E 100-555510-320	PROF PUBLICATIONS AND DU		\$275.00	6761	PARKS-PUBLICATIONS
E 100-555510-310	OFFICE SUPPLIES		\$98.96	6761	PARKS-OFFICE SUPPLIES
E 100-555510-330	TRAVEL & TRAINING		\$517.44	6761	PARKS-TRAVEL & TRAINING
E 100-555510-330	TRAVEL & TRAINING		(\$34.72)	6761	PARKS-REFUND TRAVEL & TRAINING
E 100-522120-380	EQUIPMENT/CAPITAL OUTLA		\$1,693.32	6779	PD-EQUIPMENT
E 100-522110-330	TRAVEL & TRAINING		\$38.33	6779	PD-TRAVEL & TRAINING
E 100-522110-346	UNIFORMS		\$365.80	6787	PD-UNIFORMS
E 100-522110-310	OFFICE SUPPLIES		\$66.35	6795	PD-OFFICE SUPPLIES
E 100-522110-390	OTHER EXPENSES		\$37.96	6795	PD-EXPENSES
E 100-522110-240	REPAIR AND MAINTENANCE		\$197.18	6795	PD-REPAIR & MAINTENANCE
E 100-522120-346	UNIFORMS		\$100.54	6795	PD-UNIFORMS
E 100-522120-330	TRAVEL & TRAINING		\$579.00	6795	PD-TRAVEL & TRAINING
E 100-522130-330	TRAVEL & TRAINING		\$375.00	6795	PD-TRAVEL & TRAINING
E 100-522110-330	TRAVEL & TRAINING		\$100.00	6795	REC-SUPPLIES & EXPENSES
E 100-522130-346	UNIFORMS		\$52.22	6803	PD-UNIFORMS
E 100-555140-310	OFFICE SUPPLIES		\$67.71	6829	SRCTR-OFFICE SUPPLIES
	Total CARDMEMBER SERVICE		\$9,632.63		
Paid Chk# 034411	3/13/2020	CARRICO AQUATIC RESOURCES INC			
E 240-555320-340	MAINTENANCE SUPPLIES		\$1,300.02	20200796	POOL-REPAIR & MAINTENANCE
	Total CARRICO AQUATIC RESOURCES INC		\$1,300.02		
Paid Chk# 034412	3/13/2020	CCP INDUSTRIES INC			
E 601-573825-372	SAFETY EQUIPMENT		\$365.23	IN02487917	CWRC-SAFETY
	Total CCP INDUSTRIES INC		\$365.23		
Paid Chk# 034413	3/13/2020	CEDARBURG CHAMBER OF COMMERCE			
E 220-555390-347	SUPPLIES AND EXPENSES		\$250.00	CK REQ	REC-GIFT CERTS FOR VOLUNTEERS
	il CEDARBURG CHAMBER OF COMMERCE		\$250.00		
Paid Chk# 034414	3/13/2020	CEDARBURG LIGHT & WATER			
G 100-256200	DUE TO LIGHT AND WATER		\$220.59	CK REQ	2017 DELINQ UTILITIES FROM TAX ROLL
	Total CEDARBURG LIGHT & WATER		\$220.59		
Paid Chk# 034415	3/13/2020	COMPLETE OFFICE OF WISCONSIN			
E 100-522110-310	OFFICE SUPPLIES		\$345.52	601693	PD-OFFICE SUPPLIES

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Total	COMPLETE OFFICE OF WISCONSIN		\$345.52		
Paid Chk#	034416	3/13/2020	CORELOGIC-CENTRALIZED REFUND		
G 100-261400	OVERPAYMENT OF TAXES		\$1,386.64	REFUND	OVERPAYMENT OF TAXES-PARCEL #130510107000
Total	CORELOGIC-CENTRALIZED REFUND		\$1,386.64		
Paid Chk#	034417	3/13/2020	CULLIGAN OF WEST BEND		
E 200-544210-245	HOUSE MAINTENANCE		\$76.50	502X03806405	CEMETERY-RENTAL 3/1-5/31/20
Total	CULLIGAN OF WEST BEND		\$76.50		
Paid Chk#	034418	3/13/2020	DMI LIMOUSINE SERVICE, INC		
E 100-555220-347	SUPPLIES AND EXPENSES		\$1,000.00	130	CELEBRATIONS-PUBLIC ART
Total	DMI LIMOUSINE SERVICE, INC		\$1,000.00		
Paid Chk#	034419	3/13/2020	ENERGENECS INC.		
E 601-573830-340	MAINTENANCE SUPPLIES		\$284.76	0039741-IN	CWRC-MAINTENANCE
E 601-573830-340	MAINTENANCE SUPPLIES		\$48.00	0039795-IN	CWRC-MAINTENANCE
Total	ENERGENECS INC.		\$332.76		
Paid Chk#	034420	3/13/2020	FASTENAL COMPANY		
E 601-573830-340	MAINTENANCE SUPPLIES		\$112.68	WISAU115960	CWRC-MAINTENANCE SUPPLIES
E 601-573840-340	MAINTENANCE SUPPLIES		\$101.50	WISAU115969	CWRC-MAINTENANCE SUPPLIES
Total	FASTENAL COMPANY		\$214.18		
Paid Chk#	034421	3/13/2020	FIVE CORNERS DODGE		
E 100-522120-240	REPAIR AND MAINTENANCE		\$706.69	64104	PD-MAINTENANCE
Total	FIVE CORNERS DODGE		\$706.69		
Paid Chk#	034422	3/13/2020	FUNTACTICS SOCCER CAMPS		
E 220-555390-290	MAINT/CONTRACTED SERVIC		\$1,360.00	CK REQ	REC-MIGHTY MITES SOCCER CAMPS
Total	FUNTACTICS SOCCER CAMPS		\$1,360.00		
Paid Chk#	034423	3/13/2020	GALLS, LLC-DBA LARK UNIFORMS		
E 100-522110-346	UNIFORMS		\$72.50	015038769	PD-UNIFORMS
E 100-522120-346	UNIFORMS		\$31.75	015038822	PD-UNIFORMS
E 100-522120-346	UNIFORMS		\$12.35	015038857	PD-UNIFORMS
E 100-522110-346	UNIFORMS		\$101.96	015058571	PD-UNIFORMS
Total	GALLS, LLC-DBA LARK UNIFORMS		\$218.56		
Paid Chk#	034424	3/13/2020	GLOBAL EQUIPMENT COMPANY, INC		
E 100-518100-350	OPERATING SUPPLIES		\$463.24	115604973	CH-OPERATING
Total	GLOBAL EQUIPMENT COMPANY, INC		\$463.24		
Paid Chk#	034425	3/13/2020	GRAINGER		
E 100-518100-350	OPERATING SUPPLIES		\$161.92	9467236502	COMPLEX-OPERATING
E 100-518100-350	OPERATING SUPPLIES		\$23.18	9469709340	COMPLEX-OPERATING
Total	GRAINGER		\$185.10		
Paid Chk#	034426	3/13/2020	HOUSEMAN & FEIND, LLP		

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E 353-566710-212	ATTORNEY/CONSULTANT		\$590.00	46489	TIF#6-LEGAL
E 352-566710-212	ATTORNEY/CONSULTANT		\$420.00	46489	TIF#3-LEGAL
E 601-573850-211	EXTRAORDINARY SERVICES		\$710.00	46489	CWRC-ZARLING
E 700-519400-524	INSURANCE CLAIMS - 2020		\$40.00	46489	INSURANCE CLAIMS
E 100-516100-211	EXTRAORDINARY SERVICES		\$2,068.55	46489	LEGAL EXPENSES
E 100-522110-212	ATTORNEY/CONSULTANT		\$1,229.05	46539	PD-LEGAL EXPENSES
Total HOUSEMAN & FEIND, LLP			\$5,057.60		
Paid Chk# 034427	3/13/2020	JET VAC ENVIRONMENTAL			
E 601-573835-360	MANHOLE ADJUSTMENT		\$115.81	2351	CWRC-MANHOLE ADJUSTMENT
E 601-573835-360	MANHOLE ADJUSTMENT		\$328.80	2368	CWRC-MANHOLE ADJUSTMENT
Total JET VAC ENVIRONMENTAL			\$444.61		
Paid Chk# 034428	3/13/2020	JM BRENNAN, INC.			
E 100-518100-240	REPAIR AND MAINTENANCE		\$260.00	SALES000116	COMPLEX-MAINTENANCE-CH
E 100-518100-240	REPAIR AND MAINTENANCE		\$260.00	SALES000116	COMPLEX-MAINTENANCE-SRCTR
E 100-518100-240	REPAIR AND MAINTENANCE		\$260.00	SALES000116	COMPLEX-MAINTENANCE-GYM
Total JM BRENNAN, INC.			\$780.00		
Paid Chk# 034429	3/13/2020	JOE JACOBS			
E 100-522310-210	PROFESSIONAL SERVICES		\$270.00	20-007	BI-2/28-3/6/20
Total JOE JACOBS			\$270.00		
Paid Chk# 034430	3/13/2020	KANOPY, INC.			
E 260-555110-319	PUBLICATIONS AND SUBSCRI		\$283.00	186382	LIBR-PUBLICATIONS
Total KANOPY, INC.			\$283.00		
Paid Chk# 034431	3/13/2020	KLINKA, GARY			
E 100-522310-330	TRAVEL & TRAINING		\$165.00	CK REQ	BI-CONT. EDUCATION
Total KLINKA, GARY			\$165.00		
Paid Chk# 034432	3/13/2020	LEADING EDGE PROMOTIONS			
E 100-522410-346	UNIFORMS		\$330.91	4834	EM-UNIFORMS
Total LEADING EDGE PROMOTIONS			\$330.91		
Paid Chk# 034433	3/13/2020	LENNY S POOL SERVICE			
E 240-555320-340	MAINTENANCE SUPPLIES		\$4,213.06	156642	POOL-REPAIR & MAINTENANCE
Total LENNY S POOL SERVICE			\$4,213.06		
Paid Chk# 034434	3/13/2020	LUCAS HOLDINGS LLC			
E 260-555110-310	OFFICE SUPPLIES		\$835.57	64220	LIBR-LIBRARY CARDS
Total LUCAS HOLDINGS LLC			\$835.57		
Paid Chk# 034435	3/13/2020	MATHESON TRI-GAS			
E 601-573830-340	MAINTENANCE SUPPLIES		\$3.81	21325523	CWRC-MAINTENANCE-FINANCE CHARGE LATE INVOICE
Total MATHESON TRI-GAS			\$3.81		
Paid Chk# 034436	3/13/2020	MINUTEMAN PRESS			

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E 100-522110-313	PRINTING-NEWSLETTERS, ET		\$1,292.82	74610	PD-PRINTING
	Total MINUTEMAN PRESS		\$1,292.82		
Paid Chk# 034437	3/13/2020	OFFICE DEPOT			
E 100-522410-310	OFFICE SUPPLIES		\$7.13	448285198001	EM-OFFICE SUPPLIES
E 100-515600-310	OFFICE SUPPLIES		\$34.69	448285198001	TREAS-OFFICE SUPPLIES
	Total OFFICE DEPOT		\$41.82		
Paid Chk# 034438	3/13/2020	OLIVER FIONTAR LLC			
E 350-566710-227	DEVELOPERS INCENTIVE		\$20,930.00	577	TIF #4-DRAW #31
E 350-566710-227	DEVELOPERS INCENTIVE		\$4,489.06	578	TIF #4-DRAW #31
	Total OLIVER FIONTAR LLC		\$25,419.06		
Paid Chk# 034439	3/13/2020	OLSENS PIGGLY WIGGLY			
E 100-518100-240	REPAIR AND MAINTENANCE		\$44.40	38765	COMPLEX-MAINTENANCE
E 100-522110-330	TRAVEL & TRAINING		\$46.74	38834	PD-TRAINING
	Total OLSSENS PIGGLY WIGGLY		\$91.14		
Paid Chk# 034440	3/13/2020	OWEN S OFFICE SUPPLIES			
E 260-555110-310	OFFICE SUPPLIES		\$138.99	29576	LIBR-OFFICE SUPPLIES
	Total OWEN S OFFICE SUPPLIES		\$138.99		
Paid Chk# 034441	3/13/2020	PACE ANALYTICAL SERVICES, INC.			
E 601-573825-370	LAB SUPPLIES		\$3,067.00	2012015777	CWRC-LAB SUPPLIES
E 601-573825-370	LAB SUPPLIES		\$35.00	2040080548	CWRC-LAB SUPPLIES
	Total PACE ANALYTICAL SERVICES, INC.		\$3,102.00		
Paid Chk# 034442	3/13/2020	PITNEY BOWES GLOBAL FINANCIAL			
E 100-514100-310	OFFICE SUPPLIES		\$112.51	3310716807	CLERKS-POSTAGE METER MARCH 2020
	Total PITNEY BOWES GLOBAL FINANCIAL		\$112.51		
Paid Chk# 034443	3/13/2020	PORT WASHINGTON SENIOR CENTER			
E 100-555140-390	OTHER EXPENSES		\$1,268.87	100	SRCTR-TOURS-SATURDAY NIGHT FEVER
	otal PORT WASHINGTON SENIOR CENTER		\$1,268.87		
Paid Chk# 034444	3/13/2020	RAINBOW TREECARE SCIENTIFIC AD			
E 100-555510-290	MAINT/CONTRACTED SERVIC		\$39,972.80	INV0062120	PARKS-CONTRACTED SERVICES-EAB
	Total RAINBOW TREECARE SCIENTIFIC AD		\$39,972.80		
Paid Chk# 034445	3/13/2020	RECOGNITION SPECIALISTS, INC.			
E 100-522410-343	AWARDS, SUPPLIES		\$156.00	34358	EM-AWARDS
E 100-514100-310	OFFICE SUPPLIES		\$10.00	34366	CLERKS-OFFICE NAMEPLATE
	Total RECOGNITION SPECIALISTS, INC.		\$166.00		
Paid Chk# 034446	3/13/2020	RIVISTAS SUBSCRIPTION SERVICES			
E 260-555110-319	PUBLICATIONS AND SUBSCRI		\$12.99	10874	LIBR-PUBLICATIONS
	Total RIVISTAS SUBSCRIPTION SERVICES		\$12.99		
Paid Chk# 034447	3/13/2020	SNAP-ON INDUSTRIAL			

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E 601-573830-340	MAINTENANCE SUPPLIES		\$95.43	ARV/43032693	CWRC-MAINTENANCE
	Total SNAP-ON INDUSTRIAL		\$95.43		
Paid Chk# 034448	3/13/2020	SPRINGSHARE			
E 260-555110-382	LIBRARY TECHNOLOGY		\$1,543.00	20-R1498	LIBR-TECH
	Total SPRINGSHARE		\$1,543.00		
Paid Chk# 034449	3/13/2020	STREICHER S POLICE EQUIPMENT			
E 100-522120-346	UNIFORMS		\$152.97	I1404195	PD-UNIFORMS
E 100-522120-346	UNIFORMS		\$215.47	I1405106	PD-UNIFORMS
E 100-522120-346	UNIFORMS		\$71.48	I1406092	PD-UNIFORMS
E 100-522120-346	UNIFORMS		\$151.95	I1409454	PD-UNIFORMS
E 100-522120-346	UNIFORMS		\$390.47	I1416204	PD-UNIFORMS
	Total STREICHER S POLICE EQUIPMENT		\$982.34		
Paid Chk# 034450	3/13/2020	TIME WARNER CABLE-PO BOX 4639			
E 100-522110-225	TELEPHONE/COMMUNICATIO		\$26.53	2801	PD-DIGITAL ADAPTERS
	Total TIME WARNER CABLE-PO BOX 4639		\$26.53		
Paid Chk# 034451	3/13/2020	TRANS UNION LLC			
E 100-522110-225	TELEPHONE/COMMUNICATIO		\$50.00	02006335	PD-MONTHLY SERVICES
	Total TRANS UNION LLC		\$50.00		
Paid Chk# 034452	3/13/2020	UNEMPLOYMENT INSURANCE			
E 700-519400-393	UNEMPLOYMENT COMPENSA		\$42.83	692109-000-3	UNEMPLOYMENT COMPENSATION-FEBRUARY 2020
	Total UNEMPLOYMENT INSURANCE		\$42.83		
Paid Chk# 034453	3/13/2020	UNIFIRST CORPORATION			
E 601-573825-372	SAFETY EQUIPMENT		\$78.35	096 1118484	CWRC-SAFETY
	Total UNIFIRST CORPORATION		\$78.35		
Paid Chk# 034454	3/13/2020	US BANK-SAFEBOX DEPT			
E 100-514100-310	OFFICE SUPPLIES		\$114.40	206000039138	CLERKS-SAFE DEPOSIT BOX 3/31/20-3/30/21
	Total US BANK-SAFEBOX DEPT		\$114.40		
Paid Chk# 034455	3/13/2020	VANTAGE FINANCIAL			
E 400-555510-610	DEBT SERVICE - PRINCIPAL		\$2,963.66	50421	GRAPPLE SAW TRUCK APRIL 2020
E 400-555510-620	DEBT SERVICE - INTEREST		\$644.34	50421	GRAPPLE SAW TRUCK APRIL 2020
	Total VANTAGE FINANCIAL		\$3,608.00		
Paid Chk# 034456	3/13/2020	VISUAL IMAGE PHOTOGRAPHY, INC.			
E 260-555110-319	PUBLICATIONS AND SUBSCRI		\$130.00	8047	LIBR-PUBLICATIONS
	Total VISUAL IMAGE PHOTOGRAPHY, INC.		\$130.00		
Paid Chk# 034457	3/13/2020	WASTE MANAGEMENT OF WISCONSIN			
E 100-533710-290	MAINT/CONTRACTED SERVIC		\$36,230.04	6476003-2275-	COMPLEX-RUBBISH & RECYCLING
E 100-533730-290	MAINT/CONTRACTED SERVIC		\$17,512.11	6476003-2275-	COMPLEX-RUBBISH & RECYCLING
	Total WASTE MANAGEMENT OF WISCONSIN		\$53,742.15		

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Paid Chk# 034475	3/20/2020	CDW GOVERNMENT, INC.			
E 100-555140-310	OFFICE SUPPLIES		\$315.77	WZZL6715	St Ctr supplies & equipment
Total	CDW GOVERNMENT, INC.		\$315.77		
Paid Chk# 034476	3/20/2020	CEDARBURG LIGHT & WATER			
E 601-573850-216	L&W BILLING		\$12,362.16	007672	WRC March billing
G 100-256201	DUE TO L&W IMPACT FEES		\$2,007.82	032020	N111W5921 Carolyn Ct water impact fee
Total	CEDARBURG LIGHT & WATER		\$14,369.98		
Paid Chk# 034477	3/20/2020	CITY CEDARBURG-PETTY CASH			
E 100-555140-210	PROFESSIONAL SERVICES		\$35.00	031620	Sr Ctr ad space for Ozaukee chorus in spring program
R 100-467435	SENIOR CENTER FEES		\$50.00	031620	St Ctr drivers tip for 2/27 tour to Schauer Theatre
E 100-514100-311	RECORDING FEES		\$30.00	031620	Clerks recording fee for engineergin sanitary sewer easement
Total	CITY CEDARBURG-PETTY CASH		\$115.00		
Paid Chk# 034478	3/20/2020	COMPLETE OFFICE OF WISCONSIN			
E 100-522110-310	OFFICE SUPPLIES		\$51.20	602975	Police Admin office supplies
E 100-522110-310	OFFICE SUPPLIES		\$125.97	603048	Police Admin office supplies
E 100-522110-310	OFFICE SUPPLIES		\$76.77	604020	Police Admin office supplies
E 100-515600-310	OFFICE SUPPLIES		\$45.52	607311	Treas office supplies
E 100-514200-310	OFFICE SUPPLIES		\$216.50	616132	Elections labels
Total	COMPLETE OFFICE OF WISCONSIN		\$515.96		
Paid Chk# 034479	3/20/2020	CONCORD GROUP			
E 353-566710-210	PROFESSIONAL SERVICES		\$4,972.50	2020E950/01	Business park professional services
Total	CONCORD GROUP		\$4,972.50		
Paid Chk# 034480	3/20/2020	DIGITAL EDGE OF GRAFTON			
E 100-518100-240	REPAIR AND MAINTENANCE		\$42.00	16904	CH restroom signs
Total	DIGITAL EDGE OF GRAFTON		\$42.00		
Paid Chk# 034481	3/20/2020	INFOSEND, INC.			
E 601-573830-350	OPERATING SUPPLIES		\$54.41	167712	WrC operating supplies
Total	INFOSEND, INC.		\$54.41		
Paid Chk# 034482	3/20/2020	MOEGENBURG WINDOW CLEAN-CHUCK			
E 100-518100-240	REPAIR AND MAINTENANCE		\$110.00	031620	complex window cleaning 3/3 and 3/16
Total	MOEGENBURG WINDOW CLEAN-CHUCK		\$110.00		
Paid Chk# 034483	3/20/2020	MONARCH LIBRARY SYSTEM			
E 260-555110-381	SHARED SYSTEM SERVICES		\$774.42	414978	library shared services
Total	MONARCH LIBRARY SYSTEM		\$774.42		
Paid Chk# 034484	3/20/2020	NEWMAN CHEVROLET			
E 100-522120-240	REPAIR AND MAINTENANCE		\$829.88	20097	PD car matinenance gray impala
Total	NEWMAN CHEVROLET		\$829.88		
Paid Chk# 034485	3/20/2020	NORTH WOODS			

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E 601-573830-340	MAINTENANCE SUPPLIES		\$111.20	255576	WRC cleaning supplies
	Total NORTH WOODS		\$111.20		
Paid Chk# 034486	3/20/2020	OFFICE DEPOT			
E 100-522110-310	OFFICE SUPPLIES		\$116.38	445178364002	office supplies PD
E 100-518100-240	REPAIR AND MAINTENANCE		\$23.16	448264782001	office supplies CH
E 100-518100-240	REPAIR AND MAINTENANCE		(\$23.16)	453091656001	office supplies CH
E 100-522110-310	OFFICE SUPPLIES		\$55.58	456270786001	PD office supplies
	Total OFFICE DEPOT		\$171.96		
Paid Chk# 034487	3/20/2020	ONTECH SYSTEMS, INC			
E 100-514700-210	PROFESSIONAL SERVICES		\$116.12	47092	BDS & phone system issues
	Total ONTECH SYSTEMS, INC		\$116.12		
Paid Chk# 034488	3/20/2020	OZAUKEE DISPOSAL CORPORATION			
E 601-573830-297	REFUSE COLLECTION		\$1,525.00	IN57608	WRC February dumpster pick up
	Total OZAUKEE DISPOSAL CORPORATION		\$1,525.00		
Paid Chk# 034489	3/20/2020	PACE SYSTEMS, INC.			
E 100-522110-240	REPAIR AND MAINTENANCE		\$1,600.00	IN00030807	PD scheduling software
	Total PACE SYSTEMS, INC.		\$1,600.00		
Paid Chk# 034490	3/20/2020	RYCHTIK WELDING, INC.			
E 601-573840-340	MAINTENANCE SUPPLIES		\$519.00	57518	WRC pipe
	Total RYCHTIK WELDING, INC.		\$519.00		
Paid Chk# 034491	3/20/2020	SHARP ELECTRONICS CORPORATION			
E 100-514700-385	EQUIPMENT OUTLAY		\$182.72	SH369999	CH copiers March billing
E 100-514700-385	EQUIPMENT OUTLAY		\$495.62	SH372532	CH copiers March billing
	otal SHARP ELECTRONICS CORPORATION		\$678.34		
Paid Chk# 034492	3/20/2020	SYMBIONT			
G 601-185334	SECONDARY TREATMENT EQUIP		\$1,960.00	50349	WRC prelim phosphorus plan
	Total SYMBIONT		\$1,960.00		
Paid Chk# 034493	3/20/2020	TIME WARNER CABLE-PO BOX 4639			
E 100-518100-225	TELEPHONE/COMMUNICATIO		\$62.24	708014601030	Ch phone
E 100-513100-225	TELEPHONE/COMMUNICATIO		\$7.56	708014601030	Mayor phone
E 100-513200-225	TELEPHONE/COMMUNICATIO		\$7.56	708014601030	Admin phone
E 100-514100-225	TELEPHONE/COMMUNICATIO		\$37.82	708014601030	Clerk phone
E 100-515600-225	TELEPHONE/COMMUNICATIO		\$22.69	708014601030	Treas phone
E 100-515400-225	TELEPHONE/COMMUNICATIO		\$15.13	708014601030	Assessor phone
E 100-522310-225	TELEPHONE/COMMUNICATIO		\$15.13	708014601030	BI Phone
E 100-533110-225	TELEPHONE/COMMUNICATIO		\$22.69	708014601030	Eng phone
E 100-566310-225	TELEPHONE/COMMUNICATIO		\$15.13	708014601030	planning phone
E 100-533210-225	TELEPHONE/COMMUNICATIO		\$30.25	708014601030	DPW phone
E 220-555390-225	TELEPHONE/COMMUNICATIO		\$30.25	708014601030	Rec phone
E 100-555140-225	TELEPHONE/COMMUNICATIO		\$15.13	708014601030	Sr Ctr phone
E 601-573825-225	TELEPHONE/COMMUNICATIO		\$60.51	708014601030	WRC phone

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E 100-522410-225	TELEPHONE/COMMUNICATIO	\$22.69	708014601030	EM phone
E 100-522230-225	TELEPHONE/COMMUNICATIO	\$15.13	708014601030	FD phone
E 240-555320-225	TELEPHONE/COMMUNICATIO	\$37.82	708014601030	Pool phone
E 100-522110-225	TELEPHONE/COMMUNICATIO	\$419.75	709872301030	PD phones
E 100-555510-220	Internet	\$91.82	722273501030	internet cedar creek park
Total TIME WARNER CABLE-PO BOX 4639		\$929.30		
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Paid Chk# 034494	3/20/2020	UNIFIRST CORPORATION		
E 601-573825-372	SAFETY EQUIPMENT	\$78.35	0961119548	WRC uniforms
E 601-573830-342	JANITORIAL SUPPLIES	\$67.54	0961119556	WRC mats
Total UNIFIRST CORPORATION		\$145.89		
<hr/>				
Paid Chk# 034495	3/20/2020	USA BLUEBOOK		
E 601-573835-360	MANHOLE ADJUSTMENT	\$469.33	167576	WRC manholes
Total USA BLUEBOOK		\$469.33		
<hr/>				
Paid Chk# 034496	3/20/2020	VALU RITE CORPORATION		
E 100-515400-210	PROFESSIONAL SERVICES	\$1,125.00	March	Assessor commercial contract & reval
E 100-515400-219	REVALUATION	\$866.66	March	Assessor commercial contract & reval
Total VALU RITE CORPORATION		\$1,991.66		
<hr/>				
Paid Chk# 034497	3/20/2020	VISU-SEWER, INC.		
G 601-184313	COLLECTION MAINS AND ACCES	\$40,396.50	31098	WrC liner
Total VISU-SEWER, INC.		\$40,396.50		
<hr/>				
Paid Chk# 034498	3/20/2020	WE ENERGIES		
G 100-212000	ACCOUNTS PAYABLE	\$128.37	045	BOY SCOUT HOUSE
G 100-212000	ACCOUNTS PAYABLE	\$654.61	082	FD
G 601-212000	ACCOUNTS PAYABLE	\$11.53	176	SEWER - DORCHESTER #4
G 100-212000	ACCOUNTS PAYABLE	\$174.31	213	GIRL SCOUT HOUSE
G 601-212000	ACCOUNTS PAYABLE	\$13.58	229	SEWER - EVERGREEN #7
G 601-212000	ACCOUNTS PAYABLE	\$166.43	296	SEWER - PARK LANE CWRC
G 240-212000	ACCOUNTS PAYABLE	\$25.50	384	POOL
G 601-212000	ACCOUNTS PAYABLE	\$549.74	423	SEWER - PARK LANE CONTROL BLDG
G 100-212000	ACCOUNTS PAYABLE	\$1,089.50	425	GYM
G 260-212000	ACCOUNTS PAYABLE	\$824.17	477	LIBRARY
G 100-212000	ACCOUNTS PAYABLE	\$42.15	495	DPW - ELECTRIC
G 100-212000	ACCOUNTS PAYABLE	\$127.72	522	EM
G 100-212000	ACCOUNTS PAYABLE	\$924.26	610	PD
G 100-212000	ACCOUNTS PAYABLE	\$1,034.42	666	LINCOLN BLDG
G 601-212000	ACCOUNTS PAYABLE	\$11.49	804	SEWER - KENZIE #11
G 601-212000	ACCOUNTS PAYABLE	\$11.53	866	SEWER - KEUP #10
G 601-212000	ACCOUNTS PAYABLE	\$43.70	928	SEWER - GARFIELD #9
G 601-212000	ACCOUNTS PAYABLE	\$17.45	943	SEWER - HIGHLAND #8
G 100-212000	ACCOUNTS PAYABLE	\$866.30	952	CH
G 100-212000	ACCOUNTS PAYABLE	\$1,474.49	957	DPW FACILITY
G 100-212000	ACCOUNTS PAYABLE	\$1,049.34	971	FD
G 240-212000	ACCOUNTS PAYABLE	\$10.23	991	POOL

CITY OF CEDARBURG

*Check Detail Register©

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MARCH 2020

		Check Amt	Invoice	Comment
G 100-212000	ACCOUNTS PAYABLE	\$29.92	994	PD
	Total WE ENERGIES	\$9,280.74		
<hr/>				
Paid Chk# 034499	3/20/2020	WIL-KIL PEST CONTROL		
E 100-518100-240	REPAIR AND MAINTENANCE	\$46.00	3855403	complex pest control
	Total WIL-KIL PEST CONTROL	\$46.00		
	111300 PWSB Checking	\$365,684.28		

Fund Summary

111300 PWSB Checking	
100 GENERAL FUND	\$177,632.23
200 CEMETERY FUND	\$88.18
220 RECREATION PROGRAMS FUND	\$14,274.13
221 FUEL SYSTEM - WASH BAY	\$1,200.42
240 SWIMMING POOL FUND	\$5,911.63
260 LIBRARY FUND	\$17,331.02
350 TIF DISTRICT FUND #4	\$25,419.06
352 TIF DISTRICT FUND #3	\$420.00
353 TIF DISTRICT #6	\$5,562.50
400 CAPITAL IMPROVEMENTS FUND	\$29,835.12
601 WATER RECYCLING CENTER	\$84,855.55
700 RISK MANAGEMENT FUND	\$3,154.44
	<hr/>
	\$365,684.28

CITY OF CEDARBURG

MEETING DATE: March 30, 2020

ITEM NO: 13E.

TITLE: Consider Concord Group proposal for Business Park professional services; and action thereon.

ISSUE SUMMARY: Concord Group assisted the City in developing the HWY 60 business park engineering request for proposals, and they were able to kick start the design process. Concord Group typically serves the role of “owner’s representative” on large construction projects, and staff believes they could play an important role in keeping the business park project on track. They have provided a professional services proposal for your consideration.

STAFF RECOMMENDATION: The City would benefit from the expertise of an owner’s rep on this large and complex project.

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

BUDGETARY IMPACT:

ATTACHMENTS: Copy of Concord Group proposal

INITIATED/REQUESTED BY: Tom Wiza/Mikko Hilvo/Dale Lythjohan

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

A Proposal for:

**Owner's Representation -
Project Management Services
STH 60 Business Park

Cedarburg, Wisconsin**

Prepared for:

Mr. Tom Wiza, P.E.,
Director of Engineering and Public Works
Cedarburg City Hall
W63 N645 Washington Avenue
Cedarburg, WI 53012

Prepared by:

The Concord Group
1000 North Water Street
Suite 1550
Milwaukee, WI 53202

Proposal Number: 2020E951
March 26, 2020

PROPOSAL – OWNER’S REPRESENTATION SERVICES

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I. INTRODUCTION – BACKGROUND INFORMATION

The City of Cedarburg is in the final decision stages of beginning the process of design and construction for implementing various infrastructure improvements for the Cedarburg STH 60 Business Park. The 60-acre parcel is located on the south side of STH 60 roadway where the property is centered approximately 2,000 feet west of the Sheboygan Road (CTH I) intersection. In addition, a principle driving force to the creation of the business park is to expand buildable lands for economic development purposes of future companies to be located in the City. Specifically, the City is currently negotiating with a local company to relocate to the Business Park and become the first Anchor Tenant.

Several study initiatives on the property have been completed to date by the City that include the following:

- Preliminary Water/Sewer Evaluations
- Preliminary Park Layout/Cost Analysis
- Traffic Impact Analysis
- Wetland Delineation Analysis

This proposal has been prepared at the request of the City of Cedarburg as a continuation of services performed by The Concord Group (TCG) for the STH 60 Business Park – Phase I Improvements. We previously completed Select Project Management Services for the initial effort and this proposal details full Owner’s Representation services to be performed that will include completing work through the following phases of the project: Public Assistance services and Project Management services through the Design and Bidding phase.

The duties, responsibilities, and fees outlined in this proposal have been prepared in accordance with the following guidelines:

- The purpose of TCG’s involvement is to provide independent construction consulting services on behalf of the City as an Owner’s Representative on the project. Specifically, we will provide select Project Management oversight and Cost Estimation validation services for the development to ensure complete project-controls are performed through the Design/Permitting/Bidding phase of the project.
- The anticipated total construction budget has been estimated to be approximately \$8,200,000 and the project will be designed and constructed prior to the substantial completion schedule proposed for the Anchor Tenant’s development.
- The anticipated project schedule provided by the City suggests the following 12-month schedule:

➤ Design/Permitting Phase	March, 2020 – December, 2020	(9 Months)
➤ Bidding/Award Phase	December, 2020 – February, 2021	(3 Months)

II. SCOPE OF SERVICES AND FEES – OWNER’S REPRESENTATION

As described below, The Concord Group (TCG) will provide select Project Management services required by the proposed scope of work during the design, permitting, and bidding process for the project as determined by the City of Cedarburg (Owner).

1.0 Public Assistance Services

- 1.1 TCG will utilize its internal and external resources to assist Owner with the development of a fair and equitable cost share formula associated with the future reconstruction phases of STH 60 improvements, as it directly relates to the development of the Cedarburg Business Park.
- 1.2 TCG will develop effective strategies to educate key public decision-makers. Those strategies will include:
 - 1.2.1 Development of documents that support a fair and equitable cost-share formula for the Owner.
 - 1.2.2 Coordinate meetings with Wisconsin Department of Transportation (WisDOT) and other elected officials.
 - 1.2.3 Educate key public sector decision-makers at the WisDOT and Departments of Administration (DOA) of the correlation and implications of the future roadway improvements due to minimal impacts of the Business Park.
 - 1.2.4 Participate in regularly scheduled Owner strategy meetings regarding the Cedarburg Business Park.

2.0 Design and Bidding Phase Services

- 2.1 Update the Master Project Schedule with applicable revisions submitted by the design professional's anticipated timetable of activities for the project; and incorporate TCG's identification of critical path items, which will, at a minimum include the following milestones:
 - 2.1.1 Owner review and approval milestones of critical path items at pertinent intervals during the entire design phase.
 - 2.1.2 Other Consultant solicitations/selections, if applicable.
 - 2.1.3 Preliminary Engineering phase.
 - 2.1.4 Final Design phase.
 - 2.1.5 Bid Set completion.
 - 2.1.6 Governmental and other agency approvals at applicable intervals.
 - 2.1.7 Anticipated construction Contractor selections and procurement phase.
 - 2.1.8 Time sequence of shop drawings/material submittals and ordering/delivery of applicable products. This will include products/equipment for the Booster Station and Lift Station improvements.
 - 2.1.9 Projected Construction phase for installation of Infrastructure improvements.
 - 2.1.10 Any Mechanical/Electrical Systems commissioning required for the Booster Station and Lift Station improvements and the probable schedule to bring the systems on-line.
 - 2.1.11 Anticipated timing of Substantial Completion, Final Inspection, and Project Closeout efforts of the Construction phase.

- 2.2 Identify any long lead time items and recommend to the Owner methods of procurement to achieve the project schedule.
- 2.3 Prepare a Monthly Progress Report that includes project status and financial controls (project budget, cash flow analysis, and actual accrued costs) and update accordingly throughout the entire design and bidding phase of the project. It is anticipated to be approximately 11 summary reports over the 11 months of the design and bidding phase).
- 2.4 Coordinate and consult as necessary with City stakeholders and other providers of professional services engaged by the Owner.
- 2.5 Preparation of independent construction cost estimates validating estimates prepared by the design professionals for each the preliminary engineering and 90% final design submittals. Assess and advise the Owner of potential cost impacts to the project budget.
- 2.6 Review the preliminary engineering and 90% final design plans as prepared by the design and specialty design professionals and evaluate them for cost, constructability, adherence to schedule and consistency with the program. Upon review of the preliminary engineering plans, administer a value engineering exercise with the design professionals to ensure an evaluation of the proposed design work is reasonable. Assess and advise the Owner of impacts to the project budget and project schedule; and any modifications proposed are incorporated in the future design work.
- 2.7 Consult with the Owner regarding issues which impact the constructability and feasibility of the project.
- 2.8 Throughout the design process, schedule and attend all design review meetings and review the design professional's agenda/minutes for accuracy and correct any errors within such documents. It is anticipated that these meetings will be held bi-weekly over the entire 9-month design period (18 meetings) and an additional two meetings during the bidding phase for a total of 20 meetings during the design phase.
- 2.9 Attend and facilitate coordination meetings with the Anchor Tenants design/construction team. It is anticipated that there will be a monthly meeting, at minimum, throughout the 9-month design phase and this effort will include preparing agenda, meeting minutes, preparation for and management/direction of action items for both the City's and Anchor Tenant's team.
- 2.10 Conduct periodic progress meetings with the Owner to update them on issues related to their action/involvement, design team, specialty consultants, Anchor Tenant progress, project budget and/or project schedule.

3.0 Fees and Expenses

3.1 The Concord Group – Fees associated with the scope of services described above in Section II, Part 1.0 through 2.0 over the anticipated 12-month project schedule will be provided for an estimated fee as follows:

3.1.1	Public Assistance Services (Section 1.0)	\$ 5,000 (Allowance*)
3.1.2	Design and Bidding Phase (Section 2.0)	<u>\$ 44,600 (NTE fee **)</u>
	Total Base Fee	\$ 49,600

* - Due to the unknown level of actual effort anticipated, we have assumed a \$5,000 allowance to be invoiced separately as services are performed for the Public Assistance Services work. If the work effort exceeds the amount, we shall notify the Owner accordingly and request an Amendment to Agreement.

** - Design and Bidding Phase total fee of \$44,600 includes Project Management services for Design (entire Section 2.0, excluding Section 2.5) and Cost Estimating Validation services (per Section 2.5) that equate to approximately \$32,600 and \$12,000, respectively. Services performed shall be invoiced on a Not-To-Exceed basis.

3.2 The Concord Group Reimbursable Expenses – As a clarification, the following expenses are described and if applicable will be in addition to the above base fee:

- 3.2.1 No mileage expense will be charged and is included in the above base fee.
- 3.2.2 If required, cost for reproduction of drawings at a 1.0 multiplier (hard-copies).
- 3.2.3 Additional costs for specialist consultants engaged under The Concord Group on behalf of and at the Owner's direction.

4.0 Terms of Payment and Additional Services

4.1 An invoice will be submitted monthly for work completed, and payment will be due within thirty (30) calendar days.

4.2 Reimbursable expenses incurred, if applicable, will be reimbursed at net cost (1.0 multiplier).

4.3 Additional services beyond this Agreement provided by The Concord Group and authorized by the Owner, will be reimbursed on either a pre-agreed lump sum basis, or on an hourly basis at the following rates:

Principal	\$ 220
Public Assistance Specialist	\$ 205
Director/Project Executive	\$ 195
Senior Project Manager	\$ 170
Senior Cost Estimator	\$ 170
Project Manager	\$ 140
Cost Estimator II	\$ 140
Cost Estimator I	\$ 125
Assistant Project Manager	\$ 100
Assistant Cost Estimator	\$ 95
Observation Specialist	\$ 95

Technical Assistant

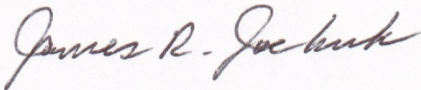
\$ 78

III. ACCEPTANCE

If the foregoing proposal meets with your approval, a signed acceptance of this proposal will constitute an agreement between The Concord Group and the City of Cedarburg, and an authorization to render the services specified herein.

Signed on behalf of:

THE CONCORD CONSULTING GROUP OF ILLINOIS, INC.

By: 

Date: This 26th day of March, 2020

Accepted for:

City of Cedarburg

By: _____

Date: This _____ day of _____ .



Appendix A – Why The Concord Group?

Core Business – As an Owner's Representative (OR), Project Management and Cost Estimating services are our core business; our staff provides these services every day. In this capacity, we have managed multiple complex projects to a successful outcome by following a process that has been built on the foundation of our tested policies, procedures, and project tools over the company's existence.

Comprehensive and Holistic - Our standard scope of services is typically more comprehensive than our competitors. Our approach as an independent construction consultant is holistic, focusing on all Owner activities, not just those that pertain to the design and/or construction.

We tailor our approach - Our standard scope of services can be tailored to suit a particular project. Upon award, we would meet and confirm the scope of services requested by the Owner, and we propose that our fee be adjusted accordingly.

Reimbursable Expenses - Our proposed fee includes all typical reimbursable expenses including mileage.

Estimating support - Our expertise in Construction Cost Management is one of the differentiators which distinguish The Concord Group from our competitors. With a Cost Estimating staff of 16 individuals, we have one of the largest independent and professional cost estimating groups in the Midwest. We provide these services at a level where you can expect cost savings and construction change order validation.

Return on Investment - We have metrics where we can show multiple examples of projects where the savings generated from our cost management services have paid for our complete OR fee many times over.

Municipality Experience - Approximately 85% of our OR assignments are for municipalities or nonprofit organizations.

Complex Project with Multiple Stakeholders - The majority of our projects have multiple layers of stakeholders. We have developed a comprehensive communication plan that can be tailored to each specific project in order to ensure appropriate and efficient communications to municipal stakeholders and senior leadership. This allows them to make informed decisions in a timely manner as to not hinder the project's schedule and progress.

Local Presence and Experience - Our staff has the experience and skillsets, locally in Wisconsin, to perform this OR role to the highest standards. In this role, we have worked with municipalities, large and small, throughout Southeast Wisconsin. We have garnered the respect of the industry and will generate the best results from all project participants.

Our Team - While all projects will have a primary representative, The Concord Group utilizes a team approach. Complex projects require the participation of multiple professionals; we have a team of professionals with a variety of skillsets that allow for the strength and depth to accommodate the demands of your project. We don't believe in staffing a significant project with a single individual who has 100% responsibility for the outcome.

Capacity - We have staff with the right skill set available and are ready to start immediately.